

City of Fort Wayne



2015 Budget in Brief

Thomas C. Henry, Mayor

**City of Fort Wayne
Quadrant Contact Information
January 2015**

SOUTHEAST

Deputy Chief Derrick Westfield	427-1319	SEAP President, Anthony Ridley	c-413-7000
Capt. William Corn	427-1189	1429 Fisher St.	
Community Liaison, Palermo Galindo	427-6214	Fort Wayne, IN 46803	
Meeting Information:	2nd Wed. 6:30 p.m. McMillen Park Community Center 3900 Hessen Cassel Rd. 46806	SEAP, Vice President, Bill Crowley b.crowley8@frontier.com	

NORTHEAST

Deputy Chief James Feasel	427-1260	NEAP Co-Chair, David Kohli	h-485-8652
Capt. Tim Bogenschutz	427-1436	6428 Ashbrook Dr.	w-422-3537
Community Liaison, Palermo Galindo	427-6214	Fort Wayne, IN 46835	
Meeting Information:	2nd Thurs. 6:30 p.m. Good Shepherd United Methodist Church 4700 Vance Ave.	NEAP Co-Chair, Ellen Fox Hotline: 819 Delaware Fort Wayne, IN 46805	496-2080

SOUTHWEST

Deputy Chief Steve Haffner	427-1331	SWAP Co-Chair, Carolyn De Voe	437-9427
Capt. Scott Berning	427-1419	1220 West Packard Avenue	
Community Liaison, Palermo Galindo	427-6214	Fort Wayne, IN 46807	
Meeting Information:	3rd Wed. 7:00 p.m. Fort Wayne Sports Club 3102 Ardmore Ave 46809	SWAP Co-Chair, Debra Dambra dchristie21@hotmail.com	

NORTHWEST

Deputy Chief Karl Niblick	427-1206	NWAP Co-Chair, Denny Zimmerman	489-2380
Capt. P.J. Smith	427-1421	2312 Graham Dr.	
Community Liaison, Palermo Galindo	427-6214	Fort Wayne, IN 46818	
Meeting Information:	3rd Thurs. 6:30 p.m. North Ridge Baptist Church 1300 E. Cook Rd., 46825		



CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

December 15, 2014

Dear Fellow Citizen:

The City of Fort Wayne is proud once again to have a balanced budget while maintaining a cash reserve that enables City government to deliver high-quality, cost-effective services to our residents, businesses and taxpayers. The dedication and hard work of City employees and elected officials ensures that your City government is a responsible steward of public dollars entrusted to us to provide the core services of municipal government.

For more than a decade, the City of Fort Wayne has worked to do more with less as the City serves more residents with fewer tax dollars. As Indiana's second largest city, Fort Wayne has kept the headcount of city employees steady. We have found more efficient ways to do the public's business - from implementing technology and reducing our paper usage to realizing significant cost savings through process improvements.

I remain committed to keeping the public informed about the City's budget and finances, and to making this information accessible. In keeping with our pledge to make all government business more accessible, the City encourages the public to make use of the SmartGov section of our website, available at www.cityoffortwayne.org/smartgov.html. There you can find copies of City contracts, budget information and even the City's check register. You have a right to know how your City is spending your money. This website makes that information available 24 hours a day, 7 days a week.

The immediate and long-term financial health of City government allows us to focus on providing key services to you and your neighborhood, including public safety, parks and other essential services, such as streets and lighting. The City of Fort Wayne will continue to work hard to maintain a safe environment that fosters good jobs, strong neighborhoods, and grows and attracts businesses and jobs.

Sincerely,

A handwritten signature in black ink that reads "Thomas C. Henry".

Thomas C. Henry
Mayor

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INTRODUCTION

About This Report

The purpose of this report is to provide a brief description about how City government is organized in Fort Wayne and to describe the City budget process. This report will give the reader an overview of the financial operations and structure of City government.

Each year, the City of Fort Wayne prepares the Operating Budget book that contains the detailed budgetary information relating to each department of the City. Because the budget book is long and detailed, we will highlight and summarize it in this report.

Comments and suggestions about this report are welcomed by the City Controller. Individuals and organizations can best express concerns about City government by contacting people directly responsible for your area of interest. A list of the City departments is detailed in this report.

Form of Government

Fort Wayne is governed under a Mayor-Council form of government where the elected Mayor serves as head of the executive branch. The Mayor may serve unlimited four-year terms and is the chief executive officer for the City. The legislative oversight body for the City is the Common Council of the City of Fort Wayne. The Council is composed of nine elected Council members who serve four-year terms. A council member represents each of the six councilmanic districts and three are elected at-large. The City Clerk's office provides City Council staff support, if needed, under the direction of the City Clerk. The City Clerk is elected by the citizens of Fort Wayne every four years and can serve unlimited terms.

The City of Fort Wayne's 2015 elected officials include:

MAYOR

Thomas C. Henry

CITY CLERK

Sandra E. Kennedy

CITY COUNCIL MEMBERS

District 1 Thomas Smith

District 2 Russell Jehl

District 3 Thomas Didier

District 4 Mitch Harper

District 5 Geoff Paddock

District 6 Glynn Hines

At-Large Marty Bender

At-Large John Crawford

At-Large John Shoaff

DIVISIONS OF THE CITY GOVERNMENT

Office of the Mayor

The Mayor oversees the implementation of policies and the efficient flow of ongoing services through wide appointive powers. This includes the capability to appoint the heads of seven major administrative divisions of the city and many board and commission members. Specific departments under the Office of the Mayor include the Public Information Office, the 311 Citizen Service Center, the Community Liaison's Office, the Law Department, the Internal Audit Department, the Human Resources Department, and Benefits.

City Clerk

The office of the City Clerk is crucial as a liaison between the citizens of Fort Wayne and the Common Council. The City Clerk also acts as a liaison between the Administration and the Common Council. The office includes a number of Indiana Statutory responsibilities and also serves as the administrator of the City of Fort Wayne Violations Bureau.

Finance & Administration

The mission of the Finance & Administration Division is to ensure fiscal responsibility and effective administrative services for the City of Fort Wayne. The departments within the division are the Controller's Office, Risk Management, Payroll, Purchasing, Property Management, Cable, and Information Systems.

Public Safety

The Division provides safety, maintains order and protects the rights of the Citizens of Fort Wayne. The Director of Public Safety retains the responsibility for major policy decisions, budgeting, long-range planning and the day-to-day coordination of four departments: Police, Fire, Animal Control, and Weights and Measures.

Community Development

The overall purpose of the Division is to improve Fort Wayne's physical and economic environment. The Division includes the following departments: Administration, Redevelopment, Community Development Corporation, Neighborhood Code, Planning & Policy, and the Office of Housing and Neighborhood Services.

The mission of the Division is *to develop and implement creative community-based strategies to enhance economic opportunity, build strong neighborhoods, and ensure a dynamic framework for quality growth and development.* Economic development, urban revitalization, housing and comprehensive planning continue to be high priorities of the City of Fort Wayne. Growth in the city's assessed value is essential to holding its property tax rate flat and ensuring that the cost of city services is shared by those who use the services.

City Utilities

Producing 12 billion gallons of drinking water and treating 18 billion gallons of wastewater each year, City Utilities is an industry leader, serving the Fort Wayne Region. Our Utility serves more than 300,000 residents in communities throughout Allen and adjacent counties, operates a water filtration plant and a sewage treatment plant and maintains 3,000 miles of underground pipe.

As the largest municipally-owned provider in the State, 100% of the City Utilities' \$205 million budget goes to system capital improvement projects and operations. More than 90% of the funds invested in the system and operations go to Indiana-based companies and workers.

The nationally award-winning City Utilities is recognized for high quality water and is committed to providing the community's most vital and essential services that support public safety, promote public health and create jobs.

Public Works

The Division of Public Works provides essential services that are an important part of our citizens' daily lives. Over 1,164 miles of street are maintained and improved for transportation, street and traffic lighting, leaf collection, street sweeping, snow and ice control. The division also oversees the collection of garbage and recycling for more than 80,000 homes; constructs and preserves an increasing number of greenway trails expanding over 68 miles throughout the city, and provides a well-kept fleet of over 2,000 vehicles for all city departments. An early flood warning system with 34 sites and 15 miles of flood protection structures are maintained through the divisions flood fighting efforts.

Departments within the Division include: Office of the Director, Board of Public Works, Street Department, Traffic Engineering, Street Light Engineering, Street Project Management, Transportation Administration & Support, Solid Waste & Recycling, Flood Control, and City Fleet. Together, we strive to provide exceptional services to our community.

Fort Wayne Parks and Recreation

The Parks and Recreation Division maintains more than 2,800 acres of public park lands and provides numerous recreation facilities, programs and services for the Fort Wayne community. Created in 1905, the Parks and Recreation Department is administered by a four member bipartisan Board of Park Commissioners. Authorized by state statute, the Board of Park Commissioners reviews and approves the annual budget, expenditures and contracts. In addition, they oversee 86 parks, including the Children's Zoo, Headwaters Park, the Botanical Conservatory, and five community centers. The Division also maintains the Urban Forestry for the City and Parks which includes 70,000 street and park trees.

The Parks and Recreation Division is accredited under the Commission for Accreditation of Parks and Recreation Agencies and is designated a "Playful City USA" that recognizes outstanding dedication to play. The Fort Wayne Children's Zoo and Headwater's Park are operated through cooperative agreements with the Parks and Recreation Division. These agreements strengthen the organizational effectiveness of all the parties involved and provide outside funding resources to offset a burden to the Park General Fund.

THE BUDGET PROCESS

The Civil City budget process begins with individual departments preparing draft budgets each June for the next calendar/fiscal year. The division of Finance and Administration provides the departments with a set of assumptions. These budget requests are then subjected to internal review and modification. The Common Council actively participates in the examination of the budgets. With the Mayor's approval, a budget ordinance is then prepared for introduction to the Common Council in late September. In addition to the public and televised Common Council sessions, there is a legal public hearing held as part of the budget process at which citizens may provide the administration and Common Council with their comments concerning the budget. According to state law, the Common Council must pass the budget on or before November 1st each year. The Common Council has the power to decrease any major category proposed by the Administration, but may not increase any major category in the budget.

The next step is the budget hearing held either in November or December by the Department of Local Government Finance. This is the time for estimates to be verified and a final property tax rate set. The final step is for the Indiana Department of Local Government Finance to certify the rate by February 15th.

The 2015 budget was prepared on a monthly basis. All departments distributed their yearly estimated expenditures into the months they expected each to occur. During 2015, actual expenditures will be compared to the budget each month.

Throughout the year, the City may find that the budget needs to be amended to account for new funds that have become available, or to provide for a revision of objectives. Such revisions are accomplished through quarterly fiscal ordinances in a process that is similar to the one described above. At every appropriate point in the process, the public is notified of the anticipated amounts of the budget revisions.

The schedule of major budget events is as follows:

June	Budget instructions issued by the City Controller
July	Budget requests submitted - Revenue estimates prepared
August	Internal reviews and modification of budget submissions
September / October	Budget submitted to Common Council, hearings and adoption
December	Department of Local Government Finance review and approval
January	Budget implementation

The City Utilities internal budget process is similar to the Civil City; however, the Board of Public Works approves the City Utilities budget.

BUDGET BY CLASSIFICATION

The budgets of all governmental units in Indiana are prepared according to a form prescribed by the Indiana State Board of Accounts. The legal level of budgetary control is by object classifications. Objects are called expense accounts or line items by the private sector. Major classifications of expenditures are as follows:

Personnel Services – Expenditures for salaries, wages, and related employee benefits. A 2% salary increase has been approved for non-union employees for 2015.

Supplies – Office supplies, operating supplies, repair and maintenance supplies. The 2015 budget for this classification shows a 0.41% increase.

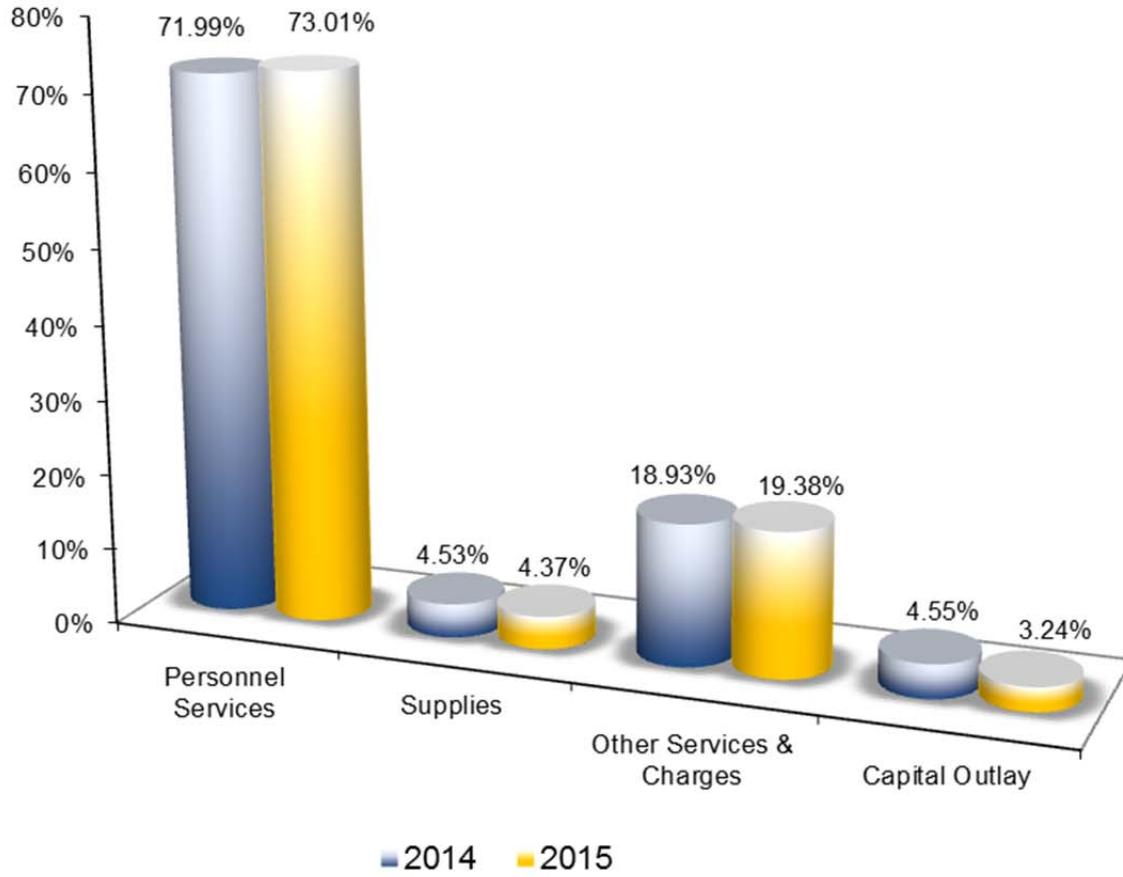
Other Services and Charges – Professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, rental, and debt service. The cost of professional services, contract services, lease, loan and bond payments, primarily related to infrastructure projects, can vary significantly from year to year. The 2015 budget shows a 6.54% increase for Other Services and Charges.

Capital Outlay – All lands, buildings, improvements, machinery and equipment purchases that are not financed through leases or bond issues. This classification decreased \$2.16 million from 2014 to 2015 due mainly to the new Fort Wayne Infrastructure Corporation bond issue that provides financing for certain Public Works projects.

City of Fort Wayne Budget by Classification

	<u>2014 Approved Budget</u>	<u>2015 Approved Budget</u>	<u>% Change</u>
Personnel Services	\$ 131,511,274	\$ 138,888,837	5.61%
Supplies	8,278,771	8,312,312	0.41%
Other Services & Charges	34,594,936	36,857,481	6.54%
Capital Outlay	<u>8,320,825</u>	<u>6,160,082</u>	<u>-25.97%</u>
Total Departmental Budget	<u>\$ 182,705,806</u>	<u>\$ 190,218,712</u>	<u>4.11%</u>

**Approved Comparative Departmental Budget
By Classification
2014 and 2015**



**City of Fort Wayne
Budget by Department**

	<u>2014 Approved Budget</u>	<u>2015 Approved Budget</u>	<u>% Change</u>
<u>Mayor's Office</u>			
* Mayor (1)	\$ 2,278,750	\$ 2,436,949	6.9%
* Internal Audit	276,862	293,215	5.9%
* Law	510,809	537,302	5.2%
Total	\$ 3,066,421	\$ 3,267,466	6.6%
<u>City Clerk</u>			
Parking Administration	\$ 620,856	\$ 644,012	3.7%
* City Council	488,714	507,827	3.9%
* City Clerk	532,298	555,613	4.4%
Total	\$ 1,641,868	\$ 1,707,452	4.0%
<u>Finance & Administration</u>			
Cable Television	1,114,000	1,118,000	0.4%
* Finance & Administration (2)	8,717,064	9,910,163	13.7%
Total	\$ 9,831,064	\$ 11,028,163	12.2%
<u>Community Development</u>			
* Redevelopment Commission	\$ 614,122	\$ 664,510	8.2%
* Community Development	4,300,452	4,568,309	6.2%
Total	\$ 4,914,574	\$ 5,232,819	6.5%
<u>Department of Public Works</u>			
* Board of Works (3)	\$ 12,510,035	\$ 11,580,561	-7.4%
Street Project Management/MVH	1,181,512	1,281,851	8.5%
Street Department/MVH	14,361,568	13,983,646	-2.6%
Traffic Engineering/LRS	3,002,676	3,042,556	1.3%
Total	\$ 31,055,791	\$ 29,888,614	-3.8%
<u>Public Safety - Police</u>			
* Police	\$ 51,472,152	\$ 53,625,513	4.2%
Public Safety - LOIT	4,729,415	4,783,078	1.1%
* Police Merit	5,000	14,250	185.0%
* Domestic Violence	7,300	7,300	0.0%
* Communications	2,318,848	3,399,489	46.6%
* Animal Control	2,714,265	2,863,673	5.5%
Law Enforcement Training	188,000	210,000	11.7%
Total	\$ 61,434,980	\$ 64,903,303	5.6%
<u>Public Safety - Fire</u>			
* Fire	\$ 36,743,812	\$ 39,269,986	6.9%
* Weights & Measures	150,529	138,476	-8.0%
Total	\$ 36,894,341	\$ 39,408,462	6.8%
<u>Pensions</u>			
Police Pension	\$ 7,680,423	\$ 7,568,620	-1.5%
Fire Pension	7,101,222	7,053,034	-0.7%
* Sanitary Officers Pension	484,943	528,079	8.9%
	\$ 15,266,588	\$ 15,149,733	-0.8%
<u>Parks & Recreation</u>			
	Total \$ 15,854,520	\$ 16,073,558	1.4%
<u>Metro Human Relations Commission</u>			
	Total \$ 660,659	\$ 703,942	6.6%
<u>Cumulative Capital Development</u>			
	\$ 1,400,000	\$ 2,200,000	57.1%
<u>Cumulative Capital Improvement</u>			
	\$ 685,000	\$ 655,200	-4.4%
Total Departmental Budget	\$ 182,705,806	\$ 190,218,712	4.1%

* Property Tax Supported Funds

(1) Mayor includes: 311 Citizen Service Center and Human Resources

(2) Finance & Administration includes: Controller's Office, Property Mgmt, Payroll, Purchasing, and Information Services

(3) Board of Works includes: Board of Works, Flood Control, Street Light Engineering and Transportation Administration & Support

City Government Revenues

As shown in the Revenues by Source schedule, the City has many sources of revenue to pay for the cost of operations and services. The majority of City revenues are generated from taxes. The three largest tax revenue sources are Property Tax, County Option Income Tax (COIT), and County Economic Development Income Tax (CEDIT).

State statutes and/or local ordinances define how each type of revenue may be used. Below is a brief explanation of the use of the City's larger revenue streams.

Taxes

Property Tax, Commercial Vehicle Excise Tax (CVET), Financial Institution Tax, COIT (.6%), LOIT and Auto/Aircraft (license) Excise Tax are used exclusively to fund operations of certain City departments. These departments perform executive/finance, public safety, parks, and community development work, and include administrative/engineering departments in the Public Works Division. Most of these funds go into the City's property tax supported funds.

CEDIT (.4%) – In July 2005, SEA (Senate Enrolled Act) 100 was passed which provides that a county, city, or town may use county economic development income tax revenue for any lawful purpose.

The Excise Surtax and Wheel Tax revenue is derived from Allen County vehicle owners who pay annual motor license excise tax. A distribution to the county, and cities and towns within the county is based on the same formula as used for Local Road & Street fund distributions. These funds must be used to construct, reconstruct, repair and maintain streets and roads. These funds are used in the City's Motor Vehicle Highway fund.

The Gas Tax revenue is generated from the sale of gasoline and other fuels. A distribution to the county, and cities and towns within the county is based on the same formula as used for Motor Vehicle Highway fund distributions. These funds are used to support the Motor Vehicle Highway and Local Roads & Street funds.

Licenses & Permits

The largest revenue in the Licenses & Permits category is the Cable Franchise Fees. These fees are added to cable subscriber bills. Forty percent of this revenue is used to pay for the operation of the government access channel with the remainder going into the City's General Fund for operating costs. All other fees listed go into the general fund.

Intergovernmental Revenues

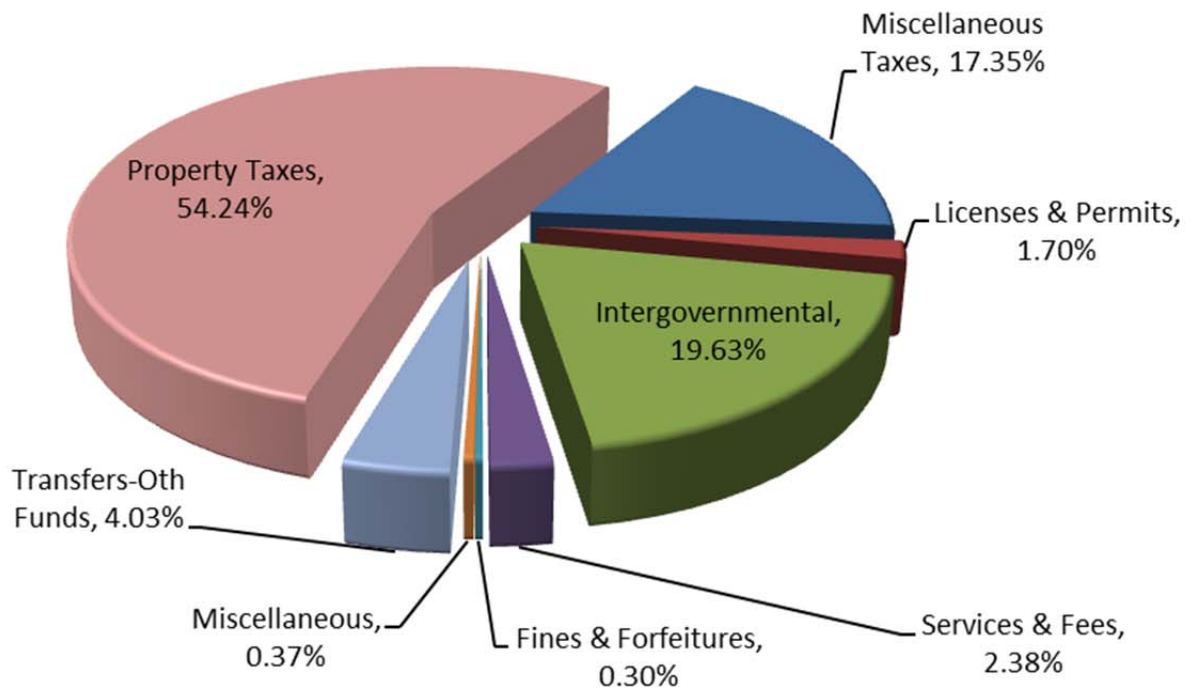
Governmental revenues are primarily provided by the State to pay the annual costs of the Pre '77 'pay-as-you-go" public safety pension plans (\$14.62M), to pay for the Street Department operating costs and projects (\$8.73M) and the Traffic Engineering operating costs and projects (\$2.57M).

**City of Fort Wayne
Revenues by Source**

	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>% Change</u>
Miscellaneous Taxes:			
Financial Institution Tax	655,370	594,685 *	-9.3%
Auto/Aircraft Excise	6,806,724	6,944,397 *	2.0%
Wheel Tax/Surtax	4,213,283	4,393,826 *	4.3%
COIT	15,178,870	15,703,566 *	3.5%
LOIT	4,729,415	4,783,078	1.1%
CVET	617,066	577,938 *	-6.3%
Total Taxes	\$ 32,200,728	\$ 32,997,490	2.5%
Licenses & Permits:			
Cable Franchise Fees	\$ 2,818,000	\$ 2,668,000	-5.3%
Pet, Building & Right of Way Permits	385,115	388,550	0.9%
Tax Abatement Filing Fees	13,000	7,500	-42.3%
Miscellaneous Fees, Licenses & Permits	156,485	166,410	6.3%
Total Licenses & Permits	\$ 3,372,600	\$ 3,230,460	-4.2%
Intergovernmental Revenue:			
State	29,651,619	28,918,611	-2.5%
Local	7,573,693	8,419,422	11.2%
Total Intergovernmental Revenue	\$ 37,225,312	\$ 37,338,033	0.3%
Charges for Services & Fees:			
Services	\$ 3,281,093	\$ 2,411,513	-26.5%
Fees	2,347,659	2,112,792	-10.0%
Total Services & Fees	\$ 5,628,752	\$ 4,524,305	-19.6%
Fines & Forfeitures:			
Traffic/Parking Fines	\$ 588,000	\$ 482,000	-18.0%
Court Settlements	24,000	10,800	-55.0%
Misc. Violations	79,300	80,400	1.4%
Total Fines & Forfeitures	\$ 691,300	\$ 573,200	-17.1%
Miscellaneous Revenue:			
Interest	\$ 28,746	\$ 13,746	-52.2%
Contributions & Donations	74,000	74,000	0.0%
Rental Income	430,188	435,488	1.2%
Other	257,838	186,585	-27.6%
Total Miscellaneous Revenue	\$ 790,772	\$ 709,819	-10.2%
Transfers From Other Funds	\$ 4,153,469	\$ 7,675,040	84.8%
Total Departmental Revenue	\$ 84,062,933	\$ 87,048,347	3.6%
Property Taxes	\$ 100,038,697	\$ 103,200,000 *	3.2%
Total Revenues	\$ 184,101,630	\$ 190,248,347	3.3%

* Estimated. Department of Local Government Finance will release the first certified amounts in early January 2015

2015 Revenues by source



3-1-1 One Call to City Hall

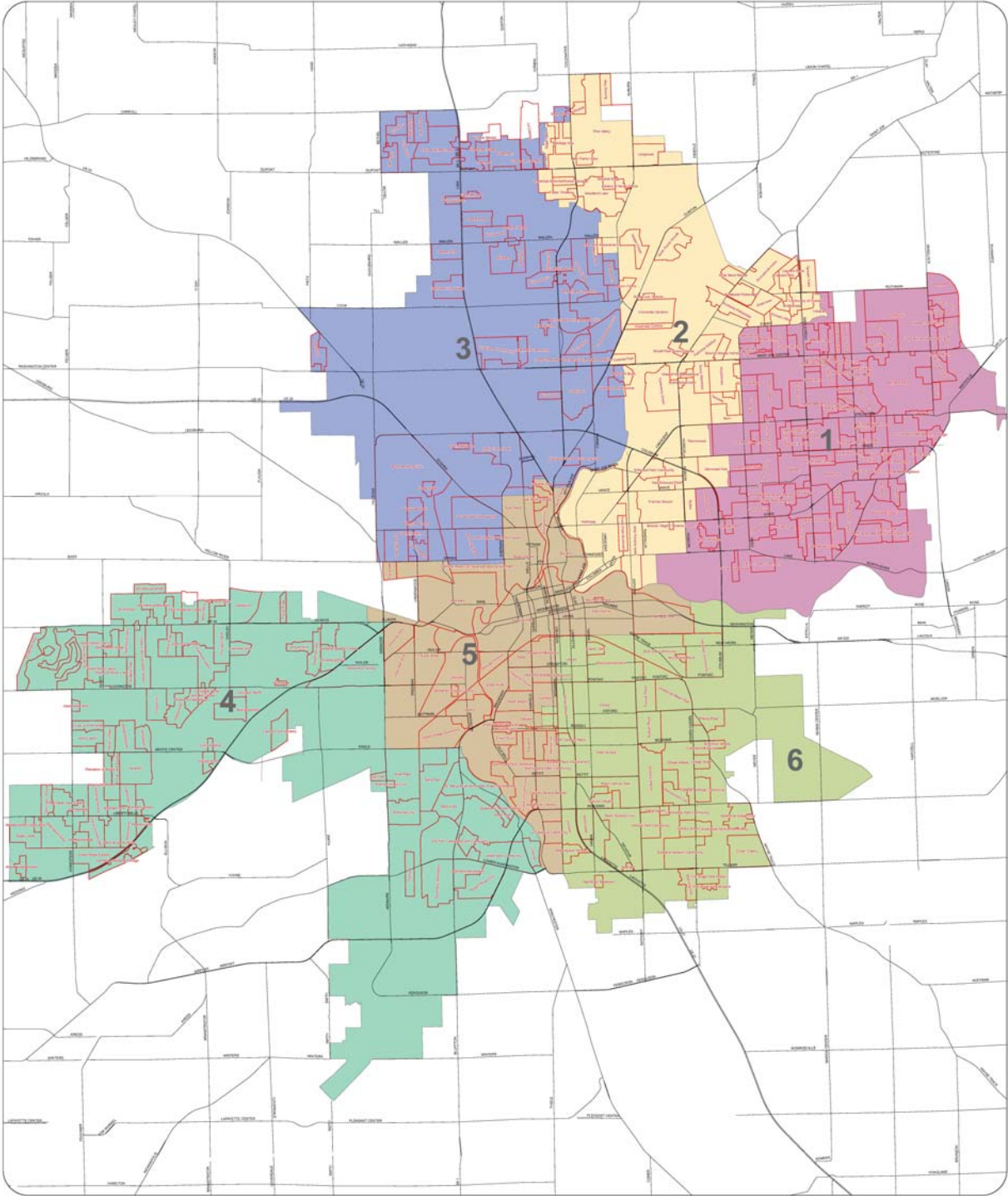


MAYOR TOM HENRY
www.cityoffortwayne.org

NON-EMERGENCY CITY SERVICES AND INFORMATION

DIAL 3-1-1 OR DIAL 427-8311
FOR NON-EMERGENCY SERVICES
MONDAY THRU FRIDAY 7:30AM TO 5:30PM
EMAIL: 311@cityoffortwayne.org

FORT WAYNE CITY COUNCIL DISTRICTS



Councilmanic Districts:

Thomas Smith	1 st	Thomas Didier	3 rd	Geoff Paddock	5 th
Russell Jehl	2 nd	Mitch Harper	4 th	Glynn Hines	6 th

Council-At-Large:

Marty Bender	John Crawford	John Shoaff
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