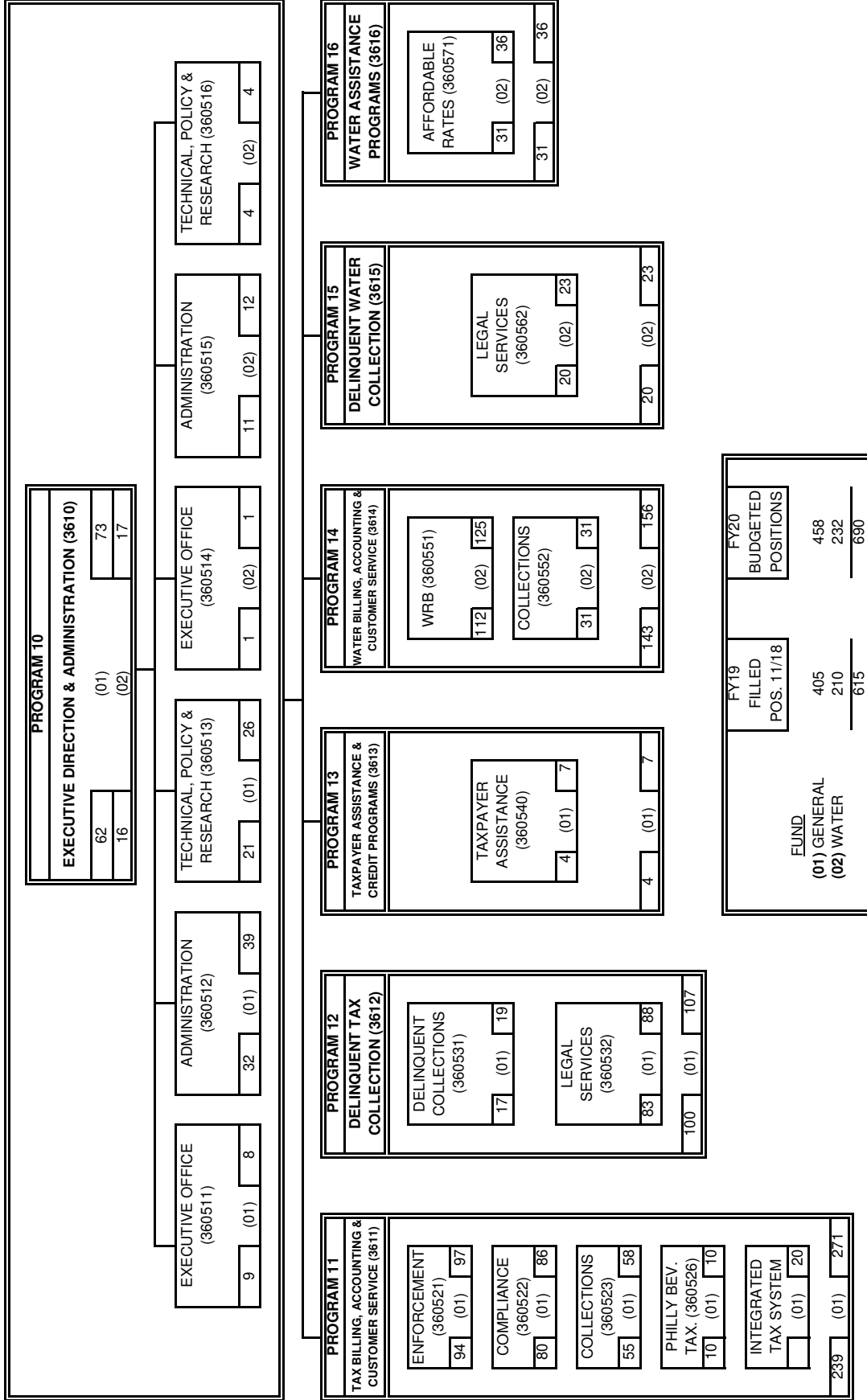


CITY OF PHILADELPHIA

ORGANIZATION CHART (ALL FUNDS) BY PROGRAM

FISCAL 2020 OPERATING BUDGET

Department REVENUE No. 36



71-53A (Program Based Budgeting Version)



**CITY OF PHILADELPHIA**

**DEPARTMENTAL SUMMARY BY FUND**

**FISCAL 2020 OPERATING BUDGET**

Department								No.
REVENUE								36
No. (1)	Fund (2)	Class (3)	Description (4)	Fiscal 2018 Actual Obligations (5)	Fiscal 2019 Original Appropriation (6)	Fiscal 2019 Estimated Obligations (7)	Fiscal 2020 Proposed Budget (8)	Increase or (Decrease) (9)
01	General	100	Employee Compensation					
		a)	Personal Services	21,536,327	22,156,816	22,700,766	23,934,508	1,233,742
		b)	Employee Benefits					
		200	Purchase of Services	7,104,902	7,630,749	7,630,749	7,755,749	125,000
		300	Materials and Supplies	434,464	716,526	716,526	755,526	39,000
		400	Equipment	229,198	203,450	203,450	433,450	230,000
		500	Contributions, etc.	3,250				
		800	Payments to Other Funds					
		Total		29,308,141	30,707,541	31,251,491	32,879,233	1,627,742
02	Water	100	Employee Compensation					
		a)	Personal Services	9,735,827	10,171,000	10,358,907	10,873,116	514,209
		b)	Employee Benefits					
		200	Purchase of Services	4,834,053	5,059,000	5,059,000	5,165,000	106,000
		300	Materials and Supplies	417,728	555,500	555,500	555,500	
		400	Equipment	480,828	874,000	874,000	874,000	
		500	Contributions, etc.		5,000	5,000	5,000	
		800	Payments to Other Funds					
		Total		15,468,436	16,664,500	16,852,407	17,472,616	620,209
08	Grants Revenue	100	Employee Compensation					
		a)	Personal Services					
		b)	Employee Benefits					
		200	Purchase of Services	21,202,543	26,425,000	26,425,000	26,425,000	
		300	Materials and Supplies					
		400	Equipment					
		500	Contributions, etc.					
		800	Payments to Other Funds					
		Total		21,202,543	26,425,000	26,425,000	26,425,000	
14	Acute Care Hospital	100	Employee Compensation					
		a)	Personal Services	30,000	30,000	30,000	30,000	
		b)	Employee Benefits					
		200	Purchase of Services					
		300	Materials and Supplies	5,000	5,000	5,000	5,000	
		400	Equipment	10,000	10,000	10,000	10,000	
		500	Contributions, etc.					
		800	Payments to Other Funds					
		Total		45,000	45,000	45,000	45,000	
		100	Employee Compensation					
		a)	Personal Services					
		b)	Employee Benefits					
		200	Purchase of Services					
		300	Materials and Supplies					
		400	Equipment					
		500	Contributions, etc.					
		800	Payments to Other Funds					
		Total						
	Departmental Total All Funds	100	Employee Compensation					
		a)	Personal Services	31,302,154	32,357,816	33,089,673	34,837,624	1,747,951
		b)	Employee Benefits					
		200	Purchase of Services	33,141,498	39,114,749	39,114,749	39,345,749	231,000
		300	Materials and Supplies	857,192	1,277,026	1,277,026	1,316,026	39,000
		400	Equipment	720,026	1,087,450	1,087,450	1,317,450	230,000
		500	Contributions, etc.	3,250	5,000	5,000	5,000	
		800	Payments to Other Funds					
		Total		66,024,120	73,842,041	74,573,898	76,821,849	2,247,951

71-53B (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET		DEPARTMENTAL SUMMARY INCREASES AND DECREASES ALL FUNDS				
Department REVENUE						No. 36
Budget Comments (1)	Class 100 (2)	Class 200 (3)	Class 300/400 (4)	Class 500 (5)	Other Classes (6)	Total (7)
<b>General Fund:</b>						
Increase in Salaries and 21 Additional Positions Integrated Tax System (ITS) and Commercial Activity Revocation (CAL) program	1,233,742					1,233,742
Increase in Support for ITS Initiative and Commercial Activity Revocation (CAL) program		125,000	269,000			394,000
<b>Total- General Fund</b>	<b>1,233,742</b>	<b>125,000</b>	<b>269,000</b>			<b>1,627,742</b>
<b>Water Fund:</b>						
Personnel Services: Increase in Salaries for DC33 and DC47 Employees	514,209					514,209
Professional Services- Increase in Services		106,000				106,000
<b>Total- Water Fund</b>	<b>514,209</b>	<b>106,000</b>				<b>620,209</b>
<b>Department Total- All Funds</b>	<b>1,747,951</b>	<b>231,000</b>	<b>269,000</b>			<b>2,247,951</b>

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**DEPARTMENTAL SUMMARY**  
**PERSONAL SERVICES**

Department REVENUE	No. 36
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Line No.	Category	Fiscal 2018		Fiscal 2019			Fiscal 2020		Increase (Decrease) in Pos. (Col. 8 less 5)	Increase (Decrease) in Requirements (Col. 9 less 6)
		Actual Positions 6/30/18	Actual Obligations	Budgeted Positions	Estimated Obligations	Increment Run -PPE 11/25/18	Budgeted Positions	Department Request		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

**A. Summary by Object Classification - All Funds**

1	Lump Sum		100,919		199,000			238,000		39,000
2	Full Time	619	28,798,667	669	31,178,052	615	690	32,973,124	21	1,795,072
3	Bonus, Gross Adj.		602,714		33,686			30,000		(3,686)
4	PT, Temp/Seas, Bd , SCG		915,062		655,000			555,000		(100,000)
5	Overtime		872,974		1,014,935			1,032,500		17,565
6	Holiday Overtime		2,974		5,000			5,000		
7	Shift/Stress		108		4,000			4,000		
8	H&L, IOD, LT-Sick		8,736							
9										
Total		619	31,302,154	669	33,089,673	615	690	34,837,624	21	1,747,951

**B. Summary of Uniformed Personnel Included in Above - All Funds**

1	Lump Sum									
2	Full Time - Uniform									
3	Bonus, Gross Adj.									
4	PT, Temp/Seas, Bd , SCG									
5	Overtime - Uniform									
6	Unused Uniform Leave									
7	Shift/Stress									
8	H&L, IOD, LT-Sick									
9										
Total										

**C. Summary by Object Classification - General Fund**

1	Lump Sum		68,393		157,000			157,000		
2	Full Time	414	19,776,639	437	21,400,052	405	458	22,764,508	21	1,364,456
3	Bonus, Gross Adj.		476,748		33,686			30,000		(3,686)
4	PT, Temp/Seas, Bd , SCG		793,518		605,000			505,000		(100,000)
5	Overtime		414,990		505,028			478,000		(27,028)
6	Holiday Overtime		1,458							
7	Shift/Stress		62							
8	H&L, IOD, LT-Sick		4,519							
9										
Total		414	21,536,327	437	22,700,766	405	458	23,934,508	21	1,233,742

**D. Summary of Uniformed Personnel Included in Above - General Fund**

1	Lump Sum									
2	Full Time - Uniform									
3	Bonus, Gross Adj.									
4	PT, Temp/Seas, Bd , SCG									
5	Overtime - Uniform									
6	Unused Uniform Leave									
7	Shift/Stress									
8	H&L, IOD, LT-Sick									
9										
Total										

71-53D (Program Based Budgeting Version)

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2020 OPERATING BUDGET						
Department	No.	Program	No.			
REVENUE	36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN	10			
Program Description						
This program provides leadership for the Department, conducts analyses, sets and informs policy, ensures that Revenue has the resources it needs, and includes fiscal and information technology functions and an outgoing mail processing center.						
Program Objectives						
<ul style="list-style-type: none"> <li>- Select vendor and finalize contract for new Integrated Tax System.</li> <li>- Upgrade online and traditional communications to taxpayers and water customers.</li> <li>- Maximize use of the data warehouse to identify debts and collect revenue.</li> </ul>						
Performance Measures						
Description	Fiscal 2018 Year-End	Fiscal 2019 Year-to-Date (Q1 + Q2)	Fiscal 2019 Target	Fiscal 2020 Target		
(1)	(2)	(3)	(4)	(5)		
Percent of budgeted positions filled	91.8%	92.0%	95.0%	95.0%		
Summary by Fund						
Fund No.	Fund	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	7,365,604	8,105,166	8,199,865	8,949,199	749,334
02	Water	5,153,179	5,321,000	5,270,407	5,484,000	213,593
	Total	12,518,783	13,426,166	13,470,272	14,433,199	962,927
Summary of Full Time Positions by Fund						
Fund No.	Fund	Actual Positions 6/30/18	Fiscal 2019 Budgeted	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	62	67	62	73	6
02	Water	16	17	16	17	
	Total Full Time	78	84	78	90	6

71-53E (Program Based Budgeting Version)



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN		10	
Fund		No.				
GENERAL		01				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	4,045,318	4,155,245	4,249,944	4,773,778	523,834
b)	Employee Benefits					
200	Purchase of Services	2,920,210	3,352,300	3,352,300	3,552,800	200,500
300	Materials and Supplies	205,175	406,171	406,171	431,171	25,000
400	Equipment	191,651	191,450	191,450	191,450	
500	Contributions, Indemnities and Taxes	3,250				
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		7,365,604	8,105,166	8,199,865	8,949,199	749,334
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	62	67	62	73	6
105	Full Time - Uniform					
Total		62	67	62	73	6
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)



**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	POLICY, ANALYSIS, EXEC DIRECTION & ADMIN	10
Fund	No.		
GENERAL	01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>EXECUTIVE OFFICE (360511):</b>									
1	2L10	Administrative Assistant	41,065 - 51,791	1	1	1	1	53,816	
2	2B02	Collection Customer Representative	39,793 - 43,420		1				(1)
3	A620	Chief Counsel	139,050	1	1	1	1	139,050	
4	D402	Deputy Revenue Commissioner	123,600	3	3	4	3	370,800	
5	F392	First Deputy Revenue Commissioner	128,750	1	1	1	1	128,750	
6	D325	Revenue Commissioner	154,500	1	1	1	1	154,500	
7	2B18	Revenue Collections Representative	40,860 - 44,630	1	1	1	1	45,255	1
<b>SUBTOTAL EXECUTIVE OFFICE</b>				<b>8</b>	<b>8</b>	<b>9</b>	<b>8</b>	<b>892,171</b>	
<b>ADMINISTRATION DIVISION (360512):</b>									
<b>Administration Unit:</b>									
8	A620	Ast. Dir. Of Fin.e- Chief Fiscal & Admin. Off.	97,000	1	1				(1)
9	A620	Assist. Dir. Of Finance- Dir. of Ops. & Str. Pl.	115,000			1	1	115,000	1
10	1A18	Secretary	36,640 - 39,498			1	1	40,723	1
11	1A20	Executive Secretary	34,978 - 44,970				1	34,978	1
12	A620	Assist. Dir. Of Finance- Project Manager	70,000 - 80,000				1	70,000	1
<b>Subtotal Administration Unit</b>				<b>1</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>260,701</b>	<b>3</b>
<b>Budget &amp; Fiscal Unit:</b>									
13	2L04	Administrative/ Technical Trainee	37,237 - 47,875	2		2			
14	2L31	Administrative Specialist 1	39,869 - 51,254				2	80,012	2
15	2L32	Administrative Specialist 2	52,321 - 67,274			1	1	68,099	1
16	2C05	Budget Officer 1	61,715 - 79,341	1	1				(1)
17	2C06	Budget Officer 2	68,047 - 87,491	1	1	1	1	88,516	
18	1A04	Clerk 3	39,793 - 43,420	3	3	3	3	131,520	
19	2F69	Contract Coordinator	58,004 - 74,560				1	58,004	1
20	2E08	Dept. Procurement Spec.	45,294 - 58,238	1	1	1	1	58,238	
21	2A33	Fiscal Officer	75,589 - 97,192		1				(1)
<b>Subtotal Budget &amp; Fiscal Unit</b>				<b>8</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>484,389</b>	<b>2</b>
<b>Continuous Improvement Unit:</b>									
22	A620	Asst. Dir. Fin.- Continuous Improvement Mgr	70,000				1	70,000	1
23	A620	Asst. Dir. Fin.- Continuous Improvement Analyst	61,800				1	61,800	1
24	A620	Asst. Dir. Fin.- Dir. of Continuous Improvement	95,000	1	1				(1)
25	S484	Special Assist. To Revenue Commssioner	61,800	1	1	1			(1)
<b>Subtotal Continuous Improvement Unit</b>				<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>131,800</b>	

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	POLICY, ANALYSIS, EXEC DIRECTION & ADMIN	10
Fund	No.		
GENERAL	01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Human Resources Unit:</b>									
26	1A12	Clerk Typist 2	33,668 - 36,402	1	1				(1)
27	1A04	Clerk 3	39,793 - 43,420	2	3	2	2	87,680	(1)
28	2H12	Dept. Human Resources Manager	68,047 - 87,491	1	1	1	1	89,116	
29	1B25	Dept. Payroll Clerk	37,421 - 40,725	2		1	1	38,515	1
30	1B27	Dept. Payroll Supv.	42,997 - 47,121	1	1	1	1	48,546	
31	2H90	Human Resources Professional 1	38,167 - 54,111	1		1	2	86,889	2
32	2H91	Human Resources Professional 2	52,071 - 66,947		2				(2)
33	2L03	Management Trainee	37,056 - 47,642		1	1			(1)
34	2H58	Sr. Departmental Human Resource Associate	59,744 - 76,796	2	1	2	2	147,116	1
35	A620	Asst. Dir. Fin.- Systems Training Manager	70,000				1	70,000	1
36	2H32	Training and Development Officer	56,589 - 72,742				1	56,589	1
37	1A42	Word Processing Specialist 2	36,340 - 39,498			1	1	40,723	1
<b>Subtotal Human Resources Unit</b>				<b>10</b>	<b>10</b>	<b>10</b>	<b>12</b>	<b>665,174</b>	<b>2</b>
<b>Office Services Unit:</b>									
38	2L09	Admin. Services Supv.	42,091 - 54,111	1	1	1	1	55,136	
39	1A04	Clerk 3	39,793 - 43,420	1	2		1	36,367	(1)
40	1A12	Clerk Typist 2	33,668 - 36,402			1			
41	1F06	Stores Workers	37,421 - 40,725	2	2	2	2	83,100	
<b>Subtotal Office Services Unit</b>				<b>4</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>174,603</b>	<b>(1)</b>
<b>Outgoing Mail Processing Center:</b>									
42	1A12	Clerk Typist 2	33,668 - 36,402	1	1	1	1	33,532	
43	7A01	Laborer	33,668 - 36,402	1					
44	7L03	Office Equipment Operator	36,340 - 39,498	3	3	1			(3)
45	7M07	Office Machinery Equipment Operator	38,607 - 42,073	2	3	1	3	120,545	
46	7A03	Semi-Skilled Laborer	36,340 - 39,498	3	3	4	4	148,553	1
<b>Subtotal Outgoing Mail Processing Center</b>				<b>10</b>	<b>10</b>	<b>7</b>	<b>8</b>	<b>302,630</b>	<b>(2)</b>
<b>SUBTOTAL ADMINISTRATIVE SERVICES</b>				<b>35</b>	<b>35</b>	<b>32</b>	<b>39</b>	<b>2,019,297</b>	<b>4</b>
<b>TECHNICAL, POLICY &amp; RESEARCH (360513)</b>									
<b>Technical Staff:</b>									
47	A620	Asst. Dir. Fin.- Director of Policy & Plan	106,090	1	1	1	1	106,090	
48	2B34	Revenue Examiner 4	72,957 - 93,797				1	95,421	1
49	2B40	Tax & Revenue Conferee	62,016 - 79,727	2	5	2	4	293,588	(1)
50	2B41	Tax & Revenue Conferee Supervisor	77,856 - 100,107	1	1	1	1	101,732	
<b>Subtotal Technical Staff</b>				<b>4</b>	<b>7</b>	<b>4</b>	<b>7</b>	<b>596,831</b>	

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	POLICY, ANALYSIS, EXEC DIRECTION & ADMIN	10
Fund	No.		
GENERAL	01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Policy &amp; Outreach Unit:</b>									
51	1D41	Data Service Support Clerk	36,340 - 39,498		1				(1)
52	A620	Asst. Dir. Fin.- Legal Assistant	37,202	1	1	1	1	37,202	
53	A620	Asst. Dir. Fin.- Policy and Outreach Coordinator	97,850	1	1	1	1	97,850	
54	A620	Asst. Dir. Fin.- Revenue Policy Analyst	136,000	2	2	2	2	140,080	
55	2J04	Public Information Officer	55,030 - 70,746	1	1	1	1	71,970	
56	2J02	Public Relations Specialist 2	50,107 - 64,424	1	1	1	1	58,094	
57	A620	Asst. Dir. Fin.- Project Coordinator	75,190			1	1	75,190	1
58	A620	Asst. Dir. Fin.- Senior Revenue Policy Analyst	98,750			1	1	98,750	1
59	A620	Asst. Dir. Fin.- Web Content Manager	61,800	1	1	1	1	61,800	
<b>Subtotal Policy &amp; Outreach Unit</b>				<b>7</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>640,936</b>	<b>1</b>
<b>Data &amp; Research Unit:</b>									
60	D554	Head of Data & Research (Director of Research)	113,300	1	1	1	1	113,300	
61	A620	Asst. Dir. Fin.- Data Intelligence Analyst	60,000 - 70,000	2	1	2	2	146,775	1
62	A620	Asst. Dir. Fin.- Data Analyst	60,000 - 70,000		2		5	360,460	3
63	A620	Asst. Dir. Fin.- Law Data Analyst	75,000				1	75,000	1
64	A620	Asst. Dir. Fin.- Data & Research Manager	82,400	1		1	1	82,400	1
65	A620	Asst. Dir. Fin.- Research & Information Analyst 1	52,322 - 67,274	4	5	4			(5)
<b>Subtotal Data &amp; Research Unit</b>				<b>8</b>	<b>9</b>	<b>8</b>	<b>10</b>	<b>777,935</b>	<b>1</b>
<b>SUBTOTAL TECHNICAL, POLICY &amp; RESEARCH</b>				<b>19</b>	<b>24</b>	<b>21</b>	<b>26</b>	<b>2,015,702</b>	<b>2</b>
<b>PROGRAM TOTAL</b>				<b>62</b>	<b>67</b>	<b>62</b>	<b>73</b>	<b>4,927,170</b>	<b>6</b>

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2020 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department REVENUE	No. 36	Program POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN	No. 10
Fund GENERAL	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1		Full Time - Civilian		62	67	62	73	4,927,170	6
2		Temporary & Seasonal Staff						45,000	
3		Regular Overtime						75,000	
4		Lump Sum Separation Payments						25,000	
5		Bonus, Gross Adj.						30,000	
Total Gross Requirements				62	67	62	73	5,102,170	6
Plus: Earned Increment								20,291	
Plus: Longevity								899	
Less: (Vacancy Allowance)								(349,582)	
Total Budget Request								4,773,778	

<b>Summary of Personal Services</b>										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		26,624		25,000			25,000		
2	Full Time - Civilian	62	3,853,329	67	4,074,944	62	73	4,598,778	523,834	6
3	Full Time - Uniform									
4	Bonus, Gross Adj.		75,289		30,000			30,000		
5	PT, Temp/Seas, Bd, SCG		46,263		45,000			45,000		
6	Overtime - Civilian		43,189		75,000			75,000		
7	Overtime - Uniform									
8	Holiday Overtime - Civilian		610							
9	Unused Uniform Leave									
10	Shift/Stress		14							
11	H&L, IOD, LT-Sick									
12										
Total		62	4,045,318	67	4,249,944	62	73	4,773,778	523,834	6

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET			SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department REVENUE		No. 36	Program POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN		No. 10	
Fund GENERAL		No. 01				
Code (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Departmental Request (6)	Increase or (Decrease) (7)
<b>Schedule 300 - Materials &amp; Supplies</b>						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications	4,100	15,000	15,000	14,000	(1,000)
305	Building & Construction		1,000	1,000		(1,000)
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel	1,799	1,000	1,000	2,000	1,000
309	Cordage & Fibers					
310	Electrical & Communication	191	5,000	5,000	2,000	(3,000)
311	General Equipment & Machinery					
312	Fire Fighting & Safety	415				
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools		1,000	1,000		(1,000)
317	Hospital & Laboratory	3	1,000		1,000	1,000
318	Janitorial, Laundry & Household	1,014	1,000	2,000	2,000	
320	Office Materials & Supplies	166,426	314,071	314,071	358,071	44,000
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists		15,000	15,000		(15,000)
325	Printing	23,699	36,600	36,600	36,600	
326	Recreational & Educational	7,528	15,000	15,000	15,000	
328	Vehicle Parts & Accessories					
335	Lubricants		500	500	500	
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
Total		205,175	406,171	406,171	431,171	25,000
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications	4,949	5,000	12,054	5,000	(7,054)
411	General Equipment & Machinery					
412	Fire Fighting & Emergency			903		(903)
417	Hospital & Laboratory					
420	Office Equipment	33,684	50,000	25,000	50,000	25,000
423	Plumbing, AC & Space Heating			1,110		(1,110)
424	Precision, Photographic & Artists	23,615	1,450	1,450	1,450	
426	Recreational & Educational					
427	Computer Equipment & Peripherals	80,288	20,000		20,000	20,000
428	Vehicles					
430	Furniture & Furnishings	48,681	115,000	132,036	115,000	(17,036)
499	Other Equipment (not otherwise classified)	434		18,897		(18,897)
Total		191,651	191,450	191,450	191,450	

71-53L (Program Based Budgeting Version)



CITY OF PHILADELPHIA				SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXEC DIRECTION & ADMIN		10	
Fund		No.				
GENERAL		01				
Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	336,455	321,500	397,803	455,000	57,197
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	ASBO	32,200	29,000	29,000	29,000	Criminal Background Screening
250	Constant Contact Inc.	5,457				Marketing and Outreach Services
250	Drugscan	2,040		2,016		Background Checks
250	Geneva Worldwide Inc.	12,000		10,000	10,000	Language Access Program
250	Globo Solutions	5,000		5,000	5,000	Language Access Program
250	Jones Lang LaSalle America	32,000				Review and Survey Services
250	K Lak Technical Enterprise	126				Soc Security # and Address Searches
250	Language Line Service	15,854	35,000	20,000	20,000	Language Access Program
250	LaSalle University	45,000	30,000	30,000	30,000	General Consulting
250	Marilyn Nyman Associates, Inc.	20,000	25,000			Customer Service Training
250	Superior Moving & Storage	27,400		14,262	15,000	Moving Services
250	U S Facilities, Inc.	1,588	14,000	23,058	20,500	Office Reconfigurations
250	Misc. Vendors	1,417	41,500	41,664	28,500	Miscellaneous Professional Services
250	TBD				100,000	Expanded Outreach
250	TBD		75,000	25,000	25,000	Tax Regs Training & Consultants
250	TBD				75,000	Technical Writing
250	TBD				25,000	Customer Service Training
	<b>Subtotal Class 250</b>	<b>200,082</b>	<b>249,500</b>	<b>200,000</b>	<b>383,000</b>	
251	Acumen	51,000	31,000	40,000	31,000	Database Support and Training
251	CCH Inc.	3,217				IT Services
251	Cello Partnerships	956		374		IT Communication
251	Metasource Holdings, LLC			9,000		IT Training
251	Online Consulting Inc.	6,000	41,000	6,000	41,000	Online Training
251	Revenue Solutions Inc.	70,200				Data Warehouse/Case Mgmt. Sol.
251	Smart Information Mgmt.	5,000		142,429		Staff Aug.- IT
	<b>Subtotal Class 251</b>	<b>136,373</b>	<b>72,000</b>	<b>197,803</b>	<b>72,000</b>	
	<b>Total - Professional Services</b>	<b>336,455</b>	<b>321,500</b>	<b>397,803</b>	<b>455,000</b>	

71-53N (Program Based Budgeting Version)



**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:**  
**CLASSES OTHER THAN**  
**250s AND 290, BY PROGRAM**

Department REVENUE	No. 36	Program POLICY, ANALYSIS, EXEC DIRECTION & ADMIN	No. 10
Fund GENERAL	No. 01		

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Five Thousand Forms, Inc.	91,159				Delinquent Real Estate mailing
210	Intellicor Inc.	75,000				Mailing of Wage Tax Returns
210	Triangle Systems				100,000	Postage Coupon Books
210	Pitney Bowes Bank, Inc. (Reserve Account)	2,215,979	2,701,300	2,533,088	2,494,300	Mail Center Activities
210	United Parcel Service Inc.	1,450	1,500	1,500	1,500	Express Mail
210	U S Postmaster	10,260	58,000	52,804	54,000	PO Boxes
	<b>Class 210 Total</b>	<b>2,393,848</b>	<b>2,760,800</b>	<b>2,587,392</b>	<b>2,649,800</b>	
216	Misc. Vendors	11,677	50,000	1,000	25,000	Misc. Software and Licenses
216	TBD				34,000	Economic Impact Analysis Model
	<b>Class 216 Total</b>	<b>11,677</b>	<b>50,000</b>	<b>1,000</b>	<b>59,000</b>	
256	Misc. Vendors	14,596	3,000	15,427	20,000	Training and Seminars
256	TBD				40,000	Trauma Informed Training
	<b>Class 256 Total</b>	<b>14,596</b>	<b>3,000</b>	<b>15,427</b>	<b>60,000</b>	
260	Associated Specialty			21,675	30,000	Repair & Mtn
260	Bell & Howell	20,607	30,000	70,743	70,000	Mail Center Equipment Mtn.
260	Paik			106,107		Carpet Repair
260	Palman Electric Incorporated	9,894		71,483	50,000	Electrical Mtn. & Repair
260	Pitney Bowes	4,456		319		Mail Center Equipment Mtn.
260	Misc. Vendors	9,958		1,341		Misc. Mtn Services
	<b>Class 260 Total</b>	<b>44,915</b>	<b>30,000</b>	<b>271,668</b>	<b>150,000</b>	
282	Xerox	59,124				Lease Purchase- Copier Upgrade
	<b>Class 282 Total</b>	<b>59,124</b>				
285	Xerox	11,676	108,000	2,000	90,000	Lease Purchase- Copier Upgrade
	<b>Class 285 Total</b>	<b>11,676</b>	<b>108,000</b>	<b>2,000</b>	<b>90,000</b>	
320	Staples	15,108				Office Supplies
320	Paper Mart	132,894				Supplies, Paper, Envelopes, etc.
320	Pitney Bowes	4,500				Supplies for Mailing Equipment
320	Miscellaneous	13,924				Supplies, Paper, Envelopes, etc.
320	TBD		314,071	314,071	358,071	Supplies, Paper, Envelopes, etc.
	<b>Class 320 Total</b>	<b>166,426</b>				
325	Vanguard	13,699				Misc. Printing of Forms
325	IPS	10,000				Misc. Printing of Forms
325	TBD		36,600	36,600	36,600	Misc. Printing of Forms
	<b>Class 325 Total</b>		<b>36,600</b>	<b>36,600</b>	<b>36,600</b>	

71-530 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA  
FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:  
CLASSES OTHER THAN  
250s AND 290, BY PROGRAM**

Department REVENUE	No. 36	Program POLICY, ANALYSIS, EXEC DIRECTION & ADMIN	No. 10
Fund GENERAL	No. 01		

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
410	NuVision	4,949				Telephone Equipment Parts Electrical, Lighting & Communication
410	TBD		5,000	12,054	5,000	
	<b>Class 410 Total</b>		<b>5,000</b>	<b>12,054</b>	<b>5,000</b>	
420	Xerox	33,684				Scanner Misc. Office Equipment
420	TBD		50,000	25,000	50,000	
	<b>Class 420 Total</b>		<b>50,000</b>	<b>25,000</b>	<b>50,000</b>	
430	Transamerican	48,681	115,000	132,036	115,000	Furniture & Furnishings
	<b>Class 430 Total</b>	<b>48,681</b>	<b>115,000</b>	<b>132,036</b>	<b>115,000</b>	

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN		10	
Fund		No.				
WATER		02				
<i>Summary by Class</i>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	906,058	931,000	850,407	958,000	107,593
b)	Employee Benefits					
200	Purchase of Services	4,091,520	4,105,000	4,135,000	4,241,000	106,000
300	Materials and Supplies	123,776	220,000	220,000	220,000	
400	Equipment	31,825	65,000	65,000	65,000	
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		5,153,179	5,321,000	5,270,407	5,484,000	213,593
<i>Summary of Positions</i>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	16	17	16	17	
105	Full Time - Uniform					
Total		16	17	16	17	
<i>Selected Associated Non-Tax Revenues by Type</i>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. 36	Program POLICY, ANALYSIS, EXEC DIRECTION & ADMIN	No. 10
Fund <b>WATER</b>	No. 02		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
1	D402	<b>EXECUTIVE OFFICE (360514):</b> Deputy Revenue Commissioner	123,600	1	1	1	1	123,600	
		<b>ADMINISTRATIVE SERVICES (360515):</b>							
		<b>Admin. Services Unit:</b>							
2	1A12	Clerk Typist 2	33,668 - 36,402	1	1				(1)
3	1D41	Data Services Support Clerk	36,340 - 39,498	2	1	1			(1)
4	1F08	Stores Supervisor	41,930 - 45,868	1	1	1	1	45,558	
5	1F06	Stores Worker	37,421 - 40,725	1	1	1	1	40,764	
		<b>Subtotal Administrative Services Unit</b>		<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>86,322</b>	<b>(2)</b>
		<b>Fiscal &amp; Budget Unit:</b>							
6	L204	Administrative Technical Trainee	37,237 - 47,875				1	41,317	1
7	1B29	Contract Clerk	44,891 - 49,386		1				(1)
		<b>Subtotal Fiscal &amp; Budget Unit</b>			<b>1</b>		<b>1</b>	<b>41,317</b>	
		<b>HR &amp; Payroll Unit</b>							
8	1A04	Clerk 3	39,793 - 43,420	1	1				(1)
9	1B25	Departmental Payroll Clerk	37,421 - 40,725		1	1	1	38,468	
10	1A42	Word Processing Specialist 2	36,340 - 39,498	1	1				(1)
		<b>Subtotal HR &amp; Payroll Unit</b>		<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>38,468</b>	<b>(2)</b>
		<b>OMPC Unit:</b>							
11	1F21	Mail Center Manager	47,081 - 60,534	1	1				(1)
12	1F20	Mail Center Supervisor	43,954 - 48,234		1	1	1	45,688	
13	1F22	Mail Operations Manager	53,633 - 68,955				1	66,947	1
14	7L03	Office Equipment Operator	36,340 - 39,498			2			
15	7M07	Office Machinery Equipment Operator 1	38,607 - 42,073	1	1	2	6	234,327	5
16	7A03	Semi-Skilled Laborer	36,340 - 39,498	2	1	2			(1)
		<b>Subtotal OMPC Unit</b>		<b>4</b>	<b>4</b>	<b>7</b>	<b>8</b>	<b>346,962</b>	<b>4</b>
		<b>SUBTOTAL ADMINISTRATIVE SERVICES</b>		<b>11</b>	<b>12</b>	<b>11</b>	<b>12</b>	<b>513,069</b>	

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. 36	Program <b>POLICY, ANALYSIS, EXEC DIRECTION &amp; ADMIN</b>	No. 10
Fund <b>WATER</b>	No. 02		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>TECHNICAL, POLICY &amp; RESEARCH (360516):</b>									
<b>Data Warehouse Unit:</b>									
17	A620	Assist. to the Dir. Fin. - Project Coordinator	82,400	1	1				(1)
18	R551	Research Anal/Dir. Of Data Intelligence	87,550	1	1	1	1	87,550	
<b>Subtotal Data Warehouse Unit</b>				<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>87,550</b>	<b>(1)</b>
<b>Research Group:</b>									
19	A620	Asst. to the Dir. Fin. - Research & Info. Analyst	82,400			1	1	82,400	1
<b>Subtotal Research Group</b>						<b>1</b>	<b>1</b>	<b>82,400</b>	<b>1</b>
<b>Technical Staff:</b>									
20	2B04	Collection Representative Supervisor	42,091 - 54,111	1					
21	2B18	Revenue Collection Representative	40,860 - 44,630	1	2	2	2	88,112	
<b>Subtotal Technical Staff</b>				<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>88,112</b>	
<b>SUBTOTAL TECHNICAL, POLICY &amp; RESEARCH</b>				<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>258,062</b>	
<b>PROGRAM TOTAL</b>				<b>16</b>	<b>17</b>	<b>16</b>	<b>17</b>	<b>894,731</b>	

71-531 (Program Based Budgeting Version)

CITY OF PHILADELPHIA				SCHEDULE 100						
FISCAL 2020 OPERATING BUDGET				LIST OF POSITIONS BY PROGRAM						
Department			No.	Program			No.			
REVENUE			36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN			10			
Fund			No.							
WATER			02							
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
1		Full Time - Civilian		16	17	16	17	894,731		
2		Regular Overtime						75,000		
3		Holiday Overtime						2,000		
4		Lump Sum Seperation Payments						1,000		
Total Gross Requirements				16	17	16	17	972,731		
Plus: Earned Increment								2,661		
Plus: Longevity								167		
Less: (Vacancy Allowance)								(17,559)		
Total Budget Request								958,000		
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		2,074		1,000			1,000		
2	Full Time - Civilian	16	869,250	17	817,000	16	17	880,000	63,000	
3	Full Time - Uniform									
4	Bonus, Gross Adj.		7,096							
5	PT, Temp/Seas, Bd, SCG		10,232							
6	Overtime - Civilian		17,266		30,407			75,000	44,593	
7	Overtime - Uniform									
8	Holiday Overtime - Civilian		128		2,000			2,000		
9	Unused Uniform Leave									
10	Shift/Stress		12							
11	H&L, IOD, LT-Sick									
12										
Total		16	906,058	17	850,407	16	17	958,000	107,593	

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA			SCHEDULE 300 - 400			
FISCAL 2020 OPERATING BUDGET			MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN		10	
Fund		No.				
WATER		02				
Code	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>Schedule 300 - Materials &amp; Supplies</b>						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications					
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel	1,575				
309	Cordage & Fibers					
310	Electrical & Communication	29				
311	General Equipment & Machinery					
312	Fire Fighting & Safety	415				
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory	3				
318	Janitorial, Laundry & Household	1,063				
320	Office Materials & Supplies	99,777	220,000	200,000	200,000	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing	20,586		20,000	20,000	
326	Recreational & Educational	328				
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
Total		123,776	220,000	220,000	220,000	
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency			1,000	1,000	
417	Hospital & Laboratory					
420	Office Equipment	20,498		1,000	1,000	
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists	3,996				
426	Recreational & Educational					
427	Computer Equipment & Peripherals					
428	Vehicles					
430	Furniture & Furnishings	6,897	65,000	63,000	63,000	
499	Other Equipment (not otherwise classified)	434				
Total		31,825	65,000	65,000	65,000	

71-53L (Program Based Budgeting Version)



**CITY OF PHILADELPHIA  
FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:  
PROFESSIONAL SERVICES AND  
CARE OF INDIVIDUALS, BY PROGRAM**

Department REVENUE	No. 36	Program POLICY, ANALYSIS, EXEC DIRECTION & ADMIN	No. 10
Fund WATER	No. 02		

Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	29,700		30,000	30,000	
290	Payments for Care of Individuals					

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	Instant Web LLC	29,700		30,000	30,000	Disaster Recovery Services
	<b>Class 250 Total</b>	<b>29,700</b>		<b>30,000</b>	<b>30,000</b>	

71-53N (Program Based Budgeting Version)

CITY OF PHILADELPHIA				SUPPORTING DETAIL: CLASSES OTHER THAN 250s AND 290, BY PROGRAM		
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXEC DIRECTION & ADMIN		10	
Fund		No.				
WATER		02				
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Pitney Bowes Bank Inc.	3,812,236	3,843,000	3,825,520	3,931,520	Postage
210	Misc. Postage	1,480		1,480	1,480	Postage Service
	<b>Class 210 Total</b>	<b>3,813,716</b>	<b>3,843,000</b>	<b>3,827,000</b>	<b>3,933,000</b>	
260	Bell & Howell LLC	225,641	210,000	210,000	210,000	Repair and Maintenance
260	Pitney Bowes Inc.	4,456	40,000	40,000	40,000	Repair and Maintenance
260	Miscellaneous Vendors	1,269				Repair and Maintenance
	<b>Class 260 Total</b>	<b>231,366</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	
320	Paper Mart	50,000	200,000	200,000	200,000	Envelopes
320	Miscellaneous Vendors	49,777	20,000			Office Materials & Supplies
	<b>Class 320 Total</b>	<b>99,777</b>	<b>220,000</b>	<b>200,000</b>	<b>200,000</b>	
430	Transamerican Office Furniture Inc.	6,897				Office Furniture
430	TBD		65,000	63,000	63,000	Furniture and Furnishing
	<b>Class 430 Total</b>	<b>6,897</b>	<b>65,000</b>	<b>63,000</b>	<b>63,000</b>	

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2020 OPERATING BUDGET						
Department	No.	Program		No.		
REVENUE	36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		11		
Program Description						
This program determines which taxes, fees, and fines people owe, lets people know how much to pay, and processes payments received.						
Program Objectives						
<ul style="list-style-type: none"> <li>- Increase percent of Real Estate Taxes paid on-time.</li> <li>- Increase percentage of electronic tax filings.</li> <li>- Increase percentage of electronic payments.</li> </ul>						
Performance Measures						
Description	Fiscal 2018 Year-End	Fiscal 2019 Year-to-Date (Q1 + Q2)	Fiscal 2019 Target	Fiscal 2020 Target		
(1)	(2)	(3)	(4)	(5)		
Percent of real estate tax collected within calendar year	96.1%	N/A	96.1%	96.5%		
<i>Comments: This is an annual measure, and FY19 data will be available at year-end. The FY18 year-end figure represents Calendar Year 2017, which is the most recent year for which 12 months of data is available.</i>						
Total dollar amount collected (General Fund)	\$3.9B	\$1.3B	\$3.9B	\$4.1B		
<i>Comments: This includes real estate, BIRT and all wage taxes. Wage taxes include the PICA tax.</i>						
Total dollar amount collected (School District)	\$1.101B	\$212.5M	\$1.116B	TBD		
<i>Comments: School District amounts are from their budget. This includes Payment In Lieu of Taxes (PILOT) revenue. The FY20 target will be available when the District releases their budget later in FY19.</i>						
Summary by Fund						
Fund No.	Fund	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	12,901,235	13,067,732	13,251,374	13,855,774	604,400
14	Acute Care Hospital Assessment	45,000	45,000	45,000	45,000	
	Total	12,946,235	13,112,732	13,296,374	13,900,774	604,400
Summary of Full Time Positions by Fund						
Fund No.	Fund	Actual Positions 6/30/18	Fiscal 2019 Budgeted	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	243	260	239	271	11
14	Acute Care Hospital Assessment					
	Total Full Time	243	260	239	271	11



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		11	
Fund		No.				
GENERAL		01				
<i>Summary by Class</i>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	11,744,314	12,334,868	12,518,510	12,849,910	331,400
b)	Employee Benefits					
200	Purchase of Services	951,427	517,089	517,089	550,089	33,000
300	Materials and Supplies	197,794	207,775	207,775	222,775	15,000
400	Equipment	7,700	8,000	8,000	233,000	225,000
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		12,901,235	13,067,732	13,251,374	13,855,774	604,400
<i>Summary of Positions</i>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	243	260	239	271	11
105	Full Time - Uniform					
Total		243	260	239	271	11
<i>Selected Associated Non-Tax Revenues by Type</i>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)	4,561,709	4,299,000	6,001,000	7,085,000	1,084,000	
Federal	4,484	5,000	5,000	5,000		
State						
Other Governments	41,297,257	42,760,000	40,969,000	44,902,000	3,933,000	
Other Funds of the City						
Total	45,863,450	47,064,000	46,975,000	51,992,000	5,017,000	

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE	11
Fund	No.		
GENERAL	01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b><u>ENFORCEMENT (360521):</u></b>									
1	1B10	Account Clerk	37,421 - 40,725	1	1	1	1	41,350	
2	2L32	Administrative Specialist 2	52,321 - 67,274	1	1	1	1	68,699	
3	2B10	Assistant Revenue Collection Manager	49,235 - 63,284	1	1				(1)
4	1A02	Clerk 1	30,043 - 32,081				1	31,062	1
5	1A03	Clerk 2	33,668 - 36,402		1				(1)
6	1A04	Clerk 3	39,793 - 43,420	1	1	1	1	44,645	
7	1A11	Clerk Typist 1	30,043 - 32,081		1				(1)
8	2B02	Collection Customer Representative	39,793 - 43,420	10	20	31	32	1,330,062	12
9	2B04	Collection Representative Supervisor	42,091 - 54,111	10	12	10	12	624,081	
10	1D41	Data Services Support Clerk	36,340 - 39,498	4	4	2	3	109,445	(1)
11	P549	Program Manager	65,000		1				(1)
12	2B11	Revenue Collection Manager	59,744 - 76,796	6	6	6	6	443,548	
13	2B18	Revenue Collection Representative	40,860 - 44,630	13	16	12	13	573,306	(3)
14	2B20	Revenue Collections Officer 1	77,856 - 100,107	1	1	2	1	82,014	
15	6E23	Revenue Investigator	39,670 - 43,331	1		1			
16	1A37	Service Representative	36,340 - 39,498	45	35	25	25	953,639	(10)
17	2B28	Tax Assessor	40,709 - 44,533	1					
18	2B29	Tax Assessor Supervisor	42,426 - 54,541			1			
19	1A42	Word Processing Specialist 2	36,340 - 39,498	1	1	1	1	41,123	
<b>SUBTOTAL ENFORCEMENT</b>				<b>96</b>	<b>102</b>	<b>94</b>	<b>97</b>	<b>4,342,974</b>	<b>(5)</b>
<b><u>COMPLIANCE (360522):</u></b>									
20	1B10	Account Clerk	37,421 - 40,725	1	1	1	1	39,622	
21	2B10	Assistant Revenue Collection Manager	49,235 - 63,284		1		1	55,438	
22	A620	Asst. Dir. Fin. - Director of Tax Compliance	113,300	1	1	1	1	113,300	
23	1A02	Clerk 1	30,043 - 32,081	1					
24	1A04	Clerk 3	39,793 - 43,420	1	1	1	1	44,045	
25	1A12	Clerk Typist 2	33,668 - 36,402	2	3	2	3	106,718	
26	2B02	Collection Customer Representative	39,793 - 43,420	2	3	8	9	318,397	6
27	2B04	Collection Representative Supervisor	42,091 - 54,111	4	3	4	2	103,602	(1)
28	1D41	Data Services Support Clerk	36,340 - 39,498	8	8	2	2	78,996	(6)
29	2B11	Revenue Collection Manager	59,744 - 76,796	2	1	2	2	152,175	1
30	2B18	Revenue Collection Representative	40,860 - 44,630	4	3	2	3	129,813	
31	2B31	Revenue Examiner 1	39,869 - 51,254		2		4	143,974	2
32	2B32	Revenue Examiner 2	52,321 - 67,274	21	22	17	19	1,120,299	(3)
33	2B33	Revenue Examiner 3	63,566 - 81,721	4	5	5	4	307,418	(1)
34	2B34	Revenue Examiner 4	72,956 - 93,796	1	1	1			(1)
35	2A05	Revenue Examiner Trainee	49,216	2		3			
36	6E25	Revenue Investigation Supervisor	40,860 - 44,630	2	3	2	2	107,666	(1)
37	6E23	Revenue Investigator	36,340 - 39,498	13	15	7	9	351,193	(6)
38	1A37	Service Representative	36,340 - 39,498	3	4	1	1	38,029	(3)
39	2B28	Tax Assessor	41,930 - 45,868	16	18	17	17	797,797	(1)
40	2B29	Tax Assessor Supervisor	43,698 - 56,177	3	4	4	5	278,230	1
<b>SUBTOTAL COMPLIANCE</b>				<b>91</b>	<b>99</b>	<b>80</b>	<b>86</b>	<b>4,286,712</b>	<b>(13)</b>

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE	11
Fund	No.		
GENERAL	01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>COLLECTIONS (360523):</b>									
41	2A06	Accountant	45,932 - 59,059	12	11	10	14	872,939	3
42	2A05	Accountant Trainee	49,216	2	3	3			(3)
43	1B10	Account Clerk	37,421 - 40,725	1	1				(1)
44	2A07	Accounting Supervisor	59,744 - 76,796	2	3	2	3	206,050	
45	2A08	Accounting Transaction Supervisor	63,566 - 81,721		1		1	72,644	
46	2B10	Assistant Revenue Collection Manager	49,235 - 63,284			1	1	64,509	1
47	1A21	Clerical Supervisor 1	37,421 - 40,725	1	1	1	1	41,350	
48	1A12	Clerk Typist 2	33,668 - 36,402	1	1				(1)
49	2B02	Collection Customer Representative	39,793 - 43,420	2	3	7	7	295,366	4
50	2B04	Collection Representative Supervisor	42,091 - 54,111	2	2	2	2	110,472	
51	1D41	Data Services Support Clerk	36,340 - 39,498	3	3	3	3	116,962	
52	1B80	Payment Processing Clerk 1	35,041 - 38,023	3	2	4	4	144,160	2
53	1B81	Payment Processing Clerk 2	36,340 - 39,498	8	10	8	8	319,293	(2)
54	1B83	Payment Processing Clerk Supervisor	42,997 - 47,121	1	2	1	2	90,321	
55	2A21	Revenue Accounting Manager	72,956 - 93,796	2	1	1	1	78,161	
56	2B11	Revenue Collection Manager	59,744 - 76,796	1	2	1	1	78,021	(1)
57	2B20	Revenue Collections Officer 1	77,856 - 100,107			1	1	100,932	1
58	2B21	Revenue Collections Officer 2	90,594 - 116,471	1	1	1			(1)
59	2B18	Revenue Collection Representative	40,860 - 44,630	6	6	5	6	262,456	
60	1A37	Service Representative	36,340 - 39,498	8	6	4	3	106,879	(3)
<b>SUBTOTAL COLLECTIONS</b>				<b>56</b>	<b>59</b>	<b>55</b>	<b>58</b>	<b>2,960,515</b>	<b>(1)</b>
<b>PHILADELPHIA BEVERAGE TAX UNIT (360526):</b>									
61	2B02	<sup>2</sup> Collection Customer Representative	39,793 - 43,420			1	1	44,045	1
62	2B18	<sup>2</sup> Revenue Collection Representative	40,860 - 44,630			1	1	45,255	1
63	2B33	<sup>1</sup> Revenue Examiner 3	63,566 - 81,721			1	1	61,715	1
64	6E23	<sup>1</sup> Revenue Investigator	40,860 - 44,630			6	6	273,135	6
65	6E25	<sup>1</sup> Revenue Investigation Supervisor	42,091 - 54,111			1	1	55,336	1
<b>SUBTOTAL PHILADELPHIA BEVERAGE TAX UNIT</b>						<b>10</b>	<b>10</b>	<b>479,486</b>	<b>10</b>
<b>INTEGRATED TAX SYSTEM (ITS)</b>									
66	2A06	Accountant	44,595-57,339				3	133,785	3
67	1A37	Service Representative	35,282-38,348				9	317,538	9
68	1B81	Payment Process Clerk 1	34,021-36,916				1	34,021	1
69	2A05	Revenue Examiner Trainee	47783				1	47,783	1
70	2B49	Tax Analyst Trainee	36,153-46,481				2	72,306	2
71	2B28	Tax Assessor	40,709-44,533				1	40,709	1
72	A620	Director of ITS	100,000-125,000				1	112,500	1
73	A620	Write/Editor	55,000-60,000				1	55,000	1
74	A620	Project Manager	70,000-80,000				1	70,000	1
<b>SUBTOTAL INTEGRATED TAX SYSTEM (ITS)</b>							<b>20</b>	<b>883,642</b>	<b>20</b>
<b>PROGRAM TOTAL</b>				<b>243</b>	<b>260</b>	<b>239</b>	<b>271</b>	<b>12,953,329</b>	<b>11</b>

<sup>1</sup> Positions formerly under Compliance (360522)

<sup>2</sup> Positions formerly under Enforcement (360521)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2020 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department REVENUE	No. 36	Program TAX BILLING, ACCOUNTING & CUSTOMER SERVICE	No. 11
Fund GENERAL	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1		Full Time - Civilian		243	260	239	271	12,953,329	11
2		Lump Sum Separation Payments						100,000	
3		Part Time, Temporary/Seasonal						400,000	
4		Overtime - Civilian						350,000	
5		Expenditure Transfer to Acute Care Hospital Assessment Fund						(30,000)	
Total Gross Requirements				243	260	239	271	13,773,329	11
Plus: Earned Increment								126,724	
Plus: Longevity								7,297	
Less: (Vacancy Allowance)								(1,057,440)	
Total Budget Request								12,849,910	

<b>Summary of Personal Services</b>										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		37,977		100,000			100,000		
2	Full Time - Civilian	243	10,435,130	260	11,518,510	239	271	11,999,910	481,400	11
3	Full Time - Uniform									
4	Bonus, Gross Adj.		276,874							
5	PT, Temp/Seas, Bd, SCG		627,321		500,000			400,000	(100,000)	
6	Overtime - Civilian		362,563		400,000			350,000	(50,000)	
7	Overtime - Uniform									
8	Holiday Overtime - Civilian		848							
9	Unused Uniform Leave									
10	Shift/Stress		48							
11	H&L, IOD, LT-Sick		3,553							
12										
Total		243	11,744,314	260	12,518,510	239	271	12,849,910	331,400	11

71-53J (Program Based Budgeting Version)





CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET			SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department REVENUE		No. 36	Program TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		No. 11	
Fund GENERAL		No. 01				
Code (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Departmental Request (6)	Increase or (Decrease) (7)
<b>Schedule 300 - Materials &amp; Supplies</b>						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications	702	2,300	2,300	2,300	
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel	2,480	1,035	1,035	1,035	
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory		295			
318	Janitorial, Laundry & Household					
320	Office Materials & Supplies	15,406	75,000	75,000	90,000	15,000
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists		4,145			
325	Printing	179,206	125,000	129,440	129,440	
326	Recreational & Educational					
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
Total		197,794	207,775	207,775	222,775	15,000
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment					
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals	3,113	8,000	2,064	2,064	
428	Vehicles					
430	Furniture & Furnishings	4,587		5,936	230,936	225,000
499	Other Equipment (not otherwise classified)					
Total		7,700	8,000	8,000	233,000	225,000

71-53L (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET			SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM			
Department REVENUE		No. 36	Program TAX BILLING, ACCOUNTING & CUST SERVICE		No. 11	
Fund GENERAL		No. 01				
Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	772,021	435,139	335,516	468,139	132,623
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	AB+C Creative Intelligence	75,000	200,000	92,213	100,000	Marketing & Outreach for PBT
250	Scotlandyard Security Services	48,340		64,503	56,339	Professional Security Services
250	Transunion Risk & Alt. Data Solutions, Inc.		32,000			Public Access Database
250	U.S. Facilities	2,490				Miscellaneous Services
250	Misc. Vendors	17,289	38,339			Miscellaneous Services
250	TBD				125,000	Support Services- ITS
	<b>Class 250 Total</b>	<b>143,119</b>	<b>270,339</b>	<b>156,716</b>	<b>281,339</b>	
251	Cellco Partnership			3,660		Cell Phone/Wireless Communication
251	Global Point	61,800				Staff Augmentation (PBT)
251	Modis	132,400				Staff Augmentation (PBT)
251	The North Highland Company	184,918				Staff Augmentation (PBT)
251	Revenue Solutions	75,000				Tax Del. Data Warehouse/Case Mgmt
251	Smart IMS	134,784				Staff Augmentation (PBT)
251	Transunion Risk & Alt. Data Solutions, Inc.	8,000		8,000	8,000	Public Access Database
251	Zivtech,LLC	32,000				Portal Design (PBT)
251	TBD		14,800	28,800	28,800	IT Related Expenses (PBT)
251	TBD		150,000	138,340	150,000	E-Filing & E-Payment Updates
	<b>Class 251 Total</b>	<b>628,902</b>	<b>164,800</b>	<b>178,800</b>	<b>186,800</b>	
	<b>Total - Professional Services</b>	<b>772,021</b>	<b>435,139</b>	<b>335,516</b>	<b>468,139</b>	

71-53N (Program Based Budgeting Version)

**CITY OF PHILADELPHIA  
FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:  
CLASSES OTHER THAN  
250s AND 290, BY PROGRAM**

Department REVENUE	No. 36	Program TAX BILLING, ACCOUNTING & CUST SERVICE	No. 11
Fund GENERAL	No. 01		

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Misc. Postage			1,480	1,480	Postage
210	Triangle Systems	70,000		99,623		Postal Services
	<b>Class 210 Total</b>	<b>70,000</b>		<b>101,103</b>	<b>1,480</b>	
285	Enterprise Holdings, Inc.	59,788	64,500	60,845	60,845	Vehicle Share Rental
	<b>Class 285 Total</b>	<b>59,788</b>	<b>64,500</b>	<b>60,845</b>	<b>60,845</b>	
320	Misc. Vendors				40,000	Supplies, Paper, Envelopes-ITS
320	Misc. Vendors	15,406	75,000	75,000	50,000	Supplies, Paper, Envelopes
	<b>Class 320 Total</b>	<b>15,406</b>	<b>75,000</b>	<b>75,000</b>	<b>90,000</b>	
325	Intellicor Inc.	36,728				Business Tax Packages
325	Triangle Systems	77,768	82,000	45,041	46,000	Tax Coupon Booklets
325	Vanguard Direct, Inc.	54,938		82,715	83,000	Real Estate/ Refuse
325	York Imaging Services LLC		43,000			Business Tax Packages
325	Misc. Vendors	9,772		1,684	440	Misc. Printiing
	<b>Class 325 Total</b>	<b>179,206</b>	<b>125,000</b>	<b>129,440</b>	<b>129,440</b>	
430	Misc. Vendors				225,000	Misc. Furnishings-ITS
430	Misc. Vendors	4,587		5,936	5,936	Misc. Furnishings
	<b>Class 430 Total</b>	<b>4,587</b>		<b>5,936</b>	<b>230,936</b>	

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		11	
Fund		No.				
ACUTE CARE HOSPITAL TAX		14				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	30,000	30,000	30,000	30,000	
b)	Employee Benefits					
200	Purchase of Services					
300	Materials and Supplies	5,000	5,000	5,000	5,000	
400	Equipment	10,000	10,000	10,000	10,000	
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		45,000	45,000	45,000	45,000	
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2020 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department REVENUE	No. 36	Program TAX BILLING, ACCOUNTING & CUSTOMER SERVICE	No. 11
Fund ACUTE CARE HOSPITAL TAX	No. 14		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
		Expenditure Transfer from General Fund						30,000	
Total Gross Requirements								30,000	
Plus: Earned Increment									
Plus: Longevity									
Less: (Vacancy Allowance)									
Total Budget Request								30,000	

<b>Summary of Personal Services</b>										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum									
2	Full Time - Civilian		30,000		30,000			30,000		
3	Full Time - Uniform									
4	Bonus, Gross Adj.									
5	PT, Temp/Seas, Bd, SCG									
6	Overtime - Civilian									
7	Overtime - Uniform									
8	Holiday Overtime - Civilian									
9	Unused Uniform Leave									
10	Shift/Stress									
11	H&L, IOD, LT-Sick									
12										
Total			30,000		30,000			30,000		

71-53J (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET			SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department REVENUE		No. 36	Program TAX BILLING, ACCOUNTING & CUSTOMER SERVICE			No. 11
Fund ACUTE CARE HOSPITAL TAX		No. 14				
Code (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Departmental Request (6)	Increase or (Decrease) (7)
<b>Schedule 300 - Materials &amp; Supplies</b>						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications					
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel					
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory					
318	Janitorial, Laundry & Household					
320	Office Materials & Supplies	5,000	5,000	5,000	5,000	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing					
326	Recreational & Educational					
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
	Total	5,000	5,000	5,000	5,000	
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment		10,000	10,000	10,000	
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals	1,608				
428	Vehicles					
430	Furniture & Furnishings	8,392				
499	Other Equipment (not otherwise classified)					
	Total	10,000	10,000	10,000	10,000	

71-53L (Program Based Budgeting Version)

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2020 OPERATING BUDGET						
Department	No.	Program		No.		
REVENUE	36	DELINQUENT TAX COLLECTION		12		
<b>Program Description</b>						
Revenue, in partnership with the Law Department, uses an array of enforcement tools to encourage and compel payment of delinquent taxes, fees, and fines. These tools include sending letters and emails, placing liens on property, placement of accounts with collection agencies, closure of non-compliant businesses, sale of property through Sheriff's Sales, filing suit in both Municipal and Common Pleas Courts, sequestration of the rents from delinquent properties, and administration of payment agreements.						
<b>Program Objectives</b>						
<ul style="list-style-type: none"> <li>- Reduce delinquent, active principal for Real Estate and business taxes.</li> <li>- Increase the percentage of accounts under payment agreement.</li> </ul>						
<b>Performance Measures</b>						
Description	Fiscal 2018 Year-End	Fiscal 2019 Year-to-Date (Q1 + Q2)	Fiscal 2019 Target	Fiscal 2020 Target		
(1)	(2)	(3)	(4)	(5)		
Percent change in delinquent principal outstanding	-10.6%	N/A	-10.0%	-10.0%		
<i>Comments: This is an annual measure, and FY19 data will be available at year-end. This includes both business and real estate taxes for active periods. Active periods being defined as the last 10 years for real estate and the last 6 years for business taxes.</i>						
Percent delinquent real estate tax accounts in payment agreements	24.1%	N/A	25.5%	25.5%		
<i>Comments: This is an annual measure, and FY19 data will be available at year-end. This measure consists of active periods. Active periods being defined as the last 10 years for real estate and the last 6 years for business taxes. With the dramatic reduction in the total number of delinquent accounts due to increased enforcement and on-time payments, the ones that remain are more difficult to collect from and less likely to enter into an agreement.</i>						
<b>Summary by Fund</b>						
Fund No.	Fund	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	7,697,161	8,253,643	8,344,094	8,502,893	158,799
08	Grants Revenue	18,452,543	17,475,000	17,475,000	17,475,000	
	Total	26,149,704	25,728,643	25,819,094	25,977,893	158,799
<b>Summary of Full Time Positions by Fund</b>						
Fund No.	Fund	Actual Positions 6/30/18	Fiscal 2019 Budgeted	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	105	109	100	107	(2)
08	Grants Revenue					
	Total Full Time	105	109	100	107	(2)

71-53E (Program Based Budgeting Version)





CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT TAX COLLECTION		12	
Fund		No.				
GENERAL		01				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	5,635,965	5,606,703	5,697,154	5,959,453	262,299
b)	Employee Benefits					
200	Purchase of Services	2,000,175	2,591,360	2,591,360	2,482,860	(108,500)
300	Materials and Supplies	31,174	51,580	51,580	51,580	
400	Equipment	29,847	4,000	4,000	9,000	5,000
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		7,697,161	8,253,643	8,344,094	8,502,893	158,799
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	105	109	100	107	(2)
105	Full Time - Uniform					
Total		105	109	100	107	(2)
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	DELINQUENT TAX COLLECTION	12
Fund	No.		
GENERAL	01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>DELINQUENT COLLECTIONS (360531)</b>									
1	2L10	Administrative Assistant	37,238-47,875	1	1	1	1	54,016	
2	2L32	Administrative Specialist 2	52,321 - 67,274	1	1	1	1	64,164	
3	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,959	
4	1D41	Data Services Support Clerk	36,340 - 39,498	3	3	3	3	117,026	
5	E695	Director of Collections/Executive Assistant	97,850	1	1	1	1	97,850	
6	L155	Legal Assistant Supervisor	43,341 - 54,177		1				(1)
7	S217	Senior Legal Assistant	46,502			1	1	46,502	1
8	R551	Research Analyst	82,400	1	1	1	1	82,400	
9	2B20	Revenue Collection Officer 1	77,856 - 100,107	1	1	1	1	101,932	
10	2B32	Revenue Examiner 2	52,321 - 67,274	2	2	2	2	115,850	
11	2B49	Tax Analyst Trainee	37,237 - 47,875	1	4	1	1	42,555	(3)
12	2B50	Tax Analyst 1	41,065 - 52,791	3		2	2	94,796	2
13	2B51	Tax Analyst 2	52,231 - 67,274	1	1	1	3	188,205	2
14	B255	Tax Collections Coordinator	63,566 - 81,721	1	1	1	1	83,146	
<b>SUBTOTAL DELINQUENT COLLECTIONS</b>				<b>17</b>	<b>18</b>	<b>17</b>	<b>19</b>	<b>1,136,401</b>	<b>1</b>
<b>LEGAL SERVICES (360532) (LAW DEPARTMENT- TAX &amp; REVENUE UNIT)</b>									
<b>Administration:</b>									
15	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,559	
16	L153	Legal Assistant	26,352 - 39,527				1		1
17	L155	Legal Assistant Supervisor	39,527 - 51,056	1	1	1	1	50,222	
18	C130	Chief Deputy City Solicitor	139,050	1	1	1	1	139,050	
<b>Subtotal Administration</b>				<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>236,831</b>	<b>1</b>
<b>Mass Revenue Litigation Unit:</b>									
19	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,359	
20	A451	Assistant City Solicitor	50,938 - 70,231	1	1	1	1	65,920	
21	2B02	Collection Customer Representative	39,793 - 43,420	1	2	2	2	85,674	
22	2B04	Collection Representative Supervisor	42,091 - 54,111	2	1	1	1	55,136	
23	1D41	Data Service Support Clerk	36,340 - 39,498	1	1	1	1	37,404	
24	D580	Divisional Deputy City Solicitor	76,859 - 111,445	1	1	1	1	100,940	
25	2B18	Revenue Collection Representative	40,860 - 44,630	1	1	1	1	45,255	
26	2B49	Tax Analyst Trainee	37,237 - 47,875	2			2	85,110	2
27	2B50	Tax Analyst 1	41,065 - 52,791		2	1			(2)
28	2B51	Tax Analyst 2	52,321 - 67,274	3	3	2	3	181,234	
29	2B55	Tax Collections Coordinator	63,566 - 81,721	1	1	1	1	83,146	
<b>Subtotal Mass Revenue Litigation Unit</b>				<b>14</b>	<b>14</b>	<b>12</b>	<b>14</b>	<b>787,178</b>	

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	DELINQUENT TAX COLLECTION	12
Fund	No.		
GENERAL	01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Major Tax Division:</b>									
30	2L01	Administrative Technician	36,185 - 46,534	1	1	2	1	47,759	
31	1A04	Clerk 3	39,793 - 43,420	1	2	1	1	83,037	(1)
32	1D41	Data Service Support Clerk	36,340 - 39,498	4	4	1	3	110,084	(1)
33	A451	Assistant City Solicitor	50,938 - 70,231	6	8	3	6	381,100	(2)
34	2B02	Collection Customer Representative	39,793 - 43,420		2	2	1	39,793	(1)
35	D210	Deputy City Solicitor	58,193 - 85,093	4	4	4	5	385,220	1
36	D580	Divisional Deputy City Solicitor	76,859 - 111,445	1	1	1	1	105,060	
37	L153	Legal Assistant	26,352 - 39,527	3	3	3	3	105,354	
38	L155	Legal Assistant Supervisor	39,527 - 51,056	1	1	1	1	44,641	
39	2B18	Revenue Collection Representative	40,860 - 44-630	1		1	2	86,870	2
40	2B49	Tax Analyst Trainee	37,237 - 47,875	1	1	1	1	39,896	
41	2B51	Tax Analyst 2	52,321 - 67,274	9	9	8	9	558,813	
42	2B55	Tax Collections Coordinator	63,566 - 81,721	2	1	2	2	165,492	1
<b>Subtotal Major Tax Division</b>				<b>34</b>	<b>37</b>	<b>30</b>	<b>36</b>	<b>2,153,119</b>	<b>(1)</b>
<b>Real Estate Tax Division:</b>									
43	2L10	Administrative Assistant	41,065 - 52,791	1	1	1	1	50,485	
44	2L20	Administrative Officer	52,321 - 67,274			1	1	70,180	1
45	2L32	Administrative Specialist 2	52,321 - 67,274	1	1	1	1	68,299	
46	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,559	
47	A451	Assistant City Solicitor	50,938 - 70,231	2	2	2	2	127,720	
48	1A02	Clerk 1	29,310 - 31,299	1	1				(1)
49	1A04	Clerk 3	39,793 - 43,420	1	1	1	1	44,245	
50	1A12	Clerk Typist 2	32,688 - 35,342	1	3				(3)
51	2B02	Collection Customer Representative	39,793 - 43,420	1	2	1	1	44,245	(1)
52	1D41	Data Service Support Clerk	36,340 - 39,498	2	2	2	2	76,902	
53	D210	Deputy City Solicitor	58,193 - 85,093	2	1	2	2	144,200	1
54	D580	Divisional Deputy City Solicitor	76,859 - 111,445	1	1	1	1	114,705	
55	2A01	Financial Technician	37,237 - 47,875			1	1	45,480	1
56	L153	Legal Assistant	26,352 - 39,527	1	1	2	2	72,544	1
57	L155	Legal Assistant Supervisor	39,527 - 51,056	1	1	1	1	52,082	
58	1F20	Mail Center Supervisor	43,954 - 48,234	1	1	1	1	49,659	
59	2B18	Revenue Collection Representative	40,860 - 44-630	2		2	2	90,085	2
60	7A03	Semi-Skilled Laborer	36,340 - 39,498			1	1	37,404	1
61	1A37	Service Representative	36,340 - 39,498	4	5				(5)
62	2B51	Tax Analyst 2	52,321 - 67,274	1	1	1	1	60,814	
63	2B55	Tax Collections Coordinator	63,566 - 81,721	1	1	1	1	82,946	
64	1A42	Word Processing Specialist 2	36,340 - 39,498	1	2	1	1	40,723	(1)
<b>Subtotal Real Estate Tax Division</b>				<b>26</b>	<b>28</b>	<b>24</b>	<b>24</b>	<b>1,320,277</b>	<b>(4)</b>

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. 36	Program DELINQUENT TAX COLLECTION	No. 12
Fund <b>GENERAL</b>	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Sequestration Group:</b>									
65	2B02	Collection Customer Representative	39,793 - 43,420	1	2	2	1	42,844	(1)
66	2B18	Revenue Collection Representative	40,860 - 44-630	1	1	1	1	45,855	
67	L153	Legal Assistant	26,352 - 39,527	2	1	3	3	107,886	2
68	1A37	Service Representative	36,340 - 39,498			1			
69	S201	Senior Attorney	96,820	1	1	1	1	96,820	
<b>Subtotal Sequestration Group</b>				<b>5</b>	<b>5</b>	<b>8</b>	<b>6</b>	<b>293,405</b>	<b>1</b>
<b>Use and Occupancy Tax Group:</b>									
70	L153	Legal Assistant	28,894 - 43,431	2	1	2	2	70,942	1
71	L155	Legal Assistant Supervisor	39,527 - 51,056	1	1	1	1	44,641	
72	S201	Senior Attorney	103,205	1	1	1	1	130,205	
73	A620	Asst to the Director of Finance/Data Analyst	75,000		1				(1)
74	C130	Chair. Litigation Group	133,000	1					
75	H430	HIPPA Privacy Compliance Director	77,250	1		1			
76	2B11	Revenue Collection Manager	59,744 - 76,796			1			
<b>Subtotal Use and Occupancy Tax Group</b>				<b>6</b>	<b>4</b>	<b>6</b>	<b>4</b>	<b>245,788</b>	
<b>SUBTOTAL LEGAL SERVICES (TAX &amp; REVENUE UNIT)</b>				<b>88</b>	<b>91</b>	<b>83</b>	<b>88</b>	<b>5,036,598</b>	<b>(3)</b>
<b>Program Total</b>				<b>105</b>	<b>109</b>	<b>100</b>	<b>107</b>	<b>6,172,999</b>	<b>(2)</b>

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2020 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department REVENUE	No. 36	Program DELINQUENT TAX COLLECTION	No. 12
Fund GENERAL	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1		Full Time - Civilian		105	109	100	107	6,172,999	(2)
2		PT, Temp/Seas, Bd, SCG						60,000	
3		Overtime - Civilian						52,000	
4		Lump Sum Separation Payments						32,000	
Total Gross Requirements				105	109	100	107	6,316,999	(2)
Plus: Earned Increment								40,709	
Plus: Longevity								2,445	
Less: (Vacancy Allowance)								(400,700)	
Total Budget Request								5,959,453	

<b>Summary of Personal Services</b>										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		3,792		32,000			32,000		
2	Full Time - Civilian	105	5,383,679	109	5,575,154	100	107	5,815,453	240,299	(2)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		118,356							
5	PT, Temp/Seas, Bd, SCG		119,934		60,000			60,000		
6	Overtime - Civilian		9,238		30,000			52,000	22,000	
7	Overtime - Uniform									
8	Holiday Overtime - Civilian									
9	Unused Uniform Leave									
10	Shift/Stress									
11	H&L, IOD, LT-Sick		966							
12										
Total		105	5,635,965	109	5,697,154	100	107	5,959,453	262,299	(2)

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET			SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department REVENUE		No. 36	Program DELINQUENT TAX COLLECTION			No. 12
Fund GENERAL		No. 01				
Code (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Departmental Request (6)	Increase or (Decrease) (7)
<b>Schedule 300 - Materials &amp; Supplies</b>						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications	4,471	8,000	8,000	8,000	
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel					
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory					
318	Janitorial, Laundry & Household					
320	Office Materials & Supplies	17,853	30,000	30,000	30,000	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists		5,600	5,600	5,600	
325	Printing	8,850	7,980	7,980	7,980	
326	Recreational & Educational					
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
	Total	31,174	51,580	51,580	51,580	
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment	1,778				
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals					
428	Vehicles					
430	Furniture & Furnishings	28,069	4,000	4,000	9,000	5,000
499	Other Equipment (not otherwise classified)					
	Total	29,847	4,000	4,000	9,000	5,000

71-53L (Program Based Budgeting Version)



CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET				SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
Department REVENUE		No. 36	Program DELINQUENT TAX COLLECTION		No. 12	
Fund GENERAL		No. 01				
Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	1,495,625	2,564,915	2,421,810	2,462,915	41,105
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	AAL Acquest Corp	387,915	580,000	540,000	540,000	Tax Info. Cert. Sheriff Sales
250	GSB&B, LLC			32,000	60,000	Sequestrators
250	LTS Acquisition Co. LLC	301,120	580,000	540,000	540,000	Tax Info. Cert. Sheriff Sales
250	PA Constable	6,525		40,000	40,000	Phila Municipal Court Services
250	Philadelphia Writ Service Inc.	537,221	275,000	530,000	530,000	Writ Services for Tax
250	TransAmerican and USF					5th Floor Renovations
250	TransUnion Risk and Alter. Data Solutions, Inc.		14,000	14,000	13,440	Public Access Database
250	Tyler Firm, LLC	78,710	50,000	75,000	75,000	Writ Services for Tax
250	Petty Cash & Other Reimbursements	6,786	34,250	34,250	53,000	Misc. Professional Services
250	TBD		450,000	4,895	29,810	Tax Info. Cert. Sheriff Sales
250	TBD		495,000	495,000	495,000	Outside Appraiser Contracts
	<b>Class 250 Total</b>	<b>1,318,277</b>	<b>2,478,250</b>	<b>2,305,145</b>	<b>2,376,250</b>	
251	Acumen Group Incorporated	160,000	60,000	90,000	60,000	Law Document Management
251	Cellco Partnership	488				Mobile Services
251	TransUnion Risk and Alter. Data Solutions, Inc.	13,440				Public Access Database
251	West Publishing Corporation	500	7,000	7,000	7,000	Online Legal Services
	<b>Class 251 Total</b>	<b>174,428</b>	<b>67,000</b>	<b>97,000</b>	<b>67,000</b>	
253	Strehlow & Associates	320				Transcript Order
253	TBD		5,000	5,000	5,000	Misc. Legal Services
	<b>Class 253 Total</b>	<b>320</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
258	Various	2,600	14,665	14,665	14,665	Court Transcriber/Reporting
	<b>Class 258 Total</b>	<b>2,600</b>	<b>14,665</b>	<b>14,665</b>	<b>14,665</b>	
	<b>Total - Professional Services</b>	<b>1,495,625</b>	<b>2,564,915</b>	<b>2,421,810</b>	<b>2,462,915</b>	

71-53N (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:**  
**CLASSES OTHER THAN**  
**250s AND 290, BY PROGRAM**

Department REVENUE		No. 36	Program DELINQUENT TAX COLLECITON		No. 12	
Fund GENERAL		No. 01				
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Pitney Bowes Bank (Reserved Account)	500,037		143,105		Sheriff Sale Certified Mailing
	<b>Class 210 Total</b>	<b>500,037</b>		<b>143,105</b>		
320	Staples	8,965				Office Supplies Envelopes Paper, Envelopes, Supplies
320	Envelopes and Printed Products	8,888				
320	TBD		30,000	30,000	30,000	
	<b>Class 320 Total</b>	<b>17,853</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT TAX COLLECTION		12	
Fund		No.				
GRANTS REVENUE		08				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services					
b)	Employee Benefits					
200	Purchase of Services	18,452,543	17,475,000	17,475,000	17,475,000	
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		18,452,543	17,475,000	17,475,000	17,475,000	
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)		17,325,000	17,325,000	17,325,000		
Federal						
State		150,000	150,000	150,000		
Other Governments						
Other Funds of the City						
Total		17,475,000	17,475,000	17,475,000		

71-53F (Program Based Budgeting Version)

CITY OF PHILADELPHIA			GRANT INFORMATION SUMMARY WITHIN PROGRAM			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT TAX COLLECTION		12	
Fund		No.				
GRANTS REVENUE		08				
Funding Sources		Grant Title		Grant Number	Index Code	
Federal		DELINQUENT TAX COLLECTION PROGRAM		G36L05	360533	
State		Award Period		Type of Grant		
Other Govt.		7/1/19 - 6/30/20		REIMBURSEMENT		
<b>X</b>	Local (Non-Govt.)	<b>Grant Objective</b>				
Commissions for collection of delinquent taxes, fees and fines.						
Summary by Class						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100 a)	Personal Services					
100 b)	Employee Benefits - Total					
	Class 186 - Flex Cash Pmts.					
	Class 187 - Worker's Comp. - Disability					
	Class 188 - Worker's Comp. - Medical					
	Class 189 - Medicare Tax					
	Class 190 - Pension Obligation Bonds					
	Class 191 - Pension Contributions					
	Class 192 - FICA					
	Class 193 - Health / Medical					
	Class 194 - Group Life					
	Class 195 - Group Legal					
200	Purchase of Services	18,452,543	17,325,000	17,325,000	17,325,000	
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total	18,452,543	17,325,000	17,325,000	17,325,000	
Summary by Funding Source						
Code	Category	Fiscal 2018 Actual Revenue	Fiscal 2019 Original Budget	Fiscal 2019 Estimated Revenue	Fiscal 2020 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Federal					
200	State					
300	Other Governments					
400	Local (Non-Governmental)		17,325,000	17,325,000	17,325,000	
	Total		17,325,000	17,325,000	17,325,000	
Summary of Positions						
Code	Category	Actual Pos. 6/30/18	Fiscal 2019 Budgeted Pos.	Incr. Run PPE 11/25/18	Fiscal 2020 Budgeted Pos.	Inc. / (Dec.) (Col. 6 less Col. 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
	Total					

71-53P (Program Based Budgeting Version)

CITY OF PHILADELPHIA			GRANT INFORMATION SUMMARY WITHIN PROGRAM			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT TAX COLLECTION		12	
Fund		No.				
GRANTS REVENUE		08				
Funding Sources		Grant Title		Grant Number	Index Code	
Federal		DELINQUENT TAX COLLECTION PROGRAM		G36L05	360534	
<b>X</b>	State	Award Period		Type of Grant		
	Other Govt.	7/1/19 - 6/30/20		REIMBURSEMENT		
	Local (Non-Govt.)	<b>Grant Objective</b>				
Collect sales tax refunds due to the City of Philadelphia from the Commonwealth.						
Summary by Class						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100 a)	Personal Services					
100 b)	Employee Benefits - Total					
	Class 186 - Flex Cash Pmts.					
	Class 187 - Worker's Comp. - Disability					
	Class 188 - Worker's Comp. - Medical					
	Class 189 - Medicare Tax					
	Class 190 - Pension Obligation Bonds					
	Class 191 - Pension Contributions					
	Class 192 - FICA					
	Class 193 - Health / Medical					
	Class 194 - Group Life					
	Class 195 - Group Legal					
200	Purchase of Services		150,000	150,000	150,000	
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total		150,000	150,000	150,000	
Summary by Funding Source						
Code	Category	Fiscal 2018 Actual Revenue	Fiscal 2019 Original Budget	Fiscal 2019 Estimated Revenue	Fiscal 2020 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Federal					
200	State		150,000	150,000	150,000	
300	Other Governments					
400	Local (Non-Governmental)					
	Total		150,000	150,000	150,000	
Summary of Positions						
Code	Category	Actual Pos. 6/30/18	Fiscal 2019 Budgeted Pos.	Incr. Run PPE 11/25/18	Fiscal 2020 Budgeted Pos.	Inc. / (Dec.) (Col. 6 less Col. 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
	Total					

71-53P (Program Based Budgeting Version)

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2020 OPERATING BUDGET						
Department	No.	Program	No.			
REVENUE	36	TAXPAYER ASSISTANCE & CREDIT PROGRAMS	13			
Program Description						
Revenue provides tax relief to individual homeowners and business taxpayers through this program.						
Program Objectives						
<ul style="list-style-type: none"> <li>- Increase enrollment in Real Estate Tax assistance programs.</li> <li>- Process all applications in a timely manner.</li> </ul>						
Performance Measures						
Description	Fiscal 2018 Year-End	Fiscal 2019 Year-to-Date (Q1 + Q2)	Fiscal 2019 Target	Fiscal 2020 Target		
(1)	(2)	(3)	(4)	(5)		
Percent of homeowners receiving relief	78.0%	N/A	79.0%	80.0%		
<i>Comments: This is an annual measure, and FY19 data will be available at year-end. During FY18, the Department of Revenue's Audit Unit conducted a compliance initiative to identify and revoke Homestead and LOOP from accounts no longer entitled to the program; so while the rate of enrollment has not had a net increase, Revenue is pleased that those enrolled are entitled to the relief.</i>						
Number of free Federal Tax Returns prepared to support the Earned Income Tax Credit (EITC)	26,222	N/A	25,600	25,600		
<i>Comments: This is an annual measure, and FY19 data will be available at year-end. The contracts are funded on a per return basis, capped at 25,600 based on the available funds – but sometimes the vendor is able to prepare more.</i>						
Summary by Fund						
Fund No.	Fund	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	1,344,141	1,281,000	1,456,158	1,571,367	115,209
	Total	1,344,141	1,281,000	1,456,158	1,571,367	115,209
Summary of Full Time Positions by Fund						
Fund No.	Fund	Actual Positions 6/30/18	Fiscal 2019 Budgeted	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	4	1	4	7	6
	Total Full Time	4	1	4	7	6



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	TAXPAYER ASSISTANCE & CREDIT PROGRAMS		13	
Fund		No.				
GENERAL		01				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	110,730	60,000	235,158	351,367	116,209
b)	Employee Benefits					
200	Purchase of Services	1,233,090	1,170,000	1,170,000	1,170,000	
300	Materials and Supplies	321	51,000	51,000	50,000	(1,000)
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		1,344,141	1,281,000	1,456,158	1,571,367	115,209
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	4	1	4	7	6
105	Full Time - Uniform					
Total		4	1	4	7	6
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)



**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. <b>36</b>	Program <b>TAXPAYER ASSISTANCE &amp; CREDIT PROGRAMS</b>	No. <b>13</b>
Fund <b>GENERAL</b>	No. <b>01</b>		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>TAXPAYER ASSISTANCE &amp; CREDIT (360540)</b>									
1	A620	Asst. Dir. Fin. - Admin. Taxpayer Asst.	65,000	1	1				(1)
2	2B02	Collection Customer Representative	39,793 - 43,420			1	1	41,629	1
3	2B04	Collection Representative Supervisor	42,091 - 54,111	1			1	54,936	1
4	1D41	Data Services Support Clerk	36,340 - 39,498	1		2	2	76,902	2
5	2B18	Revenue Collection Representative	40,860 - 44,630				1	43,331	1
6	A620	Asst. Dir. Fin. - Taxpayer Assistance Prog Dir.	70,000				1	70,000	1
7	2B40	Tax and Revenue Conferee	62,016 - 79,727	1		1	1	80,952	1
<b>Program Total</b>				<b>4</b>	<b>1</b>	<b>4</b>	<b>7</b>	<b>367,750</b>	<b>6</b>

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2020 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department REVENUE	No. 36	Program TAXPAYER ASSISTANCE & CREDIT PROGRAMS	No. 13
Fund GENERAL	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1		Full-Time Civilian		4	1	4	7	367,750	6
2		Overtime - Civilian						1,000	
Total Gross Requirements				4	1	4	7	368,750	6
Plus: Earned Increment								2,004	
Plus: Longevity									
Less: (Vacancy Allowance)								(19,387)	
Total Budget Request								351,367	

<b>Summary of Personal Services</b>										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum									
2	Full Time - Civilian	4	104,501	1	231,444	4	7	350,367	118,923	6
3	Full Time - Uniform									
4	Bonus, Gross Adj.		6,229		3,686				(3,686)	
5	PT, Temp/Seas, Bd, SCG									
6	Overtime - Civilian				28			1,000	972	
7	Overtime - Uniform									
8	Holiday Overtime - Civilian									
9	Unused Uniform Leave									
10	Shift/Stress									
11	H&L, IOD, LT-Sick									
12										
Total		4	110,730	1	235,158	4	7	351,367	116,209	6

71-53J (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET			SCHEDULE 200 PURCHASE OF SERVICES BY PROGRAM			
Department REVENUE		No. 36	Program TAXPAYER ASSISTANCE & CREDIT PROGRAMS			No. 13
Fund GENERAL		No. 01				
Code (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Departmental Request (6)	Increase or (Decrease) (7)
<b>Schedule 200 - Purchase of Services</b>						
201	Cleaning & Laundering					
202	Janitorial Services					
205	Refuse, Garbage, Silt and Sludge Removal					
209	Telephone & Communication					
210	Postal Services					
211	Transportation					
215	Licenses, Permits & Inspection Charges					
216	Commercial off the Shelf Software Licenses					
220	Electric Current					
221	Gas Services					
222	Steam for Heating					
230	Meals (non-travel) & Official Entertaining					
231	Overtime Meals					
240	Advertising & Promotional Activities					
250	Professional Services	1,233,090	1,170,000	1,170,000	1,170,000	
251	Professional Svcs. - Information Technology					
252	Accounting & Auditing Services					
253	Legal Services					
254	Mental Health & Intellectual Disability Services					
255	Dues					
256	Seminar & Training Sessions					
257	Architectural & Engineering Services					
258	Court Reporters					
259	Arbitration Fees					
260	Repair & Maintenance Charges					
261	Repaving, Repairing & Resurfacing Streets					
262	Demolition of Buildings					
264	Abatement of Nuisances					
265	Rehabilitation of Property					
266	Maint. & Support - Comp. Hardware & Software					
275	Juror Fees					
276	Juror Expenses					
277	Witness Fees					
280	Insurance & Official Bonds					
282	Lease Purchase - Computer Systems					
283	Lease Purchase - Vehicles					
284	Ground & Building Rental					
285	Rents - Other					
286	Rental of Parking Spaces					
290	Payments for Care of Individuals					
295	Imprest Advances					
298	Payments for Burials & Graves					
299	Other Expenses (not otherwise classified)					
Total		1,233,090	1,170,000	1,170,000	1,170,000	

71-53K (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET			SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department REVENUE		No. 36	Program TAXPAYER ASSISTANCE & CREDIT PROGRAMS			No. 13
Fund GENERAL		No. 01				
Code (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Departmental Request (6)	Increase or (Decrease) (7)
<b>Schedule 300 - Materials &amp; Supplies</b>						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications					
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel	193		580		(580)
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory					
318	Janitorial, Laundry & Household					
320	Office Materials & Supplies	128	51,000	50,420	50,000	(420)
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing					
326	Recreational & Educational					
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
	Total	321	51,000	51,000	50,000	(1,000)
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment					
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals					
428	Vehicles					
430	Furniture & Furnishings					
499	Other Equipment (not otherwise classified)					
	Total					

71-53L (Program Based Budgeting Version)

CITY OF PHILADELPHIA				SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	TAXPAYER ASSISTANCE & CREDIT PROG.		13	
Fund		No.				
GENERAL		01				
Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	1,233,090	1,170,000	1,170,000	1,170,000	
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	AB+C Creative Intelligence	349,090	350,000	350,000	350,000	EITC Marketing Services
250	Campaign for Working Families	730,000	730,000	730,000	730,000	EITC Tax Prep & Marketing Svc
250	Community Marketing Concepts	32,000				Community Outreach Program
250	Pathways PA, Inc.	30,000	30,000	30,000	30,000	EITC Tax Prep & Marketing Svc
250	Vanguard Direct Inc.	92,000	60,000	60,000	60,000	Homestead Program
	<b>Class 250 Total</b>	<b>1,233,090</b>	<b>1,170,000</b>	<b>1,170,000</b>	<b>1,170,000</b>	

71-53N (Program Based Budgeting Version)

**CITY OF PHILADELPHIA  
FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:  
CLASSES OTHER THAN  
250s AND 290, BY PROGRAM**

Department REVENUE	No. 36	Program TAXPAYER ASSISTANCE & CREDIT PROG.	No. 13
Fund GENERAL	No. 01		

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
320	Misc. Vendors	128	51,000	50,420	50,000	Supplies, Paper, Envelopes, etc.

71-530 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>	<b>PROGRAM SUMMARY - ALL FUNDS</b>
<b>FISCAL 2020 OPERATING BUDGET</b>	

Department REVENUE	No. 36	Program WATER BILLING, ACCOUNTING & CUSTOMER SERVICE	No. 14
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**Program Description**

This program determines which water, sewer and stormwater charges people owe, lets people know how much to pay, and processes payments received.

**Program Objectives**

- Increase the number of customers receiving eBills.
- Increase the number of customers with automated monthly payments.

**Performance Measures**

Description (1)	Fiscal 2018 Year-End (2)	Fiscal 2019 Year-to-Date (Q1 + Q2) (3)	Fiscal 2019 Target (4)	Fiscal 2020 Target (5)
Percent of water bills paid in 90 days	87.1%	88.7%	87.0%	88.0%
Dollar amount of water bills collected	\$652.0M	\$331.3M	\$645.8M	\$642.9M

**Summary by Fund**

Fund No. (1)	Fund (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Proposed Budget (6)	Increase or (Decrease) (7)
02	Water	7,602,529	8,061,500	8,491,500	8,686,116	194,616
	Total	7,602,529	8,061,500	8,491,500	8,686,116	194,616

**Summary of Full Time Positions by Fund**

Fund No. (1)	Fund (2)	Actual Positions 6/30/18 (3)	Fiscal 2019 Budgeted (4)	Increment Run PPE 11/25/18 (5)	Fiscal 2020 Budgeted (6)	Inc. / (Dec.) (Col. 6 less 4) (7)
02	Water	142	158	143	156	(2)
	Total Full Time	142	158	143	156	(2)

71-53E (Program Based Budgeting Version)





CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	WATER BILLING, ACCOUNTING & CUSTOMER SERVICE		14	
Fund		No.				
WATER		02				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	6,631,528	6,955,000	7,079,000	7,273,616	194,616
b)	Employee Benefits					
200	Purchase of Services	405,263	501,000	557,000	557,000	
300	Materials and Supplies	293,436	308,500	308,500	308,500	
400	Equipment	272,302	292,000	542,000	542,000	
500	Contributions, Indemnities and Taxes		5,000	5,000	5,000	
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		7,602,529	8,061,500	8,491,500	8,686,116	194,616
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	142	158	143	156	(2)
105	Full Time - Uniform					
Total		142	158	143	156	(2)
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)	649,386,745	645,801,000	636,501,000	649,151,000	12,650,000	
Federal						
State						
Other Governments						
Other Funds of the City						
Total	649,386,745	645,801,000	636,501,000	649,151,000	12,650,000	

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department	No.	Program	No.
REVENUE	36	WATER BILLING, ACCOUNTING & CUST SERVICE	14
Fund	No.		
WATER	02		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Water Revenue Bureau (360551):</b>									
<b>Accounting Unit:</b>									
1	1B10	Account Clerk	37,421 - 40,725	4	6	4	4	116,661	(2)
2	2A06	Accountant	45,932 - 59,059	8	10	8	9	470,851	(1)
3	2A05	Accountant/Revenue Examiner Trainee	49,216	2	3	2	4	196,864	1
4	2A07	Accounting Supervisor	59,744 - 76,796	3	4	3	4	77,621	
5	2A08	Accounting Transaction Supervisor	63,566 - 81,721	3	3	3	3	249,238	
6	1A22	Clerical Supervisor 2	41,930 - 45,868	1	1	1	1	46,493	
7	1A04	Clerk 3	39,793 - 43,420	8	8	8	9	347,901	1
8	1A11	Clerk Typist 1	30,043 - 32,081						
9	1A12	Clerk Typist 2	33,668 - 36,402		1				(1)
10	1D41	Data Services Support Clerk	36,340 - 39,498	1	1	1	1	37,404	
11	2A01	Financial Technician	37,237 - 47,875	1		1	2	90,431	2
12	2A21	Revenue Accounting Manager	72,956 - 93,796	1	1	1	1	95,421	
<b>Subtotal Accounting Unit</b>				<b>31</b>	<b>38</b>	<b>32</b>	<b>38</b>	<b>1,728,885</b>	
<b>Administrative Operations Unit:</b>									
13	2B10	Asst. Rev Coll/Admin. Assist. (Confidential)	49,235 - 63,284	1	1	1	1	64,709	
14	1D59	Computer User Support Specialist	42,997 - 47,121	2	2	2			(2)
15	2B11	Revenue Collection Manager	59,744 - 76,796	1	1		1	59,744	
16	2B21	Revenue Collection Officer 2	90,594 - 116,471	1	1	1	1	118,096	
<b>Subtotal Administrative Operations Unit</b>				<b>5</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>242,549</b>	(2)
<b>Collection Operations Unit:</b>									
17	2B02	Collection Customer Representative	39,793 - 43,420	12	15	13	14	608,091	(1)
18	2B04	Collection Representative Supervisor	42,091 - 54,111	5	5	4	5	270,268	
19	1D41	Data Services Support Clerk	36,340 - 39,498	4	2	4	4	151,007	2
20	2B11	Revenue Collection Manager	59,744 - 76,796	1		1	1	78,421	1
21	2B18	Revenue Collection Representative	40,860 - 44,630	2	4	2	4	172,431	
22	1A37	Service Representative	36,340 - 39,498	8	8	8	8	309,244	
<b>Subtotal Collection Operations Unit</b>				<b>32</b>	<b>34</b>	<b>32</b>	<b>36</b>	<b>1,589,462</b>	<b>2</b>
<b>Customer Operations Unit:</b>									
23	1A22	Clerical Supervisor 2	41,930 - 45,868	1	2	2	1	46,493	(1)
24	1A02	Clerk 1	30,944 - 33,043	1	1				(1)
25	2B02	Collection Customer Representative	39,793 - 43,420	8	15	11	11	477,372	(4)
26	2B04	Collection Representative Supervisor	42,091 - 54,111	4	3	3	3	160,596	
27	1D41	Data Services Support Clerk	36,340 - 39,498	3	4	4	4	147,488	
28	2B11	Revenue Collection Manager	59,744 - 76,796		2	1	2	69,694	
29	1A37	Service Representative	36,340 - 39,498	9	7	9	11	375,619	4
<b>Subtotal Customer Operations Unit</b>				<b>26</b>	<b>34</b>	<b>30</b>	<b>32</b>	<b>1,277,262</b>	<b>(2)</b>

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. <b>36</b>	Program <b>WATER BILLING, ACCOUNTING &amp; CUST SERVICE</b>	No. <b>14</b>
Fund <b>WATER</b>	No. <b>02</b>		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Technical Operations Unit:</b>									
30	2B02	Collection Customer Representative	39,793 - 43,420	2	2	2	2	88,890	
31	1D41	Data Services Support Clerk	36,340 - 39,498	3	3	1	3	109,020	
32	6F75	Meter Reader Operations Manager	49,235 - 63,284	1	1	1			(1)
33	6E26	Revenue Investigation Manager	47,081 - 60,534			1	1	58,799	1
34	6E25	Revenue Investigation Supervisor	42,091 - 54,111	2	2	2	2	96,396	
35	6E23	Revenue Investigator	40,860 - 44,630	7	8	7	8	364,647	
36	2B28	Tax Assessor	41,930 - 45,868	1					
37	2B40	Tax & Revenue Conferee	62,016 - 79,727	1					
<b>Subtotal Technical Operations</b>				<b>17</b>	<b>16</b>	<b>14</b>	<b>16</b>	<b>717,752</b>	
<b>Total Water Revenue Bureau</b>				<b>111</b>	<b>127</b>	<b>112</b>	<b>125</b>	<b>5,555,910</b>	<b>(2)</b>
<b>Collections Division- Payment Processing (360552):</b>									
<b>Administrative Unit:</b>									
38	2B10	Assistant Revenue Collection Manager	49,235 - 63,284	1	1	1	1	64,309	
39	2B02	Collection Customer Representative	39,793 - 43,420			1	1	41,004	1
<b>Subtotal Administrative Unit</b>				<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>105,313</b>	<b>1</b>
<b>Cashiering Unit:</b>									
40	1D41	Data Services Support Clerk	36,340 - 39,498			2	1	39,498	1
41	1B80	Payment Processing Clerk 1	35,041 -38,023	1	1	1	3	111,576	2
42	1B81	Payment Processing Clerk 2	36,340 - 39,498	11	12	11	9	320,492	(3)
43	1B82	Payment Processing Clerk 3	38,607 - 42,073	3	3	3	3	128,695	
44	1B83	Payment Processing Clerk Supervisor	42,997 - 47,121	1	1	1	1	47,746	
<b>Subtotal Cashiering Unit</b>				<b>16</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>648,007</b>	
<b>Exceptions Processing Unit:</b>									
45	2B04	Collection Representative Supervisor	42,091 - 54,111	1	1	1	1	55,336	
46	1A37	Service Representative	36,340 - 39,498	3	2	3	3	119,119	1
<b>Subtotal Exceptions Processing</b>				<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>174,455</b>	<b>1</b>
<b>Incoming Mail Unit:</b>									
47	1A21	Clerical Supervisor 1	37,421 - 40,725	1	1		1	37,421	
48	1A03	Clerk 2	33,668 - 36,402	4	4	4	4	149,309	
49	1A04	Clerk 3	39,793 - 43,420	1	1	1	1	44,245	
50	1D41	Data Services Support Clerk	36,340 - 39,498	4	4	2	2	79,621	(2)
<b>Subtotal Incoming Mail Unit</b>				<b>10</b>	<b>10</b>	<b>7</b>	<b>8</b>	<b>310,596</b>	<b>(2)</b>
<b>Total Collections - Payment Processing</b>				<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>1,238,371</b>	
<b>Program Total</b>				<b>142</b>	<b>158</b>	<b>143</b>	<b>156</b>	<b>6,794,281</b>	<b>(2)</b>

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2020 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department REVENUE	No. 36	Program WATER BILLING, ACCOUNTING & CUSTOMER SERVICE	No. 14
Fund WATER	No. 02		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1		Full Time - Civilian		142	158	143	156	6,794,281	(2)
2		Temporary & Seasonal						50,000	
3		Regular Overtime						392,000	
4		Holiday Overtime						3,000	
5		Shift Differential						4,000	
6		Lump Sum Separation Payments						80,000	
Total Gross Requirements				142	158	143	156	7,323,281	(2)
Plus: Earned Increment								50,049	
Plus: Longevity								3,709	
Less: (Vacancy Allowance)								(103,423)	
Total Budget Request								7,273,616	

<b>Summary of Personal Services</b>										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		28,195		41,000			80,000	39,000	
2	Full Time - Civilian	142	6,042,047	158	6,589,000	143	156	6,744,616	155,616	(2)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		97,640							
5	PT, Temp/Seas, Bd, SCG		102,817		50,000			50,000		
6	Overtime - Civilian		359,078		392,000			392,000		
7	Overtime - Uniform									
8	Holiday Overtime - Civilian		1,388		3,000			3,000		
9	Unused Uniform Leave									
10	Shift/Stress				4,000			4,000		
11	H&L, IOD, LT-Sick		363							
12										
Total		142	6,631,528	158	7,079,000	143	156	7,273,616	194,616	(2)

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA			SCHEDULE 300 - 400			
FISCAL 2020 OPERATING BUDGET			MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	WATER BILLING, ACCOUNTING & CUSTOMER SERVICE		14	
Fund		No.				
WATER		02				
Code	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>Schedule 300 - Materials &amp; Supplies</b>						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications	1,618		5,000	5,000	
305	Building & Construction		5,000			
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel	1,969	5,000	5,000	5,000	
309	Cordage & Fibers					
310	Electrical & Communication		12,000	12,000	12,000	
311	General Equipment & Machinery		1,000	1,000	1,000	
312	Fire Fighting & Safety	524				
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools		1,000	1,000	1,000	
317	Hospital & Laboratory		1,000	1,000	1,000	
318	Janitorial, Laundry & Household	107	2,500	2,500	2,500	
320	Office Materials & Supplies	276,237	185,000	185,000	185,000	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists		30,000	30,000	30,000	
325	Printing	12,808	64,000	64,000	64,000	
326	Recreational & Educational	173	2,000	2,000	2,000	
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
	Total	293,436	308,500	308,500	308,500	
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications	1,194	10,000	10,000	10,000	
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment		25,000	25,000	25,000	
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists	8,719				
426	Recreational & Educational					
427	Computer Equipment & Peripherals	5,956	16,000	16,000	16,000	
428	Vehicles					
430	Furniture & Furnishings	255,671	241,000	491,000	491,000	
499	Other Equipment (not otherwise classified)	762				
	Total	272,302	292,000	542,000	542,000	

71-53L (Program Based Budgeting Version)



CITY OF PHILADELPHIA				SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	WATER BILLING, ACCOUNTING & CUST SERVICE		14	
Fund		No.				
WATER		02				
Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	260,842	325,000	331,000	331,000	
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	Braille Works	32,000	32,000	32,000	32,000	Braille and Large Print Services
250	Instant Web Inc.		30,000			Disaster Recovery Services
250	Levlane Advertising		10,000	10,000	10,000	Branding & Customer Service Improv.
250	Marilyn Nyman Associates	20,000				Customer Service Training
250	The Nyman Group		20,000			Customer Service Training
250	Pacer Service Center	4,360				
250	Peripheral Systems	80,000				Technical Writing
250	Scotlandyard Security	12,182		66,000	66,000	Security Services
250	Superior Moving & Storage	32,400				Moving & Storage Services
250	Transamerican Furniture	45,000	50,000			WRB Renovations
250	U.S. Facilities		15,000	15,000	15,000	Office Configurations
250	Other - Miscellaneous		2,000	8,000	8,000	Miscellaneous Services
250	TBD		36,000	70,000	70,000	WRB Cust. Svc. & Misc. Trainings
	<b>Class 250 Total</b>	<b>225,942</b>	<b>195,000</b>	<b>201,000</b>	<b>201,000</b>	
251	Online Consulting Incorporated	3,000	5,000	5,000	5,000	IT Training
251	West Publishing Company		5,000	5,000	5,000	Online Research
251	Other - Miscellaneous	31,900				Miscellaneous IT Prof. Services
251	TBD		120,000	120,000	120,000	Technical Writing
	<b>Class 251 Total</b>	<b>34,900</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	
	<b>Total - Professional Services</b>	<b>260,842</b>	<b>325,000</b>	<b>331,000</b>	<b>331,000</b>	

71-53N (Program Based Budgeting Version)



**CITY OF PHILADELPHIA  
FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:  
CLASSES OTHER THAN  
250s AND 290, BY PROGRAM**

Department REVENUE	No. 36	Program WATER BILLING, ACCOUNTING & CUST SERVICE	No. 14
Fund WATER	No. 02		

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
256	TBD		70,000	68,925	70,000	Seminar & Training Sessions
	<b>Class 256 Total</b>		<b>70,000</b>	<b>68,925</b>	<b>70,000</b>	
260	Associated Specialty	67,000	58,000			Repair and Maintenance-Abatement
260	Palman Electric	38,634				Repair and Maintenance-Electrical
260	Misc Vendors	10,401				Xerox, Ricoh, Paik
260	TBD			108,000	108,000	Renovations (Repairs & Maint.)
	<b>Class 260 Total</b>	<b>116,035</b>	<b>58,000</b>	<b>108,000</b>	<b>108,000</b>	
320	Paper Mart	233,740				Envelopes
320	Miscellaneous	42,497	185,000	185,000	185,000	Miscellaneous Supplies
	<b>Class 320 Total</b>	<b>276,237</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	
325	Vanguard Direct	11,788				Printing
325	Other	1,020				Printing
325	TBD		64,000	64,000	64,000	Printing
	<b>Class 325 Total</b>	<b>12,808</b>	<b>64,000</b>	<b>64,000</b>	<b>64,000</b>	
430	Transamerican Office Furniture Inc.	255,671				Office Furniture
430	TBD		241,000	491,000	491,000	Renovations (Furniture & Furnish.)
	<b>Class 430 Total</b>	<b>255,671</b>	<b>241,000</b>	<b>491,000</b>	<b>491,000</b>	

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2020 OPERATING BUDGET						
Department	No.	Program	No.			
REVENUE	36	DELINQUENT WATER COLLECTION	15			
<b>Program Description</b>						
Revenue, in partnership with the Law Department, uses an array of tactics to encourage and compel payment of delinquent water and sewer charges. Enforcement tools include making phone calls, sending letters, placing liens on property, filing suit in both Municipal and Common Pleas Courts, placement of accounts with collection agencies, shut-off of delinquent accounts, sale of property through Sheriff's Sales, and administration of payment agreements.						
<b>Program Objectives</b>						
<ul style="list-style-type: none"> <li>- Evaluate the benefits and negative impacts of maintaining a winter moratorium on residential water shut-offs.</li> <li>- Increase number of court filings for foreclosures on commercial water accounts.</li> </ul>						
<b>Performance Measures</b>						
Description	Fiscal 2018 Year-End	Fiscal 2019 Year-to-Date (Q1 + Q2)	Fiscal 2019 Target	Fiscal 2020 Target		
(1)	(2)	(3)	(4)	(5)		
Percent change in delinquent principal outstanding (excludes current charges not yet overdue/delinquent and city bills)	0.7%	N/A	0.0%	-1.0%		
<i>Comments: This is an annual measure, and FY19 data will be available at year-end.</i>						
Percent of Delinquent Water Accounts in Payment Agreements or TAP	10.0%	N/A	12.0%	13.0%		
<i>Comments: This is an annual measure, and FY19 data will be available at year-end.</i>						
<b>Summary by Fund</b>						
Fund No.	Fund	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
02	Water	1,015,161	1,140,000	1,234,500	1,399,500	165,000
08	Grants Revenue	2,750,000	8,950,000	8,950,000	8,950,000	
	Total	3,765,161	10,090,000	10,184,500	10,349,500	165,000
<b>Summary of Full Time Positions by Fund</b>						
Fund No.	Fund	Actual Positions 6/30/18	Fiscal 2019 Budgeted	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
02	Water	18	21	20	23	2
08	Grants Revenue					
	Total Full Time	18	21	20	23	2



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT WATER COLLECTION		15	
Fund		No.				
WATER		02				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	715,161	840,000	934,500	1,099,500	165,000
b)	Employee Benefits					
200	Purchase of Services	300,000	300,000	300,000	300,000	
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		1,015,161	1,140,000	1,234,500	1,399,500	165,000
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	18	21	20	23	2
105	Full Time - Uniform					
Total		18	21	20	23	2
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. 36	Program <b>DELINQUENT WATER COLLECTION</b>	No. 15
Fund <b>WATER</b>	No. 02		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>LEGAL SERVICES DIVISION (360562) (TAX &amp; REVENUE UNIT):</b>									
<b>Mass Revenue Litigation Unit:</b>									
1	2L01	Administrative Technician	36,185 - 46,534				1	38,778	1
2	A451	Assistant City Solicitor	50,938 - 70,231	4	3	3	3	189,520	
3	2B02	Collection Customer Representative	39,793 - 43,420	3	3	2	4	199,982	1
4	2B04	Collection Representative Supervisor	42,091 - 54,111	1	1	1	1	55,136	
5	1D41	Data Services Support Clerk	36,340 - 39,498	1	1	2	1	37,404	
6	D210	Deputy City Solicitor	58,193 - 85,093	1	1	1	2	142,100	1
7	2B18	Revenue Collection Representative	40,860 - 44,630	1	1	2	2	91,111	1
8	S217	Senior Legal Assistant	43,341 - 55,983	1	1	1	1	51,152	
9	1A37	Service Representative	36,340 - 39,498	1	2	1			(2)
10	B255	Tax Collections Coordinator	63,566 - 81,721				1	70,528	1
<b>Subtotal Mass Revenue Litigation Unit</b>				<b>13</b>	<b>13</b>	<b>13</b>	<b>16</b>	<b>875,711</b>	<b>3</b>
<b>Real Estate Tax Division:</b>									
11	A451	Assistant City Solicitor	50,938 - 70,231		1	2	1	67,980	
12	1D41	Data Services Support Clerk	36,340 - 39,498	1	1	1	1	40,323	
13	L153	Legal Assistant	26,352 - 39,527	3	5	3	4	141,368	(1)
<b>Subtotal Real Estate Tax Division</b>				<b>4</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>249,671</b>	<b>(1)</b>
<b>Major Tax Division:</b>									
14	1A42	Word Processing Specialist	35,282 - 38,348	1	1	1	1	41,123	
<b>Subtotal Major Tax Division</b>				<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>41,123</b>	
<b>PROGRAM TOTAL</b>				<b>18</b>	<b>21</b>	<b>20</b>	<b>23</b>	<b>1,166,505</b>	<b>2</b>

71-531 (Program Based Budgeting Version)

CITY OF PHILADELPHIA				SCHEDULE 100						
FISCAL 2020 OPERATING BUDGET				LIST OF POSITIONS BY PROGRAM						
Department			No.	Program				No.		
REVENUE			36	DELINQUENT WATER COLLECTION				15		
Fund			No.							
WATER			02							
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
1		Permanent Full Time - Civilian		18	21	20	23	1,166,505	2	
2		Regular Overtime						500		
Total Gross Requirements				18	21	20	23	1,167,005	2	
Plus: Earned Increment								2,890		
Plus: Longevity								133		
Less: (Vacancy Allowance)								(70,528)		
Total Budget Request								1,099,500		
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum									
2	Full Time - Civilian	18	701,992	21	934,000	20	23	1,099,000	165,000	2
3	Full Time - Uniform									
4	Bonus, Gross Adj.		9,226							
5	PT, Temp/Seas, Bd, SCG									
6	Overtime - Civilian		89		500			500		
7	Overtime - Uniform									
8	Holiday Overtime - Civilian									
9	Unused Uniform Leave									
10	Shift/Stress									
11	H&L, IOD, LT-Sick		3,854							
12										
Total		18	715,161	21	934,500	20	23	1,099,500	165,000	2

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA FISCAL 2020 OPERATING BUDGET				SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
Department REVENUE		No. 36	Program DELINQUENT WATER COLLECTION		No. 15	
Fund WATER		No. 02				
Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	300,000	300,000	300,000	300,000	
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	AAL Acquest	150,000	150,000	150,000	150,000	Title Search Service
250	LTS Acquisition	150,000	150,000	150,000	150,000	Title Search Service
	<b>Class 250 Total</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	

71-53N (Program Based Budgeting Version)



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT WATER COLLECTION		15	
Fund		No.				
GRANTS REVENUE		08				
<i>Summary by Class</i>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services					
b)	Employee Benefits					
200	Purchase of Services	2,750,000	8,950,000	8,950,000	8,950,000	
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		2,750,000	8,950,000	8,950,000	8,950,000	
<i>Summary of Positions</i>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						
<i>Selected Associated Non-Tax Revenues by Type</i>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)		8,950,000	8,950,000	8,950,000		
Federal						
State						
Other Governments						
Other Funds of the City						
Total		8,950,000	8,950,000	8,950,000		

71-53F (Program Based Budgeting Version)

CITY OF PHILADELPHIA			GRANT INFORMATION SUMMARY WITHIN PROGRAM			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT WATER COLLECTIONS		15	
Fund		No.				
GRANTS REVENUE		08				
Funding Sources		Grant Title		Grant Number	Index Code	
Federal		Delinquent Water Collection Program - Water		G36L05	360563	
State		Award Period		Type of Grant		
Other Govt.		7/1/19 - 6/30/20		Reimbursement		
<b>X</b>	Local (Non-Govt.)		<b>Grant Objective</b>			
Commissions for collection of delinquent water & sewer charges and fees.						
Summary by Class						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100 a)	Personal Services					
100 b)	Employee Benefits - Total					
	Class 186 - Flex Cash Pmts.					
	Class 187 - Worker's Comp. - Disability					
	Class 188 - Worker's Comp. - Medical					
	Class 189 - Medicare Tax					
	Class 190 - Pension Obligation Bonds					
	Class 191 - Pension Contributions					
	Class 192 - FICA					
	Class 193 - Health / Medical					
	Class 194 - Group Life					
	Class 195 - Group Legal					
200	Purchase of Services	2,750,000	8,950,000	8,950,000	8,950,000	
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
	Total	2,750,000	8,950,000	8,950,000	8,950,000	
Summary by Funding Source						
Code	Category	Fiscal 2018 Actual Revenue	Fiscal 2019 Original Budget	Fiscal 2019 Estimated Revenue	Fiscal 2020 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Federal					
200	State					
300	Other Governments					
400	Local (Non-Governmental)		8,950,000	8,950,000	8,950,000	
	Total		8,950,000	8,950,000	8,950,000	
Summary of Positions						
Code	Category	Actual Pos. 6/30/18	Fiscal 2019 Budgeted Pos.	Incr. Run PPE 11/25/18	Fiscal 2020 Budgeted Pos.	Inc. / (Dec.) (Col. 6 less Col. 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
	Total					

71-53P (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2020 OPERATING BUDGET</b>	<b>PROGRAM SUMMARY - ALL FUNDS</b>
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Department REVENUE	No. 36	Program WATER ASSISTANCE PROGRAMS	No. 16
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**Program Description**

Revenue provides discounted bills to vulnerable residential customers through the Senior Citizen Water Discount and a new discount program – the Tiered Assistance Program (TAP) for low-income customers.

**Program Objectives**

- Increase enrollment in TAP.
- Increase enrollment in the Senior Water Discount.

**Performance Measures**

Description (1)	Fiscal 2018 Year-End (2)	Fiscal 2019 Year-to-Date (Q1 + Q2) (3)	Fiscal 2019 Target (4)	Fiscal 2020 Target (5)
Percent of applications reviewed within 30 days	28.5%	92.0%	100.0%	100.0%

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**Summary by Fund**

Fund No. (1)	Fund (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriations (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Proposed Budget (6)	Increase or (Decrease) (7)
02	Water	1,697,567	2,142,000	1,856,000	1,903,000	47,000
	Total	1,697,567	2,142,000	1,856,000	1,903,000	47,000

**Summary of Full Time Positions by Fund**

Fund No. (1)	Fund (2)	Actual Positions 6/30/18 (3)	Fiscal 2019 Budgeted (4)	Increment Run PPE 11/25/18 (5)	Fiscal 2020 Budgeted (6)	Inc. / (Dec.) (Col. 6 less 4) (7)
02	Water	29	36	31	36	
	Total Full Time	29	36	31	36	



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2020 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	WATER ASSISTANCE PROGRAMS		16	
Fund		No.				
WATER		02				
<b>Summary by Class</b>						
Class	Description	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriations	Fiscal 2019 Estimated Obligations	Fiscal 2020 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	1,483,080	1,445,000	1,495,000	1,542,000	47,000
b)	Employee Benefits					
200	Purchase of Services	37,270	153,000	67,000	67,000	
300	Materials and Supplies	515	27,000	27,000	27,000	
400	Equipment	176,702	517,000	267,000	267,000	
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		1,697,567	2,142,000	1,856,000	1,903,000	47,000
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/18	Fiscal 2019 Budgeted Positions	Increment Run PPE 11/25/18	Fiscal 2020 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	29	36	31	36	
105	Full Time - Uniform					
Total		29	36	31	36	
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2018 Actual Revenues	Fiscal 2019 Original Budget	Fiscal 2019 Estimate	Fiscal 2020 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2020 OPERATING BUDGET**

**SCHEDULE 100**  
**LIST OF POSITIONS**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. <b>36</b>	Program <b>WATER ASSISTANCE PROGRAMS</b>	No. <b>16</b>
Fund <b>WATER</b>	No. <b>02</b>		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b><u>TAP (Affordable Rates (360570):</u></b>									
1	A620	Assistant to the Director of Finance	66,950	1	1	1	1	66,950	
2	1A22	Clerical Supervisor 2	41,930 - 45,868	1	1	1	1	44,539	
3	2B02	Collection Customer Representative	39,793 - 43,420	9	12	16	16	685,090	4
4	2B04	Collection Representative Supervisor	42,091 - 54,111	2	3	4	4	213,933	1
5	1D41	Data Services Support Clerk	36,340 - 39,498	2	5	1	4	153,926	(1)
6	6F71	Meter Reader	37,421 - 40,725	1	1	1	1	42,150	
7	6E23	Revenue Investigator	40,860 - 44,631	2					
8	1A37	Service Representative	36,340 - 39,498	11	13	7	9	271,666	(4)
<b>PROGRAM TOTAL</b>				<b>29</b>	<b>36</b>	<b>31</b>	<b>36</b>	<b>1,478,254</b>	

71-531 (Program Based Budgeting Version)

CITY OF PHILADELPHIA				SCHEDULE 100						
FISCAL 2020 OPERATING BUDGET				LIST OF POSITIONS BY PROGRAM						
Department			No.	Program			No.			
REVENUE			36	WATER ASSISTANCE PROGRAMS			16			
Fund			No.							
WATER			02							
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2018 Actual Pos. 6/30/18 (5)	Fiscal 2019 Budgeted Positions (6)	Increment Run -PPE 11/25/18 (7)	Fiscal 2020 Budgeted Positions (8)	Annual Salary 7/1/19 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
		Permanent Full Time - Civilian Regular Overtime		29	36	31	36	1,478,254 87,000		
Total Gross Requirements				29	36	31	36	1,565,254		
Plus: Earned Increment								12,738		
Plus: Longevity								3,481		
Less: (Vacancy Allowance)								(39,473)		
Total Budget Request								1,542,000		
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2018		Fiscal 2019			Fiscal 2020		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/18 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/25/18 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		2,257							
2	Full Time - Civilian	29	1,378,739	36	1,408,000	31	36	1,455,000	47,000	
3	Full Time - Uniform									
4	Bonus, Gross Adj.		12,004							
5	PT, Temp/Seas, Bd, SCG		8,495							
6	Overtime - Civilian		81,551		87,000			87,000		
7	Overtime - Uniform									
8	Holiday Overtime - Civilian									
9	Unused Uniform Leave									
10	Shift/Stress		34							
11	H&L, IOD, LT-Sick									
12										
Total		29	1,483,080	36	1,495,000	31	36	1,542,000	47,000	

71-53J (Program Based Budgeting Version)







**CITY OF PHILADELPHIA  
FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:  
PROFESSIONAL SERVICES AND  
CARE OF INDIVIDUALS, BY PROGRAM**

Department REVENUE	No. 36	Program WATER ASSISTANCE PROGRAMS	No. 16
Fund WATER	No. 02		

Class (1)	Description (2)	Fiscal 2018 Actual Obligations (3)	Fiscal 2019 Original Appropriation (4)	Fiscal 2019 Estimated Obligations (5)	Fiscal 2020 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	37,270	86,000	17,634		(17,634)
290	Payments for Care of Individuals					

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	Scotlandyard Security	37,270		16,969		Misc. Prof. Services (TAP) Mediation & IWRAP Support
250	TBD		26,000			
250	TBD		60,000			
	<b>Class 250 Total</b>	<b>37,270</b>	<b>86,000</b>	<b>16,969</b>		
251	Cellco Partnership			665		Public Safety Mobile Svcs
	<b>Class 251 Total</b>			<b>665</b>		
	<b>Total - Professional Services</b>	<b>37,270</b>	<b>86,000</b>	<b>17,634</b>		

71-53N (Program Based Budgeting Version)

**CITY OF PHILADELPHIA  
FISCAL 2020 OPERATING BUDGET**

**SUPPORTING DETAIL:  
CLASSES OTHER THAN  
250s AND 290, BY PROGRAM**

Department REVENUE	No. 36	Program WATER ASSISTANCE PROGRAMS	No. 16
Fund WATER	No. 02		

Minor Object Code	Name of Contractor or Provider	Fiscal 2018 Actual Obligations	Fiscal 2019 Original Appropriation	Fiscal 2019 Estimated Obligations	Fiscal 2020 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Postage		67,000	49,366	67,000	Postage (Tap Mailing)
	<b>Class 210 Total</b>		<b>67,000</b>	<b>49,366</b>	<b>67,000</b>	
430	Transamerican	176,702				Office Furniture
430	TBD		500,000	250,000	250,000	Furniture & Furnishing
	<b>Class 430 Total</b>	<b>176,702</b>	<b>500,000</b>	<b>250,000</b>	<b>250,000</b>	

71-530 (Program Based Budgeting Version)

