

CITY OF PADUCAH, KENTUCKY

ANNUAL BUDGET FISCAL YEAR 2016

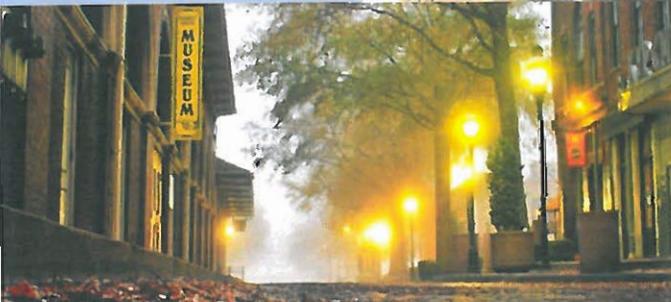


Table of Contents

Manager’s Budget Message1
 Budget Ordinance3
 Directory8
 Staff Organizational Chart9
 Budgeted Depart. Staffing Summary10
 Gen. Fund Statement of Rev.& Exp.11
 Gen. Fund Statement of Rev. by Source....12
 Governmental Funds
 General Fund 13
 General Government.....14
 Finance.....18
 PRDA21
 Information Technology22
 Planning24
 Police.....28
 Fire32
 Engineering & Public Works36
 Parks Services40
 Human Rights43
 Human Resources44
 Other General Fund46
 Other Governmental Funds.....47
 Municipal Aid Program Fund48
 Investment Fund.....49
 CDBG51
 HOME Grant Fund52
 E911 Fund.....53
 Court Awards Fund.....55
 Debt Service Fund.....56
 Capital Improvements Fund.....58
 Bond Fund.....60
 Rental Property Fund61
 Radio Fund.....62
 Enterprise Funds63
 Solid Waste Fund64
 Civic Center Fund68
 Internal Service Funds69
 Fleet Maintenance Fund70
 Fleet Lease Trust Fund72
 Insurance Fund74
 Health Insurance Fund.....75
 Fiduciary Funds76
 AEPF77
 PPPF78

Appendices
 Employee Budget Census79
 Capital Improvement Plan81
 Outstanding Debt – Projected at Fiscal Year
 Ending83
 Contract Funding Recommendations.....84
 Investment Fund Projections.....85
 Glossary88

June 16, 2015

City Manager's Budget Message for 2015-2016

A meeting of the Paducah City Commission was held on June 2, 2015 at which time the proposed 2015-2016 City Budget was presented and reviewed by the City Manager and the City's Director Team. Highlights of the Budget were discussed with the Commission, and comments were made for consideration in the budget adoption process that took place by Ordinance on June 9 and June 16.

Honorable Mayor and City Commissioners

I am grateful to the Board of Commissioners for its adoption of this Budget for the period of July 1, 2015 through June 30, 2016. I believe that this Budget appropriately targets City resources towards the Commission goals that are in place to define its vision for Paducah. Those goals include Strong Economy, Quality Services, Vital Neighborhoods, and Restored Downtown.

Although still feeling some effects from the economic downturn of a few years ago, ongoing efficiency efforts have allowed City operations to remain stable and no program reductions are planned in this Budget. Relatedly, City full-time staffing will remain at the level of the current year. I am pleased to say also that the General Fund retains its financial health through compliance with the Commission policy that requires a 10% operating reserve. This was accomplished without any recommended increases in fees or taxes to supplement operational expenditures.

With respect to the General Fund, total expenditures planned for the next fiscal year amount to \$32,469,730. This is down slightly from the revised current-year General Fund budget of \$33,197,535. Total General Fund revenue for the new Budget year is flat in comparison to the prior year at a negligible increase of three tenths of one percent. Of the major revenue sources in the General Fund, Payroll Tax and Business License will experience a similar negligible increase, while Insurance Premium Tax is projected to experience a slight decline.

Department Directors were instructed to prepare budget requests that did not exceed their respective Departmental appropriations for the current year. While this did not involve significant reprioritization between City Departments, this limitation did require Directors to carefully consider needs and opportunities to reallocate funding within their Departments. The ability of Directors to fund a small average wage increase of 1.5% was aided by a reduction in the City's required contribution to the State Retirement System. Additionally, reductions in cost for fuel and energy provided the means for some Departments to cover inflationary cost increases in other areas.

The City's "Investment Fund", to which one-half cent of payroll tax is dedicated, will also experience a negligible increase in revenue for the next year. It is important to note that allocations from this Fund comprise on-going as well as long-term commitments to programs that represent both core City functions as well as many important areas that are outside of the statutory obligation or responsibility of City government. In the new Budget, 33% of Fund Revenue is obligated to debt service while 51% of revenue is allocated to contributions and projects to which the Fund has been committed for several consecutive budget years. Only 16% of the tax revenue of \$4.8 million is available to fund small capital projects that occur from year to year. The major shift in allocation over the past few years has been away from small capital projects (which are discretionary) to debt service (which is not discretionary). Clearly the Investment Fund has lost much of its past flexibility and will continue to do so without major reallocation within the area of contributions and projects.

Included with the Budget Document is copy of the City's Capital Improvements Plan. This Plan was highlighted in a Pre-Budget Workshop on May 5, 2015, and a process of prioritization and consideration of funding alternatives was begun. The Board of Commissioners is facing major policy considerations that are inherent in the need to reinvest in City infrastructure, operational assets, and other community assets that contribute to the livability of this fine community.

I am very pleased to present this Budget in a new format that is intended to be more informative for the Board of Commissioners as well as citizens and other users. Traditionally, the emphasis of the budget presentation was with "line item" categories of revenue and expenditure that reflected the City's accounting system but which created very little understanding of impact, outcomes, and results. This Budget Document includes important financial summaries, however the emphasis is on narrative that identifies and elaborates upon the structure, objectives, and highlights of the various City Departments. I strongly believe that this information provides a much better basis to consider the outcomes and results that are produced from the public's investment in City programs and services. Should you need to see the line item detail, that information can be found on the City's website, www.paducahky.gov.

Preparation of this Budget was, as always, a collaborative effort of the Director Team as well as key management staff and support staff. Budget preparation is challenging, as operational revenues remain flat and resources for program expansion do not exist. Difficult decisions are made at the Department level around priorities, obligations, and opportunities to become more efficient as well as more effective in service delivery. Annual increases in funding for Departments has not been the norm in the City of Paducah for many years, and the City is fortunate to have in place talented and dedicated employees who are committed to retaining high standards despite resource constraints.

Respectfully,



Jeff Pederson
City Manager

ORDINANCE NO. 2015-06-8254

AN ORDINANCE ADOPTING THE CITY OF PADUCAH, KENTUCKY, ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2015, THROUGH JUNE 30, 2016, BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT.

WHEREAS, an annual budget proposal has been prepared and delivered to the City Commission; and

WHEREAS, the City Commission has reviewed such proposed budget and made the necessary modifications.

BE IT ORDAINED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. The following estimate of revenues and resources is adopted as the City of Paducah, Kentucky Revenue Budget for Fiscal Year 2015-2016.

FY2016	GENERAL FUND (01)	MUNICIPAL AID PROGRAM FUND (03)	INVESTMENT FUND (04)	CDBG FUND (06)
SOURCES:				
CASH FROM FUND RESERVE	295,780	289,200		
REVENUES:				
PROPERTY TAXES	6,153,500			
LISC, PERMITS, OTHER TAXES	23,239,500	480,000	4,800,000	750,000
GRANTS, CONTRIBUTIONS	871,315			
FINES & FORFEITURES	109,500			
PROP RENTAL & SALES	436,020			
CHARGES FOR SERVICES	655,965			
INTEREST INCOME	90,000	6,000		
RECREATION, OTHER FEES	118,700			
MISCELLANEOUS	29,500			
TOTAL REVENUES	31,704,000	486,000	4,800,000	750,000
FUND TRANSFERS IN	469,950	825,000	261,000	125,000
TOTAL SOURCES	32,469,730	1,600,200	5,061,000	875,000

FY2016	E911 FUND (12)	COURT AWARDS FUND (13)	GENERAL DEBT SERVICE FUND (30)	CIP FUND (40)
SOURCES:				
CASH FROM FUND RESERVE		20,750		1,100,000
REVENUES:				
PROPERTY TAXES				
LISC, PERMITS, OTHER TAXES	615,000		583,320	
GRANTS, CONTRIBUTIONS	487,930			11,749,000
FINES & FORFEITURES		30,000		
PROP RENTAL & SALES			289,000	
CHARGES FOR SERVICES			52,385	
INTEREST INCOME	900	1,000		
RECREATION, OTHER FEES				750,000
MISCELLANEOUS				
TOTAL REVENUES	1,103,830	31,000	924,705	12,499,000
FUND TRANSFERS IN	588,490		2,092,230	2,959,680
TOTAL SOURCES	1,692,320	51,750	3,016,935	16,558,680

FY2016	BOND FUND (42)	SOLID WASTE FUND (50)	CIVIC CENTER FUND (62)	RENTAL FUND (63)	RADIO FUND (64)
SOURCES:					
CASH FROM FUND RESERVE	1,269,000	970,950			
REVENUES:					
PROPERTY TAXES					
LISC, PERMITS, OTHER TAXES					
GRANTS, CONTRIBUTIONS		30,000			
FINES & FORFEITURES		75,000	40,000	134,920	123,940
PROP RENTAL & SALES		4,368,000			
CHARGES FOR SERVICES		28,000			4,800
INTEREST INCOME	2,000	3,000			
RECREATION, OTHER FEES					
MISCELLANEOUS					
TOTAL REVENUES	2,000	4,504,000	40,000	134,920	128,740
FUND TRANSFERS IN			120,010		
TOTAL SOURCES	1,271,000	5,474,950	160,010	134,920	128,740

FY2016	FLEET SERVICE FUND (70)	FLEET TRUST FUND (71)	INSUR FUND (72)	HEALTH INS TRUST FUND (73)	AEPF/PPF PENSION FUND (76),(77),(84)
SOURCES:					
CASH FROM FUND RESERVE	8,000	1,635,995			457,535
REVENUES:					
PROPERTY TAXES					
LISC, PERMITS, OTHER TAXES					
GRANTS, CONTRIBUTIONS					
FINES & FORFEITURES		827,755			350,000
PROP RENTAL & SALES		22,500	1,107,150	3,762,660	9,915
CHARGES FOR SERVICES	347,500				225,100
INTEREST INCOME					
RECREATION, OTHER FEES					
MISCELLANEOUS	100				
TOTAL REVENUES	347,600	850,255	1,107,150	3,762,660	585,015
FUND TRANSFERS IN	188,480		60,000		395,000
TOTAL SOURCES	544,080	2,486,250	1,167,150	3,762,660	1,437,550

SECTION 2. The following sums of money are hereby appropriated for Fiscal Year 2015-2016.

FY2016	GENERAL FUND (01)	MUNICIPAL AID PROGRAM FUND (03)	INVESTMENT FUND (04)	CDBG FUND (06)
APPROPRIATIONS:				
GENERAL GOVERNMENT	1,474,675			
FINANCE	998,790			
PRDA	134,165			
INFORMATION SYSTEMS	667,530			875,000
PLANNING	914,290			
POLICE	9,496,455			
FIRE	8,049,275			
ENG/PUBLIC WORKS	3,959,595	1,600,200		
PARKS SERVICES	3,156,515			
CABLE AUTHORITY	83,610			
HUMAN RIGHTS	41,955			
ENGINEERING	1,155,105			
HUMAN RESOURCES	309,050			
INVESTMENT FUND			690,500	
DEBT SERVICE / E911				
SOLID WASTE OPERATION				
FLEET MAINTENANCE				
PENSIONS				
CASH CARRY FORWRD/RESRV			830	
FUND TRANSFERS OUT	2,028,720		4,369,670	
TOTAL APPROPRIATIONS	32,469,730	1,600,200	5,061,000	875,000

FY2016	E911 FUND (12)	COURT AWARDS FUND (13)	GENERAL DEBT SERVICE FUND (30)	CIP FUND (40)
APPROPRIATIONS:				
GENERAL GOVERNMENT				2,657,430
FINANCE				
PRDA				
INFORMATION SYSTEMS				
PLANNING				1,396,250
POLICE		51,750		24,000
FIRE				70,000
ENG/PUBLIC WORKS				11,766,000
PARKS SERVICES				520,000
CABLE AUTHORITY				
HUMAN RIGHTS				
ENGINEERING				
HUMAN RESOURCES				
INVESTMENT FUND				
DEBT SERVICE / E911	1,692,320		3,016,935	
SOLID WASTE OPERATION				
FLEET MAINTENANCE				
PENSIONS				
CASH CARRY FORWRD/RESRV				
FUND TRANSFERS OUT				125,000
TOTAL APPROPRIATIONS	1,692,320	51,750	3,016,935	16,558,680

FY2016	BOND FUND (42)	SOLID WASTE FUND (50)	CIVIC CENTER FUND (62)	RENTAL FUND (63)	RADIO FUND (64)
APPROPRIATIONS:					
GENERAL GOVERNMENT					
FINANCE					72,875
PRDA					
INFORMATION SYSTEMS					
PLANNING					
POLICE					
FIRE					
ENG/PUBLIC WORKS				84,470	
PARKS SERVICES			92,035		
CABLE AUTHORITY					
HUMAN RIGHTS					
ENGINEERING					
HUMAN RESOURCES					
INVESTMENT FUND					
DEBT SERVICE / E911					
SOLID WASTE OPERATION		5,234,950			
FLEET MAINTENANCE					
PENSIONS					
CASH CARRY FORWRD/RESRV			67,975		55,865
FUND TRANSFERS OUT	1,271,000	240,000		50,450	
TOTAL APPROPRIATIONS	1,271,000	5,474,950	160,010	134,920	128,740

FY2016	FLEET SERVICE FUND (70)	FLEET TRUST FUND (71)	INSUR FUND (72)	HEALTH INS TRUST FUND (73)	AEPF/PFPF PENSION FUND (75),(77),(84)
APPROPRIATIONS:					
GENERAL GOVERNMENT					
FINANCE		2,486,250			300
PRDA					
INFORMATION SYSTEMS					
PLANNING					
POLICE					
FIRE					
ENG/PUBLIC WORKS					
PARKS SERVICES					
CABLE AUTHORITY					
HUMAN RIGHTS					
ENGINEERING					
HUMAN RESOURCES			1,161,550	3,762,660	
INVESTMENT FUND					
DEBT SERVICE / E911					
SOLID WASTE OPERATION					
FLEET MAINTENANCE	544,080				
PENSIONS					1,437,250
CASH CARRY FORWRD/RESRV			5,600		
FUND TRANSFERS OUT					
TOTAL APPROPRIATIONS	544,080	2,486,250	1,167,150	3,762,660	1,437,550

SECTION 3. The City Manager and Finance Director will publish a budget document which reflects the funding priorities set by the City Commission during their budget workshops and which will be used to interpret the above appropriations on the City's website.

SECTION 4. The City does hereby adopt the following financial management policies:

- A. The General Fund's minimum undesignated cash balance shall be 10% of the General Fund's budgeted expenditures. The Investment Fund's minimum undesignated cash balance shall be 10% of the Investment Fund's budgeted expenditures. The Solid Waste Fund's minimum unreserved cash balance shall be 10% of the Solid Waste's budgeted operating expenses. The Debt Service Fund's minimum cash balance shall be not less than \$400,000.
- B. The City Manager is authorized to transfer appropriated amounts between funds, departmental budget line items, projects, between divisions of departments, and between departments as shown in Section 2.
- C. Appropriations designated as Commission contingency shall be obligated upon approval by the City Commission by municipal order.
- D. Funds appropriated as Administrative contingency shall be obligated at the discretion of the City Manager, however, the City Commission shall be notified five calendar days prior to obligation of the expenditure. If any individual member of the Board of Commissioners requests Commission review of a proposed expenditure, the City Manager must bring expenditure before the Commission for approval by municipal order, or not proceed.
- E. City Manager shall assure that recurring revenues and resources are greater than or equal to recurring expenditures.
- F. The City Manager has the authority to enact a budget allocation program or to transfer funds to or from any departmental line item appropriation.

G. As new vehicles are acquired, the City will fully fund the Fleet Trust Fund in order to replace rolling stock owned by the Fleet Trust Fund as it achieves obsolescence. The Fleet Trust Fund shall be funded with monthly lease charges assigned to rolling stock as determined by the Finance Director or his designee. All rolling stock is owned by the City's Fleet Trust Fund.

H. The City will maintain a self insurance fund called Health Insurance Trust Fund through the use of user fees as set by administrative policy.

I. The City will continue to maintain the Appointive Employees Pension Fund (AEPF) in a fully funded status through sound financial management and/or annual General Fund transfers as designated in the budget document. The AEPF may be combined with the PFPF should it be determined, by the Finance Director, that such a combination is administratively more effective and/or financially prudent.

J. In fiscal year 2006, the City issued a General Obligation Bond for the Police and Firefighters' Pension Fund (PFPF) bringing the fund up to an actuarially sound basis; however, the multi-year recession starting in fiscal year 2009 reduced the fund's corpus leaving a new unfunded liability. Funding is provided in the General Fund of this ordinance to further address the PFPF unfunded liability.

K. The City will provide to all eligible employees up to a \$727.00 per month credit (for the months of July - December 2015) to be applied to the Comprehensive Health Insurance Benefit Plan (Cafeteria Plan) as directed by the employee. In January 2016, this monthly credit may be adjusted by the City Commission as recommended by the City Manager or his designee.

L. The City will maintain a special fund called Investment Fund, and is considered an extension of the General Fund. The Investment Fund will be funded with a 1/2 cent increase in the City's occupational license fee (employee payroll withholding tax). This fund is dedicated to the following expenditures: economic development, neighborhood re-development, infrastructure capital investment and property tax relief.

SECTION 5. Finance Director is responsible for maintaining current table of Estimated Revenues in Section 1 and Appropriation of Funds in Section 2 and to provide a copy to the City Clerk.

If during the course of the year the City Commission adopts Ordinances to anticipate new revenues or to make new appropriations, the Finance Director will update these Tables and provide a copy to the City Clerk.

SECTION 6. This ordinance shall be read on two separate days and will become effective upon publication in full pursuant to KRS Chapter 424.



Mayor

ATTEST:



Tammara Sanderson, City Clerk

Introduced by the Board of Commissioners, June 9, 2015
Adopted by the Board of Commissioners, June 16, 2015
Recorded by Tammara Sanderson, City Clerk, June 16, 2015
Published by The Paducah Sun, June 19, 2015

City of Paducah Kentucky Directory

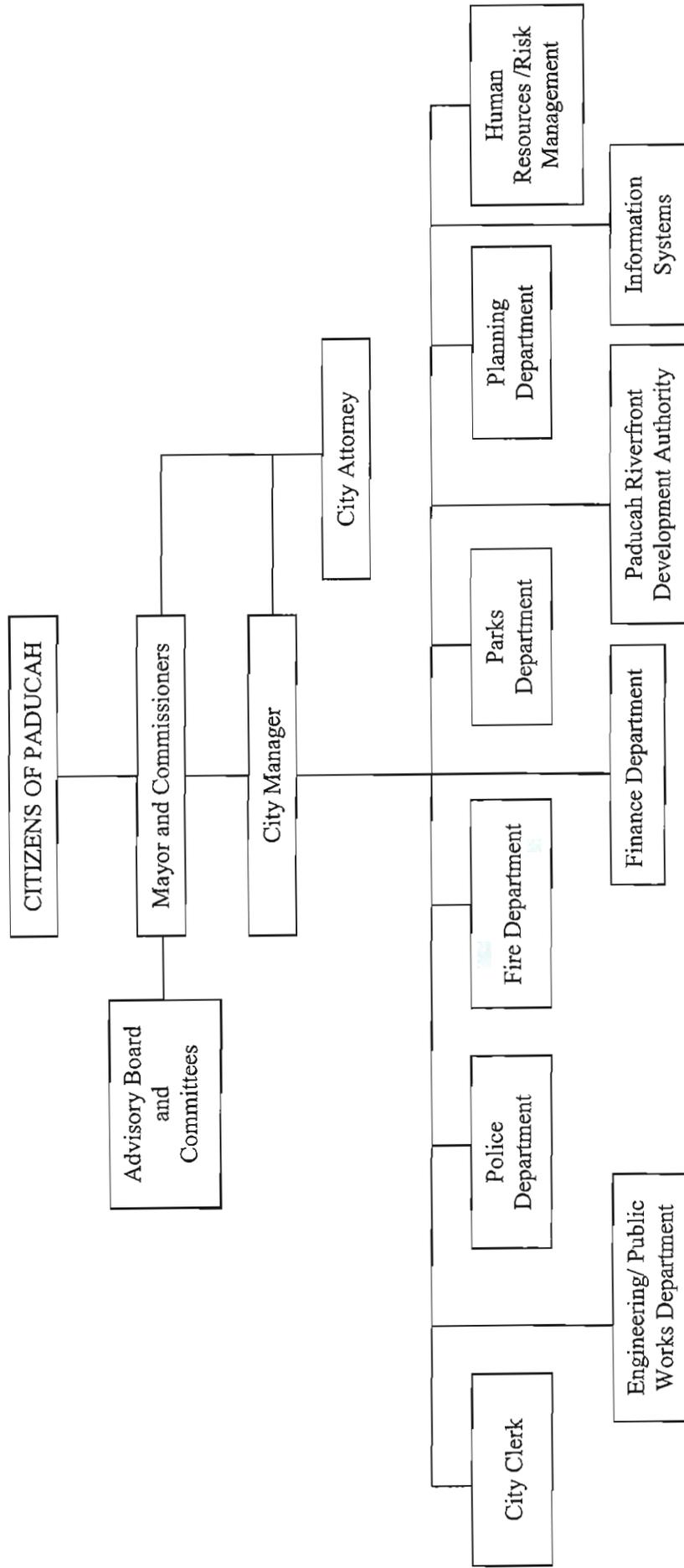
MAYOR
Gayle Kaler

BOARD OF COMMISSIONERS

Allan Rhodes, Jr. – Mayor Pro-Tem
Richard Abraham
Sandra Wilson
Carol Gault

City Manager.....	Jeff Pederson
Finance Director.....	Jonathan Perkins, CPA
City Clerk	Tammara Sanderson
PRDA Executive Director	Steve Doolittle
Information Technology Director	Greg Mueller
Planning Director.....	Steve Ervin
Police Chief.....	Brandon Barnhill
Fire Chief.....	Steve Kyle
Parks Services Director	Mark Thompson
City Engineer and Public Works Director	Rick Murphy
Human Resources Director.....	Steve Doolittle (interim)
Public Information Officer.....	Pam Spencer

CITY OF PADUCAH, KENTUCKY ORGANIZATIONAL CHART



Budgeted Departmental Staffing Summary

All positions shown are full-time equivalent (FTE)

City Commission Adopted for Fiscal Years ending June 30								
	2009	2010	2011	2012	2013	2014	2015	2016
General Fund								
General Government ¹	12.0	12.0	12.0	12.0	12.0	11.0	11.0	11.0
Finance ²	17.0	14.0	14.0	11.0	11.0	11.0	11.0	11.0
PRDA	-	-	-	1.0	1.0	1.0	1.0	1.0
Information Technology	4.0	6.0	6.0	6.0	6.0	5.0	5.0	5.0
Inspection ³	13.0	10.0	11.0	11.0	-	-	-	-
Planning	10.0	9.0	9.0	9.0	9.0	9.0	10.0	10.0
Police	93.0	90.0	90.0	90.0	88.0	87.0	87.0	87.0
Fire	69.0	64.0	64.0	64.5	74.0	76.0	76.0	75.0
Engineering/ Public Works ⁴	77.5	65.0	48.5	47.1	46.1	45.1	45.1	45.1
Parks	7.0	7.0	24.0	24.0	24.0	24.0	25.0	25.0
Human Rights	1.0	1.0	1.0	-	-	-	-	-
Human Resources	1.5	1.0	1.0	3.0	3.0	3.0	3.0	3.0
PRA ⁵	5.0	3.0	5.0	4.0	3.0	3.0	-	-
Total General Fund	310.0	282.0	285.5	282.6	277.1	275.1	274.1	273.1
Solid Waste Fund								
Solid Waste	27.0	27.0	26.0	25.4	25.4	25.4	25.4	25.4
Fleet Maint. Fund								
Fleet Maintenance	6.0	8.0	6.5	6.5	6.5	6.5	6.5	6.5
Total Proprietary Funds	33.0	35.0	32.5	31.9	31.9	31.9	31.9	31.9
TOTAL ALL FUNDS	343.0	317.0	318.0	314.5	309.0	307.0	306.0	305.0

¹The above amounts include elected officials (5)

²Finance/Human Resources split into two departments beginning FY2012

³Inspection Department combined into Fire Department beginning FY2013

⁴Cemetery/Grounds moved from EPW into Parks beginning FY2011

⁵PRA department dissolved. New positions created in FY2015 under the Parks and Planning Departments

General Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Revenues				
Taxes	\$6,148,969	\$6,297,086	\$5,993,000	\$6,153,500
Licenses & Permits	\$22,674,348	\$22,517,253	\$23,266,750	\$23,239,500
Grants	\$1,036,273	\$980,123	\$898,715	\$871,315
Fines	\$128,767	\$105,275	\$115,725	\$109,500
Property Rent & Sales	\$431,947	\$411,429	\$424,600	\$436,020
Charges for Service	\$652,547	\$668,038	\$648,080	\$655,965
Interest Income	\$138,487	\$160,186	\$100,000	\$90,000
Other Fees	\$246,506	\$140,640	\$151,610	\$148,200
Interfund Transfers	\$1,020,941	\$589,572	\$486,370	\$469,950
Total Revenues	\$32,478,785	\$31,869,602	\$32,084,850	\$32,173,950
Expenditures				
General Government	\$1,227,762	\$1,288,342	\$1,399,200	\$1,474,675
Finance	\$944,580	\$950,584	\$998,790	\$998,790
PRDA	\$117,478	\$119,630	\$157,175	\$134,165
Information Technology	\$564,262	\$605,536	\$667,860	\$667,530
Planning	\$742,652	\$771,329	\$918,400	\$914,290
Police	\$9,035,614	\$9,183,250	\$9,452,400	\$9,496,455
Fire	\$7,494,766	\$7,619,268	\$7,995,265	\$8,049,275
Engineering/Public Works	\$4,518,041	\$4,802,273	\$5,087,995	\$5,114,700
Parks Services	\$2,664,167	\$2,763,773	\$3,122,370	\$3,156,515
Cable Authority	\$84,250	\$84,042	\$85,575	\$83,610
Human Rights	\$41,139	\$37,369	\$41,955	\$41,955
Human Resources	\$295,953	\$294,671	\$309,030	\$309,050
PRA	\$356,771	\$168,538	-	-
Special Projects	\$325,823	\$387,872	-	-
Interfund Transfers	\$3,137,596	\$2,514,490	\$2,961,520	\$2,028,720
Total Expenditures	\$31,550,854	\$31,590,967	\$33,197,535	\$32,469,730

General Fund Statement of Revenues by Source

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Taxes</i>				
Real Current Year	\$3,718,660	\$3,881,147	\$3,930,000	\$4,035,000
Personal Current Year	\$619,115	\$628,556	\$620,000	\$638,500
Vehicle Tax County	\$626,772	\$658,289	\$652,000	\$665,000
PJC Tax Collection	\$300,087	\$302,463	-	-
Local Bank Deposit Tax	\$243,203	\$225,373	\$230,000	\$230,000
PILT – Paducah Power	\$290,574	\$263,553	\$270,000	\$260,000
Annexation Rebates	(\$61,178)	(\$71,703)	(\$77,000)	(\$62,000)
Other Taxes	\$411,736	\$409,408	\$368,000	\$387,000
<i>Licenses & Permits</i>				
Payroll Tax	\$13,813,181	\$13,644,539	\$14,325,000	\$14,400,000
Insurance Tax	\$3,863,464	\$3,831,792	\$4,010,000	\$3,900,000
Business License	\$4,391,352	\$4,444,440	\$4,425,000	\$4,450,000
County PR – Rev Sharing	(\$204,682)	(\$222,607)	(\$271,000)	(\$290,000)
KY Telecommunication Tax	\$275,130	\$275,113	\$275,000	\$275,000
Other Licenses & Permits	\$535,903	\$543,976	\$502,750	\$504,500
<i>Grants</i>				
Section 8	\$254,645	\$256,167	\$263,715	\$259,315
State Incentive – Police	\$325,840	\$310,014	\$312,000	\$315,000
State Incentive – Fire	\$260,857	\$260,281	\$265,000	\$265,000
Other Grants	\$194,931	\$153,661	\$58,000	\$32,000
<i>Fines</i>				
Warrant Service Fee	\$45,447	\$42,595	\$42,000	\$42,000
Nuisance Violations	\$55,620	\$39,942	\$55,000	\$45,000
Other Fines	\$27,700	\$22,738	\$18,725	\$22,500
<i>Property Rent & Sales</i>				
Forest Hills Lease	\$364,230	\$368,460	\$372,000	\$372,620
Other Property Rent & Sales	\$67,717	\$42,969	\$52,600	\$63,400
<i>Charges for Service</i>				
Tax Collection Fee – School	\$164,528	\$163,537	\$172,000	\$180,000
Overhead (Admin) Charges	\$262,145	\$271,095	\$271,720	\$284,520
Other Charges for Service	\$225,874	\$233,406	\$204,360	\$191,445
<i>Interest Income</i>	\$138,487	\$160,186	\$100,000	\$90,000
<i>Other Fees</i>	\$246,506	\$140,640	\$151,610	\$148,200
<i>Interfund Transfers</i>	\$1,020,941	\$589,572	\$486,370	\$469,950
Total Revenues	\$32,478,785	\$31,869,602	\$32,084,850	\$32,173,950

GOVERNMENTAL FUNDS:

GENERAL FUND

Governmental funds are used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund. All City Departments that do not operate with an earmarked source of revenue are budgeted in the General Fund. These departments include: General Government, Finance, Paducah Riverfront Development Authority, Information Technology, Planning, Police, Fire, Engineering/Public Works, Parks, Human Rights, and Human Resources. The General Fund is the largest fund within the City of Paducah and the majority of the budget can be found within the General Fund.

General Government

Department Mission

The mission of the General Government Department is to provide professional leadership in the administration and execution of policies and objectives formulated by the Paducah Board of Commissioners. The Department also is responsible for promoting confidence in city government through community engagement and customer service and through the development of solutions, programs, and measures to meet the emerging needs of the City, its residents, and business community.

Mayor & Commissioners:

Paducah operates under a City Manager form of government. Citizens elect four, non-partisan Commissioners and a Mayor to serve on the Board of Commissioners with the Board appointing the City Manager to carry out the Board's policies. The Mayor may vote on all matters brought before the Board and may introduce legislation and policy review. The Mayor presides as the Chair of the City Commission meetings and is the ceremonial head of City government representing the City in the community and with associated government agencies.

City Manager:

The City Manager, a professional appointed by the Paducah Board of Commissioners, serves as Chief Administrative Officer of the city and directs, oversees, and coordinates the day-to-day departmental operations. The City Manager assists the Board in formulating goals, objectives, policies, budgets, and programs in addition to translating policy and visionary ideas into tangible results. The Public Information Officer, who reports to the City Manager,

serves the community by providing accurate and timely communications through news releases and other engagement tools, by managing the content on the City's website and social media accounts, and by producing programming on the City's public access channel, Government 11.

City Clerk:

The City Clerk is the custodian of official City records pursuant to KRS 61.870 to KRS 61.882. The Clerk is responsible for preparation, maintenance, and safekeeping of official City records; preparation of ordinances, municipal orders, and motions for action by the Board of Commissioners; and preparation of motions for public printing. The Clerk prepares the City Commission agenda, attends all Commission meetings, and records the minutes. The Clerk serves as the Deputy Alcoholic Beverage Control Administrator.

Corporate Counsel:

Corporate Counsel provides legal services to the City Commission, City Manager, and staff through a law firm retained to function as City Attorney, as well as to the Planning Board through a part-time assistant City Attorney. Corporate Counsel renders legal opinions, prepares ordinances, resolutions, municipal orders, and contracts, and handles litigation involving the City.

Staffing Summary: General Government

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Mayor & Commissioners</i>					
Mayor		1.0	1.0	1.0	1.0
Commissioner		4.0	4.0	4.0	4.0
<i>City Manager</i>					
City Manager	AA	1.0	1.0	1.0	1.0
Public Information Officer	P	1.0	1.0	1.0	1.0
Executive Assistant II	I	1.0	1.0	1.0	1.0
Administrative Assist. III	C	1.0	1.0	1.0	1.0
<i>City Clerk</i>					
City Clerk	P	1.0	1.0	1.0	1.0
<i>Legal</i>					
Corporate Counsel		1.0	1.0	1.0	1.0
TOTAL		11.0	11.0	11.0	11.0



Department Narrative: General Government

FY2015 Highlights:

- Initiated research of integrated solid waste management plan to include curbside collection of recycling.
- Determined values, conducted initial citizen engagement process, developed site criteria, and selected site for City Hall project.
- Assisted in implementation of recommendations from Action Plan Committees formed in response to 2013 National Citizen Survey.
- Invited Jeff Speck, author of Walkable City, to analyze downtown Paducah and provide recommendation.
- Initiated social media archiving system.
- Created MyPaducah engagement initiative and logo.
- Developed and supported Mayor's community initiatives including Art Club, Book Club and Anti-Bullying.
- Wrote successful nomination earning a Kentucky League of Cities Enterprise City Award
- Participated in negotiations between City, County, Paducah Economic Development and Genova Products for facility in I-24 Park.
- Completed project management for construction of TeleTech building in Commerce Park.
- Participated in negotiations between the City, County, and the McCracken County Humane Society for animal shelter services.
- Created process and form for approving Alcohol and Beverage Control applications.
- Participated in development of Paducah Power System Rate Recovery Plan.

Objectives for FY2016:

- Determine long-term solid waste/recycling facilities needs and conduct process for facilities.
- Coordinate process to complete design of new City Hall.
- Conduct second National Citizen Survey.
- Conduct negotiations for cable television franchise renewal.
- Oversee completion of Riverfront Redevelopment Phase IB within budgetary constraints.
- Continue efforts to secure convention center hotel.
- Partner with Paducah Area Chamber of Commerce, McCracken County, Paducah Economic Development, and others for community visioning.
- Complete master planning and determine funding for six acres of riverfront at the site of the former Executive Inn.
- Implement steps to ensure long-term effectiveness of Paducah-McCracken County E-911 Center.
- Establish process to enforce adherence to Mandatory Server Training Ordinance.
- Establish Internal Training and Leadership Institute for employees.

Department Budget Summary: General Government

Department Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Personal Services	\$643,441	\$673,633	\$685,115	\$691,195
Contractual Services	\$277,747	\$319,633	\$403,010	\$460,290
Commodities	\$78,539	\$80,076	\$90,125	\$106,290
Contributions	\$225,000	\$215,000	\$215,000	\$215,000
Capital Outlay	\$3,035	-	\$5,950	\$1,900
Total Dept. Budget	\$1,227,762	\$1,288,342	\$1,399,200	\$1,474,675

Division Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Mayor & Commiss.</i>				
Personal Services	\$161,468	\$160,839	\$160,330	\$160,410
Contractual Services	\$2,185	\$3,192	\$2,285	\$1,710
Commodities	\$25,658	\$23,534	\$21,660	\$18,275
Capital Outlay	-	-	\$1,000	-
<i>City Manager</i>				
Personal Services	\$365,602	\$391,700	\$402,680	\$408,960
Contractual Services	\$7,432	\$8,056	\$7,860	\$8,030
Commodities	\$12,480	\$12,173	\$21,735	\$42,735
Capital Outlay	\$2,035	-	-	-
<i>City Clerk</i>				
Personal Services	\$89,174	\$94,294	\$95,540	\$96,045
Contractual Services	\$6,798	\$5,157	\$8,610	\$9,260
Commodities	\$17,633	\$21,531	\$20,480	\$19,530
Capital Outlay	\$1,000	-	\$4,950	\$1,900
<i>Corporate Counsel</i>				
Personal Services	\$27,197	\$26,800	\$26,565	\$25,780
Contractual Services	\$75,349	\$136,381	\$131,075	\$121,140
Commodities	\$4,208	\$563	\$4,500	\$4,500
<i>Other*</i>				
Contractual Services	\$185,983	\$166,847	\$253,180	\$320,150
Contributions	\$225,000	\$215,000	\$215,000	\$215,000
Commodities	\$18,560	\$22,275	\$21,750	\$21,250
Total Dept. Budget	\$1,227,762	\$1,288,342	\$1,399,200	\$1,474,675

*Other includes Non-Departmental, Memberships & Contingency and Civic Beautification divisions of General Government.

Finance

Department Mission

Our Mission is to serve the public to the best of our ability, to make sound fiscal decisions, to maintain accurate and timely accounting records, to provide information and support, and to accomplish our goals with a sense of pride and a spirit of cooperation. The Finance Department consists of three divisions: Administration, Accounting & Budget, and Revenue Collection.

Administration:

Administration oversees the general operation, which includes, but is not limited to budget preparation, accounting/payroll, debt management, budget monitoring, revenue collection operations, business license/payroll taxes, cash/investments management, and technical assistance to other City departments, governmental agencies, and outside agencies.

Accounting & Budget:

The Accounting and Budget Division is responsible for preparing financial reports, including monthly financial statements, Investment Fund scorecards, the annual

budget, and the Comprehensive Annual Financial Report (CAFR). This division also processes bi-weekly payroll for approximately 300 full-time employees and prepares all manner of payroll-related reports. They also receive and process all purchase requisitions entered by departments, issuing over 6,000 vendor payments a year.

Revenue:

The Revenue Division is responsible for the billing, collection, and record maintenance of property tax bills, business licenses, payroll taxes, and municipal insurance premium taxes. The Revenue Division works closely with other departments for business licensing compliance.

This Division also is responsible for collecting and/or processing all miscellaneous revenue received by the City from all sources. It also coordinates collection efforts with a collection agency and/or legal staff to collect delinquent accounts.

Staffing Summary

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Administration</i>					
Finance Director	Z	1.0	1.0	1.0	1.0
Executive Assistant I	F	1.0	1.0	1.0	1.0
<i>Accounting & Budget</i>					
Controller	T	1.0	1.0	1.0	1.0
Accountant	J	2.0	2.0	2.0	2.0
Accounts Payable Clerk	J	1.0	1.0	1.0	1.0
<i>Revenue</i>					
Revenue Manager	S	1.0	1.0	1.0	1.0
Revenue Auditor	J	1.0	1.0	1.0	1.0
Revenue Technician	C	1.0	1.0	1.0	1.0
Account Clerk	B	2.0	2.0	2.0	2.0
TOTAL		11.0	11.0	11.0	11.0

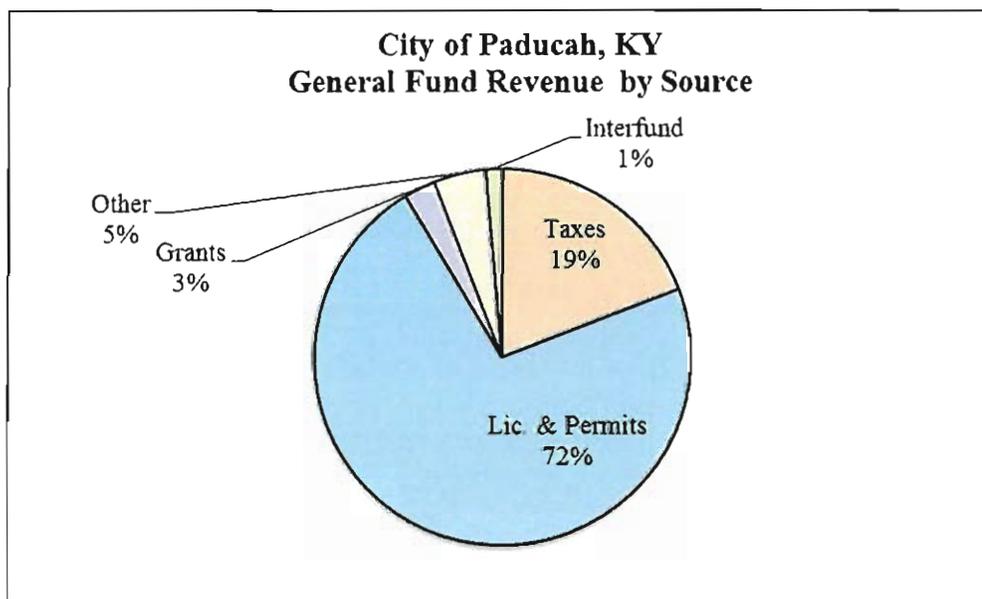
Department Narrative: Finance

FY2015 Highlights:

- Updated the General fund's 5-year revenue/expenditure trend projections.
- Updated the City's 5-year Capital Improvement Plan.
- Received the 24th consecutive GFOA Certificate of Achievement for Excellence in Financial Reporting for the FY2014 CAFR.
- Coordinated foreclosure actions for numerous delinquent property tax accounts.
- Utilized social media in an effort to detect business licensing non-compliance.
- Initiated the process of re-designing the City of Paducah Budget to make it more user friendly.
- Assisted in the development of an RFP (Request for Proposal) for replacement of the City's 20 year old ERP (Enterprise Resource Planning) software by evaluating the department's current processes and determining its future needs.
- Renewed banking services agreement with Independence Bank for a 5 year term.

Objectives for FY2016:

- Continue to monitor opportunities to refinance debt issues when possible.
- Refine the General Fund's 5-year projection tool for revenues and expenditures.
- Produce CAFR worthy of receiving the GFOA Certificate of Achievement.
- Continue efforts to collect delinquent accounts, including but not limited to, property taxes, business license and payroll taxes.
- Continue developing methods, processes, procedures, and partnerships in an effort to attain 100% business license and payroll tax compliance.
- Continue to streamline the look and evaluate the functionality of the City of Paducah Budget document.
- Continue to assess the Finance Department software needs/demands in anticipation of software selection/implementation.
- Continue to update the City's 5-year Capital Improvement Plan.
- Continue to update technology to allow for efficient data entry.
- Continue to work closely with our property tax billing vendor to fine-tune and expand the billing system.



Department Budget Summary: Finance

Department Summary:

	Actual <u>FY2013</u>	Actual <u>FY2014</u>	Revised <u>FY2015</u>	Adopted <u>FY2016</u>
Personal Services	\$745,265	\$765,898	\$788,400	\$795,860
Contractual Services	\$144,847	\$129,053	\$137,985	\$139,880
Commodities	\$54,468	\$54,476	\$65,175	\$60,150
Capital Outlay	-	\$1,157	\$7,230	\$2,900
Total Dept. Budget	\$944,580	\$950,584	\$998,790	\$998,790

Division Summary:

	Actual <u>FY2013</u>	Actual <u>FY2014</u>	Revised <u>FY2015</u>	Adopted <u>FY2016</u>
<i>Administration</i>				
Personal Services	\$229,110	\$244,348	\$245,310	\$247,940
Contractual Services	\$1,794	\$1,831	\$1,850	\$1,915
Commodities	\$9,057	\$8,219	\$9,085	\$9,510
Capital Outlay	-	-	\$1,500	\$800
<i>Accounting & Budget</i>				
Personal Services	\$243,816	\$246,819	\$254,370	\$259,035
Contractual Services	\$62,237	\$56,802	\$62,495	\$63,600
Commodities	\$15,630	\$15,455	\$18,325	\$15,600
Capital Outlay	-	\$1,157	\$1,400	\$2,100
<i>Revenue</i>				
Personal Services	\$272,339	\$274,731	\$288,720	\$288,885
Contractual Services	\$80,816	\$70,420	\$73,640	\$74,365
Commodities	\$29,781	\$30,802	\$37,765	\$35,040
Capital Outlay	-	-	\$4,330	-
Total Dept. Budget	\$944,580	\$950,584	\$998,790	\$998,790

Paducah Riverfront Development Authority (PRDA)

Department Mission

The Paducah Riverfront Development Authority (PRDA) formulates policies and develops investment opportunities along the riverfront and downtown areas of Paducah. PRDA advises the Paducah Board of Commissioners in the development of civic projects and development plans that are intended to generate, revitalize, improve, and generally enhance, Downtown, Lowertown, and the Riverfront areas. The goals of PRDA are to accept assignments from the City Manager on development initiatives and develop strategies for implementation. There is a high-functioning seven-member Advisory Board that meets monthly to guide policy recommendation.

Department Narrative: PRDA

FY2015 Highlights:

- Completed a review of the riverfront development plan with the PRDA Board and recommended modifications to the plan to bring the project more in line with available grant funding and financial expectations.
- Completed design work for the convention center kitchen and Showroom. Those projects are bid-ready when (and if) the commission elects to pursue those projects.
- Completed the master plan for the “Paducah Commons”, i.e. the riverside land formerly known as the Executive Inn.
- Purchased land at 501 N. 3rd Street for re-development.

Objectives for FY2016:

- Assist with the implementation of the hotel project.
- Assist with the development of plans, specifications, and bidding process for Phase 1A of the riverfront development at Paducah Commons.
- Assist various Departments with implementation of select Renaissance Area Master Plan (RAMP) plan objectives, such as one-way to two-street initiative.

Staffing Summary: PRDA

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
PRDA Director	T	1.0	1.0	1.0	1.0
TOTAL		1.0	1.0	1.0	1.0

Budget Summary: PRDA

	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
Personal Services	\$113,539	\$116,452	\$117,075	\$128,485
Contractual Services	\$847	\$841	\$35,015	\$1,075
Commodities	\$2,463	\$2,337	\$5,085	\$4,605
Capital Outlay	\$629	-	-	-
Total Dept. Budget	\$117,478	\$119,630	\$157,175	\$134,165

Information Technology

Department Mission

The mission of the City of Paducah Information Technology (IT) Department is to provide quality, cost-effective IT services while advancing the use of technology in city government to increase excellence in operational efficiency and responsiveness to the needs of residents and stakeholders. The Information Technology Department mission is accomplished by providing professional and technical services in

- Network and telecommunication infrastructure.
- Application software deployment, training and support.
- Geospatial data, information, analysis and solutions.

The Information Technology department consists of two divisions, IT Network Administration and Geographic Information Systems (GIS)

IT Network Administration:

Information Technology administers and maintains the City network operations center providing voice and data communications and network resources to all City departments, E911, and the Joint

Sewer Agency. Paducah’s voice and data network reaches over 20 locations throughout the City interconnected via Paducah Power’s high speed fiber optic network. The IT department administers and maintains a wireless mobile network for Paducah Police and Fire Departments as well as hardware, software, and network infrastructure for E911 operations.

Geographic Information Systems

The GIS division is responsible for the administration and maintenance of the City’s geographic information systems and plays the lead role in the continued operation of the McCracken and Paducah GIS Consortium (MAP~GIS). This division oversees all GIS software and hardware upgrades, new data acquisition, web publishing, mobile app development along with maintenance and updates to existing geospatial data. Support and training is provided for all City departments using GIS. This division provides contractual GIS services to McCracken County, E911, and the Joint Sewer Agency. Technical assistance is also shared with Paducah Power and Paducah Water.

Staffing Summary: Information Technology

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Information Technology</i>					
Director Information Tech	U	1.0	1.0	1.0	1.0
Network Administrator	P	1.0	1.0	1.0	1.0
Help Desk Technician	H	1.0	1.0	1.0	1.0
Network Technician	J	1.0	0.0	0.0	0.0
GIS Specialist	P	1.0	1.0	1.0	1.0
GIS/Planner	P	1.0	1.0	1.0	1.0
TOTAL		6.0	5.0	5.0	5.0

Department Narrative: Information Technology

FY2015 Highlights:

- Preparation and distribution of request for proposal for ERP software for which is a replacement/update of the City's current Sungard computer software.
- Completed migration to the new VoIP telephone system for all City Departments, E911, and JSA.
- Acquired and published new GIS aerial photography and planimetric data covering McCracken County.
- Provided McCracken County with GIS services related to Future Land Use Planning, Zoning, Voter Districts, Addressing and Parcel Records Maintenance.
- Provided Paducah Police Department and McCracken County Sheriff's Office with Criminal and Traffic related mapping and analysis to identify "hot spots" and allow for targeted resource allocation.
- Provided 3D modeling, site design, and topographic mapping for various projects including Downtown area, City Hall, Parks Services recreational fields, and the Paducah Gaseous Diffusion Plant.

Objectives for FY2016:

- Select vendor for replacement/update of current Sungard computer software.
- Begin data migration and implementation to the new ERP software.
- Implement network intrusion detection/prevention system to comply with Department for Local Government provisional policy for Protection of Personal Information and Cybersecurity Compliance.
- Upgrade GIS network infrastructure to allow for improved speed and availability to current and future web and mobile mapping applications for staff and public use.
- Continue efforts to integrate GIS efficiencies into more city business practices.
- Continue efforts to disseminate GIS data to the public.

Department Budget Summary: Information Technology

Department Summary:

	Actual <u>FY2013</u>	Actual <u>FY2014</u>	Revised <u>FY2015</u>	Adopted <u>FY2016</u>
Personal Services	\$416,610	\$432,256	\$432,755	\$437,815
Contractual Services	\$79,330	\$90,523	\$127,865	\$120,390
Commodities	\$59,025	\$51,685	\$71,840	\$56,125
Capital Outlay	\$9,297	\$31,072	\$35,400	\$53,200
Total Dept. Budget	\$564,262	\$605,536	\$667,860	\$667,530

Planning

Department Mission

The Department of Planning exists to support the land use, planning and development process in the City of Paducah, to ensure the orderly use and reuse of land, to assist in maintaining and enhancing the economic and aesthetic viability and physical function of the City, and to enhance the quality of life in the City of Paducah. The department consists of highly skilled professionals who work to provide the highest quality of service possible in the areas of land use and development, long range planning, housing, and community and economic development. The Planning Department consists of 5 divisions: Administration, Planning, Grants Administration, Section 8 housing and Downtown Development

Administration:

The Administration division provides overall program preparation, direction, and oversight; maintains department personnel, budget and other records and procedures; provides clerical support to all department divisions; and provides technical and administrative support to pertinent boards, committees, and commissions.

Planning:

The Planning division provides the community with comprehensive planning per KRS 100 and current planning/zoning administration. Responsibilities of this division include reviewing site plans for planning compliance; the administration of the zoning and subdivision ordinances; providing staff support for the Planning Commission, Zoning Board of Adjustment and the Historical and Architectural Review Commission (HARC); planning comprehensive activities as they relate to land use; and

researching and developing special projects as directed including annexations and neighborhood revitalization.

Grants Administration:

The Grants division researches grant opportunities and disseminates information to the City departments and agencies within the community. This division assists with project development, the application process, and administration of federal and state grant awards in addition to working with agencies on legislative pass-through grants. This division also provides staff support to the Urban Renewal and Community Development Agency (URCDA). Additional responsibilities include the administration of the City's neighborhood revitalization programs including the Fountain Avenue Neighborhood Revitalization Program. Staff also monitors the construction activities and assists in the design of home plans in Fountain Avenue, Lower Town and Downtown.

Section 8 Housing:

Section 8 is a federally funded, assisted housing program through the U.S. Department of Housing and Urban Development (HUD) that provides housing assistance to low-income, elderly and disabled families in Paducah/McCracken County, by subsidizing a portion of the family's monthly rent in privately-owned housing units. Section 8 administers Housing Choice Vouchers to an average 450 families per month and administers the Mortgage Assistance Program for homeowners who qualify. Section 8 also administers the Family Self-Sufficiency Program which promotes financial independence and home ownership. As part of the initial certification and recertification

process, Section 8 performs Housing Quality Standard Inspections.

Downtown Development:

The Downtown Development division has the responsibility of promoting and administering financial assistance programs, recruiting business, and serving as a liaison between associations, stakeholders and the Main Street Advisory Board. This division also assists

businesses with historic tax credit assistance. The Main Street Board of Directors, a board of five citizens, has the responsibility of assisting with the Main Street accreditation process, coordinating with the Downtown Development Specialist in promoting the four-point Main Street approach, participating in planning and awareness campaigns and forming citizen and volunteer committees as necessary.

Staffing Summary: Planning

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Administration</i>					
Director of Planning	V	1.0	1.0	1.0	1.0
Executive Assistant I	F	1.0	1.0	1.0	1.0
Admin. Assistant II	C	1.0	1.0	1.0	1.0
<i>Planning</i>					
Planner I	L	1.0	1.0	1.0	1.0
<i>Grants Administration</i>					
Grants Administrator	L	1.0	1.0	1.0	1.0
Community Dev. Planner	M	1.0	1.0	1.0	1.0
<i>Section 8</i>					
Section 8 Program Admin.	P	1.0	1.0	1.0	1.0
Housing Specialist	H	2.0	2.0	2.0	2.0
<i>Downtown Development</i>					
Downtown Dev. Specialist	M	-	-	1.0	1.0
TOTAL		9.0	9.0	10.0	10.0



Department Narrative: Planning

FY2015 Highlights:

- Applied for 33 grants in the amount of \$2.6 million.
- Received Section 8 High Performer rating from HUD Louisville Section 8 Management Assessment Program.
- Received 44 additional units of funding from HUD for Jackson House residents as a result of HUD mortgage prepayment by owner.
- 21 permits were issued in Fountain Avenue totaling \$1.5 million.
- Created an incentive package to encourage downtown reinvestment. The incentive package includes:
 - Upper Story Residential Program
 - Roof Stabilization Program
 - Downtown New Business Grant Program
 - Micro Façade Grant
 - Tax Moratorium Program
- FY 2015 Main Street:
 - 15 New businesses opened in Downtown and Lower Town
 - 11 Façade Grant Applications approved
 - 5 Roof Stabilization Applications approved
 - 7 buildings have been rehabilitated
 - 4 Historic Tax Credit Applications were filed

Objectives for FY2016:

- Review and revise the Zoning Ordinance as necessary to adapt to new trends in the built environment.
- Apply for an anticipated 35 state and federal grants.
- Continue to promote the Fountain Avenue Revitalization Program and develop additional strategies for vacant properties.
- Promote Section 8 Homeownership opportunities for first time homeowners.
- Maintain high performer status under SEMAP.
- Support businesses and artist in the development of their promotional activities.
- Continue to promote and administer Downtown incentive programs including:
 - Upper Story Residential Program
 - Roof Stabilization Program
 - Downtown New Business Grant Program
 - Micro Façade Grant
 - Tax Moratorium Program

Department Budget Summary: Planning

Department Summary:

	Actual <u>FY2013</u>	Actual <u>FY2014</u>	Revised <u>FY2015</u>	Adopted <u>FY2016</u>
Personal Services	\$656,354	\$690,983	\$754,785	\$758,105
Contractual Services	\$48,455	\$43,843	\$64,100	\$60,075
Commodities	\$35,664	\$32,941	\$93,765	\$92,710
Capital Outlay	\$2,179	\$3,562	\$5,750	\$3,400
Total Dept. Budget	\$742,652	\$771,329	\$918,400	\$914,290

Division Summary:

	Actual <u>FY2013</u>	Actual <u>FY2014</u>	Revised <u>FY2015</u>	Adopted <u>FY2016</u>
<i>Administration</i>				
Personal Services	\$242,422	\$247,221	\$248,905	\$248,715
Contractual Services	\$6,994	\$7,395	\$12,295	\$10,545
Commodities	\$10,573	\$12,195	\$13,010	\$14,195
Capital Outlay	\$1,501	\$971	\$2,000	\$1,500
<i>Planning</i>				
Personal Services	\$70,787	\$71,849	\$72,290	\$72,965
Contractual Services	\$12,586	\$9,510	\$10,555	\$11,250
Commodities	\$6,259	\$7,056	\$8,720	\$8,100
Capital Outlay	-	-	\$1,650	-
<i>Grants Administration</i>				
Personal Services	\$133,579	\$133,414	\$144,790	\$146,245
Contractual Services	\$999	\$975	\$990	\$1,045
Commodities	\$2,307	\$2,976	\$3,640	\$5,880
Capital Outlay	-	-	-	-
<i>Section 8</i>				
Personal Services	\$209,566	\$217,062	\$219,945	\$220,615
Contractual Services	\$27,876	\$25,963	\$23,160	\$20,005
Commodities	\$16,525	\$10,554	\$18,115	\$16,795
Capital Outlay	\$678	\$2,591	\$2,100	\$1,900
<i>Downtown Development</i>				
Personal Services	-	\$21,437	\$68,855	\$69,565
Contractual Services	-	-	\$17,100	\$17,230
Commodities	-	\$160	\$50,280	\$47,740
Capital Outlay	-	-	-	-
Total Dept. Budget	\$742,652	\$771,329	\$918,400	\$914,290

Police

Department Mission

The Paducah Police Department is committed to the prevention of crime, the protection of the lives, property and rights of all citizens and the improvement of the quality of life for all members of our community. We will provide quality police services, ethically, fairly and equally in partnership with the members of our community. The Police Department consists of 3 divisions: Administration, Operations, and Support Services.

Administration:

The Administration division oversees the day-to-day operations of the police department. It is comprised of the Chief of Police and his assistant; the Office of Professional Standards; Training; and Community Resources. This division is responsible for budget, personnel, accreditation, internal affairs, policy review and all departmental training. It also includes the new Community Resource Officer (CRO) position, designed to be a liaison between the department and the community's schools, groups and organizations. The CRO also is responsible for the department's Citizens' Police Academy, Jr. CPA, Coffee with a Cop and Neighborhood Watch programs.

Operations:

The Operations division often is referred to as the "backbone" of the police department. It is the most visible of the three divisions,

with uniformed officers patrolling the streets in marked police cruisers. These officers annually answer tens of thousands of calls for service and perform preliminary investigations of all criminal activity. They conduct proactive patrols, investigate suspicious activity, enforce traffic laws and investigate thousands of traffic crashes each year. Within this division are several specialized units: three K9 teams; Special Weapons and Tactics (SWAT) Team; Crisis Negotiation Team; Bomb Squad; Flex Unit; Collision Reconstruction Team; Bike Patrol; and DARE or GREAT instructor.

Support Services:

The Support Services Division is the investigative and record-keeping arm of the police department. It is made up of three units: General Investigations, Drug and Vice Enforcement (DAVE) and Records and Evidence. General Investigations Unit detectives conduct in-depth investigations of major crimes – from forgery and fraud to computer crimes to arson and murder. The detectives of the DAVE Unit focus on illegal drug activity, including both street drugs and prescription drugs, and "vice" activities, such as prostitution. The Records and Evidence Unit maintains all the department's records, including crime and vehicle collision reports, and logs and maintains the integrity of hundreds of pieces of evidence each month.

Staffing Summary: Police

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Administration</i>					
Police Chief	Z	1.0	1.0	1.0	1.0
Captain	Q	1.0	1.0	1.0	1.0
Police Officer	J	1.0	1.0	1.0	2.0
Executive Assistant II	I	1.0	1.0	1.0	1.0
<i>Operations (Patrol)</i>					
Assistant Chief	S	1.0	1.0	1.0	1.0
Captain	Q	3.0	3.0	3.0	3.0
Sergeant	P	6.0	6.0	6.0	6.0
Police Officer	J	54.0	50.0	50.0	51.0
<i>Support Services (Investigations)</i>					
Assistant Chief	S	1.0	1.0	1.0	1.0
Captain	Q	1.0	1.0	1.0	1.0
Sergeant	P	2.0	2.0	2.0	2.0
Police Officer	J	9.0	12.0	12.0	9.0
Record Division Manager	K	1.0	1.0	1.0	1.0
Records Clerk III	E	1.0	1.0	1.0	1.0
Records Clerk I	C	3.0	3.0	3.0	3.0
Crime Analyst	K	-	-	-	1.0
Evidence Technician II	F	1.0	1.0	1.0	1.0
Evidence Technician I	C	1.0	1.0	1.0	1.0
TOTAL		88.0	87.0	87.0	87.0



Department Narrative: Police

FY2015 Highlights:

- The number of burglaries and assaults reported in 2014 was at a 25-year low.
- The department and its personnel received several honors during 2014: Officer Melissa Dillon was named the Kentucky Women's Law Enforcement network Officer of the Year; Capt. Brian Laird graduated from the prestigious Southern Police Institute; Capt. David White successfully completed the FBI's national Academy in Quantico, VA; and the department's "Heads Up: Don't Be Intexticated" program received the Kentucky League of Cities' Enterprise Award.
- The department received its third consecutive Law Enforcement Accreditation through the Kentucky Association of Chiefs of Police.
- The chief's Community Forum round-table discussion panel was established and continues to be beneficial.
- The department received a Kentucky League of Cities Safety Rating of 100%.
- Continued our in-house training with internationally recognized speaker Dr. Bobby Smith.
- The department received a \$75,000 Homeland Security grant to assist with the purchase of a generator for the department, a project with a total price tag of \$180,000.
- We initiated a department-wide computerized inventory of equipment.
- Our officers and staff made a smooth transition through retirements of three captains and our training officer and promotions/appointments to fill those positions.
- We reinstated the position of Community Resource Officer to increase awareness and responsiveness to requests from the community.
- We continued to strengthen our community partnerships through groups like CCT, the Hugs Project, Verizon Wireless, Scholar House and Merryman House, and events like Coffee with a Cop, National Night Out and Christmas Cops.

Objectives for FY2016:

- Strive for reductions in Part I crime and collision data through proactive policing efforts.
- The department goal is to ready a 3- to 5- percent reduction in each category.
- As a continuation of our Minority Recruitment Executive Summary and Action Plan of 2012, we are committed to applying all of our resources and efforts to attract and retain more minority applicants. In furtherance of this goal and the department's commitment to diversity, all members of the department will have a renewed focus on the areas of recruitment, retention, and community outreach, removing any potential barriers and exploring all options for improvement.
- Integrate technology-enhancing strategies such as GPS dispatching, online reporting and online public access for report retrieval.
- Complete implementation of our department-wide inventory and tracking database. Pursuit of completion coincides with our new training officer taking over many Quartermaster responsibilities.
- Create a strong environment surrounding our new position of Community Resource Officer. This will align with efforts of "branding" our department, with educating and informing the public of positive policing efforts.
- Incorporate Power DMS or like programming into our training regimen for PPD and the City. This will allow for a reduction in administrative time and more hands-on training application.
- Continue to increase and involve the whole department in community partnership and relationship-building efforts. This is to include our internal Chaplaincy program.

Department Budget Summary: Police

Department Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Personal Services	\$7,717,667	\$7,737,788	\$8,003,180	\$8,067,870
Contractual Services	\$305,905	\$298,831	\$313,270	\$345,130
Commodities	\$953,834	\$1,069,030	\$1,012,205	\$1,051,155
Capital Outlay	\$58,208	\$77,601	\$123,745	\$32,300
Total Dept. Budget	\$9,035,614	\$9,183,250	\$9,452,400	\$9,496,455

Division Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Administration</i>				
Personal Services	\$456,100	\$434,766	\$490,625	\$545,880
Contractual Services	\$205,389	\$195,936	\$207,320	\$232,595
Commodities	\$138,021	\$194,225	\$200,570	\$211,425
Capital Outlay	\$4,430	\$1,642	\$56,800	\$4,400
<i>Operations (Patrol)</i>				
Personal Services	\$5,380,002	\$5,362,345	\$5,542,350	\$5,697,020
Contractual Services	\$57,047	\$69,120	\$63,420	\$64,775
Commodities	\$711,233	\$741,519	\$685,315	\$699,460
Capital Outlay	\$49,294	\$67,462	\$38,210	\$25,900
<i>Support Services (Investigations)</i>				
Personal Services	\$1,881,565	\$1,940,677	\$1,970,205	\$1,824,970
Contractual Services	\$43,469	\$33,775	\$42,530	\$47,760
Commodities	\$104,580	\$133,286	\$126,320	\$140,270
Capital Outlay	\$4,484	\$8,497	\$28,735	\$2,000
Total Dept. Budget	\$9,035,614	\$9,183,250	\$9,452,400	\$9,496,455

Fire

Department Mission

The Fire Department's Mission is comprised of 3 goals, Educate to Prevent Harm, Protect, and Be Kind and Helpful.

Educate to Prevent Harm

Education and prevention are the focal points of the Paducah Fire Department. We develop and provide programs and services that promote safety and actively educate the public in Fire Safety and Prevention.

Protect

We strive to have a safe environment for our personnel and the people within our community. We accomplish this through prompt delivery of emergency services and by providing a safe environment in which to visit, work, and live.

Be Kind and Helpful

We show that we care about our lives and the lives of others by conducting ourselves in a courteous and professional manner. The Fire Department consists of 6 divisions, Administration, Suppression, Prevention, Training, Construction, and Code Enforcement.

Administration:

Administration is responsible for general management of all divisions of the Fire Department.

Suppression:

The Suppression Division operates 5 fire stations that cover more than 21 square miles in the City of Paducah. The stations possess 5 engine companies, 2 aerial companies, and 2 rescue units for the purpose of responding to fire emergencies and for rescue assistance.

Prevention:

The Prevention Division is responsible for city-wide fire protection, the code enforcement program and public education. Fire prevention inspections are conducted annually on residential, assembly, education,

business, mercantile, storage, factory and industrial, high hazard, and utility and miscellaneous type use groups. These inspections are conducted using the Kentucky Fire Prevention Code. The Fire Marshal's office also offers in-services, talks, and demonstrations on fire safety and education free of charge to all legitimate civic organizations, businesses, schools, churches, and healthcare facilities.

Training:

Firefighters have more than 300 hours of continued education each year. The Training Officer coordinates education in the areas of EMS, firefighter skills, hazmat, pump operations, and others. These education requirements ensure that the level of competency of the members of the Fire Department is the highest achievable and maximizes the resources of personnel and equipment available to best protect and serve the citizens of the City.

Construction:

This division ensures that building and electrical work done within the city complies with codes, laws and regulations mandated by the State of Kentucky. Not only are building plans reviewed for compliance with codes, but inspections are also made at predetermined stages of construction. Inspectors advise and confer with contractors and/or property owners before and during construction to help ensure construction and/or alteration compliance.

Code Enforcement:

The Code Enforcement Division enforces all applicable laws, rules, and regulations in order to provide a healthy, clean, and pleasant environment for the citizens of Paducah.

Staffing Summary: Fire

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Administration</i>					
Fire Chief	X	1.0	1.0	1.0	1.0
Dep. Fire Chief	T	1.0	1.0	1.0	1.0
Fire Prevention					
Deputy Fire Chief	T	-	-	1.0	-
Operations					
Executive Assistant I	F	2.0	2.0	2.0	2.0
<i>Suppression</i>					
Dep. Fire Chief	T	-	-	-	1.0
Operations					
Fire Assistant Chief	P	3.0	3.0	3.0	3.0
Captain	I	15.0	15.0	15.0	15.0
Lieutenant	H	15.0	15.0	15.0	15.0
Firefighter	E	26.0	27.0	26.0	26.0
<i>Prevention</i>					
Dep. Fire Marshall I	J	1.0	2.0	2.0	2.0
<i>Training</i>					
Battalion Chief/Training					
Officer	N	1.0	1.0	1.0	1.0
<i>Construction</i>					
Chief Building Inspector	N	1.0	1.0	1.0	1.0
Dep. Building Inspector I	L	1.0	1.0	1.0	1.0
Chief Electrical Inspector	M	1.0	1.0	1.0	1.0
Dep. Electrical Inspector II	L	1.0	1.0	1.0	1.0
Permit Technician	E	1.0	1.0	1.0	1.0
<i>Code Enforcement</i>					
Code Enforcement Officer	G	3.0	3.0	3.0	3.0
Code Enforcement Assist.	C	1.0	1.0	1.0	-
TOTAL		74.0	76.0	76.0	75.0

Department Narrative: Fire

FY2015 Highlights:

- Added a Deputy Chief of Operations.
- Continued the regional education class for building and electrical.
- 2014 – Responded to 3095 incidents.
- Initiated 22 foreclosures.
- Demolished 39 structures.
- 2014 – 1215 permits issued for \$46.5 million valuation.
- 2014 – 2192 inspections for building and electrical.
- 2014 – 1452 inspections for fire marshals.
- 2014 – 3741 inspections for code enforcement.
- Initiated capital replacement of response equipment.
- Trained 5 new recruits.
- 2014 – Trained 12,587 man hours.
- First departmental family picnic and awards ceremony.

Objectives for FY2016:

- Continue foreclosure and demolition actions.
- Continue regional class for contractors and fire departments.
- Maintain inspection certifications and inspection schedules.
- Complete annual refreshers for training.
- Strive to maintain 2-week plan review time.
- Host state firefighters convention.



Department Budget Summary: Fire

Department Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Personal Services	\$6,417,167	\$6,549,147	\$6,718,455	\$6,706,540
Contractual Services	\$246,081	\$286,754	\$362,970	\$375,805
Commodities	\$734,682	\$673,316	\$740,900	\$748,210
Capital Outlay	\$96,836	\$110,051	\$172,940	\$218,720
Total Dept. Budget	\$7,494,766	\$7,619,268	\$7,995,265	\$8,049,275

Division Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Administration</i>				
Personal Services	\$393,218	\$398,006	\$412,685	\$405,840
Contractual Services	\$11,945	\$13,383	\$32,035	\$78,980
Commodities	\$37,349	\$37,021	\$43,460	\$46,180
Capital Outlay	\$7,455	\$24,499	\$23,550	\$31,200
<i>Suppression</i>				
Personal Services	\$5,341,374	\$5,367,435	\$5,546,925	\$5,511,435
Contractual Services	\$89,697	\$93,801	\$85,665	\$89,800
Commodities	\$598,260	\$517,049	\$580,280	\$578,550
Capital Outlay	\$83,044	\$85,552	\$149,390	\$187,520
<i>Prevention</i>				
Personal Services	\$87,979	\$128,770	\$151,795	\$142,620
Contractual Services	\$2,346	\$2,845	\$2,465	\$4,580
Commodities	\$16,064	\$32,310	\$18,605	\$20,950
Capital Outlay	\$6,337	-	-	-
<i>Training</i>				
Personal Services	\$95,209	\$96,839	\$98,445	\$98,325
Contractual Services	\$2,422	\$2,517	\$2,210	\$2,345
Commodities	\$30,507	\$38,186	\$47,510	\$48,580
Capital Outlay	-	-	-	-
<i>Construction</i>				
Personal Services	\$297,156	\$339,016	\$296,740	\$359,265
Contractual Services	\$14,892	\$15,229	\$17,070	\$16,770
Commodities	\$26,731	\$25,103	\$29,890	\$33,665
Capital Outlay	-	-	-	-
<i>Code Enforcement</i>				
Personal Services	\$202,231	\$219,081	\$211,865	\$189,055
Contractual Services	\$124,779	\$158,979	\$223,525	\$183,330
Commodities	\$25,771	\$23,647	\$21,155	\$20,285
Capital Outlay	-	-	-	-
Total Dept. Budget	\$7,494,766	\$7,619,268	\$7,995,265	\$8,049,275

Engineering/Public Works

Department Mission

The Engineering-Public Works (EPW) Department is dedicated to serving the citizens of Paducah by providing professional engineering services that enhance the quality of life for the people who live in and visit the City of Paducah. Through the use of teamwork and coordination of well-organized divisions within the EPW Department itself, we not only provide effective and efficient support services for other City departments but we strive to use cost effective resources to deliver quality solid waste services, maintain streets, city facilities, and the City's entire vehicle & equipment fleet while working diligently to maintain the City's floodwall in order to protect the citizens, businesses and assets within the City of Paducah. The EPW Department consists of 4 divisions; Engineering Services, Floodwall, Streets (Maintenance and Lighting), and Facility Maintenance.

Engineering Services:

This division provides engineering support services for various governmental departments and divisions; administers infrastructure related capital improvements; administers storm water, right-of-way, and sewer connection regulations; maintains City infrastructure and property records; coordinates local regulatory responsibilities with various state and federal agencies; participates in the development site plan review process; and provides reliable professional assistance to the public to ensure the construction and maintenance of public infrastructure is carried out in a cost-effective manner, in accordance with sound engineering principles and practices, to help protect the health, safety and welfare of the public and to improve the overall quality of life within the community. This division also provides clerical and support services for all divisions of EPW.

Floodwall:

The Floodwall division operates and maintains the City's floodwall and related appurtenances in an efficient, effective manner, in order to ensure the highest level of preparedness for operation necessary to protect the health, safety, and welfare of the public during flooding conditions on the Ohio River.

Streets (Maintenance and Lighting):

The Street Maintenance division is responsible for the maintenance and repair of approximately 446 lane miles of city roadways in addition to right-of-ways, sidewalks, alleys, and curbs and gutters. Street Maintenance also maintains more than 3,000 traffic signs and administers storm water drainage policies. This division is responsible for the coordination work for the Municipal Aid Program (MAP). The Street Lighting division is used to maintain street lighting located within the city limits in general. This division offers citizens a quality street lighting service designed to maintain a strong infrastructure and provide for the safe passage of streets and sidewalks. This division includes payments for electricity. Street Lighting also maintains the aesthetics of decorative lighting systems in the downtown parking lot, around Market House Square, Marine Way, Maiden Alley, Second Street, Market Street, City Hall parking lot, Dolly McNutt Park, Albert Jones Park, and Noble Park. The cost of street lights is driven by the number of lights, the electrical consumption, the rate charged, and maintenance. Although lights are occasionally added to existing roadways, the majority of new lights come from new developments.

Facility Maintenance:

Facility Maintenance is responsible for the maintenance of approximately 31 buildings (800,000 sq. ft. city owned/leased facilities) and support staff to Parks Department for 14 parks, including pools, shelters, playground equipment, and skate park. This division

also provides custodial services of City-owned facilities and downtown bathrooms. Facility Maintenance also maintains the City's downtown decorative lighting and all city-controlled traffic lights.

Department Narrative: Engineering/Public Works**FY2015 Highlights:**

- Completed Phase I of Noble Park Lake Stabilization Project.
- Completed Fire Station #1 Generator project.
- Riverfront Redevelopment Phase 1A & 1B is being finalized.
- Revised Engineering Assistant III to Engineering Assistant I in anticipation of hiring an employee with a diverse and capable skill-set.
- Installed fencing at Cairo Rd. for Greenway Trail.
- Removed pump #7 at pump station #2 for rebuild.
- Removed, rebuilt and reinstalled pump #2 at pump station #2.
- Completed installation of flipper gates on Greenway Trail for safety and security.
- Reestablished concrete crew.
- Initiated roof inspection plan for all facilities.

Objectives for FY2016:

- Initiating paving phase of Olivet Church Road project.
- Continue removal of trees from right-of-way on flood levee as directed by USACE.
- Implement a sign replacement plan pursuant to FHWA-SA-07-020 to reflect current MUTCD compliance dates.
- Hire electrician to replace retired staff.
- Continue to become more efficient in all aspects of maintaining right-of-way and infrastructure.
- Provide training/certification resources to employees to ensure a continuous safe work environment.

Staffing Summary: Engineering/Public Works

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Engineering Services</i>					
City Engineer & Pub. Wks Director	Z	0.8	0.8	0.8	0.8
Storm Water & Drain. Engineer	R	1.0	1.0	1.0	1.0
Engineering Project Manager	N	1.0	1.0	1.0	1.0
EPW Operations Manager	O	0.8	0.8	0.8	0.8
Engineering Assistant III	M	1.0	-	-	-
Engineering Assistant I	J	1.0	1.0	1.0	1.0
Executive Assistant I	F	1.0	1.0	1.0	1.0
Administrative Assistant III	D	1.0	1.0	1.0	1.0
<i>Floodwall</i>					
EPW Floodwall Superintendent	N	1.0	1.0	1.0	1.0
Floodwall Operator	F	4.0	4.0	4.0	4.0
<i>Streets (Maintenance & Lighting)</i>					
EPW Street Superintendent	N	1.0	1.0	1.0	1.0
EPW Street Supervisor	L	2.0	2.0	2.0	2.0
Equipment Operator	E	4.0	4.0	4.0	4.0
Concrete Finisher	E	3.0	3.0	3.0	3.0
Right-of-way Maintenance	C	10.0	10.0	11.0	11.0
<i>Facility Maintenance</i>					
EPW Fleet/Maintenance Superint.	O	0.5	0.5	0.5	0.5
EPW Maintenance Supervisor	L	1.0	1.0	1.0	1.0
Laborer	C	7.0	7.0	6.0	6.0
Traffic Technician	E	2.0	2.0	2.0	2.0
Master Electrician	L	1.0	1.0	1.0	1.0
Maintenance Technician	E	2.0	2.0	2.0	2.0
TOTAL		46.10	45.10	45.10	45.10



Budget Summary: Engineering/Public Works

Department Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Personal Services	\$2,770,918	\$2,633,835	\$2,807,845	\$2,996,210
Contractual Services	\$188,778	\$197,284	\$231,675	\$229,460
Commodities	\$1,542,426	\$1,963,145	\$2,033,510	\$1,876,230
Capital Outlay	\$15,919	\$11,009	\$14,965	\$12,800
Total Dept. Budget	\$4,518,041	\$4,805,273	\$5,087,995	\$5,114,700

Division Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Engineering Services</i>				
Personal Services	\$465,844	\$448,967	\$514,920	\$541,700
Contractual Services	\$13,730	\$11,856	\$17,865	\$16,090
Commodities	\$19,656	\$14,661	\$18,235	\$20,325
Capital Outlay	\$8,228	\$945	\$400	\$2,000
<i>Floodwall</i>				
Personal Services	\$417,830	\$393,244	\$420,055	\$392,105
Contractual Services	\$40,546	\$30,708	\$53,285	\$37,320
Commodities	\$105,551	\$276,555	\$182,540	\$144,965
Capital Outlay	\$971	\$403	\$600	\$600
<i>Streets (Main. & Light.)</i>				
Personal Services	\$1,125,076	\$1,032,600	\$1,138,470	\$1,295,540
Contractual Services	\$97,739	\$117,566	\$122,910	\$137,275
Commodities	\$1,137,900	\$1,380,012	\$1,478,765	\$1,401,790
Capital Outlay	\$4,908	\$4,380	\$11,295	\$7,500
<i>Facility Maintenance</i>				
Personal Services	\$762,168	\$759,024	\$734,400	\$766,865
Contractual Services	\$36,763	\$37,154	\$37,615	\$38,775
Commodities	\$279,319	\$291,917	\$353,970	\$309,150
Capital Outlay	\$1,812	\$2,281	\$2,670	\$2,700
Total Dept. Budget	\$4,518,041	\$4,802,273	\$5,087,995	\$5,114,700

Parks

Department Mission

Our mission is to provide an affordable and positive comprehensive system of recreation programs designed to enhance the quality of life for the residents of Paducah as well as surrounding communities. The Parks Department consists of five divisions: Administration, Grounds Maintenance, Pool, Recreation and Special Events.

Administration:

Administration is responsible for all planning and new development of the Parks Department. Administrative staff handles special event permits, scheduling of facilities, sale of cemetery lots, assisting with budget preparation and budget monitoring. Park security through the Park Ranger program falls under this division. The Administrative division oversees all other divisions within the Parks Department.

Parks Maintenance:

Parks Maintenance is responsible for maintaining park facilities and amenities. The Parks Maintenance staff also supports special events, activities, and festivals city-wide and maintains playing surfaces of sports facilities. The maintenance/operation

of Oak Grove Cemetery falls under the Parks Maintenance Division.

Pool:

The Pool Division oversees the operation of the Noble Park Pool and spray pad. This division is responsible for providing open swimming and structured swim classes in a safe environment at economical prices. The pool division also oversees the operation of Coleman Spray Park.

Recreation:

Recreation is charged with providing quality recreation programs and leisure activities at a reasonable cost to the participant. This division is also responsible for overseeing the operation and programming of the Paducah Recreation Center.

Special Events:

Special Events is tasked with the operation of the Farmers' Market and the organization and operation of Thursday Sounds of Summer Concert Series and Saturday Live on the River event in addition to other large-scale community events.

Department Narrative: Parks

FY2015 Highlights:

- Kentucky Recreation and Park Society (KRPS) award for Outstanding Department – Class 1 for 3rd consecutive year.
- Phase I of Noble Park Bank Stabilization project completed.
- Opened Rushing 9 Section of Oak Grove Cemetery. This is the last currently available section. This section includes 700+ plots.
- Purchased equipment and supplies to accommodate funeral services at Oak Grove Cemetery Mausoleum.
- Increased vendor participation at Farmers Market.
- Originated Celebration Saturdays at Farmers Market.
- Created strong base for Riverfront Concert Series by combining nationwide up and coming artists as well as local artists to perform.
- Added foot golf to Midtown Golf Course.
- Increased softball league participation.

Department Narrative: Parks – Continued..

Objectives for FY2016:

- Add shelter/restroom at Noble Park tennis courts.
- Begin Phase II of Noble Park Bank stabilization project.
- Increase attendance and participation at Community Garden.
- Increase attendance in contractual classes by 10%.
- Increase Spot on Soccer Program to include K-2nd grades at all City and County schools.
- Increase use of Paducah Recreation Center during daytime hours.
- Create adult basketball leagues.
- Increase involvement in youth sports programming.
- Continue to increase vendor and community participation at Farmers Market.
- Expand Farmers Market to include a Christmas/Holiday Market and BBQ Fall Fest
- Continue to increase quality of Riverfront concerts.
- Expand 4th of July Celebration by partnering with our Live on the River Sounds of Summer Series.
- Continue to expand the Dog Howl-O-Ween event by creating more of a festival atmosphere and rebranding the event through advertising.
- Increase participation in Ugly Sweater Run as an annual kickoff to the Christmas parade.
- Host a state-wide cemetery preservation clinic.
- Replace roofs on shelters at Kolb and Keiler Parks.
- Continue fall seeding program.

Staffing Summary

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Administration</i>					
Director of Parks Services	V	1.0	1.0	1.0	1.0
Recreation Superintendent	N	1.0	1.0	1.0	1.0
Recreation Specialist	E	2.0	2.0	2.0	2.0
Executive Assistant I	F	1.0	1.0	1.0	1.0
Administrative Assistant III	D	1.0	1.0	1.0	1.0
Administrative Assistant II	C	1.0	1.0	1.0	1.0
<i>Parks Maintenance</i>					
Park Maintenance Superintendent	N	1.0	1.0	1.0	1.0
Cemetery Sexton	F	0.0	1.0	1.0	1.0
Supervisor	L	2.0	1.0	1.0	1.0
Laborer	C	11.0	11.0	11.0	11.0
Right of Way Maintenance	C	3.0	3.0	3.0	3.0
<i>Special Events</i>					
Special Events Coordinator	M	-	-	1.0	1.0
TOTAL		24.0	24.0	25.0	25.0

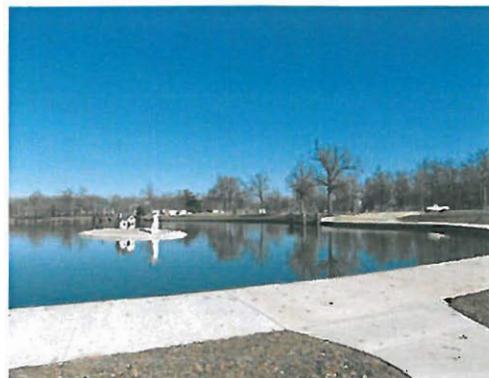
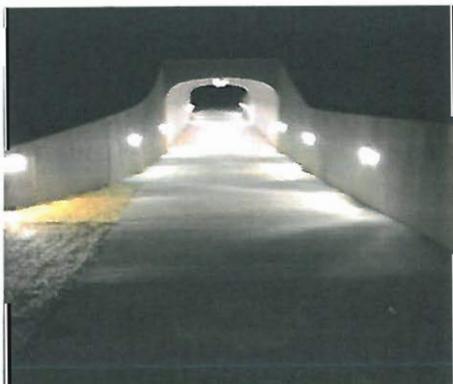
Budget Summary: Parks

Department Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Personal Services	\$1,700,622	\$1,747,163	\$1,938,255	\$2,026,690
Contractual Services	\$226,398	\$216,010	\$236,785	\$170,335
Commodities	\$704,694	\$783,962	\$932,590	\$939,325
Capital Outlay	\$32,453	\$16,638	\$14,740	\$20,165
Total Dept. Budget	\$2,664,167	\$2,763,773	\$3,122,370	\$3,156,515

Division Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Administration</i>				
Personal Services	\$533,901	\$535,824	\$574,850	\$585,745
Contractual Services	\$54,921	\$52,582	\$57,100	\$46,470
Commodities	\$155,886	\$195,506	\$199,040	\$198,855
Capital Outlay	\$259	\$318	\$140	\$1,580
<i>Parks Maintenance</i>				
Personal Services	\$985,030	\$991,020	\$1,010,680	\$1,090,470
Contractual Services	\$142,771	\$132,603	\$143,960	\$88,405
Commodities	\$295,210	\$332,698	\$307,085	\$337,305
Capital Outlay	\$5,319	\$1,271	\$3,000	\$9,130
<i>Pool</i>				
Personal Services	\$60,197	\$67,893	\$77,335	\$81,850
Contractual Services	\$7,370	\$10,259	\$9,010	\$9,160
Commodities	\$72,089	\$61,797	\$97,995	\$64,565
Capital Outlay	\$24,648	\$3,139	\$6,800	-
<i>Recreation</i>				
Personal Services	\$121,494	\$128,443	\$191,750	\$173,925
Contractual Services	\$21,336	\$20,119	\$22,545	\$22,045
Commodities	\$181,509	\$193,538	\$211,180	\$209,890
Capital Outlay	\$2,227	\$11,910	\$4,800	\$5,000
<i>Special Events</i>				
Personal Services	-	\$23,983	\$83,640	\$94,700
Contractual Services	-	\$447	\$4,170	\$4,255
Commodities	-	\$423	\$117,290	\$128,710
Capital Outlay	-	-	-	\$4,455
Total Dept. Budget	\$2,664,167	\$2,763,773	\$3,122,370	\$3,156,515



Paducah Human Rights Commission (PHRC)

Department Mission

The Paducah Human Rights Commission was formed May 26, 1964, the same year the U.S. Civil Rights was initially established, to safeguard all individuals within the City and McCracken County from discrimination in housing, employment and public services, especially when it comes to race, color, ADA, age, religion, sex/sexual orientation, and national origin.

The Paducah Human Rights Commission:

- Advocates for human and civil rights;
- Investigates and mediates discrimination complaints, and when appropriate, provides referrals to other governmental agencies;
- Resolves community disputes and issues involving individual or systematic illegal discrimination;
- Advises the City of Paducah on human rights issues;
- Collaborates with public and private sectors to promote education on how to prevent and eliminate discrimination citywide.

Department Narrative: PHRC

FY2015 Highlights:

- PHRC “Raising the Standard” television show continues to mature into the educational and community/regional outreach tool for which it was designed.
- Advanced partnership with the NAACP.

- New partnership with Community Coming Together.
- New partnership with Racial Unity Committee.
- New partnership with Victory Through Grace Ministries.
- Student Intern initiative continues. A 2015/2016 project is planned, and continued school presentations, utilizing interns when possible.
- Co-Sponsor for multiple non-profit efforts...promotion, door prizes, monetary, table promotional displays.
- Chairperson Management Seminar/Training.
- April Fair Housing Luncheon continues, with the annual Fair Housing Award.
- The annual “Evening of Performance: held each May, and by design to educate the community about PHRC while providing diverse entertainment, will take on a new face this year, with primary educational emphasis placed upon excessive force and violence throughout our nation.
- Continue to maintain office through temporary employment service.

Objectives for FY2016:

- Maintain/enhance/expand current initiatives/programs.

Budget Summary: Paducah Human Rights Commission (PHRC)

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Personal Services	-	-	-	-
Contractual Services	\$25,183	\$23,477	\$28,520	\$24,060
Commodities	\$15,956	\$13,892	\$13,435	\$17,895
Capital Outlay	-	-	-	-
Total Dept. Budget	\$41,139	\$37,369	\$41,955	\$41,955

Human Resources

Department Mission

The mission of the Human Resource Department is to provide effective human resource management by developing and implementing policies, programs and services which contribute to the attainment of City and employee goals by:

- Properly balancing the needs of the employees and the needs of the City.
- Ensuring a diverse workforce in a safe and discrimination/harassment free environment by maintaining compliance with employment laws and government regulations; providing management and employee training; and developing policies and procedures.
- Providing training and development in areas of effective leadership; employment law and government regulation, and litigation avoidance.
- Hiring the most qualified employees by pre-planning staffing needs; ensuring an effective internal interview process; increasing City visibility in the employment marketplace; and identifying the best and most cost effective recruitment sources.
- Retaining our valued employees by assuring effective leadership qualities in our managers; providing competitive wages and benefits; conducting exit interviews and supplying relevant feedback to management; and enhancing two-way communication between employees and management.

Above all, employees will be provided the same concern, respect, and caring attitude within the organization that they are expected to share externally with every City of Paducah customer. The Human Resource Department consists of two divisions: HR Administration and Risk Management.

HR Administration:

This division formulates policies and develops programs in the full range of employment strategies to ensure compliance and services of the highest quality. In addition, this division works with the Finance Department in designing and implementing programs funded by the Health Insurance Fund, which is a self-insured fund for the employee health insurance cafeteria plan.

Risk Management:

This division assists in reducing accidents, injuries, and workers' compensation insurance costs for the City of Paducah through enhanced loss control efforts and continuing to reinforce risk training and strategies for the City's 300+ full-time employees. Risk Management also negotiates and processes payments from the Insurance Fund for expenditures related to liability, workers' compensation, property insurance and deductibles.

Staffing Summary: Human Resources

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
HR/Risk Director	V	1.0	1.0	1.0	1.0
HR Generalist	G	2.0	2.0	2.0	2.0
TOTAL		3.0	3.0	3.0	3.0

Department Narrative: Human Resources

FY2015 Highlights:

- Enhanced wellness incentives:
 - Reintroduced Edumedics to employees with an additional incentive offer for first time participants. Edumedics is a program designed to improve the health of employees struggling with high blood pressure, diabetes and/or hyperlipidemia.
 - Adjusted the wellness program to reflect an added focus on biometric results and non-nicotine use. The wellness incentives also outline approved fitness activities that earn employees premium credits including several City of Paducah organized events such as the Couch to 5K program, free 5K run/walks, and a 10 mile hike at Land Between the Lakes.
- Completed negotiation process with AFSCME – new contract to begin July 1, 2015.
- Moved from Avesis Vision Plan to Anthem Blue View Vision, resulting in lower employee premiums and a larger network of providers.
- By not filling the position of HR Director, which became vacant early in FY2015, the department was able to save salary dollars.
- Amended two policies:
 - Drug and Alcohol testing policy to reflect changes in case law
 - Discipline Policy

Objectives for FY2016:

- Implement Supervisor Training in Risk and Safety to improve loss control efforts throughout the City.
- Research and adjust plans, rates, and wellness incentives to conform to ACA guidelines and reporting requirements as changes occur.
- Human Resources Leadership Training for new supervisors and managers.
- Review and consider extension of the Edumedics contract.
- Implement new HR department software.

Budget Summary: Human Resources

Department Summary:

	Actual <u>FY2013</u>	Actual <u>FY2014</u>	Revised <u>FY2015</u>	Adopted <u>FY2016</u>
Personal Services	\$218,377	\$223,551	\$225,120	\$215,045
Contractual Services	\$40,977	\$30,181	\$38,250	\$43,485
Commodities	\$36,599	\$39,036	\$45,660	\$49,020
Capital Outlay	-	\$1,903	-	\$1,500
Total Dept. Budget	\$295,953	\$294,671	\$309,030	\$309,050

Other General Fund Divisions

This page contains the Budget Summaries for the Cable Authority, Main Street, Special Projects, and Interfund Transfers.

Budget Summary: Cable Authority

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Contractual Services	\$84,242	\$83,608	\$82,565	\$82,600
Commodities	\$8	\$4	\$10	\$10
Capital Outlay	-	\$430	\$3,000	\$1,000
Total Dept. Budget	\$84,250	\$84,042	\$85,575	\$83,610

Budget Summary: Main Street

	Actual FY2013	Actual FY2014	*Revised FY2015	Adopted FY2016
Personal Services	\$193,098	\$23,039	-	-
Contractual Services	\$15,926	\$28,790	-	-
Commodities	\$147,747	\$115,977	-	-
Capital Outlay	-	\$732	-	-
Total Dept. Budget	\$356,771	\$168,538	-	-

*The Main Street cost center was closed in FY2014. The department was absorbed into the Parks and Planning Departments

Budget Summary: Special Projects*

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Leave Expense	\$25,736	\$85,409	-	-
PJC Property Tax	\$300,087	\$302,463	-	-
Total Dept. Budget	\$325,823	\$387,872	-	-

*The Special Projects cost center is used for year-end financial statement presentation entries only

Budget Summary: Interfund Transfers (out)

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
Grant Fund	\$5,049	-	-	-
Investment Fund	-	\$2,500	\$265,750	\$261,000
E911 Fund	\$528,268	\$472,794	\$568,925	\$588,490
Debt Service Fund	\$744,061	\$648,719	\$499,680	\$493,740
Capital Projects Fund	\$1,171,712	\$674,724	\$971,250	-
Civic Center Fund	\$30,359	\$27,872	\$35,700	\$42,010
Rental Prop. Fund	\$39,495	\$13,550	-	-
Fleet Main. Fund	\$140,332	\$163,829	\$190,065	\$188,480
Insurance Fund	\$6,885	\$98,657	\$55,000	\$60,000
PFPF Fund	\$471,310	\$411,845	\$375,150	\$395,000
Oak Grove Cem.	\$125	-	-	-
Total Dept. Budget	\$3,137,596	\$2,514,490	\$2,961,520	\$2,028,720

OTHER GOVERNMENTAL FUNDS

In addition to the General Fund, the City utilizes 11 other Governmental Funds. These funds are: Municipal Aid Program Fund, Investment Fund, CDBG Fund, HOME Grant Fund, E911 Fund, Court Awards Fund, Debt Service Fund, Capital Improvements Fund, Bond Fund, Rental Property Fund, and Radio Depreciation & Operation Fund.

Municipal Aid Program (MAP) Fund

Fund Description

The Kentucky Transportation Cabinet administers the revenue sharing program; Municipal Aid Program (MAP) funded by motor fuel taxes as provided by Kentucky Revised Statutes (KRS) 177.320 through 177.366. Paducah's allocation of State motor fuel tax funds has historically averaged \$500,000 annually. MAP funding is based on population as determined by the most recent Census. Kentucky law requires the City to account for state shared gas tax money in a separate fund. The City traditionally adds a transfer from the Investment Fund to the MAP fund for the City's annual paving program.

The City maintains approximately 446 lane miles of streets. The Engineering-Public Works Department ranks the streets to prioritize the streets in need of resurfacing.

Fund Narrative:

In FY2015 the contract for pavement marking was renewed and the City initiated the process for renewing the resurfacing contract.

Objectives for FY2016:

- Continue to resurface streets based on the priority list established and maintained by the City Engineer/Public Works Director and the Street Superintendent.

Municipal Aid Program Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Taxes	\$663,057	\$597,079	\$680,000	\$480,000
Interest Income	\$13,662	\$13,959	\$8,000	\$6,000
<i>Interfund Transfers</i>				
Investment Fund	\$707,606	\$513,000	\$800,000	\$825,000
Bond Fund	\$152,394	-	-	-
Total Revenue	\$1,536,719	\$1,124,038	\$1,488,000	\$1,311,000
<i>Expenditures</i>				
Contractual Services	\$1,000	\$1,200	\$1,200	\$1,200
Commodities	-	\$820	-	-
Capital Outlay	\$1,190,979	\$1,519,187	\$1,638,000	\$1,599,000
<i>Interfund Transfers</i>				
Capital Projects Fund	\$200,000	-	-	-
Total Expenditures	\$1,391,979	\$1,521,207	\$1,639,200	\$1,600,200

Investment Fund

Fund Description

The City of Paducah levies a tax of 2.0 percent called the Occupational License Fee, also known as the Payroll Tax. The Occupational License Fee is paid by people who work within the City of Paducah. In other words, for every \$1.00 earned, \$0.02 is paid to the City to support local service. The Occupational License Fee is the largest revenue source for the City. In 2005, the City of Paducah made the decision to increase the fee from 1.5 percent to its current 2.0 percent. The first 1.5 percent of the fee is placed into the General Fund with the remaining 0.5 percent placed into a separate account, the Investment Fund. Expenditures from the Investment Fund are dedicated to economic development, neighborhood redevelopment, infrastructure/capital investment, and property tax relief. The public is informed of how the funds are being utilized through quarterly scorecards available on the City of Paducah's website: www.paducahky.gov.

Fund Narrative

Since the Investment Fund's creation in 2005, the allocation of dollars spent among the dedicated categories of economic development, neighborhood redevelopment, and infrastructure/capital investment have changed. In the first few years of its existence, the spending allocation was nearly equally divided among those three categories. However, in the most recent fiscal year, approximately half the spending allocation is dedicated to economic development. Also, a third of the allocation for infrastructure/capital investment and a half of the allocation for economic development are dedicated to debt service for previous capital projects or for existing economic development agreements. The percentage of the Investment Fund dedicated to Neighborhood Redevelopment has fallen to less than 10 percent. In summary, the annual revenue of the Investment Fund is completely allocated. Funding priorities will require review if new commitments are to be made from this fund.

Objectives for FY2016:

- Review funding priorities.
- Continue five-year fund projections.

Investment Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Licenses & Permits	\$4,522,942	\$4,469,857	\$4,775,000	\$4,800,000
Interest on Investments	\$5,609	-	-	-
Other Fees	-	\$3,701	-	-
<i>Interfund Transfers</i>				
General Fund	-	\$2,500	\$265,750	\$261,000
Capital Projects Fund	\$117,083	-	-	-
Total Revenue	\$4,645,634	\$4,476,058	\$5,040,750	\$5,061,000
<i>Expenditures –</i>				
<i>Economic Development</i>				
Contractual Services	\$601,986	\$542,700	\$498,150	\$500,000
Contributions	\$275,500	\$152,500	\$182,500	\$167,500
<i>Expenditures –</i>				
<i>Neighborhood Development</i>				
Contractual Services	\$2,200	\$3,000	\$3,000	\$3,000
Contributions	\$20,000	\$20,000	\$20,000	\$20,000
<i>Interfund Transfers</i>				
General Fund	\$250,000	\$250,000	\$194,500	\$179,500
MAP Fund	\$707,606	\$513,000	\$800,000	\$825,000
HOME Fund	\$168,000	-	-	-
Debt Service Fund	\$1,252,032	\$1,363,251	\$1,894,640	\$1,598,490
Capital Projects Fund	\$1,185,274	\$2,166,680	\$1,719,600	\$1,688,680
Downtown CIP Fund	-	\$295,093	-	-
Civic Center Fund	-	-	-	\$78,000
Rental Property Fund	\$225,169	-	-	-
Total Expenditures	\$4,687,767	\$5,306,224	\$5,312,390	\$5,060,170

The Investment Fund detailed projections through FY2020 can be found in the Appendix, pages 85-87 of this document.

Community Development Block Grant Fund

Fund Description

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. Beginning in 1974, the CDBG program is one of the longest continuously run programs at HUD.

Each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

Fund Narrative

During FY2016 CDBG funding application round, the City of Paducah will apply for two projects. The first will be for the Four Rivers Recovery Center – Center Point Recovery Center in the amount of \$250,000 through the Public Services (Recovery Center) program. This funding will aid the recovery center with personnel expenses related to providing drug rehabilitation services. The second project will be for \$500,000 through the Community Projects program to demolish the structure located at 432 Broadway.

Objectives for FY2016:

- Application for \$250,000 on behalf of the Four Rivers Recovery Center. No match is required.
- Application for \$500,000 to demolish the structure located at 432 Broadway. A 25% match is required.

CDBG Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Grants	\$434,593	\$802,907	\$1,250,000	\$750,000
Other Fees	\$38,197	\$75,903	-	-
<i>Interfund Transfers</i>				
Capital Projects Fund	-	-	-	\$125,000
Total Revenue	\$472,790	\$878,810	\$1,250,000	\$875,000
<i>Expenditures</i>				
Contractual Services	\$472,790	\$878,810	\$1,250,000	\$875,000
Total Expenditures	\$472,790	\$878,810	\$1,250,000	\$875,000

HOME Grant Fund

Fund Description

The HOME Investment Partnerships Program (HOME), provides formula grants to States and localities that communities use – often in partnership with local nonprofit groups – to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. HOME is the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households.

Fund Narrative

The Planning Department will not submit a HOME grant application for the Kentucky Housing Corporation in FY2016 due to changes in the program requirements.

Objectives for FY2016:

- Not Applicable.

HOME Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Grants	\$107,500	\$158,000	-	-
Property Rent & Sales	-	\$270,335	-	-
Other Fees	\$308,112	-	-	-
Interfund Transfers	\$168,000	-	-	-
Total Revenue	\$583,612	\$428,335	-	-
<i>Expenditures</i>				
Contractual Services	\$357,947	\$468,018	-	-
Total Expenditures	\$357,947	\$468,018	-	-

E911 Fund

Department Mission

The mission of the Department of Emergency Communications 911 Center is to provide timely and appropriate response to requests for assistance in case of emergency throughout McCracken County and the City of Paducah by providing high quality, efficient, and cost-effective communications support for public safety agencies and for the residents of McCracken County and the City of Paducah; facilitating the development of highly trained, proficient, dedicated and self-motivated personnel; constantly seeking ways to improve the performance of its employees and the quality of the services they provide to the community; and accomplishing the above within all legal and constitutional requirements through cooperation with governmental and community agencies and the public. E911 consists of three divisions; Administration, Support Personnel, and Communications Personnel.

Administration:

Administration oversees and manages the 911 center and creates and enforces policy and creates the budget for the center. The Director of 911 currently answers to an eleven member board comprised of the users of the 911 system and City and County elected officials.

Support Personnel:

The 911 center has an Administrative Secretary that works for the 911 Director in a support role and a Database Administrator that ensures that all address within Paducah and McCracken County are correct including reviewing permits for new structures and adding information to our software to ensure responder's safety.

Communications Personnel:

Current authorized staffing in the communications division is eighteen. This includes three Supervisors, three Assistant Supervisors, and twelve Telecommunicators that work ten-hour shifts per day.

Fund Narrative

FY2015 Highlights:

- Inside renovations including painting, carpet and tile.
- City of Paducah adopted resolution to maintain current 911 operation, declining a proposal from KSP.

Objectives for FY2016:

- Planning stages for a new public safety radio system.
- Planning stages for a new 911 phone system.
- Advanced leadership training of supervisors.

E911 Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Taxes	\$661,152	\$680,812	\$640,000	\$615,000
Grants	\$396,037	\$395,311	\$473,860	\$487,930
Interest Income	\$2,450	\$2,341	\$1,250	\$900
Other Fees	\$1,326	\$134	-	-
<i>Interfund Transfers</i>				
General Fund	\$528,268	\$472,794	\$568,925	\$588,490
Total Revenue	\$1,589,233	\$1,551,392	\$1,684,035	\$1,692,320
<i>Expenditures</i>				
Personal Services	\$1,302,261	\$1,318,464	\$1,366,125	\$1,358,270
Contractual Services	\$128,846	\$162,401	\$134,470	\$143,055
Commodities	\$162,585	\$170,526	\$183,230	\$183,995
Capital Outlay	-	-	-	\$7,000
Total Expenditures	\$1,593,692	\$1,651,391	\$1,683,825	\$1,692,320

Staffing Summary

	Grade	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
E911 Director		1.0	1.0	1.0	1.0
Assistant Director		1.0	1.0	1.0	1.0
Administrative Secretary		1.0	1.0	1.0	1.0
Database Administrator		1.0	1.0	1.0	1.0
Supervisor		3.0	3.0	3.0	3.0
Assistant Supervisor		3.0	3.0	3.0	3.0
Tele-communicator		12.0	12.0	12.0	12.0
TOTAL		22.0	22.0	22.0	22.0

Court Awards

Fund Description

For many years, the court system in Kentucky – at the conclusion of successful prosecutions – has awarded money and property to law enforcement agencies that were seized during criminal investigations. This money and property is then used by the agency toward other investigations; in effect, using criminals’ cash to investigate other criminals. Historically, The Paducah Police Department has used its Court Awards Fund to finance drug investigations through payments to confidential informants and “buy” money, but the department has also used the money to purchase in-car computers and other investigative tools.

Fund Narrative

The available balance in the state Court Awards Fund currently is just less than \$80,000. The Court Awards Fund balance is very fluid; money seized by law enforcement agencies is in “suspense” until it is released to the agency by the courts, which happens at various times during the year. In FY2015, the Paducah Police Department paid out more than \$6,800 to purchase drugs, pay informants, and conduct other criminal investigations.

Court Awards Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Fines	\$27,662	\$82,704	\$20,000	\$30,000
Interest Income	\$1,615	\$1,954	\$500	\$1,000
Total Revenue	\$29,277	\$84,658	\$20,500	\$31,000
<i>Expenditures</i>				
Contractual Services	\$50,281	\$21,568	\$25,750	\$25,750
Commodities	-	-	-	\$1,000
Capital Outlay	-	-	-	\$25,000
Total Expenditures	\$50,281	\$21,568	\$25,750	\$51,750

Debt Service Fund

Fund Description

The Debt Service Fund is used to account for the accumulation of resources for, and the payments of, principal, interest and related costs of debt.

Fund Narrative

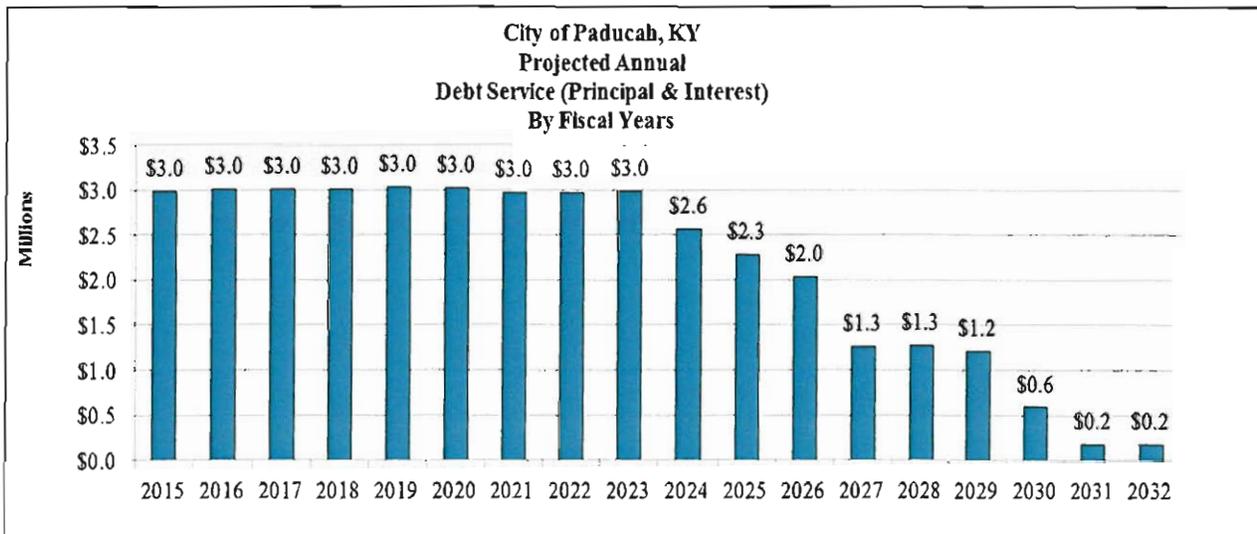
The City considers debt financing for major, non-recurring items, which are typically capital in nature. The Debt Service Fund currently accounts for the activity of the eleven notes/bond issues. Final maturity dates on these debt issues range from FY2020 to FY2032. The primary funding source for debt service payments is the Investment Fund, although there are General Fund transfers and rental income received as well.

Over the past 5 years, the City has taken advantage of historically low interest rates by refinancing four bond issues. In doing this, the City has saved in excess of \$2.4 million (\$1.9 million present value) over the life of the issues.

City of Paducah, KY Analysis of Bonds Refinanced In Past 5 Years					
					Totals
Year of Original Issue	2001	2004	2010	2005	
Year of Refinancing Issue	2010	2011	2014A	2014B	
Amount of Bonds Refunded	\$6,725,000	\$3,780,000	\$5,545,000	\$4,225,000	\$20,275,000
Dollars Saved over life of Issue	\$986,000	\$592,000	\$380,691	\$466,413	\$2,425,104
Dollars Saved over life of Issue - Present Value	\$798,000	\$443,000	\$305,374	\$365,026	\$1,911,400
Savings as a % of Refunded Bonds (target 5% >)	11.8%	11.7%	5.5%	9.5%	

Debt Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Licenses & Permits	\$570,169	\$581,698	\$581,720	\$583,320
Property Rent & Sales	\$405,796	\$202,898	-	\$289,000
Charges for Service	\$7,086	\$95,558	\$197,040	\$52,385
<i>Interfund Transfers</i>				
General Fund	\$744,061	\$648,719	\$499,680	\$493,740
Investment Fund	\$1,252,032	\$1,363,251	\$1,894,640	\$1,598,490
Total Revenue	\$2,979,144	\$2,892,124	\$3,173,080	\$3,016,935
<i>Expenditures</i>				
Contractual Services	\$900	\$1,500	\$1,500	\$1,500
Agent Fees KLC	\$83,875	\$78,880	\$79,275	\$75,150
2001 Series	\$580,798	\$581,698	\$581,720	\$583,315
2003 Series	\$172,737	\$175,920	\$181,265	\$186,555
2004 Series	\$393,583	\$394,014	\$394,080	\$393,775
2005 PFPF	\$495,461	\$497,219	\$498,180	\$492,235
2009 KLC	\$117,165	\$118,499	\$123,055	\$125,575
2009 KACO	\$200,728	\$201,453	\$201,955	\$202,230
2010 Series	\$448,985	\$457,702	\$453,990	\$450,000
2011 Margaret Hank	\$25,000	\$25,000	\$25,000	\$25,000
Murray State University	\$175,000	\$174,999	\$175,000	\$175,005
2013 Series	-	\$35,240	\$308,060	\$306,595
2014 Series	-	-	\$150,000	-
Total Expenditures	\$2,694,232	\$2,742,124	\$3,173,080	\$3,016,935



Capital Improvements Fund

Fund Description

The Capital Improvements Fund is used to account for the acquisition and construction of major capital facilities and equipment other than those financed by proprietary and trust funds.

Fund Narrative

Capital projects accounted for in this fund include all long-lived infrastructure such as greenway trails, riverfront development, streets, sidewalks, parks and public buildings, along with equipment like fire trucks, radios, police cars, road graders and bulldozers, telecommunications equipment, and computer hardware and software. The source of funding for these projects typically includes transfers from other funds (primarily the Investment Fund), debt proceeds, or grants/endowments. Most of the appropriations included in the Capital Improvement Fund are derived from the City's 5-year Capital Improvement Plan, which is continually reviewed and updated.

Capital Improvements Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Grants	\$2,255,964	\$5,400,145	\$4,791,000	\$11,749,000
Property Rent & Sales	\$843,747	\$167,460	-	-
Charges for Service	\$53,013	\$21,908	-	-
Interest Income	\$5,609	-	-	-
Other Fees	\$263,880	\$1,124,679	-	\$750,000
<i>Interfund Transfers</i>				
General Fund	\$1,171,712	\$674,724	\$971,250	-
Municipal Aid Fund	\$200,000	-	-	-
Investment Fund	\$1,185,274	\$2,166,680	\$1,719,600	\$1,688,680
Capital Projects Fund	\$258,444	\$186,054	\$67,000	-
Bond Fund	\$135,409	\$2,522,000	-	\$1,271,000
Total Revenue	\$6,373,052	\$12,263,650	\$7,548,850	\$15,458,680
<i>Expenditures</i>				
General Government	\$173,342	\$3,335,129	\$729,350	\$2,657,430
Inspection	\$85,131	\$176,781	\$77,500	\$70,000
Planning	\$118,307	\$118,307	\$6,250	\$6,250
Police	\$75,389	\$261,786	\$132,000	\$24,000
Fire	\$35,131	\$4,582	-	-
Engineering/Public Works	\$1,932,926	\$6,431,478	\$5,794,500	\$11,691,000
Main Street	\$28,926	\$349,969	\$253,000	\$230,000
Special Projects	\$1,875,668	\$1,248,403	\$821,200	\$1,755,000
<i>Interfund Transfers</i>				
General Fund	\$105,391	-	\$1,870	-
Investment Fund	\$117,083	-	-	-
CDBG Fund	-	-	-	\$125,000
Capital Projects Fund	\$258,444	\$186,054	\$67,000	-
Total Expenditures	\$4,805,738	\$12,112,489	\$7,882,670	\$16,558,680

Capital Improvement Fund – Fiscal Year 2016 Project Listing

Project Name	FY2016 Budget
<i>Expenditures</i>	
Airport Operation Subsidy	\$136,430
City-Wide Software Upgrade (partial)	\$350,000
Hotel Site Development	\$900,000
Bond Proceeds (2013B GOB)	\$1,271,000
Lien Recovery/Foreclosures	\$70,000
Coca Cola	\$6,250
LEPP Grant – Bullet Proof Vests	\$24,000
Floodwall Rehabilitation	\$150,000
Olivet Church Road Signal	\$50,000
County PK Road/Higdon Development	\$31,000
Riverfront Development Phase 1B (Local)	\$430,000
Riverfront Development Phase 1B (FHWA)	\$3,920,000
Riverfront Development Phase 1B (BIG)	\$910,000
Olivet Church Road (State of KY)	\$6,200,000
Roof Stabilization	\$50,000
Upper Story Living	\$75,000
Façade Grant Program	\$20,000
Downtown Business Grant	\$50,000
Downtown Pocket Park	\$35,000
Greenway Trail Grant Project	\$520,000
Fountain Ave. Property Acquisition	\$100,000
Fountain Ave. Home Owner Incentives	\$60,000
General Facility Maintenance	\$75,000
MLK & 13 th Street Park	\$1,000,000
<i>Interfund Transfers</i>	
CDBG Interfund Transfer	\$125,000
Total 2016 Expenditures	\$16,558,680

Bond Fund

Fund Description

The Bond Fund accounts for the receipt and disbursement of the City's bond proceeds. Most bond proceeds are transferred to capital projects within the Capital Improvements Fund.

Fund Narrative

This fund currently contains \$1.26 million dollars which will be utilized for capital projects in FY2016.

Bond Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Bond Proceeds	-	\$9,275,683	\$4,225,000	-
Interest Income	\$1,527	\$13,949	-	\$2,000
<i>Interfund Transfers</i>				
Investment Fund	-	\$295,093	-	-
Total Revenue	\$1,527	\$9,584,725	\$4,225,000	\$2,000
<i>Expenditures</i>				
Debt Service	-	\$5,798,777	\$4,225,000	-
<i>Interfund Transfers</i>				
Municipal Aid Fund	\$152,394	-	-	-
Capital Projects Fund	\$135,409	\$2,522,000	-	\$1,271,000
Total Expenditures	\$287,803	\$8,320,777	\$4,225,000	\$1,271,000

Rental Property Fund

Fund Description

The purpose of the Rental Property Fund is to capture expenses associated with property that is owned but not occupied by the City of Paducah. These buildings include:

Seaman's Church Institute/River Heritage Museum
 Market House Theater
 Probation & Parole Building
 Paducah Railroad Museum
 W.C. Young Community Center
 Oscar Cross Boys & Girls Club, Park Avenue location

Fund Narrative:

In FY2015, the City of Paducah was able to retain tenants of occupied buildings with minimum expense. Engineering-Public Works initiated building assessments to better prepare and plan for future responsibilities.

Objectives for FY2016:

- Continue to maintain rental property with minimum expense.

Rental Property Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Property Rent & Sales	\$138,554	\$129,906	\$134,920	\$134,920
<i>Interfund Transfers</i>				
General Fund	\$39,495	\$13,550	-	-
Investment Fund	\$225,169	-	-	-
Total Revenue	\$403,218	\$143,456	\$134,920	\$134,920
<i>Expenditures</i>				
Contractual Services	\$16,913	\$14,678	\$14,830	\$19,925
Commodities	\$276,836	\$29,838	\$70,090	\$64,545
<i>Interfund Transfers</i>				
General Fund	\$109,386	\$99,572	\$50,000	\$50,450
Total Expenditures	\$403,135	\$144,088	\$134,920	\$134,920

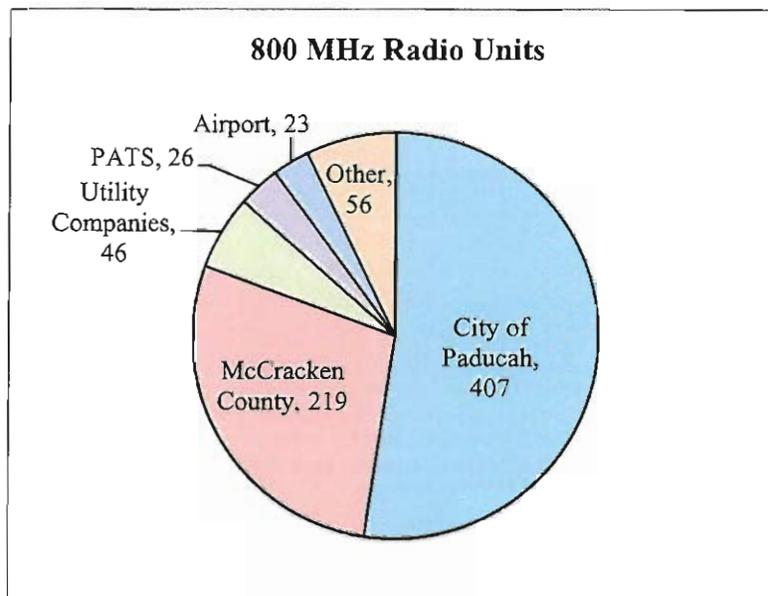
Radio Depreciation & Operation Fund

Fund Description

The Radio Depreciation/Operation Fund was established in FY2001 for the purpose of monitoring the revenues & expenses of the City's 800 MHz radio system.

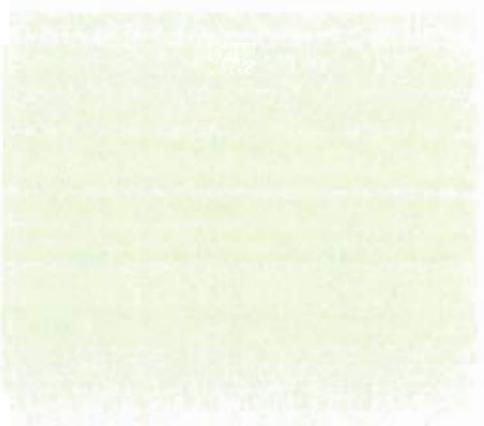
Fund Narrative

The Radio Depreciation & Operation Fund is used to account for the cost of operating the City's 800 MHz radio system in a manner similar to private business. The intent of the City of Paducah is to capture the cost of providing services on a continuing basis, financed primarily through user charges.



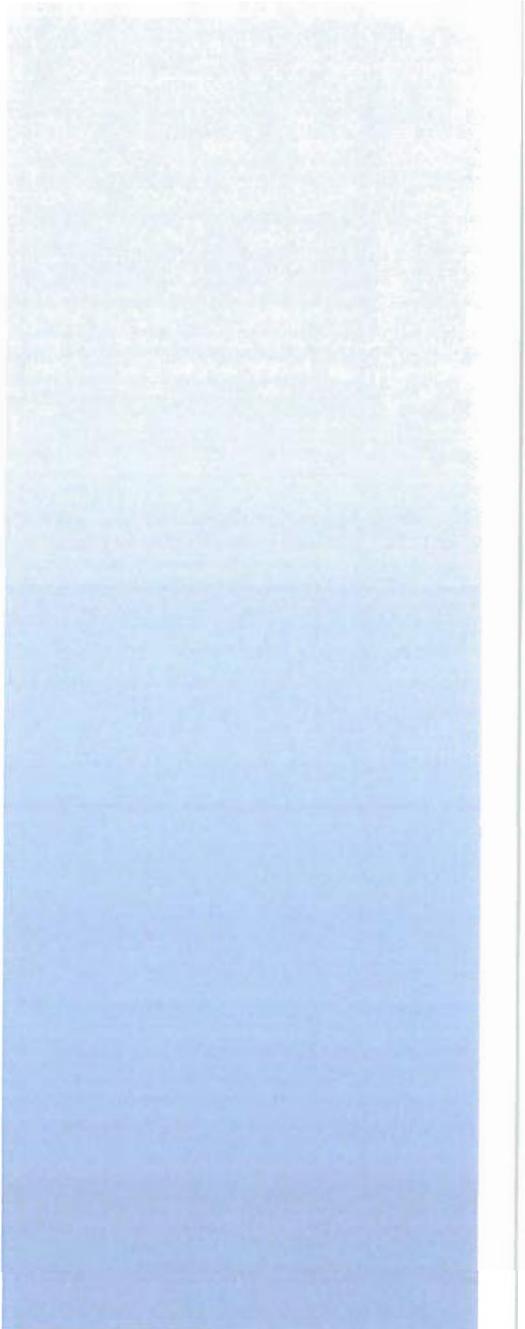
Radio Depreciation Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Property Rent & Sales	\$133,483	\$141,296	\$123,940	\$123,940
Interest Income	\$6,413	\$7,193	\$3,000	\$4,800
Total Revenue	\$139,896	\$148,489	\$126,940	\$128,740
<i>Expenditures</i>				
Contractual Services	\$31,068	\$32,181	\$36,060	\$35,875
Capital Outlay	\$6,060	\$11,276	\$25,000	\$37,000
Total Expenditures	\$37,128	\$43,457	\$61,060	\$72,875



ENTERPRISE FUNDS

Enterprise Funds are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges. The City utilizes 2 enterprise funds; Solid Waste Fund, and Civic Center Fund.



Solid Waste

Department Mission

The Engineering-Public Works (EPW) Department is dedicated to serving the citizens of Paducah by providing professional engineering services that enhance the quality of life for the people who live in and visit the City of Paducah. Through the use of teamwork and coordination of well-organized divisions within the EPW Department itself, we not only provide effective and efficient support services for other City departments but we strive to use cost effective resources to deliver quality solid waste services, maintain streets, city facilities, and the City's entire vehicle & equipment fleet while working diligently to maintain the City's floodwall in order to protect the citizens, businesses and assets within the City of Paducah. The Solid Waste Department consists of 5 divisions: Administration, Residential Collection, Commercial Collection, Compost and Yard Debris Recycling, and Bulk, Brush & Leaf.

Administration:

This division supervises, directs, administers, and manages the resources of all solid waste funds. It ensures that solid waste collection and disposal systems are provided for the customers in an efficient, effective, and economical manner, at or below competitive market rates, and adheres to state and federal regulations. Administration maintains an inventory of all rollouts and dumpsters. The annual Spring Clean-up Day for Paducah and McCracken County residents is organized and managed by this division. Administration also works with the Compost Facility to improve its operations and offer a high quality composted bio-solids product.

Residential Collection:

The Residential Collection division provides collection and disposal of solid waste for the

residential and commercial roll-out customers. Residential customers are on a once per week schedule. Commercial roll-out customers have the option of multiple pickups per week, depending on the customers' needs. This division also assists in weekly collection of yard waste. This service is to be provided in an efficient, effective, and economical manner, while complying with federal and state mandated regulations. The division maintains an inventory of all rollouts and manages their repair and replacement needs.

Commercial Collection:

The Commercial Collection division is responsible for the collection and disposal of commercial solid waste materials contained in dumpsters. This division maintains an inventory of all dumpsters and manages their repair and replacement needs.

Compost and Yard Debris Recycling:

The Compost Facility located on North 8th Street provides composting programs to meet federal and state targeted goals of 25% reduction in the solid waste stream. This facility operates a bio solids composting facility by using yard waste collected and combining it with bio solids from the wastewater treatment plant to produce an enriched soil amendment.

Bulk, Brush, & Leaf:

This division of Solid Waste provides collection of separated green waste to include tree limbs, bagged grass clippings, bagged leaves, and brush. This division also collects and disposes of white goods, furniture, and green waste at or below competitive market rates, in an economical and effective manner.

Department Narrative: Solid Waste

FY2015 Highlights:

- Updated and continue tracking all serial numbers on rollouts and dumpsters that have serial numbers.
- Verified all account changes match the services provided.
- Created replacement priority system for commercial dumpsters.
- Continued to purchase slant top dumpsters which decreases the occurrence of broken lids.

Objectives for FY2016:

- Create a system to label and track dumpsters that do not have serial numbers from manufacturer.
- Adjust residential & commercial routes for better efficiency.
- Create better efficiency in the collection of yard debris & bulk items.
- Replace compost yard office building.
- Increase number of employees with compost operator's license.
- Renew State permit for compost facility.

Staffing Summary: Solid Waste/Engineering/Public Works

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Administration</i>					
City Engineer & Pub. Wks Director	Z	0.2	0.2	0.2	0.2
EPW Operations Manager	O	0.2	0.2	0.2	0.2
Solid Waste Superintendent	N	1.0	1.0	1.0	1.0
Solid Waste Supervisor	L	1.0	1.0	1.0	1.0
Administrative Assistant III	D	1.0	1.0	1.0	1.0
<i>Residential Collection</i>					
Laborer	C	7.0	7.0	7.0	7.0
Truck Driver	C	6.0	6.0	6.0	6.0
<i>Commercial Collection</i>					
Truck Driver	C	4.0	4.0	4.0	4.0
<i>Compost and Yard Debris Recycling</i>					
Compost Supervisor	L	1.0	1.0	1.0	1.0
Compost Equipment Operator	C	1.0	1.0	1.0	1.0
<i>Bulk, Brush, & Leaf</i>					
Right-of-way Maintenance	C	3.0	3.0	3.0	3.0
TOTAL		25.40	25.40	25.40	25.40

Solid Waste Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Grants	\$47,200	\$55,112	\$30,000	\$30,000
Property Rent & Sales	\$86,807	\$13,422	\$7,500	\$75,000
Charges for Services	\$4,362,520	\$4,410,059	\$4,350,000	\$4,368,000
Interest Income	\$49,292	\$48,189	\$17,500	\$28,000
Other Fees	\$9,540	\$9,643	-	\$3,000
Total Revenue	\$4,555,359	\$4,536,425	\$4,405,000	\$4,504,000
<i>Expenditures</i>				
Administration	\$720,441	\$689,227	\$736,940	\$743,245
Residential Collection	\$1,459,095	\$1,508,778	\$1,755,390	\$2,134,645
Commercial Collection	\$1,188,720	\$1,126,801	\$1,481,075	\$1,494,350
Compost	\$311,228	\$356,606	\$393,630	\$558,050
Bulk, Brush & Leaf	\$242,789	\$257,160	\$260,530	\$259,660
Landfill	\$45,218	\$46,663	\$45,000	\$45,000
Interfund Transfers	\$240,000	\$240,000	\$240,000	\$240,000
Total Expenditures*	\$4,207,491	\$4,225,235	\$4,912,565	\$5,474,950

*Capital acquisitions are transferred to the balance sheet at the close of the fiscal year.



Solid Waste Expenditure Summary:

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Administration</i>				
Personal Services	\$270,984	\$260,891	\$242,655	\$249,650
Contractual Services	\$79,885	\$82,256	\$92,390	\$129,945
Commodities	\$37,379	\$40,585	\$49,620	\$35,900
Capital Outlay	\$274	\$2,303	\$26,675	\$27,750
Depreciation	\$331,919	\$303,192	\$325,600	\$300,000
<i>Residential Collection</i>				
Personal Services	\$676,250	\$704,169	\$721,065	\$734,100
Contractual Services	\$553,337	\$556,789	\$545,725	\$616,045
Commodities	\$220,367	\$240,738	\$232,575	\$211,500
Capital Outlay	\$9,141	\$7,082	\$256,025	\$573,000
<i>Commercial Collection</i>				
Personal Services	\$215,549	\$221,921	\$227,580	\$234,750
Contractual Services	\$754,461	\$725,840	\$757,800	\$769,885
Commodities	\$210,173	\$176,313	\$207,480	\$189,215
Capital Outlay	\$8,537	\$2,727	\$288,215	\$300,500
<i>Compost & Yard Debris</i>				
Personal Services	\$128,713	\$129,777	\$131,885	\$133,465
Contractual Services	\$117,287	\$113,632	\$134,135	\$131,100
Commodities	\$64,925	\$93,257	\$127,290	\$93,085
Capital Outlay	\$303	\$19,940	\$320	\$200,400
<i>Bulk, Brush, & Leaf</i>				
Personal Services	\$170,067	\$174,453	\$174,490	\$174,610
Contractual Services	\$38,372	\$51,358	\$47,695	\$49,425
Commodities	\$33,963	\$31,177	\$38,000	\$34,625
Capital Outlay	\$387	\$172	\$345	\$1,000
<i>Landfill</i>				
Contractual Services	\$45,218	\$46,663	\$45,000	\$45,000
<i>Interfund Transfers</i>				
General Fund	\$240,000	\$240,000	\$240,000	\$240,000
Total Expenditures	\$4,207,491	\$4,225,235	\$4,912,565	\$5,474,950

Civic Center Fund

Fund Description

The main function of the Robert Cherry Civic Center is to provide rental services at a competitive rate. The Parks Services Department is responsible for overseeing the rentals at the Robert Cherry Civic Center. Parks' staff is responsible for handling the reservations, obtaining set up information and making sure that all documentation is in place prior to the rental date. An outside vendor is contracted to provide cleaning and set up services for the events.

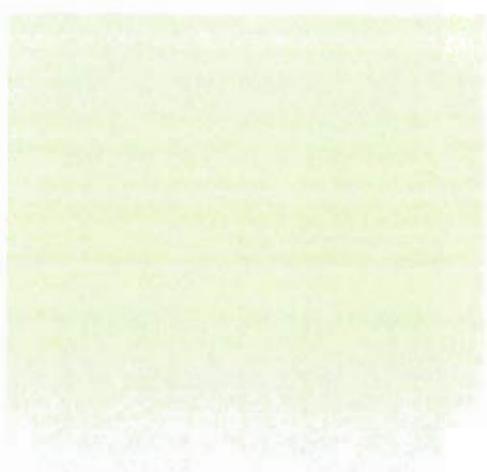
Objectives for FY2016:

- Increase rental revenue.
- Roof replacement.

Civic Center Fund Statement of Revenue and Expenditures

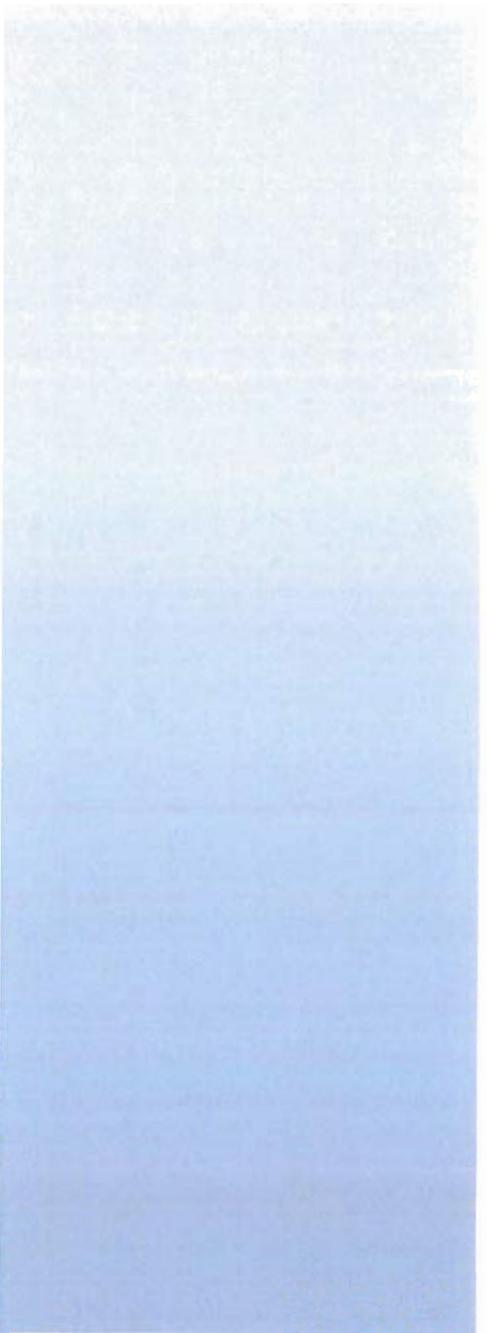
	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Rental Income	\$38,265	\$41,266	\$36,000	\$40,000
Interest on Checking	(\$145)	(\$5)	-	-
<i>Interfund Transfers</i>				
General Fund	\$30,359	\$27,872	\$35,700	\$42,010
Investment Fund	-	-	-	\$78,000
Total Revenue	\$68,479	\$69,133	\$71,700	\$160,010
<i>Expenditures</i>				
Contractual Services	\$20,659	\$21,861	\$27,485	\$27,630
Commodities	\$47,320	\$50,094	\$44,215	\$54,380
Depreciation	\$10,021	\$10,021	\$10,025	\$10,025
Total Expenditures	\$78,000	\$81,976	\$81,725	\$92,035





INTERNAL SERVICE FUNDS

Internal Service Funds are used to accumulate and allocate costs internally among the City's various functions. The City utilizes 4 internal service funds; Fleet Maintenance Fund, Fleet Lease Fund, Insurance Fund, and Health Insurance Fund.



Fleet Maintenance Fund

Department Mission

The Fleet Maintenance Division of Engineering-Public Works strives to establish efficient and effective delivery of City fleet services by providing “customers” with safe, reliable, economical, and environmentally sound transportation and related support services that are responsible to the needs of the customer departments and that conserve vehicle value and equipment investment. This division maintains and repairs all City vehicles including police and fire vehicles, solid waste trucks, heavy equipment, and lawn maintenance equipment. Fleet Maintenance also oversees the purchase of all vehicles and equipment in addition to facilitating the auction of surplus items and vehicles that have come to the end of their useful lifespan with the City.

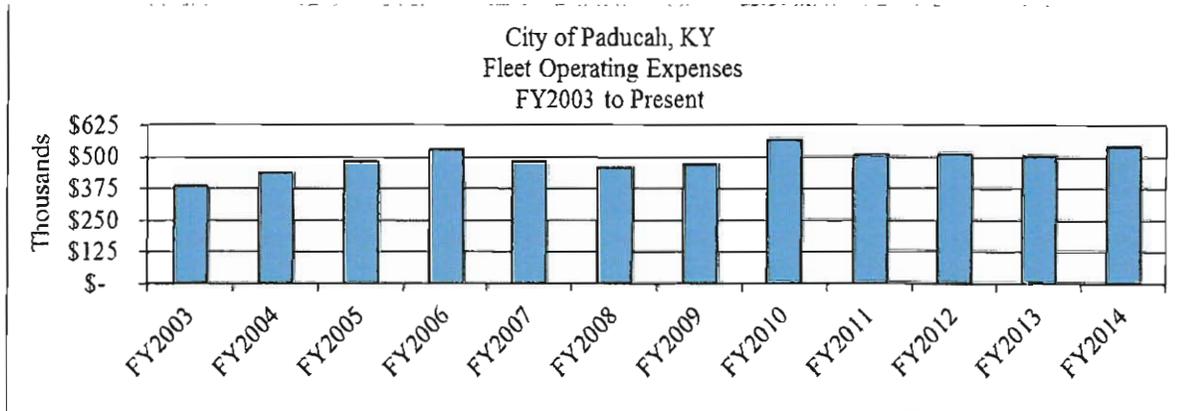
Department Narrative: Fleet Maintenance

FY2015 Highlights:

- Ordered, prepared and put into service five new police interceptors, two refuse trucks, two dump trucks for the Street Division and one vehicle for the Fire Department.
- Mechanics completed more than 1,338 service tickets.

Objectives for FY2016:

- Coordinate with IT to implement a bar code scanning system for inventory.
- Continue efforts to streamline inventory.
- Continue to purchase fuel-efficient (greener) vehicles.



Staffing Summary: Fleet Maintenance Fund

	<u>Grade</u>	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Fleet Maintenance</i>					
EPW Fleet/Maintenance Superint.	O	0.5	0.5	0.5	0.5
EPW Fleet Supervisor	L	1.0	1.0	1.0	1.0
Administrative Assistant III	D	1.0	1.0	1.0	1.0
Fleet Mechanic II	I	4.0	4.0	4.0	4.0
TOTAL		6.5	6.5	6.5	6.5

Fleet Maintenance Fund Statement of Revenue and Expenditures

	<u>Actual FY2013</u>	<u>Actual FY2014</u>	<u>Revised FY2015</u>	<u>Adopted FY2016</u>
<i>Revenue</i>				
Property Rent & Sales	\$131	-	-	-
Interest Income	\$22	\$25	-	-
Internal Service Rev.	\$371,661	\$354,721	\$347,500	\$347,500
Other Fees	\$294	\$290	\$250	\$100
<i>Interfund Transfers</i>				
General Fund	\$140,332	\$163,829	\$190,065	\$188,480
Interfund Transfers	\$8,775	-	-	-
Total Revenue	\$521,215	\$518,865	\$537,815	\$536,080
<i>Expenditures</i>				
Personal Services	\$404,298	\$438,893	\$433,555	\$437,580
Contractual Services	\$33,461	\$33,272	\$35,045	\$34,700
Commodities	\$60,621	\$72,755	\$62,860	\$58,000
Capital Outlay	\$4,338	\$757	\$5,800	\$5,800
Depreciation	\$10,724	\$10,480	\$8,645	\$8,000
Total Expenditures	\$513,442	\$556,157	\$545,905	\$544,080

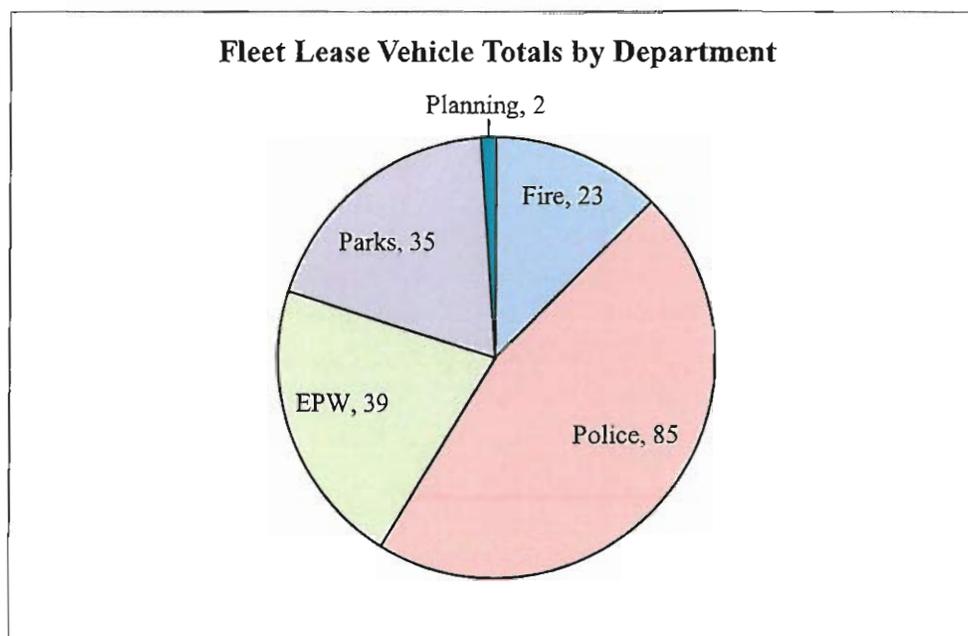
Fleet Lease Trust Fund

Fund Description

The Fleet Lease Trust Fund is used to account for all manner of financial activity regarding the accumulation of funds for, and the purchase of, vehicles and heavy equipment by departments in the General Fund.

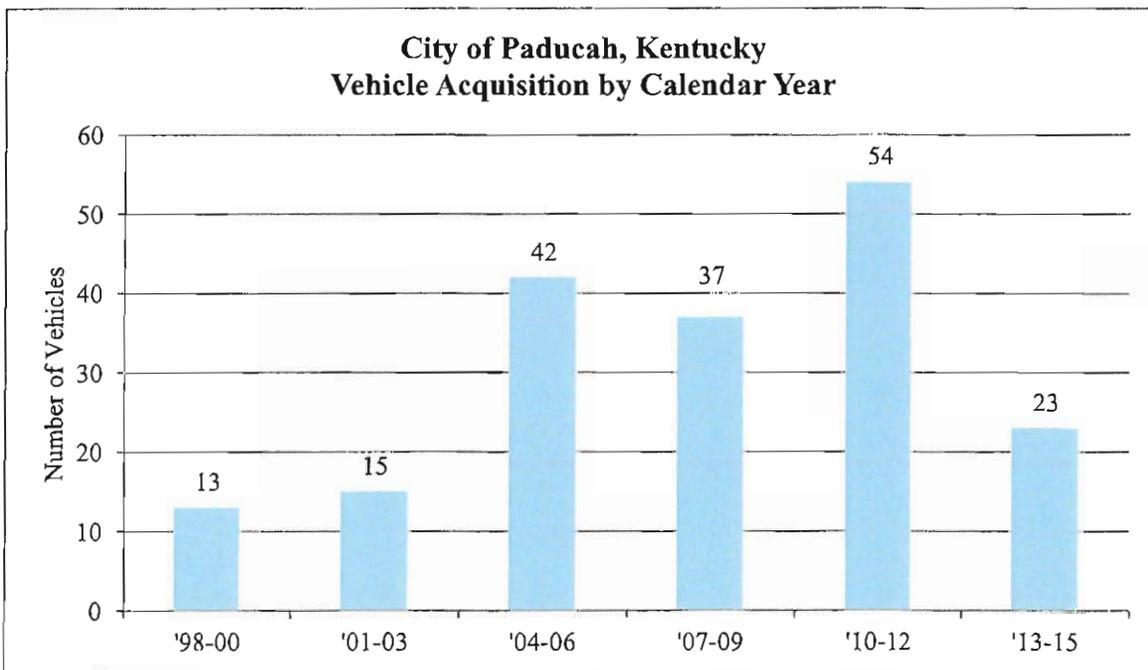
Fund Narrative

The Fleet Lease Trust Fund, which was created in FY1999, ensures that appropriate funding is available for the replacement of vehicles and heavy equipment owned by the City through the General Fund. When a new vehicle is purchased, a lease amount is calculated by dividing the cost of the vehicle over its expected useful life. Each department pays the lease amount monthly into the Fleet Lease Trust Fund. When the vehicle comes to the end of its useful life and is ready for auction, the funds accumulated from the lease payments and interest earned, provide the funds to replace the vehicle. Solid Waste and Fleet Maintenance Fund vehicles, are not included in the Fleet Lease Trust Fund.



Fleet Lease Trust Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Property Rent & Sales	\$771,060	\$758,158	\$808,720	\$827,755
Interest Income	\$35,913	\$32,597	\$12,500	\$22,500
<i>Interfund Transfers</i>				
Insurance Fund	-	\$8,500	-	-
Total Revenue	\$806,973	\$799,255	\$821,220	\$850,255
<i>Expenditures</i>				
Contractual Services	\$26,700	\$28,400	\$32,000	\$38,000
Commodities	\$209	\$101	\$200	\$250
Capital Outlay	\$423	-	\$1,048,000	\$1,692,000
Depreciation	\$599,493	\$609,352	\$744,000	\$756,000
<i>Interfund Transfers</i>				
Fleet Maintenance Fund	\$8,775	-	-	-
Total Expenditures	\$635,600	\$637,853	\$1,824,200	\$2,486,250



Insurance Fund

Fund Description

The Insurance Fund captures all manner of revenues & expenditures related to liability, workers' compensation, and property insurance and deductibles of the City of Paducah.

Fund Narrative

The Insurance Fund was designed to account for the cost associated with the City's insurance activities. The Fund captures all manner of financial activity associated with the City's cost of insurance as well as the cost to provide insurance on a continuing basis through user charges. All lines of coverage are generally acquired through the Kentucky League of Cities insurance program with coverage for: public official's liability, general liability, vehicle damage and liability, property damage, law enforcement liability and workers' compensation insurance as well as commercial crime coverage.

In FY2007, the City adopted a \$5,000 'first dollars' paid deductible program for workers' compensation insurance coverage. Similar deductible programs were set up in FY2007 to address public officials (\$10,000) and law enforcement liability (\$25,000) insurance coverages.

Insurance Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Internal Service Revenues	\$909,105	\$929,614	\$965,095	\$1,107,150
<i>Interfund Transfers</i>				
General Fund	\$6,885	\$98,657	\$55,000	\$60,000
Total Revenue	\$915,990	\$1,028,271	\$1,020,095	\$1,167,150
<i>Expenditures</i>				
Contractual Services	\$919,732	\$950,950	\$1,020,495	\$1,161,550
<i>Interfund Transfers</i>				
Fleet Lease Trust Fund	-	\$8,500	-	-
Total Expenditures	\$919,732	\$959,450	\$1,020,495	\$1,161,550

Health Insurance Fund

Fund Description

The Health Insurance Fund is a self-insured fund, internal service fund designed to capture all manner of financial activities associated with the employee health insurance cafeteria plan.

Fund Narrative

The City of Paducah contracts with Peel & Holland to assist in managing the health insurance program. Premiums charged to the employees and the City's contributions are reviewed annually and adjusted as necessary to keep the self-funded plan sustainable. Re-insurance is purchased through this fund to protect it against catastrophic loss. The City cares about the health of their employees and is committed to supporting wellness. A variety of wellness activities and preventative programs are also included in this fund.

As an 'associate agency', the Joint Sewer Agency (JSA) participates in the City's health insurance plan.

Paducah Health Insurance Fund's Covered Members by Type					
CY	Emp.	E/C	E/S	Family	Total
2015	124	47	31	55	257
2014	120	45	24	58	247
2013	130	43	26	56	255
2012	130	44	28	55	257
2011	130	41	27	53	251
2010	136	47	33	45	261

Health Insurance Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Internal Service Revenues	\$4,216,894	\$3,568,847	\$3,771,700	\$3,762,660
Other Fees	\$46	-	-	-
Total Revenue	\$4,216,940	\$3,568,847	\$3,771,700	\$3,762,660
<i>Expenditures</i>				
Contractual Services	\$3,692,496	\$2,697,967	\$3,771,700	\$3,762,660
Total Expenditures	\$3,692,496	\$2,697,967	\$3,771,700	\$3,762,660

FIDUCIARY FUNDS

Fiduciary funds are used to account for assets held in trust by the government for the benefit of individuals or other entities. The City utilizes 2 fiduciary funds; Appointive Employees' Pension Fund (AEPF) and Police & Fire Pension Fund (PFPF).

Appointive Employees' Pension Fund (AEPF)

Fund Description

The Appointive Employees' Pension Fund (AEPF) of the City of Paducah was established in 1946. It was authorized by the Kentucky Revised Statutes. The fund was put in place to cover all civil service employees of the City of Paducah, except police and fire fighters which had their own retirement plan. Starting in 1975, eligible employees voted to migrate into the Kentucky County Employees Retirement System (CERS) which is administered by the State of Kentucky. The AEPF plan closed to any new members following the 1975 CERS vote.

Fund Narrative

In the past, the AEPF's source of funding has been from investments; however, all Fund assets are expected to be exhausted by the end of FY2016. Future funding will come from the General Fund for the remaining life of the Fund for the 3 remaining pensioners.

AEPF Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Interest on Investments	\$561	-	-	-
Interest on Checking	\$478	\$597	\$500	\$100
Total Revenue	\$1,039	\$597	\$500	\$100
<i>Expenditures</i>				
Personal Services	\$25,042	\$21,152	\$19,860	\$19,860
Contractual Services	\$7,053	\$7,465	\$7,655	\$7,755
Commodities	\$23	\$18	\$25	\$25
Total Expenditures	\$32,118	\$28,635	\$27,540	\$27,640

Police & Fire Pension Fund (PFPF)

Fund Description

The Police and Fire Pension Fund (PFPF) of the City of Paducah was created in 1956 to provide retirement, disability, and death benefits for police and fire fighters and their beneficiaries. On August 1, 1988, the plan was closed to new entrants and current active duty police and firemen of the City were given a choice of remaining in this plan or transferring into the Kentucky County Employees Retirement System (CERS), which is administered by the State of Kentucky.

Fund Narrative

This fund is primarily funded by a \$6 million bond that was issued in 2005. Although it was anticipated that this bond would carry the fund to term, the downturn in the economy led to decreased investment earnings and an unfunded liability. A transfer from the General Fund is made to meet the annual minimum actuarial requirement. There is one active member and 56 inactive members in this plan as of the date of this report.

PFPF Fund Statement of Revenue and Expenditures

	Actual FY2013	Actual FY2014	Revised FY2015	Adopted FY2016
<i>Revenue</i>				
Property Rent & Sales	\$448,722	\$877,920	\$350,000	\$350,000
Interest Income	\$219,876	\$179,805	\$225,000	\$225,000
Internal Service Revenues	\$11,178	\$10,809	\$9,615	\$9,915
Other Fees	-	\$3,534	-	-
<i>Interfund Transfers</i>				
General Fund	\$471,310	\$411,845	\$375,150	\$395,000
Total Revenue	\$1,151,086	\$1,483,913	\$959,765	\$979,915
<i>Expenditures</i>				
Personal Services	\$1,524,801	\$1,445,080	\$1,415,000	\$1,356,000
Contractual Services	\$47,840	\$48,029	\$53,210	\$53,160
Commodities	\$404	\$377	\$450	\$450
Total Expenditures	\$1,573,045	\$1,493,486	\$1,468,660	\$1,409,610

Employee Budget Census

CC	Department/Divisions	FY2008 Adopted 2007-2008	FY2009 Adopted 2008-2009	FY2010 Adopted 2009-2010	FY2011 Adopted 2010-2011	FY2012 Adopted 2011-2012	FY2013 Adopted 2012-2013	FY2014 Adopted 2013-2014	FY2015 Adopted 2014-2015
0102	MAYOR & COMMISSION *	5	5	5	5	5	5	5	5
0103	CITY MANAGER	4	4	4	4	4	4	4	4
0104	CITY CLERK	2	2	2	2	2	2	1	1
0105	LEGAL	<u>1</u>							
	TOTAL GEN GOVT	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>	<u>11</u>	<u>11</u>
0201	ADMINISTRATION	2	3	2	2	2	2	2	2
0202	ACCOUNTING & BUDGET	6	5	4	4	4	4	4	4
0203	HUMAN RESOURCES	0	3	3	3	0	0	0	0
0205	REVENUE	<u>6</u>	<u>6</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
	TOTAL FINANCE	<u>14</u>	<u>17</u>	<u>14</u>	<u>14</u>	<u>11</u>	<u>11</u>	<u>11</u>	<u>11</u>
0301	PRDA	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
0501	INFORMATION TECHNOLOGY	<u>4</u>	<u>4</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>5</u>	<u>5</u>
0801	ADMINISTRATION	2	2	2	2	2	0	0	0
0802	CONSTRUCTION	5	5	4	4	5	0	0	0
0803	CODE ENFORCEMENT	5	5	4	5	4	0	0	0
0804	NEIGHBORHOOD REDEVELOPMENT	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL INSPECTION	<u>13</u>	<u>13</u>	<u>10</u>	<u>11</u>	<u>11</u>	<u>0</u>	<u>0</u>	<u>0</u>
1201	ADMINISTRATION	3	3	3	3	3	3	3	3
1202	PLANNING	3	2	1	1	1	1	1	1
1203	GRANTS	2	2	2	2	2	2	2	2
1206	SECTION 8	3	3	3	3	3	3	3	3
1207	DOWNTOWN DEVELOPMENT	<u>0</u>	<u>1</u>						
	TOTAL PLANNING	<u>11</u>	<u>10</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>10</u>
1601	ADMINISTRATIVE SERVICES	10	11	9	4	4	4	4	4
1602	PATROL	66	65	64	65	64	64	60	60
1604	INVESTIGATIONS	<u>17</u>	<u>17</u>	<u>17</u>	<u>21</u>	<u>22</u>	<u>20</u>	<u>23</u>	<u>23</u>
	TOTAL POLICE	<u>93</u>	<u>93</u>	<u>90</u>	<u>90</u>	<u>90</u>	<u>88</u>	<u>87</u>	<u>87</u>
1801	ADMINISTRATION	2	2	2	2	2	4	4	5
1802	SUPPRESSION	62	62	59	59	59.5	59	60	59
1803	PREVENTION	4	4	2	2	2	1	2	2
1804	TRAINING	1	1	1	1	1	1	1	1
1805	CONSTRUCTION	0	0	0	0	0	5	5	5
1806	CODE ENFORCEMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4</u>	<u>4</u>	<u>4</u>
	TOTAL FIRE	<u>69</u>	<u>69</u>	<u>64</u>	<u>64</u>	<u>64.5</u>	<u>74</u>	<u>76</u>	<u>76</u>
2201	ADMINISTRATION	5.5	5.5	3	0	0	0	0	0
2202	STREET MAINTENANCE	25	25	23	23	23	20	20	21
2214	DOWNTOWN LANDSCAPE	4	4	14	0	0	0	0	0
2216	MAINTENANCE	<u>29</u>	<u>30</u>	<u>15</u>	<u>13.5</u>	<u>11.5</u>	<u>13.5</u>	<u>13.5</u>	<u>12.5</u>
	TOTAL EPW - PUBLIC WORKS	<u>63.5</u>	<u>64.5</u>	<u>55</u>	<u>36.5</u>	<u>34.5</u>	<u>33.5</u>	<u>33.5</u>	<u>33.5</u>
2208	ADMINISTRATION	3	3	3	3	3.4	3.4	3.4	3.4
2209	RESIDENTIAL	15	15	14	14	13	13	13	13
2210	COMMERCIAL	3	3	4	4	4	4	4	4
2211	COMPOST & RECYCLING	2	2	2	2	2	2	2	2
2212	BULK BRUSH	<u>4</u>	<u>4</u>	<u>4</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
	TOTAL SOLID WASTE	<u>27</u>	<u>27</u>	<u>27</u>	<u>26</u>	<u>25.4</u>	<u>25.4</u>	<u>25.4</u>	<u>25.4</u>

Employee Budget Census

CC	Department/Divisions	FY2008 Adopted 2007-2008	FY2009 Adopted 2008-2009	FY2010 Adopted 2009-2010	FY2011 Adopted 2010-2011	FY2012 Adopted 2011-2012	FY2013 Adopted 2012-2013	FY2014 Adopted 2013-2014	FY2015 Adopted 2014-2015
2215	FLEET MAINTENANCE	7	6	8	6.5	6.5	6.5	6.5	6.5
2401	ADMINISTRATION	7	7	7	7	7	7	7	7
2402	GROUNDS & CEM. (moved from 2216)	0	0	0	17	17	17	17	17
2409	PUBLIC SERVICES (moved from 4411)	0	0	0	0	0	0	0	1
	TOTAL PARKS SERVICES	7	7	7	24	24	24	24	25
3011	HUMAN RIGHTS	1	1	1	1	0	0	0	0
3307	ENGINEERING	7	6	5	7	7.6	7.6	6.6	6.6
3308	FLOOD CONTROL	5	5	5	5	5	5	5	5
	GIS	2	2	0	0	0	0	0	0
	TOTAL EPW - ENGINEERING	14	13	10	12	12.6	12.6	11.6	11.6
3511	RISK/HUMAN RESOURCES	4.5	1.5	1	1	3	3	3	3
4411	PRA	0	5	3	5	4	3	3	0
	TOTAL FULL-TIME POSITIONS	340	343	317	318	314.5	309	307	306

* -The above amounts include elected officials (5).

Summary:	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015
GENERAL FUND	306	310	282	285.5	282.6	277.1	275.1	274.1
ENTERPRISE FUNDS	34	33	35	32.5	31.9	31.9	31.9	31.9
FULL-TIME POSITIONS	340	343	317	318	314.5	309	307	306

**City of Paducah
Capital Improvement Plan - 5 year Projection**

Project Name	Local Funds					Total Projected 5 yr Need
	Projected FY2016	Projected FY2017	Projected FY2018	Projected FY2019	Projected FY2020	
	Projected Need					
Downtown						
1 Rehabilitation of 2nd Street Parking Lot	-	150,000	-	-	-	150,000
2 Downtown Incentive Programs	230,000	200,000	200,000	200,000	200,000	1,030,000
3 Wall to Wall Maintenance	15,000	15,000	15,000	15,000	15,000	75,000
4 Locomotive Restoration	-	-	-	-	-	-
5 Hotel Site Incentive	-	-	-	-	-	-
6 Hotel Site Development	-	-	-	-	-	-
7 Convention Center Kitchen	834,000	-	-	-	-	834,000
8 Showroom - Phase I	*	2,415,000	-	-	-	2,415,000
9 Convention Center FF&E	&&	-	690,000	-	-	690,000
Floodwall						
10 Floodwall Rehab Design	150,000	150,000	-	-	-	300,000
11 Floodwall Rehab Construction	1,000,000	2,000,000	1,500,000	-	-	4,500,000
12 Floodwall Pump Rehab/Replacement	-	-	-	-	-	-
General/Facilities						
13 City Hall Design	902,000	-	-	-	-	902,000
14 City Hall	-	12,500,000	-	-	-	12,500,000
15 Dolly McNutt Plaza Renovation/Repairs	-	1,000,000	-	-	-	1,000,000
16 Public Safety Headquarters	-	-	-	-	20,000,000	20,000,000
17 Police Department - Property & Land Acquisition	224,000	-	-	-	-	224,000
18 City-Wide Generator Plan	-	-	96,000	182,000	-	278,000
19 Facilities Maintenance	75,000	150,000	150,000	150,000	150,000	675,000
20 Replacement of Parks Roof (H.C. Mathis bldg.)	390,000	-	-	-	-	390,000
21 Replace Civic Center Roof	78,000	-	-	-	-	78,000
22 Leased Facilities Maintenance	-	25,000	-	-	-	25,000
23 Cemetery Land Expansion	-	-	-	-	-	-
24 Radio Controller Upgrade	1,660,000	-	-	-	-	1,660,000
25 CAD Replacement	125,000	-	-	-	-	125,000
26 E911 Phone System	250,000	-	-	-	-	250,000
27 City Software Upgrade	350,000	225,000	175,000	-	-	750,000
28 Fire Station #4 Garage	-	-	-	275,000	-	275,000
Neighborhood Development						
29 Fountain Avenue Revitalization	160,000	-	-	-	-	160,000
30 Neighborhood Revitalization - Post Fountain Ave.	-	340,000	350,000	360,000	370,000	1,420,000
31 Demolition - Residential	107,500	107,500	107,500	100,000	100,000	522,500
32 Downtown Demo - 5th & Broadway	-	-	-	-	-	-
33 Lien Recovery Funding	70,000	70,000	70,000	-	-	210,000
34 RAMP Wayfinding	-	-	-	-	-	-
Parks						
35 Greenway Trails Phase III - Perkins Creek	-	-	-	-	-	-

**City of Paducah
Capital Improvement Plan - 5 year Projection**

Project Name	Local Funds					Total Projected 5 yr Need
	Projected Need					
	Projected FY2016	Projected FY2017	Projected FY2018	Projected FY2019	Projected FY2020	
36 Greenway Trails Phase IV - Up to Schultz Park	-	-	-	-	-	-
37 Greenway Trails Phase V - Schultz Park	-	-	-	-	-	-
38 MLK Blvd at 13th Street Park	-	-	-	-	-	-
39 Noble Park: Tennis Court Restrooms	-	-	-	-	-	-
40 Noble Park: Tennis Court Resurfacing	-	150,000	-	-	-	150,000
41 Noble Park: Bank Stabilization	-	245,000	-	-	-	245,000
42 Softball Field Improvements - Stuart Nelson park	-	3,500,000	-	-	-	3,500,000
43 Trailhead Outdoor Fitness Center	-	-	-	-	-	-
Riverfront						
44 Riverfront Development - Phase 1B - Transient Boat Dock	430,000	-	-	-	-	430,000
45 Riverfront Development - Phase 2 - Additional Marina Slips	-	-	-	-	-	-
46 Riverfront Commons Area - Phase 1	-	4,710,000	-	-	-	4,710,000
47 Riverfront Commons Area - Phase 2	-	-	4,410,000	-	-	4,410,000
48 Nursing Home Property Acquisition	-	-	-	-	-	-
Streets						
49 Street Resurfacing Program	650,000	720,000	730,000	740,000	740,000	3,580,000
50 Sidewalk Program	175,000	228,000	280,000	290,000	290,000	1,263,000
51 Olivet Church Road Right of Way Acquisition	-	-	-	-	-	-
52 Olivet Church Road Improvements	50,000	-	-	-	-	50,000
53 County Park Road/Stuart Nelson Intersection	31,000	-	-	-	-	31,000
54 Stuart Nelson Park Road Improvements	-	800,000	-	-	-	800,000
	<u>7,956,500</u>	<u>29,700,500</u>	<u>8,773,500</u>	<u>2,312,000</u>	<u>21,865,000</u>	<u>70,457,500</u>
Items currently proposed to be covered by Investment Fund	2,571,500	4,645,500	2,173,500	2,312,000	1,865,000	
To be Funded	<u>5,385,000</u>	<u>25,055,000</u>	<u>6,600,000</u>	<u>-</u>	<u>20,000,000</u>	

* Assumes present location

** Assumes cost is shared 1/2 by County

& Assumes City receives grant for project, \$125k would be the local match requirement for that grant.

&& This dollar amount reflects the full estimate. However, the project will most likely involve County & CCC cost sharing.

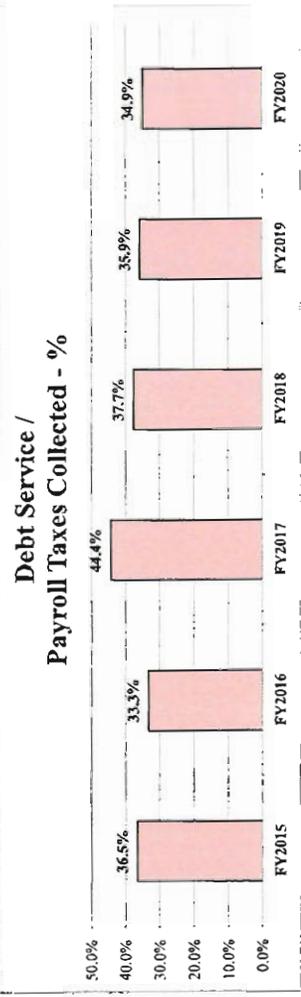
CONTRACT SERVICE FUNDING RECOMMENDATIONS - FY2016

Agency	Director/Representative	Proposed	Adopted	Account Number
AQS - Market Grant Local Match	Mary Hammonds	\$ 25,000	\$ 25,000	004-0401-536.80-72
Barkley Regional Airport Authority	Richard Roof	\$ 136,430	\$ 136,430	004-9999-699.90-40
Brooks Stadium Commission	Dr. Frank Hideg	\$ 7,500	\$ 7,500	001-2401-534.23-07
Civic Beautification	Dabney Haugh	\$ 3,000	\$ 3,000	001-0109-511
Community Scholarship Foundation	Ashley Wright, WKCTC	\$ 125,000	\$ 125,000	004-0401-536.23-07
PJC - (PEG)	Ashley Wright, WKCTC	\$ 22,000	\$ 22,000	001-2811-535.23-17
EntrePaducah	Scott Darnell	\$ 50,000	\$ 50,000	004-0401-536.23-07
GPEDC, Inc.	Scott Darnell	\$ 250,000	\$ 250,000	004-0401-536.23-07
Hotel Metropolitan	Betsy Dobson	\$ 2,500	\$ 2,500	004-0401-536.80-59
Human Rights Commission	Dr. Bernice Belt	\$ 41,955	\$ 41,955	001-3011-514
McCracken County - Animal Control/Shelter	Judge Robert Leeper	\$ 212,400	\$ 212,400	001-0106-511.23-16
Midtown Alliance of Neighbors	Sharon Poat	\$ 20,000	\$ 20,000	004-0402-536.80-68
Pad-McCracken County E-911 Board	911 Board	\$ 588,490	\$ 588,490	001-9999-699.90-12
Paducah Band Concert	Douglas Van Fleet	\$ 3,400	\$ 3,400	001-2401-534.23-07
Paducah Tlghman Tornado League Football	Heather Hamilton	\$ 2,000	\$ 2,000	001-2401-534.23-07
Paducah Transit Authority	Arthur Boykin	\$ 215,000	\$ 215,000	001-0106-511.80-08
Art Consortium:				
Luther F. Carson Four Rivers Center, Inc. (FRC)	Brian Laczko (Debbie Wattier)	\$ 64,337	\$ 64,337	004-0401-536.80-61
Maiden Alley Cinema	Landee Bryant	\$ 4,374	\$ 4,374	004-0401-536.80-71
Market House Theatre	Michael Cochran	\$ 12,640	\$ 12,640	004-0401-536.80-60
National Quilt Museum	Frank Bennett	\$ 16,395	\$ 16,395	004-0401-536.80-65
Paducah Symphony Orchestra, Inc.	Daniel Sene	\$ 17,675	\$ 17,675	004-0401-536.80-55
River Discovery Center	Julie Harris	\$ 5,579	\$ 5,579	004-0401-536.80-57
Yeiser Art Center		\$ 4,000	\$ 4,000	004-0401-536.80-33
Totals		\$ 1,829,675	\$ 1,829,675	

Investment Fund Projections



CIP No.	Revised FY2015	Projected FY2016	Projected FY2017	Projected FY2018	Projected FY2019	Projected FY2020
Summary of Sources & Uses:						
Total Funding Sources	\$5,040,750	\$5,061,000	\$5,297,000	\$4,963,000	\$5,090,000	\$5,160,000
Total Obligations/Uses	(5,162,390)	(5,060,630)	(5,292,830)	(4,958,330)	(5,052,830)	(4,582,280)
Sources in Excess of Obligations/Uses	\$ (121,640)	\$ 370	\$ 4,170	\$ 4,670	\$ 37,170	\$ 577,720
Obligations/Uses:						
Economic Development:	\$2,415,985	\$2,011,480	\$2,483,680	\$2,205,980	\$2,202,380	\$2,204,980
Community Development:	460,000	357,500	537,500	547,500	480,000	490,000
Infrastructure & Capital Improvements:	2,286,405	2,691,650	2,271,650	2,204,850	2,370,450	1,887,300
Total Obligations/Uses	\$5,162,390	\$5,060,630	\$5,292,830	\$4,958,330	\$5,052,830	\$4,582,280
Debt Service:						
Economic Development (details shown above)	\$1,003,235	\$ 861,300	\$1,413,500	\$1,110,800	\$1,107,200	\$1,109,800
Infrastructure & Capital Improvements (details shown above)	741,405	737,650	758,650	758,850	718,450	692,300
Total Debt Service Obligations	\$1,744,640	\$1,598,950	\$2,172,150	\$1,869,650	\$1,825,650	\$1,802,100
Annual Debt Service Payments/Payroll Taxes Collected Ratio	36.5%	33.3%	44.4%	37.7%	35.9%	34.9%



Glossary of Terms

A

Adopted Budget – The budget as modified and approved by the City Commission. The adopted budget is authorized by ordinance, which sets the legal spending limit for the year.

Appropriation – A legal authorization granted by a legislative body (City Commission) to make expenditures and incur obligation for designated purposes.

B

Bond – A promise to repay borrowed money on a particular date, including the payment of a specified dollar amount of interest at predetermined intervals, often twenty years in the future.

Budget – A plan of financial operation embodying an estimate of proposed expenditures for any given period and the proposed means of financing them.

C

Capital Improvement Plan – A plan that assesses capital needs against the City’s overall goals and objectives, using a multi-year planning horizon.

Capital Outlays – Expenditures which result in the acquisition of or addition to fixed assets which are individually priced at more than \$3,000

Commodities – A cost category for items required by departments to conduct their operations. Examples include utility costs, fleet charges, fuel, and repair/upkeep.

Comprehensive Annual Financial Report (CAFR) – The complete annual financial report of the City that is prepared in conformity with generally accepted accounting principles. An independent auditing firm audits the financial statements in this annual report.

Contractual Services – The costs related to services performed by individuals or businesses. Examples include insurance, legal, audit, and landfill charges.

D

Debt Service – Payment of interest and principal on an obligation resulting from bond sales or lease-purchase agreements.

Department – A major administrative unit of the City that indicates responsibility for an operation or group of related operations within a functional area.

Depreciation – Change in the value of assets (equipment, buildings, etc. with a useful life of five years or more) due to use of the assets.

Division – A specific operation within a group of related operations or functional area.

E

Enterprise Fund – A fund established to account for operations that are financed and operated in a manner similar to private business. It is the City’s intent to recover the costs of providing the service primarily through user charges.

Enterprise Resource Planning (ERP) – Business management software – typically a suite of integrated applications – that is used to collect, store, manage and interpret data from government activities.

Expenditures – Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

F

Fiduciary Fund – A fund used to account for assets held in trust by the government for the benefit of individuals or other entities.

Fixed Assets – Assets of a long-term character, which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

Full Time Equivalent (FTE) – A position for an employee working a 40-hour week for 52 weeks a year, i.e., 2,080 annual hours (2,912 for firefighters).

Fund Balance – The net worth of a fund, measured by total assets minus total liabilities. For purposes of reading this budget document, fund balance is cash.

Fiscal Year (FY) – A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City of Paducah’s fiscal year begins July 1st and ends the following June 30th. The term FY2016 denotes the fiscal year beginning July 1, 2015 and ending June 30, 2016.

G

General Obligation Bonds – Bonds for the payment of which the full faith and credit of the issuing government is pledged.

Geographic Information System (GIS) – A program that facilitates the efficient management of spatial or geographic information.

Government Finance Officers Association (GFOA) – The Government Finance Officers Association is the premier association of public-sector professionals and is dedicated to providing high-quality support to state and local governments.

Governmental Funds – Those funds through which most governmental functions typically are financed. The acquisition, use, and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

I

Infrastructure – The basic equipment and structures (such as roads and bridges) that are needed for a municipality to function.

Internal Service Fund – A fund used for operations serving other funds or departments within a government on a cost-reimbursement basis.

K

Kentucky Revised Statutes (KRS) – The name given to the body of laws which govern the Commonwealth of Kentucky.

M

Municipal Aid Program (MAP) – A program in which a percentage of the motor fuels tax received by the State is distributed to incorporated cities based on their population.

O

Operating Expenditure – An ongoing cost for providing basic governmental services.

Ordinance – A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

P

Payment In Lieu of Tax (PILT) – Payments to the City of offset losses in property taxes due to non-taxable property with their boundary.

Personal Services – The costs (wages and benefits) associated with compensating employees for their labor.

Proprietary Fund – Operation that operates like a private commercial operation, in which services are financed through user charges and expenditures include the full cost of operations.

R

Reserve – Fund balance that cannot be appropriated or spent.

Revenues – Increases in net financial resources. Revenues include the receipt of assets for goods sold or services provided in the current reporting period, intergovernmental grants, and interest income.

U

Unfunded Liability – Any liability or other expense that does not have savings or investments set aside to pay it.