



**2000–2001 BUDGET**



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# CITY OFFICIALS

## City Council

Lois J. Giess (East District)

President

Gladys Santiago (At-Large)

Vice President

Brian F. Curran (At-Large)

Benjamin L. Douglas (Northeast District)

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Wade S. Norwood (At-Large)

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## Mayor

William A. Johnson, Jr.

## Deputy Mayor

Jeffrey T. Carlson

## Bureau of Budget & Efficiency

Richard W. Hannon

Budget Director

## Budget Staff

William J. Ansbrow

Carol A. Arieno

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Mary H. Kirkendale

Jean Missler

Robert P. Stanin

Donna Turner

Hazel Washington

Annella Willson

# BUDGET AT A GLANCE

|   | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> | Dollar<br><u>Change</u> | Percent<br><u>Change</u> |
|---|----------------------------|--------------------------|-------------------------|--------------------------|
| <b>BUDGET</b>                             | \$334,692,600              | \$338,235,400            | \$3,542,800             | 1.06%                    |
| <b>PROPERTY TAX LEVY</b><br>(Before STAR) | \$140,927,400              | \$138,027,400            | -\$2,900,000            | -2.06%                   |
| <b>TYPICAL HOMESTEAD BURDEN*</b>          |                            |                          |                         |                          |
| Property Tax                              | \$1,091.05                 | \$1,039.80               | -\$51.25                | -4.70%                   |
| Service Charges                           | <u>\$564.68</u>            | <u>\$581.56</u>          | <u>\$16.88</u>          | 2.99%                    |
| Subtotal                                  | \$1,655.73                 | \$1,621.36               | -\$34.37                | -2.08%                   |
| Less savings from BASIC STAR**            | <u>\$122.56</u>            | <u>\$253.80</u>          | <u>\$131.24</u>         | 107.08%                  |
| Total                                     | \$1,533.17                 | \$1,367.56               | -\$165.61               | -10.80%                  |
| <b>TYPICAL NON-HOMESTEAD BURDEN***</b>    |                            |                          |                         |                          |
| Property Tax                              | \$10,075.69                | \$10,048.33              | -\$27.36                | -0.27%                   |
| Local Works Charge                        | <u>\$405.00</u>            | <u>\$433.50</u>          | <u>\$28.50</u>          | 7.04%                    |
| Total                                     | \$10,480.69                | \$10,481.83              | \$1.14                  | 0.01%                    |
| <b>PROPERTY TAX RATES (PER \$1,000)</b>   |                            |                          |                         |                          |
| Homestead                                 | \$18.43                    | \$18.94                  | \$0.51                  | 2.77%                    |
| Non-Homestead                             | \$43.58                    | \$43.86                  | \$0.28                  | 0.64%                    |
| <b>TYPICAL HOMESTEAD SERVICE CHARGES</b>  |                            |                          |                         |                          |
| Water                                     | \$215.68                   | \$224.96                 | \$9.28                  | 4.30%                    |
| Refuse                                    | \$241.00                   | \$241.00                 | \$0.00                  | 0.00%                    |
| Local Works                               | <u>\$108.00</u>            | <u>\$115.60</u>          | <u>\$7.60</u>           | 7.04%                    |
|   | \$564.68                   | \$581.56                 | \$16.88                 | 2.99%                    |

\*Based on a house assessed at \$54,900 in 2000-01 and \$59,200 in 1999-2000 with 40' front footage and using 80,000 gallons of water annually.

\*\*Basic STAR Exemption was \$6,650 in 1999-2000 and is \$13,400 in 2000-01.

\*\*\*Based on a business assessed at \$229,100 in 2000-01 and \$231,200 in 1999-2000 with 150' front footage.

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# READER'S GUIDE

## Budget Process

This budget is for the City's 2000-01 fiscal year, which begins on July 1, 2000 and closes on June 30, 2001. The process and content requirements of the annual budget are stipulated in Section 3-9 of the City Charter. Consistent with these requirements, the Mayor prepares a proposed budget. Detailed budget requests are made by each department, reviewed and analyzed by the Bureau of Budget and Efficiency, and approved by the Mayor.

The Mayor's proposed budget is considered by the City Council, and at least one public hearing is scheduled. The City Council may adopt the budget as proposed by the Mayor or may modify it. If the City Council's action on the budget contains no additions, the budget is adopted without further action. Reductions to the proposed budget do not require the approval of the Mayor. If City Council's action includes any additions, the budget must be presented to the Mayor by June 20. The Mayor may accept or reject any additions. If the Mayor accepts the additions, the budget is adopted without further action. If the Mayor rejects any additions, he must inform the City Council of the items rejected with his reasons and return the budget to the Council by June 25. The City Council may then reconsider the budget and, by June 30, may revise its actions in conformity with the Mayor's objections or may, upon a two-thirds vote, override the Mayor's objections. If City Council does not, by June 30, adopt a budget according to these procedures, the budget as submitted by the Mayor plus any City Council additions not objected to by the Mayor will be the budget for the ensuing year.

## Scope of the Budget

The budget contains most of the ongoing operations of the City of Rochester. Certain programs are not included:

*City School District.* A summary of the proposed City School District budget is included (Tab 17). The complete text of the School budget is included in a separate document.

*Federal Programs.* The administrative costs and certain program expenses are included. However, most program expenditures from the Consolidated Plan, Law Enforcement Block Grant (LEBG), and Enterprise Community Zone (ECZ) are not included. Appropriations from these programs are made during the year.

*Capital Programs.* The budget includes two types of capital expenditures: Cash Capital, the direct outlay for capital purposes, and Debt Service, the repayment of principal and interest on previously authorized borrowing. Not included is the appropriation of the proceeds from note and bond sales that may occur during the year. These will be appropriated individually during the year, and their repayment will be included in future budgets as Debt Service. The Capital Improvement Program (CIP) section in the Budget document details all expected capital program expenditures for 2000-01, and each of the subsequent four years.

*Trust and Agency Funds.* On occasion, the City receives income that is to be used for restricted purposes. An example is the income in the Fund for the City's Future, which is restricted to the promotion of City tourism, living, and marketing. Such funds are not included in the budget and require City Council appropriation during the year.

## Budget Format - Organization

The budget is organized into five presentations:

1. The Mayor's Message
2. City Council Report (in Approved Budget only)
3. Summary (Tab 1)
4. Departmental Sections (Tabs 2-15)
5. Informational Sections (Tabs 16-17 & Index)

The departmental sections are indicated by white tabs with the name of each department.

## Budget Format - Departmental Sections

Each departmental section contains a Department Summary that includes organization, program, and financial data relating to the total department. Major changes from the prior year are highlighted. In addition, for each major function within a department, there are three detailed presentations:

1. *Programs*, which provides information for each activity, including descriptions, performance indicators, and any program change from the prior year.
2. *Expenditures and Employee Years*, which contains current and historical expenditure and personnel data. The expenditure data are presented in two ways — by major object (or type) of expense and by activity.
3. *Personnel*, which includes a calculation of employee years and a detailed listing of all full time position titles and pay brackets. The employee year calculations on this page produce the totals listed on the Expenditure and Employee Year pages.

In the Undistributed Expenses (Tab 13), Contingency (Tab 14) and Capital (Tab 15) sections, no personnel data are provided, as no staff are assigned.

## Budget Format Year-to-Year Comparisons

The year-to-year comparison for each bureau or division calculates the increase or decrease in the budget and employee years for that unit. An analysis of the change in the budget is included. The total change is the sum of the change noted in each of six categories. The categories are:

1. *Salary and Wage Adjustment*, which accounts for all routine changes in personnel compensation. This includes contract settlements, step and merit advancements, upgrades and downgrades of positions, and turnover that replaces higher compensated employees with lower compensated ones within the same pay brackets.
2. *General Inflation*, which accounts for increases in the cost of goods and services attributed to inflation.
3. *Chargebacks*, which accounts for the year to year change in charges for services provided to the activity by other units of City government. These services are duplicating, postage, motor equipment fuel and service, telephone service, workers' compensation, water, refuse collection, and geographic information system.
4. *Vacancy Allowance*, which accounts for the year to year change in the assumption of the vacancy allowance. This allowance is the difference between the actual expenditure requirements for personnel and that required if all positions were filled at all times.
5. *Miscellaneous*, which accounts for minor changes not accounted for by any of the other categories.
6. *Major Change*, which accounts for significant budget variances. If there are any major changes, a narrative explanation follows immediately.

Program changes, if any, are detailed in the activity presentations.

## Basis of Accounting

The accounting policies of the City of Rochester conform to generally accepted accounting principles. The basis of accounting is the modified accrual method, in which revenues are recognized in the period in which they become available and

measurable, and expenditures are recognized at the time a liability is incurred, except principal and interest on long-term debt and pension liability, which are recorded when due. The exception to this basis is for the Enterprise Funds that are on an accrual basis, in which revenues are recognized when earned, and expenditures are recognized when incurred.

The accounts of the City are organized into various funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts.

## Glossary

**Activity** The most basic level of presentation in the budget. Each major function is divided into activities, for which budgetary, personnel, and narrative information is provided.

**Adopted Budget** The annual operating budget plan for the upcoming fiscal year approved by City Council according to the City Charter.

**Appropriation** An authorization to expend funds for stated purposes.

**Assessed Value** The value assigned for property tax purposes to each property within the City. Rochester utilizes a full value system; thus, it is the objective to assess all property at 100 percent of full market value.

**Assessed Value Tax Rate** The amount of tax levied for each \$1,000 of assessed valuation.

**Bond Anticipation Note** A note that may be redeemed with the proceeds from the future sale of a serial bond. A note is a short term borrowing instrument, usually requiring repayment within one year of issuance.

**Budget Amendment** A formal action by the City Council to adjust the budget after adoption. These amendments take two forms: the transfer of an appropriation from one departmental budget to another, or the appropriation of new sources of revenue to support a new expense

**Capital Improvement Program (CIP)** The five-year spending plan for major improvements and construction projects. It provides detail by functional area, funding source, and year.

**Cash Capital** The direct outlay for capital items, most significantly equipment purchases, street

improvements, and building renovations. The Cash Capital appropriation is a direct outlay because the City does not borrow for these expenditures. The Cash Capital appropriation is contained in the Capital Expense Summary.

**Chargeback** A charge from one department to another for services rendered, e.g., telephone service.

**Constitutional Debt Limit** Limits on the amount of debt that a municipality can incur. Article VIII of the New York State Constitution imposes on Rochester a limit of 9 percent of the most recent five-year average of full valuation of taxable real estate for capital purposes.

**Constitutional Tax Limit** Limits on the amount of money that a municipality can raise through real estate taxes. Article VIII of the New York State Constitution imposes on Rochester a limit of 2 percent of the most recent five-year average of full valuation of taxable real estate.

**Contingency** A budgeted reserve fund for unforeseen or unmeasurable expenditures not otherwise budgeted.

**Debt Service** The repayment of debt, including interest payments and installments on the principal. The debt service appropriation is contained in the Capital Expense Summary.

**Directly Applicable Revenue** Revenues that are generated because of the efforts of an organizational unit for a given function.

**Employee Benefits** The direct expenditures, other than salary and wages, associated with employee compensation. In the budget, the employee benefit appropriations are included in the Undistributed Expense budget, but are allocated for information purposes to each major function. These include retirement, Social Security, medical and dental, workers' compensation, and life insurance benefits. All other employee compensation costs are included in the departmental budgets.

**Employee Years** An approximation of employee resources stated as an equivalent number of full time positions. Each full time position is counted as one employee year, while overtime hours and part time, temporary, and seasonal positions are approximated as partial employee years. The vacancy allowance (see below) is also stated as an equivalent number of full time positions, and is subtracted in approximating net employee years for an activity.

**Enterprise Fund** Enterprise funds are fiscal and accounting entities that account for certain services and programs that operate as separate businesses. Expenditures for these operations are supported by revenues generated by the activities (e.g., fees for service) or dedicated under law for those specific operations. This Budget includes the following Enterprise Funds: Water, War Memorial, Parking, Cemetery, Public Market, Refuse, and Local Works.

**Fund** A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, with related expenses and other obligations. The budget contains ten funds that are explained and accounted for in the Summary (Tab 1).

**Fund Balance** In fund accounting, Fund Balance equals Assets minus Liabilities.

**General Fund** The principal operating fund of the City, accounting for all financial resources not recorded in other funds.

**Homestead** One of two classifications of property owners authorized for property taxation under the New York State law applicable to Rochester. The Homestead class includes all one, two, and three family residential real property, including dwellings used in part for non-residential purposes but used primarily for residential purposes. The other classification is the Non-Homestead class.

**Interfund Revenue** Income generated through a transaction between or among funds. Interfund revenues are offset by expenses or obligations recorded in other funds.

**Intrafund Credit** A transaction between or among appropriations within the same fund. In this budget, intrafund credits reflect chargebacks for services. The costs of these services (motor equipment, telephones, etc.) are included in the unit providing the service, and also the unit receiving the service. To offset this double recording of cost, the service provider unit records a credit (or reduction of expense) when the service charge is processed.

**Major Functions** The subdivision of a departmental budget. Major functions are Bureaus, Divisions, Offices, or other organizational units.

**Major Objects** The basic types of expenses incurred by an organizational unit categorized as Personnel, Materials & Supplies, Services, and Other expenses.

**Morin-Ryan** The sales tax distribution formula, which took effect in 1985-86, divides the first three percent of the local share of the sales tax.

**Non-Homestead** One of two classifications of property owners authorized for property taxation under the New York State Law applicable to Rochester. The Non-Homestead class includes all properties other than one, two, and three family residential properties. The other classification is the Homestead class.

**Overtime Employee Years** See Employee Years.

**Part Time, Temporary, Seasonal** Used on the Personnel Summary page to show the approximation of Part Time, Temporary, and Seasonal employees in terms of Employee Years. Part Time employees work less than a regular work week schedule on a year round basis. Temporary employees work regular work week hours, but for a fixed duration (usually not to exceed eighteen months). Seasonal employees work at certain times during the year (e.g., during the Summer) on schedules determined by the nature of the jobs that they are performing.

**Performance Indicator** Measures of performance for the activities in which they are listed. Four types of measures are used: Demand, which measures the total need for a service, regardless of whether the need can be met within the activity's budget; Workload, which measures the response of the activity to the demand; Efficiency, which measures the workload response relative to available resources; and Results, which measure the impact of services provided. Because of measurement difficulties, not all activities contain indicators in all categories.

**Property Tax Levy** The total amount of property tax to be assessed on taxpayers. The property tax levy differs from property tax revenue in that the levy includes all amounts due, regardless of whether they are collected.

**Property Tax Rate** The rate used to determine the property tax bill of individual taxpayers. The rate is expressed as a dollar amount to be charged for each \$1,000 of assessed property value. A separate tax rate is applied to each of two classes of property owners, Homestead and Non-Homestead.

**Property Tax Reserve** The portion of the property tax levy that is estimated to be uncollected during the fiscal year and remains uncollected after sixty days from the close of the fiscal year.

**Property Tax Revenue** The amount of money raised by the property tax. Due to nonpayments, the actual collection is less than the total levy.

**Proposed Budget** The budget plan for the upcoming fiscal year recommended by the Mayor to City Council for its formal approval. The budget is "proposed" until it is formally "approved" by City Council.

**Sales Tax** A tax as a percentage of most retail sales is levied by New York State and Monroe County. The City receives a portion of the proceeds under agreements with Monroe County.

### **School District Revenue Allocation**

**Agreement** Section 3.9.1 of the City Charter provides \$127,300,000 to the Rochester City School District. It and its predecessors replaced a formula based distribution in effect until 1994. Prior to 1994, the City School District received 60 percent of the property tax limit (annual increases would not exceed 5 percent), 40 percent of sales tax revenue received by the City, and 60 percent in lieu of tax payments received by the City from housing projects. This distribution is presented as a "negative" revenue in the Interfund Revenue & Transfers Section of the Summary (Tab 1) and as revenue from local sources in the City School District Section (Tab 17).

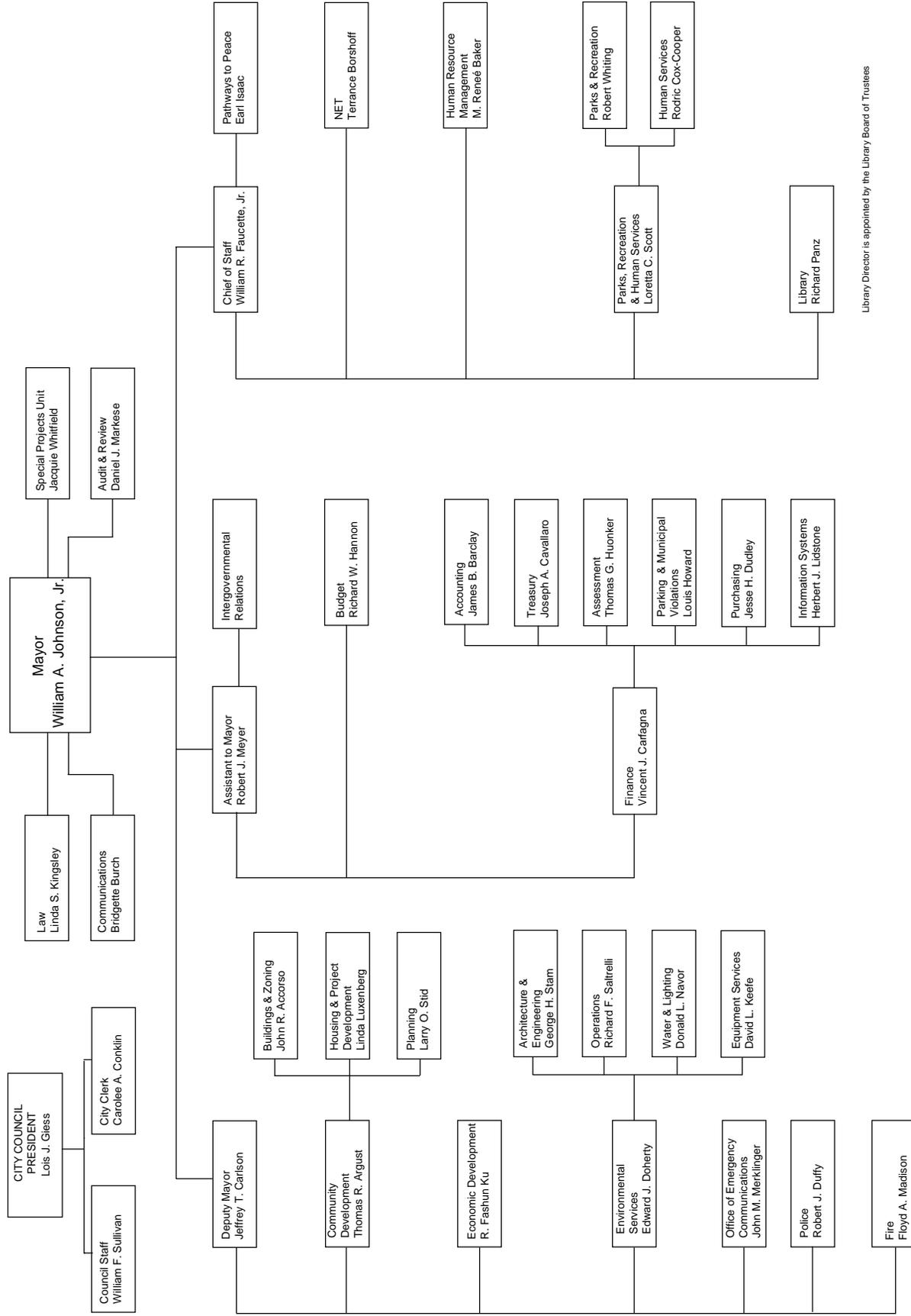
**Serial Bonds** A long-term borrowing instrument that requires a series of payments to be made over a multi-year period. The payments made include principal installments and associated interest expense.

**Special Fund** Special funds are fiscal and accounting entities that state law restricts for specific purposes. This Budget includes the following Special Funds: Animal Control and Library.

**STAR** The New York State School Tax Relief Program providing homeowners relief from school property tax through two levels of exemptions. (See Summary, STAR section for details).

**Vacancy Allowance** The difference between actual expenditure requirements for personnel resources and that which would be required if all positions were filled at all times. The vacancy allowance accounts for position vacancies that occur as a result of routine employee turnover as well as those that may be deliberately maintained.

# MANAGEMENT CHART



Library Director is appointed by the Library Board of Trustees



## City of Rochester

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**William A. Johnson**  
Mayor

City Hall, Room 307-A  
30 Church Street  
Rochester, New York 14614-1284  
(716) 428-7045

May 19, 2000

TO THE COUNCIL:

Ladies and Gentlemen:

Transmitted herewith is the 2000-01 budget estimate for the City of Rochester prepared in accordance with the City Charter requirements. The estimate of \$338,235,400 is \$3,542,800 or 1.06% more than the 1999-2000 amended budget of \$334,692,600.

This budget proposal is the product of a unique public and collaborative process that was necessary to overcome severe challenges. The budget that City Council approved last June contained a forecast of an \$8.2 million General Fund budget deficit for the 2000-01 fiscal year. That is not an insignificant amount, but one that I considered manageable, given this Administration's record for efficiency, innovation, and willingness to live within its means. However, key assumptions in that approved budget and the 2000-01 forecast were (1) that New York State would provide Rochester with an increase in State aid in 1999-2000 and (2) that this aid would be permanent. (You will recall that all that we could do at the time was speculate and assume, as your timely approval of the City budget preceded by two months the State's near-record tardiness in approving its own 1999-2000 budget.)

I was pleased to learn, ultimately, that New York State met my first assumption and did include additional aid for Rochester in 1999-2000. However, my second assumption was not met. The supplemental aid was not added to the City's permanent aid allocation. It was delivered via a complicated "spin-up" plan that accelerated the dates at which we were permitted to accrue revenue from the State. The salient point is that this supplementation was one-time assistance for 1999-2000 only and not recurring in 2000-01 or any other future year.

The loss of anticipated State Aid revenue and several other factors led to a revised forecast in December of 1999 of a General Fund deficit of \$16.7 million for the 2000-01 fiscal year.

EEO Employer/Handicapped



At the same time, I was beginning to get a sense of the impact of the first comprehensive revaluation of all City real property since 1996. As you are well aware, Rochester has been experiencing a downward trend in assessed value for a number of years. The projections at that time indicated that we were apt to realize a one-year loss of nine percent (9%) of the assessed value of Homestead properties and two percent (2%) of the Non-Homestead value for the tax roll that would be used for the 2000-01 property tax revenues. Our calculations determined that a tax levy cut of \$12.5 million would be required to hold the Homestead tax rate constant at its 1999 - 2000 level. Such a hold-harmless goal is, of course, desirable given Rochester's high full value tax rates and the typical City resident's low income level (relative to the balance of Monroe County).

Combining the projected revenue - expense deficit of \$16.7 million and the \$12.5 million levy reduction required to stabilize the Homestead tax rate yielded a projected deficit of \$29.2 million. What had begun as a "manageable" \$8.2 million problem had exploded by more than 350%. My managers and I are no less efficient, innovative, or willing to live within our means than ever, but no conceivable measures of efficiency, innovation, or will would close such a gap. We needed new, creative approaches and the support of others.

We produced those approaches, and we received that support (along with a few lucky and unlucky breaks). The result is this budget proposal that I am presenting to you. Before sharing its highlights, I shall review the process, the support, and the mixed luck that went into its development. All are instructive and probably foreshadow how future City budgets will be developed.

First, I informed the City's management team of the problem and the steps that they had to take to assist in closing the gap. Severely constricted spending limits were imposed on all units, with challenges to first find efficiencies and productivity savings, and with a sad acknowledgment that we would likely need to cut public services as a last resort. As they have so well for so many years, my managers and senior staff produced excellent results.

Second, I informed City Council of the situation and explored various alternatives and approaches with you. I appreciate your candid and helpful suggestions and comments.

Third, I vigorously enlisted the support of our local delegation of State Assembly members and Senators. A major element of our gap closure strategy was obtaining additional, permanent support from New York State, and the whole-hearted support of this group was essential. The problem was laid before them, and they responded with an outstanding level of comprehension and advocacy.



Fourth, I took the issue to the community in a variety of ways, including a series of very well-attended briefing sessions for business and community leaders, NBN Sector representatives, the faith community, and not-for-profit agency staff. I asked that they assist us in carrying our message to Albany, and the feedback that I received indicates that many did so. The power of many voices from many quarters raising the same message cannot be overestimated. While it is impracticable for me to individually thank the many who responded to our request for help, I hope that the sentiment of this message can convey to them my appreciation for their efforts.

Fifth, I revamped my direct advocacy efforts with the Governor and the leaders of the Senate and Assembly in Albany. You will recall that last year I joined the mayors of Buffalo, Syracuse, and Albany in promoting the Urban Upstate Revitalization Plan, a proposal to provide aid to our four cities to assist us in meeting common challenges. This year I continued my collaboration with these estimable colleagues, but we adjusted our message to feature the unique and subtly differing issues and priorities facing each community.

Moreover, I dedicated a significant portion of my schedule to face-to-face meetings in Albany with the Governor, the Speaker of the Assembly, the Senate Majority Leader, the heads and members of key committees of the Legislature, and, time-and-again, our local elected delegation. Indeed, in the late Winter and Spring of 2000, I came to know the path from Rochester to Albany as well as I do the one from City Hall to my own home.

While these efforts were not one hundred percent successful, some valuable lessons were learned from the process. Foremost, being open, honest, and consistent in communicating about budget matters pays off. It can be complicated business, often obscured by arcane language and daunting, non-intuitive computations. I was as clear as I could be with all with whom I was in contact about our assumptions, calculations, and options, going so far as to document and share them in writing. Second, there is no shame in asking for help. I was pleased to note the cooperation that was evident both here in Rochester and in Albany. Many people collaborated on achieving a solution that was beyond the ability of the City itself to produce. Third, luck is fickle and good luck is not something that one should count on to balance a multi-million budget every year. However, being conservative in one's assumptions and estimates is sound practice. This approach can, for example, permit one to receive bad news (such as an overall 4.8% loss of assessed value) and interpret it as an improvement over what one had been anticipating. Soaring visions and boundless optimism have their place in the development of this community, but skepticism (almost to the point of pessimism) in budgeting has its place, too. Fourth, the type of advocacy this called for can be a time-consuming, sometimes aggravating, grueling process. While I have come to know the Albany environ well, and find much about that fine city to enjoy, I like being in Rochester better. Nonetheless, I hope that you will agree that the time spent there was time well spent.



What was achieved was this: New York State increased Rochester's permanent aid by \$15.9 million. Unlike many past years, we need not speculate about this, as the State budget has been passed. We collectively owe the Governor, the Speaker, the Majority Leader, the members of both houses, and, most significantly, our local delegation a major "thank you" for their actions. I understand, and expect that the State does too, that our aid increase is permanent and can be counted upon for future years' budgets.

The other major things that happened were these:

The comprehensive real property revaluation effort also concluded in early May, and the results, while a discouraging continuation of the trend of declining assessed value, were not as bad as the initial forecast. Rather than the projected nine percent and two percent drops for the Homestead and Non-Homestead classes, respectively, the drops were seven and one-quarter percent (7.25 %) and nine-tenths of one percent (0.90%). Moreover, the completion of the assessment process allowed us to complete the calculation of the annual State-mandated "shift" of burden between the Homestead and Non-Homestead classes. (Given the volatility of this factor and its partial reliance upon survey data developed by the New York State Office of Real Property Tax Services, no assumption had been factored into the Administration's projections about its impact.) As Council knows from the action that it took at its May meeting earlier this week, the shift was in favor of the Homestead class, decreasing its share of the tax levy by two and seven-tenths percent (2.7%). The tax rate stabilization revenue reduction requirement that had been forecast as \$12.5 million was almost cut in half (to \$6.5 million) as a result of the final assessments and the shift.

With some trepidation, I have increased the projections on sales tax revenue by \$3.1 million, based upon an upturn in growth-based revenues since the December forecast and the assumption of two percent (2.0%) growth during 2000-01. As you know, we have reached the capping limit on our share of the "final penny," and the rate of growth in this revenue stream will be solely dependent upon growth in the underlying sales of goods and services in Monroe County. We will no longer be assisted by the "double-dip" of an increasing share of the total. My apprehension is fed by the continuing news of layoffs in the local economy, projections of decline in local payrolls, the migration of retail activity out of Monroe County, and the inevitable growth of (hopefully just for the short term) tax-free Internet commerce. I applaud Councilman Mains for his recent op-ed article about the need for Internet sales tax reform.

I also directed that we tap all of the remaining small balance in the Tax Relief Fund (\$238,000). While a modest amount, this usage is consistent with the intent of the Fund and helps to ameliorate the reliance upon property tax revenues.

The City also agreed to participate in the planned development of a soccer specific stadium, and I directed that \$1.0 million be added to our planned expenditures to facilitate that project.



One of our major uncertainties was the wage rate for our unionized Police and Fire Department employees. The contracts of both units had expired on June 30, 1999, and negotiations were proceeding slowly. In fact, the police negotiations had moved to the binding arbitration stage, and the arbitrator delivered a summary of his award on May 11, 2000. We were very discouraged about the decision rendered, as it substantially exceeded the assumptions with which we had been working. Planned expenditures increased \$1.7 million as a consequence. As I have often stated, the practice of binding arbitration for the City's sworn employees, wherein an individual who need not take into account the City's ability to pay can render such a decision, is a State mandate from which we must be relieved.

The Administration continued its practice of finding innovative ways of living within its means, delivering over \$1.6 million in efficiency savings that will reduce tax payers' burdens without a diminution of service levels to our customers. Most notable among them are major restructuring in the Fire Department that will allow compliance with OSHA's Two In - Two Out mandates, the court-ordered rank-for-rank staffing procedures, and increased training and emergency preparedness demands with 14 fewer sworn personnel, and restructuring of overtime and on-call procedures in the Department of Environmental Services.

Not all reductions could be accomplished painlessly, however, and this budget reflects more than \$1.2 million of widely distributed cuts that will have some adverse impact on customer service, timely responsiveness, and various other amenities. Examples include a cut back on the trail development program, elimination of a weekend shift for the Environmental Services Service Truck, and closure of the Webster Avenue ice rink. I will not attempt to minimize the impact of these reductions, but the Council and the community should know that I was fully prepared to go much deeper in cutting had not conditions improved as I have described above. "On the bubble" until virtually the last moment were such things as cuts in anti-graffiti efforts, Summer and school-year swimming programs, Sunday hours at Winton and Arnett libraries, and another year of deferring Police Department vehicle replacements.

Also a last minute restoration was local aid to the Rochester City School District. We long and carefully contemplated the possibility of recommending to City Council a \$3.5 million reduction in the City's contribution to the District, an amount equal in proportion to the possible budget reductions requested of City departments. Officials there must realize that they are not immune to the consequences of fiscal adversity that the City may face in the future. No one in this community values education more than I do, and Rochester's support of its dependent school district is higher than in any of the other large Upstate cities. However, I also have a clear understanding that other services are no less important. I will not administer the deconstruction of valuable municipal services in order to hold harmless the Rochester City School District.



Our agenda was daunting in preparing this budget: close a deficit, forego an increase in the Homestead property tax rate, avoid service cuts, advance our agenda, Rochester 2010: The Renaissance Plan. In light of the challenges I have described, it should come as no surprise that not all objectives were fully met. However, I believe that the mix of approaches that have been taken, the decisions that have been made, and the compromises to which I have agreed produce the best possible budget under the circumstances.

For the third time in my tenure as Mayor and as a key element of my seventh budget proposal, I am recommending a reduction in the property tax levy. In fact, this \$2,900,000 or 2.06% reduction will result in a tax levy at virtually the same level as that when I first took office. Given the drop in assessed values, the shift of tax burden from the Homestead to the Non-Homestead class, and this reduction in the levy, the Homestead tax rate will increase 2.77% or \$0.51 per thousand dollars of assessed value. The good news / bad news impact of these factors is **a decrease in the property tax bill** for the typical homeowner (whose home is, of course, valued 7.25% less than in the previous year). The City tax bill for this typical homeowner will decrease by 4.70%, yielding an average savings of \$51.25 per year. As I noted in my 1996 - 97 budget message (which followed the last comprehensive revaluation), averages do not translate to all experiences, and those whose properties increased in value, stayed the same, or declined less than the average of 7.25% will not see reductions of this magnitude.

I am proposing a package of rate increases in the Water Fund that will yield an increase of 4.3% for the typical residential consumer, or \$9.28 per year. We have for several years balanced this fund by utilizing reserves or unspent prior year cash capital allocations. These are finite and diminishing resources, and we must begin to bring operating revenues into line with operating expenses. Given the substantial capital needs for this vital system indicated in our Capital Improvement Plan (most notably modernization of the Upland conduits), this rate increase is warranted. Water rates were last increased with the 1998-99 budget.

I am also, for the second year in a row, proposing an increase in the Local Works fee. This enterprise fund supports street cleaning, hazardous sidewalk repair, and snow and ice removal. Unfortunately, the depletion of the fund balance in the aftermath of the March 1999 blizzard, combined with the expense required to deal with the substantial snow fall of the 1999-2000 Winter, leads me to propose an increase of 7.04% in the fees, or a new rate of \$2.89 per front foot. The impact on the typical home will be \$7.60 per year.

I am proposing no increase in the refuse rates. This fee was last increased in 1992-93.

The net effect of the property tax changes, the increase in the water and Local Works fees, and the continued freeze in the refuse fee is that **the typical homeowner will experience a 2.08% decrease in billings from the City** for the support of this budget. This translates to a savings of \$34.37 per year.

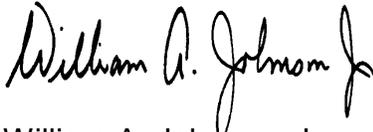


The taxes and fees that we will collect, the savings that we have generated, and the cuts that we have had to make will allow us to continue on our journey to the Rochester that we have envisioned in the year 2010. Despite the need to make some cuts, most basic municipal services will continue at present levels. Some services will be enhanced (largely through grant funding). Pressing capital and infrastructure investments will be made. We will be hiring and assigning 24 Police Officers to City Schools, increasing acquisition of library materials, providing for the rehabilitation of City recreation centers and Fire stations, and increasing our ability to acquire land and, as necessary, demolish properties for development and blight elimination purposes. This budget document will provide details about these initiatives, and there is more to be revealed in the near future.

The many community volunteers and members of this Administration who have been working on the implementation of The Renaissance Plan will soon release details about their strategies and action plans. On June 3, 2000, I hope you will join me at the Rochester Riverside Convention Center as we learn specifics about the progress that has been made regarding our urban renaissance and the things that are to come.

I encourage your typically thorough, responsible, and constructive review of this proposal. I seek your support for this budget, and I welcome the opportunity to discuss its specifics with you in the coming weeks.

Respectfully submitted,



William A. Johnson, Jr.  
Mayor



# CITY COUNCIL REPORT

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This section is provided in the Approved Budget document.

Increases

## Revenue:

- General Purpose State Aid increases
- Sales tax receipts increase due to an anticipated growth rate of 2% and a full year receiving a larger share of the “additional penny” of the 8% sales tax
- Higher interest rates and available balances increase estimated interest earnings revenue
- Metered water sales increase due to the proposed water rate increase
- Local Works collections increases due to the proposed rate increase

## Expense:

- Wage, salary, and benefit expenses under the terms of existing contracts or awards and an allowance for contracts presently in arbitration and negotiation
- Medical benefits for current and retired employees in accordance with rate increases by third party insurers
- Rehabilitation of City recreation centers
- Land acquisition and demolition
- Additional Police Officers in schools and diversion of non-emergency calls to non-sworn Police department employees

Decreases

## Revenue:

- A property tax levy decrease is proposed to provide tax relief
- The completion of the Jobs Training and Partnership Act and the Welfare to Work Grant reduces federal aid
- Transfer from the Tax Relief Fund decreases due to the lack of available balances
- Appropriation of Refuse Fund balance is eliminated due to a reduction in capital expenditures
- A lower exchange rate between the City and MCWA decreases anticipated sales to MCWA

## Expense:

- One time capital and grant funded expenditures are concluded
- Efficiencies are realized through reorganizations, work restructuring, returns on investments in technology, and productivity
- Budget constraints require service reductions, including the trail development program, operation of the Webster Avenue ice rink, and the Crimestoppers subsidy
- Routine fluctuations in motor equipment replacement schedules

## REVENUE SUMMARY SUMMARY OF REVENUE CHANGES

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General Fund 2000-01 revenue estimates are \$291,200 or 0.1% more than the 1999-2000 Budget. New York State provided for a General Purpose State Aid increase of \$9,486,100 which was partially offset by the elimination of a one time allocation. An increase in sales tax reflects an anticipated 2% growth in taxable sales and a full year receiving the larger share of the "additional penny" of the 8% sales tax. The New York State School Tax Relief (STAR) program increases State aid and decreases property tax collections. Higher interest rates and available cash balances increase interest earnings revenue. The completion of the Jobs Training and Partnership Act (JTPA) and the Welfare to Work Grant reduces federal aid that supported human services administration.

Special Fund 2000-01 revenue estimates are \$237,500 or 1.5% higher than the 1999-2000 Budget. Monroe County increases its support for the Central Library. An increase in property tax support is required for the Animal Control Fund and the Library Fund.

Enterprise Fund 2000-01 revenue estimates are \$1,208,600 or 1.6% less than the 1999-2000 Budget. The proposed change in the Local Works and water rates increases Local Works Fund current collections and Water Fund metered water sales revenue. Decreased capital expenditures in the Local Works Fund and the Refuse Fund decreases the need for an appropriation of fund balance. Property tax support is required for the Public Market Fund.

REVENUE SUMMARY  
SUMMARY OF REVENUE CHANGES

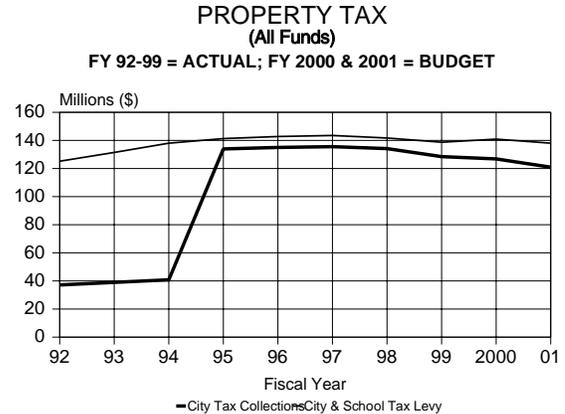
|  | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> | <u>Change</u>     | <u>Percent</u><br><u>Change</u> |
|--|-----------------------------------|---------------------------------|-------------------|---------------------------------|
| General Fund                             |                                   |                                 |                   |                                 |
| Taxes                                    |                                   |                                 |                   |                                 |
| Property Tax (City & School)             | 120,397,700                       | 114,204,400                     | -6,193,300        | -5.1%                           |
| Delinquent and Supplemental Taxes        | 4,563,500                         | 5,204,000                       | 640,500           | 14.0%                           |
| In-Lieu-of-Tax Payments                  | 10,967,000                        | 11,438,000                      | 471,000           | 4.3%                            |
| Interest Penalties                       | 3,100,000                         | 3,100,000                       | 0                 | 0.0%                            |
| Sales Tax                                | 104,867,000                       | 110,513,000                     | 5,646,000         | 5.4%                            |
| Utilities Gross Receipts Tax             | 10,060,000                        | 9,687,000                       | -373,000          | -3.7%                           |
| Mortgage Tax                             | <u>1,400,000</u>                  | <u>1,500,000</u>                | <u>100,000</u>    | 7.1%                            |
| Total General Fund Taxes                 | 255,355,200                       | 255,646,400                     | 291,200           | 0.1%                            |
| Other General Fund Revenues              |                                   |                                 |                   |                                 |
| Departmental Income                      | 4,169,500                         | 4,231,600                       | 62,100            | 1.5%                            |
| Use of Money & Property                  | 2,227,400                         | 3,800,900                       | 1,573,500         | 70.6%                           |
| Fines & Forfeitures                      | 4,268,100                         | 3,949,900                       | -318,200          | -7.5%                           |
| Licenses & Permits                       | 1,728,100                         | 1,447,600                       | -280,500          | -16.2%                          |
| Sale of Property & Compensation for Loss | 1,158,100                         | 1,138,700                       | -19,400           | -1.7%                           |
| Miscellaneous                            | 11,285,300                        | 5,015,000                       | -6,270,300        | -55.6%                          |
| Intergovernmental State                  | 48,548,000                        | 60,886,100                      | 12,338,100        | 25.4%                           |
| Intergovernmental Federal                | 8,201,300                         | 6,710,200                       | -1,491,100        | -18.2%                          |
| Intergovernmental Other                  | 13,712,400                        | 13,685,900                      | -26,500           | -0.2%                           |
| Interfund Revenue                        | <u>-107,575,000</u>               | <u>-108,920,000</u>             | <u>-1,345,000</u> | 1.3%                            |
| Total Other General Fund                 | -12,276,800                       | -8,054,100                      | 4,222,700         | -34.4%                          |
| Total General Fund                       | 243,078,400                       | 247,592,300                     | 4,513,900         | 1.9%                            |
| Other Funds Totals                       |                                   |                                 |                   |                                 |
| Animal Control                           | 807,500                           | 900,800                         | 93,300            | 11.6%                           |
| Library                                  | 15,012,300                        | 15,156,500                      | 144,200           | 1.0%                            |
| Water                                    | 29,927,600                        | 30,940,200                      | 1,012,600         | 3.4%                            |
| War Memorial                             | 3,840,100                         | 3,490,400                       | -349,700          | -9.1%                           |
| Parking                                  | 7,297,500                         | 7,165,200                       | -132,300          | -1.8%                           |
| Cemetery                                 | 1,848,900                         | 1,722,400                       | -126,500          | -6.8%                           |
| Public Market                            | 773,800                           | 617,200                         | -156,600          | -20.2%                          |
| Refuse                                   | 20,555,800                        | 19,746,800                      | -809,000          | -3.9%                           |
| Local Works                              | <u>11,550,700</u>                 | <u>10,903,600</u>               | <u>-647,100</u>   | -5.6%                           |
| Total Other Funds                        | 91,614,200                        | 90,643,100                      | -971,100          | -1.1%                           |
| Total All Funds                          | 334,692,600                       | 338,235,400                     | 3,542,800         | 1.1%                            |

Note: Property taxes are spread between the General Fund, Animal Control Fund, Library Fund, War Memorial Fund, Cemetery Fund and the Public Market Fund in the above display.

## REVENUE SUMMARY DESCRIPTIONS & CHANGES

### PROPERTY TAX

New York State General City Law authorizes Rochester to levy taxes on the value of real property. The assessed value of the property and the tax rate determine the amount of tax paid by a property owner. Taxes are billed annually, and quarterly installments are allowed for the first \$6,200 owed on each parcel. Responsibility for collecting property taxes is vested in the Department of Finance, Bureau of Treasury. Property taxes are allocated to various funds as necessary to balance them. Beginning in 1994-95 City and School property tax collections are accounted for within the City Budget. Funding for the City School District is provided within the Interfund revenue section. Prior to 1994-95 the School District received property tax collections outside of the City Budget. For detailed information on the calculation of property taxes, see the Property Tax Analysis section, which follows the Revenue Summary Section.



### Major Change

Four major factors influence the amount of revenue generated by the property tax:

1. The Tax Base – The total assessed valuation of the City is the base on which revenues are generated. The assessed valuation decreases by \$237,962,278 from the 1999-2000 level. A description of assessment changes is included in the Property Tax Analysis section.
2. The Revenue Requirement – The amount of property tax revenue required to finance City services is determined by the cost of the services provided and the availability of revenue sources other than the property tax. The following summarizes changes in expenses and revenues from the 2000-01 budget:

|                                       | <u>1999-2000</u>   | <u>2000-01</u>     | <u>Change</u>    |
|---------------------------------------|--------------------|--------------------|------------------|
| Expenses                              | 334,692,600        | 338,235,400        | 3,542,800        |
| Non-Property Tax Revenue              | <u>207,851,300</u> | <u>217,290,400</u> | <u>9,439,100</u> |
| Property Tax Required (City & School) | 126,841,300        | 120,945,000        | -5,896,300       |

Further specific changes in revenue receipts are detailed under the appropriate revenue headings that follow. Expense changes are described in the appropriate department budget section.

3. The Collection Rate – It is anticipated that 93 percent of the tax levy will be collected during 2000-01. In addition, anticipated collections for the first sixty days following the current year are accrued as 2000-01 receipts. This accrual is estimated to be 1.5 percent of the tax levy, bringing total collections to 94.5 percent. A Tax Reserve of 5.5 percent of the required property tax revenue is also levied to compensate for those taxes that will not be collected or accrued during 2000-01 and an amount for the settlement of assessment review proceedings. In accordance with Generally Accepted Accounting Principles the tax reserve is not reflected in the budget.

4. STAR Program - In 1998-99 New York State enacted the School Tax Relief Program (STAR). This program provides an exemption from property taxes for owner-occupied primary residences. The "Enhanced" program began in 1998-99 for property owners 65 years of age or older, with incomes of less than \$60,000. Approximately 6,100 property owners will benefit from this program in 2000-01. Beginning in 1999-2000 all other owner-occupied property owners were eligible for the "Basic" STAR program. Approximately 23,100 property owners will take advantage of the "Basic" program in 2000-01.

This program is further defined in the property tax computation and analysis portion of the revenue summary section.

# REVENUE SUMMARY DESCRIPTIONS & CHANGES

| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------------------------------|------------------|----------------|---------------|
| All Funds                      | 126,841,300      | 120,945,000    | -5,896,300    |
| General Fund                   | 120,397,700      | 114,204,400    | -6,193,300    |

## DELINQUENT & SUPPLEMENTAL TAXES

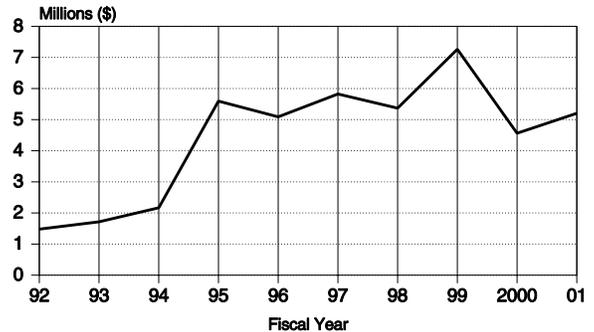
Revenue from property taxes levied but not collected or accrued in previous years is classified as delinquent taxes. After properties have been delinquent for one year, foreclosure actions are taken; uncollected balances are canceled when these actions are completed.

When properties lose their tax exempt status through transfer of ownership, property owners receive a supplemental tax bill that includes both current and delinquent payments.

When an assessment is inadvertently left off the tax roll, property owners are later notified and billed the following year as an omitted tax.

## DELINQUENT & SUPPLEMENTAL TAXES

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



### Major Change

A projected increase in delinquent balances increases revenue, \$640,500.

| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------------------------------|------------------|----------------|---------------|
|                                | 4,563,500        | 5,204,000      | 640,500       |

## IN LIEU OF TAX PAYMENTS

To facilitate construction of public housing units and encourage industrial development, various sections of New York State law authorize certain property owners to make payments as a substitute for property tax. Currently, such payments are authorized under four different statutes:

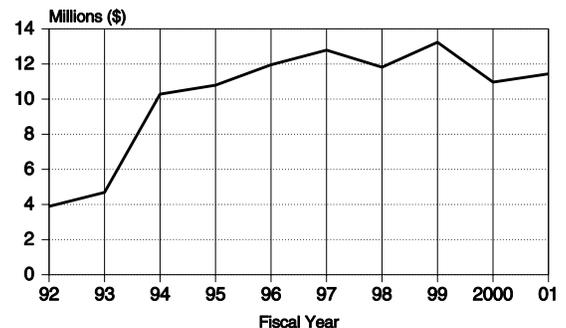
1. The Private Housing Finance Law applies to projects constructed with private resources to provide housing for low and moderate income families. Payments for such projects are generally calculated at a rate of 10% of sheltered rents. Sheltered rents are determined by subtracting that portion of rent needed for utility service from total rent payments.

2. The Public Housing Law authorizes payments in lieu of taxes for property owned by public housing agencies. Payments are calculated in the same manner as those covered under the Private Housing Finance Law.

3. The Urban Development Act provides tax exemptions for properties owned by the Urban Development Corporation (UDC). When such properties are leased, payments in lieu of taxes are negotiated. For housing projects, the sheltered rent formula is generally applied, while economic development projects pay based on the percent of floor space occupied or percent of operating revenues.

## IN LIEU OF TAX PAYMENTS

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



## REVENUE SUMMARY DESCRIPTIONS & CHANGES

4. The General Municipal Law authorizes the County of Monroe Industrial Development Agency (COMIDA) to receive tax exemptions on properties owned. In lieu of tax payments are negotiated when such properties are leased. Generally, the payments are equal to the amount that would have been paid if the property were not owned by COMIDA.

Currently sixty-six COMIDA projects and two UDC properties make payments in lieu of taxes; thirty-two properties make shelter rent payments. The Department of Finance, Bureau of Accounting, administers these accounts.

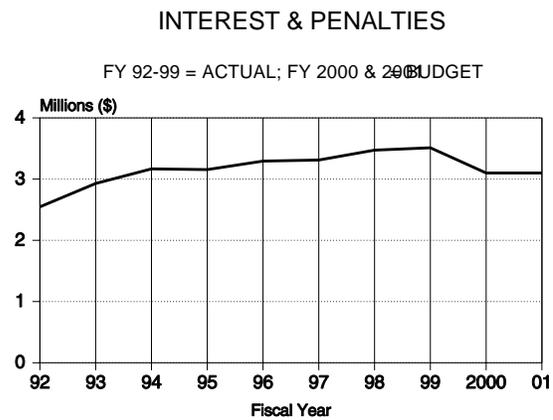
### Major Change

The return of six COMIDA projects and one UDC property to the tax rolls decreases revenue, \$630,700. Net of other changes, including the decrease in exemptions as the COMIDA properties move through the abatement schedule, increases revenue, \$1,101,700.

|                                |                  |                |               |
|--------------------------------|------------------|----------------|---------------|
| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|                                | 10,967,000       | 11,438,000     | 471,000       |

### INTEREST & PENALTIES

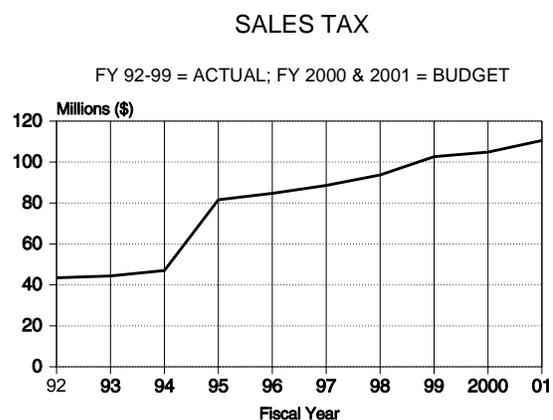
The City levies a finance charge of 1.5% per month on unpaid tax and fee balances. Penalty fees for unpaid taxes are added to subsequent tax bills and are collected in the same manner as property taxes.



|                                |                  |                |               |
|--------------------------------|------------------|----------------|---------------|
| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|                                | 3,100,000        | 3,100,000      | 0             |

### SALES TAX

New York State Tax Law authorizes Monroe County to impose a tax on sales transactions in the County. A four percent tax (besides the four percent imposed by the State) is charged on most sales transactions except sales of food and home heating fuels. The local sales tax rate increased from 3 percent to 3.5 percent in September 1992 and to 4 percent in March 1993.



Sales tax proceeds are collected by the State and distributed to the County every month. Under the current sales tax distribution formula the City receives 35.63 percent of total County collections generated from the 3 percent local share. The City's initial share of the additional 1 percent, approximately 4.1 %, began on December 1, 1993 and was suspended on November 30, 1994. During that period the City School District received approximately 3.7% of the additional percent directly from the County. The City resumed sharing the additional one percent on December 1, 1995. Beginning in December 1995 the City share of the additional 1 percent became 2.5%, and it increases annually for the next four years to 5%, 12%, 15.75% and 19.22%.

# REVENUE SUMMARY DESCRIPTIONS & CHANGES

**Major Change**

Sales tax receipts are estimated to increase due to an anticipated growth rate of 2%, \$3,989,600. The City's increased share of the Monroe County sales tax collections increases revenue, \$1,656,400.

**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 104,867,000      | 110,513,000    | 5,646,000     |

**UTILITIES GROSS RECEIPTS TAX**

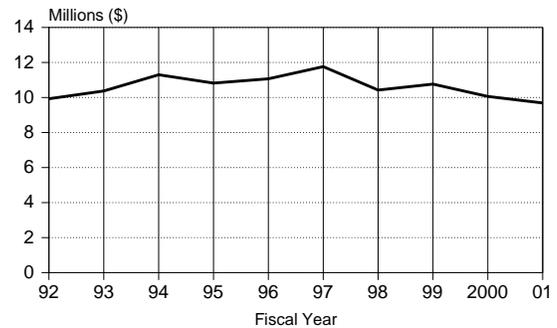
As provided by Section 20b of the General City Law, Rochester imposes a 3% tax on the gross income of utility company transactions in the City. Rochester Gas & Electric Corporation and Frontier Corporation pay approximately 90% of these taxes.

**Major Change**

The anticipated impact of gas and electric deregulation decreases revenue, \$373,000.

**UTILITIES GROSS RECEIPTS TAX**

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 10,060,000       | 9,687,000      | -373,000      |

**MORTGAGE TAX**

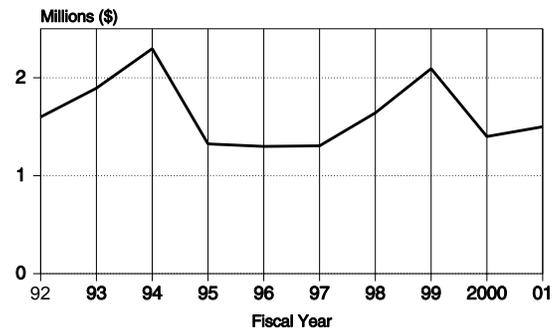
New York State Tax Law authorizes the Monroe County Clerk to collect a tax on mortgage transactions in the County. A tax is charged on the transactions and distributed pursuant to Section 261 of the Tax Law. The City receives 50 percent of the amount collected, less an allowance for administrative expenses, on mortgage transactions within the City.

**Major Change**

Increased real estate activity increases revenue, \$100,000.

**MORTGAGE TAX**

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 1,400,000        | 1,500,000      | 100,000       |

# REVENUE SUMMARY DESCRIPTIONS & CHANGES

## DEPARTMENTAL INCOME

Revenues generated by departmental operations are classified as departmental income. Examples include fees collected at skating rinks, charges for processing at the police photo lab, towing fees, foreclosure fees and zoning application fees. The City Code authorizes these fees. The fees are calculated to cover all or part of the cost of specific services.

### Major Change

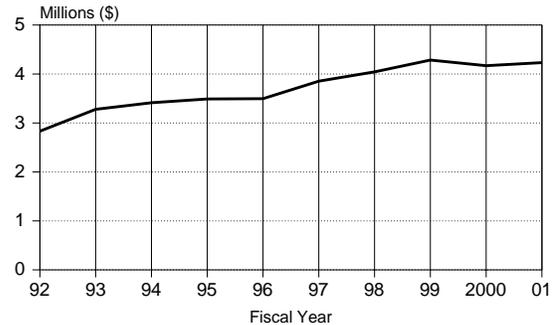
The planned offering of police and fire exams during 2000-01 increases anticipated civil service exam fee revenue, \$35,700. Anticipated revenue to support the EZ Rider increases, \$30,000. Net of other changes decreases revenue, \$3,600.

### Year-to-Year Comparison

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 4,169,500        | 4,231,600      | 62,100        |

## DEPARTMENTAL INCOME

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



## USE OF MONEY & PROPERTY

The major revenue source in this category is from investment of cash. Under provisions of the New York State General Municipal Law, Rochester is authorized to invest funds in interest bearing commercial bank accounts until these funds are needed to meet payrolls or to pay bills. The second source of revenue in this category is from rental of City-owned property.

### Major Change

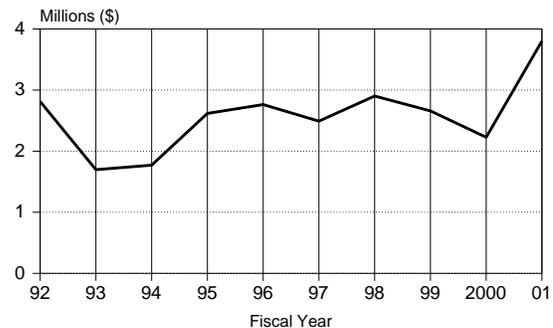
Higher interest rates and an increase in anticipated available cash balances increases interest earnings revenue, \$1,711,500. Estimated rental income decreases primarily due to the sale of the Public Safety Building, \$138,000.

### Year-to-Year Comparison

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 2,227,400        | 3,800,900      | 1,573,500     |

## USE OF MONEY AND PROPERTY

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET

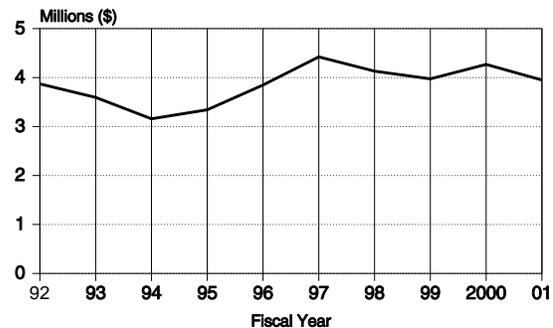


## FINES & FORFEITURES

The revenue in this category consists of fines and penalties levied by the Criminal Branch of City Court, proceeds from parking tickets issued by the Police Department and other authorized agents, and municipal code fines collected by the Parking & Municipal Violations Bureau, and a distribution of fines collected by New York State for traffic violations committed in the City.

## FINES & FORFEITURES

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



# REVENUE SUMMARY DESCRIPTIONS & CHANGES

## Major Change

The decrease in the number of parking tickets being issued decreases parking fine revenue, \$340,300. Net of other changes increases other revenue from fines, \$22,100.

|                                |                  |                |               |
|--------------------------------|------------------|----------------|---------------|
| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|                                | 4,268,100        | 3,949,900      | -318,200      |

### LICENSES & PERMITS

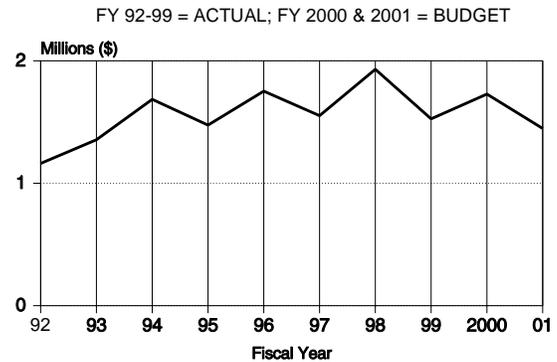
The Municipal Code authorizes the City to regulate various activities by issuing permits and licenses. This is done to protect public safety. Fees for permits and licenses are designed to fully or partially recover the administrative and enforcement costs of regulated activities. Most permits are issued by the Department of Community Development.

## Major Change

Anticipated revenue from professional licenses decreases due to 2000-01 being the "off year" for the biannual license cycle for electricians and stationary engineers, \$234,600.

Anticipated revenue from building and alteration permits decreases to reflect current trend, \$47,900. Net of other changes increases revenue, \$2,000.

### LICENSES & PERMITS



|                                |                  |                |               |
|--------------------------------|------------------|----------------|---------------|
| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|                                | 1,728,100        | 1,447,600      | -280,500      |

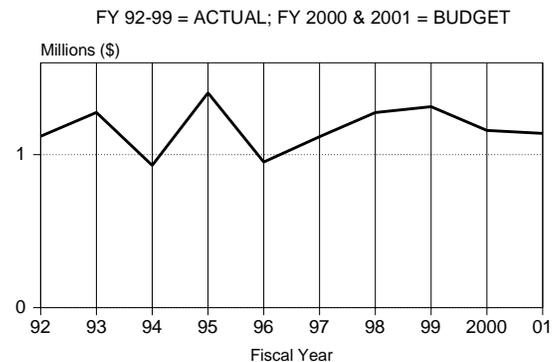
### SALE OF PROPERTY & COMPENSATION FOR

Revenue in this category comes from sale of real property, sale of excess materials, insurance recoveries, and the sale of unclaimed property. The sale of real property is the largest revenue source in this group.

## Major Change

Anticipated revenue from the sale of land associated with the Stutson Street Bridge Project \$367,800, is partially offset by less revenue from other planned real estate sales \$275,000. Sale of scrap decreases, \$66,000. Net of other changes decrease revenue, \$46,200.

### SALE OF PROPERTY & COMPENSATION



|                                |                  |                |               |
|--------------------------------|------------------|----------------|---------------|
| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|                                | 1,158,100        | 1,138,700      | -19,400       |

## REVENUE SUMMARY DESCRIPTIONS & CHANGES

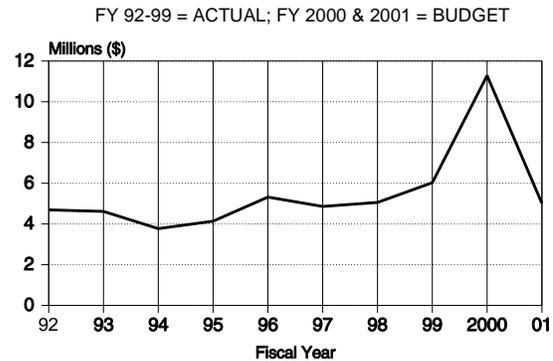
### MISCELLANEOUS

Miscellaneous revenues consist of refunds or reimbursements for expenses incurred in prior years, an appropriation of surplus from prior years, cable television franchise revenues, and miscellaneous income.

#### Major Change

The elimination of the one time "State Spin Up Aid" eliminates the appropriation of designated fund balance, \$6,406,300. The 1998-99 General Fund surplus, budgeted as revenue in 2000-01, is more than the 1997-98 surplus, \$129,000. Net of other changes increases revenue, \$7,000.

### MISCELLANEOUS



#### Year-to-Year Comparison

|  | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--|------------------|----------------|---------------|
|  | 11,285,300       | 5,015,000      | -6,270,300    |

### INTERGOVERNMENTAL – NEW YORK STATE

Revenues received from New York State constitute this category. There are three types of aid: general purpose, categorical, and miscellaneous.

1. General purpose aid provides revenue for unrestricted use by municipalities. There are four programs: General Purpose State Aid, Emergency Financial Aid, Emergency Financial Assistance, and Supplemental Municipal Aid.

2. Categorical aid is directed to support specific objectives and, as a result, is restricted to certain purposes. Support is received for such functions as street improvements, crime prevention, and youth recreation.

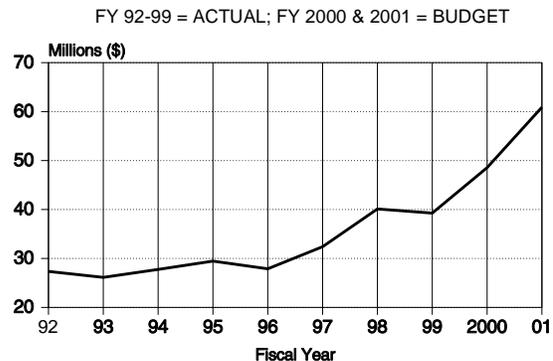
3. Miscellaneous aid includes reimbursements for various services.

4. The New York State Tax Relief (STAR) Program provides revenue to municipalities to offset school property tax relief for targeted taxpayers.

#### Major Change

The approved New York State Budget increased general purpose aid to the City of Rochester, \$9,485,900. The phased implementation of the "Basic" STAR program increases revenue, \$3,155,600. Miscellaneous state grants decrease primarily due to non-recurring appropriations in 1999-2000, \$394,000. Net of other changes increases revenue, \$91,600.

### INTERGOVERNMENTAL REVENUE - STATE AID



#### Year-to-Year Comparison

|  | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--|------------------|----------------|---------------|
|  | 48,548,000       | 60,886,100     | 12,338,100    |

# REVENUE SUMMARY DESCRIPTIONS & CHANGES

## INTERGOVERNMENTAL – FEDERAL

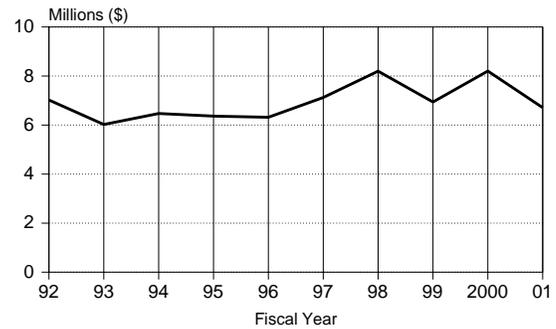
The Federal Aid category includes reimbursements for the administration of federally funded programs. The program appropriations are approved by City Council separate from the City operating budget. The Community Development Block Grant Program is the largest such “off budget” fund .

### Major Change

The conclusion of the Jobs Training and Partnership Program and the Welfare to Work Grant decreases administrative reimbursements, \$1,099,900 and \$217,300 respectively. Weed and Seed grants decrease, \$206,000. Funding budgeted for the Law Enforcement Block Grant decreases, \$89,000 . Crime Bill revenues decrease, \$35,400. Anticipated reimbursements for youth case services from the new Workforce Investment Act increases revenue, \$180,200. Net of other changes decreases revenue, \$23,700.

### INTERGOVERNMENTAL REVENUE - FEDERAL AID

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



### Year-to-Year Comparison

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 8,201,300        | 6,710,200      | -1,491,100    |

## INTERGOVERNMENTAL – OTHER

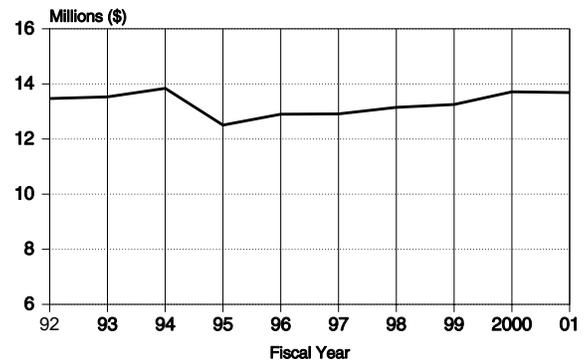
Revenues received from governmental agencies other than the Federal and New York State levels constitute this category. Reimbursement for debt service from the Pure Waters Agency for sewers and from Monroe County for highways account for the majority of the revenues in this classification. Profits distributed by the Western Region Off-Track Betting Corporation and Monroe County reimbursements for highway maintenance, public safety activities, and various other programs comprise the remaining intergovernmental revenues.

### Major Change

Monroe County reimbursement for the operation of Emergency Communications increases to offset expense, \$126,800. Off Track Betting revenue is projected to increase, \$50,000. Reimbursements from Pure Waters declines, \$130,300. Traffic share revenue decreases in accordance with planned capital projects, \$171,000. Projected increases in Hotel/Motel Tax, Move In/Move Out and STOP DWI reimbursements increases revenue, \$84,400. The anticipated receipt of an Underage Tobacco Enforcement Grant increases revenue, \$13,600.

### INTERGOVERNMENTAL REVENUE - OTHER

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



### Year-to-Year Comparison

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 13,712,400       | 13,685,900     | -26,500       |

## REVENUE SUMMARY DESCRIPTIONS & CHANGES

### INTERFUND REVENUES & TRANSFERS

Interfund transfers consist of three categories:

1. Reimbursements to the General Fund for services provided to other operating funds. In these cases, the cost of services (motor equipment, telephone, etc.) are included in the General Fund as well as the appropriate non-General Fund. The reimbursements offset the General Fund expense. Revenues in this group include transfers from the Library Fund and Enterprise Funds.

2. Reimbursements to the General Fund from funds that are not included in the operating budget. Revenues in these funds are generally restricted and can be transferred to the General Fund only to the extent that eligible expenses are identified.

3. Beginning in 1994-95, transfers to the City School District to fund educational expenditures in accordance with the City Charter.

#### Major Change

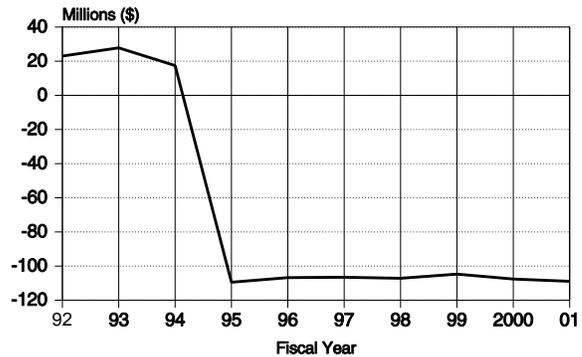
Transfer for the Tax Relief Fund decreases due to the lack of available resources, \$1,639,700. Transfers from the Enterprise and Special Funds increases to reimburse the General Fund for the cost of services, \$409,200. The transfer from the Seized Property Fund decreases to reflect the completion of one time projects, \$90,000. The transfer from the Retirement Reserve decreases in accordance with the repayment schedule, \$71,900. A transfer from the HUD Asset Control Fund is initiated to reimburse the General Fund for legal services associated with implementing the program, \$47,500. Net of other changes decreases revenue, \$100.

#### Year-to-Year Comparison

|  | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--|------------------|----------------|---------------|
|  | -107,575,000     | -108,920,000   | -1,345,000    |

### INTERFUND REVENUE

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



### ANIMAL CONTROL FUND

Under Article 7 of the New York Agriculture and Markets Law, all expenditures and revenues associated with the licensing and impounding of animals must be recorded in a special fund. Accordingly, the Animal Control Fund includes revenues from the sale of dog licenses, fines for unlicensed dogs, and operating revenues from the Animal Control Center. Since the Animal Control Fund does not generate sufficient revenues to cover expenses, a portion of the property tax is allocated to this fund.

#### Major Change

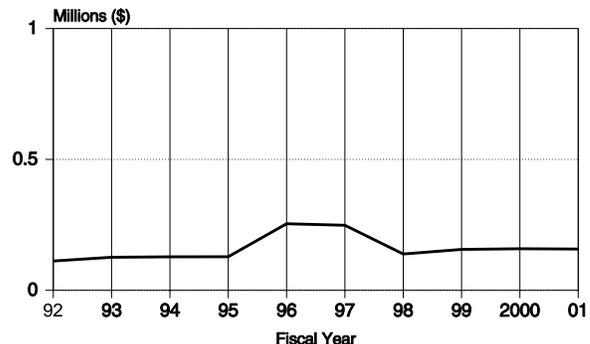
An anticipated increase in animal fines \$6,300 is more than fully offset by a decrease in other operating revenues, \$7,400. An increase in property tax support is required, \$94,400.

#### Year-to-Year Comparison

|                         | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|-------------------------|------------------|----------------|---------------|
| Operating Revenue       | 158,800          | 157,700        | -1,100        |
| Property Tax Allocation | <u>648,700</u>   | <u>743,100</u> | <u>94,400</u> |
|                         | 807,500          | 900,800        | 93,300        |

### ANIMAL CONTROL FUND

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



# REVENUE SUMMARY DESCRIPTIONS & CHANGES

## LIBRARY FUND

Section 259 of the New York State Education Law requires that all revenues generated from library operations be recorded in a special fund. Revenues associated with the operation of the Central Library and 10 branch libraries include Monroe County reimbursement for the Central Library, reimbursements from the Monroe County Library System (MCLS) for library material processing and inter-library loan services, State aid and grants, and miscellaneous income. These revenues are not sufficient to cover library costs; therefore, a portion of the property tax is allocated to this fund.

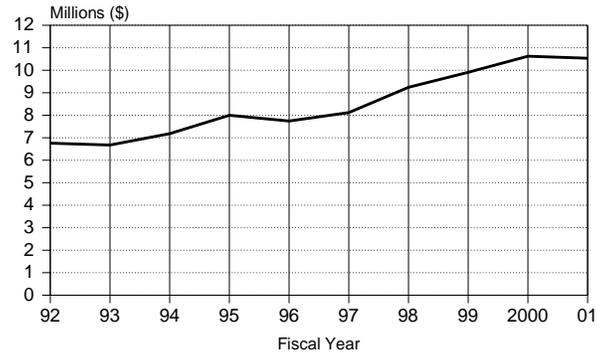
### Major Change

Monroe County increases aid to fund the Central Library, \$285,000. Library charges increase due to MCLS reimbursements, \$44,500. The completion of one time projects decreases state aid, \$302,700. The decline in available balances decreases interest earnings \$76,600. The Rundel Foundation debt repayment decreases in accordance with the payment schedule, \$13,300. Net of other operating revenue changes decreases revenue, \$25,600. An increase in property tax support is required to support operating costs and the purchase of additional library materials, \$232,900.

| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u>   | <u>Change</u>  |
|--------------------------------|------------------|------------------|----------------|
| Operating Revenue              | 10,623,000       | 10,534,300       | -88,700        |
| Property Tax Allocation        | <u>4,389,300</u> | <u>4,622,200</u> | <u>232,900</u> |
| Total                          | 15,012,300       | 15,156,500       | 144,200        |

## LIBRARY FUND

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



## WATER FUND

This fund records the expenses and revenues of the Water enterprise, which provides potable water for domestic and commercial use and for fire protection purposes. Revenues are generated by metered water sales, sales to other municipalities, various service charges and wholesale water sales to the Monroe County Water Authority. Most customers are billed quarterly, except for high volume users that are billed monthly.

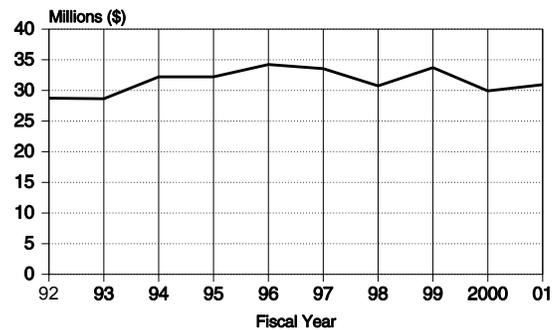
### Major Change

A proposed water rate change increases estimated metered sales revenue, \$1,030,000. A decrease in the exchange rate for MCWA purchases decreases revenue, \$448,400. The transfer from Premium and Interest Fund increases to support debt expenditures, \$332,100. Higher interest rates increases interest earnings revenue, \$50,000. Net of other changes increases revenue, \$48,900.

| <b>Year-to-Year Comparison</b> | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------------------------------|------------------|----------------|---------------|
|                                | 29,927,600       | 30,940,200     | 1,012,600     |

## WATER FUND

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



## REVENUE SUMMARY DESCRIPTIONS & CHANGES

### WAR MEMORIAL FUND

This fund records the expenses and revenues from the Blue Cross Arena at the War Memorial. The Arena is operated by a private contractor from whom the City receives a ticket surcharge, a percent of concession receipts, and reimbursement for utility expenses. The City also receives funds from naming rights of the facility. A share of receipts from the City's portion of the Hotel/Motel Occupancy Tax is credited to this fund.

#### Major Change

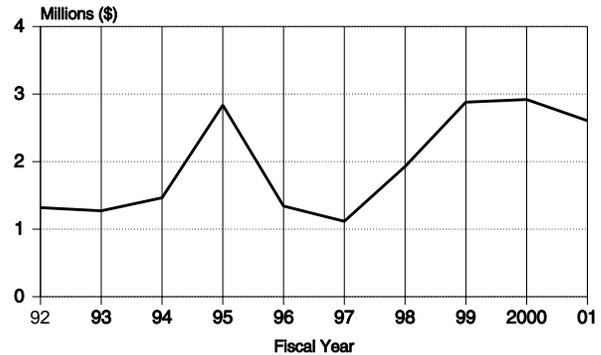
The transfer from Premium and Interest Fund decreases, \$299,100. Net of other changes decreases revenue, \$13,800. Lower debt service costs enable a decrease in property tax support, \$36,800.

#### Year-to-Year Comparison

|                   | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u>  |
|-------------------|------------------|----------------|----------------|
| Operating Revenue | 2,919,200        | 2,606,300      | -312,900       |
| Property Tax      | <u>920,900</u>   | <u>884,100</u> | <u>-36,800</u> |
|                   | 3,840,100        | 3,490,400      | -349,700       |

### WAR MEMORIAL FUND

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



### PARKING FUND

Revenues in this fund are generated from nine downtown parking garages, eighteen surface lots, and on-street parking meters. Most facilities, including all of the garages, are operated by private contractors who pay a percentage of operating revenue to the City. The Cultural Center Commission reimburses the City for administrative expenses associated with the City's oversight of the East End Garage.

#### Major Change

The transfer from the Premium and Interest Fund decreases due to the lack of available balances, \$325,700.

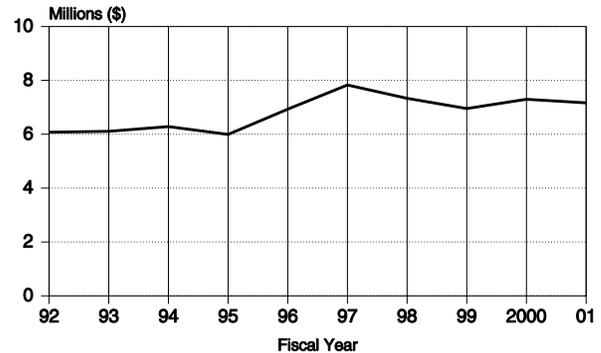
Parking lot revenue decreases due to the reduction in lots available as the result of the new Public Safety Building and the Corn Hill Landing development, \$106,300. Increased revenue from High Falls, Midtown, and Court Street garages more than offsets the projected decline in revenue from the Mortimer Street Garage, for a net increase in parking garage revenue, \$89,200. An increased appropriation from Fund balance is required, \$246,400. Net of other changes decreases revenue, \$35,900.

#### Year-to-Year Comparison

|  | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--|------------------|----------------|---------------|
|  | 7,297,500        | 7,165,200      | -132,300      |

### PARKING FUND

FY 92-99 = ACTUAL; FY 2000 & 2001 = BUDGET



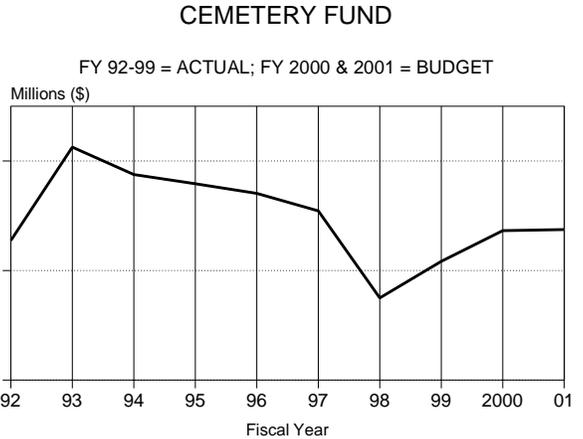
# REVENUE SUMMARY DESCRIPTIONS & CHANGES

## CEMETERY FUND

The City owns and operates two cemeteries, Mt. Hope and Riverside. Revenues in the Cemetery Fund are received from the sale of single graves, lots, mausoleums, interments, burial service charges, crematory charges, and interest earned on funds set aside for perpetual care.

### Major Change

Higher interest rates increases projected interest earnings revenue, \$83,000. A projected increase in the sale of lots, \$40,100, is partially offset by a projected decrease in service charges, \$17,600, and decreased mausoleum, foundation, urns and marker sales, \$20,800. The appropriation of fund balance decreases, \$77,000. Net of other changes increases revenue, \$1,900. Reductions in operating costs and cash capital enable a decrease in property tax support, \$136,100.



### Year-to-Year Comparison

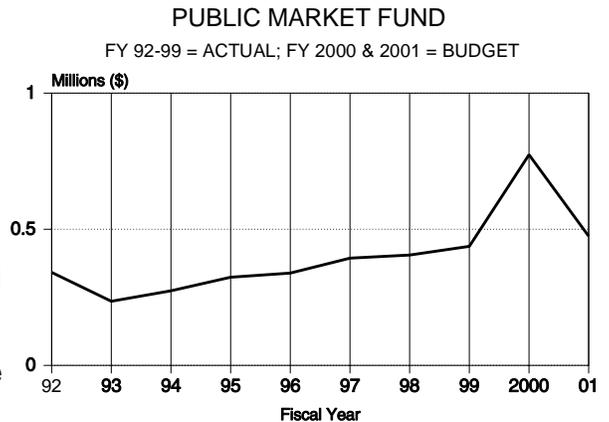
|                         | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|-------------------------|------------------|----------------|---------------|
| Operating Revenue       | 1,364,200        | 1,373,800      | 9,600         |
| Property Tax Allocation | 484,700          | 348,600        | -136,100      |
| Total                   | 1,848,900        | 1,722,400      | -126,500      |

## PUBLIC MARKET FUND

A farmers' market, consisting of two open sheds and one enclosed shed, is owned and operated by the City. Rental of shed space occurs on an annual, semi-annual, or daily basis. Also, a seasonal Downtown Market is supported.

### Major Change

Increased activity and a fee change increases market fees, \$44,100. The transfer from Premium and Interest Fund and appropriation of fund balance decreases, \$217,100 and \$130,100 respectively, due to the decline in available balances. Net of other changes increase operating revenue \$3,900. Property tax support is required to support debt service, \$142,600.



### Year-to-Year Comparison

|                         | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|-------------------------|------------------|----------------|---------------|
| Operating Revenue       | 773,800          | 474,600        | -299,200      |
| Property Tax Allocation | 0                | 142,600        | 142,600       |
| Total                   | 773,800          | 617,200        | -156,600      |

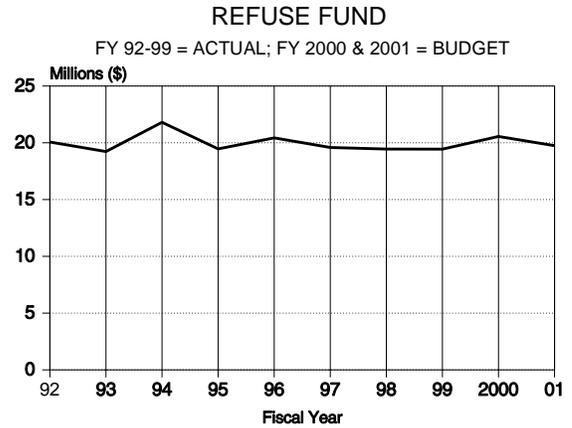
## REVENUE SUMMARY DESCRIPTIONS & CHANGES

### REFUSE FUND

Rochester's refuse collection and disposal costs are financed principally from the proceeds of user fees. Separate rates are charged for residential and commercial services. Residential fees are included with property tax bills, and commercial accounts receive separate quarterly bills.

#### Major Change

The appropriation of fund balance and the transfer from Premium and Interest Fund is eliminated, \$478,500 and \$70,200 respectively, due to a decrease in capital expenditures. The phased sale of the old packers decreases the sale of scrap, \$200,000. A decline in the residential refuse collection rate decreases residential charge revenue, \$210,000. Higher interest rates increases estimated interest earnings revenue, \$100,000. Net of other changes increases revenue, \$49,700.



#### Year-to-Year Comparison

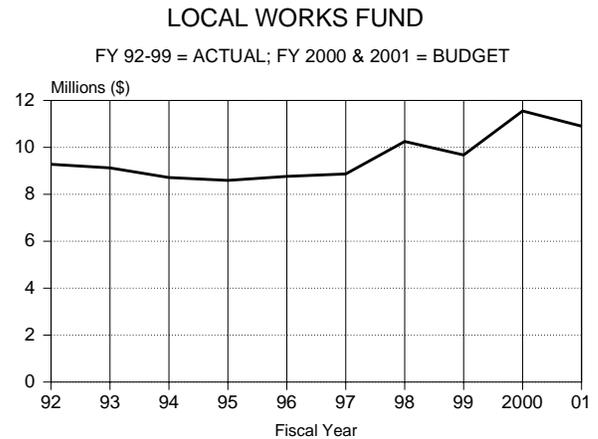
| 1999-2000  | 2000-01    | Change   |
|------------|------------|----------|
| 20,555,800 | 19,746,800 | -809,000 |

### LOCAL WORKS FUND

Revenues to support street cleaning, snow and ice control services, and hazardous sidewalk replacement are derived from front footage assessments. These assessments are charged with the property tax bill. Other revenues include reimbursements from New York State and Monroe County for snow and ice control on highways and, if required, an appropriation from the Local Works fund balance.

#### Major Change

A proposed local works rate change that increases estimated current collections, \$593,600 is partially offset by a revenue loss from slight decline in the collection rate and the total footage billed, \$34,600. A decrease in capital expenditures and the proposed local works rate change enable a decrease in the appropriation of fund balance, \$1,209,500. Net of other changes increases revenue, \$3,400.



#### Year-to-Year Comparison

| 1999-2000  | 2000-01    | Change   |
|------------|------------|----------|
| 11,550,700 | 10,903,600 | -647,100 |

REVENUE SUMMARY  
REVENUE ESTIMATES

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>GENERAL FUND</b>                                 |                                 |                                      |                                    |                                   |
| <b>TAXES</b>  |                                 |                                      |                                    |                                   |
| Property Tax (City & School)                        | 121,921,184                     | 120,683,300                          | 120,397,700                        | 114,204,400                       |
| Delinquent and Supplemental Taxes                   | 7,263,322                       | 5,204,300                            | 4,563,500                          | 5,204,000                         |
| In-Lieu-of-Tax Payments                             | 13,237,852                      | 11,711,200                           | 10,967,000                         | 11,438,000                        |
| Interest Penalties                                  | 3,512,283                       | 3,287,000                            | 3,100,000                          | 3,100,000                         |
| Sales Tax   | 102,649,014                     | 106,381,000                          | 104,867,000                        | 110,513,000                       |
| Utilities Gross Receipts Tax                        | 10,763,589                      | 9,500,000                            | 10,060,000                         | 9,687,000                         |
| Mortgage Tax  | <u>2,093,103</u>                | <u>2,233,000</u>                     | <u>1,400,000</u>                   | <u>1,500,000</u>                  |
|   | 261,440,347                     | 258,999,800                          | 255,355,200                        | 255,646,400                       |
| <b>DEPARTMENTAL INCOME</b>                          |                                 |                                      |                                    |                                   |
| Police Fees   | 1,057,279                       | 1,021,900                            | 1,067,800                          | 1,088,400                         |
| Fire Fees   | 394,768                         | 352,500                              | 414,800                            | 342,800                           |
| Finance Fees  | 309,370                         | 321,800                              | 287,900                            | 277,900                           |
| Repairs & Clean-up Fees                             | 258,911                         | 150,000                              | 160,000                            | 210,000                           |
| Parks & Recreation Fees                             | 998,629                         | 1,088,500                            | 1,134,000                          | 1,106,700                         |
| Zoning Fees   | 69,923                          | 66,400                               | 77,400                             | 65,000                            |
| Charges for Service                                 | 439,911                         | 411,600                              | 328,300                            | 321,300                           |
| Other Dept. Income                                  | <u>755,655</u>                  | <u>873,200</u>                       | <u>699,300</u>                     | <u>819,500</u>                    |
|   | 4,284,446                       | 4,285,900                            | 4,169,500                          | 4,231,600                         |
| <b>USE OF MONEY &amp; PROPERTY</b>                  |                                 |                                      |                                    |                                   |
| Interest Earnings                                   | 2,358,151                       | 2,428,300                            | 1,947,000                          | 3,658,500                         |
| Rental of Real Property                             | <u>300,151</u>                  | <u>208,200</u>                       | <u>280,400</u>                     | <u>142,400</u>                    |
|   | 2,658,302                       | 2,636,500                            | 2,227,400                          | 3,800,900                         |
| <b>FINES &amp; FORFEITURES</b>                      |                                 |                                      |                                    |                                   |
| City Court Fines                                    | 135,502                         | 99,700                               | 106,100                            | 117,600                           |
| Moving Violations                                   | 661,952                         | 996,700                              | 650,000                            | 662,000                           |
| Parking Violations                                  | 2,628,674                       | 2,539,300                            | 2,879,600                          | 2,539,300                         |
| Municipal Code Fines                                | 543,996                         | 658,900                              | 630,000                            | 630,000                           |
| Housing Court Fines                                 | 2,728                           | 1,900                                | 2,000                              | 0                                 |
| Miscellaneous                                       | <u>530</u>                      | <u>1,200</u>                         | <u>400</u>                         | <u>1,000</u>                      |
|   | 3,973,382                       | 4,297,700                            | 4,268,100                          | 3,949,900                         |
| <b>LICENSES &amp; PERMITS</b>                       |                                 |                                      |                                    |                                   |
| Business & Occupational Licenses                    | 167,664                         | 157,000                              | 165,000                            | 164,000                           |
| Bingo Licenses                                      | 58,475                          | 58,000                               | 55,000                             | 54,000                            |
| Professional Licenses                               | 44,142                          | 275,100                              | 259,000                            | 40,200                            |
| Other Licenses                                      | 39,106                          | 44,200                               | 40,500                             | 42,300                            |
| Building Permits                                    | 971,323                         | 874,900                              | 928,000                            | 880,100                           |
| Street Opening Permits                              | <u>245,527</u>                  | <u>285,700</u>                       | <u>280,600</u>                     | <u>267,000</u>                    |
|   | 1,526,237                       | 1,694,900                            | 1,728,100                          | 1,447,600                         |
| <b>SALE OF PROPERTY &amp; COMPENSATION FOR LOSS</b> |                                 |                                      |                                    |                                   |
| Sale of Scrap                                       | 150,644                         | 120,000                              | 178,000                            | 112,000                           |
| Sale of Real Property                               | 753,076                         | 300,000                              | 575,000                            | 667,800                           |
| Sale of Unclaimed Property                          | 247,162                         | 253,400                              | 248,100                            | 253,900                           |
| Other Compensation for Loss                         | <u>162,448</u>                  | <u>160,100</u>                       | <u>157,000</u>                     | <u>105,000</u>                    |
|   | 1,313,330                       | 833,500                              | 1,158,100                          | 1,138,700                         |

**REVENUE SUMMARY  
REVENUE ESTIMATES**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>MISCELLANEOUS</b>                      |                                 |                                      |                                    |                                   |
| Refund - Prior Year's Expense             | 628,104                         | 665,000                              | 150,000                            | 150,000                           |
| General Fund Surplus                      | 2,968,000                       | 2,979,000                            | 2,979,000                          | 3,108,000                         |
| Designated Fund Surplus (Spinup)          | 0                               | 6,406,300                            | 6,406,300                          | 0                                 |
| Cable TV Franchise Revenue                | 1,288,654                       | 1,350,000                            | 1,350,000                          | 1,357,000                         |
| Miscellaneous                             | <u>1,141,617</u>                | <u>990,000</u>                       | <u>400,000</u>                     | <u>400,000</u>                    |
|   | 6,026,375                       | 12,390,300                           | 11,285,300                         | 5,015,000                         |
| <b>INTERGOVERNMENTAL - NEW YORK STATE</b> |                                 |                                      |                                    |                                   |
| General Purpose State Aid                 | 18,449,280                      | 24,855,500                           | 24,855,500                         | 19,371,700                        |
| Emergency Financial Aid                   | 5,642,685                       | 5,642,700                            | 5,642,700                          | 5,642,700                         |
| Emergency Financial Assistance            | 5,464,042                       | 1,264,000                            | 5,464,000                          | 1,264,000                         |
| Special Financial Assistance              | 2,130,268                       | 0                                    | 2,130,300                          | 0                                 |
| Supplemental Municipal Aid                | 0                               | 6,330,200                            | 0                                  | 21,300,200                        |
| STAR                                      | 3,309,772                       | 6,331,500                            | 6,335,300                          | 9,490,900                         |
| Youth Aid                                 | 213,687                         | 213,400                              | 213,400                            | 221,800                           |
| Local Aid to Law Enforcement              | 454,772                         | 464,300                              | 464,300                            | 464,300                           |
| Consolidated Highway Improvements         | 2,277,100                       | 2,227,000                            | 2,118,000                          | 2,200,000                         |
| SEMA Reimbursement                        | 42,183                          | 0                                    | 0                                  | 0                                 |
| Miscellaneous                             | <u>1,288,598</u>                | <u>1,386,700</u>                     | <u>1,324,500</u>                   | <u>930,500</u>                    |
|   | 39,272,387                      | 48,715,300                           | 48,548,000                         | 60,886,100                        |
| <b>INTERGOVERNMENTAL - FEDERAL</b>        |                                 |                                      |                                    |                                   |
| Job Training Partnership Act              | 1,065,013                       | 1,076,600                            | 1,150,800                          | 50,900                            |
| Welfare to Work Program                   | 0                               | 59,700                               | 368,800                            | 151,500                           |
| Workforce Investment Act                  | 0                               | 0                                    | 0                                  | 180,200                           |
| Community Development Block Grant         | 4,053,086                       | 4,493,400                            | 4,615,300                          | 4,690,800                         |
| Federal Nutrition                         | 535,310                         | 570,300                              | 516,400                            | 531,200                           |
| "COMBAT" Grant                            | 109,588                         | 0                                    | 0                                  | 0                                 |
| Crime Bill                                | 324,106                         | 608,800                              | 608,800                            | 573,400                           |
| Law Enforcement Block Grant               | 102,528                         | 214,300                              | 214,300                            | 125,300                           |
| Weed & Seed Grant                         | 215,769                         | 378,000                              | 378,000                            | 172,000                           |
| Anti-Violence Grant                       | 9,279                           | 86,200                               | 86,200                             | 0                                 |
| HUD-Emergency Shelter Grant               | 22,700                          | 22,700                               | 22,700                             | 22,700                            |
| Transportation Grants                     | 101,109                         | 224,000                              | 224,000                            | 196,000                           |
| FEMA Reimbursements                       | 282,412                         | 0                                    | 0                                  | 0                                 |
| Miscellaneous                             | <u>118,440</u>                  | <u>16,000</u>                        | <u>16,000</u>                      | <u>16,200</u>                     |
|   | 6,939,340                       | 7,750,000                            | 8,201,300                          | 6,710,200                         |
| <b>INTERGOVERNMENTAL - OTHER</b>          |                                 |                                      |                                    |                                   |
| Off Track Betting                         | 459,367                         | 460,000                              | 400,000                            | 450,000                           |
| Monroe County Reimbursements:             |                                 |                                      |                                    |                                   |
| Pure Waters Agency Sewer Debt             | 2,484,412                       | 2,351,500                            | 2,351,500                          | 2,221,200                         |
| Emergency Communications                  | 8,170,292                       | 8,941,400                            | 8,765,000                          | 8,891,800                         |
| Police Services-Firearms Instruction      | 111,350                         | 111,300                              | 111,300                            | 111,300                           |
| Downtown Public Safety                    | 687,500                         | 550,000                              | 550,000                            | 550,000                           |
| Public Safety Training-Ammunition         | 17,380                          | 17,400                               | 17,400                             | 17,400                            |
| Traffic Shares                            | 212,324                         | 398,000                              | 398,000                            | 227,000                           |
| STOP-DWI                                  | 234,253                         | 203,300                              | 203,300                            | 232,900                           |
| Hotel/Motel Tax (Convention Center)       | 797,206                         | 800,600                              | 796,900                            | 820,700                           |
| Miscellaneous                             | <u>78,719</u>                   | <u>151,000</u>                       | <u>119,000</u>                     | <u>163,600</u>                    |
|   | 13,252,803                      | 13,984,500                           | 13,712,400                         | 13,685,900                        |

REVENUE SUMMARY  
REVENUE ESTIMATES

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|  | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>INTERFUND REVENUE &amp; TRANSFERS</b> |                          |                               |                             |                            |
| City School District                     | -127,300,000             | -127,300,000                  | -127,300,000                | -127,300,000               |
| Water Fund                               | 4,678,500                | 4,678,500                     | 4,678,500                   | 4,678,500                  |
| Special & Enterprise Funds               | 7,487,707                | 7,845,900                     | 8,115,900                   | 8,512,700                  |
| Street Lighting Districts                | 4,395                    | 16,800                        | 16,800                      | 25,000                     |
| Premium & Interest Fund                  | 843,000                  | 821,300                       | 821,300                     | 820,500                    |
| Foreign Insurance Fund                   | 380,000                  | 380,000                       | 380,000                     | 380,000                    |
| Cultural District                        | 64,408                   | 70,100                        | 70,700                      | 71,200                     |
| HUD Asset Control Fund                   | 0                        | 0                             | 0                           | 47,500                     |
| Downtown Enhancement District            | 426,699                  | 479,700                       | 483,600                     | 450,000                    |
| Downtown Guide District                  | 271,300                  | 276,000                       | 276,000                     | 315,000                    |
| Retirement Reserve                       | 1,725,500                | 1,653,700                     | 1,653,700                   | 1,581,800                  |
| Seized Property Fund                     | 495,500                  | 190,000                       | 190,000                     | 100,000                    |
| Port Fund                                | 68,000                   | 0                             | 0                           | 0                          |
| Care & Embellishment Fund                | 30,507                   | 31,100                        | 31,100                      | 31,700                     |
| Tax Repayment Fund                       | 1,230,500                | 1,087,300                     | 1,129,300                   | 1,127,700                  |
| Tax Relief Fund                          | <u>4,900,400</u>         | <u>1,878,100</u>              | <u>1,878,100</u>            | <u>238,400</u>             |
|  | -104,693,584             | -107,891,500                  | -107,575,000                | -108,920,000               |
| <b>GENERAL FUND TOTAL</b>                | <b>235,993,365</b>       | <b>247,696,900</b>            | <b>243,078,400</b>          | <b>247,592,300</b>         |
| <b>SPECIAL FUNDS</b>                     |                          |                               |                             |                            |
| <b>ANIMAL CONTROL</b>                    |                          |                               |                             |                            |
| Animal Control Center Fees               | 66,881                   | 66,000                        | 70,800                      | 66,000                     |
| Dog Licenses                             | 38,209                   | 41,300                        | 41,300                      | 40,300                     |
| Animal Fines                             | 40,983                   | 44,700                        | 35,000                      | 41,300                     |
| Miscellaneous                            | <u>10,223</u>            | <u>11,000</u>                 | <u>11,700</u>               | <u>10,100</u>              |
|  | 156,296                  | 163,000                       | 158,800                     | 157,700                    |
| Property Tax                             | <u>632,375</u>           | <u>643,700</u>                | <u>648,700</u>              | <u>743,100</u>             |
|  | 788,671                  | 806,700                       | 807,500                     | 900,800                    |
| <b>LIBRARY</b>                           |                          |                               |                             |                            |
| Library Charges                          | 1,598,715                | 1,778,500                     | 1,806,900                   | 1,851,400                  |
| County Reimbursement                     | 6,961,917                | 7,115,000                     | 7,115,000                   | 7,400,000                  |
| State Aid                                | 1,071,342                | 1,327,100                     | 1,390,700                   | 1,088,000                  |
| Rundel Foundation                        | 171,620                  | 178,500                       | 178,500                     | 165,200                    |
| Trans. from Retirement Reserve           | 17,600                   | 16,900                        | 16,900                      | 16,300                     |
| Interest Earnings                        | 86,755                   | 6,000                         | 90,000                      | 13,400                     |
| Miscellaneous                            | <u>0</u>                 | <u>25,000</u>                 | <u>25,000</u>               | <u>0</u>                   |
|  | 9,907,949                | 10,447,000                    | 10,623,000                  | 10,534,300                 |
| Property Tax                             | <u>4,219,738</u>         | <u>4,538,400</u>              | <u>4,389,300</u>            | <u>4,622,200</u>           |
|  | 14,127,687               | 14,985,400                    | 15,012,300                  | 15,156,500                 |
| <b>SPECIAL FUNDS TOTAL</b>               | <b>14,916,358</b>        | <b>15,792,100</b>             | <b>15,819,800</b>           | <b>16,057,300</b>          |

REVENUE SUMMARY  
REVENUE ESTIMATES

|                                | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>ENTERPRISE FUNDS</b>        |                          |                               |                             |                            |
| <b>WATER</b>                   |                          |                               |                             |                            |
| Metered Water Sales            | 23,876,908               | 23,900,000                    | 23,570,000                  | 24,600,000                 |
| Upland Sales                   | 2,033,385                | 1,560,200                     | 1,910,000                   | 1,461,600                  |
| Other Municipalities           | 244,473                  | 250,000                       | 230,000                     | 255,000                    |
| Delinquent Collections         | 1,035,996                | 1,034,400                     | 1,044,000                   | 1,044,000                  |
| Service Charges                | 179,453                  | 225,000                       | 152,000                     | 200,000                    |
| Interest and Penalties         | 1,098,955                | 1,153,000                     | 1,153,000                   | 1,150,000                  |
| Interest Earnings              | 188,422                  | 200,000                       | 150,000                     | 200,000                    |
| Trans. from Retirement Reserve | 45,300                   | 43,400                        | 43,400                      | 41,600                     |
| MCWA Reimbursements            | 1,381,135                | 1,361,800                     | 1,355,400                   | 1,329,700                  |
| Refund Prior Years Expense     | 274,861                  | 271,400                       | 95,000                      | 89,600                     |
| Miscellaneous                  | 226,217                  | 252,000                       | 123,600                     | 188,200                    |
| Trans. Premium & Interest      | 598,500                  | 48,400                        | 48,400                      | 380,500                    |
| Appropriation of Fund Balance  | <u>2,533,300</u>         | <u>0</u>                      | <u>52,800</u>               | <u>0</u>                   |
|                                | 33,716,905               | 30,299,600                    | 29,927,600                  | 30,940,200                 |
| <b>WAR MEMORIAL</b>            |                          |                               |                             |                            |
| Hotel/Motel Tax                | 885,573                  | 889,500                       | 885,500                     | 911,900                    |
| War Memorial Revenue           | 1,416,625                | 1,615,400                     | 1,726,400                   | 1,668,700                  |
| Interest Earnings              | -128                     | 25,000                        | 7,500                       | 25,000                     |
| Trans. from Retirement Reserve | 700                      | 700                           | 700                         | 700                        |
| Trans. Premium & Interest      | 326,900                  | 299,100                       | 299,100                     | 0                          |
| Appropriation of Fund Balance  | <u>250,000</u>           | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
|                                | 2,879,670                | 2,829,700                     | 2,919,200                   | 2,606,300                  |
| Property Tax                   | <u>921,285</u>           | <u>917,800</u>                | <u>920,900</u>              | <u>884,100</u>             |
|                                | 3,800,955                | 3,747,500                     | 3,840,100                   | 3,490,400                  |
| <b>PARKING</b>                 |                          |                               |                             |                            |
| Parking Ramps                  | 4,594,086                | 5,148,200                     | 5,083,500                   | 5,172,700                  |
| Parking Lots                   | 499,750                  | 475,800                       | 556,700                     | 450,400                    |
| Meters                         | 455,160                  | 453,900                       | 453,900                     | 475,900                    |
| East End Garage                | 18,690                   | 18,500                        | 19,300                      | 19,000                     |
| Parking Fines                  | 214,375                  | 216,000                       | 233,500                     | 205,900                    |
| Interest Earnings              | 78,457                   | 72,000                        | 73,000                      | 73,000                     |
| Trans. Premium & Interest      | 636,600                  | 392,000                       | 392,000                     | 66,300                     |
| Trans. from Retirement Reserve | 900                      | 800                           | 800                         | 800                        |
| Miscellaneous                  | 269,983                  | 292,900                       | 299,200                     | 269,200                    |
| Appropriation of Fund Balance  | <u>185,300</u>           | <u>186,600</u>                | <u>185,600</u>              | <u>432,000</u>             |
|                                | 6,953,301                | 7,256,700                     | 7,297,500                   | 7,165,200                  |

REVENUE SUMMARY  
REVENUE ESTIMATES

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|                                       | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|---------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>CEMETERY</b>                       |                          |                               |                             |                            |
| Sale of Lawn Crypts                   | 0                        | -22,100                       | 0                           | 4,000                      |
| Sale of Cemetery Lots                 | 323,310                  | 400,500                       | 364,900                     | 405,000                    |
| Service Charges                       | 350,284                  | 390,300                       | 398,400                     | 380,800                    |
| Mausoleum Sales                       | 58,250                   | 76,000                        | 170,900                     | 160,000                    |
| Sale of Foundations, Markers and Urns | 75,507                   | 111,600                       | 117,800                     | 107,900                    |
| Interest Earnings                     | 274,046                  | 283,500                       | 233,000                     | 314,000                    |
| Trans. from Retirement Reserve        | 2,300                    | 2,200                         | 2,200                       | 2,100                      |
| Appropriation of Fund Balance         | 0                        | 77,000                        | 77,000                      | 0                          |
| Miscellaneous                         | <u>21</u>                | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
|                                       | 1,083,718                | 1,319,000                     | 1,364,200                   | 1,373,800                  |
| Property Tax                          | <u>774,015</u>           | <u>410,600</u>                | <u>484,700</u>              | <u>348,600</u>             |
|                                       | 1,857,733                | 1,729,600                     | 1,848,900                   | 1,722,400                  |
| <b>PUBLIC MARKET</b>                  |                          |                               |                             |                            |
| Market Fees                           | 374,030                  | 382,100                       | 384,800                     | 428,900                    |
| Embellishment Fees                    | 28,675                   | 31,800                        | 31,800                      | 31,800                     |
| Interest Earnings                     | 10,702                   | 15,500                        | 9,000                       | 13,000                     |
| Trans. from Retirement Reserve        | 1,000                    | 1,000                         | 1,000                       | 900                        |
| Trans. Premium & Interest             | 0                        | 217,100                       | 217,100                     | 0                          |
| Appropriation of Fund Balance         | <u>22,800</u>            | <u>130,100</u>                | <u>130,100</u>              | <u>0</u>                   |
|                                       | 437,207                  | 777,600                       | 773,800                     | 474,600                    |
| Property Tax                          | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>142,600</u>             |
|                                       | 437,207                  | 777,600                       | 773,800                     | 617,200                    |
| <b>REFUSE COLLECTION</b>              |                          |                               |                             |                            |
| Residential Charges                   | 14,769,300               | 14,490,700                    | 14,700,000                  | 14,490,000                 |
| Commercial Charges                    | 3,223,249                | 3,578,200                     | 3,390,000                   | 3,450,000                  |
| Delinquent Collections                | 1,065,945                | 1,141,100                     | 1,150,000                   | 1,150,000                  |
| Recycling                             | 0                        | 0                             | 0                           | 0                          |
| Interest Earnings                     | 222,993                  | 295,000                       | 200,000                     | 300,000                    |
| Sale of Scrap                         | 23,850                   | 154,100                       | 500,000                     | 300,000                    |
| Refuse Code Enforcement               | 735                      | 0                             | 0                           | 0                          |
| State Grant                           | 0                        | 7,400                         | 0                           | 0                          |
| Trans. from Retirement Reserve        | 42,900                   | 41,100                        | 41,100                      | 39,300                     |
| Miscellaneous                         | 20,445                   | 17,500                        | 26,000                      | 17,500                     |
| Trans. Premium & Interest             | 73,100                   | 70,200                        | 70,200                      | 0                          |
| Appropriation of Fund Balance         | <u>0</u>                 | <u>478,500</u>                | <u>478,500</u>              | <u>0</u>                   |
|                                       | 19,442,517               | 20,273,800                    | 20,555,800                  | 19,746,800                 |

REVENUE SUMMARY  
REVENUE ESTIMATES

|   | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|---|--------------------------|-------------------------------|-----------------------------|----------------------------|
| LOCAL WORKS                               |                          |                               |                             |                            |
| Current Collections                       | 7,918,805                | 8,811,800                     | 8,892,300                   | 9,451,300                  |
| Delinquent Collections                    | 470,060                  | 497,800                       | 510,000                     | 510,000                    |
| Interest Earnings                         | 419,432                  | 388,000                       | 400,000                     | 400,000                    |
| Sale of Scrap                             | 0                        | 20,000                        | 20,000                      | 20,000                     |
| State Reimbursement-Snow & Ice<br>Control | 35,312                   | 33,600                        | 30,000                      | 33,700                     |
| Trans. from Retirement Reserve            | 10,700                   | 10,300                        | 10,300                      | 10,000                     |
| SEMA Reimbursement                        | 65,120                   | 0                             | 0                           | 0                          |
| FEMA Reimbursement                        | 406,351                  | 0                             | 0                           | 0                          |
| Miscellaneous                             | 10,692                   | 0                             | 0                           | 0                          |
| Appropriation of Fund Balance             | <u>339,800</u>           | <u>1,688,100</u>              | <u>1,688,100</u>            | <u>478,600</u>             |
|   | 9,676,272                | 11,449,600                    | 11,550,700                  | 10,903,600                 |
| ENTERPRISE FUNDS TOTAL                    | 75,884,890               | 75,534,400                    | 75,794,400                  | 74,585,800                 |
| TOTAL - ALL FUNDS                         | 326,794,613              | 339,023,400                   | 334,692,600                 | 338,235,400                |

**REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS**

The property tax is the single largest source of revenue to the City. The fundamental equation for the property tax is: (Tax Rate x Assessed Value) = Tax Levy. In Rochester, this fundamental equation is modified in two significant ways.

First, according to Article 19 of the New York State Real Property Tax Law, Rochester's levy is apportioned between Homestead and Non-Homestead classes of property. (Homestead properties, generally, are one, two, and three family residences. Non-Homestead properties are all others.) That is, separate tax rates for Homestead and Non-Homestead properties are applied to the separate assessment rolls for each class of property. The following display distinguishes the tax information for each class of property. The apportionment of the levy between the classes reflects the state mandated adjustment as calculated by the formula specified by Article 19. This adjustment occurs from year to year and is commonly called "the Shift".

Secondly, because the Rochester City School District is not permitted under law to levy a property tax, the City does so on behalf of the District for funding education purposes. The City also levies a property tax on its own behalf for funding municipal government purposes. While technically two separate tax levies (and, due to differing exemption provisions, based upon separate and unequal assessment rolls), the City and School property tax collections are accounted for within the City Budget as a combined total. The District receives its portion of the taxes collected and other revenue received by the City subject to a revenue sharing agreement between the City and the District. This distribution is displayed as an interfund transfer elsewhere in the Revenue Summary. The following display shows the combination of the separate City and School tax rates and impacts in a consolidated presentation. It is this consolidated rate that is most commonly referred to in discussion of the "City property tax." Detailed information on the calculation of each property tax follows.

The 2000-01 STAR revenue of \$2,834,253 (City) and \$6,656,644 (School) are subtracted from tax levy prior to billing after the tax rate has been determined. Only eligible taxpayers receive the STAR benefit.

**PROPERTY TAX RATES & BURDENS**

The assessed value for an typical single family residence (Homestead) is \$54,900 in 2000-01 and was \$59,200 in 1999-2000. The assessed value for a typical commercial property (Non-Homestead) is \$229,100 in 2000-01 and was \$231,200 in 1999-2000.

|                                | <u>1999-2000</u>   | <u>2000-01</u>     | <u>Change</u>   | <u>Percent<br/>Change</u> |
|--------------------------------|--------------------|--------------------|-----------------|---------------------------|
| <b>TAX RATE (per \$1,000)</b>  |                    |                    |                 |                           |
| <b>Homestead Class</b>         |                    |                    |                 |                           |
| - City                         | 6.07               | 5.97               | -0.10           | -1.65%                    |
| - School                       | <u>12.36</u>       | <u>12.97</u>       | <u>0.61</u>     | 4.94%                     |
| Total                          | 18.43              | 18.94              | 0.51            | 2.77%                     |
| <b>Non-Homestead Class</b>     |                    |                    |                 |                           |
| - City                         | 14.12              | 13.59              | -0.53           | -3.75%                    |
| - School                       | <u>29.46</u>       | <u>30.27</u>       | <u>0.81</u>     | 2.75%                     |
| Total                          | 43.58              | 43.86              | 0.28            | 0.64%                     |
| <b>TAX BURDEN</b>              |                    |                    |                 |                           |
| <b>Single Family Residence</b> |                    |                    |                 |                           |
| - City                         | \$359.34           | \$327.75           | \$-31.59        | -8.79%                    |
| - School                       | <u>\$731.71</u>    | <u>\$712.05</u>    | <u>\$-19.66</u> | -2.69%                    |
| Total                          | \$1,091.05         | \$1,039.80         | \$-51.25        | -4.70%                    |
| <b>Commercial Property</b>     |                    |                    |                 |                           |
| - City                         | \$3,264.54         | \$3,113.47         | \$-151.07       | -4.63%                    |
| - School                       | <u>\$6,811.15</u>  | <u>\$6,934.86</u>  | <u>\$123.71</u> | 1.82%                     |
| Total                          | <u>\$10,075.69</u> | <u>\$10,048.33</u> | \$-27.36        | -0.27%                    |

REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS

COMPUTATION OF CITY 2000-01 PROPERTY TAX LEVY

|                            | <u>Current<br/>Operations</u> | <u>Cash<br/>Capital</u> | <u>Debt<br/>Service</u> | <u>Total</u>       |
|----------------------------|-------------------------------|-------------------------|-------------------------|--------------------|
| <b>EXPENSE</b>             |                               |                         |                         |                    |
| Operating                  | 269,499,600                   |                         |                         | 269,499,600        |
| Cash Capital               |                               | 32,162,000              |                         | 32,162,000         |
| Debt Service               |                               |                         | 36,573,800              | 36,573,800         |
| Tax Reserve                | <u>391,885</u>                | <u>1,259,180</u>        | <u>700,694</u>          | <u>2,351,759</u>   |
| Total                      | 269,891,485                   | 33,421,180              | 37,274,494              | 340,587,159        |
| <b>REVENUE</b>             |                               |                         |                         |                    |
| Operating                  | 262,766,296                   |                         |                         | 262,766,296        |
| Cash Capital               |                               | 10,527,000              |                         | 10,527,000         |
| Debt Service               |                               |                         | <u>24,534,600</u>       | <u>24,534,600</u>  |
| Total                      | <u>262,766,296</u>            | <u>10,527,000</u>       | <u>24,534,600</u>       | <u>297,827,896</u> |
| <b>TOTAL TAX LEVY</b>      | 7,125,189                     | 22,894,180              | 12,739,894              | 42,759,263         |
| Homestead (39.39334%)*     |                               |                         |                         | 16,844,302         |
| Non-Homestead (60.60666%)* |                               |                         |                         | 25,914,961         |
| <b>ASSESSED VALUE</b>      |                               |                         |                         | 4,730,594,670      |
| Homestead                  |                               |                         |                         | 2,823,517,249      |
| Non-Homestead              |                               |                         |                         | 1,907,077,421      |
| <b>TAX RATE</b>            |                               |                         |                         |                    |
| Homestead                  | 1.00                          | 3.19                    | 1.78                    | 5.97               |
| Non-Homestead              | 2.26                          | 7.28                    | 4.05                    | 13.59              |

\*In accordance with the New York State Real Property Tax Law, the levy is apportioned between the Homestead and the Non-Homestead classes.

The 2000-01 apportionment reflects the state mandated adjustment as calculated by the formula specified by Article 19.

The 1999-2000 Homestead and Non-Homestead apportionment was 40.48174% and 59.51826% respectively.

REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS

|   |
|---|
| COMPUTATION OF SCHOOL 2000-01 PROPERTY TAX LEVY |
|---|

Expenses and revenues related to the City School District are located within the School District Budget, not the City Budget. Exceptions are: (1.) the City's \$127.3 million dollar funding of the District (shown as a negative fund transfer in the City's Revenue Summary) and (2.) the property tax collection estimate within the City Budget that represents collection of City and School taxes. The current revenue allocation displayed below reflects the \$127.3 million dollars less anticipated receipt of School taxes. A portion of the debt service revenue allocation listed below is debt service that is treated as a current expense (i.e. Early Retirement Debt Service, Revenue Anticipation Notes, and debt related to the Hurd Decision

|                            | <u>Current<br/>Operations</u> | <u>Cash<br/>Capital</u> | <u>Debt<br/>Service</u> | <u>Total</u>      |
|----------------------------|-------------------------------|-------------------------|-------------------------|-------------------|
| <b>EXPENSE</b>             |                               |                         |                         |                   |
| Operating                  | 86,468,641                    |                         |                         | 86,468,641        |
| Cash Capital               |                               | 13,355,161              |                         | 13,355,161        |
| Debt Service*              |                               |                         | 32,437,950              | 32,437,950        |
| Tax Reserve                | <u>2,863,318</u>              | <u>777,285</u>          | <u>1,599,144</u>        | <u>5,239,747</u>  |
| Total                      | 89,331,959                    | 14,132,446              | 34,037,094              | 137,501,499       |
| <b>REVENUE</b>             |                               |                         |                         |                   |
| Operating                  | 37,271,611                    |                         |                         | 37,271,611        |
| Cash Capital               |                               |                         |                         | 0                 |
| Debt Service*              |                               |                         | <u>4,961,751</u>        | <u>4,961,751</u>  |
| Total                      | <u>37,271,611</u>             | <u>0</u>                | <u>4,961,751</u>        | <u>42,233,362</u> |
| <b>TOTAL TAX LEVY</b>      | 52,060,348                    | 14,132,446              | 29,075,343              | 95,268,137        |
| Homestead (39.39334%)**    |                               |                         |                         | 37,529,301        |
| Non-Homestead (60.60666)** |                               |                         |                         | 57,738,836        |
| <b>ASSESSED VALUE</b>      |                               |                         |                         |                   |
| Homestead                  |                               |                         |                         | 4,802,225,769     |
| Non-Homestead              |                               |                         |                         | 2,894,537,255     |
|                            |                               |                         |                         | 1,907,688,514     |
| <b>TAX RATE</b>            |                               |                         |                         |                   |
| Homestead                  | 6.94                          | 1.97                    | 4.06                    | 12.97             |
| Non-Homestead              | 16.54                         | 4.49                    | 9.24                    | 30.27             |

\*Revenues and debt exlusions are recorded here. Revenues related to City School District debt are located within the School District Budget not the City Budget.

\*\*In accordance with the New York State Real Property Tax Law, the levy is apportioned between the Homestead and the Non-Homestead classes.

REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS

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|  |
|--|
| COMPUTATION OF PROPERTY TAX REVENUE FOR THE GENERAL FUND |
|--|

|   |             |
|---|-------------|
| City Property Tax Levy  | 42,759,263  |
| School Property Tax Levy  | 95,268,137  |
| Total Property Tax Levy   | 138,027,400 |
| <br>  |             |
| Less: Allowance for Uncollectables (Tax Reserve)  | 7,591,506   |
| <br>  |             |
| Less: STAR Revenue  | 9,490,897   |
| <br>  |             |
| Combined City and School Property Tax Revenue   | 120,944,997 |
| <br>  |             |
| Distributions from the General Fund Property Tax<br>Revenue to non-self supporting Special and<br>Enterprise Funds: |             |
| Animal Control Fund   | 743,100     |
| Library Fund  | 4,622,200   |
| War Memorial Fund   | 884,100     |
| Cemetery Fund   | 348,600     |
| Public Market Fund  | 142,600     |
| <br>  |             |
| Net General Fund Property Tax Revenue   | 114,204,397 |

REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS

STAR

Beginning in 1998-99 New York State enacted the School Tax Relief Program (STAR) within section 425 of the Real Property Tax Law. The program provides an exemption from property taxes for owner-occupied primary residences.

There are two types of STAR programs: The first, called Enhanced STAR, is only for property owners 65 years of age or older, with incomes of less than \$60,000. The second, called Basic STAR is for all other home owners regardless of age or income. The full phase in is listed below:

Maximum Exemption

|                          | <u>Enhanced Program</u> | <u>Basic Program</u> |
|--------------------------|-------------------------|----------------------|
| 1999-2000                | \$50,000                | \$10,000             |
| 2000-2001                | \$50,000                | \$20,000             |
| 2001-2002 and thereafter | \$50,000                | \$30,000             |

Eligible property owners for the 2000-01 program receive up to a \$50,000 and \$20,000 assessment exemption for the enhanced program and basic program, respectively. Both values are adjusted by the equalization rate. For large cities with fiscally dependent school districts, the enacting legislation assumed 67% of the combined tax rate to be for school purposes. For 2000-01 the maximum assessed value exemption for an eligible property owner under the enhanced program is \$33,500 ( $\$50,000 \times 0.67 \times 1 = \$33,500$ ). For 2000-01 the maximum assessed value exemption for an eligible property owner under the basic program is \$13,400 ( $\$20,000 \times 0.67 \times 1 = \$13,400$ ). The \$33,500 and \$13,400 exemptions are applied against the combined City and School tax rate. Approximately 6,100 property owners will benefit from the enhanced STAR program and 23,100 property owners for the basic STAR program in 2000-01.

The actual calculation of the dollar savings from the STAR exemption is determined subsequent to the determination of the City and School tax rates. The revenue from the STAR program is not counted in determining the tax rates.

The process is as follows: First, the tax rates are determined. Second, eligible property owners receive a credit based upon the exemption. Third, the actual amount of the tax levy billed is reduced by the aggregate of the City and School exemption values applied against the City and School tax rates. Fourth, New York State reimburses the City for the reduced billing.

The calculation of the 2000-01 STAR revenue to be reimbursed from the state is as follows:

|               | Assessed<br>Value<br>Exemption | Tax<br>Rates | STAR<br>Revenue |
|---------------|--------------------------------|--------------|-----------------|
| City:         |                                |              |                 |
| Homestead     | 469,622,735                    | 5.97         | 2,803,648       |
| Non-Homestead | <u>2,359,702</u>               | 12.97        | <u>30,605</u>   |
|               | 471,982,437                    |              | 2,834,253       |
| School:       |                                |              |                 |
| Homestead     | 484,431,440                    | 13.59        | 6,583,423       |
| Non-Homestead | <u>2,418,930</u>               | 30.27        | <u>73,221</u>   |
|               | 486,850,370                    |              | 6,656,644       |
| Total         | N/A                            | N/A          | 9,490,897       |

N/A - Not Applicable

REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS

|                          |
|--------------------------|
| ASSESSED VALUE – CHANGES |
|--------------------------|

The City's taxable assessed valuation for property tax levies changes by:

|                          |                 |
|--------------------------|-----------------|
| 2000-01 Assessed Value   | \$4,730,594,670 |
| 1999-2000 Assessed Value | \$4,968,556,948 |
| Change                   | \$-237,962,278  |
| Percent Change           | -4.79%          |

The change in taxable assessment is substantially attributable to the following:

Non-Homestead Assessment:

|  |                    |
|--|--------------------|
| Special Franchise                      | 19,927,367         |
| Railroad Ceiling                       | -500,357           |
| Non-Homestead Net Reassessment changes | <u>-36,835,932</u> |
| Subtotal                               | -17,408,922        |

Homestead Assessment :

|                                    |                     |
|------------------------------------|---------------------|
| Decrease in Veterans Exemption     | 4,057,496           |
| Decrease in Aged Exemption         | 9,420,368           |
| Homestead Net Reassessment Changes | <u>-234,031,220</u> |
| Subtotal                           | -220,553,356        |

|                         |              |
|-------------------------|--------------|
| Total Assessment Change | -237,962,278 |
|-------------------------|--------------|

REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS

ASSESSED VALUATION – HISTORIC

| <u>Fiscal Year</u> | <u>General Municipal Purposes</u> | <u>Veterans Exemption*</u> | <u>Total School Purposes</u> | <u>Change from Prior Year</u> |
|--------------------|-----------------------------------|----------------------------|------------------------------|-------------------------------|
| 2000-01            | 4,730,594,670                     | 71,631,099                 | 4,802,225,769                | -242,019,774                  |
| 1999-2000          | 4,968,556,948                     | 75,688,595                 | 5,044,245,543                | -28,359,372                   |
| 1998-99            | 4,988,153,242                     | 84,451,673                 | 5,072,604,915                | -47,741,649                   |
| 1997-98            | 5,031,843,192                     | 88,503,372                 | 5,120,346,564                | -82,588,503                   |
| 1996-97            | 5,111,770,403                     | 91,164,664                 | 5,202,935,067                | -297,408,653                  |
| 1995-96            | 5,403,091,007                     | 97,748,618                 | 5,500,839,625                | -89,420,832                   |
| 1994-95            | 5,487,419,595                     | 102,840,862                | 5,590,260,457                | -54,487,268                   |
| 1993-94            | 5,531,254,204                     | 107,359,847                | 5,638,614,051                | -7,234,169                    |
| 1992-93            | 5,534,308,724                     | 111,539,496                | 5,645,848,220                | -52,860,479                   |
| 1991-92            | 5,584,607,698                     | 114,101,001                | 5,698,708,699                | -54,583,758                   |

\*Subject to School Purposes but not General Municipal Purposes.

TAX COLLECTION EXPERIENCE

The following tables are all billings on the tax file. Items billed include: ad valorem taxes, residential refuse charges, local works charges, local improvements, property rehabilitation charges, municipal code fines, special assessment district charges, delinquent water charges, and supplemental and omitted taxes.

A. Current Taxes

| <u>Fiscal Year</u> | <u>Tax Billed July 1</u> | <u>Current Collections</u> | <u>Percent of Levy</u> | <u>Tax Balances June 30*</u> |
|--------------------|--------------------------|----------------------------|------------------------|------------------------------|
| 1999-2000          | 168,683,315              | 155,779,041 ***            | 92.35                  | 12,054,274                   |
| 1998-99            | 169,603,948              | 156,697,127                | 92.39                  | 12,027,564                   |
| 1997-98            | 174,623,890              | 161,178,722                | 92.30                  | 11,979,846                   |
| 1996-97            | 176,468,490              | 162,672,917                | 92.20                  | 12,634,627                   |
| 1995-96            | 175,508,050              | 162,034,247                | 92.32                  | 12,703,527                   |
| 1994-95            | 173,542,290              | 161,175,931                | 92.87                  | 12,136,243                   |
| 1993-94            | 169,344,081              | 157,011,459                | 92.72                  | 11,212,502                   |

B. Delinquent Taxes

| <u>Fiscal Year</u> | <u>Delinquent Tax Balances July 1</u> | <u>Delinquent Tax Collections</u> | <u>Percent of Delinquent Tax Balances</u> | <u>Delinquent Tax Balances June 30*</u> | <u>Total Tax Balances June 30**</u> |
|--------------------|---------------------------------------|-----------------------------------|---|---|-------------------------------------|
| 1999-2000          | 21,275,743                            | 10,105,977 ***                    | 47.50                                     | 9,569,766                               | 21,624,040                          |
| 1998-99            | 20,558,498                            | 10,059,828                        | 48.93                                     | 9,248,145                               | 21,275,709                          |
| 1997-98            | 21,985,254                            | 10,780,366                        | 49.03                                     | 8,578,655                               | 20,558,501                          |
| 1996-97            | 21,309,238                            | 10,138,303                        | 47.60                                     | 9,350,627                               | 21,985,254                          |
| 1995-96            | 19,772,301                            | 9,818,559                         | 49.66                                     | 8,605,711                               | 21,309,238                          |
| 1994-95            | 17,797,081                            | 9,616,139                         | 54.03                                     | 7,636,057                               | 19,772,300                          |
| 1993-94            | 17,016,769                            | 10,020,133                        | 58.88                                     | 6,584,579                               | 17,787,081                          |

\*Current and delinquent tax balances on June 30 reflect the beginning balances less collections and adjustments for cancellations.

\*\*Total tax balances is the sum of current and delinquent balances at June 30.

\*\*\*Estimated

**REVENUE SUMMARY  
PROPERTY TAX COMPUTATION & ANALYSIS**

**2000-01 CONSTITUTIONAL OPERATING TAX LIMIT**

The State Constitution, Article VIII, Section 10, limits the maximum amount of real property taxes that can be raised for operating purposes. The limit is two percent of the five-year average of full valuation of taxable real property. The total taxable assessed valuation for school purposes is the assessed value used for this calculation. The limit pertains to cities of 125,000 or more inhabitants, except New York City, which has a limit of two and one-half percent.

The levy subject to the limit is equal to the total tax levy (City and School) minus appropriations for debt service (with a few exceptions) and budgetary appropriations for which a period of probable usefulness has been determined by law (Cash Capital).

The State Constitution also limits the maximum amount of real property taxes raised for debt service. This is described within the Capital section of the City Budget.

| <u>Fiscal Year</u> | <u>Assessed Value</u>     | <u>Equalization Ratio</u> | <u>Full Assessed Valuation</u> |
|--------------------|---------------------------|---------------------------|--------------------------------|
| 2000-01            | 4,802,225,769             | 103.54                    | 4,638,039,182                  |
| 1999-2000          | 5,044,245,543             | 100.54                    | 5,017,152,917                  |
| 1998-99            | 5,072,604,915             | 99.3                      | 5,108,363,459                  |
| 1997-98            | 5,120,346,564             | 101.15                    | 5,062,132,045                  |
| 1996-97            | 5,202,935,067             | 102.49                    | 5,076,529,483                  |
|                    | Five Year Total           |                           | 24,902,217,087                 |
|                    | Five Year Average         |                           | 4,980,443,417                  |
|                    | Constitutional Percentage |                           | 0.02                           |
|                    | Constitutional Limit      |                           | 99,608,868                     |

**CONSTITUTIONAL TAX LIMIT & MARGIN 1991-92 TO 2000-01**

The following table contains the historical trend of the City's tax limit for operating purposes and the amount of the limit used. The amount of limit used is calculated by adding City and School operating levies and then subtracting Water Fund debt service. The tax margin is calculated by subtracting the amount used from the limit.

| <u>Fiscal Year</u> | <u>Limit</u> | <u>Amount Used</u> | <u>Tax Margin</u> |
|--------------------|--------------|--------------------|-------------------|
| 2000-01            | 99,608,868   | 52,047,737         | 47,561,131        |
| 1999-2000          | 107,132,525  | 59,073,650         | 48,058,875        |
| 1998-99            | 131,836,106  | 64,461,526         | 67,374,580        |
| 1997-98            | 127,018,640  | 79,418,423         | 47,600,217        |
| 1996-97            | 123,743,096  | 79,065,001         | 44,678,095        |
| 1995-96            | 125,036,941  | 96,597,775         | 28,439,166        |
| 1994-95            | 153,694,935  | 93,420,870         | 60,274,065        |
| 1993-94            | 160,278,051  | 99,812,342         | 60,465,709        |
| 1992-93            | 147,702,327  | 96,724,156         | 50,978,171        |
| 1991-92            | 144,442,078  | 89,164,094         | 55,277,984        |

REVENUE SUMMARY  
APPLICATION OF REVENUE BY UNIT

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Beginning on the next page is an informational display of revenues for each major department or unit and the major category of revenue by fund. This display distributes revenues to the department to which they are most closely related. In this fashion, a sense of the overall revenue level for a given function can be approximated.

# REVENUE SUMMARY APPLICATION OF REVENUE BY UNIT

|                               | Council<br>and Clerk | Administration   | Law            | Finance          | Community<br>Development | Economic<br>Development | Environmental<br>Services | OEC       |
|-------------------------------|----------------------|------------------|----------------|------------------|--------------------------|-------------------------|---------------------------|-----------|
| <u>General Fund</u>           |                      |                  |                |                  |                          |                         |                           |           |
| Property Tax                  |                      |                  |                |                  |                          |                         |                           |           |
| Other Taxes                   | 0                    | 0                | 0              | 0                | 0                        | 0                       | 5,219,200                 | 0         |
| Departmental Income           | 10,000               | 139,800          | 0              | 354,500          | 136,100                  | 30,800                  | 569,800                   | 600       |
| Use of Money and Property     | 0                    | 0                | 0              | 100,000          | 73,100                   | 0                       | 0                         | 0         |
| Fines and Forfeiture          | 0                    | 472,500          | 0              | 792,300          | 0                        | 0                       | 0                         | 0         |
| Licenses and Permits          | 84,600               | 180,200          | 0              | 0                | 805,500                  | 0                       | 267,000                   | 0         |
| Sale of Property & Comp.      | 0                    | 4,600            | 80,000         | 112,000          | 667,800                  | 0                       | 25,000                    | 0         |
| Miscellaneous                 | 0                    | 206,200          | 135,700        | 0                | 0                        | 0                       | 0                         | 0         |
| Intergovernmental-State       | 0                    | 0                | 0              | 279,000          | 0                        | 0                       | 2,290,100                 | 0         |
| Intergovernmental-Federal     | 0                    | 109,700          | 165,000        | 248,000          | 2,447,700                | 1,252,700               | 291,900                   | 0         |
| Intergovernmental-Other       | 0                    | 0                | 0              | 0                | 150,000                  | 0                       | 2,448,200                 | 8,891,800 |
| Interfund Revenue             | <u>337,700</u>       | <u>1,139,600</u> | <u>511,800</u> | <u>1,565,100</u> | <u>13,600</u>            | <u>386,200</u>          | <u>6,072,000</u>          | <u>0</u>  |
| Total General Fund            | 432,300              | 2,252,600        | 892,500        | 3,450,900        | 4,293,800                | 1,669,700               | 17,183,200                | 8,892,400 |
| <u>Animal Control Fund</u>    |                      |                  |                |                  |                          |                         |                           |           |
| Property Tax                  |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         |                           |           |
| Fines and Forfeiture          |                      |                  |                |                  |                          |                         |                           |           |
| Miscellaneous                 |                      |                  |                |                  |                          |                         |                           |           |
| Total Animal Control Fund     |                      |                  |                |                  |                          |                         |                           |           |
| <u>Library Fund</u>           |                      |                  |                |                  |                          |                         |                           |           |
| Property Tax                  |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         |                           |           |
| Use of Money and Property     |                      |                  |                |                  |                          |                         |                           |           |
| Intergovernmental-State       |                      |                  |                |                  |                          |                         |                           |           |
| Intergovernmental-Other       |                      |                  |                |                  |                          |                         |                           |           |
| Transfer/Retirement Reserve   |                      |                  |                |                  |                          |                         |                           |           |
| Total Library Fund            |                      |                  |                |                  |                          |                         |                           |           |
| <u>Local Works Fund</u>       |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         | 9,981,300                 |           |
| Use of Money and Property     |                      |                  |                |                  |                          |                         | 400,000                   |           |
| Intergovernmental-State       |                      |                  |                |                  |                          |                         | 33,700                    |           |
| Transfer/Retirement Reserve   |                      |                  |                |                  |                          |                         | 10,000                    |           |
| Appropriation of Fund Balance |                      |                  |                |                  |                          |                         | <u>478,600</u>            |           |
| Total Local Works Fund        |                      |                  |                |                  |                          |                         | 10,903,600                |           |
| <u>Water Fund</u>             |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         | 28,710,600                |           |
| Use of Money and Property     |                      |                  |                |                  |                          |                         | 1,529,700                 |           |
| Miscellaneous                 |                      |                  |                |                  |                          |                         | 277,800                   |           |
| Transfer/Premium & Interest   |                      |                  |                |                  |                          |                         | 380,500                   |           |
| Transfer/Retirement Reserve   |                      |                  |                |                  |                          |                         | <u>41,600</u>             |           |
| Total Water Fund              |                      |                  |                |                  |                          |                         | 30,940,200                |           |
| War Memorial Fund             |                      |                  |                |                  |                          |                         |                           |           |
| <u>Property Tax</u>           |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         |                           |           |
| Use of Money and Property     |                      |                  |                |                  |                          |                         |                           |           |
| Intergovernmental-Other       |                      |                  |                |                  |                          |                         |                           |           |
| Appropriation of Fund Balance |                      |                  |                |                  |                          |                         |                           |           |
| Total War Memorial Fund       |                      |                  |                |                  |                          |                         |                           |           |
| Parking Fund                  |                      |                  |                |                  |                          |                         |                           |           |
| <u>Departmental Income</u>    |                      |                  |                |                  |                          |                         |                           |           |
| Use of Money and Property     |                      |                  |                |                  |                          | 5,975,800               | 142,200                   |           |
| Fines and Forfeiture          |                      |                  |                |                  |                          | 73,000                  |                           |           |
| Miscellaneous                 |                      |                  |                |                  |                          | 205,900                 |                           |           |
| Transfer/Premium & Interest   |                      |                  |                |                  |                          | 269,200                 |                           |           |
| Transfer/Retirement Reserve   |                      |                  |                |                  |                          | 66,300                  |                           |           |
| Appropriation of Fund Balance |                      |                  |                |                  |                          | 800                     |                           |           |
| Total Parking Fund            |                      |                  |                |                  |                          | <u>432,000</u>          | <u>142,200</u>            |           |
|                               |                      |                  |                |                  |                          | 7,023,000               | 142,200                   |           |
| <u>Cemetery Fund</u>          |                      |                  |                |                  |                          |                         |                           |           |
| Property Tax                  |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         |                           |           |
| Use of Money & Property       |                      |                  |                |                  |                          |                         |                           |           |
| Transfer/Retirement Reserve   |                      |                  |                |                  |                          |                         |                           |           |
| Total Cemetery Fund           |                      |                  |                |                  |                          |                         |                           |           |
| <u>Public Market Fund</u>     |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         |                           |           |
| Use of Money and Property     |                      |                  |                |                  |                          |                         |                           |           |
| Appropriation of Fund Balance |                      |                  |                |                  |                          |                         |                           |           |
| Total Public Market Fund      |                      |                  |                |                  |                          |                         |                           |           |
| Refuse Fund                   |                      |                  |                |                  |                          |                         |                           |           |
| Departmental Income           |                      |                  |                |                  |                          |                         | 19,390,000                |           |
| Use of Money & Property       |                      |                  |                |                  |                          |                         | 300,000                   |           |
| Miscellaneous                 |                      |                  |                |                  |                          |                         | 17,500                    |           |
| Appropriation of Fund Balance |                      |                  |                |                  |                          |                         | 39,300                    |           |
| Total Refuse Fund             |                      |                  |                |                  |                          |                         | <u>19,746,800</u>         |           |
| TOTAL ALL FUNDS               | 432,300              | 2,252,600        | 892,500        | 3,450,900        | 4,293,800                | 8,692,700               | 78,916,000                | 8,892,400 |

# REVENUE SUMMARY APPLICATION OF REVENUE BY UNIT

| <u>Police</u>    | <u>Fire</u>    | <u>Library</u>    | <u>Parks, Rec. &amp;<br/>Human Serv.</u> | <u>Undistributed</u> | <u>Debt</u>      | <u>Total<br/>Applied</u> | <u>General<br/>Revenue</u> | <u>Total<br/>Revenue</u> |                               |
|------------------|----------------|-------------------|--|----------------------|------------------|--------------------------|----------------------------|--------------------------|-------------------------------|
|                  |                |                   |  |                      |                  | 0                        | 114,204,400                | 114,204,400              | <u>General Fund</u>           |
| 0                | 0              |                   | 0  | 0                    | 0                | 5,219,200                | 136,222,800                | 141,442,000              | Property Tax                  |
| 1,088,400        | 357,800        |                   | 1,106,700                                | 436,900              | 0                | 4,231,400                | 200                        | 4,231,600                | Other Taxes                   |
| 0                | 0              |                   | 32,100                                   | 0                    | 0                | 205,200                  | 3,595,700                  | 3,800,900                | Departmental Income           |
| 2,684,100        | 0              |                   | 0  | 0                    | 0                | 3,948,900                | 1,000                      | 3,949,900                | Use of Money and Property     |
| 110,300          | 0              |                   | 0  | 0                    | 0                | 1,447,600                |                            | 1,447,600                | Fines and Forfeiture          |
| 249,300          | 0              |                   | 0  | 0                    | 0                | 1,138,700                |                            | 1,138,700                | Licenses and Permits          |
| 0                | 0              |                   | 0  | 166,700              | 0                | 508,600                  | 4,506,400                  | 5,015,000                | Sale of Property & Comp.      |
| 918,000          | 66,000         |                   | 263,500                                  | 0                    | 0                | 3,816,600                | 57,069,500                 | 60,886,100               | Miscellaneous                 |
| 870,700          | 0              |                   | 1,324,500                                | 0                    | 0                | 6,710,200                |                            | 6,710,200                | Intergovernmental-State       |
| 925,200          | 0              |                   | 820,700                                  | 0                    | 0                | 13,235,900               | 450,000                    | 13,685,900               | Intergovernmental-Federal     |
| <u>100,000</u>   | <u>380,000</u> | <u>-</u>          | <u>31,700</u>                            | <u>215,900</u>       | <u>2,709,500</u> | <u>13,463,100</u>        | <u>-122,383,100</u>        | <u>-108,920,000</u>      | Intergovernmental-Other       |
| 6,946,000        | 803,800        | 0                 | 3,579,200                                | 819,500              | 2,709,500        | 53,925,400               | 193,666,900                | 247,592,300              | Interfund Revenue             |
|                  |                |                   |  |                      |                  |                          | 743,100                    | 743,100                  | <u>Animal Control Fund</u>    |
| 106,300          |                |                   |  |                      |                  | 106,300                  |                            | 106,300                  | Property Tax                  |
| 41,300           |                |                   |  |                      |                  | 41,300                   |                            | 41,300                   | Departmental Income           |
| <u>10,100</u>    |                |                   |  |                      |                  | <u>10,100</u>            |                            | <u>10,100</u>            | Fines and Forfeiture          |
| 157,700          |                |                   |  |                      |                  | 157,700                  | 743,100                    | 900,800                  | Miscellaneous                 |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Animal Control Fund     |
|                  |                |                   |  |                      |                  |                          | 4,622,200                  | 4,622,200                | <u>Library Fund</u>           |
|                  |                | 2,016,600         |  |                      |                  | 2,016,600                |                            | 2,016,600                | Property Tax                  |
|                  |                | 13,400            |  |                      |                  | 13,400                   |                            | 13,400                   | Departmental Income           |
|                  |                | 1,088,000         |  |                      |                  | 1,088,000                |                            | 1,088,000                | Use of Money and Property     |
|                  |                | 7,400,000         |  |                      |                  | 7,400,000                |                            | 7,400,000                | Intergovernmental-State       |
|                  |                | <u>16,300</u>     |  |                      |                  | <u>16,300</u>            |                            | <u>16,300</u>            | Intergovernmental-Other       |
|                  |                | 10,534,300        |  |                      |                  | 10,534,300               | 4,622,200                  | 15,156,500               | Transfer/Retirement Reserve   |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Library Fund            |
|                  |                |                   |  |                      |                  | 9,981,300                |                            | 9,981,300                | <u>Local Works Fund</u>       |
|                  |                |                   |  |                      |                  | 400,000                  |                            | 400,000                  | Departmental Income           |
|                  |                |                   |  |                      |                  | 33,700                   |                            | 33,700                   | Use of Money and Property     |
|                  |                |                   |  |                      |                  | 10,000                   |                            | 10,000                   | Intergovernmental-State       |
|                  |                |                   |  |                      |                  | <u>478,600</u>           | 0                          | <u>478,600</u>           | Transfer/Retirement Reserve   |
|                  |                |                   |  |                      |                  | 10,903,600               |                            | 10,903,600               | Appropriation of Fund Balance |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Local Works Fund        |
|                  |                |                   |  |                      |                  | 28,710,600               |                            | 28,710,600               | <u>Water Fund</u>             |
|                  |                |                   |  |                      |                  | 1,529,700                |                            | 1,529,700                | Departmental Income           |
|                  |                |                   |  |                      |                  | 277,800                  |                            | 277,800                  | Use of Money and Property     |
|                  |                |                   |  |                      |                  | 380,500                  |                            | 380,500                  | Miscellaneous                 |
|                  |                |                   |  |                      |                  | <u>41,600</u>            |                            | <u>41,600</u>            | Transfer/Premium & Interest   |
|                  |                |                   |  |                      |                  | 30,940,200               |                            | 30,940,200               | Transfer/Retirement Reserve   |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Water Fund              |
|                  |                |                   |  |                      |                  |                          | 884,100                    | 884,100                  | War Memorial Fund             |
|                  |                | 1,668,700         |  |                      |                  | 1,668,700                |                            | 1,668,700                | <u>Property Tax</u>           |
|                  |                | 25,000            |  |                      |                  | 25,000                   |                            | 25,000                   | Departmental Income           |
|                  |                | 911,900           |  |                      |                  | 911,900                  |                            | 911,900                  | Use of Money and Property     |
|                  |                | 700               |  |                      |                  | 700                      |                            | 700                      | Intergovernmental-Other       |
|                  |                | <u>2,606,300</u>  |  |                      |                  | <u>2,606,300</u>         | 884,100                    | <u>3,490,400</u>         | Transfer/Retirement Reserve   |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total War Memorial Fund       |
|                  |                |                   |  |                      |                  | 6,118,000                |                            | 6,118,000                | Parking Fund                  |
|                  |                |                   |  |                      |                  | 73,000                   |                            | 73,000                   | <u>Departmental Income</u>    |
|                  |                |                   |  |                      |                  | 205,900                  |                            | 205,900                  | Use of Money and Property     |
|                  |                |                   |  |                      |                  | 269,200                  |                            | 269,200                  | Fines and Forfeiture          |
|                  |                |                   |  |                      |                  | 66,300                   |                            | 66,300                   | Miscellaneous                 |
|                  |                |                   |  |                      |                  | 800                      |                            | 800                      | Transfer/Premium & Interest   |
|                  |                |                   |  |                      |                  | 432,000                  |                            | 432,000                  | Transfer/Retirement Reserve   |
|                  |                |                   |  |                      |                  | <u>7,165,200</u>         | 0                          | <u>7,165,200</u>         | Appropriation of Fund Balance |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Parking Fund            |
|                  |                |                   |  |                      |                  |                          | 348,600                    | 348,600                  | <u>Cemetery Fund</u>          |
|                  |                | 1,057,700         |  |                      |                  | 1,057,700                |                            | 1,057,700                | Property Tax                  |
|                  |                | 314,000           |  |                      |                  | 314,000                  |                            | 314,000                  | Departmental Income           |
|                  |                | 2,100             |  |                      |                  | 2,100                    |                            | 2,100                    | Use of Money & Property       |
|                  |                | <u>1,373,800</u>  |  |                      |                  | <u>1,373,800</u>         | 348,600                    | <u>1,722,400</u>         | Transfer/Retirement Reserve   |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Cemetery Fund           |
|                  |                |                   |  |                      |                  |                          | 142,600                    | 142,600                  | <u>Public Market Fund</u>     |
|                  |                | 460,700           |  |                      |                  | 460,700                  |                            | 460,700                  | Property Tax                  |
|                  |                | 13,000            |  |                      |                  | 13,000                   |                            | 13,000                   | Departmental Income           |
|                  |                | 900               |  |                      |                  | 900                      |                            | 900                      | Use of Money and Property     |
|                  |                | 474,600           |  |                      |                  | 474,600                  | 142,600                    | 617,200                  | Transfer/Retirement Reserve   |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Public Market Fund      |
|                  |                |                   |  |                      |                  | 19,390,000               |                            | 19,390,000               | Refuse Fund                   |
|                  |                |                   |  |                      |                  | 300,000                  |                            | 300,000                  | Departmental Income           |
|                  |                |                   |  |                      |                  | 17,500                   |                            | 17,500                   | Use of Money & Property       |
|                  |                |                   |  |                      |                  | 39,300                   |                            | 39,300                   | Miscellaneous                 |
|                  |                |                   |  |                      |                  | 19,746,800               | 0                          | 19,746,800               | Trans./Retirement Reserve     |
|                  |                |                   |  |                      |                  |                          |                            |                          | Total Refuse Fund             |
| <u>7,103,700</u> | <u>803,800</u> | <u>10,534,300</u> | <u>8,033,900</u>                         | <u>819,500</u>       | <u>2,709,500</u> | <u>137,827,900</u>       | <u>200,407,500</u>         | <u>338,235,400</u>       | TOTAL ALL FUNDS               |

**EXPENDITURE SUMMARY  
SUMMARY OF EXPENDITURE CHANGES**

**PROPOSED BUDGET**

**EXPENSE CHANGES – HIGHLIGHTS**

The Mayor's Proposed Budget increases expenditures \$3,542,800 or 1.06% over the 1999-2000 level. Highlights of the changes that produce this variance are noted in the following display. Details of these and other expense changes are found in Tabs 4 through 14 of this document.

**MAJOR PROPOSED INCREASES**

- |  |           |
|--|-----------|
| ● Wage, salary, and benefit increases in accordance with current labor agreements, a provision for adjustments for contracts presently in negotiation or arbitration, and an allocation for other unforeseen contingencies | 7,103,300 |
| ● Medical coverage for current and retired employees in accordance with rate increases by third party insurers   | 2,750,300 |
| ● Rehabilitation of City recreation centers  | 1,910,000 |
| ● Land acquisition and demolition  | 1,322,000 |
| ● Additional Police Officers in schools and diversion of non-emergency calls to non-sworn Police Department employees  | 1,196,000 |

25 full time positions are added to support these and other initiatives detailed in the Proposed Budget.

**MAJOR PROPOSED DECREASES**

- |   |            |
|---|------------|
| ● One-time capital and grant funded expenditures are concluded  | 12,028,200 |
| ● Efficiencies are realized through reorganizations, work restructuring, returns on investment in technology, and productivity  | 1,676,900  |
| ● Budget constraints require service reductions, including the trail development program, operation of the Webster Avenue ice rink, a weekend shift of the Service Truck, and the Crimestoppers subsidy | 1,270,200  |
| ● Routine fluctuations in motor equipment replacement schedules   | 933,000    |

EXPENDITURE SUMMARY  
SUMMARY OF EXPENDITURE CHANGES

**Year-to-Year Comparison**

|                   |                  | <u>1999-2000</u>   | <u>2000-01</u>   | <u>Change</u>        |
|-------------------|------------------|--------------------|------------------|----------------------|
| Budget            |                  | 334,692,600        | 338,235,400      | 3,542,800            |
| Salary & Wage     | General          |                    | Vacancy          |                      |
| <u>Adjustment</u> | <u>Inflation</u> | <u>Chargebacks</u> | <u>Allowance</u> | <u>Miscellaneous</u> |
| 1,897,900         | 261,900          | 625,800            | -532,400         | 16,700               |
|                   |                  |                    |                  | <u>Major Change</u>  |
|                   |                  |                    |                  | 1,272,900            |
|                   |                  |                    |                  | <u>Total</u>         |
|                   |                  |                    |                  | 3,542,800            |

|  | <u>Budget</u>     | <u>Budget</u>     | <u>Change</u>     | <u>Percent</u> |
|--|-------------------|-------------------|-------------------|----------------|
|  | <u>1999-2000</u>  | <u>2000-01</u>    |                   | <u>Change</u>  |
| City Council and Clerk Administration: | 1,393,900         | 1,338,900         | -55,000           | -3.9           |
| Mayor's Office                         | 2,041,400         | 2,165,600         | 124,200           | 6.1            |
| NET                                    | 3,447,900         | 3,415,500         | -32,400           | -0.9           |
| Budget & Efficiency                    | 677,500           | 629,400           | -48,100           | -7.1           |
| Human Resource Management              | 1,957,300         | 1,907,600         | -49,700           | -2.5           |
| Communications                         | 692,500           | 705,200           | 12,700            | 1.8            |
| Law                                    | 1,777,000         | 1,744,200         | -32,800           | -1.8           |
| Finance                                | 7,094,800         | 6,849,300         | -245,500          | -3.5           |
| Community Development                  | 5,410,900         | 5,433,400         | 22,500            | 0.4            |
| Economic Development                   | 4,318,100         | 4,511,600         | 193,500           | 4.5            |
| Environmental Services                 | 63,582,400        | 64,842,900        | 1,260,500         | 2.0            |
| Office of Emergency Communications     | 7,821,500         | 7,879,700         | 58,200            | 0.7            |
| Police                                 | 52,180,100        | 52,513,800        | 333,700           | 0.6            |
| Fire                                   | 31,636,700        | 31,007,200        | -629,500          | -2.0           |
| Library                                | 11,594,600        | 11,621,100        | 26,500            | 0.2            |
| Parks, Recreation and Human Services   | 18,308,600        | 17,609,800        | -698,800          | -3.8           |
| Undistributed Expense                  | 42,865,600        | 46,691,300        | 3,825,700         | 8.9            |
| Contingency                            | 3,427,700         | 8,633,100         | 5,205,400         | 151.9          |
| Cash Capital                           | 36,867,300        | 32,162,000        | -4,705,300        | -12.8          |
| Debt Service                           | <u>37,596,800</u> | <u>36,573,800</u> | <u>-1,023,000</u> | -2.7           |
| TOTAL                                  | 334,692,600       | 338,235,400       | 3,542,800         | 1.1            |

**EXPENDITURE SUMMARY  
SUMMARY OF APPROPRIATIONS**

|   | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|---|--------------------------|-------------------------------|-----------------------------|----------------------------|
| City Council and Clerk                    | 1,308,322                | 1,393,000                     | 1,393,900                   | 1,338,900                  |
| <b>Administration</b>                     |                          |                               |                             |                            |
| Mayor's Office                            | 1,811,908                | 2,009,800                     | 2,041,400                   | 2,165,600                  |
| NET                                       | 3,039,594                | 3,315,300                     | 3,447,900                   | 3,415,500                  |
| Budget & Efficiency                       | 636,812                  | 649,500                       | 677,500                     | 629,400                    |
| Human Resource Management                 | 1,961,071                | 1,951,400                     | 1,957,300                   | 1,907,600                  |
| Communications                            | 669,540                  | 723,100                       | 692,500                     | 705,200                    |
| Law Department                            | <u>1,578,930</u>         | <u>1,692,200</u>              | <u>1,777,000</u>            | <u>1,744,200</u>           |
|   | 9,697,855                | 10,341,300                    | 10,593,600                  | 10,567,500                 |
| <b>Finance</b>                            |                          |                               |                             |                            |
| Director's Office                         | 435,804                  | 583,100                       | 602,100                     | 566,200                    |
| Accounting                                | 812,393                  | 846,000                       | 839,100                     | 856,700                    |
| Treasury                                  | 1,448,650                | 1,507,000                     | 1,484,200                   | 1,517,500                  |
| Assessment                                | 939,513                  | 1,092,100                     | 1,155,300                   | 934,400                    |
| Parking & Municipal Violations            | 689,229                  | 701,300                       | 776,500                     | 774,500                    |
| Purchasing                                | 818,770                  | 815,600                       | 839,200                     | 842,400                    |
| Information Systems                       | 2,124,771                | 2,079,700                     | 2,135,400                   | 2,157,600                  |
| Less: Intrafund Credit                    | <u>710,471</u>           | <u>773,500</u>                | <u>737,000</u>              | <u>800,000</u>             |
|   | 6,558,659                | 6,851,300                     | 7,094,800                   | 6,849,300                  |
| <b>Community Development</b>              |                          |                               |                             |                            |
| Office of the Commissioner                | 410,573                  | 474,700                       | 458,300                     | 842,800                    |
| Buildings & Zoning                        | 1,959,744                | 2,061,600                     | 2,084,900                   | 2,106,200                  |
| Housing & Project Development             | 1,956,741                | 2,050,100                     | 2,055,600                   | 2,032,400                  |
| Planning                                  | <u>781,044</u>           | <u>784,300</u>                | <u>812,100</u>              | <u>452,000</u>             |
| Total                                     | 5,108,102                | 5,370,700                     | 5,410,900                   | 5,433,400                  |
| <b>Economic Development</b>               | 3,473,729                | 4,216,600                     | 4,318,100                   | 4,511,600                  |
| <b>Environmental Services</b>             |                          |                               |                             |                            |
| Office of the Commissioner                | 2,812,311                | 2,764,200                     | 2,747,300                   | 2,828,200                  |
| Architecture & Engineering                | 3,472,801                | 3,545,800                     | 3,595,800                   | 3,695,200                  |
| Operations                                | 32,520,808               | 30,864,500                    | 31,686,700                  | 32,308,200                 |
| Water & Lighting                          | 23,466,768               | 23,996,700                    | 23,757,500                  | 23,778,900                 |
| Equipment Services                        | 5,793,896                | 5,675,500                     | 5,689,700                   | 5,802,400                  |
| Less: Intrafund Credit                    | <u>2,949,091</u>         | <u>3,452,800</u>              | <u>3,894,600</u>            | <u>3,570,000</u>           |
|   | 65,117,493               | 63,393,900                    | 63,582,400                  | 64,842,900                 |
| <b>Office of Emergency Communications</b> | 7,244,159                | 7,790,000                     | 7,821,500                   | 7,879,700                  |
| <b>Police</b>                             | 51,665,519               | 52,305,400                    | 52,180,100                  | 52,513,800                 |
| <b>Fire</b>                               | 31,312,430               | 31,758,900                    | 31,636,700                  | 31,007,200                 |
| <b>Library</b>                            |                          |                               |                             |                            |
| Central Library                           | 8,266,334                | 8,957,400                     | 8,921,300                   | 8,912,300                  |
| Community Library                         | <u>2,602,706</u>         | <u>2,622,100</u>              | <u>2,673,300</u>            | <u>2,708,800</u>           |
|   | 10,869,040               | 11,579,500                    | 11,594,600                  | 11,621,100                 |

EXPENDITURE SUMMARY  
SUMMARY OF APPROPRIATIONS

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|                                    | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| Parks, Recreation & Human Services |                          |                               |                             |                            |
| Office of the Commissioner         | 1,599,977                | 1,775,900                     | 1,726,400                   | 1,818,500                  |
| Parks and Recreation               | 8,196,785                | 8,418,900                     | 8,483,600                   | 9,404,000                  |
| Special Services                   | 4,821,052                | 4,777,100                     | 4,994,400                   | 4,010,400                  |
| Human Services                     | <u>2,549,607</u>         | <u>2,560,900</u>              | <u>3,104,200</u>            | <u>2,376,900</u>           |
|                                    | 17,167,421               | 17,532,800                    | 18,308,600                  | 17,609,800                 |
| Undistributed                      | 44,015,459               | 42,060,600                    | 42,921,500                  | 46,767,200                 |
| Less: Intrafund Credit             | <u>89,481</u>            | <u>75,400</u>                 | <u>55,900</u>               | <u>75,900</u>              |
|                                    | 43,925,978               | 41,985,200                    | 42,865,600                  | 46,691,300                 |
| Contingency                        | 1,134,900                | 3,427,700                     | 3,427,700                   | 8,633,100                  |
| CAPITAL                            |                          |                               |                             |                            |
| Cash Capital                       | 27,210,700               | 36,867,300                    | 36,867,300                  | 32,162,000                 |
| Debt Service                       | <u>37,876,100</u>        | <u>37,481,900</u>             | <u>37,596,800</u>           | <u>36,573,800</u>          |
|                                    | 65,086,800               | 74,349,200                    | 74,464,100                  | 68,735,800                 |
| TOTAL                              | 319,670,407              | 332,295,500                   | 334,692,600                 | 338,235,400                |

**EXPENDITURE SUMMARY  
SUMMARY BY MAJOR OBJECT OF EXPENSE**

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>PERSONNEL EXPENSES</b>            |                                 |                                      |                                    |                                   |
| City Council and Clerk               | 1,085,629                       | 1,175,500                            | 1,189,400                          | 1,152,700                         |
| Administration                       | 7,077,889                       | 7,500,700                            | 7,638,400                          | 7,709,700                         |
| Law                                  | 1,324,062                       | 1,422,000                            | 1,504,600                          | 1,477,900                         |
| Finance                              | 5,207,069                       | 5,396,100                            | 5,694,300                          | 5,649,600                         |
| Community Development                | 4,538,708                       | 4,806,800                            | 4,816,700                          | 4,890,700                         |
| Economic Development                 | 1,338,774                       | 1,513,900                            | 2,034,600                          | 1,766,800                         |
| Environmental Services               | 27,350,991                      | 27,170,900                           | 27,684,100                         | 28,013,500                        |
| Office of Emergency Communications   | 6,401,565                       | 6,809,100                            | 6,858,600                          | 6,879,200                         |
| Police                               | 45,679,234                      | 45,599,300                           | 45,679,000                         | 46,909,100                        |
| Fire                                 | 29,828,670                      | 30,038,200                           | 29,876,300                         | 29,185,800                        |
| Library                              | 8,215,276                       | 8,448,500                            | 8,492,800                          | 8,647,800                         |
| Parks, Recreation and Human Services | 9,053,692                       | 9,367,700                            | 9,839,200                          | 9,494,800                         |
| Undistributed                        | <u>29,407,252</u>               | <u>29,008,400</u>                    | <u>30,191,000</u>                  | <u>32,238,500</u>                 |
|                                      | 176,508,811                     | 178,257,100                          | 181,499,000                        | 184,016,100                       |
| <b>MATERIALS AND SUPPLIES</b>        |                                 |                                      |                                    |                                   |
| City Council and Clerk               | 19,786                          | 8,000                                | 8,000                              | 8,000                             |
| Administration                       | 103,883                         | 110,000                              | 107,000                            | 106,100                           |
| Law                                  | 46,161                          | 47,800                               | 42,500                             | 48,400                            |
| Finance                              | 314,457                         | 240,600                              | 217,600                            | 213,000                           |
| Community Development                | 50,948                          | 46,600                               | 41,000                             | 39,500                            |
| Economic Development                 | 6,499                           | 33,300                               | 6,300                              | 25,000                            |
| Environmental Services               | 5,273,209                       | 5,229,500                            | 5,498,000                          | 5,473,800                         |
| Office of Emergency Communications   | 85,593                          | 127,800                              | 131,500                            | 131,500                           |
| Police                               | 956,891                         | 997,100                              | 915,400                            | 930,900                           |
| Fire                                 | 477,503                         | 549,500                              | 550,100                            | 555,500                           |
| Library                              | 1,005,883                       | 1,006,900                            | 1,006,300                          | 1,069,600                         |
| Parks, Recreation & Human Services   | <u>568,567</u>                  | <u>609,400</u>                       | <u>587,200</u>                     | <u>590,000</u>                    |
|                                      | 8,909,380                       | 9,006,500                            | 9,110,900                          | 9,191,300                         |
| <b>SERVICES</b>                      |                                 |                                      |                                    |                                   |
| City Council and Clerk               | 202,907                         | 209,500                              | 196,500                            | 178,200                           |
| Administration                       | 937,153                         | 1,038,400                            | 1,071,200                          | 1,007,500                         |
| Law                                  | 208,707                         | 222,400                              | 229,900                            | 217,900                           |
| Finance                              | 1,747,604                       | 1,988,100                            | 1,919,900                          | 1,786,700                         |
| Community Development                | 518,446                         | 517,300                              | 553,200                            | 503,200                           |
| Economic Development                 | 2,128,456                       | 2,669,400                            | 2,277,200                          | 2,719,800                         |
| Environmental Services               | 29,337,916                      | 28,322,000                           | 28,112,400                         | 28,522,700                        |
| Office of Emergency Communications   | 757,001                         | 853,100                              | 831,400                            | 869,000                           |
| Police                               | 5,029,394                       | 5,709,000                            | 5,585,700                          | 4,673,800                         |
| Fire                                 | 1,006,257                       | 1,171,200                            | 1,210,300                          | 1,265,900                         |
| Library                              | 1,611,437                       | 1,878,900                            | 1,851,600                          | 1,698,700                         |
| Parks, Recreation & Human Services   | 7,517,912                       | 7,527,300                            | 7,854,200                          | 7,496,000                         |
| Capital                              | <u>39,332</u>                   | <u>39,400</u>                        | <u>39,400</u>                      | <u>39,400</u>                     |
|                                      | 51,042,522                      | 52,146,000                           | 51,732,900                         | 50,978,800                        |

EXPENDITURE SUMMARY  
SUMMARY BY MAJOR OBJECT OF EXPENSE

1-39

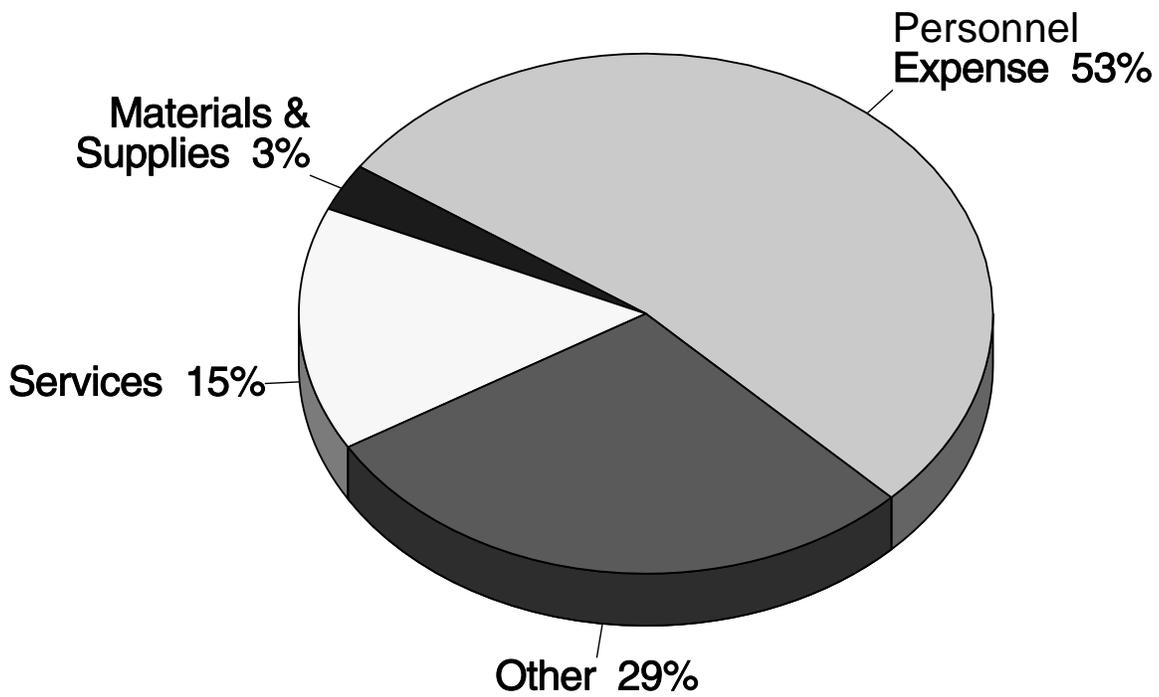
|                                    | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| OTHER                              |                                 |                                      |                                    |                                   |
| Environmental Services             | 6,104,468                       | 6,124,300                            | 6,182,500                          | 6,402,900                         |
| Library                            | 36,444                          | 245,200                              | 243,900                            | 205,000                           |
| Parks, Recreation & Human Services | 27,250                          | 28,400                               | 28,000                             | 29,000                            |
| Undistributed                      | 14,608,207                      | 13,052,200                           | 12,730,500                         | 14,528,700                        |
| Contingency                        | 1,134,900                       | 3,427,700                            | 3,427,700                          | 8,633,100                         |
| Capital                            | <u>65,047,468</u>               | <u>74,309,800</u>                    | <u>74,424,700</u>                  | <u>68,696,400</u>                 |
|                                    | 86,958,737                      | 97,187,600                           | 97,037,300                         | 98,495,100                        |
| LESS: INTRAFUND CREDITS            | 3,749,043                       | 4,301,700                            | 4,687,500                          | 4,445,900                         |
| Total                              | 319,670,407                     | 332,295,500                          | 334,692,600                        | 338,235,400                       |

EXPENDITURE SUMMARY  
SUMMARY BY MAJOR OBJECT OF EXPENSE

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SUMMARY BY MAJOR OBJECT



Note: Does not reflect intrafund credits

EXPENDITURE SUMMARY  
SUMMARY OF BUDGET AMENDMENTS

The adopted budget may, under certain circumstances, be amended by City Council. Upon written recommendation of the Mayor, City Council may transfer unencumbered balances from one department to another. The transfer is done by passage of an ordinance, which can amend multiple budgets.

Examples of amendments are the transfer from Contingency to the departments for purposes of a wage settlement and the transfer of funds from a department with a surplus to one with a deficit. In addition, revenues from any source other than the property tax can be appropriated by City Council upon recommendation of the Mayor. Usually, this occurs upon receipt of a grant and entails increasing both expense and the offsetting revenue.

The summaries that follow present 1999-2000 Budget amendments by department and by individual ordinance, which indicates the appropriation of additional revenue.

|                                      | Approved<br><u>Budget</u> | Amended<br><u>Budget</u> | <u>Change</u>  | <u>Ordinances</u>   |
|--------------------------------------|---------------------------|--------------------------|----------------|---|
| City Council & Clerk Administration: | 1,339,900                 | 1,393,900                | 54,000         | 2000-32   |
| Mayor's Office                       | 1,914,300                 | 2,041,400                | 127,100        | 99-122  |
| NET                                  | 3,427,900                 | 3,447,900                | 20,000         | 99-330  |
| Budget & Efficiency                  | 677,500                   | 677,500                  | 0              |   |
| Human Resource Management            | 1,957,300                 | 1,957,300                | 0              |   |
| Communications                       | 692,500                   | 692,500                  | 0              |   |
| Law                                  | 1,734,100                 | 1,777,000                | 42,900         | 99-349  |
| Finance                              | 7,064,800                 | 7,094,800                | 30,000         | 99-411  |
| Community Development                | 5,331,900                 | 5,410,900                | 79,000         | 99-349  |
| Economic Development                 | 3,749,300                 | 4,318,100                | 568,800        | 99-382  |
| Environmental Services               | 63,564,600                | 63,582,400               | 17,800         | 2000-122  |
| OEC                                  | 7,821,500                 | 7,821,500                | 0              |   |
| Police                               | 51,477,900                | 52,180,100               | 702,200        | 99-251, 99-254, 99-370,<br>99-371, 99-395, 99-400,<br>99-421, 2000-12,<br>2000-98, 2000-99  |
| Fire                                 | 31,635,800                | 31,636,700               | 900            | 99-421  |
| Library                              | 11,303,200                | 11,594,600               | 291,400        | 99-429, 99-430, 99-431,<br>99-432   |
| Parks, Recreation & Human Services   | 18,005,900                | 18,308,600               | 302,700        | 99-224, 99-234, 99-421,<br>2000-5   |
| Undistributed Expense                | 42,819,100                | 42,865,600               | 46,500         | 99-254, 99-382, 99-395  |
| Contingency                          | 3,772,400                 | 3,427,700                | -344,700       | 99-224, 99-414,<br>2000-32, 2000-122  |
| Cash Capital                         | 31,670,000                | 36,867,300               | 5,197,300      | 99-288, 99-293, 99-319,<br>99-345, 99-383, 99-395,<br>99-400, 99-403, 99-414,<br>99-428, 2000-8,<br>2000-36, 2000-37,<br>2000-122, 2000-123 |
| Debt Service                         | <u>37,430,100</u>         | <u>37,596,800</u>        | <u>166,700</u> | 99-233  |
|                                      | 327,390,000               | 334,692,600              | 7,302,600      |   |

EXPENDITURE SUMMARY  
SUMMARY OF BUDGET AMENDMENTS

| <u>Ordinance</u> | <u>Purpose</u>                            | <u>Amount</u>  | <u>Department</u>         |
|------------------|---|----------------|---------------------------|
| 99-224           | Good Grades Pay Program                   | 96,600         | Parks, Rec. & Human Svcs. |
|                  |   | <u>-96,600</u> | Contingency               |
|                  |   | 0              |                           |
| 99-233           | Public Market Renovations                 | 166,700        | Debt Service              |
| 99-234           | Welfare to Work Program                   | 79,100 *       | Parks, Rec. & Human Svcs. |
| 99-251           | Seat Belt Enforcement Program             | 45,000 *       | Police                    |
| 99-254           | Appropriation of Forfeiture Funds         | 26,900         | Police                    |
|                  |   | <u>3,100</u>   | Undistributed             |
|                  |   | 30,000 *       |                           |
| 99-288           | Merrill Street Project                    | 22,500 *       | Capital                   |
| 99-293           | NYS Youth Crime Task Force Grant          | 10,200 *       | Capital                   |
| 99-319           | Genesee Waterways Center                  | 100,000 *      | Capital                   |
| 99-330           | NET Teambuilding Training                 | 20,000 *       | Administration/NET        |
| 99-345           | Rundel Roof Repair                        | 25,000 *       | Capital                   |
| 99-349           | Asset Control Area Partnership Program    | 79,000         | Community Development     |
|                  |   | <u>42,900</u>  | Administration/Law        |
|                  |   | 121,900        |                           |
| 99-370           | STOP Violence Against Women               | 81,800 *       | Police                    |
| 99-371           | Weed & Seed Program                       | 276,000 *      | Police                    |
| 99-382           | Midtown Parking Garage                    | 568,800        | Economic Development      |
|                  |   | <u>39,000</u>  | Undistributed             |
|                  |   | 607,800 *      |                           |
| 99-383           | State Aid                                 | 3,912,600 *    | Capital                   |
| 99-395           | Cops More 98 Program and 311 Program      | 51,200         | Police                    |
|                  |   | 4,400          | Undistributed             |
|                  |   | <u>553,200</u> | Capital                   |
|                  |   | 608,800 *      |                           |
| 99-400           | Juvenile Justice Accountability Incentive | 67,600         | Police                    |
|                  | Block Grant                               | <u>17,200</u>  | Capital                   |
|                  |   | 84,800 *       |                           |

EXPENDITURE SUMMARY  
SUMMARY OF BUDGET AMENDMENTS

| <u>Ordinance</u> | <u>Purpose</u>  | <u>Amount</u>  | <u>Department</u>            |
|------------------|---|----------------|------------------------------|
| 99-403           | Appropriation of Forfeiture Funds                             | 40,000 *       | Capital                      |
| 99-411           | New York State Archives and Records<br>Administrative Grant   | 30,000 *       | Finance                      |
| 99-414           | Repairs to Chapel at Mt. Hope Cemetery                        | 67,000         | Capital                      |
|                  |   | <u>-67,000</u> | Contingency                  |
|                  |   | 0              |                              |
| 99-421           | Millennium Fireworks Display                                  | 50,000         | Parks, Rec. & Human<br>Svcs. |
|                  |   | 3,500          | Police                       |
|                  |   | <u>900</u>     | Fire                         |
|                  |   | 54,400 *       |                              |
| 99-428           | Library Terrace Project                                       | 135,000 *      | Capital                      |
| 99-429           | Library Services and Technology Act<br>Grants                 | 43,600 *       | Library                      |
| 99-430           | Museum and Library Services Grant                             | 222,000 *      | Library                      |
| 99-431           | Monroe-BOCES I Halcyon Grant                                  | 3,400 *        | Library                      |
| 99-432           | Local Government Records Management<br>Improvement Fund Grant | 22,400 *       | Library                      |
| 2000-5           | Professional Services Agreements For<br>Cemetery Services     | 77,000 *       | Parks, Rec. & Human<br>Svcs. |
| 2000-8           | Dewey Avenue Bridge Rehabilitation<br>Project                 | 266,000 *      | Capital                      |
| 2000-12          | Weed & Seed Program   | 50,000 *       | Police                       |
| 2000-32          | Fund Inspectors For The Presidential<br>Primary<br>Election   | 54,000         | City Council & Clerk         |
|                  |   | <u>-54,000</u> | Contingency                  |
|                  |   | 0              |                              |
| 2000-36          | Tree Planting Grant   | 3,600 *        | Capital                      |
| 2000-37          | Improvements to Genesee Valley Park<br>Baseball Diamonds      | 10,000 *       | Capital                      |
| 2000-98          | Federal Anti-Violence Grants                                  | 80,200 *       | Police                       |
| 2000-99          | Appropriation of Forfeiture Funds                             | 20,000 *       | Police                       |

EXPENDITURE SUMMARY  
SUMMARY OF BUDGET AMENDMENTS

| <u>Ordinance</u> | <u>Purpose</u>                      | <u>Amount</u>   | <u>Department</u>      |
|------------------|-------------------------------------|-----------------|------------------------|
| 2000-122         | Fund Special Projects Unit          | 127,100         | Administration         |
|                  |                                     | -127,100        | Contingency            |
|                  | Purchase of Water Meters            | 17,800          | Environmental Services |
|                  | Connection to Water Supply Conduits | <u>35,000</u>   | Capital                |
|                  |                                     | 52,800 *        |                        |
| 2000-123         | Reverse Transfer Between Funds      | 148,000         | Capital                |
|                  | Authorized by 99-414                | <u>-148,000</u> | Capital                |
|                  |                                     | 0               |                        |

\*Appropriation of additional revenue

EXPENDITURE SUMMARY  
APPLICATION OF RELATED  
EXPENDITURES & REVENUES

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Beginning on the next page is an informational display of appropriations for each department and major subdivisions, and related expenditures and revenues that are found elsewhere in the Budget. The City's budgeting and accounting systems place employee benefits and capital items in separate departments for monitoring and control purposes. Most of these items are related to the functional staff and line departments (e.g., employee benefits, while all budgeted in the Undistributed Expenses section, are related to and proportional to the number of employees in each of the functional departments). This display distributes benefits and capital expenses to the department to which they are most closely related. In this fashion, a sense of the overall expense level for a given function can be approximated. Where applicable, intrafund credits have been subtracted from the current expense budgets to reflect net planned expenditures.

The display also distributes revenue that is judged applicable to a particular function. The Application of Revenue section in the Revenue Summary chapter provides additional detail on the sources of this revenue. In this display, this revenue is subtracted from the sum of the departmental, employee benefits, and capital allocations, and a net expense for each activity is presented. This net amount is funded by the property tax and other General Fund non-applicable revenues.

**EXPENDITURE SUMMARY  
APPLICATION OF RELATED  
EXPENDITURES & REVENUES**

|  | Current<br>Expense<br>Budget | Employee<br>Benefits | Cash Capital      | Debt Service      | Total<br>Expenditures | Less Directly<br>Applicable<br>Revenue | Balance Required from<br>Taxes and General<br>Revenue |
|--|------------------------------|----------------------|-------------------|-------------------|-----------------------|--|---|
| City Council and Clerk<br>Administration | 1,338,900                    | 332,300              | 0                 | 0                 | 1,671,200             | 432,300                                | 1,238,900   |
| Law                                      | 8,823,300                    | 2,222,100            | 17,000            | 0                 | 11,062,400            | 2,252,600                              | 8,809,800   |
| Finance                                  | 1,744,200                    | 426,100              | 0                 | 0                 | 2,170,300             | 892,500                                | 1,277,800   |
| Community Development                    | 6,849,300                    | 1,628,800            | 594,000           | 0                 | 9,072,100             | 3,450,900                              | 5,621,200   |
| Economic Development                     | 5,433,400                    | 1,407,800            | 2,668,000         | 94,200            | 9,603,400             | 4,293,800                              | 5,309,600   |
| Environmental Services                   | 4,511,600                    | 562,000              | 1,589,000         | 3,605,900         | 10,268,500            | 8,692,700                              | 1,575,800   |
| Office of Emergency Communication        | 64,842,900                   | 9,349,700            | 17,472,000        | 18,843,900        | 110,508,500           | 78,916,000                             | 31,592,500  |
| Police                                   | 7,879,700                    | 1,983,300            | 30,000            | 820,000           | 10,713,000            | 8,892,400                              | 1,820,600   |
| Fire                                     | 52,513,800                   | 13,489,800           | 3,034,000         | 0                 | 69,037,600            | 7,103,700                              | 61,933,900  |
| Library                                  | 31,007,200                   | 8,414,400            | 5,938,000         | 627,000           | 45,986,600            | 803,800                                | 45,182,800  |
| Parks, Rec. & Human Services             | 11,621,100                   | 1,734,200            | 513,000           | 1,170,600         | 15,038,900            | 10,534,300                             | 4,504,600   |
| Undistributed*                           | 17,609,800                   | 2,656,300            | 307,000           | 3,676,300         | 24,249,400            | 8,033,900                              | 16,215,500  |
| Contingency                              | 2,484,500                    | 0                    | 0                 | 0                 | 2,484,500             | 819,500                                | 1,665,000   |
| Cash Capital                             | 8,633,100                    | 0                    | 0                 | 0                 | 8,633,100             | 0                                      | 8,633,100   |
| Debt Service**                           | N/A                          | N/A                  | 0                 | 7,735,900         | 7,735,900             | 2,709,500                              | 5,026,400   |
| <b>Total</b>                             |                              | <u>44,206,800</u>    | <u>32,162,000</u> | <u>36,573,800</u> | <u>338,235,400</u>    | <u>137,827,900</u>                     | <u>200,407,500</u>                                    |

\*Other expenses not distributed.

\*\*Includes only expenditures not distributed to departmental budgets.

N/A - Not applicable; all expenditures distributed

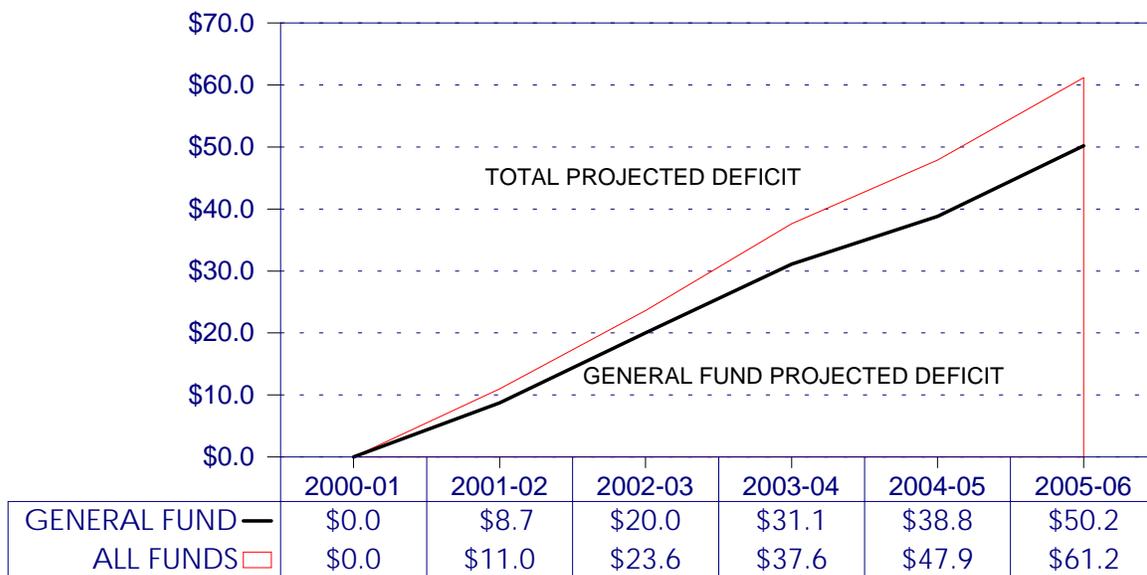
Net of all intrafund chargebacks

**Introduction**

The multi-year projection is a forecast of revenues and expenditures for City purposes only. It does not include a forecast for the City School District.

The multi-year projection is not a prediction of future events. Instead, the projection illustrates the City's fiscal condition over the next five years based on existing trends and specified assumptions. As indicated in forecast below, a gap for all funds of approximately \$11.0 million is expected for 2001-02. This gap accumulates to \$61.2 million in 2005-2006.

**PROJECTED CITY BUDGET DEFICIT**



## MULTI-YEAR PROJECTION MAJOR ASSUMPTIONS & TRENDS

### REVENUE

#### Property Tax

In recognition of the unusually high property tax burden that City taxpayers currently bear, and to stay competitive with other residential and commercial locations, the multi-year projection assumes a constant property tax level.

#### Sales Tax

A sales tax rate of 8% is assumed, with distributions according to the current formula. The taxable sales growth rate assumed is 2% per year for 2001-02 through 2005-06.

#### City School District

The City revenue allocation to the City School District is assumed constant at \$127,300,000. By agreement, the School District and the City will revisit the distribution of revenue issue for 2000-01 and beyond.

#### Intergovernmental

The following actions are assumed of the Federal Government:

- Continuation of the Community Development Block Grant adjusted for inflationary impact.

The following actions are assumed of the New York State Government:

- General Purpose State aid is assumed constant.
- Continuation of categorical and miscellaneous aid programs that were included in the New York State's 2000-01 budget (i.e. Consolidated Highway Improvement Program funds).

The following actions are assumed of Monroe County:

- Continued funding, including recovery of inflationary cost increases, of the emergency communications system.
- Continued funding of a portion of downtown police services.

#### Fees and Enterprise Revenues

The multi-year projection assumes no change in all major service charges (water, refuse collection, front foot assessment). No parking rate increase is assumed.

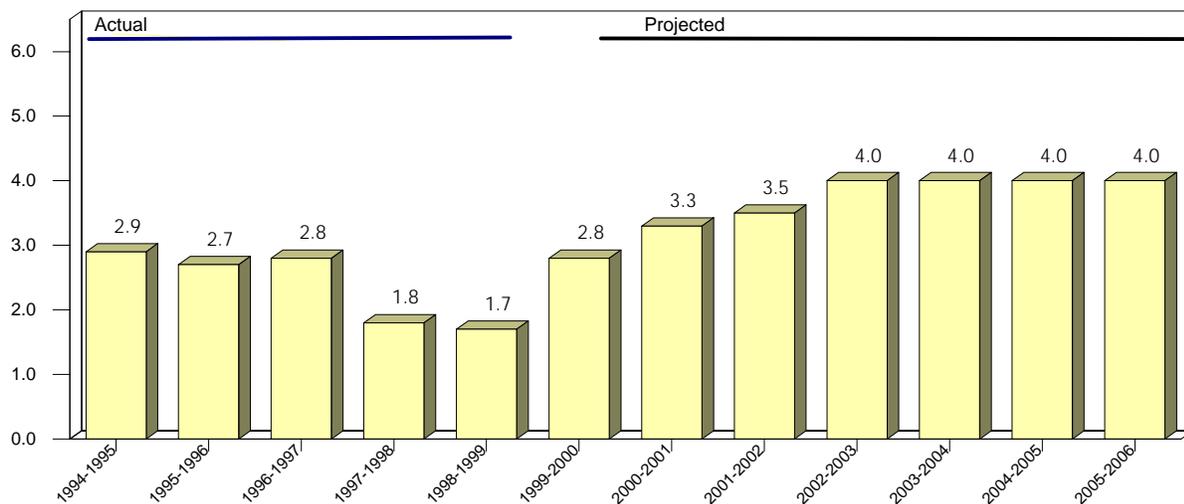
#### Other Revenues

The multi-year projection assumes the appropriation of \$3.1 million General Fund surplus in 2001-02, and \$0 thereafter. The transfer of funds from the retirement reserve is anticipated to fund only the retirement debt service. The projected transfer from the Premium and Interest Fund is assumed constant.

EXPENSE

Inflation is responsible for the most significant pressure on projected expenditures. The Consumer Price Index (CPI) is projected to increase 3.3% in 2000-01, 3.5% in 2001-02, and 4.0% for each year thereafter. The effects of inflation on the operating budget are direct and immediate, resulting in increased costs for employee wages and salaries, construction projects, materials, and other services. Cost increases based on expected inflation rates and current labor agreements are reflected in the multi-year expense projection.

MULTI-YEAR INFLATION RATES



The multi-year projection assumes a constant level of services. Only programmatic and service changes currently known are recognized. The constant services approach does not take into account changes in the demand for service. The projection reflects the impact of the School Resource Officer Program.

Expenditure forecasts for Cash Capital and Debt Service are based on the City's 2001-2005 Capital Improvement Program.

Retirement expense reflects projections based on the most recent information from the New York State Retirement System. Projections for active employee hospitalization and medical insurance assume 12% in 2001-02 and each year thereafter. Projections for retiree hospitalization and medical insurance assume 20% in 2001-02 and each year thereafter. An annual \$1,000,000 contribution to the insurance reserve is projected to begin in 2001-02. The projected debt service reflects projects in the Capital Improvement Program.

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| CLOSING THE GAP |
|-----------------|

A funding gap is anticipated for each year of the projection. Since New York State Law requires that municipalities prepare balanced budgets, it is necessary that actions be taken to eliminate the gap. Actions are likely to be combinations of the revenue and expenditure options listed below.

### Revenue Options

Because adjustments to existing taxes (except property taxes) have been included in the projection, revenue options are limited to the following:

- Intergovernmental aid increase.
- New tax authorizations.
- Property tax increase.
- Service charge increase.

### Expenditure Options

Three actions provide the major expenditure options to eliminate the gap:

- Improve productivity – Through improved use of technological advances and innovative management techniques, cost reductions can be realized without reducing service levels.
- Reduce service – If the options above are not sufficient to eliminate the funding gap, service reductions or eliminations will be required.
- Consolidate services with other units of government.

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## FUND ACCOUNTING

In accordance with generally accepted accounting principles, the City records financial transactions of its operations in various funds, each of which is a separate entity. Funds that do not generate sufficient revenues from operations are supported by property tax revenue. Following is a description of the funds and a table summarizing transactions in these funds during 2000-01.

### GENERAL FUND

This is Rochester's principal fund and includes all operations not contained in other funds.

### WAR MEMORIAL FUND

This fund includes the Blue Cross Arena at the Community War Memorial operations.

### ANIMAL CONTROL FUND

This fund includes the operation of Animal Control. Under Article 7 of the Agriculture and Markets Law, licensing and impoundment fees, fines and penalties are deposited in this fund and are used solely for animal control purposes.

### PARKING FUND

This fund includes operations of Rochester's parking garages, lots, and meters.

### LIBRARY FUND

This fund includes operations of the Central and Community libraries. Under Section 259 of the Education Law, all moneys received from taxes or other public sources for library purposes are to be maintained in a separate fund.

### CEMETERY FUND

This fund includes operations of Mt. Hope and Riverside Cemeteries.

### LOCAL WORKS FUND

This fund includes street cleaning, roadway plowing and salting, sidewalk plowing, and hazardous sidewalk replacement. Revenues are derived primarily from front footage charges to property owners for services rendered.

### PUBLIC MARKET FUND

This fund includes the operations of Rochester's Public Markets.

### WATER FUND

This fund includes water production, treatment, and distribution.

### REFUSE FUND

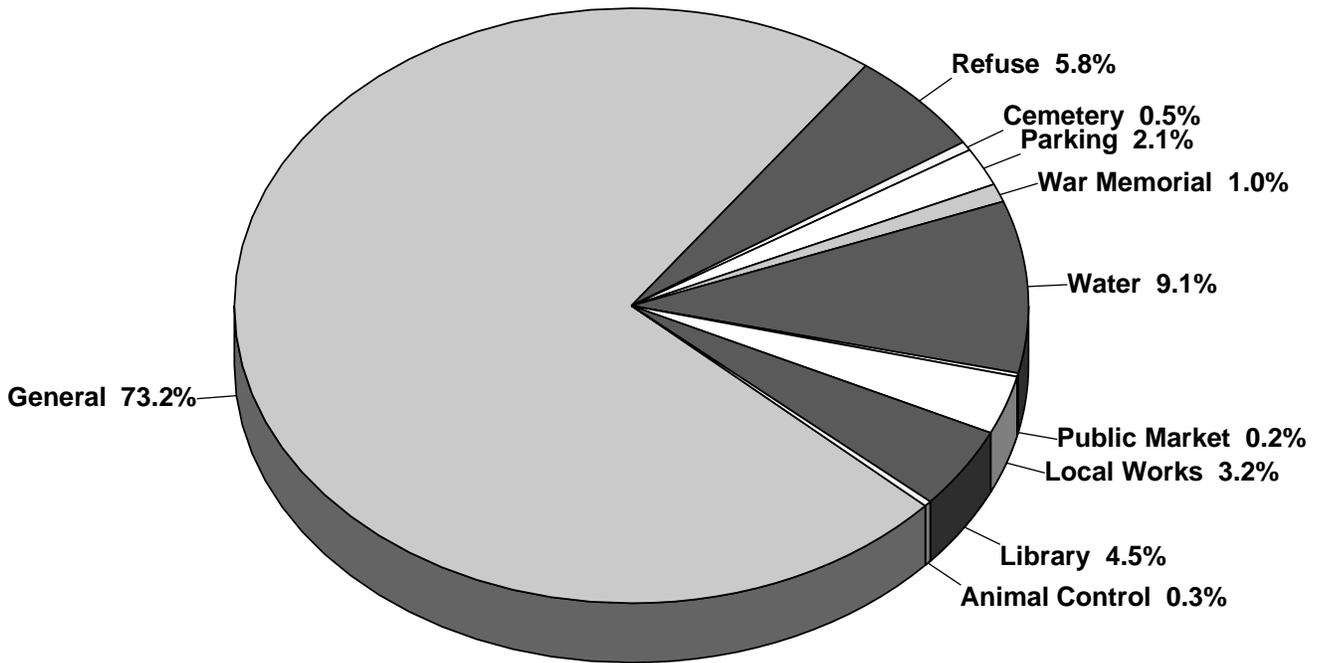
This fund includes refuse collection and disposal operations.

## FUND SUMMARY

## FUND SUMMARY

|                                    | <u>General</u>     | <u>Animal Control</u> | <u>Library</u>    | <u>Local Works</u> | <u>Water</u>      | <u>War Memorial</u> | <u>Parking</u>   | <u>Cemetery</u>  | <u>Public Market</u> | <u>Refuse</u>     | <u>Total</u>       |
|------------------------------------|--------------------|-----------------------|-------------------|--------------------|-------------------|---------------------|------------------|------------------|----------------------|-------------------|--------------------|
| Expense                            | 1,338,900          |                       |                   |                    |                   |                     |                  |                  |                      |                   | 1,338,900          |
| City Council and Clerk             | 8,823,300          |                       |                   |                    |                   |                     |                  |                  |                      |                   | 8,823,300          |
| Administration                     | 1,744,200          |                       |                   |                    |                   |                     |                  |                  |                      |                   | 1,744,200          |
| Law                                | 6,849,300          |                       |                   |                    |                   |                     |                  |                  |                      |                   | 6,849,300          |
| Finance                            | 5,433,400          |                       |                   |                    |                   |                     |                  |                  |                      |                   | 5,433,400          |
| Community Development              | 2,075,200          |                       |                   |                    |                   |                     | 2,436,400        |                  |                      |                   | 4,511,600          |
| Economic Development               | 22,991,700         |                       |                   |                    |                   |                     | 141,100          |                  |                      | 15,545,500        | 64,842,900         |
| Environmental Services             | 7,879,700          |                       |                   | 7,255,100          | 18,909,500        |                     |                  |                  |                      |                   | 7,879,700          |
| Office of Emergency Communications |                    | 765,500               |                   |                    |                   |                     |                  |                  |                      |                   | 765,500            |
| Police                             | 51,748,300         |                       |                   |                    |                   |                     |                  |                  |                      |                   | 51,748,300         |
| Fire                               | 31,007,200         |                       |                   |                    |                   |                     |                  |                  |                      |                   | 31,007,200         |
| Library                            | 0                  |                       | 11,621,100        |                    |                   |                     |                  |                  |                      |                   | 11,621,100         |
| Parks, Recreation & Human Services | 14,958,100         |                       |                   |                    |                   | 977,000             |                  | 1,322,200        | 352,500              |                   | 17,609,800         |
| Undistributed Expenses             | 38,632,400         | 135,300               | 1,776,100         | 1,338,500          | 1,736,900         | 72,400              | 395,700          | 264,000          | 28,700               | 2,311,300         | 46,691,300         |
| Contingency                        | 8,557,500          |                       | 75,600            |                    |                   |                     |                  |                  |                      |                   | 8,633,100          |
| Cash Capital                       | 23,549,000         |                       | 513,000           | 2,300,000          | 3,156,000         | 112,000             | 586,000          | 134,000          |                      | 1,812,000         | 32,162,000         |
| Debt Service                       | 22,004,100         |                       | 1,170,700         | 10,000             | 7,137,800         | 2,329,000           | 3,606,000        | 2,200            | 236,000              | 78,000            | 36,573,800         |
| <b>Total</b>                       | <b>247,592,300</b> | <b>900,800</b>        | <b>15,156,500</b> | <b>10,903,600</b>  | <b>30,940,200</b> | <b>3,490,400</b>    | <b>7,165,200</b> | <b>1,722,400</b> | <b>617,200</b>       | <b>19,746,800</b> | <b>338,235,400</b> |
| Revenue                            | 114,204,400        | 743,100               | 4,622,200         |                    |                   | 884,100             |                  | 348,600          | 142,600              |                   | 120,945,000        |
| Property Tax                       | 141,442,000        |                       |                   |                    |                   |                     |                  |                  |                      |                   | 141,442,000        |
| Other Taxes                        | 4,231,600          | 66,000                | 2,016,600         | 9,981,300          | 30,040,300        | 1,668,700           | 6,118,000        | 1,057,700        | 460,700              | 19,390,000        | 75,030,900         |
| Departmental Income                | 3,800,900          |                       | 13,400            | 400,000            | 200,000           | 25,000              | 73,000           | 314,000          | 13,000               | 300,000           | 5,139,300          |
| Use of Money and Property          | 3,949,900          | 41,300                |                   |                    |                   |                     | 205,900          |                  |                      |                   | 4,197,100          |
| Fines and Forfeiture               | 1,447,600          | 40,300                |                   |                    |                   |                     |                  |                  |                      |                   | 1,487,900          |
| Licenses and Permits               | 1,138,700          |                       |                   |                    |                   |                     |                  |                  |                      |                   | 1,138,700          |
| Sale of Property & Compensation    | 5,015,000          | 10,100                |                   |                    | 277,800           |                     |                  |                  |                      | 17,500            | 5,589,600          |
| Miscellaneous                      | 60,886,100         |                       | 1,088,000         | 33,700             |                   |                     |                  |                  |                      |                   | 62,007,800         |
| Intergovernmental-State            | 6,710,200          |                       |                   |                    |                   |                     |                  |                  |                      |                   | 6,710,200          |
| Intergovernmental-Federal          | 13,685,900         |                       | 7,400,000         |                    |                   | 911,900             |                  |                  |                      |                   | 21,997,800         |
| Intergovernmental-Other            |                    |                       |                   |                    |                   |                     |                  |                  |                      |                   |                    |
| Interfund Revenue                  | -108,920,000       |                       |                   |                    |                   |                     |                  |                  |                      |                   | -108,920,000       |
| Non-General Fund:                  |                    |                       |                   |                    |                   |                     |                  |                  |                      |                   |                    |
| Transfer/Retirement Reserve        |                    |                       | 16,300            | 10,000             | 41,600            | 700                 | 800              | 2,100            | 900                  | 39,300            | 111,700            |
| Transfer/Premium & Interest        |                    |                       |                   | 478,600            | 380,500           |                     | 66,300           |                  |                      |                   | 446,800            |
| Appropriation of Fund Balance      |                    |                       |                   |                    |                   |                     | 432,000          |                  |                      |                   | 910,600            |
| <b>Total</b>                       | <b>247,592,300</b> | <b>900,800</b>        | <b>15,156,500</b> | <b>10,903,600</b>  | <b>30,940,200</b> | <b>3,490,400</b>    | <b>7,165,200</b> | <b>1,722,400</b> | <b>617,200</b>       | <b>19,746,800</b> | <b>338,235,400</b> |

## APPROPRIATIONS BY FUND



Note: Does not reflect intrafund credits

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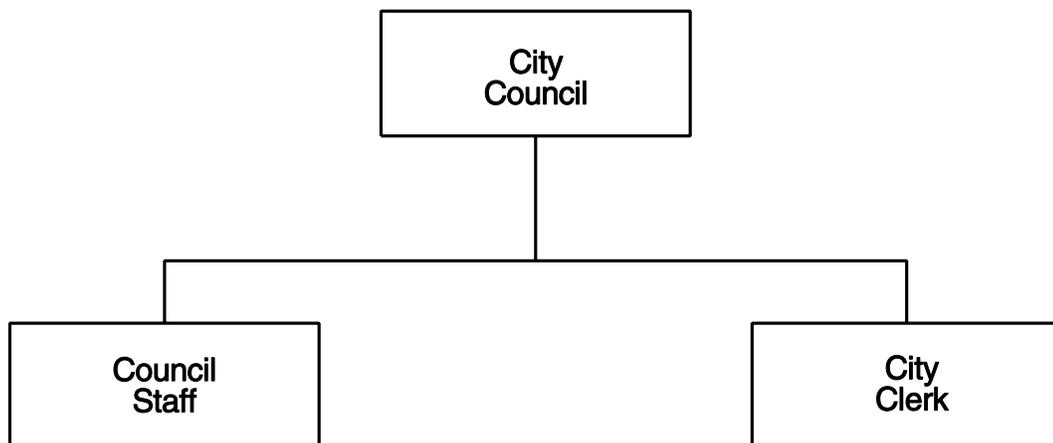
**Purpose**

The City Council governs the City through the enactment of local laws, ordinances, and resolutions. It has nine members elected to overlapping four year terms, with four elected from districts and five from the City at large. The President of City Council is elected by members of Council and presides over its meetings.

The Office of the City Clerk maintains official records of the proceedings of the City Council. It issues several types of licenses and administers compensation of City election inspectors.

**Organization**

The Department has two major units: City Council and the Office of the City Clerk.



Highlights of the Department's 2000-01 work program are presented below.

| <u>Activity</u> | <u>Highlights</u>                          | <u>Projected Completion</u> |
|-----------------|--|-----------------------------|
| City Clerk      | Study the feasibility of selling passports | Third Quarter               |

### Year-to-Year Comparison

| <u>Activity</u>          | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u>  | <u>Percent<br/>Change</u> |
|--------------------------|-----------------------------|---------------------------|----------------|---------------------------|
| City Council             | 850,100                     | 851,700                   | 1,600          | 0.2%                      |
| Office of the City Clerk | 234,000                     | 236,200                   | 2,200          | 0.9%                      |
| Licensing                | 116,900                     | 116,200                   | -700           | -0.6%                     |
| Elections                | <u>192,900</u>              | <u>134,800</u>            | <u>-58,100</u> | <u>-30.1%</u>             |
| Total                    | <u>1,393,900</u>            | <u>1,338,900</u>          | <u>-55,000</u> | <u>-3.9%</u>              |
| Employee Years           | 27.4                        | 27.3                      | -0.1           | -0.4%                     |

### Change Detail

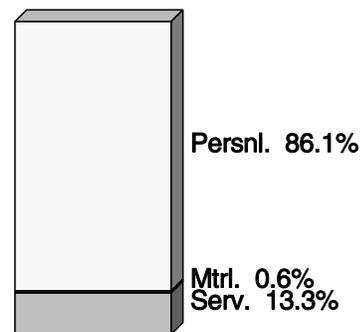
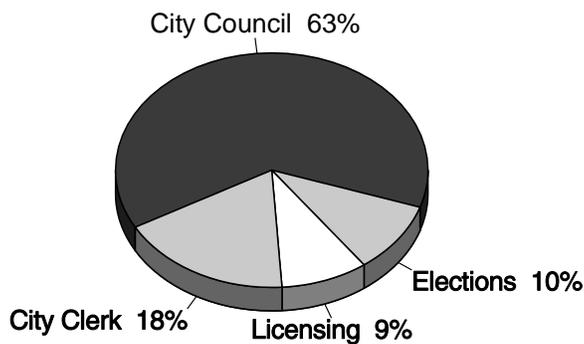
| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 21,400                                  | 2,600                        | -1,300             | -4,100                       | 0                    | -73,600             | -55,000      |

### Major Change

|  |         |
|--|---------|
| One time allocation for presidential primary eliminated  | -54,000 |
| Funding for professional services, repair and maintenance of equipment, travel, training and other miscellaneous items reduced due to budget constraints | -19,600 |

CITY COUNCIL AND CLERK  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,085,629                | 1,175,500                     | 1,189,400                   | 1,152,700                  |
| Materials & Supplies                 | 19,786                   | 8,000                         | 8,000                       | 8,000                      |
| Services                             | 202,907                  | 209,500                       | 196,500                     | 178,200                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,308,322                | 1,393,000                     | 1,393,900                   | 1,338,900                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| City Council                         | 834,249                  | 846,000                       | 850,100                     | 851,700                    |
| Office of the City Clerk             | 239,027                  | 253,700                       | 234,000                     | 236,200                    |
| Licensing                            | 115,229                  | 120,000                       | 116,900                     | 116,200                    |
| Elections                            | <u>119,817</u>           | <u>173,300</u>                | <u>192,900</u>              | <u>134,800</u>             |
| Total                                | 1,308,322                | 1,393,000                     | 1,393,900                   | 1,338,900                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| City Council                         | 9.8                      | 9.3                           | 9.3                         | 9.3                        |
| Office of the City Clerk             | 3.4                      | 3.8                           | 3.8                         | 3.8                        |
| Licensing                            | 3.6                      | 3.7                           | 3.6                         | 3.6                        |
| Elections                            | <u>10.3</u>              | <u>11.7</u>                   | <u>10.7</u>                 | <u>10.6</u>                |
| Total                                | 27.1                     | 28.5                          | 27.4                        | 27.3                       |



**CITY COUNCIL**

This activity includes the salaries of members of the City Council and appropriations for Council research, support staff, and other related expenses.

**OFFICE OF THE CITY CLERK**

This activity prepares the agendas for City Council meetings, records the proceedings, and prints and distributes the minutes. It prints supplements and amendments to the City Code and Charter. It also advertises public hearings and notifies the Secretary of State of changes in local laws.

**LICENSING**

This activity receives applications and payments for licenses for businesses, occupations, bingo games, marriages, dogs, bicycles, games of chance, and fire and burglar alarms. It prepares related reports for City, County, and State agencies. It also administers and audits the payroll for City election inspectors.

| <b>Performance Indicators</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                 |                           |                                |                             |                           |
| License applications:         |                           |                                |                             |                           |
| • Dog                         | 4,404                     | 3,920                          | 4,360                       | 4,230                     |
| • Marriage                    | 1,716                     | 1,860                          | 1,725                       | 1,880                     |
| • Duplicate Marriage          | 1,235                     | 1,130                          | 1,290                       | 1,215                     |
| • Commissioner of Deeds       | 225                       | 205                            | 200                         | 215                       |
| • Games of chance             | 131                       | 65                             | 220                         | 150                       |
| • Business                    | 3,195                     | 3,360                          | 2,925                       | 3,395                     |
| • Bingo licenses and payments | 3,756                     | 2,645                          | 4,050                       | 3,485                     |
| • Domestic Partnerships       | 64                        | 65                             | 35                          | 70                        |
| Alarm Permits                 | 7,776                     | 8,200                          | 8,700                       | 8,300                     |
| Marriage Ceremonies           | 432                       | 425                            | 450                         | 435                       |
| RTS Bus Passes                | 116                       | 105                            | 120                         | 115                       |
| Fire Prevention Permits       | 1,636                     | 1,755                          | 1,850                       | 1,775                     |
| <b>WORKLOAD</b>               |                           |                                |                             |                           |
| Licenses processed:           |                           |                                |                             |                           |
| • Dog                         | 4,404                     | 3,920                          | 4,360                       | 4,230                     |
| • Marriage                    | 1,716                     | 1,860                          | 1,725                       | 1,880                     |
| • Duplicate Marriage          | 1,235                     | 1,130                          | 1,290                       | 1,215                     |
| • Commissioner of Deeds       | 225                       | 205                            | 200                         | 215                       |
| • Games of chance             | 131                       | 65                             | 220                         | 150                       |
| • Business                    | 3,195                     | 3,360                          | 2,925                       | 3,395                     |
| • Bingo licenses and payments | 3,756                     | 2,645                          | 4,050                       | 3,485                     |
| • Domestic Partnerships       | 64                        | 65                             | 35                          | 70                        |
| Alarm Permits                 | 7,776                     | 8,200                          | 8,700                       | 8,300                     |
| Marriage Ceremonies           | 432                       | 425                            | 450                         | 435                       |
| RTS Bus Passes                | 116                       | 105                            | 120                         | 115                       |
| Fire Prevention Permits       | 1,636                     | 1,755                          | 1,850                       | 1,775                     |

**ELECTIONS**

The Elections activity consists of salary and training expenses for election inspectors. Inspectors, who are directly supervised by the Monroe County Board of Elections, administer election laws and procedures at local polling places. They record, certify, and transmit election returns to the County Board of Elections.

| <b>Performance Indicators</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                 |                           |                                |                             |                           |
| Primary elections             | 1                         | 2                              | 1                           | 1                         |
| General elections             | 1                         | 1                              | 1                           | 1                         |
| Election districts            | 210                       | 210                            | 210                         | 210                       |
| <b>WORKLOAD</b>               |                           |                                |                             |                           |
| Election inspector hours:     |                           |                                |                             |                           |
| • Primary elections           | 5,678                     | 13,516                         | 7,300                       | 7,300                     |
| • General election            | 12,294                    | 12,546                         | 12,805                      | 12,500                    |

CITY COUNCIL AND CLERK  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                   |                  |                  | City Council | Office of the City Clerk | Licensing  | Elections  |
|--------------------------------|-----------------------------------|------------------|------------------|--------------|--------------------------|------------|------------|
| Br.                            | Title                             | Budget 1999-2000 | Proposed 2000-01 |              |                          |            |            |
| 34                             | Chief Legislative Assistant       | 1                | 1                | 1            |                          |            |            |
| 31                             | City Clerk                        | 1                | 1                |              | 1                        |            |            |
| 28                             | Senior Legislative Coordinator    | 1                | 1                | 0.6          | 0.4                      |            |            |
| 26                             | Associate Legislative Analyst     | 1                | 1                | 1            |                          |            |            |
| 24                             | Senior Legislative Analyst        | 1                | 1                | 1            |                          |            |            |
| 16                             | Administrative Assistant          | 1                | 1                |              |                          | 1          |            |
| 16                             | Legislative Assistant             | 1                | 1                | 0.3          | 0.5                      | 0.2        |            |
| 16                             | Secretary to Council              | 1                | 1                | 1            |                          |            |            |
| 16                             | Secretary to President of Council | 1                | 1                | 1            |                          |            |            |
| 11                             | Receptionist to City Council      | 1                | 1                | 0.5          | 0.5                      |            |            |
| 11                             | Secretary to City Clerk           | 1                | 1                |              | 1                        |            |            |
| 7                              | Clerk III                         | 1                | 1                |              |                          | 1          |            |
| 7                              | Clerk III with Typing, Bilingual  | 1                | 1                |              |                          | 1          |            |
| FX                             | President-City Council            | (1)              | (1)              |              |                          |            |            |
| FX                             | Vice President-City Council       | (1)              | (1)              |              |                          |            |            |
| FX                             | Council Member                    | (7)              | (7)              |              |                          |            |            |
| ( ) = not in totals            |                                   |                  |                  |              |                          |            |            |
| EMPLOYEE YEARS                 |                                   |                  |                  |              |                          |            |            |
| Full Time                      |                                   | 13.0             | 13.0             | 6.4          | 3.4                      | 3.2        | 0.0        |
| Overtime                       |                                   | 0.0              | 0.0              | 0.0          | 0.0                      | 0.0        | 0.0        |
| Part Time, Temporary, Seasonal |                                   | 15.2             | 15.2             | 3.1          | 0.5                      | 0.5        | 11.1       |
| Less: Vacancy Allowance        |                                   | <u>0.8</u>       | <u>0.9</u>       | <u>0.2</u>   | <u>0.1</u>               | <u>0.1</u> | <u>0.5</u> |
| Total                          |                                   | 27.4             | 27.3             | 9.3          | 3.8                      | 3.6        | 10.6       |

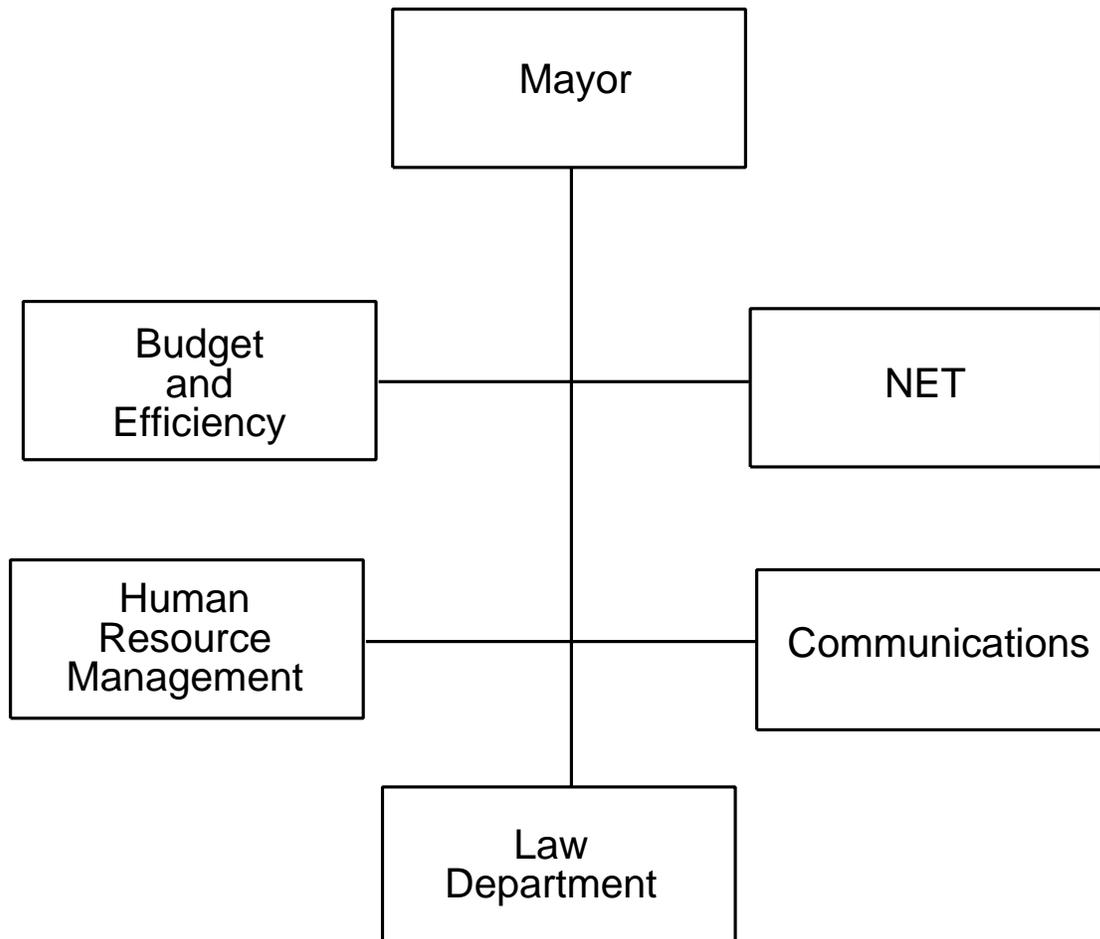
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**Purpose**

Administration performs the City's executive and central support functions. These include managing City departments, implementing policies for affirmative action, resolving and preventing chronic quality of life, nuisance and disorder issues, preparing and administering the annual budget and capital programs, providing centralized personnel, civil service, and communications functions, distributing information, examining and evaluating City programs, and attending to the legal business of the City.

**Organization**

Administration consists of six major units: Mayor's Office, NET Office, Bureau of Budget and Efficiency, Bureau of Human Resource Management, Bureau of Communications, and Law Department.



**Year-to-Year Comparison**

| <u>Main Functions</u>     | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u>  | <u>Percent<br/>Change</u> |
|---------------------------|-----------------------------|---------------------------|----------------|---------------------------|
| Mayor's Office            | 2,041,400                   | 2,165,600                 | 124,200        | 6.1%                      |
| NET                       | 3,447,900                   | 3,415,500                 | -32,400        | -0.9%                     |
| Budget & Efficiency       | 677,500                     | 629,400                   | -48,100        | -7.1%                     |
| Human Resource Management | 1,957,300                   | 1,907,600                 | -49,700        | -2.5%                     |
| Communications            | 692,500                     | 705,200                   | 12,700         | 1.8%                      |
| Law Department            | <u>1,777,000</u>            | <u>1,744,200</u>          | <u>-32,800</u> | -1.8%                     |
| Total                     | 10,593,600                  | 10,567,500                | -26,100        | -0.2%                     |
| Employee Years            | 191.8                       | 190.6                     | -1.2           | -0.6%                     |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 166,400                                 | 11,800                       | 2,000              | -7,300                       | 2,000                | -201,000            | -26,100      |

**Major Change**

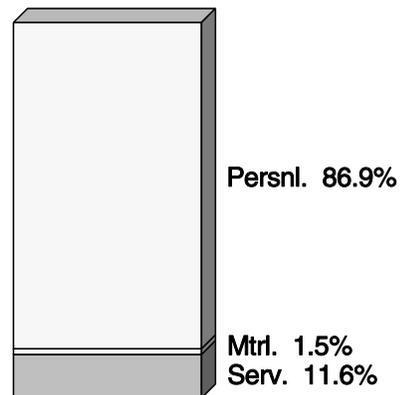
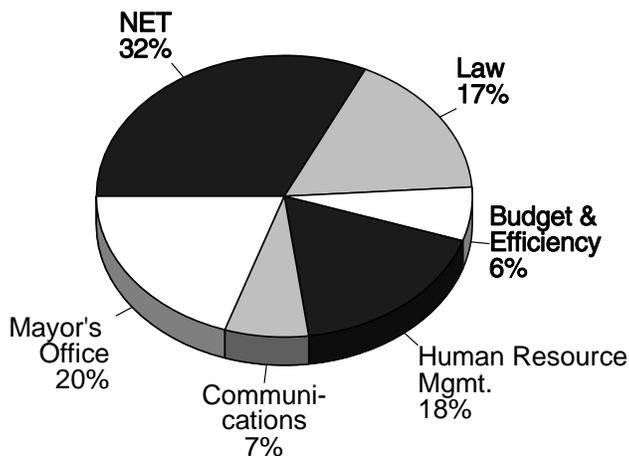
|  |         |
|--|---------|
| Budget constraints require efficiencies and service and supply allocation reductions   | -68,900 |
| Private property cleanup funding is reduced in NET; the proposed allocation will sustain current service levels  | -58,000 |
| The Teens on Patrol program (TOPS) transfers from the Bureau of Human Resource Management to the Department of Parks, Recreation, and Human Services   | -51,500 |
| The Management Intern Program in the Bureau of Budget and Efficiency concluded in February, 2000   | -42,000 |
| The Special Projects Unit, created in 1999-2000 in the Mayor's Office, is funded in 2000-01 for full year operation                                    | 41,400  |
| Budget constraints and shifting workload demands alter full and part time staffing levels in NET, the Bureau of Communications, and the Law Department | -35,200 |
| Additional information for each bureau and the Law Department is provided in the sections that follow  |         |

ADMINISTRATION  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 8,401,951                | 8,922,700                     | 9,143,000                   | 9,187,600                  |
| Materials & Supplies                 | 150,044                  | 157,800                       | 149,500                     | 154,500                    |
| Services                             | 1,145,860                | 1,260,800                     | 1,301,100                   | 1,225,400                  |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 9,697,855                | 10,341,300                    | 10,593,600                  | 10,567,500                 |

|                                  |                  |                  |                  |                  |
|----------------------------------|------------------|------------------|------------------|------------------|
| <b>Appropriation by Activity</b> |                  |                  |                  |                  |
| Mayor's Office                   | 1,811,908        | 2,009,800        | 2,041,400        | 2,165,600        |
| NET                              | 3,039,594        | 3,315,300        | 3,447,900        | 3,415,500        |
| Budget & Efficiency              | 636,812          | 649,500          | 677,500          | 629,400          |
| Human Resource Management        | 1,961,071        | 1,951,400        | 1,957,300        | 1,907,600        |
| Communications                   | 669,540          | 723,100          | 692,500          | 705,200          |
| Law Department                   | <u>1,578,930</u> | <u>1,692,200</u> | <u>1,777,000</u> | <u>1,744,200</u> |
| Total                            | 9,697,855        | 10,341,300       | 10,593,600       | 10,567,500       |

|                                   |             |             |             |             |
|-----------------------------------|-------------|-------------|-------------|-------------|
| <b>Employee Years by Activity</b> |             |             |             |             |
| Mayor's Office                    | 30.6        | 35.3        | 33.0        | 36.0        |
| NET                               | 63.3        | 63.9        | 66.1        | 66.2        |
| Budget & Efficiency               | 11.7        | 11.3        | 11.9        | 10.6        |
| Human Resource Management         | 48.5        | 43.2        | 43.4        | 40.0        |
| Communications                    | 12.1        | 12.4        | 12.4        | 12.8        |
| Law Department                    | <u>24.5</u> | <u>24.3</u> | <u>25.0</u> | <u>25.0</u> |
| Total                             | 190.7       | 190.4       | 191.8       | 190.6       |



**ADMINISTRATION  
MAYOR'S OFFICE**

The Mayor is the chief executive officer of the City and is elected by the citizens to a four-year term. The Mayor is empowered to enforce City laws and ordinances, appoint and remove department heads, develop programs and policies, prepare the operating and capital budgets, and examine the performance of all City operations. The Mayor also is responsible for the City's intergovernmental relations.

### Year-to-Year Comparison

|                | <u>1999-2000</u> | <u>2000 - 01</u> | <u>Change</u> |
|----------------|------------------|------------------|---------------|
| Budget         | 2,041,400        | 2,165,600        | 124,200       |
| Employee Years | 33.0             | 36.0             | 3.0           |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 73,200                                  | 3,400                        | 1,900              | 0                            | 1,100                | 44,600              | 124,200      |

### Major Change

|  |         |
|--|---------|
| The Special Projects Unit, created during 1999-2000, is funded in 2000-01 for full year operation                              | 41,400  |
| The Pathways to Peace unit receives additional funding to support promotional activities and professional development of staff | 14,800  |
| Various efficiencies reduce expenditures   | -11,600 |

#### MAYOR'S OFFICE

This activity assists the Mayor in performing official duties, including coordinating management of City departments and intergovernmental relations. It also serves as the City's central headquarters for volunteer recruitment, referral, and tracking.

#### AUDIT & REVIEW

This unit examines and evaluates the controls, compliance, and performance of City programs through audits, evaluations, and special studies. It consults with management staff to enhance and strengthen program performance. It also monitors bingo activity conducted in the City.

### Performance Indicators

|                             | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-----------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>               |                           |                                |                             |                           |
| Projects scheduled          |                           |                                |                             |                           |
| ● Audits                    | 21                        | 22                             | 22                          | 23                        |
| ● Reviews and consultations | 13                        | 9                              | 9                           | 10                        |
| ● Bingo expense reviews     | 6                         | 6                              | 6                           | 6                         |
| ● Payroll field checks      | 15                        | 15                             | 15                          | 15                        |
| Bingo games conducted       | 1,953                     | 1,748                          | 1,900                       | 1,750                     |
| <b>WORKLOAD</b>             |                           |                                |                             |                           |
| Projects completed          |                           |                                |                             |                           |
| ● Audits                    | 21                        | 22                             | 22                          | 23                        |
| ● Reviews and consultations | 13                        | 9                              | 9                           | 10                        |
| ● Bingo expense reviews     | 6                         | 6                              | 6                           | 6                         |
| ● Payroll field checks      | 15                        | 15                             | 15                          | 15                        |
| Bingo games inspected       | 69                        | 110                            | 135                         | 110                       |

**PATHWAYS TO PEACE**

This unit identifies at-risk youth between the ages of 13 and 21 who are in need of prevention and intervention services. It collaborates with community service providers and law enforcement. It proactively addresses youth via referrals to appropriate services, follows up to referrals and services, and monitors results of violence reduction among youth in the City.

**Performance Indicators**

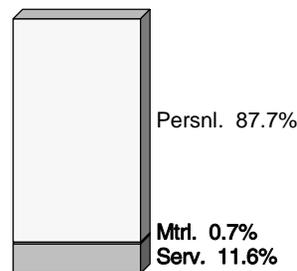
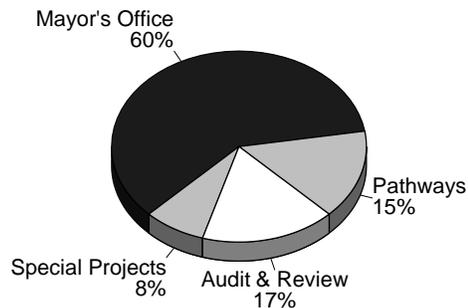
|                                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                         |                           |                                |                             |                           |
| Juvenile crimes                       | 2,657                     | 2,600                          | 2,600                       | 2,300                     |
| <b>WORKLOAD</b>                       |                           |                                |                             |                           |
| Client caseload                       | 298                       | 750                            | 750                         | 750                       |
| Anti-violence presentation recipients | 365                       | 750                            | 750                         | 750                       |

**SPECIAL PROJECTS UNIT**

This unit was initiated in 1999-2000 to oversee the implementation of the City's comprehensive plan, *Rochester 2010: The Renaissance Plan*. It is responsible for developing the implementation structure and work plan. The unit also coordinates City departmental and public involvement in the plan.

ADMINISTRATION  
MAYOR'S OFFICE  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,587,973                | 1,777,800                     | 1,790,500                   | 1,899,200                  |
| Materials & Supplies                 | 12,528                   | 13,800                        | 15,900                      | 15,200                     |
| Services                             | 211,407                  | 218,200                       | 235,000                     | 251,200                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,811,908                | 2,009,800                     | 2,041,400                   | 2,165,600                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Mayor's Office                       | 1,204,939                | 1,249,800                     | 1,264,000                   | 1,299,400                  |
| Audit & Review                       | 342,974                  | 353,100                       | 357,100                     | 364,400                    |
| Pathways to Peace                    | 263,995                  | 287,200                       | 293,200                     | 327,700                    |
| Special Projects Unit                | <u>0</u>                 | <u>119,700</u>                | <u>127,100</u>              | <u>174,100</u>             |
| Total                                | 1,811,908                | 2,009,800                     | 2,041,400                   | 2,165,600                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Mayor's Office                       | 17.6                     | 18.9                          | 18.9                        | 18.9                       |
| Audit & Review                       | 6.4                      | 7.1                           | 7.1                         | 7.1                        |
| Pathways to Peace                    | 6.6                      | 7.0                           | 7.0                         | 7.0                        |
| Special Projects Unit                | <u>0.0</u>               | <u>2.3</u>                    | <u>0.0</u>                  | <u>3.0</u>                 |
| Total                                | 30.6                     | 35.3                          | 33.0                        | 36.0                       |



ADMINISTRATION  
MAYOR'S OFFICE  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |  |                  |                  | Mayor's Office | Audit & Review | Pathways to Peace | Special Projects Unit |
|-----------------------|--|------------------|------------------|----------------|----------------|-------------------|-----------------------|
| Br.                   | Title                                      | Budget 1999-2000 | Proposed 2000-01 |                |                |                   |                       |
| FX                    | Mayor                                      | 1                | 1                | 1              |                |                   |                       |
| FX                    | Deputy Mayor                               | 1                | 1                | 1              |                |                   |                       |
| 36                    | Assistant to Mayor                         | 1                | 1                | 1              |                |                   |                       |
| 36                    | Chief of Staff                             | 1                | 1                | 1              |                |                   |                       |
| 35                    | Director of Special Projects               | 0                | 1                |                |                |                   | 1                     |
| 29                    | Manager, Internal Audit                    | 1                | 1                |                | 1              |                   |                       |
| 29                    | Staff Asst. to the Deputy Mayor            | 1                | 1                | 1              |                |                   |                       |
| 28                    | Special Aide to the Deputy Mayor           | 1                | 1                | 1              |                |                   |                       |
| 26                    | Dir. of Volunteer & Community Affairs      | 1                | 1                | 1              |                |                   |                       |
| 26                    | Principal Field Auditor                    | 1                | 1                |                | 1              |                   |                       |
| 26                    | Assistant to Chief of Staff                | 0                | 1                | 1              |                |                   |                       |
| 25                    | Staff Assistant to Mayor I                 | 1                | 1                | 1              |                |                   |                       |
| 24                    | Associate Field Auditor                    | 2                | 2                |                | 2              |                   |                       |
| 23                    | Assistant to Chief of Staff                | 1                | 0                |                |                |                   |                       |
| 23                    | Senior Management Analyst                  | 0                | 1                |                |                |                   | 1                     |
| 23                    | Youth Intervention Supervisor              | 1                | 1                |                |                | 1                 |                       |
| 22                    | Staff Assistant to Mayor II                | 1                | 1                | 1              |                |                   |                       |
| 21                    | Secretary to Mayor                         | 1                | 1                | 1              |                |                   |                       |
| 20                    | Staff Assistant to the Ch. of Staff/Bilng. | 1                | 1                | 1              |                |                   |                       |
| 18                    | Secretary to Chief of Staff                | 1                | 1                | 1              |                |                   |                       |
| 18                    | Secretary to the Deputy Mayor              | 1                | 1                | 1              |                |                   |                       |
| 18                    | Special Asst. to the Mayor                 | 1                | 1                | 1              |                |                   |                       |
| 18                    | Youth Intervention Specialist              | 5                | 5                |                |                | 5                 |                       |
| 16                    | Administrative Assistant                   | 1                | 1                |                |                | 1                 |                       |
| 14                    | Field Auditor                              | 2                | 2                |                | 2              |                   |                       |
| 13                    | Community Affairs Assistant/Bilingual      | 1                | 1                | 1              |                |                   |                       |
| 11                    | Receptionist to the Mayor                  | 1                | 1                | 1              |                |                   |                       |
| 11                    | Secretary                                  | 2                | 2                | 1.2            | 0.8            |                   |                       |
| 7                     | Clerk III / Typing                         | 0                | 1                |                |                |                   | 1                     |
| <b>EMPLOYEE YEARS</b> |  |                  |                  |                |                |                   |                       |
|                       | Full Time                                  | 32.0             | 35.0             | 18.2           | 6.8            | 7.0               | 3.0                   |
|                       | Overtime                                   | 0.0              | 0.0              | 0.0            | 0.0            | 0.0               | 0.0                   |
|                       | Part Time, Temporary, Seasonal             | 1.0              | 1.0              | 0.7            | 0.3            | 0.0               | 0.0                   |
|                       | Less: Vacancy Allowance                    | <u>0.0</u>       | <u>0.0</u>       | <u>0.0</u>     | <u>0.0</u>     | <u>0.0</u>        | <u>0.0</u>            |
|                       | Total                                      | 33.0             | 36.0             | 18.9           | 7.1            | 7.0               | 3.0                   |

**ADMINISTRATION  
NET OFFICE**

The Neighborhood Empowerment Team (NET) Office consists of ten teams of City employees, with one team assigned to each of the ten Neighbors Building Neighborhoods (NBN) sectors. Each team includes property inspectors and sworn Police personnel to focus on resolution and prevention of chronic quality of life, nuisance, and disorder issues. Traditional Certificate of Occupancy and property complaint services are also provided by NET. The NET teams are based in six site offices located throughout the City.

Expenditures for non-Police personnel and support costs of operating the NET offices are included in this budget. Salary costs for sworn Police personnel assigned to NET teams are included in the Police Department budget.

| <u>NET Area</u> | <u>Office Location</u> |
|-----------------|------------------------|
| A               | 1494 Dewey Avenue      |
| B               | 492 Lyell Avenue       |
| C               | 998 Genesee Street     |
| D               | 846 S. Clinton Avenue  |
| E               | 212 Webster Avenue     |
| F               | 500 Norton Street      |

The 2000-01 work plan includes the following:

| <b>Objective</b>                                       | <b>Projected Completion</b> |
|--|-----------------------------|
| Implement Maria Street Redevelopment (NET F)           | First Quarter               |
| Implement Citizen Phone Tree Program (NET D)           | First Quarter               |
| Implement Anti-Drug Dealer Campaign (NET E)            | Second Quarter              |
| Conduct Citizen Crime Prevention Academy (NET A)       | Second Quarter              |
| Implement Murray Street Redevelopment Project (NET B)  | Third Quarter               |
| Implement Vinewood Place Redevelopment Project (NET C) | Third Quarter               |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 3,447,900        | 3,415,500      | -32,400       |
| Employee Years | 66.1             | 66.2           | 0.1           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 62,300                                  | 4,600                        | 3,200              | 0                            | 700                  | -103,200            | -32,400      |

ADMINISTRATION  
NET OFFICE

**Major Change**

|   |         |
|---|---------|
| Funding for private property cleanups is reduced; however, the allocation is adequate to sustain current service levels                   | -58,000 |
| A full time Assistant to the NET Director position was abolished during 1999-2000   | -51,200 |
| Part time positions are added to the NET offices  | 43,000  |
| Grant funded training is completed  | -20,000 |
| Contractual services, including advertising, training, professional fees, and building maintenance, are reduced due to budget constraints | -18,400 |
| Towing expenses are included, offset by revenue from junked vehicles  | 12,000  |
| Facility lease costs drop at the end of the amortization period for building renovations  | -10,000 |
| Use of new combination pager/cellular phones reduces costs  | -5,200  |
| Utility costs are higher than anticipated, primarily for the conference area at Norton Street   | 4,600   |

**ADMINISTRATION**

This activity includes expenditures related to the administration of NET and the operation of six NET field offices. This activity also performs inspections for the Monroe County Department of Social Services (MCDSS) Move In/Move Out Inspection Program and for the Proactive Property Management Project.

**Performance Indicators**

|                                    | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Budget</u><br>1999-2000 | <u>Budget</u><br>2000-01 |
|------------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>                      |                          |                               |                            |                          |
| Complaints:                        |                          |                               |                            |                          |
| ● Drug locations                   | 1,397                    | 1,600                         | 1,330                      | 1,600                    |
| ● Nuisance locations               | 390                      | 340                           | N/A                        | 340                      |
| ● Code Violations (housing)        | 9,500                    | 10,000                        | N/A                        | 10,000                   |
| ● Prostitution                     | 62                       | 76                            | N/A                        | 76                       |
| ● Disorderly residents             | 447                      | 480                           | 800                        | 480                      |
| ● Excessive noise (property)       | 315                      | 300                           | 600                        | 600                      |
| ● High grass, trash & debris       | 3,856                    | 4,900                         | 6,200                      | 4,900                    |
| ● Illegal parking (Right-of-way)   | 387                      | 300                           | 600                        | 600                      |
| ● Blighting properties             | 855                      | 820                           | 1,000                      | 800                      |
| ● Problem businesses               | 170                      | 150                           | 200                        | 150                      |
| ● Graffiti                         | 478                      | 450                           | 950                        | 450                      |
| ● Junk/Unlicensed vehicles         | 1,672                    | 1,700                         | 1,600                      | 1,600                    |
| Refuse enforcement (Right-of-way): |                          |                               |                            |                          |
| ● Complaints                       | 2,151                    | 2,050                         | 1,000                      | 2,000                    |
| ● Properties surveyed              | 7,200                    | 7,000                         | 5,000                      | 7,000                    |
| Resident inquiries:                |                          |                               |                            |                          |
| ● Telephone (estimated)            | 34,000                   | 47,400                        | 28,000                     | 47,000                   |
| ● Walk-in (estimated)              | 8,000                    | 12,000                        | 7,000                      | 12,000                   |

ADMINISTRATION  
NET OFFICE

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**Performance Indicators**

|                                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>WORKLOAD</b>                       |                           |                                |                             |                           |
| Complaints resolved:                  |                           |                                |                             |                           |
| ● Drug locations                      | 771                       | 960                            | 900                         | 960                       |
| ● Nuisance locations                  | 327                       | 290                            | N/A                         | 290                       |
| ● Code Violations (housing)           | 8,500                     | 9,000                          | N/A                         | 9,000                     |
| ● Prostitution                        | 52                        | 55                             | N/A                         | 55                        |
| ● Disorderly residents                | 350                       | 430                            | 600                         | 430                       |
| ● Excessive noise (property)          | 247                       | 210                            | 570                         | 210                       |
| ● High grass, trash & debris          | 3,536                     | 4,675                          | 5,700                       | 4,700                     |
| ● Illegal parking (Right-of-way)      | 311                       | 205                            | 600                         | 200                       |
| ● Blighting properties                | 350                       | 360                            | 450                         | 360                       |
| ● Problem businesses                  | 132                       | 115                            | 140                         | 115                       |
| ● Graffiti removed                    | 546                       | 510                            | 950                         | 510                       |
| Work orders issued:                   |                           |                                |                             |                           |
| ● Property cleanups                   | 1,044                     | 1,000                          | 600                         | 1,000                     |
| ● Drug location boardups              | 254                       | 305                            | 450                         | 300                       |
| UPLIFTS conducted                     | 23                        | 30                             | N/A                         | 30                        |
| Property Code surveys                 | 634                       | 750                            | N/A                         | 750                       |
| Knock & Talks conducted               | 1,214                     | 1,400                          | N/A                         | 1,400                     |
| Junk/unlicensed vehicles              |                           |                                |                             |                           |
| ● Towing contract removal             | 894                       | 1,100                          | 1,050                       | 1,100                     |
| ● Bounty removal                      | 120                       | 130                            | 210                         | 200                       |
| ● Voluntary compliance                | 809                       | 970                            | N/A                         | 970                       |
| ● Storage permit                      | 166                       | 160                            | 30                          | 160                       |
| Refuse enforcement (Right-of-way):    |                           |                                |                             |                           |
| ● Tickets issued                      | 1,089                     | 1,200                          | 500                         | 1,200                     |
| ● Voluntary compliance                | 2,817                     | 3,500                          | 2,000                       | 3,500                     |
| Excessive noise from vehicles*:       |                           |                                |                             |                           |
| ● Tickets issued                      | 155                       | 167                            | 160                         | N/A                       |
| ● Vehicles towed                      | 122                       | 137                            | 120                         | N/A                       |
| Resident involvement:                 |                           |                                |                             |                           |
| ● Number of PAC TAC volunteers        | 390                       | 440                            | 550                         | 450                       |
| ● Number of block clubs               | 76                        | 90                             | 115                         | 90                        |
| ● Number of NET neighborhood meetings | 1,065                     | 1,100                          | 1,000                       | 1,100                     |

N/A - Not Applicable

\* - Vehicle noise enforcement transfers to Police Patrol in 2000-01

|   |
|---|
| <b>RECORDS MANAGEMENT &amp; ENFORCEMENT</b> |
|---|

The Records Management & Enforcement unit facilitates handling of property code cases. It processes documents relating to the inspection function, issues Notice and Orders that notify property owners of code violations, and issues Certificates of Occupancy, which verify compliance with applicable codes. It maintains the computer based Building Information System and other Bureau records. This activity also performs the enforcement functions. Referrals made to this unit by NET inspections staff receive an owner warning letter and follow up inspections when Code violations are not resolved by a Notice and Order. This activity issues appearance tickets and refers cases to Parking & Municipal Violations (PMV) if voluntary compliance with codes is not achieved.

ADMINISTRATION  
NET OFFICE

3-11

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>  |                                 |                                      |                                   |                                 |
| Complaints received*   | 11,500                          | 10,400                               | 10,000                            | 10,000                          |
| Certificate of Occupancy applications:                       |                                 |                                      |                                   |                                 |
| ● Multiple family dwelling                                   | 2,520                           | 3,000                                | 3,400                             | 3,400                           |
| ● Single family rentals                                      | 420                             | 500                                  | 600                               | 500                             |
| MCDSS inspections  | 4,482                           | 5,600                                | 5,000                             | 6,000                           |
| <b>WORKLOAD</b>  |                                 |                                      |                                   |                                 |
| Cases originated   | 19,636                          | 17,300                               | 14,000                            | 17,300                          |
| Certificate of Occupancy issued:                             |                                 |                                      |                                   |                                 |
| ● Multiple family dwelling                                   | 2,995                           | 3,000                                | 3,500                             | 3,000                           |
| ● Single family rentals                                      | 471                             | 450                                  | 600                               | 500                             |
| Inspections made:  |                                 |                                      |                                   |                                 |
| ● Multiple family dwelling                                   | 78,000                          | 80,000                               | 75,000                            | 80,000                          |
| ● Single family rentals                                      | 4,200                           | 3,500                                | 3,500                             | 3,500                           |
| Notice and Orders issued                                     | 19,636                          | 17,000                               | 18,000                            | 17,000                          |
| Owner warning letters issued**                               | 850                             | 900                                  | 800                               | 900                             |
| Referrals to Parking & Municipal Violations                  | 3,900                           | 4,100                                | 4,000                             | 4,100                           |
| <b>RESULTS</b>   |                                 |                                      |                                   |                                 |
| Case dispositions/abatement after tickets or warning letters | 3,510                           | 3,700                                | 3,200                             | 3,700                           |

MCDSS - Monroe County Department of Social Services

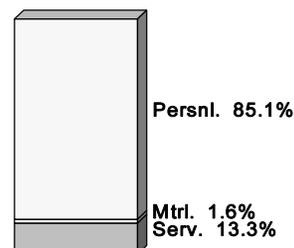
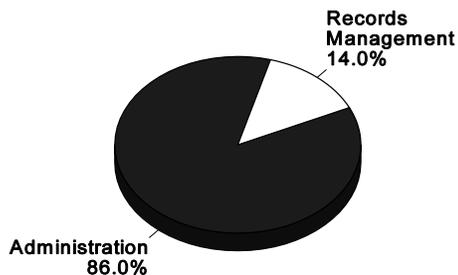
\*Complaints received at the central Records Management office. These are in addition to those received at the NET offices.

\*\*Warning letters based on referrals from NET. Not all ticketed cases receive owner warning letter.

**ADMINISTRATION  
NET OFFICE  
EXPENDITURE SUMMARY**

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 2,589,569                | 2,766,400                     | 2,867,200                   | 2,907,600                  |
| Materials & Supplies                 | 47,657                   | 47,700                        | 53,400                      | 55,100                     |
| Services                             | 402,368                  | 501,200                       | 527,300                     | 452,800                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 3,039,594                | 3,315,300                     | 3,447,900                   | 3,415,500                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Administration                       | 2,576,799                | 2,828,800                     | 2,996,300                   | 2,924,100                  |
| Records Management & Enforcement     | <u>462,795</u>           | <u>486,500</u>                | <u>451,600</u>              | <u>491,400</u>             |
| Total                                | 3,039,594                | 3,315,300                     | 3,447,900                   | 3,415,500                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Administration                       | 50.4                     | 51.1                          | 54.1                        | 53.2                       |
| Records Management & Enforcement     | <u>12.9</u>              | <u>12.8</u>                   | <u>12.0</u>                 | <u>13.0</u>                |
| Total                                | 63.3                     | 63.9                          | 66.1                        | 66.2                       |

|  |                  |                  |                  |                  |
|--|------------------|------------------|------------------|------------------|
| <b>NET Resource Allocation - Dollars</b>   |                  |                  |                  |                  |
| NET Allocation   | 3,039,594        | 3,315,300        | 3,447,900        | 3,415,500        |
| Police Department NET Allocation   | <u>1,861,500</u> | <u>1,861,500</u> | <u>1,871,500</u> | <u>1,861,500</u> |
| Total NET Allocation   | 4,901,094        | 5,176,800        | 5,319,400        | 5,277,000        |
| <b>NET Resource Allocation - Employee Years</b>  |                  |                  |                  |                  |
| NET Allocation   | 63.3             | 63.9             | 66.1             | 66.2             |
| Police Department NET Allocation   | <u>32.4</u>      | <u>32.4</u>      | <u>32.6</u>      | <u>32.4</u>      |
| Total NET Allocation   | 95.7             | 96.3             | 98.7             | 98.6             |
| Note: Salary costs for sworn Police personnel assigned to NET teams are included in the Police Department budget and are shown here for reference only |                  |                  |                  |                  |



ADMINISTRATION  
NET OFFICE  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                  |                     |                     | Administration | Records Management & Enforcement |
|--------------------------------|----------------------------------|---------------------|---------------------|----------------|----------------------------------|
| Br.                            | Title                            | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                                  |
| 35                             | NET Director                     | 1                   | 1                   | 1              |                                  |
| 31                             | NET Administrator                | 6                   | 6                   | 6              |                                  |
| 27                             | Administrator of Code Compliance | 1                   | 1                   |                | 1                                |
| 27                             | NET Code Coordinator             | 1                   | 1                   | 1              |                                  |
| 24                             | Assistant to the NET Director    | 1                   | 0                   |                |                                  |
| 24                             | Code Enforcement Coordinator     | 0                   | 1                   |                | 1                                |
| 24                             | Senior Administrative Analyst    | 1                   | 0                   |                |                                  |
| 21                             | Neigh. Conservation Officer      | 27                  | 26                  | 24             | 2                                |
| 21                             | Neigh. Conserv. Officer/Bil.     | 1                   | 1                   | 1              |                                  |
| 20                             | Executive Assistant              | 0                   | 1                   | 1              |                                  |
| 18                             | Neigh. Conserv. Officer Trainee  | 0                   | 1                   | 1              |                                  |
| 17                             | Property Conservation Inspector  | 2                   | 2                   | 2              |                                  |
| 16                             | Administrative Assistant         | 2                   | 1                   |                | 1                                |
| 12                             | Customer Service Representative  | 6                   | 6                   | 6              |                                  |
| 11                             | Secretary                        | 1                   | 1                   | 1              |                                  |
| 11                             | Senior Service Assistant         | 0                   | 1                   |                | 1                                |
| 9                              | Clerk II                         | 1                   | 1                   |                | 1                                |
| 9                              | Clerk II with Typing             | 2                   | 2                   |                | 2                                |
| 7                              | Clerk III                        | 1                   | 1                   |                | 1                                |
| 7                              | Clerk III with Typing            | 8                   | 6                   | 3              | 3                                |
| 7                              | Clerk III with Typing-Bilingual  | 1                   | 2                   | 2              |                                  |
| 7                              | Telephone Representative         | 1                   | 1                   | 1              |                                  |
| EMPLOYEE YEARS                 |                                  |                     |                     |                |                                  |
| Full Time                      |                                  | 64.0                | 63.0                | 50.0           | 13.0                             |
| Overtime                       |                                  | 0.9                 | 1.0                 | 0.9            | 0.1                              |
| Part Time, Temporary, Seasonal |                                  | 1.8                 | 2.8                 | 2.8            | 0.0                              |
| Less: Vacancy Allowance        |                                  | <u>0.6</u>          | <u>0.6</u>          | <u>0.5</u>     | <u>0.1</u>                       |
| Total                          |                                  | 66.1                | 66.2                | 53.2           | 13.0                             |

The following full time positions are included in the budget of the Police Department, Patrol Division but are assigned to NET offices and are shown here for reference only.

| Br.                            | Title             | 1999-2000  | 2000-01    |
|--------------------------------|-------------------|------------|------------|
| 94                             | Police Lieutenant | 10         | 10         |
| 90                             | Police Officer    | 22         | 22         |
| EMPLOYEE YEARS                 |                   |            |            |
| Full Time                      |                   | 32.0       | 32.0       |
| Overtime                       |                   | 0.6        | 0.4        |
| Part Time, Temporary, Seasonal |                   | 0.0        | 0.0        |
| Less: Vacancy Allowance        |                   | <u>0.0</u> | <u>0.0</u> |
| Total                          |                   | 32.6       | 32.4       |

ADMINISTRATION  
BUREAU OF BUDGET & EFFICIENCY

The Bureau of Budget and Efficiency supervises the preparation and administration of the annual budget, the Capital Improvement Program, and other appropriations. It develops long-range fiscal plans, conducts studies of agencies to determine work quality and improve efficiency, recommends standards of management, work measurement and performance, recommends programs and policies, and conducts research on matters of general concern to the City.

### Year-to-Year Comparison

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 677,500          | 629,400        | -48,100       |
| Employee Years | 11.9             | 10.6           | -1.3          |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| -8,200                                  | 0                            | 1,800              | 0                            | 300                  | -42,000             | -48,100      |

### Major Change

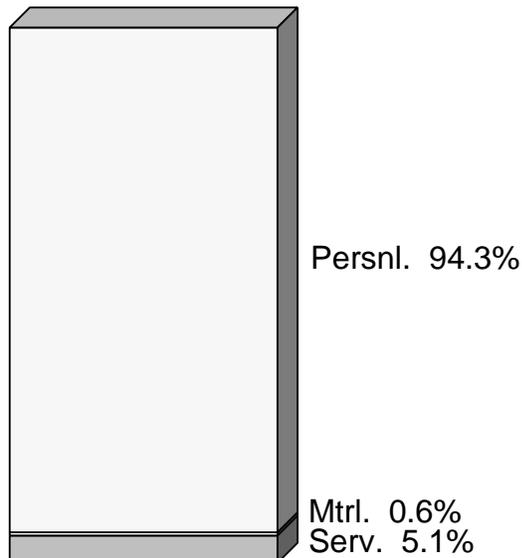
|  |         |
|--|---------|
| Management Intern Program ended February, 2000 | -42,000 |
|--|---------|

### Performance Indicators

|                                  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|----------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| WORKLOAD                         |                           |                                |                             |                           |
| Budget amendments processed      | 27                        | 45                             | 35                          | 40                        |
| Appropriation transfers reviewed | 737                       | 600                            | 650                         | 650                       |
| Contracts reviewed               | 845                       | 800                            | 850                         | 850                       |

ADMINISTRATION  
BUREAU OF BUDGET & EFFICIENCY  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 607,771                  | 605,500                       | 644,100                     | 593,900                    |
| Materials & Supplies                 | 3,106                    | 10,500                        | 3,500                       | 3,500                      |
| Services                             | 25,935                   | 33,500                        | 29,900                      | 32,000                     |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 636,812                  | 649,500                       | 677,500                     | 629,400                    |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Budget & Management Analysis         | 636,812                  | 649,500                       | 677,500                     | 629,400                    |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Budget & Management Analysis         | 11.7                     | 11.3                          | 11.9                        | 10.6                       |



ADMINISTRATION  
BUREAU OF BUDGET & EFFICIENCY  
PERSONNEL SUMMARY

| FULL TIME POSITIONS |                                      |                     |                     |
|---------------------|--------------------------------------|---------------------|---------------------|
| Br.                 | Title                                | Budget<br>1999-2000 | Proposed<br>2000-01 |
| 35                  | Director of Budget & Efficiency      | 1                   | 1                   |
| 32                  | Deputy Dir. of Budget & Efficiency   | 1                   | 1                   |
| 26                  | Associate Administrative Analyst     | 1                   | 1                   |
| 24                  | Asst. to Dir. of Budget & Efficiency | 1                   | 0                   |
| 24                  | Senior Administrative Analyst        | 4.5                 | 4.5                 |
| 18                  | Municipal Assistant                  | 0                   | 1                   |
| 16                  | Administrative Assistant             | 1                   | 1                   |
| 15                  | Sec. to Dir. of Budget & Efficiency  | 1                   | 1                   |
| EMPLOYEE YEARS      |                                      |                     |                     |
|                     | Full Time                            | 10.5                | 10.5                |
|                     | Overtime                             | 0.1                 | 0.1                 |
|                     | Part Time, Temporary, Seasonal       | 1.3                 | 0.0                 |
|                     | Less: Vacancy Allowance              | <u>0.0</u>          | <u>0.0</u>          |
|                     | Total                                | <u>11.9</u>         | <u>10.6</u>         |

ADMINISTRATION  
BUREAU OF HUMAN RESOURCE MANAGEMENT

The Bureau of Human Resource Management, through its nine activities, provides centralized personnel services.

Administration manages the Bureau, establishes personnel policies, implements policies for affirmative action, and coordinates employee training programs. Civil Service classifies positions, administers civil service examinations, and establishes lists of eligible applicants. Labor Relations negotiates and administers labor contracts. Staffing Services is responsible for all phases of the employment process and monitors and implements employment aspects of the City's Affirmative Action Plan. Exam Services develops civil service examinations. Benefits Administration administers benefit programs for employees and retirees. Information Services maintains employee records. Health and Safety coordinates the City's safety function and case management of employees on work-related injury leave. The Summer Program employs college students in a seasonal work program.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 1,957,300        | 1,907,600      | -49,700       |
| Employee Years | 43.4             | 40.0           | -3.4          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 12,200                                  | 2,700                        | -4,300             | 0                            | 200                  | -60,500             | -49,700      |

**Major Change**

|   |         |
|---|---------|
| The Teens On Patrol component of the Summer Program transfers to the Department of Parks, Recreation and Human Services | -51,500 |
| Budget constraints result in reductions for various services  | -11,900 |
| Funds increase to support administration of a civil service exam for entry level Police Officer                         | 6,300   |
| Productivity measures decrease expense  | -2,600  |
| Expenses for miscellaneous supplies and contract services associated with the Summer Program are not required           | -2,300  |
| The allocation for payment to New York State for civil service exams increases  | 1,500   |

**ADMINISTRATION**

Administration directs, manages, and sets policy for the Bureau and implements policies for affirmative action. It coordinates the Bureau's activities with those of other City departments. It also offers training programs that enhance the skill levels and effectiveness of the workforce and coordinates the City's training function. It supports Total Quality Management initiatives.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                              |                           |                                |                             |                           |
| Requests for Affirmative Action assistance | 1,372                     | 1,390                          | 1,300                       | 1,400                     |
| <b>WORKLOAD</b>                            |                           |                                |                             |                           |
| Affirmative Action assistance:             |                           |                                |                             |                           |
| ● Consultations held                       | 54                        | 60                             | 55                          | 60                        |
| ● Investigations conducted                 | 39                        | 45                             | 40                          | 42                        |
| ● ADA accommodations processed             | 12                        | 15                             | 15                          | 19                        |

ADMINISTRATION  
BUREAU OF HUMAN RESOURCE MANAGEMENT

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| Employees trained in supervisory skills                | 25                              | 24                                   | 24                                | 24                              |
| Employees trained in job development skills            | 1,200                           | 1,190                                | 1,071                             | 1,200                           |
| Employees trained in general safety/wellness practices | 584                             | 526                                  | 317                               | 523                             |
| Applications for tuition reimbursement                 | 270                             | 340                                  | 275                               | 350                             |

ADA - Americans with Disabilities Act

**CIVIL SERVICE**

The Civil Service unit administers New York State Civil Service Law for the City of Rochester and the Rochester Housing Authority. The Civil Service Commission, consisting of five members appointed by the Mayor, prescribes the rules to be applied. The Civil Service staff carries out the rules through classifying positions, administering civil service examinations, establishing lists of eligible job applicants, and hearing appeals.

**Program Change**

Responsibility for administration of civil service examinations moves from Exam Services.

**Performance Indicators**

|                                | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                  |                                 |                                      |                                   |                                 |
| Full time authorized positions | 3,082                           | 3,094                                | 3,096                             | 3,118                           |
| <b>WORKLOAD</b>                |                                 |                                      |                                   |                                 |
| Examinations administered:     | 38                              | 30                                   | 45                                | 40                              |
| •New York State prepared       | <u>21</u>                       | <u>21</u>                            | <u>20</u>                         | <u>22</u>                       |
| •Locally Prepared              | 59                              | 51                                   | 65                                | 62                              |
| Total                          |                                 |                                      |                                   |                                 |

**LABOR RELATIONS**

Labor Relations negotiates and administers collective bargaining agreements with City employee unions. It processes grievances, represents the City in arbitration proceedings and legislative hearings, and it represents the City in conferences and hearings before the Public Employee Relations Board. It advises the Mayor and department heads on contract matters and conducts related research.

This unit holds regular labor-management meetings in departments to identify and address issues before they become grievances. It also trains supervisory and management personnel in contract interpretation and administration.

**Performance Indicators**

|                                     | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|-------------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                       |                                 |                                      |                                   |                                 |
| Grievances filed                    | 87                              | 80                                   | 70                                | 80                              |
| <b>WORKLOAD</b>                     |                                 |                                      |                                   |                                 |
| Contracts negotiated                | 3                               | 3                                    | 0                                 | 0                               |
| Grievances resolved pre-arbitration | 46                              | 50                                   | 70                                | 70                              |
| Grievances requiring arbitration    | 7                               | 15                                   | 20                                | 20                              |

**STAFFING SERVICES**

Staffing Services is responsible for hiring, promoting, transferring, and terminating employees. It monitors position vacancies, processes personnel requisitions from departments, arranges advertisements, interviews, referrals, and administers posting, bidding, and layoff procedures in accordance with City policies and collective bargaining agreements. This unit is also responsible for monitoring and implementing the employment aspects of the City's Affirmative Action Plan. Staff meets with departmental representatives during all phases of the employment process and participates in job fairs to encourage minorities to apply for City positions.

**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>   |                                 |                                      |                                   |                                 |
| Civil service exam and job applications received                | 11,111                          | 12,500                               | 8,000                             | 10,000                          |
| Number of positions requisitioned                               | N/A                             | 575                                  | N/A                               | 575                             |
| <b>WORKLOAD</b>   |                                 |                                      |                                   |                                 |
| Job recruitments conducted:                                     |                                 |                                      |                                   |                                 |
| • Postings  | 53                              | 90                                   | 100                               | 80                              |
| • Advertisements  | 88                              | 90                                   | 90                                | 80                              |
| • Civil Service list certifications                             | <u>213</u>                      | <u>225</u>                           | <u>160</u>                        | <u>235</u>                      |
| Total   | 354                             | 405                                  | 350                               | 395                             |
| Median time required to fill positions requisitioned (workdays) | N/A                             | 24                                   | N/A                               | 22                              |
| <b>RESULTS</b>  |                                 |                                      |                                   |                                 |
| Affirmative Action new hires:                                   |                                 |                                      |                                   |                                 |
| • percent females   | 45.3                            | 40.0                                 | 40.0                              | 42.0                            |
| • percent minority  | 43.3                            | 35.0                                 | 36.0                              | 38.0                            |
| Affirmative Action workforce participation:                     |                                 |                                      |                                   |                                 |
| • percent females   | 27.4                            | 28.0                                 | 27.0                              | 28.5                            |
| • percent minority  | 24.6                            | 25.0                                 | 24.0                              | 25.5                            |
| Number of requisitioned positions filled                        | N/A                             | 400                                  | N/A                               | 400                             |
| Number of requisitioned positions vacant:                       |                                 |                                      |                                   |                                 |
| • full time   | N/A                             | 30                                   | N/A                               | 30                              |
| • part time, temporary, and seasonal                            | N/A                             | <u>145</u>                           | N/A                               | <u>145</u>                      |
| Total   | N/A                             | 175                                  | N/A                               | 175                             |

N/A - Not Applicable

**EXAM SERVICES**

Exam Services develops civil service examinations used in recruiting a qualified workforce. Activities include studies of groups of related jobs, writing job class descriptions, and oversight of the position classification process.

**Program Change**

Responsibility for administration of civil service examinations transfers to the Civil Service activity.

**Performance Indicators**

|                       | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|-----------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>         |                                 |                                      |                                   |                                 |
| Provisional positions | 187                             | 200                                  | 190                               | 190                             |

ADMINISTRATION  
BUREAU OF HUMAN RESOURCE MANAGEMENT

**Performance Indicators**

|                                     | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>WORKLOAD</b>                     |                           |                                |                             |                           |
| Specifications developed or revised | 34                        | 10                             | 25                          | 20                        |
| Examinations developed locally      | 13                        | 14                             | 14                          | 14                        |

**BENEFITS ADMINISTRATION**

Benefits administers benefit programs for City employees and retirees. The benefit programs administered include the following:

|                          |                                       |
|--------------------------|---------------------------------------|
| Group Health Insurance   | Deferred Compensation                 |
| Group Dental Insurance   | Benefit Open Enrollment               |
| Group Life Insurance     | Child Care Referral Service           |
| Cafeteria Benefits Plan  | Parking Transit Reimbursement Account |
| Domestic Partner Program | Flexible Spending Account             |
| Long Term Disability     |                                       |

**Performance Indicators**

|                           | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>             |                           |                                |                             |                           |
| Benefits inquiries        | 15,400                    | 15,400                         | 15,400                      | 15,500                    |
| <b>WORKLOAD</b>           |                           |                                |                             |                           |
| Benefit inquiry responses | 15,400                    | 15,400                         | 15,400                      | 15,500                    |

**INFORMATION SERVICES**

Information Services maintains central personnel records. It enters personnel transactions into the automated Personnel/Payroll System that controls payroll, time banks, salary payroll deductions, and benefits. The activity produces specialized personnel management reports for City departments.

**Performance Indicators**

|                                   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-----------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                     |                           |                                |                             |                           |
| Employee status changes:          |                           |                                |                             |                           |
| • Job title/position/pay          | 10,267                    | 10,300                         | 10,500                      | 10,300                    |
| • Payroll deductions              | <u>11,058</u>             | <u>11,000</u>                  | <u>11,000</u>               | <u>11,000</u>             |
| Total                             | 21,325                    | 21,300                         | 21,500                      | 21,300                    |
| Job creations and abolishments    | 659                       | 675                            | 675                         | 659                       |
| <b>WORKLOAD</b>                   |                           |                                |                             |                           |
| Employee status changes processed | 21,325                    | 21,300                         | 21,500                      | 21,300                    |

**HEALTH & SAFETY**

This activity is responsible for coordinating the City's safety function. It also coordinates case management of employees on work-related injury leave.

ADMINISTRATION  
BUREAU OF HUMAN RESOURCE MANAGEMENT

3-21

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| Personal injury accidents                                   | 359                       | 333                            | 357                         | 361                       |
| Motor vehicle accidents                                     | 199                       | 178                            | 159                         | 169                       |
| <b>WORKLOAD</b>   |                           |                                |                             |                           |
| OSHA recordable accident reports processed                  | 243                       | 233                            | 262                         | 253                       |
| Motor vehicle accident reports completed                    | 194                       | 177                            | 159                         | 169                       |
| Motor vehicle accidents                                     |                           |                                |                             |                           |
| • Preventable   | 107                       | 92                             | 76                          | 88                        |
| • Non-preventable   | 92                        | 86                             | 83                          | 81                        |
| <b>RESULTS</b>  |                           |                                |                             |                           |
| Accident rate per 100 non-uniformed employees:              |                           |                                |                             |                           |
| • Personal injury   | 20                        | 18                             | 19                          | 20                        |
| • Motor vehicle   | 11                        | 10                             | 9                           | 9                         |
| Percent of personal injury accidents judged OSHA recordable | 68                        | 70                             | 73                          | 70                        |
| Percent of motor vehicle accidents judged preventable       | 55                        | 52                             | 48                          | 52                        |

OSHA - Occupational Safety and Health Administration

**SUMMER PROGRAM**

The City offers summer employment opportunities to college students. Although the funding for this program is budgeted in the Bureau of Human Resource Management, the jobs are located through out the City.

**Program Change**

The Department of Parks, Recreation and Human Services assumes responsibility for administration of the Police Department's Teens On Patrol program.

**Performance Indicators**

|                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-----------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>         |                           |                                |                             |                           |
| Positions developed   | 110                       | 80                             | 50                          | 15                        |
| <b>WORKLOAD</b>       |                           |                                |                             |                           |
| Applications reviewed | 796                       | 750                            | 500                         | 75                        |
| <b>RESULTS</b>        |                           |                                |                             |                           |
| Participants hired    | 101                       | 80                             | 50                          | 15                        |

ADMINISTRATION  
BUREAU OF HUMAN RESOURCE MANAGEMENT  
EXPENDITURE SUMMARY

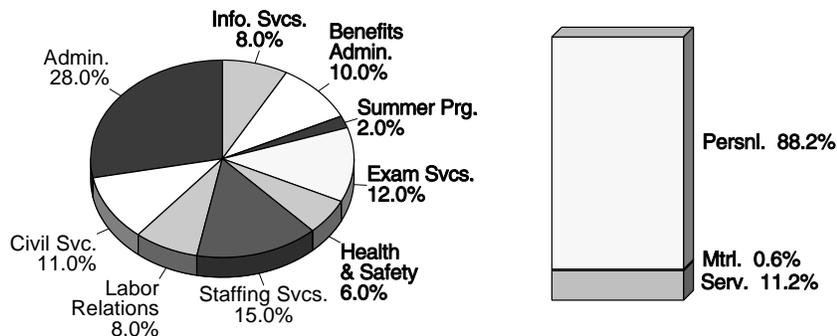
|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,715,962                | 1,710,700                     | 1,727,100                   | 1,682,500                  |
| Materials & Supplies                 | 15,309                   | 14,000                        | 13,100                      | 11,800                     |
| Services                             | 229,800                  | 226,700                       | 217,100                     | 213,300                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,961,071                | 1,951,400                     | 1,957,300                   | 1,907,600                  |

**Appropriation by Activity**

|                         |                |               |                |               |
|-------------------------|----------------|---------------|----------------|---------------|
| Administration          | 595,519        | 474,300       | 471,400        | 517,700       |
| Civil Service           | 129,867        | 89,800        | 89,000         | 207,600       |
| Labor Relations         | 227,462        | 161,600       | 165,600        | 162,100       |
| Employment/Benefits     | 613,586        | 0             | 0              | 0             |
| Staffing Services       | 0              | 328,700       | 318,600        | 280,200       |
| Exam Services           | 265,467        | 359,700       | 365,700        | 226,500       |
| Benefits Administration | 0              | 177,600       | 169,100        | 192,400       |
| Information Services    | 0              | 161,500       | 156,600        | 150,800       |
| Health & Safety         | 0              | 100,300       | 101,500        | 122,900       |
| Summer Program          | <u>129,170</u> | <u>97,900</u> | <u>119,800</u> | <u>47,400</u> |
| Total                   | 1,961,071      | 1,951,400     | 1,957,300      | 1,907,600     |

**Employee Years by Activity**

|                         |             |            |            |            |
|-------------------------|-------------|------------|------------|------------|
| Administration          | 10.7        | 7.0        | 7.2        | 7.7        |
| Civil Service           | 3.0         | 1.9        | 1.8        | 3.8        |
| Labor Relations         | 4.1         | 2.8        | 2.9        | 2.9        |
| Employment/Benefits     | 14.2        | 0.0        | 0.0        | 0.0        |
| Staffing Services       | 0.0         | 8.2        | 8.0        | 7.1        |
| Exam Services           | 5.7         | 6.7        | 6.8        | 4.7        |
| Benefits Administration | 0.0         | 5.4        | 5.1        | 5.2        |
| Information Services    | 0.0         | 4.1        | 3.9        | 3.4        |
| Health & Safety         | 0.0         | 1.7        | 2.1        | 3.1        |
| Summer Program          | <u>10.8</u> | <u>5.4</u> | <u>5.6</u> | <u>2.1</u> |
| Total                   | 48.5        | 43.2       | 43.4       | 40.0       |



ADMINISTRATION  
BUREAU OF HUMAN RESOURCE MANAGEMENT  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |  |                  |                  | Administration | Civil Service | Labor Relations | Staffing Services | Exam Services | Benefits Administration | Information Services | Health & Safety | Summer Program |
|--------------------------------|--|------------------|------------------|----------------|---------------|-----------------|-------------------|---------------|-------------------------|----------------------|-----------------|----------------|
| Br.                            | Title  | Budget 1999-2000 | Proposed 2000-01 |                |               |                 |                   |               |                         |                      |                 |                |
| 35                             | Director of Human Resource Management              | 1                | 1                | 1              |               |                 |                   |               |                         |                      |                 |                |
| 34                             | Assistant Director of Human Resource Management    | 0                | 1                | 0.5            |               |                 | 0.2               |               | 0.2                     | 0.1                  |                 |                |
| 32                             | Assistant Director of Human Resource Management    | 1                | 0                |                |               |                 |                   |               |                         |                      |                 |                |
| 32                             | Manager of Labor Relations                         | 1                | 1                |                |               | 0.9             |                   |               |                         |                      | 0.1             |                |
| 30                             | Affirmative Action Officer                         | 0                | 1                | 0.7            |               |                 |                   | 0.3           |                         |                      |                 |                |
| 28                             | Manager of Selection & Development                 | 1                | 0                |                |               |                 |                   |               |                         |                      |                 |                |
| 26                             | Affirmative Action Officer                         | 1                | 0                |                |               |                 |                   |               |                         |                      |                 |                |
| 26                             | Human Resource Coordinator                         | 0                | 1                |                |               |                 |                   | 1             |                         |                      |                 |                |
| 26                             | Labor Relations Specialist                         | 1                | 1                |                |               | 1               |                   |               |                         |                      |                 |                |
| 24                             | Associate Personnel Analyst                        | 4                | 3                | 1              | 1             |                 |                   |               |                         |                      | 1               |                |
| 24                             | Senior Administrative Analyst                      | 1                | 1                |                |               |                 |                   |               |                         | 1                    |                 |                |
| 23                             | Senior Human Resource Consultant                   | 0                | 3                |                |               |                 |                   | 1             | 1                       |                      |                 |                |
| 21                             | Human Resource Consultant                          | 4                | 3                |                |               |                 | 1.8               | 1             |                         |                      |                 | 0.2            |
| 20                             | Computer Programmer                                | 1                | 1                | 0.5            | 0.5           |                 |                   |               |                         |                      |                 |                |
| 20                             | Senior Personnel Analyst                           | 4                | 3                | 1              |               |                 |                   |               | 1                       | 1                    |                 |                |
| 16                             | Personnel Analyst                                  | 1                | 0                |                |               |                 |                   |               |                         |                      |                 |                |
| 15                             | Secretary to Director of Human Resource Management | 0                | 1                | 1              |               |                 |                   |               |                         |                      |                 |                |
| 14                             | Assistant Case Manager                             | 1                | 1                |                |               |                 |                   |               |                         |                      | 1               |                |
| 14                             | Personnel Analyst Trainee                          | 1                | 0                |                |               |                 |                   |               |                         |                      |                 |                |
| 13                             | Confidential Secretary                             | 1                | 1                | 1              |               |                 |                   |               |                         |                      |                 |                |
| 13                             | Secretary to Director of Human Resource Management | 1                | 0                |                |               |                 |                   |               |                         |                      |                 |                |
| 12                             | Human Resource Associate                           | 1                | 1                |                |               |                 |                   | 1             |                         |                      |                 |                |
| 9                              | Clerk II   | 1                | 0                |                |               |                 |                   |               |                         |                      |                 |                |
| 9                              | Clerk II with Typing                               | 4                | 4                |                | 2             |                 |                   | 1             | 1                       |                      |                 |                |
| 9                              | Labor Relations Secretary                          | 0                | 1                |                |               | 1               |                   |               |                         |                      |                 |                |
| 7                              | Clerk III  | 1                | 1                |                |               |                 |                   |               |                         | 1                    |                 |                |
| 7                              | Clerk III with Typing                              | 4                | 4                | 1              |               |                 |                   | 1             | 1                       |                      |                 |                |
| 7                              | Clerk III with Typing-Bilingual                    | 0                | 2                |                |               |                 |                   | 1             | 1                       |                      |                 |                |
| 3                              | Clerk Typist                                       | 1                | 1                |                |               |                 |                   |               |                         |                      | 1               |                |
| <b>EMPLOYEE YEARS</b>          |  |                  |                  |                |               |                 |                   |               |                         |                      |                 |                |
| Full Time                      |  | 37.0             | 37.0             | 7.7            | 3.5           | 2.9             | 7.0               | 4.3           | 5.2                     | 3.1                  | 3.1             | 0.2            |
| Overtime                       |  | 0.5              | 0.5              | 0.0            | 0.0           | 0.0             | 0.1               | 0.4           | 0.0                     | 0.0                  | 0.0             | 0.0            |
| Part Time, Temporary, Seasonal |  | 6.7              | 3.3              | 0.0            | 0.3           | 0.0             | 0.0               | 0.0           | 0.0                     | 0.3                  | 0.0             | 2.7            |
| Less: Vacancy Allowance        |  | <u>0.8</u>       | <u>0.8</u>       | <u>0.0</u>     | <u>0.0</u>    | <u>0.0</u>      | <u>0.0</u>        | <u>0.0</u>    | <u>0.0</u>              | <u>0.0</u>           | <u>0.0</u>      | <u>0.8</u>     |
| <b>Total</b>                   |  | <b>43.4</b>      | <b>40.0</b>      | <b>7.7</b>     | <b>3.8</b>    | <b>2.9</b>      | <b>7.1</b>        | <b>4.7</b>    | <b>5.2</b>              | <b>3.4</b>           | <b>3.1</b>      | <b>2.1</b>     |

**ADMINISTRATION  
BUREAU OF COMMUNICATIONS**

This Bureau provides information about the City to the public. It issues press releases, schedules news conferences, arranges public appearances, and prepares information materials for public distribution. It responds to inquiries under the Freedom of Information and Open Meeting Laws.

It also provides writing, graphic design, photographic, and advertising support to City departments and outside nonprofit agencies sharing mutual goals or joint projects with the City. It creates promotional campaigns, literature, posters, audiovisual programs, and video productions for the City and individual departments. It develops programming on Rochester's cable television government access channel and maintains, updates, and develops the City's World Wide Web site on the Internet.

### Year-to-Year Comparison

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 692,500          | 705,200        | 12,700        |
| Employee Years | 12.4             | 12.8           | 0.4           |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 10,900                                  | 100                          | 0                  | -7,300                       | 0                    | 9,000               | 12,700       |

### Major Change

|   |        |
|---|--------|
| A part time Photographer position is transitioned to full time as a result of increasing photographic assignments | 16,000 |
| Budget constraints result in a reductions for various services  | -7,000 |

### INFORMATION AND GRAPHIC

The Information and Graphic Services unit manages the Bureau and is responsible for distributing information to the public and press. It prepares informational brochures and news releases and arranges press conferences, briefings, and ceremonies. It plans and administers informational campaigns and provides graphic design services including art, layout, specifications, and printing for forms, literature, and other materials, as well as scripts and graphics for broadcast ads and audiovisual presentations. It also maintains, updates, and develops the City's World Wide Web site on the Internet.

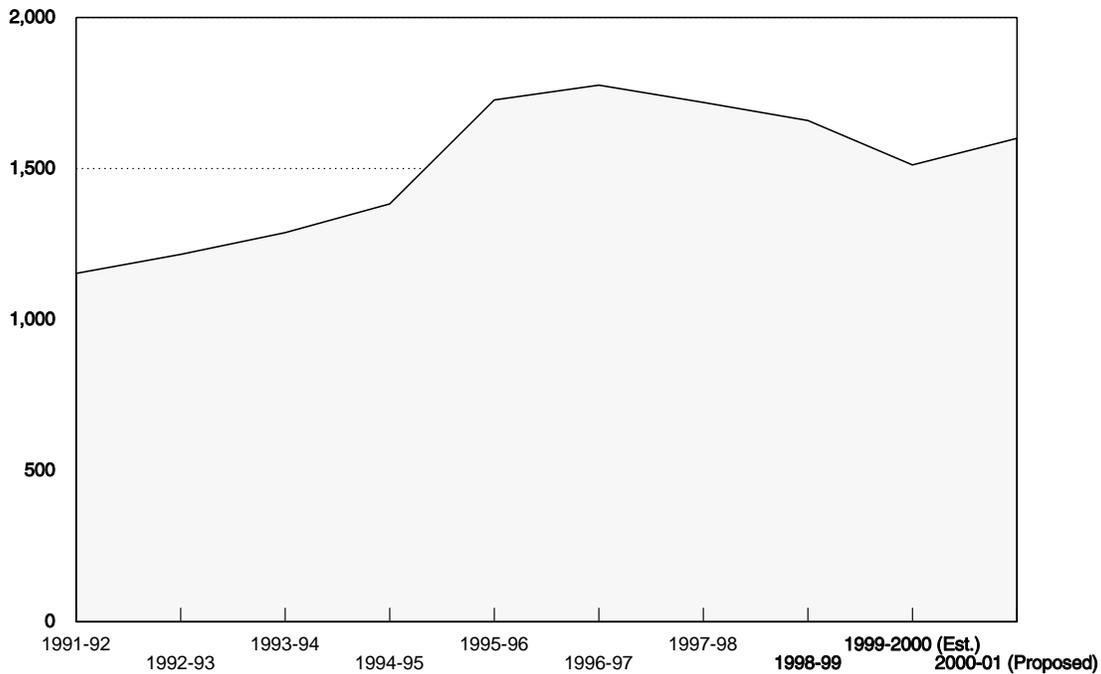
### Performance Indicators

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                          |                           |                                |                             |                           |
| Major promotional campaign requests    | 50                        | 49                             | 36                          | 40                        |
| Freedom of Information applications    | 1,659                     | 1,512                          | 1,700                       | 1,600                     |
| News release requests                  | 438                       | 500                            | 530                         | 520                       |
| Press conference and briefing requests | 80                        | 90                             | 80                          | 85                        |
| Radio advertisements requested         | 10                        | 11                             | 10                          | 10                        |
| Graphics projects requested:           |                           |                                |                             |                           |
| • Large (16 hours or more)             | 45                        | 35                             | 40                          | 35                        |
| • Medium (5-15 hours)                  | 262                       | 255                            | 260                         | 265                       |
| • Small (1-4 hours)                    | <u>230</u>                | <u>211</u>                     | <u>220</u>                  | <u>215</u>                |
| Total                                  | <u>537</u>                | <u>501</u>                     | <u>520</u>                  | <u>515</u>                |

**Performance Indicators**

|   | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Budget</u><br>1999-2000 | <u>Budget</u><br>2000-01 |
|---|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>WORKLOAD</b>                               |                          |                               |                            |                          |
| Major promotional campaigns designed          | 50                       | 49                            | 36                         | 40                       |
| Freedom of Information applications processed | 1,659                    | 1,512                         | 1,700                      | 1,600                    |
| News releases prepared                        | 438                      | 500                           | 530                        | 520                      |
| Press conferences and briefings scheduled     | 80                       | 90                            | 80                         | 85                       |
| Radio advertisements produced                 | 10                       | 11                            | 10                         | 10                       |
| Graphics projects produced                    | 537                      | 501                           | 520                        | 515                      |

### Freedom of Information Applications



**PHOTOGRAPHIC AND VIDEO SERVICES**

Photographic and Video Services documents City construction projects, street and water repairs, vacant buildings, and properties acquired by the City through foreclosures. City videographers and photographers also record important City activities and special events. They develop, enlarge, and print negatives, and maintain a large collection of contemporary and historical negatives, prints, and slides. They also produce audio tapes, photographic and digital images, and video productions for advertising, promotional materials, TV, radio, print ads, and brochures.

This activity also supports the City's use of telecommunication technology. It produces video programs for training, promotion, and documentation of City services and events. The unit coordinates all programming on Rochester's government access channel.

ADMINISTRATION  
BUREAU OF COMMUNICATIONS

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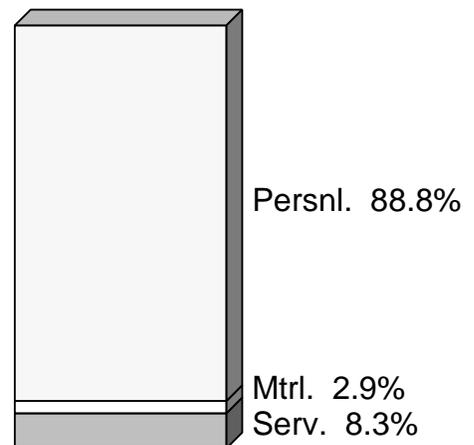
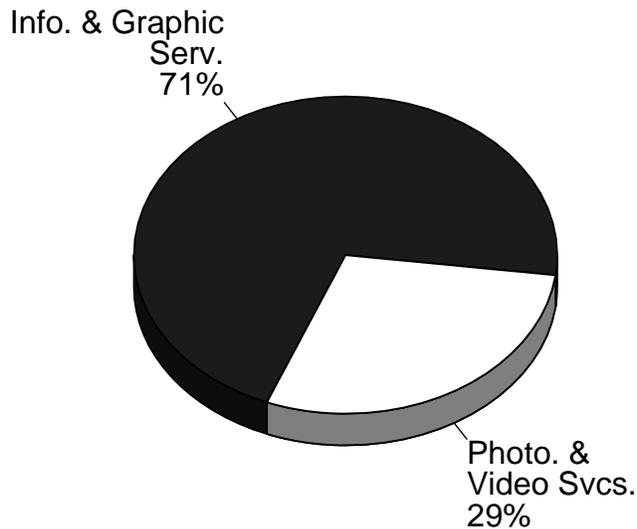
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**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                                   |                                 |                                      |                                   |                                 |
| Photo assignments requested                     |                                 |                                      |                                   |                                 |
| • conventional                                  | 460                             | 450                                  | 465                               | 500                             |
| • digital                                       | 125                             | 150                                  | 175                               | 225                             |
| Cable TV and video programs requested           | 200                             | 231                                  | 230                               | 230                             |
| Cable TV announcements requested                | 1,560                           | 1,560                                | 1,560                             | 1,560                           |
| Video duplication requests                      | 1,445                           | 1,500                                | 1,500                             | 1,600                           |
| <b>WORKLOAD</b>                                 |                                 |                                      |                                   |                                 |
| Prints made                                     | 6,600                           | 6,500                                | 6,200                             | 7,300                           |
| 35mm color slides prepared                      | 17,200                          | 17,300                               | 17,300                            | 18,400                          |
| Slide shows produced                            | 3                               | 3                                    | 3                                 | 3                               |
| Retrieval and reproduction of prints and slides | 480                             | 485                                  | 490                               | 800                             |
| Photo assignments completed                     | 585                             | 600                                  | 640                               | 725                             |
| Cable TV announcements aired                    | 1,280                           | 1,400                                | 1,400                             | 1,400                           |
| Hours of cable TV and video programs produced   | 40.0                            | 32.0                                 | 45.0                              | 45.0                            |
| Hours of cable TV and video programs aired      | 220                             | 210                                  | 235                               | 235                             |
| Videotape duplication (number of copies)        | 1,445                           | 1,500                                | 1,500                             | 1,600                           |

ADMINISTRATION  
BUREAU OF COMMUNICATIONS  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 576,614                  | 640,300                       | 609,500                     | 626,500                    |
| Materials & Supplies                 | 25,283                   | 24,000                        | 21,100                      | 20,500                     |
| Services                             | 67,643                   | 58,800                        | 61,900                      | 58,200                     |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 669,540                  | 723,100                       | 692,500                     | 705,200                    |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Information and Graphic Services     | 490,619                  | 528,800                       | 503,100                     | 499,000                    |
| Photographic and Video Services      | <u>178,921</u>           | <u>194,300</u>                | <u>189,400</u>              | <u>206,200</u>             |
| Total                                | 669,540                  | 723,100                       | 692,500                     | 705,200                    |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Information and Graphic Services     | 8.8                      | 9.0                           | 9.0                         | 8.8                        |
| Photographic and Video Services      | <u>3.3</u>               | <u>3.4</u>                    | <u>3.4</u>                  | <u>4.0</u>                 |
| Total                                | 12.1                     | 12.4                          | 12.4                        | 12.8                       |



ADMINISTRATION  
BUREAU OF COMMUNICATIONS  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                    |                     |                     | Information<br>& Graphic<br>Services | Photographic &<br>Video Services |
|-----------------------|------------------------------------|---------------------|---------------------|--------------------------------------|----------------------------------|
| Br.                   | Title                              | Budget<br>1999-2000 | Proposed<br>2000-01 |                                      |                                  |
| 35                    | Director, Communications           | 0                   | 1                   | 1                                    |                                  |
| 33                    | Director, Communications           | 1                   | 0                   |                                      |                                  |
| 27                    | Principal Communications Asst.     | 1                   | 1                   | 1                                    |                                  |
| 25                    | Assistant to Dir. - Communications | 1                   | 1                   | 1                                    |                                  |
| 23                    | Photolab Supervisor                | 1                   | 1                   |                                      | 1                                |
| 23                    | Principal Graphic Designer         | 1                   | 1                   | 1                                    |                                  |
| 23                    | Principal Television Technician    | 1                   | 1                   |                                      | 1                                |
| 21                    | Sr. Communications Assistant       | 1                   | 1                   | 1                                    |                                  |
| 18                    | Photographer II                    | 0                   | 1                   |                                      | 1                                |
| 18                    | Graphic Designer                   | 1                   | 1                   | 1                                    |                                  |
| 18                    | Senior Television Technician       | 1                   | 1                   |                                      | 1                                |
| 15                    | Graphic Artist                     | 1                   | 1                   | 1                                    |                                  |
| 15                    | Secretary to Dir. - Communications | 1                   | 1                   | 1                                    |                                  |
| <b>EMPLOYEE YEARS</b> |                                    |                     |                     |                                      |                                  |
|                       | Full Time                          | 11.0                | 12.0                | 8.0                                  | 4.0                              |
|                       | Overtime                           | 0.0                 | 0.0                 | 0.0                                  | 0.0                              |
|                       | Part Time, Temporary, Seasonal     | 1.4                 | 1.0                 | 1.0                                  | 0.0                              |
|                       | Less: Vacancy Allowance            | <u>0.0</u>          | <u>0.2</u>          | <u>0.2</u>                           | <u>0.0</u>                       |
|                       | Total                              | 12.4                | 12.8                | 8.8                                  | 4.0                              |

The Law Department attends to the City's legal business. It provides legal advice and advocacy to City Council, the Mayor, City departments, boards, and agencies. It prepares and interprets contracts and assists in labor negotiations and collective bargaining. It drafts local laws and ordinances. It reviews proposed New York State legislation affecting the City, and researches New York State and Federal legislation. It handles acquisition, management, and disposal of properties and represents the City in civil, criminal, and bankruptcy proceedings. It also implements utilization of legal remedies to address problems of quality-of-life and nuisance abatement issues.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 1,777,000        | 1,744,200      | -32,800       |
| Employee Years | 25.0             | 25.0           | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 16,000                                  | 1,000                        | -600               | 0                            | -300                 | -48,900             | -32,800      |

**Major Change**

|   |         |
|---|---------|
| Due to budget constraints a Legal Assistant/Real Estate position is abolished                 | -42,700 |
| Funds for professional services for independent experts are reduced due to budget constraints | -15,100 |
| Allocations for legal research increase   | 5,900   |
| Allocations for training increase   | 5,300   |
| Productivity measures decrease expense  | -2,300  |

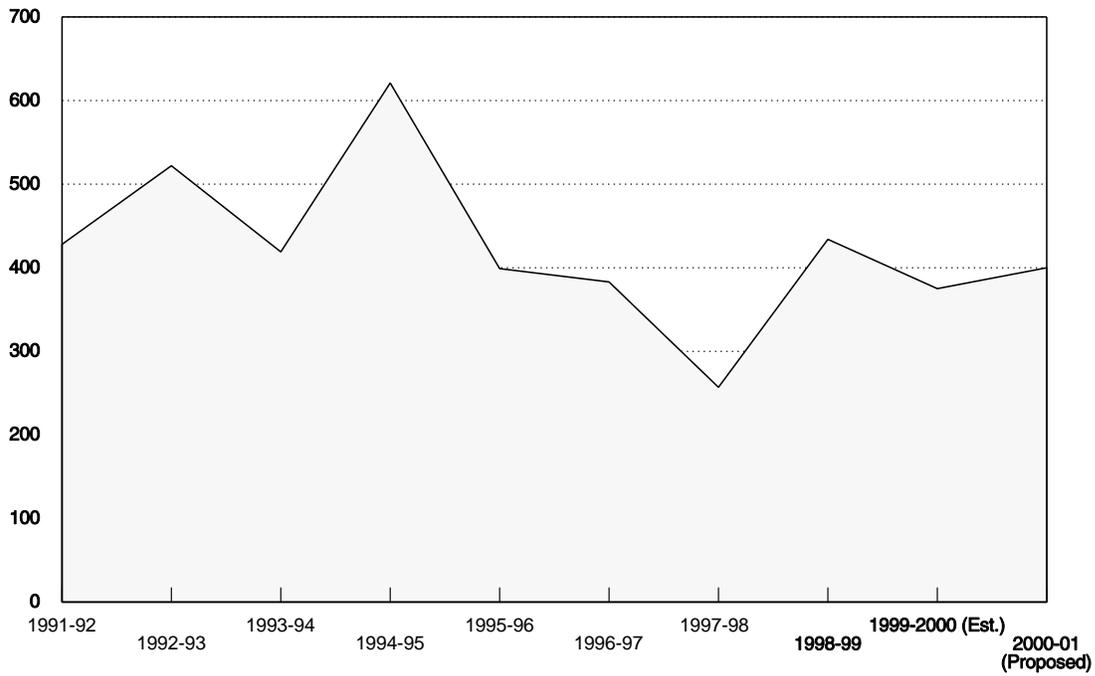
**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| Claims filed against City   | 817                       | 537                            | 550                         | 550                       |
| <b>WORKLOAD</b>   |                           |                                |                             |                           |
| Trials and arbitrations   | 68                        | 79                             | 60                          | 80                        |
| Appeals   | 26                        | 20                             | 20                          | 20                        |
| Collection cases  | 211                       | 139                            | 190                         | 150                       |
| Bankruptcies  | 105                       | 89                             | 120                         | 110                       |
| Motions and discovery   | 222                       | 326                            | 250                         | 300                       |
| Administrative contests   | 142                       | 195                            | 190                         | 200                       |
| Freedom of Information Law reviews & appeals                                | 434                       | 375                            | 450                         | 400                       |
| Real estate closings  | 512                       | 602                            | 580                         | 680                       |
| Legislative items drafted   | 506                       | 473                            | 450                         | 450                       |
| Contracts drafted   | 69                        | 71                             | 90                          | 80                        |
| Contracts, bonds, liens reviewed  | 837                       | 852                            | 850                         | 850                       |
| Quality-of-life and nuisance abatement inquiries, cases, contests & reviews | 187                       | 187                            | 200                         | 200                       |

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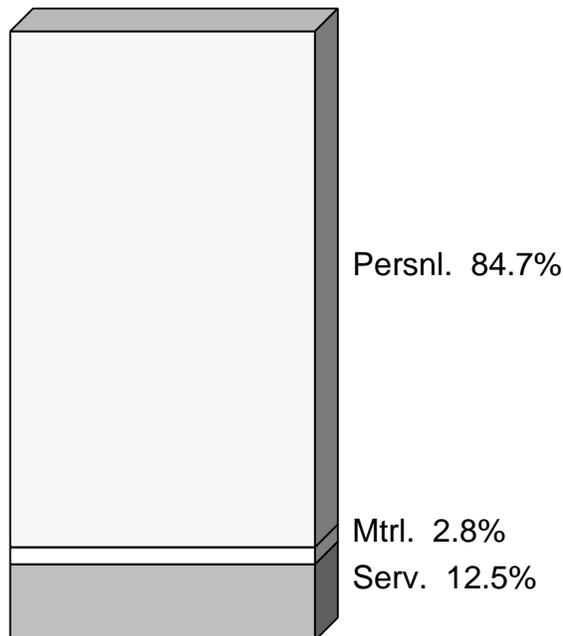
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## Freedom of Information Reviews & Appeals



ADMINISTRATION  
LAW DEPARTMENT  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,324,062                | 1,422,000                     | 1,504,600                   | 1,477,900                  |
| Materials & Supplies                 | 46,161                   | 47,800                        | 42,500                      | 48,400                     |
| Services                             | 208,707                  | 222,400                       | 229,900                     | 217,900                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,578,930                | 1,692,200                     | 1,777,000                   | 1,744,200                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Legal Services                       | 1,578,930                | 1,692,200                     | 1,777,000                   | 1,744,200                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Legal Services                       | 24.5                     | 24.3                          | 25.0                        | 25.0                       |



ADMINISTRATION  
LAW DEPARTMENT  
PERSONNEL SUMMARY

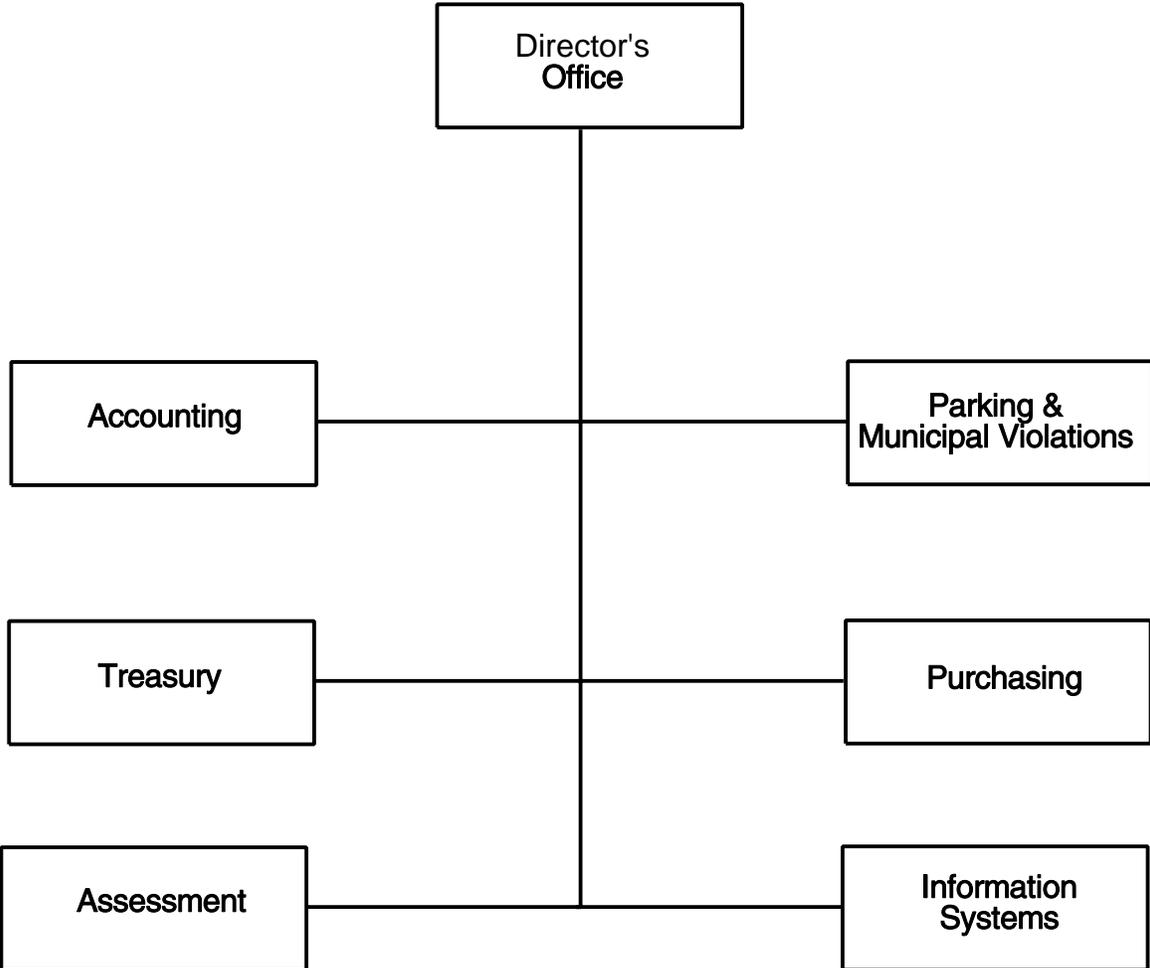
| FULL TIME POSITIONS   |                                     |                     |                     |
|-----------------------|-------------------------------------|---------------------|---------------------|
| Br.                   | Title                               | Budget<br>1999-2000 | Proposed<br>2000-01 |
| 36                    | Corporation Counsel                 | 1                   | 1                   |
| 34                    | Municipal Attorney IV               | 1                   | 1                   |
| 32                    | Municipal Attorney III              | 10                  | 10                  |
| 29                    | Municipal Attorney II               | 1                   | 2                   |
| 25                    | Municipal Attorney I                | 1                   | 0                   |
| 20                    | Assistant to Corporation Counsel    | 1                   | 1                   |
| 20                    | Legal Asst./Claims Investigator     | 1                   | 1                   |
| 20                    | Legal Asst./Collections/Foreclosrs. | 1                   | 1                   |
| 20                    | Legal Asst./Real Estate             | 3                   | 2                   |
| 11                    | Senior Legal Secretary              | 3                   | 3                   |
| 9                     | Legal Secretary                     | 2                   | 2                   |
| <b>EMPLOYEE YEARS</b> |                                     |                     |                     |
|                       | Full Time                           | 25.0                | 24.0                |
|                       | Overtime                            | 0.0                 | 0.0                 |
|                       | Part Time, Temporary, Seasonal      | 0.0                 | 1.0                 |
|                       | Less: Vacancy Allowance             | <u>0.0</u>          | <u>0.0</u>          |
|                       | <b>Total</b>                        | <b>25.0</b>         | <b>25.0</b>         |

**Purpose**

The Department of Finance manages the City's financial affairs. It collects revenues, manages and invests cash, manages City debt, and controls financial processing. Its responsibilities include managing payroll, purchasing, and assessment operations, maintaining records and reports, enforcing financial policies and standards, and collecting and storing City records.

**Organization**

The Department is composed of seven units: the Director's Office, Accounting, Treasury, Assessment, Parking and Municipal Violations, Purchasing, and Information Systems, formerly Data Processing.



Highlights of the Department's 2000-01 work program are presented below. Additional information for each bureau is included in the sections that follow.

| <u>Bureau</u>       | <u>Highlights</u>  | <u>Projected Completion</u> |
|---------------------|--|-----------------------------|
| Accounting          | Explore options to implement recent mandated regulations that require depreciation for all capital assets including infrastructure | Fourth Quarter              |
| Treasury            | Begin electronic digital scanning of voucher documents   | First Quarter               |
| Information Systems | Upgrade word processing and spreadsheet systems to take advantage of improved processing capabilities                              | Second Quarter              |

### Year-to-Year Comparison

| <u>Bureau</u>                  | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u>   | <u>Percent<br/>Change</u> |
|--------------------------------|-----------------------------|---------------------------|-----------------|---------------------------|
| Director's Office              | 602,100                     | 566,200                   | -35,900         | -6.0%                     |
| Accounting                     | 839,100                     | 856,700                   | 17,600          | 2.1%                      |
| Treasury                       | 1,484,200                   | 1,517,500                 | 33,300          | 2.2%                      |
| Assessment                     | 1,155,300                   | 934,400                   | -220,900        | -19.1%                    |
| Parking & Municipal Violations | 776,500                     | 774,500                   | -2,000          | -0.3%                     |
| Purchasing                     | 839,200                     | 842,400                   | 3,200           | 0.4%                      |
| Information Systems            | <u>2,135,400</u>            | <u>2,157,600</u>          | <u>22,200</u>   | 1.0%                      |
| Total                          | <u>7,831,800</u>            | <u>7,649,300</u>          | <u>-182,500</u> | -2.3%                     |
| Less: Intrafund Credit         | <u>737,000</u>              | <u>800,000</u>            | <u>63,000</u>   | 8.5%                      |
| Total                          | <u>7,094,800</u>            | <u>6,849,300</u>          | <u>-245,500</u> | -3.5%                     |
| Employee Years                 | 141.7                       | 137.4                     | -4.3            | -3.0%                     |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 120,200                                 | 6,200                        | -37,600            | 0                            | -4,100               | -330,200            | -245,500     |

### Major Change

|   |          |
|---|----------|
| City-wide re-evaluation program in Assessment is complete           | -218,200 |
| Increased user charges for postage reduce departmental expense      | -41,200  |
| Records Management grant, received during 1999-2000, is complete    | -30,000  |
| Bond and note sales are reduced, resulting in lower marketing costs | -11,800  |

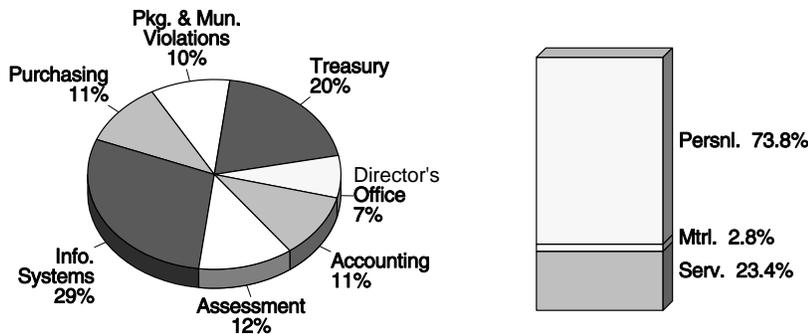
DEPARTMENT OF FINANCE  
EXPENDITURE SUMMARY

|                                      | Actual<br>1998-99 | Estimated<br>1999-2000 | Amended<br>1999-2000 | Proposed<br>2000-01 |
|--------------------------------------|-------------------|------------------------|----------------------|---------------------|
| <b>Appropriation by Major Object</b> |                   |                        |                      |                     |
| Personnel Expenses                   | 5,207,069         | 5,396,100              | 5,694,300            | 5,649,600           |
| Materials & Supplies                 | 314,457           | 240,600                | 217,600              | 213,000             |
| Services                             | 1,747,604         | 1,988,100              | 1,919,900            | 1,786,700           |
| Other                                | <u>0</u>          | <u>0</u>               | <u>0</u>             | <u>0</u>            |
| Total                                | 7,269,130         | 7,624,800              | 7,831,800            | 7,649,300           |
| Less: Intrafund Credit*              | <u>710,471</u>    | <u>773,500</u>         | <u>737,000</u>       | <u>800,000</u>      |
| Total                                | 6,558,659         | 6,851,300              | 7,094,800            | 6,849,300           |

|                                  |                  |                  |                  |                  |
|----------------------------------|------------------|------------------|------------------|------------------|
| <b>Appropriation by Activity</b> |                  |                  |                  |                  |
| Director's Office                | 435,804          | 583,100          | 602,100          | 566,200          |
| Accounting                       | 812,393          | 846,000          | 839,100          | 856,700          |
| Treasury                         | 1,448,650        | 1,507,000        | 1,484,200        | 1,517,500        |
| Assessment                       | 939,513          | 1,092,100        | 1,155,300        | 934,400          |
| Parking & Municipal Violations   | 689,229          | 701,300          | 776,500          | 774,500          |
| Purchasing                       | 818,770          | 815,600          | 839,200          | 842,400          |
| Information Systems              | <u>2,124,771</u> | <u>2,079,700</u> | <u>2,135,400</u> | <u>2,157,600</u> |
| Total                            | 7,269,130        | 7,624,800        | 7,831,800        | 7,649,300        |
| Less: Intrafund Credit*          | <u>710,471</u>   | <u>773,500</u>   | <u>737,000</u>   | <u>800,000</u>   |
| Total                            | 6,558,659        | 6,851,300        | 7,094,800        | 6,849,300        |

|                                   |             |             |             |             |
|-----------------------------------|-------------|-------------|-------------|-------------|
| <b>Employee Years by Activity</b> |             |             |             |             |
| Director's Office                 | 8.1         | 8.2         | 8.3         | 8.3         |
| Accounting                        | 19.0        | 19.1        | 19.0        | 19.0        |
| Treasury                          | 24.0        | 23.8        | 24.6        | 24.5        |
| Assessment                        | 24.1        | 23.1        | 26.4        | 22.4        |
| Parking & Municipal Violations    | 16.6        | 16.4        | 17.3        | 17.2        |
| Purchasing                        | 12.5        | 12.4        | 13.0        | 13.0        |
| Information Systems               | <u>32.8</u> | <u>29.8</u> | <u>33.1</u> | <u>33.0</u> |
| Total                             | 137.1       | 132.8       | 141.7       | 137.4       |

\*Reflects chargeback for postage, duplicating, Geographic Information System (GIS)



**DEPARTMENT OF FINANCE  
DIRECTOR'S OFFICE**

Administration and records management are the primary responsibilities of this office.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 602,100          | 566,200        | -35,900       |
| Employee Years | 8.3              | 8.3            | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 7,800                                   | 0                            | 600                | 0                            | -2,500               | -41,800             | -35,900      |

**Major Change**

|  |         |
|--|---------|
| Records Management grant is complete   | -30,000 |
| Bond and note sales are reduced from four to three, permitting reductions in professional fees and advertising | -11,800 |

**DIRECTOR'S OFFICE**

The Director of Finance manages the Department of Finance, supervises the City's debt and risk management activities, administers and enforces Federal and New York State labor standards in construction projects, and monitors Minority/Women Business Enterprise (M/WBE) contract compliance. The Contract Administrator monitors prime contracts only. Sub-contractor audits are limited to payroll. Sub-contracts themselves are not monitored. The Office provides central planning, programming, and development services to the Bureaus of the Department.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                              |                           |                                |                             |                           |
| Outstanding debt (\$000)                   | 355,375                   | 369,095                        | 356,904                     | 345,824                   |
| Federal construction contracts*            | 0                         | 3                              | 2                           | 3                         |
| Non-Federal construction contracts*        | 326                       | 322                            | 354                         | 325                       |
| <b>WORKLOAD</b>                            |                           |                                |                             |                           |
| Bond and note sales                        | 3                         | 4                              | 4                           | 3                         |
| Bond and note sales value (\$000)          | 128,630                   | 266,133                        | 266,133                     | 135,460                   |
| Construction site inspections              | 383                       | 558                            | 750                         | 474                       |
| Construction payment applications reviewed | 1,536                     | 1,870                          | 1,433                       | 1,950                     |
| <b>RESULTS</b>                             |                           |                                |                             |                           |
| Federal construction contracts             |                           |                                |                             |                           |
| ● M/WBE prime contracts                    | 0                         | 0                              | 0                           | 0                         |
| ● M/WBE sub-contracts                      | 21                        | 0                              | 15                          | 0                         |
| Non-Federal construction contracts         |                           |                                |                             |                           |
| ● M/WBE prime contracts                    | 20                        | 25                             | 20                          | 14                        |
| ● M/WBE sub-contracts                      | 126                       | 250                            | 270                         | 264                       |

\*Includes demolitions; demolition contracts transferred from Federal to Non-Federal category

**RECORDS MANAGEMENT**

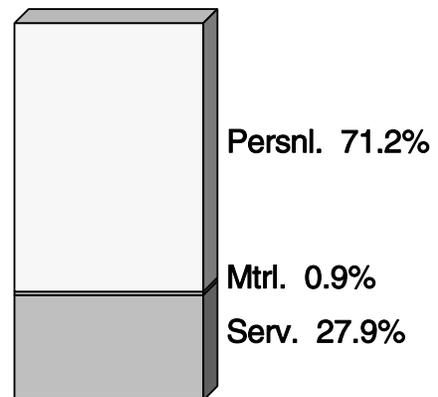
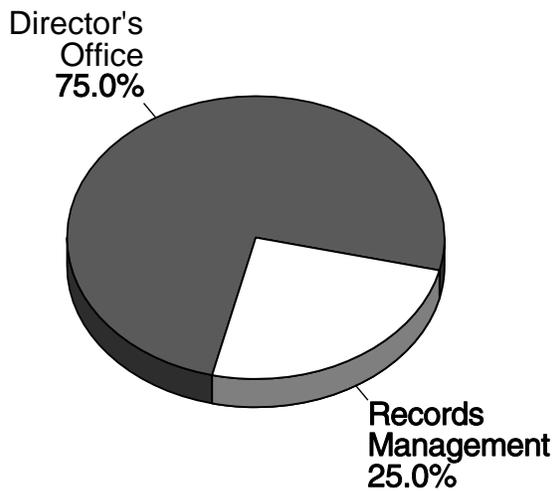
Records Management stores and retrieves City records. It also conducts record and file inventories, microfilms relevant records, and purges duplicate or redundant records and those that conform to the disposal schedules of the New York State Education Department.

**Performance Indicators**

|                                     | Actual  | Estimated | Budget  | Budget  |
|-------------------------------------|---------|-----------|---------|---------|
| <b>DEMAND</b>                       |         |           |         |         |
| Record retrieval requests           | 1,568   | 1,784     | 1,750   | 1,800   |
| <b>WORKLOAD</b>                     |         |           |         |         |
| Records disposed - cu. ft.          | 639     | 800       | 760     | 850     |
| Images microfilmed                  | 773,000 | 816,000   | 820,000 | 875,000 |
| Record retrieval requests completed | 1,536   | 1,748     | 1,690   | 1,765   |

DEPARTMENT OF FINANCE  
DIRECTOR'S OFFICE  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 361,844                         | 395,900                              | 392,500                            | 403,400                           |
| Materials & Supplies                 | 4,567                           | 5,200                                | 5,100                              | 5,000                             |
| Services                             | 69,393                          | 182,000                              | 204,500                            | 157,800                           |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 435,804                         | 583,100                              | 602,100                            | 566,200                           |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Director's Office                    | 300,759                         | 417,700                              | 434,100                            | 426,400                           |
| Records Management                   | <u>135,045</u>                  | <u>165,400</u>                       | <u>168,000</u>                     | <u>139,800</u>                    |
| Total                                | 435,804                         | 583,100                              | 602,100                            | 566,200                           |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Director's Office                    | 5.0                             | 5.0                                  | 5.1                                | 5.1                               |
| Records Management                   | <u>3.1</u>                      | <u>3.2</u>                           | <u>3.2</u>                         | <u>3.2</u>                        |
| Total                                | 8.1                             | 8.2                                  | 8.3                                | 8.3                               |



DEPARTMENT OF FINANCE  
DIRECTOR'S OFFICE  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                 |                     |                     | Director's Office | Records Management |
|-----------------------|---------------------------------|---------------------|---------------------|-------------------|--------------------|
| Br.                   | Title                           | Budget<br>1999-2000 | Proposed<br>2000-01 |                   |                    |
| 36                    | Director of Finance             | 1                   | 1                   | 1                 |                    |
| 24                    | Contract Administrator          | 1                   | 1                   | 1                 |                    |
| 24                    | Records Mgmt. Coordinator       | 1                   | 1                   |                   | 1                  |
| 20                    | Asst. Records Mgmt. Coordinator | 1                   | 1                   |                   | 1                  |
| 16                    | Secretary to Director           | 1                   | 1                   | 1                 |                    |
| 16                    | Wage & Hour Investigator        | 1                   | 1                   | 1                 |                    |
| 15                    | Accountant                      | 1                   | 1                   | 1                 |                    |
| 5                     | Microfilm Operator              | 1                   | 1                   |                   | 1                  |
| <b>EMPLOYEE YEARS</b> |                                 |                     |                     |                   |                    |
|                       | Full Time                       | 8.0                 | 8.0                 | 5.0               | 3.0                |
|                       | Overtime                        | 0.1                 | 0.1                 | 0.1               | 0.0                |
|                       | Part Time, Temporary, Seasonal  | 0.2                 | 0.2                 | 0.0               | 0.2                |
|                       | Less: Vacancy Allowance         | <u>0.0</u>          | <u>0.0</u>          | <u>0.0</u>        | <u>0.0</u>         |
|                       | <b>Total</b>                    | <b>8.3</b>          | <b>8.3</b>          | <b>5.1</b>        | <b>3.2</b>         |

**DEPARTMENT OF FINANCE  
ACCOUNTING**

Accounting reviews, processes, and maintains records of City financial transactions, thus providing information on the City's financial position. It processes payrolls and oversees the fiscal component of Federal and New York State grant programs.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Explore options to implement recently mandated regulations that require depreciation for all capital assets including infrastructure | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 839,100          | 856,700        | 17,600        |
| Employee Years | 19.0             | 19.0           | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 19,500                                  | 0                            | -2,400             | 0                            | 500                  | 0                   | 17,600       |

**ADMINISTRATION**

This activity manages the Bureau and sets and maintains standards resulting in accurate and efficient accounting services.

**ACCOUNTING SERVICES**

This activity maintains general ledger and subsidiary records, reconciles bank statements, and prepares financial statements.

**ACCOUNTS PAYABLE/DATA INPUT**

This unit receives and audits claim vouchers, the form used by departments to pay vendors. It administers and processes contracts, travel authorizations, and appropriation transfers. It processes documents approved for payment, adjusts account balances, and enters new balances into the Financial Information System.

**Performance Indicators**

|                               | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                 |                           |                                |                             |                           |
| Transactions requested        | 94,071                    | 94,200                         | 93,700                      | 94,200                    |
| <b>WORKLOAD</b>               |                           |                                |                             |                           |
| Vouchers audited and input    | 49,647                    | 49,500                         | 48,500                      | 49,500                    |
| Appropriation transfers input | 6,486                     | 6,400                          | 6,400                       | 6,400                     |
| Account lines set up          | 5,247                     | 5,200                          | 5,100                       | 5,200                     |
| Cash transactions input       | 22,560                    | 23,000                         | 23,500                      | 23,000                    |
| Encumbrances set up           | 10,131                    | 10,100                         | 10,200                      | 10,100                    |

**PAYROLL**

This unit issues paychecks to each employee and certain pensioners. It prepares necessary payroll-related regulatory reports for Federal, New York State, and other agencies, and performs accounting functions related to health and dental insurance.

**Program Change**

Responsibility for preparing Rochester Economic Development Corporation (REDCO) and the Cultural Center payrolls was added in 1998-99, but not reflected in the Budget 1999-2000 Performance Indicators.

**Performance Indicators**

|                                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                         |                           |                                |                             |                           |
| Employees (Full & Part time):         |                           |                                |                             |                           |
| • Weekly                              | 965                       | 980                            | 920                         | 980                       |
| • Biweekly                            | 1,575                     | 1,570                          | 1,510                       | 1,570                     |
| • Fire/Police                         | 1,280                     | 1,270                          | 1,250                       | 1,270                     |
| • Pension                             | 33                        | 28                             | 37                          | 28                        |
| • Cultural District                   | 1                         | 1                              | 1                           | 1                         |
| • Garnishees                          | 334                       | 340                            | 340                         | 350                       |
| • Election Inspectors                 | 677                       | 680                            | 675                         | 680                       |
| Retired Employees for Health Benefits | 2,435                     | 2,500                          | 2,500                       | 2,500                     |
| <b>WORKLOAD</b>                       |                           |                                |                             |                           |
| Checks issued                         | 132,630                   | 130,830                        | 126,500                     | 130,350                   |
| Payrolls prepared                     | 176                       | 176                            | 124                         | 176                       |

**GRANT ACCOUNTING**

This unit prepares financial reports, assists in audits, and provides centralized accounting for Federal and New York State grants. It reviews grant budgets and monitors loan programs. It also maintains certain receivable files and administers payments in lieu of taxes.

**Performance Indicators**

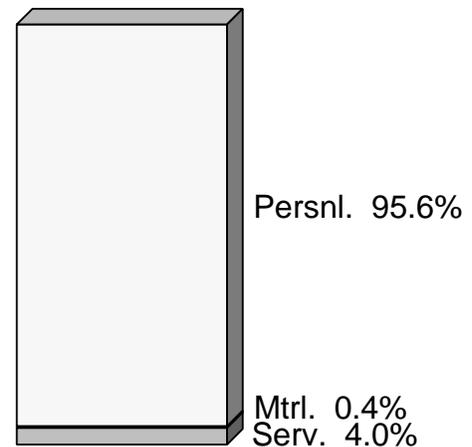
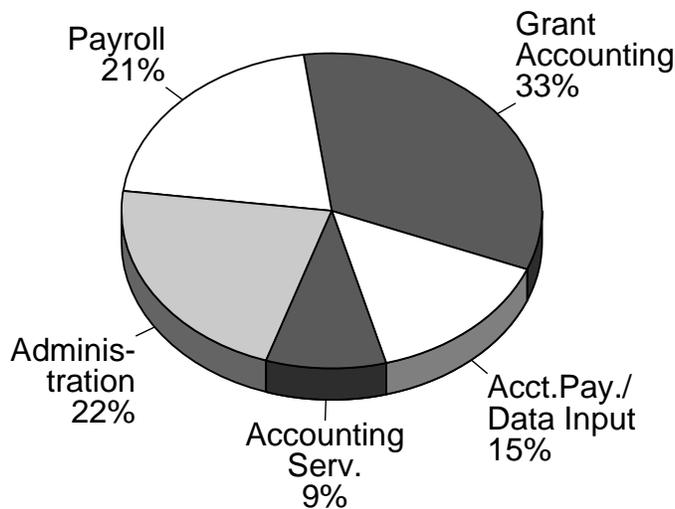
|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                   |                           |                                |                             |                           |
| Federal and New York State grants               | 87                        | 90                             | 81                          | 90                        |
| Loan types                                      | 23                        | 28                             | 25                          | 28                        |
| Residential property improvement loans serviced | 719                       | 651                            | 719                         | 650                       |
| In lieu of tax agreements                       | 120                       | 109                            | 120                         | 109                       |
| <b>WORKLOAD</b>                                 |                           |                                |                             |                           |
| Audits reviewed                                 | 24                        | 20                             | 25                          | 20                        |
| Reports   | 635                       | 725                            | 680                         | 700                       |
| Accounts receivable billings                    | 9,700                     | 9,300                          | 9,700                       | 9,300                     |
| Cash requests                                   | 496                       | 900                            | 490                         | 900                       |

**DEPARTMENT OF FINANCE  
ACCOUNTING  
EXPENDITURE SUMMARY**

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 771,751                   | 802,400                        | 799,100                      | 819,100                     |
| Materials & Supplies                 | 2,809                     | 3,000                          | 3,000                        | 3,000                       |
| Services                             | 37,833                    | 40,600                         | 37,000                       | 34,600                      |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 812,393                   | 846,000                        | 839,100                      | 856,700                     |

|                                  |                |                |                |                |
|----------------------------------|----------------|----------------|----------------|----------------|
| <b>Appropriation by Activity</b> |                |                |                |                |
| Administration                   | 181,192        | 183,600        | 188,400        | 189,600        |
| Accounting Services              | 67,306         | 71,000         | 70,200         | 73,100         |
| Accounts Payable/Data Input      | 127,824        | 131,300        | 130,200        | 132,300        |
| Payroll                          | 170,173        | 177,600        | 174,300        | 179,500        |
| Grant Accounting                 | <u>265,898</u> | <u>282,500</u> | <u>276,000</u> | <u>282,200</u> |
| Total                            | 812,393        | 846,000        | 839,100        | 856,700        |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Administration                    | 2.0        | 2.0        | 2.0        | 2.0        |
| Accounting Services               | 2.0        | 2.0        | 2.0        | 2.0        |
| Accounts Payable/Data Input       | 4.0        | 4.0        | 4.0        | 4.0        |
| Payroll                           | 4.0        | 4.0        | 4.0        | 4.0        |
| Grant Accounting                  | <u>7.0</u> | <u>7.1</u> | <u>7.0</u> | <u>7.0</u> |
| Total                             | 19.0       | 19.1       | 19.0       | 19.0       |



DEPARTMENT OF FINANCE  
ACCOUNTING  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                |                     |                     | Administration | Accounting Services | Accounts Payable/<br>Data Input | Payroll    | Grant Accounting |
|-----------------------|--------------------------------|---------------------|---------------------|----------------|---------------------|---------------------------------|------------|------------------|
| Br.                   | Title                          | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                     |                                 |            |                  |
| 33                    | Director, Accounting           | 1                   | 1                   | 1              |                     |                                 |            |                  |
| 28                    | Assistant Director, Accounting | 1                   | 1                   | 1              |                     |                                 |            |                  |
| 26                    | Payroll Systems Supervisor     | 1                   | 1                   |                |                     |                                 | 1          |                  |
| 26                    | Principal Finance Officer      | 1                   | 1                   |                |                     |                                 |            | 1                |
| 20                    | Senior Accountant              | 5                   | 5                   |                | 1                   | 1                               | 1          | 2                |
| 18                    | Payroll Auditor                | 1                   | 1                   |                |                     |                                 | 1          |                  |
| 17                    | Payroll Technician             | 1                   | 1                   |                |                     |                                 | 1          |                  |
| 16                    | Administrative Assistant       | 1                   | 1                   |                |                     |                                 |            | 1                |
| 15                    | Accountant                     | 2                   | 2                   |                |                     |                                 |            | 2                |
| 12                    | Junior Accountant              | 1                   | 1                   |                | 1                   |                                 |            |                  |
| 9                     | Clerk II                       | 1                   | 1                   |                |                     | 1                               |            |                  |
| 9                     | Clerk II with Typing           | 3                   | 3                   |                |                     | 2                               |            | 1                |
| <b>EMPLOYEE YEARS</b> |                                |                     |                     |                |                     |                                 |            |                  |
|                       | Full Time                      | 19.0                | 19.0                | 2.0            | 2.0                 | 4.0                             | 4.0        | 7.0              |
|                       | Overtime                       | 0.0                 | 0.0                 | 0.0            | 0.0                 | 0.0                             | 0.0        | 0.0              |
|                       | Part Time, Temporary, Seasonal | 0.0                 | 0.0                 | 0.0            | 0.0                 | 0.0                             | 0.0        | 0.0              |
|                       | Less: Vacancy Allowance        | <u>0.0</u>          | <u>0.0</u>          | <u>0.0</u>     | <u>0.0</u>          | <u>0.0</u>                      | <u>0.0</u> | <u>0.0</u>       |
|                       | <b>Total</b>                   | <b>19.0</b>         | <b>19.0</b>         | <b>2.0</b>     | <b>2.0</b>          | <b>4.0</b>                      | <b>4.0</b> | <b>7.0</b>       |

**DEPARTMENT OF FINANCE  
TREASURY**

Treasury collects all monies owed to the City, including taxes and water bills. It has care and custody, including investment responsibility, of all resources of the City and the City School District. The Bureau disburses funds according to policies and regulations. It meters and posts U.S. Mail and provides messenger services to City departments.

The 2000-01 work plan includes the following:

|  |                             |
|--|-----------------------------|
| <b>Objective</b>                                   | <b>Projected Completion</b> |
| Implement electronic scanning of voucher documents | First Quarter               |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 1,093,500        | 1,083,600      | -9,900        |
| Employee Years | 24.6             | 24.5           | -0.1          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 22,200                                  | 1,500                        | 9,100              | 0                            | -1,500               | -41,200             | -9,900       |

**Major Change**

|   |         |
|---|---------|
| Increased charges to user departments for postage offset bureau expense | -41,200 |
|---|---------|

**ADMINISTRATION**

This activity manages and supervises Treasury operations and invests City and City School District funds to generate interest income. It also maintains the City's cash ledger.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                    |                           |                                |                             |                           |
| Average daily cash ledger balance (\$000)        | 226,785                   | 236,030                        | 229,000                     | 233,000                   |
| <b>WORKLOAD</b>                                  |                           |                                |                             |                           |
| Average daily invested cash bank balance (\$000) | 227,947                   | 238,400                        | 229,000                     | 233,000                   |

**CASH CONTROL**

Cash Control receives and deposits all revenue for the City and the City School District, disburses all City funds, countersigns and distributes payroll checks, processes tax, water, and refuse bills, sells bus passes and parking stamps. The unit also processes travel vouchers and prepares and indexes claim vouchers and water payments for microfilming.

**Performance Indicators**

|                                     | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|-------------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>                       |                          |                               |                            |                          |
| Bills received for processing:      |                          |                               |                            |                          |
| • Tax bills                         | 208,839                  | 209,000                       | 209,000                    | 209,000                  |
| • Water bills                       | 190,833                  | 190,000                       | 189,000                    | 190,000                  |
| • Commercial refuse bills           | 7,520                    | 7,500                         | 6,800                      | 7,500                    |
| <b>WORKLOAD</b>                     |                          |                               |                            |                          |
| Cash disbursements                  | 46,922                   | 47,000                        | 47,000                     | 47,000                   |
| Payments processed:                 |                          |                               |                            |                          |
| • Tax bills                         | 208,839                  | 209,000                       | 209,000                    | 209,000                  |
| • Water bills                       | 190,833                  | 190,000                       | 189,000                    | 190,000                  |
| • Commercial refuse bills           | 7,520                    | 7,500                         | 6,800                      | 7,500                    |
| Development loan payments processed | 7,068                    | 7,100                         | 7,500                      | 7,100                    |

**TAX ACCOUNTING**

This activity maintains tax receivable records and collects delinquent tax payments. It applies tax payments to the proper accounts and enters necessary adjustments and cancellations. In addition to responding to inquiries from taxpayers about their accounts, Tax Accounting maintains and posts a separate file for property rehabilitation and code enforcement charges. Delinquent account payments are collected, tax payment agreements administered, and foreclosure actions initiated as provided under New York State law.

**Performance Indicators**

|  | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|--|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>                          |                          |                               |                            |                          |
| Tax accounts                           | 67,703                   | 67,700                        | 67,800                     | 67,700                   |
| Delinquent tax accounts                | 8,260                    | 8,700                         | 8,200                      | 8,700                    |
| Delinquent tax balance (\$000)         | 20,559                   | 21,276                        | 20,600                     | 21,600                   |
| Prior years tax agreements             | 385                      | 425                           | 390                        | 475                      |
| Requests for new tax agreements        | 290                      | 300                           | 320                        | 310                      |
| <b>WORKLOAD</b>                        |                          |                               |                            |                          |
| Tax adjustments made                   | 1,332                    | 1,500                         | 1,600                      | 1,600                    |
| Foreclosure notices mailed             | 2,624                    | 2,932                         | 2,700                      | 2,700                    |
| Tax agreement applications             | 290                      | 300                           | 320                        | 320                      |
| <b>EFFICIENCY</b>                      |                          |                               |                            |                          |
| Percent of delinquent taxes collected  | 48.9                     | 48.4                          | 50.0                       | 49.3                     |
| <b>RESULTS</b>                         |                          |                               |                            |                          |
| Tax agreements processed               | 253                      | 290                           | 310                        | 300                      |
| City initiated foreclosures            | 241                      | 227                           | 240                        | 230                      |
| Actual foreclosure sales               | 276                      | 276                           | 275                        | 260                      |
| Defaulted tax agreements               | 29                       | 30                            | 30                         | 30                       |
| Properties redeemed before foreclosure | 1,836                    | 2,000                         | 1,750                      | 2,000                    |
| Delinquent taxes collected (\$000)     | 10,059                   | 10,100                        | 10,300                     | 10,300                   |

**MAIL & MESSENGER SERVICE**

This activity processes all interdepartmental and outgoing mail from City facilities, processes U.S. mail for the bureau, acts as liaison to the U.S. Postal Service, processes and dispatches all City billings, and provides logistical support to City departments for targeted mailings. Its messengers deliver daily mail to outlying City facilities, make necessary special deliveries, and provide transportation services.

DEPARTMENT OF FINANCE  
TREASURY

**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                               |                                 |                                      |                                   |                                 |
| Outgoing mail (000)                         | 1,275                           | 1,350                                | 1,328                             | 1,175                           |
| Incoming mail (000)                         | 209                             | 209                                  | 209                               | 209                             |
| Interdepartmental mail(000)                 | 260                             | 260                                  | 260                               | 260                             |
| <b>WORKLOAD</b>                             |                                 |                                      |                                   |                                 |
| Items sorted, classed, and dispatched (000) | 1,744                           | 1,819                                | 1,797                             | 1,644                           |

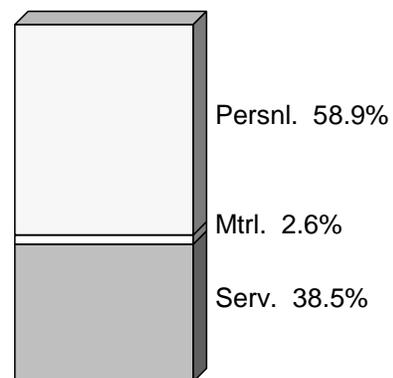
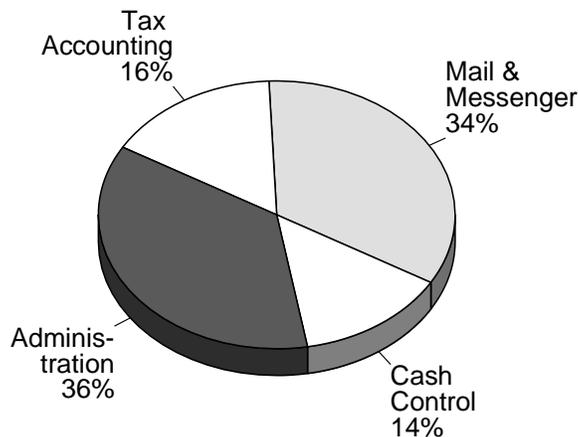
**Chargebacks**

| <u>Department/Bureau</u>            | <u>1999-2000</u> | <u>2000-01</u> | <u>Department/Bureau</u>                    | <u>1999-2000</u> | <u>2000-01</u> |
|-------------------------------------|------------------|----------------|---|------------------|----------------|
| CITY COUNCIL & CLERK ADMINISTRATION | 9,500            | 7,900          | POLICE                                      | 30,100           | 31,300         |
| Mayors Office                       | 6,600            | 6,600          | FIRE  | 1,200            | 1,400          |
| Pathways to Peace                   | 600              | 600            | <b>PARKS, RECREATION AND HUMAN SERVICES</b> |                  |                |
| Special Projects                    | 0                | 2,000          | Commissioner                                | 2,600            | 1,900          |
| NET                                 | 25,600           | 25,600         | Parks & Recreation                          | 2,900            | 4,300          |
| Budget                              | 400              | 400            | Special Services                            | 3,100            | 2,500          |
| Audit                               | 200              | 100            | Human Services                              | <u>8,200</u>     | <u>9,200</u>   |
| Human Resources Mgt.                | 14,400           | 13,000         | TOTAL:                                      | 16,800           | 17,900         |
| Communications                      | 2,100            | 2,200          | CITY TOTAL                                  |                  |                |
| Law                                 | <u>4,400</u>     | <u>4,900</u>   |   | 392,300          | 435,200        |
| TOTAL:                              | 54,300           | 55,400         | Interfund                                   | 1,600            | 1,300          |
| FINANCE                             |                  |                | Intrafund                                   | 390,700          | 433,900        |
| Director's Office                   | 2,100            | 2,000          | CITY TOTAL                                  |                  |                |
| Accounting                          | 3,600            | 3,600          |   | 392,300          | 435,200        |
| Treasury                            | 32,800           | 51,100         |   |                  |                |
| Assessment                          | 29,800           | 27,900         |   |                  |                |
| Parking & Municipal Violations      | 49,000           | 59,100         |   |                  |                |
| Purchasing                          | 12,300           | 12,700         |   |                  |                |
| Information Systems                 | <u>200</u>       | <u>300</u>     |   |                  |                |
| TOTAL:                              | 129,800          | 156,700        |   |                  |                |
| COMMUNITY DEVELOPMENT               |                  |                |   |                  |                |
| Commissioner                        | 4,000            | 3,000          |   |                  |                |
| Buildings & Zoning                  | 16,700           | 17,000         |   |                  |                |
| Housing & Project Dev.              | 9,000            | 7,000          |   |                  |                |
| Planning                            | <u>1,600</u>     | <u>2,600</u>   |   |                  |                |
| TOTAL:                              | 31,300           | 29,600         |   |                  |                |
| ECONOMIC DEVELOPMENT                |                  |                |   |                  |                |
| Administration                      | 3,800            | 8,400          |   |                  |                |
| Municipal Parking                   | <u>300</u>       | <u>300</u>     |   |                  |                |
| TOTAL:                              | 4,100            | 8,700          |   |                  |                |
| ENVIRONMENTAL SERVICES              |                  |                |   |                  |                |
| Commissioner                        | 105,800          | 117,500        |   |                  |                |
| Engineering                         | 4,200            | 4,000          |   |                  |                |
| Operations                          | 1,100            | 1,700          |   |                  |                |
| Water & Lighting                    | 1,300            | 600            |   |                  |                |
| Equipment Services                  | <u>300</u>       | <u>200</u>     |   |                  |                |
| TOTAL:                              | 112,700          | 124,000        |   |                  |                |
| OFFICE OF EMERGENCY COMMUNICATIONS  | 2,500            | 2,300          |   |                  |                |

DEPARTMENT OF FINANCE  
TREASURY  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Amended</u><br>1999-2000 | <u>Proposed</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 795,913                  | 822,400                       | 875,400                     | 893,100                    |
| Materials & Supplies                 | 53,728                   | 56,100                        | 38,000                      | 39,500                     |
| Services                             | 599,009                  | 628,500                       | 570,800                     | 584,900                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,448,650                | 1,507,000                     | 1,484,200                   | 1,517,500                  |
| Less: Intrafund Credit*              | <u>372,171</u>           | <u>427,200</u>                | <u>390,700</u>              | <u>433,900</u>             |
| Total                                | 1,076,479                | 1,079,800                     | 1,093,500                   | 1,083,600                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Administration                       | 534,136                  | 538,200                       | 528,500                     | 546,500                    |
| Cash Control                         | 234,200                  | 202,000                       | 208,600                     | 211,400                    |
| Tax Accounting                       | 118,305                  | 218,600                       | 226,700                     | 236,200                    |
| Mail and Messenger Service           | <u>562,009</u>           | <u>548,200</u>                | <u>520,400</u>              | <u>523,400</u>             |
| Total                                | 1,448,650                | 1,507,000                     | 1,484,200                   | 1,517,500                  |
| Less: Intrafund Credit*              | <u>372,171</u>           | <u>427,200</u>                | <u>390,700</u>              | <u>433,900</u>             |
| Total                                | 1,076,479                | 1,079,800                     | 1,093,500                   | 1,083,600                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Administration                       | 8.3                      | 7.3                           | 7.1                         | 7.0                        |
| Cash Control                         | 6.7                      | 6.5                           | 6.9                         | 6.9                        |
| Tax Accounting                       | 5.8                      | 6.8                           | 7.4                         | 7.4                        |
| Mail and Messenger Service           | <u>3.2</u>               | <u>3.2</u>                    | <u>3.2</u>                  | <u>3.2</u>                 |
| Total                                | 24.0                     | 23.8                          | 24.6                        | 24.5                       |

\*Reflects chargeback for postage



DEPARTMENT OF FINANCE  
TREASURY  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                            |                  | Administration | Cash Control | Tax Accounting | Mail & Messenger Service |                  |            |
|--------------------------------|----------------------------|------------------|----------------|--------------|----------------|--------------------------|------------------|------------|
| Br.                            | Title                      | Budget 1999-2000 |                |              |                |                          | Proposed 2000-01 |            |
| 33                             | City Treasurer             | 1                | 1              |              |                |                          |                  |            |
| 28                             | Deputy Treasurer           | 1                | 1              |              |                |                          |                  |            |
| 24                             | Sr. Administrative Analyst | 0                | 1              |              |                |                          |                  |            |
| 20                             | Senior Accountant          | 4                | 3              | 2            |                | 1                        |                  |            |
| 18                             | Head Cashier               | 1                | 1              |              | 1              |                          |                  |            |
| 15                             | Accountant                 | 1                | 1              | 1            |                |                          |                  |            |
| 15                             | Principal Account Clerk    | 1                | 1              |              | 1              |                          |                  |            |
| 14                             | Senior Resource Collector  | 1                | 1              |              |                | 1                        |                  |            |
| 13                             | Senior Cashier/Bilingual   | 1                | 1              |              | 1              |                          |                  |            |
| 12                             | Junior Accountant          | 2                | 2              | 1            |                | 1                        |                  |            |
| 12                             | Mailroom Coordinator       | 1                | 1              |              |                | 1                        |                  |            |
| 12                             | Resource Collector         | 0                | 2              |              |                | 2                        |                  |            |
| 10                             | Resource Collector         | 2                | 0              |              |                |                          |                  |            |
| 9                              | Clerk II                   | 1                | 1              |              | 1              |                          |                  |            |
| 9                              | Clerk II with Typing       | 1                | 1              |              | 1              |                          |                  |            |
| 7                              | Clerk III with Typing      | 2                | 2              |              |                | 2                        |                  |            |
| 6                              | Interdept. Messenger       | 2                | 2              |              |                | 2                        |                  |            |
| 5                              | Account Clerk/ Bilingual   | 1                | 1              |              | 1              |                          |                  |            |
| <b>EMPLOYEE YEARS</b>          |                            |                  |                |              |                |                          |                  |            |
| Full Time                      |                            |                  | 23.0           | 23.0         | 7.0            | 6.0                      | 7.0              | 3.0        |
| Overtime                       |                            |                  | 0.8            | 0.7          | 0.1            | 0.3                      | 0.1              | 0.2        |
| Part Time, Temporary, Seasonal |                            |                  | 0.9            | 0.9          | 0.0            | 0.6                      | 0.3              | 0.0        |
| Less: Vacancy Allowance        |                            |                  | <u>0.1</u>     | <u>0.1</u>   | <u>0.1</u>     | <u>0.0</u>               | <u>0.0</u>       | <u>0.0</u> |
| Total                          |                            |                  | 24.6           | 24.5         | 7.0            | 6.9                      | 7.4              | 3.2        |

This Bureau assesses every real estate parcel in the City, and maintains necessary maps, records, and documents. It answers public inquiries, processes applications for tax exemptions, and handles appeals to the Board of Assessment Review. Every year the Bureau prepares the assessment roll, which is the basis for City and County property taxes. Beginning in 1998-99 New York State enacted the School Tax Relief Program (STAR) within section 425 of the Real Property Tax Law. The program provides an exemption from property taxes for owner-occupied primary residences. There are two types of STAR programs: the first, called Enhanced STAR, is only for property owners 65 years of age or older, with incomes of less than \$60,000. Annual application is required for this exemption. The second, called Basic STAR, is for all other home owners regardless of age.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Review available assessment software upgrades and prepare recommendations | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 1,155,300        | 934,400        | -220,900      |
| Employee Years | 26.4             | 22.4           | -4.0          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 36,500                                  | 2,800                        | -43,900            | 0                            | 1,900                | -218,200            | -220,900     |

**Major Change**

|   |          |
|---|----------|
| City-wide revaluation program is complete | -218,200 |
|---|----------|

**ADMINISTRATION**

This activity manages and supervises the Bureau.

**RECORDS**

This activity records City real estate transfers and changes in assessment and exemption value. It prepares, mails, and processes applications for exemption programs and reports. It prepares and publishes assessment rolls and responds to inquiries from citizens.

**APPRAISAL**

Appraisal inspects properties and calculates assessments based on these inspections. It inspects tax exempt properties and properties whose owners apply for exempt status to confirm that they comply with applicable laws and eligibility standards. Appraisal also inspects properties for which building permits have been issued and records any changes in assessed value. It processes applications, complaints, and appeals to the Board of Assessment Review.

DEPARTMENT OF FINANCE  
ASSESSMENT

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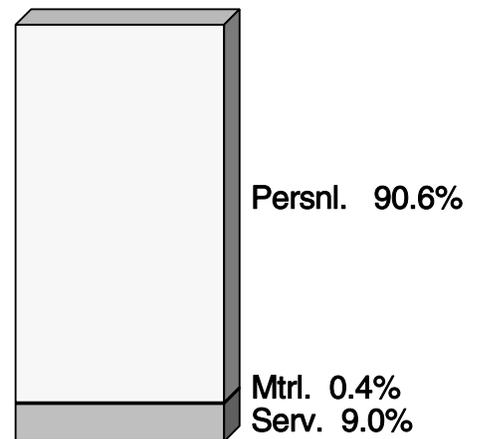
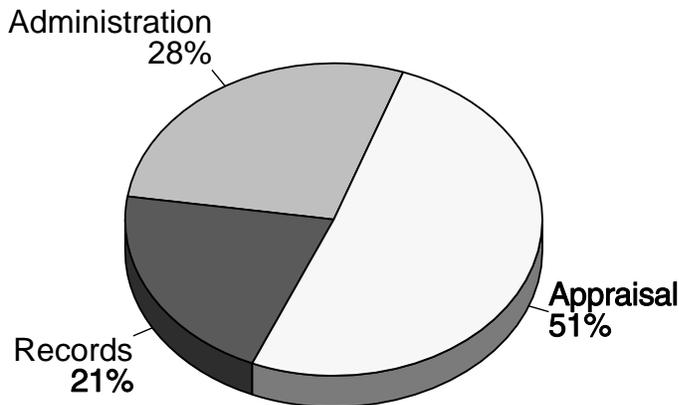
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**Performance Indicators**

|                                 | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                   |                                 |                                      |                                   |                                 |
| Properties in City              | 67,703                          | 67,700                               | 68,200                            | 67,700                          |
| <b>WORKLOAD</b>                 |                                 |                                      |                                   |                                 |
| Owner requests for review       | 2,367                           | 5,000                                | 9,200                             | 3,000                           |
| Reviews performed:              |                                 |                                      |                                   |                                 |
| ● Sales                         | 1,781                           | 500                                  | 900                               | 1,800                           |
| ● Building permits              | 4,204                           | 4,400                                | 4,000                             | 4,400                           |
| ● Exemptions: standard          | 621                             | 700                                  | 700                               | 650                             |
| ● Exemptions: STAR              | 29,138                          | 12,000                               | 12,000                            | 12,000                          |
| Revaluation Related             |                                 |                                      |                                   |                                 |
| ● Data entry on City properties | 6,457                           | 8,120                                | 5,000                             | 6,400                           |
| ● Notices and Letters           | 215,579                         | 141,000                              | 152,000                           | 60,000                          |

DEPARTMENT OF FINANCE  
ASSESSMENT  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 807,697                         | 883,400                              | 969,500                            | 846,500                           |
| Materials & Supplies                 | 15,585                          | 6,400                                | 7,300                              | 3,500                             |
| Services                             | 116,231                         | 202,300                              | 178,500                            | 84,400                            |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 939,513                         | 1,092,100                            | 1,155,300                          | 934,400                           |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Administration                       | 356,556                         | 462,000                              | 412,200                            | 257,500                           |
| Records                              | 147,171                         | 166,400                              | 226,400                            | 191,900                           |
| Appraisal                            | <u>435,786</u>                  | <u>463,700</u>                       | <u>516,700</u>                     | <u>485,000</u>                    |
| Total                                | 939,513                         | 1,092,100                            | 1,155,300                          | 934,400                           |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Administration                       | 8.3                             | 7.3                                  | 5.9                                | 5.5                               |
| Records                              | 5.7                             | 5.6                                  | 8.8                                | 6.8                               |
| Appraisal                            | <u>10.1</u>                     | <u>10.2</u>                          | <u>11.7</u>                        | <u>10.1</u>                       |
| Total                                | 24.1                            | 23.1                                 | 26.4                               | 22.4                              |



DEPARTMENT OF FINANCE  
ASSESSMENT  
PERSONNEL SUMMARY

| FULL TIME POSITIONS |                                  |                     |                     | Administration | Records    | Appraisal  |
|---------------------|----------------------------------|---------------------|---------------------|----------------|------------|------------|
| Br.                 | Title                            | Budget<br>1999-2000 | Proposed<br>2000-01 |                |            |            |
| 33                  | Assessor                         | 1                   | 1                   | 1              |            |            |
| 28                  | Deputy City Assessor             | 1                   | 1                   | 1              |            |            |
| 27                  | Commercial Appraiser             | 1                   | 1                   |                |            | 1          |
| 25                  | Supervising Real Prop. Appraiser | 1                   | 1                   |                |            | 1          |
| 20                  | Real Property Appraiser          | 0                   | 8                   |                |            | 8          |
| 18                  | Real Property Appraiser          | 8                   | 0                   |                |            |            |
| 11                  | Secretary                        | 1                   | 1                   | 1              |            |            |
| 9                   | Clerk II                         | 1                   | 1                   |                | 1          |            |
| 7                   | Clerk III w/Typing               | 4                   | 4                   |                | 4          |            |
| EMPLOYEE YEARS      |                                  |                     |                     |                |            |            |
|                     | Full Time                        | 18.0                | 18.0                | 3.0            | 5.0        | 10.0       |
|                     | Overtime                         | 2.9                 | 0.3                 | 0.0            | 0.2        | 0.1        |
|                     | Part Time, Temporary, Seasonal   | 5.5                 | 4.1                 | 2.5            | 1.6        | 0.0        |
|                     | Less: Vacancy Allowance          | <u>0.0</u>          | <u>0.0</u>          | <u>0.0</u>     | <u>0.0</u> | <u>0.0</u> |
|                     | Total                            | 26.4                | 22.4                | 5.5            | 6.8        | 10.1       |

DEPARTMENT OF FINANCE  
PARKING & MUNICIPAL VIOLATIONS

Parking and Municipal Violations enforces parking, dog control, and other provisions of the Municipal Code. It conducts an administrative adjudication system that provides hearings for violators who contest summonses or fail to pay fines within a specified period. The Bureau also prepares a civil judgment roll for judicial certification, administers contracts with commercial collection agencies, and certifies scofflaws to the New York State Department of Motor Vehicles (DMV).

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 776,500          | 774,500        | -2,000        |
| Employee Years | 17.3             | 17.2           | -0.1          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| -15,100                                 | 100                          | 11,300             | 0                            | 1,700                | 0                   | -2,000       |

**ADMINISTRATION**

This activity manages the Bureau, prepares required reports, and responds to citizen complaints and inquiries.

**ACCOUNTS RECEIVABLE & ENFORCEMENT**

This activity receives and processes payments of penalties and fines and maintains daily financial records. This activity also prepares and enforces civil judgements against parking offenders and municipal code violators, prepares and enforces scofflaw notices, and administers contracts with commercial collection agencies.

**Performance Indicators**

|                                  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|----------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                    |                           |                                |                             |                           |
| Tickets issued:                  |                           |                                |                             |                           |
| • Parking                        | 120,275                   | 117,800                        | 125,000                     | 125,000                   |
| • Dog code violations            | 2,729                     | 2,108                          | 4,000                       | 2,500                     |
| • Municipal Code                 | 7,032                     | 9,136                          | 6,000                       | 9,000                     |
| Parking cases placed in judgment | 31,125                    | 34,638                         | 32,000                      | 32,000                    |
| Scofflaws certified              | 3,500                     | 3,600                          | 3,700                       | 3,700                     |
| <b>WORKLOAD</b>                  |                           |                                |                             |                           |
| Payments processed:              |                           |                                |                             |                           |
| • By mail                        | 193,200                   | 192,100                        | 193,000                     | 193,000                   |
| • In person                      | 22,980                    | 22,763                         | 23,500                      | 23,500                    |
| <b>RESULTS</b>                   |                           |                                |                             |                           |
| Judgment cases prepared          | 31,125                    | 34,638                         | 33,500                      | 33,500                    |
| Scofflaw clearances issued       | 1,375                     | 1,450                          | 1,400                       | 1,400                     |
| Satisfaction notices prepared    | 12,100                    | 12,300                         | 12,200                      | 12,200                    |

DEPARTMENT OF FINANCE  
PARKING & MUNICIPAL VIOLATIONS

|                     |
|---------------------|
| <b>ADJUDICATION</b> |
|---------------------|

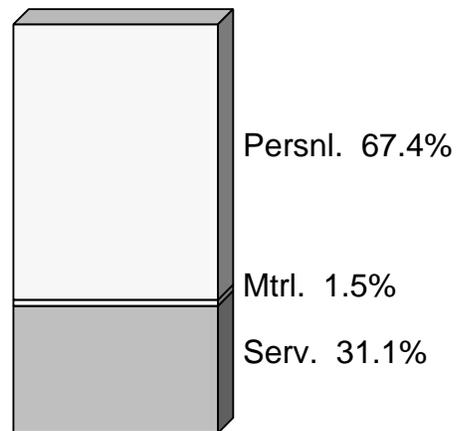
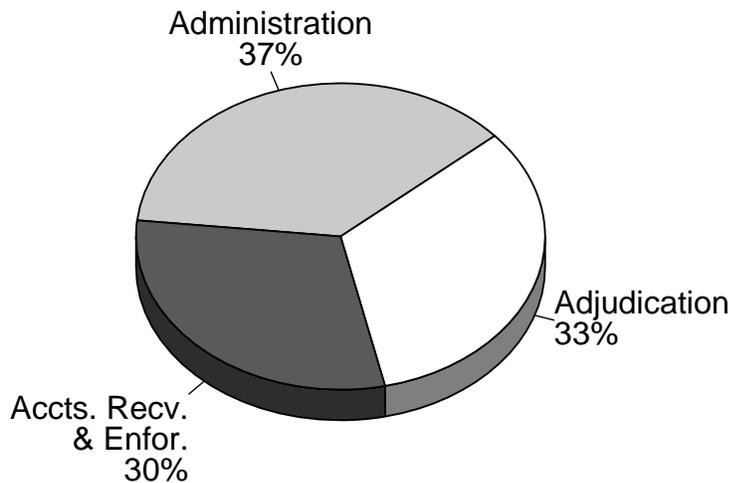
This activity schedules hearings for municipal code violations, compiles hearing dockets, prepares and mails hearing notice, maintains records of proceedings, and processes appeals.

**Performance Indicators**

|                          | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>            |                                 |                                      |                                   |                                 |
| Parking tickets issued   | 120,275                         | 117,800                              | 125,000                           | 125,000                         |
| Hearing notices prepared | 3,900                           | 3,800                                | 3,800                             | 3,800                           |
| <b>WORKLOAD</b>          |                                 |                                      |                                   |                                 |
| Cases heard:             |                                 |                                      |                                   |                                 |
| ● Parking                | 12,100                          | 11,800                               | 11,900                            | 11,900                          |
| ● Municipal code         | 3,000                           | 3,200                                | 2,600                             | 3,200                           |
| Default cases processed: |                                 |                                      |                                   |                                 |
| ● Parking                | 31,125                          | 34,638                               | 32,000                            | 32,000                          |
| ● Municipal code         | 6,215                           | 7,332                                | 6,000                             | 7,300                           |

DEPARTMENT OF FINANCE  
PARKING & MUNICIPAL VIOLATIONS  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Amended</u><br>1999-2000 | <u>Proposed</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 469,713                  | 472,100                       | 538,100                     | 522,100                    |
| Materials & Supplies                 | 51,067                   | 19,500                        | 11,900                      | 11,500                     |
| Services                             | 168,449                  | 209,700                       | 226,500                     | 240,900                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 689,229                  | 701,300                       | 776,500                     | 774,500                    |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Administration                       | 286,933                  | 245,100                       | 293,100                     | 289,900                    |
| Accounts Receivable & Enforcement    | 196,127                  | 235,000                       | 225,800                     | 228,500                    |
| Adjudication                         | <u>206,169</u>           | <u>221,200</u>                | <u>257,600</u>              | <u>256,100</u>             |
| Total                                | 689,229                  | 701,300                       | 776,500                     | 774,500                    |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Administration                       | 3.0                      | 2.5                           | 3.3                         | 3.3                        |
| Accounts Receivable & Enforcement    | 7.2                      | 7.7                           | 7.5                         | 7.5                        |
| Adjudication                         | <u>6.4</u>               | <u>6.2</u>                    | <u>6.5</u>                  | <u>6.4</u>                 |
| Total                                | 16.6                     | 16.4                          | 17.3                        | 17.2                       |



DEPARTMENT OF FINANCE  
PARKING & MUNICIPAL VIOLATIONS  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                    |                     | Administration | Accounts<br>Receivable &<br>Enforcement | Adjudication |                     |
|--------------------------------|------------------------------------|---------------------|----------------|---|--------------|---------------------|
| Br.                            | Title                              | Budget<br>1999-2000 |                |   |              | Proposed<br>2000-01 |
| 31                             | Director of Parking Violations     | 1                   | 1              |   |              |                     |
| 26                             | Asst. Director, Parking Violations | 1                   | 1              |   |              |                     |
| 18                             | Head Account Clerk                 | 1                   | 1              |   | 1            |                     |
| 11                             | Secretary                          | 1                   | 1              | 1                                       |              |                     |
| 9                              | Clerk II                           | 1                   | 1              |   | 1            |                     |
| 7                              | Clerk III                          | 6                   | 6              |   | 5            |                     |
| 7                              | Clerk III with Typing              | 1                   | 1              |   | 1            |                     |
| 7                              | Clerk III, Bilingual               | 1                   | 1              |   | 1            |                     |
| 5                              | Account Clerk                      | 1                   | 1              |   | 1            |                     |
| 3                              | Clerk IV                           | 1                   | 1              |   | 1            |                     |
| 3                              | Clerk Typist                       | 1                   | 1              |   | 1            |                     |
| <b>EMPLOYEE YEARS</b>          |                                    |                     |                |   |              |                     |
| Full Time                      |                                    | 16.0                | 16.0           | 3.0                                     | 7.0          | 6.0                 |
| Overtime                       |                                    | 0.0                 | 0.0            | 0.0                                     | 0.0          | 0.0                 |
| Part Time, Temporary, Seasonal |                                    | 1.4                 | 1.3            | 0.3                                     | 0.6          | 0.4                 |
| Less: Vacancy Allowance        |                                    | <u>0.1</u>          | <u>0.1</u>     | <u>0.0</u>                              | <u>0.1</u>   | <u>0.0</u>          |
| Total                          |                                    | 17.3                | 17.2           | 3.3                                     | 7.5          | 6.4                 |

DEPARTMENT OF FINANCE  
PURCHASING

4-25

This Bureau purchases or leases all material, supplies, equipment, and contract services necessary for the City to perform its tasks. It writes specifications for items, obtains written and verbal quotes from vendors, solicits, analyzes and awards bids, and issues contracts and purchase orders. Purchasing ensures that contractors employed by the City comply with Federal and New York State labor standards and all applicable legal requirements. The Bureau provides central duplicating and office supply services to City departments and disposes of surplus property.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 606,600          | 602,900        | -3,700        |
| Employee Years | 13.0             | 13.0           | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 16,000                                  | 0                            | -8,000             | 0                            | -2,200               | -9,500              | -3,700       |

**Major Change**

Professional fees associated with the M/WBE contract assistance are reduced due to budget constraints -9,500

**PURCHASING**

This activity prepares specifications, obtains price quotes, generates purchase orders from requisitions received from City departments, administers the competitive bidding process, and disposes of surplus property. It also provides general administration for the Bureau.

The City's Minority/Women Business Enterprise program (M/WBE) identifies opportunities and provides assistance to minority firms interested in doing business with City agencies.

**Performance Indicators**

|                              | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                |                           |                                |                             |                           |
| Requisitions received        | 4,836                     | 4,650                          | 4,700                       | 4,700                     |
| Contracts/projects received: |                           |                                |                             |                           |
| • Construction*              | 75                        | 99                             | 71                          | 77                        |
| • Construction (M/WBE)*      | 123                       | 179                            | 223                         | 264                       |
| • Supplies/services          | 287                       | 285                            | 300                         | 300                       |
| Call numbers requested**     | 2,695                     | 2,800                          | 3,300                       | 3,100                     |
| <b>WORKLOAD</b>              |                           |                                |                             |                           |
| Informal quotes obtained     | 1,109                     | 1,100                          | 1,100                       | 1,200                     |
| Bids advertised              | 355                       | 350                            | 350                         | 350                       |
| Contracts awarded:           |                           |                                |                             |                           |
| • Construction (\$000)       | 27,100                    | 27,100                         | 24,700                      | 32,420                    |
| • Construction-M/WBE (\$000) | 3,395                     | 5,115                          | 3,040                       | 4,860                     |
| • Supplies/services          | 504                       | 525                            | 600                         | 600                       |

**DEPARTMENT OF FINANCE  
PURCHASING**

**Performance Indicators**

|                                  | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|----------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| Purchase orders issued           | 4,911                    | 5,200                         | 5,000                      | 5,000                    |
| Call numbers issued**            | 2,695                    | 2,800                         | 3,300                      | 3,100                    |
| Auctions held                    | 37                       | 32                            | 32                         | 32                       |
| M/WBE utilization plans reviewed | 82                       | 95                            | 71                         | 88                       |

\*Source: Department of Environmental Services (DES), Bureau of Architecture & Engineering; includes only contracts over \$20,000. The items received from DES are received as projects; once successfully bid out the projects become contracts. Purchasing does not monitor sub-contractors.

\*\*For purchases under \$300.

**DUPLICATING SERVICES**

This activity provides copying services to City Hall departments and maintains a central inventory of office supplies.

**Performance Indicators**

|                       | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|-----------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>         |                          |                               |                            |                          |
| Work Orders           | 3,083                    | 3,100                         | 3,400                      | 3,300                    |
| <b>WORKLOAD</b>       |                          |                               |                            |                          |
| Copies made (000)     |                          |                               |                            |                          |
| • Convenience copies  | 3,631                    | 3,300                         | 3,400                      | 3,300                    |
| • Central duplicating | 3,737                    | 3,900                         | 3,900                      | 3,900                    |

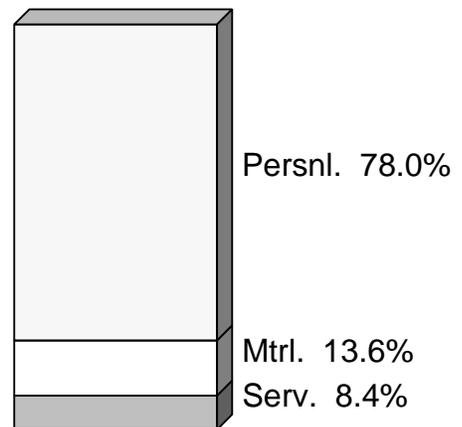
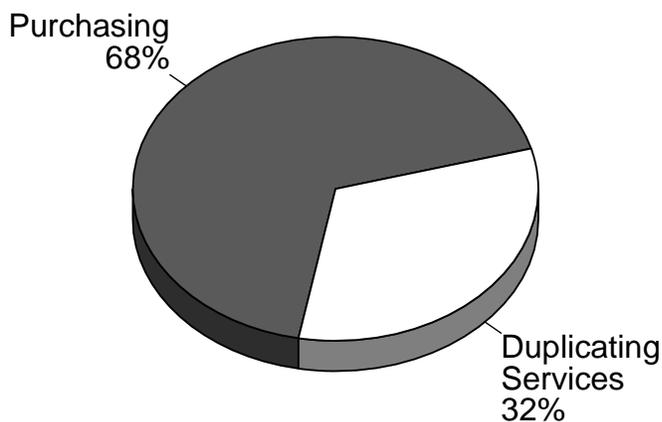
**Chargebacks**

| <u>Department/Bureau</u>     | <u>1999-2000</u> | <u>2000-01</u> | <u>Department/Bureau</u>                    | <u>1999-2000</u> | <u>2000-01</u> |
|------------------------------|------------------|----------------|---|------------------|----------------|
| CITY COUNCIL & CLERK         | 10,700           | 11,000         | ECONOMIC DEVELOPMENT                        | 8,700            | 8,900          |
| <b>ADMINISTRATION</b>        |                  |                | <b>ENVIRONMENTAL SERVICES</b>               |                  |                |
| Mayor's Office               | 10,100           | 10,300         | Commissioner                                | 6,000            | 6,100          |
| NET                          | 24,300           | 24,900         | Architecture & Engineering                  | 22,900           | 23,300         |
| Special Projects             | 0                | 2,000          | Operations                                  | 2,500            | 3,400          |
| Budget                       | 11,300           | 11,600         | Water & Lighting                            | 2,200            | 1,500          |
| Human Resources Mgt.         | 29,700           | 30,500         | Equipment Services                          | 100              | 100            |
| Communications               | 6,600            | 6,700          | <b>TOTAL:</b>                               | <b>33,700</b>    | <b>34,400</b>  |
| Law                          | 8,000            | 8,200          | <b>OFFICE OF EMERGENCY COMMUNICATIONS</b>   |                  |                |
| <b>TOTAL:</b>                | <b>90,000</b>    | <b>94,200</b>  |   | 2,900            | 3,000          |
| <b>FINANCE</b>               |                  |                | <b>PARKS, RECREATION AND HUMAN SERVICES</b> |                  |                |
| Director's Office            | 1,900            | 1,900          | Commissioner                                | 7,900            | 8,100          |
| Accounting                   | 3,500            | 3,600          | Parks & Recreation                          | 14,200           | 14,500         |
| Treasury                     | 6,600            | 6,700          | Human Services                              | 3,600            | 3,600          |
| Assessment                   | 1,700            | 1,700          | <b>TOTAL:</b>                               | <b>25,700</b>    | <b>26,200</b>  |
| Purchasing                   | 8,200            | 8,400          | <b>CITY TOTAL</b>                           |                  |                |
| Information Systems          | 300              | 300            |   | 235,300          | 242,900        |
| <b>TOTAL:</b>                | <b>22,200</b>    | <b>22,600</b>  | Interfund                                   | 2,700            | 3,400          |
| <b>COMMUNITY DEVELOPMENT</b> |                  |                | Intrafund                                   | 232,600          | 239,500        |
| Commissioner                 | 13,400           | 13,800         | <b>CITY TOTAL</b>                           |                  |                |
| Buildings & Zoning           | 5,400            | 5,500          |   | 235,300          | 242,900        |
| Housing & Project Dev.       | 12,600           | 13,000         |   |                  |                |
| Planning                     | 10,000           | 10,300         |   |                  |                |
| <b>TOTAL:</b>                | <b>41,400</b>    | <b>42,600</b>  |   |                  |                |

DEPARTMENT OF FINANCE  
PURCHASING  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Amended</u><br>1999-2000 | <u>Proposed</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 466,233                  | 495,000                       | 513,600                     | 525,900                    |
| Materials & Supplies                 | 79,120                   | 95,400                        | 95,400                      | 91,600                     |
| Services                             | 273,417                  | 225,200                       | 230,200                     | 224,900                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 818,770                  | 815,600                       | 839,200                     | 842,400                    |
| Less: Intrafund Credit*              | <u>228,400</u>           | <u>232,600</u>                | <u>232,600</u>              | <u>239,500</u>             |
| Total                                | 590,370                  | 583,000                       | 606,600                     | 602,900                    |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Purchasing                           | 556,910                  | 555,900                       | 573,900                     | 572,700                    |
| Duplicating Services                 | <u>261,860</u>           | <u>259,700</u>                | <u>265,300</u>              | <u>269,700</u>             |
| Total                                | 818,770                  | 815,600                       | 839,200                     | 842,400                    |
| Less: Intrafund Credit*              | <u>228,400</u>           | <u>232,600</u>                | <u>232,600</u>              | <u>239,500</u>             |
| Total                                | 590,370                  | 583,000                       | 606,600                     | 602,900                    |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Purchasing                           | 11.5                     | 11.4                          | 12.0                        | 12.0                       |
| Duplicating Services                 | <u>1.0</u>               | <u>1.0</u>                    | <u>1.0</u>                  | <u>1.0</u>                 |
| Total                                | 12.5                     | 12.4                          | 13.0                        | 13.0                       |

\*Reflects chargeback for duplicating



DEPARTMENT OF FINANCE  
PURCHASING  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |   |                     |                     | Purchasing | Duplicating<br>Services |
|--------------------------------|---|---------------------|---------------------|------------|-------------------------|
| Br.                            | Title   | Budget<br>1999-2000 | Proposed<br>2000-01 |            |                         |
| 33                             | Purchasing Agent                                | 1                   | 1                   | 1          |                         |
| 24                             | Minority & Women Business<br>Enterprise Officer | 1                   | 1                   | 1          |                         |
| 18                             | Purchaser                                       | 5                   | 5                   | 5          |                         |
| 17                             | Office Automation Specialist                    | 1                   | 1                   | 1          |                         |
| 14                             | Coordinator Dup. & Supplies                     | 1                   | 1                   |            | 1                       |
| 11                             | Secretary                                       | 1                   | 1                   | 1          |                         |
| 10                             | Purchasing Control Clerk                        | 1                   | 1                   | 1          |                         |
| 7                              | Clerk III with Typing                           | 2                   | 2                   | 2          |                         |
| <b>EMPLOYEE YEARS</b>          |   |                     |                     |            |                         |
| Full Time                      |   | 13.0                | 13.0                | 12.0       | 1.0                     |
| Overtime                       |   | 0.0                 | 0.0                 | 0.0        | 0.0                     |
| Part Time, Temporary, Seasonal |   | 0.0                 | 0.0                 | 0.0        | 0.0                     |
| Less: Vacancy Allowance        |   | <u>0.0</u>          | <u>0.0</u>          | <u>0.0</u> | <u>0.0</u>              |
| Total                          |   | 13.0                | 13.0                | 12.0       | 1.0                     |

Information Systems, formerly named Data Processing, provides computer services to City departments, including system analysis and design, programming, data entry, and computer operation and maintenance. Major systems maintained by Information Systems include:

- Building Information System
- Finance Information System
- Geographic Information System (GIS)
- Human Resources System
- Parking Violations Collections System
- Real Property Information System
- Tax Billing & Receivables System
- Water Information System

Smaller systems are also maintained, including commercial refuse billing and the water valve location and status system. Oversight is provided for the planning of office automation applications.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Upgrade word processing and spreadsheet systems to the latest version to take advantage of available improvements | Second Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 2,021,700        | 2,031,000      | 9,300         |
| Employee Years | 33.1             | 33             | -0.1          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 33,300                                  | 1,800                        | -4,300             | 0                            | -2,000               | -19,500             | 9,300        |

**Major Change**

|   |         |
|---|---------|
| Charges to users for Geographic Information Services reduce bureau expense by offsetting related bureau expense | -12,900 |
| Professional services for outside support are reduced due to budget constraints                                 | -6,600  |

**ADMINISTRATION**

Administration manages the Bureau and develops objectives, policies and procedures for its operation.

**COMPUTER OPERATIONS**

Computer Operations manages and maintains the City's mainframe computer, remote terminals and peripheral devices. Computer Operations maintains computer forms and supplies, produces paper and microfiche output documents, and supports teleprocessing transactions.

**DATA PREPARATION & CONTROL**

This activity processes batch data from user departments into machine readable form for computer input. It maintains system control logs and distributes reports and other output. This activity administers tape and program libraries and assists in general clerical activities.

DEPARTMENT OF FINANCE  
INFORMATION SYSTEMS

|                                  |
|----------------------------------|
| <b>SYSTEMS &amp; PROGRAMMING</b> |
|----------------------------------|

This activity performs research, designs and maintains systems, and develops programs. It analyzes project requests, audits existing systems, and devises procedures to meet departmental needs.

### GIS Chargebacks

| <u>Department/Bureau</u>      | <u>1999-2000</u> | <u>2000-01</u> | <u>Department/Bureau</u> | <u>1999-2000</u> | <u>2000-01</u> |
|-------------------------------|------------------|----------------|--------------------------|------------------|----------------|
| <b>ADMINISTRATION</b>         |                  |                |                          |                  |                |
| Mayor's Office                | 1,100            | 1,100          | POLICE                   | 1,000            | 1,000          |
| NET                           | <u>1,000</u>     | <u>1,000</u>   |                          |                  |                |
|                               | 2,100            | 2,100          | CITY TOTAL               | 113,700          | 126,600        |
| <br>                          |                  |                |                          |                  |                |
| FINANCE                       | 4,400            | 6,400          | Interfund                | 0                | 0              |
|                               |                  |                | Intrafund                | 113,700          | 126,600        |
| <b>COMMUNITY DEVELOPMENT</b>  |                  |                | CITY TOTAL               | 113,700          | 126,600        |
| Commissioner                  | 3,900            | 4,300          |                          |                  |                |
| Buildings & Zoning            | 19,400           | 21,700         |                          |                  |                |
| Planning                      | <u>30,900</u>    | <u>35,000</u>  |                          |                  |                |
| TOTAL:                        | 54,200           | 61,000         |                          |                  |                |
| <br>                          |                  |                |                          |                  |                |
| ECONOMIC DEVELOPMENT          | 8,200            | 11,600         |                          |                  |                |
| <br>                          |                  |                |                          |                  |                |
| <b>ENVIRONMENTAL SERVICES</b> |                  |                |                          |                  |                |
| Architecture & Engineering    | 39,900           | 41,500         |                          |                  |                |
| Operations                    | 2,900            | 2,000          |                          |                  |                |
| Water & Lighting              | <u>1,000</u>     | <u>1,000</u>   |                          |                  |                |
| TOTAL:                        | 43,800           | 44,500         |                          |                  |                |

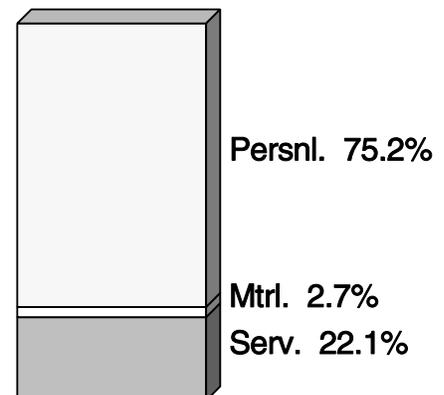
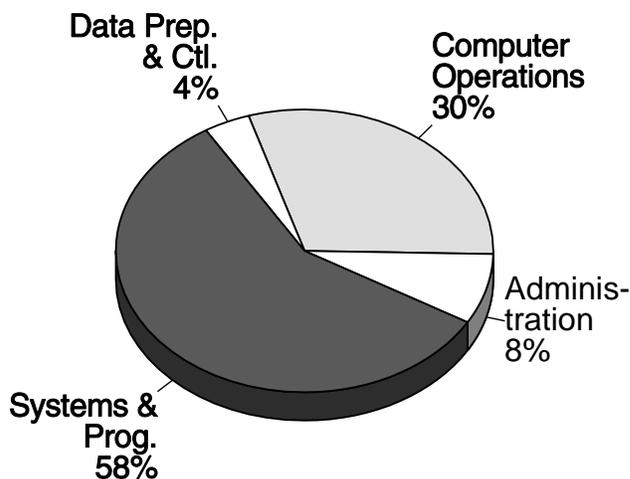
DEPARTMENT OF FINANCE  
INFORMATION SYSTEMS  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,533,918                | 1,524,900                     | 1,606,100                   | 1,639,500                  |
| Materials & Supplies                 | 107,581                  | 55,000                        | 56,900                      | 58,900                     |
| Services                             | 483,272                  | 499,800                       | 472,400                     | 459,200                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 2,124,771                | 2,079,700                     | 2,135,400                   | 2,157,600                  |
| Less: Intrafund Credit*              | <u>109,900</u>           | <u>113,700</u>                | <u>113,700</u>              | <u>126,600</u>             |
| Total                                | 2,014,871                | 1,966,000                     | 2,021,700                   | 2,031,000                  |

|                                  |                  |                  |                  |                  |
|----------------------------------|------------------|------------------|------------------|------------------|
| <b>Appropriation by Activity</b> |                  |                  |                  |                  |
| Administration                   | 164,053          | 161,200          | 172,800          | 165,100          |
| Computer Operations              | 664,159          | 574,000          | 636,100          | 578,200          |
| Data Preparation & Control       | 141,792          | 91,800           | 90,700           | 89,800           |
| Systems & Programming            | <u>1,154,767</u> | <u>1,252,700</u> | <u>1,235,800</u> | <u>1,324,500</u> |
| Total                            | 2,124,771        | 2,079,700        | 2,135,400        | 2,157,600        |
| Less: Intrafund Credit*          | <u>109,900</u>   | <u>113,700</u>   | <u>113,700</u>   | <u>126,600</u>   |
| Total                            | 2,014,871        | 1,966,000        | 2,021,700        | 2,031,000        |

|                                   |             |             |             |             |
|-----------------------------------|-------------|-------------|-------------|-------------|
| <b>Employee Years by Activity</b> |             |             |             |             |
| Administration                    | 1.0         | 1.9         | 2.0         | 2.0         |
| Computer Operations               | 4.2         | 3.0         | 4.1         | 3.1         |
| Data Preparation & Control        | 2.0         | 2.1         | 2.1         | 2.0         |
| Systems & Programming             | <u>25.6</u> | <u>22.8</u> | <u>24.9</u> | <u>25.9</u> |
| Total                             | 32.8        | 29.8        | 33.1        | 33.0        |

\*Reflects chargeback for Geographic Information System (GIS)



DEPARTMENT OF FINANCE  
INFORMATION SYSTEMS  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                   |                     |                     | Administration | Computer Operations | Data Preparation & Control | Systems & Programming |
|-----------------------|-----------------------------------|---------------------|---------------------|----------------|---------------------|----------------------------|-----------------------|
| Br.                   | Title                             | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                     |                            |                       |
| 34                    | Director of Information Systems   | 1                   | 1                   | 1              |                     |                            |                       |
| 31                    | Assistant Director, Info. Systems | 1                   | 1                   | 1              |                     |                            |                       |
| 29                    | Computer Systems Analyst          | 4                   | 4                   |                |                     |                            | 4                     |
| 27                    | Sr. Programmer Analyst            | 2                   | 3                   |                |                     |                            | 3                     |
| 27                    | Systems Programmer                | 1                   | 1                   |                |                     |                            | 1                     |
| 25                    | D.P. Operations Manager           | 1                   | 0                   |                |                     |                            |                       |
| 25                    | Programmer Analyst                | 6                   | 6                   |                |                     |                            | 6                     |
| 23                    | Sr. Computer Programmer           | 3                   | 3                   |                |                     |                            | 3                     |
| 20                    | Computer Programmer               | 6                   | 6                   |                |                     |                            | 6                     |
| 17                    | Office Automation Specialist      | 3                   | 3                   |                |                     |                            | 3                     |
| 14                    | Senior Computer Operator          | 2                   | 2                   |                | 2                   |                            |                       |
| 12                    | Computer Operator                 | 1                   | 0                   |                |                     |                            |                       |
| 9                     | Sr. Key punch Operator            | 2                   | 3                   |                |                     | 3                          |                       |
| <b>EMPLOYEE YEARS</b> |                                   |                     |                     |                |                     |                            |                       |
|                       | Full Time                         | 33.0                | 33.0                | 2.0            | 2.0                 | 3.0                        | 26.0                  |
|                       | Overtime                          | 0.2                 | 0.1                 | 0.0            | 0.1                 | 0.0                        | 0.0                   |
|                       | Part Time, Temporary, Seasonal    | 0.5                 | 0.5                 | 0.0            | 0.0                 | 0.0                        | 0.5                   |
|                       | Less: Vacancy Allowance           | <u>0.6</u>          | <u>0.6</u>          | <u>0.0</u>     | <u>0.0</u>          | <u>0.0</u>                 | <u>0.6</u>            |
|                       | Total                             | 33.1                | 33.0                | 2.0            | 2.1                 | 3.0                        | 25.9                  |

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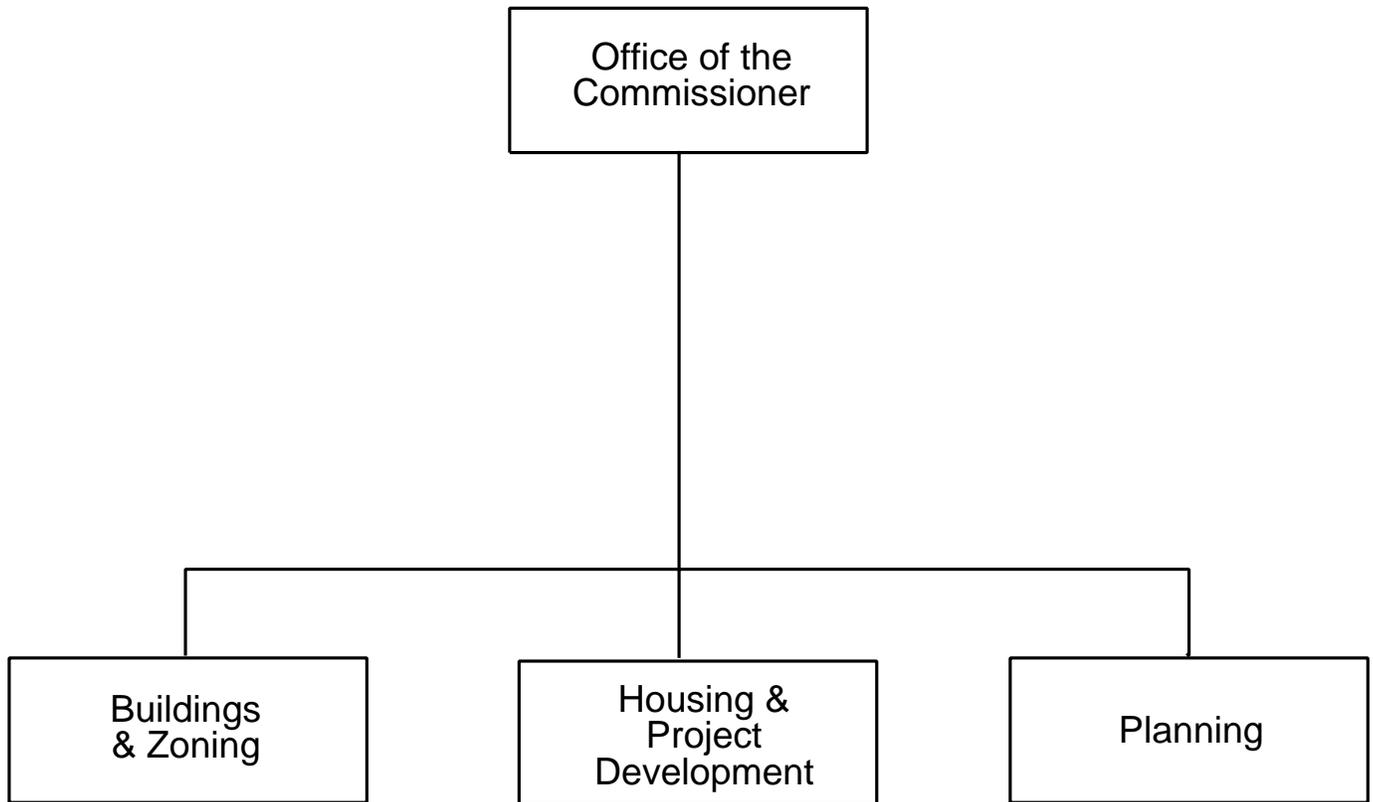
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**Purpose**

The Department of Community Development fosters community stability and improvement, creates, preserves, and promotes housing, and encourages appropriate use and development of land by supervising the City's planning, real estate, zoning, and housing activities, and building codes.

**Organization**

The Department is composed of four major units: the Office of the Commissioner and the Bureaus of Buildings & Zoning, Housing & Project Development, and Planning.



Community Planning and Support is transferred to the Commissioner's Office from the Bureau of Planning for the implementation and monitoring of Neighbors Building Neighborhoods 2 process and the Neighbors Building Neighborhoods Institute. There is no financial impact.

Highlights of the Department's 2000-01 work program are presented below. Additional information for each bureau is included in the sections that follow.

| <u>Bureau</u>                 | <u>Highlights</u>  | <u>Projected Completion</u> |
|-------------------------------|--|-----------------------------|
| Buildings & Zoning            | Develop Historic Resource Survey Reference CD  | First Quarter               |
|                               | Inaugurate web page for new Historic Resource Survey   | First Quarter               |
|                               | Revise notification process for zoning variances through Geographical Information System (GIS) mapping   | First Quarter               |
|                               | Determine feasibility of extending permit counter hours while utilizing existing resources   | Second Quarter              |
|                               | Recommend to Council the adoption of revised Zoning Ordinance and revised zoning map   | Third Quarter               |
|                               | Develop training modules necessary to implement the new Model Code   | Fourth Quarter              |
| Housing & Project Development | Implement Federal lead paint abatement requirements  | First Quarter               |
|                               | Implement the financial support systems for a Home Rochester acquisition/rehabilitation program and an investor owner loan program for the HUD Home Ownership Investment Program (HIP) | First Quarter               |
|                               | Implement one market rate housing project in downtown Rochester and develop a second project   | Second Quarter              |
|                               | Undertake a scattered site Home Expo 2001  | Second Quarter              |
| Planning                      | Coordinate local review of preliminary counts for Census 2000  | Second Quarter              |
|                               | Analyze and distribute Census 2000 products  | Fourth Quarter              |

**Year-to-Year Comparison**

| <u>Bureau</u>                 | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u>   | <u>Percent<br/>Change</u> |
|-------------------------------|-----------------------------|---------------------------|-----------------|---------------------------|
| Office of the Commissioner    | 458,300                     | 842,800                   | 384,500         | 83.9%                     |
| Buildings & Zoning            | 2,084,900                   | 2,106,200                 | 21,300          | 1.0%                      |
| Housing & Project Development | 2,055,600                   | 2,032,400                 | -23,200         | -1.1%                     |
| Planning                      | <u>812,100</u>              | <u>452,000</u>            | <u>-360,100</u> | <u>-44.3%</u>             |
| Total                         | 5,410,900                   | 5,433,400                 | 22,500          | 0.4%                      |
| Employee Years                | 101.0                       | 101.6                     | 0.6             | 0.6%                      |

**Change Detail**

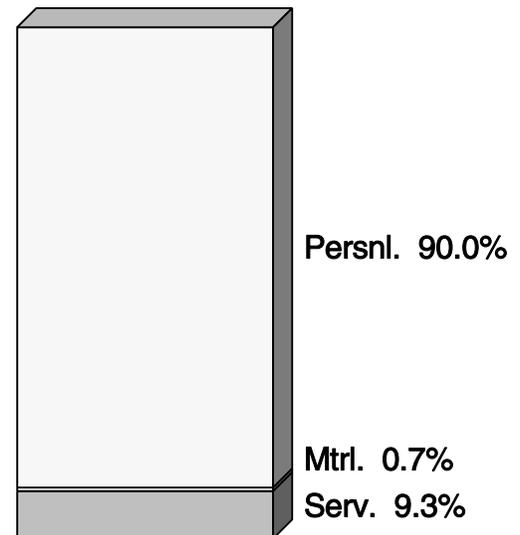
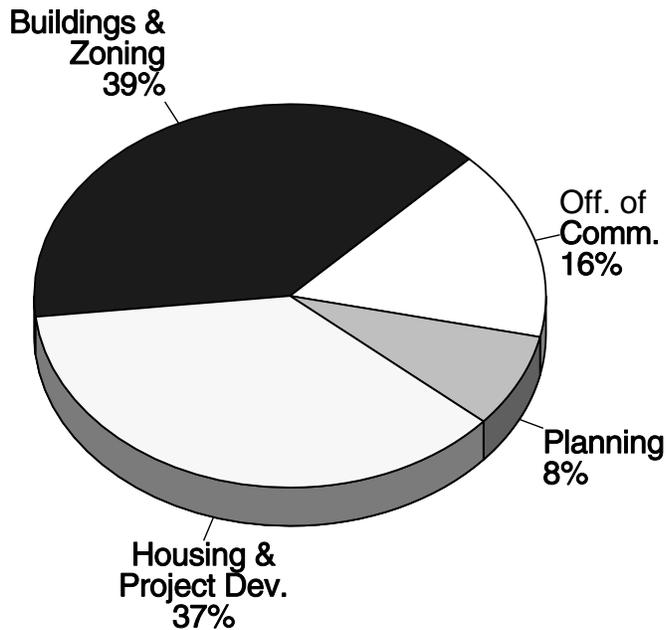
| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 58,100                                  | 5,100                        | 14,600             | 0                            | 8,200                | -63,500             | 22,500       |

**Major Change**

|   |         |
|---|---------|
| Professional fees, printing, equipment maintenance, travel, and miscellaneous allocations are reduced due to budget constraints | -89,200 |
| Completion of the Historic Resource Survey resulted in the elimination of two temporary positions in Buildings and Zoning       | -40,800 |
| A Clerk III position is added to the Commissioner's Office to assist with increased workload                                    | 25,800  |
| A Clerk III position is added to Buildings and Zoning to assist with increased workload   | 25,800  |
| Mileage, office supplies, miscellaneous communications, and cellular allowance are increased based on anticipated need          | 19,200  |
| Productivity improvements result in savings   | -4,300  |

DEPARTMENT OF COMMUNITY DEVELOPMENT  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 4,538,708                | 4,806,800                     | 4,816,700                   | 4,890,700                  |
| Materials & Supplies                 | 50,948                   | 46,600                        | 41,000                      | 39,500                     |
| Services                             | 518,446                  | 517,300                       | 553,200                     | 503,200                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 5,108,102                | 5,370,700                     | 5,410,900                   | 5,433,400                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Office of the Commissioner           | 410,573                  | 474,700                       | 458,300                     | 842,800                    |
| Buildings & Zoning                   | 1,959,744                | 2,061,600                     | 2,084,900                   | 2,106,200                  |
| Housing & Project Development        | 1,956,741                | 2,050,100                     | 2,055,600                   | 2,032,400                  |
| Planning                             | <u>781,044</u>           | <u>784,300</u>                | <u>812,100</u>              | <u>452,000</u>             |
| Total                                | 5,108,102                | 5,370,700                     | 5,410,900                   | 5,433,400                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Office of the Commissioner           | 6.7                      | 6.5                           | 6.5                         | 15.6                       |
| Buildings & Zoning                   | 41.3                     | 40.6                          | 41.1                        | 41.1                       |
| Housing & Project Development        | 37.2                     | 37.9                          | 37.9                        | 37.9                       |
| Planning                             | <u>15.9</u>              | <u>15.0</u>                   | <u>15.5</u>                 | <u>7.0</u>                 |
| Total                                | 101.1                    | 100.0                         | 101.0                       | 101.6                      |



The Office of the Commissioner organizes and manages the Department, develops the Department's goals and policies, directs and evaluates departmental and City programs, and performs staff functions. It also prepares applications for formula grants administered by the U.S. Department of Housing and Urban Development and monitors formula program finances.

The unit also supervises the Community Planning and Support Activity. This activity maintains liaison with and provides technical support to neighborhood groups and other organizations undertaking planning efforts through the Neighbors Building Neighborhoods (NBN) Program. It maintains a database, a tracking and reporting system for monitoring NBN action steps and provides opportunities for capacity building and training within neighborhoods through the NBN Institute. This activity provides staff support and technical assistance for special projects to City departments (e.g. Enterprise Community Zone Implementation teams) and to groups and organizations city-wide and provides project review, comment and coordination relating to neighborhood issues.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 458,300          | 842,800        | 384,500       |
| Employee Years | 6.5              | 15.6           | 9.1           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| -9,400                              | 400                      | 1,900              | 0                        | 1,100                | 390,500             | 384,500      |

**Major Change**

|  |         |
|--|---------|
| Community Planning and Support unit is transferred from the Bureau of Planning   | 306,200 |
| Assistant to Director of Property Conservation position is transferred to Community Planning and Support from the Bureau of Planning | 55,100  |
| A Clerk III position is added to Administration to assist with increased workload  | 25,800  |
| Equipment maintenance, office supplies, travel, dues, and subscriptions are increased based on anticipated need                      | 12,800  |
| Printing and miscellaneous allocations are reduced to meet budget constraints  | -9,400  |

**ADMINISTRATION**

This activity organizes and manages the Department, develops the Department's goals and policies, directs and evaluates departmental and City programs, and performs staff functions. It also prepares applications for formula grants administered by the U.S. Department of Housing and Urban Development and monitors formula program finances

**COMMUNITY PLANNING & SUPPORT**

This activity maintains liaison with and provides technical support to neighborhood groups and other organizations undertaking planning efforts through the Neighbors Building Neighborhoods (NBN) program. It maintains a database, a tracking and reporting system for monitoring NBN action steps and provides opportunities for capacity building and training within neighborhoods through the NBN Institute. Staff support and provide technical assistance for special projects to City departments (e.g. Enterprise Community Zone implementation teams) and to groups and organizations City-wide and provide project review, comment, and coordination relating to neighborhood issues. This activity also catalogs and analyzes various data and demographic information.

DEPARTMENT OF COMMUNITY DEVELOPMENT  
OFFICE OF THE COMMISSIONER

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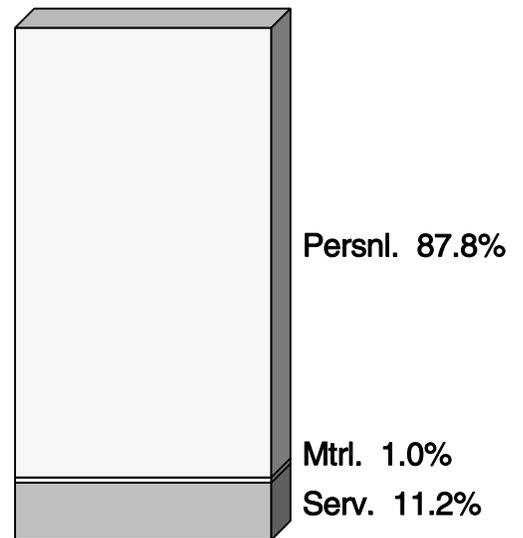
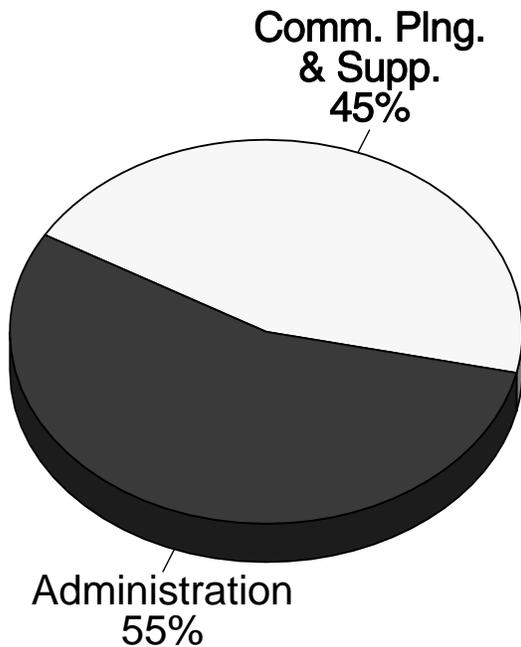
**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>   |                                 |                                      |                                   |                                 |
| Neighbors Building Neighborhoods (NBN) plan assistance requests | 10                              | 10                                   | 10                                | 10                              |
| NBN Plan activities *   | 895                             | 895                                  | 895                               | 430                             |
| <b>WORKLOAD</b>   |                                 |                                      |                                   |                                 |
| Neighbors Building Neighborhoods (NBN) plan assistance provided | 10                              | 10                                   | 10                                | 10                              |
| NBN plan activities implemented *                               | 895                             | 895                                  | 895                               | 430                             |
| Programs coordinated with NBN                                   | 11                              | 11                                   | 11                                | 11                              |

\*The NBN 2 plan will include 430 activities, while the original NBN plan includes 895 activities.

DEPARTMENT OF COMMUNITY DEVELOPMENT  
OFFICE OF THE COMMISSIONER  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 349,564                         | 373,100                              | 361,900                            | 739,600                           |
| Materials & Supplies                 | 4,779                           | 3,800                                | 3,900                              | 8,600                             |
| Services                             | 56,230                          | 97,800                               | 92,500                             | 94,600                            |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 410,573                         | 474,700                              | 458,300                            | 842,800                           |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Administration                       | 410,573                         | 474,700                              | 458,300                            | 461,800                           |
| Community Planning & Support         | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>381,000</u>                    |
| Total                                | 410,573                         | 474,700                              | 458,300                            | 842,800                           |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Administration                       | 6.7                             | 6.5                                  | 6.5                                | 7.5                               |
| Community Planning & Support         | <u>0.0</u>                      | <u>0.0</u>                           | <u>0.0</u>                         | <u>8.1</u>                        |
| Total                                | 6.7                             | 6.5                                  | 6.5                                | 15.6                              |



DEPARTMENT OF COMMUNITY DEVELOPMENT  
OFFICE OF THE COMMISSIONER  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |  |                     |                     | Administration | Community<br>Planning &<br>Support |
|--------------------------------|--|---------------------|---------------------|----------------|------------------------------------|
| Br.                            | Title  | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                                    |
| 36                             | Commissioner   | 1                   | 1                   | 1              |                                    |
| 35                             | Deputy Commissioner  | 0.5                 | 0.5                 | 0.5            |                                    |
| 28                             | Neigh. Development Coordinator                               | 0                   | 1                   |                | 1                                  |
| 26                             | Associate Administrative Analyst                             | 1                   | 1                   | 1              |                                    |
| 24                             | Asst. to Dir. of Property Conservation                       | 0                   | 1                   |                | 1                                  |
| 24                             | Senior Community Program<br>Planner/Neighborhood Development | 0                   | 2                   |                | 2                                  |
| 18                             | Asst. Community Program Planner                              | 0                   | 2                   |                | 2                                  |
| 18                             | Head Account Clerk   | 1                   | 1                   | 1              |                                    |
| 18                             | Junior City Planner  | 0                   | 1                   |                | 1                                  |
| 16                             | Administrative Assistant                                     | 1                   | 1                   | 1              |                                    |
| 9                              | Clerk II with Typing   | 0.5                 | 0.5                 | 0.5            |                                    |
| 7                              | Clerk III  | 0                   | 1                   | 1              |                                    |
| 7                              | Clerk II   | 1                   | 2                   | 1              | 1                                  |
| EMPLOYEE YEARS                 |  |                     |                     |                |                                    |
| Full Time                      |  | 6.0                 | 15.0                | 7.0            | 8.0                                |
| Overtime                       |  | 0.0                 | 0.2                 | 0.0            | 0.2                                |
| Part Time, Temporary, Seasonal |  | 0.5                 | 0.5                 | 0.5            | 0.0                                |
| Less: Vacancy Allowance        |  | <u>0.0</u>          | <u>0.1</u>          | 0.0            | 0.1                                |
| Total                          |  | 6.5                 | 15.6                | 7.5            | 8.1                                |

The Bureau of Buildings & Zoning administers the City's Zoning Ordinance and subdivision regulations. It examines permit applications and plans and conducts periodic progress inspections on all buildings and equipment that require permits, regulates the skilled building trades by issuing licenses, and enforces regulations relating to new construction, reconstruction, and major alterations. Staff support is provided to land use regulatory boards.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Develop Historic Resource Survey Reference CD  | First Quarter               |
| Inaugurate web page for new Historic Resource Survey   | First Quarter               |
| Revise notification process for zoning variances through Geographical Information System (GIS) mapping | First Quarter               |
| Determine feasibility of extending permit counter hours utilizing existing resources                   | Second Quarter              |
| Recommend to Council the adoption of revised Zoning Ordinance and revised zoning map                   | Third Quarter               |
| Develop training modules necessary to implement new Model Code   | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 2,084,900        | 2,106,200      | 21,300        |
| Employee Years | 41.1             | 41.1           | 0             |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 32,200                              | 2,000                    | 7,600              | 0                        | 200                  | -20,700             | 21,300       |

**Major Change**

|   |         |
|---|---------|
| Historic Resource Survey Project ended, resulting in the elimination of two temporary positions in Plan Review and Inspection | -40,800 |
| A Clerk III position is added to the Permit Office to assist with increased workload  | 25,800  |
| Equipment maintenance, professional fees, and office supply allocations are reduced due to budget constraints                 | -5,900  |
| Mileage is increased based on usage   | 1,900   |
| Productivity improvement results in savings   | -1,700  |

DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF BUILDINGS & ZONING

**ADMINISTRATION**

Administration manages the Bureau of Buildings & Zoning. In addition to general management responsibilities, the Deputy Commissioner is a member of the Board of Electricians and represents the Bureau on various study groups and task forces.

**PERMITS**

This activity issues permits for new construction, alterations, conversions, fences, signs, elevators, heating systems, plumbing work, and demolition. It prepares applications for Certificates of Occupancy, and letters for Code Compliance, manages the licensing process for the skilled trades, and receives and records rent payments for City owned properties. The Permit Office also provides support for the Elevator Examining Board.

**Performance Indicators**

|                             | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Budget</u><br>1999-2000 | <u>Budget</u><br>2000-01 |
|-----------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>               |                          |                               |                            |                          |
| Applications filed          |                          |                               |                            |                          |
| ● Permits                   | 7,748                    | 7,700                         | 7,700                      | 7,700                    |
| ● Licenses                  | 317                      | 2,330                         | 2,300                      | 360                      |
| ● Elevator certificates     | 3,636                    | 3,350                         | 3,150                      | 3,350                    |
| ● Certificates of Occupancy | 3,360                    | 3,200                         | 3,200                      | 3,500                    |
| <br><b>WORKLOAD</b>         |                          |                               |                            |                          |
| Documents issued:           |                          |                               |                            |                          |
| ● Permits                   |                          |                               |                            |                          |
| – Buildings                 | 2,948                    | 2,600                         | 2,700                      | 2,500                    |
| – Electrical                | 2,007                    | 2,000                         | 1,800                      | 2,000                    |
| – Plumbing                  | 2,779                    | 2,900                         | 3,000                      | 2,900                    |
| – Elevator                  | 15                       | 15                            | 20                         | 15                       |
| ● Licenses                  |                          |                               |                            |                          |
| – Electrical                | 75                       | 1,050                         | 1,050                      | 90                       |
| – Plumbing                  | 122                      | 10                            | 5                          | 150                      |
| – Elevator                  | 10                       | 120                           | 105                        | 10                       |
| – Stationary Engineer       | 110                      | 1,150                         | 1,100                      | 110                      |
| ● Elevator certificates     | 3,636                    | 3,350                         | 3,150                      | 3,350                    |

**PLAN REVIEW & INSPECTIONS**

This activity reviews plans and permit applications for construction, reconstruction, and alterations to determine compliance with codes and fire protection standards. Periodic field reviews are carried out to determine compliance with the New York State Uniform Code and filed construction documents. It also reviews plumbing permits and inspects plumbing and building construction in progress. Plan Review and Inspections unit coordinates with the New York State Historic Preservation Office (SHPO) to ensure compliance of SHPO-related projects, and it provides technical support to the Board of Review, the Examining Board of Plumbers, and the Board of Examiners of Stationary Engineers and Refrigeration Operators. This activity provides technical assistance with code requirements to the Town of Brighton and to other agencies and citizens.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Permit applications reviewed                         | N/A                       | 3,000                          | 3,100                       | 3,000                     |
| Value of permits issued (\$ mil)                     | 116.200                   | 69.000                         | 110.000                     | 90.000                    |
| Applications referred for inspection:                |                           |                                |                             |                           |
| • Building permits                                   | 2,948                     | 2,600                          | 2,700                       | 2,500                     |
| • Plumbing permits                                   | 2,779                     | 2,900                          | 3,000                       | 2,900                     |
| <b>WORKLOAD</b>                                      |                           |                                |                             |                           |
| Average monthly permits open                         |                           |                                |                             |                           |
| • Buildings  | 330                       | 330                            | 350                         | 330                       |
| • Plumbing   | 230                       | 230                            | 260                         | 230                       |
| Building permits issued                              | 2,948                     | 2,600                          | 2,700                       | 2,500                     |
| Plumbing permits issued                              | 2,779                     | 2,900                          | 3,000                       | 2,900                     |
| Certificates of Occupancy issued                     | 325                       | 340                            | 320                         | 300                       |
| Letters of Completion issued                         | 1,227                     | 1,200                          | 1,240                       | 1,200                     |
| <b>RESULTS</b>                                       |                           |                                |                             |                           |
| Average number of permits closed per month/inspector |                           |                                |                             |                           |
| • Building   | 40                        | 40                             | 40                          | 40                        |
| • Plumbing   | 45                        | 50                             | 45                          | 45                        |

N/A - Not Applicable

**ZONING**

This activity administers and maintains the City's Zoning Ordinance and maintains the City's official maps. It ensures that all land use proposals conform with applicable ordinances and environmental standards by reviewing plans and performing inspections of construction, reconstruction, and/or alteration of structures of City properties. As the primary contact in zoning enforcement issues and a channel of communication in the enforcement process between citizens and governmental agencies, Zoning staff perform inspections, participate in Municipal Code Violation Bureau hearings, and review Notice and Orders involving zoning violations. This activity receives and reviews applications requiring special approvals by the Zoning Board of Appeals, City Planning Commission, and the Rochester Preservation Board. It also provides staff support to the Rochester Environmental Commission.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| Permit applications reviewed                          | 3,395                     | 3,000                          | 3,300                       | 3,000                     |
| Cases involving activity by Zoning                    | 1,400                     | 1,500                          | 1,300                       | 1,700                     |
| Historic Site and Regulatory Interpretation requests* | 75                        | 70                             | 70                          | 50                        |
| Rochester Environmental Commission (REC) referrals    | 20                        | 20                             | 18                          | 20                        |
| Certificate of Use applications received              | 143                       | 145                            | 145                         | 145                       |

DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF BUILDINGS & ZONING

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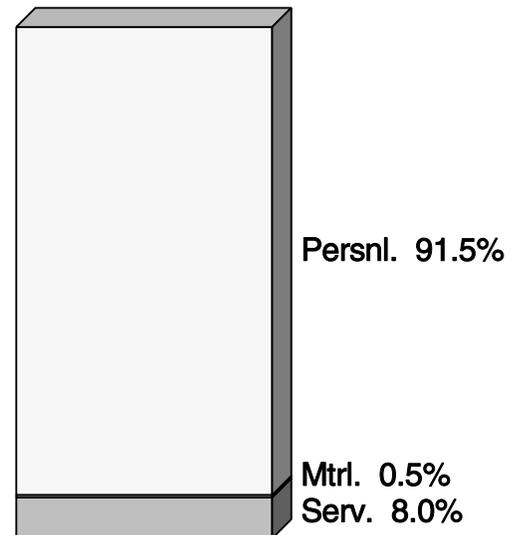
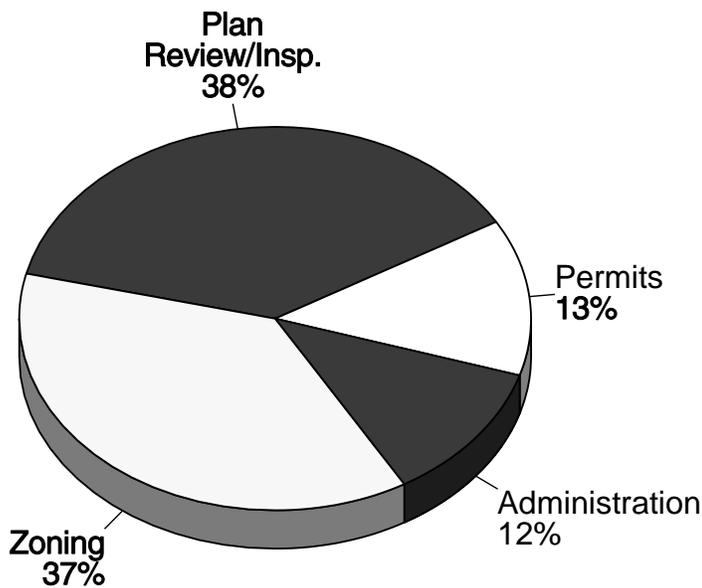
**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>WORKLOAD</b>                                       |                                 |                                      |                                   |                                 |
| Certificates of Zoning Compliance (CZC) reviewed      | 2,900                           | 2,500                                | 3,200                             | 2,700                           |
| Site plan reviews                                     | 129                             | 126                                  | 130                               | 140                             |
| Administrative resubdivision reviews                  | 70                              | 72                                   | 70                                | 70                              |
| Special decision packages prepared                    | 495                             | 500                                  | 500                               | 500                             |
| Zoning inspections conducted                          | 244                             | 250                                  | 250                               | 290                             |
| Historic Site and Regulatory Interpretation requests* | 8                               | 70                                   | 70                                | 50                              |
| REC referrals   | 20                              | 20                                   | 20                                | 20                              |
| Certificate of Use applications reviewed              | 143                             | 145                                  | 145                               | 145                             |
| <b>RESULTS</b>  |                                 |                                      |                                   |                                 |
| CZCs issued   | 2,300                           | 1,872                                | 2,500                             | 2,000                           |
| Certificates of non-conformity issued                 | 40                              | 48                                   | 53                                | 50                              |
| Cases resolved through zoning approval procedures     | 133                             | 140                                  | 125                               | 160                             |

\* Buildings Division has assumed some of this responsibility

DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF BUILDINGS & ZONING  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,827,143                | 1,913,200                     | 1,907,400                   | 1,926,900                  |
| Materials & Supplies                 | 12,081                   | 13,600                        | 13,000                      | 11,000                     |
| Services                             | 120,520                  | 134,800                       | 164,500                     | 168,300                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,959,744                | 2,061,600                     | 2,084,900                   | 2,106,200                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Administration                       | 218,819                  | 244,200                       | 236,800                     | 245,600                    |
| Permits                              | 247,151                  | 259,100                       | 266,800                     | 271,200                    |
| Plan Review & Inspections            | 794,945                  | 817,900                       | 809,900                     | 792,100                    |
| Zoning                               | <u>698,829</u>           | <u>740,400</u>                | <u>771,400</u>              | <u>797,300</u>             |
| Total                                | 1,959,744                | 2,061,600                     | 2,084,900                   | 2,106,200                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Administration                       | 2.1                      | 2.2                           | 2.2                         | 2.2                        |
| Permits                              | 5.2                      | 5.5                           | 5.6                         | 6.6                        |
| Plan Review & Inspections            | 17.1                     | 17.1                          | 17.3                        | 16.3                       |
| Zoning                               | <u>16.9</u>              | <u>15.8</u>                   | <u>16.0</u>                 | <u>16.0</u>                |
| Total                                | 41.3                     | 40.6                          | 41.1                        | 41.1                       |



DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF BUILDINGS & ZONING  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |  |                  |                  | Administration | Permits    | Plan Review & Inspections | Zoning     |
|--------------------------------|--|------------------|------------------|----------------|------------|---------------------------|------------|
| Br.                            | Title                                      | Budget 1999-2000 | Proposed 2000-01 |                |            |                           |            |
| 35                             | Deputy Commissioner                        | 0.5              | 0.5              | 0.5            |            |                           |            |
| 32                             | Mgr. of Plan Review & Building Inspections | 1                | 1                |                |            | 1                         |            |
| 31                             | Director of Zoning                         | 1                | 1                |                |            |                           | 1          |
| 29                             | Assistant Director of Zoning               | 0                | 1                |                |            |                           | 1          |
| 28                             | Permit Office Manager                      | 1                | 1                |                | 1          |                           |            |
| 27                             | Assistant Director of Zoning               | 1                | 0                |                |            |                           |            |
| 27                             | Senior Architect                           | 1                | 1                |                |            | 1                         |            |
| 26                             | Associate City Planner                     | 3                | 3                |                |            |                           | 3          |
| 24                             | Engineer/Mechanical                        | 1                | 1                |                |            | 1                         |            |
| 24                             | Lead Plumbing Inspector                    | 1                | 1                |                |            | 1                         |            |
| 24                             | Senior Administrative Analyst              | 3                | 3                | 1              | 1          |                           | 1          |
| 24                             | Senior City Planner                        | 2                | 2                |                |            |                           | 2          |
| 21                             | Assistant Architect                        | 1                | 1                |                |            | 1                         |            |
| 21                             | Assistant Architect/Plan Review            | 1                | 1                |                |            | 1                         |            |
| 20                             | Building Construction Inspector            | 5                | 5                |                |            | 5                         |            |
| 20                             | City Planner                               | 3                | 3                |                |            |                           | 3          |
| 20                             | Plumbing Inspector                         | 4                | 4                |                |            | 4                         |            |
| 18                             | Junior City Planner                        | 1                | 1                |                |            |                           | 1          |
| 16                             | Administrative Assistant                   | 1                | 1                |                |            |                           | 1          |
| 11                             | Senior Service Assistant                   | 1                | 1                |                | 1          |                           |            |
| 9                              | Clerk II                                   | 3                | 3                |                | 2          |                           | 1          |
| 9                              | Clerk II with Typing                       | 0.5              | 0.5              | 0.5            |            |                           |            |
| 7                              | Clerk III                                  | 0                | 1                |                | 1          |                           |            |
| 7                              | Clerk III with Typing                      | 2                | 2                |                |            |                           | 2          |
| 6                              | Receptionist/Typist                        | 1                | 1                |                |            | 1                         |            |
| <b>EMPLOYEE YEARS</b>          |  |                  |                  |                |            |                           |            |
| Full Time                      |  | 39.0             | 40.0             | 2.0            | 6.0        | 16.0                      | 16.0       |
| Overtime                       |  | 0.1              | 0.1              | 0.0            | 0.0        | 0.0                       | 0.1        |
| Part Time, Temporary, Seasonal |  | 2.2              | 1.2              | 0.2            | 0.6        | 0.4                       | 0.0        |
| Less: Vacancy Allowance        |  | <u>0.2</u>       | <u>0.2</u>       | <u>0.0</u>     | <u>0.0</u> | <u>0.1</u>                | <u>0.1</u> |
| Total                          |  | 41.1             | 41.1             | 2.2            | 6.6        | 16.3                      | 16.0       |

The Bureau of Housing & Project Development carries out the City's residential rehabilitation programs, real estate and housing functions, and demolition monitoring programs.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Implement Federal lead paint abatement requirements   | First Quarter               |
| Implement the financial support systems for a Home Rochester acquisition/rehabilitation program and an investor owner loan program for the HUD, Home Ownership Investment Program (HIP) | First Quarter               |
| Implement a market rate housing project in downtown Rochester and develop a second project  | Second Quarter              |
| Undertake a scattered site Home Expo 2001   | Second Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 2,055,600        | 2,032,400      | -23,200       |
| Employee Years | 37.9             | 37.9           | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 21,600                              | 2,100                    | -1,900             | 0                        | 6,400                | -51,400             | -23,200      |

**Major Change**

|  |         |
|--|---------|
| Professional fees are reduced due to budget constraints                            | -44,500 |
| Reduction in printing, equipment maintenance, and travel due to budget constraints | -7,200  |
| Mileage and cellular allowance increased based on anticipated need                 | 2,500   |
| Productivity improvements results in savings                                       | -2,200  |

**ADMINISTRATION**

Administration directs and coordinates the operation of the Bureau.

**Performance Indicators**

|                               | <u>Actual 1998-99</u> | <u>Estimated 1999-2000</u> | <u>Budget 1999-2000</u> | <u>Budget 2000-01</u> |
|-------------------------------|-----------------------|----------------------------|-------------------------|-----------------------|
| DEMAND                        |                       |                            |                         |                       |
| Vacant residential properties | 2,224                 | 2,224                      | 1,796                   | 2,224                 |

**DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF HOUSING & PROJECT DEVELOPMENT**

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>RESULTS</b>  |                           |                                |                             |                           |
| Vacant residential properties reoccupied /rehabilitated*          | 236                       | 334                            | 336                         | 599                       |
| Residential properties demolished                                 | 116                       | 140                            | 195                         | 135                       |
| Residential units demolished                                      | 256                       | 266                            | 195                         | 270                       |
| New homes sold  | 33                        | 50                             | 50                          | 51                        |
| Home ownership opportunities created*                             | 324                       | 452                            | 456                         | 602                       |
| Rental units developed*   | 150                       | 188                            | 74                          | 230                       |
| Residential properties receiving City rehabilitation assistance** | 808                       | 1,233                          | 1,376                       | 1,205                     |

\*HUD Home Ownership Investment Program (HIP)

\*\*Impact of Lead Paint requirements

**REAL ESTATE**

This activity plans, coordinates and monitors the City's housing initiatives and programs. It collects and analyzes housing data, prepares reports, provides technical assistance to City staff and developers, and functions as liaison with various external housing organizational entities. In addition, Real Estate sells, leases, manages, and acquires land and property for the City and Rochester Urban Renewal Agency (RURA). Staff members conduct appraisals, perform property inspections related to tax foreclosures, conduct real estate auctions and negotiated sales, operate owner-occupant purchase programs, and sell unbuildable lots.

**Program Change**

The Bureau of Housing and Project Development will implement a Home Rochester acquisition/rehabilitation program and an investor-owner loan program under the HUD Home Ownership Investment Program.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                       |                           |                                |                             |                           |
| Surplus City property                               |                           |                                |                             |                           |
| ● Structures  | 283                       | 284                            | 315                         | 285                       |
| ● Vacant lots                                       | 1,195                     | 1,157                          | 1,150                       | 1,110                     |
| Foreclosures (City and County)                      | 317                       | 327                            | 340                         | 340                       |
| Judicial actions                                    | 784                       | 799                            | 785                         | 800                       |
| Real Estate activities requested*                   | 506                       | 697                            | 533                         | 1,400                     |
| <b>WORKLOAD</b>                                     |                           |                                |                             |                           |
| City property offered*                              | 333                       | 366                            | 350                         | 650                       |
| Judicial sale property offered                      | 276                       | 274                            | 275                         | 275                       |
| Real Estate activities                              |                           |                                |                             |                           |
| ● Rental properties managed                         | 85                        | 90                             | 90                          | 95                        |
| ● Easements, leases and licenses issued             | 75                        | 75                             | 75                          | 75                        |
| ● Acquisitions*                                     | 56                        | 220                            | 63                          | 555                       |
| ● Appraisals conducted**                            | 290                       | 312                            | 300                         | 675                       |
| Relocations   | 49                        | 6                              | 10                          | 51                        |
| Housing programs/projects managed                   | 80                        | 90                             | 81                          | 83                        |
| Vacant properties qualified for housing initiatives | 1,581                     | 1,487                          | 1,320                       | 1,223                     |

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>RESULTS</b>   |                                 |                                      |                                   |                                 |
| Property sales revenue (\$)                            | 753,076                         | 300,000                              | 575,000                           | 2,500,000                       |
| Property rental revenue (\$)***                        | 247,177                         | 167,100                              | 239,300                           | 102,200                         |
| Housing program funds obtained (\$000)                 | 10,595                          | 15,225                               | 11,139                            | 20,344                          |
| HUD and private owner occupant program properties sold | 39                              | 125                                  | 115                               | 400                             |

\*Includes HUD Home Ownership Investment Program (HIP) properties

\*\*Includes appraisals for HUD homes previously shown separately.

\*\*\*County lease at Public Safety Building ends

**TECHNICAL SERVICES**

The Technical Services activity provides application taking, processing, and technical construction monitoring for all demolitions and provides technical assistance for the City's rehabilitation programs. This includes determining rehabilitation program eligibility, preparing written specifications and cost estimates, and conducting construction inspections. Demolition support includes inspecting demolition projects, conducting demolition hearings for private properties, and preparing demolition specifications. The unit also undertakes proposal review, structural analysis, and rehabilitation cost estimating for City-sponsored housing efforts.

**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                                 |                                 |                                      |                                   |                                 |
| Total vacant buildings                        | 2,235                           | 2,503                                | 2,235                             | 2,503                           |
| Rehabilitation specification requests         | 440                             | 573                                  | 803                               | 950                             |
| Demolition applications                       | 241                             | 268                                  | 300                               | 250                             |
| <b>WORKLOAD</b>                               |                                 |                                      |                                   |                                 |
| Rehabilitation program applications processed | 440                             | 573                                  | 803                               | 950                             |
| Rehabilitation inspections                    | 1,932                           | 2,820                                | 3,725                             | 4,132                           |
| Rehabilitation specifications prepared        | 400                             | 521                                  | 730                               | 864                             |
| Demolition permits authorized                 | 241                             | 268                                  | 300                               | 250                             |
| Demolition inspections                        | 1,928                           | 2,144                                | 2,400                             | 2,000                           |
| Demolition hearings prepared                  | 66                              | 121                                  | 220                               | 144                             |
| <b>RESULTS</b>                                |                                 |                                      |                                   |                                 |
| Owner/Occupant Rehabilitation Grants awarded  |                                 |                                      |                                   |                                 |
| ● Grants awarded                              | 87                              | 200                                  | 200                               | 120                             |
| ● Value (\$000)                               | 1,284                           | 3,000                                | 3,000                             | 3,000                           |
| ● Average award (\$)                          | 14,758                          | 15,000                               | 15,000                            | 25,000                          |
| Investor/Owner Loans awarded                  |                                 |                                      |                                   |                                 |
| ● Loans awarded                               | 16                              | 20                                   | 39                                | 35                              |
| ● Value (\$)                                  | 342,885                         | 347,480                              | 1,175,362                         | 1,073,384                       |
| ● Average award (\$)                          | 21,430                          | 17,374                               | 30,100                            | 30,100                          |
| ● Rehabilitation rental units developed       | 0                               | 40                                   | 78                                | 70                              |
| Vacant Reoccupancy Grants awarded             |                                 |                                      |                                   |                                 |
| ● Grants awarded                              | 41                              | 70                                   | 70                                | 125                             |
| ● Value (\$)                                  | 479,153                         | 1,050,000                            | 1,050,000                         | 1,125,000                       |
| ● Average award (\$)                          | 11,686                          | 15,000                               | 15,000                            | 9,000                           |
| Demolitions                                   |                                 |                                      |                                   |                                 |
| ● By private owner                            | 84                              | 92                                   | 100                               | 100                             |
| ● By City contract                            | 157                             | 176                                  | 200                               | 150                             |

DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF HOUSING & PROJECT DEVELOPMENT

**CONTRACT SERVICES**

Contract Services prepares and monitors contracts for neighborhood revitalization programs, demolition and asbestos removal, housing services, and subsidy and development activities for the Department. This activity performs financial services for the City's housing rehabilitation programs. It is also responsible for planning Council legislation, financial reports, grantee performance and quarterly program/project status reports for the Bureau.

**Performance Indicators**

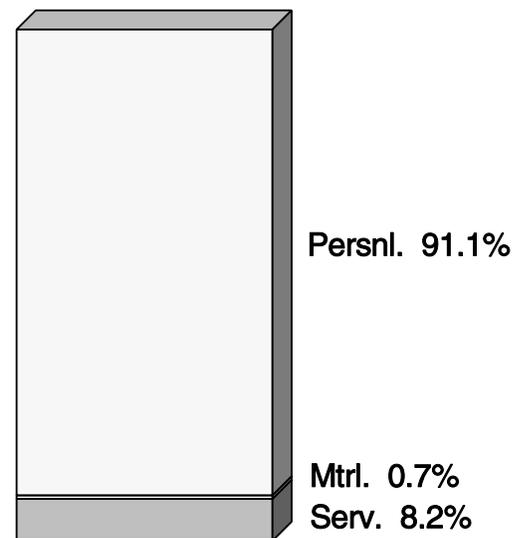
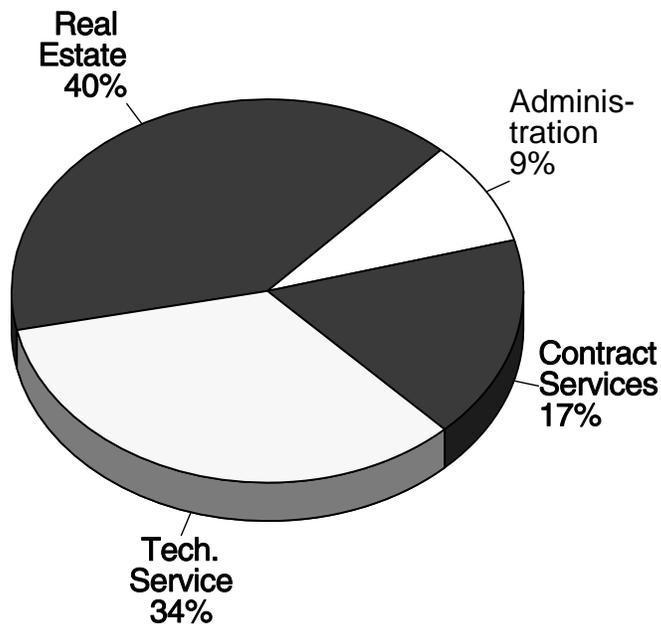
|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>WORKLOAD</b>                      |                                 |                                      |                                   |                                 |
| Contracts prepared and monitored:    |                                 |                                      |                                   |                                 |
| ● Grant applications                 | 1                               | 1                                    | 1                                 | 2                               |
| ● Housing Services                   | 15                              | 21                                   | 21                                | 18                              |
| ● Operating/Capacity Building        | 11                              | 13                                   | 12                                | 13                              |
| ● Grant/Subsidy                      | 117                             | 109                                  | 153                               | 100                             |
| ● Home Buyer Assistance Agreements   | 52                              | 56                                   | 63                                | 48                              |
| ● Housing Rehabilitation Development | 12                              | 23                                   | 27                                | 42                              |
| ● Development Projects               | 51                              | 46                                   | 32                                | 36                              |
| ● New Construction                   | 7                               | 14                                   | 12                                | 10                              |
| ● Demolition/Asbestos Abatement      | 273                             | 230                                  | 290                               | 230                             |
| ● Loan and Grant awards serviced     | 104                             | 300                                  | 309                               | 380                             |

DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF HOUSING & PROJECT DEVELOPMENT  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,679,562                | 1,826,600                     | 1,827,900                   | 1,852,300                  |
| Materials & Supplies                 | 13,560                   | 17,300                        | 13,900                      | 14,100                     |
| Services                             | 263,619                  | 206,200                       | 213,800                     | 166,000                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,956,741                | 2,050,100                     | 2,055,600                   | 2,032,400                  |

|                                  |                |                |                |                |
|----------------------------------|----------------|----------------|----------------|----------------|
| <b>Appropriation by Activity</b> |                |                |                |                |
| Administration                   | 175,451        | 228,600        | 222,900        | 182,300        |
| Real Estate                      | 721,836        | 792,200        | 826,300        | 816,100        |
| Technical Services               | 631,980        | 690,900        | 676,100        | 697,100        |
| Contract Services                | <u>427,474</u> | <u>338,400</u> | <u>330,300</u> | <u>336,900</u> |
| Total                            | 1,956,741      | 2,050,100      | 2,055,600      | 2,032,400      |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Administration                    | 2.0        | 2.0        | 2.0        | 2.0        |
| Real Estate                       | 12.7       | 13.0       | 13.0       | 13.0       |
| Technical Services                | 15.6       | 15.9       | 15.9       | 15.9       |
| Contract Services                 | <u>6.9</u> | <u>7.0</u> | <u>7.0</u> | <u>7.0</u> |
| Total                             | 37.2       | 37.9       | 37.9       | 37.9       |



DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF HOUSING & PROJECT DEVELOPMENT  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |   |                  |                  | Administration | Real Estate | Technical Services | Contract Services |
|--------------------------------|---|------------------|------------------|----------------|-------------|--------------------|-------------------|
| Br.                            | Title   | Budget 1999-2000 | Proposed 2000-01 |                |             |                    |                   |
| 33                             | Director of Development Services                          | 1                | 1                | 1              |             |                    |                   |
| 30                             | Director of Real Estate                                   | 1                | 1                |                | 1           |                    |                   |
| 28                             | Manager, Contract Services                                | 1                | 1                |                |             |                    | 1                 |
| 28                             | Manager, Technical Services                               | 1                | 1                |                |             | 1                  |                   |
| 27                             | Assistant Director for Housing                            | 1                | 1                |                | 1           |                    |                   |
| 27                             | Commercial Program Coordinator                            | 1                | 1                |                | 1           |                    |                   |
| 26                             | Associate Administrative Analyst                          | 1                | 1                |                |             | 1                  |                   |
| 24                             | Senior Administrative Analyst                             | 1                | 1                |                |             |                    | 1                 |
| 24                             | Senior Community Housing Planner                          | 3                | 3                |                | 3           |                    |                   |
| 24                             | Senior Community Program Planner/Neighborhood Development | 2                | 2                |                |             |                    | 2                 |
| 24                             | Senior Real Estate Specialist                             | 3                | 3                |                | 3           |                    |                   |
| 20                             | Building Construction Inspector                           | 3                | 3                |                |             | 3                  |                   |
| 20                             | Community Housing Planner                                 | 0                | 2                |                | 2           |                    |                   |
| 20                             | Community Program Planner                                 | 1                | 0                |                | 0           |                    |                   |
| 20                             | Executive Assistant                                       | 1                | 1                |                |             | 1                  |                   |
| 20                             | Neighborhood Program Advisor                              | 1                | 0                |                |             |                    |                   |
| 20                             | Property Rehabilitation Specialist                        | 5                | 5                |                |             | 5                  |                   |
| 16                             | Administrative Assistant                                  | 3                | 3                | 1              |             | 2                  |                   |
| 11                             | Secretary   | 2                | 2                |                |             |                    | 2                 |
| 9                              | Clerk II  | 2                | 2                |                | 1           |                    | 1                 |
| 9                              | Clerk II with Typing                                      | 1                | 1                |                |             | 1                  |                   |
| 7                              | Clerk III with Typing                                     | 3                | 3                |                | 1           | 2                  |                   |
| <b>EMPLOYEE YEARS</b>          |   |                  |                  |                |             |                    |                   |
| Full Time                      |   | 38.0             | 38.0             | 2.0            | 13.0        | 16.0               | 7.0               |
| Overtime                       |   | 0.0              | 0.0              | 0.0            | 0.0         | 0.0                | 0.0               |
| Part Time, Temporary, Seasonal |   | 0.0              | 0.0              | 0.0            | 0.0         | 0.0                | 0.0               |
| Less: Vacancy Allowance        |   | <u>0.1</u>       | <u>0.1</u>       | <u>0.0</u>     | <u>0.0</u>  | <u>0.1</u>         | <u>0.0</u>        |
| Total                          |   | 37.9             | 37.9             | 2.0            | 13.0        | 15.9               | 7.0               |

The Bureau of Planning conducts and coordinates the City's physical, environmental, and transportation planning. It undertakes studies of the physical, economic, and social factors relevant to the well-being of the City and its neighborhoods and coordinates the City's planning programs with outside planning agencies. It is also responsible for development of "Rochester 2010 - The Renaissance Plan" and will continue to provide support to its implementation. The staff of this Bureau work in close cooperation with neighborhood and business groups throughout the City to provide planning assistance on special projects.

The activities of the Bureau are Administration and Comprehensive Planning.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Coordinate local review of preliminary counts for Census 2000 | Second Quarter              |
| Analyze and distribute Census 2000 products                   | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 812,100          | 452,000        | -360,100      |
| Employee Years | 15.5             | 7.0            | -8.5          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 13,700                                  | 600                          | 7,000              | 0                            | 500                  | -381,900            | -360,100     |

**Major Change**

|   |          |
|---|----------|
| Community Planning and Support unit is transferred to the Commissioner's Office                               | -306,200 |
| Assistant to Director of Property Conservation position is transferred to Community Planning and Support      | -55,100  |
| Reduction in equipment maintenance, printing, travel, and miscellaneous allocations due to budget constraints | -20,200  |
| Productivity improvements result in savings   | -400     |

**ADMINISTRATION**

This activity manages the Bureau. It develops goals and policies and evaluates progress of work objectives of the Bureau. It also prepares and coordinates responses to requests by other City and non-City agencies, as well as the general public, on topics related to current and future City plans and conditions.

**COMPREHENSIVE PLANNING**

This activity undertakes studies of the physical, economic and social factors relevant to the well being of the City. It staffed the development of the "Rochester 2010 - The Renaissance Plan " and interprets the Plan with respect to development proposals and City policies. Staff analyzes and maps data on the physical characteristics of the City and provides various analyses, geographic information (GIS) products, technical planning advice, and consultant services to City departments for planning-related projects or topics. This activity coordinates the City's various planning programs with other agencies including the Genesee-Finger Lakes Regional Planning Council, the Monroe County Department of Planning, and the Genesee

DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF PLANNING

Transportation Council. In addition, it develops plans and implementation programs for the City's Local Waterfront Revitalization Program (LWRP).

**Program Change**

Work activity shifts from Waterfront and Comprehensive Plan Development to implementation strategy and benchmark development coordination and as well as detailing specific development actions. Community engagement in plan implementation activities and GIS and Census programs will increase.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| Geographic Information System                               |                           |                                |                             |                           |
| ● Data analysis requests                                    | 300                       | 400                            | 300                         | 500                       |
| ● Staff & community training orientation request            | 50                        | 50                             | 50                          | 50                        |
| Comprehensive Plan Process                                  |                           |                                |                             |                           |
| ● Orientation requests                                      | 12                        | 80                             | 20                          | 50                        |
| ● Special Area Plan Projects                                | N/A                       | 5                              | N/A                         | 5                         |
| ● Renaissance 2010 Plan Campaigns support requests          | N/A                       | 4                              | N/A                         | 4                         |
| <b>WORKLOAD</b>   |                           |                                |                             |                           |
| Geographic Information System                               |                           |                                |                             |                           |
| ● Data analyses completed                                   | 300                       | 300                            | 300                         | 400                       |
| ● Staff & community training orientation sessions conducted | 50                        | 50                             | 50                          | 50                        |
| Comprehensive Plan Process                                  |                           |                                |                             |                           |
| ● Orientations conducted                                    | 12                        | 80                             | 20                          | 50                        |
| Special Area Plans developed                                | N/A                       | 5                              | N/A                         | 5                         |
| Renaissance Plan Campaigns supported                        |                           |                                |                             |                           |
| ● Direct staffing   | N/A                       | 2                              | N/A                         | 2                         |
| ● Technical assistance                                      | N/A                       | 2                              | N/A                         | 2                         |

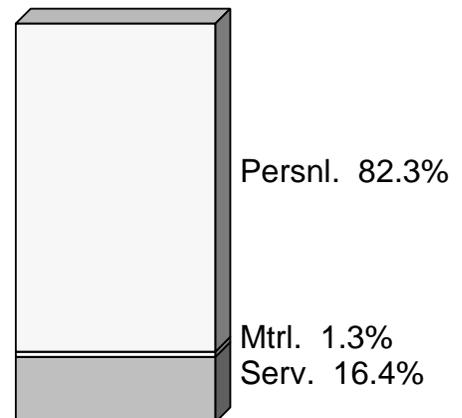
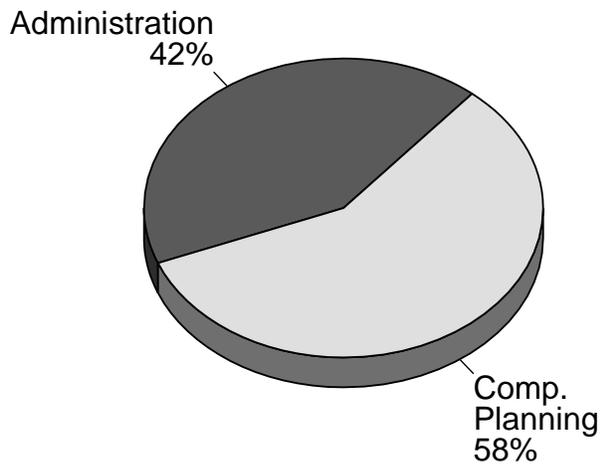
N/A - Not Applicable

**COMMUNITY PLANNING & SUPPORT**

This activity transfers to the Office of the Commissioner

DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF PLANNING  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 682,439                         | 693,900                              | 719,500                            | 371,900                           |
| Materials & Supplies                 | 20,528                          | 11,900                               | 10,200                             | 5,800                             |
| Services                             | 78,077                          | 78,500                               | 82,400                             | 74,300                            |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 781,044                         | 784,300                              | 812,100                            | 452,000                           |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Administration                       | 228,014                         | 247,600                              | 253,400                            | 188,700                           |
| Comprehensive Planning               | 248,510                         | 240,100                              | 252,500                            | 263,300                           |
| Community Planning & Support         | <u>304,520</u>                  | <u>296,600</u>                       | <u>306,200</u>                     | <u>0</u>                          |
| Total                                | 781,044                         | 784,300                              | 812,100                            | 452,000                           |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Administration                       | 2.8                             | 2.6                                  | 2.7                                | 1.7                               |
| Comprehensive Planning               | 5.8                             | 5.5                                  | 5.7                                | 5.3                               |
| Community Planning & Support         | <u>7.3</u>                      | <u>6.9</u>                           | <u>7.1</u>                         | <u>0.0</u>                        |
| Total                                | 15.9                            | 15.0                                 | 15.5                               | 7.0                               |



DEPARTMENT OF COMMUNITY DEVELOPMENT  
BUREAU OF PLANNING  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |  |                     |                     | Administration | Comprehensive<br>Planning |     |
|-----------------------|--|---------------------|---------------------|----------------|---------------------------|-----|
| Br.                   | Title  | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                           |     |
| 35                    | Director of Planning   | 1                   | 1                   | 1              |                           |     |
| 28                    | Neigh. Development Coordinator                               | 1                   | 0                   |                |                           |     |
| 27                    | Supervising City Planner                                     | 1                   | 1                   |                | 1                         |     |
| 24                    | Asst. to Director of Property Cons.                          | 1                   | 0                   |                |                           |     |
| 24                    | Senior City Planner  | 1                   | 1                   |                | 1                         |     |
| 24                    | Senior Community Program<br>Planner/Neighborhood Development | 1                   | 0                   |                |                           |     |
| 20                    | City Planner   | 2                   | 1                   |                | 1                         |     |
| 20                    | GIS Applications Specialist                                  | 1                   | 1                   |                | 1                         |     |
| 18                    | Asst. Community Program Planner                              | 2                   | 0                   |                |                           |     |
| 18                    | Junior City Planner  | 2                   | 1                   |                | 1                         |     |
| 9                     | Clerk II   | 1                   | 1                   |                | 0.7                       | 0.3 |
| 9                     | Clerk II with Typing   | 1                   | 0                   |                |                           |     |
| <b>EMPLOYEE YEARS</b> |  |                     |                     |                |                           |     |
|                       | Full Time  | 15.0                | 7.0                 | 1.7            | 5.3                       |     |
|                       | Overtime   | 0.4                 | 0.1                 | 0.0            | 0.1                       |     |
|                       | Part Time, Temporary, Seasonal                               | 0.3                 | 0.0                 | 0.0            | 0.0                       |     |
|                       | Less: Vacancy Allowance                                      | <u>0.2</u>          | <u>0.1</u>          | <u>0.0</u>     | <u>0.1</u>                |     |
|                       | <b>Total</b>   | <b>15.5</b>         | <b>7.0</b>          | <b>1.7</b>     | <b>5.3</b>                |     |

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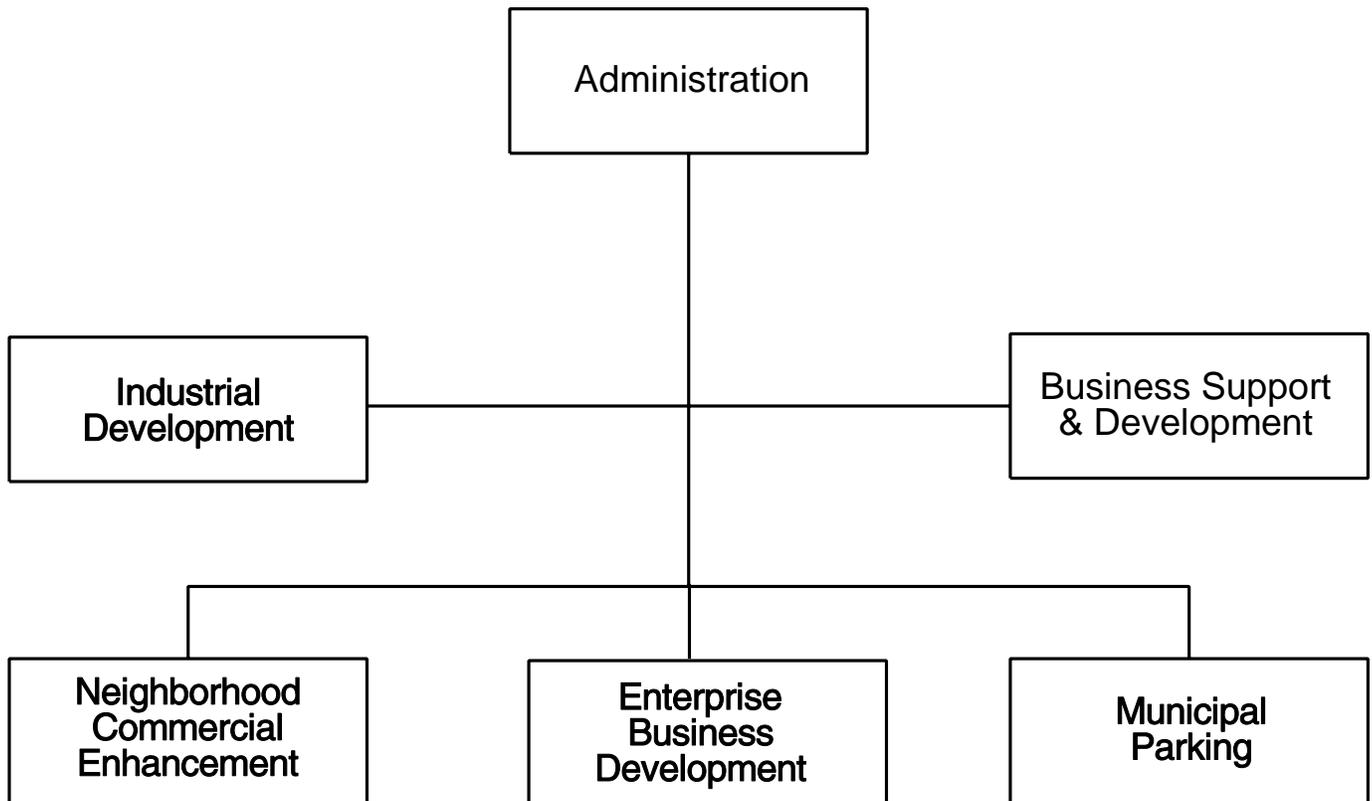
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**Purpose**

The Economic Development Department supports business growth, job creation and retention, and investment in the City. It develops programs and provides technical, financial, informational, and support services to new and existing industrial and commercial businesses and administers the Municipal Parking operation.

**Organization**

The Department is composed of six units: Administration, Industrial Development, Neighborhood Commercial Enhancement, Business Support and Development, Enterprise Business Development, and Municipal Parking.



## ECONOMIC DEVELOPMENT DEPARTMENT

Enterprise Business Development is a new bureau of the Economic Development Department. The new bureau is staffed by two Senior Economic Development Specialists that are transferred from existing bureaus. One position is transferred from Business Support and Development and the other position is transferred from Neighborhood Commercial Enhancement. There is no financial impact resulting from this move.

Highlights of the Department's 2000-01 work program are presented below.

| <u>Bureau</u>                   | <u>Highlights</u>  | <u>Projected Completion</u> |
|---------------------------------|--|-----------------------------|
| Industrial Development          | Complete disposition of the 14621 Industrial Park parcels                        | Fourth Quarter              |
|                                 | Complete disposition of the Outer Loop Industrial Park parcels                   | Fourth Quarter              |
| Business Support & Development  | Coordinate a Harbortown development symposium                                    | First Quarter               |
|                                 | Begin implementation of the Genesee Brewery Reception/Consumer Center Project    | Third Quarter               |
| Neighborhood Commercial         | Implement the Neighbors Shopping Neighborhoods marketing and advertising program | Second Quarter              |
| Enterprise Business Development | Begin implementation of the North Clinton Ave. Revitalization Plan               | Fourth Quarter              |
|                                 | Provide succession planning seminars   | Fourth Quarter              |
|                                 | Coordinate a franchise and entrepreneurial fair                                  | Fourth Quarter              |

**Year-to-Year Comparison**

| <u>Bureau</u>                       | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u>  | <u>Percent<br/>Change</u> |
|-------------------------------------|-----------------------------|---------------------------|----------------|---------------------------|
| Administration                      | 372,900                     | 389,900                   | 17,000         | 4.6%                      |
| Industrial Development              | 396,800                     | 434,100                   | 37,300         | 9.4%                      |
| Neighborhood Commercial Enhancement | 696,500                     | 629,800                   | (66,700)       | -9.6%                     |
| Business Support & Development      | 262,500                     | 201,900                   | (60,600)       | -23.1%                    |
| Enterprise Business Development     | 0                           | 104,500                   | 104,500        | N/A                       |
| Municipal Parking                   | <u>2,589,400</u>            | <u>2,751,400</u>          | <u>162,000</u> | 6.3%                      |
| Total                               | 4,318,100                   | 4,511,600                 | 193,500        | 4.5%                      |
| Employee Years                      | 28.3                        | 41.7                      | 13.4           | 47.3%                     |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 37700                                   | 12,300                       | 106300             | 0                            | (1,900)              | 39,100              | 193,500      |

**Major Change**

|  |         |
|--|---------|
| The incremental cost of operating Midtown Garage on a full year basis  | 106,800 |
| Elimination of annual subsidy payment for High Falls Garage operations due to increased occupancy  | -96,800 |
| Downtown Guides cost increase for rent for relocated headquarters, renovations, equipment replacement, marketing materials, and an additional guide cart | 28,000  |
| Professional fees increased based on anticipated need  | 2,000   |
| Productivity improvement results in savings  | -900    |

**ECONOMIC DEVELOPMENT DEPARTMENT  
EXPENDITURE SUMMARY**

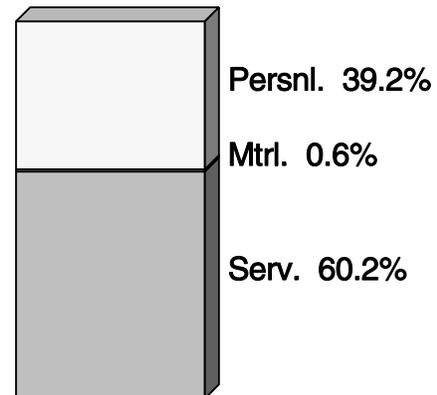
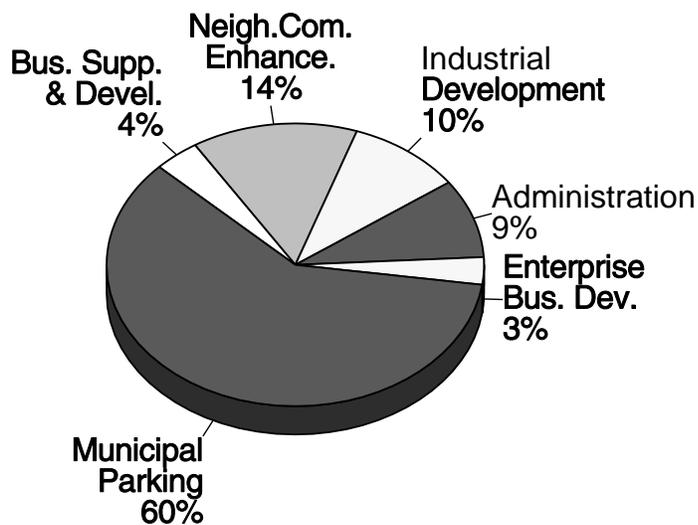
|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,338,774                | 1,513,900                     | 2,034,600                   | 1,766,800                  |
| Materials & Supplies                 | 6,499                    | 33,300                        | 6,300                       | 25,000                     |
| Services                             | 2,128,456                | 2,669,400                     | 2,277,200                   | 2,719,800                  |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 3,473,729                | 4,216,600                     | 4,318,100                   | 4,511,600                  |

**Appropriation by Activity**

|                                     |                  |                  |                  |                  |
|-------------------------------------|------------------|------------------|------------------|------------------|
| Administration                      | 327,579          | 368,100          | 372,900          | 389,900          |
| Industrial Development              | 340,208          | 358,300          | 396,800          | 434,100          |
| Neighborhood Commercial Enhancement | 635,621          | 656,700          | 696,500          | 629,800          |
| Business Support & Development      | 201,967          | 228,600          | 262,500          | 201,900          |
| Enterprise Business Development     | 0                | 0                | 0                | 104,500          |
| Municipal Parking                   | <u>1,968,354</u> | <u>2,604,900</u> | <u>2,589,400</u> | <u>2,751,400</u> |
| Total                               | 3,473,729        | 4,216,600        | 4,318,100        | 4,511,600        |

**Employee Years by Activity**

|                                     |            |            |            |             |
|-------------------------------------|------------|------------|------------|-------------|
| Administration                      | 3.1        | 3.0        | 3.1        | 3.1         |
| Industrial Development              | 6.4        | 7.3        | 7.4        | 7.9         |
| Neighborhood Commercial Enhancement | 5.4        | 6.3        | 6.4        | 4.9         |
| Business Support & Development      | 4.9        | 5.8        | 5.9        | 4.9         |
| Enterprise Business Development     | 0.0        | 0.0        | 0.0        | 2.0         |
| Municipal Parking                   | <u>9.1</u> | <u>5.4</u> | <u>5.5</u> | <u>18.9</u> |
| Total                               | 28.9       | 27.8       | 28.3       | 41.7        |



**ADMINISTRATION**

This activity develops overall economic development policies and provides support services to the Department. Administration's activities include fiscal control, budgeting, personnel and office management, information systems, communications and administrative support. This activity participates in the preparation of New York State Economic Development Zone, the Federal Enterprise Community Zone applications, and oversees the Federal Section 108 Loan, the Economic Development Initiative Grant, and the Federal Economic Development Administration Grant programs. Staff provides services to the Rochester Economic Development Corporation (REDCO), an entity that facilitates financial packaging for development projects.

**INDUSTRIAL DEVELOPMENT**

This activity implements industrial development programs designed to generate jobs and investment through the attraction of new businesses to the City and the expansion and retention of existing industrial businesses within the City. It provides outreach, financial, technical, and site selection assistance to businesses.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Industrial businesses (manufacturing & wholesale, est.)              | 1,200                     | 1,200                          | 1,200                       | 1,200                     |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Business assistance requests:  |                           |                                |                             |                           |
| • Technical assistance   | 270                       | 405                            | 425                         | 425                       |
| • Financial assistance   | <u>160</u>                | <u>165</u>                     | <u>175</u>                  | <u>175</u>                |
| Total  | 430                       | 570                            | 600                         | 600                       |
| Industrial financial assistance applications processed               | 58                        | 58                             | 70                          | 58                        |
| <b>RESULTS</b>   |                           |                                |                             |                           |
| Industrial financial assistance applications approved                | 39                        | 40                             | 48                          | 40                        |
| Total Investment (\$000)   | 25,567                    | 25,000                         | 25,000                      | 25,000                    |
| Jobs generated:  |                           |                                |                             |                           |
| • Created  | 708                       | 580                            | 580                         | 580                       |
| • Retained   | 1,967                     | 1,900                          | 1,900                       | 1,900                     |
| Minority/Women's Business Enterprise financial applications approved | 10                        | 10                             | 12                          | 10                        |

**NEIGHBORHOOD COMMERCIAL ENHANCEMENT**

This activity organizes neighborhood business associations and establishes business association support, administers the Exterior and Leasehold programs, and implements the Business Assistance Program. This activity also coordinates business associations, the President's Council, and organizes the Neighbors Shopping Neighborhoods marketing and advertising program. In addition, this activity provides assistance to the EZ Rider Entertainment Shuttle.

**Program Change**

The Commercial enhancement district program is phased out; replaced by a new Business Association Support program. Commercial financial assistance program funds decrease, however, the maximum funding amount per application increase.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| Commercial businesses (retail & service, est.)                        | 4,000                     | 4,000                          | 4,000                       | 4,000                     |
| <b>WORKLOAD</b>   |                           |                                |                             |                           |
| Business assistance requests:   |                           |                                |                             |                           |
| Technical assistance  | 1,500                     | 1,500                          | 1,350                       | 1,500                     |
| Financial assistance  | <u>250</u>                | <u>250</u>                     | <u>250</u>                  | <u>250</u>                |
| Total   | <u>1,750</u>              | <u>1,750</u>                   | <u>1,600</u>                | <u>1,750</u>              |
| Commercial financial assistance applications received and processed*  | 58                        | 70                             | 70                          | 49                        |
| Commercial enhancement districts supported                            | 9                         | 9                              | 9                           | N/A                       |
| Business Association Support  | N/A                       | N/A                            | N/A                         | 10                        |
| Minority/Women's Business Enterprise financial applications processed | 21                        | 31                             | 21                          | 21                        |
| <b>RESULTS</b>  |                           |                                |                             |                           |
| Commercial financial assistance applications approved*                | 58                        | 61                             | 68                          | 45                        |
| Investment (\$000)  | 2,485                     | 3,500                          | 3,500                       | 3,500                     |
| Minority/Women's Business Enterprise financial applications approved  | 30                        | 31                             | 21                          | 21                        |

N/A - Not Applicable

**BUSINESS SUPPORT & DEVELOPMENT**

This activity coordinates development projects; provides support and pre-development services such as feasibility studies, and site/market/financial analyses; conducts research on economic development policy formulation; and oversees consultant studies. Examples of development projects include targeted business centers in commercial nodes, Cultural District, East End District, High Falls Entertainment District, Center City, Corn Hill Landing District, and Harbortown District.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>WORKLOAD</b>                          |                           |                                |                             |                           |
| Professional service contracts developed | 4                         | 4                              | 7                           | 4                         |
| Analyses of potential development sites  | 6                         | 6                              | 6                           | 7                         |
| <b>RESULTS</b>                           |                           |                                |                             |                           |
| Professional service contracts completed | 4                         | 4                              | 7                           | 4                         |
| Development projects completed           | 8                         | 8                              | 10                          | 8                         |
| Investment (\$000)                       | 10,753                    | 31,989                         | 34,218                      | 25,633                    |
| Jobs generated                           |                           |                                |                             |                           |
| ●Created                                 | 345                       | 325                            | 1,007                       | 477                       |
| ●Retained                                | 13                        | 12                             | 12                          | 29                        |

**ENTERPRISE BUSINESS DEVELOPMENT**

This activity focuses on retention of existing businesses through financial assistance programs, succession planning, attracting and developing new retail and consumer service businesses, and the creation a pool of qualified entrepreneurs that possess the qualities and skills to operate an economically viable business.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| Demand  |                           |                                |                             |                           |
| Family-owned businesses (estimated)                           | N/A                       | N/A                            | N/A                         | 1,000                     |
| Commercial businesses (retail and service, est.)              | N/A                       | N/A                            | N/A                         | 4,000                     |
| <b>WORKLOAD</b>   |                           |                                |                             |                           |
| Business assistance requests:                                 |                           |                                |                             |                           |
| Technical assistance  | N/A                       | N/A                            | N/A                         | 80                        |
| Financial assistance  | N/A                       | N/A                            | N/A                         | 30                        |
| Commercial loan applications processed                        | N/A                       | N/A                            | N/A                         | 6                         |
| <b>RESULTS</b>  |                           |                                |                             |                           |
| Franchise/entrepreneurial fairs conducted                     | N/A                       | N/A                            | N/A                         | 1                         |
| Succession planning seminars conducted                        | N/A                       | N/A                            | N/A                         | 2                         |
| Enterprise opportunities matched with qualified entrepreneurs | N/A                       | N/A                            | N/A                         | 3                         |
| Commercial Loan applications approved                         | N/A                       | N/A                            | N/A                         | 4                         |
| Investment (\$000)  | N/A                       | N/A                            | N/A                         | 795,000                   |
| Jobs generated  |                           |                                |                             |                           |
| ●Created  | N/A                       | N/A                            | N/A                         | 13                        |
| ●Retained   | N/A                       | N/A                            | N/A                         | 70                        |

N/A - Not Applicable

**MUNICIPAL PARKING**

This activity administers the City's municipal parking program. This includes monitoring contracts for the operation of 9 garages, 18 lots, fiscal monitoring of revenue collection and capital expenditure planning of meters. The City receives a percentage of total revenues from each garage and lot as set forth in contracts. This activity also oversees contractual operation of the East End garage on behalf of the Cultural Center Commission and monitors the Downtown Guides program contract.

**Program Change**

A decrease occurs in available space at Mortimer and South Ave. Garages and also in lot space due to Corn Hill Landing Project.

**Performance Indicators**

|                                    | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                      |                           |                                |                             |                           |
| Parking spaces:                    |                           |                                |                             |                           |
| ● Garages                          | 9,729                     | 9,712                          | 9,712                       | 9,363                     |
| ● Lots                             | 2,503                     | 2,503                          | 2,503                       | 1,700                     |
| ● Street meters and metered lots   | <u>1,623</u>              | <u>1,623</u>                   | <u>1,623</u>                | <u>1,573</u>              |
| Total                              | 13,855                    | 13,838                         | 13,838                      | 12,636                    |
| <b>WORKLOAD</b>                    |                           |                                |                             |                           |
| Garage operations audits performed | 10                        | 16                             | 16                          | 16                        |
| Contracts prepared & monitored     | 3                         | 30                             | 29                          | 30                        |
| <b>RESULT</b>                      |                           |                                |                             |                           |
| Annual car counts                  |                           |                                |                             |                           |
| ● Garages                          | 3,363,000                 | 3,228,901                      | 3,255,000                   | 3,134,000                 |
| ● Lots & meters (est.)             | <u>496,536</u>            | <u>496,536</u>                 | <u>496,536</u>              | <u>399,436</u>            |
| Total                              | 3,859,536                 | 3,725,437                      | 3,751,536                   | 3,533,436                 |

**ECONOMIC DEVELOPMENT DEPARTMENT  
PERSONNEL SUMMARY**

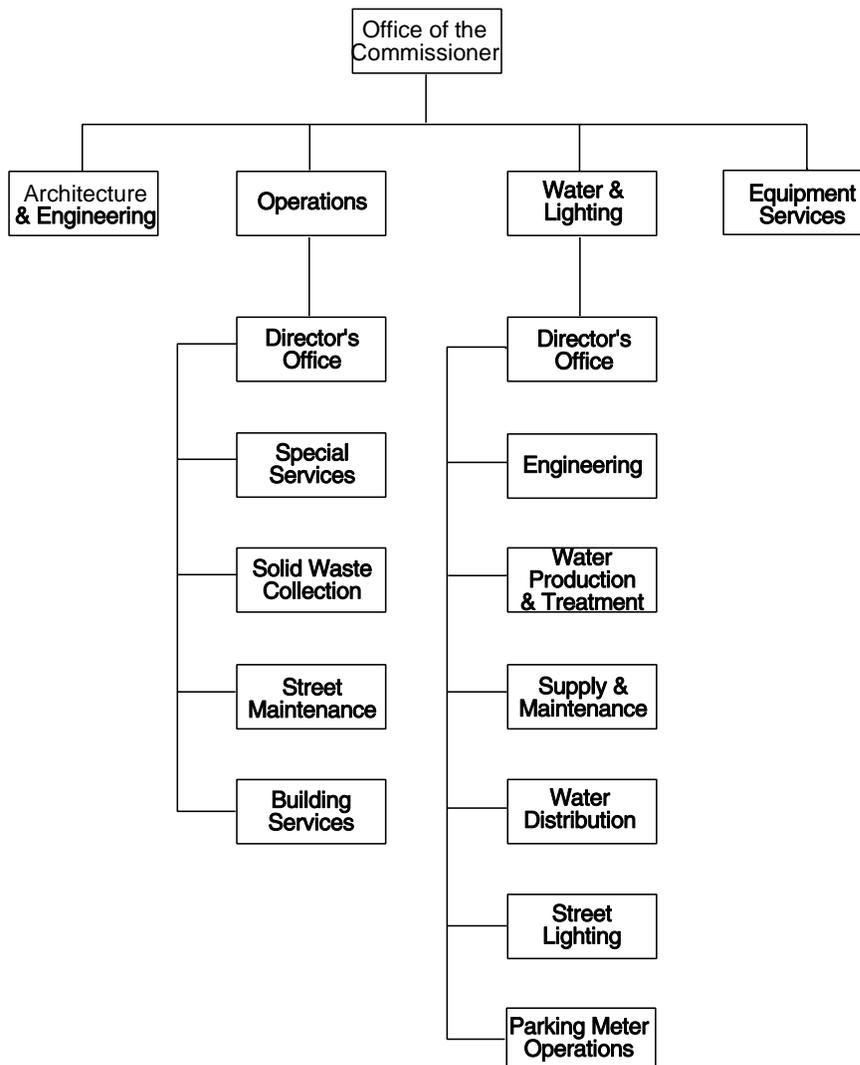
| FULL TIME POSITIONS   |  |                     |                     | Administration | Industrial<br>Development | Neighborhood<br>Commercial<br>Enhancement | Business<br>Support &<br>Development | Enterprise<br>Business<br>Development | Municipal<br>Parking |
|-----------------------|--|---------------------|---------------------|----------------|---------------------------|---|--------------------------------------|---------------------------------------|----------------------|
| Br.                   | Title                                      | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                           |   |                                      |                                       |                      |
| 36                    | Commissioner                               | 1                   | 1                   | 1              |                           |   |                                      |                                       |                      |
| 33                    | Assistant Commissioner                     | 0                   | 1                   |                | 1                         |   |                                      |                                       |                      |
| 31                    | Manager of Business Development            | 1                   | 0                   |                |                           |   |                                      |                                       |                      |
| 29                    | Principal Staff Assistant                  | 1                   | 1                   | 1              |                           |   |                                      |                                       |                      |
| 28                    | Manager of Downtown Development            | 1                   | 1                   |                |                           | 1   |                                      |                                       |                      |
| 28                    | Municipal Parking Coordinator              | 1                   | 1                   |                |                           |   |                                      |                                       | 1                    |
| 26                    | Associate Economic Dev. Specialist         | 2                   | 2                   |                | 1                         |   | 1                                    |                                       |                      |
| 24                    | Associate Program Specialist               | 1                   | 1                   |                | 1                         |   |                                      |                                       |                      |
| 24                    | Credit Analyst                             | 0                   | 1                   |                | 1                         |   |                                      |                                       |                      |
| 24                    | Senior Economic Dev. Specialist            | 13                  | 11                  |                | 3                         | 2   | 4                                    | 2                                     |                      |
| 24                    | Senior Economic Dev. Specialist Bi-lingual | 0                   | 1                   |                |                           | 1   |                                      |                                       |                      |
| 23                    | Parking Facility Manager                   | 0                   | 1                   |                |                           |   |                                      |                                       | 1                    |
| 20                    | Executive Assistant                        | 1                   | 1                   |                |                           |   |                                      |                                       | 1                    |
| 16                    | Secretary to Commissioner                  | 1                   | 1                   | 1              |                           |   |                                      |                                       |                      |
| 15                    | Accountant                                 | 1                   | 1                   |                |                           |   |                                      |                                       | 1                    |
| 14                    | Field Auditor                              | 1                   | 1                   |                |                           |   |                                      |                                       | 1                    |
| 11                    | Secretary                                  | 2                   | 2                   |                | 1                         | 1   |                                      |                                       |                      |
| 9                     | Clerk II with Typing                       | 1                   | 1                   |                |                           |   |                                      |                                       | 1                    |
| <b>EMPLOYEE YEARS</b> |  |                     |                     |                |                           |   |                                      |                                       |                      |
|                       | Full Time                                  | 28.0                | 29.0                | 3.0            | 8.0                       | 5.0                                       | 5.0                                  | 2.0                                   | 6.0                  |
|                       | Overtime                                   | 0.1                 | 1.5                 | 0.0            | 0.0                       | 0.0                                       | 0.0                                  | 0.0                                   | 1.5                  |
|                       | Part Time, Temporary, Seasonal             | 0.6                 | 11.6                | 0.1            | 0.0                       | 0.0                                       | 0.0                                  | 0.0                                   | 11.5                 |
|                       | Less: Vacancy Allowance                    | <u>0.4</u>          | <u>0.4</u>          | <u>0.0</u>     | <u>0.1</u>                | <u>0.1</u>                                | <u>0.1</u>                           | <u>0.0</u>                            | <u>0.1</u>           |
|                       | <b>Total</b>                               | <b>28.3</b>         | <b>41.7</b>         | <b>3.1</b>     | <b>7.9</b>                | <b>4.9</b>                                | <b>4.9</b>                           | <b>2.0</b>                            | <b>18.9</b>          |

**Purpose**

The Department of Environmental Services provides safe, clean, and attractive surroundings for the community through the efficient planning, development, and provision of water service, infrastructure, and maintenance and service programs. The Department also provides services within the City organization, including maintenance and repair of motor equipment and buildings, telephone service, security, and technical support for projects that involve engineering, architectural, or environmental aspects.

**Organization**

The Department is composed of the Office of the Commissioner, the Bureaus of Architecture & Engineering, Operations, Water & Lighting, and Equipment Services.



Highlights of the Department of Environmental Services 2000-01 work program are presented below. Additional information for each bureau is included in the sections that follow.

| <u>Bureau</u>              | <u>Highlights</u>   | <u>Projected Completion</u> |
|----------------------------|---|-----------------------------|
| Commissioner's Office      | Begin implementation of pilot environmental management system in Equipment Services | First Quarter               |
|                            | Coordinate and oversee remediation of Corn Hill Landing site                        | First Quarter               |
| Architecture & Engineering | Begin design of new Ferry Street and River Street and Corrigan Street improvements  | First Quarter               |
|                            | Begin construction of the East River Wall   | First Quarter               |
|                            | Complete reconstruction of Lake Avenue (Stutson Street - Beach Avenue)              | Fourth Quarter              |
| Operations                 | Complete procedures manual for refuse and recycling collection operations           | First Quarter               |
| Water & Lighting           | Complete Livingston County connection to Conduits II and III                        | Second Quarter              |
|                            | Complete remote-readable water meter installation program                           | Second Quarter              |
|                            | Complete conduit crossover rehabilitation project                                   | Third Quarter               |
|                            | Install new screening system at Highland Reservoir                                  | Third Quarter               |
|                            | Begin design of water meter reading route reconfiguration                           | Fourth Quarter              |
| Equipment Services         | Install new fleet management system   | Third Quarter               |

**Year-to-Year Comparison**

| <u>Bureau</u>              | <u>1999-2000</u> | <u>2000-01</u>   | <u>Change</u>   | <u>Percent Change</u> |
|----------------------------|------------------|------------------|-----------------|-----------------------|
| Office of the Commissioner | 2,747,300        | 2,828,200        | 80,900          | 2.9%                  |
| Architecture & Engineering | 3,595,800        | 3,695,200        | 99,400          | 2.8%                  |
| Operations                 | 31,686,700       | 32,308,200       | 621,500         | 2.0%                  |
| Water & Lighting           | 23,757,500       | 23,778,900       | 21,400          | 0.1%                  |
| Equipment Services         | <u>5,689,700</u> | <u>5,802,400</u> | <u>112,700</u>  | 2.0%                  |
| Total                      | 67,477,000       | 68,412,900       | 935,900         | 1.4%                  |
| Less: Intrafund Credit*    | <u>3,894,600</u> | <u>3,570,000</u> | <u>-324,600</u> | -8.3%                 |
|                            | 63,582,400       | 64,842,900       | 1,260,500       | 2.0%                  |
| Employee Years             | 754.9            | 751.3            | -3.6            | -0.5%                 |

\*Reflects chargebacks for telephone and motor equipment services

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 532,300                             | 102,300                  | 631,800            | -121,800                 | -18,400              | 134,300             | 1,260,500    |

**Major Change**

|   |          |
|---|----------|
| In the Refuse Fund, an in lieu of equipment depreciation account is resurrected   | 265,500  |
| Three vacant positions in the Water Bureau are eliminated due to budget constraints   | -125,600 |
| Overtime allocations are reduced with restructuring of Winter stand-by crews  | -113,500 |
| Estimated unit price of salt is reduced based on market conditions, and fewer planned purchases are budgeted based on projected need              | -102,900 |
| The allocation for taxes paid to upland communities is raised to reflect anticipated tax increases  | 88,000   |
| RG&E street lighting expense is reduced based on projected need   | -85,000  |
| The expense for the purchase of water from the Monroe County Water Authority is reduced   | -74,700  |
| Estimated escalation adjustment in sidewalk and roadway plowing contracts increases expense   | 70,400   |
| Funds are added to replace the fleet management system  | 70,000   |
| A Senior Engineer/Street Design position is created to implement street improvement projects  | 68,000   |
| Funds are added for maintenance of Animal Control Center and for relocated Police Tactical Unit   | 58,000   |
| Funds to refurbish refuse packers are eliminated due to arrival of new refuse fleet   | -50,000  |
| Funds are added to provide enhanced sidewalk and roadway plowing  | 36,000   |
| A Senior Human Resource Associate position is added in Training and Safety unit during 1999-2000 to enhance the Department's training initiatives | 34,200   |

Additional information for each bureau is provided in the sections that follow

## DEPARTMENT OF ENVIRONMENTAL SERVICES

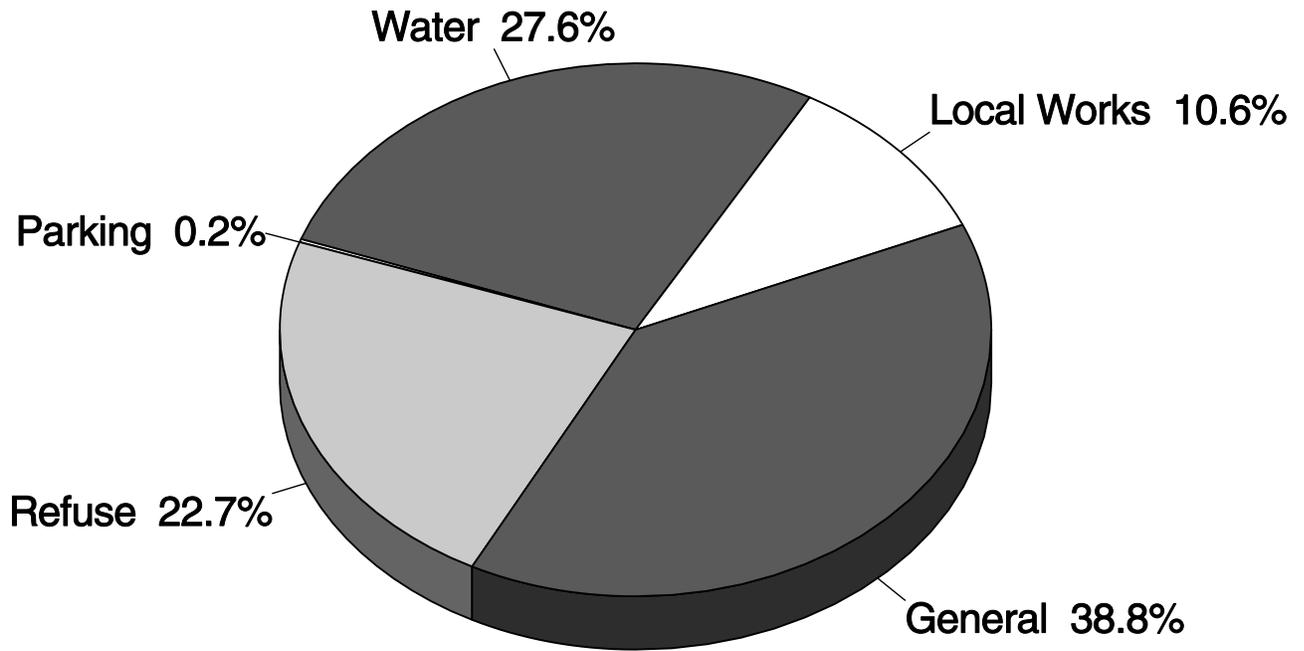
## Fund Summary

| Bureau/Division            | <u>General</u>   | <u>Local Works</u> | <u>Water</u>     | <u>Parking</u> | <u>Refuse</u> | <u>Total</u>     |
|----------------------------|------------------|--------------------|------------------|----------------|---------------|------------------|
| Commissioner               | 1,653,900        | 222,300            | 449,400          | 0              | 502,600       | 2,828,200        |
| Architecture & Engineering | 3,695,200        | 0                  | 0                | 0              | 0             | 3,695,200        |
| Operations:                |                  |                    |                  |                |               |                  |
| Director's Office          | 612,700          | 73,900             | 0                | 0              | 155,200       | 841,800          |
| Solid Waste Collection     | 0                | 0                  | 0                | 0              | 14,887,700    | 14,887,700       |
| Special Services           | 1,503,900        | 6,958,900          | 0                | 0              | 0             | 8,462,800        |
| Street Maintenance         | 2,033,000        | 0                  | 0                | 0              | 0             | 2,033,000        |
| Building Services          | <u>6,082,900</u> | <u>0</u>           | <u>0</u>         | <u>0</u>       | <u>0</u>      | <u>6,082,900</u> |
|                            | 10,232,500       | 7,032,800          | 0                | 0              | 15,042,900    | 32,308,200       |
| Water & Lighting:          |                  |                    |                  |                |               |                  |
| Director's Office          | 0                | 0                  | 809,300          | 0              | 0             | 809,300          |
| Water Engineering          | 0                | 0                  | 917,700          | 0              | 0             | 917,700          |
| Water Prod. & Treat.       | 0                | 0                  | 4,186,900        | 0              | 0             | 4,186,900        |
| Water Supply & Maint.      | 0                | 0                  | 703,700          | 0              | 0             | 703,700          |
| Water Distribution         | 0                | 0                  | 4,035,300        | 0              | 0             | 4,035,300        |
| Street Lighting            | 5,177,700        | 0                  | 0                | 0              | 0             | 5,177,700        |
| Parking Meter Operations   | 0                | 0                  | 0                | 141,100        | 0             | 141,100          |
| Water Fixed Charges        | <u>0</u>         | <u>0</u>           | <u>7,807,200</u> | <u>0</u>       | <u>0</u>      | <u>7,807,200</u> |
|                            | 5,177,700        | 0                  | 18,460,100       | 141,100        | 0             | 23,778,900       |
| Equipment Services         | 5,802,400        | 0                  | 0                | 0              | 0             | 5,802,400        |
| Subtotal                   | 26,561,700       | 7,255,100          | 18,909,500       | 141,100        | 15,545,500    | 68,412,900       |
| Less Intrafund Credits:    |                  |                    |                  |                |               |                  |
| - Building Services        | 1,090,000        |                    |                  |                |               | 1,090,000        |
| - Equipment Services       | 2,480,000        |                    |                  |                |               | 2,480,000        |
| Net Total                  | 22,991,700       | 7,255,100          | 18,909,500       | 141,100        | 15,545,500    | 64,842,900       |

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## OPERATING BUDGET BY FUND



Note: Does not reflect intrafund credits

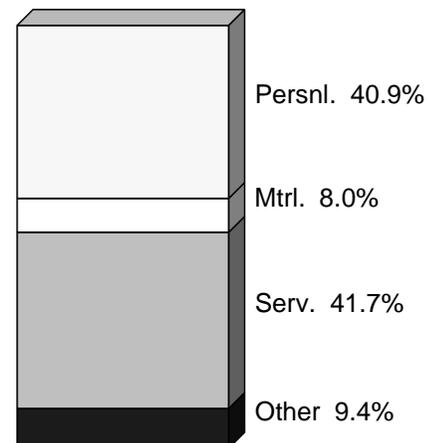
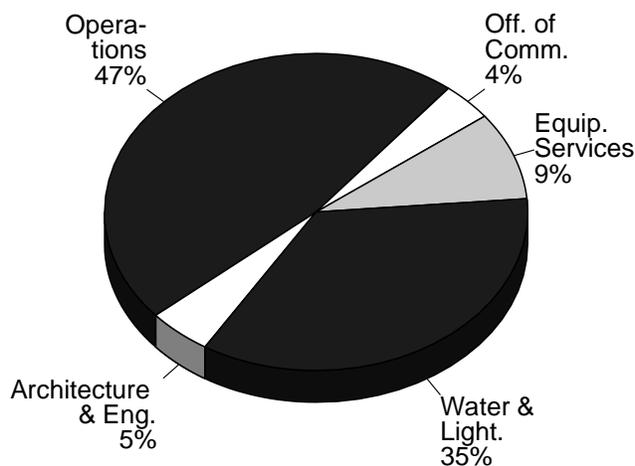
DEPARTMENT OF ENVIRONMENTAL SERVICES  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 27,350,991                      | 27,170,900                           | 27,684,100                         | 28,013,500                        |
| Materials & Supplies                 | 5,273,209                       | 5,229,500                            | 5,498,000                          | 5,473,800                         |
| Services                             | 29,337,916                      | 28,322,000                           | 28,112,400                         | 28,522,700                        |
| Other                                | <u>6,104,468</u>                | <u>6,124,300</u>                     | <u>6,182,500</u>                   | <u>6,402,900</u>                  |
| Total                                | 68,066,584                      | 66,846,700                           | 67,477,000                         | 68,412,900                        |
| Less: Intrafund Credit*              | <u>2,949,091</u>                | <u>3,452,800</u>                     | <u>3,894,600</u>                   | <u>3,570,000</u>                  |
| Total                                | 65,117,493                      | 63,393,900                           | 63,582,400                         | 64,842,900                        |

|                                  |                  |                  |                  |                  |
|----------------------------------|------------------|------------------|------------------|------------------|
| <b>Appropriation by Activity</b> |                  |                  |                  |                  |
| Office of the Commissioner       | 2,812,311        | 2,764,200        | 2,747,300        | 2,828,200        |
| Architecture & Engineering       | 3,472,801        | 3,545,800        | 3,595,800        | 3,695,200        |
| Operations                       | 32,520,808       | 30,864,500       | 31,686,700       | 32,308,200       |
| Water & Lighting                 | 23,466,768       | 23,996,700       | 23,757,500       | 23,778,900       |
| Equipment Services               | <u>5,793,896</u> | <u>5,675,500</u> | <u>5,689,700</u> | <u>5,802,400</u> |
| Total                            | 68,066,584       | 66,846,700       | 67,477,000       | 68,412,900       |
| Less: Intrafund Credit*          | <u>2,949,091</u> | <u>3,452,800</u> | <u>3,894,600</u> | <u>3,570,000</u> |
| Total                            | 65,117,493       | 63,393,900       | 63,582,400       | 64,842,900       |

|                                   |             |             |             |             |
|-----------------------------------|-------------|-------------|-------------|-------------|
| <b>Employee Years by Activity</b> |             |             |             |             |
| Office of the Commissioner        | 66.6        | 63.9        | 61.5        | 61.2        |
| Architecture & Engineering        | 74.2        | 73.6        | 73.5        | 73.5        |
| Operations                        | 404.1       | 377.1       | 374.4       | 373.5       |
| Water & Lighting                  | 167.3       | 165.6       | 162.9       | 160.1       |
| Equipment Services                | <u>89.5</u> | <u>82.2</u> | <u>82.6</u> | <u>83.0</u> |
| Total                             | 801.7       | 762.4       | 754.9       | 751.3       |

\*Reflects chargebacks for telephone and motor equipment services



The Office of the Commissioner manages the Department, provides customer service, coordinates environmental regulatory compliance efforts and oversees hazardous waste site remediation activities at City properties, trains departmental personnel in the performance of their jobs, and furnishes security service at several City facilities.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Coordinate and oversee remediation of Corn Hill Landing site                        | First Quarter               |
| Begin implementation of pilot environmental management system in Equipment Services | First Quarter               |
| Complete remedial construction design for former Photec facility                    | Third Quarter               |
| Complete Phase II remedial construction design of the former APCO/Artuso site       | Fourth Quarter              |
| Complete remediation of contaminated soil at Dewey Avenue site                      | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 2,747,300        | 2,828,200      | 80,900        |
| Employee Years | 61.5             | 61.2           | -0.3          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 46,700                              | 3,900                    | 20,300             | 0                        | -4,100               | 14,100              | 80,900       |

**Major Change**

|   |         |
|---|---------|
| One clerical position is eliminated, and one is reduced to part time in order to meet the budget level allocation                                 | -40,300 |
| A Senior Human Resource Associate position is added in Training and Safety unit during 1999-2000 to enhance the department's training initiatives | 34,200  |
| A Supervising Security Guard position is created to supervise the day shift and perform administrative functions                                  | 30,700  |
| Environmental assessment professional fees for Phase I site assessments and requirement for analytical testing are reduced                        | -10,500 |

**ADMINISTRATION**

Administration establishes departmental policies, reviews operational efficiency and effectiveness, and coordinates activities within the Department and with other City departments and external agencies. It manages personnel administration and monitors the Department's operating and capital budgets.

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OFFICE OF THE COMMISSIONER**

**ENVIRONMENTAL QUALITY**

Environmental Quality manages environmental investigations and hazardous waste site remediation activities at City properties. It coordinates environmental regulatory compliance efforts for the City, conducts environmental audits of sites under consideration for acquisition, and provides analysis on a variety of environmental issues.

| <b>Performance Indicators</b>                         | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>   |                                 |                                      |                                   |                                 |
| Site assessments requested                            | 54                              | 12                                   | 30                                | 30                              |
| Preliminary site assessments requested*               | 1,218                           | 1,210                                | 1,100                             | 1,100                           |
| <b>WORKLOAD</b>                                       |                                 |                                      |                                   |                                 |
| Site assessments completed                            | 60                              | 12                                   | 16                                | 13                              |
| Preliminary site assessments completed*               | 1,315                           | 1,210                                | 1,100                             | 1,100                           |
| Waste management projects completed                   | 45                              | 57                                   | 50                                | 50                              |
| Tons of waste material treated or sent for disposal** | 16,950                          | 6,055                                | 9,000                             | 8,100                           |
| Inspections of City facilities completed              | 16                              | 29                                   | 24                                | 24                              |
| Spill responses completed                             | 30                              | 23                                   | 24                                | 24                              |
| NYS cleanup agreements and orders                     | 7                               | 10                                   | 9                                 | 11                              |
| Remedial systems operating                            | 9                               | 11                                   | 8                                 | 11                              |
| <b>EFFICIENCY</b>                                     |                                 |                                      |                                   |                                 |
| Cleanup cost per acre (\$):                           |                                 |                                      |                                   |                                 |
| • Planned residential site reuse                      | 170,455                         | 25,506                               | 155,800                           | 166,667                         |
| • Planned commercial/industrial reuse                 | 41,348                          | 94,545                               | 121,800                           | 144,516                         |
| <b>RESULTS</b>  |                                 |                                      |                                   |                                 |
| Sites remediated                                      | 5                               | 5                                    | 5                                 | 6                               |
| Acres remediated                                      | 29                              | 14                                   | 16                                | 32                              |

\*Includes all commercial and industrial tax delinquent properties

\*\*The 1998-99 figure includes tonnage for cleanup at the former Silver Stadium site and the second stage of cleanup at the former Hallman site.

**SECURITY**

Security provides guard service at key City facilities and during various City events. Service is provided at City Hall, the Department of Environmental Services' Operations Center and Bureau of Water & Lighting, the Auto Pound, the Public Market, and commercial buildings acquired by the City through foreclosure. A mobile security patrol provides routine surveillance of City properties, and secures firehouses and libraries when necessary. The unit monitors security alarms at City facilities and some Rochester City School District buildings. The unit also conducts seasonal evening and weekend patrols at Turning Point, Maplewood, Cobbs Hill, and Genesee Valley Parks, and along the Genesee River Trail.

**OFFICE OF CUSTOMER SATISFACTION**

The Office of Customer Satisfaction (OCS) provides customer service for the Department's public services. The unit receives and responds to inquiries and requests for service, provides complaint resolution, renders water and commercial refuse bills to customers, and conducts customer surveys to measure the efficiency and effectiveness of services that are provided. The unit oversees the "Greta" program, an educational effort designed to increase the awareness of youth to problems of litter and graffiti and to encourage recycling and waste reduction. The activity also works in conjunction with the Bureau of Operations' Building Services division to manage the City's telephone system. The Bureau of Water & Lighting's Dispatch activity assists the unit by receiving calls when the office is not staffed.

DEPARTMENT OF ENVIRONMENTAL SERVICES  
OFFICE OF THE COMMISSIONER

7-9

**Program Change**

OCS will answer Neighborhood Empowerment Team (NET) telephone calls during evening and weekend hours when the NET offices are not staffed.

| <b>Performance Indicators</b>   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| City residents  | 216,887                   | 216,887                        | 231,636                     | 216,000                   |
| Customer Accounts   |                           |                                |                             |                           |
| • Water   | 62,160                    | 61,700                         | 62,000                      | 62,000                    |
| • Refuse  | 56,335                    | 56,191                         | 56,470                      | 56,049                    |
| <b>WORKLOAD</b>   |                           |                                |                             |                           |
| Number of telephone calls received*                                       | 170,503                   | 140,000                        | N/A                         | 150,000                   |
| Number of service requests taken  | 26,288                    | 28,000                         | N/A                         | 30,000                    |
| Number of complaints taken  | 32,246                    | 24,000                         | N/A                         | 24,000                    |
| Customer satisfaction surveys conducted                                   | 2                         | 5                              | 3                           | 3                         |
| Water billings rendered   | 266,500                   | 264,000                        | 264,400                     | 263,600                   |
| Commercial refuse billings rendered                                       | 12,083                    | 12,000                         | 12,200                      | 12,000                    |
| <b>RESULTS</b>  |                           |                                |                             |                           |
| Percent of telephone calls answered within 30 seconds                     | N/A                       | 88.0                           | N/A                         | 90.0                      |
| Repeat complaints as a percentage of total complaints received            | 3.4                       | 3.8                            | N/A                         | 3.0                       |
| Level of customer satisfaction as measured by quality assurance callbacks | 88.7                      | 90.0                           | 90.0                        | 90.0                      |

N/A - Not Applicable

\*Calls taken by Water Dispatch operation between 11:00 p.m. and 6:30 a.m., when OCS is not staffed, are shown in the Water & Lighting bureau performance indicators

|                              |
|------------------------------|
| <b>TRAINING &amp; SAFETY</b> |
|------------------------------|

Training and Safety trains departmental personnel in the performance of their jobs. The unit develops and delivers management, technical, customer service, safety, and equipment training. It coordinates the Department's total quality management program.

| <b>Performance Indicators</b>                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                      |                           |                                |                             |                           |
| Full time positions authorized in department       | 673.0                     | 665.0                          | 664.0                       | 662.0                     |
| Part time, temporary, seasonal equivalents         | <u>30.8</u>               | <u>32.8</u>                    | <u>36.7</u>                 | <u>36.7</u>               |
| Total  | 703.8                     | 697.8                          | 700.7                       | 698.7                     |
| <b>WORKLOAD</b>                                    |                           |                                |                             |                           |
| Individuals participating in training sessions:    |                           |                                |                             |                           |
| • Quality tools                                    | 50                        | 75                             | 75                          | 150                       |
| • Telephone techniques                             | 30                        | 25                             | 100                         | 100                       |
| • Supervisory skills                               | 50                        | 60                             | 30                          | 60                        |
| • Defensive driving techniques                     | 240                       | 260                            | 260                         | 280                       |
| • Equipment training                               | 450                       | 450                            | 450                         | 500                       |
| New employees participating in orientation program | 30                        | 30                             | 20                          | 30                        |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
OFFICE OF THE COMMISSIONER

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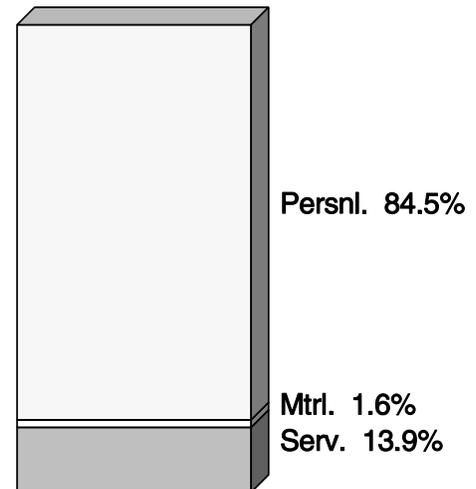
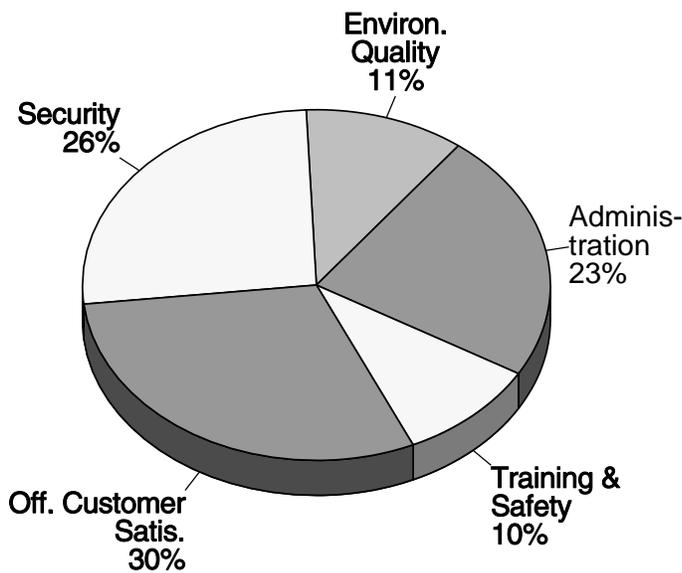
| <b>Performance Indicators</b>   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| RESULTS   |                           |                                |                             |                           |
| Occupational Safety and Health Administration (OSHA) reportable accidents | 126                       | 130                            | 110                         | 110                       |
| Safe driving awards issued as a percentage of eligible drivers            | 84.7                      | 83.0                           | N/A                         | 85.                       |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
OFFICE OF THE COMMISSIONER  
EXPENDITURE SUMMARY

| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 2,294,258                 | 2,325,400                      | 2,318,600                    | 2,389,900                   |
| Materials & Supplies                 | 43,815                    | 51,800                         | 44,600                       | 44,500                      |
| Services                             | 474,238                   | 387,000                        | 384,100                      | 393,800                     |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 2,812,311                 | 2,764,200                      | 2,747,300                    | 2,828,200                   |

| <b>Appropriation by Activity</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|----------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                   | 760,390                   | 594,100                        | 646,400                      | 646,300                     |
| Environmental Quality            | 329,751                   | 343,500                        | 334,100                      | 324,900                     |
| Security                         | 731,362                   | 749,600                        | 710,400                      | 731,100                     |
| Office of Customer Satisfaction  | 759,714                   | 815,100                        | 807,300                      | 837,200                     |
| Training & Safety                | <u>231,094</u>            | <u>261,900</u>                 | <u>249,100</u>               | <u>288,700</u>              |
| Total                            | 2,812,311                 | 2,764,200                      | 2,747,300                    | 2,828,200                   |

| <b>Employee Years by Activity</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|-----------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                    | 10.8                      | 10.8                           | 10.7                         | 9.7                         |
| Environmental Quality             | 5.6                       | 5.6                            | 5.6                          | 5.6                         |
| Security                          | 25.6                      | 25.0                           | 23.8                         | 23.5                        |
| Office of Customer Satisfaction   | 20.5                      | 17.4                           | 17.3                         | 17.3                        |
| Training & Safety                 | <u>4.1</u>                | <u>5.1</u>                     | <u>4.1</u>                   | <u>5.1</u>                  |
| Total                             | 66.6                      | 63.9                           | 61.5                         | 61.2                        |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
OFFICE OF THE COMMISSIONER  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |   |                  |                  | Administration | Environmental Quality | Security   | Office of Customer Satisfaction | Training & Safety |
|--------------------------------|---|------------------|------------------|----------------|-----------------------|------------|---------------------------------|-------------------|
| Br.                            | Title   | Budget 1999-2000 | Proposed 2000-01 |                |                       |            |                                 |                   |
| 36                             | Commissioner                                      | 1                | 1                | 1              |                       |            |                                 |                   |
| 35                             | Deputy Commissioner                               | 1                | 1                | 1              |                       |            |                                 |                   |
| 29                             | Manager of Customer Satisfaction                  | 1                | 1                |                |                       |            | 1                               |                   |
| 29                             | Manager of Environmental Quality                  | 1                | 1                |                | 1                     |            |                                 |                   |
| 29                             | Principal Staff Assistant                         | 1                | 1                | 1              |                       |            |                                 |                   |
| 27                             | Superintendent of Security                        | 1                | 1                |                |                       | 1          |                                 |                   |
| 26                             | Training & Safety Coordinator                     | 1                | 1                |                |                       |            |                                 | 1                 |
| 25                             | Senior Environmental Specialist/Compliance        | 1                | 1                |                | 1                     |            |                                 |                   |
| 25                             | Senior Environmental Specialist/Remediation       | 0                | 1                |                | 1                     |            |                                 |                   |
| 25                             | Superintendent of Customer Accounts               | 1                | 1                |                |                       |            | 1                               |                   |
| 24                             | Senior Administrative Analyst                     | 3                | 3                | 3              |                       |            |                                 |                   |
| 23                             | Assistant Superintendent of Customer Satisfaction | 1                | 1                |                |                       |            | 1                               |                   |
| 23                             | Environmental Specialist/Remediation              | 1                | 0                |                |                       |            |                                 |                   |
| 21                             | Environmental Technician                          | 1                | 1                |                | 1                     |            |                                 |                   |
| 21                             | Equipment Training Coordinator                    | 1                | 1                |                |                       |            |                                 | 1                 |
| 20                             | Executive Assistant                               | 1                | 1                |                | 1                     |            |                                 |                   |
| 19                             | Equipment Trainer                                 | 1                | 1                |                |                       |            |                                 | 1                 |
| 18                             | Municipal Assistant                               | 2                | 2                | 1              |                       |            |                                 | 1                 |
| 18                             | Supervising Service Representative                | 1                | 1                |                |                       |            | 1                               |                   |
| 16                             | Secretary to the Commissioner                     | 1                | 1                | 1              |                       |            |                                 |                   |
| 16                             | Supervising Security Guard                        | 1                | 2                |                |                       | 2          |                                 |                   |
| 14                             | Senior Human Resource Associate                   | 0                | 1                |                |                       |            |                                 | 1                 |
| 13                             | Administrative Secretary                          | 1                | 1                | 1              |                       |            |                                 |                   |
| 10                             | Service Representative                            | 9                | 9                |                |                       |            | 9                               |                   |
| 10                             | Service Representative/Bilingual                  | 2                | 2                |                |                       |            | 2                               |                   |
| 9                              | Clerk II  | 2                | 1                | 0.5            | 0.5                   |            |                                 |                   |
| 7                              | Clerk III w ith Typing                            | 1                | 0                |                |                       |            |                                 |                   |
| 59                             | Car Pool Coordinator                              | 1                | 1                |                |                       | 1          |                                 |                   |
| 57                             | Senior Security Guard                             | 5                | 5                |                |                       | 5          |                                 |                   |
| 52                             | Security Guard                                    | 8                | 8                |                |                       | 8          |                                 |                   |
| <b>EMPLOYEE YEARS</b>          |   |                  |                  |                |                       |            |                                 |                   |
| Full Time                      |   | 52.0             | 52.0             | 9.5            | 5.5                   | 17.0       | 15.0                            | 5.0               |
| Overtime                       |   | 2.6              | 2.6              | 0.0            | 0.1                   | 1.4        | 1.0                             | 0.1               |
| Part Time, Temporary, Seasonal |   | 6.9              | 6.6              | 0.2            | 0.0                   | 5.1        | 1.3                             | 0.0               |
| Less: Vacancy Allowance        |   | <u>0.0</u>       | <u>0.0</u>       | <u>0.0</u>     | <u>0.0</u>            | <u>0.0</u> | <u>0.0</u>                      | <u>0.0</u>        |
| Total                          |   | 61.5             | 61.2             | 9.7            | 5.6                   | 23.5       | 17.3                            | 5.1               |

The Bureau of Architecture & Engineering implements the City's capital program through design, construction, inspection, and rehabilitation of buildings, bridges, roads, and other infrastructure.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Begin design of West Ridge Road improvement project (Hanford Landing - Veterans' Memorial Bridge) | First Quarter               |
| Begin construction of the East River Wall   | First Quarter               |
| Begin design of new Ferry Street and River Street and Corrigan Street improvements                | First Quarter               |
| Complete reconstruction of University Avenue (Goodman Street - Culver Road)                       | Fourth Quarter              |
| Complete reconstruction of Lake Avenue (Stutson Street - Beach Avenue)                            | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 3,595,800        | 3,695,200      | 99,400        |
| Employee Years | 73.5             | 73.5           | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 67,800                              | 2,800                    | -18,700            | -36,300                  | 9,900                | 73,900              | 99,400       |

**Major Change**

|   |         |
|---|---------|
| A Senior Engineer/Street Design position is created to implement street improvement projects    | 68,000  |
| A GIS Specialist position is created to address increasing demand for specialized services      | 41,100  |
| A vacant Senior Surveying Technician position will be abolished upon creation of above position | -35,200 |

**ADMINISTRATION**

This activity manages the Bureau and provides technical support for City projects, including design, coordination, and implementation of capital projects. Administrative tasks include monitoring and implementation of Neighbors Building Neighborhoods (NBN) action steps assigned to the Bureau, and the development of measures to chart performance trends for the City's quality initiatives.

**CONSTRUCTION**

Construction inspects and administers construction activities funded by the City. This includes monitoring construction progress, coordinating traffic movement around street related projects, and preparing and processing project cost estimates.

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF ARCHITECTURE & ENGINEERING**

| <b>Performance Indicators</b>                              | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Total contracts  | 26                        | 38                             | 27                          | 27                        |
| Value of construction projects to be inspected (\$000,000) | 18.53                     | 22.57                          | 18.50                       | 19.43                     |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Contracts inspected:                                       |                           |                                |                             |                           |
| • In-house   | 10                        | 14                             | 12                          | 12                        |
| • Consultant   | 16                        | 24                             | 15                          | 15                        |
| Value of projects inspected: (\$000,000)                   |                           |                                |                             |                           |
| In-house   | 4.56                      | 4.89                           | 4.40                        | 4.62                      |
| Consultants  | 13.97                     | 17.68                          | 14.10                       | 14.81                     |

**MAPS & SURVEYS**

This activity maintains the Official City Map, records deeds of property transferred in the City, notifies the Assessor of ownership changes, reviews subdivision requests, assigns street numbers to new buildings, reproduces documents, maps, and construction plans for City departments, maintains the City's survey monuments, and makes necessary surveys.

| <b>Performance Indicators</b>             | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                             |                           |                                |                             |                           |
| Property parcels in City                  | 67,822                    | 67,700                         | 68,000                      | 67,500                    |
| Street miles (centerline)                 | 537                       | 537                            | 537                         | 537                       |
| City survey monuments                     | 5,780                     | 5,790                          | 5,830                       | 5,810                     |
| Property line miles (Upland)              | 75                        | 75                             | 75                          | 75                        |
| <b>WORKLOAD</b>                           |                           |                                |                             |                           |
| Miles of topographic street surveys       | 4.80                      | 4.50                           | 5.00                        | 3.50                      |
| Monuments recentered through construction | 54                        | 30                             | 50                          | 55                        |
| Monuments maintained                      | 810                       | 820                            | 850                         | 860                       |
| Official map changes made                 | 119                       | 130                            | 150                         | 125                       |
| Deeds processed                           | 6,690                     | 6,500                          | 6,000                       | 6,300                     |
| Subdivision requests reviewed             | 99                        | 85                             | 110                         | 90                        |
| Non-street surveys completed              | 28                        | 15                             | 50                          | 18                        |

**PERMIT OFFICE**

The Permit Office issues permits for construction work in the right-of-way. This work includes street openings, trenching, driveway construction, new water services and renewals, water abandonments, and use of hydrants and barricades. The office reviews and processes permit applications, reviews letters of credit, reviews liability insurance certificates, investigates public complaints, inspects sites for which permits have been issued, tests street restorations (utility cuts) for compliance with standards and specifications, and prepares Notice and Orders resulting from code violations.

| <b>Performance Indicators</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                 |                           |                                |                             |                           |
| Permit applications received  | 1,089                     | 1,680                          | 1,580                       | 1,300                     |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF ARCHITECTURE & ENGINEERING

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| <b>Performance Indicators</b>                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>WORKLOAD</b>                                     |                           |                                |                             |                           |
| Permits issued                                      | 1,043                     | 1,594                          | 1,255                       | 1,300                     |
| Permit inspections performed                        | N/A                       | 2,976                          | N/A                         | 3,900                     |
| Site inspections in response to inquiries*          | 367                       | 340                            | 340                         | 348                       |
| Notice and Orders issued                            | 97                        | 114                            | 80                          | 93                        |
| Street restorations tested for compliance**         | 71                        | 72                             | 70                          | 70                        |
| <b>RESULTS</b>                                      |                           |                                |                             |                           |
| Percent of tested street restorations in compliance | 65                        | 74                             | N/A                         | 75                        |

N/A - Not Applicable

\*This indicator was formerly Demand indicator "inquiries".

\*\*This indicator was formerly labeled "utility cuts".

**STREET DESIGN**

Street Design plans and implements the City's Street Improvement Program. It inspects streets, updates the Street Inventory System, and designs improvements such as street resurfacing and reconstruction, asphalt removal, and curb replacement. The unit reviews and acts upon the recommendations of consulting engineers, investigates citizen complaints, and provides technical support to the Administration activity. It also inspects hazardous sidewalks and designs replacements.

| <b>Performance Indicators</b>                              | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Street length (in centerline miles):                       |                           |                                |                             |                           |
| ● Arterial streets   | 94                        | 94                             | 94                          | 94                        |
| ● Collector streets  | 46                        | 46                             | 46                          | 46                        |
| ● Residential streets                                      | <u>397</u>                | <u>397</u>                     | <u>397</u>                  | <u>397</u>                |
| Total:   | 537                       | 537                            | 537                         | 537                       |
| Sidewalks (000,000 sq. ft.)                                | 29.7                      | 29.7                           | 29.7                        | 29.7                      |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Miles of street resurfacing design/investigation performed | 4.18                      | 5.10                           | 4.90                        | 4.80                      |
| Miles of street improvements designed:                     |                           |                                |                             |                           |
| ● In-house   | 1.82                      | 4.89                           | 2.50                        | 3.09                      |
| ● Consultants  | 3.74                      | 3.84                           | 2.90                        | 3.39                      |
| Value of street improvement projects designed: (\$000,000) |                           |                                |                             |                           |
| ● In-house   | 2.73                      | 6.90                           | 5.23                        | 6.27                      |
| ● Consultants  | 10.69                     | 12.68                          | 9.26                        | 14.06                     |
| Sidewalks investigated (000,000 sq. ft)                    | 7.93                      | 9.28                           | 8.15                        | 8.36                      |
| <b>RESULTS</b>   |                           |                                |                             |                           |
| Centerline miles resurfaced (%)                            | 0.78                      | 0.95                           | 0.90                        | 0.90                      |
| Sidewalk improved (000,000 sq. ft.)                        | 0.14                      | 0.19                           | 0.17                        | 0.16                      |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF ARCHITECTURE & ENGINEERING

ARCHITECTURAL SERVICES

Architectural Services plans and executes the City's building renovation program, reviews requests for building-related construction projects, inspects and prepares reports on project requests, designs building construction and renovation projects, and provides technical support to consultants involved in the design of City projects.

| <b>Performance Indicators</b>                            | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| City building inventory                                  | 188                       | 189                            | 199                         | 190                       |
| Facilities in building renovation program                | 156                       | 156                            | 156                         | 157                       |
| Municipal parking garages                                | 10                        | 9                              | 9                           | 9                         |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Technical surveys and reports                            | 41                        | 34                             | 45                          | 40                        |
| Projects designed:                                       |                           |                                |                             |                           |
| ● In-house   | 34                        | 36                             | 30                          | 36                        |
| ● Consultant   | 23                        | 20                             | 14                          | 23                        |
| ● Combined   | 4                         | 2                              | N/A                         | 2                         |
| Construction contracts administered:                     |                           |                                |                             |                           |
| ● In-house   | 35                        | 45                             | 27                          | 29                        |
| ● Consultant   | 29                        | 24                             | 10                          | 14                        |
| Value of projects designed (\$000,000)                   |                           |                                |                             |                           |
| ● In-house   | 1.68                      | 1.11                           | 1.10                        | 1.60                      |
| ● Consultant   | 4.88                      | 11.70                          | 5.00                        | 3.00                      |
| ● Combined   | 0.48                      | 0.11                           | 0.10                        | 0.50                      |
| Value of construction contracts administered (\$000,000) |                           |                                |                             |                           |
| ● In-house   | 1.01                      | 2.01                           | 1.39                        | 2.22                      |
| ● Consultant   | 6.47                      | 1.74                           | 1.00                        | 11.70                     |

N/A - Not Applicable

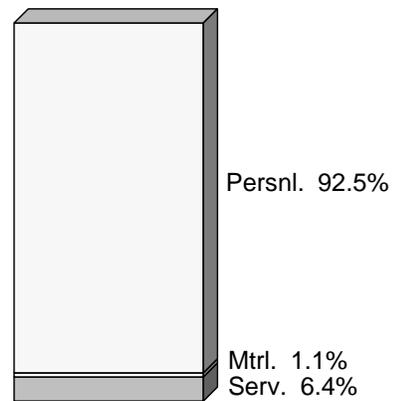
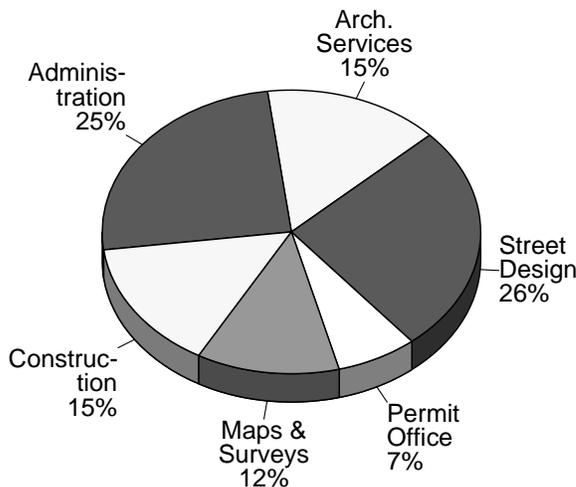
DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF ARCHITECTURE & ENGINEERING  
EXPENDITURE SUMMARY

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| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 3,073,503                 | 3,219,200                      | 3,305,100                    | 3,419,100                   |
| Materials & Supplies                 | 75,613                    | 70,900                         | 39,900                       | 40,800                      |
| Services                             | 323,685                   | 255,700                        | 250,800                      | 235,300                     |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 3,472,801                 | 3,545,800                      | 3,595,800                    | 3,695,200                   |

| <b>Appropriation by Activity</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|----------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                   | 958,147                   | 915,100                        | 923,600                      | 931,800                     |
| Construction                     | 557,433                   | 564,500                        | 552,900                      | 559,800                     |
| Maps and Surveys                 | 439,282                   | 419,600                        | 449,200                      | 442,200                     |
| Permit Office                    | 230,039                   | 241,900                        | 239,100                      | 240,200                     |
| Street Design                    | 773,585                   | 833,800                        | 875,400                      | 950,100                     |
| Architectural Services           | <u>514,315</u>            | <u>570,900</u>                 | <u>555,600</u>               | <u>571,100</u>              |
| Total                            | 3,472,801                 | 3,545,800                      | 3,595,800                    | 3,695,200                   |

| <b>Employee Years by Activity</b> | 1998-99     | 1999-2000   | 1999-2000   | 2000-01     |
|-----------------------------------|-------------|-------------|-------------|-------------|
| Administration                    | 14.6        | 14.3        | 14.3        | 14.1        |
| Construction                      | 11.2        | 11.1        | 11.1        | 11.0        |
| Maps and Surveys                  | 10.4        | 10.2        | 10.2        | 10.1        |
| Permit Office                     | 6.1         | 6.1         | 6.0         | 5.9         |
| Street Design                     | 19.6        | 19.5        | 19.5        | 20.2        |
| Architectural Services            | <u>12.3</u> | <u>12.4</u> | <u>12.4</u> | <u>12.2</u> |
| Total                             | 74.2        | 73.6        | 73.5        | 73.5        |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF ARCHITECTURE & ENGINEERING  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                       |                  |                  | Administration | Construction | Maps & Surveys | Permit Office | Street Design | Architectural Services |
|--------------------------------|---------------------------------------|------------------|------------------|----------------|--------------|----------------|---------------|---------------|------------------------|
| Br.                            | Title                                 | Budget 1999-2000 | Proposed 2000-01 |                |              |                |               |               |                        |
| 35                             | City Engineer                         | 1                | 1                | 1              |              |                |               |               |                        |
| 32                             | Assistant City Engineer/Arch. & Bldg. | 1                | 1                |                |              |                |               |               | 1                      |
| 32                             | Managing Engineer-Construction        | 1                | 1                |                | 1            |                |               |               |                        |
| 32                             | Managing Engineer-Street Design       | 1                | 1                |                |              |                |               | 1             |                        |
| 29                             | Senior Engineer-Street Design         | 0                | 1                |                |              |                |               | 1             |                        |
| 29                             | Senior Landscape Architect            | 2                | 2                | 2              |              |                |               |               |                        |
| 29                             | Senior Structural Engineer/Bridges    | 1                | 1                | 1              |              |                |               |               |                        |
| 28                             | Manager of Maps & Surveys             | 1                | 1                |                |              | 1              |               |               |                        |
| 27                             | Senior Architect                      | 2                | 2                |                |              |                |               |               | 2                      |
| 27                             | Transportation Specialist             | 1                | 1                | 1              |              |                |               |               |                        |
| 26                             | Engineer III                          | 6                | 6                |                | 3            |                |               | 3             |                        |
| 24                             | Architect                             | 2                | 2                |                |              |                |               |               | 2                      |
| 24                             | Engineer II                           | 1                | 1                |                |              |                |               | 1             |                        |
| 24                             | Field Surveyor                        | 1                | 1                |                |              | 1              |               |               |                        |
| 24                             | Permit Coordinator                    | 1                | 1                |                |              |                | 1             |               |                        |
| 24                             | Senior Administrative Analyst         | 4                | 4                | 3              |              |                |               | 1             |                        |
| 21                             | Assistant Architect                   | 2                | 3                |                |              |                |               |               | 3                      |
| 21                             | Engineer I                            | 6                | 6                |                | 2            |                |               | 4             |                        |
| 21                             | Supervisor of Mapping                 | 1                | 1                |                |              | 1              |               |               |                        |
| 21                             | Supv. Engineering Technician          | 3                | 3                |                | 1            |                |               | 2             |                        |
| 20                             | GIS Applications Specialist           | 0                | 1                |                |              | 1              |               |               |                        |
| 18                             | Assistant Field Surveyor              | 1                | 1                |                |              | 1              |               |               |                        |
| 18                             | Junior Architect                      | 3                | 2                |                |              |                |               |               | 2                      |
| 18                             | Principal Engineering Technician      | 4                | 4                |                | 2            | 1              | 1             |               |                        |
| 15                             | Senior Engineering Technician         | 1                | 1                |                |              |                |               | 1             |                        |
| 15                             | Senior Engineering Technician/Struct. | 1                | 1                | 1              |              |                |               |               |                        |
| 15                             | Senior Landscape Technician           | 1                | 1                | 1              |              |                |               |               |                        |
| 15                             | Senior Survey Technician              | 4                | 3                |                |              | 3              |               |               |                        |
| 13                             | Administrative Secretary              | 1                | 1                | 1              |              |                |               |               |                        |
| 12                             | Engineering Technician                | 8                | 8                |                |              |                | 3             | 5             |                        |
| 12                             | Landscape Technician                  | 1                | 1                | 1              |              |                |               |               |                        |
| 11                             | Secretary                             | 1                | 1                |                |              |                |               |               | 1                      |
| 9                              | Clerk II                              | 1                | 1                |                |              | 1              |               |               |                        |
| 9                              | Clerk II with Typing                  | 4                | 4                |                | 1            |                | 1             | 1             | 1                      |
| 9                              | Clerk II with Typing/Bilingual        | 1                | 1                | 1              |              |                |               |               |                        |
| 8                              | Senior Stenographer                   | 1                | 1                | 1              |              |                |               |               |                        |
| <b>EMPLOYEE YEARS</b>          |                                       |                  |                  |                |              |                |               |               |                        |
| Full Time                      |                                       | 71.0             | 72.0             | 14.0           | 10.0         | 10.0           | 6.0           | 20.0          | 12.0                   |
| Overtime                       |                                       | 1.7              | 1.7              | 0.0            | 1.0          | 0.3            | 0.0           | 0.1           | 0.3                    |
| Part Time, Temporary, Seasonal |                                       | 1.5              | 1.5              | 0.4            | 0.2          | 0.0            | 0.1           | 0.6           | 0.2                    |
| Less: Vacancy Allowance        |                                       | <u>0.7</u>       | <u>1.7</u>       | <u>0.3</u>     | <u>0.2</u>   | <u>0.2</u>     | <u>0.2</u>    | <u>0.5</u>    | <u>0.3</u>             |
| Total                          |                                       | 73.5             | 73.5             | 14.1           | 11.0         | 10.1           | 5.9           | 20.2          | 12.2                   |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF OPERATIONS

7-19

The Bureau of Operations is comprised of five units. The Director's Office is responsible for Bureau administration and maintenance of the Downtown Services District. Refuse is collected from residential and commercial customers by the Solid Waste Collection Division. The Special Services Division removes snow and ice from streets and sidewalks, maintains vacant lots, sweeps streets, collects leaves, and removes graffiti. The Street Maintenance Division conducts a surface treatment program on City streets, restores Bureau of Water & Lighting utility cuts, and repairs potholes, bridges, guardrails, and sidewalks. City-owned buildings are maintained and repaired by the Building Services Division.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Complete procedures manual for refuse and recycling collection operations | First Quarter               |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 30,584,800       | 31,218,200     | 633,400       |
| Employee Years | 374.4            | 373.5          | -0.9          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 260,100                             | 60,600                   | 143,400            | -88,900                  | -22,200              | 280,400             | 633,400      |

**Major Change**

|  |          |
|--|----------|
| Overtime allocations are reduced with restructuring of Winter stand-by crews   | -113,500 |
| Estimated unit price of salt is reduced based on market conditions, and fewer planned purchases are budgeted based on projected need | -102,900 |
| Estimated escalation adjustment in sidewalk and roadway plowing contracts increases expense  | 70,400   |
| Funds are added for maintenance of Animal Control Center and for relocated Police Tactical Unit                                      | 58,000   |
| Funds are added to provide enhanced sidewalk and roadway plowing   | 36,000   |
| Materials allocation is increased due to cost escalation for lumber used in board-ups  | 25,000   |
| Funding is included for additional downtown weekend cleanups   | 22,100   |
| In-house sidewalk flag installation is expanded  | 17,500   |
| Maintenance of Plymouth Avenue streetscape will increase expense   | 12,700   |
| One weekend shift for the Service Truck is eliminated due to budget constraints  | -10,400  |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF OPERATIONS  
EXPENDITURE SUMMARY

|                                      | Actual<br>1998-99 | Estimated<br>1999-2000 | Amended<br>1999-2000 | Proposed<br>2000-01 |
|--------------------------------------|-------------------|------------------------|----------------------|---------------------|
| <b>Appropriation by Major Object</b> |                   |                        |                      |                     |
| Personnel Expenses                   | 13,315,202        | 12,858,000             | 13,076,500           | 13,220,500          |
| Materials & Supplies                 | 1,751,929         | 1,806,300              | 2,087,700            | 2,063,400           |
| Services                             | 17,453,677        | 16,200,200             | 16,522,500           | 16,758,800          |
| Other                                | 0                 | 0                      | 0                    | 265,500             |
| Total                                | 32,520,808        | 30,864,500             | 31,686,700           | 32,308,200          |
| Less: Intrafund Credit*              | 967,359           | 1,067,800              | 1,101,900            | 1,090,000           |
| Total                                | 31,553,449        | 29,796,700             | 30,584,800           | 31,218,200          |

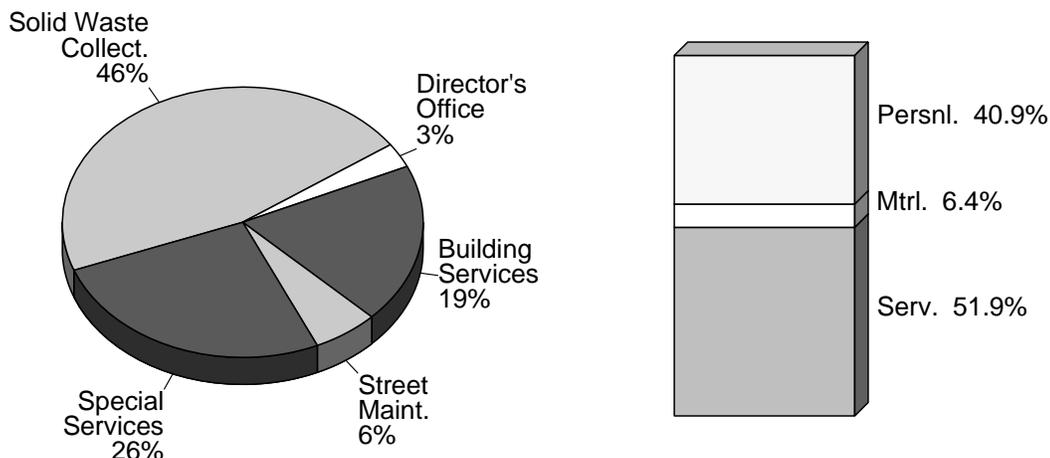
**Appropriation by Activity**

|                         |            |            |            |            |
|-------------------------|------------|------------|------------|------------|
| Director's Office       | 737,349    | 790,500    | 828,000    | 841,800    |
| Solid Waste Collection  | 14,249,841 | 14,360,800 | 14,411,700 | 14,887,700 |
| Special Services        | 9,866,349  | 7,876,600  | 8,437,600  | 8,462,800  |
| Street Maintenance      | 2,004,251  | 1,990,700  | 2,056,400  | 2,033,000  |
| Building Services       | 5,663,018  | 5,845,900  | 5,953,000  | 6,082,900  |
| Total                   | 32,520,808 | 30,864,500 | 31,686,700 | 32,308,200 |
| Less: Intrafund Credit* | 967,359    | 1,067,800  | 1,101,900  | 1,090,000  |
| Total                   | 31,553,449 | 29,796,700 | 30,584,800 | 31,218,200 |

**Employee Years by Activity**

|                        |       |       |       |       |
|------------------------|-------|-------|-------|-------|
| Director's Office      | 15.0  | 16.2  | 15.5  | 16.2  |
| Solid Waste Collection | 137.6 | 132.7 | 131.9 | 131.0 |
| Special Services       | 129.5 | 113.6 | 113.6 | 112.5 |
| Street Maintenance     | 43.5  | 40.3  | 39.5  | 39.2  |
| Building Services      | 78.5  | 74.3  | 73.9  | 74.6  |
| Total                  | 404.1 | 377.1 | 374.4 | 373.5 |

\*Reflects chargebacks for telephone services



The Director's Office is responsible for Bureau administration and Downtown District Services.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 828,000          | 841,800        | 13,800        |
| Employee Years | 15.5             | 16.2           | 0.7           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 9,000                               | 1,800                    | -22,200            | 0                        | 3,100                | 22,100              | 13,800       |

**Major Change**

Funding is included for additional downtown weekend cleanups 22,100

**ADMINISTRATION**

Administration manages the Bureau of Operations and provides staff support for the operating divisions.

**DOWNTOWN DISTRICT SERVICES**

This activity maintains downtown walks, streets, and other public facilities including those within the Downtown Enhancement District. While basic services are provided to this area as part of the City-wide environmental services program, the Downtown Enhancement District receives services above this level. It pays for them through a special assessment charge in addition to regular tax and service charges levied on the properties. In return for this additional payment, District members receive special services including landscaping, litter cleanup, repair of benches and other amenities, graffiti removal, and holiday decorations.

**Performance Indicators**

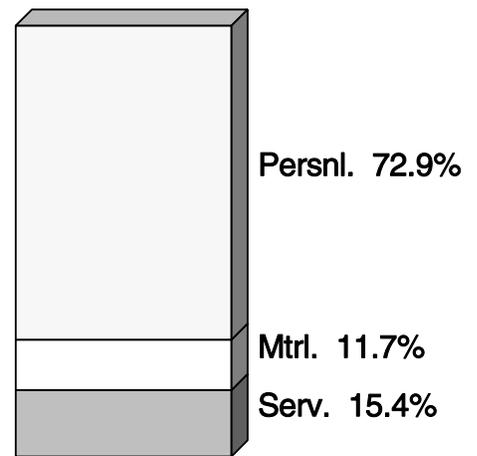
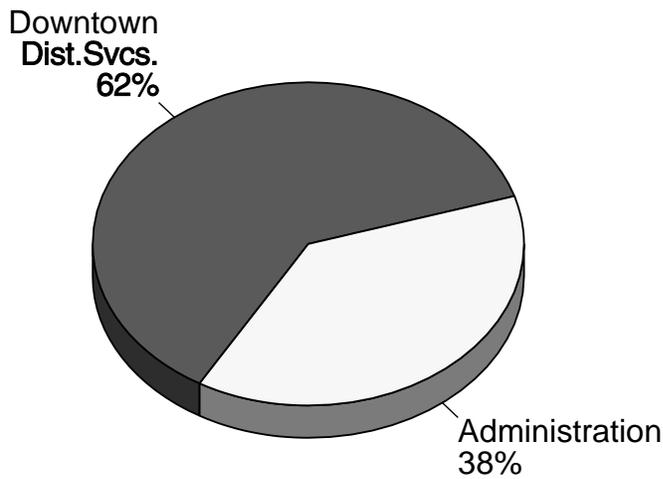
|                           | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| DEMAND                    |                           |                                |                             |                           |
| Bus shelters              | 16                        | 16                             | 16                          | 16                        |
| Litter containers         | 100                       | 100                            | 100                         | 100                       |
| Benches                   | 105                       | 105                            | 105                         | 105                       |
| Sidewalk pavers (sq. ft.) | 155,000                   | 155,000                        | 155,000                     | 155,000                   |
| Trees                     | 1,120                     | 1,120                          | 1,120                       | 1,120                     |
| Planters                  | 185                       | 185                            | 185                         | 185                       |
| Mall planters             | 8                         | 8                              | 8                           | 8                         |
| Precast ashtrays          | 70                        | 70                             | 70                          | 70                        |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – DIRECTOR'S OFFICE

| <b>Performance Indicators</b>                    | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>WORKLOAD</b>                                  |                           |                                |                             |                           |
| Twice daily:                                     |                           |                                |                             |                           |
| ● Litter containers emptied                      | 100                       | 100                            | 100                         | 100                       |
| Daily:   |                           |                                |                             |                           |
| ● Precast ashtrays emptied                       | 70                        | 70                             | 70                          | 70                        |
| ● Benches cleaned                                | 105                       | 105                            | 105                         | 105                       |
| ● Sidewalk pavers swept (sq. ft.)                | 155,000                   | 155,000                        | 155,000                     | 155,000                   |
| ● Tree pits cleaned (Zone I)                     | 124                       | 124                            | 124                         | 124                       |
| Twice weekly:                                    |                           |                                |                             |                           |
| ● Sidewalk pavers washed (sq. ft.)               | 155,000                   | 155,000                        | 155,000                     | 155,000                   |
| ● Planters cleaned and watered                   | 185                       | 185                            | 185                         | 185                       |
| Weekly:  |                           |                                |                             |                           |
| ● Bus shelters washed                            | 16                        | 16                             | 16                          | 16                        |
| ● Trees watered (Zone I)                         | 124                       | 124                            | 124                         | 124                       |
| Annually:  |                           |                                |                             |                           |
| ● Tree pits cleaned (Zone II & remainder of CBD) | 933                       | 933                            | 933                         | 933                       |
| Loose sidewalk pavers reset                      | 2,300                     | 2,400                          | 2,500                       | 2,500                     |
| Flower bulbs and annuals planted                 | 26,000                    | 26,000                         | 26,000                      | 26,000                    |
| Banners installed                                | 900                       | 900                            | 900                         | 900                       |
| Holiday decorations installed                    | 466                       | 466                            | 466                         | 466                       |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 OPERATIONS – DIRECTOR'S OFFICE  
 EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Amended</u><br>1999-2000 | <u>Proposed</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 560,398                  | 575,600                       | 582,100                     | 613,200                    |
| Materials & Supplies                 | 84,988                   | 87,000                        | 87,000                      | 98,600                     |
| Services                             | 91,963                   | 127,900                       | 158,900                     | 130,000                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 737,349                  | 790,500                       | 828,000                     | 841,800                    |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Administration                       | 289,755                  | 310,000                       | 313,500                     | 319,600                    |
| Downtown District Services           | <u>447,594</u>           | <u>480,500</u>                | <u>514,500</u>              | <u>522,200</u>             |
| Total                                | 737,349                  | 790,500                       | 828,000                     | 841,800                    |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Administration                       | 4.1                      | 4.6                           | 4.0                         | 4.1                        |
| Downtown District Services           | <u>10.9</u>              | <u>11.6</u>                   | <u>11.5</u>                 | <u>12.1</u>                |
| Total                                | 15.0                     | 16.2                          | 15.5                        | 16.2                       |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – DIRECTOR'S OFFICE  
PERSONNEL SUMMARY

| FULL TIME POSITIONS |                                  |                     |                     | Administration | Downtown<br>District<br>Services |
|---------------------|----------------------------------|---------------------|---------------------|----------------|----------------------------------|
| Br.                 | Title                            | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                                  |
| 35                  | Director of Operations           | 1                   | 1                   | 1              |                                  |
| 31                  | Assistant Director of Operations | 1                   | 1                   | 1              |                                  |
| 24                  | Sr. Administrative Analyst       | 1                   | 1                   | 1              |                                  |
| 23                  | Asst. Operations Superintendent  | 1                   | 1                   |                | 1                                |
| 13                  | Administrative Secretary         | 1                   | 1                   | 1              |                                  |
| 62                  | Senior Operations Worker         | 1                   | 1                   |                | 1                                |
| 56                  | Grounds Equipment Operator       | 5                   | 4                   |                | 4                                |
| 41                  | Operations Worker                | 0                   | 1                   |                | 1                                |
| EMPLOYEE YEARS      |                                  |                     |                     |                |                                  |
|                     | Full Time                        | 11.0                | 11.0                | 4.0            | 7.0                              |
|                     | Overtime                         | 0.9                 | 1.7                 | 0.0            | 1.7                              |
|                     | Part Time, Temporary, Seasonal   | 3.8                 | 3.7                 | 0.1            | 3.6                              |
|                     | Less: Vacancy Allowance          | <u>0.2</u>          | <u>0.2</u>          | <u>0.0</u>     | <u>0.2</u>                       |
|                     | Total                            | 15.5                | 16.2                | 4.1            | 12.1                             |

The Solid Waste Collection Division collects refuse and recycles selected materials for residential and commercial customers. Funding for the refuse disposal agreement with Monroe County is included in this Division.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 14,411,700       | 14,887,700     | 476,000       |
| Employee Years | 131.9            | 131.0          | -0.9          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 102,200                             | 6,200                    | 186,800            | -49,400                  | -35,300              | 265,500             | 476,000      |

**Major Change**

In the Refuse Fund, an in lieu of equipment depreciation account is resurrected 265,500

**ADMINISTRATION**

Administration manages the Division and provides staff support for the field activities. The unit also licenses commercial refuse haulers who operate within the boundaries of the City. Funding for the “Greta” educational program is included in this unit; the program is administered by the Commissioner’s Office of Customer Satisfaction.

**RESIDENTIAL REFUSE COLLECTION**

Refuse is collected once a week from residential properties with three or less family units. Residential customers receive curbside service for regular refuse and bulk items.

| <b>Performance Indicators</b> | <u>Actual 1998-99</u> | <u>Estimated 1999-2000</u> | <u>Budget 1999-2000</u> | <u>Budget 2000-01</u> |
|-------------------------------|-----------------------|----------------------------|-------------------------|-----------------------|
| <b>DEMAND</b>                 |                       |                            |                         |                       |
| Residential accounts          | 53,675                | 53,541                     | 53,660                  | 53,400                |
| <b>WORKLOAD</b>               |                       |                            |                         |                       |
| Tons collected and disposed   | 97,674                | 97,300                     | 97,300                  | 97,300                |
| <b>EFFICIENCY</b>             |                       |                            |                         |                       |
| Cost per ton disposed (\$)*   | 99.22                 | 101.13                     | 100.35                  | 101.84                |

\*Includes Undistributed expense

**COMMERCIAL REFUSE COLLECTION**

Commercial Refuse Collection provides service to commercial, retail, and food service establishments, City School District facilities, several County operated facilities, and residential properties with four or more units. Rates charged vary with the frequency and volume of collections. Commercial customers may choose either the City or other licensed, private refuse haulers to provide their refuse collection service.

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – SOLID WASTE COLLECTION DIVISION**

| <b>Performance Indicators</b>        | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                        |                           |                                |                             |                           |
| Commercial accounts                  | 2,660                     | 2,650                          | 2,810                       | 2,650                     |
| <b>WORKLOAD</b>                      |                           |                                |                             |                           |
| Collections per week                 | 3,005                     | 3,800                          | 3,820                       | 3,800                     |
| Refuse collected and disposed (tons) | 17,909                    | 19,000                         | 18,800                      | 18,800                    |
| <b>EFFICIENCY</b>                    |                           |                                |                             |                           |
| Cost per ton disposed (\$)*          | 121.29                    | 122.48                         | 125.10                      | 130.84                    |

\*Includes Undistributed expense

### RECYCLING

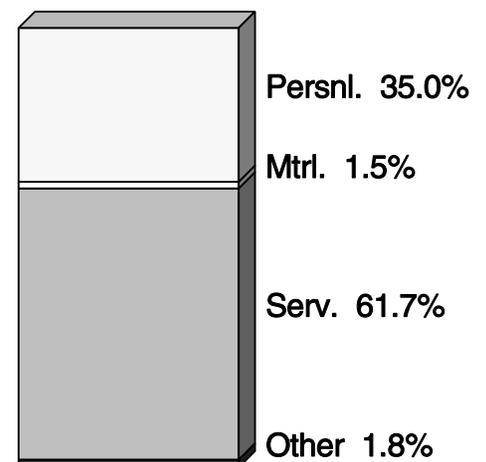
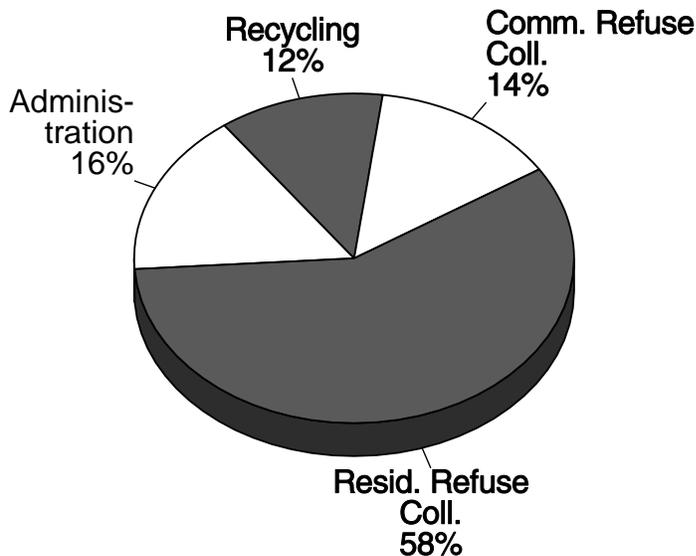
Residential and commercial customers place certain recyclable materials at curbside for collection by this unit. These materials include: newsprint, high grade paper, magazines, corrugated cardboard, glass and metal containers, plastic containers with the plastic container code 1 or 2 stamped on the bottom, "gable-top" cartons, drink boxes, empty aerosol cans, and appliances. In addition, the unit separately collects discarded tires from residential and commercial customers. The activity administers the Materials Give Back program, which returns recycled materials and products to the public at no charge.

| <b>Performance Indicators</b>                                  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Residential & commercial accounts                              | 56,335                    | 56,191                         | 56,470                      | 56,050                    |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Material collected (tons):                                     |                           |                                |                             |                           |
| ● Mixed recyclables (paper & containers)                       | 9,236                     | 9,600                          | 9,600                       | 9,200                     |
| ● High grade paper   | 487                       | 500                            | 500                         | 510                       |
| ● White goods (appliances)                                     | 672                       | 700                            | 600                         | 650                       |
| ● Corrugated cardboard   | 959                       | 900                            | 900                         | 915                       |
| ● Leaf compost   | 493                       | 1,000                          | 1,100                       | 1,100                     |
| ● Wood chips & firewood  | 5,661                     | 1,500                          | 2,600                       | 2,000                     |
| ● Used tires   | <u>1,101</u>              | <u>1,100</u>                   | <u>1,080</u>                | <u>1,080</u>              |
| Material collected and recycled (tons)                         | <u>18,609</u>             | <u>15,300</u>                  | <u>16,380</u>               | <u>15,455</u>             |
| Stone chips in "Give Back" program (tons)*                     | <u>1,245</u>              | <u>1,100</u>                   | <u>1,100</u>                | <u>1,100</u>              |
| Total material recycled (tons)                                 | 19,854                    | 16,400                         | 17,480                      | 16,555                    |
| <b>RESULTS</b>   |                           |                                |                             |                           |
| Estimated disposal expense avoided, excluding stone chips (\$) | 930,450                   | 765,000                        | 819,000                     | 772,750                   |

\*Stone chips collected as part of street maintenance activities are returned to the public through the Materials Give Back program that is administered by the Recycling activity.

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 OPERATIONS – SOLID WASTE COLLECTION DIVISION  
 EXPENDITURE SUMMARY

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 5,152,253                 | 5,044,500                      | 5,159,600                    | 5,212,400                   |
| Materials & Supplies                 | 244,092                   | 227,200                        | 230,200                      | 226,300                     |
| Services                             | 8,853,496                 | 9,089,100                      | 9,021,900                    | 9,183,500                   |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>265,500</u>              |
| Total                                | 14,249,841                | 14,360,800                     | 14,411,700                   | 14,887,700                  |
| <b>Appropriation by Activity</b>     |                           |                                |                              |                             |
| Administration                       | 1,779,001                 | 1,833,500                      | 1,910,600                    | 2,324,900                   |
| Residential Refuse Collection        | 8,871,249                 | 8,804,100                      | 8,767,500                    | 8,772,100                   |
| Commercial Refuse Collection         | 1,909,420                 | 1,993,900                      | 2,005,500                    | 2,065,900                   |
| Recycling                            | <u>1,690,171</u>          | <u>1,729,300</u>               | <u>1,728,100</u>             | <u>1,724,800</u>            |
| Total                                | 14,249,841                | 14,360,800                     | 14,411,700                   | 14,887,700                  |
| <b>Employee Years by Activity</b>    |                           |                                |                              |                             |
| Administration                       | 13.4                      | 12.2                           | 12.1                         | 12.0                        |
| Residential Refuse Collection        | 67.7                      | 65.0                           | 64.7                         | 64.2                        |
| Commercial Refuse Collection         | 21.7                      | 22.6                           | 22.4                         | 22.4                        |
| Recycling                            | <u>34.8</u>               | <u>32.9</u>                    | <u>32.7</u>                  | <u>32.4</u>                 |
| Total                                | 137.6                     | 132.7                          | 131.9                        | 131.0                       |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – SOLID WASTE COLLECTION DIVISION  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                    |                     |                     | Administration | Residential<br>Refuse<br>Collection | Commercial<br>Refuse<br>Collection | Recycling   |
|-----------------------|------------------------------------|---------------------|---------------------|----------------|-------------------------------------|------------------------------------|-------------|
| Br.                   | Title                              | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                                     |                                    |             |
| 29                    | Refuse Operations Manager          | 1                   | 1                   | 1              |                                     |                                    |             |
| 25                    | Operations Superintendent          | 1                   | 1                   | 1              |                                     |                                    |             |
| 23                    | Asst. Operations Superintendent    | 4                   | 4                   |                | 3                                   |                                    | 1           |
| 23                    | Commercial Accounts Rep.           | 1                   | 1                   |                |                                     | 1                                  |             |
| 18                    | Municipal Assistant                | 2                   | 2                   | 1              |                                     |                                    | 1           |
| 16                    | Fleet Maintenance Technician       | 1                   | 1                   | 1              |                                     |                                    |             |
| 9                     | Clerk II                           | 2                   | 3                   | 3              |                                     |                                    |             |
| 7                     | Clerk III with Typing              | 1                   | 0                   |                |                                     |                                    |             |
| 69                    | Environmental Services Operator I  | 103                 | 103                 |                | 55                                  | 20                                 | 28          |
| 69                    | Envir. Services Operator I - 6 Day | 1                   | 1                   |                | 1                                   |                                    |             |
| 65                    | Sr. Maintenance Mechanic/Welder    | 1                   | 1                   | 1              |                                     |                                    |             |
| 64                    | Dispatcher                         | 1.5                 | 1.5                 | 1.5            |                                     |                                    |             |
| 59                    | Heavy Equipment Aide               | 2                   | 2                   | 2              |                                     |                                    |             |
| <b>EMPLOYEE YEARS</b> |                                    |                     |                     |                |                                     |                                    |             |
|                       | Full Time                          | 121.5               | 121.5               | 11.5           | 59.0                                | 21.0                               | 30.0        |
|                       | Overtime                           | 12.3                | 12.4                | 0.8            | 6.6                                 | 1.8                                | 3.2         |
|                       | Part Time, Temporary, Seasonal     | 0.0                 | 0.0                 | 0.0            | 0.0                                 | 0.0                                | 0.0         |
|                       | Less: Vacancy Allowance            | <u>1.9</u>          | <u>2.9</u>          | <u>0.3</u>     | <u>1.4</u>                          | <u>0.4</u>                         | <u>0.8</u>  |
|                       | <b>Total</b>                       | <b>131.9</b>        | <b>131.0</b>        | <b>12.0</b>    | <b>64.2</b>                         | <b>22.4</b>                        | <b>32.4</b> |

The Special Services Division provides essential cleaning and maintenance services. Throughout the year, the Division maintains vacant lots, sweeps residential and arterial streets, performs emergency cleanups, removes graffiti, and prepares and restores public areas for civic events. This unit is responsible for curbside loose leaf collection in the Fall. In the winter months, Special Services provides snow and ice control.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 8,437,600        | 8,462,800      | 25,200        |
| Employee Years | 113.6            | 112.5          | -1.1          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 70,800                              | 6,300                    | 82,400             | -36,500                  | 9,900                | -107,700            | 25,200       |

**Major Change**

|  |          |
|--|----------|
| Overtime allocations are reduced with restructuring of Winter stand-by crews   | -113,500 |
| Estimated unit price of salt is reduced based on market conditions, and fewer planned purchases are budgeted based on projected need | -102,900 |
| Estimated escalation adjustment in sidewalk and roadway plowing contracts increases expense  | 70,400   |
| Funds are added to provide enhanced sidewalk and roadway plowing   | 36,000   |
| Maintenance of Plymouth Avenue streetscape will increase expense   | 12,700   |
| One weekend shift for the Service Truck is eliminated due to budget constraints  | -10,400  |

**ADMINISTRATION**

Administration supervises field operations, and plans and coordinates the Division's annual work plan.

**SERVICE TRUCK**

The Service Truck performs emergency cleanup work. The unit removes debris resulting from automobile accidents, removes dead animals, and clears fallen tree branches from the public right-of-way. It places barricades at emergency scenes and severe potholes, and provides miscellaneous services as required.

**DISPATCH**

Dispatch monitors the location and activity of field personnel via two-way radio. During snow removal operations the unit oversees the contracted sidewalk and roadway snow plowing operations.

**CENTER CITY CLEANING**

This activity sweeps and flushes 40 curb miles of streets, cleans sidewalks, and removes litter from areas within the Inner Loop every morning during the Spring, Summer, and Fall. Additional sweeping and litter collection is done during the day.

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – SPECIAL SERVICES DIVISION**

**LOTS & YARDS CLEANING**

This activity maintains vacant lots, yards belonging to vacant City-owned buildings, grounds of certain municipal facilities, alleys, and underpasses. Most of the work is performed by City crews; the remainder is done by community groups participating in the Adopt-A-Lot and Adopt-A-Block programs.

| <b>Performance Indicators</b>                                  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Units requiring maintenance:                                   |                           |                                |                             |                           |
| • City-owned vacant properties (lots and lots with structures) | 2,085                     | 2,090                          | 2,139                       | 2,120                     |
| • Alleys   | 81                        | 81                             | 81                          | 81                        |
| • Underpasses  | 42                        | 42                             | 42                          | 42                        |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Properties maintained by:                                      |                           |                                |                             |                           |
| • City crews   | 1,757                     | 1,707                          | 1,780                       | 1,724                     |
| • Community groups   | <u>328</u>                | <u>383</u>                     | <u>359</u>                  | <u>396</u>                |
| Total lots maintained  | 2,085                     | 2,090                          | 2,139                       | 2,120                     |
| Cuttings/cleanings conducted by City crews                     | 3,169                     | 5,000                          | 4,500                       | 5,000                     |
| Alley cleanings  | 103                       | 300                            | 400                         | 400                       |
| Underpass cleanings  | 171                       | 250                            | 250                         | 250                       |

**RESIDENTIAL AND ARTERIAL SWEEPING**

This activity sweeps and flushes residential streets every other week and arterial streets twice a week in season.

| <b>Performance Indicators</b>                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                       |                           |                                |                             |                           |
| Curb miles:   |                           |                                |                             |                           |
| • Residential streets                               | 781                       | 781                            | 781                         | 781                       |
| • Arterial streets                                  | 232                       | 232                            | 232                         | 232                       |
| <b>WORKLOAD</b>                                     |                           |                                |                             |                           |
| Curb miles swept per day:                           |                           |                                |                             |                           |
| • Residential streets                               | 52.7                      | 76.0                           | 78.1                        | 78.1                      |
| • Arterial streets                                  | 75.0                      | 68.4                           | 90.0                        | 90.0                      |
| <b>RESULTS</b>                                      |                           |                                |                             |                           |
| Percent of residential routes completed on schedule | N/A                       | 84.5                           | N/A                         | 86.5                      |

N/A-Not Applicable

**WORK ORDERS & CIVIC EVENTS**

This activity performs services at the request of other City departments. Upon notice from the Department of Community Development and Neighborhood Empowerment Teams (NET), privately owned lots and yards are cleaned (owners are charged for these services), vacant lots are posted, and graffiti is removed from structures located on private property. At the request of Special Events, in the Department of Parks, Recreation and Human Services, litter containers, fencing, and barricades are placed and collected for festivals, parades, block parties, and other events. Cleanup services for these functions and other special cleaning services, including graffiti removal from the public right-of-way, are provided. The unit administers the Adopt-A-Block and Adopt-A-Lot programs.

DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – SPECIAL SERVICES DIVISION

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| <b>Performance Indicators</b>   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                   |                           |                                |                             |                           |
| Work orders received            | 3,064                     | 2,250                          | 3,500                       | 2,250                     |
| Civic events requiring service: |                           |                                |                             |                           |
| • Parades                       | 16                        | 16                             | 16                          | 16                        |
| • Other major events            | 35                        | 65                             | 65                          | 65                        |
| • Neighborhood events           | 100                       | 100                            | 100                         | 100                       |
| <b>WORKLOAD</b>                 |                           |                                |                             |                           |
| Work orders completed           | 3,051                     | 2,250                          | 3,500                       | 2,250                     |
| Adopt-a-Block areas monitored   | 26                        | 26                             | 26                          | 27                        |
| Civic events serviced:          |                           |                                |                             |                           |
| • Parades                       | 16                        | 16                             | 16                          | 16                        |
| • Other major events            | 35                        | 65                             | 65                          | 65                        |
| • Neighborhood events           | 100                       | 100                            | 100                         | 100                       |
| Posts installed                 | 8                         | 30                             | 45                          | 45                        |

**LEAF COLLECTION**

This activity is responsible for loose leaf collection in the Fall. During specific weeks, residents may rake loose leaves to the curb for a scheduled one-time pickup by City crews.

**SNOW & ICE CONTROL**

The Snow and Ice Control activity promotes safe vehicular and pedestrian travel during the winter. Roadways and sidewalks are plowed, and sodium chloride with deicing chemicals are spread on main and arterial road surfaces to control ice. City crews plow major and minor arterial streets. Most residential streets and sidewalk routes are plowed by private contractors whose work is inspected by this unit. City personnel augment and substitute for contracted work as required. Funds are also included for loading and hauling of snow as well as other labor intensive work to clear the right-of-way and other public areas when needed.

| <b>Performance Indicators</b>              | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                              |                           |                                |                             |                           |
| Snowfall (inches)                          | 111.6                     | 110.7                          | 99.0                        | 99.0                      |
| Lane miles of roadway salted               | 799.4                     | 799.4                          | 799.4                       | 799.4                     |
| Lane miles of roadway plowed by City crews | 676.4                     | 676.4                          | 676.4                       | 676.4                     |
| Lane miles of roadway plowed by contractor | 925.7                     | 925.7                          | 925.7                       | 925.7                     |
| Miles of sidewalk plowed by contractor     | 880.5                     | 880.5                          | 880.5                       | 880.5                     |
| <b>WORKLOAD</b>                            |                           |                                |                             |                           |
| Estimated tons of sodium chloride spread   | 21,449                    | 26,221                         | 25,000                      | 24,000                    |
| Roadway plow runs                          | 21                        | 17                             | 16                          | 16                        |
| Sidewalk plow runs                         | 17                        | 12                             | 8                           | 8                         |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – SPECIAL SERVICES DIVISION  
EXPENDITURE SUMMARY**

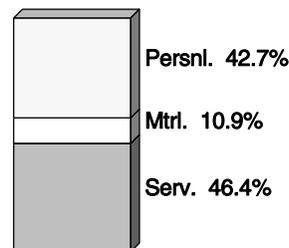
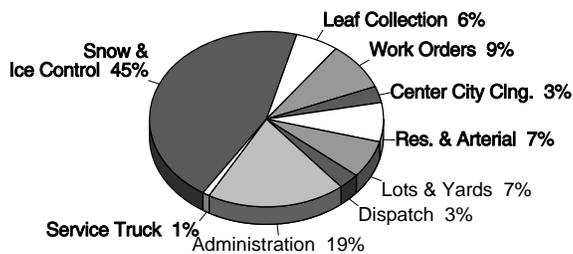
| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 3,916,814                 | 3,530,200                      | 3,654,400                    | 3,612,400                   |
| Materials & Supplies                 | 744,314                   | 734,900                        | 1,020,300                    | 920,900                     |
| Services                             | 5,205,221                 | 3,611,500                      | 3,762,900                    | 3,929,500                   |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 9,866,349                 | 7,876,600                      | 8,437,600                    | 8,462,800                   |

**Appropriation by Activity**

|                                 |                  |                  |                  |                  |
|---------------------------------|------------------|------------------|------------------|------------------|
| Administration                  | 1,359,569        | 1,392,500        | 1,399,900        | 1,595,700        |
| Service Truck                   | 68,125           | 90,300           | 93,300           | 81,000           |
| Dispatch                        | 227,972          | 263,800          | 229,800          | 228,600          |
| Center City Cleaning            | 165,744          | 200,500          | 279,900          | 279,200          |
| Lots and Yards Cleaning         | 516,479          | 565,400          | 605,200          | 602,500          |
| Residential & Arterial Sweeping | 575,518          | 582,700          | 564,100          | 600,400          |
| Work Orders & Civic Events      | 641,626          | 725,600          | 781,000          | 774,700          |
| Leaf Collection                 | 394,202          | 427,200          | 517,200          | 480,300          |
| Snow and Ice Control            | <u>5,917,114</u> | <u>3,628,600</u> | <u>3,967,200</u> | <u>3,820,400</u> |
| Total                           | 9,866,349        | 7,876,600        | 8,437,600        | 8,462,800        |

**Employee Years by Activity**

|                                 |             |             |             |             |
|---------------------------------|-------------|-------------|-------------|-------------|
| Administration                  | 9.1         | 8.2         | 8.2         | 8.1         |
| Service Truck                   | 2.3         | 2.6         | 2.6         | 2.6         |
| Dispatch                        | 5.9         | 6.2         | 5.3         | 5.2         |
| Center City Cleaning            | 7.3         | 7.2         | 8.0         | 8.2         |
| Lots and Yards Cleaning         | 9.8         | 8.8         | 8.7         | 8.6         |
| Residential & Arterial Sweeping | 10.6        | 8.8         | 8.7         | 8.7         |
| Work Orders & Civic Events      | 14.4        | 16.2        | 15.7        | 15.4        |
| Leaf Collection                 | 8.4         | 9.2         | 9.2         | 9.1         |
| Snow and Ice Control            | <u>61.7</u> | <u>46.4</u> | <u>47.2</u> | <u>46.6</u> |
| Total                           | 129.5       | 113.6       | 113.6       | 112.5       |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
 OPERATIONS – SPECIAL SERVICES DIVISION  
 PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                 |                  |                  | Administration | Service Truck | Dispatch   | Center City Cleaning | Lots & Yards Cleaning | Residential & Arterial Sweeping | Work Orders & Civic Events | Leaf Collection | Snow & Ice Control |
|-----------------------|---------------------------------|------------------|------------------|----------------|---------------|------------|----------------------|-----------------------|---------------------------------|----------------------------|-----------------|--------------------|
| Br.                   | Title                           | Budget 1999-2000 | Proposed 2000-01 |                |               |            |                      |                       |                                 |                            |                 |                    |
| 29                    | Operations Manager              | 1                | 1                | 1              |               |            |                      |                       |                                 |                            |                 |                    |
| 25                    | Operations Superintendent       | 1                | 1                | 1              |               |            |                      |                       |                                 |                            |                 |                    |
| 23                    | Asst. Operations Superintendent | 2                | 2                |                |               |            |                      | 0.6                   |                                 | 0.5                        | 0.2             | 0.7                |
| 20                    | Supervising Dispatcher          | 1                | 1                |                |               | 1          |                      |                       |                                 |                            |                 |                    |
| 19                    | Operations Supervisor           | 5                | 5                |                |               |            |                      | 1.1                   | 0.6                             | 1.1                        | 0.5             | 1.7                |
| 19                    | Op. Supervisor, St. Maintenance | 1.1              | 1.1              |                |               |            |                      |                       |                                 |                            |                 | 1.1                |
| 18                    | Municipal Assistant             | 1                | 1                |                |               |            |                      |                       |                                 | 1                          |                 |                    |
| 16                    | Administrative Assistant        | 1                | 1                | 1              |               |            |                      |                       |                                 |                            |                 |                    |
| 16                    | Fleet Maintenance Technician    | 1.3              | 1.3              | 1.3            |               |            |                      |                       |                                 |                            |                 |                    |
| 15                    | Senior Dispatcher               | 1                | 1                |                |               | 1          |                      |                       |                                 |                            |                 |                    |
| 9                     | Clerk II                        | 1                | 1                | 1              |               |            |                      |                       |                                 |                            |                 |                    |
| 9                     | Clerk II with Typing            | 1                | 1                | 1              |               |            |                      |                       |                                 |                            |                 |                    |
| 64                    | Special Equipment Operator      | 1.4              | 1.1              |                |               |            |                      |                       |                                 |                            |                 | 1.1                |
| 64                    | Dispatcher                      | 2.5              | 2.5              |                |               | 2.5        |                      |                       |                                 |                            |                 |                    |
| 62                    | Senior Operations Worker        | 23.2             | 23.5             |                |               |            | 1.3                  | 2.7                   | 6                               | 2.8                        | 2               | 8.7                |
| 57                    | Construction Supply Handler     | 1                | 1                | 1              |               |            |                      |                       |                                 |                            |                 |                    |
| 56                    | Grounds Equipment Operator      | 1                | 1                |                |               |            |                      | 0.5                   |                                 |                            | 0.1             | 0.4                |
| 41                    | Operations Worker               | 32.5             | 32.5             |                | 1.7           |            | 5.2                  | 2.7                   | 2.2                             | 4.6                        | 2.1             | 14                 |
| 40                    | Mbbile Equipment Operator III   | 1                | 1                |                |               |            |                      |                       |                                 | 0.6                        | 0.1             | 0.3                |
| <b>EMPLOYEE YEARS</b> |                                 |                  |                  |                |               |            |                      |                       |                                 |                            |                 |                    |
|                       | Full Time                       | 80.0             | 80.0             | 7.3            | 1.7           | 4.5        | 6.5                  | 7.6                   | 8.8                             | 10.6                       | 5.0             | 28.0               |
|                       | Overtime                        | 26.1             | 26.2             | 0.7            | 1.0           | 0.9        | 1.6                  | 0.1                   | 0.2                             | 2.1                        | 3.2             | 16.4               |
|                       | Part Time, Temporary, Seasonal  | 9.7              | 9.6              | 0.4            | 0.0           | 0.0        | 0.4                  | 1.2                   | 0.0                             | 3.2                        | 1.1             | 3.3                |
|                       | Less: Vacancy Allowance         | <u>2.2</u>       | <u>3.3</u>       | <u>0.3</u>     | <u>0.1</u>    | <u>0.2</u> | <u>0.3</u>           | <u>0.3</u>            | <u>0.3</u>                      | <u>0.5</u>                 | <u>0.2</u>      | <u>1.1</u>         |
|                       | <b>Total</b>                    | <b>113.6</b>     | <b>112.5</b>     | <b>8.1</b>     | <b>2.6</b>    | <b>5.2</b> | <b>8.2</b>           | <b>8.6</b>            | <b>8.7</b>                      | <b>15.4</b>                | <b>9.1</b>      | <b>46.6</b>        |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – STREET MAINTENANCE DIVISION**

The Street Maintenance Division conducts an extensive street surface treatment program and also resurfaces and repairs selected City streets. The Division restores Bureau of Water & Lighting utility cuts and repairs potholes, guardrails, and sidewalks.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 2,056,400        | 2,033,000      | -23,400       |
| Employee Years | 39.5             | 39.2           | -0.3          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 22,300                                  | 5,500                        | -65,700            | -3,000                       | 0                    | 17,500              | -23,400      |

**Major Change**

|   |        |
|---|--------|
| In-house sidewalk flag installation is expanded | 17,500 |
|---|--------|

**ADMINISTRATION**

Administration supervises field operations and plans and coordinates the Division's annual work plan.

**PATCHING**

Patching repairs potholes and makes interim repairs and permanent restorations.

**CHIP SEAL/OVERLAY**

This activity furnishes preventive maintenance, repair, rehabilitation, and construction services for streets. Under the program, chipped stone and sealant are applied to the streets, thus restricting penetration of their surfaces by air and moisture. This lengthens their life and improves their riding surface. Other services performed by this activity are asphalt overlay application and surface milling. Because elements of the work performed by this activity have a useful life of more than one year, capital as well as operating budget resources are used for these functions.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Residential streets (000 sq. yds.)                                     | 5,500                     | 5,500                          | 5,500                       | 5,500                     |
| Average annual chip seal preventive maintenance work needed (sq. yds.) | 625,000                   | 625,000                        | 625,000                     | 625,000                   |
| Annual asphalt overlay work needed (sq. yds.)                          | 181,000                   | 181,000                        | 181,000                     | 181,000                   |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Chip seal work plan performed (sq. yds.)                               | 694,738                   | 662,954                        | 661,000                     | 680,000                   |
| Asphalt overlay work plan performed (sq. yds.)                         | 21,111                    | 11,000                         | 10,000                      | 10,000                    |

**UTILITY CUTS**

Utility Cuts backfills and patches Bureau of Water & Lighting street excavations and water main trenches. The unit also backfills and restores cuts for private contractors and Rochester Gas & Electric Company (RG&E), and repairs roadway base failures. The City is reimbursed for services rendered to private contractors and RG&E.

DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – STREET MAINTENANCE DIVISION

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| <b>Performance Indicators</b>                   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                   |                           |                                |                             |                           |
| Bureau of Water & Lighting excavations          | 615                       | 750                            | 800                         | 750                       |
| Private excavations and base failures           | 16                        | 40                             | 40                          | 40                        |
| RG&E repairs                                    | 35                        | 35                             | 25                          | 35                        |
| <b>WORKLOAD</b>                                 |                           |                                |                             |                           |
| Bureau of Water & Lighting excavations repaired | 615                       | 750                            | 800                         | 750                       |
| Private excavations and base failures repaired  | 16                        | 40                             | 40                          | 40                        |
| RG&E repairs                                    | 35                        | 35                             | 25                          | 35                        |

**SPECIAL PROJECTS**

Special Projects repairs roadway guardrails, bridge guardrails, and trap doors. Crews repair sidewalk, replace sidewalk flags removed by the Bureau of Water & Lighting during its work, and replace small sections of damaged curbing and concrete gutters.

| <b>Performance Indicators</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                 |                           |                                |                             |                           |
| Repair requests received:     |                           |                                |                             |                           |
| • Trap doors                  | 3                         | 5                              | 5                           | 5                         |
| • Guardrails                  | 7                         | 15                             | 10                          | 10                        |
| • Sidewalk flags              | 924                       | 1,325                          | 1,125                       | 1,325                     |
| • Gutters (ft.)               | 230                       | 120                            | 400                         | 400                       |
| <b>WORKLOAD</b>               |                           |                                |                             |                           |
| Trap doors repaired           | 3                         | 5                              | 5                           | 5                         |
| Guardrails repaired           | 7                         | 15                             | 10                          | 10                        |
| Sidewalk flags replaced       | 924                       | 1,325                          | 1,125                       | 1,325                     |
| Gutter replaced (ft.)         | 230                       | 120                            | 400                         | 400                       |

**CRACK SEALING**

This activity applies fiber-reinforced sealants to cracks in arterial and collector roads. This procedure restricts water penetration of the road and reduces surface deterioration. It is a preventive maintenance technique, supplementing the Bureau's other street surface treatment programs. Capital as well as operating budget resources are used for this function.

| <b>Performance Indicators</b>                 | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                 |                           |                                |                             |                           |
| Arterial and collector roadway (000 sq. yds.) | 3,000                     | 3,000                          | 3,000                       | 3,000                     |
| Annual crack sealing program (000 sq. yds.)   | 1,650                     | 1,650                          | 1,650                       | 1,650                     |
| <b>WORKLOAD</b>                               |                           |                                |                             |                           |
| Arterial roadway crack sealed (000 sq. yds.)  | 697                       | 1,444                          | 800                         | 1,500                     |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – STREET MAINTENANCE DIVISION  
EXPENDITURE SUMMARY**

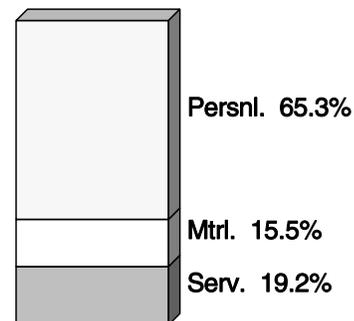
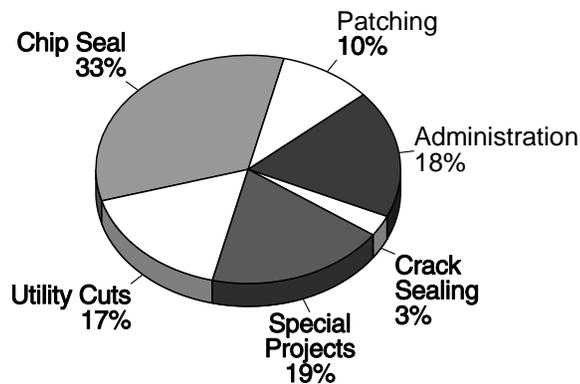
|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,393,475                | 1,316,000                     | 1,301,800                   | 1,327,700                  |
| Materials & Supplies                 | 246,078                  | 291,900                       | 299,900                     | 315,000                    |
| Services                             | 364,698                  | 382,800                       | 454,700                     | 390,300                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 2,004,251                | 1,990,700                     | 2,056,400                   | 2,033,000                  |

**Appropriation by Activity**

|                   |               |               |               |               |
|-------------------|---------------|---------------|---------------|---------------|
| Administration    | 412,199       | 389,400       | 375,500       | 370,000       |
| Patching          | 171,961       | 192,000       | 209,800       | 199,700       |
| Chip Seal/Overlay | 631,080       | 653,800       | 690,800       | 678,200       |
| Utility Cuts      | 356,619       | 348,800       | 364,000       | 353,800       |
| Special Projects  | 357,748       | 357,200       | 364,100       | 380,400       |
| Crack Sealing     | <u>74,644</u> | <u>49,500</u> | <u>52,200</u> | <u>50,900</u> |
| Total             | 2,004,251     | 1,990,700     | 2,056,400     | 2,033,000     |

**Employee Years by Activity**

|                   |            |            |            |            |
|-------------------|------------|------------|------------|------------|
| Administration    | 7.9        | 7.3        | 7.2        | 7.0        |
| Patching          | 3.7        | 3.7        | 3.4        | 3.4        |
| Chip Seal/Overlay | 12.9       | 12.7       | 12.4       | 12.4       |
| Utility Cuts      | 8.0        | 8.2        | 8.2        | 8.2        |
| Special Projects  | 6.4        | 6.9        | 6.9        | 6.8        |
| Crack Sealing     | <u>4.6</u> | <u>1.5</u> | <u>1.4</u> | <u>1.4</u> |
| Total             | 43.5       | 40.3       | 39.5       | 39.2       |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
 OPERATIONS – STREET MAINTENANCE DIVISION  
 PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                   |                     |                     | Administration | Patching   | Chip Seal/<br>Overlay | Utility Cuts | Special<br>Projects | Crack<br>Sealing |
|-----------------------|-----------------------------------|---------------------|---------------------|----------------|------------|-----------------------|--------------|---------------------|------------------|
| Br.                   | Title                             | Budget<br>1999-2000 | Proposed<br>2000-01 |                |            |                       |              |                     |                  |
| 29                    | Street Maintenance Manager        | 1                   | 1                   | 1              |            |                       |              |                     |                  |
| 23                    | Asst. Operations Supt./St. Maint. | 1                   | 1                   | 1              |            |                       |              |                     |                  |
| 19                    | Op. Supervisor, St. Maintenance   | 1.9                 | 1.9                 |                | 0.7        | 0.6                   | 0.6          |                     |                  |
| 18                    | Principal Engineering Technician  | 1                   | 1                   | 1              |            |                       |              |                     |                  |
| 16                    | Fleet Maintenance Technician      | 0.7                 | 0.7                 | 0.7            |            |                       |              |                     |                  |
| 16                    | Sign Maker                        | 1                   | 1                   | 1              |            |                       |              |                     |                  |
| 12                    | Assistant Sign Maker              | 1                   | 1                   | 1              |            |                       |              |                     |                  |
| 9                     | Clerk II                          | 1                   | 1                   | 1              |            |                       |              |                     |                  |
| 65                    | Sr. Maintenance Mechanic Mason    | 1                   | 1                   |                |            | 0.4                   |              | 0.6                 |                  |
| 65                    | Sr. Maintenance Mechanic Welder   | 1                   | 1                   |                |            |                       |              | 1                   |                  |
| 64                    | Special Equipment Operator        | 3.6                 | 2.9                 |                |            | 1.9                   |              | 1                   |                  |
| 62                    | Senior Operations Worker          | 4.8                 | 5.5                 |                | 0.4        | 1.2                   | 2.7          | 1.2                 |                  |
| 57                    | Asphalt Raker                     | 2                   | 2                   |                | 1.3        | 0.7                   |              |                     |                  |
| 57                    | Construction Supply Handler       | 1                   | 1                   |                |            |                       |              | 1                   |                  |
| 41                    | Operations Worker                 | 13.5                | 13.5                |                | 1          | 5.7                   | 4.5          | 1.1                 | 1.2              |
| <b>EMPLOYEE YEARS</b> |                                   |                     |                     |                |            |                       |              |                     |                  |
|                       | Full Time                         | 35.5                | 35.5                | 6.7            | 3.4        | 10.5                  | 7.8          | 5.9                 | 1.2              |
|                       | Overtime                          | 3.9                 | 3.9                 | 0.6            | 0.2        | 1.6                   | 0.8          | 0.5                 | 0.2              |
|                       | Part Time, Temporary, Seasonal    | 1.8                 | 1.6                 | 0              | 0          | 0.8                   | 0            | 0.7                 | 0.1              |
|                       | Less: Vacancy Allowance           | <u>1.7</u>          | <u>1.8</u>          | <u>0.3</u>     | <u>0.2</u> | <u>0.5</u>            | <u>0.4</u>   | <u>0.3</u>          | <u>0.1</u>       |
|                       | <b>Total</b>                      | <b>39.5</b>         | <b>39.2</b>         | <b>7.0</b>     | <b>3.4</b> | <b>12.4</b>           | <b>8.2</b>   | <b>6.8</b>          | <b>1.4</b>       |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – BUILDING SERVICES DIVISION**

Building Services maintains and repairs City-owned buildings. Functions include custodial, building repair and renovation, and heating, ventilating, and air conditioning services. Work is performed by a combination of City personnel and private contractors.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 4,851,100        | 4,992,900      | 141,800       |
| Employee Years | 73.9             | 74.6           | 0.7           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 55,800                                  | 40,800                       | -37,900            | 0                            | 100                  | 83,000              | 141,800      |

**Major Change**

|   |        |
|---|--------|
| Funds are added for maintenance of Animal Control Center and for relocated Police Tactical Unit | 58,000 |
| Materials allocation is increased due to cost escalation for lumber used in board-ups           | 25,000 |

**ADMINISTRATION**

Administration coordinates and implements the Division's annual work plan. The activity also works in conjunction with the Commissioner's Office of Customer Satisfaction to manage the City's telephone system.

**Performance Indicators**

|                              | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                |                           |                                |                             |                           |
| Telephone:                   |                           |                                |                             |                           |
| ● Centrex voice lines        | 1,700                     | 1,750                          | 2,000                       | 1,800                     |
| ● Other centrex lines        | 65                        | 65                             | 65                          | 65                        |
| ● Other lines                | 200                       | 200                            | 200                         | 200                       |
| Telephone Calls (estimated): |                           |                                |                             |                           |
| ● Local (000)                | 1,800                     | 1,800                          | 1,800                       | 1,800                     |
| ● Long Distance              | 80,000                    | 80,000                         | 80,000                      | 80,000                    |
| <b>WORKLOAD</b>              |                           |                                |                             |                           |
| Bills verified               | 36                        | 36                             | 36                          | 36                        |
| Work orders prepared         | 450                       | 475                            | 425                         | 425                       |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – BUILDING SERVICES DIVISION

**Telephone Chargebacks**

| <u>Department/Bureau</u> | <u>1999-2000</u> | <u>2000-01</u> | <u>Department/Bureau</u>             | <u>1998-1999</u> | <u>1999-2000</u> |
|--------------------------|------------------|----------------|--------------------------------------|------------------|------------------|
| CITY COUNCIL & CLERK     | 18,300           | 20,500         | ENVIRONMENTAL SERVICES               |                  |                  |
| ADMINISTRATION           |                  |                | Commissioner                         | 33,400           | 40,400           |
| Mayor's Office           | 51,400           | 51,000         | Architecture & Engineering           | 31,400           | 34,200           |
| NET                      | 78,700           | 75,800         | Operations                           | 77,000           | 68,300           |
| Budget                   | 9,000            | 8,700          | Water & Lighting                     | 50,700           | 60,200           |
| Human Resource Mgmt.     | 32,800           | 31,100         | Equipment Services                   | <u>22,500</u>    | <u>22,400</u>    |
| Communications           | 15,000           | 13,700         | TOTAL:                               | 215,000          | 225,500          |
| Law                      | <u>21,200</u>    | <u>19,900</u>  | OFFICE OF EMERGENCY                  |                  |                  |
| TOTAL:                   | 208,100          | 200,200        | COMMUNICATIONS                       | 8,100            | 7,500            |
| FINANCE                  |                  |                | POLICE                               | 288,100          | 299,300          |
| Director's Office        | 6,900            | 6,200          | FIRE                                 | 91,500           | 72,000           |
| Accounting               | 19,800           | 17,400         | LIBRARY                              | 52,500           | 31,200           |
| Treasury                 | 17,100           | 15,500         | PARKS, RECREATION AND HUMAN SERVICES |                  |                  |
| Assessment               | 20,600           | 18,600         | Commissioner                         | 16,400           | 15,500           |
| Parking & Municipal      |                  |                | Parks & Recreation                   | 50,500           | 62,600           |
| Violations               | 13,700           | 11,800         | Special Services                     | 6,100            | 8,100            |
| Purchasing               | 16,400           | 14,900         | Human Services                       | <u>35,900</u>    | <u>29,200</u>    |
| Information Systems      | <u>46,700</u>    | <u>45,300</u>  | TOTAL:                               | 108,900          | 115,400          |
| TOTAL:                   | 141,200          | 129,700        | CITY TOTAL                           | 1,237,900        | 1,215,000        |
| COMMUNITY DEVELOPMENT    |                  |                | Interfund                            | 136,000          | 125,000          |
| Commissioner             | 8,100            | 11,200         | Intrafund                            | 1,101,900        | 1,090,000        |
| Buildings and Zoning     | 30,100           | 35,400         | CITY TOTAL                           | 1,237,900        | 1,215,000        |
| Housing & Project        |                  |                |                                      |                  |                  |
| Development              | 27,200           | 26,700         |                                      |                  |                  |
| Planning                 | <u>10,900</u>    | <u>13,700</u>  |                                      |                  |                  |
| TOTAL:                   | 76,300           | 87,000         |                                      |                  |                  |
| ECONOMIC DEVELOPMENT     |                  |                |                                      |                  |                  |
| Administration           | 22,500           | 20,500         |                                      |                  |                  |
| Municipal Parking        | <u>7,400</u>     | <u>6,200</u>   |                                      |                  |                  |
| TOTAL:                   | 29,900           | 26,700         |                                      |                  |                  |

**CONSTRUCTION & REPAIR**

Construction and Repair makes routine repairs and alterations to City-owned buildings. The unit performs carpentry, masonry, electrical, and minor plumbing repairs. Major building repair projects and maintenance of specialized building systems are performed by contractors whose work is inspected by this unit. Emergency service is provided to properties acquired through tax foreclosures.

**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| DEMAND  |                                 |                                      |                                   |                                 |
| City building inventory                               | 188                             | 189                                  | 199                               | 190                             |
| Buildings maintained (excludes foreclosed properties) | 178                             | 182                                  | 181                               | 182                             |
| Maintenance work requests received                    | 5,351                           | 5,795                                | 5,000                             | 5,000                           |
| Specialized building systems maintained:              |                                 |                                      |                                   |                                 |
| • Overhead doors                                      | 196                             | 200                                  | 199                               | 201                             |
| • Air curtains  | 12                              | 12                                   | 12                                | 12                              |
| • Emergency generators                                | 9                               | 9                                    | 9                                 | 9                               |
| • Elevators and escalators                            | 17                              | 17                                   | 17                                | 17                              |
| • Fire alarm and detection systems                    | 17                              | 18                                   | 18                                | 18                              |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – BUILDING SERVICES DIVISION**

| <b>Performance Indicators</b>        | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Budget</u><br>1999-2000 | <u>Budget</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| ● Fire suppression systems           | 11                       | 11                            | 11                         | 11                       |
| ● Intrusion alarms                   | 41                       | 41                            | 42                         | 44                       |
| <b>WORKLOAD</b>                      |                          |                               |                            |                          |
| Maintenance work requests completed: |                          |                               |                            |                          |
| ● Carpentry                          | 949                      | 1,016                         | 1,000                      | 1,000                    |
| ● Electrical                         | 742                      | 768                           | 700                        | 700                      |
| ● Masonry                            | 32                       | 44                            | 50                         | 50                       |
| ● Painting                           | 41                       | 24                            | 50                         | 50                       |
| ● Plumbing                           | 534                      | 558                           | 600                        | 600                      |
| ● Overhead doors                     | 99                       | 84                            | 150                        | 150                      |
| ● Roofing                            | 45                       | 8                             | 50                         | 25                       |
| ● Office relocations                 | 8                        | 6                             | 5                          | 6                        |
| ● Remodeling projects                | 12                       | 8                             | 10                         | 12                       |
| ● Miscellaneous                      | 225                      | 250                           | 40                         | 100                      |
| ● Board-ups                          | 1,565                    | 1,816                         | 1,800                      | 1,800                    |
| ● Material moves                     | <u>231</u>               | <u>226</u>                    | <u>100</u>                 | <u>270</u>               |
| Total                                | 4,483                    | 4,808                         | 4,555                      | 4,763                    |

**BUILDING OPERATIONS**

This activity provides custodial and maintenance service at various City facilities. Services include cleaning, extermination, and snow and ice removal.

| <b>Performance Indicators</b>         | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Budget</u><br>1999-2000 | <u>Budget</u><br>2000-01 |
|---------------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>                         |                          |                               |                            |                          |
| Buildings requiring custodial service | 26                       | 27                            | 26                         | 28                       |
| Building area (sq. ft.)               | 574,438                  | 578,438                       | 574,438                    | 580,838                  |

**HEATING, VENTILATING & AIR CONDITIONING**

This activity installs, operates, maintains, and repairs heating, ventilating, and air conditioning systems in City buildings. Buildings served are City Hall, the Public Safety Building, the Emergency Communications Center, the Animal Control Center, the Center at High Falls, firehouses, police stations, libraries, recreation centers, the Department of Environmental Services' Operations Center, and the water filtration plant at Hemlock Lake. The activity carries out the City's energy conservation program by monitoring energy consumption and by recommending and accomplishing improvements that reduce consumption.

| <b>Performance Indicators</b>       | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Budget</u><br>1999-2000 | <u>Budget</u><br>2000-01 |
|-------------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>                       |                          |                               |                            |                          |
| Buildings maintained                | 128                      | 128                           | 129                        | 129                      |
| Maintenance work requests received  | 653                      | 700                           | 870                        | 866                      |
| Heating systems                     | 128                      | 128                           | 128                        | 126                      |
| Central air conditioning systems    | 55                       | 55                            | 56                         | 56                       |
| <b>WORKLOAD</b>                     |                          |                               |                            |                          |
| Maintenance work requests completed | 603                      | 650                           | 830                        | 830                      |
| <b>EFFICIENCY</b>                   |                          |                               |                            |                          |
| Percent of work requests completed  | 92                       | 93                            | 95                         | 96                       |

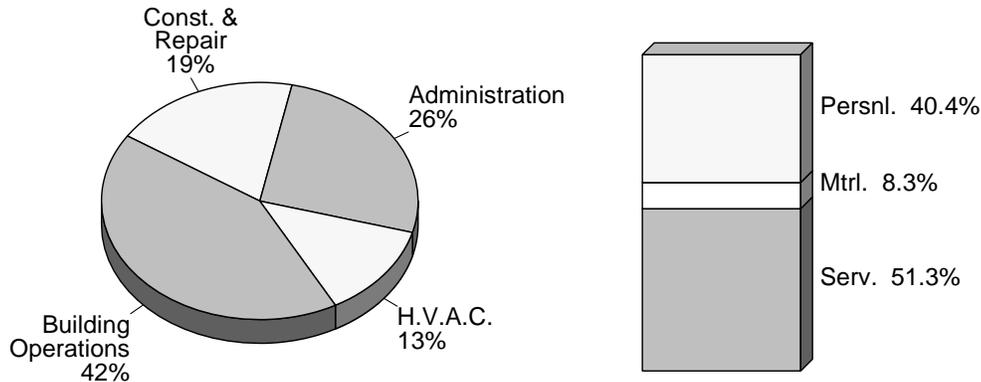
DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – BUILDING SERVICES DIVISION  
EXPENDITURE SUMMARY

| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 2,292,262                 | 2,391,700                      | 2,378,600                    | 2,454,800                   |
| Materials & Supplies                 | 432,457                   | 465,300                        | 450,300                      | 502,600                     |
| Services                             | 2,938,299                 | 2,988,900                      | 3,124,100                    | 3,125,500                   |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 5,663,018                 | 5,845,900                      | 5,953,000                    | 6,082,900                   |
| Less: Intrafund Credit*              | <u>967,359</u>            | <u>1,067,800</u>               | <u>1,101,900</u>             | <u>1,090,000</u>            |
| Total                                | 4,695,659                 | 4,778,100                      | 4,851,100                    | 4,992,900                   |

| <b>Appropriation by Activity</b>       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                         | 1,450,040                 | 1,506,200                      | 1,610,300                    | 1,581,000                   |
| Construction & Repair                  | 1,074,452                 | 1,189,100                      | 1,122,300                    | 1,162,400                   |
| Building Operations                    | 2,425,635                 | 2,393,900                      | 2,458,500                    | 2,548,300                   |
| Heating, Ventilating, Air Conditioning | <u>712,891</u>            | <u>756,700</u>                 | <u>761,900</u>               | <u>791,200</u>              |
| Total                                  | 5,663,018                 | 5,845,900                      | 5,953,000                    | 6,082,900                   |
| Less: Intrafund Credit*                | <u>967,359</u>            | <u>1,067,800</u>               | <u>1,101,900</u>             | <u>1,090,000</u>            |
| Total                                  | 4,695,659                 | 4,778,100                      | 4,851,100                    | 4,992,900                   |

| <b>Employee Years by Activity</b>      | 1998-99     | 1999-2000   | 1999-2000   | 2000-01     |
|--|-------------|-------------|-------------|-------------|
| Administration                         | 7.5         | 5.9         | 5.9         | 5.9         |
| Construction & Repair                  | 22.8        | 23.2        | 22.1        | 22.2        |
| Building Operations                    | 34.8        | 31.3        | 32.4        | 33.0        |
| Heating, Ventilating, Air Conditioning | <u>13.4</u> | <u>13.9</u> | <u>13.5</u> | <u>13.5</u> |
| Total                                  | 78.5        | 74.3        | 73.9        | 74.6        |

\*Reflects chargeback for telephone service



DEPARTMENT OF ENVIRONMENTAL SERVICES  
OPERATIONS – BUILDING SERVICES DIVISION  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                     |                     |                     | Administration | Construction & Repair | Building Operations | Heating, Vent. & Air Conditioning |
|--------------------------------|-------------------------------------|---------------------|---------------------|----------------|-----------------------|---------------------|-----------------------------------|
| Br.                            | Title                               | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                       |                     |                                   |
| 29                             | Manager of Building Services        | 1                   | 1                   | 1              |                       |                     |                                   |
| 25                             | Superintendent HVAC                 | 1                   | 1                   |                |                       |                     | 1                                 |
| 24                             | Senior Administrative Analyst       | 1                   | 1                   | 1              |                       |                     |                                   |
| 23                             | Superintendent Building Operations  | 1                   | 1                   |                |                       | 1                   |                                   |
| 21                             | Supervisor Carpentry Trades         | 1                   | 1                   |                | 1                     |                     |                                   |
| 21                             | Supervisor of Electrical Trades     | 1                   | 1                   |                | 1                     |                     |                                   |
| 21                             | Supervisor Structures & Equipment   | 1                   | 1                   |                | 1                     |                     |                                   |
| 18                             | Senior Supervising Stock Clerk      | 1                   | 1                   | 1              |                       |                     |                                   |
| 11                             | Secretary                           | 2                   | 2                   | 2              |                       |                     |                                   |
| 6                              | Stock Clerk 80 Hours                | 1                   | 1                   | 1              |                       |                     |                                   |
| 1                              | Cleaner                             | 10                  | 10                  |                |                       | 10                  |                                   |
| 65                             | Sr. Maintenance Mechanic/Mason      | 1                   | 1                   |                | 1                     |                     |                                   |
| 65                             | Sr. Maintenance Mechanic/Electrical | 2                   | 2                   |                | 2                     |                     |                                   |
| 65                             | Sr. Maintenance Mechanic/Carpentry  | 5                   | 5                   |                | 5                     |                     |                                   |
| 65                             | Sr. Maintenance Mechanic/Pipefitter | 1                   | 1                   |                | 1                     |                     |                                   |
| 65                             | Sr. Maintenance Mechanic Buildings  | 1                   | 1                   |                |                       | 1                   |                                   |
| 62                             | Senior Maintenance Mechanic         | 4                   | 4                   |                | 4                     |                     |                                   |
| 60                             | Maintenance Mechanic                | 7                   | 7                   |                | 6                     | 1                   |                                   |
| 57                             | Maintenance Worker                  | 4                   | 4                   |                |                       | 4                   |                                   |
| 52                             | Building Maintenance Helper         | 6                   | 6                   |                |                       | 6                   |                                   |
| FX                             | Lead HVAC Engineer                  | 1                   | 1                   |                |                       |                     | 1                                 |
| FX                             | HVAC Engineer                       | 5                   | 5                   |                |                       |                     | 5                                 |
| FX                             | Assistant HVAC Engineer             | 6                   | 6                   |                |                       |                     | 6                                 |
| <b>EMPLOYEE YEARS</b>          |                                     |                     |                     |                |                       |                     |                                   |
| Full Time                      |                                     | 64.0                | 64.0                | 6.0            | 22.0                  | 23.0                | 13.0                              |
| Overtime                       |                                     | 2.1                 | 2.3                 | 0.1            | 0.9                   | 0.8                 | 0.5                               |
| Part Time, Temporary, Seasonal |                                     | 10.3                | 10.8                | 0.0            | 0.2                   | 10.1                | 0.5                               |
| Less: Vacancy Allowance        |                                     | <u>2.5</u>          | <u>2.5</u>          | <u>0.2</u>     | <u>0.9</u>            | <u>0.9</u>          | <u>0.5</u>                        |
| Total                          |                                     | 73.9                | 74.6                | 5.9            | 22.2                  | 33.0                | 13.5                              |

The Bureau of Water & Lighting is comprised of seven operating units: the Director's Office, Water Engineering, Water Production and Treatment, Water Supply and Maintenance, Water Distribution, Street Lighting, and Parking Meter Operations. The Director's Office is responsible for Bureau administration and the procurement and maintenance of equipment and supplies. The Water Engineering Division implements the Bureau's capital improvement program. Water Production and Treatment manages, operates, and maintains the Hemlock Water Filtration Plant, the City's reservoirs and the Holly Pump Station, and monitors water quality. The Water Supply and Maintenance Division maintains the Upland conduit system and reservoir structures. Water Distribution operates and maintains the water distribution system, including water mains, valves, hydrants, and connections. The Street Lighting Division oversees the City's street lighting system. Expenditures that cannot be directly attributed to one of the operating units are found in the Water Fixed Charges section. Parking Meter Operations maintains the City's parking meters and performs meter revenue collection.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Complete Livingston County connection to Conduits II and III                        | Second Quarter              |
| Complete remote-readable water meter installation program                           | Second Quarter              |
| Convert water disinfection system at Rush Reservoir from gaseous to liquid chlorine | Third Quarter               |
| Complete conduit crossover rehabilitation project                                   | Third Quarter               |
| Install new screening system at Highland Reservoir                                  | Third Quarter               |
| Begin design of water meter reading route reconfiguration                           | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 23,757,500       | 23,778,900     | 21,400        |
| Employee Years | 162.9            | 160.1          | -2.8          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 112,500                             | 26,200                   | 148,400            | 3,400                    | 5,600                | -274,700            | 21,400       |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF WATER & LIGHTING

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**Major Change**

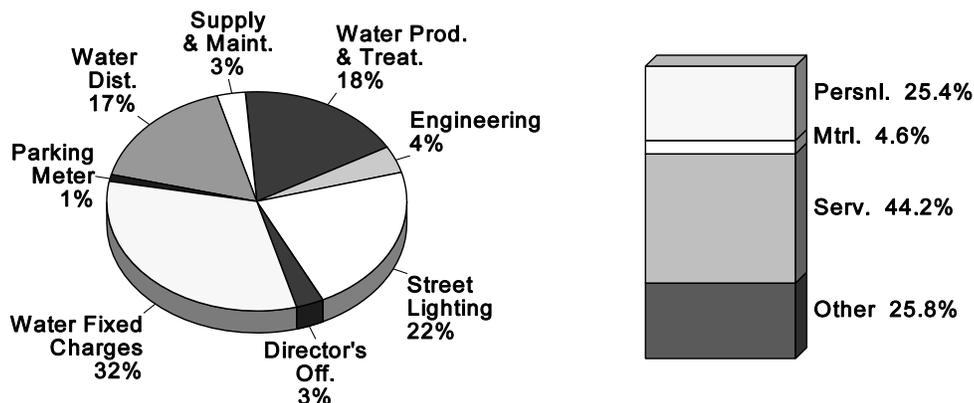
|  |         |
|--|---------|
| The allocation for taxes paid to upland communities is raised to reflect anticipated tax increases   | 88,000  |
| Two vacant positions, Assistant Superintendent of Water Distribution and Senior Maintenance Mechanic/Grid, are eliminated due to budget constraints  | -87,700 |
| RG&E street lighting expense is reduced based on projected need  | -85,000 |
| The expense for the purchase of water from the Monroe County Water Authority is reduced  | -74,700 |
| The budgeted allowance for uncollectibles is reduced to reflect estimated decrease in delinquent amount, and an increase in the collection rate      | -44,000 |
| A Water Research Assistant position is eliminated due to budget constraints  | -37,900 |
| Two meter reading positions are eliminated and overtime is reduced at mid-year to coincide with completion of remote-read meter installation program | -37,300 |
| Funds are added for a consultant to assist with the redesign of water meter reading routes   | 35,200  |
| The allocation for employee wearing apparel and safety materials is increased to reflect projected need  | 20,500  |
| A budget amendment provided a one time increase in allocations for the purchase and installation of special meters and does not recur                | -17,800 |
| Professional fees and communications allocations are reduced due to budget constraints   | -16,000 |
| A reduction in the fee for State Pollution Discharge Elimination System (SPDES) permit results in savings  | -10,000 |
| A change in regulations pertaining to the Annual Water Quality Report eliminates the requirement for mailing to consumers                            | -8,000  |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF WATER & LIGHTING  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 5,749,821                | 5,980,800                     | 6,084,000                   | 6,038,900                  |
| Materials & Supplies                 | 1,230,209                | 1,039,100                     | 1,072,900                   | 1,082,100                  |
| Services                             | 10,382,270               | 10,852,500                    | 10,418,100                  | 10,520,500                 |
| Other                                | <u>6,104,468</u>         | <u>6,124,300</u>              | <u>6,182,500</u>            | <u>6,137,400</u>           |
| Total                                | 23,466,768               | 23,996,700                    | 23,757,500                  | 23,778,900                 |

|                                  |                  |                  |                  |                  |
|----------------------------------|------------------|------------------|------------------|------------------|
| <b>Appropriation by Activity</b> |                  |                  |                  |                  |
| Director's Office                | 776,835          | 809,900          | 827,700          | 809,300          |
| Water Engineering                | 752,308          | 893,200          | 893,900          | 917,700          |
| Water Production & Treatment     | 4,619,913        | 4,659,200        | 4,181,100        | 4,186,900        |
| Water Supply & Maintenance       | 661,727          | 682,900          | 707,500          | 703,700          |
| Water Distribution               | 4,037,944        | 3,991,900        | 4,061,100        | 4,035,300        |
| Street Lighting                  | 5,275,773        | 5,186,600        | 5,252,800        | 5,177,700        |
| Parking Meter Operations         | 0                | 140,000          | 142,200          | 141,100          |
| Water Fixed Charges              | <u>7,342,268</u> | <u>7,633,000</u> | <u>7,691,200</u> | <u>7,807,200</u> |
| Total                            | 23,466,768       | 23,996,700       | 23,757,500       | 23,778,900       |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Director's Office                 | 11.2       | 11.4       | 11.0       | 10.0       |
| Water Engineering                 | 19.2       | 19.3       | 19.2       | 19.2       |
| Water Production & Treatment      | 28.0       | 27.0       | 26.7       | 26.7       |
| Water Supply & Maintenance        | 14.7       | 14.6       | 14.4       | 14.4       |
| Water Distribution                | 86.7       | 82.4       | 80.5       | 78.7       |
| Street Lighting                   | 7.5        | 6.8        | 7.1        | 7.1        |
| Parking Meter Operations          | <u>0.0</u> | <u>4.1</u> | <u>4.0</u> | <u>4.0</u> |
| Total                             | 167.3      | 165.6      | 162.9      | 160.1      |



**DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – DIRECTOR'S OFFICE**

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The Director's Office manages the Bureau of Water & Lighting and provides staff support for the operating divisions. The unit also procures and maintains equipment, parts, and supplies used by the bureau.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 827,700          | 809,300        | -18,400       |
| Employee Years | 11.0             | 10.0           | -1.0          |

**Change Detail**

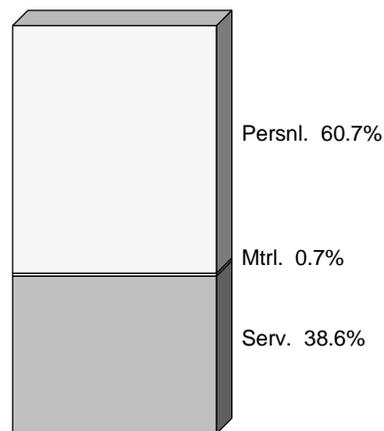
| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 13,500                                  | 1,000                        | 1,000              | 0                            | 4,000                | -37,900             | -18,400      |

**Major Change**

|   |         |
|---|---------|
| Funding for the Water Research Assistant position is eliminated due to budget constraints | -37,900 |
|---|---------|

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – DIRECTOR'S OFFICE  
 EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Amended</u><br>1999-2000 | <u>Proposed</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 494,786                  | 514,500                       | 515,700                     | 491,300                    |
| Materials & Supplies                 | 28,847                   | 5,700                         | 5,700                       | 5,700                      |
| Services                             | 253,202                  | 289,700                       | 306,300                     | 312,300                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 776,835                  | 809,900                       | 827,700                     | 809,300                    |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Director's Office                    | 776,835                  | 809,900                       | 827,700                     | 809,300                    |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Director's Office                    | 11.2                     | 11.4                          | 11.0                        | 10.0                       |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – DIRECTOR'S OFFICE  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                    |             |             |
|-----------------------|------------------------------------|-------------|-------------|
| Br.                   | Title                              | Budget      | Proposed    |
|                       |                                    | 1999-2000   | 2000-01     |
| 35                    | Director of Water                  | 1           | 1           |
| 25                    | Parts & Materials Manager          | 1           | 1           |
| 24                    | Engineer                           | 1           | 1           |
| 24                    | Senior Administrative Analyst      | 1           | 1           |
| 20                    | Executive Assistant                | 1           | 1           |
| 17                    | Water Research Assistant           | 1           | 0           |
| 11                    | Secretary                          | 1           | 1           |
| 9                     | Clerk II                           | 1           | 1           |
| 7                     | Clerk III with Typing              | 1           | 1           |
| 65                    | Expediter                          | 1           | 1           |
| 65                    | Sr. Maintenance Mech./Distribution | 1           | 1           |
| <b>EMPLOYEE YEARS</b> |                                    |             |             |
|                       | Full Time                          | 11.0        | 10.0        |
|                       | Overtime                           | 0.2         | 0.2         |
|                       | Part Time, Temporary, Seasonal     | 0.0         | 0.0         |
|                       | Less: Vacancy Allowance            | <u>0.2</u>  | <u>0.2</u>  |
|                       | <b>Total</b>                       | <b>11.0</b> | <b>10.0</b> |

The Water Engineering Division implements Water & Lighting's capital program through design, plan review, and construction inspection services. It maintains and updates the official records of the location of water mains and other water facilities.

The 2000-01 work plan includes the following:

|   |                             |
|---|-----------------------------|
| <b>Objective</b>                                  | <b>Projected Completion</b> |
| Complete conduit crossover rehabilitation project | Third Quarter               |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 893,900          | 917,700        | 23,800        |
| Employee Years | 19.2             | 19.2           | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 24,100                              | 400                      | -7,500             | 0                        | 6,800                | 0                   | 23,800       |

**DESIGN ENGINEERING**

Design Engineering plans water system repairs and improvements, designs water main replacement projects, and reviews water system improvements in street reconstruction projects designed by consultants. The unit tests the water system when problems such as low pressure are discovered and prepares specifications for grid repair and maintenance materials. The activity manages the backflow prevention program and reviews applications for backflow prevention device installations.

**Performance Indicators**

|   | <u>Actual 1998-99</u> | <u>Estimated 1999-2000</u> | <u>Budget 1999-2000</u> | <u>Budget 2000-01</u> |
|---|-----------------------|----------------------------|-------------------------|-----------------------|
| <b>DEMAND</b>                               |                       |                            |                         |                       |
| Design reviews required                     | 389                   | 420                        | 420                     | 420                   |
| Hydraulic tests required                    | 365                   | 440                        | 400                     | 400                   |
| In-house design projects value (\$000)      | 2,600                 | 4,100                      | 3,000                   | 3,000                 |
| Backflow prevention reviews required        | 60                    | 60                         | 50                      | 50                    |
| Cathodic protection tests required          | 65                    | 180                        | 180                     | 180                   |
| Backflow prevention devices                 | 1,832                 | 1,900                      | 1,900                   | 1,900                 |
| <b>WORKLOAD</b>                             |                       |                            |                         |                       |
| Design reviews completed                    | 389                   | 420                        | 420                     | 420                   |
| Hydraulic tests performed                   | 365                   | 440                        | 400                     | 400                   |
| Backflow prevention reviews completed       | 60                    | 60                         | 50                      | 50                    |
| Cathodic protection tests performed         | 65                    | 180                        | 180                     | 180                   |
| Inspections of backflow prevention devices  | 285                   | 275                        | 275                     | 275                   |
| Installation of backflow prevention devices | 60                    | 75                         | 100                     | 100                   |

**FIELD ENGINEERING**

Field Engineering inspects water construction projects designed by the Bureau of Water & Lighting and by consultants to ensure that contractors are complying with contract specifications and Health Department requirements, and to monitor construction progress. The unit acts as liaison among customers, contractors, and utilities to resolve construction-interrupted service, low water pressure, dirty water, and hazardous construction

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – ENGINEERING DIVISION**

conditions. It measures and records locations of newly installed, repaired, relocated, or abandoned water facilities.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                               |                           |                                |                             |                           |
| In-house construction project value (\$000) | 2,600                     | 3,200                          | 3,000                       | 3,900                     |
| <b>WORKLOAD</b>                             |                           |                                |                             |                           |
| Mains cleaned and lined (ft.)               | 18,866                    | 30,000                         | 25,000                      | 25,000                    |
| Mains installed (ft.)                       | 26,456                    | 25,000                         | 35,000                      | 35,000                    |
| Hydrants measured                           | 166                       | 100                            | 200                         | 200                       |
| Services measured                           | 7                         | 10                             | 15                          | 15                        |

**MAPS & RECORDS**

Maps and Records prepares and maintains official City water maps and supplies information about water main and service locations to Water Distribution personnel, contractors, and citizens. It also issues water service and hydrant permits. The unit maintains various records, including those for water consumption, lake and reservoir levels, water discharge, reservoir storage, and precipitation records. It grants Bureau of Water & Lighting approval for street abandonments and property subdivisions.

**Performance Indicators**

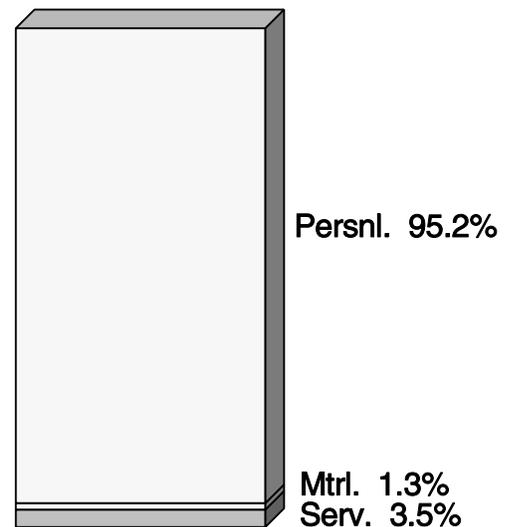
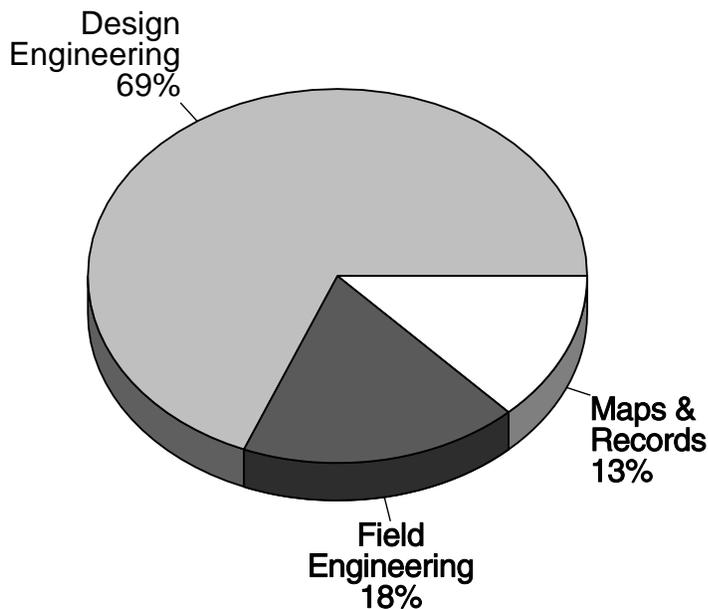
|                                | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                  |                           |                                |                             |                           |
| Requests for information       | 6,000                     | 6,000                          | 6,000                       | 6,000                     |
| Hydrant permits requested      | 21                        | 28                             | 40                          | 36                        |
| Service applications requested | 70                        | 95                             | 150                         | 135                       |
| Research projects requested    | 36                        | 38                             | 40                          | 40                        |
| <b>WORKLOAD</b>                |                           |                                |                             |                           |
| Information requests completed | 6,000                     | 6,000                          | 6,000                       | 6,000                     |
| Hydrant permits issued         | 21                        | 28                             | 40                          | 36                        |
| Service permits issued         | 70                        | 95                             | 150                         | 135                       |
| Research projects completed    | 36                        | 38                             | 40                          | 40                        |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – ENGINEERING DIVISION  
 EXPENDITURE SUMMARY

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 721,019                   | 856,400                        | 849,200                      | 873,300                     |
| Materials & Supplies                 | 11,640                    | 12,000                         | 12,000                       | 12,200                      |
| Services                             | 19,649                    | 24,800                         | 32,700                       | 32,200                      |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 752,308                   | 893,200                        | 893,900                      | 917,700                     |

|                                  |                |                |                |                |
|----------------------------------|----------------|----------------|----------------|----------------|
| <b>Appropriation by Activity</b> |                |                |                |                |
| Design Engineering               | 481,846        | 611,500        | 615,200        | 631,800        |
| Field Engineering                | 150,485        | 163,200        | 160,200        | 165,400        |
| Maps and Records                 | <u>119,977</u> | <u>118,500</u> | <u>118,500</u> | <u>120,500</u> |
| Total                            | 752,308        | 893,200        | 893,900        | 917,700        |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Design Engineering                | 12.1       | 12.2       | 12.3       | 12.3       |
| Field Engineering                 | 3.9        | 4.1        | 4.0        | 4.0        |
| Maps and Records                  | <u>3.2</u> | <u>3.0</u> | <u>2.9</u> | <u>2.9</u> |
| Total                             | 19.2       | 19.3       | 19.2       | 19.2       |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – ENGINEERING DIVISION  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                  |                     |                     | Design<br>Engineering | Field<br>Engineering | Maps &<br>Records |
|-----------------------|----------------------------------|---------------------|---------------------|-----------------------|----------------------|-------------------|
| Br.                   | Title                            | Budget<br>1999-2000 | Proposed<br>2000-01 |                       |                      |                   |
| 32                    | Managing Engineer Water Design   | 1                   | 1                   | 1                     |                      |                   |
| 29                    | Senior Engineer Water Design     | 1                   | 2                   | 2                     |                      |                   |
| 26                    | Engineer III/Water               | 1                   | 0                   |                       |                      |                   |
| 24                    | Engineer                         | 1                   | 1                   | 1                     |                      |                   |
| 24                    | Engineer II/Water                | 1                   | 1                   | 1                     |                      |                   |
| 21                    | Backflow Prevention Inspector    | 0                   | 1                   | 1                     |                      |                   |
| 21                    | Supervising Engineering Tech.    | 1                   | 1                   | 1                     |                      |                   |
| 18                    | Backflow Prevention Inspector    | 1                   | 0                   |                       |                      |                   |
| 18                    | Junior Engineer                  | 1                   | 1                   | 1                     |                      |                   |
| 18                    | Principal Engineering Technician | 7                   | 7                   | 2                     | 3                    | 2                 |
| 15                    | Senior Engineering Technician    | 0                   | 1                   |                       |                      | 1                 |
| 12                    | Engineering Technician           | 2                   | 1                   | 1                     |                      |                   |
| 11                    | Clerk I                          | 1                   | 1                   | 1                     |                      |                   |
| <b>EMPLOYEE YEARS</b> |                                  |                     |                     |                       |                      |                   |
|                       | Full Time                        | 18.0                | 18.0                | 12.0                  | 3.0                  | 3.0               |
|                       | Overtime                         | 1.2                 | 1.2                 | 0.1                   | 1.1                  | 0.0               |
|                       | Part Time, Temporary, Seasonal   | 0.4                 | 0.4                 | 0.4                   | 0.0                  | 0.0               |
|                       | Less: Vacancy Allowance          | <u>0.4</u>          | <u>0.4</u>          | <u>0.2</u>            | <u>0.1</u>           | <u>0.1</u>        |
|                       | <b>Total</b>                     | <b>19.2</b>         | <b>19.2</b>         | <b>12.3</b>           | <b>4.0</b>           | <b>2.9</b>        |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION

Water Production and Treatment manages, operates, and maintains chemical treatment facilities, the City's three reservoirs, and the Holly Pump Station. This division also monitors water quality and flow throughout the supply system and manages the watershed. Expenditures for property tax payments and payments in-lieu-of taxes on upland properties and the purchase of water from the Monroe County Water Authority are shown in this division to reflect the total cost of producing water to meet City demand.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 4,181,100        | 4,186,900      | 5,800         |
| Employee Years | 26.7             | 26.7           | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 13,000                              | 11,800                   | 4,900              | 0                        | -3,200               | -20,700             | 5,800        |

**Major Change**

|   |         |
|---|---------|
| The allocation for taxes paid to upland communities is raised to reflect anticipated tax increases                        | 88,000  |
| The expense for the purchase of water from the Monroe County Water Authority is reduced                                   | -74,700 |
| Professional fees and communications allocations are reduced due to budget constraints                                    | -16,000 |
| A reduction in the fee for State Pollution Discharge Elimination System (SPDES) permit results in savings                 | -10,000 |
| A change in regulations pertaining to the Annual Water Quality Report eliminates the requirement for mailing to consumers | -8,000  |

**WATER PRODUCTION & TREATMENT**

Water Production and Treatment operates treatment facilities at the Hemlock water filtration plant and Cobbs Hill and Highland Reservoirs. The unit also monitors and investigates water quality and has responsibility for watershed management.

**Performance Indicators**

|   | <u>Actual 1998-99</u> | <u>Estimated 1999-2000</u> | <u>Budget 1999-2000</u> | <u>Budget 2000-01</u> |
|---|-----------------------|----------------------------|-------------------------|-----------------------|
| <b>DEMAND</b>   |                       |                            |                         |                       |
| Filtration plant production (mgd)*                                    | 36.5                  | 33.0                       | 37.0                    | 36.4                  |
| Watershed acreage   | 9,994                 | 9,994                      | 9,994                   | 9,994                 |
| Pumps, valves, and gates  | 110                   | 110                        | 110                     | 110                   |
| <b>WORKLOAD</b>   |                       |                            |                         |                       |
| Analytical tests performed  | 47,800                | 47,200                     | 47,500                  | 45,000                |
| Pumps, valves and gates maintained                                    | 110                   | 110                        | 110                     | 110                   |
| Filter backwashes required  | 3,068                 | 2,100                      | 2,250                   | 2,750                 |
| Tons of chemicals applied, (includes chemicals applied at reservoirs) | 1,823                 | 1,700                      | 1,930                   | 2,500                 |
| KW hr/day electricity used (at WFP only)                              | 8,907                 | 8,400                      | 8,400                   | 8,600                 |

\*mgd - millions of gallons per day

DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION

TAXES TO OTHER GOVERNMENTS

The City pays taxes and payments in lieu of taxes to various municipalities and school districts for land owned in the Upland watershed area and along the conduit route. The budgeted amount reflects an estimate of the City's tax liability in each municipality or school district.

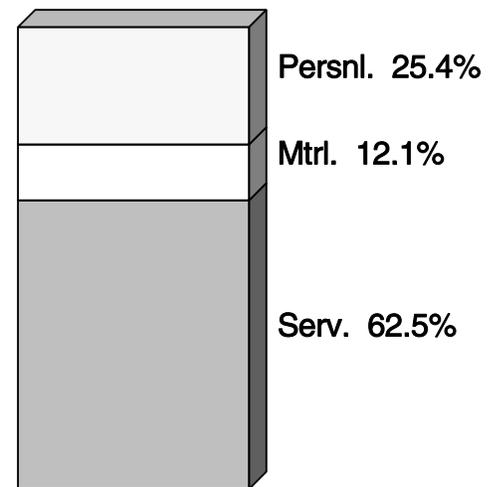
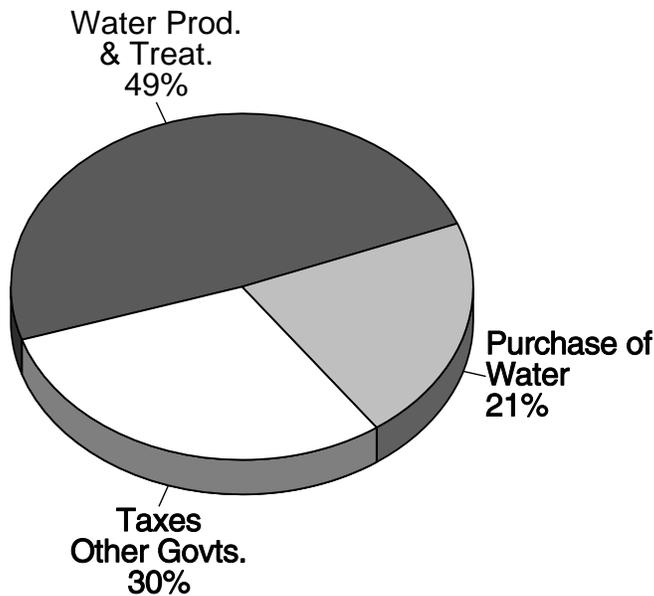
| <u>Municipalities &amp;<br/>School Districts</u> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change from<br/>1999-2000</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|----------------------------------|
| Bloomfield                                       | 35,725                    | 37,100                         | 36,600                      | 38,200                    | 1,600                            |
| Brighton   | 111,610                   | 114,300                        | 114,400                     | 117,700                   | 3,300                            |
| Canadice   | 57,081                    | 60,200                         | 51,700                      | 62,000                    | 10,300                           |
| Conesus  | 109,465                   | 116,300                        | 109,500                     | 130,900                   | 21,400                           |
| Henrietta  | 181,815                   | 187,300                        | 186,400                     | 192,900                   | 6,500                            |
| Honeoye Falls                                    | 64,961                    | 66,900                         | 66,200                      | 68,900                    | 2,700                            |
| Honeoye Central School                           | 104,625                   | 111,100                        | 107,300                     | 114,500                   | 7,200                            |
| Lima   | 16,756                    | 16,800                         | 17,200                      | 17,100                    | -100                             |
| Livingston County                                | 79,975                    | 80,000                         | 80,000                      | 80,000                    | 0                                |
| Livonia  | 155,485                   | 167,100                        | 156,000                     | 192,000                   | 36,000                           |
| Mendon   | 18,434                    | 18,600                         | 18,900                      | 19,100                    | 200                              |
| Richmond   | 13,738                    | 14,200                         | 14,100                      | 14,600                    | 500                              |
| Rush   | 96,656                    | 151,300                        | 158,800                     | 155,900                   | 4,600                            |
| Springwater                                      | 7,304                     | 7,400                          | 7,500                       | 7,600                     | 100                              |
| Wayland  | <u>22,862</u>             | <u>23,000</u>                  | <u>23,400</u>               | <u>23,700</u>             | <u>300</u>                       |
| Total  | 1,076,492                 | 1,171,600                      | 1,148,000                   | 1,235,100                 | 87,100                           |

PURCHASE OF WATER

In order to minimize operating costs, the City and the Monroe County Water Authority (MCWA) have an agreement whereby each agency purchases water from the other at advantageous points in the distribution system. Currently, the City sells more water to MCWA than it buys from MCWA; the amount budgeted in this account represents the gross purchases by the City. The purchase of water from MCWA is offset by revenues from the sales of water to MCWA.

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION  
 EXPENDITURE SUMMARY

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 1,053,928                 | 1,038,600                      | 1,048,800                    | 1,061,800                   |
| Materials & Supplies                 | 545,247                   | 461,600                        | 501,600                      | 506,200                     |
| Services                             | 3,020,738                 | 3,159,000                      | 2,630,700                    | 2,618,900                   |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 4,619,913                 | 4,659,200                      | 4,181,100                    | 4,186,900                   |
| <b>Appropriation by Activity</b>     |                           |                                |                              |                             |
| Water Production & Treatment         | 2,133,113                 | 2,082,800                      | 2,097,100                    | 2,089,600                   |
| Taxes to Other Governments           | 1,076,620                 | 1,171,400                      | 1,148,000                    | 1,236,000                   |
| Purchase of Water                    | <u>1,410,180</u>          | <u>1,405,000</u>               | <u>936,000</u>               | <u>861,300</u>              |
| Total                                | 4,619,913                 | 4,659,200                      | 4,181,100                    | 4,186,900                   |
| <b>Employee Years by Activity</b>    |                           |                                |                              |                             |
| Water Production & Treatment         | 28.0                      | 27.0                           | 26.7                         | 26.7                        |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION  
 PERSONNEL SUMMARY

| FULL TIME POSITIONS |                                   |                     |                     |
|---------------------|-----------------------------------|---------------------|---------------------|
| Br.                 | Title                             | Budget<br>1999-2000 | Proposed<br>2000-01 |
| 32                  | Manager of Water Production       | 1                   | 1                   |
| 26                  | Chief of Water Quality Operations | 1                   | 1                   |
| 25                  | Supt. of Water Plant Maintenance  | 1                   | 1                   |
| 23                  | Watershed Conservationist         | 1                   | 1                   |
| 21                  | Water Treatment Supervisor        | 1                   | 1                   |
| 20                  | Master Electrician                | 1                   | 1                   |
| 20                  | Water Instrumentation Technician  | 1                   | 1                   |
| 20                  | Water Plant Mechanic              | 1                   | 1                   |
| 18                  | Senior Water Plant Operator       | 1                   | 1                   |
| 17                  | Water Quality Lab Technician      | 2                   | 2                   |
| 16                  | Water Plant Operator              | 5                   | 6                   |
| 15                  | Sr.Maint.Mech./Water Treatment    | 3                   | 2                   |
| 11                  | Secretary                         | 1                   | 1                   |
| 6                   | Interdepartmental Messenger       | 1                   | 1                   |
| 61                  | Maint. Mechanic/Water Treatment   | 4                   | 4                   |
| EMPLOYEE YEARS      |                                   |                     |                     |
|                     | Full Time                         | 25.0                | 25.0                |
|                     | Overtime                          | 1.5                 | 1.5                 |
|                     | Part Time, Temporary, Seasonal    | 0.7                 | 0.7                 |
|                     | Less: Vacancy Allowance           | <u>0.5</u>          | <u>0.5</u>          |
|                     | Total                             | 26.7                | 26.7                |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION

This Division maintains the Upland conduit system that supplies water to the City of Rochester, and portions of Monroe, Ontario and Livingston counties. It also maintains the watershed properties and reservoir structures and grounds.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 707,500          | 703,700        | -3,800        |
| Employee Years | 14.4             | 14.4           | 0.0           |

**Change Detail**

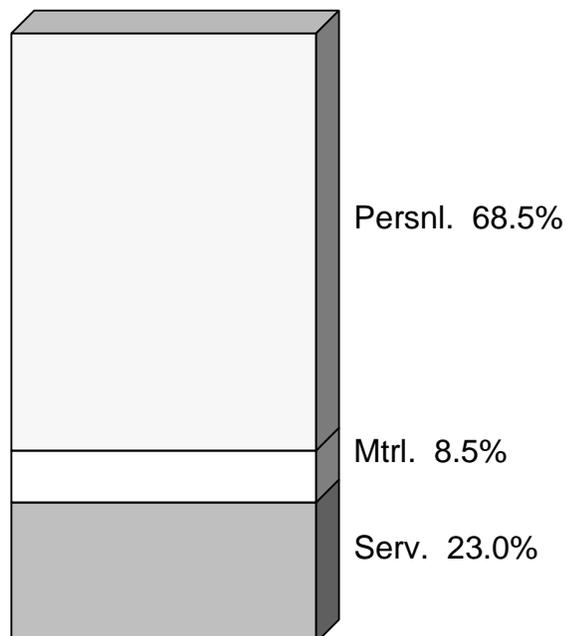
| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 3,600                                   | 2,000                        | -3,600             | 0                            | -5,800               | 0                   | -3,800       |

**Performance Indicators**

|                                  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|----------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                    |                           |                                |                             |                           |
| Watershed acreage                | 9,994                     | 9,994                          | 9,994                       | 9,994                     |
| Property line (miles)            | 75                        | 75                             | 75                          | 75                        |
| Right of way (miles)             | 23                        | 23                             | 23                          | 23                        |
| Miles of road maintained         | 16                        | 16                             | 16                          | 16                        |
| Conduit and gatehouse valves     | 445                       | 445                            | 445                         | 445                       |
| Miles of conduit                 | 78                        | 78                             | 78                          | 78                        |
| Vaults                           | 245                       | 245                            | 245                         | 245                       |
| Air release valves               | 240                       | 240                            | 240                         | 240                       |
| <b>WORKLOAD</b>                  |                           |                                |                             |                           |
| Valves repaired                  | 20                        | 20                             | 20                          | 15                        |
| Valves operated manually         | 50                        | 50                             | 50                          | 50                        |
| Air valves replaced              | 12                        | 12                             | 12                          | 12                        |
| Conduit main leak repairs        | 12                        | 12                             | 12                          | 12                        |
| Right of way mowed (miles)       | 18                        | 18                             | 18                          | 18                        |
| Road maintenance (miles)         | 8                         | 8                              | 8                           | 7                         |
| Forest stand improvement (acres) | 131                       | 131                            | 131                         | 120                       |
| Boundary line maintained (miles) | 8.0                       | 8.0                            | 8.0                         | 8.0                       |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 458,455                         | 458,500                              | 478,100                            | 481,700                           |
| Materials & Supplies                 | 63,643                          | 64,600                               | 64,600                             | 60,100                            |
| Services                             | 139,629                         | 159,800                              | 164,800                            | 161,900                           |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 661,727                         | 682,900                              | 707,500                            | 703,700                           |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Water Supply & Maintenance           | 661,727                         | 682,900                              | 707,500                            | 703,700                           |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Water Supply & Maintenance           | 14.7                            | 14.6                                 | 14.4                               | 14.4                              |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION  
 PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                   |            |                     |
|-----------------------|-----------------------------------|------------|---------------------|
| Br.                   | Title                             | Budget     |                     |
|                       |                                   | 1999-2000  | Proposed<br>2000-01 |
| 23                    | Asst. Superintendent Water Dist.  | 1          | 1                   |
| 9                     | Clerk II                          | 1          | 1                   |
| 65                    | Expediter                         | 1          | 1                   |
| 65                    | Sr. Maint. Mechanic/Water Supply  | 3          | 5                   |
| 63                    | Water Supply Maint.Worker/Constr. | 6          | 4                   |
| 60                    | Water Supply Maintenance Worker   | 1          | 1                   |
| <b>EMPLOYEE YEARS</b> |                                   |            |                     |
|                       | Full Time                         | 13.0       | 13.0                |
|                       | Overtime                          | 1.7        | 1.7                 |
|                       | Part Time, Temporary, Seasonal    | 0.0        | 0.0                 |
|                       | Less: Vacancy Allowance           | <u>0.3</u> | <u>0.3</u>          |
|                       | Total                             | 14.4       | 14.4                |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – WATER DISTRIBUTION DIVISION**

The Division operates and maintains the water distribution system, including water mains, valves, hydrants, and connections.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 4,061,100        | 4,035,300      | -25,800       |
| Employee Years | 80.5             | 78.7           | -1.8          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 49,300                                  | 6,800                        | 2,500              | 3,400                        | -700                 | -87,100             | -25,800      |

**Major Change**

|  |         |
|--|---------|
| Two vacant positions, Assistant Superintendent of Water Distribution and Senior Maintenance Mechanic/Grid, are eliminated due to budget constraints  | -87,700 |
| Funds are added for a consultant to assist with the redesign of water meter reading routes   | 35,200  |
| Two meter reading positions are eliminated and overtime is reduced at mid-year to coincide with completion of remote-read meter installation program | -37,300 |
| The allocation for employee wearing apparel and safety materials is increased to reflect projected need  | 20,500  |
| A budget amendment provided a one time increase in allocations for the purchase and installation of special meters and does not recur                | -17,800 |

**ADMINISTRATION**

Administration manages the Water Distribution Division.

**DISPATCH**

The unit dispatches customer service calls to Water Distribution field personnel. The activity keeps records of valve, hydrant, and water main locations, and records the location of all maintenance performed on the water system. The unit receives customer service inquiries for the Office of Customer Satisfaction when their office is not staffed and provides routine evening and weekend communication capability for the Department during the summer months.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| Complaints received:  |                           |                                |                             |                           |
| ● Water related   | 3,445                     | 3,500                          | 3,200                       | 3,500                     |
| ● Other   | 1,570                     | 1,650                          | 1,425                       | 1,600                     |
| Customer service calls received for the Office of Customer Satisfaction | 1,648                     | 2,150                          | 3,400                       | 2,200                     |
| Stakeouts requests received*  | 14,216                    | 13,000                         | 14,500                      | 13,000                    |
| Barricades and road plates ordered                                      | 1,534                     | 1,500                          | 1,000                       | 1,500                     |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – WATER DISTRIBUTION DIVISION

7-61

| <b>Performance Indicators</b>  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>WORKLOAD</b>  |                                 |                                      |                                   |                                 |
| Complaints processed:  |                                 |                                      |                                   |                                 |
| ● Water related  | 3,445                           | 3,500                                | 3,200                             | 3,500                           |
| ● Other  | 1,570                           | 1,650                                | 1,400                             | 1,600                           |
| Customer service calls taken for the Office of Customer Satisfaction | 1,648                           | 2,150                                | 3,400                             | 2,200                           |
| Records updated  | 61,643                          | 62,000                               | 60,500                            | 61,000                          |
| Stakeouts posted   | 45,815                          | 43,000                               | 43,000                            | 43,000                          |
| Barricades and road plates installed                                 | 1,534                           | 1,500                                | 1,000                             | 1,500                           |

\*A single stakeout request may result in multiple stakeouts performed by the Technical Support Unit.

|                          |
|--------------------------|
| <b>TECHNICAL SUPPORT</b> |
|--------------------------|

This unit locates and identifies water mains for construction projects, investigates leaks and dirty water complaints, performs stakeouts of street lighting facilities, operates valves, and inspects and installs water service connections. The evening and weekend shifts respond to emergency water problems and investigate citizen complaints.

**Performance Indicators**

|                               | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|-------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                 |                                 |                                      |                                   |                                 |
| Investigations required       | 7,316                           | 8,000                                | 8,000                             | 8,000                           |
| Stakeouts required            | 45,815                          | 43,000                               | 43,000                            | 43,000                          |
| Valve operations required     | 3,673                           | 3,700                                | 5,500                             | 3,700                           |
| <b>WORKLOAD</b>               |                                 |                                      |                                   |                                 |
| Investigations performed      | 7,316                           | 8,000                                | 8,000                             | 8,000                           |
| Stakeouts performed           | 45,815                          | 43,000                               | 43,000                            | 43,000                          |
| Valve operations conducted    | 3,673                           | 3,700                                | 5,500                             | 3,700                           |
| Tap installations             | 46                              | 44                                   | 75                                | 50                              |
| Lawn and pavement inspections | 2,126                           | 2,100                                | 2,000                             | 2,100                           |
| Contractor inspections        | 404                             | 450                                  | 500                               | 500                             |
| Final inspections             | 36                              | 30                                   | 40                                | 30                              |

|                    |
|--------------------|
| <b>GRID REPAIR</b> |
|--------------------|

This activity maintains and repairs the water grid system, including hydrants, mains, valves, valve boxes, and curb boxes. Defective components are repaired or replaced. Grid repair personnel shut off water services at the street connection as requested and repair water service connections.

**Performance Indicators**

|                        | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>          |                                 |                                      |                                   |                                 |
| Water mains (miles)    | 585                             | 585                                  | 585                               | 585                             |
| Valves                 | 18,021                          | 18,021                               | 18,021                            | 18,021                          |
| Hydrants               | 7,254                           | 7,254                                | 7,254                             | 7,254                           |
| Water meters in system | 62,661                          | 61,788                               | 62,159                            | 61,500                          |
| Fire hydrant locks     | 2,346                           | 2,300                                | 2,300                             | 2,300                           |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – WATER DISTRIBUTION DIVISION**

| <b>Performance Indicators</b>          | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>WORKLOAD</b>                        |                           |                                |                             |                           |
| Hydrants                               |                           |                                |                             |                           |
| ● Field repair to hydrants             | 1,293                     | 1,200                          | 1,200                       | 1,200                     |
| ● Drainage beds replaced               | 1                         | 0                              | 0                           | 0                         |
| ● Hydrants replaced without excavation | 174                       | 160                            | 175                         | 175                       |
| ● Complete settings replaced           | 206                       | 250                            | 200                         | 225                       |
| ● Hydrants rebuilt                     | 158                       | 170                            | 150                         | 75                        |
| ● Hydrants inspected                   | 4,365                     | 4,450                          | 4,600                       | 4,600                     |
| ● Hydrant locks maintained             | 2,346                     | 2,300                          | 2,300                       | 2,300                     |
| ● Hydrants painted                     | 228                       | 1,800                          | 800                         | 1,200                     |
| Water Mains                            |                           |                                |                             |                           |
| ● Water mains repaired                 | 51                        | 52                             | 50                          | 50                        |
| Valves                                 |                           |                                |                             |                           |
| ● Valve boxes cleaned                  | 39                        | 30                             | 50                          | 50                        |
| ● Valve boxes reset/rehabilitated      | 208                       | 174                            | 180                         | 180                       |
| ● Valves replaced                      | 30                        | 25                             | 30                          | 30                        |
| Services                               |                           |                                |                             |                           |
| ● Services repaired                    | 94                        | 114                            | 130                         | 130                       |
| ● Services replaced                    | 126                       | 220                            | 130                         | 130                       |
| ● Curb boxes repaired                  | 128                       | 90                             | 130                         | 120                       |
| ● Curb boxes replaced                  | 209                       | 226                            | 250                         | 200                       |
| Lawn/trench restorations               | 568                       | 525                            | 650                         | 600                       |

|                      |
|----------------------|
| <b>METER SERVICE</b> |
|----------------------|

This activity reads, repairs, and replaces residential, commercial, and industrial water meters. Personnel investigate high consumption reports, repair leaking meters, perform service turn-ons and shut-offs at residences and businesses, thaw frozen water services, and take special readings for house closings, high or low consumption reports, or upon customer request.

| <b>Performance Indicators</b>   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                   |                           |                                |                             |                           |
| Water meters in system          | 62,661                    | 61,788                         | 62,159                      | 61,500                    |
| <b>WORKLOAD</b>                 |                           |                                |                             |                           |
| Meters read per year:           |                           |                                |                             |                           |
| ● Quarterly customers           | 250,644                   | 247,152                        | 244,632                     | 246,000                   |
| ● Monthly customers             | 10,979                    | 11,000                         | 11,000                      | 11,000                    |
| ● Special reads                 | 7,064                     | 8,100                          | 9,000                       | 8,000                     |
| High consumption investigations | 229                       | 276                            | 150                         | 250                       |
| Meters replaced (remote-read)   | 8,108                     | 6,500                          | 7,280                       | 4,000                     |
| Meters replaced (industrial)    | 143                       | 200                            | 200                         | 200                       |
| Meters repaired                 | 120                       | 150                            | 300                         | 200                       |
| Meters activated/deactivated    | 1,450                     | 1,300                          | 1,400                       | 1,400                     |
| Meters tested                   | 8,614                     | 7,900                          | 8,000                       | 5,000                     |
| Frozen water services thawed    | 0                         | 10                             | 10                          | 10                        |
| Service leaks investigated      | 16                        | 20                             | 25                          | 25                        |
| Attempted reads per day/reader  | 340                       | 350                            | 350                         | 360                       |
| Actual reads per day/reader     | 289                       | 315                            | 280                         | 324                       |

**HYDRAULIC MAINTENANCE**

Hydraulic Maintenance performs preventative maintenance activities to ensure proper hydraulic and hygienic properties of the water distribution system. Activities include water main flushing, leak control, water waste surveys, sound surveys, master meter testing, flow and coefficient testing, and valve inspection and valve box maintenance.

| <b>Performance Indicators</b>             | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                             |                           |                                |                             |                           |
| Water mains (miles)                       | 585                       | 585                            | 585                         | 585                       |
| Valves                                    | 18,021                    | 18,021                         | 18,021                      | 18,021                    |
| Hydrants                                  | 7,254                     | 7,254                          | 7,254                       | 7,254                     |
| Master meters                             | 13                        | 13                             | 13                          | 13                        |
| Dead-end mains                            | 30                        | 30                             | 30                          | 30                        |
| <b>WORKLOAD</b>                           |                           |                                |                             |                           |
| Hydrants, valves & services sound surveys | 12,018                    | 11,350                         | 12,000                      | 11,300                    |
| Water waste surveys:                      |                           |                                |                             |                           |
| • Districts measured                      | 4                         | 9                              | 7                           | 8                         |
| • Master meters tested                    | 11                        | 1                              | 7                           | 4                         |
| • Flow & coefficient tests                | 75                        | 106                            | 150                         | 130                       |
| Valve inspections                         | 4,202                     | 5,500                          | 5,300                       | 5,300                     |
| Water main flushing:                      |                           |                                |                             |                           |
| • Miles of main - regular program         | 127.80                    | 105.00                         | 90.00                       | 100.00                    |
| • Miles of main - dirty water complaints  | 9.59                      | 8.50                           | 8.50                        | 8.50                      |
| • Miles of main - dead-end                | 30.00                     | 30.00                          | 30.00                       | 30.00                     |
| Valves operated                           | 1,388                     | 1,220                          | 1,000                       | 1,200                     |
| <b>RESULTS</b>                            |                           |                                |                             |                           |
| Leaks located                             | 102                       | 110                            | 125                         | 115                       |
| Estimated leakage eliminated (mgd)*       | 1.06                      | 1.25                           | 1.50                        | 1.40                      |
| Estimated leak savings (\$)               | 143,153                   | 168,812                        | 202,575                     | 189,588                   |

\*mgd = millions of gallons per day

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – WATER DISTRIBUTION DIVISION  
EXPENDITURE SUMMARY**

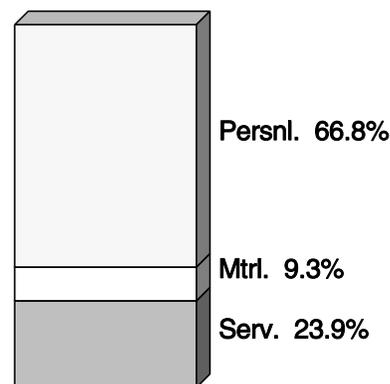
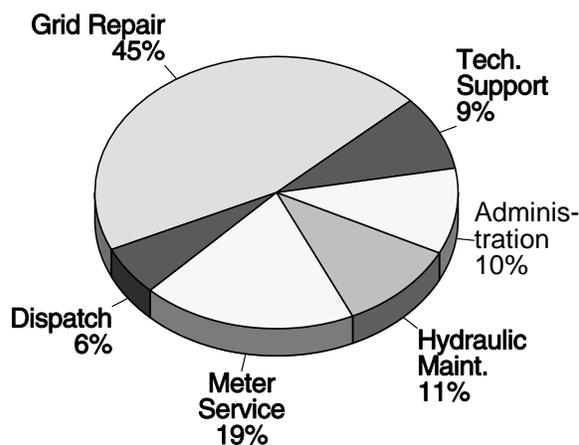
|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 2,757,859                | 2,691,600                     | 2,767,700                   | 2,697,300                  |
| Materials & Supplies                 | 389,108                  | 376,300                       | 370,100                     | 373,900                    |
| Services                             | 890,977                  | 924,000                       | 923,300                     | 964,100                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 4,037,944                | 3,991,900                     | 4,061,100                   | 4,035,300                  |

**Appropriation by Activity**

|                       |                |                |                |                |
|-----------------------|----------------|----------------|----------------|----------------|
| Administration        | 414,010        | 373,000        | 359,400        | 387,000        |
| Dispatch              | 211,440        | 220,200        | 229,400        | 227,800        |
| Technical Support     | 336,261        | 381,100        | 371,200        | 375,300        |
| Grid Repair           | 1,898,620      | 1,850,300      | 1,870,300      | 1,834,100      |
| Meter Services        | 738,617        | 750,600        | 770,900        | 773,800        |
| Hydraulic Maintenance | <u>438,996</u> | <u>416,700</u> | <u>459,900</u> | <u>437,300</u> |
| Total                 | 4,037,944      | 3,991,900      | 4,061,100      | 4,035,300      |

**Employee Years by Activity**

|                       |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|
| Administration        | 4.1         | 2.2         | 2.2         | 2.3         |
| Dispatch              | 7.1         | 7.2         | 6.8         | 6.8         |
| Technical Support     | 10.5        | 11.3        | 10.9        | 10.9        |
| Grid Repair           | 28.7        | 27.7        | 26.5        | 25.5        |
| Meter Service         | 21.6        | 20.2        | 20.4        | 20.5        |
| Hydraulic Maintenance | <u>14.7</u> | <u>13.8</u> | <u>13.7</u> | <u>12.7</u> |
| Total                 | 86.7        | 82.4        | 80.5        | 78.7        |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – WATER DISTRIBUTION DIVISION  
 PERSONNEL SUMMARY

| FULL TIME POSITIONS   |                                    |                  |                  | Administration | Dispatch   | Technical Support | Grid Repair | Meter Service | Hydraulic Maintenance |
|-----------------------|------------------------------------|------------------|------------------|----------------|------------|-------------------|-------------|---------------|-----------------------|
| Br.                   | Title                              | Budget 1999-2000 | Proposed 2000-01 |                |            |                   |             |               |                       |
| 32                    | Manager of Water Distribution      | 1                | 1                | 1              |            |                   |             |               |                       |
| 23                    | Asst. Superintendent Water Dist.   | 6                | 5                |                |            |                   | 3           | 1             | 1                     |
| 18                    | Supervising Water Dist. Technician | 1                | 1                |                |            |                   |             |               | 1                     |
| 18                    | Supv. Meter Services Technician    | 2                | 2                |                |            |                   |             | 2             |                       |
| 15                    | Senior Dispatcher                  | 1                | 1                |                | 1          |                   |             |               |                       |
| 11                    | Clerk I                            | 1                | 1                | 1              |            |                   |             |               |                       |
| 9                     | Clerk II with Typing               | 1                | 1                |                |            |                   | 1           |               |                       |
| 7                     | Clerk III with Typing              | 1                | 1                |                |            |                   |             | 1             |                       |
| 65                    | Sr. Maint. Mech./Water Grid        | 5                | 4                |                |            |                   | 4           |               |                       |
| 64                    | Water Distribution Technician      | 28               | 28               |                |            | 9                 |             | 14            | 5                     |
| 64                    | Dispatcher                         | 5                | 5                |                | 5          |                   |             |               |                       |
| 62                    | Water Maint. Worker Construction   | 15               | 15               |                |            |                   | 13          |               | 2                     |
| 61                    | Meter Reader                       | 1                | 1                |                |            |                   |             | 1             |                       |
| 59                    | Water Maintenance Worker           | 6                | 6                |                |            | 1                 | 2           |               | 3                     |
| 57                    | Mechanic's Helper                  | 1                | 1                |                |            |                   | 1           |               |                       |
| <b>EMPLOYEE YEARS</b> |                                    |                  |                  |                |            |                   |             |               |                       |
|                       | Full Time                          | 75.0             | 73.0             | 2.0            | 6.0        | 10.0              | 24.0        | 19.0          | 12.0                  |
|                       | Overtime                           | 6.4              | 6.6              | 0.3            | 0.9        | 1.1               | 2.0         | 1.9           | 0.4                   |
|                       | Part Time, Temporary, Seasonal     | 0.6              | 0.5              | 0.0            | 0.0        | 0.0               | 0.0         | 0.0           | 0.5                   |
|                       | Less: Vacancy Allowance            | 1.5              | 1.4              | 0.0            | 0.1        | 0.2               | 0.5         | 0.4           | 0.2                   |
|                       | <b>Total</b>                       | <b>80.5</b>      | <b>78.7</b>      | <b>2.3</b>     | <b>6.8</b> | <b>10.9</b>       | <b>25.5</b> | <b>20.5</b>   | <b>12.7</b>           |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – STREET LIGHTING DIVISION**

This unit oversees the City's street lighting system. Street Lighting functions as liaison with Rochester Gas and Electric Corporation (RG&E), which owns and operates most of the system. Employees of the City and of Rochester Gas & Electric work together to replace damaged or obsolete poles and arrange for upgrading of lighting where necessary. The unit designs street lighting reconstruction projects and reviews street lighting specifications in reconstruction projects designed by consultants. It supervises maintenance and operation of City-owned street lighting facilities and investigates street lighting problems and complaints.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 5,252,800        | 5,177,700      | -75,100       |
| Employee Years | 7.1              | 7.1            | 0.0           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 5,800                                   | 4,100                        | -6,100             | 0                            | 6,100                | -85,000             | -75,100      |

**Major Change**

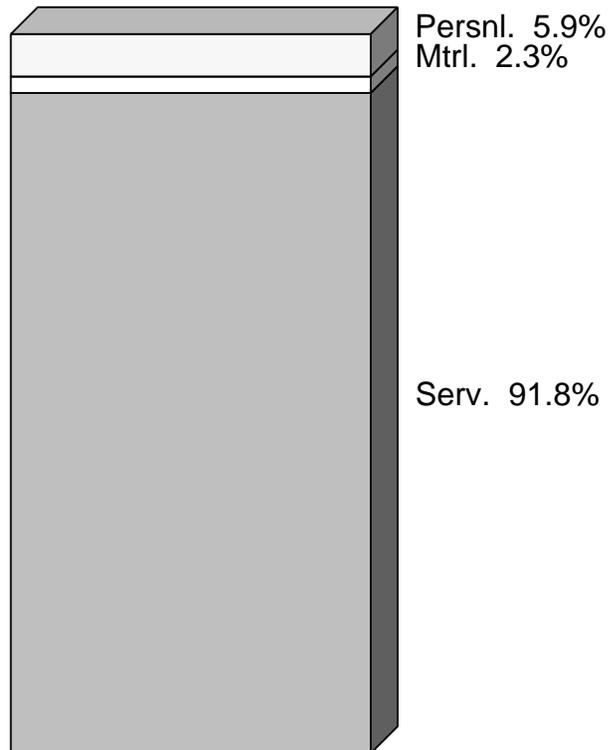
|   |         |
|---|---------|
| RG&E street lighting expense is reduced based on projected need | -85,000 |
|---|---------|

**Performance Indicators**

|                             | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-----------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>               |                           |                                |                             |                           |
| RG&E maintained lights      | 15,699                    | 15,400                         | 15,700                      | 15,100                    |
| City-maintained lights      | 10,974                    | 11,700                         | 11,500                      | 11,800                    |
| Complaints received         | 3,775                     | 3,876                          | 4,000                       | 4,000                     |
| <b>WORKLOAD</b>             |                           |                                |                             |                           |
| Work orders issued          | 1,864                     | 2,150                          | 2,000                       | 2,200                     |
| Complaints referred to RG&E | 1,377                     | 1,750                          | 2,000                       | 1,800                     |
| Pole knockdowns             | 193                       | 170                            | 150                         | 150                       |
| Conduit repairs             | 46                        | 50                             | 100                         | 50                        |
| Luminaire repairs           | 1,663                     | 1,500                          | 1,500                       | 1,500                     |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – STREET LIGHTING DIVISION  
 EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Amended</u><br>1999-2000 | <u>Proposed</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 263,774                  | 297,100                       | 300,700                     | 306,500                    |
| Materials & Supplies                 | 191,724                  | 114,700                       | 114,700                     | 119,700                    |
| Services                             | 4,820,275                | 4,774,800                     | 4,837,400                   | 4,751,500                  |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 5,275,773                | 5,186,600                     | 5,252,800                   | 5,177,700                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Street Lighting                      | 5,275,773                | 5,186,600                     | 5,252,800                   | 5,177,700                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Street Lighting                      | 7.5                      | 6.8                           | 7.1                         | 7.1                        |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – STREET LIGHTING DIVISION  
PERSONNEL SUMMARY

| FULL TIME POSITIONS   |  |            |                     |
|-----------------------|--|------------|---------------------|
| Br.                   | Title                                    | Budget     |                     |
|                       |  | 1999-2000  | Proposed<br>2000-01 |
| 26                    | Street Light. Program Coordinator        | 1          | 1                   |
| 24                    | Senior Administrative Analyst            | 1          | 1                   |
| 23                    | St. Light. Maintenance/Operations Coord. | 0          | 1                   |
| 21                    | Supv. Engineering Technician             | 1          | 1                   |
| 15                    | Senior Engineer Tech/Electrical          | 1          | 0                   |
| 12                    | Engineering Technician                   | 1          | 1                   |
| 9                     | Clerk II with Typing                     | 1          | 1                   |
| <b>EMPLOYEE YEARS</b> |  |            |                     |
|                       | Full Time                                | 6.0        | 6.0                 |
|                       | Overtime                                 | 0.4        | 0.4                 |
|                       | Part Time, Temporary, Seasonal           | 0.7        | 0.7                 |
|                       | Less: Vacancy Allowance                  | <u>0.0</u> | <u>0.0</u>          |
|                       | Total                                    | 7.1        | 7.1                 |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – PARKING METER OPERATIONS

This unit maintains the City's on-street parking meters, installs new meters, and performs meter revenue collection on a daily basis.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 142,200          | 141,100        | -1,100        |
| Employee Years | 4.0              | 4.0            | 0.0           |

**Change Detail**

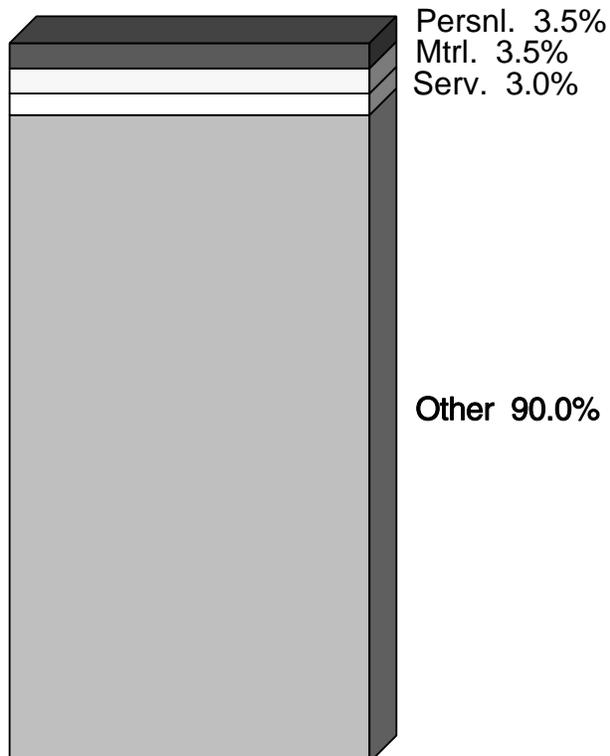
| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 3,200                               | 100                      | -2,800             | 0                        | -1,600               | 0                   | -1,100       |

**Performance Indicators**

|                           | <u>Actual 1998-99</u> | <u>Estimated 1999-2000</u> | <u>Budget 1999-2000</u> | <u>Budget 2000-01</u> |
|---------------------------|-----------------------|----------------------------|-------------------------|-----------------------|
| DEMAND                    |                       |                            |                         |                       |
| Street meters             | 1623                  | 1623                       | 1623                    | 1623                  |
| WORKLOAD                  |                       |                            |                         |                       |
| Meters installed/replaced | 350                   | 450                        | 725                     | 350                   |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – PARKING METER OPERATIONS DIVISION  
 EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 0                               | 124,100                              | 123,800                            | 127,000                           |
| Materials & Supplies                 | 0                               | 4,200                                | 4,200                              | 4,300                             |
| Services                             | 0                               | 5,700                                | 8,200                              | 4,900                             |
| Other                                | <u>0</u>                        | <u>6,000</u>                         | <u>6,000</u>                       | <u>4,900</u>                      |
| Total                                | 0                               | 140,000                              | 142,200                            | 141,100                           |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Parking Meter Operations             | 0                               | 140,000                              | 142,200                            | 141,100                           |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Parking Meter Operations             | 0.0                             | 4.1                                  | 4.0                                | 4.0                               |



DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – PARKING METER OPERATIONS DIVISION  
 PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                    |            |                     |
|--------------------------------|------------------------------------|------------|---------------------|
| Br.                            | Title                              | Budget     |                     |
|                                |                                    | 1999-2000  | Proposed<br>2000-01 |
| 18                             | Supervising Parking Meter Mechanic | 0          | 1                   |
| 13                             | Senior Parking Meter Mechanic      | 1          | 0                   |
| 10                             | Parking Meter Mechanic             | 3          | 3                   |
| EMPLOYEE YEARS                 |                                    |            |                     |
| Full Time                      |                                    | 4.0        | 4.0                 |
| Overtime                       |                                    | 0.0        | 0.0                 |
| Part Time, Temporary, Seasonal |                                    | 0.0        | 0.0                 |
| Less: Vacancy Allowance        |                                    | <u>0.0</u> | <u>0.0</u>          |
| Total                          |                                    | 4.0        | 4.0                 |

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER & LIGHTING – WATER FIXED CHARGES**

This section includes operating expenditures for the water supply system that cannot be directly attributed to an operating unit.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 7,691,200        | 7,807,200      | 116,000       |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 0                                       | 0                            | 160,000            | 0                            | 0                    | -44,000             | 116,000      |

**Major Change**

The budgeted allowance for uncollectibles is reduced to reflect an estimated decrease in delinquent amount and an increase in the collection rate -44,000

**ALLOWANCE FOR UNCOLLECTIBLES**

The allowance for uncollectibles is an estimate of the delinquent amount of water charges that are not paid within two years.

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| Delinquent amount                      | \$5,116,619               | \$5,069,675                    | \$5,164,000                 | \$5,120,400               |
| Estimated percentage of uncollectibles | <u>27.87</u>              | <u>28.40</u>                   | <u>29.00</u>                | <u>28.40</u>              |
| Total                                  | \$1,426,002               | \$1,439,800                    | \$1,498,000                 | \$1,454,000               |

**ADMINISTRATIVE CHARGEBACKS**

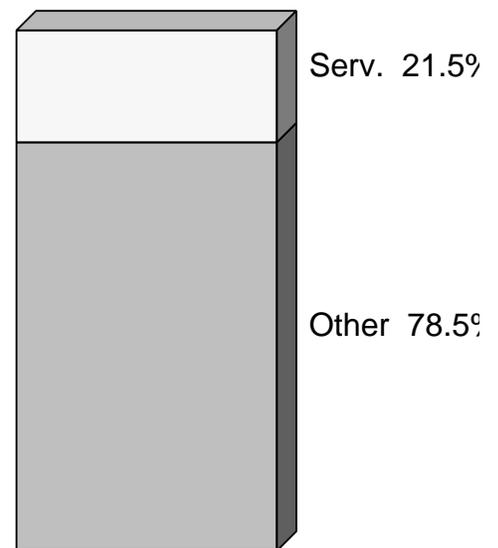
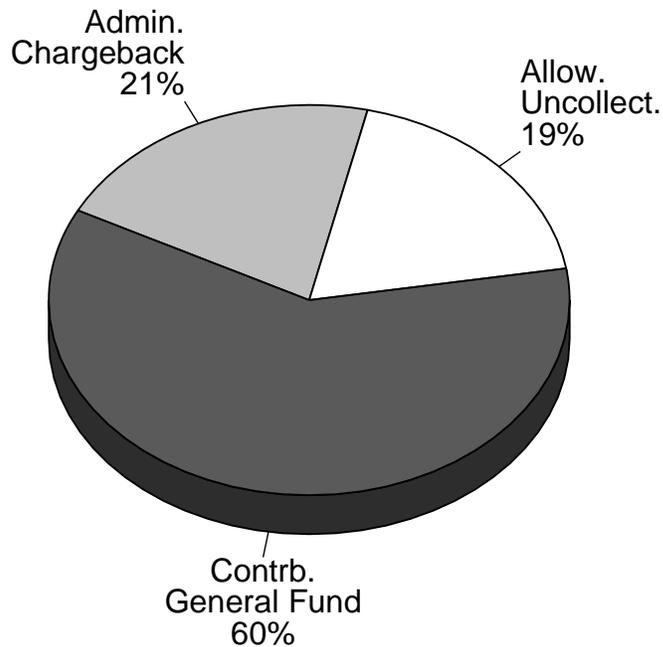
The administrative chargeback is an interfund charge that reimburses the General Fund for general administrative services provided to the enterprise funds, based on an indirect cost allocation formula. The administrative chargeback to the Water Fund for 2000-2001 represents 9.2 percent of total Water Fund expenses incurred in 1998-1999.

**CONTRIBUTION TO THE GENERAL FUND**

The Water Fund makes a contribution to the General Fund as payment in lieu of taxes on the Water Fund capital plant and as a return on investment.

DEPARTMENT OF ENVIRONMENTAL SERVICES  
 WATER & LIGHTING – WATER FIXED CHARGES  
 EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br>1998-99 | <u>Estimated</u><br>1999-2000 | <u>Amended</u><br>1999-2000 | <u>Proposed</u><br>2000-01 |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 0                        | 0                             | 0                           | 0                          |
| Materials & Supplies                 | 0                        | 0                             | 0                           | 0                          |
| Services                             | 1,237,800                | 1,514,700                     | 1,514,700                   | 1,674,700                  |
| Other                                | <u>6,104,468</u>         | <u>6,118,300</u>              | <u>6,176,500</u>            | <u>6,132,500</u>           |
| Total                                | 7,342,268                | 7,633,000                     | 7,691,200                   | 7,807,200                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Allowance for Uncollectibles         | 1,425,968                | 1,439,800                     | 1,498,000                   | 1,454,000                  |
| Administrative Chargeback            | 1,237,800                | 1,514,700                     | 1,514,700                   | 1,674,700                  |
| Contribution to the General Fund     | <u>4,678,500</u>         | <u>4,678,500</u>              | <u>4,678,500</u>            | <u>4,678,500</u>           |
| Total                                | 7,342,268                | 7,633,000                     | 7,691,200                   | 7,807,200                  |



**DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF EQUIPMENT SERVICES**

The Bureau of Equipment Services maintains and repairs most City motor vehicles and provides fuel for the entire fleet.

The 2000-01 work plan includes the following:

|   |                             |
|---|-----------------------------|
| <b>Objective</b>                                  | <b>Projected Completion</b> |
| Begin installation of new fleet management system | Third Quarter               |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 2,897,000        | 3,322,400      | 425,400       |
| Employee Years | 82.6             | 83.0           | 0.4           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 45,200                                  | 8,800                        | 338,400            | 0                            | -7,600               | 40,600              | 425,400      |

**Major Change**

|  |         |
|--|---------|
| Funds are added to replace the fleet management system                               | 70,000  |
| Funds to refurbish refuse packers are eliminated due to arrival of new refuse fleet  | -50,000 |
| Allocation for petroleum and lubricants is adjusted for inflation and projected need | 20,600  |

**FLEET MANAGEMENT**

This activity manages the Bureau of Equipment Services and administers the City fleet and related equipment facilities.

**REPAIR**

Repair maintains and repairs City vehicles, except for Fire Department vehicles. Work includes preventive maintenance, mechanical repair, body and fender repair, tire repair, and welding.

**Performance Indicators**

|                  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>    |                           |                                |                             |                           |
| Units maintained | 1,250                     | 1,260                          | 1,250                       | 1,260                     |
| Service requests |                           |                                |                             |                           |
| • Repair orders  | 15,700                    | 15,500                         | 16,000                      | 16,000                    |
| • Tire orders    | 2,300                     | 2,500                          | 2,500                       | 2,500                     |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Repair hours     | 65,600                    | 65,000                         | 65,000                      | 64,000                    |
| Road calls:      |                           |                                |                             |                           |
| • Towing service | 567                       | 620                            | 650                         | 630                       |
| • Repair service | 2,335                     | 2,400                          | 2,100                       | 2,000                     |
| • Tire repair    | 326                       | 460                            | 400                         | 400                       |

**FUELING**

This activity distributes fuel to City vehicles and some Monroe County and Federal vehicles. Distribution is controlled by an automated fueling system that monitors fuel use by vehicle and driver.

**PARTS**

This unit maintains parts, materials, and supplies used for the repair and maintenance of City vehicles. It operates the parts room and machine shop, rebuilds used parts, and operates the computerized parts inventory system.

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>  |                                 |                                      |                                   |                                 |
| Parts inventory value (\$)                             | 755,600                         | 765,200                              | 740,000                           | 790,300                         |
| Parts lines  | 5,976                           | 6,052                                | 5,850                             | 6,250                           |
| Requests for parts                                     | 77,129                          | 80,256                               | 77,000                            | 78,000                          |
| Machine shop repairs and fabrication requests received | 1,265                           | 1,376                                | 1,300                             | 1,026                           |
| Contracts requested                                    | 125                             | 123                                  | 120                               | 125                             |
| <b>WORKLOAD</b>  |                                 |                                      |                                   |                                 |
| Parts issued   | 77,129                          | 80,256                               | 77,000                            | 78,000                          |
| Machine shop repair and fabrication orders completed   | 1,265                           | 1,376                                | 1,300                             | 1,026                           |
| Contracts maintained                                   | 125                             | 123                                  | 125                               | 125                             |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF EQUIPMENT SERVICES

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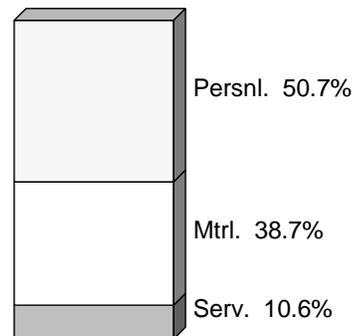
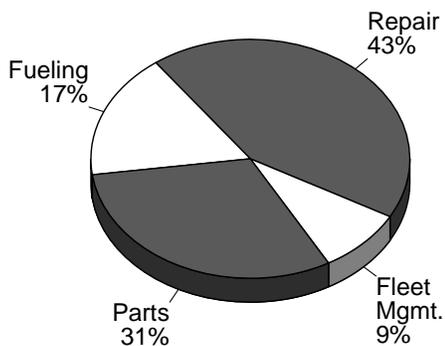
**Chargebacks**

| <u>Department/Bureau</u>  | <u>1999-2000</u> | 2000-01      | <u>Department/Bureau</u>              | <u>1999-2000</u> | 2000-01       |
|---------------------------|------------------|--------------|---------------------------------------|------------------|---------------|
| CITY COUNCIL<br>AND CLERK | 900              | 700          | ENVIRONMENTAL SERVICES                |                  |               |
|                           |                  |              | Commissioner                          | 31,100           | 30,400        |
|                           |                  |              | Architecture & Engineering            | 12,000           | 6,200         |
| ADMINISTRATION            |                  |              | Operations                            | 3,666,100        | 3,309,700     |
| Mayor's Office            | 7,500            | 6,200        | Water & Lighting                      | 249,300          | 247,900       |
| Audit & Review            | 400              | 400          | Equipment Services                    | <u>94,800</u>    | <u>98,600</u> |
| Budget                    | 300              | 300          | TOTAL:                                | 4,053,300        | 3,692,800     |
| Human Resource Mgmt.      | 800              | 800          | OFFICE OF EMERGENCY<br>COMMUNICATIONS | 1,200            | 900           |
| Communications            | 600              | 600          |                                       |                  |               |
| NET                       | 1,000            | 500          | POLICE                                | 1,498,800        | 1,421,000     |
| Pathways to Peace         | 100              | 100          |                                       |                  |               |
| Law                       | <u>100</u>       | <u>100</u>   | FIRE                                  | 78,500           | 67,600        |
| TOTAL:                    | 10,800           | 9,000        | LIBRARY                               |                  |               |
| FINANCE                   |                  |              | Central Library                       | 14,000           | 10,400        |
| Director's Office         | 700              | 700          | Community Library                     | <u>6,000</u>     | <u>5,200</u>  |
| Treasury                  | 2,300            | 2,600        | TOTAL:                                | 20,000           | 15,600        |
| Accounting                | 100              | 100          | PARKS, RECREATION AND HUMAN SERVICES  |                  |               |
| Assessment                | 200              | 200          | Commissioner                          | 5,000            | 5,000         |
| Purchasing                | 800              | 800          | Parks & Recreation                    | 180,200          | 151,500       |
| Information Systems       | <u>4,000</u>     | <u>3,600</u> | Special Services                      | 107,700          | 80,600        |
| TOTAL:                    | 8,100            | 8,000        | Human Services                        | <u>800</u>       | <u>800</u>    |
| COMMUNITY<br>DEVELOPMENT  | 2,500            | 2,100        | TOTAL:                                | 293,700          | 237,900       |
| ECONOMIC DEVELOPMENT      |                  |              | CITY TOTAL                            | 5,981,300        | 5,466,500     |
| Administration            | 4,500            | 3,600        | Interfund                             | 3,188,600        | 2,986,500     |
| Municipal Parking         | <u>9,000</u>     | <u>7,300</u> | Intrafund                             | 2,792,700        | 2,480,000     |
| TOTAL:                    | 13,500           | 10,900       | CITY TOTAL                            | 5,981,300        | 5,466,500     |

DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF EQUIPMENT SERVICES  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 2,918,207                | 2,787,500                     | 2,899,900                   | 2,945,100                  |
| Materials & Supplies                 | 2,171,643                | 2,261,400                     | 2,252,900                   | 2,243,000                  |
| Services                             | 704,046                  | 626,600                       | 536,900                     | 614,300                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 5,793,896                | 5,675,500                     | 5,689,700                   | 5,802,400                  |
| Less: Intrafund Credit*              | <u>1,981,732</u>         | <u>2,385,000</u>              | <u>2,792,700</u>            | <u>2,480,000</u>           |
| Total                                | 3,812,164                | 3,290,500                     | 2,897,000                   | 3,322,400                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Fleet Management                     | 495,836                  | 494,200                       | 449,700                     | 534,300                    |
| Repair                               | 2,452,397                | 2,316,400                     | 2,440,300                   | 2,477,200                  |
| Fueling                              | 623,615                  | 1,021,400                     | 960,400                     | 982,100                    |
| Parts                                | <u>2,222,048</u>         | <u>1,843,500</u>              | <u>1,839,300</u>            | <u>1,808,800</u>           |
| Total                                | 5,793,896                | 5,675,500                     | 5,689,700                   | 5,802,400                  |
| Less: Intrafund Credit*              | <u>1,981,732</u>         | <u>2,385,000</u>              | <u>2,792,700</u>            | <u>2,480,000</u>           |
| Total                                | 3,812,164                | 3,290,500                     | 2,897,000                   | 3,322,400                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Fleet Management                     | 5.2                      | 5.0                           | 5.0                         | 5.0                        |
| Repair                               | 72.1                     | 66.0                          | 65.3                        | 65.7                       |
| Fueling                              | 1.1                      | 1.0                           | 1.1                         | 1.1                        |
| Parts                                | <u>11.1</u>              | <u>10.2</u>                   | <u>11.2</u>                 | <u>11.2</u>                |
| Total                                | 89.5                     | 82.2                          | 82.6                        | 83.0                       |

\*Reflects chargeback for motor equipment service.



DEPARTMENT OF ENVIRONMENTAL SERVICES  
BUREAU OF EQUIPMENT SERVICES  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                      |                     |                     | Fleet<br>Management | Repair     | Fueling    | Parts      |
|--------------------------------|--------------------------------------|---------------------|---------------------|---------------------|------------|------------|------------|
| Br.                            | Title                                | Budget<br>1999-2000 | Proposed<br>2000-01 |                     |            |            |            |
| 33                             | Director of Fleet Services           | 1                   | 1                   | 1                   |            |            |            |
| 29                             | Assistant Director of Fleet Services | 1                   | 1                   |                     | 1          |            |            |
| 25                             | Fleet Maintenance Manager            | 1                   | 1                   |                     | 1          |            |            |
| 24                             | Senior Administrative Analyst        | 1                   | 1                   |                     |            |            | 1          |
| 23                             | Asst. Fleet Maintenance Manager      | 2                   | 2                   |                     | 2          |            |            |
| 21                             | Parts Supervisor                     | 1                   | 1                   |                     |            |            | 1          |
| 21                             | Production Controller                | 1                   | 1                   |                     | 1          |            |            |
| 20                             | Executive Assistant                  | 1                   | 1                   | 1                   |            |            |            |
| 20                             | Supervisor Automotive Support        | 1                   | 1                   |                     | 1          |            |            |
| 19                             | Body Shop Supervisor                 | 1                   | 0                   |                     |            |            |            |
| 19                             | Mechanic Supervisor                  | 2                   | 3                   |                     | 3          |            |            |
| 14                             | Senior Auto Parts Clerk              | 2                   | 2                   |                     |            |            | 2          |
| 13                             | Administrative Secretary             | 1                   | 1                   | 1                   |            |            |            |
| 11                             | Auto Parts Clerk                     | 4                   | 4                   |                     |            |            | 4          |
| 9                              | Clerk II                             | 1                   | 1                   | 1                   |            |            |            |
| 9                              | Clerk II with Typing                 | 2                   | 2                   | 1                   | 1          |            |            |
| 65                             | Auto Body Repairer                   | 3                   | 3                   |                     | 3          |            |            |
| 65                             | Auto Machinist                       | 2                   | 2                   |                     |            |            | 2          |
| 65                             | Auto Welder                          | 2                   | 2                   |                     | 2          |            |            |
| 65                             | Heavy Mechanic I                     | 5                   | 4                   |                     | 4          |            |            |
| 63                             | Heavy Mechanic II                    | 24                  | 25                  |                     | 25         |            |            |
| 63                             | Sr. Auto Maintenance Mechanic        | 9                   | 9                   |                     | 9          |            |            |
| 61                             | Tire Repairer                        | 2                   | 2                   |                     | 2          |            |            |
| 60                             | Automotive Maintenance Mechanic      | 5                   | 5                   |                     | 5          |            |            |
| 58                             | Auto Aide                            | 1                   | 1                   |                     |            | 1          |            |
| 57                             | Apprentice Equipment Mechanic        | 1                   | 1                   |                     | 1          |            |            |
| <b>EMPLOYEE YEARS</b>          |                                      |                     |                     |                     |            |            |            |
| Full Time                      |                                      | 77.0                | 77.0                | 5.0                 | 61.0       | 1.0        | 10.0       |
| Overtime                       |                                      | 6.8                 | 6.9                 | 0.1                 | 5.6        | 0.1        | 1.1        |
| Part Time, Temporary, Seasonal |                                      | 0.3                 | 0.6                 | 0.0                 | 0.3        | 0.0        | 0.3        |
| Less: Vacancy Allowance        |                                      | <u>1.5</u>          | <u>1.5</u>          | <u>0.1</u>          | <u>1.2</u> | <u>0.0</u> | <u>0.2</u> |
| Total                          |                                      | 82.6                | 83.0                | 5.0                 | 65.7       | 1.1        | 11.2       |

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### Purpose

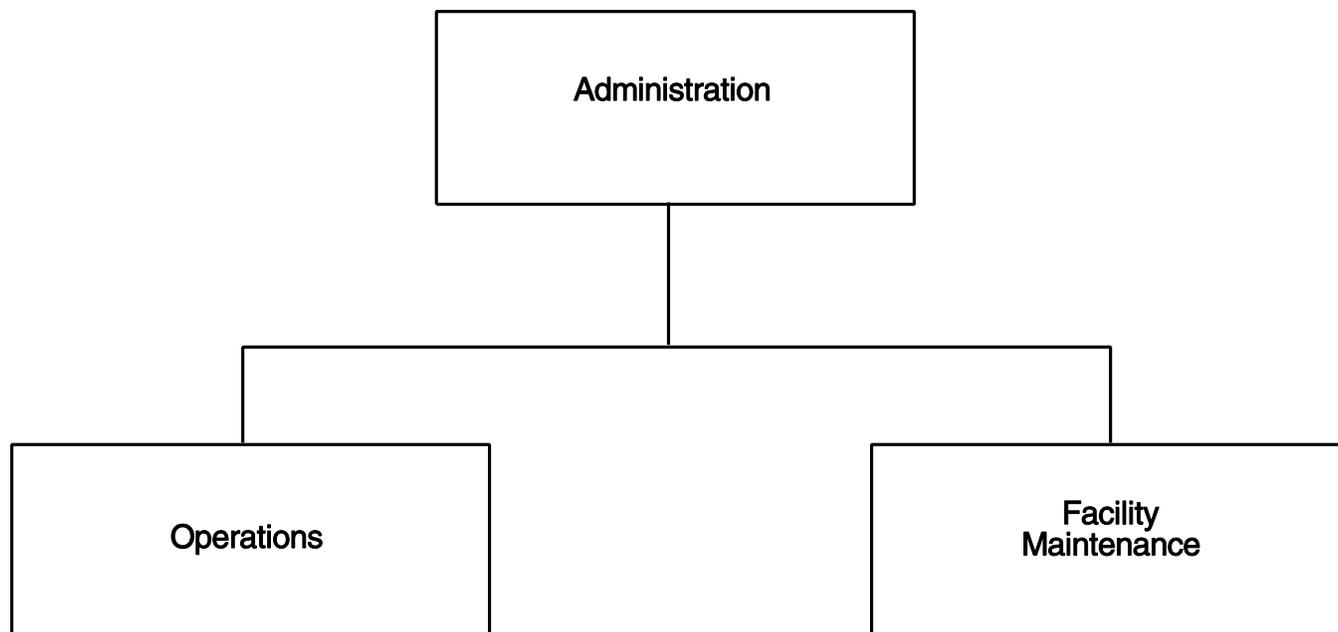
The Office of Emergency Communications provides communications services to the City Police and Fire Departments, the Monroe County Sheriff, various town and village police departments, and other fire departments in Monroe County. It provides emergency service from initial citizen request through dispatch and provides related communications services for field personnel.

The Office of Emergency Communications also coordinates the 911 Emergency Communications System contract with Monroe County. Under the terms of that agreement, the City operates the Center, which receives all 911 calls, and dispatches police, fire, and emergency medical service for participating agencies.

Expenditures for Administration and Operations activities are reimbursed by Monroe County. The City funds the Facility Maintenance activity.

### Organization

The Office of Emergency Communications is organized into three activities: Administration, Operations, and Facility Maintenance.



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The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Develop a brochure on use of 911 for cardiac emergencies, in conjunction with the American Heart Association | Fourth Quarter              |
| Establish auditory standards for OEC employees   | Fourth Quarter              |

### Year-to-Year Comparison

| <u>Main Functions</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u> | <u>Percent<br/>Change</u> |
|-----------------------|-----------------------------|---------------------------|---------------|---------------------------|
| Administration        | 361,400                     | 366,100                   | 4,700         | 1.3%                      |
| Operations            | 7,286,700                   | 7,336,800                 | 50,100        | 0.7%                      |
| Facility Maintenance  | 173,400                     | 176,800                   | 3,400         | 2.0%                      |
| Total                 | 7,821,500                   | 7,879,700                 | 58,200        | 0.7%                      |
| Employee Years        | 191.9                       | 189.7                     | -2.2          | -1.1%                     |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 81,500                                  | 40,800                       | 200                | 0                            | -100                 | -64,200             | 58,200       |

### Major Change

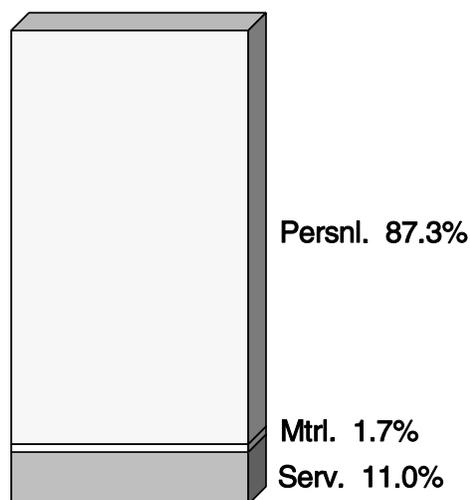
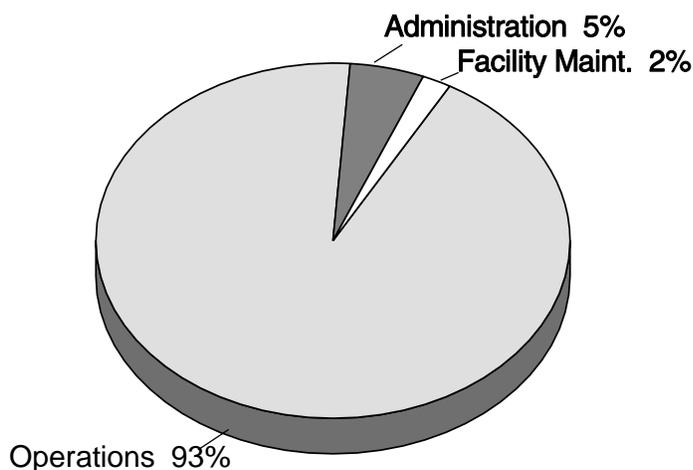
|  |         |
|--|---------|
| Overtime coverage for absences is reduced due to availability of Dispatcher positions added in prior years | -60,900 |
| Productivity improvements result in savings  | -3,300  |

**OFFICE OF EMERGENCY COMMUNICATIONS  
EXPENDITURE SUMMARY**

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 6,401,565                       | 6,809,100                            | 6,858,600                          | 6,879,200                         |
| Materials & Supplies                 | 85,593                          | 127,800                              | 131,500                            | 131,500                           |
| Services                             | 757,001                         | 853,100                              | 831,400                            | 869,000                           |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 7,244,159                       | 7,790,000                            | 7,821,500                          | 7,879,700                         |

|                                  |                |                |                |                |
|----------------------------------|----------------|----------------|----------------|----------------|
| <b>Appropriation by Activity</b> |                |                |                |                |
| Administration                   | 302,231        | 300,200        | 361,400        | 366,100        |
| Operations                       | 6,790,609      | 7,316,400      | 7,286,700      | 7,336,800      |
| Facility Maintenance             | <u>151,319</u> | <u>173,400</u> | <u>173,400</u> | <u>176,800</u> |
| Total                            | 7,244,159      | 7,790,000      | 7,821,500      | 7,879,700      |

|                                   |              |              |              |              |
|-----------------------------------|--------------|--------------|--------------|--------------|
| <b>Employee Years by Activity</b> |              |              |              |              |
| Administration                    | 6.2          | 5.6          | 7.0          | 7.0          |
| Operations                        | <u>182.7</u> | <u>185.1</u> | <u>184.9</u> | <u>182.7</u> |
| Total                             | 188.9        | 190.7        | 191.9        | 189.7        |



**ADMINISTRATION**

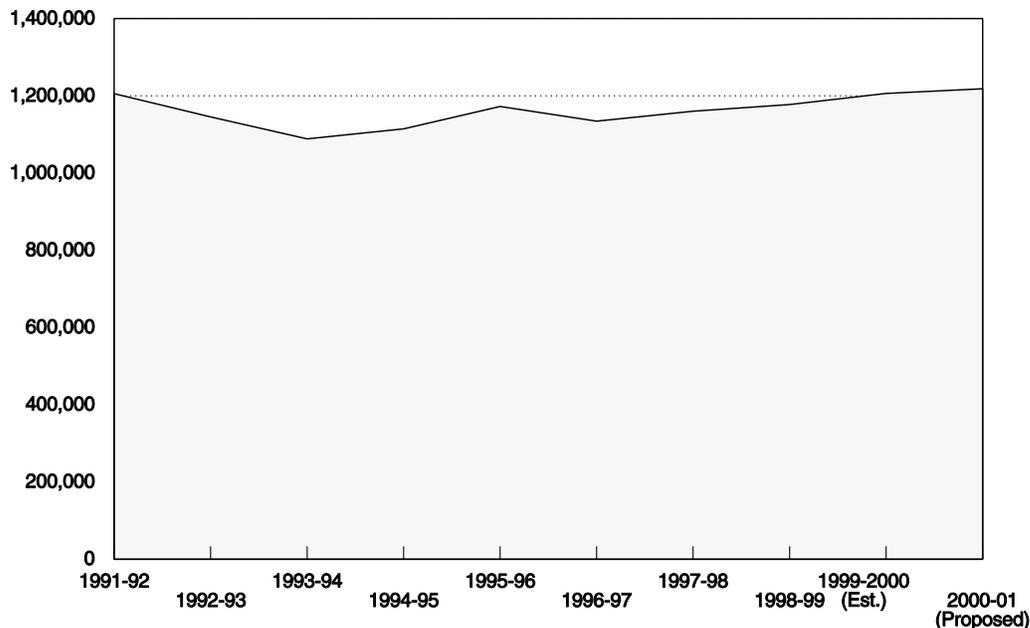
This activity manages the Office of Emergency Communications. It prepares and monitors the budget and performs planning, personnel and purchasing functions. This activity works with all user agencies to coordinate procedures and systems.

**OPERATIONS**

This activity receives emergency calls from the public that require response by the City Police and Fire Departments, the Monroe County Sheriff, 11 town and village police departments, and 35 fire districts in Monroe County. The unit dispatches appropriate emergency vehicles and personnel and furnishes necessary radio communications with field personnel. This activity provides primary and in-service training for the personnel who receive and dispatch calls.

**Performance Indicators**

|                             | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-----------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>               |                           |                                |                             |                           |
| Calls received              | 1,177,490                 | 1,206,187                      | 1,193,500                   | 1,218,248                 |
| <b>WORKLOAD</b>             |                           |                                |                             |                           |
| Calls dispatched:           |                           |                                |                             |                           |
| • Police                    | 624,582                   | 623,154                        | 644,300                     | 629,385                   |
| • Fire                      | 63,722                    | 64,405                         | 61,600                      | 65,049                    |
| • Emergency medical service | 76,175                    | 77,649                         | 79,100                      | 79,202                    |
| • Police-initiated dispatch | <u>354,268</u>            | <u>407,959</u>                 | <u>389,500</u>              | <u>428,357</u>            |
|                             | 1,118,747                 | 1,173,167                      | 1,174,500                   | 1,201,993                 |

**Calls Received**

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FACILITY MAINTENANCE

This activity includes expenditures associated with maintenance of the Emergency Communications Center, including utilities, refuse collection, snow removal, and general building and grounds maintenance.

OFFICE OF EMERGENCY COMMUNICATIONS  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                    |                     |                     | Administration | Operations |
|--------------------------------|------------------------------------|---------------------|---------------------|----------------|------------|
| Br.                            | Title                              | Budget<br>1999-2000 | Proposed<br>2000-01 |                |            |
| 35                             | ECC Director                       | 1                   | 1                   | 1              |            |
| 31                             | Manager of Operations              | 1                   | 1                   |                | 1          |
| 31                             | Manager of Administrative Services | 1                   | 1                   | 1              |            |
| 26                             | Senior Shift Supervisor            | 3                   | 3                   |                | 3          |
| 21                             | Shift Supervisor                   | 12                  | 12                  |                | 12         |
| 200                            | ECC Trainer                        | 1                   | 1                   |                | 1          |
| 200                            | CAD Information System Specialist  | 1                   | 1                   |                | 1          |
| 190                            | EMD Quality Improvement Coord. II  | 2                   | 2                   |                | 2          |
| 180                            | EMD Quality Improvement Coord. I   | 1                   | 1                   |                | 1          |
| 170                            | Dispatcher II                      | 30                  | 30                  |                | 30         |
| 16                             | Administrative Assistant           | 1                   | 1                   | 1              |            |
| 150                            | Dispatcher I                       | 78                  | 78                  |                | 78         |
| 13                             | Administrative Secretary           | 1                   | 1                   | 1              |            |
| 12                             | Communications Research Assistant  | 1                   | 1                   | 1              |            |
| 110                            | Telecommunicator                   | 36                  | 36                  |                | 36         |
| 110                            | Telecommunicator-Bilingual         | 1                   | 1                   |                | 1          |
| 7                              | Clerk III with Typing              | 1                   | 1                   | 1              |            |
| 3                              | Research Technician                | 1                   | 1                   | 1              |            |
| EMPLOYEE YEARS                 |                                    |                     |                     |                |            |
| Full Time                      |                                    | 173.0               | 173.0               | 7.0            | 166.0      |
| Overtime*                      |                                    | 17.9                | 15.8                | 0.0            | 15.8       |
| Part Time, Temporary, Seasonal |                                    | 3.5                 | 3.4                 | 0.0            | 3.4        |
| Less: Vacancy Allowance        |                                    | <u>2.5</u>          | <u>2.5</u>          | <u>0.0</u>     | <u>2.5</u> |
| Total                          |                                    | 191.9               | 189.7               | 7.0            | 182.7      |

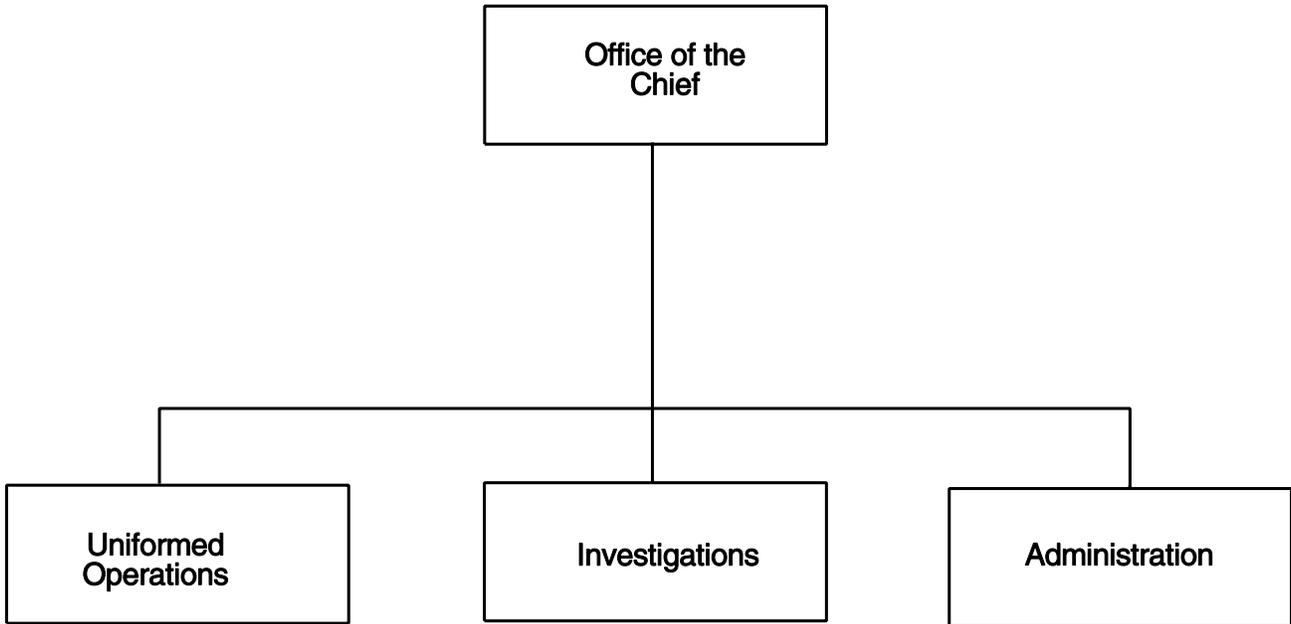
\*The 1999-2000 Budget erroneously showed the number as 15.3.

**Purpose**

The Police Department protects and preserves public peace through crime prevention patrol, and investigation and apprehension of offenders.

**Organization**

The Police Department is organized into four divisions: the Office of the Chief, Uniformed Operations, Investigations, and Administration.



## POLICE DEPARTMENT

The Department's revised organizational structure includes three Bureaus, each reporting to a Deputy Chief: the Investigations Bureau, comprising activities previously shown separately as the Central Investigations and Special Investigations divisions; the Uniformed Operations Bureau, previously referred to as Patrol; and the Administration Bureau, previously referred to as Management Services. The Special Services Division is eliminated and its functions transfer to other units.

Highlights of the Department's 2000-01 work program are presented below. Additional information for each bureau is included in the sections that follow.

| <u>Division</u>       | <u>Highlights</u>  | <u>Projected Completion</u> |
|-----------------------|--|-----------------------------|
| Uniformed Operations  | Recommend changes in patrol section and car beat boundaries to equalize workload | Third Quarter               |
|                       | Assign twenty-four additional sworn personnel to City schools                    | Fourth Quarter              |
| Investigations Bureau | Provide support for county-wide drug enforcement task force                      | First Quarter               |
| Administration Bureau | Assume direct responsibility for providing animal control and shelter services   | First Quarter               |
|                       | Implement improvements to handling of non-emergency calls for service            | Fourth Quarter              |

**Year-to-Year Comparison**

| <u>Division</u>      | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u>    | <u>Percent<br/>Change</u> |
|----------------------|-----------------------------|---------------------------|------------------|---------------------------|
| Office of the Chief  | 5,004,300                   | 3,201,000                 | -1,803,300       | -36.0%                    |
| Uniformed Operations | 32,696,900                  | 31,966,600                | -730,300         | -2.2%                     |
| Special Services     | 736,800                     | 0                         | -736,800         | -100.0%                   |
| Investigations       | 8,343,200                   | 8,241,600                 | -101,600         | -1.2%                     |
| Administration       | <u>5,398,900</u>            | <u>9,104,600</u>          | <u>3,705,700</u> | 68.6%                     |
| Total                | 52,180,100                  | 52,513,800                | 333,700          | 0.6%                      |
| Employee Years       | 876.6                       | 915.9                     | 39.3             | 4.5%                      |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 455,100                                 | 11,300                       | -50,000            | -327,200                     | 4,700                | 239,800             | 333,700      |

**Major Change**

|  |          |
|--|----------|
| Twenty-four Police Officer positions are added under the COPS in Schools federal grant program   | 688,700  |
| Appropriation of COPS More/311 grant provides part time non-sworn personnel to assist in answering non-emergency calls for service. City matching funds provide training and maintain hardware and software acquired for this project. | 335,200  |
| Weed and Seed grant carryover funding is reduced   | -207,000 |

**Major Change**

|   |          |
|---|----------|
| Allocations reduced due to budget constraints include: training & meeting, dues and subscriptions, clothing allowances, small equipment, and supplies | -172,900 |
| Appropriation of Local Law Enforcement Block Grant funds for overtime decreases; allocations for clerical and programming support are included        | -118,800 |
| The STOP Violence Against Women grant expires in September 2000   | -73,400  |
| STOP DWI and Underage Alcohol Enforcement grant appropriations increase   | 66,900   |
| A Police Evidence Technician and two part time counseling positions are abolished due to budget constraints   | -63,700  |
| A subsidy for the Crimestoppers program is eliminated due to budget constraints   | -50,000  |
| Two vacant Clerk Typist positions are abolished due to budget constraints   | -49,800  |
| Allocations for vehicle towing and security at impoundment lots are increased due to projected demand   | 46,000   |
| A vacant Secretary position is abolished due to budget constraints  | -25,900  |
| Other changes are described in the sections that follow   |          |

Assignment of Authorized Positions  
1991-92 to 2000-01

| Year      | Office of the Chief &<br>Administration |          |       | Uniformed Operations &<br>Investigations |          |       | Department |          |       |
|-----------|---|----------|-------|--|----------|-------|------------|----------|-------|
|           | Uniform                                 | Civilian | Total | Uniform                                  | Civilian | Total | Uniform    | Civilian | Total |
| 2000-01   | 69                                      | 111      | 180   | 638                                      | 57       | 695   | 707        | 168      | 875   |
| 1999-2000 | 48                                      | 89       | 137   | 635                                      | 58       | 693   | 683        | 147      | 830   |
| 1998-99   | 58                                      | 88       | 146   | 625                                      | 57       | 682   | 683        | 145      | 828   |
| 1997-98   | 61                                      | 87       | 148   | 622                                      | 57       | 679   | 683        | 144      | 827   |
| 1996-97   | 63                                      | 82       | 145   | 620                                      | 57       | 677   | 674        | 139      | 822   |
| 1995-96   | 59                                      | 83       | 142   | 615                                      | 57       | 672   | 674        | 140      | 814   |
| 1994-95   | 69                                      | 85       | 154   | 605                                      | 56       | 661   | 674        | 141      | 815   |
| 1993-94   | 74                                      | 83       | 157   | 600                                      | 56       | 656   | 674        | 139      | 813   |
| 1992-93   | 74                                      | 84       | 158   | 600                                      | 53       | 653   | 674        | 137      | 811   |
| 1991-92   | 64                                      | 82       | 146   | 562                                      | 54       | 616   | 626        | 136      | 762   |

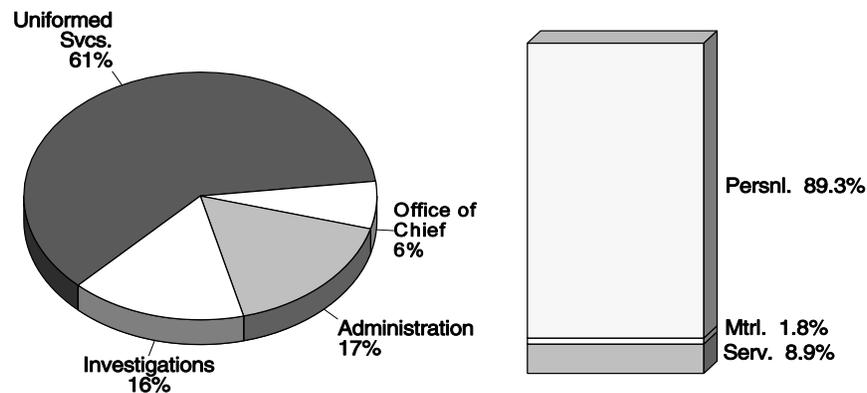
Authorized Uniform Positions  
1996-97 to 2000-01

| <u>Positions</u>              | <u>1996-97</u> | <u>1997-98</u> | <u>1998-99</u> | <u>1999-2000</u> | <u>2000-01</u> |
|-------------------------------|----------------|----------------|----------------|------------------|----------------|
| Chief                         | 1              | 1              | 1              | 1                | 1              |
| Deputy Chief                  | 2              | 2              | 2              | 2                | 3              |
| Commander                     | 0              | 3              | 3              | 3                | 2              |
| Major                         | 1              | 0              | 0              | 0                | 0              |
| Captain                       | 15             | 14             | 14             | 14               | 14             |
| Lieutenant                    | 30             | 40             | 40             | 40               | 40             |
| Sergeant                      | 84             | 83             | 83             | 83               | 83             |
| Detective B                   | 2              | 2              | 2              | 0                | 0              |
| Detective C                   | 1              | 1              | 1              | 1                | 0              |
| Police Officer (Investigator) | 58             | 58             | 58             | 60               | 61             |
| Police Officer                | <u>489</u>     | <u>479</u>     | <u>479</u>     | <u>479</u>       | <u>503</u>     |
| Total                         | 683            | 683            | 683            | 683              | 707            |

**POLICE DEPARTMENT  
EXPENDITURE SUMMARY**

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 45,679,234               | 45,599,300                    | 45,679,000                  | 46,909,100                 |
| Materials & Supplies                 | 956,891                  | 997,100                       | 915,400                     | 930,900                    |
| Services                             | 5,029,394                | 5,709,000                     | 5,585,700                   | 4,673,800                  |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 51,665,519               | 52,305,400                    | 52,180,100                  | 52,513,800                 |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Office of the Chief                  | 5,939,963                | 5,993,200                     | 5,004,300                   | 3,201,000                  |
| Uniformed Operations                 | 29,878,354               | 31,534,900                    | 32,696,900                  | 31,966,600                 |
| Special Services                     | 2,116,108                | 647,300                       | 736,800                     | 0                          |
| Investigations                       | 8,290,004                | 8,469,900                     | 8,343,200                   | 8,241,600                  |
| Administration                       | <u>5,441,090</u>         | <u>5,660,100</u>              | <u>5,398,900</u>            | <u>9,104,600</u>           |
| Total                                | 51,665,519               | 52,305,400                    | 52,180,100                  | 52,513,800                 |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Office of the Chief                  | 83.4                     | 81.9                          | 65.8                        | 51.2                       |
| Uniformed Operations                 | 522.0                    | 550.4                         | 574.9                       | 572.1                      |
| Special Services                     | 40.0                     | 10.2                          | 11.1                        | 0.0                        |
| Investigations                       | 152.2                    | 152.6                         | 147.9                       | 153.2                      |
| Administration                       | <u>81.6</u>              | <u>85.0</u>                   | <u>76.9</u>                 | <u>139.4</u>               |
| Total                                | 879.2                    | 880.1                         | 876.6                       | 915.9                      |
| NET Allocation - Dollars             | 1,861,500                | 1,861,500                     | 1,871,500                   | 1,861,500                  |
| NET Allocation - Employee Years      | 32.4                     | 32.4                          | 32.6                        | 32.4                       |

Note: The Investigations Bureau combines activities previously displayed separately as Central Investigations and Special Investigations. Historical data are combined for comparison purposes.



The Office of the Chief manages the Department. It includes the Chief's Office, the Inspectional Services Division, which oversees the Research and Evaluation and Professional Standards sections, and Disabled.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 5,004,300        | 3,201,000      | -1,803,300    |
| Employee Years | 65.8             | 51.2           | -14.6         |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 52,700                              | 1,400                    | 0                  | 3,000                    | 3,700                | -1,864,100          | -1,803,300   |

**Major Change**

|  |            |
|--|------------|
| The Professional Development section transfers to Administration   | -1,033,900 |
| The Budget & Personnel section transfers to Administration   | -973,600   |
| Three sworn personnel transfer from Uniformed Operations to support projects in the Research & Evaluation section  | 161,000    |
| Weed & Seed grant funded projects are completed  | -125,300   |
| A Police Commander position transfers from Special Services  | 77,200     |
| Contractual services for the Officer Assistance Program and fitness-for-duty evaluations transfer from the Professional Development section                  | 59,000     |
| A Local Law Enforcement Block Grant appropriation increases programming support  | 55,500     |
| A Police Officer position to assist with Special Events overtime scheduling transfers from the Special Services Division                                     | 46,800     |
| Replacement of the Records Management System allows a reduction in hardware and software maintenance costs   | -40,600    |
| Compensatory time and overtime allocations are reduced   | -23,400    |
| Forfeited Asset appropriations supporting the "311" project are eliminated   | -20,000    |
| A Police Stenographer-Part Time position is abolished due to budget constraints  | -19,200    |
| MoRIS maintenance costs are assumed by Monroe County during 2000-01  | -19,000    |
| Various materials and services are reduced due to budget constraints   | -9,600     |
| A Deputy Chief position is created to manage the Inspections Bureau, offset by the abolishment of a Police Commander position                                | 9,400      |
| An allocation for printing supplies transfers to Administration  | -9,000     |
| Additional data lines connect the MoRIS system to remote section offices   | 8,700      |
| Addition of one Office Automation Specialist position, funded by trading off one full time and one part time vacant clerical positions, reduces salary costs | -8,100     |

**POLICE DEPARTMENT  
OFFICE OF THE CHIEF**

**CHIEF'S OFFICE**

This activity manages the Department. Functions include planning, policy development, public relations, and liaison with other departments and law enforcement agencies.

**Program Change**

Investigations command transfers from the Special Services Division.

**INSPECTIONAL SERVICES**

This activity provides general staff support to the Chief's Office and manages the Inspectional Services Division, including the Research and Evaluation and Professional Standards sections. It also administers the Department's response to special community events such as parades and festivals.

**Program Change**

Administration of special events transfers from the Special Services Division.

**Performance Indicators**

|                        | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>WORKLOAD</b>        |                           |                                |                             |                           |
| Special events covered | N/A                       | N/A                            | N/A                         | 460                       |

N/A - Not Applicable

**RESEARCH & EVALUATION**

This activity performs work measurement, statistical analysis, management related research, and other analytical functions. It furnishes information about Department operations to other jurisdictions and monitors compliance with accreditation standards. It maintains and updates the Department's general and administrative orders, prepares applications for grants, and administers activities under Federal and New York State grant programs. The information systems unit prepares police reports and other documents for entry into the Department's computer system and provides computer programming support. It maintains the Department's office network and stand-alone computer applications, analyzes systems and data, and prepares data processing reports.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                   |                           |                                |                             |                           |
| Office automation "Help Desk" requests          | 1,604                     | 2,286                          | 6,000                       | 2,800                     |
| <b>WORKLOAD</b>                                 |                           |                                |                             |                           |
| General/administrative orders issued            | 20                        | 25                             | 18                          | 18                        |
| Inspectional reports prepared                   | 212                       | 212                            | 210                         | 212                       |
| Grant proposals prepared                        | 12                        | 19                             | 18                          | 20                        |
| Grants administered                             | 33                        | 39                             | 35                          | 37                        |
| <b>EFFICIENCY</b>                               |                           |                                |                             |                           |
| Average backlog, crime report data entry (days) | 6                         | 10                             | 3                           | 5                         |

**PROFESSIONAL STANDARDS**

This unit investigates police vehicle accidents and allegations of police misconduct. It provides staff support for the civilian complaint review and internal disciplinary processes.

**Performance Indicators**

|                                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                         |                           |                                |                             |                           |
| Incident reviews initiated            | 89                        | 90                             | 160                         | 90                        |
| Civil suit investigations requested   | 125                       | 120                            | 120                         | 120                       |
| Fleet vehicle accidents               | 159                       | 126                            | 130                         | 130                       |
| Subject resistance reports for review | 638                       | 688                            | 690                         | 690                       |
| <b>WORKLOAD</b>                       |                           |                                |                             |                           |
| Incident reviews completed            | 89                        | 90                             | 160                         | 90                        |
| Civil suit investigations completed   | 129                       | 120                            | 120                         | 120                       |
| Accident reports completed            | 166                       | 126                            | 130                         | 130                       |
| Subject resistance reports reviewed   | 638                       | 688                            | 690                         | 690                       |

**PROFESSIONAL DEVELOPMENT**

This unit administers the department's training programs, including recruit and in-service training. Services include firearms training and weapons maintenance, supervisory training, administration of the officer assistance program, and preparation of training materials in a variety of print and video media.

**Program Change**

Effective in 2000-01, this activity transfers to the Administration Bureau.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                    |                           |                                |                             |                           |
| Recruit training slots                           | 25                        | 40                             | 15                          | N/A                       |
| Lateral transfers accepted                       | 0                         | 5                              | 5                           | N/A                       |
| Personnel requiring in-service training:         |                           |                                |                             |                           |
| ● Sworn  | 683                       | 683                            | 683                         | N/A                       |
| ● Non-sworn                                      | 145                       | 147                            | 147                         | N/A                       |
| Applicants for Police Officer exam*              | N/A                       | 2,517                          | 4,000                       | N/A                       |
| <b>WORKLOAD</b>                                  |                           |                                |                             |                           |
| Training sessions held                           | 192                       | 340                            | 185                         | N/A                       |
| Total attendees                                  | 2,800                     | 3,600                          | 3,000                       | N/A                       |
| In-service training hours                        | 44,900                    | 44,000                         | 45,000                      | N/A                       |
| Counseling sessions - Officer Assistance Program | 296                       | 265                            | 360                         | N/A                       |
| Background investigations conducted              | 67                        | 160                            | 150                         | N/A                       |
| <b>RESULTS</b>                                   |                           |                                |                             |                           |
| New officers trained:                            |                           |                                |                             |                           |
| ● Academy  | 24                        | 24                             | 20                          | N/A                       |
| ● Field Training                                 | 26                        | 22                             | 20                          | N/A                       |

N/A - Not applicable

\* no exam was held during 1998-99

POLICE DEPARTMENT  
OFFICE OF THE CHIEF

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**BUDGET & PERSONNEL**

This unit prepares fiscal documents for the department and maintains department personnel records, including time and attendance, personnel status, medical claims, and payroll. It provides staff support for the preparation of the Department's annual budget request and purchases central supplies.

**Program Change**

Effective in 2000-01, this activity transfers to the Administration Bureau.

**DISABLED**

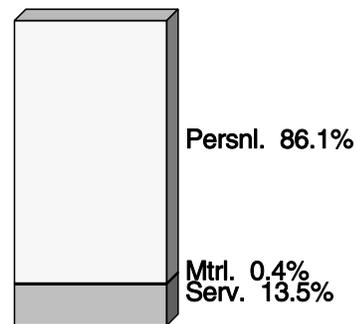
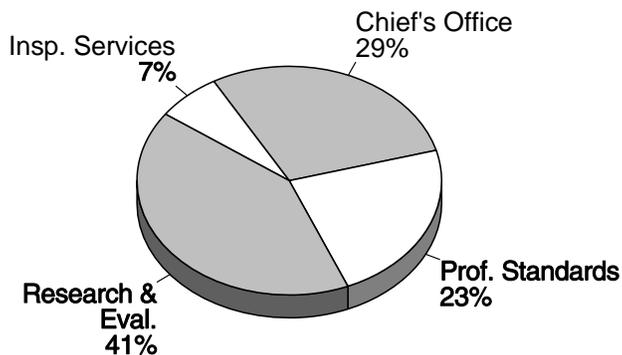
This unit aggregates the cost of sworn personnel who are on long term disability and unable to report for duty.

POLICE DEPARTMENT  
OFFICE OF THE CHIEF  
EXPENDITURE SUMMARY

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 4,264,006                 | 4,109,400                      | 3,371,500                    | 2,755,600                   |
| Materials & Supplies                 | 635,970                   | 591,700                        | 558,300                      | 13,100                      |
| Services                             | 1,039,987                 | 1,292,100                      | 1,074,500                    | 432,300                     |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 5,939,963                 | 5,993,200                      | 5,004,300                    | 3,201,000                   |

|                                  |                |                |           |           |
|----------------------------------|----------------|----------------|-----------|-----------|
| <b>Appropriation by Activity</b> |                |                |           |           |
| Chief's Office                   | 1,029,006      | 948,500        | 1,068,200 | 939,600   |
| Inspectional Services            | 0              | 0              | 0         | 209,200   |
| Research and Evaluation          | 1,261,190      | 1,308,400      | 1,172,800 | 1,320,300 |
| Professional Standards           | 705,492        | 726,300        | 755,800   | 731,900   |
| Professional Development         | 1,869,782      | 1,644,300      | 1,033,900 | 0         |
| Budget and Personnel             | 954,212        | 1,208,600      | 973,600   | 0         |
| Disabled                         | <u>120,281</u> | <u>157,100</u> | <u>0</u>  | <u>0</u>  |
| Total                            | 5,939,963      | 5,993,200      | 5,004,300 | 3,201,000 |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Chief's Office                    | 14.5       | 12.0       | 13.9       | 13.0       |
| Inspectional Services             | 0.0        | 0.0        | 0.0        | 3.0        |
| Research and Evaluation           | 22.4       | 24.0       | 21.6       | 24.1       |
| Professional Standards            | 10.3       | 10.9       | 11.5       | 11.1       |
| Professional Development          | 27.3       | 25.5       | 12.4       | 0.0        |
| Budget and Personnel              | 6.5        | 6.4        | 6.4        | 0.0        |
| Disabled                          | <u>2.4</u> | <u>3.1</u> | <u>0.0</u> | <u>0.0</u> |
| Total                             | 83.4       | 81.9       | 65.8       | 51.2       |



POLICE DEPARTMENT  
OFFICE OF THE CHIEF  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                  |                     |                     | Chief's<br>Office | Inspectional<br>Services | Research &<br>Evaluation | Professional<br>Standards |
|--------------------------------|----------------------------------|---------------------|---------------------|-------------------|--------------------------|--------------------------|---------------------------|
| Br.                            | Title                            | Budget<br>1999-2000 | Proposed<br>2000-01 |                   |                          |                          |                           |
| 36                             | Chief of Police                  | 1                   | 1                   | 1                 |                          |                          |                           |
| 35                             | Deputy Chief of Police           | 2                   | 3                   | 3                 |                          |                          |                           |
| 34                             | Police Commander                 | 1                   | 1                   |                   | 1                        |                          |                           |
| 95                             | Police Captain                   | 1                   | 1                   |                   |                          | 1                        |                           |
| 94                             | Police Lieutenant                | 5                   | 5                   | 1                 | 1                        | 2                        | 1                         |
| 92                             | Police Sergeant                  | 10                  | 9                   | 2                 |                          | 1                        | 6                         |
| 90B                            | Police Officer (Investigator)    | 1                   | 2                   | 2                 |                          |                          |                           |
| 90                             | Police Officer                   | 9                   | 6                   | 1                 | 1                        | 3                        | 1                         |
| 26                             | Associate Administrative Analyst | 1                   | 0                   |                   |                          |                          |                           |
| 26                             | Systems Analyst                  | 1                   | 1                   |                   |                          | 1                        |                           |
| 25                             | Programmer Analyst               | 2                   | 2                   |                   |                          | 2                        |                           |
| 24                             | Police Grants Specialist         | 1                   | 1                   |                   |                          | 1                        |                           |
| 20                             | Administrative Analyst           | 1                   | 1                   |                   |                          | 1                        |                           |
| 20                             | Executive Assistant              | 1                   | 1                   |                   |                          | 1                        |                           |
| 20                             | Police Stenographer              | 2                   | 2                   |                   |                          |                          | 2                         |
| 17                             | Office Automation Specialist     | 1                   | 2                   |                   |                          | 2                        |                           |
| 16                             | Secretary to the Chief           | 1                   | 1                   | 1                 |                          |                          |                           |
| 16                             | Administrative Assistant         | 2                   | 1                   | 1                 |                          |                          |                           |
| 15                             | Graphic Artist                   | 1                   | 0                   |                   |                          |                          |                           |
| 12                             | Computer Operator                | 1                   | 1                   |                   |                          | 1                        |                           |
| 11                             | Secretary                        | 1                   | 1                   |                   |                          | 1                        |                           |
| 11                             | Clerk I                          | 1                   | 1                   |                   |                          |                          | 1                         |
| 10                             | Senior Finance Clerk             | 1                   | 0                   |                   |                          |                          |                           |
| 9                              | Clerk II with Typing             | 3                   | 1                   |                   |                          | 1                        |                           |
| 9                              | Clerk II                         | 2                   | 1                   |                   |                          | 1                        |                           |
| 7                              | Clerk III with Typing            | 3                   | 1                   | 1                 |                          |                          |                           |
| 4                              | Clerk Typist - Trick             | 2                   | 0                   |                   |                          |                          |                           |
| 3                              | Clerk Typist                     | 3                   | 3                   |                   |                          | 3                        |                           |
| <b>EMPLOYEE YEARS</b>          |                                  |                     |                     |                   |                          |                          |                           |
| Full Time                      |                                  | 61.0                | 49.0                | 13.0              | 3.0                      | 22.0                     | 11.0                      |
| Overtime                       |                                  | 1.8                 | 0.1                 | 0.0               | 0.0                      | 0.0                      | 0.1                       |
| Part Time, Temporary, Seasonal |                                  | 3.7                 | 2.4                 | 0.0               | 0.0                      | 2.4                      | 0.0                       |
| Less: Vacancy Allowance        |                                  | <u>0.7</u>          | <u>0.3</u>          | <u>0.0</u>        | <u>0.0</u>               | <u>0.3</u>               | <u>0.0</u>                |
| Total                          |                                  | 65.8                | 51.2                | 13.0              | 3.0                      | 24.1                     | 11.1                      |

POLICE DEPARTMENT  
UNIFORMED OPERATIONS

9-11

The Uniformed Operations Bureau protects life and property by providing preventive patrol, responding to calls for police service, apprehending offenders, and developing crime prevention programs to address specific community needs.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Recommend changes in patrol section and car beat boundaries to equalize workload | Third Quarter               |
| Assign twenty-four additional sworn personnel to City schools                    | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 32,696,900       | 31,966,600     | -730,300      |
| Employee Years | 574.9            | 572.1          | -2.8          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 319,400                             | 6,200                    | 600                | -349,400                 | 0                    | -707,100            | -730,300     |

**Major Change**

|  |          |
|--|----------|
| The allocation for operating the Animal Services facility transfers to the Administration Bureau   | -807,500 |
| Six positions and support costs transfer from the Special Services Division  | 556,400  |
| Twenty-four Police Officer positions are added during 2000-01 under the COPS in Schools federal grant program. (Prorated share of positions and salaries during the training period are reflected in the Professional Development section) | 474,200  |
| One Sergeant and three Police Officer positions transfer to the Teleserve/Call Reduction unit in Administration  | -194,000 |
| An appropriation of federal Local Law Enforcement Block Grant funds for overtime in 1999-2000 is not repeated  | -174,300 |
| Three sworn personnel transfer to the Office of the Chief to support projects in the Research & Evaluation section   | -161,000 |
| A Police Lieutenant and two Police Officer positions transfer to the Investigations Bureau   | -154,200 |
| The allocations for non-grant related overtime and compensatory time increase  | 152,200  |
| A Police Sergeant and a Police Officer positions transfer to Administration to support Professional Development  | -100,400 |
| A Police Captain position transfers to the Administration Bureau to manage Technical Support   | -68,400  |
| STOP DWI and Underage Alcohol Enforcement grant appropriations increase  | 66,900   |
| Allocations reduced due to budget constraints include: training & meeting, dues and subscriptions, clothing allowances, small equipment, and supplies  | -65,100  |
| Weed & Seed grant appropriations decrease, as certain non-personnel expenditures are to be made directly from the trust fund   | -59,700  |

**POLICE DEPARTMENT  
UNIFORMED OPERATIONS**

**Major Change**

|   |         |
|---|---------|
| A Police Sergeant position transfers to Investigations to supervise the Crime Analysis unit | -53,600 |
| A Police Officer position transfers to Administration to provide fleet maintenance support  | -46,800 |
| The Seat Belt Enforcement grant is completed, reducing overtime expenditures                | -45,000 |
| A Juvenile Alternative Custody Team grant expires, reducing expenditures                    | -40,000 |
| Allocations for utilities and taxes at section offices increase                             | 30,500  |
| A vacant Secretary position is abolished due to budget constraints                          | -25,900 |
| Underage Tobacco Enforcement grant overtime appropriations increase                         | 16,000  |
| Completion of SWAT level III training reduces training expenses                             | -12,900 |
| Equipment and maintenance is provided for additional bicycle patrols                        | 5,500   |

**COMMAND**

This activity supervises the Uniformed Operations Bureau and responds to the scene of all major incidents. It coordinates periodic reviews of patrol and investigative activities.

**PATROL DIVISION**

This activity provides preventive patrol and responds to calls for service in Rochester's neighborhoods. It provides preliminary and follow-up investigations of all offenses. It develops programs to address specific concerns of neighborhoods and community groups, including the assignment of sworn personnel at each of the Neighborhood Empowerment Team (NET) offices. During the school year, School Resource Officers are provided at the Middle and High Schools.

This division includes seven sectors covering the entire City, including the downtown Central Business District and the surrounding residential area. It also includes the Youth Services section which coordinates school-based activities and administers centralized youth-related programs, including the Truancy Intervention Program, operated in conjunction with the City School District.

| <u>Patrol Section</u> | <u>Headquarters Location</u> |
|-----------------------|------------------------------|
| Lake                  | 1495 Lake Avenue             |
| Downtown              | 107-115 Liberty Pole Way     |
| Maple                 | 261 Child Street             |
| Genesee               | 849 West Main Street         |
| Highland              | 714-730 University Avenue    |
| Goodman               | 262 Waring Road              |
| Clinton               | 275 Upper Falls Blvd.        |
| Youth Services        | Public Safety Building       |

**Program Change**

Coordination of youth services transfers from the Special Services Division.

POLICE DEPARTMENT  
UNIFORMED OPERATIONS

9-13

**Performance Indicators**

|  | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|--|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>                            |                          |                               |                            |                          |
| Calls for service (all units):           |                          |                               |                            |                          |
| ● Priority I                             | 240,316                  | 233,816                       | 223,456                    | 227,816                  |
| ● Priority II                            | <u>209,236</u>           | <u>210,736</u>                | <u>190,663</u>             | <u>205,236</u>           |
| Total                                    | <u>449,552</u>           | <u>444,552</u>                | <u>414,119</u>             | <u>433,052</u>           |
| Reported crimes:                         |                          |                               |                            |                          |
| ● Part I                                 | 17,938                   | 15,518                        | 15,615                     | 14,432                   |
| ● Part II                                | <u>24,277</u>            | <u>24,706</u>                 | <u>21,764</u>              | <u>22,236</u>            |
| Total                                    | <u>42,215</u>            | <u>40,224</u>                 | <u>37,380</u>              | <u>36,668</u>            |
| Reported violent events                  | 1,547                    | 1,241                         | 1,475                      | 1,117                    |
| <b>WORKLOAD</b>                          |                          |                               |                            |                          |
| Investigations conducted:                |                          |                               |                            |                          |
| ● Field & Closed                         | 25,504                   | 23,468                        | 23,657                     | 21,588                   |
| ● Office                                 | 16,671                   | 14,324                        | 18,449                     | 12,894                   |
| Uniform traffic summonses issued         | 38,929                   | 45,521                        | 44,000                     | 48,000                   |
| Parking citations issued                 | 120,275                  | 117,800                       | 125,000                    | 125,000                  |
| Field information forms completed        | 27,305                   | 27,520                        | 16,553                     | 27,880                   |
| Events (total units responding to calls) | 724,991                  | 714,072                       | 735,362                    | 703,290                  |
| Foot and bicycle patrol hours            | 26,960                   | 46,823                        | 30,500                     | 37,500                   |
| Community meetings conducted             | N/A                      | 3,102                         | 3,300                      | 3,250                    |
| Truancy contacts                         | N/A                      | N/A                           | N/A                        | 1,900                    |
| School mediations                        | N/A                      | N/A                           | N/A                        | 2,500                    |
| Joint police-probation visits            | N/A                      | N/A                           | N/A                        | 1,500                    |
| <b>EFFICIENCY</b>                        |                          |                               |                            |                          |
| Workload per officer*:                   |                          |                               |                            |                          |
| ● Calls for service                      | 840                      | 831                           | 774                        | 809                      |
| ● Reported crimes (Parts I and II)       | 79                       | 75                            | 70                         | 68                       |
| ● Arrests                                | 52                       | 46                            | 50                         | 46                       |
| Percentage of crimes cleared (%)         | 55                       | 47                            | 50                         | 49                       |
| <b>RESULTS</b>                           |                          |                               |                            |                          |
| Crimes cleared                           | 23,374                   | 18,820                        | 18,804                     | 17,879                   |
| Youth diverted                           | N/A                      | N/A                           | N/A                        | 900                      |
| Juvenile arrests                         | N/A                      | N/A                           | N/A                        | 1,500                    |

\*Reflects activities of 535 budgeted sworn personnel responding to service calls, either as first responders or investigators (note: Budget 1999-2000 has been recalculated using that base).

**Definitions:**

Priority I: Immediate emergency response

Priority II: Non-emergency response (e.g. reports, special attention, etc.)

Part I: Criminal homicide, forcible rape, robbery, assault, burglary, larceny, motor vehicle theft, arson

Part II: Kidnaping, controlled substances sale, manufacture, possession and use, dangerous weapons, bribery, sex offenses, extortion, forgery, counterfeiting, prostitution, vice, stolen property, coercion, criminal mischief, fraud, gambling, embezzlement, simple assault, offenses against family, driving under influence, unauthorized vehicle use, possession of burglar tools, liquor law violations, disorderly conduct, public drug intoxication, loitering

N/A - Not Applicable

**POLICE DEPARTMENT  
UNIFORMED OPERATIONS**

|                           |
|---------------------------|
| <b>SPECIAL OPERATIONS</b> |
|---------------------------|

This activity provides innovative crime suppression, crowd control, and concentrated patrol services, through directed details that assign patrol and investigative resources in support of patrol officers. It includes the Canine Unit which assists in search and detection of intruders, missing persons, explosives, narcotics, and weapons; and the Mounted Patrol. This activity also enforces traffic and parking regulations, and provides school traffic officers (crossing guards) at over 100 locations near public and private schools. It coordinates selective enforcement efforts against intoxicated drivers and against alcohol and tobacco sales to minors.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                            |                           |                                |                             |                           |
| Canine unit assignments                  | 5,851                     | 6,000                          | 6,000                       | 6,500                     |
| Tactical details scheduled               | 130                       | 126                            | 130                         | 130                       |
| Registered motor vehicles (county)       | 450,000                   | 450,300                        | 450,333                     | 450,400                   |
| Licensed drivers (county) - estimated    | 500,000                   | 500,000                        | 500,000                     | 500,000                   |
| Reported motor vehicle accidents in City | 11,565                    | 11,750                         | 11,740                      | 12,900                    |
| Mounted Patrol details assigned          | 966                       | 960                            | 964                         | 964                       |
| Mounted Patrol service calls             | 875                       | 1,000                          | 840                         | 1,000                     |
| Mounted Patrol special service requests  | 1,656                     | 1,775                          | 1,780                       | 1,780                     |
| <b>WORKLOAD</b>                          |                           |                                |                             |                           |
| Canine searches conducted                | 1,305                     | 1,700                          | 1,800                       | 1,800                     |
| Tactical details conducted               | 130                       | 126                            | 130                         | 130                       |
| Ceremonial details conducted             | 58                        | 36                             | 58                          | 40                        |
| Traffic summonses issued:                |                           |                                |                             |                           |
| ● All units                              | 44,616                    | 45,000                         | 45,000                      | 45,000                    |
| ● Traffic Enforcement                    | 6,250                     | 6,500                          | 8,500                       | 6,400                     |
| STOP-DWI details conducted               | 80                        | 80                             | 80                          | 80                        |
| Special enforcement details conducted    | 290                       | 130                            | 325                         | 200                       |
| Mounted Patrol hours                     | 13,650                    | 13,650                         | 13,648                      | 13,650                    |
| Special squad activations:               |                           |                                |                             |                           |
| ● Emergency Task Force                   | 12                        | 12                             | 10                          | 14                        |
| ● Bomb Squad                             | 160                       | 173                            | 160                         | 175                       |
| ● SCUBA Squad                            | 7                         | 8                              | 7                           | 9                         |
| ● Hostage Negotiation Team               | 12                        | 12                             | 12                          | 12                        |
| ● Mobile Field Force                     | 0                         | 2                              | 1                           | 3                         |
| <b>RESULTS</b>                           |                           |                                |                             |                           |
| Arrests made:                            |                           |                                |                             |                           |
| ● Canine unit                            | 256                       | 240                            | 350                         | 350                       |
| ● Tactical unit                          | 306                       | 292                            | 300                         | 300                       |
| ● DWI arrests (all Patrol units)         | 1,060                     | 1,000                          | 1,060                       | 1,000                     |
| ● Mounted Patrol unit                    | 50                        | 50                             | 55                          | 45                        |

POLICE DEPARTMENT  
UNIFORMED OPERATIONS

9-15

**ANIMAL CONTROL**

This activity impounds unleashed animals, euthanizes sick and abandoned animals, issues summonses for unlicensed animals, and temporarily houses stray animals.

**Program Change**

Effective in 2000-01 this activity transfers to the Administration Bureau.

**Performance Indicators**

|                           | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>             |                           |                                |                             |                           |
| Service requests          | 26,894                    | 23,000                         | 25,000                      | N/A                       |
| <b>WORKLOAD</b>           |                           |                                |                             |                           |
| Dogs impounded            | 4,300                     | 4,500                          | 5,500                       | N/A                       |
| Cats impounded            | 2,450                     | 2,300                          | 3,100                       | N/A                       |
| Tickets issued            | 3,324                     | 1,950                          | 4,000                       | N/A                       |
| <b>RESULTS</b>            |                           |                                |                             |                           |
| Dogs redeemed and adopted | 1,700                     | 1,800                          | 2,000                       | N/A                       |
| Dogs euthanized           | 2,600                     | 2,700                          | 3,500                       | N/A                       |
| Cats redeemed and adopted | 250                       | 500                            | 600                         | N/A                       |
| Cats euthanized           | 2,000                     | 1,800                          | 2,500                       | N/A                       |

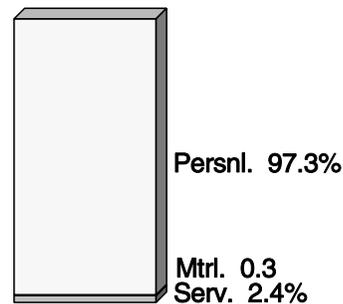
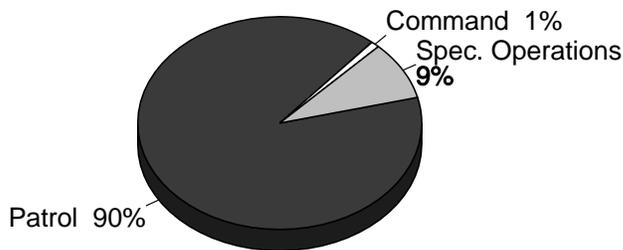
N/A - Not Applicable

**POLICE DEPARTMENT  
UNIFORMED OPERATIONS  
EXPENDITURE SUMMARY**

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 28,375,627                      | 29,864,700                           | 31,071,700                         | 31,106,100                        |
| Materials & Supplies                 | 93,839                          | 102,200                              | 102,300                            | 92,500                            |
| Services                             | 1,408,888                       | 1,568,000                            | 1,522,900                          | 768,000                           |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 29,878,354                      | 31,534,900                           | 32,696,900                         | 31,966,600                        |

|                                  |                |                |                |            |
|----------------------------------|----------------|----------------|----------------|------------|
| <b>Appropriation by Activity</b> |                |                |                |            |
| Command                          | 431,637        | 552,400        | 479,400        | 389,800    |
| Patrol Division (Section Patrol) | 21,847,575     | 27,201,600     | 28,403,700     | 28,567,400 |
| Downtown Patrol                  | 3,104,611      | 0              | 0              | 0          |
| Special Operations               | 0              | 2,974,200      | 3,006,300      | 3,009,400  |
| Tactical Unit                    | 1,678,467      | 0              | 0              | 0          |
| Traffic Enforcement              | 1,430,190      | 0              | 0              | 0          |
| Mounted Patrol                   | 597,193        | 0              | 0              | 0          |
| Animal Control                   | <u>788,681</u> | <u>806,700</u> | <u>807,500</u> | <u>0</u>   |
| Total                            | 29,878,354     | 31,534,900     | 32,696,900     | 31,966,600 |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Command                           | 6.8        | 7.9        | 7.0        | 5.9        |
| Patrol Division (Section Patrol)  | 391.3      | 488.5      | 510.7      | 509.4      |
| Downtown Patrol                   | 53.7       | 0.0        | 0.0        | 0.0        |
| Special Operations                | 0.0        | 54.0       | 57.2       | 56.8       |
| Tactical Unit                     | 28.6       | 0.0        | 0.0        | 0.0        |
| Traffic Enforcement               | 32.2       | 0.0        | 0.0        | 0.0        |
| Mounted Patrol                    | <u>9.4</u> | <u>0.0</u> | <u>0.0</u> | <u>0.0</u> |
| Total                             | 522.0      | 550.4      | 574.9      | 572.1      |



POLICE DEPARTMENT  
UNIFORMED OPERATIONS  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                               |                     |                     | Command    | Patrol<br>Division | Special<br>Operations |
|--------------------------------|-------------------------------|---------------------|---------------------|------------|--------------------|-----------------------|
| Br.                            | Title                         | Budget<br>1999-2000 | Proposed<br>2000-01 |            |                    |                       |
| 34                             | Police Commander              | 1                   | 1                   | 1          |                    |                       |
| 95                             | Police Captain                | 11                  | 10                  | 2          | 7                  | 1                     |
| 94                             | Police Lieutenant             | 30                  | 29                  |            | 29                 |                       |
| 92                             | Police Sergeant               | 56                  | 52                  | 1          | 48                 | 3                     |
| 90B                            | Police Officer (Investigator) | 37                  | 38                  |            | 38                 |                       |
| 90                             | Police Officer                | 390                 | 402                 | 1          | 373                | 28                    |
| 11                             | Secretary                     | 1                   | 1                   | 1          |                    |                       |
| 10                             | Parking Monitor               | 10                  | 10                  |            |                    | 10                    |
| 9                              | Clerk II                      | 1                   | 1                   |            |                    | 1                     |
| 7                              | Clerk III with Typing         | 7                   | 7                   |            | 7                  |                       |
| <b>EMPLOYEE YEARS</b>          |                               |                     |                     |            |                    |                       |
| Full Time                      |                               | 544.0               | 551.0               | 6.0        | 502.0              | 43.0                  |
| Overtime                       |                               | 18.9                | 18.8                | 0.0        | 15.3               | 3.5                   |
| Part Time, Temporary, Seasonal |                               | 16.1                | 13.8                | 0.0        | 0.9                | 12.9                  |
| Less: Vacancy Allowance        |                               | <u>4.1</u>          | <u>11.5</u>         | <u>0.1</u> | <u>8.8</u>         | <u>2.6</u>            |
| Total                          |                               | 574.9               | 572.1               | 5.9        | 509.4              | 56.8                  |

| The following full time positions are included in the budget of the Police Department, Patrol Division but are assigned to NET offices and are shown here for reference only. |                   |                     |                     |
|---|-------------------|---------------------|---------------------|
| Br.   | Title             | Budget<br>1999-2000 | Proposed<br>2000-01 |
| 94  | Police Lieutenant | 10                  | 10                  |
| 90  | Police Officer    | 22                  | 22                  |
| <b>EMPLOYEE YEARS</b>   |                   |                     |                     |
| Full Time   |                   | 32.0                | 32.0                |
| Overtime  |                   | 0.6                 | 0.4                 |
| Part Time, Temporary, Seasonal  |                   | 0.0                 | 0.0                 |
| Less: Vacancy Allowance   |                   | <u>0.0</u>          | <u>0.0</u>          |
| Total   |                   | 32.6                | 32.4                |

**POLICE DEPARTMENT  
SPECIAL SERVICES DIVISION**

The Special Services Division previously coordinated the Department's response to special events and administered the Youth Services Section and the Central Investigations Division.

**Program Change**

In 2000-01 this division is eliminated. Coordination of Youth Services transfers to the Uniformed Operations Bureau, Patrol Division. Investigations command transfers to the Chief's Office. Coordination of special events transfers to Inspectional Services in the Office of the Chief. The missing persons unit transfers to the Investigative Services section.

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 736,800          | 0              | -736,800      |
| Employee Years | 11.1             | 0.0            | -11.1         |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 0                                       | 0                            | 0                  | 0                            | 0                    | -736,800            | -736,800     |

**Major Change**

|  |          |
|--|----------|
| Six positions and support costs transfer to the Uniformed Operations Bureau                        | -556,400 |
| A Police Commander position and a Police Officer position transfer to the Office of the Chief      | -124,000 |
| The missing persons unit, including two clerical positions, transfers to the Investigations Bureau | -56,400  |

**COMMAND**

The Command activity manages the Division and coordinates the Department's response to special events. In 2000-01, Investigations command transfers to the Chief's Office and coordination of special events transfers to Inspectional Services.

**Performance Indicators**

|                        | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| WORKLOAD               |                           |                                |                             |                           |
| Special events covered | 476                       | 460                            | 460                         | N/A                       |

POLICE DEPARTMENT  
SPECIAL SERVICES DIVISION

9-19

**YOUTH SERVICES**

This activity administers centralized youth-related programs, including the Truancy Intervention Program, operated in conjunction with the City School District. It coordinates school-based activities and educational activities provided by officers assigned to the patrol sections. In 2000-01 coordination of youth services transfers to the Uniformed Operations Bureau. The missing persons unit transfers to the Investigations Bureau.

**Performance Indicators**

|                               | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                 |                           |                                |                             |                           |
| Missing persons reported      | 1,606                     | 1,705                          | 1,200                       | N/A                       |
| <b>WORKLOAD</b>               |                           |                                |                             |                           |
| Truancy contacts              | 1,561                     | 1,542                          | 1,400                       | N/A                       |
| School mediations             | 0                         | 2,342                          | 12,870                      | N/A                       |
| Joint police-probation visits | 0                         | 1,879                          | 1,050                       | N/A                       |
| <b>RESULTS</b>                |                           |                                |                             |                           |
| Youth diverted                | 691                       | 769                            | 700                         | N/A                       |
| Juvenile arrests              | 1,416                     | 1,342                          | 1,160                       | N/A                       |

N/A - Not Applicable

POLICE DEPARTMENT  
SPECIAL SERVICES  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 2,080,948                       | 577,600                              | 619,400                            | 0                                 |
| Materials & Supplies                 | 12,459                          | 24,600                               | 6,300                              | 0                                 |
| Services                             | 22,701                          | 45,100                               | 111,100                            | 0                                 |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 2,116,108                       | 647,300                              | 736,800                            | 0                                 |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Command                              | 154,976                         | 118,100                              | 168,700                            | 0                                 |
| Youth Services                       | <u>1,961,132</u>                | <u>529,200</u>                       | <u>568,100</u>                     | <u>0</u>                          |
| Total                                | 2,116,108                       | 647,300                              | 736,800                            | 0                                 |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Command                              | 2.2                             | 2.1                                  | 3.0                                | 0.0                               |
| Youth Services                       | <u>37.8</u>                     | <u>8.1</u>                           | <u>8.1</u>                         | <u>0.0</u>                        |
| Total                                | 40.0                            | 10.2                                 | 11.1                               | 0.0                               |

POLICE DEPARTMENT  
INVESTIGATIONS BUREAU

9-21

This bureau investigates major crimes and provides investigative services to the Uniformed Operations Division. It investigates and suppresses illegal drug activities, vice, and organized crime, and provides surveillance and intelligence services in support of investigations by this department and other law enforcement agencies. It also operates family crisis intervention programs, administers the alarm and pistol permit processes, and prepares arrest warrants.

**Program Change**

The Investigations Bureau combines divisions previously shown separately as Central Investigations and Special Investigations.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Provide support for county-wide drug enforcement task force | First Quarter               |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 8,343,200        | 8,241,600      | -101,600      |
| Employee Years | 147.9            | 153.2          | 5.3           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 29,500                                  | 0                            | 0                  | -81,600                      | 0                    | -49,500             | -101,600     |

**Major Change**

|  |         |
|--|---------|
| A Police Lieutenant and two Police Officer positions transfer from Uniformed Operations  | 154,200 |
| STOP Violence Against Women grant funding expires in September, 2000   | -73,400 |
| A Police Evidence Technician and two part time counseling positions are abolished due to budget constraints  | -63,700 |
| The warrant tracking unit, including two clerical positions, transfers to the Technical Support section in Administration  | -58,400 |
| The missing persons unit, including two clerical positions, transfers from Special Services  | 56,400  |
| A Police Sergeant position transfers from Uniformed Operations to supervise the Crime Analysis unit  | 53,600  |
| A vacant Detective Grade C position is abolished   | -53,100 |
| A subsidy for the Crimestoppers program is eliminated  | -50,000 |
| Overtime and compensatory time allocations are reduced   | -45,800 |
| A reappropriation of Carnegie Mellon grant funding supports the firearms suppression project   | 36,400  |
| Allocations reduced due to budget constraints include: training & meeting, dues and subscriptions, clothing allowances, small equipment, and supplies                                    | -31,300 |
| Carryover grant funding supports the Auto Theft Prevention project, including a clerical position  | 29,300  |
| The Weed and Seed grant provides carryover funding at a reduced level  | -22,000 |
| The Juvenile Justice Accountability Incentive Block Grant provides carryover funding at a reduced level; it includes a temporary counseling position for the Restorative Justice program | -19,100 |

**POLICE DEPARTMENT  
INVESTIGATIONS BUREAU**

**Major Change**

|  |        |
|--|--------|
| Carryover of federal grants from HUD and Alcohol Tobacco and Firearms support the county-wide drug enforcement task force            | 17,200 |
| Appropriations for confidential evidence funds increase  | 15,000 |
| Funding for surveillance equipment increases   | 11,200 |
| Laboratory fees decrease, as more tests are performed by the Monroe County Public Safety Laboratory rather than private laboratories | -6,000 |

**COMMAND**

The Command activity manages the Division's operating units.

**HOMICIDE**

This activity investigates homicides, suspicious or unexplained deaths, and all crimes in which the victim has received serious physical injury and death appears imminent. It also investigates all instances of police officers employing gunfire.

**Performance Indicators**

|                                  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|----------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                    |                           |                                |                             |                           |
| Investigations required          | 67                        | 67                             | 90                          | 67                        |
| <b>WORKLOAD</b>                  |                           |                                |                             |                           |
| Investigations conducted         |                           |                                |                             |                           |
| • Current cases                  | 67                        | 67                             | 90                          | 67                        |
| • "Cold" cases                   | 72                        | 72                             | 72                          | 72                        |
| <b>RESULTS</b>                   |                           |                                |                             |                           |
| Current and "Cold" cases cleared | 42                        | 42                             | 75                          | 42                        |

**INVESTIGATIVE SERVICES**

This activity coordinates investigations of arson, forgery, fraud, serious vehicle accidents, and missing persons, coordinating the efforts of activity personnel with patrol section investigators. It issues a variety of permits and licenses. Activity personnel participate in the Impact Team, a joint response to family violence involving personnel from the Monroe County Sheriff's Department, Child Protective Services, the District Attorney, the City School District, and Strong Hospital.

**Program Change**

The Child Abuse IMPACT Team is reassigned from Family & Victim Services

POLICE DEPARTMENT  
INVESTIGATIONS BUREAU

9-23

**Performance Indicators**

|                                 | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                   |                                 |                                      |                                   |                                 |
| Check and fraud cases assigned  | 459                             | 500                                  | 600                               | 500                             |
| Reported child abuse offenses   | 334                             | 400                                  | N/A                               | 400                             |
| Reported traffic accidents:     |                                 |                                      |                                   |                                 |
| • Fatal                         | 34                              | 38                                   | 50                                | 45                              |
| • Hit and run non-fatal         | 2,565                           | 2,600                                | 2,700                             | 2,650                           |
| • RPD fleet vehicles            | 4                               | 5                                    | 15                                | 8                               |
| Missing persons reported        | N/A                             | N/A                                  | N/A                               | 2,000                           |
| Applications received:          |                                 |                                      |                                   |                                 |
| • Alarm permits                 | 10,361                          | 14,000                               | 13,000                            | 14,000                          |
| • Licenses                      | 5,419                           | 5,400                                | 5,000                             | 5,000                           |
| <b>WORKLOAD</b>                 |                                 |                                      |                                   |                                 |
| Investigations conducted:       |                                 |                                      |                                   |                                 |
| • Checks/Frauds                 | 459                             | 500                                  | 550                               | 550                             |
| • Accidents                     | 917                             | 1,007                                | 835                               | 1,000                           |
| • Arson                         | N/A                             | 90                                   | 120                               | 110                             |
| License applicants investigated | 5,000                           | 5,000                                | 5,000                             | 5,000                           |
| Alarm permits processed         | 10,361                          | 14,000                               | 13,000                            | 14,000                          |
| Handicapped permits processed   | 2,640                           | 3,880                                | 3,400                             | 4,000                           |
| <b>RESULTS</b>                  |                                 |                                      |                                   |                                 |
| Arrests                         |                                 |                                      |                                   |                                 |
| • Warrants                      | 1,027                           | 1,000                                | 1,000                             | 200                             |
| • Forgery & Fraud               | 262                             | 300                                  | N/A                               | 300                             |
| • Child Abuse                   | 116                             | 125                                  | N/A                               | 140                             |
| • Arson                         | N/A                             | 30                                   | 30                                | 30                              |

N/A - Not applicable

|                                     |
|-------------------------------------|
| <b>FAMILY &amp; VICTIM SERVICES</b> |
|-------------------------------------|

This activity provides direct public services through the Family Crisis Intervention Team Program (FACIT), which assists patrol officers in their response to reported family problems, and the Victim Assistance Unit (VAU), which counsels crime victims and assists them in dealing with the justice system.

**Program Change**

The Child Abuse IMPACT Team is reassigned to Investigative Services.

**Performance Indicators**

|                            | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|----------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>              |                                 |                                      |                                   |                                 |
| FACIT requests             | 3,572                           | 3,614                                | 5,600                             | 4,632                           |
| <b>WORKLOAD</b>            |                                 |                                      |                                   |                                 |
| FACIT responses            | 3,572                           | 3,614                                | 4,000                             | 4,632                           |
| Victim assistance contacts | 4,829                           | 4,884                                | 8,200                             | 4,800                           |
| Crime seminars             | 380                             | 342                                  | N/A                               | 360                             |

N/A - Not Applicable

**POLICE DEPARTMENT  
INVESTIGATIONS BUREAU**

**CRIME ANALYSIS**

This activity compiles and analyzes investigative data from field interview forms and reports. The data are used to identify crime patterns and possible suspects. The activity provides paralegal services in the preparation of investigative packages. Staff meet regularly with investigative coordinators from patrol sections to share information and improve case management. This activity also manages stolen vehicle investigations and provides staff support to a variety of "hotlines" that take reports of illegal drugs and weapons.

**Performance Indicators**

|                                   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-----------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                     |                           |                                |                             |                           |
| Investigative packages for review | 2,525                     | 2,500                          | 2,850                       | 2,400                     |
| <b>WORKLOAD</b>                   |                           |                                |                             |                           |
| Part One crimes monitored         | 17,268                    | 17,000                         | N/A                         | 16,000                    |
| Investigative packages reviewed   | 2,525                     | 2,500                          | 2,850                       | 2,400                     |
| Intake warrant packages prepared  | 3,789                     | 3,464                          | N/A                         | 3,300                     |

Part One - Criminal homicide, forcible rape, robbery, assault, burglary, larceny, motor vehicle theft, arson  
N/A - Not Applicable

**TECHNICIANS UNIT**

The Technicians Unit obtains evidence from crime scenes and performs tests to assist other police units in identifying, apprehending, and convicting criminals.

**Performance Indicators**

|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>   |                           |                                |                             |                           |
| Crime scene assignments                                   | 8,714                     | 9,000                          | 9,000                       | 9,000                     |
| <b>WORKLOAD</b>   |                           |                                |                             |                           |
| Fingerprint tests performed                               | 12,728                    | 12,600                         | 13,000                      | 12,500                    |
| Serious incidents processed                               | 50                        | 50                             | 70                          | 50                        |
| SAFIS inquiries   | 595                       | 600                            | 500                         | 600                       |
| <b>RESULTS</b>  |                           |                                |                             |                           |
| Identifications made through fingerprints                 | 398                       | 400                            | 250                         | 400                       |
| SAFIS - State Automated Fingerprint Identification System |                           |                                |                             |                           |

**SPECIAL INVESTIGATIONS**

The Special Investigations section investigates and suppresses illegal drug activities, vice (particularly organized prostitution, pornography, and gambling), and organized crime. This activity provides surveillance and intelligence services in support of investigations by this Department and other law enforcement agencies.

**Program Change**

The drug interdiction program funded by Weed & Seed grant is completed.

POLICE DEPARTMENT  
INVESTIGATIONS BUREAU

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**Performance Indicators**

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                        |                                 |                                      |                                   |                                 |
| Investigations requested and opened: |                                 |                                      |                                   |                                 |
| ● Narcotics*                         | 1,913                           | 2,100                                | 1,335                             | 2,100                           |
| ● Intelligence                       | 193                             | 180                                  | 80                                | 180                             |
| <b>WORKLOAD</b>                      |                                 |                                      |                                   |                                 |
| Search warrants executed             | 465                             | 500                                  | 275                               | 500                             |
| Cases closed:                        |                                 |                                      |                                   |                                 |
| ● Narcotics                          | 1,968                           | 2,100                                | 1,350                             | 2,100                           |
| ● Intelligence                       | 191                             | 180                                  | 66                                | 180                             |
| Interdiction details                 | 24                              | 17                                   | 28                                | N/A                             |
| <b>RESULTS</b>                       |                                 |                                      |                                   |                                 |
| Arrests                              | 1,809                           | 1,700                                | 1,175                             | 1,700                           |
| Total charges                        | 3,646                           | 3,200                                | 2,400                             | 3,200                           |
| Drugs seized:                        |                                 |                                      |                                   |                                 |
| ● Cocaine (kilograms)                | 20.5                            | 46.0                                 | 12.0                              | 15.0                            |
| ● Heroin (grams)                     | 0.2                             | 22.0                                 | 40.0                              | 20.0                            |
| ● Marijuana (kilograms)              | 135.0                           | 20.0                                 | 60.0                              | 20.0                            |
| Weapons seized:                      |                                 |                                      |                                   |                                 |
| ● Handguns                           | 71                              | 80                                   | 74                                | 60                              |
| ● Shotguns and rifles                | 99                              | 62                                   | 80                                | 62                              |
| Vehicles seized                      | 32                              | 32                                   | 15                                | 20                              |

\*Demand indicator reflects only those narcotics complaints referred to Special Investigations; other complaints are referred to patrol sections and NET offices.

N/A - Not Applicable

**POLICE DEPARTMENT  
INVESTIGATIONS BUREAU  
EXPENDITURE SUMMARY**

| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 7,867,171                 | 7,942,100                      | 7,797,400                    | 7,732,700                   |
| Materials & Supplies                 | 107,794                   | 143,900                        | 107,400                      | 98,200                      |
| Services                             | 315,039                   | 383,900                        | 438,400                      | 410,700                     |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 8,290,004                 | 8,469,900                      | 8,343,200                    | 8,241,600                   |

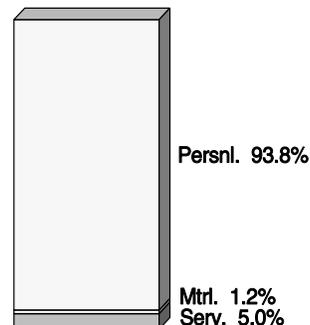
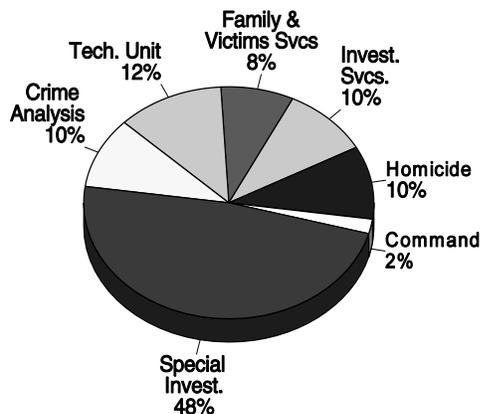
**Appropriation by Activity**

|                           |                  |                  |                  |                  |
|---------------------------|------------------|------------------|------------------|------------------|
| Command                   | 124,336          | 141,500          | 137,900          | 124,500          |
| Homicide                  | 805,918          | 763,400          | 845,600          | 791,900          |
| Investigative Services    | 983,579          | 727,200          | 698,400          | 840,700          |
| Family & Victims Services | 883,667          | 826,900          | 886,500          | 635,700          |
| Crime Analysis            | 602,090          | 806,500          | 787,500          | 846,700          |
| Technicians Unit          | 1,041,556        | 967,600          | 992,000          | 955,900          |
| Special Investigations    | <u>3,848,858</u> | <u>4,236,800</u> | <u>3,995,300</u> | <u>4,046,200</u> |
| Total                     | 8,290,004        | 8,469,900        | 8,343,200        | 8,241,600        |

**Employee Years by Activity**

|                           |             |             |             |             |
|---------------------------|-------------|-------------|-------------|-------------|
| Command                   | 2.0         | 2.0         | 2.0         | 2.0         |
| Homicide                  | 12.5        | 12.4        | 13.8        | 12.7        |
| Investigative Services    | 19.0        | 14.7        | 14.4        | 17.3        |
| Family & Victims Services | 21.5        | 18.7        | 17.7        | 19.4        |
| Crime Analysis            | 13.1        | 17.0        | 17.0        | 19.0        |
| Technicians Unit          | 20.4        | 18.7        | 19.5        | 18.3        |
| Special Investigations    | <u>63.7</u> | <u>69.1</u> | <u>63.5</u> | <u>64.5</u> |
| Total                     | 152.2       | 152.6       | 147.9       | 153.2       |

Note: The Investigations Bureau combines activities previously displayed separately as Central Investigations and Special Investigations. Historical data are combined for comparison purposes.



POLICE DEPARTMENT  
INVESTIGATIONS BUREAU  
PERSONNEL SUMMARY

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| FULL TIME POSITIONS   |                                |                     |                     | Command    | Homicide<br>Investigations | Investigative<br>Services | Family &<br>Victim Services | Crime<br>Analysis | Technicians<br>Unit | Special<br>Investigations |
|-----------------------|--------------------------------|---------------------|---------------------|------------|----------------------------|---------------------------|-----------------------------|-------------------|---------------------|---------------------------|
| Br.                   | Title                          | Budget<br>1999-2000 | Proposed<br>2000-01 |            |                            |                           |                             |                   |                     |                           |
| 95                    | Police Captain                 | 2                   | 2                   | 1          |                            |                           |                             |                   |                     | 1                         |
| 94                    | Police Lieutenant              | 3                   | 4                   |            | 1                          |                           |                             | 1                 |                     | 2                         |
| 92                    | Police Sergeant                | 14                  | 15                  |            | 2                          | 2                         |                             | 1                 | 1                   | 9                         |
| 91                    | Detective Grade C              | 1                   | 0                   |            |                            |                           |                             |                   |                     |                           |
| 90B                   | Police Officer (Investigator)  | 21                  | 21                  |            | 9                          | 6                         |                             | 2                 | 1                   | 3                         |
| 90                    | Police Officer                 | 62                  | 64                  |            |                            | 3                         |                             | 5                 | 13                  | 43                        |
| 22                    | Police Program Coordinator     | 1                   | 1                   |            |                            |                           | 1                           |                   |                     |                           |
| 20                    | Victim Services Coordinator    | 1                   | 1                   |            |                            |                           | 1                           |                   |                     |                           |
| 20                    | Youth Services Specialist      | 1                   | 1                   |            |                            |                           | 1                           |                   |                     |                           |
| 20                    | Executive Assistant            | 1                   | 1                   |            |                            | 1                         |                             |                   |                     |                           |
| 18                    | Counseling Specialist          | 5                   | 7                   |            |                            |                           | 7                           |                   |                     |                           |
| 16                    | Police Evidence Technician     | 4                   | 3                   |            |                            |                           |                             |                   | 3                   |                           |
| 14                    | Police Paralegal               | 5                   | 5                   |            |                            |                           |                             | 5                 |                     |                           |
| 14                    | Police Paralegal Bilingual     | 1                   | 1                   |            |                            |                           |                             | 1                 |                     |                           |
| 14                    | Victims Assistance Counselor   | 3                   | 4                   |            |                            |                           | 4                           |                   |                     |                           |
| 11                    | Clerk I                        | 1                   | 1                   | 1          |                            |                           |                             |                   |                     |                           |
| 11                    | Secretary                      | 1                   | 1                   |            |                            |                           |                             |                   |                     | 1                         |
| 9                     | Clerk II                       | 3                   | 4                   |            |                            | 2                         |                             | 1                 |                     | 1                         |
| 9                     | Clerk II with Typing           | 1                   | 0                   |            |                            |                           |                             |                   |                     |                           |
| 9                     | Police Information Clerk       | 1                   | 0                   |            |                            |                           |                             |                   |                     |                           |
| 7                     | Clerk III with Typing          | 5                   | 6                   |            |                            | 2                         | 1                           | 2                 |                     | 1                         |
| 3                     | Clerk Typist                   | 2                   | 2                   |            |                            | 1                         |                             | 1                 |                     |                           |
| <b>EMPLOYEE YEARS</b> |                                |                     |                     |            |                            |                           |                             |                   |                     |                           |
|                       | Full Time                      | 139.0               | 144.0               | 2.0        | 12.0                       | 17.0                      | 15.0                        | 19.0              | 18.0                | 61.0                      |
|                       | Overtime                       | 5.7                 | 6.9                 | 0.0        | 0.9                        | 0.3                       | 0.4                         | 0.4               | 0.6                 | 4.3                       |
|                       | Part Time, Temporary, Seasonal | 4.3                 | 5.0                 | 0.0        | 0.0                        | 0.3                       | 4.4                         | 0.0               | 0.0                 | 0.3                       |
|                       | Less: Vacancy Allowance        | <u>1.1</u>          | <u>2.7</u>          | <u>0.0</u> | <u>0.2</u>                 | <u>0.3</u>                | <u>0.4</u>                  | <u>0.4</u>        | <u>0.3</u>          | <u>1.1</u>                |
|                       | <b>Total</b>                   | <b>147.9</b>        | <b>153.2</b>        | <b>2.0</b> | <b>12.7</b>                | <b>17.3</b>               | <b>19.4</b>                 | <b>19.0</b>       | <b>18.3</b>         | <b>64.5</b>               |

**POLICE DEPARTMENT  
ADMINISTRATION BUREAU**

The Administration Bureau (formerly referred to as the Management Services Division) provides administrative services that assist the Department in carrying out its mission. It administers Budget and Personnel, Professional Development, and the Department's property management functions, including the operation of the Property Clerk's office and the Auto Pound, and coordinates the Department's vehicle maintenance programs. It coordinates the Department's volunteer and internship programs and oversees operation of the Animal Services facility. This Bureau also provides records management, court liaison, and complaint intake services and administers the Tele-Serve/Call Reduction, Photo Lab, and the Identification activities.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Assume direct responsibility for providing animal control and shelter services | First Quarter               |
| Implement improvements to handling of non-emergency calls for service          | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 5,398,900        | 9,104,600      | 3,705,700     |
| Employee Years | 76.9             | 139.4          | 62.5          |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 53,500                                  | 3,700                        | -50,600            | 100,800                      | 1,000                | 3,597,300           | 3,705,700    |

**Major Change**

|   |           |
|---|-----------|
| The Professional Development section transfers from the Office of the Chief   | 1,033,900 |
| The Budget & Personnel section transfers from the Office of the Chief   | 973,600   |
| Appropriations for contractual operation of Animal Services transfer from Uniformed Operations; services are provided by twenty-two positions added to this budget  | 807,500   |
| Appropriation of COPS More/311 grant provides part time non-sworn personnel to assist in answering non-emergency calls for service. City matching funds provide training and support hardware and software acquired for this project. | 335,200   |
| Twenty-four Police Officer positions are added during 2000-01 under the COPS in Schools federal grant program. (Prorated share of positions and salaries after the training period are reflected in the Patrol Division)              | 214,500   |
| One Sergeant and three Police Officer positions transfer from Uniformed Operations to the Teleserve/Call Reduction unit   | 194,000   |
| One Police Sergeant and one Police Officer positions transfer from Uniformed Operations to support Professional Development   | 100,400   |
| A Police Captain position transfers from Uniformed Operations to manage the expanded Technical Support section  | 68,400    |
| Allocations reduced due to budget constraints include: training & meeting, dues and subscriptions, clothing allowances, small equipment, and supplies   | -66,900   |
| Employee benefits previously included in the Animal Services contract are now reflected in the Undistributed Expense budget   | -65,200   |

POLICE DEPARTMENT  
ADMINISTRATION BUREAU

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**Major Change**

|  |         |
|--|---------|
| Funding for the Officer Assistance Program and fitness-for-duty evaluations transfer to the Chief's Office | -59,000 |
| The Warrant tracking unit, including two clerical positions, transfers from the Investigations Division    | 58,400  |
| Two vacant Clerk Typist positions are abolished due to budget constraints                                  | -49,800 |
| A Police Officer position transfers from Uniformed Operations to provide fleet maintenance support         | 46,800  |
| Allocations for vehicle towing and security at impoundment lots are increased due to projected demand      | 46,000  |
| Overtime and compensatory time allocations decrease  | -27,500 |
| Professional services for the Police Officer exam developed in 1999-2000 will not recur                    | -15,500 |
| An allocation for printing supplies transfers from the Office of the Chief                                 | 9,000   |
| Increased use of the MoRIS automated identification system reduces demand for traditional photo supplies   | -6,500  |

**TECHNICAL SUPPORT**

This new activity combines the Support Services and Technical Services units. This activity receives, stores, and disposes of all physical property and evidence under the Department's control. It operates the Property Clerk's Office and the Auto Pound, receives and issues department supplies, and coordinates with the Department of Environmental Services for the maintenance of the Police fleet. This activity maintains files of crime and accident reports, arrest records, and warrants; performs record, warrant, and motor vehicle checks for field officers; and provides information to other criminal justice agencies and the public. It handles subpoenas, notifies police officers of trials and hearings, and operates the Photo Lab. It analyzes, classifies, and files fingerprint cards, and processes fingerprints for non-crime related purposes, such as job applications, security clearances, immigration, and citizenship. The Tele-serve/Call Reduction unit provides live telephone response to incidents that do not require the physical presence of a Police Officer at the scene.

**Program Change**

Coordination of the department's volunteer and intern programs transfers to the Professional Development section. Warrant tracking transfers from the Investigations Division.

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                              |                                 |                                      |                                   |                                 |
| Property lots acquired                     | 14,902                          | 14,600                               | 15,000                            | 14,700                          |
| Vehicles impounded                         | 10,540                          | 9,500                                | 9,500                             | 9,500                           |
| Firearms referred for investigation        | 1,352                           | 1,300                                | 1,700                             | 1,300                           |
| Information requests received*             | 383,523                         | 365,000                              | 350,000                           | 300,000                         |
| Accident reports submitted                 | 12,047                          | 12,000                               | 17,250                            | 13,000                          |
| Subpoena requests                          | 12,000                          | 11,000                               | 10,000                            | 13,000                          |
| Warrants referred for service              | 9,353                           | 9,892                                | 7,500                             | 9,000                           |
| Requests for service:                      |                                 |                                      |                                   |                                 |
| ● Tele-Serve                               | 14,134                          | 12,302                               | 20,000                            | 15,000                          |
| ● Call reduction                           | 3,293                           | 2,103                                | 6,722                             | 3,000                           |
| ● Drug and gun hotlines                    | 1,625                           | 2,442                                | 1,500                             | 2,500                           |
| Rolls of film submitted for processing     | 10,430                          | 13,362                               | 11,958                            | 13,685                          |
| Fingerprint cards received**               | 37,230                          | 48,593                               | 59,975                            | 14,750                          |
| Fingerprinting requests**                  | 7,074                           | 7,380                                | 5,060                             | 3,300                           |
| Freedom of Information Law (FOIL) requests | 514                             | 535                                  | 535                               | 580                             |

**POLICE DEPARTMENT  
ADMINISTRATION BUREAU**

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>WORKLOAD</b>                          |                                 |                                      |                                   |                                 |
| Property lots disposed                   | 9,630                           | 10,000                               | 8,700                             | 9,000                           |
| Auctions conducted:                      |                                 |                                      |                                   |                                 |
| ● Automobiles                            | 26                              | 26                                   | 26                                | 26                              |
| ● Other property                         | 3                               | 3                                    | 3                                 | 3                               |
| Vehicles disposed of:                    |                                 |                                      |                                   |                                 |
| ● Released to owner                      | 7,100                           | 6,700                                | 6,700                             | 6,700                           |
| ● Sold at auction                        | 2,340                           | 2,200                                | 2,200                             | 2,200                           |
| ● Sold for salvage                       | 1,100                           | 1,100                                | 600                               | 600                             |
| Firearms disposed of:                    |                                 |                                      |                                   |                                 |
| ● Released to owner                      | 328                             | 400                                  | 400                               | 400                             |
| ● Destroyed                              | 522                             | 600                                  | 400                               | 600                             |
| Arrest reports entered***                | 35,722                          | 52,500                               | 28,704                            | 38,000                          |
| Dispositions posted                      | 34,782                          | 35,000                               | 27,000                            | 40,000                          |
| Bail postings accepted                   | 4,800                           | 4,500                                | 6,144                             | 6,000                           |
| Records sealed                           | 1,896                           | 11,434                               | 7,000                             | 8,500                           |
| Uniform Traffic Summons processed        | 41,521                          | 44,000                               | 45,000                            | 48,500                          |
| Subpoenas processed                      | 12,000                          | 11,000                               | 10,000                            | 13,300                          |
| Warrant letters sent                     | 7,220                           | 7,710                                | 7,000                             | 7,000                           |
| Court notifications processed            | 320                             | 350                                  | 300                               | 350                             |
| Reports written:                         |                                 |                                      |                                   |                                 |
| ● Tele-Serve                             | 11,751                          | 12,303                               | 15,000                            | 14,000                          |
| ● Call reduction                         | 716                             | 457                                  | 1,121                             | 700                             |
| ● Drug and gun hotlines                  | 1,625                           | 2,442                                | 1,500                             | 2,500                           |
| Photo prints processed:                  |                                 |                                      |                                   |                                 |
| ● City departments                       | 100,433                         | 116,534                              | 101,399                           | 118,305                         |
| ● Non-City agencies                      | 49,380                          | 44,731                               | 52,049                            | 49,446                          |
| ● Mug shots printed****                  | 1,200                           | 800                                  | 2,000                             | 600                             |
| Fingerprint cards processed:             |                                 |                                      |                                   |                                 |
| ● Criminal records**                     | 37,230                          | 48,593                               | 59,795                            | 14,750                          |
| ● Pistol permits                         | 1,805                           | 1,500                                | 2,760                             | 2,000                           |
| ● Job applicants, immigration, and other | 997                             | 1,200                                | 2,300                             | 1,300                           |
| ● Parolees                               | 1,214                           | 1,300                                | 1,380                             | 1,350                           |
| ● Deceased records                       | 575                             | 600                                  | 650                               | 650                             |
| ● Court prints                           | 1,670                           | 1,800                                | 1,380                             | 2,300                           |
| FOIL requests processed                  | 514                             | 535                                  | 535                               | 580                             |

\*Decrease in information requests correlates with increased use of live Tele-Serve call reporting

\*\*Decrease in fingerprinting requests is attributed to the availability of "live scan" print capture

\*\*\*Increase in arrest reports is attributed to mandatory arrests in domestic cases

\*\*\*\*Decrease in traditional mug shot printing is due to the MoRIS system, implemented in January 1998.

|                        |
|------------------------|
| <b>ANIMAL SERVICES</b> |
|------------------------|

This activity impounds unleashed animals, euthanizes sick and abandoned animals, issues summonses for unlicensed animals, and temporarily houses stray animals.

**Program Change**

In 2000-01, services previously provided under an agreement with the Humane Society of Rochester and Monroe County are provided by City employees. Appropriations and indicators are transferred from the Uniformed Operations Bureau.

POLICE DEPARTMENT  
ADMINISTRATION BUREAU

9-31

**Performance Indicators**

|                           | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>             |                                 |                                      |                                   |                                 |
| Service requests          | N/A                             | N/A                                  | N/A                               | 25,000                          |
| <b>WORKLOAD</b>           |                                 |                                      |                                   |                                 |
| Dogs impounded            | N/A                             | N/A                                  | N/A                               | 4,500                           |
| Cats impounded            | N/A                             | N/A                                  | N/A                               | 2,300                           |
| Tickets issued            | N/A                             | N/A                                  | N/A                               | 2,200                           |
| <b>RESULTS</b>            |                                 |                                      |                                   |                                 |
| Dogs redeemed and adopted | N/A                             | N/A                                  | N/A                               | 2,000                           |
| Dogs euthanized           | N/A                             | N/A                                  | N/A                               | 2,500                           |
| Cats redeemed and adopted | N/A                             | N/A                                  | N/A                               | 600                             |
| Cats euthanized           | N/A                             | N/A                                  | N/A                               | 1,700                           |

N/A - Not Applicable

|                                 |
|---------------------------------|
| <b>PROFESSIONAL DEVELOPMENT</b> |
|---------------------------------|

This unit administers the department's training programs, including recruit and in-service training. Services include firearms training and weapons maintenance, supervisory training, administration of the officer assistance program, and preparation of training materials in a variety of print and video media.

**Program Change**

In 2000-01 this activity transfers from the Office of the Chief.

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                                    |                                 |                                      |                                   |                                 |
| Recruit training slots                           | N/A                             | N/A                                  | N/A                               | 25                              |
| Lateral transfers accepted                       | N/A                             | N/A                                  | N/A                               | 5                               |
| Personnel requiring in-service training:         |                                 |                                      |                                   |                                 |
| ● Sworn  | N/A                             | N/A                                  | N/A                               | 707                             |
| ● Non-sworn                                      | N/A                             | N/A                                  | N/A                               | 168                             |
| Applicants for Police Officer exam               | N/A                             | N/A                                  | N/A                               | 2,500                           |
| <b>WORKLOAD</b>                                  |                                 |                                      |                                   |                                 |
| Training sessions held                           | N/A                             | N/A                                  | N/A                               | 250                             |
| Total attendees                                  | N/A                             | N/A                                  | N/A                               | 3,500                           |
| In-service training hours                        | N/A                             | N/A                                  | N/A                               | 45,000                          |
| Counseling sessions - Officer Assistance Program | N/A                             | N/A                                  | N/A                               | 300                             |
| Background investigations conducted              | N/A                             | N/A                                  | N/A                               | 150                             |
| <b>RESULTS</b>                                   |                                 |                                      |                                   |                                 |
| New officers trained:                            |                                 |                                      |                                   |                                 |
| ● Academy  | N/A                             | N/A                                  | N/A                               | 40                              |
| ● Field Training                                 | N/A                             | N/A                                  | N/A                               | 40                              |

N/A - Not Applicable

POLICE DEPARTMENT  
ADMINISTRATION BUREAU

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**BUDGET & PERSONNEL**

This unit prepares fiscal documents for the department and maintains department personnel records, including time and attendance, personnel status, medical claims and payroll. It provides staff support for the preparation of the Department's annual budget request and purchases central supplies.

**Program Change**

Effective in 2000-01 this activity transfers from the Office of the Chief.

**SUPPORT SERVICES**

This activity receives, stores, and disposes of all physical property and evidence under the Department's control. It operates the Property Clerk's Office and the Auto Pound, receives and issues department supplies, and coordinates with the Department of Environmental Services for the maintenance of the Police fleet.

**Program Change**

In 2000-01, Support Services activities are included in the Technical Support section. Historical performance data are shown there for comparison purposes.

**TECHNICAL SERVICES**

This activity maintains files of crime and accident reports, arrest records, and warrants; performs record, warrant, and motor vehicle checks for field officers; and provides information to other criminal justice agencies and the public. It handles subpoenas, notifies police officers of trials and hearings, and operates the Photo Lab. It analyzes, classifies, and files fingerprint cards, and processes fingerprints for non-crime related purposes, such as job applications, security clearances, immigration, and citizenship. The Tele-serve/Call Reduction unit provides live telephone response to incidents that do not require the physical presence of a Police Officer at the scene.

**Program Change**

In 2000-01, Technical Services activities are included in the Technical Support section. Historical performance data are shown there for comparison purposes.

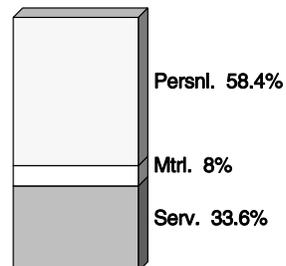
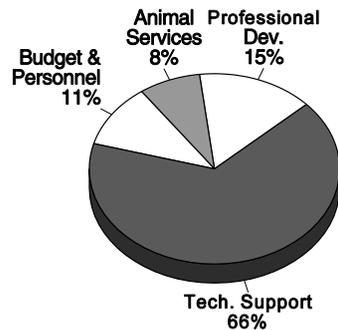
POLICE DEPARTMENT  
ADMINISTRATION BUREAU  
EXPENDITURE SUMMARY

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 3,091,482                 | 3,105,500                      | 2,819,000                    | 5,314,700                   |
| Materials & Supplies                 | 106,829                   | 134,700                        | 141,100                      | 727,100                     |
| Services                             | 2,242,779                 | 2,419,900                      | 2,438,800                    | 3,062,800                   |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 5,441,090                 | 5,660,100                      | 5,398,900                    | 9,104,600                   |

|                                  |                |           |           |           |
|----------------------------------|----------------|-----------|-----------|-----------|
| <b>Appropriation by Activity</b> |                |           |           |           |
| Technical Support                | 0              | 0         | 0         | 5,995,000 |
| Animal Services                  | 0              | 0         | 0         | 765,500   |
| Professional Development         | 0              | 0         | 0         | 1,353,600 |
| Budget & Personnel               | 0              | 0         | 0         | 990,500   |
| Support Services                 | 3,020,754      | 3,229,300 | 3,080,900 | 0         |
| Technical Services               | 1,732,603      | 2,430,800 | 2,318,000 | 0         |
| Tele-Serve                       | 322,452        | 0         | 0         | 0         |
| Photo Lab                        | 185,212        | 0         | 0         | 0         |
| Identification                   | <u>180,069</u> | <u>0</u>  | <u>0</u>  | <u>0</u>  |
| Total                            | 5,441,090      | 5,660,100 | 5,398,900 | 9,104,600 |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Technical Support                 | 0.0        | 0.0        | 0.0        | 87.1       |
| Animal Services                   | 0.0        | 0.0        | 0.0        | 22.2       |
| Professional Development          | 0.0        | 0.0        | 0.0        | 23.7       |
| Budget & Personnel                | 0.0        | 0.0        | 0.0        | 6.4        |
| Support Services                  | 24.1       | 24.7       | 20.0       | 0.0        |
| Technical Services                | 42.7       | 60.3       | 56.9       | 0.0        |
| Tele-Serve                        | 5.7        | 0.0        | 0.0        | 0.0        |
| Photo Lab                         | 3.1        | 0.0        | 0.0        | 0.0        |
| Identification                    | <u>6.0</u> | <u>0.0</u> | <u>0.0</u> | <u>0.0</u> |
| Total                             | 81.6       | 85.0       | 76.9       | 139.4      |

Note: The Administration Bureau was formerly called Management Services.



POLICE DEPARTMENT  
ADMINISTRATION BUREAU  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |  |                  |                  | Technical Support | Animal Services | Professional Development | Budget & Personnel |
|--------------------------------|--|------------------|------------------|-------------------|-----------------|--------------------------|--------------------|
| Br.                            | Title                                  | Budget 1999-2000 | Proposed 2000-01 |                   |                 |                          |                    |
| 94                             | Police Captain                         | 0                | 1                | 1                 |                 |                          |                    |
| 94                             | Police Lieutenant                      | 1                | 2                | 1                 |                 | 1                        |                    |
| 92                             | Police Sergeant                        | 3                | 7                | 4                 |                 | 3                        |                    |
| 90                             | Police Officer                         | 14               | 31               | 18                |                 | 13                       |                    |
| 26                             | Associate Administrative Analyst       | 0                | 1                |                   |                 |                          | 1                  |
| 26                             | Director of Animal Services            | 0                | 1                |                   | 1               |                          |                    |
| 26                             | Manager of Police Property             | 1                | 1                | 1                 |                 |                          |                    |
| 18                             | Supervisor of Animal Control           | 0                | 1                |                   | 1               |                          |                    |
| 16                             | Administrative Assistant               | 0                | 1                |                   |                 |                          | 1                  |
| 16                             | Animal Shelter Manager                 | 0                | 1                |                   | 1               |                          |                    |
| 16                             | Senior Property Clerk                  | 2                | 2                | 2                 |                 |                          |                    |
| 16                             | Senior Property Clerk (55A)            | 1                | 1                | 1                 |                 |                          |                    |
| 16                             | Supervisor Police Photo Lab            | 1                | 1                | 1                 |                 |                          |                    |
| 15                             | Graphic Artist                         | 0                | 1                |                   |                 | 1                        |                    |
| 15                             | Volunteer Coordinator                  | 1                | 1                | 0                 |                 | 1                        |                    |
| 14                             | Assistant Supervisor of Animal Control | 0                | 1                |                   | 1               |                          |                    |
| 12                             | Animal Control Officer                 | 0                | 9                |                   | 9               |                          |                    |
| 11                             | Assistant Shelter Manager              | 0                | 1                |                   | 1               |                          |                    |
| 11                             | Police Identification Tech.-Trick      | 4                | 4                | 4                 |                 |                          |                    |
| 11                             | Senior Photo Lab Technician            | 1                | 1                | 1                 |                 |                          |                    |
| 11                             | Lead Police Information Clerk          | 3                | 3                | 3                 |                 |                          |                    |
| 10                             | Sr. Finance Clerk                      | 0                | 1                |                   |                 |                          | 1                  |
| 9                              | Clerk II                               | 1                | 3                | 2                 |                 |                          | 1                  |
| 9                              | Clerk II with Typing                   | 3                | 5                | 3                 |                 | 1                        | 1                  |
| 9                              | Lot Attendant                          | 8                | 8                | 8                 |                 |                          |                    |
| 9                              | Police Information Clerk               | 16               | 17               | 17                |                 |                          |                    |
| 9                              | Property Clerk-Trick                   | 5                | 5                | 5                 |                 |                          |                    |
| 8                              | Photo Lab Technician                   | 1                | 1                | 1                 |                 |                          |                    |
| 7                              | Clerk III with Typing                  | 3                | 5                | 3                 |                 | 1                        | 1                  |
| 7                              | Clerk III                              | 1                | 1                | 1                 |                 |                          |                    |
| 3                              | Clerk Typist                           | 6                | 6                | 4                 |                 | 1                        |                    |
| 2                              | Animal Care Technician                 | 0                | 7                |                   | 7               |                          |                    |
| <b>EMPLOYEE YEARS</b>          |  |                  |                  |                   |                 |                          |                    |
| Full Time                      |  | 76.0             | 131.0            | 81.0              | 22.0            | 22.0                     | 6.0                |
| Overtime                       |  | 2.1              | 3.8              | 1.8               | 0.1             | 1.8                      | 0.1                |
| Part Time, Temporary, Seasonal |  | 0.0              | 7.1              | 6.2               | 0.5             | 0.0                      | 0.4                |
| Less: Vacancy Allowance        |  | <u>1.2</u>       | <u>2.5</u>       | <u>1.9</u>        | <u>0.4</u>      | <u>0.1</u>               | <u>0.1</u>         |
| Total                          |  | 76.9             | 139.4            | 87.1              | 22.2            | 23.7                     | 6.4                |

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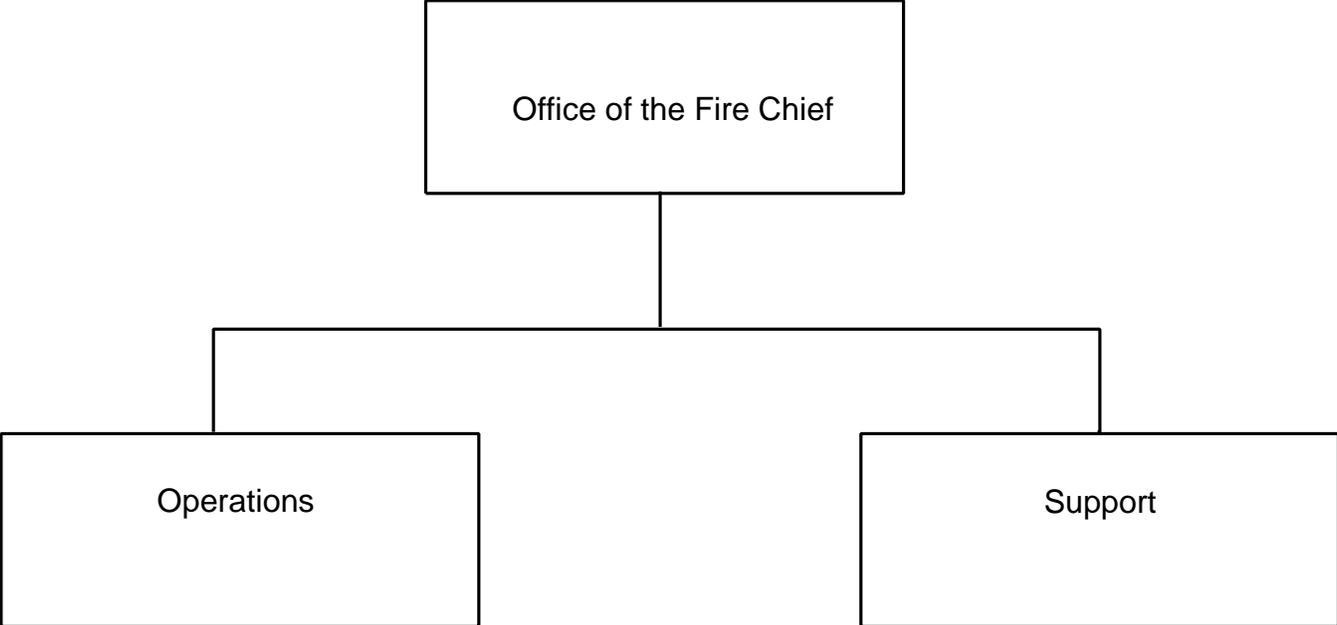
**Purpose**

The City of Rochester Fire Department is a public safety organization which provides rapid response services in the event of fire, medical emergencies, technical rescues, hazardous material incidents, and other threatening conditions that may occur within the community.

The Department enhances the quality of life and the safety of the citizens that it serves through public education and code compliance programs.

**Organization**

The Fire Department contains the Office of the Fire Chief, the Operations Bureau, and the Support Bureau.



## FIRE DEPARTMENT

Highlights of the Department's 2000-01 work program are presented below. Additional information for each bureau is included in the sections that follow.

| <u>Bureau</u>            | <u>Highlights</u>   | <u>Projected Completion</u> |
|--------------------------|---|-----------------------------|
| Office of the Fire Chief | With Operations, conduct Citizen Emergency Response Team (CERT) pilot program | Fourth Quarter              |
| Operations               | Hold open houses at selected City fire stations                               | Fourth Quarter              |
| Support                  | Deliver diversity training program for all sworn personnel                    | First Quarter               |

**Year-to-Year Comparison**

|                          | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u>  | <u>Percent<br/>Change</u> |
|--------------------------|-----------------------------|---------------------------|----------------|---------------------------|
| Office of the Fire Chief | 1,339,000                   | 1,204,500                 | -134,500       | -10.0%                    |
| Operations               | 28,418,100                  | 27,742,300                | -675,800       | -2.4%                     |
| Support                  | <u>1,879,600</u>            | <u>2,060,400</u>          | <u>180,800</u> | 9.6%                      |
| Total                    | 31,636,700                  | 31,007,200                | -629,500       | -2.0%                     |
| Employee Years           | 595.3                       | 579.4                     | -15.9          | -2.7%                     |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 38,700                                  | 4,100                        | 5,200              | 0                            | 2,400                | -679,900            | -629,500     |

**Major Change**

Sixteen sworn positions are eliminated. In Suppression, a reduction of four positions is accomplished by replacing twelve Lieutenant positions with eight Captain positions, which simplifies conformance with the "rank-for-rank" decision. In addition, operational modifications associated with the OSHA mandated Respiratory Protection Final Rule, more commonly known as the "two in-two out" policy, permit a reduction of twelve Firefighter positions. -764,700

A position of Deputy Chief is created and assigned to the Training Division to supply overall coordination of programs and to be responsible for the City's Emergency Management activities. As part of this reorganization, a Battalion Chief position, formerly in the Office of the Fire Chief, transfers to the Training Division to assume responsibility for Special Operations. There is no budget impact associated with this transfer. 77,700

Funds are included for a fire station relocation study which will be used to optimize response times and facility 50,000

A position of Firefighter, assigned to the recruiting unit of the Office of the Fire Chief, is abolished, due to budget constraints -47,900

A position of Lieutenant replaces a Firefighter in the Training Division, to assist with the development and delivery of new training programs 6,500

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Assignment of Authorized Positions  
1991-92 to 2000-01

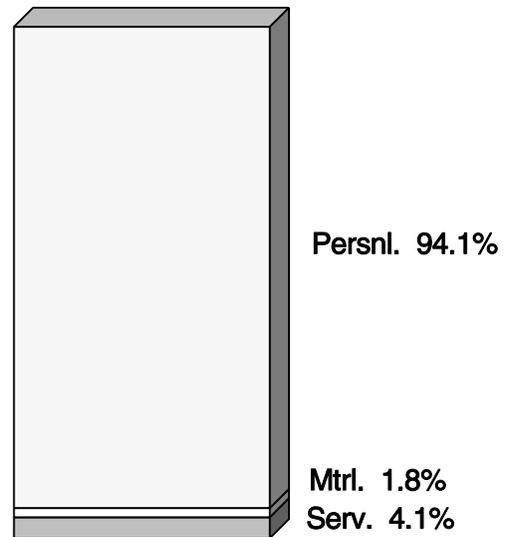
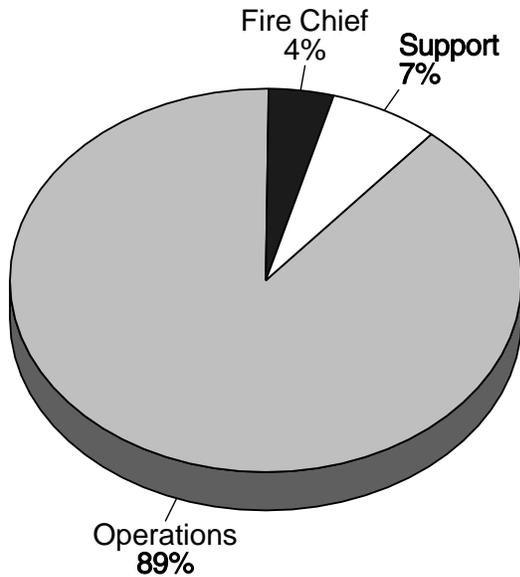
| <u>Year</u> | <u>Office of the Chief &amp; Support</u> |                 |              | <u>Operations</u> |                 |              | <u>Department</u> |                 |              |
|-------------|--|-----------------|--------------|-------------------|-----------------|--------------|-------------------|-----------------|--------------|
|             | <u>Uniform</u>                           | <u>Civilian</u> | <u>Total</u> | <u>Uniform</u>    | <u>Civilian</u> | <u>Total</u> | <u>Uniform</u>    | <u>Civilian</u> | <u>Total</u> |
| 2000-01     | 25                                       | 21              | 46           | 506               | 7               | 513          | 531               | 28              | 559          |
| 1999-2000   | 26                                       | 21              | 47           | 521               | 7               | 528          | 547               | 28              | 575          |
| 1998-99     | 26                                       | 22              | 48           | 516               | 7               | 523          | 542               | 29              | 571          |
| 1997-98     | 19                                       | 20              | 39           | 514               | 7               | 521          | 533               | 27              | 560          |
| 1996-97     | 17                                       | 18              | 35           | 509               | 7               | 516          | 526               | 25              | 551          |
| 1995-96     | 17                                       | 18              | 35           | 501               | 7               | 508          | 518               | 25              | 543          |
| 1994-95     | 17                                       | 18              | 35           | 501               | 7               | 508          | 518               | 25              | 543          |
| 1993-94     | 18                                       | 18              | 36           | 508               | 7               | 515          | 526               | 25              | 551          |
| 1992-93     | 18                                       | 18              | 36           | 508               | 7               | 515          | 526               | 25              | 551          |
| 1991-92     | 21                                       | 18              | 39           | 508               | 7               | 515          | 529               | 25              | 554          |

## FIRE DEPARTMENT EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 29,828,670                      | 30,038,200                           | 29,876,300                         | 29,185,800                        |
| Materials & Supplies                 | 477,503                         | 549,500                              | 550,100                            | 555,500                           |
| Services                             | 1,006,257                       | 1,171,200                            | 1,210,300                          | 1,265,900                         |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 31,312,430                      | 31,758,900                           | 31,636,700                         | 31,007,200                        |

|                                  |                  |                  |                  |                  |
|----------------------------------|------------------|------------------|------------------|------------------|
| <b>Appropriation by Activity</b> |                  |                  |                  |                  |
| Office of the Fire Chief         | 1,185,245        | 1,356,700        | 1,339,000        | 1,204,500        |
| Operations                       | 28,263,866       | 28,554,400       | 28,418,100       | 27,742,300       |
| Support                          | <u>1,863,319</u> | <u>1,847,800</u> | <u>1,879,600</u> | <u>2,060,400</u> |
| Total                            | 31,312,430       | 31,758,900       | 31,636,700       | 31,007,200       |

|                                   |             |             |             |             |
|-----------------------------------|-------------|-------------|-------------|-------------|
| <b>Employee Years by Activity</b> |             |             |             |             |
| Office of the Fire Chief          | 21.9        | 24.8        | 23.5        | 20.5        |
| Operations                        | 538.0       | 545.7       | 538.3       | 523.3       |
| Support                           | <u>33.6</u> | <u>32.7</u> | <u>33.5</u> | <u>35.6</u> |
| Total                             | 593.5       | 603.2       | 595.3       | 579.4       |



The Office of the Fire Chief includes the Chief's Office, which manages the Fire Department, and Planning and Research, which provides analytical support to the Fire Chief.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Hold classes in diversity training for all sworn personnel  | First Quarter               |
| Develop child safety seat inspection program  | Second Quarter              |
| Develop a safety systems service initiative, resulting in more comprehensive application of standards for businesses and industries | Fourth Quarter              |
| Conduct Citizen Emergency Response Team (CERT) pilot program with the Operations Bureau   | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 1,339,000        | 1,204,500      | -134,500      |
| Employee Years | 23.5             | 20.5           | -3.0          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 9,800                               | 100                      | 3,600              | 0                        | 2,300                | -150,300            | -134,500     |

**Major Change**

|   |         |
|---|---------|
| A position of Deputy Fire Chief transfers to Code Enforcement   | -83,500 |
| A position of Battalion Chief transfers to the Training Division to coordinate the Special Operations Unit                    | -68,900 |
| Funds are included for a fire station relocation study which will be used to optimize response times and facility utilization | 50,000  |
| A position of Firefighter is eliminated from the Recruiting Unit, due to budget constraints                                   | -47,900 |

**CHIEF'S OFFICE**

The Chief's Office manages the Department; establishes personnel standards, policies, and work schedules; reviews operations and performance; and carries out public relations. The activity also manages personnel, orders supplies, coordinates the Department's annual budget request, and controls general fiscal matters.

**PLANNING & RESEARCH**

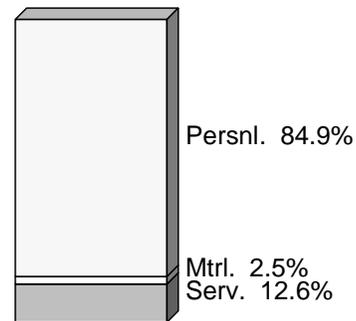
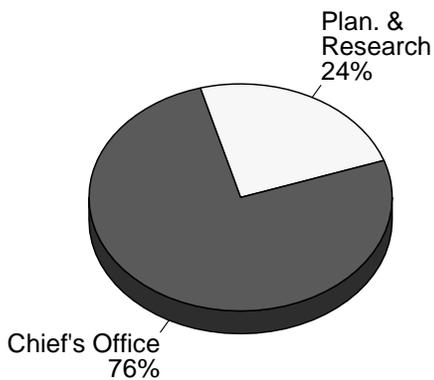
This activity analyzes operations and reporting systems, evaluates programs, develops recommendations for modifying procedures, and assists in implementing new methods and techniques. It also oversees all phases of information technology and acts as liaison with the City's Department of Finance, Bureau of Information Systems and the Office of Emergency Communications.

**FIRE DEPARTMENT  
OFFICE OF THE FIRE CHIEF  
EXPENDITURE SUMMARY**

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 1,135,131                 | 1,260,100                      | 1,227,500                    | 1,022,500                   |
| Materials & Supplies                 | 24,953                    | 17,700                         | 26,000                       | 30,100                      |
| Services                             | 25,161                    | 78,900                         | 85,500                       | 151,900                     |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 1,185,245                 | 1,356,700                      | 1,339,000                    | 1,204,500                   |

|                                  |                |                |                |                |
|----------------------------------|----------------|----------------|----------------|----------------|
| <b>Appropriation by Activity</b> |                |                |                |                |
| Chief's Office                   | 959,931        | 1,157,000      | 1,107,900      | 918,200        |
| Planning and Research            | <u>225,314</u> | <u>199,700</u> | <u>231,100</u> | <u>286,300</u> |
| Total                            | 1,185,245      | 1,356,700      | 1,339,000      | 1,204,500      |

|                                   |            |            |            |            |
|-----------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b> |            |            |            |            |
| Chief's Office                    | 17.8       | 21.0       | 19.4       | 16.4       |
| Planning and Research             | <u>4.1</u> | <u>3.8</u> | <u>4.1</u> | <u>4.1</u> |
| Total                             | 21.9       | 24.8       | 23.5       | 20.5       |



FIRE DEPARTMENT  
OFFICE OF THE FIRE CHIEF  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                               |                     |                     | Chiefs<br>Office | Planning &<br>Research |
|--------------------------------|-------------------------------|---------------------|---------------------|------------------|------------------------|
| Br.                            | Title                         | Budget<br>1999-2000 | Proposed<br>2000-01 |                  |                        |
| 36                             | Fire Chief                    | 1                   | 1                   | 1                |                        |
| 35                             | Executive Deputy Fire Chief   | 1                   | 1                   | 1                |                        |
| 34                             | Deputy Fire Chief             | 1                   | 0                   |                  |                        |
| 85                             | Battalion Chief               | 1                   | 0                   |                  |                        |
| 84                             | Fire Captain                  | 1                   | 1                   |                  | 1                      |
| 82                             | Fire Lieutenant               | 2                   | 2                   | 1                | 1                      |
| 80                             | Firefighter                   | 6                   | 5                   | 5                |                        |
| 24                             | Case Manager                  | 1                   | 1                   | 1                |                        |
| 24                             | Senior Administrative Analyst | 1                   | 1                   |                  | 1                      |
| 18                             | Senior Television Technician  | 1                   | 1                   | 1                |                        |
| 16                             | Administrative Assistant      | 2                   | 2                   | 1                | 1                      |
| 16                             | Secretary to the Chief        | 1                   | 1                   | 1                |                        |
| 9                              | Clerk II                      | 3                   | 3                   | 3                |                        |
| 7                              | Clerk III with Typing         | 1                   | 1                   | 1                |                        |
| <b>EMPLOYEE YEARS</b>          |                               |                     |                     |                  |                        |
| Full Time                      |                               | 23.0                | 20.0                | 16.0             | 4.0                    |
| Overtime                       |                               | 0.5                 | 0.5                 | 0.4              | 0.1                    |
| Part Time, Temporary, Seasonal |                               | 0.0                 | 0.0                 | 0.0              | 0.0                    |
| Less: Vacancy Allowance        |                               | <u>0.0</u>          | <u>0.0</u>          | <u>0.0</u>       | <u>0.0</u>             |
| Total                          |                               | 23.5                | 20.5                | 16.4             | 4.1                    |

## FIRE DEPARTMENT OPERATIONS

Operations has two basic functions: line operations and fire safety. Line operations suppresses fires and responds with personnel and firefighting apparatus to other emergency situations. Fire safety assures compliance with the City fire code by regular inspections of residential, commercial, industrial, and institutional sites. Fire scenes are investigated to determine cause, and fire safety activities are conducted through the Community Relations & Education Unit (CREU).

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Hold open houses at selected City fire stations  | Fourth Quarter              |
| Conduct Citizen Emergency Response Team (CERT) pilot program with the Office of the Fire Chief | Fourth Quarter              |

### Year-to-Year Comparison

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 28,418,100       | 27,742,300     | -675,800      |
| Employee Years | 538.3            | 523.3          | -15.0         |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 9,900                                   | 2,100                        | -500               | 0                            | -4,600               | -682,700            | -675,800     |

### Major Change

|   |          |
|---|----------|
| Twelve positions of Firefighter are abolished with the implementation of procedural modifications associated with the OSHA mandated "two-in-two-out" policy                   | -675,200 |
| Eight positions of Captain replace twelve Lieutenant positions in Suppression, reducing cost by allowing more flexibility in conforming to the "rank for rank" court decision | -91,000  |
| A position of Deputy Fire Chief transfers from the Office of the Chief to Code Enforcement  | 83,500   |

### SUPPRESSION

Suppression fights fires, provides emergency medical responses, and mitigates in other dangerous incidents. It utilizes nine quint-midi companies, eight engine companies, and one attack squad. These forces are located in 16 strategically located fire stations throughout Rochester.

The activity responds to fire incidents, performs rescues, and also controls hazardous materials that threaten public safety with a specialized Hazardous Materials Response Team. All fire company personnel are trained as Certified First Responders and provide emergency medical services in conjunction with the contracted ambulance service provider. When not engaged in firefighting, the activity performs code enforcement inspections, participates in training, and operates public education programs in cooperation with the Community Relations & Education Unit (CREU).

**FIRE DEPARTMENT  
OPERATIONS**

10-9

**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                                   |                                 |                                      |                                   |                                 |
| City population(estimated)                      | 216,887                         | 216,887                              | 231,636                           | 216,000                         |
| City structures (Homestead)*                    | 56,082                          | 56,100                               | 56,600                            | 56,100                          |
| City structures (Non-Homestead)*                | 11,621                          | 11,600                               | 11,600                            | 11,600                          |
| Total Structures                                | 67,703                          | 67,700                               | 68,200                            | 67,700                          |
| Hydrants  | 7,254                           | 7,254                                | 7,254                             | 7,254                           |
| <b>WORKLOAD</b>                                 |                                 |                                      |                                   |                                 |
| ● Structure fire incidents                      | 948                             | 950                                  | 950                               | 950                             |
| ● Other fire incidents                          | 1,050                           | 1,100                                | 1,090                             | 1,100                           |
| ● Emergency Medical incidents                   | 10,088                          | 10,250                               | 10,250                            | 10,250                          |
| ● Other incidents                               | 10,818                          | 11,500                               | 11,250                            | 11,500                          |
| ● False Alarm incidents                         | <u>3,522</u>                    | <u>3,750</u>                         | <u>3,660</u>                      | <u>3,750</u>                    |
| Total incidents                                 | 26,426                          | 27,550                               | 27,200                            | 27,550                          |
| Fire safety inspections                         | 8,306                           | 8,500                                | 8,500                             | 8,000                           |
| Hydrant inspections                             | 7,254                           | 7,254                                | 7,254                             | 7,254                           |
| <b>RESULTS</b>                                  |                                 |                                      |                                   |                                 |
| Unit Responses to structure fire incidents      | 4,210                           | 4,510                                | 4,190                             | 4,810                           |
| Unit Responses to other fire incidents          | 2,012                           | 2,210                                | 1,790                             | 2,310                           |
| Unit Responses to emergency medical incidents   | 11,095                          | 11,420                               | 9,770                             | 11,425                          |
| Unit Responses to false alarm incidents         | 5,958                           | 6,175                                | 5,070                             | 6,185                           |
| Unit Responses to other incidents               | <u>23,781</u>                   | <u>23,380</u>                        | <u>21,000</u>                     | <u>23,390</u>                   |
| Total Unit Responses                            | 47,056                          | 47,695                               | 41,820                            | 48,120                          |
| Unit Responses by Fire Station and Unit         |                                 |                                      |                                   |                                 |
| ● 272 Allen Street (Quint 8 Midi 8)             | 4,731                           | 4,725                                | 4,045                             | 4,730                           |
| ● 158 N. Chestnut St (Engine 17, Attack 1)      | 3,221                           | 3,620                                | 2,955                             | 4,025                           |
| ● 1207 N. Clinton Ave (Quint 6, Midi 6)         | 4,936                           | 4,820                                | 4,225                             | 4,825                           |
| ● 1477 Dewey Ave (Quint 2, Midi 2, Engine 10)   | 3,971                           | 4,075                                | 3,515                             | 4,075                           |
| ● 1051 Emerson St (Engine 3)                    | 1,029                           | 1,115                                | 1,005                             | 1,115                           |
| ● 57 Gardiner Ave (Quint 5, Midi 5)             | 3,406                           | 3,475                                | 2,975                             | 3,475                           |
| ● 873 Genesee St (Engine 7)                     | 1,799                           | 1,795                                | 1,690                             | 1,795                           |
| ● 740 N Goodman St (Quint 7, Midi 7)            | 4,268                           | 4,415                                | 3,730                             | 4,420                           |
| ● 704 Hudson Ave (Engine 16)                    | 3,220                           | 3,185                                | 2,850                             | 3,190                           |
| ● 4090 Lake Ave (Quint 1, Midi 1)               | 1,196                           | 1,265                                | 1,080                             | 1,265                           |
| ● 450 Lyell Ave (Engine 5)                      | 2,392                           | 2,570                                | 2,165                             | 2,570                           |
| ● 315 Monroe Ave (Quint 9, Midi 9)              | 4,529                           | 4,475                                | 4,130                             | 4,475                           |
| ● 640 Plymouth Ave (Engine 13)                  | 1,724                           | 1,660                                | 1,550                             | 1,660                           |
| ● 1281 South Ave (Quint 3, Midi 3)              | 2,449                           | 2,390                                | 2,300                             | 2,390                           |
| ● 977 University Ave (Quint 4, Midi 4)          | 2,925                           | 2,860                                | 2,480                             | 2,860                           |
| ● 160 Wisconson St (Engine 12)                  | <u>1,260</u>                    | <u>1,250</u>                         | <u>1,125</u>                      | <u>1,250</u>                    |
| Total Unit Responses                            | 47,056                          | 47,695                               | 41,820                            | 48,120                          |
| <b>EFFICIENCY</b>                               |                                 |                                      |                                   |                                 |
| Unit Responses per Multiple Unit Station (avg.) | 3,563                           | 3,612                                | 3,144                             | 3,654                           |
| Unit Responses per Single Unit Station (avg.)   | 1,904                           | 1,929                                | 1,731                             | 1,930                           |
| Average Fire Safety Inspections per Unit        | 308                             | 315                                  | 315                               | 296                             |
| Average Hydrant Inspections per Unit            | 269                             | 269                                  | 269                               | 269                             |

\*Source: Department of Finance, Bureau of Assessment

## FIRE DEPARTMENT OPERATIONS

### PROTECTIVES

This activity supports Protective Services Incorporated, a volunteer organization. These volunteers respond to fire alarms to safeguard property. They use a City fire vehicle, tarpaulins, fans, pumps, and other equipment. Four City firefighters are assigned to this activity to drive and assist at the scene.

### SICK & INJURED

Payments to disabled but not yet retired firefighters are included in this activity, as well as personnel on long-term sick or injured status. Before 1978, under New York State law and City Charter, firefighters who were disabled in the line of duty were entitled to full salary and benefits for life and did not have to apply for disability. The New York State law was amended in 1978 to require such firefighters to retire at the mandatory retirement age with the Fire Chief authorized to apply for a disability retirement on their behalf, for accidental disability from the State Retirement System. If the applications are granted, the City must pay the difference between the disability retirement benefit and the full salary amount until the mandatory retirement age is reached.

### FIRE COMMUNICATIONS

This unit maintains Rochester's radio fire alarm system. The system includes street alarm boxes for public use and master boxes providing automatic transmission from alarm systems in City schools, hospitals, nursing homes, and several industries. The unit maintains the central station receiver located in the Office of Emergency Communications. It also programs digital communications equipment for the department, and provides liaison with the Monroe County Fire Communications activity.

#### **Program Change**

Fire Department is transitioning to digital paging, replacing the analog devices. Fewer repairs are required. The new units require periodic programming. Many of the boxes have been recently replaced, reducing testing frequency. Boxes are tested every 90 days instead of 60.

#### **Performance Indicators**

|                         | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|-------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>           |                          |                               |                            |                          |
| Alarm boxes             | 177                      | 176                           | 176                        | 176                      |
| Master consoles         | 3                        | 3                             | 3                          | 3                        |
| Pagers                  | 75                       | 75                            | 75                         | 40                       |
| Portable & mobile units | 242                      | 286                           | 286                        | 286                      |
| <b>WORKLOAD</b>         |                          |                               |                            |                          |
| Box tests performed     | 1,280                    | 1,370                         | 1,320                      | 804                      |
| Repairs required        | 410                      | 445                           | 445                        | 350                      |
| <b>RESULTS</b>          |                          |                               |                            |                          |
| Repairs completed       | 410                      | 445                           | 445                        | 350                      |

### CODE ENFORCEMENT

Code Enforcement inspects residential, commercial, industrial, and institutional properties, seeking out violations of the Fire Prevention Code liable to cause fire and endanger life and property. The activity also responds to citizen complaints concerning potential code violations. Code Enforcement, in conjunction with Community Development, reviews new construction plans to ensure code compliance and provide technical assistance to developers. It also inspects properties that are in the process of receiving Certificates of Occupancy and entertainment licenses. This unit will continue to coordinate its efforts with Neighborhood Empowerment Team (NET) offices. If a Certificate of Occupancy inspection has been conducted within the past 12 months, the Fire Department does not reinspect. Fire companies conduct reinspections in an attempt to resolve the situation without making referral to Code Enforcement. Non-life safety violations reinspections are performed by the Fire Companies and are not referred to Code Enforcement.

Code Enforcement conducts educational programs to develop public awareness of fire and fire safety, including Fire Prevention Week activities.

The unit issues permits for maintaining, storing, handling, and transporting hazardous materials and inspects vehicles, buildings and storage places to be used.

Code Enforcement maintains an information file on structures that records inspections, permit issuance, and fire prevention measures. The Community Relations & Education Unit (CREU) promotes fire safety to at-risk groups including pre-school children, the elderly, office personnel, and others.

**Program Change**

Plans reviewed include additional license categories. Court time required for appearance tickets (hours) reflect additional tickets issued, plus the appeals process increase necessary court time.

**Performance Indicators**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>  |                           |                                |                             |                           |
| Examination requests   | 75                        | 75                             | 90                          | 90                        |
| Permit requests  | 1,743                     | 1,700                          | 1,700                       | 1,700                     |
| Violation referrals from Suppression                           | 2,551                     | 2,000                          | 3,000                       | 2,000                     |
| Construction plans submitted for review                        | 295                       | 375                            | 250                         | 350                       |
| Alarm test requests  | 268                       | 300                            | 250                         | 290                       |
| School inspection requests                                     | 97                        | 99                             | 90                          | 90                        |
| <b>WORKLOAD</b>  |                           |                                |                             |                           |
| Permits issued*  | 3,935                     | 3,700                          | 4,000                       | 3,700                     |
| Premises inspected for permits                                 | 1,743                     | 1,700                          | 1,700                       | 1,700                     |
| Violations issued from permit inspections                      | 6,046                     | 5,000                          | 6,500                       | 5,000                     |
| Inspection of Suppression referrals                            | 2,551                     | 2,000                          | 1,500                       | 1,500                     |
| Violations issued from Suppression referrals                   |                           |                                |                             |                           |
| Appearance tickets issued                                      | 848                       | 1,100                          | 900                         | 1,050                     |
| Fire System Tests(hours)                                       | 342                       | 450                            | 200                         | 400                       |
| Reinspections  | 2,735                     | 2,200                          | 2,500                       | 2,200                     |
| Referrals to other City departments resulting from inspections | 856                       | 1,000                          | 1,000                       | 1,000                     |
| Plans reviewed   | 295                       | 375                            | 250                         | 350                       |
| School fire safety programs requested                          | 97                        | 99                             | 90                          | 90                        |
| License inspections  | 573                       | 500                            | 400                         | 500                       |
| CREU presentations requested                                   | 374                       | 485                            | 550                         | 625                       |
| <b>RESULTS</b>   |                           |                                |                             |                           |
| CREU contacts made   | 16,535                    | 16,000                         | 14,800                      | 14,800                    |
| CREU presentations made  | 374                       | 485                            | 550                         | 625                       |
| Parking violations issued                                      | 812                       | 600                            | 300                         | 600                       |
| Court time required for appearance tickets (hours)             | 618                       | 800                            | 300                         | 800                       |
| School fire safety programs conducted                          | 97                        | 99                             | 90                          | 90                        |

\*Permits issued may be multiples. Many projects require more than one permit.

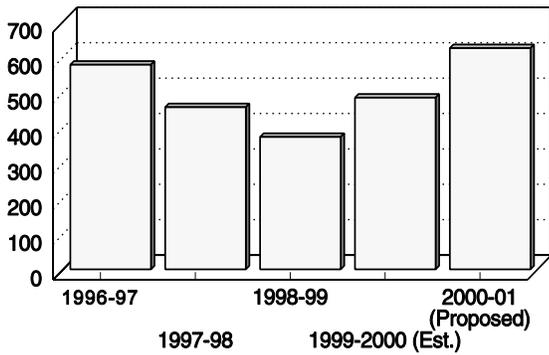
**FIRE INVESTIGATION**

This unit investigates all structure fires. It surveys fire scenes to determine ignition sequence and fire development and conducts interviews with witnesses and victims. If Fire Investigation staff determine that an incident was caused by arson, it interrogates suspects and makes arrests. The activity also includes the Fire Related Youth Juvenile Program (FRY) that investigates juvenile firesetter incidents. FRY personnel

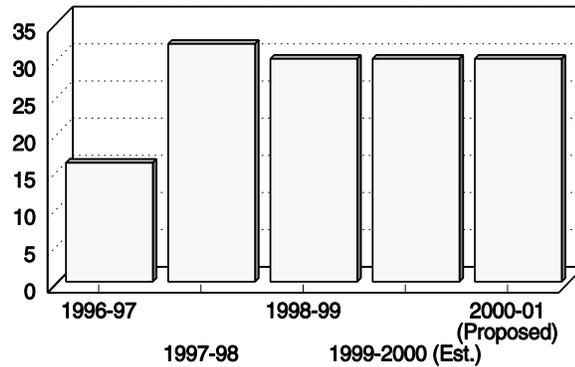
# FIRE DEPARTMENT OPERATIONS

perform educational interventions with juveniles and primary caregivers. Fire Investigation also works with the NET offices in "Operation Uplift", enforcing conformance with the City's municipal code.

**Community Relations &  
Education Unit Presentations**



**Juvenile Arrests**



**Performance Indicators**

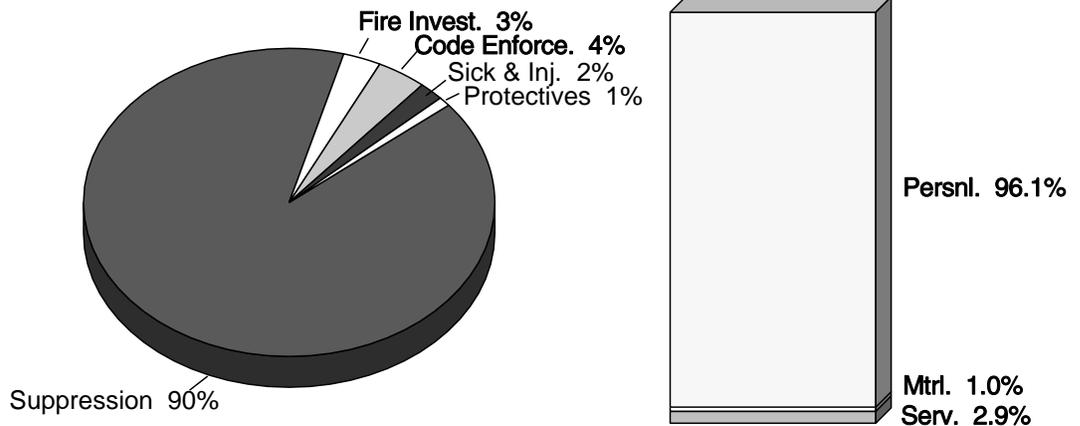
|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                        |                                 |                                      |                                   |                                 |
| Initial fire investigations required | 924                             | 950                                  | 1,000                             | 950                             |
| <b>WORKLOAD</b>                      |                                 |                                      |                                   |                                 |
| Initial investigations conducted     | 924                             | 950                                  | 1,000                             | 950                             |
| Follow-up investigations             | 230                             | 250                                  | 300                               | 275                             |
| Incendiary investigations            | 389                             | 400                                  | 425                               | 425                             |
| Juvenile incidents                   | 225                             | 250                                  | 280                               | 280                             |
| <b>RESULTS</b>                       |                                 |                                      |                                   |                                 |
| Fire investigations closed           | 471                             | 500                                  | 525                               | 525                             |
| Preventable fire incidents           | 226                             | 230                                  | 250                               | 250                             |
| Juvenile contacts                    | 323                             | 300                                  | 300                               | 300                             |
| Parking tickets issued               | 514                             | 550                                  | 750                               | 600                             |
| Code Enforcement violations cited    | 43                              | 40                                   | 25                                | 35                              |
| <b>Arrests:</b>                      |                                 |                                      |                                   |                                 |
| ● Adult                              | 29                              | 30                                   | 45                                | 40                              |
| ● Juvenile                           | 30                              | 30                                   | 25                                | 30                              |

**FIRE DEPARTMENT  
OPERATIONS  
EXPENDITURE SUMMARY**

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 27,273,454                | 27,490,300                     | 27,327,900                   | 26,666,000                  |
| Materials & Supplies                 | 243,169                   | 279,900                        | 285,600                      | 282,600                     |
| Services                             | 747,243                   | 784,200                        | 804,600                      | 793,700                     |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 28,263,866                | 28,554,400                     | 28,418,100                   | 27,742,300                  |

|                                  |                |                |                |                |
|----------------------------------|----------------|----------------|----------------|----------------|
| <b>Appropriation by Activity</b> |                |                |                |                |
| Suppression                      | 25,606,671     | 25,744,800     | 25,690,500     | 24,942,100     |
| Protectives                      | 251,590        | 245,500        | 245,900        | 245,400        |
| Sick & Injured                   | 440,390        | 519,000        | 526,300        | 519,700        |
| Fire Communications              | 74,092         | 82,300         | 77,600         | 78,900         |
| Code Enforcement                 | 978,819        | 1,004,500      | 971,300        | 1,211,400      |
| Fire Investigation               | <u>912,304</u> | <u>958,300</u> | <u>906,500</u> | <u>744,800</u> |
| Total                            | 28,263,866     | 28,554,400     | 28,418,100     | 27,742,300     |

|                                   |             |             |             |             |
|-----------------------------------|-------------|-------------|-------------|-------------|
| <b>Employee Years by Activity</b> |             |             |             |             |
| Suppression                       | 488.1       | 493.5       | 486.9       | 470.9       |
| Protectives                       | 4.1         | 4.1         | 4.1         | 4.1         |
| Sick & Injured                    | 7.2         | 9.0         | 9.0         | 9.0         |
| Fire Communications               | 1.4         | 1.4         | 1.4         | 1.4         |
| Code Enforcement                  | 19.3        | 18.6        | 18.3        | 22.3        |
| Fire Investigation                | <u>17.9</u> | <u>19.1</u> | <u>18.6</u> | <u>15.6</u> |
| Total                             | 538.0       | 545.7       | 538.3       | 523.3       |



**FIRE DEPARTMENT  
OPERATIONS  
PERSONNEL SUMMARY**

| FULL TIME POSITIONS            |                               |                     |                     | Suppression  | Protectives | Sick &<br>Injured | Fire Commu<br>-nications | Code<br>Enforcement | Fire<br>Investigation |
|--------------------------------|-------------------------------|---------------------|---------------------|--------------|-------------|-------------------|--------------------------|---------------------|-----------------------|
| Br.                            | Title                         | Budget<br>1999-2000 | Proposed<br>2000-01 |              |             |                   |                          |                     |                       |
| 34                             | Deputy Fire Chief             | 4                   | 5                   | 4            |             |                   |                          | 1                   |                       |
| 85                             | Battalion Chief               | 15                  | 15                  | 14           |             |                   |                          | 1                   |                       |
| 84                             | Fire Captain                  | 23                  | 31                  | 30           |             |                   |                          |                     | 1                     |
| 82                             | Fire Lieutenant               | 75                  | 63                  | 54           |             | 4                 |                          | 4                   | 1                     |
| 80                             | Firefighter                   | 404                 | 392                 | 360          | 4           | 5                 |                          | 13                  | 10                    |
| 75                             | Fire Communication Technician | 1                   | 1                   |              |             |                   | 1                        |                     |                       |
| 9                              | Clerk II                      | 1                   | 1                   |              |             |                   |                          | 1                   |                       |
| 9                              | Clerk II with Typing          | 2                   | 2                   |              |             |                   |                          | 1                   | 1                     |
| 7                              | Clerk III                     | 1                   | 1                   |              |             |                   |                          | 1                   |                       |
| 7                              | Clerk III with Typing         | 2                   | 2                   |              |             |                   |                          |                     | 2                     |
| <b>EMPLOYEE YEARS</b>          |                               |                     |                     |              |             |                   |                          |                     |                       |
| Full Time                      |                               | 528.0               | 513.0               | 462.0        | 4.0         | 9.0               | 1.0                      | 22.0                | 15.0                  |
| Overtime                       |                               | 10.3                | 10.3                | 8.9          | 0.1         | 0.0               | 0.4                      | 0.3                 | 0.6                   |
| Part Time, Temporary, Seasonal |                               | 0.0                 | 0.0                 | 0.0          | 0.0         | 0.0               | 0.0                      | 0.0                 | 0.0                   |
| Less: Vacancy Allowance        |                               | <u>0.0</u>          | <u>0.0</u>          | <u>0.0</u>   | <u>0.0</u>  | <u>0.0</u>        | <u>0.0</u>               | <u>0.0</u>          | <u>0.0</u>            |
| <b>Total</b>                   |                               | <b>538.3</b>        | <b>523.3</b>        | <b>470.9</b> | <b>4.1</b>  | <b>9.0</b>        | <b>1.4</b>               | <b>22.3</b>         | <b>15.6</b>           |

Support assists other divisions of the Fire Department through its five activities: Training, which provides classroom and field classes for new recruits and current firefighting personnel and has responsibility for the City's Emergency Preparedness program; Apparatus Maintenance, which services and maintains all City firefighting apparatus; Hose and Supply, which is responsible for the ordering, maintaining, and stocking of equipment and material essential to department operation; Health and Safety, which assures compliance with all Federal, New York State, and local job related safety regulations; and Emergency Medical Service, which provides the necessary training and testing required for certification.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Deliver diversity training program for all sworn personnel | First Quarter               |
| Prepare Officer Development class program                  | Third Quarter               |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 1,879,600        | 2,060,400      | 180,800       |
| Employee Years | 33.5             | 35.6           | 2.1           |

**Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 19,000                                  | 1,900                        | 2,100              | 0                            | 4,700                | 153,100             | 180,800      |

**Major Change**

|   |        |
|---|--------|
| A Deputy Fire Chief position is added to the Training Division to provide overall coordination of Training, provide liaison with the Public Safety Training Facility management, and manage the City's Emergency Preparedness program | 77,700 |
| A Battalion Chief position, formerly in the Office of the Chief, transfers to the Training Division, to assume responsibility for Special Operations  | 68,900 |
| A Lieutenant position replaces a Firefighter position in the Training Division, to assist in the development and implementation of new training programs  | 6,500  |

**TRAINING**

This activity provides initial training of recruits and ongoing training of firefighters and officers of the Department. The Training Division also conducts the Firefighter Trainee program, and is responsible for Special Operations, which includes the City's Emergency Preparedness program.

Recruit training consists of a sixty-five day session at the Fire Academy. During this period, recruits learn the procedures and use of equipment for firefighting and rescue operations. Every fire company spends at least two days per year at the Academy to renew familiarity with equipment and techniques and to learn new procedures. In addition, personnel are trained to operate new apparatus.

The activity also conducts annual service tests of firefighting apparatus and, with the assistance of Apparatus Maintenance, develops specifications for and prepares new apparatus for service.

## FIRE DEPARTMENT SUPPORT

A Firefighter Trainee program is included in this activity. A cooperative effort with the City School District, this program currently offers 11th graders an opportunity to train part time with the Fire Department. Upon successful completion, graduates may be eligible for employment as firefighters.

### Performance Indicators

|                           | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>             |                                 |                                      |                                   |                                 |
| Recruits                  | 22                              | 14                                   | 15                                | 15                              |
| Uniformed personnel       | 542                             | 542                                  | 547                               | 531                             |
| New apparatus             | 3                               | 3                                    | 4                                 | 5                               |
| Apparatus tests requested | 50                              | 50                                   | 50                                | 50                              |
| <b>WORKLOAD</b>           |                                 |                                      |                                   |                                 |
| Classes held              | 280                             | 280                                  | 280                               | 280                             |
| Apparatus tests performed | 50                              | 50                                   | 50                                | 50                              |

### APPARATUS MAINTENANCE

This unit maintains fire apparatus, support vehicles and other motorized equipment. The unit participates in the process of acquiring new apparatus, from developing specifications through preparing the new apparatus for use. Apparatus Maintenance also prepares surplus fire fighting equipment for sale after new equipment has been placed in service. The Apparatus Maintenance supervisor responds to all multiple alarm fires. Airport Fire Apparatus are maintained by the City and are included in the performance data displayed below. The total pieces of equipment includes units that have not been sold as surplus at this point in time.

### Performance Indicators

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                                |                                 |                                      |                                   |                                 |
| Pieces of Equipment:                         |                                 |                                      |                                   |                                 |
| ● Pumpers                                    | 14                              | 13                                   | 16                                | 14                              |
| ● Quints                                     | 13                              | 13                                   | 13                                | 13                              |
| ● Midis                                      | 11                              | 11                                   | 14                                | 14                              |
| ● Other                                      | <u>45</u>                       | <u>47</u>                            | <u>47</u>                         | <u>47</u>                       |
| Total  | 83                              | 84                                   | 90                                | 88                              |
| <b>WORKLOAD</b>                              |                                 |                                      |                                   |                                 |
| First line apparatus maintenance and repairs | 1,070                           | 1,200                                | 1,250                             | 1,300                           |
| Reserve apparatus repairs                    | 410                             | 400                                  | 380                               | 350                             |
| Autos and miscellaneous repairs              | 860                             | 900                                  | 930                               | 940                             |

### HOSE & SUPPLY

This activity purchases and distributes supplies to the fire stations. It performs general maintenance, testing, and routine repairs on fire tools and appliances, including fire hoses, nozzles, hydrant gates, turnout coats, and breathing apparatus. The activity also responds to major fires to deliver additional air bottles and make minor on-the-spot repairs.

### Performance Indicators

|                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|----------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>        |                                 |                                      |                                   |                                 |
| Fire stations served | 16                              | 16                                   | 16                                | 16                              |

**Performance Indicators**

|                              | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>WORKLOAD</b>              |                                 |                                      |                                   |                                 |
| Scheduled deliveries         | 8,500                           | 8,600                                | 8,600                             | 8,600                           |
| Air cylinders filled         | 16,350                          | 17,800                               | 18,000                            | 18,000                          |
| Fire hoses tested            | 3,050                           | 3,450                                | 3,500                             | 3,500                           |
| Breathing apparatus serviced | 165                             | 175                                  | 175                               | 175                             |

**HEALTH & SAFETY**

This unit manages the department's Health and Safety programs, inspecting all facilities, apparatus and equipment for compliance with Federal, New York State, and local safety regulations. Unit representatives also respond to emergency incidents and recommend procedures to reduce risk to firefighting personnel.

**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                                     |                                 |                                      |                                   |                                 |
| Fire facility and equipment inspections requested | 40                              | 37                                   | 40                                | 40                              |
| Haz-Mat incidents (major incidents only)          | 10                              | 10                                   | 10                                | 10                              |
| Confined space incidents                          | 4                               | 3                                    | 3                                 | 3                               |
| <b>WORKLOAD</b>                                   |                                 |                                      |                                   |                                 |
| Incidents requiring investigation                 | 97                              | 100                                  | 100                               | 100                             |
| Facility & equipment inspections scheduled        | 40                              | 40                                   | 40                                | 40                              |
| Multiple alarm incident                           | 43                              | 38                                   | 30                                | 42                              |
| Injury reports                                    | 257                             | 250                                  | 250                               | 250                             |
| <b>RESULTS</b>                                    |                                 |                                      |                                   |                                 |
| Incidents investigated                            | 97                              | 100                                  | 100                               | 100                             |
| Facility & equipment inspections performed        | 40                              | 40                                   | 40                                | 40                              |
| Multiple alarm incident responses                 | 43                              | 38                                   | 30                                | 42                              |
| Injury reports reviewed                           | 257                             | 250                                  | 250                               | 250                             |

**EMERGENCY MEDICAL SERVICE**

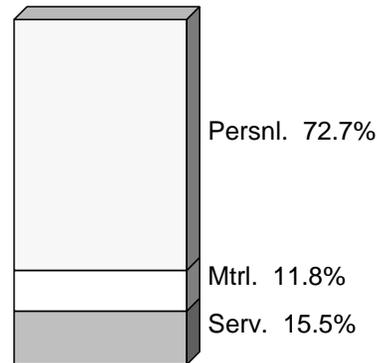
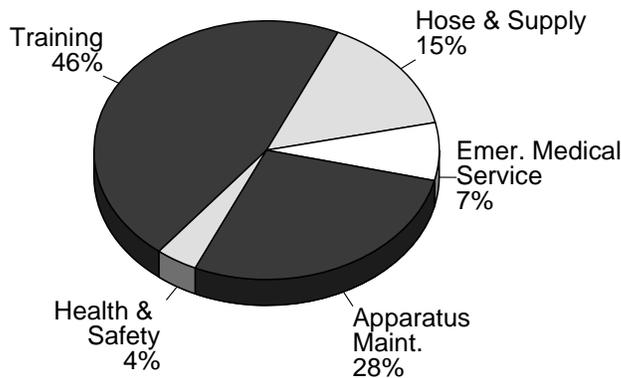
This activity coordinates the Fire Department's Emergency Medical Services (EMS) Program, including training, certification, and required testing, as well as purchase and maintenance of EMS equipment and supplies.

**Performance Indicators**

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                              |                                 |                                      |                                   |                                 |
| Personnel requiring EMS training           | 180                             | 202                                  | 240                               | 180                             |
| Personnel requiring defibrillator training | 460                             | 460                                  | 469                               | 460                             |
| Physical examinations required             | 230                             | 230                                  | 312                               | 230                             |
| <b>RESULTS</b>                             |                                 |                                      |                                   |                                 |
| EMS training classes held                  | 16                              | 16                                   | 18                                | 16                              |
| CPR training classes held                  | 36                              | 36                                   | 36                                | 36                              |
| Defibrillator training classes held        | 94                              | 72                                   | 65                                | 72                              |

## FIRE DEPARTMENT SUPPORT EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 1,420,085                | 1,287,800                     | 1,320,900                   | 1,497,300                  |
| Materials & Supplies                 | 209,381                  | 251,900                       | 238,500                     | 242,800                    |
| Services                             | 233,853                  | 308,100                       | 320,200                     | 320,300                    |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
| Total                                | 1,863,319                | 1,847,800                     | 1,879,600                   | 2,060,400                  |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Training                             | 802,866                  | 749,900                       | 784,100                     | 937,800                    |
| Apparatus Maintenance                | 531,953                  | 559,400                       | 560,200                     | 586,900                    |
| Hose and Supply                      | 302,683                  | 314,600                       | 308,400                     | 308,900                    |
| Health and Safety                    | 72,685                   | 73,100                        | 75,700                      | 75,600                     |
| Emergency Medical Service            | <u>153,132</u>           | <u>150,800</u>                | <u>151,200</u>              | <u>151,200</u>             |
| Total                                | 1,863,319                | 1,847,800                     | 1,879,600                   | 2,060,400                  |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Training                             | 16.8                     | 15.8                          | 16.7                        | 18.7                       |
| Apparatus Maintenance                | 9.6                      | 9.6                           | 9.6                         | 9.6                        |
| Hose and Supply                      | 4.0                      | 4.1                           | 4.0                         | 4.0                        |
| Health and Safety                    | 1.1                      | 1.1                           | 1.1                         | 1.1                        |
| Emergency Medical Service            | <u>2.1</u>               | <u>2.1</u>                    | <u>2.1</u>                  | <u>2.2</u>                 |
| Total                                | 33.6                     | 32.7                          | 33.5                        | 35.6                       |



FIRE DEPARTMENT  
 FIRE DEPARTMENT – SUPPORT  
 PERSONNEL SUMMARY

10-19

| FULL TIME POSITIONS            |                                  |                     |                     | Training   | Apparatus<br>Maintenance | Hose &<br>Supply | Health &<br>Safety | Emergency<br>Medical Service |
|--------------------------------|----------------------------------|---------------------|---------------------|------------|--------------------------|------------------|--------------------|------------------------------|
| Br.                            | Title                            | Budget<br>1999-2000 | Proposed<br>2000-01 |            |                          |                  |                    |                              |
| 34                             | Deputy Fire Chief                | 0                   | 1                   | 1          |                          |                  |                    |                              |
| 85                             | Battalion Chief                  | 1                   | 2                   | 2          |                          |                  |                    |                              |
| 84                             | Fire Captain                     | 4                   | 4                   | 1          |                          | 1                | 1                  | 1                            |
| 82                             | Fire Lieutenant                  | 4                   | 5                   | 3          |                          | 1                |                    | 1                            |
| 80                             | Firefighter                      | 4                   | 3                   | 1          |                          | 2                |                    |                              |
| 78                             | Fire Equipment Maint. Supervisor | 1                   | 1                   |            | 1                        |                  |                    |                              |
| 73                             | Fire Apparatus Body Repairer     | 1                   | 1                   |            | 1                        |                  |                    |                              |
| 73                             | Senior Fire Equipment Mechanic   | 5                   | 5                   |            | 5                        |                  |                    |                              |
| 27                             | Supt. Fire Equipment Maintenance | 1                   | 1                   |            | 1                        |                  |                    |                              |
| 9                              | Clerk II with Typing             | 1                   | 1                   | 1          |                          |                  |                    |                              |
| 7                              | Clerk III with Typing            | 1                   | 1                   | 1          |                          |                  |                    |                              |
| 60                             | Maintenance Mechanic             | 1                   | 1                   |            | 1                        |                  |                    |                              |
| <b>EMPLOYEE YEARS</b>          |                                  |                     |                     |            |                          |                  |                    |                              |
| Full Time                      |                                  | 24.0                | 26.0                | 10.0       | 9.0                      | 4.0              | 1.0                | 2.0                          |
| Overtime                       |                                  | 1.0                 | 1.1                 | 0.2        | 0.6                      | 0.0              | 0.1                | 0.2                          |
| Part Time, Temporary, Seasonal |                                  | 8.5                 | 8.5                 | 8.5        | 0.0                      | 0.0              | 0.0                | 0.0                          |
| Less: Vacancy Allowance        |                                  | <u>0.0</u>          | <u>0.0</u>          | <u>0.0</u> | <u>0.0</u>               | <u>0.0</u>       | <u>0.0</u>         | <u>0.0</u>                   |
| Total                          |                                  | 33.5                | 35.6                | 18.7       | 9.6                      | 4.0              | 1.1                | 2.2                          |

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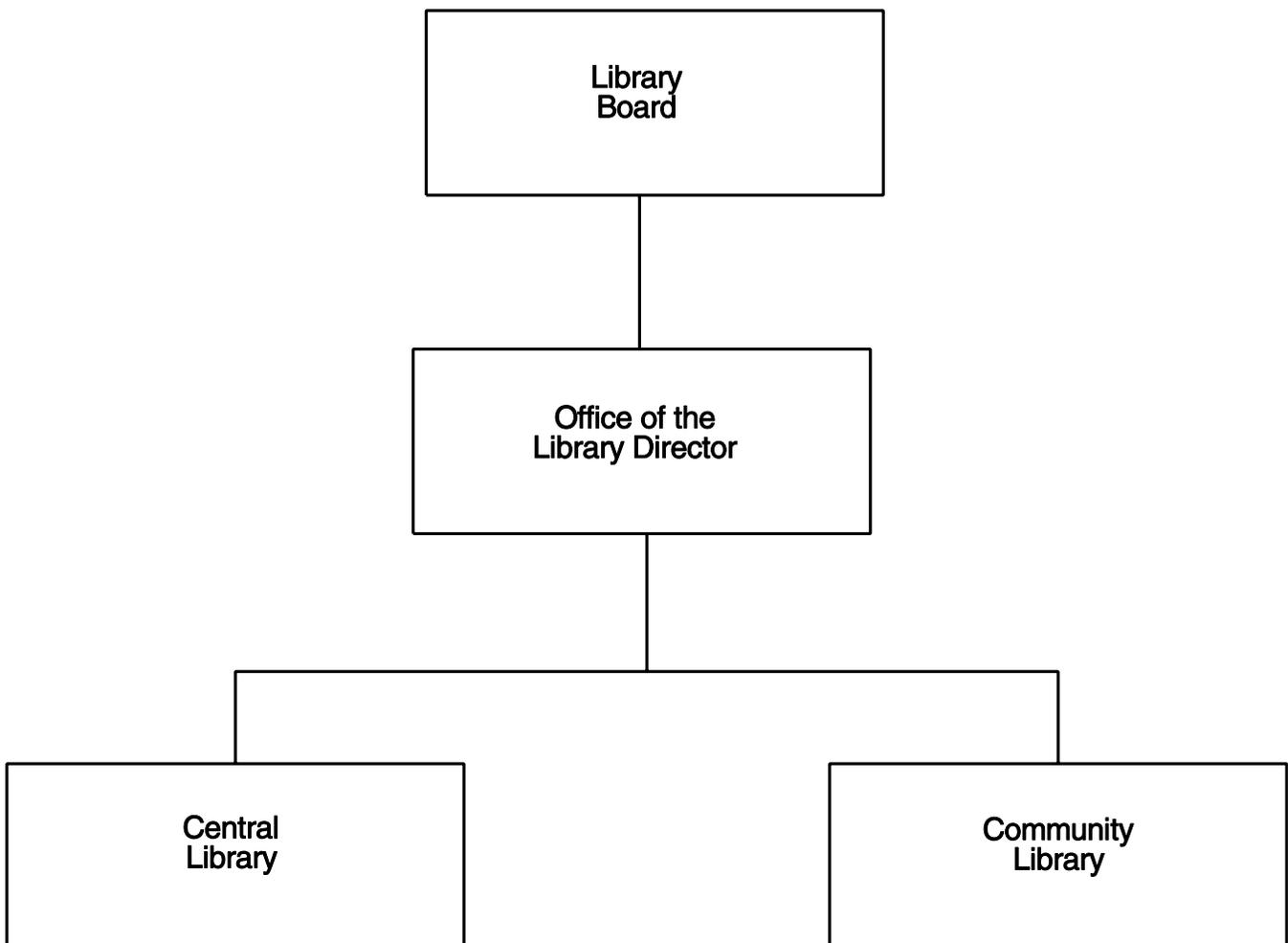
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**Purpose**

The Rochester Public Library provides library and information services to City and Monroe County residents. It operates the Central Library, ten branches in the City, and fifty extension locations in Monroe County. The Central Library serves as the New York State chartered central library for the twenty member Monroe County Library System.

**Organization**

The Library consists of the Central Library, which includes support services, and Community Services, which includes the branch libraries. In accordance with New York State Education Law, the Library is governed by an eleven-member Board of Trustees. The Mayor appoints trustees, with the approval of City Council, for five-year terms.



Highlights of the Department's 2000-01 work program are presented below. Additional information for each bureau is included in the sections that follow.

| <u>Bureau</u> | <u>Highlights</u>   | <u>Projected Completion</u> |
|---------------|---|-----------------------------|
| Central       | Evaluate use of electronic books (E-books) as an option for patrons in selecting and obtaining books          | Third quarter               |
| Community     | Implement results of the study to develop a ten-year service plan for the branch libraries                    | Second Quarter              |
|               | Secure a grant from the Gates Foundation to create public computer training centers at eight branch libraries | Third Quarter               |
|               | Implement a minimum of three projects with the Rochester City School Library Media Centers                    | Fourth Quarter              |

### Year-to-Year Comparison

| <u>Division</u>   | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> | <u>Change</u> | <u>Percent</u><br><u>Change</u> |
|-------------------|-----------------------------------|---------------------------------|---------------|---------------------------------|
| Central Library   | 8,921,300                         | 8,912,300                       | -9,000        | -0.1%                           |
| Community Library | <u>2,673,300</u>                  | <u>2,708,800</u>                | <u>35,500</u> | 1.3%                            |
| Total             | 11,594,600                        | 11,621,100                      | 26,500        | 0.2%                            |
| Employee Years    | 229.5                             | 231.7                           | 2.2           | 1.0%                            |

### Change Detail

| <u>Salary &amp; Wage</u><br><u>Adjustment</u> | <u>General</u><br><u>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy</u><br><u>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------------|--------------------|------------------------------------|----------------------|---------------------|--------------|
| 225,900                                       | 28,600                             | -2,200             | -50,400                            | 3,700                | -179,100            | 26,500       |

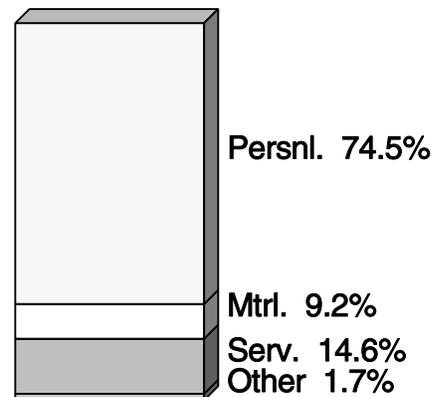
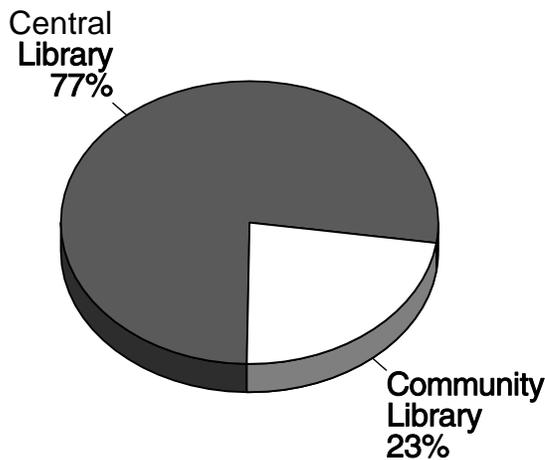
### Major Change

|  |          |
|--|----------|
| A grant received from the Federal Institute for Museum and Library Service for scanning and digitization of maps and photographs will not recur  | -222,000 |
| Grant funds for various purposes increase personnel allocations  | 47,100   |
| The Library Services and Technology Act grant for reading programs for youth, a pilot electronic book circulation project, technology training for parents and children on the Internet, and a scanning and digitization project for materials in the City's archives will not recur | -43,600  |
| Changes in equipment leasing agreements increase expense   | 35,600   |
| Grant funds received from New York State Archives and Records Administration Local Government Records Management Improvement Fund to enhance the municipal photo collections will not recur  | -22,400  |
| A grant funded after-school youth outreach program adds one full time position and one part time position at Arnett and Wheatley Branches respectively   | 42,500   |
| Funding to develop a long range plan for branch library services will not recur  | -30,000  |

Additional information for each bureau is provided in the sections that follow

PUBLIC LIBRARY  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 8,215,276                       | 8,448,500                            | 8,492,800                          | 8,647,800                         |
| Materials & Supplies                 | 1,005,883                       | 1,006,900                            | 1,006,300                          | 1,069,600                         |
| Services                             | 1,611,437                       | 1,878,900                            | 1,851,600                          | 1,698,700                         |
| Other                                | <u>36,444</u>                   | <u>245,200</u>                       | <u>243,900</u>                     | <u>205,000</u>                    |
| Total                                | 10,869,040                      | 11,579,500                           | 11,594,600                         | 11,621,100                        |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Central Library                      | 8,266,334                       | 8,957,400                            | 8,921,300                          | 8,912,300                         |
| Community Library                    | <u>2,602,706</u>                | <u>2,622,100</u>                     | <u>2,673,300</u>                   | <u>2,708,800</u>                  |
| Total                                | 10,869,040                      | 11,579,500                           | 11,594,600                         | 11,621,100                        |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Central Library                      | 181.0                           | 179.7                                | 177.3                              | 177.9                             |
| Community Library                    | <u>53.9</u>                     | <u>50.8</u>                          | <u>52.2</u>                        | <u>53.8</u>                       |
| Total                                | 234.9                           | 230.5                                | 229.5                              | 231.7                             |



**PUBLIC LIBRARY  
CENTRAL LIBRARY**

The Central Library consists of three activities. Administration manages the Rochester Public Library and provides personnel, public relations, promotion, special programming, financial management, automation, and building maintenance services. Public Services maintains subject area collections, assists patrons in selecting library materials, and provides information. Consultant, Technical and Extension Services provides support and outreach services to members of the Monroe County Library System, bookmobile and station collection services throughout Monroe County, and shipping and delivery.

The Central Library is funded by Monroe County (65 percent), Monroe County Library System (MCLS) (11.5 percent), New York State (7.5 percent), City of Rochester (12 percent), fees (2 percent), private grants (1 percent) and State University of New York (SUNY) (1 percent). The City contribution is based upon an agreement between the City and Monroe County.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Make the on-line LIBRA System available to the bookmobile  | First Quarter               |
| Redesign the Rochester Public Library WEB pages to increase interactivity and to increase links to other WEB pages | Second Quarter              |
| Upgrade the county-wide library telecommunications network   | Second Quarter              |
| Evaluate use of electronic books (E-books) as an option for patrons in selecting and obtaining books               | Third Quarter               |

### Year-to-Year Comparison

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 8,921,300        | 8,912,300      | -9,000        |
| Employee Years | 177.3            | 177.9          | 0.6           |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 202,900                                 | 23,900                       | -4,700             | -50,600                      | 500                  | -181,000            | -9,000       |

### Major Change

|  |          |
|--|----------|
| A grant received from the Federal Institute for Museum and Library Service for scanning and digitization of maps and photographs will not recur  | -222,000 |
| Grant funds for various purposes increase personnel allocations  | 47,100   |
| The Library Services and Technology Act grant for reading programs for youth, a pilot electronic book circulation project, technology training for parents and children on the Internet, and a scanning and digitization project for materials in the City's archives will not recur | -43,600  |
| Changes in equipment leasing agreements increase expense   | 35,600   |
| Grant funds received from New York State Archives and Records Administration Local Government Records Management Improvement Fund to enhance the municipal photo collections will not recur  | -22,400  |
| Rental of debit card equipment will be discontinued, and the equipment will be purchased, decreasing expense   | -18,600  |
| Allocations for equipment, supplies, and services increase based on need   | 18,000   |

**Major Change**

|  |        |
|--|--------|
| Allocation for library materials increases   | 15,600 |
| A Library Services and Technology Act grant will be used to enhance employee computer literacy   | 10,000 |
| Funding for content insurance increases  | 8,900  |
| Overtime for automation services is reduced as support staff are switched from being on duty to being on call                            | -8,000 |
| Productivity measurers decrease expense  | -5,000 |
| Payment will be made for parking expenses for board members and volunteers as well as for additional garage security services on Sundays | 3,400  |

**ADMINISTRATION**

Administration manages the Rochester Public Library and provides personnel, public relations, promotion, special programming, financial management, automation, and building maintenance services. The City Historian is included in this activity.

**Program Change**

A new library will open in the Town of Hamlin in June 2000. The "Workload indicator - Items available for circulation" reflects an increase associated with the opening of this library.

**Performance Indicators**

|                                       | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                         |                           |                                |                             |                           |
| Libraries on line                     | 36                        | 37                             | 36                          | 37                        |
| <b>WORKLOAD</b>                       |                           |                                |                             |                           |
| Registered borrowers                  | 351,581                   | 395,100                        | 400,000                     | 400,000                   |
| Titles in database                    | 635,595                   | 635,000                        | 635,000                     | 636,000                   |
| Items available for circulation (000) | 2,503                     | 2,508                          | 2,460                       | 2,555                     |
| <b>RESULTS</b>                        |                           |                                |                             |                           |
| Items circulated (000)                | 7,143                     | 7,130                          | 7,130                       | 7,130                     |

**PUBLIC SERVICES**

Public Services assists patrons in selecting and obtaining books, pamphlets, periodicals, electronic databases, and other library materials. It provides information in person, by telephone, and by letter. It prepares bibliographies and maintains collections in the following subject areas:

*Business, Government*, including legislation, politics, taxes, census, business, and investment management.

*Social Sciences, Job Information Center*, including psychology, ethics, sociology, and social issues. This division also manages the Education/Job Information Center that has an extensive collection of pamphlets on career and educational opportunities. This division offers specialized materials and assistance on obtaining grants.

*History, Travel*, including foreign relations, the military, and archaeology. This division maintains a collection of travel brochures, maps, cassettes, and slides.

*Literature, Philosophy, Religion*, including language, journalism, and fiction.

PUBLIC LIBRARY  
CENTRAL LIBRARY

*Science, Technology, Health*, including the basic and applied sciences. It also features a collection of "how-to" books on such subjects as cooking, sewing, health, automobile repair, and home repair.

*Local History and Genealogy*, including information about Rochester and the Rochester area.

*Art, Music, Recreation*, including art reproductions and recordings in various formats available for borrowing.

*Videos, Films, Computer Center*, including films, video cassettes, computer software, and filmstrips available for reference or borrowing.

*Children's Center*, including all subject areas for children from preschool age through sixth grade.

*Information Center*, including out-of-town newspapers and telephone directories. It also provides "quick-answer" reference service. The Center publishes five directories: Human Services Directory, Directory of Rochester Neighborhood Associations, Guide to Grantmakers, Directory of Associations, and Directory of Clubs.

*SUNY Student Resource Center*, providing library facilities and resources to students attending downtown SUNY institutions.

### Program Change

Grants received during 1999-2000 have allowed commencement of a multi year program to expand the library's data base of photographic images and maps that are accessible through the LIBRA System. This includes images from the Rochester Museum and Science Center's Stone Collection, materials in the City's archives, and materials and maps in Local History and Genealogy.

The performance indicator for Reference questions was expanded during 1999-2000 to include assistance with computer usage and referrals within the library. Also, during 1999-2000 the performance indicator relating to Programs was modified to include grant-supported public training in the use of library information systems and resources. An extensive library orientation is now accounted for as Program instead of a Tour, due to the greater amount time involved and results in a decrease in the number of Tours shown.

Based on budget constraints the vacancy factor has been increased.

### Performance Indicators

|  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|--|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| DEMAND                                     |                                 |                                      |                                   |                                 |
| Users:                                     |                                 |                                      |                                   |                                 |
| ● In person - Monday through Saturday      | 619,013                         | 615,000                              | 630,000                           | 615,000                         |
| ● In person - Sunday                       | 34,513                          | 33,000                               | 30,000                            | 33,000                          |
| ● By telephone - Monday through Saturday   | <u>116,064</u>                  | <u>129,000</u>                       | <u>110,000</u>                    | <u>129,000</u>                  |
| Total                                      | 769,589                         | 777,000                              | 770,000                           | 777,000                         |
| Reference questions:                       |                                 |                                      |                                   |                                 |
| ● In person - Monday through Saturday      | 122,153                         | 180,000                              | 120,000                           | 180,000                         |
| ● In person - Sunday                       | 8,480                           | 11,000                               | 7,200                             | 11,000                          |
| ● By telephone - Monday through Saturday   | <u>116,064</u>                  | <u>129,000</u>                       | <u>110,000</u>                    | <u>129,000</u>                  |
| Total                                      | 246,697                         | 320,000                              | 237,200                           | 320,000                         |
| Tours requested                            | 481                             | 350                                  | 450                               | 350                             |
| Programs planned - Monday through Saturday | 286                             | 630                                  | 60                                | 630                             |
| Programs planned - Sunday                  | <u>24</u>                       | <u>20</u>                            | <u>20</u>                         | <u>20</u>                       |
| Total                                      | 310                             | 650                                  | 80                                | 650                             |

**Performance Indicators**

|  | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|--|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>WORKLOAD</b>  |                          |                               |                            |                          |
| Service hours - Monday through Saturday                  | 2,818                    | 2,863                         | 2,850                      | 2,863                    |
| Service hours - Sunday                                   | <u>124</u>               | <u>124</u>                    | <u>128</u>                 | <u>124</u>               |
| Total  | 2,942                    | 2,987                         | 2,978                      | 2,987                    |
| Tours conducted  | 421                      | 330                           | 450                        | 330                      |
| Program hours provided - Monday through Saturday         | 630                      | 1,230                         | 300                        | 1,230                    |
| Program hours provided - Sunday                          | <u>24</u>                | <u>20</u>                     | <u>25</u>                  | <u>20</u>                |
| Total  | 654                      | 1,250                         | 325                        | 1,250                    |
| <b>EFFICIENCY</b>  |                          |                               |                            |                          |
| Users per service hour - Monday through Saturday         | 261                      | 260                           | 260                        | 260                      |
| Users per service hour - Sunday                          | 278                      | 266                           | 234                        | 266                      |
| Circulation per service hour - Monday through Saturday   | 205                      | 201                           | 214                        | 201                      |
| Circulation per service hour - Sunday                    | 262                      | 266                           | 250                        | 266                      |
| Reference assistance per service hour:                   |                          |                               |                            |                          |
| • In person - Monday through Saturday                    | 43                       | 63                            | 42                         | 63                       |
| • In person - Sunday                                     | 68                       | 89                            | 56                         | 89                       |
| • By telephone - Monday through Saturday                 | 41                       | 45                            | 39                         | 45                       |
| Average attendance per tour                              | 15                       | 14                            | 16                         | 14                       |
| Average attendance per program - Monday through Saturday | 14                       | 12                            | 50                         | 12                       |
| Average attendance per program - Sunday                  | 31                       | 33                            | 40                         | 33                       |
| <b>RESULTS</b>   |                          |                               |                            |                          |
| Total circulation - Monday through Saturday              | 578,252                  | 575,000                       | 610,000                    | 575,000                  |
| Total circulation - Sunday                               | <u>32,467</u>            | <u>33,000</u>                 | <u>32,000</u>              | <u>33,000</u>            |
| Total  | 610,719                  | 608,000                       | 642,000                    | 608,000                  |
| Tour attendance  | 6,484                    | 4,500                         | 7,200                      | 4,500                    |
| Program attendance - Monday through Saturday             | 4,106                    | 7,700                         | 3,000                      | 7,700                    |
| Program attendance - Sunday                              | <u>749</u>               | <u>650</u>                    | <u>800</u>                 | <u>650</u>               |
| Total  | 4,855                    | 8,350                         | 3,800                      | 8,350                    |

**CONSULTANT, TECHNICAL & EXTENSION SERVICES**

This unit provides support and outreach services to members of the Monroe County Library System. It acts as liaison between member libraries and with the New York State Education Department Office of Library Development.

Consultant Services provides adult, young adult, and children's services. It evaluates library materials for use by member libraries, helps member libraries assess service needs, and plans new service programs.

Technical Services acquires, catalogs, and processes library materials for members of the Monroe County Library System.

Extension Services operates the Library's bookmobile and maintains satellite collection locations throughout Monroe County for people not otherwise served by libraries.

PUBLIC LIBRARY  
CENTRAL LIBRARY

Shipping and Delivery makes deliveries of library materials every weekday to member libraries. It receives and delivers stock and provides messenger services for Central and Community libraries.

Graphics and Duplicating provide graphics and duplication services for member libraries.

### Program Change

Service will be established for the Town of Hamlin library which will open in June 2000. Services provided will include selection and acquisition, cataloging, processing and delivery of materials, and use of the Library's automated circulation system.

The Result indicator "Extension Services - Program attendance" increased for Actual 1998-99 and Estimated 1999-2000 due to participation in high profile and special population events. If these events continue, future average program attendance calculations will be modified.

### Performance Indicators

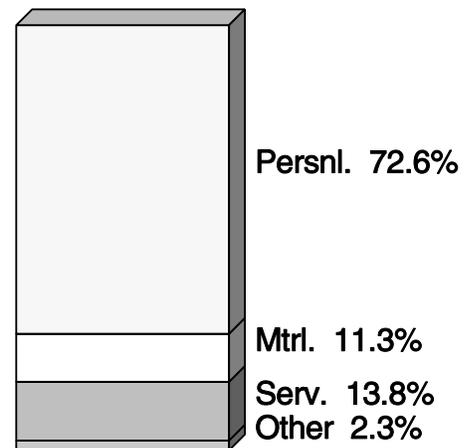
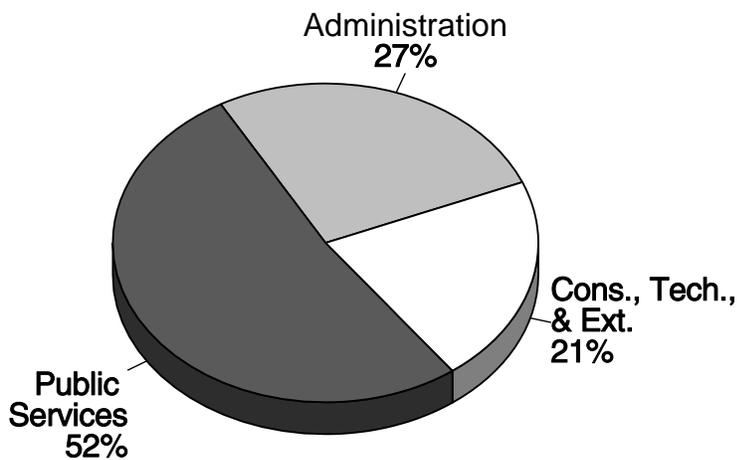
|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                      |                           |                                |                             |                           |
| Consultant Services & Technical Services           |                           |                                |                             |                           |
| ● Libraries served                                 | 36                        | 37                             | 36                          | 37                        |
| <b>Extension Services</b>                          |                           |                                |                             |                           |
| ● Reserves received                                | 4,912                     | 5,000                          | 4,300                       | 5,000                     |
| ● Satellite collection locations                   | 48                        | 48                             | 50                          | 48                        |
| ● Bookmobile stops                                 | 1,135                     | 1,200                          | 1,133                       | 1,200                     |
| ● Programs planned                                 | 10                        | 10                             | 10                          | 10                        |
| <b>WORKLOAD</b>                                    |                           |                                |                             |                           |
| <b>Consultant Services</b>                         |                           |                                |                             |                           |
| ● Materials selection lists prepared               | 49                        | 35                             | 30                          | 30                        |
| ● Materials consultations                          | 3,777                     | 3,600                          | 3,500                       | 3,650                     |
| ● Total titles on materials selection lists        | 4,201                     | 3,824                          | 3,000                       | 3,000                     |
| <b>Technical Services</b>                          |                           |                                |                             |                           |
| ● Materials ordered                                | 17,700                    | 18,200                         | 16,800                      | 18,700                    |
| ● Items cataloged & processed                      | 29,813                    | 30,000                         | 30,000                      | 30,000                    |
| ● Titles entered in database                       | 35,755                    | 35,000                         | 35,000                      | 35,000                    |
| ● Records modified in database                     | 25,236                    | 28,000                         | 32,000                      | 32,000                    |
| <b>Extension Services</b>                          |                           |                                |                             |                           |
| ● Bookmobile service hours                         | 505                       | 595                            | 600                         | 600                       |
| ● Program hours provided                           | 30                        | 30                             | 10                          | 20                        |
| <b>EFFICIENCY</b>                                  |                           |                                |                             |                           |
| <b>Extension Services</b>                          |                           |                                |                             |                           |
| ● Percent of reserves filled                       | 98                        | 98                             | 98                          | 98                        |
| ● Bookmobile materials circulated per service hour | 49                        | 48                             | 46                          | 48                        |
| ● Average attendance per program                   | 269                       | 456                            | 25                          | 25                        |
| <b>RESULTS</b>                                     |                           |                                |                             |                           |
| <b>Technical Services</b>                          |                           |                                |                             |                           |
| ● Titles in database                               | 635,595                   | 635,000                        | 635,000                     | 636,000                   |
| ● Items available for circulation (000)            | 2,503                     | 2,503                          | 2,460                       | 2,550                     |
| <b>Extension Services</b>                          |                           |                                |                             |                           |
| ● Reserves filled                                  | 4,863                     | 4,900                          | 4,214                       | 5,000                     |
| ● Bookmobile materials circulated                  | 25,118                    | 26,250                         | 27,500                      | 27,000                    |
| ● Program attendance                               | 2,693                     | 2,023                          | 250                         | 250                       |

PUBLIC LIBRARY  
CENTRAL LIBRARY  
EXPENDITURE SUMMARY

| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 6,121,458                 | 6,359,500                      | 6,348,400                    | 6,468,900                   |
| Materials & Supplies                 | 934,074                   | 941,000                        | 937,000                      | 1,007,500                   |
| Services                             | 1,174,358                 | 1,411,700                      | 1,392,000                    | 1,230,900                   |
| Other                                | <u>36,444</u>             | <u>245,200</u>                 | <u>243,900</u>               | <u>205,000</u>              |
| Total                                | 8,266,334                 | 8,957,400                      | 8,921,300                    | 8,912,300                   |

| <b>Appropriation by Activity</b>              | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|---|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                                | 2,163,861                 | 2,415,400                      | 2,365,000                    | 2,433,800                   |
| Public Services                               | 4,339,310                 | 4,715,600                      | 4,697,800                    | 4,568,900                   |
| Consultant, Technical &<br>Extension Services | <u>1,763,163</u>          | <u>1,826,400</u>               | <u>1,858,500</u>             | <u>1,909,600</u>            |
| Total   | 8,266,334                 | 8,957,400                      | 8,921,300                    | 8,912,300                   |

| <b>Employee Years by Activity</b>             | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|---|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                                | 38.9                      | 39.9                           | 36.7                         | 39.2                        |
| Public Services                               | 90.5                      | 89.9                           | 90.5                         | 88.7                        |
| Consultant, Technical &<br>Extension Services | <u>51.6</u>               | <u>49.9</u>                    | <u>50.1</u>                  | <u>50.0</u>                 |
| Total   | 181.0                     | 179.7                          | 177.3                        | 177.9                       |



PUBLIC LIBRARY  
CENTRAL LIBRARY  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |                                   |                  |                  | Administration | Public Services | Consultant, Technical & Ext. Services |
|--------------------------------|-----------------------------------|------------------|------------------|----------------|-----------------|---------------------------------------|
| Br.                            | Title                             | Budget 1999-2000 | Proposed 2000-01 |                |                 |                                       |
| 36                             | Library Director                  | 1                | 1                | 1              |                 |                                       |
| 31                             | Associate Library Director        | 1                | 1                |                | 1               |                                       |
| 29                             | Assistant Library Director III    | 1                | 1                |                |                 | 1                                     |
| 29                             | Library Systems Analyst           | 0                | 1                | 1              |                 |                                       |
| 26                             | Children's Services Consultant    | 1                | 1                |                |                 | 1                                     |
| 26                             | Librarian IV                      | 2                | 2                |                | 2               |                                       |
| 26                             | Library Systems Analyst           | 1                | 0                |                |                 |                                       |
| 25                             | City Historian                    | 1                | 1                | 1              |                 |                                       |
| 24                             | Associate Personnel Analyst       | 1                | 1                | 1              |                 |                                       |
| 24                             | Senior Administrative Analyst     | 1                | 1                | 1              |                 |                                       |
| 23                             | Supervisor Library Buildings      | 1                | 1                | 1              |                 |                                       |
| 22                             | Librarian III                     | 10               | 11               |                | 9               | 2                                     |
| 22                             | Library Cataloging Supervisor     | 1                | 1                |                |                 | 1                                     |
| 21                             | Senior Graphic Designer           | 1                | 1                |                |                 | 1                                     |
| 20                             | Computer Operations Supervisor    | 1                | 1                | 1              |                 |                                       |
| 20                             | Computer Programmer               | 1                | 1                | 1              |                 |                                       |
| 20                             | Microcomputer Specialist          | 1                | 1                | 1              |                 |                                       |
| 19                             | Circulation Supervisor            | 1                | 1                |                | 1               |                                       |
| 19                             | Librarian II                      | 23               | 21               | 1              | 15              | 5                                     |
| 19                             | Supervising Library Mats. Handler | 0                | 1                |                |                 | 1                                     |
| 18                             | Computer Communications Tech.     | 2                | 2                | 2              |                 |                                       |
| 18                             | Directory Editor                  | 1                | 1                |                | 1               |                                       |
| 18                             | Library Automation Specialist     | 3                | 3                | 2              |                 | 1                                     |
| 16                             | Administrative Assistant          | 1                | 1                | 1              |                 |                                       |
| 16                             | Librarian I                       | 13.5             | 14.5             | 2              | 10              | 2.5                                   |
| 16                             | Secretary to Library Director     | 1                | 1                | 1              |                 |                                       |
| 15                             | Materials Processing Supervisor   | 1                | 1                |                |                 | 1                                     |
| 15                             | Supervisor Audio Visual Services  | 1                | 1                |                | 1               |                                       |
| 15                             | Supervisor Library Mats. Handler  | 1                | 0                |                |                 |                                       |
| 15                             | Supervisor of Stacks              | 1                | 1                |                | 1               |                                       |
| 14                             | Library Assistant                 | 5                | 5                |                | 4               | 1                                     |
| 14                             | Library Assistant - Bilingual     | 1                | 1                |                |                 | 1                                     |
| 13                             | Library Automation Assistant      | 2                | 2                | 1              | 1               |                                       |
| 13                             | Sr. Maintenance Mechanic Bldgs.   | 1                | 1                | 1              |                 |                                       |
| 11                             | Library Catalog Clerk I           | 1                | 1                |                |                 | 1                                     |
| 11                             | Building Maintenance Foreman      | 1                | 1                | 1              |                 |                                       |
| 11                             | Secretary                         | 2                | 2                |                | 1               | 1                                     |
| 9                              | Bookmobile Operator               | 1                | 1                |                |                 | 1                                     |
| 9                              | Clerk II                          | 2                | 2                | 1              |                 | 1                                     |
| 9                              | Clerk II with Typing              | 4                | 4                |                | 2               | 2                                     |
| 9                              | Library Catalog Clerk II          | 1                | 1                |                |                 | 1                                     |
| 9                              | Maintenance Mechanic              | 1                | 1                | 1              |                 |                                       |
| 8                              | Class 5 Truck Driver              | 3                | 3                |                |                 | 3                                     |
| 8                              | Coordinator of Retrieval Services | 0                | 1                |                | 1               |                                       |
| 7                              | Clerk III                         | 1                | 1                |                |                 | 1                                     |
| 7                              | Clerk III with Typing             | 17               | 17               |                | 9               | 8                                     |
| 7                              | Maintenance Worker - Library      | 2                | 2                | 2              |                 |                                       |
| 6                              | Dupl. Offset Machine Oper. Gr. II | 1                | 1                |                |                 | 1                                     |
| 6                              | Inter-departmental Messenger      | 1                | 1                |                |                 | 1                                     |
| 3                              | Clerk-Typist                      | 1                | 1                |                |                 | 1                                     |
| 3                              | Materials Processor               | 4                | 4                |                |                 | 4                                     |
| 2                              | Senior Library Page               | 6                | 5                |                | 4               | 1                                     |
| 1                              | Cleaner                           | 4                | 4                | 4              |                 |                                       |
| 57                             | Senior Security Guard             | 1                | 1                | 1              |                 |                                       |
| 52                             | Security Guard                    | 4                | 4                | 4              |                 |                                       |
| EMPLOYEE YEARS                 |                                   |                  |                  |                |                 |                                       |
| Full Time                      |                                   | 142.5            | 142.5            | 34.0           | 63.0            | 45.5                                  |
| Overtime                       |                                   | 3.5              | 3.2              | 0.4            | 2.7             | 0.1                                   |
| Part Time, Temporary, Seasonal |                                   | 35.7             | 38.0             | 5.8            | 26.6            | 5.6                                   |
| Less: Vacancy Allowance        |                                   | 4.4              | 5.8              | 1.0            | 3.6             | 1.2                                   |
| Total                          |                                   | 177.3            | 177.9            | 39.2           | 88.7            | 50.0                                  |

The Community Library provides convenient access to library services through the City's 10 branch libraries.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Implement the Kids Tech program at the Wheatley Branch Library  | First Quarter               |
| Implement results of the study to develop a ten-year service plan for the branch libraries                    | Second Quarter              |
| Secure a grant from the Gates Foundation to create public computer training centers at eight branch libraries | Third Quarter               |
| Implement a minimum of three projects with the Rochester City School Library Media Centers                    | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 2,673,300        | 2,708,800      | 35,500        |
| Employee Years | 52.2             | 53.8           | 1.6           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 23,000                              | 4,700                    | 2,500              | 200                      | 3,200                | 1,900               | 35,500       |

**Major Change**

|  |         |
|--|---------|
| A grant funded after-school youth outreach program adds one full time position and one part time position at Arnett and Wheatley Branches respectively | 42,500  |
| Funding to develop a long range plan for branch library services will not recur  | -30,000 |
| A part time librarian position is added at Highland Branch   | 9,000   |
| The allocation for office supplies is reduced based on projected need  | -6,000  |
| Due to budget constraints hours for substitute librarians are reduced  | -5,700  |
| A Monroe-BOCES I Halcyon Grant for a program to enhance literacy skills and teaching techniques of parents and primary care providers will not recur   | -3,400  |
| A part time position of Library Aide is moved from Wheatley to Lincoln and the hours are reduced   | -2,300  |
| Productivity measurers decrease expense  | -2,200  |

PUBLIC LIBRARY  
COMMUNITY LIBRARY

ADMINISTRATION

Administration manages the Community Library System. It acquires materials, schedules and deploys personnel to the branch libraries, and maintains and repairs the branch libraries.

BRANCH LIBRARIES

Branch libraries in Rochester's neighborhoods provide convenient access to library services and materials. Services include:

- Loans of printed materials, films, records, audio tapes, compact discs, art prints, and video tapes
- Collections of popular interest for area residents
- Reference services with access to the resources of the Monroe County Library System
- Programs such as story hours, lectures, and artistic performances
- Referral services to community agencies
- Facilities for meetings and programs sponsored by non-library groups

### Program Change

Using funds from private grants, after school programs for youths will be established at the Arnett and Wheatley Branches.

In 1999-2000 a Toy Resource Center with 5,000 toys available for loan opened at the Lincoln Branch. This new activity will increase both Programs and Circulation for this branch.

During 2000-01 loan periods for videos will be standardized and will result in a decrease in library materials circulated. Staffing changes have resulted in a reduced number of programs during 1999-2000.

### Performance Indicators

|                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|----------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| DEMAND               |                                 |                                      |                                   |                                 |
| Reference questions: |                                 |                                      |                                   |                                 |
| Arnett               | 5,384                           | 5,705                                | 5,200                             | 4,800                           |
| Charlotte            | 10,456                          | 10,086                               | 10,700                            | 10,500                          |
| Highland             | 5,744                           | 6,294                                | 7,950                             | 6,400                           |
| Lincoln              | 4,161                           | 4,171                                | 6,850                             | 4,400                           |
| Lyell                | 4,086                           | 5,871                                | 6,650                             | 6,000                           |
| Maplewood            | 5,806                           | 5,359                                | 8,200                             | 5,700                           |
| Monroe               | 8,910                           | 8,101                                | 10,600                            | 8,500                           |
| Sully                | 3,998                           | 5,014                                | 4,650                             | 4,900                           |
| Wheatley             | 6,648                           | 4,964                                | 7,100                             | 5,500                           |
| Winton               | <u>15,404</u>                   | <u>13,964</u>                        | <u>18,050</u>                     | <u>14,000</u>                   |
| TOTAL                | <u>70,597</u>                   | <u>69,529</u>                        | <u>85,950</u>                     | <u>70,700</u>                   |

Total programs planned:

|           |              |              |              |              |
|-----------|--------------|--------------|--------------|--------------|
| Arnett    | 141          | 150          | 155          | 185          |
| Charlotte | 238          | 188          | 190          | 190          |
| Highland  | 193          | 132          | 150          | 135          |
| Lincoln   | 93           | 70           | 100          | 100          |
| Lyell     | 103          | 120          | 110          | 125          |
| Maplewood | 108          | 105          | 130          | 110          |
| Monroe    | 137          | 115          | 140          | 135          |
| Sully     | 368          | 274          | 480          | 285          |
| Wheatley  | 301          | 160          | 320          | 200          |
| Winton    | <u>204</u>   | <u>228</u>   | <u>230</u>   | <u>230</u>   |
| TOTAL     | <u>1,886</u> | <u>1,542</u> | <u>2,005</u> | <u>1,695</u> |

**Performance Indicators**

|                                   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|-----------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>WORKLOAD</b>                   |                                 |                                      |                                   |                                 |
| Reference questions in person:    |                                 |                                      |                                   |                                 |
| Arnett                            | 4,572                           | 4,980                                | 4,400                             | 4,190                           |
| Charlotte                         | 9,499                           | 9,077                                | 9,800                             | 9,450                           |
| Highland                          | 4,826                           | 5,394                                | 7,050                             | 5,485                           |
| Lincoln                           | 3,170                           | 3,220                                | 5,700                             | 3,400                           |
| Lyell                             | 3,339                           | 5,120                                | 5,500                             | 5,235                           |
| Maplewood                         | 5,356                           | 4,957                                | 7,750                             | 5,275                           |
| Monroe                            | 7,868                           | 7,064                                | 9,500                             | 7,410                           |
| Sully                             | 3,461                           | 4,500                                | 4,100                             | 4,500                           |
| Wheatley                          | 3,301                           | 3,156                                | 3,300                             | 3,500                           |
| Winton                            | <u>14,670</u>                   | <u>13,294</u>                        | <u>17,250</u>                     | <u>13,330</u>                   |
| TOTAL                             | 60,062                          | 60,762                               | 74,350                            | 61,775                          |
| Reference questions by telephone: |                                 |                                      |                                   |                                 |
| Arnett                            | 812                             | 725                                  | 800                               | 610                             |
| Charlotte                         | 957                             | 1,009                                | 900                               | 1,050                           |
| Highland                          | 918                             | 900                                  | 900                               | 915                             |
| Lincoln                           | 991                             | 951                                  | 1,150                             | 1,000                           |
| Lyell                             | 747                             | 751                                  | 1,150                             | 765                             |
| Maplewood                         | 449                             | 402                                  | 450                               | 425                             |
| Monroe                            | 1,042                           | 1,037                                | 1,100                             | 1,090                           |
| Sully                             | 537                             | 458                                  | 550                               | 560                             |
| Wheatley                          | 3,347                           | 1,808                                | 3,800                             | 2,000                           |
| Winton                            | <u>734</u>                      | <u>670</u>                           | <u>800</u>                        | <u>670</u>                      |
| TOTAL                             | 10,534                          | 8,711                                | 11,600                            | 9,085                           |
| Program hours provided:           |                                 |                                      |                                   |                                 |
| Arnett                            | 226                             | 240                                  | 248                               | 296                             |
| Charlotte                         | 387                             | 300                                  | 304                               | 304                             |
| Highland                          | 309                             | 211                                  | 240                               | 216                             |
| Lincoln                           | 149                             | 112                                  | 160                               | 144                             |
| Lyell                             | 165                             | 192                                  | 176                               | 200                             |
| Maplewood                         | 173                             | 168                                  | 208                               | 176                             |
| Monroe                            | 219                             | 170                                  | 224                               | 216                             |
| Sully                             | 589                             | 438                                  | 760                               | 456                             |
| Wheatley                          | 482                             | 256                                  | 512                               | 320                             |
| Winton                            | <u>326</u>                      | <u>365</u>                           | <u>368</u>                        | <u>368</u>                      |
| TOTAL                             | 3,025                           | 2,452                                | 3,200                             | 2,696                           |
| Service hours:                    |                                 |                                      |                                   |                                 |
| Arnett                            | 2,308                           | 2,360                                | 2,380                             | 2,190                           |
| Charlotte                         | 2,298                           | 2,343                                | 2,320                             | 2,330                           |
| Highland                          | 2,003                           | 2,066                                | 2,110                             | 2,030                           |
| Lincoln                           | 2,572                           | 2,608                                | 2,500                             | 2,580                           |
| Lyell                             | 1,673                           | 1,706                                | 1,650                             | 1,700                           |
| Maplewood                         | 2,175                           | 2,209                                | 2,170                             | 2,190                           |
| Monroe                            | 2,371                           | 2,485                                | 2,470                             | 2,480                           |
| Sully                             | 1,856                           | 1,904                                | 1,900                             | 1,890                           |
| Wheatley                          | 2,135                           | 2,064                                | 2,080                             | 2,190                           |
| Winton                            | <u>2,306</u>                    | <u>2,373</u>                         | <u>2,380</u>                      | <u>2,190</u>                    |
| TOTAL                             | 21,697                          | 22,118                               | 21,960                            | 21,770                          |

PUBLIC LIBRARY  
COMMUNITY LIBRARY

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**Performance Indicators**

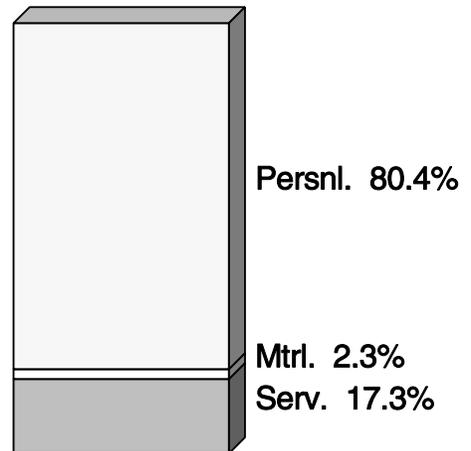
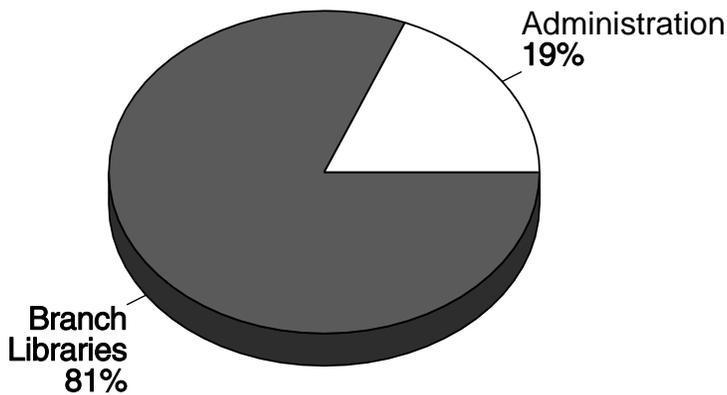
|  | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|--|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>EFFICIENCY</b>                      |                          |                               |                            |                          |
| Reference assistance per service hour: |                          |                               |                            |                          |
| Arnett                                 | 2.3                      | 2.4                           | 2.2                        | 2.2                      |
| Charlotte                              | 4.6                      | 4.3                           | 4.6                        | 4.5                      |
| Highland                               | 2.9                      | 3.0                           | 3.8                        | 3.2                      |
| Lincoln                                | 1.6                      | 1.6                           | 2.7                        | 1.7                      |
| Lyell                                  | 2.4                      | 3.4                           | 4.0                        | 3.5                      |
| Maplewood                              | 2.7                      | 2.4                           | 3.8                        | 2.6                      |
| Monroe                                 | 3.8                      | 3.3                           | 4.3                        | 3.4                      |
| Sully                                  | 2.2                      | 2.6                           | 2.4                        | 2.6                      |
| Wheatley                               | 3.1                      | 2.4                           | 3.4                        | 2.5                      |
| Winton                                 | 6.7                      | 5.9                           | 7.6                        | 6.4                      |
| Average attendance per program hour:   |                          |                               |                            |                          |
| Arnett                                 | 6                        | 4                             | 5                          | 4                        |
| Charlotte                              | 6                        | 6                             | 8                          | 6                        |
| Highland                               | 5                        | 5                             | 7                          | 5                        |
| Lincoln                                | 9                        | 11                            | 33                         | 11                       |
| Lyell                                  | 14                       | 14                            | 23                         | 14                       |
| Maplewood                              | 8                        | 7                             | 7                          | 6                        |
| Monroe                                 | 8                        | 10                            | 9                          | 4                        |
| Sully                                  | 3                        | 4                             | 4                          | 4                        |
| Wheatley                               | 8                        | 8                             | 12                         | 8                        |
| Winton                                 | 10                       | 6                             | 10                         | 6                        |
| Circulation per service hour:          |                          |                               |                            |                          |
| Arnett                                 | 30                       | 33                            | 31                         | 35                       |
| Charlotte                              | 56                       | 56                            | 59                         | 61                       |
| Highland                               | 51                       | 54                            | 50                         | 57                       |
| Lincoln                                | 20                       | 22                            | 22                         | 23                       |
| Lyell                                  | 32                       | 36                            | 38                         | 38                       |
| Maplewood                              | 31                       | 31                            | 35                         | 34                       |
| Monroe                                 | 62                       | 65                            | 63                         | 61                       |
| Sully                                  | 15                       | 16                            | 22                         | 18                       |
| Wheatley                               | 18                       | 20                            | 21                         | 20                       |
| Winton                                 | 99                       | 101                           | 101                        | 110                      |
| <b>AVERAGE</b>                         | 41                       | 43                            | 44                         | 46                       |
| <b>RESULTS</b>                         |                          |                               |                            |                          |
| Total program attendance:              |                          |                               |                            |                          |
| Arnett                                 | 1,452                    | 1,050                         | 1,250                      | 1,295                    |
| Charlotte                              | 2,501                    | 1,880                         | 2,300                      | 1,900                    |
| Highland                               | 1,588                    | 1,056                         | 1,750                      | 1,080                    |
| Lincoln                                | 1,382                    | 1,190                         | 5,200                      | 1,530                    |
| Lyell                                  | 2,270                    | 2,640                         | 4,000                      | 2,750                    |
| Maplewood                              | 1,386                    | 1,155                         | 1,450                      | 1,100                    |
| Monroe                                 | 1,708                    | 1,725                         | 2,000                      | 810                      |
| Sully                                  | 1,725                    | 1,644                         | 2,800                      | 1,710                    |
| Wheatley                               | 4,003                    | 2,080                         | 5,900                      | 2,600                    |
| Winton                                 | <u>3,134</u>             | <u>2,280</u>                  | <u>3,700</u>               | <u>2,300</u>             |
| <b>TOTAL</b>                           | 21,149                   | 16,700                        | 30,350                     | 17,075                   |

**Performance Indicators**

|                               | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|-------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| Library materials circulated: |                          |                               |                            |                          |
| Arnett                        | 69,001                   | 78,000                        | 73,000                     | 77,700                   |
| Charlotte                     | 128,091                  | 131,000                       | 137,000                    | 141,750                  |
| Highland                      | 101,987                  | 111,000                       | 106,000                    | 116,550                  |
| Lincoln                       | 51,525                   | 57,000                        | 55,500                     | 59,850                   |
| Lyell                         | 53,466                   | 61,000                        | 62,000                     | 65,100                   |
| Maplewood                     | 68,002                   | 69,000                        | 76,000                     | 74,550                   |
| Monroe                        | 147,838                  | 161,000                       | 155,000                    | 152,250                  |
| Sully                         | 28,489                   | 31,000                        | 42,000                     | 33,600                   |
| Wheatley                      | 38,819                   | 42,000                        | 43,000                     | 44,100                   |
| Winton                        | <u>228,736</u>           | <u>240,000</u>                | <u>240,000</u>             | <u>241,500</u>           |
| TOTAL                         | 915,954                  | 981,000                       | 989,500                    | 1,006,950                |

**PUBLIC LIBRARY  
COMMUNITY LIBRARY  
EXPENDITURE SUMMARY**

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 2,093,818                 | 2,089,000                      | 2,144,400                    | 2,178,900                   |
| Materials & Supplies                 | 71,809                    | 65,900                         | 69,300                       | 62,100                      |
| Services                             | 437,079                   | 467,200                        | 459,600                      | 467,800                     |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 2,602,706                 | 2,622,100                      | 2,673,300                    | 2,708,800                   |
| <b>Appropriation by Activity</b>     |                           |                                |                              |                             |
| Administration                       | 591,758                   | 644,500                        | 568,200                      | 523,000                     |
| Branch Libraries                     | <u>2,010,948</u>          | <u>1,977,600</u>               | <u>2,105,100</u>             | <u>2,185,800</u>            |
| Total                                | 2,602,706                 | 2,622,100                      | 2,673,300                    | 2,708,800                   |
| <b>Employee Years by Activity</b>    |                           |                                |                              |                             |
| Administration                       | 7.8                       | 8.1                            | 6.5                          | 6.0                         |
| Branch Libraries                     | <u>46.1</u>               | <u>42.7</u>                    | <u>45.7</u>                  | <u>47.8</u>                 |
| Total                                | 53.9                      | 50.8                           | 52.2                         | 53.8                        |



PUBLIC LIBRARY  
COMMUNITY LIBRARY  
PERSONNEL SUMMARY

11-17

| FULL TIME POSITIONS            |                                |                     |                     | Administration | Branch Libraries |
|--------------------------------|--------------------------------|---------------------|---------------------|----------------|------------------|
| Br.                            | Title                          | Budget<br>1999-2000 | Proposed<br>2000-01 |                |                  |
| 29                             | Assistant Library Director III | 1                   | 1                   | 1              |                  |
| 22                             | Librarian III                  | 10                  | 10                  |                | 10               |
| 19                             | Librarian II                   | 8                   | 8                   |                | 8                |
| 18                             | Computer Communications Tech.  | 1                   | 1                   | 1              |                  |
| 16                             | Librarian I                    | 5.5                 | 5.5                 | 0.5            | 5                |
| 14                             | Library Assistant              | 1                   | 2                   |                | 2                |
| 14                             | Library Assistant Bilingual    | 1                   | 1                   |                | 1                |
| 14                             | Youth Services Outreach Worker | 0                   | 1                   |                | 1                |
| 13                             | Sr. Maintenance Mechanic Bldg. | 2                   | 2                   | 2              |                  |
| 11                             | Secretary                      | 1                   | 1                   | 1              |                  |
| 3                              | Library Aide                   | 2                   | 1                   |                | 1                |
| <b>EMPLOYEE YEARS</b>          |                                |                     |                     |                |                  |
| Full Time                      |                                | 32.5                | 33.5                | 5.5            | 28.0             |
| Overtime                       |                                | 0.0                 | 0.0                 | 0.0            | 0.0              |
| Part Time, Temporary, Seasonal |                                | 19.8                | 20.4                | 0.5            | 19.9             |
| Less: Vacancy Allowance        |                                | <u>0.1</u>          | <u>0.1</u>          | <u>0.0</u>     | <u>0.1</u>       |
| Total                          |                                | 52.2                | 53.8                | 6.0            | 47.8             |

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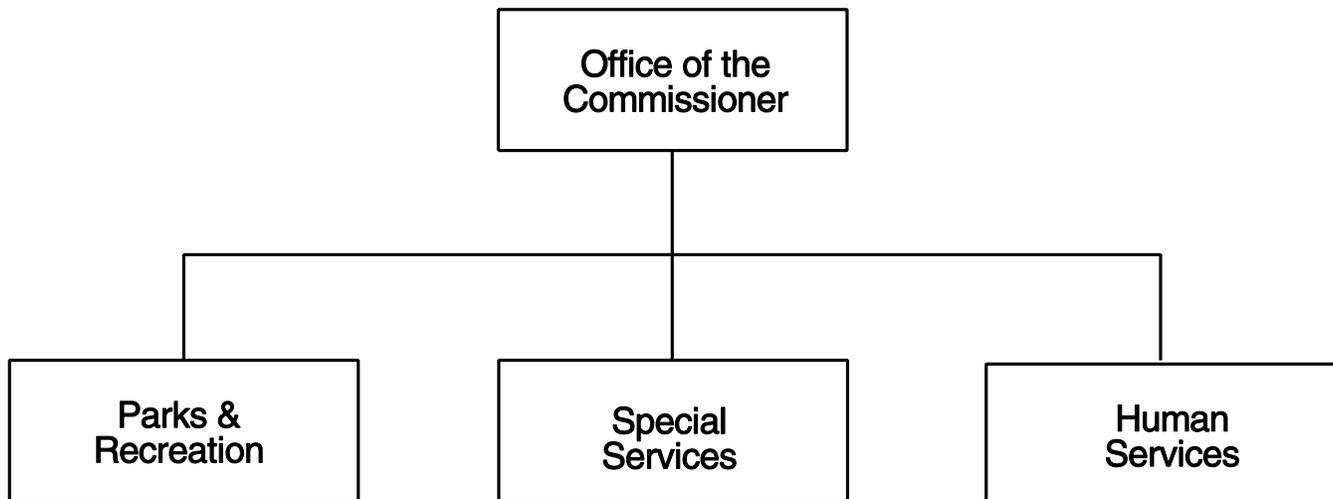
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**Purpose**

The Department of Parks, Recreation and Human Services provides cultural, leisure, and community services programs at neighborhood and regional levels. The Department provides technical assistance and represents the City in human services, employment, and planning processes. The Department manages the buildings and facilities where these programs occur, operates the Public Market, and Mt. Hope and Riverside cemeteries, and administers contracts for operation of the Rochester Riverside Convention Center, the High Falls Entertainment District, and the Blue Cross Arena at the War Memorial.

**Organization**

The Department has four major units: the Office of the Commissioner, the Bureau of Parks and Recreation, the Office of Special Services, and the Bureau of Human Services.



Highlights of the Department's 2000-01 work program are presented below. Additional information for each bureau is included in the sections that follow.

| <u>Bureau</u>        | <u>Highlights</u>  | <u>Projected Completion</u> |
|----------------------|--|-----------------------------|
| Commissioner         | Stage downtown young adult interactive athletic event  | First Quarter               |
| Parks and Recreation | Implement Biz Kids II Program to develop business skills for youth, grades three through twelve                      | First Quarter               |
|                      | Implement Kid Tech Program to develop computer skills for youth  | First Quarter               |
| Special Services     | Develop and implement the Rochester Cemeteries Heritage Foundation for fund raising for the future of the cemeteries | Fourth Quarter              |
| Human Services       | Act as the City lead in implementing the transition from Job Training Partnership Act to Workforce Investment Act    | First Quarter               |

### Year-to-Year Comparison

| <u>Bureau</u>              | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> | <u>Change</u>   | Percent<br><u>Change</u> |
|----------------------------|----------------------------|--------------------------|-----------------|--------------------------|
| Office of the Commissioner | 1,726,400                  | 1,818,500                | 92,100          | 5.3%                     |
| Parks and Recreation       | 8,483,600                  | 9,404,000                | 920,400         | 10.8%                    |
| Special Services           | 4,994,400                  | 4,010,400                | -984,000        | -19.7%                   |
| Human Services             | <u>3,104,200</u>           | <u>2,376,900</u>         | <u>-727,300</u> | -23.4%                   |
| Total                      | 18,308,600                 | 17,609,800               | -698,800        | -3.8%                    |
| Employee Years             | 349.6                      | 336.7                    | -12.9           | -3.7%                    |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 160,600                                 | 36,800                       | -43,200            | -21,600                      | 20,200               | -851,600            | -698,800     |

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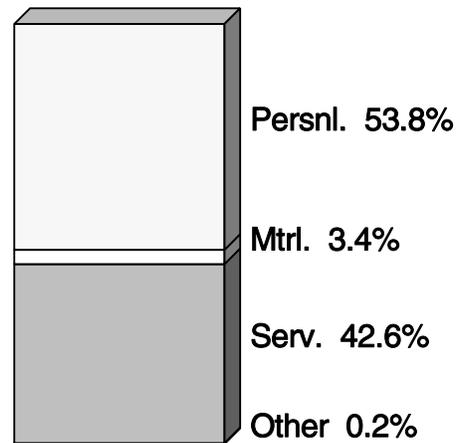
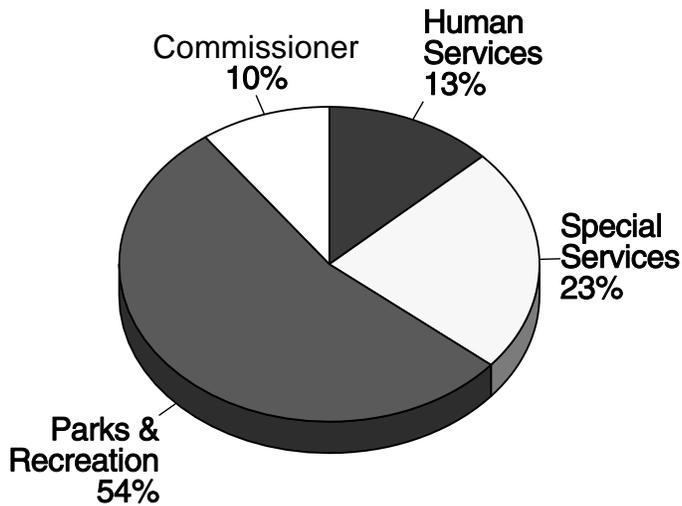
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**Major Change**

|  |          |
|--|----------|
| Termination of the Job Training Partnership Act Program (JTPA) eliminates thirteen full time positions                                   | -709,200 |
| Creation of the Workforce Investment Act Program adds four full time positions   | 145,800  |
| Reduction in the Welfare to Work Program due to the transition to Workforce Investment Act eliminates two full time positions            | -118,400 |
| One-time allocation to provide Welfare to Work services for County residents ends  | -79,100  |
| The one-time allocation for consultants to plan the implementation of the Heritage Foundation ends                                       | -77,000  |
| The TOPS Program transfers from the Bureau of Human Resource Management  | 51,500   |
| The one-time expense of the Millennium Fireworks is complete   | -50,000  |
| The City subsidy decreases at the High Falls Entertainment District  | -46,700  |
| Main Games, a young adult interactive athletic event, is added to Special Events   | 35,000   |
| Due to budget constraints, one Community Program Planner position is eliminated  | -34,800  |
| Implement Teen Dances and an Arcade Program at various recreation centers in response to recommendations of the Entertainment Task Force | 32,200   |

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
EXPENDITURE SUMMARY

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 9,053,692                | 9,367,700                     | 9,839,200                   | 9,494,800                  |
| Materials & Supplies                 | 568,567                  | 609,400                       | 587,200                     | 590,000                    |
| Services                             | 7,517,912                | 7,527,300                     | 7,854,200                   | 7,496,000                  |
| Other                                | <u>27,250</u>            | <u>28,400</u>                 | <u>28,000</u>               | <u>29,000</u>              |
| Total                                | 17,167,421               | 17,532,800                    | 18,308,600                  | 17,609,800                 |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| Office of the Commissioner           | 1,599,977                | 1,775,900                     | 1,726,400                   | 1,818,500                  |
| Parks and Recreation                 | 8,196,785                | 8,418,900                     | 8,483,600                   | 9,404,000                  |
| Special Services                     | 4,821,052                | 4,777,100                     | 4,994,400                   | 4,010,400                  |
| Human Services                       | <u>2,549,607</u>         | <u>2,560,900</u>              | <u>3,104,200</u>            | <u>2,376,900</u>           |
| Total                                | 17,167,421               | 17,532,800                    | 18,308,600                  | 17,609,800                 |
| <b>Employee Years by Activity</b>    |                          |                               |                             |                            |
| Office of the Commissioner           | 15.6                     | 15.9                          | 16.0                        | 16.7                       |
| Parks and Recreation                 | 239.4                    | 236.7                         | 237.6                       | 256.5                      |
| Special Services                     | 50.3                     | 50.2                          | 55.2                        | 36.4                       |
| Human Services                       | <u>29.2</u>              | <u>33.0</u>                   | <u>40.8</u>                 | <u>27.1</u>                |
| Total                                | 334.5                    | 335.8                         | 349.6                       | 336.7                      |



The Office of the Commissioner directs the Department's activities by developing policy, procedures, goals, objectives, and standards of performance.

Administrative Support provides centralized financial and personnel services for the Department.

Special Events plans and carries out cultural programs in various locations, manages and coordinates neighborhood festival sites throughout the City, helps citizens obtain permits for special events not operated by the City, and presents performances of fine and performing arts at various sites. Communications activities are part of this office.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Stage downtown young adult interactive athletic event        | First Quarter               |
| Host World Canal Conference and public opening events        | First Quarter               |
| Begin Manhattan Square Park/Strong Museum design development | Fourth Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 1,726,400        | 1,818,500      | 92,100        |
| Employee Years | 16.0             | 16.7           | 0.7           |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 12,200                              | 16,700                   | 11,800             | 2,300                    | 11,600               | 37,500              | 92,100       |

**Major Change**

|   |         |
|---|---------|
| The one-time expense of the Millennium Fireworks is complete  | -50,000 |
| Main Games, a young adult interactive athletic event, is added to Special Events  | 35,000  |
| Professional services fees increase for employee training and volunteer recognition   | 28,000  |
| One full time clerical position was added during 1999-2000, split between the Commissioner's Office and the War Memorial, offset by a reduction in temporary help | 11,600  |
| Ten percent of the Commissioner's position, formerly charged to the JTPA Program in the Bureau of Human Services, moves to the Commissioner's Office              | 9,900   |
| Program brochure printing increases   | 3,000   |

**COMMISSIONER'S OFFICE**

The Commissioner's Office develops management policy and sets goals and performance standards.

**ADMINISTRATIVE SUPPORT**

The Division of Administrative Support coordinates the department's annual budget and capital planning process; maintains department fiscal operations, personnel and payroll matters; coordinates the purchasing of supplies; and manages the City Council submission process.

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
OFFICE OF THE COMMISSIONER

|                       |
|-----------------------|
| <b>SPECIAL EVENTS</b> |
|-----------------------|

Special Events provides cultural programs throughout the year for the public. It has responsibility for the Summer Performing Arts Series and holiday events. Special Events assists the public by coordinating the permit process for special events not operated by the City, such as neighborhood and downtown festivals, parades, and block parties. It oversees fund raising and special events for the Rochester Events Network.

### Program Change

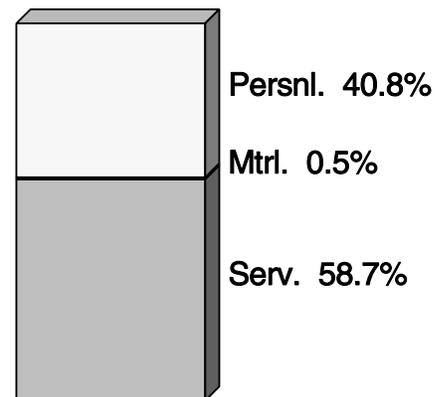
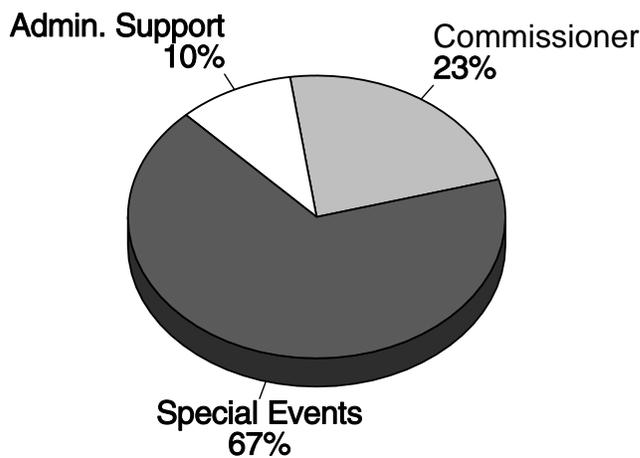
There will be increased development of MusicFest Week, the week of free musical and cultural events leading up to MusicFest.

### Performance Indicators

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND:</b>                            |                                 |                                      |                                   |                                 |
| Permit Applications                       | 410                             | 420                                  | 445                               | 430                             |
| <b>WORKLOAD:</b>                          |                                 |                                      |                                   |                                 |
| Permit applications processed:            |                                 |                                      |                                   |                                 |
| ● Major events                            | 62                              | 62                                   | 62                                | 65                              |
| ● Rallies, parades, runs                  | 160                             | 150                                  | 150                               | 165                             |
| ● Block parties                           | 76                              | 85                                   | 105                               | 90                              |
| ● Atrium                                  | 66                              | 65                                   | 65                                | 68                              |
| ● Link Gallery                            | 18                              | 15                                   | 12                                | 20                              |
| ● Other                                   | <u>87</u>                       | <u>70</u>                            | <u>50</u>                         | <u>90</u>                       |
| Total                                     | 469                             | 447                                  | 444                               | 498                             |
| Work orders prepared                      | 1,407                           | 1,324                                | 1,332                             | 1,350                           |
| Professional services agreements prepared | 115                             | 110                                  | 110                               | 130                             |
| Fund raising contacts made                | 4,200                           | 4,389                                | 4,400                             | 4,500                           |

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
OFFICE OF THE COMMISSIONER  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 666,945                         | 702,200                              | 706,400                            | 742,600                           |
| Materials & Supplies                 | 8,475                           | 9,400                                | 8,300                              | 8,300                             |
| Services                             | 924,557                         | 1,064,300                            | 1,011,700                          | 1,067,600                         |
| Other                                | <u>0</u>                        | <u>0</u>                             | <u>0</u>                           | <u>0</u>                          |
| Total                                | 1,599,977                       | 1,775,900                            | 1,726,400                          | 1,818,500                         |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Commissioner's Office                | 342,396                         | 373,500                              | 347,700                            | 420,200                           |
| Administrative Support               | 155,867                         | 159,800                              | 174,800                            | 176,800                           |
| Special Events                       | <u>1,101,714</u>                | <u>1,242,600</u>                     | <u>1,203,900</u>                   | <u>1,221,500</u>                  |
| Total                                | 1,599,977                       | 1,775,900                            | 1,726,400                          | 1,818,500                         |
| <b>Employee Years by Activity</b>    |                                 |                                      |                                    |                                   |
| Commissioner's Office                | 6.3                             | 6.2                                  | 6.2                                | 6.2                               |
| Administrative Support               | 3.7                             | 3.8                                  | 4.1                                | 4.1                               |
| Special Events                       | <u>5.6</u>                      | <u>5.9</u>                           | <u>5.7</u>                         | <u>6.4</u>                        |
| Total                                | 15.6                            | 15.9                                 | 16.0                               | 16.7                              |



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
OFFICE OF THE COMMISSIONER  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |  |                     |                     | Commis-<br>sioner's<br>Office | Administra-<br>tive<br>Support | Special<br>Events |
|--------------------------------|--|---------------------|---------------------|-------------------------------|--------------------------------|-------------------|
| Br.                            | Title  | Budget<br>1999-2000 | Proposed<br>2000-01 |                               |                                |                   |
| 36                             | Commissioner of Parks,<br>Recreation & Human Services        | 1                   | 1                   | 1                             |                                |                   |
| 35                             | Deputy Commissioner of Parks,<br>Recreation & Human Services | 0.7                 | 0.7                 | 0.7                           |                                |                   |
| 25                             | Director of Cultural Affairs                                 | 1                   | 1                   |                               |                                | 1                 |
| 24                             | Senior Administrative Analyst                                | 1.5                 | 1.5                 | 0.5                           | 1                              |                   |
| 23                             | Special Events Facility Manager                              | 0.5                 | 0.5                 |                               |                                | 0.5               |
| 21                             | Senior Communications Assistant                              | 1                   | 1                   |                               |                                | 1                 |
| 19                             | Senior Recreation Supervisor                                 | 1                   | 1                   | 1                             |                                |                   |
| 18                             | Community Events Coordinator/Bilingual                       | 1                   | 1                   |                               |                                | 1                 |
| 18                             | Special Events Program Assistant                             | 1                   | 1                   |                               |                                | 1                 |
| 16                             | Administrative Assistant                                     | 1                   | 1                   |                               | 1                              |                   |
| 16                             | Secretary to Commissioner                                    | 1                   | 1                   | 1                             |                                |                   |
| 14                             | Graphic Assistant  | 1                   | 1                   |                               |                                | 1                 |
| 9                              | Clerk II   | 1                   | 1                   |                               | 1                              |                   |
| 7                              | Clerk III with Typing  | 2                   | 2.8                 | 1                             | 1                              | 0.8               |
| 6                              | Receptionist Typist  | 1                   | 1                   | 1                             |                                |                   |
| <b>EMPLOYEE YEARS</b>          |  |                     |                     |                               |                                |                   |
| Full Time                      |  | 15.7                | 16.5                | 6.2                           | 4.0                            | 6.3               |
| Overtime                       |  | 0.2                 | 0.2                 | 0.0                           | 0.1                            | 0.1               |
| Part Time, Temporary, Seasonal |  | 0.2                 | 0.0                 | 0.0                           | 0.0                            | 0.0               |
| Less: Vacancy Allowance        |  | <u>0.1</u>          | <u>0.0</u>          | <u>0.0</u>                    | <u>0.0</u>                     | <u>0.0</u>        |
| Total                          |  | 16.0                | 16.7                | 6.2                           | 4.1                            | 6.4               |

The Bureau of Parks and Recreation is supported by an Administration unit that develops programs and policies, administers contracts and facility use permits, and implements special programs and events. The Administration Unit trains employees, coordinates the Bureau's budget, performs accounting and personnel functions, and manages the Department's supplies.

The Bureau of Parks and Recreation provides year-round and seasonal leisure activities. It also maintains grounds in the City's parks system, including recreation and parks equipment, ice rinks, and ball fields. It provides custodial services at the Department's facilities and repairs specialized grounds equipment.

The Forestry activity plants trees along streets and in parks, maintains healthy trees, and removes diseased and dead trees.

Other activities include operation of Public Market facilities, renting stall space, and conducting market days.

The 2000-01 work plan includes the following:

| <b>Objective</b>  | <b>Projected Completion</b> |
|---|-----------------------------|
| Implement Biz Kids II Program to develop business skills for youth, grades three through twelve                                   | First Quarter               |
| Implement Kid Tech Program to develop computer skills for youth   | First Quarter               |
| Develop and implement automated parts tracking and inventory control system   | First Quarter               |
| Monitor Genesee Waterways Center implementation of a rowing program for middle school age City youth                              | Second Quarter              |
| Complete Phase III Public Market Improvement Project to include gateways and renovations to the Market Master house and restrooms | Second Quarter              |

**Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 8,483,600        | 9,404,000      | 920,400       |
| Employee Years | 237.6            | 256.5          | 18.9          |

**Change Detail**

| <u>Salary &amp; Wage Adjustment</u> | <u>General Inflation</u> | <u>Chargebacks</u> | <u>Vacancy Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|-------------------------------------|--------------------------|--------------------|--------------------------|----------------------|---------------------|--------------|
| 116,600                             | 11,300                   | -62,700            | -23,900                  | 12,300               | 866,800             | 920,400      |

**Major Change**

|  |         |
|--|---------|
| The Division of Forestry transfers from Special Services   | 880,800 |
| Implement Teen Dances and an Arcade Program at various recreation centers in response to recommendations of the Entertainment Task Force | 32,200  |
| Eliminate the operation of the Webster Avenue Ice Rink   | -29,900 |
| One Forestry Worker position is eliminated due to budget constraints   | -26,400 |
| A Youth Golf Academy Program is added  | 25,000  |

### Major Change

|   |         |
|---|---------|
| The Club House at Edgerton and the summer Kids Club at Avenue D Recreation Centers are eliminated due to lack of interest   | -13,000 |
| Due to a cooperative agreement with the YMCA, seasonal positions are eliminated for staffing of after school programs at Danforth and South Avenue Recreation Centers | -9,900  |
| Additional special events are added to the Public Market  | 7,000   |
| One seasonal position of Lifeguard at Genesee Valley Park is reclassified to Rink Manager   | 6,700   |
| The adult softball league's expense and revenue decreases based on projected usage  | -5,700  |

### ADMINISTRATION

Administration develops programs and policy and creates and distributes information about them. It administers contracts and facility use permits and oversees special and seasonal activities. It trains employees and coordinates the Bureau's budget, accounting, collection, and personnel functions. It manages the Department's supply unit and plans and implements capital improvement projects in parks, recreation facilities, and the Public Market. It also manages the Bureau Security Program and the Recreation Leader on Call program.

### FIELD ADMINISTRATION

This activity provides management oversight of neighborhood recreation programs and facilities.

### NORTH RECREATION AREA

The North Area includes: the Adams Recreation Center, Avenue D Recreation Center, Campbell Recreation Center, Carter Recreation Center, Charlotte Middle School, Edgerton Community Center, Jefferson Middle School, LaGrange Recreation Center, Lake River Recreation Center, Pierpont Recreation Center, #17 School Summer Playground, #20 School Kids Club, #42 and #43 School Recreation Program, and the Carter, DownTowners, and Stardust Senior Programs.

### Program Change

The Adams St. Recreation Center will conduct a Guard Smart Program, which teaches lifesaving lifeguard skills to youth, ages 11 to 14, in collaboration with the American Red Cross. The Avenue D Recreation Center will conduct an Anti-Violence Walk in collaboration with the Northeast Recreation Planning Committee and Group 14621. The Campbell Recreation Center will establish a "Play House Theater" for youth, ages 10 to 15.

The Carter Recreation Center will conduct an Academic Club which rewards children for academic achievement. The Charlotte Recreation Center will conduct a Model Rocket Blast-Off at #42 School. The Edgerton Recreation Center will conduct a "Special People Night Celebration" in collaboration with Sector Three Assets for Youth (S.T.A.Y.) honoring volunteers, both adults and children, who make a difference at our centers and agencies. A "Reading for Fun" Program is added to all recreation centers.

The registration increase at Edgerton/Pierpont Recreation Centers is due to increased programming, and the hours of operation increase is due to more weddings and social events being scheduled. Carter Street Recreation Center's hours of operation decrease due to less permit usage, whereas Campbell Street's hours of operation increase due to City School District permit use. Avenue D Recreation Center was closed for renovations during fiscal year 1998-99, thus the lack of permit use during that fiscal year.

The attendance performance indicators are updated to reflect a more accurate estimate. The new card reader system is not yet in place but will be during fiscal year 2000-01.

**Performance Indicators**

|                        | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>          |                          |                               |                            |                          |
| Registrations:         |                          |                               |                            |                          |
| ● Avenue D             | 2,392                    | 2,500                         | 2,500                      | 2,470                    |
| ● Carter Street        | 523                      | 585                           | 525                        | 610                      |
| ● Charlotte/LaGrange   | 878                      | 850                           | 850                        | 850                      |
| ● Edgerton/Pierpont    | 1,647                    | 4,200                         | 1,747                      | 3,500                    |
| ● Campbell             | 1,206                    | 1,400                         | 1,375                      | 1,415                    |
| ● Adams                | 3,479                    | 3,570                         | 3,600                      | 3,448                    |
| <b>WORKLOAD</b>        |                          |                               |                            |                          |
| Hours of operation:    |                          |                               |                            |                          |
| ● Avenue D             | 4,099                    | 4,100                         | 4,121                      | 4,026                    |
| ● Carter Street        | 3,042                    | 3,100                         | 3,366                      | 3,067                    |
| ● Charlotte/LaGrange   | 2,581                    | 2,566                         | 2,566                      | 2,552                    |
| ● Edgerton/Pierpont    | 4,807                    | 5,200                         | 5,620                      | 5,640                    |
| ● Campbell             | 3,748                    | 3,797                         | 3,797                      | 4,123                    |
| ● Adams                | 5,831                    | 5,861                         | 5,861                      | 5,377                    |
| Number of permit uses: |                          |                               |                            |                          |
| ● Avenue D             | 2                        | 200                           | 210                        | 181                      |
| ● Carter Street        | 179                      | 50                            | 153                        | 47                       |
| ● Edgerton/Pierpont    | 357                      | 375                           | 350                        | 410                      |
| ● Campbell             | 105                      | 325                           | 91                         | 340                      |
| ● Adams                | 359                      | 375                           | 299                        | 392                      |
| <b>RESULTS</b>         |                          |                               |                            |                          |
| Attendance per year:   |                          |                               |                            |                          |
| ● Avenue D             | N/A                      | 24,562                        | 30,000                     | 26,000                   |
| ● Carter Street        | N/A                      | 31,397                        | 21,000                     | 31,000                   |
| ● Charlotte/LaGrange   | N/A                      | 21,671                        | 19,000                     | 22,000                   |
| ● Edgerton/Pierpont    | N/A                      | 25,632                        | 60,000                     | 30,000                   |
| ● Campbell             | N/A                      | 38,575                        | 37,265                     | 40,000                   |
| ● Adams                | N/A                      | 25,611                        | 29,000                     | 27,000                   |

N/A - Not Applicable

**SOUTH RECREATION AREA**

The South Area includes: the Clinton Baden Community Center, Cobbs Hill Recreation Center, Danforth Community Center, East High School Recreation Program, Field Street/#35 School Recreation Center, Flint Street Community Center, Gardiner Recreation Center, Humboldt Recreation Center, James Madison School of Excellence Recreation Program, North Street Community Center, Norton Village Recreation Center, River Park Commons Recreation Center, South Avenue Recreation Center, St. Monica's Summer Recreation Program, Webster Avenue Community Center, #2, #16, #28, #33, #46, and #52 School Recreation Programs, and the Evergreen, Kennedy, and Northeast Seniors.

**Program Change**

The Flint Street Community Center will provide a neighborhood mini-computer lab in collaboration with Science Linkages in the Community (SLIC). The Humboldt Recreation Center will host a Millennium Peace Project, which is a job training opportunity for youth and teens to volunteer at their respective recreation centers and in the community.

The North Street Community Center will conduct the Kid Tech Computer Program, increasing access to technology among low income families. The South Avenue Recreation Center will host a community family

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picnic. The Webster Avenue Community Center will provide the Compeer Recreational Mentoring Program. A "Reading for Fun" Program is added to all recreation centers.

The hours of operation for Danforth Recreation Center increase due to an increase in permit use. The hours of operation for Flint Street Community Center show a decrease as there was an error in the prior year's calculation. Building renovations at the Webster Recreation Center decrease the hours of operation and no permit use is anticipated during 2000-01. The hours of operation at East/Humboldt decrease due to a decline in outside events on the weekends, caused by a lack of participants.

The North Street Community Center permit use increases due to use by the City School District. Permit use at the South Avenue Recreation Center decreases due to the center being open on weekends. Attendance will be reduced at the Webster Recreation Center due to building renovations and the ice rink closing. The attendance performance indicators reflect a more accurate estimate. The new card reader system is not yet in place, but will be during fiscal year 2000-01.

### Performance Indicators

|                          | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>            |                           |                                |                             |                           |
| Registrations:           |                           |                                |                             |                           |
| • Danforth               | 2,254                     | 2,210                          | 2,210                       | 2,210                     |
| • North Street           | 1,794                     | 1,700                          | 1,700                       | 2,050                     |
| • Flint                  | 3,475                     | 3,500                          | 3,420                       | 3,568                     |
| • Webster/Norton Village | 1,238                     | 1,300                          | 1,300                       | 1,100                     |
| • South/Field/Cobbs Hill | 2,647                     | 2,500                          | 2,500                       | 2,500                     |
| • East/Humboldt          | 2,231                     | 2,000                          | 2,000                       | 2,000                     |
| <b>WORKLOAD</b>          |                           |                                |                             |                           |
| Hours of Operation:      |                           |                                |                             |                           |
| • Danforth               | 3,699                     | 4,200                          | 3,720                       | 4,754                     |
| • North Street           | 4,862                     | 4,850                          | 4,716                       | 4,885                     |
| • Flint                  | 5,389                     | 5,221                          | 6,667                       | 5,142                     |
| • Webster/Norton Village | 4,070                     | 4,084                          | 4,084                       | 3,927                     |
| • South/Field/Cobbs Hill | 7,322                     | 7,300                          | 7,343                       | 7,209                     |
| • East/Humboldt          | 3,950                     | 3,631                          | 3,631                       | 3,342                     |
| Number of permit uses:   |                           |                                |                             |                           |
| • Danforth               | 339                       | 325                            | 443                         | 350                       |
| • North Street           | 137                       | 350                            | 56                          | 363                       |
| • Flint                  | 18                        | 12                             | 10                          | 15                        |
| • Webster/Norton Village | 43                        | 20                             | 4                           | 0                         |
| • South/Field/Cobbs Hill | 367                       | 300                            | 303                         | 200                       |
| <b>RESULTS</b>           |                           |                                |                             |                           |
| Attendance per year:     |                           |                                |                             |                           |
| • Danforth               | N/A                       | 33,405                         | 40,700                      | 35,000                    |
| • North Street           | N/A                       | 34,107                         | 40,160                      | 35,000                    |
| • Flint                  | N/A                       | 80,179                         | 93,960                      | 85,000                    |
| • Webster/Norton Village | N/A                       | 24,836                         | 35,155                      | 20,000                    |
| • South/Field/Cobbs Hill | N/A                       | 64,137                         | 57,400                      | 65,000                    |
| • East/Humboldt          | N/A                       | 22,457                         | 31,625                      | 25,000                    |

N/A - Not Applicable

### GENESEE VALLEY COMPLEX

This activity manages the Genesee Valley Park (GVP) ice rink, pool, playing fields, and Manhattan Square Park facility, including the ice rink.

**Program Change**

The attendance performance indicators reflect a more accurate estimate. The new card reader system is not yet in place but will be during fiscal year 2000-01.

Manhattan Square Rink hours of operation decreased in 1999-2000 due to a late opening caused by equipment failure. The rink was also closed during unusually warm weather in the Winter season. These closures affected permit use at the rink.

**Performance Indicators**

|                                | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                  |                           |                                |                             |                           |
| Registrations - Special Events | N/A                       | 500                            | 500                         | 500                       |
| <b>WORKLOAD</b>                |                           |                                |                             |                           |
| Hours of operation:            |                           |                                |                             |                           |
| ● GVP Ice Rink                 | 3,236                     | 3,276                          | 3,276                       | 3,276                     |
| ● GVP Pool                     | 830                       | 830                            | 835                         | 835                       |
| ● Manhattan Square Rink        | 756                       | 860                            | 925                         | 925                       |
| Number of permit uses:         |                           |                                |                             |                           |
| ● GVP Ice Rink                 | 487                       | 400                            | 339                         | 400                       |
| ● Manhattan Square Rink        | 85                        | 42                             | 47                          | 60                        |
| ● GVP Pool                     | 226                       | 306                            | 206                         | 300                       |
| <b>RESULTS</b>                 |                           |                                |                             |                           |
| Attendance per year:           |                           |                                |                             |                           |
| ● GVP Ice Rink                 | N/A                       | 31,971                         | 21,000                      | 25,000                    |
| ● GVP Pool                     | N/A                       | 19,215                         | 19,000                      | 19,000                    |
| ● Manhattan Square Rink        | N/A                       | 13,628                         | 13,000                      | 13,000                    |

N/A - Not Applicable

**ATHLETICS**

This activity develops, coordinates, and directs athletic activities, including organized team sports at all levels of skill and competition. Among its programs are the Adult Recreational Softball League, the Saturday morning Learn To Swim program, youth softball, basketball and football leagues, adult tennis, volunteer Youth Sports enhancement program, and city-wide track and field program. This activity also is responsible for the development and administration of the Centralized Aquatic Initiative.

**Program Change**

A collaboration with the Boys and Girls Club will provide an enhanced Youth Flag Football League. The National Youth Sports Coaches Association will work with both staff and members of City-based volunteer youth sports organizations to provide coaching certification.

The Freddie Thomas pool hours of operation are reduced during 1999-2000 caused by a late opening due to lack of staff.

The Marshall pool will re-open, as the City School District renovations are complete.

**Performance Indicators**

|                              | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                |                           |                                |                             |                           |
| Adult softball participants  | 3,587                     | 3,600                          | 4,000                       | 3,700                     |
| Hours of Aquatics operation: |                           |                                |                             |                           |
| ● Charlotte                  | 96                        | 96                             | 96                          | 96                        |

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**Performance Indicators**

|                            | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|----------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| ● Douglass                 | 280                      | 280                           | 280                        | 280                      |
| ● East                     | 360                      | 360                           | 360                        | 360                      |
| ● Freddie Thomas           | 712                      | 584                           | 712                        | 712                      |
| ● Jefferson                | 360                      | 360                           | 360                        | 360                      |
| ● Madison                  | 0                        | 584                           | 712                        | 712                      |
| ● Marshall                 | 0                        | 0                             | 0                          | 280                      |
| Registration for Aquatics: |                          |                               |                            |                          |
| ● Charlotte                | 175                      | 170                           | 175                        | 175                      |
| ● Douglass                 | 290                      | 260                           | 300                        | 275                      |
| ● East                     | 621                      | 600                           | 650                        | 600                      |
| ● Freddie Thomas           | 608                      | 560                           | 650                        | 600                      |
| ● Jefferson                | 178                      | 225                           | 200                        | 200                      |
| ● Madison                  | N/A                      | 575                           | 600                        | 600                      |
| ● Marshall                 | 0                        | 0                             | 0                          | 175                      |
| <b>RESULTS</b>             |                          |                               |                            |                          |
| Adult softball games held  | 1,275                    | 1,400                         | 1,400                      | 1,275                    |
| Attendance per year:       |                          |                               |                            |                          |
| ● Charlotte                | N/A                      | 1,500                         | 1,500                      | 1,500                    |
| ● Douglass                 | N/A                      | 2,897                         | 2,800                      | 2,800                    |
| ● East                     | N/A                      | 3,047                         | 4,800                      | 4,400                    |
| ● Freddie Thomas           | N/A                      | 3,973                         | 4,800                      | 4,800                    |
| ● Jefferson                | N/A                      | 2,686                         | 1,500                      | 2,800                    |
| ● Madison                  | N/A                      | 4,800                         | 7,200                      | 4,800                    |
| ● Marshall                 | N/A                      | 0                             | 0                          | 2,800                    |

N/A - Not Applicable

**PUBLIC MARKETS**

This activity operates and maintains the Public Market at 280 North Union Street and the Downtown Market on St. Mary's Place, near Washington Square Park. Employees rent stall space to vendors, collect revenues, maintain buildings and grounds, and supervise operations on market days.

**Program Change**

A "Homegrown at the Market" series of Tuesday night concerts featuring local entertainment and produce will be implemented. The Downtown Market moves from Bragdon Place to St. Mary's Place, located near Washington Square Park. The concentration of office workers has shifted over the years, and the Bragdon Place location has experienced declining vendor participation and customer base. This move will allow additional vendors at the site.

**Performance Indicators**

|                        | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>          |                          |                               |                            |                          |
| Stalls for rent:       |                          |                               |                            |                          |
| ● Shed A               | 124                      | 124                           | 124                        | 124                      |
| ● Shed C               | 68                       | 68                            | 68                         | 68                       |
| ● Winter Shed          | 60                       | 60                            | 60                         | 60                       |
| ● Downtown Market      | 14                       | 12                            | 16                         | 20                       |
| Leases:                |                          |                               |                            |                          |
| ● Shed A & C/ seasonal | 197                      | 197                           | 197                        | 197                      |
| ● Winter Shed/annual   | 58                       | 58                            | 56                         | 59                       |
| ● Shed A & C/ annual   | 10                       | 11                            | 14                         | 20                       |

**Performance Indicators**

|                                  | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|----------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>WORKLOAD</b>                  |                                 |                                      |                                   |                                 |
| Market days held                 | 155                             | 153                                  | 155                               | 155                             |
| Special event days               | 18                              | 23                                   | 20                                | 25                              |
| Downtown Market - weeks operated | 21                              | 19                                   | 19                                | 19                              |
| Daily rentals:                   |                                 |                                      |                                   |                                 |
| ● Shed A & C (January - April)   | 1,400                           | 1,600                                | 1,600                             | 1,600                           |
| ● Shed A & C (May - December)    | 1,150                           | 1,225                                | 1,225                             | 1,225                           |
| ● Special Events                 | 950                             | 970                                  | 970                               | 1,000                           |
| <b>EFFICIENCY</b>                |                                 |                                      |                                   |                                 |
| Occupancy Rate (%)               |                                 |                                      |                                   |                                 |
| ● Shed A                         | 100                             | 100                                  | 100                               | 100                             |
| ● Shed C                         | 95                              | 95                                   | 95                                | 95                              |
| ● Winter Shed                    | 95                              | 95                                   | 95                                | 98                              |
| ● Downtown Market                | 80                              | 80                                   | 85                                | 85                              |

**PARKS OPERATIONS**

Parks Operations maintains City parks, green areas, and recreation and parks equipment. It prepares and maintains athletic fields and three artificial ice rinks. It plants, grooms, and maintains City parks flower beds, Maplewood Park rose garden, and sections of the Genesee River Trail.

**Program Change**

Additional staff training in horticultural techniques will be developed and implemented. With the closing of the Webster Ice Rink due to the renovations needed, the performance indicators show a decrease in demand and workload.

**Performance Indicators**

|   | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|---|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                             |                                 |                                      |                                   |                                 |
| Acres maintained                          | 880                             | 880                                  | 880                               | 880                             |
| Ice Rinks maintained                      | 3                               | 2                                    | 3                                 | 2                               |
| Work orders received                      | 1,047                           | 1,100                                | 1,100                             | 1,150                           |
| <b>WORKLOAD</b>                           |                                 |                                      |                                   |                                 |
| Mowings/trimmings per area                | 18                              | 19                                   | 18                                | 18                              |
| Litter/trash pickups per area             | 59                              | 61                                   | 61                                | 61                              |
| Ice Rinks (weeks maintained)              |                                 |                                      |                                   |                                 |
| ● Genesee Valley                          | 26                              | 26                                   | 26                                | 26                              |
| ● Manhattan Square                        | 14                              | 13                                   | 15                                | 15                              |
| ● Webster                                 | 13                              | 4                                    | 14                                | 0                               |
| Maplewood Rose Garden (bushes maintained) | 4,600                           | 4,600                                | 4,600                             | 4,600                           |
| <b>EFFICIENCY</b>                         |                                 |                                      |                                   |                                 |
| Work orders completed (%)                 | 95.2                            | 97.7                                 | 95.5                              | 97.8                            |
| <b>RESULTS</b>                            |                                 |                                      |                                   |                                 |
| Work orders completed                     | 997                             | 1,075                                | 1,050                             | 1,125                           |
| Actual mowings/trimmings per area         | 18                              | 19                                   | 18                                | 18                              |

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|                 |
|-----------------|
| <b>FORESTRY</b> |
|-----------------|

The Division of Forestry manages the care and maintenance of the City's urban forest. This includes tree pest management, pruning, planting, and tree and stump removal on City streets, in City parks, and other City properties. The Division responds to the public regarding City tree management issues and conducts annual inspections of City trees to assist in work program planning.

### Program Change

Forestry transfers from Special Services. Performance Indicators transferred for ease of year to year comparison.

The City's contract tree pruning program results in a reduction in the workload, including a significant reduction in the number of street tree removals. A program change was made in the scheduled mature tree pruning schedule which is funded using cash capital: the pruning rotation is extended from five years to six years. This will balance urban forest maintenance needs, tree planting needs, and available funding.

The trees planted by contract performance indicator for 1999-2000 increases from 600 budgeted to 996 estimated due to three large street reconstruction projects during that year, University Avenue, Elmwood Avenue, and Blossom Road. 1998-99 stump removal by contract was unusually low.

The pruning program reduces the severity of damage to the tree population caused by storm events. This prolongs tree longevity, causing the number of attrition removals to decline this year, with the trend anticipated to continue.

### Performance Indicators

|                              | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Budget</u><br><u>1999-2000</u> | <u>Budget</u><br><u>2000-01</u> |
|------------------------------|---------------------------------|--------------------------------------|-----------------------------------|---------------------------------|
| <b>DEMAND</b>                |                                 |                                      |                                   |                                 |
| Street trees and sites:      |                                 |                                      |                                   |                                 |
| ● Trees                      | 57,863                          | 57,735                               | 57,651                            | 57,543                          |
| ● Planting sites             | 18,717                          | 19,239                               | 18,896                            | 19,338                          |
| ● Trees to be pruned         | 11,600                          | 11,547                               | 11,530                            | 9,591                           |
| ● Annual removals            | 854                             | 621                                  | 850                               | 600                             |
| ● Annual stump removals      | 736                             | 615                                  | 600                               | 500                             |
| Parks/cemetery trees:        |                                 |                                      |                                   |                                 |
| ● Trees                      | 11,909                          | 11,819                               | 11,719                            | 11,779                          |
| ● Trees to be pruned         | 1,190                           | 1,182                                | 1,172                             | 1,178                           |
| ● Removals                   | 545                             | 375                                  | 416                               | 178                             |
| ● Stumps                     | 455                             | 578                                  | 460                               | 349                             |
| Service requests received    | 3,113                           | 3,000                                | 3,000                             | 2,900                           |
| <b>WORKLOAD</b>              |                                 |                                      |                                   |                                 |
| Trees removed by city        | 841                             | 763                                  | 900                               | 600                             |
| Trees removed by others      | 107                             | 149                                  | 80                                | 100                             |
| Trees planted by contract    | 641                             | 996                                  | 600                               | 652                             |
| Trees maintained:            |                                 |                                      |                                   |                                 |
| ● Complete prune by city     | 3,208                           | 6,894                                | 7,200                             | 4,700                           |
| ● Complete prune by contract | 6,098                           | 6,000                                | 7,000                             | 5,500                           |
| ● Hazard prune by city       | 4,226                           | 3,230                                | 4,200                             | 3,500                           |
| ● Stump removal by city      | 782                             | 799                                  | 750                               | 480                             |
| ● Stump removal by contract  | 2                               | 45                                   | 50                                | 20                              |

**Performance Indicators**

|                   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>RESULTS</b>    |                           |                                |                             |                           |
| Trees removed     | 948                       | 912                            | 980                         | 700                       |
| Trees planted     | 641                       | 996                            | 600                         | 652                       |
| Trees maintained: |                           |                                |                             |                           |
| • Complete prune  | 9,306                     | 12,894                         | 14,200                      | 10,200                    |
| • Hazard prune    | 4,226                     | 3,230                          | 4,200                       | 3,500                     |
| Stumps removed    | 784                       | 844                            | 800                         | 500                       |

**EQUIPMENT MAINTENANCE**

This activity maintains and repairs specialized equipment for the Department. It also maintains and repairs small equipment for the Department of Environmental Services and coordinates vehicle maintenance with them.

**Performance Indicators**

|                           | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>             |                           |                                |                             |                           |
| Work orders received      | 974                       | 1,000                          | 1,100                       | 1,200                     |
| <b>WORKLOAD</b>           |                           |                                |                             |                           |
| Work orders completed     | 916                       | 950                            | 1,050                       | 1,150                     |
| <b>EFFICIENCY</b>         |                           |                                |                             |                           |
| Work orders completed (%) | 94.0                      | 95.0                           | 95.5                        | 95.8                      |
| Work orders per mechanic  | 247                       | 240                            | 260                         | 280                       |

**CUSTODIAL SERVICES**

This activity furnishes cleaning services at Parks and Recreation and Office of Special Services buildings.

**Program Change**

A contract to improve maintenance of wood floors at the Edgerton Community Stardust Ballroom, Danforth Community Center, and the Carter Street and Avenue D Recreation Centers is implemented. The Frost Avenue Recreation Center was demolished, reducing the number of buildings and the square footage of buildings maintained by lease.

**Performance Indicators**

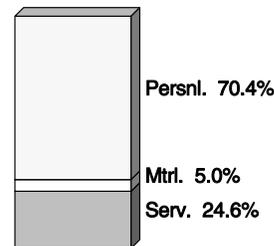
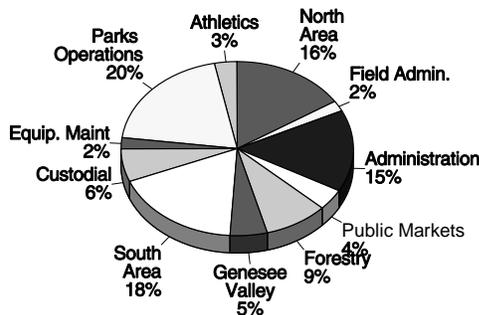
|   | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|---|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                                       |                           |                                |                             |                           |
| Buildings maintained by unit                        | 31                        | 31                             | 31                          | 31                        |
| Buildings maintained by lease and monitored by unit | 3                         | 2                              | 3                           | 2                         |
| <b>WORKLOAD</b>                                     |                           |                                |                             |                           |
| Square feet of buildings maintained by unit         | 331,450                   | 334,150                        | 334,150                     | 334,150                   |
| Square feet of buildings maintained by lease        | 44,000                    | 37,000                         | 44,000                      | 37,000                    |

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
BUREAU OF PARKS & RECREATION  
EXPENDITURE SUMMARY**

| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 5,680,620                 | 5,786,800                      | 5,798,500                    | 6,613,700                   |
| Materials & Supplies                 | 433,849                   | 442,300                        | 415,400                      | 473,900                     |
| Services                             | 2,082,316                 | 2,189,800                      | 2,269,700                    | 2,316,400                   |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| <b>Total</b>                         | <b>8,196,785</b>          | <b>8,418,900</b>               | <b>8,483,600</b>             | <b>9,404,000</b>            |

| <b>Appropriation by Activity</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|----------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                   | 1,282,709                 | 1,411,200                      | 1,354,500                    | 1,414,100                   |
| Field Administration             | 210,988                   | 203,500                        | 211,200                      | 209,100                     |
| North Recreation Area            | 1,397,544                 | 1,430,700                      | 1,513,600                    | 1,526,500                   |
| South Recreation Area            | 1,657,404                 | 1,668,100                      | 1,694,600                    | 1,659,500                   |
| Genesee Valley Complex           | 391,596                   | 404,000                        | 419,400                      | 431,300                     |
| Athletics                        | 299,246                   | 296,000                        | 320,800                      | 312,400                     |
| Public Markets                   | 330,631                   | 343,000                        | 310,100                      | 340,900                     |
| Parks Operations                 | 1,821,077                 | 1,829,200                      | 1,893,600                    | 1,868,000                   |
| Forestry                         | 0                         | 0                              | 0                            | 866,200                     |
| Equipment Maintenance            | 241,299                   | 229,000                        | 204,400                      | 206,500                     |
| Custodial Services               | <u>564,291</u>            | <u>604,200</u>                 | <u>561,400</u>               | <u>569,500</u>              |
| <b>Total</b>                     | <b>8,196,785</b>          | <b>8,418,900</b>               | <b>8,483,600</b>             | <b>9,404,000</b>            |

| <b>Employee Years by Activity</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|-----------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Administration                    | 17.2                      | 18.3                           | 18.3                         | 19.0                        |
| Field Administration              | 3.7                       | 3.5                            | 3.5                          | 3.5                         |
| North Recreation Area             | 54.1                      | 53.7                           | 56.5                         | 53.8                        |
| South Recreation Area             | 62.9                      | 61.4                           | 61.4                         | 60.7                        |
| Genesee Valley Complex            | 13.4                      | 13.5                           | 13.1                         | 13.5                        |
| Athletics                         | 7.1                       | 8.0                            | 8.3                          | 8.6                         |
| Public Markets                    | 2.7                       | 2.6                            | 3.4                          | 3.4                         |
| Parks Operations                  | 49.6                      | 47.9                           | 47.5                         | 47.8                        |
| Forestry                          | 0.0                       | 0.0                            | 0.0                          | 20.9                        |
| Equipment Maintenance             | 4.5                       | 3.7                            | 3.9                          | 3.9                         |
| Custodial Services                | <u>24.2</u>               | <u>24.1</u>                    | <u>21.7</u>                  | <u>21.4</u>                 |
| <b>Total</b>                      | <b>239.4</b>              | <b>236.7</b>                   | <b>237.6</b>                 | <b>256.5</b>                |



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
BUREAU OF PARKS & RECREATION  
PERSONNEL SUMMARY

12-19

| FULL TIME POSITIONS            |                                    |                  |                  | Administration | Field Administration | North Recreation Area | South Recreation Area | Genesee Valley Complex | Athletics | Public Markets | Parks Operations | Forestry | Equipment Maintenance | Custodial Services |  |
|--------------------------------|------------------------------------|------------------|------------------|----------------|----------------------|-----------------------|-----------------------|------------------------|-----------|----------------|------------------|----------|-----------------------|--------------------|--|
| Br.                            | Title                              | Budget 1999-2000 | Proposed 2000-01 |                |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 33                             | Director/Recreation & Leisure Svcs | 0                | 1                | 0.9            |                      |                       |                       |                        |           | 0.1            |                  |          |                       |                    |  |
| 31                             | Manager of Parks & Recreation      | 1                | 0                |                |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 28                             | City Forester                      | 0                | 1                | 1              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 28                             | Asst. Mgr. of Parks & Recreation   | 2                | 2                | 1.7            |                      |                       |                       |                        |           | 0.3            |                  |          |                       |                    |  |
| 25                             | Area Manager                       | 0                | 1                |                | 1                    |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 25                             | Manager, Athletics & Aquatics      | 1                | 1                |                |                      |                       |                       | 0.5                    | 0.5       |                |                  |          |                       |                    |  |
| 25                             | Recreation Area Manager            | 2                | 1                |                | 1                    |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 24                             | Program Development Specialist     | 1                | 1                | 0.9            |                      |                       |                       |                        |           | 0.1            |                  |          |                       |                    |  |
| 21                             | Recreation Center Director         | 6                | 6                |                |                      | 2                     | 3                     | 1                      |           |                |                  |          |                       |                    |  |
| 20                             | Administrative Analyst             | 0                | 1                |                |                      |                       |                       |                        |           |                |                  | 1        |                       |                    |  |
| 19                             | Forestry Operations Supervisor     | 0                | 1                |                |                      |                       |                       |                        |           |                |                  | 1        |                       |                    |  |
| 19                             | Parks Operations Supervisor        | 3                | 3                |                |                      |                       |                       |                        |           |                | 3                |          |                       |                    |  |
| 19                             | Senior Equipment Mechanic          | 1                | 1                |                |                      |                       |                       |                        |           |                |                  |          | 1                     |                    |  |
| 19                             | Senior Recreation Supervisor       | 7                | 7                |                |                      | 4                     | 3                     |                        |           |                |                  |          |                       |                    |  |
| 18                             | Municipal Assistant                | 1                | 1                | 1              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 18                             | Special Events Program Assistant   | 1                | 1                | 1              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 18                             | Supervisor of Markets              | 1                | 1                |                |                      |                       |                       |                        |           | 1              |                  |          |                       |                    |  |
| 17                             | Horticulture Technician            | 1                | 1                |                |                      |                       |                       |                        |           |                | 1                |          |                       |                    |  |
| 17                             | Forestry Technician                | 0                | 4                |                |                      |                       |                       |                        |           |                |                  | 4        |                       |                    |  |
| 16                             | Administrative Assistant           | 1                | 1                | 1              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 15                             | Recreation Supervisor              | 13               | 14               |                |                      | 6                     | 7                     | 1                      |           |                |                  |          |                       |                    |  |
| 15                             | Recreation Supervisor Bilingual    | 1                | 0                |                |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 13                             | Building Maintenance Supervisor    | 2                | 2                |                |                      |                       |                       |                        |           |                |                  |          |                       | 2                  |  |
| 13                             | Supervising Stock Clerk            | 1                | 1                | 1              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 9                              | Clerk II                           | 1                | 1                | 1              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 9                              | Pool Supervisor                    | 1                | 1                |                |                      | 1                     |                       |                        |           |                |                  |          |                       |                    |  |
| 9                              | Recreation Leader                  | 34               | 34               |                |                      | 15                    | 19                    |                        |           |                |                  |          |                       |                    |  |
| 9                              | Recreation Leader Bilingual        | 2                | 2                |                |                      | 2                     |                       |                        |           |                |                  |          |                       |                    |  |
| 7                              | Clerk III with Typing              | 3                | 4                | 2              | 1                    |                       |                       |                        |           |                |                  | 1        |                       |                    |  |
| 6                              | Stock Clerk                        | 2                | 2                | 2              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 1                              | Cleaner                            | 9                | 9                |                |                      |                       |                       |                        |           |                |                  |          |                       | 9                  |  |
| 66                             | Laborer                            | 2                | 2                |                |                      |                       |                       |                        |           |                | 2                |          |                       |                    |  |
| 66                             | Laborer 6 Day                      | 1                | 1                |                |                      |                       |                       |                        |           |                | 1                |          |                       |                    |  |
| 65                             | Senior Forestry Worker             | 0                | 4                |                |                      |                       |                       |                        |           |                |                  | 4        |                       |                    |  |
| 65                             | Sr. Maintenance Mech. Carpenter    | 1                | 1                |                |                      |                       |                       |                        |           |                | 1                |          |                       |                    |  |
| 65                             | Sr. Maintenance Mech. Pipefitter   | 1                | 1                |                |                      |                       |                       |                        |           |                | 1                |          |                       |                    |  |
| 65                             | Sr. Maintenance Mechanic Welder    | 1                | 1                |                |                      |                       |                       |                        |           |                | 1                |          |                       |                    |  |
| 63                             | Equipment Mechanic                 | 3                | 3                |                |                      |                       |                       |                        |           |                |                  |          | 3                     |                    |  |
| 62                             | Senior Maintenance Mechanic        | 1                | 1                |                |                      |                       |                       |                        |           |                | 1                |          |                       |                    |  |
| 61                             | Crew Chief                         | 6                | 6                |                |                      |                       |                       |                        |           |                | 6                |          |                       |                    |  |
| 61                             | Forestry Worker                    | 0                | 7                |                |                      |                       |                       |                        |           |                |                  | 7        |                       |                    |  |
| 58                             | Tree Trimmer                       | 0                | 1                |                |                      |                       |                       |                        |           |                |                  | 1        |                       |                    |  |
| 57                             | Senior Security Guard              | 1                | 1                | 1              |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| 56                             | Ground Equipment Operator          | 19               | 19               |                |                      |                       |                       |                        |           | 1              | 18               |          |                       |                    |  |
| 56                             | Ground Equipment Operator 6 Day    | 1                | 1                |                |                      |                       |                       |                        |           |                | 1                |          |                       |                    |  |
| 41                             | Parks Operations Worker            | 4                | 4                |                |                      |                       |                       |                        |           |                | 4                |          |                       |                    |  |
| EMPLOYEE YEARS                 |                                    |                  |                  |                |                      |                       |                       |                        |           |                |                  |          |                       |                    |  |
| Full Time                      |                                    | 139.0            | 159.0            | 14.5           | 3.0                  | 30.0                  | 32.0                  | 2.5                    | 0.5       | 2.5            | 40.0             | 19.0     | 4.0                   | 11.0               |  |
| Overtime                       |                                    | 3.3              | 3.5              | 0.0            | 0.0                  | 0.4                   | 0.5                   | 0.0                    | 0.0       | 0.1            | 1.4              | 0.6      | 0.0                   | 0.5                |  |
| Part Time, Temporary, Seasonal |                                    | 101.5            | 101.7            | 4.7            | 0.5                  | 25.5                  | 30.4                  | 11.5                   | 8.2       | 1.0            | 7.5              | 1.9      | 0.0                   | 10.5               |  |
| Less: Vacancy Allowance        |                                    | 6.2              | 7.7              | 0.2            | 0.0                  | 2.1                   | 2.2                   | 0.5                    | 0.1       | 0.2            | 1.1              | 0.6      | 0.1                   | 0.6                |  |
| Total                          |                                    | 237.6            | 256.5            | 19.0           | 3.5                  | 53.8                  | 60.7                  | 13.5                   | 8.6       | 3.4            | 47.8             | 20.9     | 3.9                   | 21.4               |  |

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
OFFICE OF SPECIAL SERVICES**

The Office of Special Services consists of the Cemeteries, the Blue Cross Arena at the War Memorial, the Rochester Riverside Convention Center, and the High Falls Entertainment District. Responsibilities include administering the Blue Cross Arena at the War Memorial lease, operating Mt. Hope and Riverside Cemeteries, and contract administration associated with the operation of the Rochester Riverside Convention Center and the High Falls Entertainment District. These activities are under the direct supervision of the Commissioner's Office.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Develop and implement the Rochester Cemeteries Heritage Foundation for fund raising for the future of the Cemeteries | Fourth Quarter              |

### Year-to-Year Comparison

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 4,994,400        | 4,010,400      | -984,000      |
| Employee Years | 55.2             | 36.4           | -18.8         |

### Change Detail

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 15,900                                  | 2,400                        | 9,200              | 0                            | -9,300               | -1,002,200          | -984,000     |

### Major Change

|   |          |
|---|----------|
| The Division of Forestry transfers to the Bureau of Parks and Recreation  | -880,800 |
| The one-time allocation for consultants to plan the implementation of the Heritage Foundation ends  | -77,000  |
| The City subsidy decreases at the High Falls Entertainment District   | -46,700  |
| The Convention Center allocation increases due to a projected increase in the Hotel/Motel Tax   | 23,600   |
| The Lighting Study results were implemented, reducing heat, light, and power expense at the War Memorial  | -15,600  |
| Due to budget constraints, cemetery seasonal help is reduced  | -10,600  |
| One full time clerical position was added during 1999-2000, split between the Commissioner's Office and the War Memorial, offset by a reduction in temporary help | 4,900    |

### FORESTRY

The Division of Forestry manages the care and maintenance of the City's urban forest. This includes tree pest management, pruning, planting, and tree and stump removal on City streets, in City parks, and other City properties. The Division responds to the public regarding City tree management issues and conducts annual inspections of City trees to assist in work program planning.

### Program Change

Forestry transfers to the Bureau of Parks and Recreation. Performance Indicators transferred for ease of year to year comparison.

**CEMETERIES**

This Division administers the City's two cemeteries: Mt. Hope, at 1133 Mt. Hope Avenue, and Riverside, at 2650 Lake Avenue. The Division provides information, monitors mausoleum and grave sales, manages the sales program contract, coordinates burials with funeral directors, digs graves, and opens crypts for receipt of urns or caskets.

**Program Change**

The Heritage Foundation is developed for fund raising for the future of the Cemeteries. Due to the high turn-over rate for Cemetery Sales Counselors, an additional four positions are added. The stabilization work for both Chapels at Mt. Hope Cemetery is completed. The New Chapel restoration project at Mt. Hope is included in the Rochester Cemeteries Heritage Foundation plans.

**Performance Indicators**

|                         | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|-------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>           |                           |                                |                             |                           |
| Cemetery acreage        | 292                       | 292                            | 292                         | 292                       |
| <b>WORKLOAD</b>         |                           |                                |                             |                           |
| Burials arranged        | 989                       | 985                            | 975                         | 990                       |
| Cremations performed    | 119                       | 150                            | 150                         | 150                       |
| Foundations constructed | 535                       | 600                            | 700                         | 600                       |
| Graves sold             | 576                       | 600                            | 800                         | 800                       |
| Niches sold             | 17                        | 30                             | 50                          | 50                        |
| Crypt spaces sold       | 14                        | 50                             | 150                         | 100                       |
| Lawn crypt spaces sold  | 0                         | 0                              | 0                           | 10                        |
| Bronze markers sold     | 6                         | 25                             | 25                          | 25                        |
| Cremation urns sold     | 2                         | 15                             | 20                          | 20                        |
| Granite markers sold    | 8                         | 30                             | 50                          | 50                        |

**BLUE CROSS ARENA AT THE WAR MEMORIAL**

This activity administers the Blue Cross Arena at the War Memorial lease, monitors events, and reviews audits and reports of revenue and attendance.

**Program Change**

An Energy Management System and an Automated Equipment Maintenance System will be implemented, contributing to savings in heat, light, and power expense and major equipment repairs. The number of event days decreases to reflect more accurate estimates.

**Performance Indicators**

|                                    | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|------------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                      |                           |                                |                             |                           |
| Events                             | 98                        | 103                            | 116                         | 105                       |
| <b>WORKLOAD</b>                    |                           |                                |                             |                           |
| Event days                         | 94                        | 97                             | 104                         | 99                        |
| <b>EFFICIENCY</b>                  |                           |                                |                             |                           |
| Attendance per event               | 5,724                     | 5,485                          | 5,172                       | 5,716                     |
| Per capita concession revenue (\$) | 3.49                      | 3.52                           | 3.25                        | 3.50                      |

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
OFFICE OF SPECIAL SERVICES**

**Performance Indicators**

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>RESULTS</b>                       |                          |                               |                            |                          |
| Total concession revenue (gross, \$) | 1,954,944                | 1,990,430                     | 1,950,000                  | 2,100,000                |
| Concessions revenue (City share, \$) | 171,058                  | 174,163                       | 170,600                    | 183,800                  |
| Total attendance                     | 560,914                  | 565,000                       | 600,000                    | 600,180                  |

**CONVENTION CENTER**

The Rochester Riverside Convention Center is owned by the City and operated, under contract, by the Rochester Convention Center Management Corporation. The contractor is responsible for employing staff, marketing, daily operations, routine maintenance and repair of the facility, and food and beverage service. The net operating cost funded by the City is substantially supported by revenue from the Hotel/Motel tax.

**Performance Indicators**

|                         | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|-------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>           |                          |                               |                            |                          |
| Conventions/trade shows | 30                       | 29                            | 29                         | 25                       |
| Public shows            | 22                       | 29                            | 29                         | 25                       |
| Other                   | 276                      | 330                           | 330                        | 340                      |
| <b>WORKLOAD</b>         |                          |                               |                            |                          |
| Event days scheduled    | 379                      | 345                           | 345                        | 345                      |
| <b>RESULTS</b>          |                          |                               |                            |                          |
| Total attendance        | 269,364                  | 345,000                       | 345,000                    | 345,000                  |

Operating cost for the Rochester Convention Center is estimated as follows:

|                                       | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|---------------------------------------|----------------------------|--------------------------|
| <b>Operating Revenues</b>             |                            |                          |
| ● Building & equipment rental         | 945,000                    | 995,000                  |
| ● Food & beverage service             | 3,380,100                  | 3,545,300                |
| ● Convention packages                 | 239,200                    | 275,100                  |
| ● Building services/miscellaneous     | <u>884,000</u>             | <u>856,100</u>           |
| Total Revenues                        | 5,448,300                  | 5,671,500                |
| <b>Operating Expenses</b>             |                            |                          |
| ● Personnel & fringe benefits         | 3,203,000                  | 3,381,000                |
| ● Materials & supplies                | 194,400                    | 188,400                  |
| ● Utilities                           | 358,000                    | 360,000                  |
| ● Maintenance of building & equipment | 239,300                    | 255,800                  |
| ● Security & contract labor           | 338,900                    | 263,600                  |
| ● Food & supplies                     | 720,000                    | 752,200                  |
| ● Convention packages                 | 239,200                    | 275,100                  |
| ● Cash capital allocation             | 103,000                    | 106,000                  |
| ● Other contractual services          | <u>1,125,800</u>           | <u>1,186,300</u>         |
| Total Expenses                        | 6,521,600                  | 6,768,400                |
| Total Cost                            | 1,073,300                  | 1,096,900                |

**HIGH FALLS ENTERTAINMENT DISTRICT**

The High Falls Entertainment District, adjacent to the Central Business District and the Genesee River, includes a commercial and retail center. A Sound and Light Show features laser images and other special effects in the Genesee River gorge.

The operating costs for the High Falls Entertainment District over a three year period are estimated as follows:

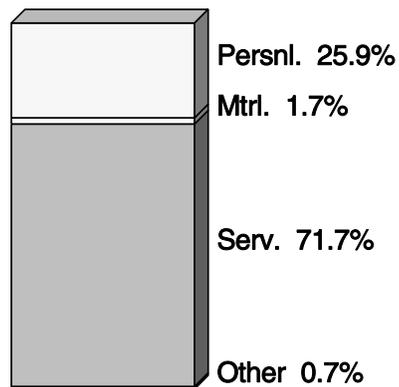
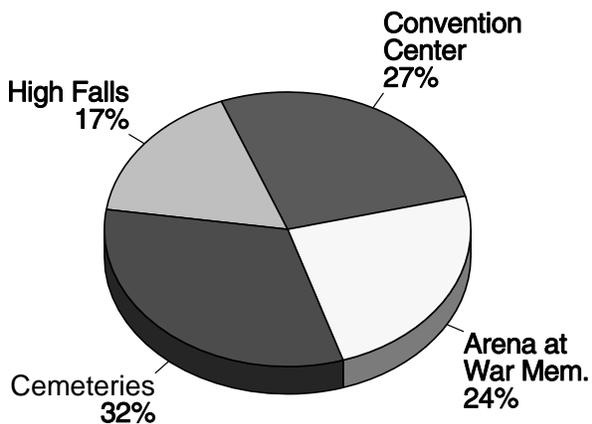
|                      | 1998-99<br><u>Budget</u> | 1999-2000<br><u>Budget</u> | 2000-01<br><u>Budget</u> |
|----------------------|--------------------------|----------------------------|--------------------------|
| Center at High Falls | 767,400                  | 710,800                    | 664,100                  |
| Festivals            | <u>25,000</u>            | <u>25,000</u>              | <u>25,000</u>            |
|                      | 792,400                  | 735,800                    | 689,100                  |

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
OFFICE OF SPECIAL SERVICES  
EXPENDITURE SUMMARY**

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 1,549,086                       | 1,629,300                            | 1,790,400                          | 1,037,200                         |
| Materials & Supplies                 | 103,445                         | 119,400                              | 104,900                            | 69,300                            |
| Services                             | 3,141,271                       | 3,000,000                            | 3,071,100                          | 2,874,900                         |
| Other                                | <u>27,250</u>                   | <u>28,400</u>                        | <u>28,000</u>                      | <u>29,000</u>                     |
| Total                                | 4,821,052                       | 4,777,100                            | 4,994,400                          | 4,010,400                         |

|                                      |                |                |                |                |
|--------------------------------------|----------------|----------------|----------------|----------------|
| <b>Appropriation by Activity</b>     |                |                |                |                |
| Forestry                             | 894,644        | 844,600        | 880,800        | 0              |
| Cemeteries                           | 1,194,657      | 1,223,500      | 1,383,800      | 1,280,300      |
| Blue Cross Arena at the War Memorial | 936,301        | 860,300        | 920,700        | 944,100        |
| Convention Center                    | 981,100        | 1,111,400      | 1,073,300      | 1,096,900      |
| High Falls Entertainment District    | <u>814,350</u> | <u>737,300</u> | <u>735,800</u> | <u>689,100</u> |
| Total                                | 4,821,052      | 4,777,100      | 4,994,400      | 4,010,400      |

|                                      |            |            |            |            |
|--------------------------------------|------------|------------|------------|------------|
| <b>Employee Years by Activity</b>    |            |            |            |            |
| Forestry                             | 23.1       | 21.9       | 22.8       | 0.0        |
| Cemeteries                           | 24.4       | 25.5       | 29.7       | 33.9       |
| Blue Cross Arena at the War Memorial | <u>2.8</u> | <u>2.8</u> | <u>2.7</u> | <u>2.5</u> |
| Total                                | 50.3       | 50.2       | 55.2       | 36.4       |



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
OFFICE OF SPECIAL SERVICES  
PERSONNEL SUMMARY

12-25

| FULL TIME POSITIONS            |  |                     |                     | Cemeteries | Blue Cross<br>Arena at the<br>War<br>Memorial |
|--------------------------------|--|---------------------|---------------------|------------|---|
| Br.                            | Title  | Budget<br>1999-2000 | Proposed<br>2000-01 |            |   |
| 35                             | Deputy Commissioner of Parks,<br>Recreation & Human Services | 0.3                 | 0.3                 |            | 0.3   |
| 29                             | City Forester  | 1                   | 0                   |            |   |
| 26                             | Cemetery Manager   | 1                   | 1                   | 1          |   |
| 24                             | Cemetery Superintendent                                      | 1                   | 1                   | 1          |   |
| 23                             | Special Events Facility Manager                              | 0.5                 | 0.5                 |            | 0.5   |
| 20                             | Administrative Analyst                                       | 1                   | 0                   |            |   |
| 19                             | Cemetery Operations Supervisor                               | 1                   | 1                   | 1          |   |
| 19                             | Forestry Operations Supervisor                               | 1                   | 0                   |            |   |
| 17                             | Forestry Technician  | 4                   | 0                   |            |   |
| 16                             | Administrative Assistant                                     | 1                   | 1                   | 1          |   |
| 7                              | Clerk III with Typing  | 4                   | 3.2                 | 3          | 0.2   |
| 65                             | Senior Forestry Worker                                       | 4                   | 0                   |            |   |
| 63                             | Equipment Mechanic   | 1                   | 1                   | 1          |   |
| 61                             | Forestry Worker  | 8                   | 0                   |            |   |
| 58                             | Tree Trimmer   | 1                   | 0                   |            |   |
| 57                             | Cemetery Worker  | 2                   | 2                   | 2          |   |
| 42                             | Cemetery Crew Chief  | 2                   | 2                   | 2          |   |
| A300                           | Cemetery Sales Coordinator                                   | 1                   | 1                   | 1          |   |
| A301                           | Cemetery Sales Counselor                                     | 5                   | 9                   | 9          |   |
| EMPLOYEE YEARS                 |  |                     |                     |            |   |
| Full Time                      |  | 39.8                | 23.0                | 22.0       | 1.0   |
| Overtime                       |  | 1.7                 | 1.3                 | 1.3        | 0.0   |
| Part Time, Temporary, Seasonal |  | 15.2                | 13.0                | 11.5       | 1.5   |
| Less: Vacancy Allowance        |  | <u>1.5</u>          | <u>0.9</u>          | <u>0.9</u> | <u>0.0</u>                                    |
| Total                          |  | 55.2                | 36.4                | 33.9       | 2.5   |

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
BUREAU OF HUMAN SERVICES**

The Bureau of Human Services has the responsibility for the fiscal management and oversight for several New York State and Federal funding streams, including the Community Development Block Grant (CDBG) Human Service allocation, Emergency Shelter Grant, and Pregnancy Prevention funding from the Centers for Disease Control. The Bureau administers over \$5 million from these sources.

In addition, the Bureau provides direct client services and administers the Federal Summer Food Program. It also provides technical assistance and represents the City in human services, employment, and planning processes.

Central Administration manages the Bureau operations; provides City representation in the development and management of the City/County workforce development system under the Workforce Investment Act (WIA) including specific City workforce development services related to BEST and activities initiated by the Department of Economic Development. Planning and Community Relations prepares the Bureau's annual work and expenditure plans for the various funding streams.

Contract Management maintains the information system and provides monitoring of contractual services. Operations delivers employment related services through the Workforce Investment Act, Basic Employability Skills Training, Community Conservation Corps, Teens on Patrol, and Good Grades Pay programs.

Due to the transition to the City/County workforce development system, the Private Industry Council and the Client Services office are eliminated.

The 2000-01 work plan includes the following:

| <b>Objective</b>   | <b>Projected Completion</b> |
|--|-----------------------------|
| Act as the City lead in implementing the transition from Job Training Partnership Act (JTPA) to Workforce Investment Act (WIA) | First Quarter               |

### **Year-to-Year Comparison**

|                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|----------------|------------------|----------------|---------------|
| Budget         | 3,104,200        | 2,376,900      | -727,300      |
| Employee Years | 40.8             | 27.1           | -13.7         |

### **Change Detail**

| <u>Salary &amp; Wage<br/>Adjustment</u> | <u>General<br/>Inflation</u> | <u>Chargebacks</u> | <u>Vacancy<br/>Allowance</u> | <u>Miscellaneous</u> | <u>Major Change</u> | <u>Total</u> |
|---|------------------------------|--------------------|------------------------------|----------------------|---------------------|--------------|
| 15,900                                  | 6,400                        | -1,500             | 0                            | 5,600                | -753,700            | -727,300     |

### **Major Change**

|  |          |
|--|----------|
| Termination of the Job Training Partnership Act Program eliminates thirteen full time positions                                | -709,200 |
| Creation of the Workforce Investment Act Program adds four full time positions   | 145,800  |
| Reduction in the Welfare to Work Program due to the transition to Workforce Investment Act, eliminates two full time positions | -118,400 |
| One-time allocation to provide Welfare to Work services for County residents ends  | -79,100  |
| The TOPS Program transfers from the Bureau of Human Resource Management  | 51,500   |

**Major Change**

|   |         |
|---|---------|
| Due to budget constraints, one Community Program Planner position is eliminated | -34,800 |
| Project Connect is eliminated   | -15,000 |
| Youth Bureau contracts increase   | 5,500   |

**CENTRAL ADMINISTRATION**

This activity manages overall Bureau operations. The unit provides supervision for unit managers and directs and monitors the Bureau's annual budget preparation and expenditure plans. It also participates on behalf of the City in various planning initiatives and processes and communicates the strategic vision of the City to staff and ensures that staff activities are consistent with this vision.

**Program Change**

Effective July 1, 2000, Federal legislation governing administration of the workforce development system changes from Job Training Partnership Act (JTPA) to the Workforce Investment Act (WIA) of 1998. Under WIA, the County, inclusive of the City, is the single Service Delivery Area (SDA) and therefore the recipient of funding that, under JTPA, had been received directly by the City.

The City and the County are partners in the design, implementation, and oversight of the workforce development system under WIA. The Bureau of Human Services will serve as City liaison to the County and other partners in the new system.

**CLIENT/CORPORATE SERVICES**

Client Services performed outreach and recruitment activities to JTPA clients. It communicated JTPA eligibility requirements and program requirements to potential clients and verified client eligibility for JTPA participation. It also assessed client needs, assisted clients in developing a program plan, and referred individuals to JTPA and non-JTPA services. The unit maintained the required JTPA client records, and also worked with employers to develop employment opportunities for JTPA clients.

**Program Change**

This activity is eliminated due to the transition to the Workforce Investment Act.

**Performance Indicators**

|                                | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                  |                           |                                |                             |                           |
| Orientation requests:          |                           |                                |                             |                           |
| • Agencies                     | 6                         | 10                             | 10                          | N/A                       |
| • Individuals                  | 1,795                     | 1,800                          | 1,000                       | N/A                       |
| Corporate accounts             | 105                       | 103                            | 100                         | N/A                       |
| <b>WORKLOAD</b>                |                           |                                |                             |                           |
| Orientation sessions           | 58                        | 55                             | 60                          | N/A                       |
| Eligibility appointments       | 1,088                     | 1,159                          | 1,000                       | N/A                       |
| Suitability appointments       | 768                       | 918                            | 370                         | N/A                       |
| Referrals to programs          | 476                       | 500                            | 625                         | N/A                       |
| Individual referral agreements | 226                       | 280                            | 175                         | N/A                       |
| Follow-up contacts             | 541                       | 500                            | 500                         | N/A                       |
| Job openings                   | 461                       | 450                            | 450                         | N/A                       |
| <b>EFFICIENCY</b>              |                           |                                |                             |                           |
| JTPA applicants enrolled:      |                           |                                |                             |                           |
| • Adults                       | 602                       | 750                            | 974                         | N/A                       |
| • Youth                        | 227                       | 250                            | 216                         | N/A                       |
| • Summer                       | 516                       | 519                            | 614                         | N/A                       |

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
BUREAU OF HUMAN SERVICES

**Performance Indicators**

|                                   | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|-----------------------------------|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>RESULTS</b>                    |                          |                               |                            |                          |
| JTPA Employment:                  |                          |                               |                            |                          |
| • Adults                          | 280                      | 300                           | 630                        | N/A                      |
| • Youth                           | 6                        | 35                            | 35                         | N/A                      |
| Referral of Applicants to Jobs    | 1,004                    | 939                           | 760                        | N/A                      |
| Wage Tax Credit for EDZ Employers | 147                      | 72                            | 75                         | N/A                      |
| On-the-Job-Training Contracts     | 25                       | 23                            | 25                         | N/A                      |

JTPA - Job Training Partnership Act

EDZ - Economic Development Zone

N/A - Not Applicable

**PLANNING AND COMMUNITY RELATIONS**

This activity, formerly named Planning/Procurement, prepares the annual Bureau work and expenditure plans for the various funding streams, coordinates the individual procurement processes and develops contracts for services. The unit also participates in various community planning processes.

**Program Change**

The activity name changes and workload decreases due to the transition to the Workforce Investment Act.

**Performance Indicators**

|   | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|---|--------------------------|-------------------------------|----------------------------|--------------------------|
| <b>DEMAND</b>                               |                          |                               |                            |                          |
| Proposals received                          | 126                      | 130                           | 130                        | 70                       |
| <b>WORKLOAD</b>                             |                          |                               |                            |                          |
| Proposals reviewed                          | 126                      | 130                           | 130                        | 70                       |
| Contracts developed:                        |                          |                               |                            |                          |
| • Workforce development group-sized         | 41                       | 33                            | 33                         | 0                        |
| • Workforce development individual referral | 252                      | 254                           | 254                        | 0                        |
| • Welfare-to-Work                           | 9                        | 7                             | 15                         | 0                        |
| • Other Human Services                      | 65                       | 57                            | 57                         | 60                       |
| • Contract amendments                       | 60                       | 40                            | 40                         | 18                       |
| Vouchers paid - individual referral         | 734                      | 1,200                         | 1,200                      | 0                        |
| Grants developed                            | 3                        | 5                             | 5                          | 5                        |
| <b>EFFICIENCY</b>                           |                          |                               |                            |                          |
| Contracts developed:                        |                          |                               |                            |                          |
| • Workforce development group-sized         | 41                       | 33                            | 33                         | 0                        |
| • Workforce development individual referral | 252                      | 254                           | 254                        | 0                        |
| • Welfare-to-Work                           | 9                        | 15                            | 15                         | 0                        |
| • Other Human Services                      | 65                       | 57                            | 57                         | 60                       |
| • Contract amendments                       | 60                       | 40                            | 40                         | 18                       |
| Vouchers paid - individual referral         | 734                      | 1,200                         | 1,200                      | 0                        |
| Average hourly rate (\$)                    |                          |                               |                            |                          |
| • Title II (disadvantaged adults)           | 7.48                     | 7.50                          | 7.50                       | 7.50                     |
| • Title III (dislocated workers)            | 13.27                    | 9.00                          | 9.00                       | 9.00                     |

**CONTRACT MANAGEMENT**

This activity, formerly known as Contract Services/Monitoring, monitors contracts for various funding streams, maintains the Bureau information system, and ensures that New York State and Federal audit requirements are met in a timely manner. It prepares statistical and descriptive reports for internal and external audiences and provides technical assistance to program operators, including training on new funding requirements.

**Program Change**

The name changes for this activity, and it will realign the monitoring priorities and responsibilities in relation to the Welfare to Work and Workforce Investment Act Programs and the Job Training Partnership Act Program closeout.

**Performance Indicators**

|                                | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> |
|--------------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <b>DEMAND</b>                  |                           |                                |                             |                           |
| Unemployment rate              | 6.5%                      | 6.9%                           | 6.3%                        | 6.9%                      |
| CDBG program allocation (\$)   | 1,364,200                 | 1,339,000                      | 1,339,000                   | 1,381,934                 |
| JTPA program allocation (\$)   | 3,439,129                 | 3,899,757                      | 3,899,757                   | 0                         |
| ESG allocation (\$)            | 454,000                   | 415,000                        | 415,000                     | 414,000                   |
| Technical assistance requests  | 465                       | 475                            | 475                         | 300                       |
| <b>WORKLOAD</b>                |                           |                                |                             |                           |
| Project reports                | 1,025                     | 1,050                          | 1,050                       | 625                       |
| Monitoring visits              | 255                       | 275                            | 275                         | 200                       |
| Desk audits                    | 170                       | 175                            | 175                         | 125                       |
| <b>RESULTS</b>                 |                           |                                |                             |                           |
| CDBG project beneficiaries     | 13,218                    | 15,000                         | 15,000                      | 15,000                    |
| ESG project beneficiaries      |                           |                                |                             |                           |
| • Families                     | 2,115                     | 2,000                          | 2,000                       | 2,000                     |
| • Individuals                  | 33,540                    | 25,000                         | 25,000                      | 25,000                    |
| Welfare-to-Work clients served | N/A                       | 350                            | 185                         | 0                         |
| JTPA placement rate:           |                           |                                |                             |                           |
| • Adults                       | 70%                       | 55%                            | 45%                         | 0%                        |
| • Youth Year-round             | 7%                        | 15%                            | 25%                         | 0%                        |
| Average adult hourly wage (\$) | \$10.62                   | \$9.50                         | \$8.75                      | \$0.00                    |

CDBG - Community Development Block Grant

ESG - Emergency Shelter Grant

JTPA - Job Training Partnership Act

N/A - Not Applicable

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
BUREAU OF HUMAN SERVICES

|                   |
|-------------------|
| <b>OPERATIONS</b> |
|-------------------|

This activity provides case management services in the Workforce Investment Act program for youth participants, in addition to the operation of the Good Grades Pay Program (GGP), the Community Conservation Corps (CCC), the Teens on Patrol (TOPS) Program, and the Basic Employability Skills Training Program (BEST).

The Zone Employment Center is designed to provide a centralized location for employers and job-seekers to ensure appropriate job-matching. Services will be provided by multiple providers and will be focused on zone residents to ensure their placement into permanent, meaningful jobs with livable wages. Staff will rotate here from other activities in the Bureau to provide client services.

The Summer Food Service Program is a federally funded activity that provides nutritious breakfasts and lunches to children at various recreation, day care, community centers, and other locations within the City.

### Program Change

The name of this activity changes. The Teens on Patrol (TOPS) Program transfers from the Bureau of Human Resource Management. For efficiency purposes, the expenses for the Zone Employment Center and the Summer Food Service Program are included in Operations.

Increased marketing activities will improve community recognition and recruitment in Good Grades Pay and the BEST Programs. The BEST Program will physically relocate and computer literacy skills will be emphasized in the upgraded BEST curriculum.

The Good Grades Pay Program will have a decrease in available jobs due to the change in federal legislation from JTPA to WIA.

### Performance Indicators

|                                       | Actual<br>1998-99 | Estimated<br>1999-2000 | Budget<br>1999-2000 | Budget<br>2000-01 |
|---------------------------------------|-------------------|------------------------|---------------------|-------------------|
| <b>DEMAND</b>                         |                   |                        |                     |                   |
| Summer Food Program Breakfast sites   | 58                | 61                     | 60                  | 60                |
| Summer Food Program Lunch sites       | 95                | 112                    | 110                 | 110               |
| <b>WORKLOAD</b>                       |                   |                        |                     |                   |
| Applicants for Good Grades Pay        | 1,201             | 1,236                  | 1,300               | 400               |
| Applicants for CCC and TOPS           | N/A               | 90                     | 100                 | 90                |
| Applicants for BEST                   | 393               | 360                    | 400                 | 360               |
| Summer Food Program Breakfasts served | 96,014            | 95,412                 | 98,500              | 98,000            |
| Summer Food Program Lunches served    | 193,751           | 191,248                | 200,500             | 197,000           |
| <b>EFFICIENCY</b>                     |                   |                        |                     |                   |
| Participants in Good Grades Pay       | 810               | 810                    | 810                 | 250               |
| Participants in CCC and TOPS          | N/A               | 35                     | 35                  | 60                |
| Participants in BEST                  | 174               | 175                    | 300                 | 175               |
| <b>RESULTS</b>                        |                   |                        |                     |                   |
| Employment of BEST participants       | 76                | 85                     | 150                 | 85                |

BEST - Basic Employability Skills Training

CCC - Community Conservation Corps.

TOPS - Teens on Patrol

N/A - Not Applicable

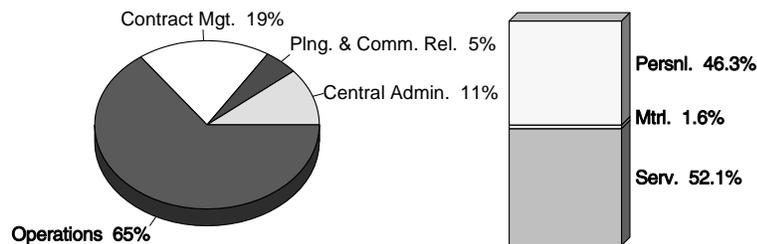
DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
BUREAU OF HUMAN SERVICES  
EXPENDITURE SUMMARY

12-31

| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 1,157,041                 | 1,249,400                      | 1,543,900                    | 1,101,300                   |
| Materials & Supplies                 | 22,798                    | 38,300                         | 58,600                       | 38,500                      |
| Services                             | 1,369,768                 | 1,273,200                      | 1,501,700                    | 1,237,100                   |
| Other                                | <u>0</u>                  | <u>0</u>                       | <u>0</u>                     | <u>0</u>                    |
| Total                                | 2,549,607                 | 2,560,900                      | 3,104,200                    | 2,376,900                   |

| <b>Appropriation by Activity</b>     | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Central Administration               | 715,803                   | 295,200                        | 426,600                      | 265,100                     |
| Private Industry Council             | 122,756                   | 101,600                        | 137,700                      | 0                           |
| Client Services                      | 288,729                   | 0                              | 0                            | 0                           |
| Planning/Corp. & Community Relations | 478,569                   | 0                              | 0                            | 0                           |
| Operations/Contract Services         | 398,107                   | 0                              | 0                            | 0                           |
| Client/Corporate Services            | 0                         | 354,500                        | 411,100                      | 0                           |
| Planning & Community Relations       | 0                         | 140,700                        | 174,800                      | 113,300                     |
| Contract Management                  | 0                         | 430,200                        | 630,500                      | 451,200                     |
| Operations                           | 0                         | 655,500                        | 786,400                      | 1,547,300                   |
| Zone Employment Center               | 18,785                    | 17,000                         | 20,700                       | 0                           |
| Summer Food Service                  | <u>526,858</u>            | <u>566,200</u>                 | <u>516,400</u>               | <u>0</u>                    |
| Total                                | 2,549,607                 | 2,560,900                      | 3,104,200                    | 2,376,900                   |

| <b>Employee Years by Activity</b>    | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Central Administration               | 6.9                       | 4.2                            | 4.8                          | 3.4                         |
| Private Industry Council             | 0.9                       | 1.3                            | 1.4                          | 0.0                         |
| Client Services                      | 7.1                       | 0.0                            | 0.0                          | 0.0                         |
| Planning/Corp. & Community Relations | 6.9                       | 0.0                            | 0.0                          | 0.0                         |
| Operations/Contract Services         | 5.6                       | 0.0                            | 0.0                          | 0.0                         |
| Client/Corporate Services            | 0.0                       | 8.5                            | 8.9                          | 0.0                         |
| Planning & Community Relations       | 0.0                       | 3.2                            | 3.8                          | 1.7                         |
| Contract Management                  | 0.0                       | 6.4                            | 9.8                          | 6.7                         |
| Operations                           | 0.0                       | 7.6                            | 10.2                         | 15.3                        |
| Zone Employment Center               | 0.0                       | 0.0                            | 0.0                          | 0.0                         |
| Summer Food Service                  | <u>1.8</u>                | <u>1.8</u>                     | <u>1.9</u>                   | <u>0.0</u>                  |
| Total                                | 29.2                      | 33.0                           | 40.8                         | 27.1                        |



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES  
BUREAU OF HUMAN SERVICES  
PERSONNEL SUMMARY

| FULL TIME POSITIONS            |  |                     |                     | Central<br>Administration | Planning &<br>Community<br>Relations | Contract<br>Management | Operations |
|--------------------------------|--|---------------------|---------------------|---------------------------|--------------------------------------|------------------------|------------|
| Br.                            | Title  | Budget<br>1999-2000 | Proposed<br>2000-01 |                           |                                      |                        |            |
| 33                             | Manager/Human Services Planning                | 0                   | 1                   | 1                         |                                      |                        |            |
| 33                             | Director, Bur. of Human Services               | 1                   | 0                   |                           |                                      |                        |            |
| 28                             | Manager of Employment & Training               | 1                   | 1                   | 1                         |                                      |                        |            |
| 24                             | Associate Employment &<br>Training Coordinator | 3                   | 2                   |                           |                                      | 1                      | 1          |
| 24                             | Grants Specialist                              | 1                   | 1                   |                           | 1                                    |                        |            |
| 24                             | Private Industry Council Coordinator           | 1                   | 0                   |                           |                                      |                        |            |
| 24                             | Senior Administrative Analyst                  | 1                   | 1                   |                           |                                      | 1                      |            |
| 20                             | Community Program Planner                      | 4                   | 2                   |                           |                                      | 2                      |            |
| 20                             | Senior Employment & Training<br>Coordinator    | 8                   | 7                   |                           | 1                                    | 1                      | 5          |
| 16                             | Administrative Assistant                       | 1                   | 1                   |                           |                                      |                        | 1          |
| 16                             | Employment & Training Coordinator              | 3                   | 1                   |                           |                                      | 1                      |            |
| 16                             | Employment & Training Counselor                | 1                   | 0                   |                           |                                      |                        |            |
| 16                             | Employment & Training<br>Counselor/Bilingual   | 1                   | 0                   |                           |                                      |                        |            |
| 16                             | Employment Case Coordinator                    | 1                   | 1                   |                           |                                      |                        | 1          |
| 16                             | Job Readiness Skills Trainer                   | 2                   | 1                   |                           |                                      |                        | 1          |
| 16                             | Job Readiness Skills Trainer/Bilingual         | 0                   | 1                   |                           |                                      |                        | 1          |
| 11                             | Secretary                                      | 1                   | 0                   |                           |                                      |                        |            |
| 7                              | Clerk II with Typing/Bilingual                 | 0                   | 1                   | 1                         |                                      |                        |            |
| 7                              | Clerk III with Typing                          | 6                   | 3                   |                           |                                      | 1                      | 2          |
| EMPLOYEE YEARS                 |  |                     |                     |                           |                                      |                        |            |
| Full Time                      |  | 36.0                | 24.0                | 3.0                       | 2.0                                  | 7.0                    | 12.0       |
| Overtime                       |  | 0.5                 | 0.3                 | 0.0                       | 0.0                                  | 0.0                    | 0.3        |
| Part Time, Temporary, Seasonal |  | 5.5                 | 4.0                 | 0.7                       | 0.0                                  | 0.0                    | 3.3        |
| Less: Vacancy Allowance        |  | <u>1.2</u>          | <u>1.2</u>          | <u>0.3</u>                | <u>0.3</u>                           | <u>0.3</u>             | <u>0.3</u> |
| Total                          |  | 40.8                | 27.1                | 3.4                       | 1.7                                  | 6.7                    | 15.3       |

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**Purpose**

The Undistributed Expense budget records expenses associated with, but not included in, departmental budgets or those that cannot reasonably be distributed to departmental budgets. The program includes costs for both current and non-current employee benefits, general risk management, payments to other agencies, and other miscellaneous expenditures.

**Year-to-Year Comparison**

|                                 | Budget           | Budget           |                | Percent       |
|---------------------------------|------------------|------------------|----------------|---------------|
| <u>Main Functions</u>           | <u>1999-2000</u> | <u>2000-01</u>   | <u>Change</u>  | <u>Change</u> |
| Employee Benefits - Current     | 30,191,000       | 32,238,500       | 2,047,500      | 6.8%          |
| Employee Benefits - Non-Current | 9,574,900        | 11,212,800       | 1,637,900      | 17.1%         |
| General Risk Management         | 578,700          | 831,400          | 252,700        | 43.7%         |
| Other                           | <u>2,576,900</u> | <u>2,484,500</u> | <u>-92,400</u> | -3.6%         |
|                                 | 42,921,500       | 46,767,200       | 3,845,700      | 9.0%          |
| Less: Intrafund Credit*         | <u>55,900</u>    | <u>75,900</u>    | <u>20,000</u>  | 35.8%         |
| Total                           | 42,865,600       | 46,691,300       | 3,825,700      | 8.9%          |

\*Reflects chargeback for Worker's Compensation costs.

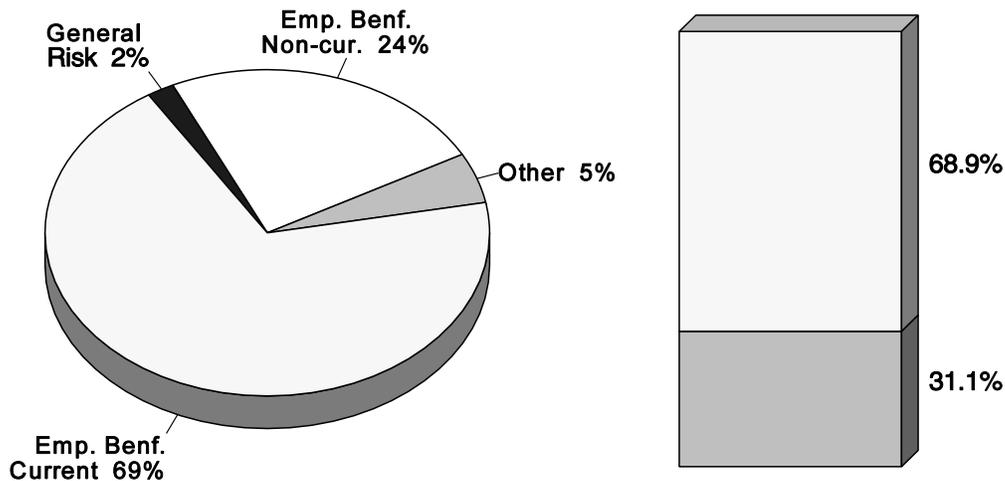
**Major Change**

|  |           |
|--|-----------|
| Current employee benefits costs increase due an increase in medical insurance costs  | 2,047,500 |
| Non-Current employee benefits costs increase due to an increase in medical insurance costs                                   | 1,637,900 |
| General Risk Management costs increase due to contributions to reserves and a contractual increase in the administrative fee | 252,700   |
| Other expenses decrease after miscellaneous adjustments  | -92,400   |

## UNDISTRIBUTED EXPENSES EXPENDITURE SUMMARY

|                                      | <u>Actual<br/>1997-98</u> | <u>Estimated<br/>1998-99</u> | <u>Amended<br/>1998-99</u> | <u>Proposed<br/>1999-2000</u> |
|--------------------------------------|---------------------------|------------------------------|----------------------------|-------------------------------|
| <b>Appropriation by Major Object</b> |                           |                              |                            |                               |
| Personnel Expenses                   | 29,407,252                | 29,008,400                   | 30,191,000                 | 32,238,500                    |
| Materials & Supplies                 | 0                         | 0                            | 0                          | 0                             |
| Services                             | 0                         | 0                            | 0                          | 0                             |
| Other                                | <u>14,608,207</u>         | <u>13,052,200</u>            | <u>12,730,500</u>          | <u>14,528,700</u>             |
|                                      | 44,015,459                | 42,060,600                   | 42,921,500                 | 46,767,200                    |
| Less: Intrafund Credit*              | <u>89,481</u>             | <u>75,400</u>                | <u>55,900</u>              | <u>75,900</u>                 |
| Total                                | <u>43,925,978</u>         | <u>41,985,200</u>            | <u>42,865,600</u>          | <u>46,691,300</u>             |
| <b>Appropriation by Activity</b>     |                           |                              |                            |                               |
| Employee Benefits - Current          | 29,407,252                | 29,008,400                   | 30,191,000                 | 32,238,500                    |
| Employee Benefits - Non-Current      | 8,371,570                 | 9,544,500                    | 9,574,900                  | 11,212,800                    |
| General Risk Management              | 758,382                   | 578,700                      | 578,700                    | 831,400                       |
| Other                                | <u>5,478,255</u>          | <u>2,929,000</u>             | <u>2,576,900</u>           | <u>2,484,500</u>              |
|                                      | 44,015,459                | 42,060,600                   | 42,921,500                 | 46,767,200                    |
| Less: Intrafund Credit*              | <u>89,481</u>             | <u>75,400</u>                | <u>55,900</u>              | <u>75,900</u>                 |
| Total                                | <u>43,925,978</u>         | <u>41,985,200</u>            | <u>42,865,600</u>          | <u>46,691,300</u>             |

\*Reflects chargeback for Worker's Compensation costs.



**UNDISTRIBUTED EXPENSES  
EMPLOYEE BENEFITS – CURRENT**

**NEW YORK STATE RETIREMENT SYSTEM**

The City makes annual payments to the New York State Retirement System, which in turn is responsible for making pension payments to eligible retirees. The New York State Comptroller oversees the System. The City participates in nine separate programs, four for civilians and five for uniformed employees. Each program provides a different level of benefits. Employees are eligible for participation in the various programs based on their employment period, which is called a tier. Tiers are:

| <u>Tier</u> | <u>Hire Date (by any qualified public employer)</u> |                            |
|-------------|---|----------------------------|
|             | <u>Non-Uniformed Employees</u>                      | <u>Uniformed Employees</u> |
| 1           | Before July 1973                                    | Before July 1973           |
| 2           | July 1973 to July 1976                              | After July 1973            |
| 3           | July 1976 to September 1983                         | Does not apply             |
| 4           | After September 1983                                | Does not apply             |

The amount of the payment is the product of the wage base times the contribution rates for each tier. The wage base is the estimate by New York State of the wages and salaries earned during period April 1, 2000 to March 31, 2001. The Comptroller determines the contribution rates.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 2,359,900        | 2,741,400      | 381,500       |

**Major Change**

Contribution rates are assumed to be stable, with a slight increase in the projected wage base by New York State 381,500

**SOCIAL SECURITY**

Under the provision of Federal law, the City contributes to the Social Security Trust Fund 7.65 percent of the first \$76,200, then 1.45 percent after that for salaries and wages earned by each eligible employee. Certain earnings and deductions are not subject to these rates, such as flexible spending and payments to disabled employees.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 11,193,200       | 11,171,500     | -21,700       |

**Major Change**

The taxable wage base is projected to decline slightly -21,700

**HOSPITAL & MEDICAL INSURANCE**

The City provides hospitalization and medical benefits through various programs. Agreements with the different labor unions determines specific coverage and the amount contributed by the City. Currently, three benefit plans are offered to active employees: Blue Cross and Blue Shield, Blue Choice, and Preferred Care.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 11,123,700       | 12,527,400     | 1,403,700     |

**UNDISTRIBUTED EXPENSES  
EMPLOYEE BENEFITS – CURRENT**

**Major Change**

|   |           |
|---|-----------|
| Employer rates increase                   | 1,253,700 |
| Benefit costs for new positions are added | 150,000   |

|                                |
|--------------------------------|
| <b>CAFETERIA BENEFITS PLAN</b> |
|--------------------------------|

The City provides a Cafeteria Benefits Plan for Administrative, Professional, and Technical employees and Confidential employees. Under the Plan, an employee is given a credit allocation. The employee then allocates that credit toward various types of benefits and levels of coverage. Employees can choose among medical, dental, life, and disability insurances, and flexible spending accounts. The Plan began on January 1, 1996, and allocation decisions are made annually.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 2,300,700        | 2,568,500      | 267,800       |

**Major Change**

|   |         |
|---|---------|
| An inflationary allowance is made for the Plan year starting January 2001 | 246,800 |
| Plan costs for new positions are added                                    | 21,000  |

|                              |
|------------------------------|
| <b>WORKER'S COMPENSATION</b> |
|------------------------------|

Under a self-insurance program, the City directly finances the costs of medical and compensation payments to employees injured on the job. A private insurance firm that is responsible for investigating claims, making payments, and estimating future reserve requirements administers the program.

**Year-to-Year Comparison**

|                        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------------|------------------|----------------|---------------|
| Budget                 | 1,797,400        | 1,906,400      | 109,000       |
| Less: Intrafund Credit | <u>55,900</u>    | <u>75,900</u>  | <u>20,000</u> |
|                        | 1,741,500        | 1,830,500      | 89,000        |

**Major Change**

|                        | <u>1999-2000</u> | <u>2000-01</u>   | <u>Change</u>  |
|------------------------|------------------|------------------|----------------|
| Current Year Claims    | 219,900          | 229,400          | 9,500          |
| Administrative Charge  | 59,000           | 59,000           | 0              |
| State Assessments      | 206,000          | 325,000          | 119,000        |
| Prior Years' Claims    | <u>1,312,500</u> | <u>1,293,000</u> | <u>-19,500</u> |
| Total                  | 1,797,400        | 1,906,400        | 109,000        |
| Less: Intrafund Credit | <u>55,900</u>    | <u>75,900</u>    | <u>20,000</u>  |
|                        | 1,741,500        | 1,830,500        | 89,000         |

**UNDISTRIBUTED EXPENSES  
EMPLOYEE BENEFITS – CURRENT**

**Chargebacks**

| <u>Department/Bureau</u>           | <u>1999-2000</u> | <u>2000-01</u> | <u>Department/Bureau</u>             | <u>1999-2000</u> | <u>2000-01</u> |
|------------------------------------|------------------|----------------|--------------------------------------|------------------|----------------|
| COMMUNITY DEVELOPMENT              | 2,500            | 2,000          | LIBRARY                              | 2,000            | 2,000          |
| ENVIRONMENTAL SERVICES             |                  |                | PARKS, RECREATION AND HUMAN SERVICES |                  |                |
| Commissioner                       | 1,300            | 1,300          | Parks & Recreation                   | 15,000           | 20,000         |
| Architecture & Engineering         | 300              | 300            | Special Services                     | <u>4,000</u>     | <u>10,500</u>  |
| Operations                         | 144,500          | 125,500        | TOTAL:                               | 19,000           | 30,500         |
| Water & Lighting                   | 30,000           | 18,000         | UNDISTRIBUTED                        | 6,000            | 12,000         |
| Equipment Services                 | <u>8,000</u>     | <u>18,000</u>  | CITY TOTAL                           | 219,900          | 229,400        |
| TOTAL:                             | 184,100          | 163,100        | Interfund                            | 164,000          | 153,500        |
| OFFICE OF EMERGENCY COMMUNICATIONS | 2,000            | 2,000          | Intrafund                            | 55,900           | 75,900         |
| POLICE                             | 2,300            | 17,300         | CITY TOTAL                           | 219,900          | 229,400        |
| FIRE                               | 2,000            | 500            |                                      |                  |                |

**DENTAL INSURANCE**

Dental benefits are provided to three groups of active employees: American Federation of State, County and Municipal Employees (AFSCME); Police; and, Fire.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 1,372,900        | 1,268,700      | -104,200      |

**Major Change**

|  |         |
|--|---------|
| The cost impact of a new plan were overestimated   | -52,500 |
| Expense is reallocated between active and retired employees based on more accurate cost data | -51,700 |

**LIFE INSURANCE**

The City provides term life insurance for all full time employees.

| <u>Group</u> | <u>Coverage*</u> | <u>Yearly Premium</u> |
|--------------|------------------|-----------------------|
| Civilian     | \$5,000          | \$19.20               |
| Police       | \$3,500          | \$26.88               |
| Fire         | \$3,500          | \$31.20               |

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 43,200           | 54,600         | 11,400        |

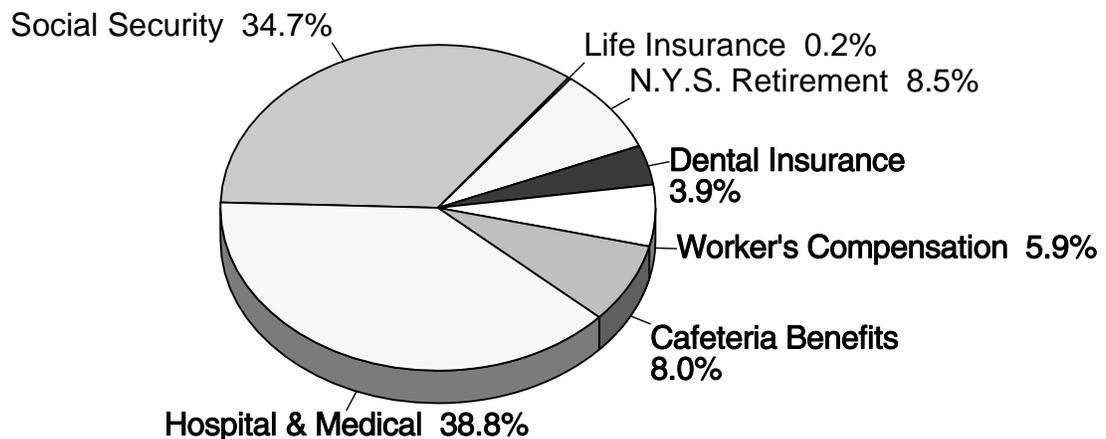
**Major Change**

|  |        |
|--|--------|
| The allocation is increased based on projected usage | 10,300 |
| Allowance is made for more employees                 | 1,100  |

**UNDISTRIBUTED EXPENSES  
EMPLOYEE BENEFITS – CURRENT  
EXPENDITURE SUMMARY**

|                                      | Actual<br><u>1998-99</u> | Estimated<br><u>1999-2000</u> | Amended<br><u>1999-2000</u> | Proposed<br><u>2000-01</u> |
|--------------------------------------|--------------------------|-------------------------------|-----------------------------|----------------------------|
| <b>Appropriation by Major Object</b> |                          |                               |                             |                            |
| Personnel Expenses                   | 29,407,252               | 29,008,400                    | 30,191,000                  | 32,238,500                 |
| Materials & Supplies                 | 0                        | 0                             | 0                           | 0                          |
| Services                             | 0                        | 0                             | 0                           | 0                          |
| Other                                | <u>0</u>                 | <u>0</u>                      | <u>0</u>                    | <u>0</u>                   |
|                                      | 29,407,252               | 29,008,400                    | 30,191,000                  | 32,238,500                 |
| Less: Intrafund Credit*              | <u>89,481</u>            | <u>75,400</u>                 | <u>55,900</u>               | <u>75,900</u>              |
| Total                                | <u>29,317,771</u>        | <u>28,933,000</u>             | <u>30,135,100</u>           | <u>32,162,600</u>          |
| <b>Appropriation by Activity</b>     |                          |                               |                             |                            |
| New York State Retirement            | 4,326,277                | 1,661,100                     | 2,359,900                   | 2,741,400                  |
| Social Security                      | 10,887,860               | 11,300,500                    | 11,193,200                  | 11,171,500                 |
| Hospital and Medical                 | 9,358,122                | 10,635,600                    | 11,123,700                  | 12,527,400                 |
| Cafeteria Benefits Plan              | 1,811,266                | 2,201,100                     | 2,300,700                   | 2,568,500                  |
| Worker's Compensation                | 1,874,708                | 1,945,500                     | 1,797,400                   | 1,906,400                  |
| Dental Insurance                     | 1,118,053                | 1,210,700                     | 1,372,900                   | 1,268,700                  |
| Life Insurance                       | <u>30,966</u>            | <u>53,900</u>                 | <u>43,200</u>               | <u>54,600</u>              |
|                                      | 29,407,252               | 29,008,400                    | 30,191,000                  | 32,238,500                 |
| Less: Intrafund Credit*              | <u>89,481</u>            | <u>75,400</u>                 | <u>55,900</u>               | <u>75,900</u>              |
| Total                                | <u>29,317,771</u>        | <u>28,933,000</u>             | <u>30,135,100</u>           | <u>32,162,600</u>          |

\*Reflects chargeback for Worker's Compensation costs.



UNDISTRIBUTED EXPENSES  
EMPLOYEE BENEFITS – NON-CURRENT

**DISABLED/OLD PENSION**

This activity includes the cost of a closed pension plan for police officers and firefighters, including surviving spouses, who retired before the City's participation in the New York State Retirement System. Revenue from the Foreign Insurance Fund partially offsets the cost of the firefighters' portion.

This activity also includes the cost of pension payments to permanently disabled firefighters who are entitled to collect the difference between the amount they receive from the New York State Retirement System and their current pay for the bracket and step that they held with the Fire Department at the time they separated from City employment.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 1,637,200        | 1,635,500      | -1,700        |

**Major Change**

|  |         |
|--|---------|
| The cost of the closed pension system declines due to declining membership | -29,600 |
| Disabled firefighter costs increase due to an additional firefighter       | 27,900  |

**HOSPITAL & MEDICAL INSURANCE**

The City provides hospital and medical benefits to eligible retirees.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 7,551,100        | 9,047,700      | 1,496,600     |

**Major Change**

|                             |           |
|-----------------------------|-----------|
| An increase in rates occurs | 1,496,600 |
|-----------------------------|-----------|

**DENTAL INSURANCE**

Firefighters retiring after November 1, 1980 are eligible for dental insurance coverage.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 107,000          | 158,700        | 51,700        |

**Major Change**

|  |        |
|--|--------|
| Expense is reallocated between active and retired employees based on more accurate cost data | 51,700 |
|--|--------|

**UNDISTRIBUTED EXPENSES  
EMPLOYEE BENEFITS – NON-CURRENT**

**LIFE INSURANCE**

Certain uniformed retirees are provided term life insurance benefits:

| <u>Group</u>    | <u>Coverage*</u> | <u>Yearly Premium</u> |
|-----------------|------------------|-----------------------|
| Police Retirees | \$2,500          | \$69.90               |
| Fire Retirees   | 3,500            | 97.86                 |

\*Plus double indemnity for Fire Retirees.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 70,000           | 81,500         | 11,500        |

**Major Change**

The allocation is increased based on projected usage 11,500

**UNEMPLOYMENT COMPENSATION**

Individuals terminated from City employment under qualifying circumstances are eligible for unemployment benefits according to Federal guidelines. Quarterly payments are made to New York State based on actual claim experience.

**Year-to-Year Comparison**

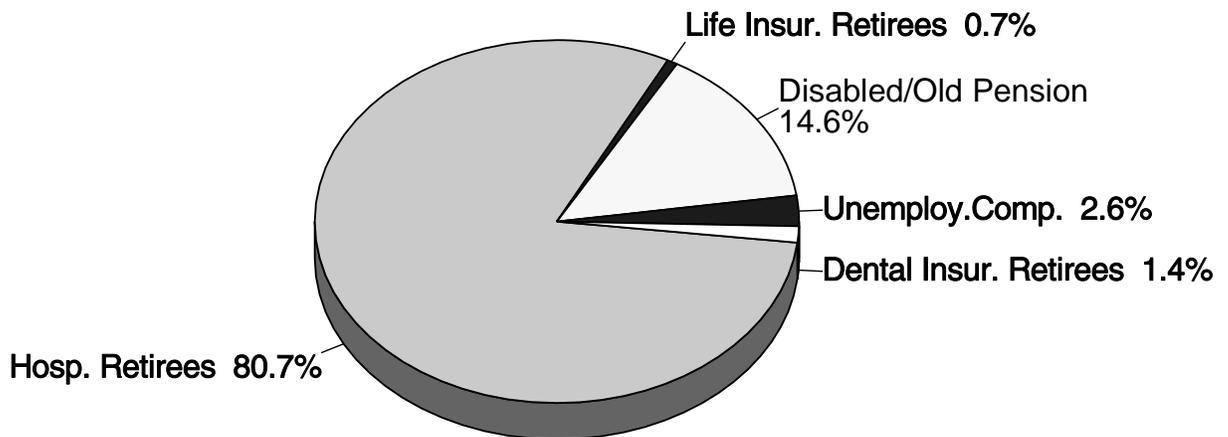
|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 209,600          | 289,400        | 79,800        |

**Major Change**

Changes made in recent years by New York State concerning eligibility and benefits result in higher costs 79,800

**UNDISTRIBUTED EXPENSES  
EMPLOYEE BENEFITS – NON-CURRENT  
EXPENDITURE SUMMARY**

| <b>Appropriation by Major Object</b> | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| Personnel Expenses                   | 0                         | 0                              | 0                            | 0                           |
| Materials & Supplies                 | 0                         | 0                              | 0                            | 0                           |
| Services                             | 0                         | 0                              | 0                            | 0                           |
| Other                                | <u>8,371,570</u>          | <u>9,544,500</u>               | <u>9,574,900</u>             | <u>11,212,800</u>           |
| Total                                | 8,371,570                 | 9,544,500                      | 9,574,900                    | 11,212,800                  |
| <br><b>Appropriation by Activity</b> |                           |                                |                              |                             |
| Disabled/Old Pension                 | 1,642,282                 | 1,640,800                      | 1,637,200                    | 1,635,500                   |
| Hospital and Medical - Retirees      | 6,389,653                 | 7,451,500                      | 7,551,100                    | 9,047,700                   |
| Dental Insurance - Retirees          | 106,211                   | 158,700                        | 107,000                      | 158,700                     |
| Life Insurance - Retirees            | 69,894                    | 81,500                         | 70,000                       | 81,500                      |
| Unemployment Compensation            | <u>163,530</u>            | <u>212,000</u>                 | <u>209,600</u>               | <u>289,400</u>              |
| Total                                | 8,371,570                 | 9,544,500                      | 9,574,900                    | 11,212,800                  |



**UNDISTRIBUTED EXPENSES  
GENERAL RISK MANAGEMENT**

**GENERAL INSURANCE**

The City is self-insured for general and automobile liability. A private firm, which handles all claims, administers the total insurance program. Contributions to Insurance Reserve are a reimbursement of actual enterprise fund claims made in the prior fiscal year.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 478,700          | 731,400        | 252,700       |

**Major Change**

| <u>Cost Components</u>                | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u>  |
|---------------------------------------|------------------|----------------|----------------|
| Administrative Charge                 | 72,300           | 77,400         | 5,100          |
| Insurance Premium - Major Claims      | 109,600          | 109,600        | 0              |
| Contribution to the Insurance Reserve | <u>296,800</u>   | <u>544,400</u> | <u>247,600</u> |
|                                       | 478,700          | 731,400        | 252,700        |

**JUDGMENTS & CLAIMS**

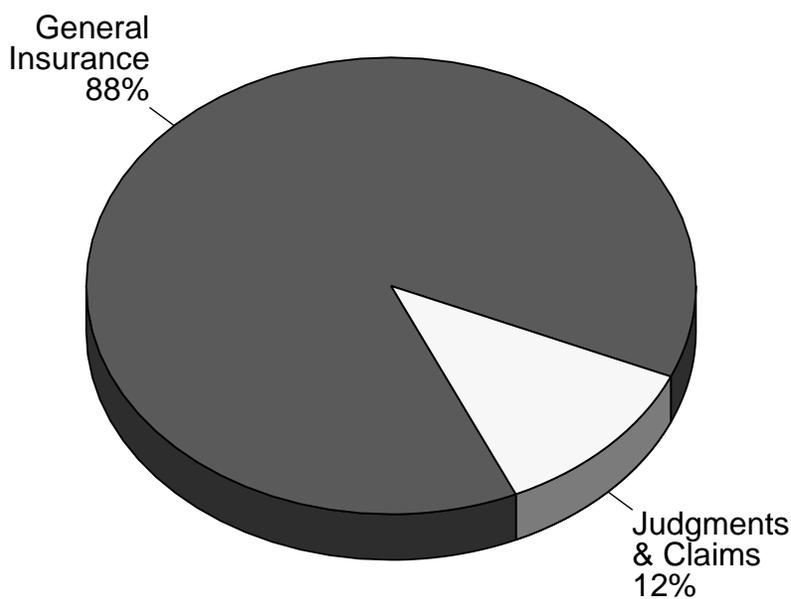
The Judgments and Claims account is used to pay the City's liability for judgment-based obligations that may occur outside of the normal tort litigation covered by the City's general insurance.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 100,000          | 100,000        | 0             |

UNDISTRIBUTED EXPENSES  
GENERAL RISK MANAGEMENT  
EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1997-98</u> | <u>Estimated</u><br><u>1998-99</u> | <u>Amended</u><br><u>1998-99</u> | <u>Proposed</u><br><u>1999-2000</u> |
|--------------------------------------|---------------------------------|------------------------------------|----------------------------------|-------------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                    |                                  |                                     |
| Personnel Expenses                   | 0                               | 0                                  | 0                                | 0                                   |
| Materials & Supplies                 | 0                               | 0                                  | 0                                | 0                                   |
| Services                             | 0                               | 0                                  | 0                                | 0                                   |
| Other                                | <u>758,382</u>                  | <u>578,700</u>                     | <u>578,700</u>                   | <u>831,400</u>                      |
| Total                                | 758,382                         | 578,700                            | 578,700                          | 831,400                             |
| <b>Appropriation by Activity</b>     |                                 |                                    |                                  |                                     |
| General Insurance                    | 479,854                         | 478,700                            | 478,700                          | 731,400                             |
| Judgments and Claims                 | <u>278,528</u>                  | <u>100,000</u>                     | <u>100,000</u>                   | <u>100,000</u>                      |
| Total                                | 758,382                         | 578,700                            | 578,700                          | 831,400                             |



**UNDISTRIBUTED EXPENSES  
OTHER**

**PAYMENTS TO OTHER GOVERNMENTS**

This activity provides for payments to other governments for charges and services. Monroe County Pure Waters Agency charges the City for waste water removal at City-owned properties. The charge is based on both assessed property value and water consumption. Also included are taxes remitted to suburban school districts for school purposes.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 696,900          | 696,900        | 0             |

**EMPLOYEE DEVELOPMENT**

This activity provides for the development of City employees through various training programs, tuition reimbursement, and Total Quality Management (TQM) initiatives.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 252,600          | 306,900        | 54,300        |

**Major Change**

|                                    |        |
|------------------------------------|--------|
| Implementation of TQM initiatives  | 50,000 |
| An inflationary adjustment is made | 4,300  |

**CABLE TV AGREEMENTS**

This activity includes an agreement with WXXI-TV to operate City 12 as the government access channel.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 163,900          | 166,700        | 2,800         |

**Major Change**

|                                     |       |
|-------------------------------------|-------|
| An adjustment for inflation is made | 2,800 |
|-------------------------------------|-------|

**TIME BANK ACCRUAL**

To comply with the Governmental Accounting Standards Board (GASB) standards, specific time banks are required to be accrued by the City. Vacation time and police and fire compensatory time earned, but not yet taken, are accrued as an expense.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 400,000          | 400,000        | 0             |

**TITLE REPORTS**

This activity includes agreements with title companies that search titles of properties in foreclosure actions and issue title reports.

UNDISTRIBUTED EXPENSES  
OTHER

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 161,400          | 161,400        | 0             |

**EFFICIENCY & EFFECTIVENESS INITIATIVES**

This activity supports initiatives seeking greater efficiency and enhanced effectiveness in City operations.

**Year-to-Year Comparison**

|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 110,000          | 110,000        | 0             |

**MISCELLANEOUS**

This activity reserves funds for various expenditures that do not pertain to a specific department, such as the employee bus pass subsidy, flexible spending, safe driver awards, employee assistance program, medical services, and child care referral services. Also, included are the Leadership Rochester Program, and annual memberships in Public Technologies, Inc. and Sister Cities.

**Year-to-Year Comparison**

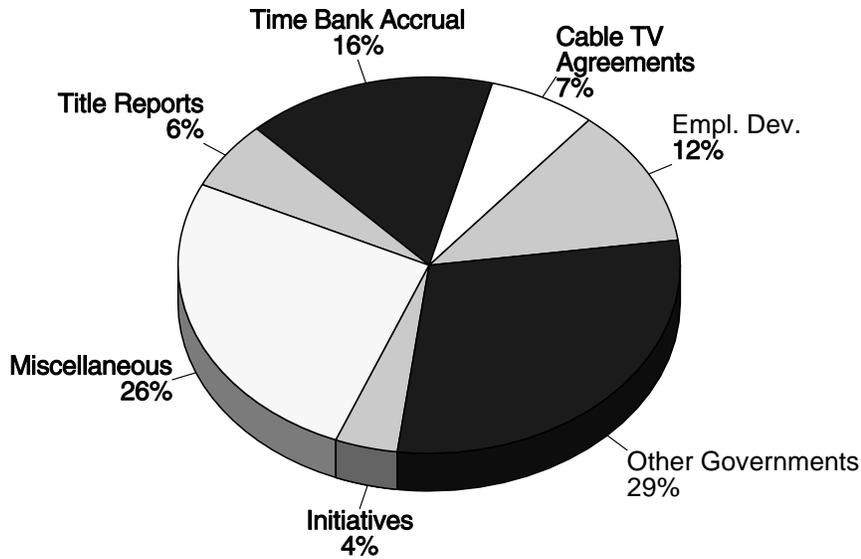
|        | <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|--------|------------------|----------------|---------------|
| Budget | 792,100          | 642,600        | -149,500      |

**Major Change**

|   |          |
|---|----------|
| Startup costs for organizational changes do not recur | -150,000 |
| Net of other changes                                  | 500      |

**UNDISTRIBUTED EXPENSES  
OTHER  
EXPENDITURE SUMMARY**

|  | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b>   |                           |                                |                              |                             |
| Personnel Expenses                     | 0                         | 0                              | 0                            | 0                           |
| Materials & Supplies                   | 0                         | 0                              | 0                            | 0                           |
| Services                               | 0                         | 0                              | 0                            | 0                           |
| Other                                  | <u>5,478,255</u>          | <u>2,929,000</u>               | <u>2,576,900</u>             | <u>2,484,500</u>            |
| Total                                  | 5,478,255                 | 2,929,000                      | 2,576,900                    | 2,484,500                   |
| <b>Appropriation by Activity</b>       |                           |                                |                              |                             |
| Payments to Other Governments          | 694,424                   | 687,700                        | 696,900                      | 696,900                     |
| Employee Development                   | 268,654                   | 248,400                        | 252,600                      | 306,900                     |
| Cable TV Agreements                    | 158,902                   | 163,900                        | 163,900                      | 166,700                     |
| Time Bank Accrual                      | 428,183                   | 400,000                        | 400,000                      | 400,000                     |
| Title Reports                          | 171,400                   | 171,400                        | 161,400                      | 161,400                     |
| Efficiency & Effectiveness Initiatives | 0                         | 110,000                        | 110,000                      | 110,000                     |
| Miscellaneous                          | <u>3,756,692</u>          | <u>1,147,600</u>               | <u>792,100</u>               | <u>642,600</u>              |
| Total                                  | 5,478,255                 | 2,929,000                      | 2,576,900                    | 2,484,500                   |



Contingency provides funds for difficult to project or otherwise unforeseen expenditures. The City Council specifically authorizes each expenditure through a budget transfer to the department incurring the expense.

**Year-to-Year Comparison**

|        | <u>Budget<br/>1999-2000</u> | <u>Budget<br/>2000-01</u> | <u>Change</u> | <u>Percent<br/>Change</u> |
|--------|-----------------------------|---------------------------|---------------|---------------------------|
| Budget | 3,427,700                   | 8,633,100                 | 5,205,400     | 151.9%                    |

**Major Change**

An allocation is provided for difficult to project or unforeseen expenditures, including the incremental costs of pending labor agreements 5,205,400

**CONTINGENCY  
EXPENDITURE SUMMARY**

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 0                         | 0                              | 0                            | 0                           |
| Materials & Supplies                 | 0                         | 0                              | 0                            | 0                           |
| Services                             | 0                         | 0                              | 0                            | 0                           |
| Other*                               | <u>1,134,900</u>          | <u>3,427,700</u>               | <u>3,427,700</u>             | <u>8,633,100</u>            |
| Total*                               | 1,134,900                 | 3,427,700                      | 3,427,700                    | 8,633,100                   |
| <b>Appropriation by Activity</b>     |                           |                                |                              |                             |
| General Contingency*                 | 1,134,900                 | 3,427,700                      | 3,427,700                    | 8,633,100                   |

\*Reflects remaining contingency after amendments. The original 1998-99 contingency was \$4,260,300; in 1999-2000 it was \$3,772,400.

The Capital Expense budget finances the construction or reconstruction of facilities and services, the acquisition and replacement of vehicles and equipment, and certain other projects and improvements that provide benefits over a multi-year period. To be included in this budget, a project or item must be consistent with the definition of "capital object or purpose" included in Section 11 of New York State Local Finance Law.

The financing of these capital projects may occur principally through two means. First, a direct appropriation may be made; this type of appropriation is included in the Cash Capital section. Second, funds for the project may be obtained through the issuance of bonds and notes, two forms of borrowing. The subsequent repayment of these borrowed funds and the related interest costs is called "debt service". Appropriations for these expenses are included in the Debt Service section.

To plan for capital expenditures over a period of years and to ensure that equipment replacement and building renovations are made when economically feasible and needed, a Capital Improvement Program (CIP) is prepared anticipating capital investments and their proposed sources of funding for a five year period. The CIP is included in this section as a separate document. The first year's program in each five-year CIP provides the basis for the Cash Capital appropriation and the annual Debt Authorization Plan.

### Year-to-Year Comparison

| Category     | Budget            | Budget            | Change            | Percent Change |
|--------------|-------------------|-------------------|-------------------|----------------|
|              | <u>1999-2000</u>  | <u>2000-01</u>    |                   |                |
| Cash Capital | 36,867,300        | 32,162,000        | -4,705,300        | -12.8%         |
| Debt Service | <u>37,596,800</u> | <u>36,573,800</u> | <u>-1,023,000</u> | -2.7%          |
| Total        | 74,464,100        | 68,735,800        | -5,728,300        | -7.7%          |

### Major Change

#### - Cash Capital

|   |            |
|---|------------|
| An amendment to appropriate funds received from New York State as Supplemental State Aid for Arterial Improvements, Asphalt Milling, Resurfacing and Curb Replacement, and Ford Street Bridge Rehabilitation will not recur                       | -3,912,600 |
| Funding for the Public Safety Building replacement project will not recur   | -3,412,000 |
| A General Fund cash allocation for Residential Street Rehabilitation is eliminated and debt funding resumes   | -2,242,000 |
| In Facilities and Equipment, routine fluctuations in replacement schedules decrease allocations for Motor Equipment   | -2,086,000 |
| To address prior year foregone and/or deferred replacements, the allocation for Police Department Motor Equipment for 2001-02 has been accelerated to 2000-01 and the allocation for 2001-02 has been reduced by a corresponding amount           | 1,882,000  |
| To address prior year foregone and/or deferred renovations, the General Fund allocation for the Building Renovation Program for 2001-02 has been accelerated to 2000-01 and the allocation for 2001-02 has been reduced by a corresponding amount | 1,635,000  |
| Funding is increased for Land Acquisition and Demolition in 2000-01 to facilitate development projects and to support demolition of buildings   | 1,322,000  |
| Funds are provided to rehabilitate gym floors at Clinton Baden Community Center, Adams Street Recreation Center, South Avenue Recreation Center, and Flint Street Community Center  | 1,310,000  |
| Routine fluctuations in replacement schedules increase the allocation for Fire Department Apparatus, Small Equipment, and Motor Equipment   | 1,133,000  |

## CAPITAL EXPENSE

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**Major Change**

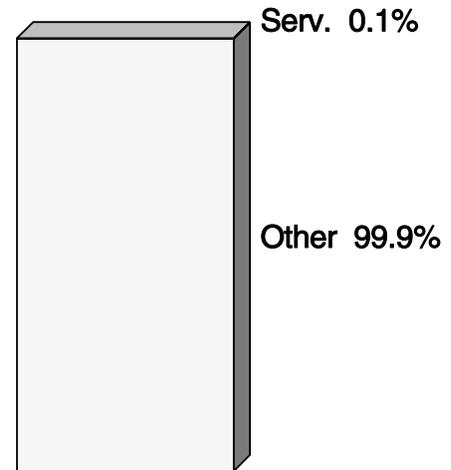
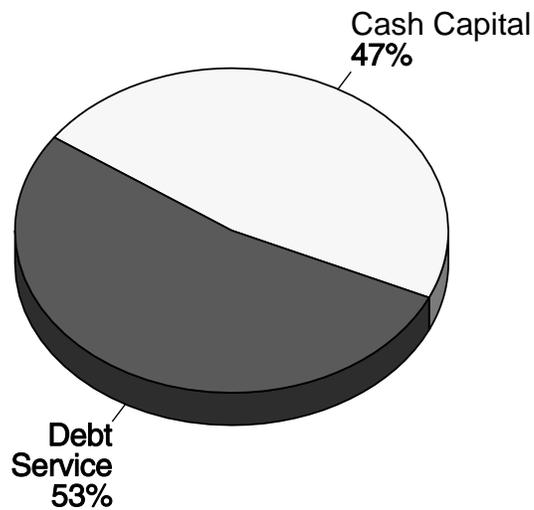
|  |          |
|--|----------|
| A project involving land acquisition, demolition, and development of to-be-abandoned railroad right of way is funded | 800,000  |
| The Water Fund allocation is restored for Residential Street Rehabilitation  | 690,000  |
| The allocation for West Square Manor redevelopment will not recur  | -675,000 |
| Funding is provided to allow reconstruction of the Webster Avenue Community Center                                   | 600,000  |
| Additional information for each category is provided in the sections that follow                                     |          |

**- Debt Service**

|   |            |
|---|------------|
| Expenditures decrease in accordance with debt payment schedules | -1,023,000 |
|---|------------|

# CAPITAL EXPENSE EXPENDITURE SUMMARY

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 0                               | 0                                    | 0                                  | 0                                 |
| Materials & Supplies                 | 0                               | 0                                    | 0                                  | 0                                 |
| Services                             | 39,332                          | 39,400                               | 39,400                             | 39,400                            |
| Other                                | <u>65,047,468</u>               | <u>74,309,800</u>                    | <u>74,424,700</u>                  | <u>68,696,400</u>                 |
| <b>Total</b>                         | <b>65,086,800</b>               | <b>74,349,200</b>                    | <b>74,464,100</b>                  | <b>68,735,800</b>                 |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Cash Capital                         | 27,210,700                      | 36,867,300                           | 36,867,300                         | 32,162,000                        |
| Debt Service                         | <u>37,876,100</u>               | <u>37,481,900</u>                    | <u>37,596,800</u>                  | <u>36,573,800</u>                 |
| <b>Total</b>                         | <b>65,086,800</b>               | <b>74,349,200</b>                    | <b>74,464,100</b>                  | <b>68,735,800</b>                 |



**CAPITAL EXPENSE  
CASH CAPITAL**

|                       |
|-----------------------|
| <b>TRANSPORTATION</b> |
|-----------------------|

The Transportation category includes the following ongoing infrastructure rehabilitation programs:

- Arterial Improvements
- Asphalt Milling, Resurfacing and Curb Replacement
- Residential Street Rehabilitation
- Residential Street Treatment
- Hazardous Sidewalk Program
- Street Planning and Design
- Bridge Improvement Program
- Bridge Reconstruction and Rehabilitation

Funding in this category includes utility work done together with street improvement projects.

**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 11,748,100       | 6,368,000      | -5,380,100    |

**Major Change**

|   |            |
|---|------------|
| An amendment to appropriate funds received from New York State as Supplemental State Aid for Arterial Improvements, Asphalt Milling, Resurfacing and Curb Replacement, and Ford Street Bridge Rehabilitation will not recur | -3,912,600 |
| A General Fund allocation for Residential Street Rehabilitation is eliminated and debt funding resumes  | -2,242,000 |
| The Water Fund allocation is restored for Residential Street Rehabilitation   | 690,000    |
| Funds received from the Federal Highway Administration for the Dewey Avenue Bridge Rehabilitation Project will not recur  | -266,000   |
| A General Fund allocation for Asphalt Milling, Resurfacing and Curb Replacement is restored   | 254,000    |
| The allocation for repairs to the Driving Park Bridge will not recur  | -232,000   |
| A General Fund allocation is required for Bridge Reconstruction and Rehabilitation projects   | 121,000    |
| Purchasing power parity increments offset the impact of inflation for ongoing programs  | 98,000     |
| The allocation for Residential Street Treatment is increased to offset reductions in previous years   | 89,000     |
| County Assisted Arterial Improvement allocation decreases in accordance with project scheduling   | -47,000    |
| The General Fund allocation for Asphalt Milling, Resurfacing and Curb Replacement is increased to offset reductions in previous years   | 37,000     |
| General Fund and Water Fund allocations are added to Street Planning and Design to allow design work associated with the Haags Alley reconstruction project   | 27,000     |
| The Arterial Improvement allocation increases in accordance with project scheduling   | 26,000     |
| An amendment to appropriate funds received from Eastman Kodak Company for improvements as part of the Merrill Street Improvement Project will not recur   | -22,500    |

**WATER SYSTEM**

The Water System category encompasses both the supply and distribution systems, which provide safe and reliable sources of water to the City. Improvements funded in this category include the cleaning and lining of water mains, replacement of hydrants, valves and meters, and conduit and watershed improvements.

**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 1,879,000        | 1,666,000      | -213,000      |

**Major Change**

|   |          |
|---|----------|
| A reduction in the Meter Maintenance Program allocation reflects the final year of a multi-year program to replace residential meters   | -215,000 |
| Purchasing power parity increments offset the impact of inflation for ongoing programs  | 37,000   |
| An amendment to appropriate funds received from the Livingston County Water and Sewer Authority for the cost of connection of its water distribution system to the City's water supply conduit will not recur | -35,000  |

**PUBLIC SAFETY**

The Public Safety category finances the replacement program for equipment used by the Police, Fire, and Emergency Communications units.

**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 7,617,600        | 6,054,000      | -1,563,600    |

**Major Change**

|   |            |
|---|------------|
| Funding for the Public Safety Building replacement project will not recur   | -3,412,000 |
| To address prior year foregone and/or deferred replacements, the allocation for Police Department Motor Equipment for 2001-02 has been accelerated to 2000-01 and the allocation for 2001-02 has been reduced by a corresponding amount | 1,882,000  |
| Routine fluctuations in replacement schedules increase the allocations for Fire Department Apparatus, Small Equipment, and Motor Equipment  | 1,133,000  |
| Funding received from the United States Department of Justice, Office of Community Oriented Policing services for funding of the COPS MORE 98 and 311 Programs will not recur   | -553,200   |
| An allocation provided for structural repairs at the Engine 17 Fire Station will not recur  | -225,000   |
| A cash allocation provided for Police Department information systems equipment will not recur and debt funding will resume  | -224,000   |
| Funds provided for reconstruction of earthen berms, security fence, and landscaping at the Police Department's outdoor pistol range will not recur  | -220,000   |
| Funds are provided to accelerate installation of doors and apparatus floor exhausts at Fire Stations  | 167,000    |
| An appropriation from forfeiture funds for Police Department Motor Equipment will not recur   | -40,000    |

**CAPITAL EXPENSE  
CASH CAPITAL**

**Major Change**

|   |         |
|---|---------|
| Routine fluctuations in replacement schedules decrease the allocation for Police Department Small Equipment   | -36,000 |
| Funds received from the Juvenile Justice Accountability Incentive Block Grant for the Restorative Justice and the Juvenile Central Registry Projects will not recur | -17,200 |
| Funds received from the New York State Division of Criminal Justice Services for a computer for the Youth Crime Task Force will not recur                           | -10,200 |
| Routine fluctuations in replacement schedules decrease the allocation of the Office of Emergency Communications   | -8,000  |

**RECREATION & CULTURE**

This category includes equipment replacement and facility improvements for parks, cemeteries, recreation centers, and the Community Library.

**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 1,346,000        | 3,403,000      | 2,057,000     |

**Major Change**

|  |           |
|--|-----------|
| Funds are provided to rehabilitate gym floors at Clinton Baden Community Center, Adams Street Recreation Center, South Avenue Recreation Center, and Flint Street Community Center | 1,310,000 |
| Funding is provided to allow reconstruction of the Webster Avenue Community Center   | 600,000   |
| An allocation is provided for design associated with the Manhattan Square Park project   | 250,000   |
| An appropriation from the undesignated fund balance of the Library Fund for the Rundel Library Terrace will not recur  | -135,000  |
| The allocation for library materials and equipment for branch libraries increases  | 98,000    |
| An amendment to transfer funds from Contingency to the Cemetery Fund for repairs to the Mt. Hope Chapel will not recur   | -67,000   |
| An amendment to accept a grant from the Kilian J. and Caroline F. Schmitt Foundation for the Rundel Library Roof Repair Project will not recur                                     | -25,000   |
| Routine fluctuations in replacement schedules increase the allocation for Cemetery Motor Equipment   | 20,000    |
| Purchasing power parity increments offset the impact of inflation for ongoing programs for Recreation and Parks General Rehabilitation, Motor Equipment, and Small Equipment       | 16,000    |
| A grant received from the New York State Office of Children and Family Services for improvement to the little league baseball diamonds at Genesee Valley Park will not recur       | -10,000   |

**GENERAL CITY DEVELOPMENT**

Projects to preserve and enhance the employment and tax base of the City are included in this category.

**Year-to-Year Comparison**

| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 3,769,000        | 4,673,000      | 904,000       |

**Major Change**

|  |           |
|--|-----------|
| Funding is increased for Land Acquisition and Demolition to facilitate development projects and to support demolition of buildings                                 | 1,322,000 |
| A project involving land acquisition, demolition, and development of to-be-abandoned railroad right of way is funded   | 800,000   |
| The allocation for West Square Manor redevelopment will not recur  | -675,000  |
| Funding for reconstruction of Charlotte Street and Bell Alley will not recur   | -425,000  |
| Funds provided for Gateway Improvements are eliminated and debt funding resumes  | -300,000  |
| An allocation is included for costs associated with land acquisition for Downtown Housing Opportunity  | 225,000   |
| Funds are provided for design of the Atlantic / Woodstock housing development infrastructure   | 200,000   |
| Funds to replace revenue control equipment at parking garages will not recur   | -200,000  |
| The allocation for Trail Improvements decreases  | -150,000  |
| Port Development - River Channel and Navigation Improvements are included  | 100,000   |
| A grant from the New York State Office of Parks, Recreation and Historic Preservation for funding for the development of a Genesee Waterways Center will not recur | -100,000  |
| Funding for concept design associated with the South River Corridor Housing Opportunity is added   | 75,000    |
| An allocation for enhancements to the University Avenue reconstruction project will not recur  | -50,000   |
| A General Fund allocation is added for Port Development - Beach Avenue and Port Gateway Improvements   | 40,000    |
| An allocation is added for Port Development - Right of Way Acquisition   | 27,000    |
| Purchasing power parity increments offset the impact of inflation for Parking Meters and Garage Equipment  | 14,000    |
| Purchasing power parity increments offset the impact of inflation for Downtown Streetscape   | 1,000     |

**CAPITAL EXPENSE  
CASH CAPITAL**

**FACILITIES & EQUIPMENT**

Municipal facilities are maintained through annual renovation programs for roofs, windows, electrical and mechanical systems, safety features, fuel stations, parking areas, and general structures. Specific improvements are scheduled in each program; in addition, separate allocations are provided for unique facilities.

The General Equipment subcategory consists of the ongoing replacement programs for general office equipment, non-motorized field equipment, and information processing systems.

The Motor Equipment subcategory provides funds for the scheduled replacement of heavy and light motor equipment and sedans for Administration, Finance, Community Development, Economic Development, and Environmental Services. Motor Equipment for Parks, Recreation and Human Services and Community Library and Police, Fire, and the Office of Emergency Communications are funded in the Recreation/Culture and Public Safety categories, respectively.

**Year-to-Year Comparison**

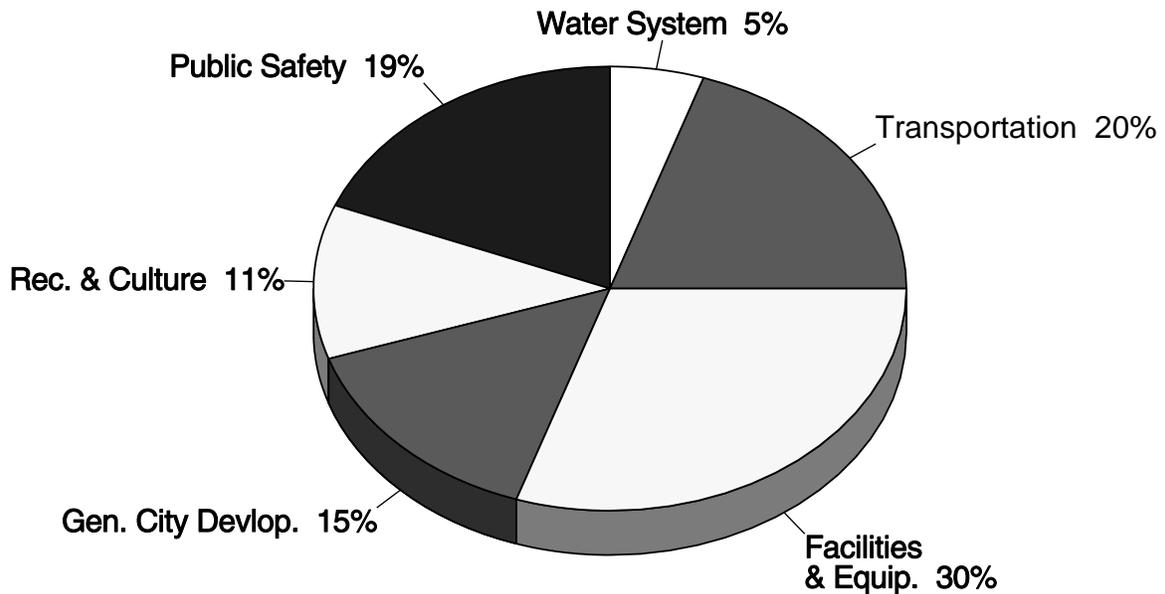
| <u>1999-2000</u> | <u>2000-01</u> | <u>Change</u> |
|------------------|----------------|---------------|
| 10,507,600       | 9,998,000      | -509,600      |

**Major Change**

|   |            |
|---|------------|
| Routine fluctuations in replacement schedules decrease allocations for Motor Equipment  | -2,086,000 |
| To address prior year foregone and/or deferred renovations, the General Fund allocation for the Building Renovation Program for 2001-02 has been accelerated to 2000-01 and the allocation for 2001-02 has been reduced by a corresponding amount | 1,635,000  |
| A one time allocation to reconfigure the plaza level entrance to City Court at the Public Safety Building will not recur  | -250,000   |
| Funds are provided to increase the General Rehabilitation component of the Building Renovation Program  | 200,000    |
| The allocation associated with replacement of the Data Processing facility will not recur   | -150,000   |
| Funding to meet interim needs before replacement of the Public Safety Building will not recur   | -150,000   |
| A one time allocation is provided to the Office Automation program for new and replacement equipment  | 150,000    |
| A one time reduction in the allocation for new and replacement installations of personal computers and terminals is restored  | 100,000    |
| Purchasing power parity increments offset the impact of inflation for ongoing programs  | 95,000     |
| Funding for Hazardous Waste Investigation and Remediation is reduced  | -50,000    |
| A grant from the New York State Department of Environmental Conservation for tree planting will not recur   | -3,600     |

**CAPITAL EXPENSE  
CASH CAPITAL  
EXPENDITURE SUMMARY**

|                                      | <u>Actual</u><br><u>1998-99</u> | <u>Estimated</u><br><u>1999-2000</u> | <u>Amended</u><br><u>1999-2000</u> | <u>Proposed</u><br><u>2000-01</u> |
|--------------------------------------|---------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| <b>Appropriation by Major Object</b> |                                 |                                      |                                    |                                   |
| Personnel Expenses                   | 0                               | 0                                    | 0                                  | 0                                 |
| Materials & Supplies                 | 0                               | 0                                    | 0                                  | 0                                 |
| Services                             | 0                               | 0                                    | 0                                  | 0                                 |
| Other                                | <u>27,210,700</u>               | <u>36,867,300</u>                    | <u>36,867,300</u>                  | <u>32,162,000</u>                 |
| Total                                | <u>27,210,700</u>               | <u>36,867,300</u>                    | <u>36,867,300</u>                  | <u>32,162,000</u>                 |
| <b>Appropriation by Activity</b>     |                                 |                                      |                                    |                                   |
| Transportation                       | 7,100,500                       | 11,748,100                           | 11,748,100                         | 6,368,000                         |
| Water System                         | 3,138,000                       | 1,879,000                            | 1,879,000                          | 1,666,000                         |
| Public Safety                        | 3,304,200                       | 7,617,600                            | 7,617,600                          | 6,054,000                         |
| Recreation & Culture                 | 1,658,400                       | 1,346,000                            | 1,346,000                          | 3,403,000                         |
| General City Development             | 3,495,600                       | 3,769,000                            | 3,769,000                          | 4,673,000                         |
| Facilities & Equipment               | <u>8,514,000</u>                | <u>10,507,600</u>                    | <u>10,507,600</u>                  | <u>9,998,000</u>                  |
| Total                                | <u>27,210,700</u>               | <u>36,867,300</u>                    | <u>36,867,300</u>                  | <u>32,162,000</u>                 |



**CAPITAL EXPENSE  
DEBT SERVICE**

**PRINCIPAL PAYMENT**

Principal payments consist of annual installment payments on long-term borrowing (Serial Bonds), Tax Repayment Fund, and short-term borrowing (Bond Anticipation Notes).

**Year-to-Year Comparison**

|                                   | <u>1999-2000</u> | <u>2000-01</u>   | <u>Change</u>     |
|-----------------------------------|------------------|------------------|-------------------|
| Serial Bonds & Tax Repayment Fund | 19,969,900       | 22,148,100       | 2,178,200         |
| Bond Anticipation Notes           | <u>7,160,300</u> | <u>4,572,500</u> | <u>-2,587,800</u> |
| Total                             | 27,130,200       | 26,720,600       | -409,600          |

**INTEREST PAYMENT**

This category consists of annual payments of interest on long-term borrowing (Serial Bonds), Tax Repayment Fund, and short-term borrowing (Bond Anticipation Notes).

**Year-to-Year Comparison**

|                                   | <u>1999-2000</u> | <u>2000-01</u>   | <u>Change</u>   |
|-----------------------------------|------------------|------------------|-----------------|
| Serial Bonds & Tax Repayment Fund | 8,058,900        | 7,972,000        | -86,900         |
| Bond Anticipation Notes           | <u>2,407,700</u> | <u>1,881,200</u> | <u>-526,500</u> |
| Total                             | 10,466,600       | 9,853,200        | -613,400        |

The following table illustrates the actual rates on borrowing contracted by the City during 1999-2000. Rates vary with the type of borrowing, size of the issue, and general market conditions.

| <u>Date</u>  | <u>Type of Issue</u>    | <u>Interest Rate</u> |
|--------------|-------------------------|----------------------|
| October 1999 | Serial Bonds            | 5.21                 |
| October 1999 | Bond Anticipation Notes | 4.50                 |
| March 2000   | Bond Anticipation Notes | 4.72                 |

CAPITAL EXPENSE  
DEBT SERVICE

Statement of Indebtedness - June 30, 2000

| <u>Category</u>  | <u>Bonds</u>      | <u>Notes</u>      | <u>Total</u>       |
|--|-------------------|-------------------|--------------------|
| General  | 100,512,892       | 33,375,800        | 133,888,692        |
| Sewer*   | 11,615,000        | 1,751,500         | 13,366,500         |
| Water  | 34,707,108        | 5,956,700         | 40,663,808         |
| School   | <u>98,885,000</u> | <u>55,480,000</u> | <u>154,365,000</u> |
|  | 245,720,000       | 96,564,000        | 342,284,000        |
| Less:  |                   |                   |                    |
| Items not subject to Constitutional Limit:                             |                   |                   |                    |
| -Sewer (partial)   |                   |                   | 6,884,000          |
| -Water   |                   |                   | 40,476,700         |
| Constitutional Debt  |                   |                   | 294,923,300        |
| Constitutional Debt Limit  |                   |                   | <u>448,239,908</u> |
| (equal to 9% of the most recent five year average full assessed value) |                   |                   |                    |
| Debt Contracting Margin  |                   |                   | 153,316,608        |

\*\$7,690,000 to be reimbursed by Monroe County Pure Waters

CAPITAL EXPENSE  
DEBT SERVICE

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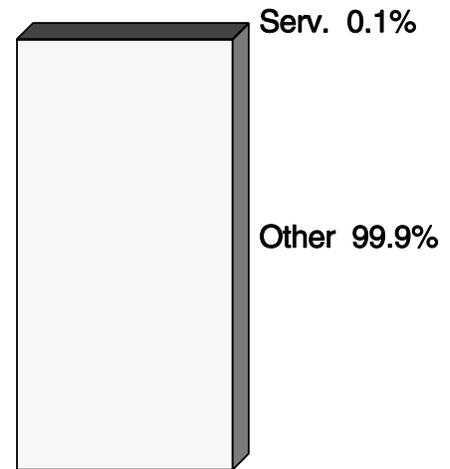
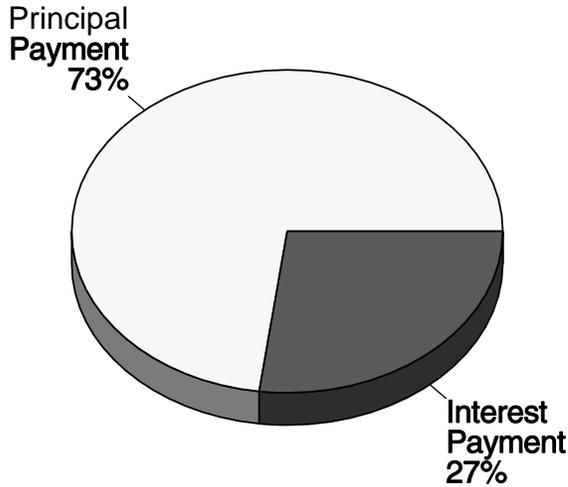
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BOND DEBT MATURITIES (Principal, All Funds)  
JUNE 30, 2000

| <u>Fiscal</u><br><u>Year</u> | <u>City</u>        | <u>School</u>     | <u>Total</u>       |
|------------------------------|--------------------|-------------------|--------------------|
| 2000-01                      | 21,045,000         | 19,625,000        | 40,670,000         |
| 2001-02                      | 18,885,000         | 18,220,000        | 37,105,000         |
| 2002-03                      | 16,490,000         | 17,760,000        | 34,250,000         |
| 2003-04                      | 14,770,000         | 14,600,000        | 29,370,000         |
| 2004-05                      | 13,015,000         | 10,955,000        | 23,970,000         |
| 2005-06                      | 10,920,000         | 5,670,000         | 16,590,000         |
| 2006-07                      | 8,055,000          | 5,430,000         | 13,485,000         |
| 2007-08                      | 5,915,000          | 1,900,000         | 7,815,000          |
| 2008-09                      | 4,540,000          | 1,480,000         | 6,020,000          |
| 2009-10                      | 3,850,000          | 1,475,000         | 5,325,000          |
| 2010-11                      | 3,130,000          | 1,010,000         | 4,140,000          |
| 2011-12                      | 2,410,000          | 760,000           | 3,170,000          |
| 2012-13                      | 2,060,000          |                   | 2,060,000          |
| 2013-14                      | 1,780,000          |                   | 1,780,000          |
| 2014-15                      | 1,780,000          |                   | 1,780,000          |
| 2015-16                      | 1,780,000          |                   | 1,780,000          |
| 2016-17                      | 1,775,000          |                   | 1,775,000          |
| 2017-18                      | 1,715,000          |                   | 1,715,000          |
| 2018-19                      | 1,715,000          |                   | 1,715,000          |
| 2019-20                      | 1,715,000          |                   | 1,715,000          |
| 2020-21                      | 1,720,000          |                   | 1,720,000          |
| 2021-22                      | 1,710,000          |                   | 1,710,000          |
| 2022-23                      | 1,700,000          |                   | 1,700,000          |
| 2023-24                      | 1,395,000          |                   | 1,395,000          |
| 2024-25                      | 1,365,000          |                   | 1,365,000          |
| 2025-26                      | 875,000            |                   | 875,000            |
| 2026-27                      | 725,000            |                   | 725,000            |
| Total                        | <u>146,835,000</u> | <u>98,885,000</u> | <u>245,720,000</u> |

**CAPITAL EXPENSE  
DEBT SERVICE  
EXPENDITURE SUMMARY**

|                                      | <u>Actual<br/>1998-99</u> | <u>Estimated<br/>1999-2000</u> | <u>Amended<br/>1999-2000</u> | <u>Proposed<br/>2000-01</u> |
|--------------------------------------|---------------------------|--------------------------------|------------------------------|-----------------------------|
| <b>Appropriation by Major Object</b> |                           |                                |                              |                             |
| Personnel Expenses                   | 0                         | 0                              | 0                            | 0                           |
| Materials & Supplies                 | 0                         | 0                              | 0                            | 0                           |
| Services                             | 39,332                    | 39,400                         | 39,400                       | 39,400                      |
| Other                                | <u>37,836,768</u>         | <u>37,442,500</u>              | <u>37,557,400</u>            | <u>36,534,400</u>           |
| <b>Total</b>                         | <b>37,876,100</b>         | <b>37,481,900</b>              | <b>37,596,800</b>            | <b>36,573,800</b>           |
| <b>Appropriation by Activity</b>     |                           |                                |                              |                             |
| Principal Payment                    | 27,183,700                | 26,963,500                     | 27,130,200                   | 26,720,600                  |
| Interest Payment                     | <u>10,692,400</u>         | <u>10,518,400</u>              | <u>10,466,600</u>            | <u>9,853,200</u>            |
| <b>Total</b>                         | <b>37,876,100</b>         | <b>37,481,900</b>              | <b>37,596,800</b>            | <b>36,573,800</b>           |



**CAPITAL EXPENSE  
CIP DOCUMENT NOTES**

This *CIP Document Notes* section shows three things. First are changes that have been made since the April 2000 publication of the Capital Improvement Program (CIP). Second is an erratum section that makes corrections to the document published in April. Third is a table of the total expenditures proposed and the financial impact of the CIP program on the City's outstanding debt and tax levy for debt and cash capital. Assessed values and the distribution between the Homestead and Non-Homestead property categories are held at 2000-01 levels throughout the five-year period. The April version of the CIP concludes this section of the budget.

**CHANGES**

The following changes have been made since the April 2000 publication of the CIP document. These changes are not reflected in the CIP document that follows. A revised CIP will be produced following City Council action on the Mayor's proposed budget.

**TRANSPORTATION**

**T-3 Asphalt Milling, Resurfacing and Curb Replacement**

The General Fund allocation is increased to offset reductions in previous years

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 2,307          | 2,369          | 2,435          | 2,479          | 2,521          | 12,111       |

**T-5 Street Treatment**

This allocation is increased to offset reductions in previous years

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 623            | 550            | 556            | 582            | 592            | 2,903        |

**PUBLIC SAFETY**

**P-4 Motor Equipment - Police**

To address prior year foregone and/or deferred replacements, the allocation planned for 2001-02 has been accelerated to 2000-01 and the allocation for 2001-02 has been reduced by a corresponding amount

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 2,976          |                | 1,446          | 1,472          | 2,271          | 8,165        |

**P-10 Fire Facilities**

Funds are provided to accelerate installation of doors and apparatus floor exhausts at Fire Stations

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 218            |                |                |                |                | 218          |

**RECREATION AND CULTURE**

**R-1 Parks and Recreation Sites**

*Gym Floor Rehabilitation:*

Rehabilitate gym floors at Clinton Baden Community Center, Adams Street Recreation Center, South Avenue Recreation Center, and Flint Street Community Center

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 1,310          |                |                |                |                | 1,310        |

CAPITAL EXPENSE  
CIP DOCUMENT NOTES

*Webster Avenue Recreation Center:*

Reconstruction of the facility to improve functionality and correct HVAC and acoustical problems to provide a more efficient facility

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 600            |                |                |                |                | 600          |

**R-6 Library Materials and Equipment**

Supplement funding for replacement of worn and obsolete materials and purchase of new materials

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Library Cash Capital  | 455            | 452            | 465            | 473            | 481            | 2,326        |

**G-3 Land Acquisition and Demolition**

A General Fund Cash Capital supplement is provided in 2000-01 to support demolition of buildings

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 3,022          | 1,244          | 1,266          | 1,289          | 1,311          | 7,632        |

FACILITIES & EQUIPMENT

**F-1 Building Renovation Program**

To address prior year foregone and/or deferred renovations, all of the General Fund allocations planned for this program in 2001-02 have been accelerated to 2000-01 and the allocations for 2001-02 have been reduced by corresponding amounts

*Roofs:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 818            |                | 427            | 435            | 441            | 2,121        |

*Windows:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 85             |                | 44             | 45             | 46             | 220          |

*Mechanical/Electrical:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 548            |                | 286            | 291            | 296            | 1,421        |

*General Rehabilitation:*

Additional funds are provided to improve and preserve City-owned facilities

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 1,012          |                | 421            | 429            | 435            | 2,297        |

*Carpet & Floors:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 233            |                | 122            | 124            | 126            | 605          |

*Site Improvements:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 172            |                | 90             | 92             | 94             | 448          |

*Fuel Stations:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 71             |                | 37             | 38             | 39             | 185          |

CAPITAL EXPENSE  
CIP DOCUMENT NOTES

*City Hall:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 226            |                | 118            | 68             | 69             | 481          |

*Telephone System:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 264            |                | 138            | 140            | 142            | 684          |

**F-1 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 3,429          |                | 1,683          | 1,662          | 1,688          | 8,462        |

**F-2 Hazardous Waste Investigation and Remediation**

A General Fund allocation is provided in 2000-01

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 564            | 217            | 241            | 225            | 245            | 1,492        |

**F-3 Information Systems***Office Automation:*

Additional funds are provided for new and replacement equipment

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 509            | 368            | 379            | 386            | 392            | 2,034        |

**ERRATUM**

The following corrections should be made:

1. Page 13

TRANSPORTATION

**T-4 Residential Street Rehabilitation**

The funding source for the water component is changed from Water Debt to Water Cash Capital for all years

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    | 690            | 711            | 732            | 754            | 769            | 3,656        |

2. Page 19

WATER SYSTEM

**W-6 Conduit and Watershed Improvements**

*Conduit Valve & Vault Rehabilitation:*

The funding source is changed from Private to Water Cash Capital for all years

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    | 58             | 60             | 62             | 63             | 64             | 307          |

*Conduit Modernization Program:*

The funding source is changed from Water Cash Capital to Water Debt for all years

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Debt            | 825            | 2,000          | 2,000          | 2,036          | 2,071          | 8,932        |

**CAPITAL EXPENSE  
CIP DOCUMENT NOTES  
TAX RATES**

TAX RATES FOR DEBT SERVICE

|                                     | <u>2000-01</u>  | <u>2001-02</u>  | <u>2002-03</u>  | <u>2003-04</u>  | <u>2004-05</u>  | <u>Total</u>    |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Expense (\$000)                     |                 |                 |                 |                 |                 |                 |
| Existing Debt                       | 36,573.8        | 33,076.7        | 28,735.0        | 25,856.7        | 21,675.3        | 145,917.5       |
| New Program                         |                 | <u>3,853.8</u>  | <u>12,504.8</u> | <u>17,045.1</u> | <u>18,834.9</u> | <u>52,238.6</u> |
|                                     | 36,573.8        | 36,930.5        | 41,239.8        | 42,901.8        | 40,510.2        | 198,156.1       |
| Revenue (\$000)                     |                 |                 |                 |                 |                 |                 |
| Premium and Interest Fund           | 820.5           | 820.5           | 820.5           | 820.5           | 820.5           | 4,102.5         |
| Monroe County Pure Waters           | 2,221.2         | 1,928.3         | 1,094.2         | 765.6           | 710.3           | 6,719.6         |
| In Lieu of Tax Payments             | 5,219.2         | 5,219.2         | 5,219.2         | 5,219.2         | 5,219.2         | 26,096.0        |
| Retirement Reserve Transfer         | 1,581.8         | 1,510.2         | 1,438.4         | 1,366.5         | 1,299.4         | 7,196.3         |
| Tax Repayment Fund                  | 1,127.7         | 1,129.3         | 1,127.3         | 1,128.8         | 1,128.1         | 5,641.2         |
| Enterprise Funds                    | <u>13,564.2</u> | <u>13,016.7</u> | <u>13,772.4</u> | <u>14,073.9</u> | <u>13,993.9</u> | <u>68,421.1</u> |
|                                     | 24,534.6        | 23,624.2        | 23,472.0        | 23,374.5        | 23,171.4        | 118,176.7       |
| Tax Revenue Required (\$000)        | 12,039.2        | 13,306.3        | 17,767.8        | 19,527.3        | 17,338.8        | 79,979.4        |
| Tax Reserve                         | <u>700.7</u>    | <u>774.4</u>    | <u>1,034.1</u>  | <u>1,136.5</u>  | <u>1,009.1</u>  | <u>4,654.8</u>  |
| Tax Levy Required (\$000)           | 12,739.9        | 14,080.7        | 18,801.9        | 20,663.8        | 18,347.9        | 84,634.2        |
| Tax Rate per \$1,000 Assessed Value |                 |                 |                 |                 |                 |                 |
| Homestead                           | 1.78            | 1.96            | 2.62            | 2.88            | 2.56            |                 |
| Non-Homestead                       | 4.05            | 4.47            | 5.98            | 6.57            | 5.83            |                 |

TAX RATES FOR CASH CAPITAL

|                                     | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>    |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------|
| Expense (\$000)                     |                |                |                |                |                |                 |
| General Cash Capital                | 23,549.0       | 12,549.0       | 15,329.0       | 14,504.0       | 13,906.0       | 79,837.0        |
| Library Cash Capital                | 513.0          | 537.0          | 527.0          | 536.0          | 545.0          | 2,658.0         |
| Local Works Cash Capital            | 2,300.0        | 1,918.0        | 1,124.0        | 1,823.0        | 1,877.0        | 9,042.0         |
| Water Cash Capital                  | 3,156.0        | 3,266.0        | 2,777.0        | 3,173.0        | 2,940.0        | 15,312.0        |
| War Memorial Cash Capital           | 112.0          | 116.0          | 120.0          | 122.0          | 124.0          | 594.0           |
| Parking Cash Capital                | 586.0          | 601.0          | 622.0          | 833.0          | 618.0          | 3,260.0         |
| Cemetery Cash Capital               | 134.0          | 151.0          | 155.0          | 157.0          | 155.0          | 752.0           |
| Refuse Cash Capital                 | <u>1,812.0</u> | <u>1,957.0</u> | <u>852.0</u>   | <u>319.0</u>   | <u>365.0</u>   | <u>5,305.0</u>  |
|                                     | 32,162.0       | 21,095.0       | 21,506.0       | 21,467.0       | 20,530.0       | 116,760.0       |
| Revenue (\$000)                     |                |                |                |                |                |                 |
| Monroe County Traffic Shares        | 227.0          | 809.0          | 137.0          | 225.0          | 314.0          | 1,712.0         |
| CHIPS                               | 2,200.0        | 2,200.0        | 2,200.0        | 2,200.0        | 2,200.0        | 11,000.0        |
| Enterprise Funds                    | <u>8,100.0</u> | <u>8,009.0</u> | <u>5,650.0</u> | <u>6,427.0</u> | <u>6,079.0</u> | <u>34,265.0</u> |
|                                     | 10,527.0       | 11,018.0       | 7,987.0        | 8,852.0        | 8,593.0        | 46,977.0        |
| Tax Revenue Required (\$000)        | 21,635.0       | 10,077.0       | 13,519.0       | 12,615.0       | 11,937.0       | 69,783.0        |
| Tax Reserve                         | <u>1,259.2</u> | <u>586.5</u>   | <u>786.8</u>   | <u>734.2</u>   | <u>694.7</u>   | <u>4,061.4</u>  |
| Tax Levy Required (\$000)           | 22,894.2       | 10,663.5       | 14,305.8       | 13,349.2       | 12,631.7       | 73,844.4        |
| Tax Rate per \$1,000 Assessed Value |                |                |                |                |                |                 |
| Homestead                           | 3.19           | 1.49           | 2.00           | 1.86           | 1.76           |                 |
| Non-Homestead                       | 7.28           | 3.39           | 4.55           | 4.24           | 4.01           |                 |



# Capital Improvement Program

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2000-01 through 2004-2005  
City of Rochester, New York  
April 26, 2000

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# CITY OFFICIALS

## **City Council**

Lois J. Giess (East District)

President

Gladys Santiago (At-Large)

Vice President

Brian F. Curran (At-Large)

Benjamin L. Douglas (Northeast District)

Nancy K. Griswold (At-Large)

Tim O. Mains (At-Large)

Wade S. Norwood (At-Large)

Robert J. Stevenson (Northwest District)

Tony M. Thompson (South District)

## **Mayor**

William A. Johnson, Jr.

## **Deputy Mayor**

Jeffrey T. Carlson

## **Bureau of Budget & Efficiency**

Richard W. Hannon, Budget Director

## **Staff**

Marlene S. Davidson, Senior Administrative Analyst

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## CAPITAL EXPENDITURES

The Capital Improvement Program (CIP) is a financing plan for the construction or reconstruction of facilities and services, the acquisition and replacement of vehicles and equipment, and certain other projects and improvements that provide benefits over a multi-year period. To be included in the capital program, a project or item must be consistent with the definition of "capital object or purpose" included in Section 11 of the New York State Local Finance Law.

The financing of capital projects may occur through three means. First, a direct appropriation may be made; this type of appropriation is also known as "cash capital". Second, funds for projects may be obtained through the issuance of bonds and notes, two forms of debt. The subsequent repayment of this debt and related interest costs is called "debt service". Funding for repayment of debt is included in the Debt Service allocation of the annual operating budget. Third, full or partial funding for some projects is obtained from outside agencies.

## CIP DOCUMENT

This document represents a five-year capital investment program organized in two parts.

The first part is a financial summary of the recommended program. Categories, funding sources and departments are summarized in this section.

The second part presents project detail organized by six functional program categories. The program categories used in this document are: Transportation, Water System, Public Safety, Recreation and Culture, General City Development, and Facilities and Equipment.

Each program category is prefaced by a narrative description, a table displaying support for "Rochester 2010: The Renaissance Plan", and highlights of the current CIP. Each project is described, and funding sources are identified by year.

ROCHESTER 2010: THE RENAISSANCE PLAN

The City of Rochester's Comprehensive Plan ("Rochester 2010: The Renaissance Plan") includes eleven Renaissance Campaigns providing new directions and priorities that the City will embrace as it moves into the 21st century. Rochester 2010: The Renaissance Plan was adopted by City Council on April 13, 1999. Following are the policy statements for each campaign and a table indicating the support given the campaigns by the six functional program categories of the 2000-01 to 2004-05 CIP.

Specific goal statements and additional material for each campaign are included in the complete Comprehensive Plan document, which explains plan implementation and monitoring as well as more specific land use, zoning, or development issues. The full plan and supporting material is available for viewing at all City libraries or can be seen on the plan web site at: [www.ci.rochester.ny.us/rochester2010.htm](http://www.ci.rochester.ny.us/rochester2010.htm).

|  |  |
|--|--|
| <b>Campaign One: Involved Citizens</b>   | <b>Campaign Two: Educational Excellence</b>  |
| It is the policy of our city to engage the widest array of our citizens in the safety, upkeep and renewal of our neighborhoods and community, to provide opportunities for citizens to work together to plan for their collective future and to take actions to realize that future, to celebrate the positive aspects of community life and to support citizens taking responsibility for using these opportunities to enhance their community.   | It is the policy of our city to support the highest quality educational and job-training opportunities for our citizens on a life-long basis, to promote and support our public schools as a focal point of neighborhood activity and pride, and to encourage our citizens to take responsibility for using these opportunities to educate and prepare themselves for work, careers and responsible citizenship.   |
| <b>Campaign Three: Health, Safety, and Responsibility</b>  | <b>Campaign Four: Environmental Stewardship</b>  |
| It is the policy of our city to support our citizens and families in leading healthy, safe, productive and self-determined lives. We support our citizens taking responsibility for helping to improve the health, safety and welfare of themselves and those around them; developing and maintaining safe, clean, attractive neighborhoods that are free from public disorder and nuisances; and, recognizing and celebrating examples of good citizenship and personal responsibility. | It is the policy of our city to maintain and enhance, through individual and collective efforts of our citizens, businesses and governments, the overall quality of our environmental assets and resources (air, land and water quality), our community's three great waterways (Lake Ontario, the Genesee River and the Erie Canal), our unique and historic parks system, our open space areas and urban forest and our clean neighborhood environments.   |
| <b>Campaign Five: Regional Partnership</b>   | <b>Campaign Six: Economic Vitality</b>   |
| It is the policy of our city to promote the concept of Rochester as the economic, social, cultural, transportation and institutional center of our county and region. We will seek out opportunities to plan and communicate effectively and work together with other governments to develop solutions to our common problems, in a way that recognizes a collaborative neighborhood/regional/global perspective rather than a city/state/nation perspective.                            | It is the policy of our city to promote an environment in which businesses can develop and flourish; to develop a diverse local economy that supports quality jobs, produces new product, service and technology innovations and high-quality business and personal services; and to create a highly skilled workforce that embraces creativity and our rich entrepreneurial spirit. We will also promote and pursue the management of our community identity as a world-class city in which to do business, as well as a highly desirable place to live work and visit. |

FINANCIAL SUMMARY

|  |  |
|--|--|
| <b>Campaign Seven: Quality Service</b>   | <b>Campaign Eight: Tourism Development</b>   |
| It is the policy of our city to provide high-quality services, programs, information and infrastructure to our citizens in a way that is efficient, affordable, accountable and takes into account the diverse needs of our citizens, builds trust and understanding, is based on communication, partnership and collaboration, and, where appropriate, reduces demand for those services by encouraging citizen self-sufficiency. | It is the policy of our city to promote recognition of our city and region as a tourism destination that embraces a broad range of "four-season" tourist attractions centered on our unique waterfront resources, recognizing especially the centrality of the Genesee River to the life of our community, along with arts, cultural, sports and entertainment facilities as well as our reputation as a supportive and innovative community, in a way that contributes to our community's local and national image as well as its economic vitality and growth. |
| <b>Campaign Nine: Healthy Urban Neighborhoods</b>  | <b>Campaign Ten: Center City</b>   |
| It is the policy of our city to support a system of unique, vital, inter-connected urban neighborhoods which provide a variety of housing choice, accessible goods and services in a village-like setting, pedestrian-friendly environments, appropriate transit and parking facilities and access to park, recreation, environmental and cultural amenities.  | It is the policy of our city to pursue recognition and development of our downtown as the region's "Center City" to include an exciting mix of housing, specialty retail and services, restaurants, arts and cultural venues, entertainment and "night-life". We will also encourage the marketing and promotion, both regionally and nationally, of our "Center City" as the economic and cultural core of our region and its recognition by both citizens and visitors as being safe, vital and exciting.  |
| <b>Campaign Eleven: Arts and Culture</b>   |  |
| It is the policy of our city to support and promote arts and cultural events, activities and institutions in a way that establishes our city as a "world-class" cultural center, contributes to our community's life, vitality and growth and promotes citizen and business partnerships in using those resources to create economic development and community pride.  |  |

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE 2000-01 CIP

|                                 | Transportation | Water System | Public Safety | Recreation & Culture | General City Development | Facilities and Equipment |
|---------------------------------|----------------|--------------|---------------|----------------------|--------------------------|--------------------------|
| Involved Citizens               |                |              |               |                      |                          |                          |
| Educational Excellence          |                |              |               | ●                    |                          |                          |
| Health, Safety & Responsibility |                | ●            | ●             |                      | ●                        |                          |
| Environmental Stewardship       |                | ●            |               | ●                    |                          | ●                        |
| Regional Partnerships           | ●              |              |               |                      |                          |                          |
| Economic Vitality               |                |              |               |                      | ●                        |                          |
| Quality Service                 | ●              | ●            | ●             | ●                    | ●                        | ●                        |
| Tourism Destination             |                |              |               | ●                    |                          |                          |
| Healthy Urban Neighborhoods     | ●              | ●            |               | ●                    | ●                        | ●                        |
| Center City                     |                |              | ●             | ●                    | ●                        | ●                        |
| Arts & Culture                  |                |              |               |                      |                          |                          |

SUMMARY BY CATEGORY AND FUNDING SOURCE (\$000)

Transportation

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>   |
|--------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| General Cash Capital     | 4,140          | 3,539          | 4,178          | 4,038          | 4,063          | 19,958         |
| General Debt             | 4,433          | 9,036          | 2,871          | 8,758          | 5,699          | 30,797         |
| Local Works Cash Capital | 857            | 880            | 905            | 921            | 937            | 4,500          |
| Water Cash Capital       | 328            | 123            | 151            | 236            | 269            | 1,107          |
| Water Debt               | 2,509          | 3,361          | 2,877          | 2,127          | 2,791          | 13,665         |
| Monroe County            | 1,500          | 1,500          | 1,100          | 600            | 1,500          | 6,200          |
| Monroe County Traffic    | 227            | 809            | 137            | 225            | 314            | 1,712          |
| Pure Waters              | 783            | 1,000          | 616            | 771            | 871            | 4,041          |
| New York State           | 213            | 2,726          | 1,327          | 2,060          | 940            | 7,266          |
| Federal                  | 1,040          | 14,508         | 6,408          | 8,340          | 5,040          | 35,336         |
|                          | <u>16,030</u>  | <u>37,482</u>  | <u>20,570</u>  | <u>28,076</u>  | <u>22,424</u>  | <u>124,582</u> |

Water System

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Water Cash Capital    | 2,433          | 3,654          | 3,461          | 3,523          | 3,585          | 16,656        |
| Water Debt            | 1,821          | 10,351         | 3,183          | 1,204          | 1,224          | 17,783        |
| Private               | 58             | 60             | 62             | 63             | 64             | 307           |
|                       | <u>4,312</u>   | <u>14,065</u>  | <u>6,706</u>   | <u>4,790</u>   | <u>4,873</u>   | <u>34,746</u> |

Public Safety

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-30</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 3,865          | 2,702          | 3,083          | 2,674          | 3,415          | 15,739        |
| General Debt          | 5,249          | 501            | 479            | 465            | 56             | 6,750         |
|                       | <u>9,114</u>   | <u>3,203</u>   | <u>3,562</u>   | <u>3,139</u>   | <u>3,471</u>   | <u>22,489</u> |

Recreation & Culture

| <u>Funding Source</u>     | <u>2000-01</u> | <u>2001-02</u> | <u>2002-30</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|---------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital      | 792            | 576            | 594            | 804            | 535            | 3,301         |
| General Debt              | 634            | 3,652          | 670            | 682            | 2,694          | 8,332         |
| Library Cash Capital      | 420            | 477            | 465            | 473            | 481            | 2,316         |
| War Memorial Cash Capital | 112            | 116            | 120            | 122            | 124            | 594           |
| Parking Cash Capital      |                |                |                | 200            |                | 200           |
| Parking Debt              |                |                |                |                | 2,000          | 2,000         |
| Cemetery Cash Capital     | 134            | 151            | 155            | 157            | 155            | 752           |
|                           | <u>2,092</u>   | <u>4,972</u>   | <u>2,004</u>   | <u>2,438</u>   | <u>5,989</u>   | <u>17,495</u> |

## FINANCIAL SUMMARY

## Capital Improvement Program

## SUMMARY BY CATEGORY AND FUNDING SOURCE (\$000)

General City Development

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-30</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>   |
|-----------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| General Cash Capital  | 3,665          | 5,157          | 4,095          | 3,523          | 1,849          | 18,289         |
| General Debt          | 9,012          | 7,582          | 10,262         | 3,012          | 3,060          | 32,928         |
| Water Debt            | 544            |                |                |                |                | 544            |
| Parking Cash Capital  | 508            | 521            | 535            | 545            | 554            | 2,663          |
| Parking Debt          | 800            |                |                |                |                | 800            |
| Public Market Debt    | 515            |                | 300            | 300            |                | 1,115          |
| Monroe County         | 200            |                |                |                |                | 200            |
| Pure Waters           | 315            |                |                |                |                | 315            |
| New York State        | 880            |                |                |                |                | 880            |
| Federal               | 8,433          | 8,314          | 9,600          |                |                | 26,347         |
| Private               | 19,669         | 550            |                |                |                | 20,219         |
|                       | <u>44,541</u>  | <u>22,124</u>  | <u>24,792</u>  | <u>7,380</u>   | <u>5,463</u>   | <u>104,300</u> |

Facilities and Equipment

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-30</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|--------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital     | 3,586          | 3,372          | 3,242          | 3,240          | 3,730          | 17,170        |
| General Debt             | 1,310          | 822            | 845            | 860            | 875            | 4,712         |
| Library Cash Capital     | 58             | 60             | 62             | 63             | 64             | 307           |
| Local Works Cash Capital | 1,443          | 1,038          | 219            | 902            | 940            | 4,542         |
| Water Cash Capital       | 472            | 718            | 371            | 633            | 324            | 2,518         |
| Parking Cash Capital     | 78             | 80             | 87             | 88             | 64             | 397           |
| Refuse Cash Capital      | 1,812          | 1,957          | 852            | 319            | 365            | 5,305         |
|                          | <u>8,759</u>   | <u>8,047</u>   | <u>5,678</u>   | <u>6,105</u>   | <u>6,362</u>   | <u>34,951</u> |
| <br>TOTAL                | <br>84,848     | <br>89,893     | <br>63,312     | <br>51,928     | <br>48,582     | <br>338,563   |

SUMMARY BY FUNDING SOURCE TYPE BY FUND (\$000)

Debt

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-30</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>   |
|-----------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| General Debt          | 20,638         | 21,593         | 15,127         | 13,777         | 12,384         | 83,519         |
| Water Debt            | 4,874          | 13,712         | 6,060          | 3,331          | 4,015          | 31,992         |
| Parking Debt          | 800            |                |                |                | 2,000          | 2,800          |
| Public Market Debt    | 515            |                | 300            | 300            |                | 1,115          |
| Pure Waters           | 1,098          | 1,000          | 616            | 771            | 871            | 4,356          |
|                       | <u>27,925</u>  | <u>36,305</u>  | <u>22,103</u>  | <u>18,179</u>  | <u>19,270</u>  | <u>123,782</u> |

Cash Capital

| <u>Funding Source</u>     | <u>2000-01</u> | <u>2001-02</u> | <u>2001-02</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>   |
|---------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| General Cash Capital*     | 16,275         | 16,155         | 15,329         | 14,504         | 13,906         | 76,169         |
| Library Cash Capital      | 478            | 537            | 527            | 536            | 545            | 2,623          |
| Local Works Cash Capital  | 2,300          | 1,918          | 1,124          | 1,823          | 1,877          | 9,042          |
| Water Cash Capital        | 3,233          | 4,495          | 3,983          | 4,392          | 4,178          | 20,281         |
| War Memorial Cash Capital | 112            | 116            | 120            | 122            | 124            | 594            |
| Parking Cash Capital      | 586            | 601            | 622            | 833            | 618            | 3,260          |
| Cemetery Cash Capital     | 134            | 151            | 155            | 157            | 155            | 752            |
| Refuse Cash Capital       | 1,812          | 1,957          | 852            | 319            | 365            | 5,305          |
|                           | <u>24,930</u>  | <u>25,930</u>  | <u>22,712</u>  | <u>22,686</u>  | <u>21,768</u>  | <u>118,026</u> |

Other

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-30</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Monroe County         | 1,700          | 1,500          | 1,100          | 600            | 1,500          | 6,400         |
| New York State        | 1,093          | 2,726          | 1,327          | 2,060          | 940            | 8,146         |
| Federal               | 9,473          | 22,822         | 16,008         | 8,340          | 5,040          | 61,683        |
| Private               | 19,727         | 610            | 62             | 63             | 64             | 20,526        |
|                       | <u>31,993</u>  | <u>27,658</u>  | <u>18,497</u>  | <u>11,063</u>  | <u>7,544</u>   | <u>96,755</u> |

TOTAL 84,848 89,893 63,312 51,928 48,582 338,563

\*Includes Monroe County Traffic

SUMMARY BY DEPARTMENT (\$000)

| <u>Department</u>                  | <u>2000-01</u> | <u>2001-02</u> | <u>2002-30</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>   |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Administration                     | 17             | 17             | 17             | 17             | 17             | 85             |
| Finance                            | 444            | 474            | 454            | 469            | 469            | 2,310          |
| Community Development              | 4,381          | 7,855          | 7,638          | 6,347          | 4,381          | 30,602         |
| Economic Development               | 20,333         | 604            | 625            | 636            | 621            | 22,819         |
| Environmental Services             | 30,002         | 59,692         | 32,204         | 38,167         | 32,912         | 192,977        |
| Office of Emergency Communications | 30             | 30             | 30             | 30             | 30             | 150            |
| Police                             | 1,063          | 2,031          | 1,508          | 1,535          | 2,335          | 8,472          |
| Fire                               | 2,772          | 641            | 1,545          | 1,109          | 1,050          | 7,117          |
| Library                            | 420            | 477            | 465            | 473            | 481            | 2,316          |
| Parks, Recreation & Human Services | 1,979          | 4,810          | 1,863          | 2,295          | 5,844          | 16,791         |
| Development Committee              | 23,407         | 13,262         | 16,963         | 850            | 442            | 54,924         |
|                                    | <u>84,848</u>  | <u>89,893</u>  | <u>63,312</u>  | <u>51,928</u>  | <u>48,582</u>  | <u>338,563</u> |

## TRANSPORTATION

## Capital Improvement Program

The City maintains 537 centerline miles of streets. Preservation of the City's transportation network is achieved through reconstruction and rehabilitation of streets, bridges, sidewalks, and curbs.

## ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE TRANSPORTATION PROGRAM

|                                 | T-1 | T-2 | T-3 | T-4 | T-5 |
|---------------------------------|-----|-----|-----|-----|-----|
| Involved Citizens               |     |     |     |     |     |
| Educational Excellence          |     |     |     |     |     |
| Health, Safety & Responsibility |     |     |     |     |     |
| Environmental Stewardship       |     |     |     |     |     |
| Regional Partnerships           | ●   | ●   |     |     |     |
| Economic Vitality               |     |     |     |     |     |
| Quality Service                 | ●   | ●   | ●   | ●   | ●   |
| Tourism Destination             |     |     |     |     |     |
| Healthy Urban Neighborhoods     | ●   | ●   | ●   | ●   | ●   |
| Center City                     |     |     |     |     |     |
| Arts & Culture                  |     |     |     |     |     |

|                                 | T-6 | T-7 | T-8 | T-9 |
|---------------------------------|-----|-----|-----|-----|
| Involved Citizens               |     |     |     |     |
| Educational Excellence          |     |     |     |     |
| Health, Safety & Responsibility |     |     |     |     |
| Environmental Stewardship       |     |     |     |     |
| Regional Partnerships           |     |     |     |     |
| Economic Vitality               |     |     |     |     |
| Quality Service                 | ●   | ●   | ●   | ●   |
| Tourism Destination             |     |     |     |     |
| Healthy Urban Neighborhoods     | ●   | ●   | ●   | ●   |
| Center City                     |     |     |     |     |
| Arts & Culture                  |     |     |     |     |

## HIGHLIGHTS

- ❑ Monroe County funding for this program is reduced by \$1,300,000.
- ❑ The Norton Street (Goodman Street - East City Line) project is deferred one year due to lack of County funding.
- ❑ The St. Paul Street (Ridge Road East - North City Line) and Ridge Road East (St. Paul Street - East City Line) project is deferred one year due to lack of County funding.
- ❑ Supplemental funding is provided for the Lake Avenue (Burley Road - Lake Ontario State Parkway) project in 2000-01 to replenish funding shifted to the Jay Street project in 1999-2000 allowing for Spring 2000 construction of the Jay Street project.
- ❑ For the Lake Avenue (Lyell Avenue - Ridgeway Avenue) project, the water betterment share of this New York State Department of Transportation project is deferred to 2001-2002 to coordinate with the current schedule of the project.
- ❑ The Broad Street (Brown Street - Lyell Avenue) project is deferred to 2001-2002 to better coordinate with the Industrial Park Development (High Falls Business District - Erie Canal) project.

HIGHLIGHTS (CONT.)

- ❑ Ridge Road West (Hanford Landing - Veterans Memorial Bridge) right-of-way acquisition funding is deferred to 2002-2003 and construction is deferred to 2003-2004 to coincide with programmed Federal and New York State funding for this project.
- ❑ Atlantic Avenue (Winton Road North - Culver Road) project is added to T-2 City Arterial Improvements in 2004-2005.
- ❑ Columbia Avenue (Reynolds Street - Genesee Street) project is added to T-2 City Arterial Improvements in 2004-2005.
- ❑ The Broad Street Subway Tunnel project is deferred one year to coincide with Federal and New York State funding for the project.
- ❑ A Smith Street Bridge project is added to T-9 Bridge Reconstruction and Rehabilitation in 2003-2004 and 2004-2005 as a result of securing Federal and New York State funding.

**T-1 County Assisted Arterial Improvements**

Monroe County funds the reconstruction of certain City arterials in accordance with section 131-k of the Highway Law. The City assumes some of the associated costs.

- ❑ *Clifford Avenue (Goodman Street-East City Line):*  
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Monroe County         | 1,500          |                |                |                |                | 1,500        |
| General Debt          | 884            |                |                |                |                | 884          |
| Water Debt            | 490            |                |                |                |                | 490          |
|                       | <u>2,874</u>   |                |                |                |                | <u>2,874</u> |

- ❑ *South Plymouth Avenue (Barton Street-Ford Street):*  
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 109            | 31             |                |                |                | 140          |
| Water Cash Capital    | 13             | 26             |                |                |                | 39           |
| Monroe County         |                | 1,500          | 1,100          |                |                | 2,600        |
| General Debt          |                |                | 758            |                |                | 758          |
| Water Debt            |                |                | 383            |                |                | 383          |
|                       | <u>122</u>     | <u>1,557</u>   | <u>2,241</u>   |                |                | <u>3,920</u> |

**T-1 County Assisted Arterial Improvements (cont.)**

- *Norton Street (Goodman Street-East City Line):*  
Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  |                |                | 104            | 37             |                | 141          |
| Water Cash Capital    |                |                | 10             | 20             |                | 30           |
| Water Debt            |                |                |                |                | 290            | 290          |
| General Debt          |                |                |                |                | 779            | 779          |
| Monroe County         |                |                |                | 600            | 1,500          | 2,100        |
|                       |                |                | <u>114</u>     | <u>657</u>     | <u>2,569</u>   | <u>3,340</u> |

- *St. Paul Street (Ridge Road East-North City Line) and Ridge Road East (St. Paul Street-East City Line):*  
Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    |                |                |                |                | 15             | 15           |
| General Cash Capital  |                |                |                |                | 77             | 77           |
|                       |                |                |                |                | <u>92</u>      | <u>92</u>    |

**T-1 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 109            | 31             | 104            | 37             | 77             | 358           |
| General Debt          | 884            |                | 758            |                | 779            | 2,421         |
| Water Cash Capital    | 13             | 26             | 10             | 20             | 15             | 84            |
| Water Debt            | 490            |                | 383            |                | 290            | 1,163         |
| Monroe County         | <u>1,500</u>   | <u>1,500</u>   | <u>1,100</u>   | <u>600</u>     | <u>1,500</u>   | <u>6,200</u>  |
|                       | <u>2,996</u>   | <u>1,557</u>   | <u>2,355</u>   | <u>657</u>     | <u>2,661</u>   | <u>10,226</u> |

**T-2 Arterial Improvements**

These projects are primarily City funded. Monroe County reimburses for some traffic features.

- *St. Paul Street (Avenue E-Norton Street):*  
Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 778            |                |                |                |                | 778          |
| Water Debt            | 325            |                |                |                |                | 325          |
| Monroe County Traffic | 58             |                |                |                |                | 58           |
| Pure Waters           | <u>53</u>      |                |                |                |                | <u>53</u>    |
|                       | <u>1,214</u>   |                |                |                |                | <u>1,214</u> |

**T-2 Arterial Improvements (cont.)**

- *Lake Avenue (Burley Road - Lake Ontario State Parkway):*  
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, tree planting, transit shelters, and river pedestrian trail.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 998            |                |                |                |                | 998          |
| Water Debt            | 451            |                |                |                |                | 451          |
| Pure Waters           | 143            |                |                |                |                | 143          |
| Federal               | 112            |                |                |                |                | 112          |
| New York State        | 38             |                |                |                |                | 38           |
| Monroe County Traffic | 34             |                |                |                |                | 34           |
|                       | <u>1,776</u>   |                |                |                |                | <u>1,776</u> |

- *Maple Street (Mt. Read Blvd.-Glide Street):*  
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 66             |                |                |                |                | 66           |
| Water Cash Capital    | 24             |                |                |                |                | 24           |
| General Debt          |                | 528            |                |                |                | 528          |
| Water Debt            |                | 232            |                |                |                | 232          |
| Monroe County Traffic |                | 73             |                |                |                | 73           |
| Pure Waters           |                | 37             |                |                |                | 37           |
|                       | <u>90</u>      | <u>870</u>     |                |                |                | <u>960</u>   |

- *Highland Avenue (Monroe Avenue-East City Line):*  
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 326            |                |                |                |                | 326          |
| Water Cash Capital    | 21             |                |                |                |                | 21           |
| General Debt          |                | 2,818          |                |                |                | 2,818        |
| Water Debt            |                | 203            |                |                |                | 203          |
| Pure Waters           |                | 196            |                |                |                | 196          |
| Monroe County Traffic |                | 146            |                |                |                | 146          |
|                       | <u>347</u>     | <u>3,363</u>   |                |                |                | <u>3,710</u> |

**T-2 Arterial Improvements (cont.)**

❑ *Ridgeway Avenue (Dewey Avenue- Ridge Road):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 102            |                |                |                |                | 102          |
| Water Cash Capital    | 43             |                |                |                |                | 43           |
| General Debt          |                | 827            |                |                |                | 827          |
| Water Debt            |                | 419            |                |                |                | 419          |
| Monroe County Traffic |                | 102            |                |                |                | 102          |
| Pure Waters           |                | 57             |                |                |                | 57           |
|                       | <u>145</u>     | <u>1,405</u>   |                |                |                | <u>1,550</u> |

❑ *Chili Avenue (West City Line-Main Street):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting. G-8 Special Projects Gateway Improvements includes funding in 2002-03 to provide new sidewalks, lighting and tree planting in conjunction with this project.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 456            |                | 4,408          |                |                | 4,864        |
| Water Cash Capital    | 120            |                |                |                |                | 120          |
| New York State        | 86             |                | 827            |                |                | 913          |
| General Cash Capital  | 28             |                |                |                |                | 28           |
| Water Debt            |                |                | 1,160          |                |                | 1,160        |
| General Debt          |                |                | 275            |                |                | 275          |
|                       | <u>690</u>     |                | <u>6,670</u>   |                |                | <u>7,360</u> |

❑ *Lake Avenue (Lyell Avenue-Ridgeway Avenue):*

Installation of new water mains, hydrants, and water services as the betterment share for a New York State Department of Transportation project. G-8 Special Projects Gateway Improvements includes funding in 2001-2002 to provide new sidewalks, lighting, and tree planting in conjunction with this project.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Debt            |                | 720            |                |                |                | 720          |

❑ *Broad Street (Brown Street-Lyell Avenue):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          |                | 1,347          |                |                |                | 1,347        |
| Water Debt            |                | 499            |                |                |                | 499          |
| Monroe County Traffic |                | 352            |                |                |                | 352          |
| Pure Waters           |                | 110            |                |                |                | 110          |
|                       |                | <u>2,308</u>   |                |                |                | <u>2,308</u> |

**T-2 Arterial Improvements (cont.)**

- ❑ *Ridge Road West (Hanford Landing-Veterans Memorial Bridge):*  
Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               |                |                | 2,000          | 7,940          |                | 9,940        |
| New York State        |                |                | 500            | 1,985          |                | 2,485        |
| Water Debt            |                |                |                | 360            |                | 360          |
| General Debt          |                |                |                | 2,500          |                | 2,500        |
|                       |                |                | 2,500          | 12,785         |                | 15,285       |

- ❑ *Lexington Avenue (Mt. Read Blvd.-Dewey Avenue):*  
Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  |                |                | 475            |                |                | 475          |
| Water Cash Capital    |                |                | 41             |                |                | 41           |
| Monroe County Traffic |                |                |                | 86             |                | 86           |
| Pure Waters           |                |                |                | 142            |                | 142          |
| Water Debt            |                |                |                | 394            |                | 394          |
| General Debt          |                |                |                | 4,362          |                | 4,362        |
|                       |                |                | 516            | 4,984          |                | 5,500        |

- ❑ *Atlantic Avenue (Winton Road North - Culver Road):*  
Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Pure Waters           |                |                |                |                | 142            | 142          |
| Monroe County Traffic |                |                |                |                | 144            | 144          |
| Water Debt            |                |                |                |                | 870            | 870          |
| General Debt          |                |                |                |                | 1,808          | 1,808        |
| Water Cash Capital    |                |                |                | 90             |                | 90           |
| General Cash Capital  |                |                |                | 216            |                | 216          |
|                       |                |                |                | 306            | 2,964          | 3,270        |

- ❑ *Columbia Avenue (Reynolds Street - Genesee Street):*  
Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Monroe County Traffic |                |                |                |                | 29             | 29           |
| Pure Waters           |                |                |                |                | 74             | 74           |
| Water Debt            |                |                |                |                | 232            | 232          |
| General Debt          |                |                |                |                | 889            | 889          |
| Water Cash Capital    |                |                |                | 24             |                | 24           |
| General Cash Capital  |                |                |                | 102            |                | 102          |
|                       |                |                |                | 126            | 1,224          | 1,350        |

**T-2 Arterial Improvements (cont.)**

□ *Future Projects:*

Design work and street and water related work for projects to be undertaken in 2004-05.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    |                |                |                |                | 150            | 150          |
| General Cash Capital  |                |                |                |                | 350            | 350          |
|                       |                |                |                |                | <u>500</u>     | <u>500</u>   |

**T-2 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 522            |                | 475            | 318            | 350            | 1,665         |
| General Debt          | 1,776          | 5,520          | 275            | 6,862          | 2,697          | 17,130        |
| Water Cash Capital    | 208            |                | 41             | 114            | 150            | 513           |
| Water Debt            | 776            | 2,073          | 1,160          | 754            | 1,102          | 5,865         |
| Monroe County Traffic | 92             | 673            |                | 86             | 173            | 1,024         |
| Pure Waters           | 196            | 400            |                | 142            | 216            | 954           |
| New York State        | 124            |                | 1,327          | 1,985          |                | 3,436         |
| Federal               | 568            |                | 6,408          | 7,940          |                | 14,916        |
|                       | <u>4,262</u>   | <u>8,666</u>   | <u>9,686</u>   | <u>18,201</u>  | <u>4,688</u>   | <u>45,503</u> |

**T-3 Asphalt Milling, Resurfacing and Curb Replacement**

Milling and resurfacing of streets in poor condition including curb replacement, water and receiving basin improvements, and traffic markings.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 2,270          | 2,369          | 2,435          | 2,479          | 2,521          | 12,074        |
| Water Debt            | 553            | 577            | 602            | 619            | 630            | 2,981         |
| Monroe County Traffic | 80             | 80             | 80             | 81             | 82             | 403           |
| Pure Waters           | 324            | 331            | 340            | 345            | 351            | 1,691         |
|                       | <u>3,227</u>   | <u>3,357</u>   | <u>3,457</u>   | <u>3,524</u>   | <u>3,584</u>   | <u>17,149</u> |

**T-4 Residential Street Rehabilitation**

Street reconstruction, new curbing, sidewalks, water, receiving basins, street lighting improvements, and tree planting for residential streets.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Debt          | 1,773          | 1,805          | 1,838          | 1,871          | 1,903          | 9,190         |
| Water Debt            | 690            | 711            | 732            | 754            | 769            | 3,656         |
| Monroe County Traffic | 50             | 51             | 52             | 53             | 54             | 260           |
| Pure Waters           | 221            | 227            | 234            | 241            | 260            | 1,183         |
|                       | <u>2,734</u>   | <u>2,794</u>   | <u>2,856</u>   | <u>2,919</u>   | <u>2,986</u>   | <u>14,289</u> |

**T-5 Street Treatment**

Crack filling, chip sealing, and asphalt overlay of residential, collector, and arterial streets. This also includes the neighborhood traffic control program.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 534            | 550            | 556            | 582            | 592            | 2,814        |

**T-6 Hazardous Sidewalk Program**

□ *Annual Allocation:*

Replacing hazardous sidewalks throughout the City. (Other sidewalk work is performed in conjunction with a number of the street programs referenced in this document.)

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|--------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Local Works Cash Capital | 857            | 880            | 905            | 921            | 937            | 4,500        |

□ *Sidewalk Ramp Installation:*

Reconstruction of sidewalk ramps on residential streets at high priority locations.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 100            | 103            | 106            | 108            | 110            | 527          |

**T-6 Totals**

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|--------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital     | 100            | 103            | 106            | 108            | 110            | 527          |
| Local Works Cash Capital | 857            | 880            | 905            | 921            | 937            | 4,500        |
|                          | <u>957</u>     | <u>983</u>     | <u>1,011</u>   | <u>1,029</u>   | <u>1,047</u>   | <u>5,027</u> |

**T-7 Street Planning and Design**

Engineering services for street resurfacing, street rehabilitation and bridge programs. G-8 Special Projects East End Development provides funding in 2000-01 for reconstruction of Haags Alley. Funding for design work associated with the Haags Alley project has been included here in 2000-01.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 253            | 248            | 257            | 262            | 155            | 1,175        |
| Water Cash Capital    | 107            | 97             | 100            | 102            | 104            | 510          |
| Monroe County Traffic | 5              | 5              | 5              | 5              | 5              | 25           |
| Pure Waters           | 42             | 42             | 42             | 43             | 44             | 213          |
|                       | <u>407</u>     | <u>392</u>     | <u>404</u>     | <u>412</u>     | <u>308</u>     | <u>1,923</u> |

**T-8 Bridge Improvement Program**

Repairing, painting, and cleaning of selected bridges.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 231            | 238            | 245            | 252            | 258            | 1,224        |

**T-9 Bridge Reconstruction and Rehabilitation**

❑ *Broad Street Subway Tunnel (East Approach):*

Rehabilitation of the East approach includes rehabilitation of the area under Broad Street adjacent to the Rundel Library.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 352            | 2,368          |                |                |                | 2,720        |
| New York State        | 66             | 449            |                |                |                | 515          |
| General Cash Capital  | 23             |                |                |                |                | 23           |
| General Debt          |                | 152            |                |                |                | 152          |
|                       | <u>441</u>     | <u>2,969</u>   |                |                |                | <u>3,410</u> |

❑ *Elmwood Avenue Bridge:*

Rehabilitation of the bridge over the Genesee River includes replacement of joint systems, partial deck, sidewalk and curb reconstruction, painting and repairs to substructure.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 120            | 1,000          |                |                |                | 1,120        |
| New York State        | 23             | 188            |                |                |                | 211          |
| General Cash Capital  | 8              |                |                |                |                | 8            |
| General Debt          |                | 62             |                |                |                | 62           |
|                       | <u>151</u>     | <u>1,250</u>   |                |                |                | <u>1,401</u> |

❑ *Pont-de-Rennes Bridge:*

Rehabilitation of the bridge over the Genesee River includes replacement of joint systems, minor deck and safetywalk reconstruction, painting, repairs to substructure and structural elements.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 90             |                |                |                |                | 90           |
| General Debt          |                | 800            |                |                |                | 800          |
|                       | <u>90</u>      | <u>800</u>     |                |                |                | <u>890</u>   |

❑ *Broad Street Subway Tunnel:*

Rehabilitation of the deteriorated subway tunnel between Brown and Exchange Streets.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Federal               |                | 11,140         |                |                |                | 11,140        |
| New York State        |                | 2,089          |                |                |                | 2,089         |
| General Debt          |                | 697            |                |                |                | 697           |
|                       |                | <u>13,926</u>  |                |                |                | <u>13,926</u> |

❑ *Smith Street Bridge:*

Rehabilitation of the bridge over the Genesee River includes replacement of joint systems, partial deck replacement, sidewalk and curb reconstruction, painting, and repairs to the structure and substructure. This project is added as the result of securing Federal and New York State funding.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          |                |                |                | 25             | 320            | 345          |
| New York State        |                |                |                | 75             | 940            | 1,015        |
| Federal               |                |                |                | 400            | 5,040          | 5,440        |
|                       |                |                |                | <u>500</u>     | <u>6,300</u>   | <u>6,800</u> |

**T-9 Bridge Reconstruction and Rehabilitation (cont.)**

**T-9 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 121            |                |                |                |                | 121           |
| General Debt          |                | 1,711          |                | 25             | 320            | 2,056         |
| New York State        | 89             | 2,726          |                | 75             | 940            | 3,830         |
| Federal               | <u>472</u>     | <u>14,508</u>  |                | <u>400</u>     | <u>5,040</u>   | <u>20,420</u> |
|                       | 682            | 18,945         |                | 500            | 6,300          | 26,427        |

**TRANSPORTATION TOTALS**

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|--------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital     | 4,140          | 3,539          | 4,178          | 4,038          | 4,063          | 19,958        |
| General Debt             | 4,433          | 9,036          | 2,871          | 8,758          | 5,699          | 30,797        |
| Local Works Cash Capital | 857            | 880            | 905            | 921            | 937            | 4,500         |
| Water Cash Capital       | 328            | 123            | 151            | 236            | 269            | 1,107         |
| Water Debt               | 2,509          | 3,361          | 2,877          | 2,127          | 2,791          | 13,665        |
| Monroe County            | 1,500          | 1,500          | 1,100          | 600            | 1,500          | 6,200         |
| Monroe County Traffic    | 227            | 809            | 137            | 225            | 314            | 1,712         |
| Pure Waters              | 783            | 1,000          | 616            | 771            | 871            | 4,041         |
| New York State           | 213            | 2,726          | 1,327          | 2,060          | 940            | 7,266         |
| Federal                  | <u>1,040</u>   | <u>14,508</u>  | <u>6,408</u>   | <u>8,340</u>   | <u>5,040</u>   | <u>35,336</u> |
|                          | 16,030         | 37,482         | 20,570         | 28,076         | 22,424         | 124,582       |

## WATER SYSTEM

## Capital Improvement Program

The Water System category includes projects designed to provide a safe and reliable source of water to its users. Additional water distribution system improvements are made in conjunction with the street projects in the Transportation and General City categories.

## ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE WATER SYSTEM PROGRAM

|                                 | W-1 | W-2 | W-3 | W-4 | W-6 |
|---------------------------------|-----|-----|-----|-----|-----|
| Involved Citizens               |     |     |     |     |     |
| Educational Excellence          |     |     |     |     |     |
| Health, Safety & Responsibility |     |     | ●   |     |     |
| Environmental Stewardship       | ●   | ●   | ●   | ●   | ●   |
| Regional Partnerships           |     |     |     |     | ●   |
| Economic Vitality               |     |     |     |     |     |
| Quality Service                 | ●   | ●   | ●   | ●   | ●   |
| Tourism Destination             |     |     |     |     |     |
| Healthy Urban Neighborhoods     | ●   | ●   | ●   | ●   | ●   |
| Center City                     |     |     |     |     |     |
| Arts & Culture                  |     |     |     |     |     |

|                                 | W-7 |
|---------------------------------|-----|
| Involved Citizens               |     |
| Educational Excellence          |     |
| Health, Safety & Responsibility |     |
| Environmental Stewardship       | ●   |
| Regional Partnerships           |     |
| Economic Vitality               |     |
| Quality Service                 | ●   |
| Tourism Destination             |     |
| Healthy Urban Neighborhoods     |     |
| Center City                     |     |
| Arts & Culture                  |     |

## HIGHLIGHTS

- The allocations to install new high pressure Holly and domestic mains near the Andrews Street Bridge are deferred.
- A seven-year replacement program for residential meters will conclude in 2000-01.
- Funding for the replacement of a 24-inch crossover conduit with a 36-inch one concluded in 1999-2000.
- The allocation to rehabilitate the masonry joints of the Rush Reservoir Structure is deferred to 2001-02.
- An allocation is provided in 2000-01 to allow commencement of design of a replacement for the Felix Street Water Operations facility.

**W-1 Water Main Extensions and Improvements**

- *Annual allocation:*  
Replacement of deteriorated water mains.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Debt            | 1,121          | 1,151          | 1,183          | 1,204          | 1,224          | 5,883        |

- *Holly Water Main Replacement:*  
Installation of new high pressure Holly and domestic mains near the Andrews Street Bridge.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    |                | 200            |                |                |                | 200          |
| Water Debt            |                |                | 2,000          |                |                | 2,000        |
|                       |                | <u>200</u>     | <u>2,000</u>   |                |                | <u>2,200</u> |

**W-1 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    |                | 200            |                |                |                | 200          |
| Water Debt            | 1,121          | 1,151          | 3,183          | 1,204          | 1,224          | 7,883        |
|                       | <u>1,121</u>   | <u>1,351</u>   | <u>3,183</u>   | <u>1,204</u>   | <u>1,224</u>   | <u>8,083</u> |

**W-2 Water Main Cleaning and Lining**

Cleaning of water mains and installation of mortar lining to restore pipe capacity and retard deterioration.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    | 1,038          | 1,066          | 1,096          | 1,116          | 1,135          | 5,451        |

**W-3 Hydrant and Valve Replacement Program**

Replacement of hydrants and valves. Hydrants needing replacement are identified through annual inspection by the Fire Department.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    | 230            | 236            | 243            | 247            | 251            | 1,207        |

**W-4 Meter Maintenance Program**

Replacement and modernization of water meters. Meters continue to be replaced with new remote-read meters that enable readings from the outside of houses and buildings. The 2000-01 allocation concludes a seven-year replacement program for residential meters. The 2001-02 allocation reflects an on-going program to replace industrial meters.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    | 340            | 120            | 122            | 124            | 128            | 834          |

**W-6 Conduit and Watershed Improvements**

❑ *Conduit Valve & Vault Rehabilitation:*

Funding to support the repair and replacement to valves and vaults at the Upland water facility.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Private               | 58             | 60             | 62             | 63             | 64             | 307          |

❑ *Conduit Modernization Program:*

Modernization of the City's water supply conduit system.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    | 825            | 2,000          | 2,000          | 2,036          | 2,071          | 8,932        |

❑ *Rush Reservoir Structure Rehabilitation:*

Rehabilitation of the masonry joints.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    |                | 32             |                |                |                | 32           |

**W-6 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Cash Capital    | 825            | 2,032          | 2,000          | 2,036          | 2,071          | 8,964        |
| Private               | 58             | 60             | 62             | 63             | 64             | 307          |
|                       | <u>883</u>     | <u>2,092</u>   | <u>2,062</u>   | <u>2,099</u>   | <u>2,135</u>   | <u>9,271</u> |

**W-7 New Facilities:**

❑ *Water Bureau Operations Building:*

Replacement of existing structure.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Water Debt            | 700            | 9,200          |                |                |                | 9,900        |

**WATER SYSTEM TOTALS**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Water Cash Capital    | 2,433          | 3,654          | 3,461          | 3,523          | 3,585          | 16,656        |
| Water Debt            | 1,821          | 10,351         | 3,183          | 1,204          | 1,224          | 17,783        |
| Private               | 58             | 60             | 62             | 63             | 64             | 307           |
|                       | <u>4,312</u>   | <u>14,065</u>  | <u>6,706</u>   | <u>4,790</u>   | <u>4,873</u>   | <u>34,746</u> |

The Public Safety category contains projects that improve the ability of Fire, Police, and Emergency Communications units to carry out their mission of protecting the public. Equipment replacement is a major component of this category.

#### ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE PUBLIC SAFETY PROGRAM

|                                 | P-1 | P-2 | P-3 | P-4 | P-5 |
|---------------------------------|-----|-----|-----|-----|-----|
| Involved Citizens               |     |     |     |     |     |
| Educational Excellence          |     |     |     |     |     |
| Health, Safety & Responsibility | ●   | ●   | ●   | ●   | ●   |
| Environmental Stewardship       |     |     |     |     |     |
| Regional Partnerships           |     |     |     |     |     |
| Economic Vitality               |     |     |     |     |     |
| Quality Service                 | ●   | ●   | ●   | ●   | ●   |
| Tourism Destination             |     |     |     |     |     |
| Healthy Urban Neighborhoods     |     |     |     |     |     |
| Center City                     |     |     |     |     |     |
| Arts & Culture                  |     |     |     |     |     |

|                                 | P-6 | P-7 | P-9 | P-10 |
|---------------------------------|-----|-----|-----|------|
| Involved Citizens               |     |     |     |      |
| Educational Excellence          |     |     |     |      |
| Health, Safety & Responsibility | ●   | ●   | ●   | ●    |
| Environmental Stewardship       |     |     |     |      |
| Regional Partnerships           |     |     |     |      |
| Economic Vitality               |     |     |     |      |
| Quality Service                 | ●   |     | ●   | ●    |
| Tourism Destination             |     |     |     |      |
| Healthy Urban Neighborhoods     |     |     |     |      |
| Center City                     |     | ●   |     |      |
| Arts & Culture                  |     |     |     |      |

#### HIGHLIGHTS

- Funds provided in 2000-01 conclude allocations for replacement of the existing Public Safety Building.
- Funding for Fire Apparatus deferred in 1999-2000 due to budget constraints is restored.
- Funding for Police Motor Equipment is reduced in 2000-01 due to budget constraints and deferred until 2001-02.
- Funding for Police Computer System Upgrade deferred in 1999-2000 due to budget constraints is restored.
- The first year of a continuing program to install Fire Station doors and apparatus floor exhausts will be funded from current funds. This is a seven-year program initiated in 1998-99.
- The 1999-2000 allocation for structural repairs of the Engine 17 facility will not recur.
- The allocation in the 1999-2000 program for outdoor pistol range improvements will not recur.

**P-1 Apparatus Replacement Program - Fire**

Scheduled replacement of fire fighting apparatus.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 2,360          | 246            | 1,259          | 782            | 600            | 5,247        |

**P-2 Small Equipment- Fire**

Scheduled replacement and new purchase of small fire suppression equipment.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 248            | 255            | 262            | 267            | 272            | 1,304        |

**P-3 Motor Equipment- Fire**

Scheduled replacement of Fire Department sedans and station wagons.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 164            | 140            | 24             | 60             | 178            | 566          |

**P-4 Motor Equipment - Police**

Scheduled replacement of marked and unmarked Police vehicles. A portion of the allocation for 2000-01 is deferred until 2001-02 due to budget constraints.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 1,005          | 1,971          | 1,446          | 1,472          | 2,271          | 8,165        |

**P-5 Small Equipment - Police**

Replacement of office equipment and other small equipment for the Police Department.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 58             | 60             | 62             | 63             | 64             | 307          |

**P-6 Equipment - Office of Emergency Communications**

Replacement of office equipment and other small equipment for OEC.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 30             | 30             | 30             | 30             | 30             | 150          |

**P-7 New Facility** *Public Safety Building:*

This funding concludes allocations for replacement of the existing facility.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 4,813          |                |                |                |                | 4,813        |

**P-9 Information Systems - Police Department** *Police Computer System Upgrade:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 436            | 448            | 425            | 410            |                | 1,719        |

**P-10 Fire Facilities**

□ *Fire Stations:*

A seven year program was initiated in 1998-99 to install doors and apparatus floor exhausts. This program will be completed in 2004-05. In 2000-01 this program will be funded from current funds.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          |                | 53             | 54             | 55             | 56             | 218          |

PUBLIC SAFETY TOTALS

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 3,865          | 2,702          | 3,083          | 2,674          | 3,415          | 15,739        |
| General Debt          | 5,249          | 501            | 479            | 465            | 56             | 6,750         |
|                       | <u>9,114</u>   | <u>3,203</u>   | <u>3,562</u>   | <u>3,139</u>   | <u>3,471</u>   | <u>22,489</u> |

## RECREATION AND CULTURE

## Capital Improvement Program

The Recreation and Culture category contains projects that promote the preservation and enhancement of recreational and cultural opportunities in the community.

### ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE RECREATION AND CULTURE PROGRAM

|                                 | R-1 | R-2 | R-4 | R-5 | R-6 |
|---------------------------------|-----|-----|-----|-----|-----|
| Involved Citizens               |     |     |     |     |     |
| Educational Excellence          |     |     |     |     | ●   |
| Health, Safety & Responsibility |     |     |     |     |     |
| Environmental Stewardship       | ●   |     |     |     |     |
| Regional Partnerships           |     |     |     |     |     |
| Economic Vitality               |     |     |     |     |     |
| Quality Service                 | ●   | ●   | ●   | ●   | ●   |
| Tourism Destination             | ●   |     |     |     |     |
| Healthy Urban Neighborhoods     | ●   |     |     |     |     |
| Center City                     | ●   |     |     |     |     |
| Arts & Culture                  |     |     |     |     |     |

|                                 | R-9 |
|---------------------------------|-----|
| Involved Citizens               |     |
| Educational Excellence          |     |
| Health, Safety & Responsibility |     |
| Environmental Stewardship       |     |
| Regional Partnerships           |     |
| Economic Vitality               |     |
| Quality Service                 | ●   |
| Tourism Destination             |     |
| Healthy Urban Neighborhoods     |     |
| Center City                     |     |
| Arts & Culture                  |     |

### HIGHLIGHTS

- Allocations to upgrade park and recreation facilities, which commenced in 1996-97, continue.
- An allocation is provided in 2000-01 to allow commencement of work to design rehabilitation of the Manhattan Square Park.
- Construction funding is shown in 2004-05 for the Charles Carroll - Genesee Crossroads Park. This funding recognizes the need to simultaneously assess the parking garage upon which the park is sited.
- Library materials and equipment for branch libraries is reduced in 2000-01 due to budget constraints.
- The allocation for replacement of motor equipment for the Rochester Public Library is deferred to 2001-02 due to budget constraints.

PARKS, RECREATION, AND HUMAN SERVICES

**R-1 Park and Recreation Sites**

❑ *General Rehabilitation:*

Routine repair, replacement, and renovation of playground equipment, fences, bleachers, and courts. Repair and rehabilitation of fences, water lines, sewers, curbs, and signs at City cemeteries. Repair, replacement and building maintenance is included for the War Memorial.

| <u>Funding Source</u>     | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|---------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital      | 230            | 236            | 243            | 247            | 251            | 1,207        |
| Cemetery Cash Capital     | 58             | 60             | 62             | 63             | 64             | 307          |
| War Memorial Cash Capital | 54             | 56             | 58             | 59             | 60             | 287          |
|                           | <u>342</u>     | <u>352</u>     | <u>363</u>     | <u>369</u>     | <u>375</u>     | <u>1,801</u> |

❑ *High Falls Complex:*

Routine maintenance of HVAC systems, building improvements and replacements at the complex.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 10             | 10             | 11             | 11             | 11             | 53           |

❑ *Recreation and Park Facilities Rehabilitation:*

Supports repair and rehabilitation of recreation facilities. The 2000-01 allocation is for continued replacement of playground apparatus, basketball and tennis court rehabilitation, landscape improvements and other park amenities at Meigs/Linden Park, Humboldt Recreation Center, Carter Recreation Center, Baden Playground, and Lewis/Scio Park. Water play areas will also be constructed at several sites.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 634            | 652            | 670            | 682            | 694            | 3,332        |

❑ *Manhattan Square Park:*

Allocations are for design and construction.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 250            |                |                |                |                | 250          |
| General Debt          |                | 3,000          |                |                |                | 3,000        |
|                       | 250            | 3,000          |                |                |                | 3,250        |

❑ *Charles Carroll - Genesee Crossroads Parks:*

Allocations are for design and construction. Funding recognizes the need to simultaneously assess the parking garage upon which the park is sited.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          |                |                |                |                | 2,000          | 2,000        |
| Parking Debt          |                |                |                |                | 2,000          | 2,000        |
| General Cash Capital  |                |                |                | 200            |                | 200          |
| Parking Cash Capital  |                |                |                | 200            |                | 200          |
|                       |                |                |                | <u>400</u>     | <u>4,000</u>   | <u>4,400</u> |

**R-1 Park and Recreation Sites (cont.)****R-1 Totals**

| <u>Funding Source</u>     | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|---------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital      | 490            | 246            | 254            | 458            | 262            | 1,710         |
| General Debt              | 634            | 3,652          | 670            | 682            | 2,694          | 8,332         |
| War Memorial Cash Capital | 54             | 56             | 58             | 59             | 60             | 287           |
| Parking Cash Capital      |                |                |                | 200            |                | 200           |
| Parking Debt              |                |                |                |                | 2,000          | 2,000         |
| Cemetery Cash Capital     | 58             | 60             | 62             | 63             | 64             | 307           |
|                           | <u>1,236</u>   | <u>4,014</u>   | <u>1,044</u>   | <u>1,462</u>   | <u>5,080</u>   | <u>12,836</u> |

**R-2 Small Equipment Program**

Replacement and purchase of small equipment for the War Memorial, cemeteries, recreation centers, and parks.

| <u>Funding Source</u>     | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|---------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital      | 58             | 60             | 62             | 63             | 64             | 307          |
| War Memorial Cash Capital | 58             | 60             | 62             | 63             | 64             | 307          |
| Cemetery Cash Capital     | 11             | 11             | 11             | 11             | 11             | 55           |
|                           | <u>127</u>     | <u>131</u>     | <u>135</u>     | <u>137</u>     | <u>139</u>     | <u>669</u>   |

**R-4 Office Equipment**

Replacement and purchase of office equipment for the Department of Parks, Recreation and Human Services.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 19             | 20             | 21             | 21             | 21             | 102          |

**R-5 Motor Equipment**

Scheduled replacement of motor equipment for the Department of Parks, Recreation and Human Services.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 225            | 250            | 257            | 262            | 188            | 1,182        |
| Cemetery Cash Capital | 65             | 80             | 82             | 83             | 80             | 390          |
|                       | <u>290</u>     | <u>330</u>     | <u>339</u>     | <u>345</u>     | <u>268</u>     | <u>1,572</u> |

## ROCHESTER PUBLIC LIBRARY

**R-6 Library Materials and Equipment**

Replacement of worn and obsolete materials and purchase of new materials and small equipment for branch libraries. The allocation for 2000-01 is reduced due to budget constraints.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Library Cash Capital  | 420            | 452            | 465            | 473            | 481            | 2,291        |

**R-9 Library Motor Equipment**

Replacement of motor equipment for the Rochester Public Library. The planned allocation for vehicle replacement in 2000-01 is deferred to 2001-02 due to budget constraints.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Library Cash Capital  |                | 25             |                |                |                | 25           |

## RECREATION AND CULTURE TOTAL

| <u>Funding Source</u>     | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|---------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital      | 792            | 576            | 594            | 804            | 535            | 3,301         |
| General Debt              | 634            | 3,652          | 670            | 682            | 2,694          | 8,332         |
| Library Cash Capital      | 420            | 477            | 465            | 473            | 481            | 2,316         |
| War Memorial Cash Capital | 112            | 116            | 120            | 122            | 124            | 594           |
| Parking Cash Capital      |                |                |                | 200            |                | 200           |
| Parking Debt              |                |                |                |                | 2,000          | 2,000         |
| Cemetery Cash Capital     | 134            | 151            | 155            | 157            | 155            | 752           |
|                           | <u>2,092</u>   | <u>4,972</u>   | <u>2,004</u>   | <u>2,438</u>   | <u>5,989</u>   | <u>17,495</u> |

The General City Development category consists of projects to preserve and enhance the employment and tax base of the City, including: neighborhood physical improvements, infrastructure to support industrial and commercial development, and the development of parking facilities.

**ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE GENERAL CITY DEVELOPMENT PROGRAM**

|                                 | G-3 | G-4 | G-6 | G-8 |
|---------------------------------|-----|-----|-----|-----|
| Involved Citizens               |     |     |     |     |
| Educational Excellence          |     |     |     |     |
| Health, Safety & Responsibility | ●   |     |     |     |
| Environmental Stewardship       |     |     |     |     |
| Regional Partnerships           |     |     |     |     |
| Economic Vitality               | ●   | ●   | ●   | ●   |
| Quality Service                 |     | ●   | ●   |     |
| Tourism Destination             |     |     |     |     |
| Healthy Urban Neighborhoods     | ●   |     |     | ●   |
| Center City                     |     | ●   | ●   | ●   |
| Arts & Culture                  |     |     |     |     |

**HIGHLIGHTS**

- The cash capital allocation for land acquisition in 2000-01 is increased to facilitate development projects.
- An allocation is provided in 2000-01 to allow structural repairs at the South Avenue parking garage.
- The allocation for West Square Manor Redevelopment will not recur.
- The allocation for East End Development to include reconstruction of Charlotte Street and Bell Alley will not recur.
- An allocation will be included for East End Development to include reconstruction of Haags Alley from Main Street to Pitkin Street.
- A one time allocation for enhancements to the University Avenue reconstruction project will not recur.
- The Port Development will include an interim ferry terminal, permanent ferry terminal facilities and improvements, and port access roadway improvements.
- Additional Federal and New York State grant funding is anticipated for the ferry terminal facilities component of the Port Development including federal customs and immigration agency facilities.
- Harbortown thematic streetscape improvements are funded as part of the River Street (Stutson Street - Port of Rochester) project to implement the Charlotte: Harbortown, Port Area Improvements.
- Right-of-way acquisition funding is added in 2000-01 as part of the Port Development.
- The Transient Marina Facilities portion of the Port Development project is deferred to 2001-2002.
- Improvements in and around Public Market facilities continue.

HIGHLIGHTS (CONT.)

- An allocation is provided to allow safety, pedestrian, and aesthetic enhancements of the State Street underpass.
- The allocation in 1999-2000 for the development of an Outer Loop Industrial Park will not recur.
- An allocation is included to allow expansion of the Rochester Science Park.
- Funding is included for creation of an Industrial Park in the High Falls Business District - Erie Canal area.
- Funds are provided for design of street construction associated with the Atlantic/Woodstock housing development.
- Allocations for Erie Harbor on Genesee River: Corn Hill and West River Wall will not recur.
- Allocations for Erie Harbor on Genesee River: Water Sports Center will not recur.
- Allocations for Erie Harbor on Genesee River: East River Wall will not recur.
- Funding is included to commence design of the Broad and Court Street terrace restoration and terrace park development.
- An allocation is included for concept design associated with South River Corridor Housing Opportunity.
- Allocations are included for costs associated with land acquisition for Downtown Housing Opportunity.
- The Erie Harbor on Genesee River: Brooks Avenue project is accelerated and modified to reflect revised scope and a private component.

**G-3 Land Acquisition and Demolition**

- This is to purchase land for development or other purposes and to support demolition of buildings. The 2000-01 allocation is increased to facilitate development projects.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 2,022          | 1,244          | 1,266          | 1,289          | 1,311          | 7,132         |
| General Debt          | 2,613          | 2,686          | 2,762          | 2,812          | 2,860          | 13,733        |
|                       | <u>4,635</u>   | <u>3,930</u>   | <u>4,028</u>   | <u>4,101</u>   | <u>4,171</u>   | <u>20,865</u> |

**G-4 Municipal Garage Renovations**

- Provision for general rehabilitation of the City's ramp parking garages. A \$800,000 allocation is provided in 2000-01 for structural repairs at the South Avenue Garage.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Parking Cash Capital  | 462            | 474            | 487            | 496            | 504            | 2,423        |
| Parking Debt          | 800            |                |                |                |                | 800          |
|                       | <u>1,262</u>   | <u>474</u>     | <u>487</u>     | <u>496</u>     | <u>504</u>     | <u>3,223</u> |

**G-6 Parking Meters and Garage Equipment**

- ❑ Replacement and installation of curbside meters and miscellaneous equipment in ramp garages.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Parking Cash Capital  | 46             | 47             | 48             | 49             | 50             | 240          |

**G-8 Special Projects**

- ❑ *Downtown streetscape:*  
Tree grate replacements, benches, pavement, and other amenities.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 76             | 78             | 79             | 81             | 82             | 396          |

- ❑ *Gateway Improvements:*  
Physical improvements to visual character of key gateway streets. The 2001-02 General Fund debt allocation provides funds for new sidewalks, lighting and tree planting on Lake Avenue between Lyell Avenue and Ridgeway Avenue. This project is in conjunction with T-2 Arterial Improvements which includes funding in 2001-02 for installation of new water mains, hydrants and water services as the betterment share for a New York State Department of Transportation project. The 2002-03 allocation includes funding for new sidewalks, lighting and tree planting on Chili Avenue between West City Line and Main Street West, a T-2 Arterial Improvement project.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 200            | 800            | 1,000          | 200            | 200            | 2,400        |

- ❑ *Trail Improvements:*  
Enhancements, extensions, and signage.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 100            | 150            | 150            | 153            | 156            | 709          |

**Port Development:**

- ❑ *Port Development - Interim Ferry Terminal and Improvements:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Private               | 2,500          |                |                |                |                | 2,500        |

- ❑ *Port Development - Ferry Terminal Facilities - Phase I:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 1,540          |                |                |                |                | 1,540        |
| General Debt          |                | 20             |                |                |                | 20           |
|                       | <u>1,560</u>   |                |                |                |                | <u>1,560</u> |

**G-8 Special Projects (cont.)**

- *Port Development - Port Access Road Improvement:*  
 Hinchel Road and River Street Extension

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 670            |                |                |                |                | 670          |
| New York State        | 145            |                |                |                |                | 145          |
| General Debt          | 120            |                |                |                |                | 120          |
| Pure Waters           | 40             |                |                |                |                | 40           |
| Private               |                | 550            |                |                |                | 550          |
|                       | <u>975</u>     | <u>550</u>     |                |                |                | <u>1,525</u> |

- *Port Development - Right of Way Acquisition:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 410            |                |                |                |                | 410          |
| New York State        | 85             |                |                |                |                | 85           |
| General Cash Capital  | 27             |                |                |                |                | 27           |
|                       | <u>522</u>     |                |                |                |                | <u>522</u>   |

- *Port Development - River Street (Stutson-Port of Rochester):*  
 Realign and reconstruct River Street from Stutson Street to the Port and reconstruct Latta Road from Lake Avenue to River Street. Special streetscape features will be provided in a "harbor town" theme.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 3,680          |                |                |                |                | 3,680        |
| New York State        | 650            |                |                |                |                | 650          |
| Water Debt            | 350            |                |                |                |                | 350          |
| Pure Waters           | 210            |                |                |                |                | 210          |
| General Debt          | 75             |                |                |                |                | 75           |
|                       | <u>4,965</u>   |                |                |                |                | <u>4,965</u> |

- *Port Development - Beach Avenue and Port Gateway Improvements:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 96             |                |                |                |                | 96           |
| Pure Waters           | 65             |                |                |                |                | 65           |
| Water Debt            | 62             |                |                |                |                | 62           |
| General Cash Capital  | 40             |                |                |                |                | 40           |
|                       | <u>263</u>     |                |                |                |                | <u>263</u>   |

- *Port Development - Ferry Terminal Facilities - Phase II:*  
 River wall and relocation of boat launch

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 453            | 4,984          |                |                |                | 5,437        |
| General Debt          | 114            | 1,246          |                |                |                | 1,360        |
|                       | <u>567</u>     | <u>6,230</u>   |                |                |                | <u>6,797</u> |

**G-8 Special Projects (cont.)**

- ❑ *Port Development - River Channel and Navigation Improvements:*  
River dredging and railroad swing bridge removal.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 200            | 1,500          |                |                |                | 1,700        |
| General Cash Capital  | 100            |                |                |                |                | 100          |
| General Debt          |                | 170            |                |                |                | 170          |
|                       | <u>300</u>     | <u>1,670</u>   |                |                |                | <u>1,970</u> |

- ❑ *Port Development - Riverfront Development - River Street:*  
Train station rehabilitation, boat slips, parking, walkway, and access roadway construction.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               | 105            |                | 4,400          |                |                | 4,505        |
| General Debt          |                |                | 4,500          |                |                | 4,500        |
|                       | <u>105</u>     |                | <u>8,900</u>   |                |                | <u>9,005</u> |

- ❑ *Port Development - Transient Marina Facilities:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               |                | 1,830          |                |                |                | 1,830        |
| General Debt          |                | 1,830          |                |                |                | 1,830        |
|                       |                | <u>3,660</u>   |                |                |                | <u>3,660</u> |

- ❑ *Port Development - Transportation Center and Parking Garage:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Federal               |                |                | 5,200          |                |                | 5,200        |
| General Debt          |                |                | 2,000          |                |                | 2,000        |
|                       |                |                | <u>7,200</u>   |                |                | <u>7,200</u> |

- ❑ *Atlantic/Woodstock Subdivision:*  
Street improvement to support housing development

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 200            | 800            |                |                |                | 1,000        |

- ❑ *Downtown Housing Opportunity:*  
Support housing development project.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 225            | 315            | 600            |                |                | 1,140        |

- ❑ *Housing Opportunity (South River Corridor):*  
Develop a housing project.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 75             | 2,000          | 2,000          | 2,000          |                | 6,075        |

**G-8 Special Projects (cont.)**

*Rail right of way:*

Land acquisition, demolition, and development of to-be-abandoned railroad right of way located primarily on the east side of the Genesee River.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 800            | 570            |                |                |                | 1,370        |
| Monroe County         | <u>200</u>     | <u>570</u>     |                |                |                | <u>200</u>   |
|                       | 1,000          | 570            |                |                |                | 1,570        |

*East End Development:*

Reconstruction of Haags Alley (East Main Street - Pitkin Street).

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 132            |                |                |                |                | 132          |
| Water Debt            | <u>132</u>     |                |                |                |                | <u>132</u>   |
|                       | 264            |                |                |                |                | 264          |

*State Street Underpass:*

Safety, pedestrian, and aesthetic enhancements.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 800            |                |                |                |                | 800          |

*Rochester Science Park Expansion:*

Infrastructure improvements, land assembly, and relocation of a detention pond.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 1,544          |                |                |                |                | 1,544        |

*Industrial Park Development (High Falls Business District - Erie Canal):*

Create an industrial park in the city.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 1,463          |                |                |                |                | 1,463        |

*Driving Park LaGrange Beautification:*

Improvements to assist in marketing of vacant industrial sites.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 485            |                |                |                |                | 485          |

*South Avenue (at Rundel Library):*

Broad and Court Street terrace restoration and terrace park development.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Debt          | 150            | 850            |                |                |                | 1,000        |

**G-8 Special Projects (cont.)**❑ *Internal and Area Public Market Improvements:*

Internal enhancements at the Rochester Public Market to include building lighting, sewer, traffic control, and rehabilitation of roadways. Area improvements include land acquisition, signage, parking, and entranceway development.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Public Market Debt    | 515            |                | 300            | 300            |                | 1,115        |

**\*Erie Harbor on Genesee River:**❑ *Erie Harbor on Genesee River - Brooks Avenue:*

Infrastructure construction to support commercial and retail development.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Private               | 17,169         |                |                |                |                | 17,169        |
| Federal               | 1,375          |                |                |                |                | 1,375         |
| General Debt          | 1,200          |                |                |                |                | 1,200         |
|                       | <u>19,744</u>  |                |                |                |                | <u>19,744</u> |

❑ *Erie Harbor on Genesee River - Flint Street:*

Access and landscaping on the River at Flint Street. Funding provided in 2004-05 is for design.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  |                |                |                |                | 300            | 300          |

**G-8 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|-----------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital  | 1,643          | 3,913          | 2,829          | 2,234          | 538            | 11,157        |
| General Debt          | 6,399          | 4,896          | 7,500          | 200            | 200            | 19,195        |
| Water Debt            | 544            |                |                |                |                | 544           |
| Public Market Debt    | 515            |                | 300            | 300            |                | 1,115         |
| Monroe County         | 200            |                |                |                |                | 200           |
| Pure Waters           | 315            |                |                |                |                | 315           |
| New York State        | 880            |                |                |                |                | 880           |
| Federal               | 8,433          | 8,314          | 9,600          |                |                | 26,347        |
| Private               | 19,669         | 550            |                |                |                | 20,219        |
|                       | <u>38,598</u>  | <u>17,673</u>  | <u>20,229</u>  | <u>2,734</u>   | <u>738</u>     | <u>79,972</u> |

GENERAL CITY DEVELOPMENT TOTALS

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>   |
|-----------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| General Cash Capital  | 3,665          | 5,157          | 4,095          | 3,523          | 1,849          | 18,289         |
| General Debt          | 9,012          | 7,582          | 10,262         | 3,012          | 3,060          | 32,928         |
| Water Debt            | 544            |                |                |                |                | 544            |
| Parking Cash Capital  | 508            | 521            | 535            | 545            | 554            | 2,663          |
| Parking Debt          | 800            |                |                |                |                | 800            |
| Public Market Debt    | 515            |                | 300            | 300            |                | 1,115          |
| Monroe County         | 200            |                |                |                |                | 200            |
| Pure Waters           | 315            |                |                |                |                | 315            |
| New York State        | 880            |                |                |                |                | 880            |
| Federal               | 8,433          | 8,314          | 9,600          |                |                | 26,347         |
| Private               | 19,669         | 550            |                |                |                | 20,219         |
|                       | <u>44,541</u>  | <u>22,124</u>  | <u>24,792</u>  | <u>7,380</u>   | <u>5,463</u>   | <u>104,300</u> |

## FACILITIES AND EQUIPMENT

## Capital Improvement Program

The Facilities and Equipment category includes projects to preserve City-owned facilities and equipment and improve automated information systems.

### ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE FACILITIES AND EQUIPMENT PROGRAM

|                                 | F-1 | F-2 | F-3 | F-4 | F-5 |
|---------------------------------|-----|-----|-----|-----|-----|
| Involved Citizens               |     |     |     |     |     |
| Educational Excellence          |     |     |     |     |     |
| Health, Safety & Responsibility |     |     |     |     |     |
| Environmental Stewardship       |     | ●   |     |     |     |
| Regional Partnerships           |     |     |     |     |     |
| Economic Vitality               |     |     |     |     |     |
| Quality Service                 | ●   |     | ●   | ●   | ●   |
| Tourism Destination             |     |     |     |     |     |
| Healthy Urban Neighborhoods     |     |     |     |     |     |
| Center City                     |     |     |     |     |     |
| Arts & Culture                  |     |     |     |     |     |

|                                 | F-6 | F-7 | F-8 |
|---------------------------------|-----|-----|-----|
| Involved Citizens               |     |     |     |
| Educational Excellence          |     |     |     |
| Health, Safety & Responsibility |     |     |     |
| Environmental Stewardship       |     |     | ●   |
| Regional Partnerships           |     |     |     |
| Economic Vitality               |     |     |     |
| Quality Service                 | ●   | ●   |     |
| Tourism Destination             |     |     |     |
| Healthy Urban Neighborhoods     |     |     | ●   |
| Center City                     |     |     | ●   |
| Arts & Culture                  |     |     |     |

#### HIGHLIGHTS

- An allocation to reconfigure the plaza level entrance to City Court at the Public Safety Building will not recur.
- An additional allocation of General Fund Cash Capital provided for Hazardous Waste Investigation and Remediation in 1999-2000 will not recur. The General Fund Cash Capital allocation for 2000-01 is eliminated due to availability of resources appropriated in previous years. The General Fund Debt allocation provided for this activity increases to reflect work programmed in the upcoming year.
- A one time allocation reduction for Office Automation in 1999-2000 will not recur.
- Increased funding provided for Motor Equipment in 1999-2000 for Local Works to support snow and ice activity will not recur.

**F-1 Building Renovation Program**

These allocations fund rehabilitation of City facilities. Projects are planned and supervised by the Department of Environmental Services. Program categories are self-explanatory.

*Roofs:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 403            | 415            | 427            | 435            | 441            | 2,121        |

*Windows:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 42             | 43             | 44             | 45             | 46             | 220          |

*Mechanical/Electrical:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 270            | 278            | 286            | 291            | 296            | 1,421        |

*General Rehabilitation:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 403            | 409            | 421            | 429            | 435            | 2,097        |

*Carpets & Floors:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 115            | 118            | 122            | 124            | 126            | 605          |

*Site Improvements:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 85             | 87             | 90             | 92             | 94             | 448          |

*Fuel Stations:*

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 35             | 36             | 37             | 38             | 39             | 185          |

*Rundel Library:*

On going building maintenance.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Library Cash Capital  | 58             | 60             | 62             | 63             | 64             | 307          |

*City Hall:*

On going building maintenance. A heat pump replacement program was initiated in 1998-99 at \$50,000 yearly. These replacements will be complete in 2002-03.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 111            | 115            | 118            | 68             | 69             | 481          |

**F-1 Building Renovation Program (cont.)**

☐ *Telephone System:*

Funds are provided for telephone system improvements.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 130            | 134            | 138            | 140            | 142            | 684          |

**F-1 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 1,594          | 1,635          | 1,683          | 1,662          | 1,688          | 8,262        |
| Library Cash Capital  | 58             | 60             | 62             | 63             | 64             | 307          |
|                       | <u>1,652</u>   | <u>1,695</u>   | <u>1,745</u>   | <u>1,725</u>   | <u>1,752</u>   | <u>8,569</u> |

**F-2 Hazardous Waste Investigation and Remediation**

Funding for the investigation and remediation of inactive hazardous waste sites within the City's jurisdiction. The cash capital allocation for 2000-01 is eliminated due to availability of resources appropriated in previous years.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  |                | 217            | 241            | 225            | 245            | 928          |
| General Debt          | 1,310          | 822            | 845            | 860            | 875            | 4,712        |
|                       | <u>1,310</u>   | <u>1,039</u>   | <u>1,086</u>   | <u>1,085</u>   | <u>1,120</u>   | <u>5,640</u> |

**F-3 Information Systems**

☐ *Office Automation:*

New and replacement installations of personal computers and terminals. An annual installation plan is developed by the Department of Finance, Bureau of Information Systems. A one time allocation reduction in 1999-2000 will not recur.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 359            | 368            | 379            | 386            | 392            | 1,884        |

☐ *Geographic Information System Standard Allocation:*

An annual allocation for replacement and upgrading of equipment for the Geographic Information System (GIS).

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 28             | 29             | 30             | 31             | 32             | 150          |

**F-3 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 387            | 397            | 409            | 417            | 424            | 2,034        |

**F-4 Office Equipment**

Provision for the replacement of office equipment in City facilities.

| <u>Department</u>      | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Administration         | 17             | 17             | 17             | 17             | 17             | 85           |
| Finance                | 12             | 12             | 12             | 12             | 12             | 60           |
| Community Development  | 10             | 10             | 10             | 10             | 10             | 50           |
| Economic Development   | 3              | 3              | 3              | 3              | 3              | 15           |
| Environmental Services | 24             | 24             | 24             | 24             | 24             | 120          |
|                        | <u>66</u>      | <u>66</u>      | <u>66</u>      | <u>66</u>      | <u>66</u>      | <u>330</u>   |

**F-4 Totals**

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 54             | 54             | 54             | 54             | 54             | 270          |
| Water Cash Capital    | 12             | 12             | 12             | 12             | 12             | 60           |
|                       | <u>66</u>      | <u>66</u>      | <u>66</u>      | <u>66</u>      | <u>66</u>      | <u>330</u>   |

**F-5 Duplicating Equipment**

Provision for the replacement of photocopying equipment in City facilities.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 45             | 65             | 33             | 40             | 33             | 216          |

**F-6 Small Equipment**

Provision for the acquisition of new and replacement small items.

| <u>Department</u>      | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Economic Development   | 58             | 60             | 62             | 63             | 64             | 307          |
| Environmental Services | 243            | 249            | 255            | 260            | 265            | 1,272        |
|                        | <u>301</u>     | <u>309</u>     | <u>317</u>     | <u>323</u>     | <u>329</u>     | <u>1,579</u> |

**F-6 Totals**

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|--------------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital     | 52             | 53             | 54             | 55             | 56             | 270          |
| Local Works Cash Capital | 17             | 17             | 17             | 17             | 17             | 85           |
| Water Cash Capital       | 30             | 31             | 32             | 33             | 34             | 160          |
| Parking Cash Capital     | 58             | 60             | 62             | 63             | 64             | 307          |
| Refuse Cash Capital      | 144            | 148            | 152            | 155            | 158            | 757          |
|                          | <u>301</u>     | <u>309</u>     | <u>317</u>     | <u>323</u>     | <u>329</u>     | <u>1,579</u> |

## FACILITIES AND EQUIPMENT

## Capital Improvement Program

**F-7 Motor Equipment**

This provides for the acquisition of heavy and light motor equipment and passenger vehicles for all City departments except Fire, Police, Office of Emergency Communications, Parks, Recreation and Human Services, and the Rochester Public Library. Separate allocations in other sections of this Capital Improvement Program fund purchases for those units. A one time allocation in 1999-2000 for motor equipment for Local Works to support snow and ice activity will not recur.

| <u>Department</u>      | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Community Development  | 36             |                |                | 36             |                | 72            |
| Economic Development   | 20             | 20             | 25             | 25             |                | 90            |
| Environmental Services | 4,635          | 4,141          | 1,673          | 2,058          | 2,302          | 14,809        |
|                        | <u>4,691</u>   | <u>4,161</u>   | <u>1,698</u>   | <u>2,119</u>   | <u>2,302</u>   | <u>14,971</u> |

**F-7 Totals**

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|--------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital     | 1,147          | 636            | 444            | 457            | 894            | 3,578         |
| Local Works Cash Capital | 1,426          | 1,021          | 202            | 885            | 923            | 4,457         |
| Water Cash Capital       | 430            | 675            | 327            | 588            | 278            | 2,298         |
| Parking Cash Capital     | 20             | 20             | 25             | 25             |                | 90            |
| Refuse Cash Capital      | 1,668          | 1,809          | 700            | 164            | 207            | 4,548         |
|                          | <u>4,691</u>   | <u>4,161</u>   | <u>1,698</u>   | <u>2,119</u>   | <u>2,302</u>   | <u>14,971</u> |

**F-8 Tree Maintenance**

- Citywide Tree Maintenance Program:*  
Planting and upkeep of City trees.

| <u>Funding Source</u> | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u> |
|-----------------------|----------------|----------------|----------------|----------------|----------------|--------------|
| General Cash Capital  | 307            | 315            | 324            | 330            | 336            | 1,612        |

## FACILITIES AND EQUIPMENT TOTALS

| <u>Funding Source</u>    | <u>2000-01</u> | <u>2001-02</u> | <u>2002-03</u> | <u>2003-04</u> | <u>2004-05</u> | <u>Total</u>  |
|--------------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| General Cash Capital     | 3,586          | 3,372          | 3,242          | 3,240          | 3,730          | 17,170        |
| General Debt             | 1,310          | 822            | 845            | 860            | 875            | 4,712         |
| Library Cash Capital     | 58             | 60             | 62             | 63             | 64             | 307           |
| Local Works Cash Capital | 1,443          | 1,038          | 219            | 902            | 940            | 4,542         |
| Water Cash Capital       | 472            | 718            | 371            | 633            | 324            | 2,518         |
| Parking Cash Capital     | 78             | 80             | 87             | 88             | 64             | 397           |
| Refuse Cash Capital      | 1,812          | 1,957          | 852            | 319            | 365            | 5,305         |
|                          | <u>8,759</u>   | <u>8,047</u>   | <u>5,678</u>   | <u>6,105</u>   | <u>6,362</u>   | <u>34,951</u> |

The Budget records personnel resources in a number of ways. First, individuals may be employed in either full time, part time, temporary, or seasonal capacities. A full time employee works a standard work week on a year round basis. The number of hours per week may vary depending on unit assignment and the nature of the job. Part time employees also work on a year round basis, but for less than the standard work week. Temporary employees work standard work weeks, but for a fixed period, usually not more than eighteen months. Seasonal employees work hours that are determined by the jobs to which they are assigned, usually for short periods, e.g., the Summer. While most of the City's personnel resources are allocated to full time positions, use of part time, temporary, and seasonal positions provides an efficient and flexible means of meeting peak work load requirements. These other than full time positions are aggregated in some Budget presentations.

Secondly, all full time positions are recorded in the Budget by job titles. In every unit with assigned personnel, a display indicates the job titles assigned to that unit and the number of full time positions authorized for each title. All job titles are assigned to pay brackets that represent the compensation range for the position. The salary and wage schedules at the back of this section present the range for each bracket.

Overtime, the practice of extending work beyond the regular work week hours, is also explicitly accounted for in the Budget. Carefully managed overtime provides a flexible extension of the City's experienced workforce.

Finally, the Budget accounts for a Vacancy Factor, the difference between the allocation actually required for personnel compensation and that which would be required if every position were filled at all times. Some number of positions are always unfilled at a given moment. Vacancy factors differ among units, based on the size of the unit and the turnover rates experienced by various elements of the work force.

Personnel resources are approximated in "Employee Years". Each full time position represents one Employee Year. Part time, temporary, and seasonal positions are expressed

as fractions of a full time Employee Year based on the numbers of hours to be worked in relation to the hours to be worked by a full time equivalent position or by salary averaging; fractions are to one decimal place, i.e., one-tenth of an Employee Year. Overtime and vacancy factors are similarly approximated.

The Employee Year allocations are approximated by adding that unit of measure for all full time, part time, temporary, seasonal, and overtime assistance and subtracting the vacancy allowance, as in the following example:

|                                    |            |
|------------------------------------|------------|
| Employee Years                     |            |
| Full Time Positions                | 21.0       |
| Overtime                           | 1.7        |
| Part Time, Temporary, and Seasonal | 2.3        |
| LESS: Vacancy Allowance            | <u>1.1</u> |
|                                    | 23.9       |

Some presentations in the Budget show the assignment of fractional full time positions (e.g., 1.5 full time positions) to reflect sharing of positions among various activities and the corresponding allocation of costs to each activity. This practice is common in the Department of Environmental Services, Bureau of Operations. Here workload requirements change throughout the year (e.g., from Leaf Collection in the Fall to Snow and Ice Control in the Winter) and is found elsewhere as well. Summing these partial assignments from two or more activities will result in an accounting of 100% of the full time employees, as in the following example:

| <u>Title</u> | <u>Activities</u>  |            |
|--------------|--------------------|------------|
| Crew Chief   | Lots & Yards       | 1.2        |
|              | Work Orders        | 0.6        |
|              | Leaf Collection    | 0.3        |
|              | Snow & Ice Control | <u>0.9</u> |
|              | Total Authorized   | 3.0        |

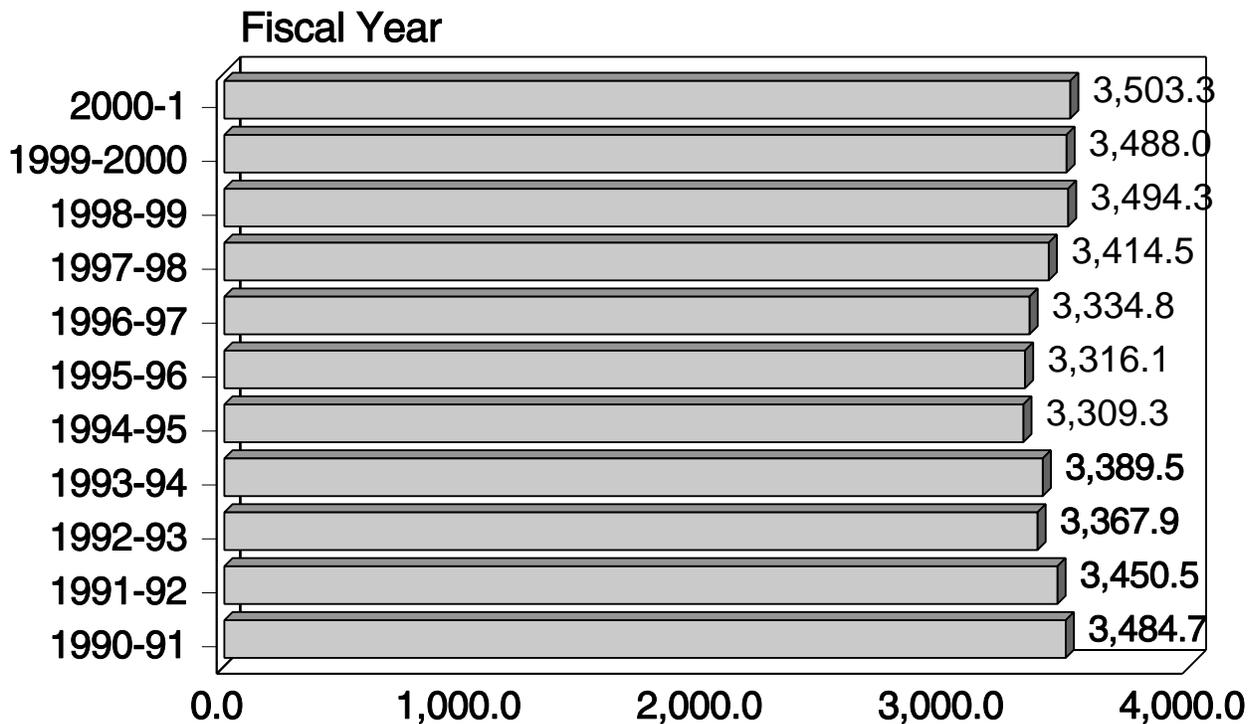
PERSONNEL SUMMARY  
PERSONNEL RESOURCES

| Total Employee Years               | Budget<br><u>1997-98</u> | Budget<br><u>1998-99</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| City Council and Clerk             | 28.2                     | 27.5                     | 27.4                       | 27.3                     |
| Administration                     |                          |                          |                            |                          |
| Mayor's Office                     | 26.9                     | 32.8                     | 33.0                       | 36.0                     |
| NET                                | 46.3                     | 65.3                     | 66.1                       | 66.2                     |
| Budget & Efficiency                | 10.6                     | 12.6                     | 11.9                       | 10.6                     |
| Human Resource Management          | 55.5                     | 54.2                     | 43.4                       | 40.0                     |
| Communications                     | 12.1                     | 13.4                     | 12.4                       | 12.8                     |
| Law                                | <u>23.8</u>              | <u>25.5</u>              | <u>25.0</u>                | <u>25.0</u>              |
|                                    | 175.2                    | 203.8                    | 191.8                      | 190.6                    |
| Finance                            |                          |                          |                            |                          |
| Director's Office                  | 8.0                      | 8.1                      | 8.3                        | 8.3                      |
| Accounting                         | 18.0                     | 19.0                     | 19.0                       | 19.0                     |
| Treasury                           | 24.8                     | 24.8                     | 24.6                       | 24.5                     |
| Assessment                         | 20.8                     | 23.8                     | 26.4                       | 22.4                     |
| Parking Violations & Adjudication  | 16.9                     | 17.0                     | 17.3                       | 17.2                     |
| Purchasing                         | 13.0                     | 13.0                     | 13.0                       | 13.0                     |
| Information Systems                | <u>33.6</u>              | <u>33.6</u>              | <u>33.1</u>                | <u>33.0</u>              |
|                                    | 135.1                    | 139.3                    | 141.7                      | 137.4                    |
| Community Development              |                          |                          |                            |                          |
| Commissioner                       | 6.5                      | 6.5                      | 6.5                        | 15.6                     |
| Buildings and Zoning               | 56.3                     | 43.9                     | 41.1                       | 41.1                     |
| Housing & Project Development      | 37.1                     | 37.9                     | 37.9                       | 37.9                     |
| Planning                           | <u>15.0</u>              | <u>15.0</u>              | <u>15.5</u>                | <u>7.0</u>               |
|                                    | 114.9                    | 103.3                    | 101.0                      | 101.6                    |
| Economic Development               | 28.9                     | 28.9                     | 28.3                       | 41.7                     |
| Environmental Services             |                          |                          |                            |                          |
| Commissioner                       | 59.9                     | 61.5                     | 61.5                       | 61.2                     |
| Engineering & Architecture         | 72.0                     | 73.2                     | 73.5                       | 73.5                     |
| Operations                         | 367.5                    | 377.8                    | 374.4                      | 373.5                    |
| Water & Lighting                   | 169.3                    | 165.5                    | 162.9                      | 160.1                    |
| Equipment Services                 | <u>83.0</u>              | <u>81.4</u>              | <u>82.6</u>                | <u>83.0</u>              |
|                                    | 751.7                    | 759.4                    | 754.9                      | 751.3                    |
| Office of Emergency Communications | 182.5                    | 186.6                    | 191.9                      | 189.7                    |
| Police                             | 875.7                    | 883.9                    | 876.6                      | 915.9                    |
| Fire                               | 580.8                    | 593.2                    | 595.3                      | 579.4                    |
| Library                            |                          |                          |                            |                          |
| Central Library                    | 177.0                    | 178.2                    | 177.3                      | 177.9                    |
| Community Library                  | <u>54.4</u>              | <u>54.8</u>              | <u>52.2</u>                | <u>53.8</u>              |
|                                    | 231.4                    | 233.0                    | 229.5                      | 231.7                    |

PERSONNEL SUMMARY  
PERSONNEL RESOURCES

| Total Employee Years               | Budget<br><u>1997-98</u> | Budget<br><u>1998-99</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Parks, Recreation & Human Services |                          |                          |                            |                          |
| Commissioner                       | 15.6                     | 16.3                     | 16.0                       | 16.7                     |
| Parks & Recreation                 | 218.2                    | 240.9                    | 237.6                      | 256.5                    |
| Special Services                   | 50.4                     | 50.3                     | 55.2                       | 36.4                     |
| Human Services                     | <u>25.9</u>              | <u>27.9</u>              | <u>40.8</u>                | <u>27.1</u>              |
|                                    | 310.1                    | 335.4                    | 349.6                      | 336.7                    |
| <br>Total                          | <br>3,414.5              | <br>3,494.3              | <br>3,488.0                | <br>3,503.3              |

### Total Personnel Resources Employee Years



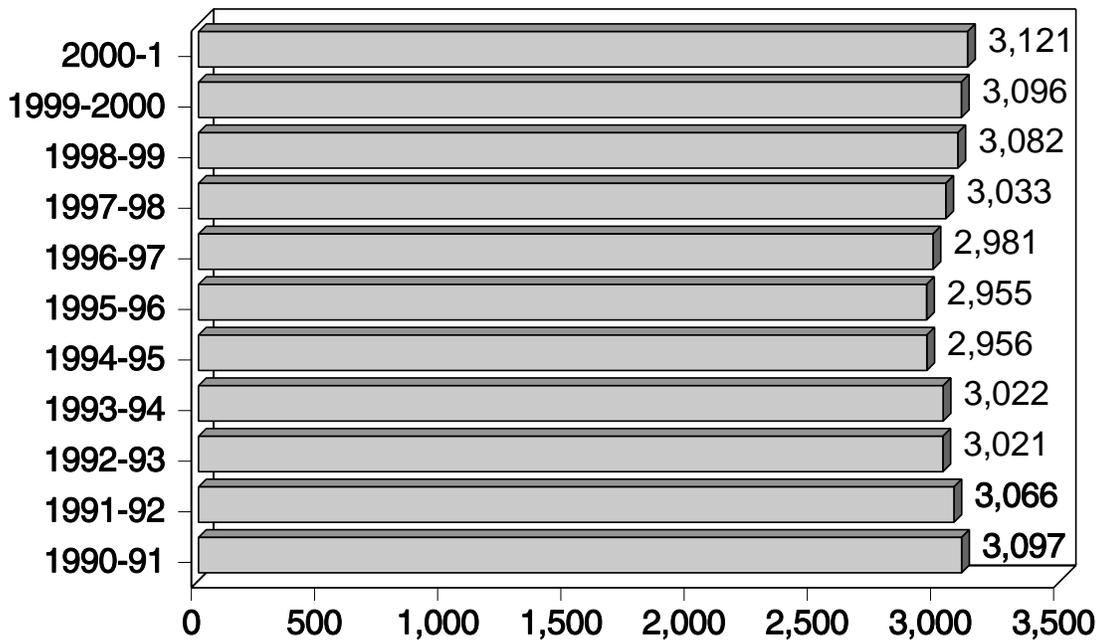
PERSONNEL SUMMARY  
PERSONNEL RESOURCES

| Total Full Time Positions          | Budget<br><u>1996-97</u> | Budget<br><u>1998-99</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| City Council and Clerk             | 14.0                     | 13.0                     | 13.0                       | 13.0                     |
| Administration                     |                          |                          |                            |                          |
| Mayor's Office                     | 25.0                     | 32.0                     | 32.0                       | 35.0                     |
| NET                                | 46.0                     | 64.0                     | 64.0                       | 63.0                     |
| Budget & Efficiency                | 10.5                     | 10.5                     | 10.5                       | 10.5                     |
| Human Resource Management          | 39.0                     | 38.0                     | 37.0                       | 37.0                     |
| Communications                     | 11.0                     | 12.0                     | 11.0                       | 12.0                     |
| Law                                | <u>24.0</u>              | <u>26.0</u>              | <u>25.0</u>                | <u>24.0</u>              |
|                                    | 155.5                    | 182.5                    | 179.5                      | 181.5                    |
| Finance                            |                          |                          |                            |                          |
| Director's Office                  | 8.0                      | 8.0                      | 8.0                        | 8.0                      |
| Accounting                         | 18.0                     | 19.0                     | 19.0                       | 19.0                     |
| Treasury                           | 23.0                     | 23.0                     | 23.0                       | 23.0                     |
| Assessment                         | 18.0                     | 18.0                     | 18.0                       | 18.0                     |
| Parking Violations & Adjudication  | 16.0                     | 16.0                     | 16.0                       | 16.0                     |
| Purchasing                         | 13.0                     | 13.0                     | 13.0                       | 13.0                     |
| Information Systems                | <u>33.0</u>              | <u>33.0</u>              | <u>33.0</u>                | <u>33.0</u>              |
|                                    | 129.0                    | 130.0                    | 130.0                      | 130.0                    |
| Community Development              |                          |                          |                            |                          |
| Commissioner                       | 6.0                      | 6.0                      | 6.0                        | 15.0                     |
| Buildings and Zoning               | 55.0                     | 41.0                     | 39.0                       | 40.0                     |
| Housing & Project Development      | 37.0                     | 37.0                     | 38.0                       | 38.0                     |
| Planning                           | <u>15.0</u>              | <u>15.0</u>              | <u>15.0</u>                | <u>7.0</u>               |
|                                    | 113.0                    | 99.0                     | 98.0                       | 100.0                    |
| Economic Development               | 29.0                     | 29.0                     | 28.0                       | 29.0                     |
| Environmental Services             |                          |                          |                            |                          |
| Commissioner                       | 52.5                     | 52.0                     | 52.0                       | 52.0                     |
| Engineering & Architecture         | 69.0                     | 70.0                     | 71.0                       | 72.0                     |
| Operations                         | 312.0                    | 317.0                    | 312.0                      | 312.0                    |
| Water & Lighting                   | 154.0                    | 154.0                    | 152.0                      | 149.0                    |
| Equipment Services                 | <u>78.0</u>              | <u>77.0</u>              | <u>77.0</u>                | <u>77.0</u>              |
|                                    | 665.5                    | 670.0                    | 664.0                      | 662.0                    |
| Office of Emergency Communications | 166.0                    | 170.0                    | 173.0                      | 173.0                    |
| Police                             | 827.0                    | 828.0                    | 830.0                      | 875.0                    |
| Fire                               | 560.0                    | 571.0                    | 575.0                      | 559.0                    |
| Library                            |                          |                          |                            |                          |
| Central Library                    | 144.5                    | 143.5                    | 142.5                      | 142.5                    |
| Community Library                  | <u>32.5</u>              | <u>32.5</u>              | <u>32.5</u>                | <u>33.5</u>              |
|                                    | 177.0                    | 176.0                    | 175.0                      | 176.0                    |

**PERSONNEL SUMMARY  
PERSONNEL RESOURCES**

| Total Full Time Positions          | Budget<br><u>1996-97</u> | Budget<br><u>1998-99</u> | Budget<br><u>1999-2000</u> | Budget<br><u>2000-01</u> |
|------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Parks, Recreation & Human Services |                          |                          |                            |                          |
| Commissioner                       | 15.2                     | 15.7                     | 15.7                       | 16.5                     |
| Parks & Recreation                 | 123.0                    | 138.0                    | 139.0                      | 159.0                    |
| Special Services                   | 34.8                     | 33.8                     | 39.8                       | 23.0                     |
| Human Services                     | <u>24.0</u>              | <u>26.0</u>              | <u>36.0</u>                | <u>24.0</u>              |
|                                    | 197.0                    | 213.5                    | 230.5                      | 222.5                    |
| <br>Total                          | <br>3,033.0              | <br>3,082.0              | <br>3,096.0                | <br>3,121.0              |

**Number of Full Time Positions**



PERSONNEL SUMMARY  
EMPLOYEE BENEFITS

In addition to wage and salary compensation, employees are provided with various fringe benefits as provided by law, collective bargaining agreements, and administrative determination. The City's budgeting and accounting systems place the allocations for these benefits in a separate department for monitoring and control purposes. Details on these allocations are found in the Undistributed Expenses section of the Budget (Tab 13).

The following table distributes fringe benefits to appropriate units:

Employment Benefit Distribution

| <u>Department</u>                   | <u>Amount</u>    |
|-------------------------------------|------------------|
| Council & Clerk                     | 332,300          |
| Administration                      | 2,222,100        |
| Law                                 | 426,100          |
| Finance                             | 1,628,800        |
| Community Development               | 1,407,800        |
| Economic Development                | 562,000          |
| Environmental Services              | 9,349,700        |
| Emergency Communications            | 1,983,300        |
| Police                              | 13,489,800       |
| Fire                                | 8,414,400        |
| Library                             | 1,734,200        |
| Parks, Recreation, & Human Services | <u>2,656,300</u> |
| Total                               | 44,206,800       |

PERSONNEL SUMMARY  
BARGAINING UNITS

Portions of the City's workforce are represented by the following labor organizations:

American Federation of State, County and Municipal Employees, Local 1635

Rochester Police Locust Club, Inc.

International Association of Firefighters, Local 1071, Uniformed and Non-Uniformed Units

International Union of Operating Engineers, Local 832-S

Civil Service Employees Association, Rochester Public Library Part Time Employees Unit, Local 828

In accordance with collective bargaining agreements, employees in the following positions are granted full release time from their regularly scheduled work, with full pay and benefits to perform union duties. These positions and associated salary and benefits are reflected in the appropriate departmental and Undistributed budgets, and are presented here for informational purposes only.

|  | <u>Salary plus Benefits</u> |                |
|--|-----------------------------|----------------|
|  | <u>1999-2000</u>            | <u>2000-01</u> |
| <u>AFSCME Local 1635</u>                                     |                             |                |
| Department of Environmental Services                         |                             |                |
| ● Environmental Services Operator - 6 Day                    | 63,200                      | 66,000         |
| ● Environmental Services Operator                            | 50,800                      | 53,300         |
|  |                             |                |
| Department of Parks, Recreation & Human Services             |                             |                |
| ● Senior Recreation Supervisor                               | 52,600                      | 55,200         |
| ● Receptionist-Typist  | 37,500                      | 39,800         |
|  |                             |                |
| <u>Rochester Police Locust Club, Inc.</u>                    |                             |                |
| Police Department  |                             |                |
| ● Police Officer   | 79,400                      | 80,900         |
| ● Police Officer   | 66,900                      | 68,500         |
|  |                             |                |
| <u>International Association of Firefighters, Local 1071</u> |                             |                |
| Fire Department  |                             |                |
| ● Firefighter  | 65,100                      | 66,700         |
|  |                             |                |
| Total  | 415,500                     | 430,400        |

PERSONNEL SUMMARY  
BARGAINING UNITS

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Effective Dates of Current or Most Recent Agreements

Labor Organization

Agreement Dates

AFSCME Local 1635

July 1, 1998 to June 30, 2002

Rochester Police Locust Club, Inc.

July 1, 1997 to June 30, 1999

International Association of Firefighters, Local 1071, Uniformed

July 1, 1997 to June 30, 1999

International Association of Firefighters, Local 1071, Non-Uniformed

July 1, 1998 to June 30, 2002

International Union of Operating Engineers, Local 832-S

July 1, 1999 to June 30, 2002

Civil Service Employees Association, Local 828, Rochester Public  
Library Part Time Employees Unit

July 1, 1996 to June 30, 1999

PERSONNEL SUMMARY  
CITY OF ROCHESTER SALARY SCHEDULE

16-9

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July 1, 2000

By virtue of the authority vested in me by law, I, William A. Johnson, Jr., Mayor of the City of Rochester, New York, do hereby create, effective July 1, 2000, all positions set forth in this Budget to be in existence for the fiscal year 2000-01 at the salary and wage brackets indicated for said positions. The salary and wage bracket amounts shall be as set forth herein, except as modified by collective bargaining agreements or further directive of this office. All positions in existence prior to July 1, 2000, which are not set forth in this Budget shall be abolished effective July 1, 2000, except for positions otherwise prescribed by law.

A handwritten signature in cursive script that reads "William A. Johnson Jr".

William A. Johnson, Jr.

**PERSONNEL SUMMARY  
CITY OF ROCHESTER SALARY SCHEDULE**

Non-Management Salaried Personnel  
Effective July 1, 2000

| Bracket | Step A | Step B | Step C | Step D | Step E | Step F | Step G | Step H | Step I |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1       | 20,431 | 21,081 | 21,731 | 22,289 | 22,741 | 23,155 | 23,675 |        |        |
| 2       | 20,954 | 21,619 | 22,289 | 22,741 | 23,155 | 23,675 | 24,265 |        |        |
| 3       | 21,374 | 22,061 | 22,741 | 23,155 | 23,675 | 24,265 | 24,891 |        |        |
| 4       | 21,762 | 22,459 | 23,155 | 23,675 | 24,265 | 24,891 | 25,446 |        |        |
| 5       | 22,253 | 22,963 | 23,675 | 24,265 | 24,891 | 25,446 | 26,141 |        |        |
| 6       | 22,809 | 23,539 | 24,265 | 24,891 | 25,446 | 26,141 | 26,799 |        |        |
| 7       | 23,404 | 24,146 | 24,891 | 25,446 | 26,141 | 26,799 | 27,528 |        |        |
| 8       | 23,920 | 24,684 | 25,446 | 26,141 | 26,799 | 27,528 | 28,326 |        |        |
| 9       | 24,576 | 25,358 | 26,141 | 26,799 | 27,528 | 28,326 | 29,194 |        |        |
| 10      | 25,190 | 25,996 | 26,799 | 27,528 | 28,326 | 29,194 | 30,100 |        |        |
| 11      | 25,877 | 26,703 | 27,528 | 28,326 | 29,194 | 30,100 | 31,036 |        |        |
| 12      | 26,629 | 27,475 | 28,326 | 29,194 | 30,100 | 31,036 | 32,116 |        |        |
| 13      | 27,445 | 28,320 | 29,194 | 30,100 | 31,036 | 32,116 | 33,082 |        |        |
| 14      | 28,296 | 29,194 | 30,100 | 31,036 | 32,116 | 33,082 | 34,196 |        |        |
| 15      | 29,175 | 30,107 | 31,036 | 32,116 | 33,082 | 34,196 | 35,237 |        |        |
| 16      | 30,185 | 31,152 | 32,116 | 33,082 | 34,196 | 35,237 | 36,456 |        |        |
| 17      | 31,100 | 32,090 | 33,082 | 34,196 | 35,237 | 36,456 | 37,916 |        |        |
| 18      | 32,143 | 33,169 | 34,196 | 35,237 | 36,456 | 37,916 | 39,474 |        |        |
| 19      | 33,120 | 34,179 | 35,237 | 36,456 | 37,916 | 39,474 | 41,069 |        |        |
| 20      | 34,268 | 35,361 | 36,456 | 37,916 | 39,474 | 41,069 | 42,740 |        |        |
| 21      | 35,636 | 36,775 | 37,916 | 39,474 | 41,069 | 42,740 | 44,513 |        |        |
| 110     | 20,702 | 25,877 | 26,703 | 27,528 | 28,326 | 29,194 | 30,100 | 31,036 | 31,967 |
| 150     | 23,340 | 29,175 | 30,107 | 31,036 | 32,116 | 33,082 | 34,196 | 35,237 | 36,294 |
| 170     | 24,880 | 31,100 | 32,090 | 33,082 | 34,196 | 35,237 | 36,456 | 37,916 | 39,054 |
| 180     | 25,714 | 32,143 | 33,169 | 34,196 | 35,237 | 36,456 | 37,916 | 39,474 | 40,658 |
| 190     | 26,497 | 33,120 | 34,179 | 35,237 | 36,456 | 37,916 | 39,474 | 41,069 | 42,301 |
| 200     | 27,415 | 34,268 | 35,361 | 36,456 | 37,916 | 39,474 | 41,069 | 42,740 | 44,022 |

Administrative, Professional and Technical Personnel  
Effective July 1, 2000

| Bracket | Step A | Step B | Step C | Step D | Step E | Step F | Step G | Step H | Step I | Step J | Step K |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 22      | 40,936 | 41,816 | 42,717 | 43,637 | 44,572 | 45,530 | 46,510 | 47,510 | 48,530 | 49,572 | 50,641 |
| 23      | 42,717 | 43,637 | 44,572 | 45,530 | 46,510 | 47,510 | 48,530 | 49,572 | 50,641 | 51,727 | 52,842 |
| 24      | 44,572 | 45,530 | 46,510 | 47,510 | 48,530 | 49,572 | 50,641 | 51,727 | 52,842 | 53,977 | 55,137 |
| 25      | 46,510 | 47,510 | 48,530 | 49,572 | 50,641 | 51,727 | 52,842 | 53,977 | 55,137 | 56,324 | 57,535 |
| 26      | 48,530 | 49,572 | 50,641 | 51,727 | 52,842 | 53,977 | 55,137 | 56,324 | 57,535 | 58,770 | 60,037 |
| 27      | 50,641 | 51,727 | 52,842 | 53,977 | 55,137 | 56,324 | 57,535 | 58,770 | 60,037 | 61,333 | 62,645 |
| 28      | 52,842 | 53,977 | 55,137 | 56,324 | 57,535 | 58,770 | 60,037 | 61,333 | 62,645 | 63,930 | 65,217 |
| 29      | 55,137 | 56,324 | 57,535 | 58,770 | 60,037 | 61,333 | 62,645 | 63,930 | 65,217 | 66,530 | 67,874 |
| 30      | 57,535 | 58,770 | 60,037 | 61,333 | 62,645 | 63,930 | 65,217 | 66,530 | 67,874 | 69,407 | 70,806 |
| 31      | 60,037 | 61,333 | 62,645 | 63,930 | 65,217 | 66,530 | 67,874 | 69,407 | 70,806 | 72,242 | 73,706 |
| 32      | 62,645 | 63,930 | 65,217 | 66,530 | 67,874 | 69,407 | 70,806 | 72,242 | 73,706 | 75,203 | 76,730 |
| 33      | 65,217 | 66,530 | 67,874 | 69,407 | 70,806 | 72,242 | 73,706 | 75,203 | 76,730 | 78,290 | 79,886 |
| 34      | 67,874 | 69,407 | 70,806 | 72,242 | 73,706 | 75,203 | 76,730 | 78,290 | 79,886 | 81,513 | 83,181 |
| 35      | 70,806 | 72,242 | 73,706 | 75,203 | 76,730 | 78,290 | 79,886 | 81,513 | 83,181 | 84,877 | 86,614 |
| 36      | 81,072 | 82,724 | 84,411 | 86,135 | 87,892 | 89,687 | 91,512 | 93,383 | 95,289 | 97,236 | 99,218 |

PERSONNEL SUMMARY  
CITY OF ROCHESTER SALARY SCHEDULE

Weekly and Hourly Personnel  
Effective July 1, 2000

Hourly Rates:

| Bracket | Step A | Step B | Step C | Step D | Step E | Step F | Step G |
|---------|--------|--------|--------|--------|--------|--------|--------|
| 40      | 11.83  | 12.25  | 12.62  | 12.89  | 13.18  | 13.53  | 13.90  |
| 41      | 12.24  | 12.62  | 12.99  | 13.28  | 13.78  | 13.92  | 14.44  |
| 42      | 12.69  | 13.12  | 13.54  | 13.90  | 14.22  | 14.71  | 15.09  |
| 51      | 10.34  | 10.62  | 10.93  | 11.15  | 11.34  | 11.52  | 11.72  |
| 52      | 10.47  | 10.81  | 11.15  | 11.34  | 11.52  | 11.72  | 11.99  |
| 53      | 10.63  | 10.99  | 11.34  | 11.52  | 11.72  | 11.99  | 12.27  |
| 54      | 10.82  | 11.17  | 11.52  | 11.72  | 11.99  | 12.27  | 12.54  |
| 55      | 11.02  | 11.38  | 11.72  | 11.99  | 12.27  | 12.54  | 12.82  |
| 56      | 11.26  | 11.68  | 11.99  | 12.27  | 12.54  | 12.82  | 13.05  |
| 57      | 11.53  | 11.93  | 12.27  | 12.54  | 12.82  | 13.05  | 13.53  |
| 58      | 11.76  | 12.16  | 12.54  | 12.82  | 13.05  | 13.53  | 13.78  |
| 59      | 12.05  | 12.41  | 12.82  | 13.05  | 13.53  | 13.78  | 14.19  |
| 60      | 12.27  | 12.66  | 13.05  | 13.53  | 13.78  | 14.19  | 14.50  |
| 61      | 12.68  | 13.11  | 13.53  | 13.78  | 14.19  | 14.50  | 15.01  |
| 62      | 12.96  | 13.34  | 13.78  | 14.19  | 14.50  | 15.01  | 15.41  |
| 63      | 13.32  | 13.78  | 14.19  | 14.50  | 15.01  | 15.41  | 15.84  |
| 64      | 13.66  | 14.11  | 14.50  | 15.01  | 15.41  | 15.84  | 16.32  |
| 65      | 14.12  | 14.55  | 15.01  | 15.41  | 15.84  | 16.32  | 16.80  |
| 66      | 11.37  | 11.71  | 12.07  | 12.82  |        |        |        |

Daily Rates:

| Bracket | Step A | Step B | Step C | Step D | Step E | Step F |
|---------|--------|--------|--------|--------|--------|--------|
| 68      | 99.10  |        |        |        |        |        |
| 69      | 119.74 | 127.37 | 135.00 | 142.64 | 146.87 | 151.12 |

Commission: Annual Base Pay

| Bracket | Step A |
|---------|--------|
| 300     | 14,560 |
| 301     | 13,000 |

**PERSONNEL SUMMARY  
CITY OF ROCHESTER SALARY SCHEDULE**

**Uniformed Police Personnel  
Effective July 1, 1998**

| Employees hired before July 1, 1997 |        |        |        |        |        |        |  |
|-------------------------------------|--------|--------|--------|--------|--------|--------|--|
| Bracket                             | Step 1 | Step 2 | Step 3 | Step 4 | Step A | Step B |  |
| 90                                  | 26,000 | 36,323 | 40,863 | 45,403 | 48,924 | 51,457 |  |
| 91                                  |        |        | 44,947 | 48,695 |        |        |  |
| 92                                  |        |        | 49,030 | 51,987 |        |        |  |
| 94                                  |        |        | 55,445 | 58,787 |        |        |  |
| 95                                  |        |        | 62,563 | 66,336 |        |        |  |

| Employees hired on or after July 1, 1997 |        |        |        |        |        |        |        |
|--|--------|--------|--------|--------|--------|--------|--------|
| Bracket                                  | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step A | Step B |
| 90                                       | 26,000 | 32,076 | 37,734 | 43,262 | 45,403 | 48,924 | 51,457 |
| 91                                       |        |        | 44,947 | 48,695 |        |        |        |
| 92                                       |        |        | 49,030 | 51,987 |        |        |        |
| 94                                       |        |        | 55,445 | 58,787 |        |        |        |
| 95                                       |        |        | 62,563 | 66,336 |        |        |        |

**Uniformed Fire Personnel  
Effective July 1, 1998**

| Bracket | Entry  | Step 1 | Step 2 | Step 3 | Step 4 |
|---------|--------|--------|--------|--------|--------|
| 80      | 26,000 | 32,076 | 37,734 | 43,262 | 45,403 |
| 82      |        |        |        | 49,536 | 51,987 |
| 84      |        |        |        | 56,014 | 58,786 |
| 85      |        |        |        | 63,207 | 66,335 |

**Non-Uniformed Fire Personnel  
Effective July 1, 2000**

Employees hired before July 1, 1982

| Bracket | Step A | Step B | Step C | Step D | Step E |
|---------|--------|--------|--------|--------|--------|
| 73      | 35,543 | 36,771 | 38,080 | 39,432 | 40,832 |
| 75      | 37,118 | 38,514 | 39,828 | 41,362 | 40,110 |
| 78      | 42,369 | 44,682 | 46,256 | 48,353 | 50,505 |

Employees hired on or after July 1, 1982

| Bracket | Step A | Step B | Step C | Step D | Step E |
|---------|--------|--------|--------|--------|--------|
| 73      | 32,403 | 33,369 | 34,327 | 35,289 | 36,254 |
| 75      | 34,023 | 35,289 | 36,558 | 37,823 | 39,088 |
| 78      | 36,456 | 37,973 | 39,490 | 41,012 | 42,532 |

PERSONNEL SUMMARY  
CITY OF ROCHESTER SALARY SCHEDULE

Fixed Salary Rates  
Effective July 1, 2000

| Title                           | Amount   |
|---------------------------------|----------|
| Elected and Appointed Officials |          |
| President of the Council        | 36,785*  |
| Council Member                  | 26,785*  |
| Mayor                           | 106,512* |
| Deputy Mayor                    | 99,848   |
| Examining Board Members         |          |
| Examiner-Chair                  | 1,250**  |
| Examiner Plumber                | 1,250    |
| Clerk to the Board              | 1,250    |
| Examiner-Vice Chair             | 1,250**  |
| Examiner-Secretary              | 1,250**  |
| Examiner-Stationary             | 1,250    |
| Examiner-Electrician            | 1,000    |

\*These salaries are fixed by local legislation.

\*\*These positions are not compensated if filled by a City or RG&E employee.

Operating Engineers  
Effective July 1, 2000

| Bracket | Title               | Step A | Step B | Step C |
|---------|---------------------|--------|--------|--------|
| 150     | Asst. HVAC Engineer | 18.09  | 19.38  | 19.96  |
| 151     | HVAC Engineer       | 18.63  | 19.96  | 20.59  |
| 152     | Lead HVAC Engineer  | 20.27  | 21.70  | 22.40  |

Part time, Temporary, and Seasonal Personnel  
Effective July 1, 2000\*

| Title                                | Step A | Step B | Step C | Step D |
|--------------------------------------|--------|--------|--------|--------|
| Account Clerk Typist                 | 12.22  | 12.62  | 13.01  |        |
| Administrative Assistant             | 16.59  | 17.12  | 17.65  | 20.03  |
| Administrative Secretary             | 15.08  | 15.56  | 16.04  | 18.18  |
| Adult Activities Aide                | 6.73   | 6.95   | 7.16   |        |
| Architectural Intern                 | 9.65   | 10.80  |        |        |
| Assistant GIS Technician             | 11.75  | 12.13  | 12.50  |        |
| Assistant Market Supervisor          | 11.53  | 11.93  | 12.27  |        |
| Assistant Pool Manager               | 9.69   | 10.02  | 10.29  |        |
| Assistant Summer Program Coordinator | 8.12   |        |        |        |
| Bingo Inspector                      | 11.52  |        |        |        |
| Bookmobile Operator                  | 11.96  | 12.35  | 12.73  |        |
| Building Maintenance Helper          | 10.47  | 10.81  | 11.15  |        |
| Building Maintenance Mechanic        | 12.27  | 12.66  | 13.05  | 13.53  |
| Cemetery Crew Leader                 | 10.29  |        |        |        |
| Cemetery Worker                      | 11.03  | 11.41  | 11.75  |        |
| Class 5 Truck Driver - Library       | 11.68  | 12.05  | 12.42  |        |
| Cleaner                              | 9.81   | 10.13  | 10.44  |        |
| Cleaner - Library                    | 9.95   | 10.26  | 10.59  |        |
| Clerical Aide                        | 9.15   |        |        |        |
| Clerk II                             | 13.52  | 13.93  | 14.36  | 16.04  |

PERSONNEL SUMMARY  
CITY OF ROCHESTER SALARY SCHEDULE

Part time, Temporary, and Seasonal Personnel  
Effective July 1, 2000\*

| Title                             | Step A | Step B | Step C | Step D |
|-----------------------------------|--------|--------|--------|--------|
| Clerk II with Typing              | 13.52  | 13.93  | 14.36  |        |
| Clerk III                         | 12.86  | 13.27  | 13.68  |        |
| Clerk III with Typing             | 12.86  | 13.27  | 13.68  |        |
| Clerk III with Typing - Library   | 11.40  | 11.76  | 12.12  |        |
| Clerk IV                          | 11.75  | 12.13  | 12.50  |        |
| Clerk Typist                      | 11.75  | 12.13  | 12.50  |        |
| Clerk Typist - Library            | 10.41  | 10.73  | 11.07  |        |
| College Junior Intern             | 6.39   |        |        |        |
| Communications Aide               | 16.59  | 17.12  | 17.65  |        |
| Counseling Specialist             | 17.66  | 18.23  | 18.79  |        |
| Crack Seal Program Inspector      | 9.28   |        |        |        |
| Crew Chief                        | 11.59  |        |        |        |
| Day Camp Supervisor               | 9.42   |        |        |        |
| Dispatcher                        | 13.03  |        |        |        |
| Dispatcher I/OEC                  | 14.04  | 14.47  | 14.93  |        |
| Employment Case Assistant         | 13.84  |        |        |        |
| Employment Case Coordinator       | 16.59  | 17.12  | 17.65  | 20.03  |
| Engineering Intern                | 9.65   | 10.79  |        |        |
| Exam Proctor                      | 6.88   |        |        |        |
| Exam Supervisor                   | 10.99  |        |        |        |
| Executive Assistant               | 18.82  | 19.42  | 20.03  |        |
| Firefighter Trainee               | 5.81   | 6.24   |        |        |
| Ground Equipment Operator         | 10.10  |        |        |        |
| Grounds Worker                    | 6.98   |        |        |        |
| Interdepartmental Messenger       | 12.54  | 12.93  | 13.33  |        |
| Job Readiness Trainer             | 16.92  | 17.46  | 18.00  |        |
| Laborer                           | 6.39   |        |        |        |
| Lead Stage Hand                   | 13.76  |        |        |        |
| Legislative Aide                  | 16.59  | 17.12  | 17.65  |        |
| Legislative Clerk                 | 12.86  | 13.27  | 13.68  |        |
| Librarian I                       | 14.70  | 15.17  | 15.65  |        |
| Librarian II                      | 16.13  | 16.64  | 17.16  |        |
| Library Assistant                 | 13.78  | 14.22  | 14.67  |        |
| Library Page                      | 5.15   | 5.65   |        |        |
| Lifeguard                         | 7.26   | 7.54   | 7.86   |        |
| Lifeguard Captain                 | 9.42   | 9.69   | 10.02  |        |
| Lifeguard Lieutenant              | 8.34   | 8.62   | 8.94   |        |
| Maintenance Mechanic              | 12.27  |        |        |        |
| Maintenance Worker                | 11.03  | 11.41  | 11.75  |        |
| Mechanic Supervisor               | 15.92  | 16.43  | 16.94  |        |
| Microfilm Equipment Operator      | 12.22  | 12.62  | 13.01  |        |
| Neighborhood Conservation Officer | 17.14  | 17.68  | 18.24  |        |
| Operations Worker                 | 11.71  | 12.08  | 12.41  |        |
| Parking Fee Collector             | 6.38   | 6.63   | 6.89   | 7.14   |
| Parking Monitor                   | 12.11  | 12.50  | 12.88  |        |
| Photographer Grade II             | 17.66  | 18.23  | 18.79  |        |
| Playground Supervisor             | 7.54   |        |        |        |
| Police Stenographer               | 18.82  | 19.42  | 20.03  |        |
| Pool Attendant                    | 8.00   |        |        |        |
| Programmer Analyst                | 22.36  | 27.66  |        |        |
| Public Safety Aide                | 7.14   |        |        |        |
| Recreation Assistant              | 6.73   | 6.95   | 7.16   |        |

PERSONNEL SUMMARY  
CITY OF ROCHESTER SALARY SCHEDULE

Part time, Temporary, and Seasonal Personnel  
Effective July 1, 2000\*

| Title                          | Step A | Step B | Step C | Step D |
|--------------------------------|--------|--------|--------|--------|
| Recreation Clerical Aide       | 6.54   | 6.74   | 6.94   |        |
| Recreation Leader              | 12.91  | 13.32  | 13.73  |        |
| Retrieval Aide                 | 6.15   |        |        |        |
| Rink Aide                      | 6.46   |        |        |        |
| Rink Manager                   | 9.50   |        |        |        |
| School Traffic Officer         | 8.12   |        |        |        |
| School Traffic Officer II      | 9.44   |        |        |        |
| Security Guard                 | 10.47  | 10.81  | 11.15  |        |
| Security Guard - Library       | 9.95   | 10.26  | 10.59  |        |
| Security Intern                | 7.56   | 8.14   |        |        |
| Senior Cashier                 | 15.08  | 15.56  | 16.04  | 18.18  |
| Senior Stenographer            | 13.05  | 13.46  | 13.89  |        |
| Senior Retrieval Room Aide     | 9.94   |        |        |        |
| Service Representative         | 13.84  | 14.28  | 14.72  |        |
| Shipping Aide                  | 5.49   | 5.64   | 5.81   |        |
| Stagehand                      | 8.04   |        |        |        |
| Sr. Maintenance Mechanic/Mason | 14.12  | 14.55  | 15.01  |        |
| Sr. Operations Worker          | 12.96  | 13.34  | 13.78  |        |
| Sr. Rigger                     | 23.11  |        |        |        |
| Sr. Stagehand                  | 11.44  |        |        |        |
| Summer Program Clerk           | 7.65   |        |        |        |
| Summer Program Coordinator     | 13.62  |        |        |        |
| Summer Program Monitor         | 9.37   |        |        |        |
| Summer Youth Supervisor        | 6.39   |        |        |        |
| Vending Inspector              | 10.81  |        |        |        |
| Victim Assistance Counselor    | 15.54  | 16.04  | 16.54  |        |
| Water Maintenance Worker       | 12.03  |        |        |        |
| Watershed Quality Aide         | 7.38   | 8.23   |        |        |
| Youth Worker                   | 5.15   |        |        |        |

\*Library titles effective July 1, 1998

# ROCHESTER CITY SCHOOL DISTRICT

## REVENUE SUMMARY (ALL FUNDS)

| Revenue Category                           | 1998-99<br>Budget  | 1999-00<br>Amended | 2000-01<br>Recommended | Variance          |
|--|--------------------|--------------------|------------------------|-------------------|
| <b>GENERAL FUND</b>                        |                    |                    |                        |                   |
| <b>STATE</b>                               |                    |                    |                        |                   |
| Operating Aid                              | 114,665,356        | 110,986,308        | 126,428,667            | 15,442,359        |
| Growth Aid                                 | 575,819            | -                  | 0                      | -                 |
| Extraordinary Needs                        | 22,952,326         | 22,641,904         | 22,685,585             | 43,681            |
| Transition Adjustment                      | (26,976,759)       | (37,024,739)       | (56,561,650)           | (19,536,911)      |
| High Tax Rate Aid                          | 4,293,251          | 19,212,237         | 38,356,909             | 19,144,672        |
| Gifted and Talented                        | 196,196            | 187,572            | 188,356                | 784               |
| Limited English Proficiency                | 1,502,983          | 1,821,177          | 1,892,913              | 71,736            |
| Handicapped-Excess Cost Aid                | 39,434,296         | 47,283,215         | 53,457,964             | 6,174,749         |
| Special Services Aid                       | 5,877,506          | 5,971,614          | 6,086,186              | 114,572           |
| Transportation                             | 23,586,193         | 24,378,821         | 24,033,214             | (345,607)         |
| Building Aid                               | 18,275,687         | 17,487,226         | 17,743,566             | 256,340           |
| Hardware Aid                               | 291,819            | 334,876            | 248,735                | (86,141)          |
| Education Related Support                  | 1,695,519          | 1,826,213          | 1,943,763              | 117,550           |
| Software, Library, & Textbook Aid          | 2,161,386          | 2,634,285          | 3,087,684              | 453,399           |
| Incarcerated Youth                         | 1,144,424          | 1,144,424**        | 0                      | (1,144,424)       |
| Teacher Support                            | -                  | -                  | -                      | -                 |
| Operating Standards Aid                    | 1,469,081          | 1,800,972          | 3,022,458              | 1,221,486         |
| Education Improvement                      | -                  | -                  | -                      | -                 |
| Ladder/Tax Limitation Aids                 | -                  | -                  | -                      | -                 |
| Shared Services (Professional Development) | -                  | 455,759            | 1,066,838              | 611,079           |
| Instructional Computer Technology          | -                  | 174,980            | 174,980                | -                 |
| Charter Schools Adjustment                 | -                  | -                  | (11,700,000)           | (11,700,000)      |
| <b>Total State</b>                         | <b>211,145,083</b> | <b>221,316,844</b> | <b>232,156,168</b>     | <b>10,839,324</b> |
| <b>CITY</b>                                |                    |                    |                        |                   |
| Operating                                  | 127,300,000        | 127,300,000        | 127,300,000            | -                 |
| Special Projects                           | -                  | -                  | -                      | -                 |
| Technology Support                         | -                  | -                  | -                      | -                 |
| <b>Total City</b>                          | <b>127,300,000</b> | <b>127,300,000</b> | <b>127,300,000</b>     | <b>-</b>          |
| <b>LOCAL</b>                               |                    |                    |                        |                   |
| Indirect Costs                             | 579,738            | 579,738            | 656,365                | 76,627            |
| Nonresident Tuition                        | 882,000            | 900,000            | 900,000                | -                 |
| Rental and Use of Buildings                | 356,000            | 126,000            | 95,000                 | (31,000)          |
| Sale of Obsolete Equipment                 | 20,000             | 20,000             | 20,000                 | -                 |
| Fines and Forfeitures                      | 3,000              | 3,000              | 3,000                  | -                 |
| Refunds - Prior years                      | 1,098,907          | 900,000            | 932,000                | 32,000            |
| Student and Other Fees:                    |                    |                    |                        |                   |
| Adult Education                            | 100,000            | 75,000             | 75,000                 | -                 |
| Music                                      | 7,044              | 9,500              | 9,500                  | -                 |
| Miscellaneous                              | 7,770              | 7,000              | 7,000                  | -                 |
| Tax Refund - HURD                          | 417,333            | -                  | -                      | -                 |
| Medicaid Revenue                           | 2,600,000          | 2,750,000          | 2,750,000              | -                 |
| Earnings - Capital Fund Investments        | 2,000,000          | 1,325,000          | 1,150,000              | (175,000)         |
| Earnings - General Fund Investments        | 1,700,000          | 1,800,000          | 1,500,000              | (300,000)         |
| Reserve for Debt Service                   | -                  | -                  | -                      | -                 |
| Retirement System Credit                   | -                  | -                  | -                      | -                 |
| Commercial Revenue                         | -                  | 250,000            | -                      | (250,000)         |
| <b>Total Local</b>                         | <b>9,771,792</b>   | <b>8,745,238</b>   | <b>8,097,865</b>       | <b>(647,373)</b>  |
| Appropriated Fund Balance                  | 1,401,000          | 8,535,355          | 3,773,225              | (4,762,130)       |
| Set-Aside for Fund Balance                 | -                  | -                  | -                      | -                 |
| <b>Total General Fund Revenues</b>         | <b>349,617,875</b> | <b>365,897,437</b> | <b>371,327,258</b>     | <b>5,429,821</b>  |

\*\*Transferred to Special Aid Fund

# ROCHESTER CITY SCHOOL DISTRICT

## REVENUE SUMMARY (ALL FUNDS)

| Revenue Category                         | 1998-99<br>Budget  | 1999-00<br>Amended | 2000-01<br>Recommended | Variance           |
|--|--------------------|--------------------|------------------------|--------------------|
| <b>SPECIAL AID FUND</b>                  |                    |                    |                        |                    |
| <b>New York State Categorical Grants</b> |                    |                    |                        |                    |
| Categorical Reading Aid                  | 5,500,000          | 5,500,000          | 5,500,000              |                    |
| Improvement of Pupil Performance         | 6,950,000          | 6,950,000          | 6,950,000              |                    |
| Magnet Schools                           | 11,000,000         | 11,000,000         | 11,000,000             |                    |
| Pre-Kindergarten Program                 | 1,282,522          | 1,275,022          | 1,275,022              |                    |
| Student Information Systems              | -                  | -                  | -                      |                    |
| Summer Program                           | 2,159,303          | 2,809,935          | 2,809,935              |                    |
| Summer School                            | -                  | -                  | 575,389                | 575,389            |
| Employment Prep (Over 21)                | 8,328,207          | 8,128,879          | 7,952,414              | (176,465)          |
| Class Size Reduction                     | -                  | 2,627,290          | 5,254,672              |                    |
| Teacher Support Grant                    | -                  | 1,076,000          | 1,076,000              |                    |
| Incarcerated Youth                       | -                  |                    | 1,144,424**            | 1,144,424          |
| Minor Maintenance                        | 447,422            | 448,256            | 447,089                |                    |
| Universal Pre-Kindergarten               | 2,648,000          | 4,632,000          | 7,060,000              | 2,428,000          |
| <b>Total Categorical Programs</b>        | <b>38,315,454</b>  | <b>44,447,382</b>  | <b>51,044,945</b>      | <b>6,597,563</b>   |
| <b>Rescue Program</b>                    | -                  | <b>1,905,249</b>   | <b>637,630</b>         | <b>(1,267,619)</b> |
| <b>Commissioner's Grant Fund</b>         | <b>24,199</b>      |                    |                        |                    |
| <b>Federal</b>                           |                    |                    |                        |                    |
| Special Aid Grant Funds                  | 28,950,450         | 35,797,016         | 35,593,031             | (203,985)          |
| Federal Class Size Initiative            | -                  | 2,376,000          | 2,566,527              | 190,527            |
| Federal Magnet Program                   | -                  | 2,230,414          | 2,203,559              | (26,855)           |
| <b>Total Special Aid Fund</b>            | <b>67,265,904</b>  | <b>40,403,430</b>  | <b>40,363,117</b>      | <b>(40,313)</b>    |
| <b>Total Special Aid Fund</b>            | <b>67,290,103</b>  | <b>86,756,061</b>  | <b>92,045,692</b>      | <b>5,289,631</b>   |
| <b>SCHOOL FOOD SERVICE FUND</b>          |                    |                    |                        |                    |
| <b>Total School Food Services</b>        | <b>14,195,742</b>  | <b>15,378,711</b>  | <b>14,127,131</b>      | <b>(1,251,580)</b> |
| <b>GRAND TOTAL ALL REVENUE</b>           | <b>431,103,720</b> | <b>468,032,209</b> | <b>477,500,081</b>     | <b>9,467,872</b>   |

\*Transferred from General Fund

# ROCHESTER CITY SCHOOL DISTRICT

## EXPENDITURE SUMMARY (ALL FUNDS)

|                                       | 1998-1999<br>Budget | 1999-2000<br>Budget | 1999-2000<br>Amended | 2000-2001<br>Recommended | Variance         |
|---------------------------------------|---------------------|---------------------|----------------------|--------------------------|------------------|
| <b>Appropriations by Major Object</b> |                     |                     |                      |                          |                  |
| Administrator Salary                  | 22,053,494          | 23,358,891          | 23,804,302           | 22,709,819               | (1,094,483)      |
| Teacher Salary                        | 173,747,117         | 182,612,783         | 194,053,446          | 187,985,119              | (6,068,327)      |
| Paraprofessional Salary               | 11,275,474          | 11,676,012          | 12,316,419           | 11,439,934               | (876,485)        |
| Civil Service Salary                  | 45,439,567          | 46,065,344          | 46,976,412           | 49,568,153               | 2,591,741        |
| Contracted Services                   | 67,418,141          | 64,342,697          | 67,642,184           | 75,557,703               | 7,915,519        |
| Professional Development              | 1,043,699           | 902,188             | 906,286              | 953,861                  | 47,575           |
| Supplies & Materials                  | 13,074,545          | 18,773,801          | 20,780,348           | 19,082,168               | (1,698,180)      |
| Employee Benefits                     | 52,600,045          | 56,205,009          | 57,751,588           | 65,642,768               | 7,891,180        |
| Equipment & Furniture                 | 10,891,115          | 9,338,414           | 10,122,335           | 9,647,349                | (474,986)        |
| Department Credits                    | (1,182,939)         | (1,151,140)         | (1,151,140)          | (1,124,228)              | 26,912           |
| Debt Service                          | 30,157,891          | 30,974,201          | 30,974,201           | 32,437,950               | 1,463,749        |
| Textbooks                             | 1,085,571           | 3,094,100           | 3,200,639            | 3,068,546                | (132,093)        |
| Computer Hardware                     | 3,500,000           | 394,945             | 655,189              | 530,939                  | (124,250)        |
| <b>Total</b>                          | <b>431,103,720</b>  | <b>446,587,244</b>  | <b>468,032,209</b>   | <b>477,500,081</b>       | <b>9,467,872</b> |
| <b>Appropriations by Division</b>     |                     |                     |                      |                          |                  |
| Legislative (Board of Education)      | 250,078             | 247,977             | 247,977              | 243,881                  | (4,096)          |
| Commissioner Grant Program            | 24,199              | 0                   | 0                    | 0                        | 0                |
| Elementary Schools & Early Childhood  | 116,986,491         | 127,824,732         | 131,992,773          | 136,414,574              | 4,421,801        |
| Middle Schools                        | 40,532,692          | 47,734,934          | 47,138,865           | 48,752,952               | 1,614,087        |
| High Schools                          | 61,045,256          | 64,042,978          | 68,843,431           | 68,494,097               | (349,334)        |
| Matching Funds for Grants             | 1,000,000           | 0                   | 0                    | 0                        | 0                |
| Workforce Preparation                 | 10,200,013          | 10,564,280          | 10,851,592           | 10,336,720               | (514,872)        |
| Student Support Services              | 10,310,590          | 10,255,621          | 11,633,596           | 10,920,618               | (712,978)        |
| District Management                   | 6,578,325           | 6,673,500           | 9,257,316            | 9,195,853                | (61,463)         |
| Academic Support                      | 9,162,205           | 10,185,784          | 13,497,512           | 15,171,572               | 1,674,060        |
| Support to Private & Parochial        | 1,670,232           | 1,739,152           | 1,319,578            | 1,343,519                | 23,941           |
| Financial Services                    | 2,517,138           | 2,310,048           | 2,434,064            | 2,218,449                | (215,615)        |
| Central Services                      | 3,893,475           | 3,854,153           | 5,143,056            | 6,607,669                | 1,464,613        |
| District Wide Technology Plan         | 3,000,000           | 0                   | 0                    | 0                        | 0                |
| Transportation                        | 26,916,919          | 26,559,033          | 27,392,750           | 28,775,401               | 1,382,651        |
| Facilities                            | 28,926,456          | 23,988,541          | 25,756,770           | 23,443,657               | (2,313,113)      |
| Minor Maintenance                     | 447,422             | 0                   | 438,256              | 437,089                  | (1,167)          |
| School food Services                  | 11,714,339          | 10,989,284          | 10,989,284           | 9,619,909                | (1,369,375)      |
| Districtwide Non-program Expenses     | 13,169,954          | 12,438,017          | 12,369,600           | 7,443,403                | (4,926,197)      |
| Debt Service                          | 30,157,891          | 30,974,201          | 30,974,201           | 32,437,950               | 1,463,749        |
| Employee Benefits                     | 52,600,045          | 56,205,009          | 57,751,588           | 65,642,768               | 7,891,180        |
| <b>Total</b>                          | <b>431,103,720</b>  | <b>446,587,244</b>  | <b>468,032,209</b>   | <b>477,500,081</b>       | <b>9,467,872</b> |

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**ROCHESTER CITY SCHOOL DISTRICT****EXPENDITURE SUMMARY (ALL FUNDS)**

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|  | 1998-1999<br>Budget | 1999-2000<br>Budget | 1999-2000<br>Amended | 2000-2001<br>Recommended | Variance     |
|--|---------------------|---------------------|----------------------|--------------------------|--------------|
| <b>Number of Positions by Category</b> |                     |                     |                      |                          |              |
| Administrators                         | 270.50              | 278.50              | 282.30               | 281.00                   | (1.30)       |
| Teachers                               | 3,285.42            | 3,421.05            | 3,584.72             | 3,647.58                 | 62.86        |
| Paraprofessionals                      | 691.59              | 731.21              | 736.41               | 708.83                   | (27.58)      |
| Civil Service                          | 1,702.90            | 1,689.72            | 1,715.86             | 1,771.10                 | 55.24        |
| <b>Total</b>                           | <b>5,950.41</b>     | <b>6,120.48</b>     | <b>6,319.26</b>      | <b>6,408.51</b>          | <b>89.22</b> |

**Number of Positions by Division**

|                                      |                 |                 |                 |                 |              |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|
| Legislative (Board of Education)     | 7.00            | 7.00            | 7.00            | 7.00            | 0.00         |
| Elementary Schools & Early Childhood | 2,278.88        | 2,690.59        | 2,752.69        | 2,735.64        | (17.05)      |
| Middle Schools                       | 880.04          | 1,043.30        | 1,027.30        | 1,149.50        | 122.20       |
| High Schools                         | 1,250.06        | 1,327.20        | 1,415.65        | 1,389.10        | (26.55)      |
| Workforce Preparation                | 165.79          | 174.37          | 165.02          | 159.72          | (5.30)       |
| Student Support Services             | 164.20          | 137.50          | 164.10          | 144.50          | (19.60)      |
| District Management                  | 103.24          | 82.72           | 116.52          | 142.70          | 26.18        |
| Academic Support                     | 86.20           | 88.30           | 89.05           | 95.55           | 6.50         |
| Support to Private & Parochial       | 19.50           | 20.50           | 15.92           | 15.00           | (0.92)       |
| Financial Services                   | 46.50           | 48.50           | 52.50           | 48.00           | (4.50)       |
| Central Services                     | 54.00           | 54.00           | 61.50           | 68.80           | 7.30         |
| Transportation                       | 253.00          | 253.00          | 256.04          | 253.00          | (3.04)       |
| Facilities                           | 380.50          | 114.00          | 116.50          | 117.50          | 1.00         |
| School Food Services                 | 217.00          | 73.00           | 73.00           | 75.00           | 2.00         |
| District Wide Non-Program Expenses   | 44.50           | 6.50            | 6.50            | 7.50            | 1.00         |
| <b>Total</b>                         | <b>5,950.41</b> | <b>6,120.48</b> | <b>6,319.29</b> | <b>6,408.51</b> | <b>89.22</b> |

# ROCHESTER CITY SCHOOL DISTRICT

## EXPENDITURE SUMMARY ( FUND A )

|                                       | 1998-1999<br>Budget | 1999-2000<br>Budget | 1999-2000<br>Amended | 2000-2001<br>Recommended | Variance         |
|---------------------------------------|---------------------|---------------------|----------------------|--------------------------|------------------|
| <b>Appropriations by Major Object</b> |                     |                     |                      |                          |                  |
| Administrator Salary                  | 18,899,930          | 20,213,922          | 20,341,889           | 19,454,470               | (887,419)        |
| Teacher Salary                        | 136,266,018         | 141,877,367         | 146,615,794          | 138,671,020              | (7,944,774)      |
| Paraprofessional Salary               | 8,194,687           | 8,679,964           | 8,697,801            | 7,636,057                | (1,061,744)      |
| Civil Service Salary                  | 35,786,042          | 36,975,875          | 37,317,202           | 39,115,210               | 1,798,008        |
| Contracted Services                   | 58,669,586          | 56,133,380          | 54,650,342           | 62,899,143               | 8,248,801        |
| Professional Development              | 786,745             | 669,068             | 677,568              | 738,365                  | 60,797           |
| Supplies & Materials                  | 5,687,839           | 8,686,083           | 9,137,667            | 8,391,203                | (746,464)        |
| Employee Benefits                     | 42,088,242          | 45,348,027          | 45,769,664           | 50,869,159               | 5,099,495        |
| Equipment & Furniture                 | 9,566,692           | 8,248,584           | 8,895,561            | 8,505,208                | (390,353)        |
| Department Credits                    | (1,049,733)         | (932,672)           | (932,672)            | (932,672)                | 0                |
| Debt Service                          | 30,157,891          | 30,974,201          | 30,974,201           | 32,437,950               | 1,463,749        |
| Textbooks                             | 1,063,936           | 3,070,815           | 3,167,815            | 3,032,206                | (135,609)        |
| Computer Software                     | 3,500,000           | 371,145             | 584,605              | 509,939                  | (74,666)         |
| <b>Total</b>                          | <b>349,617,875</b>  | <b>360,315,759</b>  | <b>365,897,437</b>   | <b>371,327,258</b>       | <b>5,429,821</b> |
| <b>Appropriations by Division</b>     |                     |                     |                      |                          |                  |
| Legislative (Board of Education)      | 250,078             | 247,977             | 247,977              | 243,881                  | (4,096)          |
| Elementary Schools & Early Childhood  | 88,021,643          | 98,106,380          | 97,888,316           | 100,289,674              | 2,401,358        |
| Elementary Schools                    | 38,209,194          | 42,703,492          | 41,913,009           | 42,975,809               | 1,062,800        |
| Middle Schools                        | 53,719,064          | 56,354,080          | 59,201,219           | 57,919,371               | (1,281,848)      |
| High Schools                          | 1,000,000           | 0                   | 0                    | 0                        | 0                |
| Workforce Preparation                 | 678,913             | 697,467             | 977,813              | 944,418                  | (33,395)         |
| Student Support Services              | 6,242,059           | 5,897,132           | 5,962,928            | 6,163,086                | 200,158          |
| District management                   | 5,643,457           | 5,807,264           | 7,454,002            | 6,908,154                | (545,848)        |
| Academic Support                      | 6,255,788           | 6,527,122           | 6,604,849            | 6,583,715                | (21,134)         |
| Central Services                      | 2,324,347           | 2,141,912           | 2,227,408            | 2,008,256                | (219,152)        |
| Business Services                     | 3,868,055           | 3,827,984           | 4,445,399            | 6,437,777                | 1,992,378        |
| Transportation                        | 3,000,000           | 0                   | 0                    | 0                        | 0                |
| Facilities                            | 26,666,706          | 26,232,785          | 27,066,502           | 28,381,501               | 1,314,999        |
| Districtwide Non-program Expenses     | 28,926,456          | 23,988,541          | 23,819,441           | 22,806,027               | (1,013,414)      |
| Districtwide Technology Plan          | 12,565,982          | 11,461,394          | 11,344,709           | 6,358,480                | (4,986,229)      |
| Employee Benefits                     | 30,157,891          | 30,974,201          | 30,974,201           | 32,437,950               | 1,463,749        |
| Matching Funds for Grants             | 42,088,242          | 45,348,027          | 45,769,664           | 50,869,159               | 5,099,495        |
| <b>Total</b>                          | <b>349,617,875</b>  | <b>360,315,759</b>  | <b>365,897,437</b>   | <b>371,327,258</b>       | <b>5,429,821</b> |

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# ROCHESTER CITY SCHOOL DISTRICT

## EXPENDITURE SUMMARY ( FUND A )

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|  | 1998-1999<br>Budget | 1999-2000<br>Budget | 1999-2000<br>Amended | 2000-2001<br>Recommended | Variance     |
|--|---------------------|---------------------|----------------------|--------------------------|--------------|
| <b>Number of Positions by Category</b> |                     |                     |                      |                          |              |
| Administrators                         | 230.25              | 238.25              | 239.75               | 239.35                   | (0.40)       |
| Teachers                               | 2,594.85            | 2,642.41            | 2,693.16             | 2,753.65                 | 60.49        |
| Paraprofessionals                      | 523.97              | 553.89              | 552.75               | 507.13                   | (45.62)      |
| Civil Service                          | 1,241.00            | 1,250.33            | 1,265.37             | 1,288.88                 | 23.51        |
| <b>Total</b>                           | <b>4,590.07</b>     | <b>4,684.88</b>     | <b>4,751.03</b>      | <b>4,789.01</b>          | <b>37.98</b> |

### Number of Positions by Division

|                                      |                 |                 |                 |                 |              |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|
| Legislative (Board of Education)     | 7.00            | 7.00            | 7.00            | 7.00            | 0.00         |
| Elementary Schools & Early Childhood | 1,689.58        | 1,930.27        | 1,922.68        | 1,870.91        | (51.77)      |
| Middle Schools                       | 840.24          | 905.90          | 890.90          | 1,006.00        | 115.10       |
| High Schools                         | 1,016.01        | 1,141.60        | 1,190.50        | 1,152.95        | (37.55)      |
| Workforce Preparation                | 12.21           | 11.31           | 11.31           | 14.75           | 3.44         |
| Student Support Services             | 116.00          | 98.30           | 99.80           | 98.55           | (1.25)       |
| District Management                  | 81.43           | 61.90           | 89.70           | 92.50           | 2.80         |
| Academic Support                     | 53.60           | 56.60           | 55.60           | 59.55           | 3.95         |
| Financial Services                   | 42.50           | 45.00           | 48.00           | 44.00           | (4.00)       |
| Central Services                     | 53.50           | 53.50           | 57.00           | 64.80           | 7.80         |
| Transportation                       | 253.00          | 253.00          | 256.04          | 253.00          | (3.04)       |
| Facilities                           | 380.50          | 114.00          | 116.00          | 117.50          | 1.50         |
| Districtwide Non-program Expenses    | 44.50           | 6.50            | 6.50            | 7.50            | 1.00         |
| <b>Total</b>                         | <b>4,590.07</b> | <b>4,684.88</b> | <b>4,751.03</b> | <b>4,789.01</b> | <b>37.98</b> |

Departmental activities and selected subject categories are presented here; for department and bureau references, see Table of Contents.

Department Abbreviations:

|               |                                      |
|---------------|--------------------------------------|
| Admin.        | - Administration                     |
| Council/Clerk | - City Council and Clerk             |
| DCD           | - Community Development              |
| DES           | - Environmental Services             |
| EDD           | - Economic Development Department    |
| OEC           | - Office of Emergency Communications |
| PRHS          | - Parks, Recreation & Human Services |

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