

Intergovernmental Cooperation Authority for Harrisburg

Minutes of the Governing Board

Regular Meeting

October 27, 2021

Temple University Harrisburg, Strawberry Square, Harrisburg PA

hbgica.org

Members in Attendance	Ms. Audry Carter Mr. Douglas Hill Ms. Karla Hodge Ms. Kathy Speaker MacNett Mr. H. Ralph Vartan	A Quorum Was Recognized
Ex-Officio Members in Attendance	Mr. Mark Ryan Office of the Budget	
In Attendance	Ms. Anna Marie Sossong Independent Counsel Mr. Jeffrey Stonehill Authority Manager	
Meeting Begins		4:01 p.m.
Welcome by Audry Carter, Chair	Ms. Carter informed the Board that Mr. Connelly was unable to attend the meeting and Mr. Marc Woolley from the City of Harrisburg was on the agenda, but was also unable to attend.	
Approval of the minutes of August 25, 2021 and the minutes of September 27, 2021	Ms. Carter asked for a motion to approve both sets of minutes as amended by Mr. Ryan. A motion to approve by Ms. Hodge. A second by Mr. Vartan.	Approved 5-0
Comments by Audry Carter, Chair	Ms. Carter noted the upcoming local election on the following Tuesday.	
Presentation of FY2021 Year-to-Date Finances and the Proposed Ambac Settlement	Ms. Carter introduced Mr. Charles DeBrunner, City of Harrisburg Controller, and Mr. William Leinberger, Deputy City Controller. Mr. DeBrunner said he was relatively optimistic about the City's finances. He said that the City's actual revenues are very close to projections. He explained there were some discrepancies between the Controller's projections and those prepared by Mr. Connelly on behalf of the administration. With respect to expenditure projections, Mr. DeBrunner stands by his numbers. He said that as the City approaches	

	<p>December-31, the projections are a little less conjecture and a little more actual. Mr. DeBrunner added that the Controller could confirm cash fund balance through the financial management system. A report is enclosed.</p> <p>Mr. DeBrunner mentioned that the Administration has taken no action on the American Rescue Plan Act (ARPA) funding it has received. He said that the Mayor has presented plans for the spending of the ARPA money.</p> <p>Ms. Carter noted that Mr. DeBrunner was specifically referencing the “lost revenue” category of the State and Local Fiscal Recovery Funds (SLFRF).</p> <p>With respect to the proposed Ambac settlement, Mr. DeBrunner spoke about whether there was a need for a 2022 refinancing to address the remaining debt balance.</p> <p>Mr. DeBrunner noted that the City of Harrisburg has had a positive cash balance every year since it adopted the Strong Plan and concluded that the City is in good shape for FY2021. He said that 2022 would be the last year with a significant debt payment. With the extension of the extraordinary taxing authority and the elimination of the General Obligation debt burden, the City will realize an approximate \$20 million swing between 2021 and 2023.</p> <p>He added that the City must do a better job managing money, keeping track of money, and further, that the City has not had “a real budget” in eight years. They are fictitious budgets. The City needs that level of management in the finance office.</p> <p>Ms. Carter asked whether they see the Ambac deal coming to fruition before the end of the year. Mr. DeBrunner said yes.</p> <p>Mr. Vartan asked about the cash fund balance projection. Mr. DeBrunner clarified.</p> <p>Mr. Vartan asked whether the cash fund balance included encumbrances. Mr. DeBrunner stated it did not. Mr. Stonehill</p>	
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	<p>noted that the City does not use encumbrances properly.</p> <p>Mr. Vartan asked about the expenditure estimates. Mr. DeBrunner clarified. Mr. DeBrunner added that the City could evaluate the Ambac balance in March 2022.</p> <p>Ms. Carter noted that cash fund projections from Mr. Connelly and Mr. DeBrunner are getting closer.</p> <p>Mr. Vartan asked about Capital Projects and financial management. Mr. Leinberger explained that Capital Projects expenses are not in the General Fund.</p> <p>Mr. DeBrunner said the capital budget is not a multi-year plan with a notion of what is needed. Mr. Stonehill agreed. Mr. Vartan agreed that the ICA Board has always encouraged strengthening the City's financial management.</p> <p>Mr. DeBrunner noted the City has not had a Director of Finance for almost two years. He added he is curious how the 2022 budget will be done.</p> <p>Mr. Stonehill wanted to clarify that the Ambac debt balance could be refinanced, paid off, or some combination of the two, in 2022. Mr. DeBrunner said it would depend on the refinancing interest rate. He concluded that he does not support the concept of a refinancing.</p> <p>Ms. MacNett asked about the current debt interest rate. Mr. DeBrunner clarified it was currently 6.75% a.p.r. Further, there is no need for the balance, no projected use, to justify paying the interest.</p> <p>Mr. Stonehill said that municipal interest rates for communities with good credit ratings are currently under 2% a.p.r. Further, Mr. Stonehill explained the intergenerational equity for debt for smart purposes. Mr. DeBrunner said he was against adding debt without an identified purpose.</p> <p>Ms. Carter thanked Mr. DeBrunner and Mr. Leinberger.</p> <p>Mr. DeBrunner thanked the ICA Board for their service to the City.</p>	
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<p>Review of City of Harrisburg Information</p>	<p>Ms. Carter noted that Mr. Woolley is unable to attend the meeting. She inquired whether the Board had any comments on the undated correspondence received from Mr. Woolley.</p> <p>Ms. Carter suggested Mr. Stonehill could follow up with Mr. Connelly on any issues or concerns from the Board.</p> <p>Ms. MacNett asked about the Other Post-Employment Benefits (OPEB) Trust and its establishment.</p> <p>Mr. Hill asked Ms. MacNett to clarify her concerns.</p> <p>Ms. Sossong and Mr. Stonehill speculated on this issue.</p> <p>Mr. Vartan stated his concern that the City did not follow through on their own implementation to improve collections in the outstanding receivables for the Neighborhood Collections Fund. He added that failure to implement the new collections process is a variation from the approved Mayor’s Five-Year Financial Plan. He suggested that it was appropriate to send an official notification to the City.</p> <p>Mr. Stonehill suggested that it would be April 30th before you know it, which prompts the required update to the Five-Year Financial Plan.</p> <p>Ms. Sossong quoted the phrase in the Five-Year Financial Plan where the Plan details the objective to increase collections.</p> <p>Mr. Hill agreed with Mr. Vartan and questioned the statement that this change was due to the pandemic.</p> <p>Ms. Sossong detailed how challenging municipal collections might be.</p> <p>Ms. Carter noted that Mr. Woolley had mentioned that the City had made some efforts to collect outstanding receivables with minimal effort.</p> <p>Mr. Stonehill cited Act 124 with respect to addressing this issue.</p> <p>Ms. Carter said that Mr. Stonehill could communicate directly to Mr. Connelly.</p>	<p>Motion, pursuant to Section 210.C. of Act 124, the ICA Board has made a finding that there is a variation from the approved Mayor’s Five-Year Plan as a result of the failure to implement the new collections process for receivables in the Neighborhood Services Fund.</p> <p>Approved 5-0.</p> <p>Authorization for the Authority Manager to draft correspondence; and Further, to Volunteer in Said Correspondence to Provide Services to Assist the City of Harrisburg.</p> <p>Approved 5-0.</p>
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	<p>Ms. Carter stated the explanation of overtime in Mr. Woolley’s letter was unsatisfactory.</p> <p>Ms. Carter suggested cooperation before a determination of the Board that the City did not comply with their Plan.</p> <p>Mr. Vartan made a motion that, pursuant to Section 210.C. of Act 124, the ICA Board has made a finding that there is a variation from the approved Mayor’s Five-Year Plan as a result of the failure to implement the new collections process for receivables in the Neighborhood Services Fund.</p> <p>Ms. Sossong mentioned the comments about the OPEB Trust and the overtime issue mentioned by Ms. Carter.</p> <p>Mr. Vartan suggested sending an official determination.</p> <p>Mr. Hill made a second on the motion and added that the other two issues require a request for information rather than a determination.</p> <p>Ms. MacNett concurred.</p> <p>Mr. Vartan suggested that Authority Manager write the correspondence. He asked that it include an offer to volunteer assistance to the City.</p> <p>Second by Ms. MacNett.</p>	
<p>Discussion Regarding the American Rescue Plan (ARPA) Act</p>	<p>Ms. Carter read a quote from Councilman Majors from the previous City Council meeting.</p> <p>Ms. Carter mentioned some suggestions that the Mayor had released for possible use of the ARP monies.</p> <p>Mr. Hill said there were a broad array of issues and unmet needs in the City. There are community groups who could – and should - help the administration target the uses of the ARPA funding.</p> <p>Ms. Hodge asked to clarify the role of the ICA Board with respect to ARPA funding.</p> <p>Ms. Carter responded that the ICA Board could recommend a process.</p> <p>Ms. MacNett suggested the ICA Board could recommend the City get started.</p> <p>Mr. Stonehill discussed the interim rule from the US Department of the Treasury.</p>	<p>Motion to permit the Chair to send correspondence to Mayor Papenfuse expressing frustration with the American Rescue Plan (ARPA) Act implementation and the lack of public participation in the process.</p> <p>Approved 5-0.</p>

	<p>Mr. Stonehill said public engagement in the process is a requirement for the process. Mr. Stonehill said that the City has no shortage of needs. Unfortunately, there is no existing capital improvements plan.</p> <p>Ms. MacNett made a motion to permit the Chair to send correspondence to Mayor Papenfuse expressing frustration with the American Rescue Plan (ARPA) Act implementation and the lack of public participation in the process.</p> <p>Ms. Hodge made a second.</p>	
Approval of 2022 Meeting Schedule	<p>As presented by the Authority Manager.</p> <p>A motion to authorize by Mr. Hill.</p> <p>A second by Ms. MacNett.</p>	Approved 5-0.
Bills Paid Report as of October 27, 2021	As presented by the Authority Manager.	
Public Comment	Mr. Neil Grover, City Solicitor, offered some comments about the American Rescue Plan Act and the 2022 Budget.	
Adjourn meeting to Executive Session to Discuss Litigation 5:18 p.m.	<p>Motion by Mr. Vartan.</p> <p>Second by Mr. Hill.</p>	Approved 5-0.
Executive Session Ended 6:05 p.m.		
Consideration of a Settlement with the City of Harrisburg Regarding Ongoing Litigation	<p>On a motion by Mr. Vartan, seconded by Mr. Hill, the Chair was authorized to execute a settlement agreement ending the ongoing litigation involving the Sunshine Act from February 14, 2019.</p> <p>Ms. Sossong will deliver the documents.</p>	Approved 5-0.
Adjourn meeting at 6:05 p.m.	<p>Motion by Mr. Vartan.</p> <p>Second by Mr. Hill.</p>	Approved 5-0

Respectfully submitted:



Jeffrey M. Stonehill, Authority Manager

SIGN-IN SHEET

10/27/2021

Required of all attendees for an official record of public participation

Name (please print)	Address	Email	Phone
C. KIM BRACEY			
BEU. MUTZEL			
Lynn B... Neil Grover			

Summary of Bills Paid – Intergovernmental Cooperation Authority for Harrisburg

Report – October 27, 2021

• Commonwealth of Pennsylvania <i>2021-2022 Fiscal Year</i>	+\$100,000.00	September 27, 2021
• Gunn & Mowery Insurance Refund	+\$6.00	September 27, 2021
• Digital Ocean <i>Website software licenses</i>	\$10.60	October 1, 2021
• Digital Ocean <i>Web Host</i>	\$5.72	October 1, 2021
• Startup Harrisburg <i>Virtual Office Monthly Subscription</i>	\$95.00	October 2, 2021
• Startup Harrisburg <i>Conference Room Rental</i>	\$55.00	October 4, 2021
• PA Media Group <i>Legal Advertisement</i>	\$134.09	October 24, 2021
• Johnson & Duffie <i>Independent General Counsel</i>	\$1,102.50	October 27, 2021
• MESH PA LLC <i>Authority Manager</i>	\$4,200.00	October 27, 2021

Starting balance: \$79,628.18

Ending balance: \$174,025.27

• Interest earnings Y-T-D	\$14.66
• Fees Y-T-D	\$0

**CITY OF HARRISBURG
CONTROLLER'S OFFICE PROJECTION**

Historical General Fund Expenditures

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	(Millions)
2021	3,290,843	4,212,496	4,767,166	6,584,778	3,785,845	3,671,966	4,242,480	4,185,203	17,483,662	3,726,284	13,251,885	4,815,510	74.02
2020	3,505,201	3,899,453	4,791,175	5,353,370	3,643,499	3,131,637	3,807,052	3,486,498	11,453,668	9,722,122	3,879,385	4,815,510	61.49
2019	4,322,117	4,120,024	8,594,814	5,725,204	4,555,986	3,427,763	4,745,593	3,605,078	10,576,266	9,084,538	4,244,221	4,698,398	67.70
2018	4,173,147	3,350,366	8,713,057	4,786,987	5,119,130	3,491,999	4,263,691	3,588,322	7,890,231	7,530,135	5,061,705	5,230,598	63.20
2017	4,227,515	3,541,690	9,120,286	6,900,923	4,212,811	4,520,248	2,816,384	4,559,879	7,007,982	7,647,314	4,325,210	4,479,683	63.36
2016	2,434,638	2,628,074	8,244,346	4,987,268	3,230,948	5,072,622	3,688,174	2,432,175	5,941,798	7,689,772	2,828,117	4,847,839	54.03
Total	21,953,461	21,752,103	44,230,844	34,338,530	24,548,219	23,316,235	23,563,374	21,857,155	60,353,607	45,400,165	33,590,523	28,887,538	
Avg	3,658,910	3,625,351	7,371,807	5,723,088	4,091,370	3,886,039	3,927,229	3,642,859	10,058,935	7,566,694	5,598,421	4,814,590	

Actual October expenditures through 10/26/21 plus an estimated \$1,015,000 for the 10/28/21 payroll not posted to the books yet.

November expenditures include \$3,879,385 based on 2020 actuals for the same month and an estimated \$9.37 million for AMBAC paydown and Series A-2 defeasance.

December expenditures based on 2020 actual expenditures for the same month.

Fund Balance Projection

AMBAC Liability

2020 Ending General Fund-Fund Balance:	32,118,943	AMBAC liability balance @ 11/12/21	26,517,914
Add 2021 Projected General Fund Revenue:	66,317,000	Less City prepayment:	4,000,000
Less 2021 Projected General Fund Expenditure:	74,020,000	Less negotiated discounts:	3,288,900
2021 Projected Ending General Fund-Fund Balance:	24,415,943	AMBAC liability balance after Settlement Agreement:	19,229,014

City of Harrisburg

Projected General Fund Revenue

Revenue Source:	2021 Adjusted Budget	2021 Projected	2020 Actual	2019 Actual	2018 Actual	2021 Projected Revenue % Budget
Taxes:						
Real Estate	\$ 18,179,268	\$ 18,843,611	\$ 17,723,570	\$ 18,266,933	\$ 18,989,460	103.7%
Hotel Tax	1,000,000	\$ 1,000,000	900,000	900,000	-	100.0%
LST	6,775,107	\$ 6,216,831	6,488,369	6,824,394	6,726,219	91.8%
EIT	12,337,934	\$ 12,973,513	12,739,112	12,761,772	11,895,302	105.2%
Mercantile/Bus Priv	6,627,100	7,244,870	7,391,790	8,200,696	7,720,195	109.3%
Total Taxes	\$ 44,919,408	\$ 46,278,825	\$ 45,242,841	\$ 46,953,795	\$ 45,331,177	103.0%
Departmental:						
Administration	\$ 325,723	\$ 288,277	\$ 317,413	\$ 1,151,510	\$ 1,126,360	88.5%
Building & Housing	1,372,459	\$ 1,760,977	1,591,344	1,561,585	1,772,534	128.3%
Public Safety	7,192,047	\$ 7,307,701	7,168,055	6,949,364	6,978,978	101.6%
Public Works	884,163	\$ 501,201	616,659	610,176	633,302	56.7%
Parks & Recreation	10,260	2,603	265	13,801	5,181	25.4%
Total Departmental	\$ 9,784,652	\$ 9,860,759	\$ 9,693,735	\$ 10,286,436	\$ 10,516,354	100.8%
Other Revenues:						
Fines & Forfeits	\$ 840,102	\$ 772,290	\$ 541,528	\$ 745,232	\$ 874,079	91.9%
Business Lic	578,250	\$ 517,309	546,713	570,074	592,192	89.5%
Interest & Property	254,223	\$ 132,657	608,621	599,612	253,935	52.2%
Shared Costs-THA	-	\$ -	-	-	-	N/A
PILOTs & Contrib.	1,100,000	\$ 928,112	1,088,093	907,773	1,060,462	84.4%
Miscellaneous	1,502,129	1,728,882	1,110,396	1,643,920	988,085	115.1%
Total Other	\$ 4,274,704	\$ 4,079,250	\$ 3,895,351	\$ 4,466,611	\$ 3,768,753	95.4%
Intergovernmental						
Pension System Aid	\$ 3,306,117	\$ 3,033,990	\$ 3,163,377	\$ 3,310,806	\$ 2,894,903	91.8%
Priority Parking	-	\$ -	287,388	3,516,973	3,557,620	N/A
Fire Protection	-	\$ -	-	-	-	N/A
Miscellaneous	379,500	59,521	45,966	202,523	46,660	15.7%
Total Intergovernment	\$ 3,685,617	\$ 3,093,511	\$ 3,496,731	\$ 7,030,302	\$ 6,499,183	83.9%
Other Financing Sources						
Sale of Assets	\$ -	\$ 22,376	\$ 27,246	\$ 61,875	\$ -	N/A
Interfund Transfers	2,982,257	\$ 2,982,257	2,856,614	-	409,034	100.0%
Miscellaneous	-	-	-	-	-	N/A
Total Other Financing	\$ 2,982,257	\$ 3,004,633	\$ 2,883,859	\$ 61,875	\$ 409,034	N/A
Total General Fund	\$ 65,646,637	\$ 66,316,978	\$ 65,212,518	\$ 68,799,019	\$ 66,524,501	101.0%

2021 Projected includes actual revenue through 10/22/2021.

Budget figures exclude appropriation of prior year fund balance of \$21,100,285.



DRAFT

The Intergovernmental Cooperation Authority
for Harrisburg
922 N. 3rd Street
Harrisburg, PA 17102

October 28, 2021

The Honorable Eric Papenfuse
Mayor, City of Harrisburg
Dr. Martin Luther King, Jr., Government Center
10 N. Second Street
Harrisburg, PA 17101

Dear Mayor Papenfuse:

Thank you for the information you and your staff provided in response to the ICA's recent correspondence. We will be looking through this in the coming days and may have some follow-up questions and comments.

In the meantime, however, we would like to take a moment to restate a recommendation we made that the City accelerate its planning toward distribution of the American Rescue Plan Act funds. We appreciate your note regarding the reconstruction of the City pools and the invitation for us to participate in the related call for comments. However, our interest has a larger perspective. Specifically, the intent of the ARPA funds is to jump-start local economic recovery, and we are concerned that the pace and scope of development of plans for expenditure could be improved.

We recommend that the City, consistent with the ARPA intent and guidelines, begin a more expeditious and comprehensive planning process, including a more aggressive timeline, a broader scope of project considerations, and a more robust public input process. To be an effective economic stimulus the funds need to be injected into the community promptly. Similarly, while some ideas have been expressed on how the funds might be used, we do not yet have the benefit of any public input or any broad-scope visioning by the Administration, Council, or professional staff and so are sure there are many unmet needs and innovative opportunities that might be available.

We recognize that our federal partners have been slow, and sometimes inconsistent, with their rules and advice on how the funds may be properly spent, and we recognize that the City is not alone among its county and municipal counterparts in slow movement of the funds. We understand that

federal guidance is now better formed, and the City has less risk of violation or refund, and so believe that impediment has been removed.

Ultimately, we have a shared objective of applying these funds to restore economic diversity and vitality to the City and concurrent fiscal soundness to City finances. The ICA would be pleased to provide you, your staff, Council, and the community with whatever assistance is appropriate to assure that those objectives are met.

Sincerely,

Audry Carter, Chair

cc: Authority Members
Wanda D. Williams, Harrisburg City Council President
Ben Allatt, Harrisburg City Council Vice-President
Marc Woolley, City of Harrisburg Business Administrator



Office of the Business Administrator

Martin Luther King Jr. Government Center
10 North Second Street
Harrisburg, PA 17101

Ms. Audry Carter
Intergovernmental Cooperation Authority Chair
922 N. 3rd Street
Harrisburg, PA 17102

Ms. Carter:

This letter is in response to your September 28th correspondence, please contact me with any questions.

Implementation of the new financial management software

Please specify when the first report will be created and the regularity of subsequent reports.

Tyler Technology was selected as the City's Enterprise Resource Planning Software vendor. Implementation of the ERP system will begin in October of 2021. The City will provide quarterly updates on the progress of the implementation.

Collections in the Neighborhood Services Fund

Please provide the list of tasks, the assignments of leads, and a copy of the detailed action plan and benchmarks. Please confirm quarterly meetings have taken place.

Due to the Covid-19 pandemic, the City of Harrisburg decided to reduce its collection efforts on delinquent accounts and focus on the distribution of federal and city utility relief funds. Nevertheless, we have continued with passive collection efforts, such as, mailing delinquent notices and encouraging residents to enter into payment plans. The City currently is evaluating a plan that would reestablish the collection of residential sanitation revenue under the Bureau of Tax and Licensing.

The Law Bureau has also assisted with delinquent sanitation debt collection of \$408,074.92, with an additional \$88,300.60 moving from the disputed escrow account.

- 35 liens filed, securing the City's claim to \$1,240,663.48
- 15 bankruptcy proof of claims filed, securing the City's claim to an additional \$31,603.59
- 5 payment plan agreements (for delinquencies over 10k), for the recovery of a total of \$173,255.77*

*Good faith deposits and some monthly installments are captured in the \$408,074.92 total collected to-date.

Establishment of the OPEB Trust

Please specify when the City expects to make its appointments. In addition, please confirm if the City has been in contact with other appointing bodies to expedite the naming of their appointments.

OPEB Trust Ordinance passed the City of Harrisburg's City Council on March 23, 2021. The Mayor and the Business Administrator are working towards its full implementation in the coming months. Members of the OPEB Trust have not been appointed. The City Solicitor is working with stakeholders to nominate and install members to this board. However, due the law regarding liability of such board members, filling these unpaid slots may be a challenge.

Act 47 and the approval of the intergovernmental agreement

Please provide an update in advance of the next Authority meeting.

These discussion are of a confidential nature and the City Solicitor will reach out to your counsel to discuss.

City of Harrisburg 2020 Audit

Please provide an update on the progress of the City's 2020 Audit

The City's Accounting Manager continues to actively work with Boyer and Ritter on the 2020 Audit. The audit is about 75% completed and is anticipated to be completed in November of 2021.

Implementation of a plan for the American Rescue Plan Act

Please provide a written update on the City's planning for the use of ARPA funding

The Mayor, should he be successful in his write-in campaign, is planning to present a spending plan to City Council in November along with the 2022 budget. The administration is currently conducting a survey to receive public feedback for a \$13 million allocation to reconstruct the two city pools. We encourage you to participate in the survey at <https://www.surveymonkey.com/r/HarrisburgPools>.

2020 Overtime Projections

The city will provide a breakout of the overtime expenses.

Department	Original Budget	Current Budget	YTD Expenses	Available Balance
License, Tax, and Support	\$3,000	\$3,000	\$467.94	\$2,532.06
Codes	\$1,000	\$1,000	\$1,283.47	(\$283.47)
Police	\$666,107	\$666,107	\$695,084.70	(\$28,977.44)
Fire	\$475,000	\$475,000	\$720,226.72	(\$122,439.72)
Traffic and Engineering	\$35,000	\$35,000	\$21,942.80	\$13,057.20
Vehicle Management	\$12,000	\$12,000	\$5,992.73	\$6,007.27
Parks, Rec, and Facilities	\$10,000	\$10,000	\$28,227.30	(\$18,227.30)
Neighborhood Services	\$168,750	\$168,750	\$180,073.40	(\$11,323.40)
NSF Parks Maintenance	\$56,250	\$56,250	\$43,579.55	\$12,670.45

Codes- Due to the continued high volume of renewals and applications, especially during the last quarter license and registration renewal period we had to do overtime in an attempt to have entries in by 12/31. Entry is important to avoid stale checks of insufficient fund checks after long periods where they're not cashed. The codes office has an open AA position which also contributes to the need for overtime.

Police- Due to protests associated with national issues related to policing and race, overtime increased significantly in 2020. The City applied for and received a re-imbusement grant in the amount of approximately \$61,000 to cover part of the expenses associated with these protests.

Fire- The overtime for the Fire Bureau was directly attributed to the COVID-19 pandemic. The majority, however, was reimbursed by Dauphin County. Additionally, the city was reimbursed \$122,786.78 for a FEMA deployment to Philadelphia, which is the reason the Fire Bureau was over its OT budget temporarily.

Parks, Rec, and Facilities- Overtime overages were due to COVID. The city had to have personnel in the buildings more than usual for cleaning/disinfecting etc. Additionally, more staff had to be made available at our larger events due to having to maintain social distancing and capacity protocols.

Neighborhood Services- Overtime was directly attributed to the Covid-19 pandemic.

Budget vs. Actual for Capital Projects

The City will provide budget vs. actual reports for other capital projects.

Please see attached spreadsheet.

If you have any further questions, please do not hesitate to reach out.

Fund	Department	Bureau	Project	Budget	Actual	Difference	Notes
General Fund	Administration	IT	VOIP System Replacement	264,000	22,731	241,269	\$203,000 gaming grant approved in prior year but did not commence/complete
General Fund	Administration	IT	DCIT & DREV System Replacement	250,000	-	250,000	Not started
General Fund	Administration	IT	Print Fleet Replacement	75,000	30,173	44,827	
General Fund	Administration	IT	Cisco Server & Nimble SAN Lease	61,525	10,254	51,271	Year 3 of 3- Final payment made
General Fund	Administration	IT	Office 365	42,000	41,838	162	
General Fund	Administration	IT	Security Cameras - Reservoir Park (15)	30,000	27,936	2,064	
General Fund	Administration	IT	Security Cameras - MLK Building (15)	25,000	-	25,000	Not started
General Fund	Administration	IT	Sharp Electronics - Printer Lease	2,663	-	2,663	No more payments
Total Administration				750,188	132,932	617,256	
General Fund	Parks and Facilities	Facilities Parks & Rec	GESA	250,000	-	250,000	PSB Air Handler - not completed yet
General Fund	Parks and Facilities	Facilities Parks & Rec	4th and Dauphin Playground	226,803	-	226,803	Funds almost gone, still in process of being spent.Approved in prior year but did not commence/complete
General Fund	Parks and Facilities	Facilities Parks & Rec	Life Safety	65,000	27,835	37,165	Still in process, ATS replacement of non-working transfer switch for emergency power back-up
General Fund	Parks and Facilities	Facilities Parks & Rec	Access Control - Public Works Building	22,000	25,447	(3,447)	
General Fund	Parks and Facilities	Facilities Parks & Rec	Access Control - MLK Building	17,975	18,225	(250)	
General Fund	Parks and Facilities	Facilities Parks & Rec	Access Control - Public Safety Building	17,075	15,000	2,075	
General Fund	Parks and Facilities	Facilities Parks & Rec	Security Cameras - Brownstone and Mansion Buildings	17,000	20,448	(3,448)	
General Fund	Parks and Facilities	Facilities Parks & Rec	Brownstone security and shelving	15,000	24,952	(9,952)	
General Fund	Parks and Facilities	Facilities Parks & Rec	Elevator Access Control - Public Safety Building	11,300	-	11,300	
General Fund	Parks and Facilities	Facilities Parks & Rec	Repairing & Replacing Fencing	10,000	-	10,000	
Total Parks and Facilities				652,153	131,907	520,246	
General Fund	Public Safety	Police	Patrol Vehicles	260,000	252424.91	7,575	
General Fund	Public Safety	Police	Patrol Command Van	100,000	0	100,000	If grant funded 50%
General Fund	Public Safety	Police	Vice Surveillance Van	113,000	0	113,000	If grant funded
General Fund	Public Safety	Police	Community Policing Van	43,000	37978.5	5,022	50% cost covered by 2018 JAG grant
General Fund	Public Safety	Police	Renovation/Re-purpose old Communications Center for I	25,000	0	25,000	
General Fund	Public Safety	Police	Street Crimes Unit	15,000	0	15,000	
Total Police				556,000	290403.41	265,597	
General Fund	Public Safety	Fire	Lease Purchase of New Apparatus	128,000	334,866	(206,866)	Apparatus currently being built and not paid for- outright purchase vs lease purchase
General Fund	Public Safety	Fire	Equipment for New Apparatus	80,000	156,888	(76,888)	Amkus vehicle rescue tools - Amkus, Paratech struts to replace outdated, new boat motor
General Fund	Public Safety	Fire	Fire Station Capital Repairs	25,000	38,299.80	(13,300)	New flooring, gear lockers, replacement of hose hoist that failed
Total Fire				233,000	530,054	(297,054)	
General Fund	Vehicle Management	Public Works	VMC Vehcile Leasing	470,000	200520.92	269,479	
General Fund	Vehicle Management	Public Works	Flooring	12,000	4200	7,800	
Total Public Works				482,000	204720.92	277,279	
Total General Fund				2,673,341	1,183,557.13	1,489,784	
NSF	City Services		2 Bulk Items Collection Trucks	550,000	363,351.12	186,649	via DEP Grant of \$467,500
NSF	City Services		Lease Payment of 7 Refuse Trucks	354,810	354,810.36	(0)	Year 2 of 5
NSF	City Services		Lease Payment of 6 Dump Trucks	211,415	211,415.08	(0)	Year 3 of 5
NSF	City Services		Lease Payment of 2 Front-End Loaders	129,588	129,587.84	0	Year 3 of 5
NSF	City Services		Outsourced Demolition	250,000	0	250,000	
NSF	City Services		Small Packer	120,000	120,436.68	(437)	To assist with waste collection in alleys, parks, and Steelton

Fund	Department	Bureau	Project	Budget	Actual	Difference	Notes
NSF	City Services		Remaining 902 Grant for Glass Recycling Program	100,000	0	100,000	
NSF	City Services		Cameras for Sanitation Fleet (13)	78,000	53613	24,387	
NSF	City Services		Lease Payment of Backhoe	4,350	4350.3	(0)	
NSF	Park Maintenance		1-Ton Dump Truck	150,000	87,656	62,344	
NSF	Park Maintenance		Flatbed with Drop Sides	120,000	120000	-	
NSF	Park Maintenance		TORO 7500 96" 37HP Diesel	34,066	32572	1,494	
NSF	Park Maintenance		Two (2) UTVs	14,000	14000	-	
NSF	Park Maintenance		74946 TORO 6000 34HP 60" GAS	12,025	12000	25	
NSF	Park Maintenance		7497 TORO 6000 34HP 72" GAS	12,700	9875	2,825	
NSF	Park Maintenance		Equipment Replacement	9,875	65199	(55,324)	
Total Neighborhood Servc Fund				2,150,829	1,578,866	571,963	
State Liquid Fuels							
			Grant Match and Design for Chestnut St and Walnut St	908,070	0	908,070	
State Liquid Fuels							
			Vision Zero (2nd Street)	821,119	0	821,119	
Total State Liquid Fuels				1,729,189	0	1,729,189	
Capital Projects Fund							
			7th St Construction	3,650,000	0	3,650,000	\$517k City Share, approved in prior year but did not commence
Capital Projects Fund							
			Vision Zero	1,600,000	0	1,600,000	
Capital Projects Fund							
			CFA Grant for Chestnut St and Walnut St	500,000	0	500,000	
Capital Projects Fund							
			2nd Street Final Design	305,000	353161.86	(48,162)	Professional Fee - approved in prior year but did not complete
Capital Projects Fund							
			7th Street - Design and Inspection Fee	300,000	0	300,000	Approved in prior year but did not commence
Capital Projects Fund							
			Mulder Sq Construction Costs	270,000	0	270,000	non-RCAP eligible - approved in prior year but did not commence
Capital Projects Fund							
			3rd St EV Charging Stations	205,000	101299.84	103,700	
Capital Projects Fund							
			Herr St ADA Curb Ramps	163,000	0	163,000	Contingent on PENNDOT grant supplement
Capital Projects Fund							
			Maclay St ADA Curb/ramps overruns	150,000	0	150,000	Approved in prior year but did not complete
Capital Projects Fund							
			Green Light Go Project 2	150,000	172402.5	(22,403)	Forster St Signal Improvements - approved in prior year but did not complete
Capital Projects Fund							
			Mulder Sq Construction Inspections	140,000	0	140,000	Professional Fee - approved in prior year but did not complete
Capital Projects Fund							
			Green Light Go Project Overruns (PENNDOT)	65,000	0	65,000	
Capital Projects Fund							
			Vision Zero	85,000	0	85,000	(high impact area signal upgrades)
Capital Projects Fund							
			Herr St Underpass - City Share	50,000	0	50,000	Approved in prior year but did not commence
Total Capital Projects Fund				7,633,000	626864.2	7,006,136	