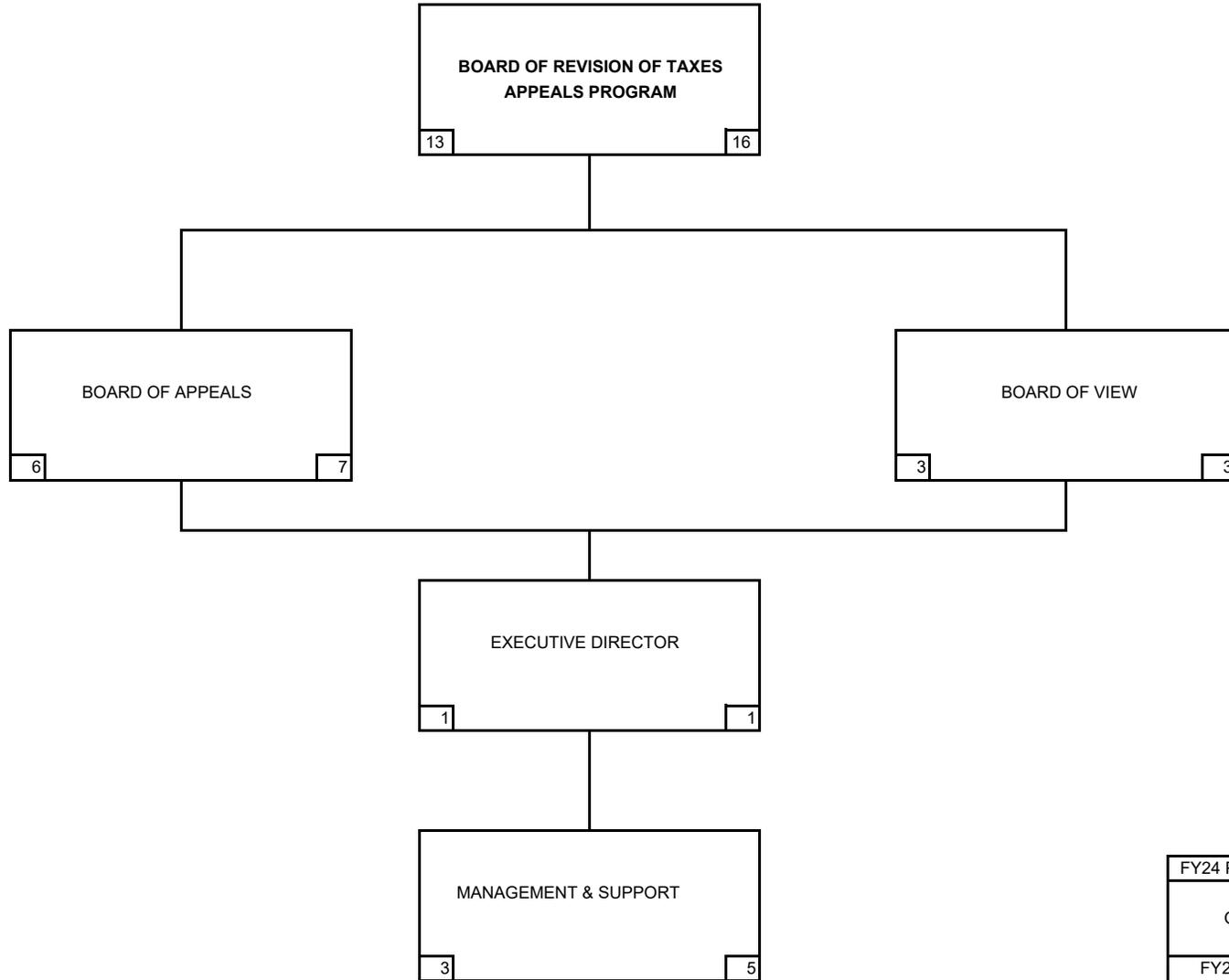


**CITY OF PHILADELPHIA  
BUDGET OFFICE  
FISCAL 2024 OPERATING BUDGET**

**ORGANIZATION CHART (ALL FUNDS) BY PROGRAM**

Department  
BOARD OF REVISION OF TAXES

No.  
63



FY24 PROPOSED BUDGET	
ORGANIZATION	
FY23 FILLED POS. 11/22	FY24 BUDGETED POSITIONS

SECTION 33

1

**CITY OF PHILADELPHIA  
BUDGET OFFICE  
FISCAL 2024 OPERATING BUDGET**

**DEPARTMENTAL SUMMARY BY FUND**

Department								No.
BOARD OF REVISION OF TAXES								63
No. (1)	Fund (2)	Class (3)	Description (4)	Fiscal 2022 Actual Obligations (5)	Fiscal 2023 Original Appropriation (6)	Fiscal 2023 Estimated Obligations (7)	Fiscal 2024 Proposed Budget (8)	Increase or (Decrease) (9)
01	General	100	Employee Compensation					
		a)	Personal Services	988,226	1,057,610	1,064,422	1,089,023	24,601
		b)	Employee Benefits					
		200	Purchase of Services	35,454	37,900	62,900	80,681	17,781
		300	Materials and Supplies	6,801	9,727	9,727	14,727	5,000
		400	Equipment	10,400	8,000	8,000	8,000	
		500	Contributions, etc.					
		800	Payments to Other Funds					
		Total		1,040,881	1,113,237	1,145,049	1,192,431	47,382
		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						
		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						
		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						
		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	988,226	1,057,610	1,064,422	1,089,023	24,601
		b)	Employee Benefits					
		200	Purchase of Services	35,454	37,900	62,900	80,681	17,781
		300	Materials and Supplies	6,801	9,727	9,727	14,727	5,000
		400	Equipment	10,400	8,000	8,000	8,000	
		500	Contributions, etc.					
		800	Payments to Other Funds					
		Total		1,040,881	1,113,237	1,145,049	1,192,431	47,382

71-53B (Program Based Budgeting Version)



**CITY OF PHILADELPHIA  
BUDGET OFFICE  
FISCAL 2024 OPERATING BUDGET**

**DEPARTMENTAL SUMMARY  
PERSONAL SERVICES**

Department BOARD OF REVISION OF TAXES	No. 63
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Line No.	Category	Fiscal 2022		Fiscal 2023			Fiscal 2024		Increase (Decrease) in Pos. (Col. 8 less 5)	Increase (Decrease) in Requirements (Col. 9 less 6)
		Actual Positions 6/30/22	Actual Obligations	Budgeted Positions	Estimated Obligations	Increment Run -PPE 11/27/22	Budgeted Positions	Proposed Budget		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

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

1	Lump Sum									
2	Full Time	14	934,073	16	970,636	13	16	1,014,691		44,055
3	Bonus, Gross Adj.				6,812			21,174		14,362
4	PT, Temp/Seas, Bd , SCG		52,352		86,974			53,158		(33,816)
5	Overtime		1,801							
6	Holiday Overtime									
7	Shift/Stress									
8	H&L, IOD, LT-Sick									
9										
Total		14	988,226	16	1,064,422	13	16	1,089,023		24,601

**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									
2	Full Time	14	934,073	16	970,636	13	16	1,014,691		44,055
3	Bonus, Gross Adj.				6,812			21,174		14,362
4	PT, Temp/Seas, Bd, SCG		52,352		86,974			53,158		(33,816)
5	Overtime		1,801							
6	Holiday Overtime									
7	Shift/Stress									
8	H&L, IOD, LT-Sick									
9										
Total		14	988,226	16	1,064,422	13	16	1,089,023		24,601

**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										

CITY OF PHILADELPHIA BUDGET OFFICE FISCAL 2024 OPERATING BUDGET		PERFORMANCE MEASURES		
Department Board of Revision of Taxes	No. 63	Program Board of Revision of Taxes	No. 01	
<b>Program Description</b>				
<p>The main purpose of the appeals program is to adhere to and satisfy Pennsylvania statute 5341.14, which states, "any person aggrieved by any assessment ... may file an appeal therefrom with the board." In addition, "The board shall complete its hearings of appeals and shall dispose of all appeals before it as promptly as possible." The BRT renders appeal decisions for assessment appeals, unique non-profit applications, homestead exemption appeals, and nunc pro tunc ("now for then") petitions.</p>				
<b>Program Objectives</b>				
<p>- BRT's primary goal for FY24 is to render decisions on all timely filed 2023 appeals by March 31st, 2024. This is a stretch goal since over 13,000 appeals were filed but the Board and staff are prepared and willing to accomplish the task using a variety of hearing methods.  - BRT also hears Homestead Exemption appeals and has a goal to ensure they are 100 percent complete within 90 days of the BRT appeal filing.</p>				
<b>Performance Measures</b>				
Description  (1)	Calendar Year 2022 Year-End  (2)	Calendar Year 2023 Year-to-Date (Q1 + Q2)  (3)	Calendar Year 2023 Target  (4)	Calendar Year 2024 Target  (5)
Volume of appeals filed in the current year	1,209	13,161	N/A	N/A
<u>Comments:</u> Appeal volumes vary from year to year based on the number of changed assessment notices mailed by the Office of Property Assessment. The BRT does not set a target for this figure.				
Percentage of appeals heard during the reporting period (current year)	8.00%	6.67%	100.00%	100.00%
<u>Comments:</u> TAX YEAR 2020 & 2021 APPEALS - No CY22 TARGET for 2020 appeals. CY22 TARGET for 2021 appeals was complete filing volume by 06/30/2022. Target was met but three months after anticipated date. 2020 Appeals filed = 7,878. 2021 Appeals filed = 2,652.				
Percentage of appeals heard during the reporting period (upcoming year)	31.00%	25.33%	100.00%	45.00%
<u>Comments:</u> TAX YEAR 2022 APPEALS - 1,212 filed. 8 pending. CY22 TARGET was to complete all tax year 2022 appeals by 12/31/2022.				
Volume of appeals filed for the upcoming year	1,155	0	N/A	N/A
<u>Comments:</u> TAX YEAR 2023 APPEALS - The BRT does not set a target for 'volume of appeals filed'. The appeal volume is directly related to the number of changed assessments mailed by the Office of Property Assessment (OPA). CY24 TARGET = Complete 2023 filing volume by CY24 Q3.				
<u>Comments:</u>				
<u>Comments:</u>				

CITY OF PHILADELPHIA BUDGET OFFICE FISCAL 2024 OPERATING BUDGET				PROGRAM SUMMARY - ALL FUNDS		
Department BOARD OF REVISION OF TAXES		No. 63	Program APPEALS PROGRAM			No. 01
<b>Summary by Fund</b>						
Fund No. (1)	Fund (2)	Fiscal 2022 Actual Obligations (3)	Fiscal 2023 Original Appropriations (4)	Fiscal 2023 Estimated Obligations (5)	Fiscal 2024 Proposed Budget (6)	Increase or (Decrease) (7)
01	GENERAL	1,040,881	1,113,237	1,145,049	1,192,431	47,382
Total		1,040,881	1,113,237	1,145,049	1,192,431	47,382
<b>Summary of Full Time Positions by Fund</b>						
Fund No. (1)	Fund (2)	Actual Positions 6/30/22 (3)	Fiscal 2023 Budgeted (4)	Fiscal 2023 PPE 11/27/22 (5)	Fiscal 2024 Budgeted (6)	Inc. / (Dec.) (Col. 6 less 4) (7)
01	GENERAL	14	16	13	16	
Total Full Time		14	16	13	16	
<b>Summary of Non-Tax Revenues by Fund</b>						
Fund No. (1)	Fund (2)	Fiscal 2022 Actual Revenues (3)	Fiscal 2023 Original Budget (4)	Fiscal 2023 Estimated Revenues (5)	Fiscal 2024 Proposed Budget (6)	Increase or (Decrease) (7)
Total						
<b>Selected Associated Capital Projects</b>						
Dept. Where Appropriated (1)	Description (2)	Carry Forward (3)	Fiscal 2023 Original Approp. (GO Only) (4)	Fiscal 2023 Original Approp. (All Other Sources) (5)	Fiscal 2024 Proposed Budget (GO Only) (6)	Fiscal 2024 Proposed Bdgt (All Other Sources) (7)
Total						
<b>Selected Associated Operating Costs</b>						
Dept. Where Appropriated (1)	Description (2)	Fiscal 2022 Calculated Obligations (3)	Fiscal 2023 Calculated Appropriations (4)	Fiscal 2023 Calculated Obligations (5)	Fiscal 2024 Calculated Budget (6)	Increase or (Decrease) (7)
Finance	Employee Benefits - Civilian	426,031	471,106	442,707	462,801	20,093
Finance	Employee Benefits - Uniform					
Total		426,031	471,106	442,707	462,801	20,093

CITY OF PHILADELPHIA BUDGET OFFICE FISCAL 2024 OPERATING BUDGET			PROGRAM SUMMARY			
Department BOARD OF REVISION OF TAXES		No. 63	Program APPEALS PROGRAM		No. 01	
Fund GENERAL		No. 01				
<b>Summary by Class</b>						
Class (1)	Description (2)	Fiscal 2022 Actual Obligations (3)	Fiscal 2023 Original Appropriations (4)	Fiscal 2023 Estimated Obligations (5)	Fiscal 2024 Proposed Budget (6)	Increase or (Decrease) (7)
100	Employee Compensation					
a)	Personal Services	988,226	1,057,610	1,064,422	1,089,023	24,601
b)	Employee Benefits					
200	Purchase of Services	35,454	37,900	62,900	80,681	17,781
300	Materials and Supplies	6,801	9,727	9,727	14,727	5,000
400	Equipment	10,400	8,000	8,000	8,000	
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		1,040,881	1,113,237	1,145,049	1,192,431	47,382
<b>Summary of Positions</b>						
Code (1)	Category (2)	Actual Positions 6/30/22 (3)	Fiscal 2023 Budgeted Positions (4)	Increment Run PPE 11/27/22 (5)	Fiscal 2024 Budgeted Positions (6)	Increase or (Decrease) (7)
101	Full Time - Civilian	14	16	13	16	
105	Full Time - Uniform					
Total		14	16	13	16	
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description (1)	Fiscal 2022 Actual Revenues (2)	Fiscal 2023 Original Budget (3)	Fiscal 2023 Estimated Revenues (4)	Fiscal 2024 Proposed Budget (5)	Increase or (Decrease) (6)	
Local (Non-Governmental)						
Federal						
State						
Other Governments						
Other Funds of the City						
Total						

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA  
BUDGET OFFICE  
FISCAL 2024 OPERATING BUDGET**

**SCHEDULE 100  
LIST OF POSITIONS  
BY PROGRAM**

Department BOARD OF REVISION OF TAXES	No. 63	Program APPEALS PROGRAM	No. 01
Fund GENERAL	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2022 Actual Pos. 6/30/22 (5)	Fiscal 2023 Budgeted Positions (6)	Increment Run -PPE 11/27/22 (7)	Fiscal 2024 Budgeted Positions (8)	Annual Salary 7/1/23 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>MANAGEMENT &amp; SUPPORT SERVICES</b>									
1	E700	EXECUTIVE DIRECTOR	105,365 - 115,000	1	1	1	1	113,523	
2	E695	EXECUTIVE ASSISTANT	69,340 - 85,000	1	1	1	1	79,503	
3	2L01	ADMINISTRATIVE TECHNICIAN	41,295 - 44,646	1	1	1	1	47,444	
4	1A37	SERVICE REPRESENTATIVE	38,405 - 42,637	1	2		2	78,458	
5	1A04	CLERK III	42,956 - 46,871			1	1	44,263	1
<b>ADMINISTRATIVE SERVICES</b>									
6	C110	CHAIRMAN OF THE BOARD OF REV OF TAX	75,000	1	1	1	1	75,000	
7	M315	MEMBER OF THE BOARD OF REV OF TAX	70,000 - 72,000	6	6	5	6	422,000	
8	B410	BOARD OF VIEW MEMBER	50,000 - 51,500	3	3	3	3	154,500	
				14	15	13	16	1,014,691	1

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA BUDGET OFFICE FISCAL 2024 OPERATING BUDGET</b>	<b>SCHEDULE 100 LIST OF POSITIONS BY PROGRAM</b>
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Department BOARD OF REVISION OF TAXES	No. 63	Program APPEALS PROGRAM	No. 01
Fund GENERAL	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2022 Actual Pos. 6/30/22 (5)	Fiscal 2023 Budgeted Positions (6)	Increment Run -PPE 11/27/22 (7)	Fiscal 2024 Budgeted Positions (8)	Annual Salary 7/1/23 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1		TOTAL FULL TIME	39,229 - 115,000	14	15	13	16	1,014,691	1
2		TEMP/SEASONAL						53,158	
3		PLUS/MINUS ADJ						21,174	

Total Gross Requirements	14	15	13	16	1,089,023	1
Plus: Earned Increment						
Plus: Longevity						
Less: (Vacancy Allowance)						
Total Budget					1,089,023	

**Summary of Personal Services**

Line No. (1)	Category (2)	Fiscal 2022		Fiscal 2023			Fiscal 2024		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/22 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/27/22 (7)	Budgeted Positions (8)	Proposed Budget (9)		
1	Lump Sum									
2	Full Time - Civilian	14	934,073	16	970,636	13	16	1,014,691	44,055	
3	Full Time - Uniform									
4	Bonus, Gross Adj.				6,812			21,174	14,362	
5	PT, Temp/Seas, Bd, SCG		52,352		86,974			53,158	(33,816)	
6	Overtime - Civilian		1,801							
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress									
10	H&L, IOD, LT-Sick									
11										
12										
	Total	14	988,226	16	1,064,422	13	16	1,089,023	24,601	

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA BUDGET OFFICE FISCAL 2024 OPERATING BUDGET			SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department BOARD OF REVISION OF TAXES		No. 63	Program APPEALS PROGRAM		No. 01	
Fund GENERAL		No. 01				
Code (1)	Description (2)	Fiscal 2022 Actual Obligations (3)	Fiscal 2023 Original Appropriations (4)	Fiscal 2023 Estimated Obligations (5)	Fiscal 2024 Proposed Budget (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	1,236	1,500	1,500	1,900	400
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		200	200		(200)
318	Janitorial, Laundry & Household	791	200	200		(200)
320	Office Materials & Supplies	2,553	6,000	6,000	11,827	5,827
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists	1,000	500	500	500	
325	Printing	953	1,327	1,327	500	(827)
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)	268				
Total		6,801	9,727	9,727	14,727	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	620	4,000	4,000	4,000	
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals	8,180	4,000	4,000	4,000	
428	Vehicles					
430	Furniture & Furnishings	1,600				
499	Other Equipment (not otherwise classified)					
Total		10,400	8,000	8,000	8,000	

**CITY OF PHILADELPHIA  
BUDGET OFFICE  
FISCAL 2024 OPERATING BUDGET**

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

Department BOARD OF REVISION OF TAXES	No. 63	Program APPEALS PROGRAM	No. 01
Fund GENERAL	No. 01		

Class (1)	Description (2)	Fiscal 2022 Actual Obligations (3)	Fiscal 2023 Original Appropriation (4)	Fiscal 2023 Estimated Obligations (5)	Fiscal 2024 Proposed Budget (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	25,134	21,250	46,250	66,031	19,781
290	Payments for Care of Individuals					

Minor Object Code	Name of Contractor or Provider	Fiscal 2022 Actual Obligations	Fiscal 2023 Original Appropriation	Fiscal 2023 Estimated Obligations	Fiscal 2024 Proposed Budget	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
258	STREHLOW COURT REPORTING	25,134	21,250	46,250	66,031	COURT REPORTER FOR APPEAL AND BOARD OF VIEW HEARINGS

71-53N (Program Based Budgeting Version)