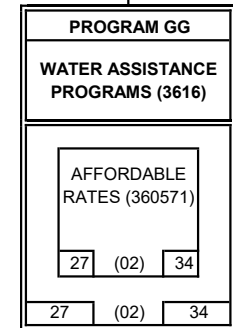
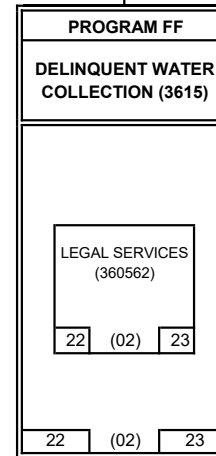
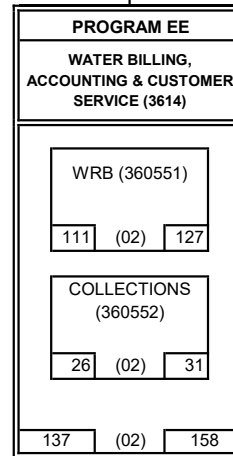
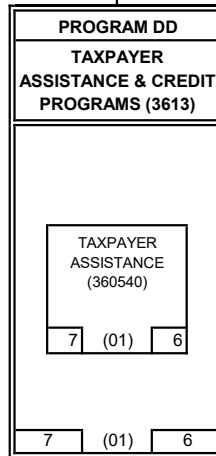
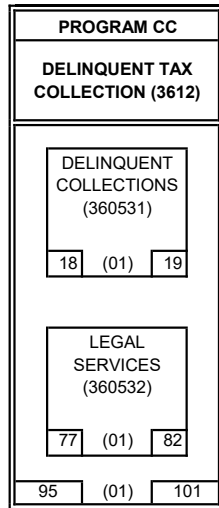
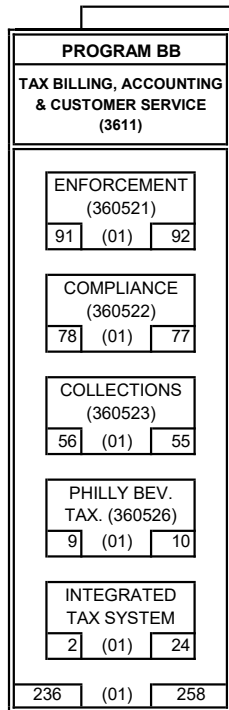
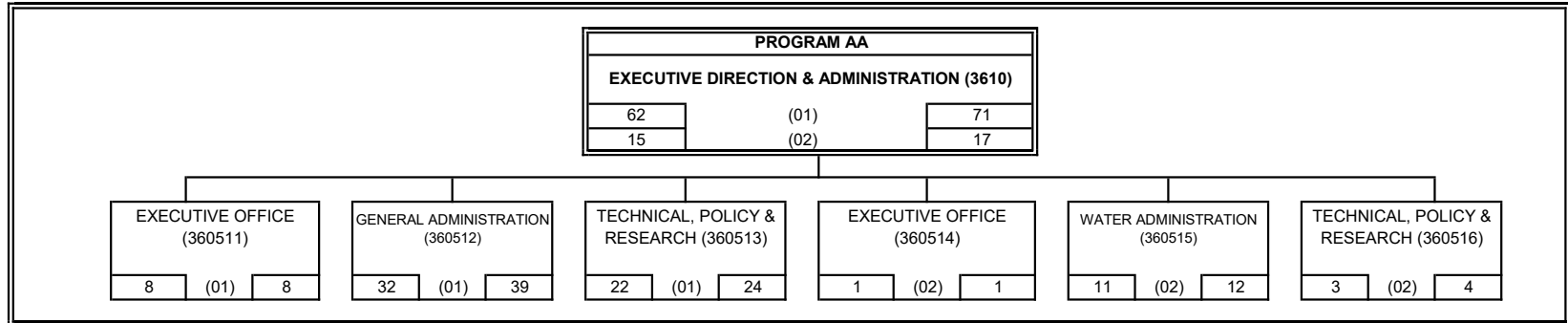


CITY OF PHILADELPHIA

ORGANIZATION CHART (ALL FUNDS) BY PROGRAM

FISCAL 2021 OPERATING BUDGET

Department	No.
REVENUE	36



FUND	FY20 FILLED POS. 11/19	FY21 BUDGETED POSITIONS
(01) GENERAL	400	436
(02) WATER	201	232
	<u>601</u>	<u>668</u>

**CITY OF PHILADELPHIA**

**DEPARTMENTAL SUMMARY BY FUND**

**FISCAL 2021 OPERATING BUDGET**

Department								No.
REVENUE								36
No. (1)	Fund (2)	Class (3)	Description (4)	Fiscal 2019 Actual Obligations (5)	Fiscal 2020 Original Appropriation (6)	Fiscal 2020 Estimated Obligations (7)	Fiscal 2021 Proposed Budget (8)	Increase or (Decrease) (9)
01	General	100	Employee Compensation					
		a)	Personal Services	22,700,386	23,934,508	24,073,730	22,536,343	(1,537,388)
		b)	Employee Benefits					
		200	Purchase of Services	7,706,845	7,755,749	7,755,749	5,627,749	(2,128,000)
		300	Materials and Supplies	563,301	755,526	755,526	642,976	(112,550)
		400	Equipment	324,478	433,450	433,450	217,000	(216,450)
		500	Contributions, etc.	328,357				
		800	Payments to Other Funds					
		Total		31,623,367	32,879,233	33,018,455	29,024,068	(3,994,388)
02	Water	100	Employee Compensation					
		a)	Personal Services	9,793,098	10,873,116	10,893,166	10,927,991	34,825
		b)	Employee Benefits					
		200	Purchase of Services	4,858,990	5,165,000	5,165,000	5,165,000	
		300	Materials and Supplies	435,884	555,500	555,500	560,500	5,000
		400	Equipment	728,872	874,000	874,000	874,000	
		500	Contributions, etc.		5,000	5,000		(5,000)
		800	Payments to Other Funds					
		Total		15,816,844	17,472,616	17,492,666	17,527,491	34,825
08	Grants Revenue	100	Employee Compensation					
		a)	Personal Services					
		b)	Employee Benefits					
		200	Purchase of Services	17,150,000	26,425,000	23,000,000	23,000,000	
		300	Materials and Supplies					
		400	Equipment					
		500	Contributions, etc.					
		800	Payments to Other Funds					
		Total		17,150,000	26,425,000	23,000,000	23,000,000	
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	32,523,484	34,837,624	34,996,896	33,494,333	(1,502,563)
		b)	Employee Benefits					
		200	Purchase of Services	29,715,835	39,345,749	35,920,749	33,792,749	(2,128,000)
		300	Materials and Supplies	1,004,185	1,316,026	1,316,026	1,208,476	(107,550)
		400	Equipment	1,063,350	1,317,450	1,317,450	1,101,000	(216,450)
		500	Contributions, etc.	328,357	5,000	5,000		(5,000)
		800	Payments to Other Funds					
		Total		64,635,211	76,821,849	73,556,121	69,596,558	(3,959,563)

71-53B (Program Based Budgeting Version)

CITY OF PHILADELPHIA				DEPARTMENTAL SUMMARY		
FISCAL 2021 OPERATING BUDGET				INCREASES AND DECREASES		
				ALL FUNDS		
Department						No.
REVENUE						36
Budget Comments	Class	Class	Class	Class	Other	Total
(1)	100	200	300/400	500	Classes	(7)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>General Fund:</b>						
Decrease in support for ITS Initiative and Commercial Activity Revocation (CAL) program		(125,000)	(265,000)			(390,000)
Decrease in support for new Tax Analyst		(3,000)	(9,000)			(12,000)
ITS Salaries	290,000					290,000
Professional Services for ITS		25,000				25,000
Office Supplies for ITS			25,000			25,000
Computers & Peripherals for ITS			25,000			25,000
Elimination of positions	(1,337,533)					(1,337,533)
Exempt Staff Salary Reductions	(109,220)					(109,220)
Reduction in overtime costs	(125,000)					(125,000)
Reduction in Temp/Seasonal Services	(372,811)					(372,811)
DC47 Raises	131,181					131,181
Non-Represented Staff Raises	51,196					51,196
DC47 Award Bonus	(65,200)					(65,200)
Reduction in postage expense		(500,000)				(500,000)
Reduction in professional services		(1,525,000)				(1,525,000)
Reduction in supplies/equipment			(105,000)			(105,000)
<b>Total General Fund</b>	<b>(1,537,387)</b>	<b>(2,128,000)</b>	<b>(329,000)</b>			<b>(3,994,387)</b>
<b>Water Fund:</b>						
Rounded salaries to nearest thousand	884					884
Exempt Staff Salary Reductions	(16,617)					(16,617)
DC47 and Non-Represented Staff raises	50,558					50,558
Purchase of Services						
Increased Materials and Supplies			5,000			5,000
Decreased Contributions, etc.				(5,000)		(5,000)
<b>Total Water Fund</b>	<b>34,825</b>		<b>5,000</b>	<b>(5,000)</b>		<b>34,825</b>
<b>Department Total - All Funds</b>	<b>(1,502,562)</b>	<b>(2,128,000)</b>	<b>(324,000)</b>	<b>(5,000)</b>		<b>(3,959,562)</b>

CITY OF PHILADELPHIA

DEPARTMENTAL SUMMARY  
PERSONAL SERVICES

FISCAL 2021 OPERATING BUDGET

Department REVENUE	No. 36
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Line No.	Category	Fiscal 2019		Fiscal 2020			Fiscal 2021		Increase (Decrease) in Pos. (Col. 8 less 5)	Increase (Decrease) in Requirements (Col. 9 less 6)
		Actual Positions 6/30/19	Actual Obligations	Budgeted Positions	Estimated Obligations	Increment Run -PPE 12/01/19	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		212,981		255,132			211,000		(44,132)
2	Full Time	622	30,519,726	690	33,092,840	601	668	32,105,150	(22)	(987,690)
3	Bonus, Gross Adj.		296,445		45,799			9,783		(36,016)
4	PT, Temp/Seas, Bd , SCG		837,102		701,000			125,000		(576,000)
5	Overtime		639,517		882,950			1,034,400		151,450
6	Holiday Overtime		950		5,000			5,000		
7	Shift/Stress		157		4,175			4,000		(175)
8	H&L, IOD, LT-Sick		16,603		10,000					(10,000)
9										
Total		622	32,523,483	690	34,996,896	601	668	33,494,333	(22)	(1,502,563)

**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		179,800		164,223			130,000		(34,223)
2	Full Time	417	21,125,187	458	22,885,133	400	436	21,842,160	(22)	(1,042,974)
3	Bonus, Gross Adj.		250,264		40,799			9,783		(31,016)
4	PT, Temp/Seas, Bd , SCG		764,767		651,000			75,000		(576,000)
5	Overtime		367,669		322,400			479,400		157,000
6	Holiday Overtime		950							
7	Shift/Stress		157		175					(175)
8	H&L, IOD, LT-Sick		11,591		10,000					(10,000)
9										
Total		417	22,700,386	458	24,073,730	400	436	22,536,343	(22)	(1,537,388)

**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		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2021 OPERATING BUDGET						
Department	No.	Program		No.		
REVENUE	36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN.		10		
<b>Program Description</b>						
<p>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.</p>						
<b>Program Objectives</b>						
<ul style="list-style-type: none"> <li>- Continue efforts to modernize the Department's technology by replacing the legacy system, which will improve the customer experience and expand self-service options while increasing efficiency. This project is expected to begin in the second half of FY20 and will take 3-4 years to complete.</li> <li>- Increase compliance and assistance, and ensure all customers receive excellent service.</li> <li>- Continue to increase internal efficiencies, customer satisfaction, and reduce costs.</li> </ul>						
<b>Performance Measures*</b>						
Description		Fiscal 2019 Year-End	Fiscal 2020 Year-to-Date (Q1 + Q2)	Fiscal 2020 Target	Fiscal 2021 Target	
(1)		(2)	(3)	(4)	(5)	
Percent of budgeted positions filled		92.8%	89.0%	95.0%	95.0%	
<p><u>Comments:</u> The budgeted positions filled dropped from 93% to 89% because 20 new ITS positions in FY20 have not been filled due to contract negotiation delays. Revenue anticipates getting closer to the target during the remainder of the year.</p>						
<b>Summary by Fund</b>						
Fund No.	Fund	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General Fund	8,767,913	8,949,199	8,958,611	8,079,860	(878,752)
02	Water Fund	5,071,763	5,484,000	5,484,000	5,761,237	277,237
Total		13,839,676	14,433,199	14,442,611	13,841,096	(601,515)
<b>Summary of Full Time Positions by Fund</b>						
Fund No.	Fund	Actual Positions 6/30/19	Fiscal 2020 Budgeted	Increment Run PPE 12/01/19	Fiscal 2021 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General Fund	66	73	62	71	(2)
02	Water Fund	15	17	15	17	
Total Full Time		81	90	77	88	(2)



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN.		10	
Fund		No.				
GENERAL		01				
Summary by Class						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)					
100	Employee Compensation					
a)	Personal Services	4,376,681	4,773,778	4,781,790	4,628,135	(153,656)
b)	Employee Benefits					
200	Purchase of Services	3,425,115	3,552,800	3,552,800	2,918,749	(634,051)
300	Materials and Supplies	316,391	431,171	432,571	340,976	(91,595)
400	Equipment	321,369	191,450	191,450	192,000	550
500	Contributions, Indemnities and Taxes	328,357				
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		8,767,913	8,949,199	8,958,611	8,079,860	(878,752)
Summary of Positions						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	66	73	62	71	9
105	Full Time - Uniform					
Total		66	73	62	71	9
Selected Associated Non-Tax Revenues by Type						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 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					SCHEDULE 100				
FISCAL 2021 OPERATING BUDGET					LIST OF POSITIONS BY PROGRAM				
Department				No.	Program				No.
REVENUE				36	POLICY, ANALYSIS, EXECUTIVE DIR. & ADMIN.				10
Fund				No.					
GENERAL				01					
Line No.	Class Code	Title	Salary Range (in dollars)	Fiscal 2019 Actual Pos. 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run -PPE 11/24/19	Fiscal 2021 Budgeted Positions	Annual Salary 7/1/19	Increase (Decrease) (Col. 8 less Col. 6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
<b>EXECUTIVE OFFICE (360511):</b>									
1	2L10	Administrative Assistant	41,065 - 52,791	1	1	1	1	54,017	
2	2L11	Administrative Assistant	42,092 - 54,111	1					
3	C121	Chief Counsel (E.)	139,050	1	1	1	1	139,050	
4	2B02	Collection Customer Representative	39,793 - 43,421	1			1	39,793	1
5	D402	Deputy Revenue Commissioner (E.)	127,926	3	3	4	3	383,778	
6	F392	First Deputy Revenue Commissioner (E.)	138,586	1	1		1	138,586	
7	D325	Revenue Commissioner (E.)	159,908	1	1	1	1	159,908	
8	2B18	Revenue Collections Representative	40,860 - 44,630			1	1		(1)
<b>Subtotal Executive Office</b>				<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>915,132</b>	
<b>ADMINISTRATION DIVISION (360512):</b>									
<b>Administration Unit:</b>									
9	2L31	Administrative Specialist 1	41,065 - 52,792	1	2				(2)
10	2L16	Administrative Specialist 1 - Confidential	42,091 - 54,111			1			
11	2L17	Administrative Specialist 2 - Confidential	53,633 - 68,955				1	53,633	1
12	A620	Director of Operations & Strategic Planning (E.)	119,025	1	1	1	1	119,025	
13	1A18	Secretary	36,340 - 39,498	1	1	1	1	39,498	
14	1A20	Executive Secretary	36,027 - 46,319		1				(1)
15	A620	Project Manager	70,000	1	1	1	1	70,000	
16	A620	Project Coordinator	55,000 - 65,000	1	1		1	55,000	
<b>Subtotal Administration Unit</b>				<b>5</b>	<b>7</b>	<b>4</b>	<b>5</b>	<b>337,156</b>	<b>(2)</b>
<b>Budget &amp; Fiscal Unit:</b>									
17	2C06	Budget Officer 2	68,047 - 87,497	1	1	1			(1)
18	1A04	Clerk 3	39,793 - 43,420	3	3	2	3	129,285	
19	1B29	Contract Clerk	46,238 - 50,868				1	46,238	1
20	2F69	Contract Coordinator	59,744 - 76,796	1	1	1	1	77,822	
21	2E08	Dept. Procurement Spec.	45,294 - 58,238	1	1	1	1	45,294	
22	2A33	Fiscal Officer	77,857 - 100,108				1	94,542	1
<b>Subtotal Budget &amp; Fiscal Unit</b>				<b>6</b>	<b>6</b>	<b>5</b>	<b>7</b>	<b>393,181</b>	<b>1</b>
<b>Continous Improvement Unit</b>									
23	2L32	Administrative Specialist 2	52,321 - 67,274	1	1	1			(1)
24	A620	Continous Improvement Analyst	55,000- 65,000	1	1	1			(1)
25	2L03	Management Trainee	38,167 - 49,071				1	38,168	1
26	A620	Manager of Operations & Continuous Improve.	80,000		1	1	1	80,000	
<b>Continous Improvement Unit</b>				<b>2</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>118,168</b>	<b>(1)</b>
<b>Human Resources Unit:</b>									
27	2L01	Administrative Technician	36,186 - 46,534				2	93,068	2
28	1A22	Clerical Supervisor 2	41,930 - 45,869	1			1	44,245	1
29	1A04	Clerk 3	39,793 - 43,420	1	2	1			(2)
30	1D41	Data Service Support Clerk	36,340 - 39,498	1		1	1	37,404	1
31	2H12	Dept. Human Resources Manager	68,047 - 87,491	1	1	1	1	77,771	
32	1B25	Dept. Payroll Clerk	37,421 - 40,725	2	1	1	1	39,622	
33	1B27	Dept. Payroll Supv.	42,997 - 47,121		1	1	1	42,997	
34	2H90	Human Resources Professional 1	42,091 - 54,111	1	2	1	1	42,092	(1)
35	2H91	Human Resources Professional 2	53,633 - 68,955				1	42,092	1
36	2L03	Management Trainee	38,167 - 49,071	1		2			
37	2H77	Occupational Safety Administrator 1	59,744 - 76,797				1	59,744	1
38	2H58	SR Departmental Human Resource Associate	59,744 - 76,796	1	2	1	1	73,353	(1)
39	1A37	Service Representative	36,340 - 39,498	1					
40	1A42	Word Processing Specialist 2	36,340 - 39,498	1	1				(1)
<b>Subtotal Human Resources Unit</b>				<b>11</b>	<b>10</b>	<b>9</b>	<b>11</b>	<b>552,388</b>	<b>1</b>



CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET				SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
Department				No.	Program				No.
REVENUE				36	POLICY, ANALYSIS, EXECUTIVE DIR. & ADMIN.				10
Fund				No.					
GENERAL				01					
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Operations Unit</b>									
41	2L08	Admin. Services Supv.	42,091 - 54,111	1	1	1	1	55,336	
42	1A04	Clerk 3	39,793 - 43,420	1	1	1	1	42,229	
43	1F06	Stores Workers	37,421 - 40,725	2	2	2	2	83,300	
<b>Subtotal Operations &amp; Continuous Improvement Unit</b>				<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>180,865</b>	
<b>Training &amp; Development Unit:</b>									
44	2H90	Human Resources Professional 1	42,091 - 54,111				1	48,098	1
45	A620	Systems Training Manager (E.)	72,450	1	1	1			(1)
46	2H32	Training and Development Officer	58,287 - 74,924		1				(1)
47	2H33	Training and Development Manager	68,048 - 87,491				1	68,048	1
<b>Subtotal Operations &amp; Continuous Improvement Unit</b>				<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>116,146</b>	
<b>Outgoing Mail Processing Center:</b>									
48	1A12	Clerk Typist 2			1				(1)
49	1D41	Data Service Support Clerk	36,340 - 39,498				1	40,323	1
50	7M07	Office Machinery Equipment Operator	38,607 - 42,073	2	3	2	2	85,371	(1)
51	7A03	Semi-Skilled Laborer	36,340 - 39,498	3	4	4	5	193,068	1
<b>Subtotal Outgoing Mail Processing Center</b>				<b>5</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>318,762</b>	
<b>SUBTOTAL ADMINISTRATIVE SERVICES</b>				<b>34</b>	<b>40</b>	<b>32</b>	<b>39</b>	<b>2,148,191</b>	<b>(1)</b>
<b>TECHNICAL, POLICY &amp; RESEARCH (360513)</b>									
<b>Technical Staff:</b>									
52	A620	Director of Policy & Planning	109,803	1	1	1	1	109,803	
53	2B34	Revenue Examiner 4	72,956 - 93,796	1	1	1	1	95,622	
54	2B40	Tax & Revenue Conferee	62,016 - 79,727	2	4	2	4	294,408	
55	2B41	Tax & Revenue Conferee Supervisor	77,856 - 100,107	1	1	1	1	101,933	
<b>Subtotal Technical Staff</b>				<b>5</b>	<b>7</b>	<b>5</b>	<b>7</b>	<b>601,766</b>	
<b>Policy &amp; Outreach Unit:</b>									
56	L153	Legal Assistant	26,352 - 39,527	1	1	1	1	26,352	
57	A620	Communications & Outreach Manager	72,400				1	72,400	1
58	A620	Policy and Outreach Coordinator	97,850	1	1				(1)
59	A620	Revenue Policy Analyst	150,000	2	2	2	2	150,000	
60	2J04	Public Information Officer	55,029 - 70,745	1	1	1	1	72,171	
61	2J02	Public Relations Specialist 2	50,107 - 64,424	1	1	1	1	61,672	
62	A620	Senior Revenue Policy Analyst	102,206	1	1	1	1	102,206	
63	W160	Web Content Manager	55,000 - 65,000	1	1	1	1	55,000	
<b>Subtotal Policy &amp; Outreach Unit</b>				<b>8</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>539,801</b>	
<b>Data &amp; Research Unit:</b>									
64	D554	Head of Data & Research (Director of Research)	124,134	1	1	1	1	117,266	
65	A620	Data Intelligence Analyst	140,623	2	2	2	2	140,623	
66	A620	Data Analyst	358,183	5	5	5	5	340,941	
67	A620	Assistant to Dire. Finance- Law Data Analyst	75,000		1				(1)
68	A620	Data & Research Manager	78,000	2	1	2	1	78,000	
<b>Subtotal Data &amp; Research Unit</b>				<b>10</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>676,830</b>	<b>(1)</b>
<b>SUBTOTAL TECHNICAL, POLICY &amp; RESEARCH</b>				<b>23</b>	<b>25</b>	<b>22</b>	<b>24</b>	<b>1,818,397</b>	<b>(1)</b>
<b>PROGRAM TOTAL</b>				<b>66</b>	<b>73</b>	<b>62</b>	<b>71</b>	<b>4,881,720</b>	<b>(2)</b>

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2021 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department <b>REVENUE</b>	No. 36	Program POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN.	No. 10
Fund <b>GENERAL</b>	No. 01		

Line No.	Class Code	Title	Salary Range (in dollars)	Fiscal 2019 Actual Pos. 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run -PPE 11/24/19	Fiscal 2021 Budgeted Positions	Annual Salary 7/1/20	Inc. (Dec.) (Col. 8 less Col. 6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
1	101	Full Time - Civilian		66	73	62	71	4,881,720	(2)
2	161	Regular Overtime						75,000	
3	103	Lump Sum Separation Payments						25,000	
4	121	PT, Temp/Seas, Bd, SCG						75,000	
5	101	DC47/Non Rep Wage Increase						9,783	
6	101	Exempt Salary Reduction						(53,780)	

Total Gross Requirements				66	73	62	71	5,012,723	(2)
Plus: Earned Increment								19,866	
Plus: Longevity								583	
Less: (Vacancy Allowance)								(405,037)	
Total Budget Request								4,628,135	

**Summary of Personal Services**

Line No.	Category	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5)
		Actual Positions 6/30/19	Actual Obligations	Budgeted Positions	Estimated Obligations	Increment Run -PPE 11/24/19	Budgeted Positions	Department Request		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Lump Sum		65,646		35,000			25,000	(10,000)	
2	Full Time - Civilian	66	4,157,869	73	4,623,770	62	71	4,443,352	(180,419)	(2)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		40,900		30,000			9,783	(20,217)	
5	PT, Temp/Seas, Bd, SCG		54,901		33,000			75,000	42,000	
6	Overtime - Civilian		56,415		60,000			75,000	15,000	
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress				20				(20)	
10	H&L, IOD, LT-Sick									
11	Holiday Overtime		950							
12										
Total		66	4,376,681	73	4,781,790	62	71	4,628,135	(153,656)	(2)

71-53J (Program Based Budgeting Version)







CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET				SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXEC. DIR. & ADMIN.		10	
Fund		No.				
GENERAL		01				
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	402,791	455,000	455,000	320,000	
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	ASBO	29,000	29,000	29,000	29,000	Criminal Background Screening
250	Constant Contact Inc.	2,814		2,814	2,814	Marketing and Outreach Services
250	Drugscan	2,016		2,016	2,016	Background Checks
250	Geneva Worldwide Inc.	5,000	10,000	5,000	5,000	Language Access Program
250	Globo Solutions	8,500	5,000	8,500	8,500	Language Access Program
250	Jones Lang LaSalle America			20,500	20,500	Review and Survey Services
250	Language Line Service	8,000	20,000	10,000	10,000	Language Access Program
250	LaSalle University	35,000	30,000	30,000	30,000	General Consulting
250	Miscellaneous Vendors	19,802	28,500	28,500	28,500	Miscellaneous Professional Services
250	Superior Moving & Storage	44,968	15,000	21,670	21,670	Moving Services
250	U S Facilities, Inc.	82,318	20,500			Office Reconfigurations
250	TBD		100,000	100,000		Expanded Outreach
250	TBD		25,000	25,000	25,000	Tax Regs. Training & Consultants
250	TBD		75,000	75,000	50,000	Technical Writing
250	TBD		25,000	25,000	25,000	Customer Service Training
	<b>Subtotal Class 250</b>	<b>237,418</b>	<b>383,000</b>	<b>383,000</b>	<b>258,000</b>	
251	Acumen	10,575	31,000	31,000	31,000	Database Support and Training
251	CCH INC					IT Services
251	Cello Partnerships	374				IT Communication
251	Metasource Holdings, LLC	9,000				IT Training
251	Online Consulting Inc.	2,995	41,000	41,000	31,000	Online Training
251	Revenue Solutions Inc.					Data Warehouse/Case Mgmt. Sol.
251	Smart Information Mgmt.	142,429				Staff Aug.- IT
	<b>Subtotal Class 251</b>	<b>165,373</b>	<b>72,000</b>	<b>72,000</b>	<b>62,000</b>	
	<b>Total Professional Services</b>	<b>402,791</b>	<b>455,000</b>	<b>455,000</b>	<b>320,000</b>	

CITY OF PHILADELPHIA				SUPPORTING DETAIL: CLASSES OTHER THAN 250s AND 290, BY PROGRAM		
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXEC. DIR. & ADMIN.		10	
Fund		No.				
GENERAL		01				
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Five Thousand Forms, Inc.	60,516		103,674	105,000	Delinquent Real Estate mailing
210	Triangle Systems		100,000	140,000	140,000	Postage Coupon Books
210	Pitney Bowes Bank, Inc. (Reserve Account)	2,353,041	2,494,300	2,350,626	1,849,300	Mail Center Activities
210	United Parcel Service Inc.	1,900	1,500	1,500	1,500	Express Mail
210	U S Postmaster	52,404	54,000	54,000	54,000	PO Boxes
	<b>Class 210 Total</b>	<b>2,467,861</b>	<b>2,649,800</b>	<b>2,649,800</b>	<b>2,149,800</b>	
216	Miscellaneous Vendors	368	25,000	25,000	25,000	Misc. Software and Licenses
216	TBD		34,000	34,000	34,000	Economic Impact Analysis Model
	<b>Class 216 Total</b>	<b>368</b>	<b>59,000</b>	<b>59,000</b>	<b>59,000</b>	
256	Health Federation of Philadelphia	6,080				
256	Federation of Tax Administration	5,105				
256	Petty Cash - Imprest Fund	2,224				
256	Society for Human Resource Management	1,900				
256	Various Vendors	4,987	60,000	42,000	42,000	
	<b>Class 256 Total</b>	<b>20,296</b>	<b>60,000</b>	<b>42,000</b>	<b>42,000</b>	
260	Associated Specialty	46,080	30,000	30,000	30,000	Repair & Mtn
260	Bell & Howell	70,743	70,000	70,000	70,000	Mail Center Equipment Mtn.
260	Paik	97,432				Carpet Repair
260	Palman Electric Incorporated	120,342	50,000	42,200	42,200	Electrical Mtn. & Repair
260	Pitney Bowes	319				Mail Center Equipment Mtn.
260	Miscellaneous Vendors	7,725		7,800	7,800	Misc. Mtn Services
	<b>Class 260 Total</b>	<b>342,641</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	
266	Qless	27,353		25,753		Maint. & Support - Computer
	Xerox	24,673		25,000		Maint. & Support - Computer
	Miscellaneous Vendors	9,651	32,000	11,247	62,000	Maint. & Support - Computer
	<b>Class 260 Total</b>	<b>61,677</b>	<b>32,000</b>	<b>62,000</b>	<b>62,000</b>	
285	Xerox	3,769	90,000	90,000		Lease Purchase- Copier Upgrade
	Miscellaneous Vendors	40,148			90,000	Misc. Lease Purchases
	<b>Class 285 Total</b>	<b>43,917</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	
320	Paper Mart	141,914		150,000	150,000	Misc. Envelopes
	Miscellaneous Vendors	94,827	358,071	209,071	119,071	Supplies, Paper, Envelopes, etc.
	<b>Class 320 Total</b>	<b>236,741</b>	<b>358,071</b>	<b>359,071</b>	<b>269,071</b>	
325	Miscellaneous Vendors	57,414	36,600	40,000	40,000	Printing
	<b>Class 325 Total</b>	<b>57,414</b>	<b>36,600</b>	<b>40,000</b>	<b>40,000</b>	
420	Miscellaneous Vendors	41,209	50,000	51,000	51,000	Misc. Office Equipment
	<b>Class 420 Total</b>	<b>41,209</b>	<b>50,000</b>	<b>51,000</b>	<b>51,000</b>	
427	Xerox	63,679				Computer Equip. & Peripherals
	Miscellaneous Vendors	13,094	20,000	20,000	20,000	Computer Equip. & Peripherals
	<b>Class 427 Total</b>	<b>76,773</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	
430	TransAmerican	134,199	115,000	115,000	115,000	Furniture & Furnishings
	Miscellaneous Vendors	38,465				Furniture & Furnishings
	<b>Class 430 Total</b>	<b>172,664</b>	<b>115,000</b>	<b>115,000</b>	<b>115,000</b>	

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN.		10	
Fund		No.				
WATER		02				
Summary by Class						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	797,714	958,000	958,000	955,737	(2,263)
b)	Employee Benefits					
200	Purchase of Services	4,080,001	4,241,000	4,241,000	4,308,000	67,000
300	Materials and Supplies	96,163	220,000	220,000	332,500	112,500
400	Equipment	97,885	65,000	65,000	165,000	100,000
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		5,071,763	5,484,000	5,484,000	5,761,237	277,237
Summary of Positions						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	15	17	15	17	
105	Full Time - Uniform					
Total		15	17	15	17	
Selected Associated Non-Tax Revenues by Type						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 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 2021 OPERATING BUDGET**

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

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

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
1	D402	<b>EXECUTIVE OFFICE (360514):</b> Deputy Revenue Commissioner	127,926	1	1	1	1	127,926	
		<b>ADMINISTRATIVE SERVICES (360515):</b>							
		<b>Admin. Services Unit:</b>							
2	1F08	Stores Supervisor	41,930 - 45,868	1	1	1	1	46,894	
3	1F06	Stores Worker	37,421 - 40,725	1	1	1	1	41,950	
		<b>Subtotal Administrative Services Unit</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>88,844</b>	
		<b>Fiscal &amp; Budget Unit:</b>							
4	L204	Administrative Technical Trainee	37,238 - 47,875		1				(1)
5	2L01	Administrative Technician	36,185 - 46,534	1		1	1	47,559	1
		<b>Subtotal Fiscal &amp; Budget Unit</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>47,559</b>	
		<b>HR &amp; Payroll Unit</b>							
6	1B25	Departmental Payroll Clerk	37,421 - 40,725		1	1	1	39,622	
7	1B27	Departmental Payroll Supervisor	42,997 - 47,121	1					
		<b>Subtotal HR &amp; Payroll Unit</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>39,622</b>	
		<b>OMPC Unit:</b>							
8	1D41	Data Service Support Clerk	36,340 - 39,498			1			
9	1F20	Mail Center Supervisor	43,954 - 48,235		1		1	46,235	
10	1F22	Mail Operations Manager	53,633 - 68,955		1		1	66,955	
11	7M07	Office Machinery Equipment Operator	38,607 - 42,073	6	6	6	6	261,545	
12	7A03	Semi-Skilled Laborer	36,340 - 39,498	1					
		<b>Subtotal OMPC Unit</b>		<b>7</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>374,735</b>	
		<b>SUBTOTAL ADMINISTRATIVE SERVICES</b>		<b>11</b>	<b>12</b>	<b>11</b>	<b>12</b>	<b>550,760</b>	

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

Department REVENUE	No. 36	Program POLICY, ANALYSIS, EXECUTIVE DIR. & ADMIN.	No. 10
Fund WATER	No. 02		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
		<b>TECHNICAL, POLICY &amp; RESEARCH (360516):</b>							
		<b>Data &amp; Research Unit:</b>							
13	R551	Research Anal/Dir. Of Data Intelligence	92,803	1	1	1	1	92,803	
14	A620	Assist to the Dir/Data & Research Manager	82,400		1		1	82,400	
		<b>Subtotal Data Warehouse Unit</b>		<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>175,203</b>	
		<b>Technical Staff:</b>							
15	2B18	Revenue Collection Representative	40,860 - 44,630	2	2	2	2	90,912	
		<b>Subtotal Technical Staff</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>90,912</b>	
		<b>SUBTOTAL TECHNICAL, POLICY &amp; RESEARCH</b>		<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>266,115</b>	
		<b>PROGRAM TOTAL</b>		<b>15</b>	<b>17</b>	<b>15</b>	<b>17</b>	<b>942,538</b>	

71-531 (Program Based Budgeting Version)

CITY OF PHILADELPHIA					SCHEDULE 100					
FISCAL 2021 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.	Class Code	Title	Salary Range (in dollars)	Fiscal 2019 Actual Pos. 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run -PPE 11/24/19	Fiscal 2021 Budgeted Positions	Annual Salary 7/1/20	Inc. (Dec.) (Col. 8 less Col. 6)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	
1	101	Full Time - Civilian		15	17	15	17	942,538		
2	161	Regular Overtime						75,000		
3	171	Holiday Overtime						2,000		
4	103	Lump Sum Seperation Payments						1,000		
Total Gross Requirements				15	17	15	17	1,020,538		
Plus: Earned Increment								1,976		
Plus: Longevity										
Less: (Vacancy Allowance)								(66,777)		
Total Budget Request								955,737		
Summary of Personal Services										
Line No.	Category	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5)
		Actual Positions 6/30/19	Actual Obligations	Budgeted Positions	Estimated Obligations	Increment Run -PPE 11/24/19	Budgeted Positions	Department Request		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Lump Sum				1,000			1,000		
2	Full Time - Civilian	15	763,609	17	880,000	15	17	877,737	(2,263)	
3	Full Time - Uniform									
4	Bonus, Gross Adj.		3,458							
5	PT, Temp/Seas, Bd, SCG		5,186							
6	Overtime - Civilian		24,508		75,000			75,000		
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress									
10	H&L, IOD, LT-Sick		953							
11	Holiday Overtime - Civilian				2,000			2,000		
12										
Total		15	797,714	17	958,000	15	17	955,737	(2,263)	

71-53J (Program Based Budgeting Version)

CITY OF PHILADELPHIA		SCHEDULE 200				
FISCAL 2021 OPERATING BUDGET		PURCHASE OF SERVICES BY PROGRAM				
Department		No.	Program			No.
REVENUE		36	POLICY, ANALYSIS, EXECUTIVE DIRECTION & ADMIN.			10
Fund		No.				
WATER		02				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>Schedule 200 - Purchase of Services</b>						
201	Cleaning & Laundering					
202	Janitorial Services					
205	Refuse, Garbage, Silt and Sludge Removal	3,258	4,000	4,000	4,000	
209	Telephone & Communication					
210	Postal Services	3,819,634	3,933,000	3,933,000	4,000,000	67,000
211	Transportation	5,973	5,000	5,000	7,000	2,000
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	32,565	30,000	30,000	35,000	5,000
251	Professional Svcs. - Information Technology	2,246				
252	Accounting & Auditing Services					
253	Legal Services					
254	Mental Health & Intellectual Disability Services					
255	Dues	189				
256	Seminar & Training Sessions	1,966	5,000	5,000	5,000	
257	Architectural & Engineering Services					
258	Court Reporters					
259	Arbitration Fees					
260	Repair & Maintenance Charges	175,219	250,000	235,754	227,000	(8,754)
261	Repaving, Repairing & Resurfacing Streets					
262	Demolition of Buildings					
264	Abatement of Nuisances					
265	Rehabilitation of Property					
266	Maint. & Support - Comp. Hardware & Software	21,836	8,000	22,246	23,000	754
275	Juror Fees					
276	Juror Expenses					
277	Witness Fees					
280	Insurance & Official Bonds					
282	Lease Purchase - Computer Systems	1,683				
283	Lease Purchase - Vehicles					
284	Ground & Building Rental					
285	Rents - Other	15,434	6,000	6,000	7,000	1,000
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		4,080,001	4,241,000	4,241,000	4,308,000	67,000

CITY OF PHILADELPHIA			SCHEDULE 300 - 400			
FISCAL 2021 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 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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	401				
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				1,000	1,000
318	Janitorial, Laundry & Household	1,046		100	2,000	1,900
320	Office Materials & Supplies	83,850	200,000	199,900	220,000	20,100
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists				30,000	30,000
325	Printing	10,867	20,000	20,000	79,500	59,500
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	96,163	220,000	220,000	332,500	112,500
<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	1,000	
417	Hospital & Laboratory					
420	Office Equipment	47,273	1,000	1,000	101,000	100,000
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals			5,171		(5,171)
428	Vehicles					
430	Furniture & Furnishings	50,612	63,000	57,829	63,000	5,171
499	Other Equipment (not otherwise classified)					
	Total	97,885	65,000	65,000	165,000	100,000

71-53L (Program Based Budgeting Version)

**CITY OF PHILADELPHIA  
FISCAL 2021 OPERATING BUDGET**

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

Department REVENUE	No. 36	Program POLICY, ANALYSIS, EXECUTIVE DIR. & ADMIN.	No. 10
Fund WATER	No. 02		

Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	32,565	30,000	30,000	35,000	5,000
290	Payments for Care of Individuals					

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	Instant Web LLC	29,400	30,000	30,000	35,000	Disaster Recovery Services Timeclock Installation
250	U.S. Facilities	3,165				
	<b>Class 250 Total</b>	<b>32,565</b>	<b>30,000</b>	<b>30,000</b>	<b>35,000</b>	

71-53N (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

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

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Pitney Bowes Bank Inc.	3,815,104	3,931,520	3,931,520	3,998,520	Postage
210	Misc. Postage	4,530	1,480	1,480	1,480	Postage Service
	<b>Class 210 Total</b>	<b>3,819,634</b>	<b>3,933,000</b>	<b>3,933,000</b>	<b>4,000,000</b>	
260	Bell & Howell LLC	162,075	210,000	195,754		Repair and Maintenance
260	Pitney Bowes Inc.	745	40,000	40,000		Repair and Maintenance
260	Miscellaneous Vendors	12,399			227,000	Repair and Maintenance
	<b>Class 260 Total</b>	<b>175,219</b>	<b>250,000</b>	<b>235,754</b>	<b>227,000</b>	
320	Paper Mart	50,730	200,000	199,900	220,000	Envelopes
320	Pitney Bowes Inc.	27,526				
320	Miscellaneous Vendors	5,594				Office Materials & Supplies
	<b>Class 320 Total</b>	<b>83,850</b>	<b>200,000</b>	<b>199,900</b>	<b>220,000</b>	
325	Misc. Vendors	10,867	20,000	20,000	79,500	Printing
	<b>Class 325 Total</b>	<b>10,867</b>	<b>20,000</b>	<b>20,000</b>	<b>79,500</b>	
420	Misc. Vendors	47,273	1,000	1,000	101,000	Office Equipment
	<b>Class 420 Total</b>	<b>47,273</b>	<b>1,000</b>	<b>1,000</b>	<b>101,000</b>	
430	Transamerican Office Furniture Inc.	50,612				Office Furniture
430	TBD		63,000	57,829	63,000	Furniture and Furnishing
	<b>Class 430 Total</b>	<b>50,612</b>	<b>63,000</b>	<b>57,829</b>	<b>63,000</b>	

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2021 OPERATING BUDGET						
Department	No.	Program		No.		
REVENUE	36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		11		
<b>Program Description</b>						
This program determines which taxes, fees, and fines people owe, lets people know how much to pay, and processes payments and tax returns received.						
<b>Program Objectives</b>						
<ul style="list-style-type: none"> <li>- Continue to increase electronic payments and tax return filing.</li> <li>- Improve customer service and increase customer satisfaction.</li> <li>- The Department will continue to make the modernization of Revenue's tax system a priority by dedicating subject matter experts to the team and preparing data for conversion.</li> </ul>						
<b>Performance Measures*</b>						
Description		Fiscal 2019 Year-End	Fiscal 2020 Year-to-Date (Q1 + Q2)	Fiscal 2020 Target	Fiscal 2021 Target	
(1)		(2)	(3)	(4)	(5)	
Percent of real estate tax collected within calendar year		96.1%	N/A	94.6%	91.0%	
<u>Comments:</u> This is an annual measure and lags by two quarters.						
Total dollar amount collected (General Fund)		\$4.1B	\$1.6B	\$4.1B	\$3.9B	
<u>Comments:</u> This includes real estate, BIRT, wage tax (wage tax includes the PICA portion of the taxes) and all other general fund taxes. A greater proportion of tax revenue is collected in the second half of the year than in the first half.						
Total dollar amount collected (School District)		\$1.2B	\$226.5M	\$1.2B	\$1.2B	
<u>Comments:</u> This includes Payment In Lieu of Taxes (PILOT) revenue as well as all School District taxes collected by the Revenue Department. A greater proportion of tax revenue is collected in the second half of the year than in the first half.						
<b>Summary by Fund</b>						
Fund No.	Fund	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	12,934,869	13,855,774	13,972,104	12,657,785	(1,314,320)
14	Acute Care Hospital Assessment	45,000	45,000	45,000	45,000	
	Total	12,979,869	13,900,774	14,017,104	12,702,785	(1,314,320)
<b>Summary of Full Time Positions by Fund</b>						
Fund No.	Fund	Actual Positions 6/30/19	Fiscal 2020 Budgeted	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	250	271	236	258	(13)
14	Acute Care Hospital Assessment					
	Total Full Time	250	271	236	258	(13)



**CITY OF PHILADELPHIA**

**FISCAL 2021 OPERATING BUDGET**

**PROGRAM SUMMARY - ALL FUNDS  
(CONTINUED)**

Department REVENUE	No. 36	Program TAX BILLING, ACCOUNTING & CUSTOMER SERVICE	No. 11
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***Selected Associated Non-Tax Revenues by Fund***

Fund No. (1)	Fund (2)	Fiscal 2019 Actual Revenues (3)	Fiscal 2020 Original Budget (4)	Fiscal 2020 Estimate (5)	Fiscal 2021 Proposed Budget (6)	Increase or (Decrease) (7)
01	General	45,661,387	53,027,000	38,883,000	53,702,000	14,819,000

***Selected Associated Capital Projects***

Dept. Where Appropriated (1)	Description (2)	Carry Forward (3)	Fiscal 2020 Original Approp. (GO Only) (4)	Fiscal 2020 Original Approp. (All Other Sources) (5)	Fiscal 2021 Proposed Budget (GO Only) (6)	Fiscal 2021 Proposed Bdgt (All Other Sources) (7)

***Selected Associated Operating Costs***

Dept. Where Appropriated (1)	Description (2)	Fiscal 2019 Calculated Obligations (3)	Fiscal 2020 Calculated Appropriations (4)	Fiscal 2020 Calculated Obligations (5)	Fiscal 2021 Calculated Budget (6)	Increase or (Decrease) (7)
Finance	Employee Benefits - Civilian	4,565,560	4,932,618	4,932,618	4,764,631	(167,987)
Finance	Employee Benefits - Uniform					

71-53E (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		11	
Fund		No.				
GENERAL		01				
<b>Summary by Class</b>						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	12,169,648	12,849,910	12,902,660	12,047,785	(854,876)
b)	Employee Benefits					
200	Purchase of Services	550,704	550,089	550,089	320,000	(230,089)
300	Materials and Supplies	214,317	222,775	286,355	265,000	(21,355)
400	Equipment	200	233,000	233,000	25,000	(208,000)
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		12,934,869	13,855,774	13,972,104	12,657,785	(1,314,320)
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	250	271	236	258	(13)
105	Full Time - Uniform					
Total		250	271	236	258	(13)
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)	6,523,211	7,175,000	6,860,000	10,070,000	3,210,000	
Federal	5,138	5,000	5,000	5,000		
State						
Other Governments	39,133,038	45,847,000	32,018,000	43,627,000	11,609,000	
Other Funds of the City						
Total	45,661,387	53,027,000	38,883,000	53,702,000	14,819,000	

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>ENFORCEMENT DIVISION (360521):</b>									
1	1B10	Account Clerk	37,422 - 40,725	1	1	1	1	38,515	
2	2L01	Administrative Technician	36,186 - 46,534						
3	2L32	Administrative Specialist 2	52,322 - 67,274	1	1	1	1	68,699	
4	2B10	Assistant Revenue Collection Manager	49,235 - 63,284	4			4	242,381	4
5	1A02	Office Clerk	33,669 - 36,402		1				(1)
6	1A04	Clerk 3	39,793 - 43,421	2	1	1	1	44,646	
7	2B02	Collection Customer Representative	39,793 - 43,421	25	32	36	45	1,881,253	13
8	2B04	Collection Representative Supervisor	42,092 - 54,111	13	12	12	12	618,547	
9	1D41	Data Services Support Clerk	36,340 - 39,498		3	3	1	39,498	(2)
10	2B11	Revenue Collection Manager	59,744 - 76,797	7	6	6	6	446,043	
11	2B18	Revenue Collection Representative	40,860 - 44,631	12	13	10	10	456,360	(3)
12	2B20	Revenue Collections Officer 1	77,857 - 100,108		1	1	1	84,644	
13	1A37	Service Representative	36,340 - 39,498	35	25	14	10	369,716	(15)
14	2B29	Tax Assessor Supervisor	43,699 - 56,177			1			
15	1A42	Word Processing Specialist 2	36,340 - 39,498	1	1				(1)
<b>SUBTOTAL ENFORCEMENT DIVISION</b>				<b>101</b>	<b>97</b>	<b>91</b>	<b>92</b>	<b>4,290,302</b>	<b>(5)</b>
<b>COMPLIANCE DIVISION (360522):</b>									
16	1B10	Account Clerk	37,422 - 40,725	1	1	1	1	38,515	
17	A620	Admin. of Tax Enforcement and Investigations	97,850					97,850	1
18	2B10	Assistant Revenue Collection Manager	49,235 - 63,284		1				(1)
19	1A03	Office Clerk 2	33,669 - 36,402			2	2	74,054	2
20	1A04	Clerk 3	39,793 - 43,421	1	1	1	1	44,046	
21	1A12	Clerk Typist 2		1	3				(3)
22	2B02	Collection Customer Representative	39,793 - 43,421	7	9	10	10	381,540	1
23	2B04	Collection Representative Supervisor	42,092 - 54,111	3	2	3	3	164,808	1
24	1D41	Data Services Support Clerk	36,340 - 39,498	2	2	2	4	154,834	2
25	2B35	Director of Tax Compliance (exempt)	99,120 - 111,505	1	1	1	1	117,266	
26	2B11	Revenue Collection Manager	59,744 - 76,797	2	2	2	2	143,649	
27	2B18	Revenue Collection Representative	40,860 - 44,631	1	3	1	2	86,316	(1)
28	2B31	Revenue Examiner 1	41,065 - 52,792	2	4	2	3	159,001	(1)
29	2B32	Revenue Examiner 2	52,322 - 67,274	16	19	11	10	649,017	(9)
30	2B33	Revenue Examiner 3	63,566 - 81,721	4	4	7	4	297,750	
31	2B34	Revenue Examiner 4	72,957 - 93,797				1	72,957	1
32	2B40	Tax and Revenue Conferee	62,016 - 79,727			1			
33	2A05	Revenue Examiner Trainee	49,216	5		5	5	147,648	5
34	6E25	Revenue Investigation Supervisor	42,092 - 54,111	1	2	2	3	104,258	1
35	6E23	Revenue Investigator	40,860 - 44,631	9	9	6	6	191,216	(3)
36	1A37	Service Representative	36,340 - 39,498	2	1				(1)
37	2B28	Tax Assessor	41,930 - 45,869	13	17	16	13	605,624	(4)
38	2B29	Tax Assessor Supervisor	43,699 - 56,177	5	5	4	5	283,887	
39	6D03	<b>Municipal Guard</b>	36,332 - 39,539	1					
<b>SUBTOTAL COMPLIANCE DIVISION</b>				<b>76</b>	<b>86</b>	<b>78</b>	<b>77</b>	<b>3,814,236</b>	<b>(9)</b>

**CITY OF PHILADELPHIA**  
**FISCAL 2021 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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b><u>COLLECTIONS DIVISION (360523):</u></b>									
40	2A06	Accountant	45,933 - 59,059	11	14	13	11	744,015	(3)
41	2A05	Accountant Trainee	49,216	3			2	98,432	2
42	2A07	Accounting Supervisor	59,744 - 76,797	3	3	3	3	215,402	
43	2A08	Accounting Transaction Supervisor	63,566 - 81,721		1				(1)
44	2B10	Assistant Revenue Collection Manager	49,235 - 63,284	1	1				(1)
45	1A21	Clerical Supervisor 1	37,422 - 40,725		1				(1)
46	1A22	Clerical Supervisor 2	41,930 - 45,869	1		1	1	43,857	1
47	2B02	Collection Customer Representative	39,793 - 43,421	8	7	8	8	300,434	1
48	2B04	Collection Representative Supervisor	42,092 - 54,111	3	2	2	2	106,866	
49	1D41	Data Services Support Clerk	36,340 - 39,498	6	3	5	10	378,650	7
50	1B80	Payment Processing Clerk 1	36,340 - 39,498	3	4				(4)
51	1B81	Payment Processing Clerk 2	36,340 - 39,498	10	8	11			(8)
52	1B81	Payment Processing Clerk	36,340 - 39,498				6	265,118	6
53	1B83	Payment Processing Clerk Supervisor	42,997 - 47,121	3	2	3	2	92,923	
54	2A21	Revenue Accounting Manager	72,957 - 93,797	2	1	1	1	83,369	
55	2B11	Revenue Collection Manager	59,744 - 76,797	1	1	1	1	78,022	
56	2B20	Revenue Collections Officer 1	77,857 - 100,108		1	1	1	100,933	
57	2B21	Revenue Collections Officer 2	90,595 - 116,471	1					
58	2B18	Revenue Collection Representative	40,860 - 44,631	3	6	2	2	91,512	(4)
59	2B31	Revenue Examiner 1	41,065 - 52,792			1			
60	2B33	Revenue Examiner 3	63,566 - 81,721			1	1	82,346	1
61	1B82	Senior Payment Processing Clerk	38,607 - 42,073				1	44,977	1
62	1A37	Service Representative	36,340 - 39,498	4	3	3	3	116,191	
<b>SUBTOTAL COLLECTIONS DIVISION</b>				<b>63</b>	<b>58</b>	<b>56</b>	<b>55</b>	<b>2,843,047</b>	<b>(3)</b>
<b><u>PHILADELPHIA BEVERAGE TAX UNIT (360526):</u></b>									
63	2B02	Collection Customer Representative	39,793 - 43,420		1		1	45,256	
64	2B18	Revenue Collection Representative	40,860 - 44,630	2	1	2	1	90,512	
65	2B33	Revenue Examiner 3	63,566 - 81,721	1	1		1	68,729	
66	6E23	Revenue Investigator	40,860 - 44,631	6	6	6	6	273,336	
67	6E25	Revenue Investigation Supervisor	42,092 - 54,111	1	1	1	1	55,336	
<b>SUBTOTAL PHILADELPHIA BEVERAGE TAX UNIT</b>				<b>10</b>	<b>10</b>	<b>9</b>	<b>10</b>	<b>533,169</b>	

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET				SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>INTEGRATED TAX SYSTEM (ITS)</b>									
68	2A06	Accountant	45,933 - 59,059		3		3	133,785	
69	A620	Assistant Project Manager	63,972				1	63,972	1
70	A620	Change Management Lead	70,000 - 80,000				1	80,000	
71	A620	Data Analyst	60,000 - 70,000				3	210,000	3
72	1A37	Service Representative	36,340 - 39,498		9		7	281,498	(2)
73	A620	Systems Training Manager (E.)	72,450				1	72,450	1
74	1B81	Payment Process Clerk 1	36,340 - 39,498		1		1	36,340	
75	2A05	Revenue Examiner Trainee	49,216		1		1	49,216	
76	2B49	Tax Analyst Trainee	37,238 - 47,875		2		2	72,306	
77	2B28	Tax Assessor	41,930 - 45,869		1		1	40,709	
78	A620	Director of ITS	127,926		1	1	1	127,926	
79	A620	Write/Editor	55,000		1		1	55,000	
80	A620	Project Manager	90,000		1	1	1	90,000	
<b>SUBTOTAL INTEGRATED TAX SYSTEM (ITS)</b>					<b>20</b>	<b>2</b>	<b>24</b>	<b>1,313,202</b>	<b>4</b>
<b>PROGRAM TOTAL</b>				<b>250</b>	<b>271</b>	<b>236</b>	<b>258</b>	<b>12,793,956</b>	<b>(13)</b>

71-531 (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET					SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
1	101	Full Time - Civilian		250	271	236	258	12,793,956	(13)	
2	103	Lump Sum Separation Payments						85,000		
3	161	Overtime - Civilian						347,500		
4	101	Expenditure Transfer to Acute Care Hospital Assessment Fund						(30,000)		
5	101	Exempt Salary Reduction						(10,794)		
6	101	DC47/Non Rep Wage Increase						9,784		
Total Gross Requirements				250	271	236	258	13,195,446	(13)	
Plus: Earned Increment								137,713		
Plus: Longevity								1,566		
Less: (Vacancy Allowance)								(1,286,940)		
Total Budget Request								12,047,785		
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		98,491		100,000			85,000	(15,000)	
2	Full Time - Civilian	250	11,130,082	271	12,024,910	236	258	11,615,385	(409,526)	(13)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		81,485		1,200				(1,200)	
5	PT, Temp/Seas, Bd, SCG		572,188		525,000				(525,000)	
6	Overtime - Civilian		282,229		247,400			347,400	100,000	
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress		153		150				(150)	
10	H&L, IOD, LT-Sick		5,020		4,000				(4,000)	
11										
12										
Total		250	12,169,648	271	12,902,660	236	258	12,047,785	(854,876)	(13)

71-53J (Program Based Budgeting Version)

CITY OF PHILADELPHIA			SCHEDULE 200			
FISCAL 2021 OPERATING BUDGET			PURCHASE OF SERVICES BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		11	
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>Schedule 200 - Purchase of Services</b>						
201	Cleaning & Laundering					
202	Janitorial Services					
205	Refuse, Garbage, Silt and Sludge Removal					
209	Telephone & Communication	27,115		47		(47)
210	Postal Services	100,859	1,480	1,561		(1,561)
211	Transportation	20,044	10,000	10,000	10,000	
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	168,238	281,339	281,339	99,000	(182,339)
251	Professional Svcs. - Information Technology	164,321	186,800	157,056	141,000	(16,056)
252	Accounting & Auditing Services					
253	Legal Services					
254	Mental Health & Intellectual Disability Services					
255	Dues	2,530	2,450	2,450	2,000	(450)
256	Seminar & Training Sessions	3,727	5,000	5,000	4,000	(1,000)
257	Architectural & Engineering Services					
258	Court Reporters					
259	Arbitration Fees					
260	Repair & Maintenance Charges	3,025	2,175	1,671	3,000	1,329
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	60,845	60,845	90,965	61,000	(29,965)
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		550,704	550,089	550,089	320,000	(230,089)

71-53K (Program Based Budgeting Version)

CITY OF PHILADELPHIA			SCHEDULE 300 - 400			
FISCAL 2021 OPERATING BUDGET			MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department		No.	Program			No.
REVENUE		36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE			11
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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	702	2,300	800	1,000	200
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel		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					
318	Janitorial, Laundry & Household	145				
320	Office Materials & Supplies	5,372	90,000	82,533	14,000	(68,533)
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing	208,098	129,440	203,022	250,000	46,978
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	214,317	222,775	286,355	265,000	(21,355)
<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	200				
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals		2,064	2,064	25,000	22,936
428	Vehicles					
430	Furniture & Furnishings		230,936	230,936		(230,936)
499	Other Equipment (not otherwise classified)					
	Total	200	233,000	233,000	25,000	(208,000)

71-53L (Program Based Budgeting Version)



CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET				SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
Department REVENUE		No. 36	Program TAX BILLING, ACCOUNTING & CUSTOMER SE		No. 11	
Fund GENERAL		No. 01				
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	332,558	468,139	438,395	240,000	(198,395)
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	AB+C Creative Intelligence	100,000	100,000	100,000		Marketing & Outreach for PBT
250	Scotlandyard Security Services	64,503	56,339	72,560	74,000	Professional Security Services
250	U.S. Facilities	3,735				Miscellaneous Services
250	Transunion Risk & Alt. Data Solutions, Inc.					Public Access Database
250	Misc. Vendors				25,000	Miscellaneous Services
250	TBD		125,000	108,779		Support Services- ITS
	<b>Class 250 Total</b>	<b>168,238</b>	<b>281,339</b>	<b>281,339</b>	<b>99,000</b>	
251	Cellco Partnership	6,322				Cell Phone/Wireless Communication
251	Global Point	150,000				Staff Augmentation (PBT)
251	Transunion Risk & Alt. Data Solutions, Inc.	8,000	8,000	10,000	10,000	Public Access Database
251	TBD		28,800	26,800	9,675	IT Related Expenses (PBT)
251	TBD		150,000	120,256	121,325	E-Filing & E-Payment Updates
	<b>Class 251 Total</b>	<b>164,321</b>	<b>186,800</b>	<b>157,056</b>	<b>141,000</b>	

71-53N (Program Based Budgeting Version)

**CITY OF PHILADELPHIA  
FISCAL 2021 OPERATING BUDGET**

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

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

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Misc. Postage	1,236	1,480			Postage
210	Triangle Systems	99,623		1,561		Postal Services
	<b>Class 210 Total</b>	<b>100,859</b>	<b>1,480</b>	<b>1,561</b>		
285	Enterprise Holdings, Inc.	60,845	60,845	90,965	61,000	Vehicle Share Rental
	<b>Class 285 Total</b>	<b>60,845</b>	<b>60,845</b>	<b>90,965</b>	<b>61,000</b>	
320	Misc. Vendors		40,000	40,000		Supplies, Paper, Envelopes-ITS
320	Misc. Vendors	5,372	50,000	42,533	14,000	Supplies, Paper, Envelopes
	<b>Class 320 Total</b>	<b>5,372</b>	<b>90,000</b>	<b>82,533</b>	<b>14,000</b>	
325	Triangle Systems	72,902	46,000	80,335	51,000	Tax Coupon Booklets - Mailing
325	Triangle Systems	45,041			46,000	Tax Coupon Booklets
325	Vanguard Direct, Inc.	82,715	83,000	79,800	80,000	Real Estate
325	Vanguard Direct, Inc.			35,000	35,000	Refuse
325	Misc. Vendors	7,440	440	7,887	38,000	Misc. Printing
	<b>Class 325 Total</b>	<b>208,098</b>	<b>129,440</b>	<b>203,022</b>	<b>250,000</b>	
430	Misc. Vendors		225,000	225,000		Misc. Furnishings-ITS
430	Misc. Vendors		5,936	5,936		Misc. Furnishings
	<b>Class 320 Total</b>		<b>230,936</b>	<b>230,936</b>		

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 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 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 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 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 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 2021 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department <b>REVENUE</b>	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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (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	

**Summary of Personal Services**

Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (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	Unused Uniform Leave									
9	Shift/Stress									
10	H&L, IOD, LT-Sick									
11										
12										
	Total		30,000		30,000			30,000		

71-53J (Program Based Budgeting Version)

CITY OF PHILADELPHIA			SCHEDULE 300 - 400			
FISCAL 2021 OPERATING BUDGET			MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	TAX BILLING, ACCOUNTING & CUSTOMER SERVICE		11	
Fund		No.				
ACUTE CARE HOSPITAL TAX		14				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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					
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	10,000	
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	10,000	10,000	10,000	10,000	

CITY OF PHILADELPHIA			PROGRAM SUMMARY - ALL FUNDS			
FISCAL 2021 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 Real Estate Tax collected in the year it is due.</li> <li>- Expand the use of collection agencies and co-counselors for Business Tax discovery.</li> <li>- Increase the placement of self-assessed liens for Use and Occupancy and Realty Transfer Taxes.</li> <li>- Expand the consolidated assumpsit actions to consolidate and collect on all liabilities.</li> </ul>						
<b>Performance Measures*</b>						
Description		Fiscal 2019 Year-End	Fiscal 2020 Year-to-Date (Q1 + Q2)	Fiscal 2020 Target	Fiscal 2021 Target	
(1)		(2)	(3)	(4)	(5)	
Percent change in delinquent principal outstanding - Real Estate Tax		-8.5%	N/A	-9.0%	-9.0%	
<u>Comments:</u> This is an annual measure. This represents real estate taxes for active periods. Active periods being defined as the last 10 years for real estate.						
Percent delinquent real estate tax accounts in payment agreements		28.8%	N/A	30.0%	30.0%	
<u>Comments:</u> This is an annual measure. This measure consists of active periods. Active periods are defined as the last 10 years for real estate. The calculation divides the number of real estate accounts with payment agreement by the total number of delinquent real estate accounts.						
<u>Comments:</u>						
<b>Summary by Fund</b>						
Fund No.	Fund	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	8,536,254	8,502,893	8,516,313	7,872,492	(643,821)
08	Grants Revenue	13,930,000	17,475,000	17,475,000	17,475,000	
	Total	22,466,254	25,977,893	25,991,313	25,347,492	(643,821)
<b>Summary of Full Time Positions by Fund</b>						
Fund No.	Fund	Actual Positions 6/30/19	Fiscal 2020 Budgeted	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	95	107	95	101	(6)
	Total Full Time	95	107	95	101	(6)



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT TAX COLLECTION		12	
Fund		No.				
GENERAL		01				
<b>Summary by Class</b>						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	5,940,306	5,959,453	5,988,453	5,557,492	(430,961)
b)	Employee Benefits					
200	Purchase of Services	2,561,026	2,482,860	2,482,860	2,279,000	(203,860)
300	Materials and Supplies	32,013	51,580	36,000	36,000	
400	Equipment	2,909	9,000	9,000		(9,000)
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		8,536,254	8,502,893	8,516,313	7,872,492	(643,821)
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	95	107	95	101	(6)
105	Full Time - Uniform					
Total		95	107	95	101	(6)
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 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			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT TAX COLLECTION		12	
Fund		No.				
GRANTS		08				
Summary by Class						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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	13,930,000	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		13,930,000	17,475,000	17,475,000	17,475,000	
Summary of Positions						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						
Selected Associated Non-Tax Revenues by Type						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)						
Federal						
State		150,000	150,000	150,000		
Other Governments	13,930,000	17,325,000	17,325,000	17,325,000		
Other Funds of the City						
Total	13,930,000	17,475,000	17,475,000	17,475,000		

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b><u>DELINQUENT COLLECTIONS (360531)</u></b>									
1	2L10	Administrative Assistant	41,065 - 52,791	1	1	1	1	54,017	
2	2L32	Administrative Specialist 2	52,321 - 67,274	1	1	1	1	68,099	
3	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,959	
4	1D41	Data Services Support Clerk	36,340 - 39,498	2	3	3	3	114,294	
5	E695	Director of Collections/Executive Assistant	101,275	1	1	1	1	101,275	
6	S217	Senior Legal Assistant	52,530	1	1	1	1	52,530	
7	R551	Research Analyst	85,284	1	1	1	1	85,284	
8	2B20	Revenue Collection Officer 1	77,856 - 100,107	1	1	1	1	101,933	
9	2B32	Revenue Examiner 2	52,321 - 67,274	2	2	2	2	120,851	
10	2B49	Tax Analyst Trainee	37,237 - 47,875	1	1	1	1	37,237	
11	2B50	Tax Analyst 1	41,065 - 52,791	1	2	1	1	48,500	(1)
12	2B51	Tax Analyst 2	52,231 - 67,274	2	3	3	4	241,585	1
13	B255	Tax Collections Coordinator	63,566 - 81,721	1	1	1	1	68,728	
<b>Subtotal Delinquent Collections</b>				<b>16</b>	<b>19</b>	<b>18</b>	<b>19</b>	<b>1,142,292</b>	
<b><u>LEGAL SERVICES (360532) (LAW DEPARTMENT- TAX &amp; REVENUE UNIT)</u></b>									
<b><u>Administration:</u></b>									
14	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,559	
15	L153	Legal Assistant	26,352 - 39,527	1	1	1	1	32,939	
16	L155	Legal Assistant Supervisor	39,527 - 51,056	1	1	1	1	58,710	
17	C130	Chief Deputy City Solicitor	139050	1	1	1	1	139,050	
<b>Subtotal Administration</b>				<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>278,258</b>	
<b><u>Mass Revenue Litigation Unit:</u></b>									
18	2L01	Administrative Technician	36,185 - 46,534	1	1		1	43,951	
19	A452	Assistant City Solicitor 2	67,900	1	1	1	1	67,900	
20	2B02	Collection Customer Representative	39,793 - 43,420		2	1	1	45,256	(1)
21	2B04	Collection Representative Supervisor	42,091 - 54,111	1	1	1	1	55,136	
22	1D41	Data Service Support Clerk	36,340 - 39,498	1	1	1	1	38,456	
23	D580	Divisional Deputy City Solicitor	76,859 - 111,445	1	1	1	1	103,000	
24	L153	Legal Assistant	26,352 - 39,527	1		1	1	43,260	1
25	2B18	Revenue Collection Representative	40,860 - 44-630	2	1	2	2	86,116	1
26	1A37	Service Representative	36,340 - 39,498			1			
27	2B49	Tax Analyst Trainee	37,237 - 47,875	2	2	3	1	37,238	(1)
28	2B50	Tax Analyst 1	41,065 - 52,791				1	43,175	1
29	2B51	Tax Analyst 2	52,321 - 67,274	2	3	1	2	132,264	(1)
30	2B55	Tax Collections Coordinator	63,566 - 81,721	1	1	1	1	83,146	
<b>Subtotal Mass Revenue Litigation Unit</b>				<b>13</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>778,898</b>	

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Major Tax Division:</b>									
31	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,759	
32	1A02	Clerk 1/Office Clerk 1	30,944 - 33,043	1		1	1	31,637	1
33	1A04	Clerk 3	39,793 - 43,420	1	1	1	1	44,446	
34	1D41	Data Service Support Clerk	36,340 - 39,498	2	3	2	2	75,860	(1)
35	A451	Assistant City Solicitor	50,938 - 70,231	3	6	2	3	152,455	(3)
36	A452	Assistant City Solicitor 2	67,900			1	2	135,800	2
37	2B02	Collection Customer Representative	39,793 - 43,420	1	1	1	1	41,004	
38	D210	Deputy City Solicitor	58,193 - 85,093	4	5	2	3	221,193	(2)
39	D580	Divisional Deputy City Solicitor	76,859 - 111,445	1	1	1	1	111,000	
40	L153	Legal Assistant	26,352-39,527	3	3	2	3	133,900	
41	L155	Legal Assistant Supervisor	39,527-51,056	1	1				(1)
42	2B18	Revenue Collection Representative	40,860 - 44-630	2	2	2	2	85,050	
43	S217	Senior Legal Assistant Supervisor	52,530			1	1	52,530	1
44	2B49	Tax Analyst Trainee	37,237 - 47,875		1				(1)
45	2B50	Tax Analyst 1	41,065 - 52,791	1		1	1	43,998	1
46	2B51	Tax Analyst 2	52,321 - 67,274	8	9	7	8	502,179	(1)
47	2B55	Tax Collections Coordinator	63,566 - 81,721	2	2	3	2	165,492	
<b>Subtotal Major Tax Division</b>				<b>31</b>	<b>36</b>	<b>28</b>	<b>32</b>	<b>1,844,303</b>	<b>(4)</b>
<b>Real Estate Tax Division:</b>									
48	2L10	Administrative Assistant	41,065 - 52,791	1	1	1	1	53,416	
49	2L20	Administrative Officer	53,633 - 68,955	1	1	1	1	70,180	
50	2L32	Administrative Specialist 2	52,321 - 67,274	1	1	1	1	68,499	
51	2L01	Administrative Technician	36,185 - 46,534	1	1	1	1	47,759	
52	A451	Assistant City Solicitor	50,938 - 70,231	1	2	1	2	131,696	
53	1A04	Clerk 3	39,793 - 43,420		1				(1)
54	2B02	Collection Customer Representative	39,793 - 43,420	1	1	1	1	44,246	
55	1D41	Data Service Support Clerk	36,340 - 39,498	1	2	3	3	117,825	1
56	D210	Deputy City Solicitor	58,193 - 85,093	2	2	2	2	151,000	
57	D580	Divisional Deputy City Solicitor	76,859 - 111,445	1	1	1	1	117,420	
58	2A01	Financial Technician	37,237 - 47,875	1	1	1	1	45,841	
59	L153	Legal Assistant	26,352-39,527	2	2	2	2	84,027	
60	L155	Legal Assistant Supervisor	39,527-51,056	1	1	1	1	58,710	
61	1F20	Mail Center Supervisor	43,954 - 48,234	1	1	1	1	49,660	
62	2B18	Revenue Collection Representative	40,860 - 44-630	2	2	2	2	90,712	
63	7A03	Semi-Skilled Laborer	36,340 - 39,498	1	1	1	1	39,081	
64	2B51	Tax Analyst 2	52,321 - 67,274	1	1	1	1	64,565	
65	2B55	Tax Collections Coordinator	63,566 - 81,721	1	1	1	1	82,946	
66	1A42	Word Processing Specialist 2	36,340 - 39,498	1	1				(1)
<b>Subtotal Real Estate Tax Division</b>				<b>21</b>	<b>24</b>	<b>22</b>	<b>23</b>	<b>1,317,583</b>	<b>(1)</b>

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Sequestration Group:</b>									
67	2B02	Collection Customer Representative	39,793 - 43,420	2	1	1	2	81,449	1
68	2B18	Revenue Collection Representative	40,860 - 44-630	1	1	1			(1)
69	L153	Legal Assistant	26,352 - 39,527	2	3	2	2	88,580	(1)
70	S201	Senior Attorney	99,000	1	1	1	1	99,000	
		<b>Sub-Total</b>		<b>6</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>269,029</b>	<b>(1)</b>
<b>Use and Occupancy Tax Group:</b>									
71	L153	Legal Assistant	26,352 - 39,527	2	2	2	2	86,520	
72	L155	Legal Assistant Supervisor	39,527-51,056	1	1	1	1	52,530	
73	S201	Senior Attorney	103,205	1	1	1	1	130,205	
		<b>Sub-Total</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>269,255</b>	
<b>Subtotal Legal Services Division (Tax &amp; Revenue Unit)</b>				<b>79</b>	<b>88</b>	<b>77</b>	<b>82</b>	<b>4,757,326</b>	<b>(6)</b>
<b>Program Total</b>				<b>95</b>	<b>107</b>	<b>95</b>	<b>101</b>	<b>5,899,618</b>	<b>(6)</b>

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2021 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department <b>REVENUE</b>	No. 36	Program <b>DELINQUENT TAX COLLECTION</b>	No. 12
Fund <b>GENERAL</b>	No. 01		

Line No.	Class Code	Title	Salary Range (in dollars)	Fiscal 2019 Actual Pos. 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run -PPE 11/24/19	Fiscal 2021 Budgeted Positions	Annual Salary 7/1/20	Inc. (Dec.) (Col. 8 less Col. 6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
1	101	Full-Time - Civilian		95	107	95	101	5,899,618	(6)
2	161	Overtime - Civilian						52,000	
3	103	Lump Sum Separation Payments						20,000	
4	101	DC47/Non Rep Wage Increase						9,783	
5	101	Exempt Salary Reduction						(43,922)	

Total Gross Requirements				95	107	95	101	5,937,479	(6)
Plus: Earned Increment								41,680	
Plus: Longevity								399	
Less: (Vacancy Allowance)								(422,066)	
Total Budget Request								5,557,492	

**Summary of Personal Services**

Line No.	Category	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5)
		Actual Positions 6/30/19	Actual Obligations	Budgeted Positions	Estimated Obligations	Increment Run -PPE 11/24/19	Budgeted Positions	Department Request		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Lump Sum		12,335		19,995			20,000	5	
2	Full Time - Civilian	95	5,629,117	107	5,849,453	95	101	5,485,492	(363,961)	(6)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		127,521		10,000				(10,000)	
5	PT, Temp/Seas, Bd, SCG		137,678		93,000				(93,000)	
6	Overtime - Civilian		27,079		10,000			52,000	42,000	
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress		5		5				(5)	
10	H&L, IOD, LT-Sick		6,571		6,000				(6,000)	
11										
12										
Total		95	5,940,306	107	5,988,453	95	101	5,557,492	(430,961)	(6)

71-53J (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

**SCHEDULE 200**  
**PURCHASE OF SERVICES**  
**BY PROGRAM**

Department <b>REVENUE</b>	No. 36	Program DELINQUENT TAX COLLECTION	No. 12
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Fund <b>GENERAL</b>	No. 01		
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Code (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 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	4,445				
210	Postal Services	726,873		38		(38)
211	Transportation	1,807	1,000	4,000	4,000	
215	Licenses, Permits & Inspection Charges					
216	Commercial off the Shelf Software Licenses		335	335		(335)
220	Electric Current					
221	Gas Services					
222	Steam for Heating					
230	Meals (non-travel) & Official Entertaining					
231	Overtime Meals					
240	Advertising & Promotional Activities		11,500	5,462	3,000	(2,462)
250	Professional Services	1,684,611	2,376,250	2,390,915	2,190,000	(200,915)
251	Professional Svcs. - Information Technology	135,368	67,000	67,000	67,000	
252	Accounting & Auditing Services					
253	Legal Services		5,000			
254	Mental Health & Intellectual Disability Services					
255	Dues	1,912	3,700	3,700	4,000	300
256	Seminar & Training Sessions	3,679	2,000	5,000	5,000	
257	Architectural & Engineering Services					
258	Court Reporters	2,225	14,665	5,000	5,000	
259	Arbitration Fees					
260	Repair & Maintenance Charges		1,310	1,310	1,000	(310)
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	106	100	100		(100)
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)					
<b>Total</b>		2,561,026	2,482,860	2,482,860	2,279,000	(203,860)

CITY OF PHILADELPHIA FISCAL 2021 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 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 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	7,196	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	24,817	30,000	28,000	28,000	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists		5,600			
325	Printing		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		32,013	51,580	36,000	36,000	
<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	2,909	9,000	9,000		(9,000)
499	Other Equipment (not otherwise classified)					
Total		2,909	9,000	9,000		(9,000)

71-53L (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

Department		No.	Program		No.	
REVENUE		36	DELINQUENT TAX COLLECTION		12	
Fund		No.				
GENERAL		01				
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	1,822,204	2,462,915	2,462,915	2,262,000	(200,915)
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	AAL Acquest Corp	540,000	540,000	540,000	540,000	Tax Info. Cert. Sheriff Sales
250	FSS Acquisition Co., LLC			191,000	191,000	Writ Services for Tax
250	GSB&B, LLC	50,000	60,000	50,000	50,000	Sequestrators
250	it's DONE! Courier			191,000	191,000	Writ Services for Tax
250	LTS Acquisition Co. LLC	540,000	540,000	540,000	540,000	Tax Info. Cert. Sheriff Sales
250	PA Constable	20,430	40,000	40,000	40,000	Phila Municipal Court Services
250	Philadelphia Writ Service Inc.	430,000	530,000	266,089	267,000	Writ Services for Tax
250	TransAmerican and USF	4,665				5th Floor Renovations
250	TransUnion Risk and Alter. Data Solutions, Inc.	13,440	13,440	21,000	21,000	Public Access Database
250	Tyler Firm, LLC	75,000	75,000	30,000		Writ Services for Tax
250	Petty Cash & Other Reimbursements	11,076	53,000	53,000	53,000	Misc. Professional Services
250	TBD		29,810	29,810	29,810	Tax Info. Cert. Sheriff Sales
250	TBD		495,000	439,016	267,190	Outside Appraiser Contracts
	<b>Class 250 Total</b>	<b>1,684,611</b>	<b>2,376,250</b>	<b>2,390,915</b>	<b>2,190,000</b>	
251	Acumen Group Incorporated	135,368	60,000	60,000	60,000	Law Document Management
251	West Publishing Corporation		7,000	7,000	7,000	Online Legal Services
	<b>Class 251 Total</b>	<b>135,368</b>	<b>67,000</b>	<b>67,000</b>	<b>67,000</b>	
253	TBD		5,000			Legal Services
	<b>Class 253 Total</b>		<b>5,000</b>			
258	Miscellaneous Vendors	2,225	14,665	5,000	5,000	Court Reporters
	<b>Class 258 Total</b>	<b>2,225</b>	<b>14,665</b>	<b>5,000</b>	<b>5,000</b>	

71-53N (Program Based Budgeting Version)



**CITY OF PHILADELPHIA  
FISCAL 2021 OPERATING BUDGET**

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

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

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Pitney Bowes Bank (Reserved Account)	726,873		38		Sheriff Sale Certified Mailing
	<b>Class 210 Total</b>	<b>726,873</b>		<b>38</b>		

71-530 (Program Based Budgeting Version)

CITY OF PHILADELPHIA			GRANT INFORMATION SUMMARY WITHIN PROGRAM			
FISCAL 2021 OPERATING BUDGET						
Department REVENUE		No. 36	Program DELINQUENT TAX COLLECTION		No. 12	
Fund GRANTS		No. 08				
Funding Sources		Grant Title		Grant Number	Index Code	
Federal		DELINQUENT TAX COLLECTION PROGRAM		G36L05	360533	
State		Award Period		Type of Grant		
X Other Govt.		7/1/20 - 6/30/21		REIMBURSEMENT		
Local (Non-Govt.)		<b>Grant Objective</b>				
Commissions for collection of delinquent taxes, fees and fines.						
Summary by Class						
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (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					
	Class 198 - Municipal Plan 10 - City Match					
200	Purchase of Services	13,930,000	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		13,930,000	17,325,000	17,325,000	17,325,000	
Summary by Funding Source						
Code (1)	Category (2)	Fiscal 2019 Actual Revenue (3)	Fiscal 2020 Original Budget (4)	Fiscal 2020 Estimated Revenue (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
100	Federal					
200	State					
300	Other Governments	13,930,000	17,325,000	17,325,000	17,325,000	
400	Local (Non-Governmental)					
Total		13,930,000	17,325,000	17,325,000	17,325,000	
Summary of Positions						
Code (1)	Category (2)	Actual Pos. 6/30/19 (3)	Fiscal 2020 Budgeted Pos. (4)	Incr. Run PPE 11/24/19 (5)	Fiscal 2021 Budgeted Pos. (6)	Inc. / (Dec.) (Col. 6 less Col. 4) (7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						

CITY OF PHILADELPHIA			GRANT INFORMATION SUMMARY WITHIN PROGRAM			
FISCAL 2021 OPERATING BUDGET						
Department REVENUE		No. 36	Program DELINQUENT TAX COLLECTION		No. 12	
Fund GRANTS		No. 08				
Funding Sources		Grant Title		Grant Number	Index Code	
<input type="checkbox"/>	Federal	DELINQUENT TAX COLLECTION PROGRAM		G36216	360534	
<input checked="" type="checkbox"/>	State	Award Period		Type of Grant		
<input type="checkbox"/>	Other Govt.	7/1/20 - 6/30/21		REIMBURSEMENT		
<input type="checkbox"/>	Local (Non-Govt.)	<b>Grant Objective</b>				
Collect sales tax refunds due the City of Philadelphia from the Commonwealth.						
Summary by Class						
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (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					
	Class 198 - Municipal Plan 10 - City Match					
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 (1)	Category (2)	Fiscal 2019 Actual Revenue (3)	Fiscal 2020 Original Budget (4)	Fiscal 2020 Estimated Revenue (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (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 (1)	Category (2)	Actual Pos. 6/30/19 (3)	Fiscal 2020 Budgeted Pos. (4)	Incr. Run PPE 11/24/19 (5)	Fiscal 2021 Budgeted Pos. (6)	Inc. / (Dec.) (Col. 6 less Col. 4) (7)
101	Full Time - Civilian					
105	Full Time - Uniform					
	Total					

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2021 OPERATING BUDGET						
Department	No.	Program		No.		
REVENUE	36	TAXPAYER ASSISTANCE & CREDIT PROGRAMS		13		
<b>Program Description</b>						
Revenue provides tax relief to individual homeowners and business taxpayers through this program.						
<b>Program Objectives</b>						
<ul style="list-style-type: none"> <li>- Continue timely processing of over 18,000 applications received annually.</li> <li>- Meet taxpayers where they are, through neighborhood pop-up events, to increase assistance program enrollment.</li> <li>- Translate all assistance program applications into Spanish and Mandarin.</li> </ul>						
<b>Performance Measures*</b>						
Description		Fiscal 2019 Year-End	Fiscal 2020 Year-to-Date (Q1 + Q2)	Fiscal 2020 Target	Fiscal 2021 Target	
(1)		(2)	(3)	(4)	(5)	
Percent of eligible homeowners receiving relief		79.2%	N/A	80.0%	80.0%	
<u>Comments:</u> This is an annual measure.						
Number of free Federal Tax Returns prepared to support the Earned Income Tax Credit (EITC)		26,111	N/A	25,600		
<u>Comments:</u> This is an annual measure. 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.						
<b>Summary by Fund</b>						
Fund No.	Fund	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	1,384,331	1,571,367	1,571,427	413,932	(1,157,496)
	Total	1,384,331	1,571,367	1,571,427	413,932	(1,157,496)
<b>Summary of Full Time Positions by Fund</b>						
Fund No.	Fund	Actual Positions 6/30/19	Fiscal 2020 Budgeted	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	General	6	7	7	6	(1)
	Total Full Time	6	7	7	6	(1)



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 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 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	213,751	351,367	400,827	302,932	(97,896)
b)	Employee Benefits					
200	Purchase of Services	1,170,000	1,170,000	1,170,000	110,000	(1,060,000)
300	Materials and Supplies	580	50,000	600	1,000	400
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		1,384,331	1,571,367	1,571,427	413,932	(1,157,496)
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	6	7	7	6	(1)
105	Full Time - Uniform					
Total		6	7	7	6	(1)
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 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 2021 OPERATING BUDGET**

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

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

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>TAXPAYER ASSISTANCE &amp; CREDIT (360540)</b>									
1	2B10	Assistant Revenue Collection Manager	62,016-79,727	1		1	1	64,109	1
2	2B02	Collection Customer Representative	39,793-43,420		1	1	2	80,246	1
3	2B04	Collection Representative Supervisor	42,492-54,111	1	1				(1)
4	1D41	Data Services Support Clerk	36,340-39,498	2	2	2			(2)
5	2B18	Revenue Collection Representative	40,860-44,630		1		1	44,630	
6	1A37	Service Representative	36,340-39,498			1	1	36,340	1
7	A620	Taxpayer Assistance Program Director	72,450	1	1	1	1	71,726	
8	2B40	Tax and Revenue Conferee	62,016-79,727	1	1	1			(1)
<b>Program Total</b>				<b>6</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>297,051</b>	<b>(1)</b>

71-531 (Program Based Budgeting Version)

<b>CITY OF PHILADELPHIA</b>  <b>FISCAL 2021 OPERATING BUDGET</b>	<b>SCHEDULE 100</b> <b>LIST OF POSITIONS</b> <b>BY PROGRAM</b>
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Department <b>REVENUE</b>	No. 36	Program <b>TAXPAYER ASSISTANCE &amp; CREDIT PROGRAMS</b>	No. 31
Fund <b>GENERAL</b>	No. 01		

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1	101	Full-time Civilian		6	7	7	6	297,051	(1)
2	161	Overtime - Civilian						5,000	

<b>Total Gross Requirements</b>  Plus: Earned Increment Plus: Longevity Less: (Vacancy Allowance)  <div style="text-align: right;">Total Budget Request</div>									
				6	7	7	6	302,051	(1)
								881	
								302,932	

**Summary of Personal Services**

Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		3,328		9,228				(9,228)	
2	Full Time - Civilian	6	208,119	7	387,000	7	6	297,932	(89,069)	(1)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		358		(401)				401	
5	PT, Temp/Seas, Bd, SCG									
6	Overtime - Civilian		1,946		5,000			5,000		
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress									
10	H&L, IOD, LT-Sick									
11										
12										
<b>Total</b>		6	213,751	7	400,827	7	6	302,932	(97,896)	(1)

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA			SCHEDULE 200			
FISCAL 2021 OPERATING BUDGET			PURCHASE OF SERVICES BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	TAXPAYER ASSISTANCE & CREDIT PROGRAMS		13	
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(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	1,170,000	1,170,000	1,170,000	110,000	(1,060,000)
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		1,170,000	1,170,000	1,170,000	110,000	(1,060,000)

CITY OF PHILADELPHIA			SCHEDULE 300 - 400			
FISCAL 2021 OPERATING BUDGET			MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	TAXPAYER ASSISTANCE & CREDIT PROGRAMS		13	
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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	580		600	1,000	400
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		50,000			
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	580	50,000	600	1,000	400
<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					

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET			SUPPORTING DETAIL: PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM			
Department REVENUE		No. 36	Program TAXPAYER ASSISTANCE & CREDIT PROGRAMS			No. 13
Fund GENERAL		No. 01				
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	1,170,000	1,170,000	1,170,000	110,000	(1,060,000)
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	AB+C Creative Intelligence	350,000	350,000	350,000		EITC Marketing Services
250	Campaign for Working Families	730,000	730,000	730,000		EITC Tax Prep & Marketing Svc
250	Pathways PA, Inc.	30,000	30,000	30,000		EITC Tax Prep & Marketing Svc
250	Vanguard Direct Inc.	60,000	60,000	60,000	60,000	Homestead Program
250	TBD				50,000	Expanded Outreach
	<b>Class 250 Total</b>	<b>1,170,000</b>	<b>1,170,000</b>	<b>1,170,000</b>	<b>110,000</b>	

71-53N (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET				SUPPORTING DETAIL: CLASSES OTHER THAN 250s AND 290, BY PROGRAM		
Department REVENUE		No. 36	Program TAXPAYER ASSISTANCE & CREDIT PROGRAMS		No. 13	
Fund GENERAL		No. 01				
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
320	Misc. Vendors		50,000	10,000		Supplies, Paper, Envelopes, etc.

71-530 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**

**PROGRAM SUMMARY - ALL FUNDS**

**FISCAL 2021 OPERATING BUDGET**

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 customers owe, lets people know how much to pay, and processes payments received.

**Program Objectives**

- Continue to increase the percentage of water bills paid on-time.
- Reduce internal billing costs, by increasing e-pay and e-bill adoption.
- Assess the lifespan and requirements of the current water billing IT system (Basis2) and explore replacement systems with expanded functionality.

**Performance Measures\***

Description (1)	Fiscal 2019 Year-End (2)	Fiscal 2020 Year-to-Date (Q1 + Q2) (3)	Fiscal 2020 Target (4)	Fiscal 2021 Target (5)
Percent of water bills paid in 90 days	88.0%	87.6%	89.0%	89.0%
Dollar amount of water bills collected	\$654,069,580	\$338,303,222	\$654M	\$654M

**Summary by Fund**

Fund No. (1)	Fund (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Proposed Budget (6)	Increase or (Decrease) (7)
02	Water	8,071,616	8,686,116	8,685,666	8,769,888	84,222
Total		8,071,616	8,686,116	8,685,666	8,769,888	84,222

**Summary of Full Time Positions by Fund**

Fund No. (1)	Fund (2)	Actual Positions 6/30/19 (3)	Fiscal 2020 Budgeted (4)	Increment Run PPE 11/24/19 (5)	Fiscal 2021 Budgeted (6)	Inc. / (Dec.) (Col. 6 less 4) (7)
02	Water	138	156	137	158	2
Total Full Time		138	156	137	158	2



CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department REVENUE		No. 36	Program WATER BILLING, ACCOUNTING & CUSTOMER SERVICE		No. 14	
Fund WATER		No. 02				
<b>Summary by Class</b>						
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Proposed Budget (6)	Increase or (Decrease) (7)
100	Employee Compensation					
a)	Personal Services	6,728,721	7,273,616	7,273,166	7,302,888	29,722
b)	Employee Benefits					
200	Purchase of Services	461,266	557,000	557,000	557,000	
300	Materials and Supplies	338,705	308,500	308,500	201,000	(107,500)
400	Equipment	542,924	542,000	542,000	709,000	167,000
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		8,071,616	8,686,116	8,685,666	8,769,888	84,222
<b>Summary of Positions</b>						
Code (1)	Category (2)	Actual Positions 6/30/19 (3)	Fiscal 2020 Budgeted Positions (4)	Increment Run PPE 11/24/19 (5)	Fiscal 2021 Budgeted Positions (6)	Increase or (Decrease) (7)
101	Full Time - Civilian	138	156	137	158	2
105	Full Time - Uniform					
Total		138	156	137	158	2
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description (1)	Fiscal 2019 Actual Revenues (2)	Fiscal 2020 Original Budget (3)	Fiscal 2020 Estimate (4)	Fiscal 2021 Proposed Budget (5)	Increase or (Decrease) (6)	
Local (Non-Governmental)	656,319,348	649,151,000	649,150,840	643,717,340	(5,433,500)	
Federal						
State						
Other Governments						
Other Funds of the City						
Total	656,319,348	649,151,000	649,150,840	643,717,340	(5,433,500)	

71-53F (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

Department				No.	Program				No.
REVENUE				36	WATER BILLING, ACCT. & CUSTOMER SRVC.				14
Fund				No.					
WATER				02					
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>Water Revenue Bureau (360551):</b>									
<b>Accounting Unit:</b>									
1	1B10	Account Clerk	37,422 - 40,725	2	4	2	2	79,866	(2)
2	2A06	Accountant	45,933 - 59,059	7	9	9	11	623,109	2
3	2A05	Accountant/Revenue Examiner Trainee	49,216	3	4	3	2	98,432	(2)
4	2A07	Accounting Supervisor	59,744 - 76,797	4	4	4	4	303,360	
5	2A08	Accounting Transaction Supervisor	63,566 - 81,721	3	3	3	3	249,238	
6	1A22	Clerical Supervisor 2	41,930 - 45,869		1		1	41,930	
7	1A04	Clerk 3	39,793 - 43,421	11	9	11	11	480,660	2
8	1D41	Data Services Support Clerk	36,340 - 39,498	1	1	1	1	38,456	
9	2A01	Financial Technician	37,238 - 47,875	2	2	2	2	96,375	
10	2A21	Revenue Accounting Manager	72,957 - 93,797	1	1	1	1	95,422	
<b>Subtotal Accounting Unit</b>				<b>34</b>	<b>38</b>	<b>36</b>	<b>38</b>	<b>2,106,848</b>	
<b>Administrative Operations Unit:</b>									
11	2L11	Administrative Assistant (Confidential)	42,092 - 54,111	1	1	1	1	55,736	
12	1D59	Compter User Support Specialist	42,997 - 47,121	2		2			
13	2B11	Revenue Collection Manager	59,744 - 76,797	1	1				(1)
14	2B21	Revenue Collection Officer 2	90,595 - 116,471	1	1	1	1	118,096	
<b>Subtotal Administrative Operations Unit</b>				<b>5</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>173,832</b>	<b>(1)</b>
<b>Collection Operations Unit:</b>									
15	2B10	Assistant Revenue Collection Manager	49,235 - 63,284				1	59,769	1
16	2B02	Collection Customer Representative	39,793 - 43,421	11	14	12	16	518,423	2
17	2B04	Collection Representative Supervisor	42,092 - 54,111	5	5	4	5	214,930	
18	1D41	Data Services Support Clerk	36,340 - 39,498	3	4	3	5	172,825	1
19	2B11	Revenue Collection Manager	59,744 - 76,797		1		1	74,153	
20	2B18	Revenue Collection Representative	40,860 - 44,631	4	4	5	4	181,224	
21	1A37	Service Representative	36,340 - 39,498	7	8	7	6	233,408	(2)
<b>Subtotal Collection Operations Unit</b>				<b>30</b>	<b>36</b>	<b>31</b>	<b>38</b>	<b>1,454,732</b>	<b>2</b>
<b>Customer Operations Unit:</b>									
22	1A22	Clerical Supervisor 2	41,930 - 45,869		1	1			(1)
22	2B02	Collection Customer Representative	39,793 - 43,421	11	11	14	20	804,519	9
23	2B04	Collection Representative Supervisor	42,092 - 54,111	3	3	3	3	166,608	
24	1D41	Data Services Support Clerk	36,340 - 39,498	4	4	3	4	152,860	
25	2B11	Revenue Collection Manager	59,744 - 76,797	1	2	1	1	74,153	(1)
26	1A37	Service Representative	36,340 - 39,498	11	11	4	5	187,130	(6)
<b>Subtotal Customer Operations Unit</b>				<b>30</b>	<b>32</b>	<b>26</b>	<b>33</b>	<b>1,385,270</b>	<b>1</b>

71-531 (Program Based Budgeting Version)



**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

Department				No.	Program				No.
REVENUE				36	WATER BILLING, ACCOUNTING & CUSTOMER SERV				14
Fund				No.					
WATER				02					
Line No.	Class Code	Title	Salary Range	Fiscal 2019 Actual Pos. 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run -PPE 11/24/19	Fiscal 2021 Budgeted Positions	Annual Salary 7/1/20	Increase (Decrease) (Col. 8 less Col. 6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
<b>Technical Operations Unit:</b>									
27	2B02	Collection Customer Representative	39,793 - 43,421	2	2	2	2	89,092	
28	1D41	Data Services Support Clerk	36,340 - 39,498	3	3	3	3	112,212	
29	6E26	Revenue Investigation Manager	47,081 - 60,534	1	1	1	1	62,159	
30	6E25	Revenue Investigation Supervisor	42,092 - 54,111	2	2	2	2	107,466	
31	6E23	Revenue Investigator	40,860 - 44,631	7	8	6	8	355,656	
<b>Subtotal Technical Operations</b>				<b>15</b>	<b>16</b>	<b>14</b>	<b>16</b>	<b>726,585</b>	
<b>Total Water Revenue Bureau</b>				<b>114</b>	<b>125</b>	<b>111</b>	<b>127</b>	<b>5,847,267</b>	<b>2</b>
<b>Collections Division- Payment Processing (360552):</b>									
<b>Administrative Unit:</b>									
32	2B10	Assistant Revenue Collection Manager	49,235 - 63,284	1	1	1	1	64,309	
33	2B02	Collection Customer Representative	39,793 - 43,421	1	1	1	1	42,845	
<b>Subtotal Administrative Unit</b>				<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>107,154</b>	
<b>Cashiering Unit:</b>									
34	1D41	Data Services Support Clerk	36,340 - 39,498	3	1	3	1	37,404	
35	1B81	Payment Processing Clerk	36,340 - 39,498	9	12	9	12	469,840	
36	1B83	Payment Processing Supervisor	42,997 - 47,121	1	1	1	1	43,061	
37	1B82	Senior Payment Processing Clerk	38,607 - 42,073	2	3	3	3	121,846	
<b>Subtotal Cashiering Unit</b>				<b>14</b>	<b>17</b>	<b>15</b>	<b>17</b>	<b>672,151</b>	
<b>Exceptions Processing Unit:</b>									
38	2B04	Collection Representative Supervisor	42,092 - 54,111	1	1	1	1	55,536	
39	2B02	Collection Customer Representative	39,793 - 43,421			2	2	83,223	2
40	1A37	Service Representative	36,340 - 39,498	2	3		1	36,340	(2)
<b>Subtotal Exceptions Processing</b>				<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>175,099</b>	
<b>Incoming Mail Unit:</b>									
41	1A21	Clerical Supervisor 1	37,422 - 40,725	1	1	1	1	41,350	
42	1A03	Office Clerk 2	33,669 - 36,402	3	4	3	3	112,081	(1)
43	1A04	Clerk 3	39,793 - 43,421		1				(1)
44	1D41	Data Services Support Clerk	36,340 - 39,498	1	2	1	2	39,498	
45	7L03	Office Equipment Operator	36,340 - 39,498			1	2	72,180	2
<b>Subtotal Incoming Mail Unit</b>				<b>5</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>265,109</b>	
<b>Total Collections- Payment Processing</b>				<b>24</b>	<b>31</b>	<b>26</b>	<b>31</b>	<b>1,219,513</b>	
<b>Program Total</b>				<b>138</b>	<b>156</b>	<b>137</b>	<b>158</b>	<b>7,066,780</b>	<b>2</b>

71-531 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

Department <b>REVENUE</b>	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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)
1	101	Full Time - Civilian		138	156	137	158	7,066,780	2
2	121	Temporary & Seasonal						50,000	
3	161	Regular Overtime						392,000	
4	181	Shift Differential						4,000	
5	103	Lump Sum Separation Payments						80,000	
6	171	Holiday Overtime - Civilian						3,000	
7	101	DC47/Non Rep Wage Increase						30,472	
<b>Total Gross Requirements</b>				138	156	137	158	7,626,252	2
Plus: Earned Increment								44,444	
Plus: Longevity								1,249	
Less: (Vacancy Allowance)								(369,057)	
<b>Total Budget Request</b>								7,302,888	

**Summary of Personal Services**

Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		33,181		80,000			80,000		
2	Full Time - Civilian	138	6,355,266	156	6,744,616	137	158	6,773,888	29,272	2
3	Full Time - Uniform									
4	Bonus, Gross Adj.		38,535		5,000				(5,000)	
5	PT, Temp/Seas, Bd, SCG		67,149		50,000			50,000		
6	Overtime - Civilian		230,570		386,550			392,000	5,450	
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress				4,000			4,000		
10	H&L, IOD, LT-Sick		4,019							
11	Holiday Overtime - Civilian				3,000			3,000		
12										
<b>Total</b>		138	6,728,721	156	7,273,166	137	158	7,302,888	29,722	2

71-53J (Program Based Budgeting Version)



CITY OF PHILADELPHIA			SCHEDULE 300 - 400			
FISCAL 2021 OPERATING BUDGET			MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	WATER BILLING, ACCT. & CUSTOMER SRVC.		14	
Fund		No.				
WATER		02				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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	1,610	5,000	5,000	2,000	(3,000)
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel		5,000	5,000	2,000	(3,000)
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					
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	431	2,500	2,500	1,000	(1,500)
320	Office Materials & Supplies	333,955	185,000	185,000	193,000	8,000
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists		30,000	30,000		(30,000)
325	Printing	75	64,000	64,000		(64,000)
326	Recreational & Educational	2,634	2,000	2,000	3,000	1,000
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	338,705	308,500	308,500	201,000	(107,500)
<b>Schedule 400 - Equipment</b>						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications		10,000	10,000	10,000	
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment	26,749	25,000	25,000	42,000	17,000
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals	21,201	16,000	16,000	16,000	
428	Vehicles					
430	Furniture & Furnishings	494,974	491,000	491,000	641,000	150,000
499	Other Equipment (not otherwise classified)					
	Total	542,924	542,000	542,000	709,000	167,000

71-53L (Program Based Budgeting Version)

CITY OF PHILADELPHIA						
FISCAL 2021 OPERATING BUDGET		SCHEDULE 500 - 700 - 800 - 900 BY PROGRAM				
Department REVENUE		No. 36	Program WATER BILLING, ACCT. & CUSTOMER SRVC.			No. 14
Fund WATER		No. 02				
Code (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Departmental Request (6)	Increase or (Decrease) (7)
<b>Schedule 500 - Contributions, Indemnities &amp; Taxes</b>						
501	Celebrations					
504	Meritorious Awards		5,000	5,000		(5,000)
505	Contributions to Educational & Recreational Org.					
506	Payments to Prisoners					
512	Refunds					
513	Indemnities					
515	Taxes					
517	Contributions to Other Govt. Agencies and Non-Profit Org. not Educational or Recreational					
	Total		5,000	5,000		(5,000)
<b>Schedule 700 - Debt Services</b>						
701	Interest on City Debt - Long Term					
702	Principal Payments on City Debt - Long Term					
703	Interest on City Debt - Short Term					
704	Sinking Fund Reserve Payment					
705	Commitment Fee Expense					
706	Arbitrage Payments					
	Total					
<b>Schedule 800 - Payments to Other Funds</b>						
801	Payments to General Fund					
803	Payments to Water Fund					
804	Payments to Capital Projects Fund					
805	Payments to Special Funds					
806	Payments to Bond Fund					
807	Payments to Other Funds					
809	Payments to Aviation Fund					
812	Payments to Grants Revenue Fund					
	Total					
<b>Schedule 900 - Advances and Other Miscellaneous Payments</b>						
901	Advances to Create Working Capital Funds					
902	Miscellaneous Advances					
	Total					

CITY OF PHILADELPHIA				SUPPORTING DETAIL:		
FISCAL 2021 OPERATING BUDGET				PROFESSIONAL SERVICES AND CARE OF INDIVIDUALS, BY PROGRAM		
Department		No.	Program		No.	
REVENUE		36	WATER BILLING, ACCT. & CUSTOMER SRVC.		14	
Fund		No.				
WATER		02				
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	257,679	331,000	331,000	320,000	(11,000)
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 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	Levlane Advertising		10,000	10,000	10,000	Branding & Customer Service Improve
250	Pacer Service Center	26,421		5,128		Online Research
250	Paik Inc.	90,084		1,750		Renovations
250	Peripheral Systems					Technical Writing
250	Scotlandyard Security	47,729	66,000	75,681	66,000	Security Services
250	Superior Moving & Storage	14,610		50,784		Moving & Storage Services
250	U.S. Facilities	18,095	15,000	15,000	15,000	Office Configurations
250	Other - Miscellaneous		8,000	8,000	27,000	Miscellaneous Services
250	TBD		70,000	2,658	70,000	WRB Cust. Svc. & Misc. Trainings
	<b>Class 250 Total</b>	<b>228,939</b>	<b>201,000</b>	<b>201,000</b>	<b>220,000</b>	
251	Fairfax Imaging, Inc.	25,080				Cashiering System
251	Online Consulting Incorporated		5,000	5,000		IT Training
251	West Publishing Company		5,000	5,000		Online Research
251	Other - Miscellaneous	3,660			100,000	Miscellaneous IT Prof. Services
251	TBD		120,000	120,000		Technical Writing
	<b>Class 251 Total</b>	<b>28,740</b>	<b>130,000</b>	<b>130,000</b>	<b>100,000</b>	

71-53N (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

Department <b>REVENUE</b>	No. 36	Program WATER BILLING, ACCT. & CUSTOMER SRVC.	No. 14
Fund <b>WATER</b>	No. 02		

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
256	Misc Vendors	445	70,000	70,000	70,000	Seminar & Training Sessions
	<b>Class 256 Total</b>	<b>445</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	
260	Associated Specialty	36,815				Repair and Maintenance-Abatement
260	Palman Electric	108,055		84,291		Repair and Maintenance-Electrical
260	Misc Vendors	37,021		36,832		Xerox, Ricoh, Paik
260	TBD		108,000		124,000	Renovations (Repairs & Maint.)
	<b>Class 260 Total</b>	<b>181,891</b>	<b>108,000</b>	<b>121,123</b>	<b>124,000</b>	
320	Paper Mart	313,791		77,240		Envelopes
320	Miscellaneous	20,164	185,000	107,760	193,000	Miscellaneous Supplies
	<b>Class 320 Total</b>	<b>333,955</b>	<b>185,000</b>	<b>185,000</b>	<b>193,000</b>	
325	Vanguard Direct	75		10,000		Printing
325	TBD		64,000	54,000		Printing
	<b>Class 325 Total</b>	<b>75</b>	<b>64,000</b>	<b>64,000</b>		
430	Transamerican Office Furniture Inc.	494,974		3,865		Office Furniture
430	TBD		491,000	487,135	641,000	Renovations (Furniture & Furnish.)
	<b>Class 430 Total</b>	<b>494,974</b>	<b>491,000</b>	<b>491,000</b>	<b>641,000</b>	

71-530 (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**

**PROGRAM SUMMARY - ALL FUNDS**

**FISCAL 2021 OPERATING BUDGET**

Department REVENUE	No. 36	Program DELINQUENT WATER COLLECTION	No. 15
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**Program Description**

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 properties, 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.

**Program Objectives**

- Expand consolidated assumpsit actions to combine and collect on all liabilities.
- Increase legal enforcement action on commercial delinquent accounts.
- Continue to reduce delinquent water debts on rental properties.

**Performance Measures\***

Description (1)	Fiscal 2019 Year-End (2)	Fiscal 2020 Year-to-Date (Q1 + Q2) (3)	Fiscal 2020 Target (4)	Fiscal 2021 Target (5)
Percent change in delinquent principal outstanding (excludes current charges not yet overdue/delinquent and city bills)	0.0%	N/A	-1.0%	-1.0%

Comments: This is an annual measure.

Percent of Delinquent Water Accounts in Payment Agreements or TAP	19.0%	N/A	20.0%	20.0%
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Comments: This is an annual measure.

**Summary by Fund**

Fund No. (1)	Fund (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Proposed Budget (6)	Increase or (Decrease) (7)
02	Water	1,285,396	1,399,500	1,420,000	1,411,031	(8,969)
08	Grants Revenue	3,220,000	8,950,000	5,525,000	5,525,000	
	Total	4,505,396	10,349,500	6,945,000	6,936,031	(8,969)

**Summary of Full Time Positions by Fund**

Fund No. (1)	Fund (2)	Actual Positions 6/30/19 (3)	Fiscal 2020 Budgeted (4)	Increment Run PPE 11/24/19 (5)	Fiscal 2021 Budgeted (6)	Inc. / (Dec.) (Col. 6 less 4) (7)
02	Water	22	23	22	23	
08	Grants Revenue					
	Total Full Time	22	23	22	23	



**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

**PROGRAM SUMMARY - ALL FUNDS**  
**(CONTINUED)**

Department <b>REVENUE</b>	No. <b>36</b>	Program <b>DELINQUENT WATER COLLECTION</b>	No. <b>15</b>
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**Selected Associated Non-Tax Revenues by Fund**

Fund No. (1)	Fund (2)	Fiscal 2019 Actual Revenues (3)	Fiscal 2020 Original Budget (4)	Fiscal 2020 Estimate (5)	Fiscal 2021 Proposed Budget (6)	Increase or (Decrease) (7)
08	Grants Revenue	3,220,000	8,950,000	5,525,000	5,525,000	

**Selected Associated Capital Projects**

Dept. Where Appropriated (1)	Description (2)	Carry Forward (3)	Fiscal 2020 Original Approp. (GO Only) (4)	Fiscal 2020 Original Approp. (All Other Sources) (5)	Fiscal 2021 Proposed Budget (GO Only) (6)	Fiscal 2021 Proposed Bdgt (All Other Sources) (7)

**Selected Associated Operating Costs**

Dept. Where Appropriated (1)	Description (2)	Fiscal 2019 Calculated Obligations (3)	Fiscal 2020 Calculated Appropriations (4)	Fiscal 2020 Calculated Obligations (5)	Fiscal 2021 Calculated Budget (6)	Increase or (Decrease) (7)
Finance	Employee Benefits - Civilian	403,151	450,810	450,810	455,335	
Finance	Employee Benefits - Uniform					

71-53E (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT WATER COLLECTION		15	
Fund		No.				
WATER		02				
<b>Summary by Class</b>						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	985,396	1,099,500	1,120,000	1,111,031	(8,969)
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		1,285,396	1,399,500	1,420,000	1,411,031	(8,969)
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	22	23	22	23	
105	Full Time - Uniform					
Total		22	23	22	23	
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 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 2021 OPERATING BUDGET**

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

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

Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (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	36,186 - 46,534	1	1	1	1	41,984	
2	A451	Assistant City Solicitor	61,800 - 70,040	1	3	1	3	150,200	
3	A452	Assistant City Solicitor 2	65,920 - 70,040	1					
4	2B02	Collection Customer Representative	39,793 - 43,420	4	4	3	3	124,887	(1)
5	2B04	Collection Representative Supervisor	42,091 - 54,111	1	1	1	1	55,336	
6	1D41	Data Services Support Clerk	36,340 - 39,498	1	1	1	1	38,456	
7	D210	Deputy City Solicitor	72,100 - 87,550	1	2	1	1	76,564	(1)
8	2B18	Revenue Collection Representative	40,860 - 44,630	2	2	2	2	91,112	
9	S217	Senior Legal Assistant	44,641 - 57,662	1	1	1	1	56,650	
10	1A37	Service Representative	36,340 - 39,498				1	39,498	1
11	B255	Tax Collections Coordinator	63,566 - 81,721		1				(1)
<b>Subtotal Mass Revenue Litigation Unit</b>				<b>13</b>	<b>16</b>	<b>11</b>	<b>14</b>	<b>674,687</b>	<b>(2)</b>
<b>Real Estate Tax Division:</b>									
11	A451	Assistant City Solicitor	61,800 - 70,040		1		1	67,900	
12	A452	Assistant City Solicitor 2	65,920 - 70,040	1					
13	1D41	Data Services Support Clerk	36,340 - 39,498	1	1	1	1	40,323	
14	L153	Legal Assistant	29,761 - 44,641	3	4	3	3	103,293	(1)
15	S217	Senior Legal Assistant	44,641 - 57,662			1	1	56,633	1
<b>Subtotal Real Estate Tax Division:</b>				<b>5</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>268,149</b>	
<b>Major Tax Division:</b>									
16	A451	Assistant City Solicitor	61,800 - 70,040	1		1			
17	A452	Assistant City Solicitor 2	65,920 - 70,040	1		2			
18	1D41	Data Services Support Clerk	36,340 - 39,498			1	1	41,123	1
19	D210	Deputy City Solicitor	72,100 - 87,550				1	83,000	1
20	L153	Legal Assistant	29,761 - 44,641	1		2			
21	B255	Tax Collections Coordinator	63,566 - 81,721				1	67,274	1
22	1A42	Word Processing Specialist	36,340 - 39,498	1	1				(1)
<b>Subtotal Major Tax Division</b>				<b>4</b>	<b>1</b>	<b>6</b>	<b>3</b>	<b>191,397</b>	<b>2</b>
<b>Program Total</b>				<b>22</b>	<b>23</b>	<b>22</b>	<b>23</b>	<b>1,134,233</b>	

71-531 (Program Based Budgeting Version)

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET					SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
Department REVENUE			No. 36	Program DELINQUENT WATER COLLECTION				No. 15		
Fund WATER			No. 02							
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
1	101	Full Time - Civilian		22	23	22	23	1,134,233		
2	161	Overtime						1,000		
3	101	DC47/Non Rep Wage Increase						17,652		
4	101	Exempt Salary Reduction						(6,220)		
Total Gross Requirements				22	23	22	23	1,146,665		
Plus: Earned Increment								4,299		
Plus: Longevity								166		
Less: (Vacancy Allowance)								(40,099)		
Total Budget Request								1,111,031		
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum				9,000				(9,000)	
2	Full Time - Civilian	22	982,815	23	1,099,000	22	23	1,110,031	11,031	
3	Full Time - Uniform									
4	Bonus, Gross Adj.		2,438							
5	PT, Temp/Seas, Bd, SCG									
6	Overtime - Civilian		102		12,000			1,000	(11,000)	
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress									
10	H&L, IOD, LT-Sick		40							
11										
12										
Total		22	985,396	23	1,120,000	22	23	1,111,031	(8,969)	

71-53J (Program Based Budgeting Version)

CITY OF PHILADELPHIA		SCHEDULE 200				
FISCAL 2021 OPERATING BUDGET		PURCHASE OF SERVICES BY PROGRAM				
Department		No.	Program			No.
REVENUE		36	DELINQUENT WATER COLLECTION			15
Fund		No.				
WATER		02				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(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	300,000	300,000	300,000	300,000	
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		300,000	300,000	300,000	300,000	

CITY OF PHILADELPHIA FISCAL 2021 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 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 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 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 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 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	DELINQUENT WATER COLLECTION		15	
Fund		No.				
GRANTS REVENUE		08				
<b>Summary by Class</b>						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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	3,220,000	8,950,000	5,525,000	5,525,000	
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		3,220,000	8,950,000	5,525,000	5,525,000	
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 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 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 Proposed Budget	Increase or (Decrease)	
(1)	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)	3,220,000	8,950,000	5,525,000	5,525,000		
Federal						
State						
Other Governments						
Other Funds of the City						
Total	3,220,000	8,950,000	5,525,000	5,525,000		

71-53F (Program Based Budgeting Version)

CITY OF PHILADELPHIA			GRANT INFORMATION SUMMARY WITHIN PROGRAM			
FISCAL 2021 OPERATING BUDGET						
Department REVENUE		No. 36	Program DELINQUENT WATER COLLECTION		No. 15	
Fund GRANTS REVENUE		No. 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.		7/1/21 - 6/30/21		Reimbursement		
<b>X</b> Local (Non-Govt.)		<b>Grant Objective</b>				
Commissions for the collection of delinquent water & sewer charges and fees.						
Summary by Class						
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriations (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (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					
	Class 198 - Municipal Plan 10 - City Match					
200	Purchase of Services	3,220,000	8,950,000	5,525,000	5,525,000	
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		3,220,000	8,950,000	5,525,000	5,525,000	
Summary by Funding Source						
Code (1)	Category (2)	Fiscal 2019 Actual Revenue (3)	Fiscal 2020 Original Budget (4)	Fiscal 2020 Estimated Revenue (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
100	Federal					
200	State					
300	Other Governments					
400	Local (Non-Governmental)	3,220,000	8,950,000	5,525,000	5,525,000	
Total		3,220,000	8,950,000	5,525,000	5,525,000	
Summary of Positions						
Code (1)	Category (2)	Actual Pos. 6/30/19 (3)	Fiscal 2020 Budgeted Pos. (4)	Incr. Run PPE 11/24/19 (5)	Fiscal 2021 Budgeted Pos. (6)	Inc. / (Dec.) (Col. 6 less Col. 4) (7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						



CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2021 OPERATING BUDGET						
Department	No.	Program		No.		
REVENUE	36	WATER ASSISTANCE PROGRAMS		16		
<b>Program Description</b>						
Revenue provides discounted water bills to vulnerable residential customers through the Senior Citizen Water Discount and the Tiered Assistance Program (TAP) for low-income customers.						
<b>Program Objectives</b>						
<ul style="list-style-type: none"> <li>- Continue to increase TAP enrollment for eligible customers.</li> <li>- Increase awareness of the senior citizen discount program to provide relief to more eligible customers.</li> <li>- Continue to make it easier for eligible customers to take advantage of all relief programs.</li> </ul>						
<b>Performance Measures*</b>						
Description		Fiscal 2019 Year-End	Fiscal 2020 Year-to-Date (Q1 + Q2)	Fiscal 2020 Target	Fiscal 2021 Target	
(1)		(2)	(3)	(4)	(5)	
Percent of applications reviewed within 30 days		93.3%	99.1%	100.0%	100.0%	
<b>Summary by Fund</b>						
Fund No.	Fund	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
02	Water	1,388,069	1,903,000	1,903,000	1,585,335	(317,665)
Total		1,388,069	1,903,000	1,903,000	1,585,335	(317,665)
<b>Summary of Full Time Positions by Fund</b>						
Fund No.	Fund	Actual Positions 6/30/19	Fiscal 2020 Budgeted	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
02	Water	30	36	27	34	(2)
Total Full Time		30	36	27	34	(2)

CITY OF PHILADELPHIA				PROGRAM SUMMARY - ALL FUNDS (CONTINUED)		
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program			No.
REVENUE		36	WATER ASSISTANCE PROGRAMS			16
<b>Selected Associated Non-Tax Revenues by Fund</b>						
Fund No. (1)	Fund (2)	Fiscal 2019 Actual Revenues (3)	Fiscal 2020 Original Budget (4)	Fiscal 2020 Estimate (5)	Fiscal 2021 Proposed Budget (6)	Increase or (Decrease) (7)
<b>Selected Associated Capital Projects</b>						
Dept. Where Appropriated (1)	Description (2)	Carry Forward (3)	Fiscal 2020 Original Approp. (GO Only) (4)	Fiscal 2020 Original Approp. (All Other Sources) (5)	Fiscal 2021 Proposed Budget (GO Only) (6)	Fiscal 2021 Proposed Bdgt (All Other Sources) (7)
<b>Selected Associated Operating Costs</b>						
Dept. Where Appropriated (1)	Description (2)	Fiscal 2019 Calculated Obligations (3)	Fiscal 2020 Calculated Appropriations (4)	Fiscal 2020 Calculated Obligations (5)	Fiscal 2021 Calculated Budget (6)	Increase or (Decrease) (7)
Finance	Employee Benefits - Civilian	518,021	596,468	596,468	603,542	7,073
Finance	Employee Benefits - Uniform					

71-53E (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
REVENUE		36	WATER ASSISTANCE PROGRAMS		16	
Fund		No.				
WATER		02				
<b>Summary by Class</b>						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	1,281,267	1,542,000	1,542,000	1,558,335	16,335
b)	Employee Benefits					
200	Purchase of Services	17,723	67,000	67,000		(67,000)
300	Materials and Supplies	1,016	27,000	27,000	27,000	
400	Equipment	88,063	267,000	267,000		(267,000)
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		1,388,069	1,903,000	1,903,000	1,585,335	(317,665)
<b>Summary of Positions</b>						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	30	36	27	34	(2)
105	Full Time - Uniform					
Total		30	36	27	34	(2)
<b>Selected Associated Non-Tax Revenues by Type</b>						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 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 2021 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 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<b>TAP (Affordable Rates (360570):</b>									
1	A620	Asst.to the Director of Finance	72,450	1	1	1	1	71,726	
2	2B10	Assistant Revenue Collection Manager	49,235 - 63,284			1			
3	1A22	Clerical Supervisor 2	41,930 - 45,869	1	1	1	1	45,868	
4	2B02	Collection Customer Representative	39,793 - 43,421	15	16	17	20	854,739	4
5	2B04	Collection Representative Supervisor	42,092 - 54,111	4	4	3	4	210,107	
6	1D41	Data Services Support Clerk	36,340 - 39,498	1	4	1	4	155,859	
7	6F71	Meter Reader	37,422 - 40,725	1	1	1	1	42,150	
8	1A37	Service Representative	36,340 - 39,498	7	9	2	3	114,382	(6)
				<b>30</b>	<b>36</b>	<b>27</b>	<b>34</b>	<b>1,494,831</b>	<b>(2)</b>

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET					SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
Department REVENUE			No. 36	Program WATER ASSISTANCE PROGRAMS				No. 16		
Fund WATER			No. 02							
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
1	101	Full Time - Civilian		30	36	27	34	1,494,831	(2)	
2	161	Overtime						87,000		
3	101	DC47/Non Rep Wage Increase						17,652		
Total Gross Requirements				30	36	27	34	1,599,483	(2)	
Plus: Earned Increment								11,406		
Plus: Longevity								383		
Less: (Vacancy Allowance)								(52,937)		
Total Budget Request								1,558,335		
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum				909				(909)	
2	Full Time - Civilian	30	1,262,849	36	1,454,091	27	34	1,471,335	17,244	(2)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		1,750							
5	PT, Temp/Seas, Bd, SCG									
6	Overtime - Civilian		16,668		87,000			87,000		
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress									
10	H&L, IOD, LT-Sick									
11										
12										
Total		30	1,281,267	36	1,542,000	27	34	1,558,335	16,335	(2)

71-53J (Program Based Budgeting Version)

CITY OF PHILADELPHIA			SCHEDULE 200			
FISCAL 2021 OPERATING BUDGET			PURCHASE OF SERVICES BY PROGRAM			
Department		No.	Program		No.	
REVENUE		36	WATER ASSISTANCE PROGRAMS		16	
Fund		No.				
WATER		02				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(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		67,000	67,000		(67,000)
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	16,969				
251	Professional Svcs. - Information Technology	666				
252	Accounting & Auditing Services					
253	Legal Services					
254	Mental Health & Intellectual Disability Services					
255	Dues					
256	Seminar & Training Sessions	89				
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	17,723	67,000	67,000		(67,000)

CITY OF PHILADELPHIA				SCHEDULE 300 - 400			
FISCAL 2021 OPERATING BUDGET				MATERIALS, SUPPLIES & EQUIPMENT			
BY PROGRAM							
Department		No.	Program		No.		
REVENUE		36	WATER ASSISTANCE PROGRAMS		16		
Fund		No.					
WATER		02					
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 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						
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	1,016	27,000	27,000	27,000		
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	1,016	27,000	27,000	27,000		
<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		17,000	17,000		(17,000)	
423	Plumbing, AC & Space Heating						
424	Precision, Photographic & Artists						
426	Recreational & Educational						
427	Computer Equipment & Peripherals						
428	Vehicles						
430	Furniture & Furnishings	88,063	250,000	250,000		(250,000)	
499	Other Equipment (not otherwise classified)						
	Total	88,063	267,000	267,000		(267,000)	

71-53L (Program Based Budgeting Version)

**CITY OF PHILADELPHIA**  
**FISCAL 2021 OPERATING BUDGET**

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

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

Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	17,635				
290	Payments for Care of Individuals					

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	Scotlandyard Security	16,969				Security Services
	<b>Class 250 Total</b>	<b>16,969</b>				
251	Cellco Partnership	665				Public Safety Mobile Svcs
	<b>Class 251 Total</b>	<b>665</b>				

71-53N (Program Based Budgeting Version)



**CITY OF PHILADELPHIA  
FISCAL 2021 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 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
210	Postage		67,000	67,000		Postage (Tap Mailing)
	<b>Class 210 Total</b>		<b>67,000</b>	<b>67,000</b>		
430	Transamerican	88,063				Office Furniture
430	TBD		250,000	250,000		Furniture & Furnishing
	<b>Class 430 Total</b>	<b>88,063</b>	<b>250,000</b>	<b>250,000</b>		

71-530 (Program Based Budgeting Version)