

**CITY OF ALBANY
ANNUAL BUDGET
For The
Fiscal Year
Ending June 30, 2006**

CITY OF ALBANY

Mayor and Board of City Commissioners

Dr. Willie Adams - Mayor

Bo Dorrough - Mayor Pro Tem/Commissioner Ward IV

Jon B. Howard - Commissioner Ward I

Dorothy Hubbard - Ward II

Arthur K. Williams - Commissioner Ward III

Robert B. Langstaff, Jr. - Commissioner Ward V

Tommie Postell - Commissioner Ward VI

Lemuel Edwards

Interim City Manager

Kevin Hogencamp – Assistant City Manager

Budget Preparation Staff

Shirley A. Smith - Director of Finance

Larry L. Johnson - Management/Budget Officer

Kimberly M. Carter – Sr. Management/Budget Analyst

Tamatha L. Quartimon – Finance Management Assistant

Finance Department Staff

Paula M. Schmitt – Print Shop Supervisor

John E. Carr – Printer

Winnie Hart – Composing and Layout Coordinator

Community Information

Origin and Growth

Situated in the Plantation Trace region, Albany is the primary trade center for Southwest Georgia. It is the county seat for Dougherty County, Georgia. The city lies at the head of the Flint River, 145 miles south of Atlanta. Incorporated in 1841, the city was laid out in 1836 by Alexander Shotwell and named for Albany, New York. The City of Albany was originally incorporated by an Act of the General Assembly of Georgia on December 27, 1838.

The chief farm products are cotton, peanuts, corn and tobacco, and to a lesser extent, paper-shell pecans and forest products. Albany has also developed a diversified industrial economy which includes companies such as Procter & Gamble, Merck & Company, Miller Brewing, and M & M Mars. In 1998, Money Magazine's survey of 'Best Places' to live in the nation rated Albany as the most livable city in the state of Georgia. In addition, Albany was ranked 21st among cities up to 250,000 in the southeast U.S., Rated #141 in 1996, #115 in 1995 and #151 in 1994.

Government and Organization

The City of Albany has operated under the Commission-Manager form of government since January 14, 1924. The seven-member commission consists of a Mayor elected at large and six Commissioners elected on a ward basis. The Commission appoints the City Manager, City Clerk, Assistant City Clerk, City Attorney, Municipal Court Judge, Interim Municipal Court Judge, City Solicitor and Public Defender. The City Manager is charged with the enforcement of the laws and ordinances passed by the Commission, and is the City's Chief Executive Officer. The Commission also appoints members to various Boards, Authorities, and Commissions.

Educational Facilities

For higher education, Albany has two hometown colleges, a progressive technical college, and a job corps center. Albany State University is a senior unit of the University

System of Georgia. With more than 40 major fields of study, the college offers undergraduate and graduate degree programs. The university maintains flexible scheduling for the growing number of non-traditional students. Darton College is a two-year unit of the University System of Georgia. Students can pursue 73 two-year transfer and career associate degrees. Albany Technical College is a unit of the Georgia Department of Technical and Adult Education. Turner Job Corps Center also serves the Albany area as a fully accredited Vocational Education Institute, providing high quality academic and vocational training programs to prepare students (ages 16-24) to take their places in today's technical work force. Turner has over 20 vocational trades from which the 930-member student body may choose. The City is also served by 16 public elementary schools, 10 public secondary schools, 1 public alternative school and a number of private schools.

Source: Albany Chamber of Commerce

DEMOGRAPHICS**GENDER**

Male	46%
Female	54%

AGE COMPOSITION

Under 5 Years	7.8%
5 - 19 Years	24.2%
20 - 24 Years	8.8%
25 - 54 Years	39.7%
55 - 59 Years	4.2%
60 - 74 Years	9.8%
75 - 84 Years	4.1%
85+ Years	1.4%

RACE/ ETHNIC ORIGIN (2000 Estimate)

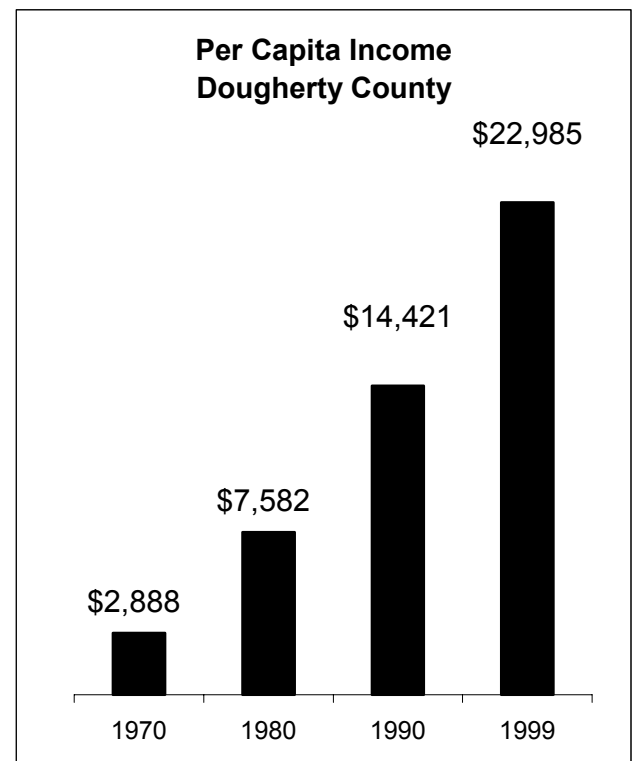
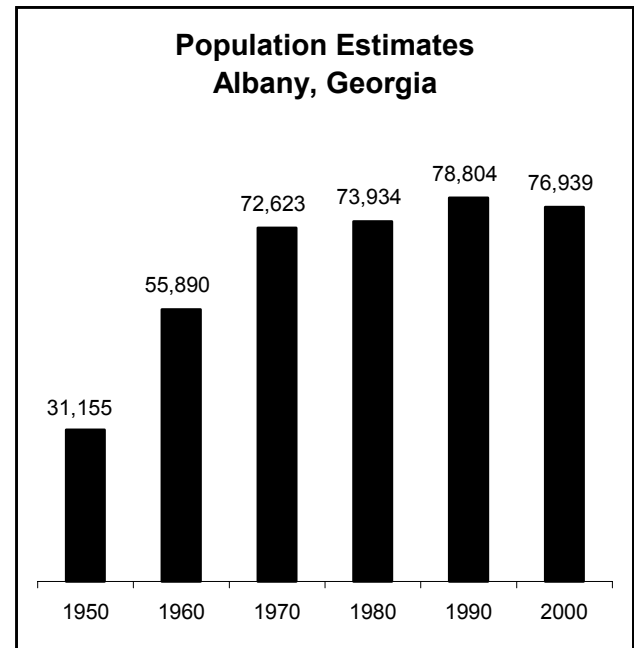
Black	64.8%
White	33.2%
Hispanic	1.2%
Asian	0.3%
Other	0.3%
American Indian	0.2%

AREA

Land Area	57 square miles
Elevation	212 ft above sea level
Rainfall	48.5 inches
Avg. Annual Temp.....	66° F

OCCUPATIONAL COMPOSITION

Manufacturing	17%
Transp./ Public Util.	5.5%
Construction	5%
Wholesale Trade	5.5%
Finance & Real Estate	2.9%
Services	32.5%
Agr., Forestry, etc.	2.2%
Retail Trade	17.6%



Source: Georgia Department of Labor, 2000
U.S. Census Bureau, 2000

COMMUNITY INFORMATION**MUNICIPAL SERVICES**

Fire Protection ...	11 stations; 174 fire personnel and officers
Police Protection	212 city officers 42 county officers 47-member sheriff's department provides protection outside the city limits
Garbage	Services provided by the City's Solid Waste division

RECREATIONAL FACILITIES

Public Tennis Courts	40
Parks	35
Area golf courses	7
Municipal swimming pools	2
Country clubs	2
Playgrounds	35
Community centers	4
Boat Ramps	4
Municipal gymnasiums	2

CITY FACILITIES & SERVICES

Miles of Streets	430
Number of Street Lights	8,503

EDUCATION

No. of Elementary Schools	16
No. of Elementary School Instructors	534
No. of Secondary Schools	11
No. of Secondary School Instructors	581
Number of area colleges	3

SCENIC ATTRACTIONS

Albany Museum of Art
Albany Little Theater
Weatherbee Planetarium
Parks at Chehaw
Thronateeska Heritage Foundation Museum
Albany Civil Rights Museum
Quail hunting preserves
Flint Riverquarium

HEALTH

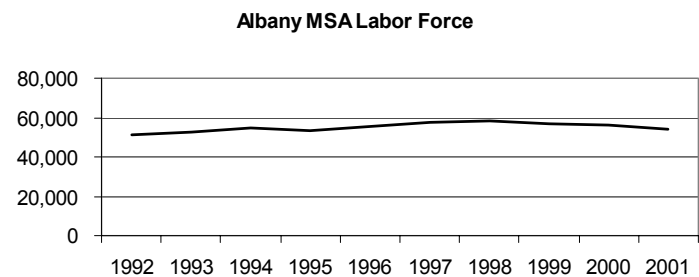
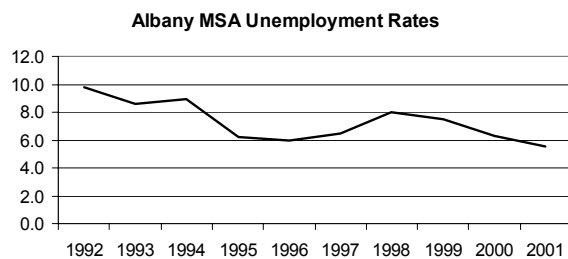
Hospitals	2 (673 beds)
MD's	141
Dentists	48
Nursing homes	2 (418)

LOCAL ECONOMY

TEN LARGEST EMPLOYERS

<u>Company</u>	<u>Sector</u>	<u># of Employees</u>
Phoebe Putney Memorial Hospital	Healthcare	3,399
Dougherty County Board of Ed.	Public Education	2,500
U.S.M.C Logistice Base	Federal Government	2,313
Proctor & Gamble	Paper Goods	1,394
Cooper Tire & Rubber Co.	Manufacturer	1,290
City of Albany	Municipal Government	1,161
Dougherty County	Municipal Government	707
SAB/ Miller Brewing Co.	Beverage	642
Palmyra Medical Centers	Medical Service	550
Albany State University	Education	530

Source: Albany Chamber of Commerce



Source: Georgia Dept. of Labor

TRANSPORTATION

Motor Freight Carriers	5 interstate
.....	24 inter/ intrastate
.....	6 terminals
.....	Overnight service to Atlanta, Birmingham, Charlotte, Chattanooga, Columbia, Jacksonville and Knoxville
Rail	Norfolk Southern piggyback service (local)
.....	Norfolk Southern rail service (local)
.....	Atlantic and Georgia Great Southern (local)
Water	Navigable River, Flint (9 ft channel depth)
Air	Commercial Service by Atlantic Southeast
	5 air cargo companies; UPS's Boeing 757 "mini-hub" service

Source: Georgia Dept. of Industry, Trade & Tourism



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Albany
Georgia**

For the Fiscal Year Beginning

July 1, 2004

Nancy L. Zille

President

Jeffrey R. Emen

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to **The City of Albany, Georgia** for its annual budget for the fiscal year beginning **July 1, 2004**.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

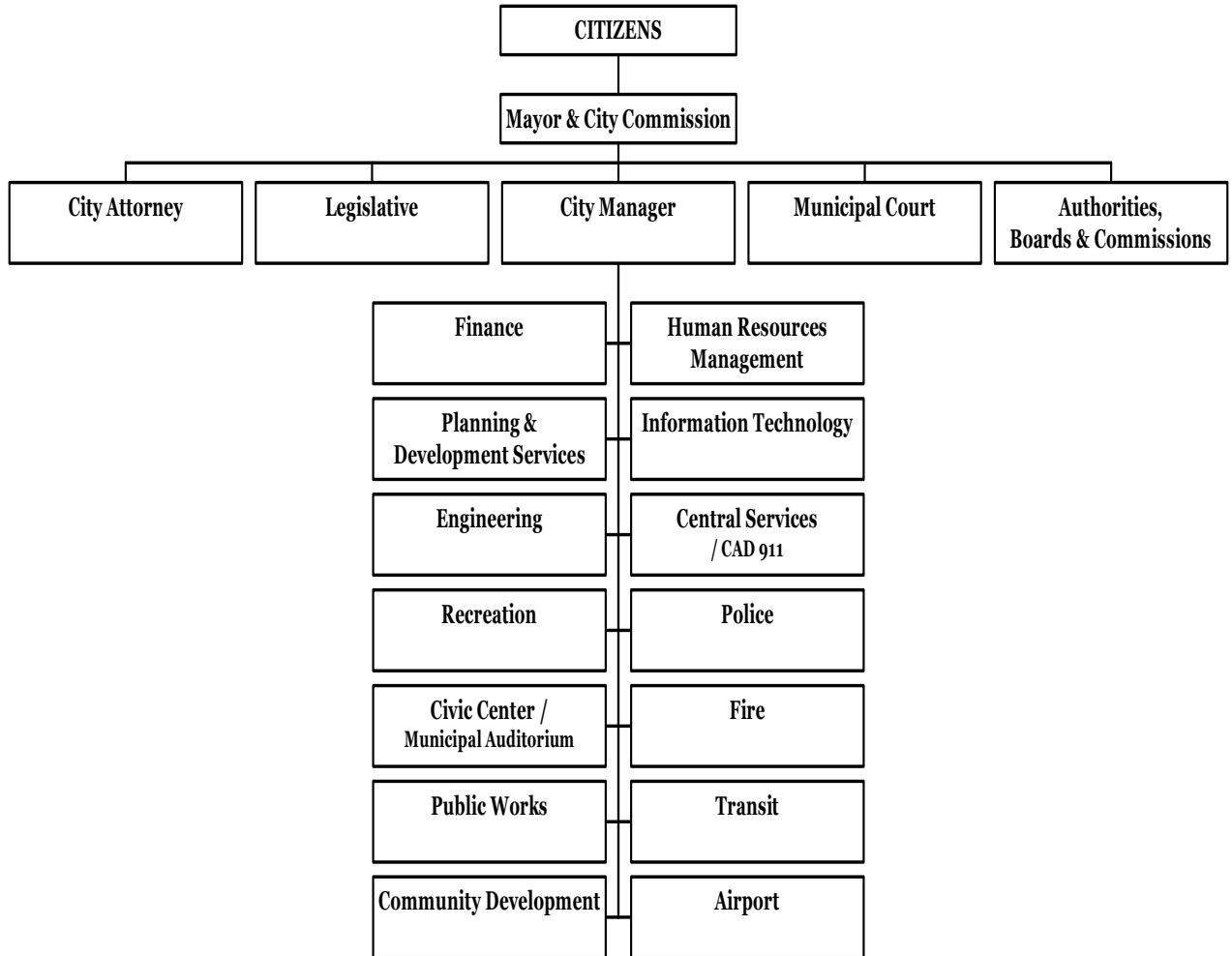
MISSION STATEMENT

City of Albany

The City of Albany strives for excellence to improve the overall quality of life for our citizens. To accomplish our mission, it is essential to:

- Provide a safe and secure community environment.
- Provide the highest quality customer services to the community with equality, fairness and respect.
- Retain highly motivated and qualified employees committed to fulfilling community expectations.
- Encourage and embrace innovative ideas and concepts.
- Provide responsible stewardship for all revenues.
- Create an atmosphere that promotes, develops, retains and encourages economic development.
- Invest in neighborhood vitality and sustainability.
- Encourage a sense of community through civic partnerships and citizen involvement.

CITY OF ALBANY



The City of Albany was originally incorporated by an Act of the General Assembly of Georgia on December 27, 1838 and has operated under the Commission - Manager form of government since January 14, 1924. The seven member Commission consists of a Mayor, elected at large, and six Commissioners, elected on a ward basis. The Commission appoints members to various Boards, Authorities and Commissions. The Commission also appoints the City Manager, City Clerk, City Attorney and Municipal Court Judge. The City Manager, as the City's Chief Administrative Officer, is responsible for the enforcement of laws and ordinances and the implementation of policies passed by the Commission. The City Manager appoints department heads to assist him/her with these responsibilities.

GENERAL GOVERNMENT

Lemuel Edwards - Interim City Manager
Kevin Hogencamp – Assistant City Manager
Sonja Tolbert - City Clerk
C. Nathan Davis – City Attorney
Willie Weaver - Municipal Court Judge

DEPARTMENT HEADS

Mary E. Hines - Director of Human Resources Management
Stephen Collier – Director of Central Services
Shirley A. Smith - Director of Finance
John Antoniewicz– Director of Information Technology
Bob Boren – Interim Police Chief
James Carswell – Interim Fire Chief
Vacant – Director of Planning & Community Development
Vacant – Director of Community & Economic Development
Bob Alexander - Director of Engineering
Phil Roberson – Director of Public Works
Ken Williams - Director of Recreation
Yvette Aehle - Director of Airport
Kelvin Miller –General Manager of Transit
Matty Goddard - Director of Albany Civic Center / Municipal Auditorium

BUDGET GUIDE

There are seventeen (17) departments, which are divided into seven sections. These sections include General Government, Public Safety, Public Works, Recreation, Non-Operations/Debt Services, Community Development and the Enterprise Funds.

The 2005 - 2006 Annual Budget is divided into fourteen (14) sections whose contents are explained below. This Budget Guide is provided to summarize the information contained in each section and to assist the reader in finding information.

Section I - City Manager's Message

The City Manager's Budget Transmittal Letter and the adopted budget ordinance are included in this section.

Section II - Policies and Procedures

This section contains pertinent information on the City of Albany's financial and programmatic policies and practices.

Section III - Revenue and Expenditures

Included in this section is a summary of the revenue sources and expenditure categories for the 2005 –2006 budget. This information is summarized by the following fund accounts:

- General Fund
- Special Funds
- Sanitary Sewer Fund
- Solid Waste Fund
- Community Development
- Hotel/ Motel Fund
- Grant Fund

Section IV - Supplemental Information

Pertinent information is reported in this section on the budget that analyzes trends and outlines the recent policy decisions that have impacted the City's budget and its financial position.

Section V - General Fund Expenditure Detail

This section contains approved program and line item expenditure plan. The General Fund accounts for all activities not accounted for in any other fund. This fund finances the operations of General Government, Public Safety, Parks and Recreation, Engineering, Planning, and Information Technology.

Section VI - Special Funds Expenditure Detail

Special Funds - The approved program and line item expenditure plan is recorded in this section. Included in the Special Funds are Airport, Municipal Auditorium, Civic Center, CAD 911 and Transit. Also housed under Special Funds are the Debt Fund and Capital Improvement

Fund. These funds receive revenues from the General Fund in order to make debt payments and to finance the Capital Improvement Program.

Section VII - Sanitary Sewer Fund Expenditure Detail

The Sanitary Sewer Fund is an Enterprise Fund and is self-supporting. Included under the Sanitary Sewer Fund is Wastewater Treatment, Wastewater Treatment/ Lift Station, Wastewater Sampling, and Sanitary Sewer Maintenance.

Section VIII - Solid Waste Fund Expenditure Detail

The Solid Waste Fund is an Enterprise Fund and is self-supporting. Included under the Solid Waste Fund are Solid Waste Administration, Solid Waste Removal/ Residential East, Solid Waste Removal/ Residential West, Solid Waste Removal/ Commercial and Street Sweeping.

Section IX - Hotel/Motel Fund

This section offers general information about the expenditures used to promote tourism and growth in Albany.

Section X - Community Development Fund

Included in this section is the program and line item budget for Community Development. These funds are provided through the United States Department of Housing and Urban Development (HUD). The City of Albany is an entitlement community and receives annual funding from HUD based on a national formula to carry out programs that benefit low and moderate-income individuals by promoting improvement and economic development projects.

Section XI - Capital Improvement Program

This section includes all of the approved FY 2006 Capital Outlay / Improvement requests for the General / Special Funds, the Sanitary Sewer Fund, and the Solid Waste Fund. The capital outlay expenditure plan is listed by Department / Division. Also included in this section are the Georgia Municipal Association Lease Pool (GMA) capital requests.

Section XII - Sponsored Operations

These are Special Funds that have been established to carry out projects or programs that are not funded through the normal operating & capital budget process. These funds are used to account for resources received from outside agencies and are restricted for a specific purpose. This section includes Federal & State Grants.

Section XIII - Utilities / WG&L Commission

This section includes the budget for the City's utility operation - Water, Gas & Light Commission. A five-member Commission, appointed by the Board of City Commission, oversees its operation, ensures the effective delivery of services and appoints a General

Manager. The budget format used in this section varies from the program style presented in the rest of the City budget.

Section XIV - Appendix

This section contains a glossary of terms that may be useful in assisting the individual to interpret the budget. The section also contains the City's pay structure and class allocation by title.

CITY MANAGER'S MESSAGE

This section includes the City Manager's transmittal letter, the adopted budget ordinance and the revenue and expenditure recap for the General and Special Funds, the Sanitary Sewer System, the Solid Waste Fund, Hotel/ Motel Fund, Community Development, and Grant Fund.



City of Albany

POST OFFICE BOX 447

Albany, Georgia

31702-0447

September 16, 2005

The Honorable Mayor and Board of City Commissioners
City of Albany
Albany, GA 31702

Dear Mayor and Commissioners:

Transmitted herewith is the City of Albany's FY 2006 Adopted Budget. This budget totals \$79,429,340, an increase three percent, or \$1,978,340, over the FY 2005 Amended Budget of \$77,451,000. This budget is balanced and includes a small millage rate decrease: .008 mills.

The City of Albany amended its FY 2005 Adopted Budget of \$77,236,000 to \$77,451,000. A mid-year projection of revenues revealed the need to increase the budget by \$215,000. The City will perform review of projected revenue in FY 2006.

This fiscal year's budget preparation was unusually difficult. The City of Albany's City Manager took another position with Mecklinburg County, North Carolina in January 2005. The Mayor & Board appointed the Water, Gas & Light General Manager as Interim City Manager on a part-time basis. This change in leadership has caused many responsibilities for the City's day to day operations to be shifted to various department heads. This shift also included formulating and presenting the FY 06 operating budget. Most of the FY 06 budget was formulated by the effort and cooperation of all department heads under the leadership of the Finance Director.

The most significant challenge the City faced with this fiscal year's budget was a \$4.4 million budget shortfall. There are several items that impacted the budget shortfall:

- 100% of retiree insurance premium costs moving back to the General Fund
- Mid year raises for Public Safety employees
- Impact of merit increases
- Impact of Cost of Living Adjustments for employees
- Maintenance costs for the new Law Enforcement Center
- 10% Health insurance increase for active retirees, over and under age 65
- Increased cost for occupying Dougherty County owned facilities
- Receiving less revenue from Dougherty County for Recreation

Staff met with all department heads to discuss their FY 2006 budget requests. All departments were challenged to minimally reduce their FY 05 budgets by 10%. Finance staff and all department heads have worked very diligently to help balance the budget that is being presented.

In March 2005, the City hired Capital Principles to develop a Five Year Strategic Plan and Financial Plan and to implement it. During this process, Capital Principles met with each department on several occasions, individually and collectively, to discuss proposed initiatives in the proposed Five Year

Strategic and Financial Plans. All departments were very positive and open minded throughout the process, seriously looking for positive change and cost effective measures to implement. As a result, both long-term and short-term savings were identified.

Capital Principles developed numerous initiatives which necessitate making radical changes to the way the City of Albany currently does business. Some of the short-term initiatives have been incorporated into the FY 06 budget:

- Change the organizational structure of the City by having two Assistant City Managers in the City Manager's Office. This recommendation requires adding an additional position to the City Manager's Office
- Establish a self-funded Liability Insurance Program. This decision resulted in adding three additional positions to the City Attorney's office
- Reduce budget positions from 892 (FY 2005 amended) to 871
- Transfer Street Sweeping functions from Street Maintenance (General Fund) to the Sanitary Sewer Enterprise Fund
- Transfer Storm Maintenance from the General Fund to the Sanitary Sewer Enterprise Fund
- Outsource the Airport parking and snack bar functions

These changes, along with the rest of the initiatives outlined in the Strategic Plan, are projected to bring about millions of dollars in savings for the City of Albany. The Strategic and Five Year Financial Plans are available on the City of Albany's website- www.albany.ga.us (*under the Finance Department's link*).

The Mayor and Board of City Commissioners formulated the "Top Seven Priorities of the Albany City Commissioners" in FY 2004. These priorities represent a collaborative effort by all members of the Board to meet the needs of this community and continue to improve the quality of life for the citizens of Albany. This budget attempts to address these priorities that are listed below:

1. Improve regional air service with a new Southwest Georgia Regional Airport, which may not be located in Dougherty County (long-range planning activity)
2. Improve City beautification efforts with more civic pride, and by fostering greater community pride, and a corresponding decrease in negative attitudes about the city's appearance
3. Equalize the distribution of development attention in the city's six wards using targeted incentives, public spending, and other measures
4. Improve the long-term fiscal health of the City
5. Enhance the marketing of city and county destinations
6. Improve code enforcement and clean-up efforts
7. Improve Albany's quality of life through enhancement and support of the community's cultural, recreational and entertainment opportunities

This budget includes initiatives to address these priorities:

- 3 additional positions to the City Attorney's office (1 transferred from City Manager's Office)
- Funding for Airport parking lot improvements (\$190,000)
- Community Improvement Task Force funding (\$237,000)
- Establishing a Self-Funded Liability Insurance Program

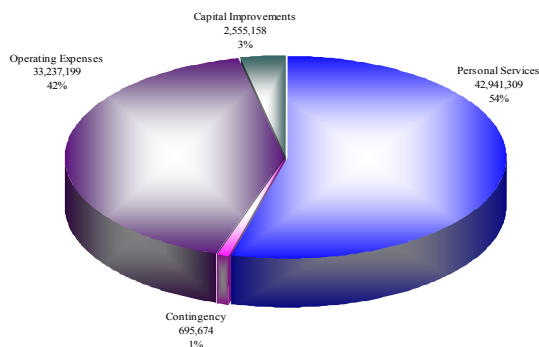
Again, this budget is balanced and also includes:

- 2% COLA effective 7/01/05
- 2.5% Merit increases
- Pay raises to bring parity to grossly underpaid employees (Public Works, Recreation, Transit, and Police (civilian staff only) Departments and various Clerical Support Staff Employees)

- Small decrease in the millage rate from 10.80 to 10.792
- 50% reduction in funding the Workers' Compensation Fund
- Cutting operating budgets by approximately 10% across the board
- 871 authorized budgeted positions
- Eliminating 23 positions
- Cross-charging approx. \$170,000 of Engineering salaries to SPLOST
- Unfunding 7 Police positions
- \$400,000 for General/ Special Funds contingency for unbudgeted emergencies
- 10% Health insurance premium increase for all categories effective 7/01/05
- \$1,400,000 for retiree health insurance
- Moving Street Sweeping from the General Fund to the Sanitary Sewer Fund
- Moving Storm Maintenance from the General Fund to the Sanitary Sewer Fund
- \$750,000 additional revenue from W,G&L
- \$4.45 Sanitary Sewer rate increase effective 7/01/05
- Planning & Community Development now two, separate departments
- \$1.44 Solid Waste rate increase effective 7/01/05
- Matching funds for Airport and Transit capital projects
- Funding for the Small & Disadvantaged Business Unit
- Maintenance for Law Enforcement Center
- General Fund continuing to absorb indirect cost for Community Development
- State of Georgia Highway Maintenance contract increase

Revenues – In preparing the FY 2006 revenue projections, staff analyzed five years of historical trends, the state of the national, state and local economies, and other changes that might affect the City's revenue sources. Revenues increased by \$1,978,340 over the FY 2005 Amended Budget revenues of \$77,451,000. This increase is primarily attributable to a 3% increase in the General and Special Funds, 9% increase in the Enterprise Funds, and 11% increase in the Hotel/Motel Fund. The Community Development anticipates a minor .3% decrease in revenue this fiscal year. The Grant Fund, however, is expecting a 57% decrease in revenue. This is due to the closing of major grants (Hazard Mitigation), decreased funding allocations for federally funded programs such as the Local Law Enforcement Block Grant (LLEBG), and the Albany Police Department ending its contracts to provide School Resource Officers (SRO's) for Albany Technical College and the Dougherty County School Board. Since December 2002, staff has been able to set aside \$7,572,025 in a reserve account. This account was established for emergencies and to eventually be used for cash flow purposes during the summer months when revenues are lowest.

Budget Overview - The chart below shows the total operating budget of \$79,429,340 by category:



Personal Services – These services are the largest expenditures of the overall budget and represent \$42,941,309, or 54%, of the total budget. A 2% Cost of Living Adjustment (COLA) for City employees effective July 1, 2005 was approved and incorporated into this budget. The Mayor & Board of City Commissioners also approved a 2.5% merit increase for all full-time City employees. This is the first time employees have been eligible for merit increases in over ten years.

Operating Expenditures - This is the City's second largest expenditure and represents 42%, or \$33,237,199, of the total budget. This is a decrease of .7% or \$225,000, under the FY 2005 Amended Operating Budget of \$33,462,199. Though this overall decrease is minor, it is the aggregate results of several major changes. All General/ Special Funds departments were asked to cut their total budgets by 10%. Most were able to meet the challenge by coming up with innovative strategies to make their operations more efficient. Some departments, such as the Fire Department, were not able to reduce their operational budget at all without creating a severe reduction in service. Contrastingly, other large expenses were added to the budget- \$1,400,000 to absorb retiree health insurance costs from the Pension Fund.

Contingency – A total of \$695,674 has been set aside in the General/Special Funds contingency account. This dollar amount consists of

- \$400,000 is set aside for unbudgeted emergencies
- \$295,674 for potential merit increases for General Fund employees

Capital Improvement Program (CIP) –A portion of the total budget, \$649,300, has been allocated for capital, equipment, and system improvements. The Capital Improvement Program (CIP) is a five-year planning instrument used by the City of Albany to identify needed capital projects. The CIP accounts for expenditures that exceed \$5,000 and have a useful life of one year or more. The General/Special Funds CIP are funded from 4.5% of sales tax revenue and \$325,000 from Water, Gas & Light (WG&L). The Enterprise Funds' CIP is funded through budgeted capital replacement. In 1998, the City entered into a lease agreement with Georgia Municipal Association (GMA) for \$9,000,000 to be spent over 5 years. Through the lease pool, the City has been able to upgrade its information technology infrastructure and replace outdated rolling stock. The CIP is reviewed and updated each year to reflect the changing priorities of the organization. The City's 10% matching local shares for Transit and the Airport are usually housed under the CIP as well; however, the Airport Fund's 10% matching local share will be funded through Passenger Facility Charge (PFC) funds in FY '06.

Debt Service Fund – This fund was established to be in compliance with the Uniform Chart of Accounts and totals \$2,349,614. This fund accounts for debt service payments for the Civic Center and the GMA lease pool. The City has appropriated \$993,000, or 11%, of sales tax revenue and \$1,356,614

through a transfer from General Fund to pay the General/Special Funds annual GMA debt payment of \$1,027,251. Also budgeted is \$1,322,363 that will be transferred from General Fund to pay the Civic Center debt payment. The Civic Center debt payment is scheduled to be retired in upcoming fiscal years as part of the most recent Special Purpose Local Option Sales Tax series approved by the Citizens of Albany.

Special Purpose Local Option Sales Tax IV (SPLOST) – The City is continuing its participation with Dougherty County in a one percent Special Purpose Local Option Sales Tax (SPLOST). SPLOST IV was levied to finance major County and City capital projects. The original sales tax revenues were estimated at \$91,000,000 over a five-year period. The City had expected to receive as reimbursed funds approximately \$48,336,094 during the term of the sales tax levy to finance various capital and debt relief projects. The capital projects are designed to update City streets and traffic safety programs, build a new law enforcement center as part of the downtown redevelopment, fund the construction of a new fire station and purchase fire equipment. The debt relief projects allow the General Fund to cover the increasing cost of personal services. During FY 2003, the SPLOST IV budget was revised to \$82,497,217 to reflect the downturn in economic activity. The City's SPLOST IV budget was reduced to \$37,488,477. This is a \$10,847,617 decrease from the original SPLOST IV budget. To meet the revised budget amount, some projects were eliminated and some projects funding were reduced. Below is a list of SPLOST IV projects and their completion status:

- City Traffic Safety (project completed fiscal year 2005)
- Law Enforcement Center (project completed in fiscal year 2005)
- Fire Station and Equipment (project began in fiscal year 2004)
- City Street Improvement (project is ongoing through fiscal year 2006)
- Municipal Auditorium Debt Payment (project completed in July 2005)
- Paul Eames Park Debt Payment (project was completed in fiscal year 2002)
- Golf Clubhouse Debt Payment (project was completed in fiscal year 2002)

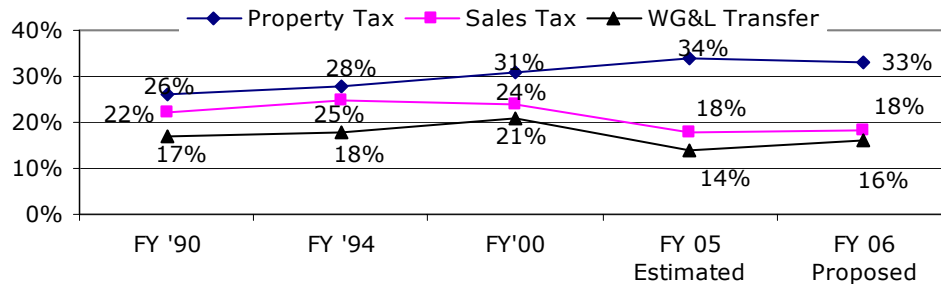
Special Purpose Local Option Sales Tax V – The City of Albany and Dougherty County entered into an intergovernmental sales tax agreement. And in November 2004, voters approved the referendum to continue the 1% Special Purpose Local Option Sales Tax (SPLOST). The amount to be collected from the sales and use tax between April 1, 2005 and March 31, 2011 is estimated to be \$108,000,000. Sixty two percent, or \$65,873,200, of those funds is to be used for City administered projects and non-profit organizations. City of Albany projects to be funded through SPLOST V include:

- Civic Center debt retirement (\$5,500,000)
- Civic Center infrastructural improvements (\$2,560,000)
- Airport improvement (\$1,703,200)
- Public Safety equipment (\$150,000)
- GIS Aerial Photography (\$750,000)
- Road improvements (\$6,810,000)
- Traffic improvements (\$1,000,000)
- Fire Training Facility (\$1,500,000)
- Fire trucks and equipment (\$3,000,000)
- Recreation Master Plan and facility renovations (\$3,143,000)
- 800 MHZ Radio Upgrade & Tower (\$6,800,000)
- Disparity Study (\$350,000)

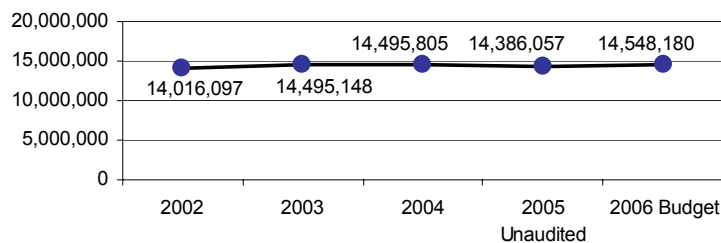
The City of Albany also agreed to allocate some of its SPLOST proceeds to community organizations for various capital purchases and improvements

- Chehaw Wild Animal Park Authority (\$2,000,000)
- Throntateeska Heritage Center (\$3,500,000)
- Albany Civil Rights Museum (\$3,750,000)
- Riverfront Park (\$8,650,000)

As shown in the chart below, property tax, sales tax and the WG&L transfer are the City's three largest revenue sources. Of the General Fund budget, property tax represents 33%, sales tax represents 18% and WG&L transfer represents 16%. These three revenue sources combined account for 67% of the total General Fund revenue in FY 2006.

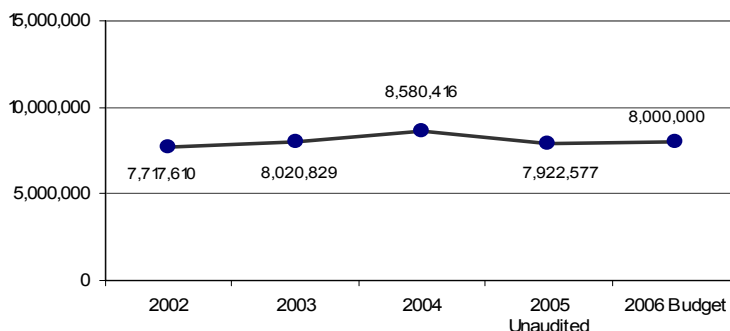


Property Tax – Property tax is the City's largest revenue source, providing approximately 18%, or \$14,548,180, of the City's total resources. Property tax accounts for 33% of the General Fund budget.



The City's FY 06 property tax projection rose slightly from the FY 05 projection. The 2005 property tax reassessment showed a small increase in value for the City's overall tax digest. This is the first time in two years that the City's property tax digest is anticipating positive growth.

Sales Tax –As the City’s second largest revenue source, sales tax is forecasted at \$8,000,000. This is a \$77,423, or 1%, increase compared to FY 2005 Amended Budget of \$7,922,577.



The second quarter of fiscal year 2005 showed a significant increase over the FY 2005 Adopted projection; however, the City is deciding to use a conservative projection for this revenue in FY 2006. Sales Tax revenue represents 18% of the General Fund budget. Approximately 16% of total sales tax revenue received is transferred to the CIP and Debt Service Fund to fund CIP projects and to pay the GMA annual debt payment.

Water, Gas and Light Transfer– Water, Gas and Light’s (WG&L) transfer to the General Fund is the City’s third largest revenue source. The FY 2005 transfer is \$7,058,771, a \$959,742, or 16%, increase over the FY 2005 budgeted transfer of \$6,099,029. In the past, the revenues from the WG&L transfer are based on 7.5% or the previous calendar year’s actual metered revenue. This year’s transfer included 7.5% of WG&L’s metered revenue as well as \$750,000 of unmetered revenue. The Mayor and Board of City Commissioners worked diligently with WG&L on a way to increase the utilities providers’ contribution to the City. The two boards (both headed by the Mayor) agreed that WG&L would provide some portion of its unmetered revenue to the City. WG&L was able to pay the City an additional \$750,000 for FY 2006. The two boards are still in the process of reviewing the transfer agreement between WG&L and the City of Albany. The City is ultimately requesting that WG&L increase its transfer to the General Fund. WG&L is currently reviewing its revenue sources and is to report back to the City’s Board.

House Bill (HB) 489 – The City continues its HB 489 initiatives with Dougherty County. This initiative includes funding from Dougherty County for the following City departments: Fire, Information Technology, Planning, Traffic Engineering, Central Services, Emergency Management and Recreation & Parks. Through these joint agreements, the City is expected to receive \$3,562,804 from Dougherty County. The City will pay Dougherty County \$1,606,050 for services it provides to the City such as property tax collection and space utilization. In the previous budget year, the Dougherty County Board of Commissioners will pay the City based on a user fee for recreational services instead of a percentage of prior year’s actual expenditures as was previously used to determine their cost for recreational services. The City of Albany plans to discuss increasing the amount of revenue it receives from Dougherty County for the Recreation and all other services it provides for Dougherty County residents.

Self-Administered Insurance Program (SAIP) – The Mayor & Board of City Commissioners voted that the City of Albany would become self-insured beginning May 1, 2005. The City had contracted these services with the Georgia Interlocal Risk Management Agency (GIRMA). The City’s Self Administered Insurance Program is managed by both the City Attorney’s office and the Finance Department’s Risk Management Division. These two units will work together to better contain costs associated with liability issues for the City. This coverage includes airport liability, automobile

liability, automobile physical damage, boiler and machinery, crime, electronic data processing, fiduciary liability, general liability, law enforcement liability, property damage, public officials' liability, extended reporting period, travel accident and unlicensed equipment. This budget, housed in the Risk Management Division's budget, includes \$822,600 to cover expenses associated with the City of Albany's Liability Insurance program. This is \$56,716 less than the City's payment to GIRMA.

Workers' Compensation Fund – The City's Workers' Compensation fund continues to be a viable and solvent fund. Through aggressive claims management the number of fraudulent claims continues to decline. Due to the solvency of this fund, workers' compensation was partially funded at 50%. The City's main objective continues to be: (1) to assure that the injured employee gets the best and most efficient medical care available, and (2) to get the injured worker whole and back to work as quickly as possible.

Health Insurance – The Public Employees Group Health Plan (PEGHP) is comprised of three entities: Water, Gas and Light, Dougherty County, and the City of Albany. Each entity contributes to the fund based on their number of covered lives. As stated within the PEGHP, the employer /employee contribution is 75/25. Escalating health care cost continues to be the leading budget problem that many governments and private employers are still facing. Staff is continuing to monitor the plan to ensure it remains solvent. The following is a summary of plan changes that will impact the FY 2006 budget (all changes effective July 1, 2005):

- Premiums increased by 10% for active full time employees, retirees over the age of 65, and Medicare Supplement participants
- Deductible applies to outpatient hospital services (\$46,000 potential savings)
- Increase prescription drug co-pay- \$5 for retail prescriptions and \$15 for mail order prescriptions (\$265,000 potential savings)
- Employer/ employee ratio changed from 75/25 to 60/40 for retirees under the age of 65 regardless of retirement date
- Retirees will be allowed to take the coverage they had as an active employee into retirement, depending upon qualifications
- Coverage for retirees cannot be added but can be dropped
- Retirees obtaining full-time employment with the option to purchase health insurance will not be eligible to continue under the PEGHP
- Non-tobacco users will be given a discount on medical premiums (Non-tobacco use certification required)
- All building of each entity will become totally smoke-free

In FY 01, the Mayor and Board of City Commissioners elected to have the General Fund absorb the cost of the retiree health insurance premiums. This cost had been paid from the Pension Fund. The cost was scheduled to be phased into the General Fund over a five-year period. In FY 2008, the estimated full cost was \$2,534,553 by FY 08. Earlier this year, the Mayor & Board of City Commissioners, with the advisement of staff, voted to allow the General Fund to absorb the cost of the retiree health insurance premiums for all retirees beginning in FY 2005. This additional burden is costing the General Fund an additional \$800,000 during FY 2006, 133% increase over last fiscal year's allocation. General Fund and Special Fund departments' budget allocations were reduce to absorb this significant, additional cost.

General Fund – Accounting for 56% of the City's total budget, this is the City's largest fund. The General Fund for FY 2006 totals \$44,331,182, an increase of approximately 3%, or \$1,231,039, from FY 2005's General Fund budget of \$43,100,143. The increase is the result of an increase in the Water, Gas & Light transfer and an overall reduction in transfers from the General Fund to other funds. This

increase will be partly used to cover the increased cost for retiree health insurance premiums as well as pay increases for active, full-time employees. The General Fund finances the operations of General Government, Public Safety, Recreation & Parks, Engineering, Planning Services, Independent Agencies, Public Works Administration, and Public Works Street Maintenance.

Special Funds – Collectively, the City's Special Funds are the fourth largest fund. Most of these funds do not generate enough revenue to cover their operational costs; therefore, the General Fund subsidizes these funds. The Transit System, Municipal Auditorium, Civic Center, CAD 911, Capital Improvement Fund, Debt Service Fund, and Airport Fund are considered Special Funds in this budget document. Altogether they total \$8,642,248, an increase of \$133,739, or 2%, over FY 2005 Special Funds total of \$8,508,509. This increase is attributable to the increase in anticipated revenues from the CAD 911 and Transit System Funds.

Enterprise Funds – Sanitary Sewer System and Solid Waste make up the Enterprise Funds. As the second and third largest funds, the funds are self-supporting since they generate enough revenue through service charges to cover their costs. The Sanitary Sewer System, which totals \$14,402,512, represents an increase of 12% over FY 2005 adopted Sanitary Sewer System revenue of \$12,848,147. The Sanitary Sewer System Fund includes a \$4.45 rate increase along with a scheduled CPI adjustment effective July 1, 2005. These increase were necessary to keep pace with the rising cost of petroleum based materials, absorbing functions from the General Fund (Street Sweepings and Storm Maintenance), and giving pay increases to underpaid employees. The Solid Waste Fund totals \$7,804,311, an increase of 4% from the FY '05 Adopted Budget of \$7,487,288. The increase is the result of the fund's scheduled CPI increase effective July 1, 2005.

Community Development – Community Development is one of the City's smallest funds and it totals \$2,983,137 a decrease of \$22,903, or .8%, from the FY 2005 budget of \$3,006,040. Funds allocated to the City by the U. S. Department of Housing and Urban Development (HUD) and income received from repayment of loans, rents, etc., represent this fund's revenue sources. Community Development is designed to expand economic opportunities, provide decent housing for and meet the other needs of persons of low-to-moderate income. The department will operate separately from Planning & Development Services this fiscal year.

Hotel/Motel Fund- This fund was established to be in compliance with the Uniform Chart of Accounts. This fund totals \$307,908. The Hotel/Motel Fund increased by \$30,750, or 11%, compared to fiscal year 2005's budget of \$277,158. These funds are allocated annually to the Chamber of Commerce and the Albany Convention and Visitors Bureau to promote tourism, convention and trade shows.

Sponsored Operations – The Grant Fund is a special revenue fund that provides for the administrative accounting of funds received from local, state, and federal sources for entitlement programs and discretionary projects. The fund totals \$958,042, which is \$1,265,673 less than the adopted fund total of \$2,223,715 in fiscal year 2005. The appropriations for grant projects do not lapse at the end of each fiscal year, but remain in force for the life of the grant by means of re-appropriations contained in this budget document.

Albany Downtown Riverfront Master Plan – As part of the Downtown Riverfront Master Plan, the City of Albany has embarked on a long-range streetscape improvement program. The approximately twenty-block area will see coordinated improvements over the next eight to ten years. The first project has been completed in the Harlem area. The second project is now underway in the West Broad Avenue area. It includes both sides of the 100 block of Broad Avenue, the south side of the 200 block of Broad Avenue, and the east side of the 100 block of North Washington Street. The primary funding

source is the Georgia Department of Transportation at approximately \$900,000, with secondary funding through special local option sales tax (SPLOST). Below is a list of the Master Plan projects:

- \$14.5 million for Law Enforcement Center (complete)
- \$6 million for River Front Park (complete)
- \$9.9 million for Mixed Income Housing (under construction)
- \$15.3 million for Central Square Offices and Parking Facilities (complete)
- \$750,000 for Flint River Educational Greenways (under construction)
- \$14.7 million for the Agricultural and Natural Resource Center (complete)
- \$16-\$18 million for the Hotel and Conference Center (complete)
- \$750,000 for the Bridge House (renovations begun)

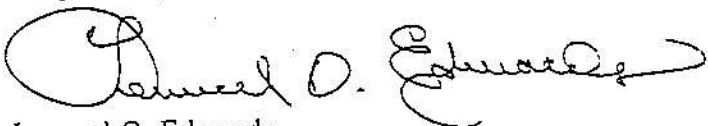
During the past year, the City of Albany has had several accomplishments:

- Received the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award for the thirteenth consecutive year.
- Received the Government Finance Officers' Association (GFOA) Distinguished Comprehensive Annual Financial Report (CAFR) Award for the fourteenth consecutive year.

This budget is the result of a tremendous effort to identify savings opportunities, support important initiatives, and protect service levels in the face of a recovering economy. We have developed a budget that reflects a commitment to sound financial management and a continuation of the high level of service our citizens expect and deserve.

Compiling this budget has been a team effort involving staff, department heads, the City Manager's Office, Capital Principles, and the Mayor & Board of City Commissioners. Everyone is to be congratulated on his or her contributions to this balanced budget.

Respectfully Submitted,



Lemuel O. Edwards
Interim City Manager

/sas

AN ORDINANCE 05-114
ENTITLED
AN ORDINANCE ADOPTING BUDGET AND
APPROPRIATIONS FROM THE PERIOD OF
JULY 1, 2005, THROUGH JUNE 30, 2006;
REPEALING PRIOR ORDINANCES IN
CONFLICT AND FOR OTHER PURPOSES.

WHEREAS, a proposed budget as amended has heretofore been submitted to the Board of Commissioners of the City of Albany, Georgia for their study and review;

WHEREAS, said proposed amended budget has been carefully considered by the Board of Commissioners;

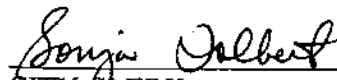
NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Albany, Georgia, and it is hereby ordained by authority of same:

SECTION 1. The proposed budget as amended and appropriations for the period July 1, 2005, through June 30, 2006, are hereby adopted, and the estimated receipts of expenditures therein contained are approved. A copy of said budget is on file in the office of the City Clerk and a summary of same is attached hereto in the form of a budget summary marked Exhibit "A" and made a part of this Ordinance and incorporated herein by reference as fully as if set forth verbatim. The sums of money set out in the budget are hereby appropriated to be paid out of the respective funds of the City of Albany designated in the exhibit for the Fiscal Year beginning July 1, 2005, through June 30, 2006. The Finance Director is hereby authorized and directed to issue her warrants for the same as the several items shall respectively become due.

SECTION 2. All Ordinances, or parts of Ordinances, in conflict herewith are repealed.


MAYOR

ATTEST:


CITY CLERK

Adopted: 6-29-05

Introduced By Commissioner:

Date(s) read:

Howard

6-29-05

EXHIBIT A
FY 2005 / 2006 BUDGET

**REVENUE & EXPENDITURE RECAP
FISCAL YEAR 2005/2006**

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
REVENUE			
GENERAL & SPECIAL FUNDS:			
General Fund	42,944,758	43,100,143	44,331,182
Municipal Auditorium	93,111	92,420	92,022
Albany Civic Center	1,181,904	1,107,457	1,283,840
Transit System	2,480,602	1,886,873	1,947,609
Public Improvement	1,567,139	668,717	649,300
Debt/ Sinking Fund	2,512,402	2,434,900	2,349,614
Airport Fund	3,491,164	1,048,477	1,005,476
CAD 911	<u>1,390,330</u>	<u>1,269,665</u>	<u>1,314,387</u>
General & Special Funds Subtotal:	55,661,410	51,608,652	52,973,430
ENTERPRISE FUNDS:			
Sanitary Sewer Enterprise	8,782,058	12,848,147	14,402,512
Solid Waste Enterprise	<u>6,732,636</u>	<u>7,487,288</u>	<u>7,804,311</u>
Enterprise Funds Subtotal:	15,514,694	20,335,435	22,206,823
Hotel/Motel Fund	334,823	277,158	307,908
Community & Econ. Dev.	8,125,916	3,006,040	2,983,137
Grant Fund	7,172,333	2,223,715	958,042
TOTAL GENERAL/SPECIAL & ENTERPRISE FUNDS:	<u>86,809,176</u>	<u>77,451,000</u>	<u>79,429,340</u>
EXPENDITURE			
GENERAL & SPECIAL FUNDS:			
General Fund	40,234,465	43,100,143	44,331,182
Municipal Auditorium	211,416	92,420	92,022
Albany Civic Center	1,469,784	1,107,457	1,283,840
Transit System	2,459,474	1,886,873	1,947,609
Public Improvement	1,474,809	668,717	649,300
Debt/ Sinking Fund	2,494,233	2,434,900	2,349,614
Airport Fund	1,147,479	1,048,477	1,005,476
CAD 911	<u>1,273,058</u>	<u>1,269,665</u>	<u>1,314,387</u>
General & Special Funds Subtotal:	50,764,718	51,608,652	52,973,430
ENTERPRISE FUNDS:			
Sanitary Sewer Enterprise	6,615,466	12,848,147	14,402,512
Solid Waste Enterprise	<u>6,014,820</u>	<u>7,487,288</u>	<u>7,804,311</u>
Enterprise Funds Subtotal:	12,630,286	20,335,435	22,206,823
Hotel/Motel Fund	289,964	277,158	307,908
Community & Econ. Dev.	8,393,825	3,006,040	2,983,137
Grant Fund	7,927,133	2,223,715	958,042
TOTAL GENERAL/SPECIAL & ENTERPRISE FUNDS:	<u>80,005,926</u>	<u>77,451,000</u>	<u>79,429,340</u>

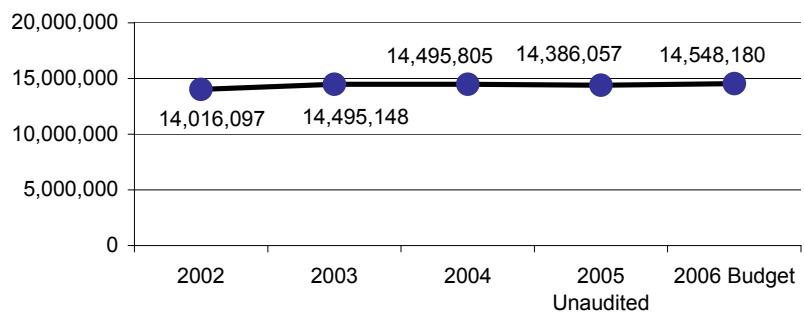
GENERAL FUND REVENUE & EXPENDITURES

General Fund Summary

The General Fund estimated revenue of \$44,331,182 accounts for 56% of the total FY 2006 estimated revenue of \$79,429,340. It represents an increase of approximately 2.9%, or \$1,231,039, of the previous year's Adopted General Fund Revenue. This general operating fund for the City is used to account for all financial resources traditionally associated with governmental functions that are not legally required or by sound financial management required to be accounted for in another fund. The four largest and most significant revenue sources are property taxes, sales taxes, Water, Gas & Light transfer and other taxes. Trends for these four largest revenue sources are highlighted in the following section.

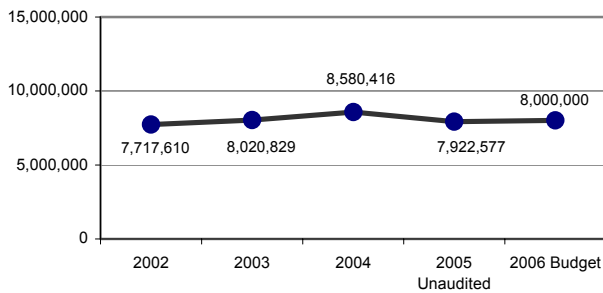
Property Taxes- Property Taxes are the largest and the most significant source of revenue to the City. It provides \$14,543,180, approximately 33% of the General Fund Revenue. These taxes are calculated using a state approved tax digest at millage rates set by the Mayor and Board of Commission. The millage rate increased by 0.008 mills in FY 2006. Each mill represents one dollar of tax for every \$1,000 of taxable value. Included in property taxes are ad valorem taxes, current taxes, prior year taxes and penalties and interests. The Sinking Fund, which is used exclusively for paying the principal and interest on bonds, is included in this presentation. The graph below illustrates property tax and sinking fund revenue for the years 2002 through 2006.

Property Tax



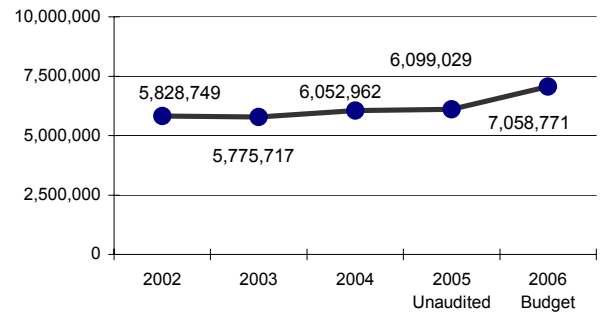
Sales Tax - Sales Tax is the second largest revenue source, with an estimated revenue of \$8,000,000 or 18% of the General Fund Revenue. Sales Taxes are projected based on economic indicators and are collected at 1% of the state sales taxes. The declining trend in sales tax revenue reflects larger transfers to the Capital Improvement and Debt Funds in recent years. Greater amounts of funds are being allocated to those funds in an effort to more proactively address the City's capital needs. The City shares sales tax revenue with the county on a 60:40 basis of countywide collections. The graph below depicts sales tax revenue over a five-year period. The State Of Georgia limits jurisdiction to one cent for general purpose.

Sales Tax



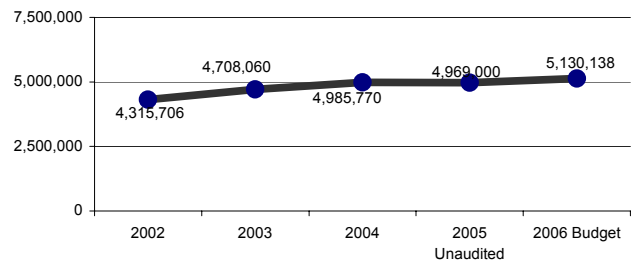
Water, Gas & Light Transfer (WG&L) - This is the third largest revenue source for the City of Albany and is estimated at \$7,058,771, or 16% of General Fund Revenue. In July of 1993, the City of Albany and WG&L Commission entered into an agreement whereby an amount equal to 7.5% of total metered revenue for the preceding year will be transferred to the City of Albany on an annual basis. This year's transfer includes an additional \$750,000. This chart depicts the WG&L transfer for the past five years:

Water, Gas & Light



Other Taxes - Other taxes make-up approximately 12% of General Fund revenue as the fourth largest revenue source at \$5,130,138. Included in this category are liquor & wine, beer, mixed drink taxes, alcoholic identification cards, casualty insurance, payment in lieu of taxes, insurance taxes, and real estate transfer taxes. These taxes are a percentage of generated sales. The projection is based on historical trends and current indicators. The graph below shows the last five years trend:

Other Taxes



Growth for this revenue has been driven primarily by increases in insurance taxes. Insurance taxes increased by more than 7% in FY 2004. While this tax, as well as the revenue sources included in this category, is expected to grow, its growth is projected to increase at a slower rate.

FY 2006
GENERAL FUND REVENUE

Description	Audited Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
Revenues			
Sales Tax	8,580,416	7,922,577	8,000,000
Property Tax			
Current Taxes *	14,034,154	14,086,057	14,157,693
Prior Taxes	129,923	130,000	140,000
Intangible Tax	210,253	130,000	183,982
Penalties and Interest	121,475	40,000	61,505
Other Taxes			
Real Estate Transfer Tax	69,629	55,000	70,752
Payment in Lieu of Taxes	116,671	110,000	116,671
Licenses and Taxes			
Business Licenses	1,396,458	1,300,000	1,300,000
Admin-Do. Co. HB 489	18,550	15,000	17,255
AT&T	126,880	120,000	126,800
Motor Vehicle Lic. and P	685	600	475
Bell South License	748,958	750,000	740,000
Georgia Power	408,541	425,000	418,531
Z-Tel Communications	3,240	1,000	0
Alcohol Beverage License	321,558	314,000	315,000
Reinstate Alcohol Beverage License	2,000	1,000	1,000
Training - Alcohol to Minors	7,750	1,000	1,000
Liquor and Wine Tax	212,843	205,000	215,000
Beer Tax	1,067,632	1,056,000	1,056,000
Mixed Drink Tax	91,179	72,000	86,986
Alcoholic I/D Cards	28,735	1,000	14,729
Casualty Insurance	78,856	70,000	70,000
Insurance Taxes	3,320,225	3,400,000	3,500,000
Franchise Fees			
Cable Television	737,934	650,000	661,918
Maple Hill	200,599	62,000	213,786
Alltel Corp License	45,398	45,000	45,000
Fines and Forfeitures			
Fines and Forfeitures	1,418,569	1,495,426	1,383,374
Animal Control Fines	6,999	4,000	3,385
Municipal Court	107,880	125,000	91,854
Permits and Fees			
Building Permits	302,305	292,000	292,000
Electrical Permits	45,705	42,000	43,000
Plumbing Permits	44,247	36,000	36,000
Gas Permits	13,964	16,000	16,000

*Note: % goes to Dougherty County for collecting our tax.

FY 2006
GENERAL FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
HVAC Permits	36,636	32,000	32,000
Gas Certificates	765	300	300
Re-inspection Fees	150	0	0
Plan Review	19,384	22,000	25,000
Zoning Fees	43,086	64,000	59,000
Planning Misc Fees	3,472	2,500	2,500
Examination Fees (Gas)	500	2,500	300
Charges for Services			
Recreation			
Golf			
Green Fees	80,849	80,000	90,000
Annual Memberships	51,046	63,000	65,030
Golf Merchandise	17,076	15,500	13,500
Golf Concessions	2,371	1,500	25,000
Hand Carts	176	250	92
Power Rentals	49,857	52,000	65,270
Range Ball	2,094	2,200	2,269
Rental Club	450	400	420
Turner Gym Concessions	533	0	0
Carver Pool Concessions	867	0	0
Carver Pool Admissions	590	215	600
Basketball	4,950	5,000	4,500
Football	5,400	6,250	10,000
Baseball	500	600	0
Softball, Adult	46,718	42,675	23,281
Tennis	1,554	310	185
Ceramic Supplies	2,111	3,000	3,000
Softball, Youth	2,475	5,100	3,750
Cheerleading	1,605	2,625	3,750
Flag Football - Adult	4,625	6,250	6,300
Recreation Rentals	2,975	1,250	1,850
George Ort Banquet Hall	1,575	2,200	6,600
Gordon Complex Concessions	888	1,100	1,100
Souvenirs, Gordon	4,030	4,000	4,000
Blaylock Concessions	904	2,000	2,000
Highland Concessions	322	235	235
Ken Gardens Concessions	137	425	425
Other Concessions	340	0	0
Special Events	1,381	0	1,290
Aerobics	16	0	0
Ceramics	495	500	0

**FY 2006
GENERAL FUND REVENUE**

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Public Works			
Engineering/ CED Project	38,477	0	0
Rental of Equipment/PW	7,801	5,000	0
Other Charges			
Garnishment Fees	4,678	6,000	3,000
Attorney Fees	1,500	1,000	1,000
Cemetery			
Graves	110,525	106,000	103,950
Lots	26,300	13,500	23,650
Inter Governmental Revenue			
Federal Government			
AFD Sprinkler Permit	3,100	2,600	2,600
AFD Re-inspection Fee	50	500	500
AFD Tank Removal & Install Fee	200	600	600
AFD Commercial Burn Permit	1,550	500	500
Emergency Management	16,786	20,000	20,000
DOT Planning Grant	7,144	90,000	0
Crime Free Housing	1,096	0	0
Sect. #8 FTA Grant	85,398	46,000	0
Highway Maintenance Contract	106,400	106,400	141,230
Dept. Community Affairs	6,250	0	0
DOUGHERTY COUNTY			
Fire Protection	2,216,309	2,258,419	2,332,947
Information Technology	506,193	490,797	495,532
Planning & Development	374,844	387,564	432,001
Traffic Engineering	14,379	45,000	45,000
Central Services	72,898	81,084	150,329
Emergency Management	22,128	14,659	16,995
Misc. Technical Services	0	0	0
Recreation	310,072	200,823	90,000
Other Governments			
Indirect Cost Allocation	1,160,261	1,358,663	1,400,515
TRANSFERS FROM WG&L	6,052,962	6,099,029	7,058,771
Other Revenues			
Int. Income/GMA Lease	104,700	97,911	97,911
Int. Income- Cert of Dep	44,960	0	0
Gasoline Sales	4,103	6,030	6,976
Shop Charges - Labor	248,811	680,000	595,138
Shop-Outside Repairs	12,192	0	0
Printing & Reproduction-Internal	163,681	186,012	186,190
Police DCSS Athletic Event	(85,126)	23,000	85,000
Code Book Resale	263	0	0
Gains Loss on Sales	6,626	0	0
Proceeds/ Sale of Asset	76,698	0	0

FY 2006
GENERAL FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Ins. Reimb. Prop. Damage	129,280	0	0
Discounts Earned	2,559	0	0
Election Qualifying Fees	2,220	0	0
Risk Management - SAIP	66,356	83,614	83,614
Land Rental	0	1	1
Sediment/Erosion Control	7,508	0	0
Miscellaneous Revenue	15,646	22,000	15,000
Pay Telephone Concession	527	2,000	500
Handling Fee (Returned Check)	2,760	0	0
Timber Sales	1,206	0	0
Miscellaneous Police Receipts	8,361	11,628	0
Grant/Donation Safe Comm.	600	0	0
Penalty Lot Cleaning	26,753	5,000	15,000
Miscellaneous Assessments	9,814	1,200	1,200
Transfers Out	0	0	0
General Fund Rev. Subtotal:	46,410,913	45,847,079	47,238,893
Transfers to General Fund			
Hotel Motel Fund	434,947	415,737	461,862
SAIP	58,335	0	0
Transfer to General Fund Subtotal:	493,282	415,737	461,862
Subtotal	46,904,195	46,262,816	47,700,755
Transfers from General Fund			
Municipal Auditorium	(62,272)	(68,520)	(66,122)
Civic Center	(727,264)	(746,857)	(932,540)
Transit System	(1,249,920)	(673,957)	(730,270)
Airport Fund	(585,081)	(338,439)	(284,027)
Debt/ Sinking Fund	(1,334,900)	(1,334,900)	(1,356,614)
Transfers from General Fund Subtotal	(3,959,437)	(3,162,673)	(3,369,573)
GENERAL FUND REVENUE:	42,944,758	43,100,143	44,331,182

**FY 2006
GENERAL FUND EXPENDITURES**

Description	Audited 2003/2004	Amended 2004/2005	Adopted 2005/2006
Legislative	390,056	412,009	405,218
City Manager	689,098	940,123	1,306,634
City Attorney	187,235	212,062	434,601
Municipal Court	364,675	435,036	476,911
Human Resources	1,165,422	1,581,441	2,321,616
Central Services-Administrative/Procurement	601,315	560,209	586,423
Central Services-Printing Division	217,447	177,799	191,959
Central Services-Material Management Div.	219,552	257,766	256,464
Central Services-Central Communications	495,365	589,124	566,780
Central Services-Fleet Management	726,619	826,178	867,212
Central Services-Fleet Pool Management	2,579	8,495	12,740
Finance	679,013	614,040	607,302
Office of Mgt/Budget	218,934	257,134	238,675
Risk Management	67,777	102,410	890,425
Treasurer	614,102	564,896	507,008
Marshal's Division	0	0	164,730
Information Technology (IT)	1,152,400	1,217,052	1,083,465
Planning & Development Services	1,179,343	1,313,375	1,269,350
Code Enforcement	206,243	340,428	430,015
Police Administration	2,504,704	2,991,560	2,371,947
Police Uniform	5,712,505	5,863,139	6,140,853
Police Support Services	1,568,003	1,686,638	1,689,174
Police Investigative	2,003,634	2,165,298	2,153,585
Police COP	90,344	103,754	334,644
Fire Administration	398,297	461,834	367,076
Fire Suppression	7,191,959	7,412,475	8,025,477
Fire Prevention	308,826	320,310	244,212
Fire Training	50,862	116,637	113,958
Fire Maintenance Shop	60,654	0	0
Fire / Emergency Management	50,775	78,662	71,154
Engineering	3,067,117	3,253,468	2,986,061
PW Administration	330,260	366,149	269,782
PW Street Maintenance	265,859	178,938	132,622
PW Street Maintenance - Right of Way	605,231	685,830	741,041
PW Street Maintenance - Sweeping	375,122	439,011	0
PW Street Maintenance - Asphalt/Concrete	305,533	274,015	341,552
PW Street Maintenance - Grading/Construction	491,328	593,810	644,561
PW Street Maintenance - Tree Maint.	178,766	195,190	209,329
PW Street Maintenance - Parks & Ground	3,385	0	0
PW Storm Drainage	166,812	245,518	0
PW Storm Stations	202,390	197,294	0
Recreation Administration	449,489	496,409	279,743
Recreation Centers & Gyms	814,145	796,437	734,461
Recreation Parks/Playgrounds	89,461	68,547	57,537
Recreation Aquatics	110,761	116,934	107,562
Recreation Athletics	629,464	561,770	556,879
Recreation Flint River Golf	383,439	418,256	394,087
Recreation Parks Maintenance	830,526	855,109	815,563
Recreation Cemeteries	267,404	274,674	256,887
Independent Agencies	1,550,235	1,436,907	1,673,907
Total General Fund Expenditure:	40,234,465	43,064,150	44,331,182

SPECIAL FUNDS REVENUE & EXPENDITURES

FY 2006
MUNICIPAL AUDITORIUM REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Operating Revenue			
Auditorium Rent	20,998	20,000	21,000
Artscape Admissions	3,789	0	0
Parking Income	312	600	600
Box Office Income	1,093	500	500
Agency Fees	4,817	0	0
Novelty Sales	(305)	500	500
Miscellaneous Income	363	300	300
Advertising	(4,817)	0	
Gain on Staffing	116	0	
Other Direct Cost Reimbursement	(153)	0	
Misc. Rental & Services	4,530	2,000	3,000
Net Book Value	0	0	
Interest Income	96	0	
Change in Accounting-Threshold	0	0	
Transfer from General Fund	62,272	68,520	66,122
	=====	=====	=====
MUNICIPAL AUDITORIUM REVENUE:	93,111	92,420	92,022
	=====	=====	=====

FY 2006
ALBANY CIVIC CENTER REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Operating Revenue			
Arena Rent	133,670	125,000	130,000
Amphitheater	1,000	1,000	1,000
Meeting Room Rent	4,422	12,000	12,000
Concession Income	77,655	40,000	50,000
Parking Income	53,597	40,000	40,000
Box Office Income	37,171	25,000	25,000
Agency Fees	0	1,000	500
Prog/T-shirts & Novelties	9,915	7,000	5,000
Catering Income	7,247	8,000	0
Miscellaneous Income	147	500	2,000
Staffing Reimbursement	35,236	45,000	30,000
Advertising	(633)	1,000	800
Other Direct Costs	8,349	5,000	5,000
Miscellaneous Rentals/Service	72,738	50,000	50,000
Reimbursement Pro. Dam. Ins.	13,105	0	0
Proceeds/Sale of Asset	(2)	0	0
Pay Phone Commission	1	0	0
Transfers (In)	727,264	746,857	932,540
Interest Income	1,022	100	0
	=====	=====	=====
ALBANY CIVIC CENTER REVENUE:	1,181,904	1,107,457	1,283,840
	=====	=====	=====

FY 2006

TRANSIT SYSTEM REVENUE

Description	Audited	Adopted	Adopted
	Actual 2003/2004	2004/2005	2005/2006

Revenues

Operating Revenue

Bus Fares	346,702	360,000	360,000
Bus Paratransit	43,372	45,200	42,000
Net Book Value	(164,659)	0	0
Proceeds/Sale of Asset	(65)	0	0
Private Advertising Fees	20,004	25,000	20,000
State Grants-Operat./Assist.	506,718	763,785	795,339
State Grants-Capital Improv.	471,986	0	0
Rental of Bldgs	8,068	18,931	0
Miscellaneous Revenue	(1,444)	0	0
Transfers (In)	1,249,920	673,957	730,270

=====

=====

=====

TRANSIT SYSTEM REVENUE:

2,480,602

1,886,873

1,947,609

=====

=====

=====

FY 2006

PUBLIC IMPROVEMENT FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Interest Income	6	0	0
Do. Co. Computer Equipment	82,275	0	0
GMA Lease Pool-Proceeds	977,398	0	0
Other Revenue	30,285	0	0
Tree Ordinance: Construction	(15,562)	0	0
Transfers from WG&L	321,700	325,000	325,000
Sales Tax	171,037	343,717	324,300
	=====	=====	=====
PUBLIC IMPROVEMENT REVENUE	1,567,139	668,717	649,300
	=====	=====	=====

FY 2006
911 CAD REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Interest Income	22,750	0	0
911 FEES	1,367,580	1,269,665	1,314,387
	=====	=====	=====
911 CAD REVENUE:	1,390,330	1,269,665	1,314,387
	=====	=====	=====

FY 2006
DEBT SERVICE/ SINKING FUND
REVENUE:

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Sales Tax	1,177,487	1,100,000	993,000
Interest Income	15	0	0
Operating Transfers In	1,334,900	1,334,900	1,356,614
	=====	=====	=====
DEBT SERVICE/ SINKING FUND REVENUE:	2,512,402	2,434,900	2,349,614
	=====	=====	=====

FY 2006

AIRPORT FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
ASA	118,478	127,300	110,000
Non-Scheduled	13,757	11,046	12,000
United Parcel Service	105,385	107,986	115,000
Avis	60,214	69,117	67,000
National	36,250	34,845	35,000
CARS (Hertz) Rentals	66,223	65,275	77,000
Thrifty Car Rental	1,949	2,500	1,100
FAA Rental	10,580	10,580	10,580
Airport Parking	138,979	143,345	138,000
Hawthorne Aviation	95,147	90,000	102,500
Airport Lounge	2,467	2,690	1,800
Civil Air Patrol	100	0	0
Quest	1,782	1,944	1,944
Airport Miscellaneous	4,258	0	7,600
House Rental	2,400	5,500	6,000
A/P Pay Phone Commission	39	0	0
Concessions Revenue	19,041	18,550	21,000
Concessions Expense	(13,098)	0	0
Interspace Advertising	7,533	7,600	6,600
TSA Rental	5,330	11,760	8,000
Federal Grants	2,092,978	0	0
PFC Revenues Earned	129,486	0	0
Interest Earned PFC2	584	0	0
Interest Earned CFC	243	0	325
Proceeds/ Sale of Asset	5,978	0	0
Operating Transfers In	585,081	338,439	284,027
	=====	=====	=====
AIRPORT FUND REVENUE	3,491,164	1,048,477	1,005,476
	=====	=====	=====

FY 2006
SPECIAL FUNDS EXPENDITURES

Description	Audited 2003/2004	Amended 2004/2005	Adopted 2005/2006
Municipal Auditorium	211,416	92,420	92,022
Civic Center	1,469,784	1,091,007	1,283,840
Transit System	2,459,474	1,886,873	1,947,609
Public Improvement	1,474,809	668,717	649,300
Debt/ Sinking Fund	2,494,233	2,434,900	2,349,614
CAD 911	1,273,058	1,269,665	1,314,387
Airport Fund	1,147,479	1,048,477	1,005,476
TOTAL SPECIAL FUNDS:	10,530,253	8,492,059	8,642,248
Total General/Special Funds	50,764,718	51,556,209	52,973,430

SANITARY SEWER FUND REVENUE & EXPENDITURES

FY 2006
SANITARY SEWER FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Charges for Services			
Tap Fees	21,357	45,000	25,000
Septic Tank Dumps	26,650	25,000	30,000
Maint. A.S.U. Pump Station	2,550	2,550	2,550
Sanitary Maint- MCLB	13,545	0	0
Sanitary Sewer Fees City	11,228,318	12,290,366	13,703,312
Discharge Permits	100	0	0
Sanitary Sewer Fees MCLB	144,710	67,631	163,000
Industrial Sampler Fees	191,302	208,000	195,000
Annual Permit Fees	800	1,600	1,150
Inc. Local Gov't	29,405	0	0
Penalties on Assessments	(185)	0	0
Interest on Assessments	772	500	2,500
Miscellaneous Assessments	4,975	1,500	0
Interest Income	6,372	3,000	9,000
Sewer Bad Debt Recov.	6,780	0	0
Miscellaneous Revenue	5,704	3,000	6,000
Gain/ Loss on Sale	149	0	0
Proceeds/Sale of Asset	(56)	0	0
Insurance Reimbursement Property Damage	250	0	0
Development Fees	161,465	100,000	165,000
Capital Contributions	1,269,893	0	0
Operating Transfers In (WG&L)	100,000	100,000	100,000
Operating Transfers Out	(4,432,798)	0	0
Change in Accounting	0	0	0
	=====	=====	=====
SANITARY SEWER REVENUE:	8,782,058	12,848,147	14,402,512
	=====	=====	=====

*Non Budgeted Other Sewer
Systems Sub Funds Revenue

TOTAL SANITARY SEWER
REVENUE SYSTEM:

*Includes interest income from Sanitary Sewer System Sinking Fund, Construction
Fund and Revenue and Extension Fund.

FY 2006

SANITARY SEWER FUND EXPENDITURES

Description	Audited 2003/2004	Amended 2004/2005	Adopted 2005/2006
Wastewater Treatment	4,431,643	4,597,591	5,074,858
Wastewater Treatment/Lift Station	480,777	453,494	462,178
Wastewater Treatment/Turner Field	2,330	0	0
Wastewater Sampling & Utility Location	163,333	214,899	331,958
Sanitary Sewer Administration	652,205	5,064,788	5,213,647
Sewer Maintenance	268,789	1,382,061	1,174,223
Sewer Construction	461,064	842,233	759,120
Review and Inspect	155,325	293,081	208,300
Sweepings	0	0	757,380
Storm Maintenance	0	0	420,848
TOTAL SANITARY SEWER:	6,615,466	12,848,147	14,402,512

SOLID WASTE FUND REVENUE & EXPENDITURES

FY 2006
SOLID WASTE FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Sales Tax Revenue			
Solid Waste Fees - City	6,520,694	7,187,906	7,497,311
Solid Waste Fees - Turner	(4,845)	0	0
Tipping Fees	89,403	129,382	130,000
Landfill (Street Division)	0	35,000	35,000
Special Pickups - Trash	20,603	35,000	35,000
Garbage Bad Debt	6,781	0	7,000
Operating Transfers In (WG&L)	100,000	100,000	100,000
SOLID WASTE FUND REVENUE:	6,732,636	7,487,288	7,804,311

FY 2006

SOLID WASTE FUND EXPENDITURES

Description	Audited 2003/2004	Amended 2004/2005	Adopted 2005/2006
Solid Waste Administration	434,904	736,070	745,841
Solid Waste Residential East	3,100,629	3,282,295	3,518,034
Solid Waste Residential West	1,725,278	2,322,979	2,322,979
Solid Waste Commercial	753,843	1,104,113	1,056,518
Solid Waste Street Sweeping	166	41,832	160,939
TOTAL SOLID WASTE:	6,014,820	7,487,289	7,804,311

**COMMUNITY
DEVELOPMENT
REVENUE & EXPENDITURES**

FY 2006
COMMUNITY DEVELOPMENT REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Operating Revenue			
Grant Revenue CDBG	5,459,389	1,469,977	1,165,696
Grant Revenue Home	2,082,537	740,750	644,576
Income-Rental Properties	51,260	397,554	775,106
Income-Sale of Properties	272,121	0	0
Income-Misc.	95,564	0	0
Note Rev-CDBG AHOP	10,048	11,303	11,303
Note Rev-HS	16,415	20,400	20,400
Note Rev-Redevelopment	92,957	196,432	196,432
Note Rev-Heat Assistance	37,486	6,264	6,264
Note Rev-HS	4,412	163,360	163,360
Interest Income	3,727	0	0
	=====	=====	=====
COMMUNITY DEVELOPMENT REVENUE:	8,125,916	3,006,040	2,983,137
	=====	=====	=====

FY 2006

COMMUNITY & ECONOMIC DEVELOPMENT EXPENDITURES

Description	Audited 2003/2004	Amended 2004/2005	Adopted 2005/2006
Community & Economic Dev.	8,393,825	3,006,040	2,983,137
TOTAL COMM & ECON DEV:	8,393,825	3,006,040	2,983,137

HOTEL/MOTEL FUND REVENUE & EXPENDITURES

FY 2006
HOTEL/MOTEL FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
Hotel/Motel Tax	769,770	692,895	769,770
Operating Transfers Out	(434,947)	(415,737)	(461,862)
	=====	=====	=====
HOTEL/MOTEL FUND REVENUE:	334,823	277,158	307,908
	=====	=====	=====

FY 2006

HOTEL/MOTEL FUND EXPENDITURES

Description	Audited 2003/2004	Amended 2004/2005	Adopted 2005/2006
Hotel/Motel Fund	289,964	277,158	307,908
TOTAL HOTEL/MOTEL FUND:	289,964	277,158	307,908

GRANT FUND REVENUE & EXPENDITURES

FY 2006
GRANTS FUND REVENUE

Description	Audited Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
Revenues			
DOT PL Grant	0	0	100,000
Sect. #8 FTA Grant	0	0	46,000
Police Grants and Sponsored Events	768,831	751,098	297,342
Traffic Safety Grants	973,671	70,000	14,700
Department of Community Affairs	20,038	45,000	0
Pass Thru Grants	3,371,524	97,500	0
DWA Day Wilburn Assoc.	0	0	
Recreation Grants	151,412	204,437	
Scrap Tire Grant	49,085	55,680	0
Interest Income	0	0	0
EDA/Hazard Mitigation Grants	1,837,772	1,000,000	500,000
	=====	=====	=====
GRANTS FUND REVENUE:	7,172,333	2,223,715	958,042
	=====	=====	=====

FY 2006
GRANT FUND EXPENDITURES

Description	Audited 2003/2004	Amended 2004/2005	Adopted 2005/2006
Grant Fund	7,927,133	2,223,715	958,042
TOTAL GRANT FUND:	7,927,133	2,223,715	958,042
GRAND TOTAL	80,005,926	77,398,558	79,429,340

POLICIES AND PROCEDURES

The following section outlines the policies used to guide the preparation and management of the City's annual budget. This section also provides detailed information on the budget development, budget adoption, the accounting policies and procedures for Fund Accounting, Government Funds, Debt Services, Central Services and Revenue and Expenditure policies. In addition, this section includes the FY 2005/06 budget calendar and budget hearings.

POLICIES AND PROCEDURES

The development and management of the City of Albany's annual budget is governed by both formal policies and accepted practices. A number of pertinent policies and practices are outlined in this section. In addition, this section includes summary information that was provided to the City Commission during the annual budget process.

BUDGET DEVELOPMENT AND ADOPTION

The organization faced many special circumstances during this year's budget process. The city's interim City Manager served on a part-time basis. Therefore, more responsibilities for the budget process were given to the Finance Director. The budgetary process began in February 2005 with the Office of Management/Budget (OMB) preparing the FY 2005/2006 revenue projections and updating the budget request forms and the instructions to be used by city departments.

Once these tasks were completed, the annual budget meeting was held in early March 2005 and each department was given its FY 2006 budget package. This year the Finance Director conducted budget hearings with all department heads to review all budget requests and prioritize the department's requests. The budget process included an opportunity for department heads to make a presentation to the Mayor and Board of City Commissioners highlighting their FY 2006 budgetary needs. These presentations provided the Mayor and the Board of Commissioners with a great deal of insight as to how priorities might be established.

After the Commission/Department Head budget hearings were completed, the Finance Director again reviewed and analyzed each request to formulate her recommended budget. Recommendations were based on historical data, a declining revenue base, justification of budgetary needs as provided by the department heads, input from the Mayor and Board of Commissioners and special circumstances that were anticipated to occur during the fiscal year. In addition, the Finance Director's recommendations were based on what is reasonable and necessary for departments to operate efficiently and effectively and to maintain the current level of service.

The Recommended Budget was given to the Mayor and Board of City Commissioners on May 24th for their approval. A public hearing for the budget was advertised and held during the morning of June 7th to promote citizen participation. This hearing was designed to allow public input into the FY 2006 Budget before its adoption.

After extensive work by the Finance Director and the budget preparation staff, the FY 2006 budget was adopted June 29, 2005. Notification of the budget adoption was advertised in the local newspaper and a copy was placed on file in the City Clerk's office as required by state law. The approved budget, which is controlled and maintained by the Office of Management/Budget, was then added to the computerized budgetary and actual financial reporting system on June 30, 2005. The new fiscal year began July 1, 2005.

BUDGET MANAGEMENT PROCESS

Staff and the Commission monitor the annual budget through detailed monthly reports on revenue and expenditures. These reports are typically provided to the Commission at the second Committee work session of each month.

Since a budget is an estimated financial plan, the existing budgetary process also allows for amendments to the budget throughout the year. This process is handled through budget transfers. It is the responsibility of each department/division to control expenditures and expend funds only for items that have been budgeted; however, due to unforeseen emergencies, a system is in place to accommodate changing needs.

BASE BUDGETING

Annual budgets are legally adopted for the General Fund, Special Funds, Internal Services Fund, and Enterprise Funds. This budget is balanced in accordance to Georgia law (OCGA 36-81-3(B)(3)) that states that, "a budget ordinance or resolution is balanced when the sum of estimated revenues and appropriated fund balances is equal to appropriation." Department and division expenditures are summarized as personal services and operating expenses. All budgets begin with the basic cost to maintain personal services while preserving the current level of service. Operating expenses and capital outlay are then allocated to departments for delivery of service.

FUND ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equities, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds in this budget are grouped into generic fund types and two broad fund categories as follows:

GOVERNMENTAL FUNDS

General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources, except those with other fund accounting requirements .

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.

Debt Service Funds - Debt Service Funds are used to account for debt service transactions for bonds and other debts issued by the City and by Albany Tomorrow.

Capital Projects Funds - Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds). In addition, capital any one asset valued at \$5,000 or more and has a useful life of more than one year.

PROPRIETARY FUNDS

Enterprise Funds - Enterprise Funds are used to account for operations: (1) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or

net income is appropriate for capital maintenance, public policy, management control, or accountability of other purposes.

Internal Service Fund - The Internal Service Fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis.

BASIS OF ACCOUNTING

The budgeting and basis of accounting policies of the City of Albany conform to generally accepted accounting principles (GAAP) as applicable to governments. The basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. All Government Fund Types, Expendable Trust Funds and Agency Funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

“Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers revenues as available if they are collected within 60 days after year-end. Those revenues considered susceptible to accrual are property taxes, charges for services, sales taxes, fines, forfeitures, interest income and intergovernmental grants. Revenues from licenses and permits and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received.

In applying the susceptible-to-accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used for guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based on the expenditures recorded. In the other type, monies are virtually unrestricted as to purpose of expenditure and are nearly irrevocable (i.e., revocable only for failure to comply with prescribed compliance requirements, such as equal employment opportunity.) These resources are reflected as revenues at the time of receipt or earlier if they meet the criteria for availability.

Expenditures are generally recognized under the modified accrual basis of accounting when the related liabilities are incurred. Exceptions to this general rule include: (1) accumulated unpaid vacation, judgments and claims which are not expected to be paid out of “available spendable resources;” (2) principal and interest on general obligation long-term debt which are recognized when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year and (3) inventory of materials and supplies which are recorded as expenditures when they are consumed. Those liabilities that are not to be paid from current resources are recorded in the General Long-Term Obligations Account Group.

Proprietary Fund Types and the Pension Trust Fund utilize the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The following is a summary of the more significant policies.

BASIS OF BUDGETING

The City of Albany employs the cash plus encumbrance method as its basis of budgeting for governmental funds. Revenue for the governmental funds is recognized when it is actually received in cash and encumbered amounts are treated as expenditures under this method. The City uses the accrual method as its basis of budgeting for proprietary funds. Under this method, revenues are

recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they occur. The City deviates from Generally Accepted Accounting Principles (GAAP), and its basis of accounting stated in its audited financial statements, in the following areas as well:

- The fair value of investments is not treated as adjustments to revenue
- Some component units are excluded in this budget document- Albany-Dougherty Inner City Authority (ADICA) and Chehaw Wild Animal Park (CWAP) Authority
- Some funds are excluded in this budget document- the Gortatowsky Special Revenue Fund, Self Administered Insurance Program Fund, Long Term Disability Fund, and Workers' Compensation Fund
- The Sanitary Sewer Fund's debt service payment is included in the fund's operation

BUDGET AMENDMENT

The City of Albany's budget amendment/budget transfer process is regulated by the official code of Georgia (OCGA 36/81-3(d)(1)) and local policies. The level of control, or level at which expenditures may not legally exceed the budget, is at the department level in the state of Georgia (OCGA 36-81-2(14)). Any increase in appropriation in any department of local government, whether accomplished through a change in anticipated revenues in any fund or through a transfer of appropriations among departments requires the approval of the governing authority (OCGA 36-81-3(d)(1)).

BUDGET TRANSFERS

The Management/Budget Officer can approve budget transfers up to \$10,000 without the City Manager's approval among various accounts within a department/division with the following exceptions:

1. No budget transfers are to be made between the Salaries Budget and the Operations Budget or the Capital Budget.
2. No budget transfer will be made into or out of Capital Improvement Fund.

Otherwise, any increase in appropriations in any fund for a department or through a budget transfer of appropriation among departments shall require the approval of the City Manager for amounts over \$10,000.

All budget transfers must be signed and justified by the Department Head. Requests will be considered based on the justification. All requests are to be submitted to the Management/Budget Officer who will forward requests to the City Manager, if necessary.

Appropriations lapse at fiscal year-end except for Capital Improvement Projects, which are carried forward until such time as the project is completed.

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is a five-year program and details anticipated expenditures as well as the proposed sources of funding. The General & Special Funds capital requests are for any one asset valued at \$5,000 or more and have a useful life of more than one year. And they are funded through:

- (a) 1.73% transfer of total sales tax
- (b) \$325,000 transfer from WG&L
- (c) CAD 911 sets aside funds for its capital needs.

The capital requests for Enterprise Funds - Sanitary Sewer and Solid Waste - are funded by the amount budgeted for their depreciation. The first year of the CIP is incorporated into the annual budget. The subsequent or outlying years are updated and revised each year to reflect the changing needs and priorities of the department heads.

Vehicles for the City are purchased through a lease pool agreement with the Georgia Municipal Association (GMA). The GMA offers a program to governmental entities whereby they can borrow funds from the Bank of New York to finance rolling stock equipment for a maximum of five years. This pool covers new equipment purchases and does not offer reimbursements for previously purchased equipment. Items other than rolling stock may be approved by submitting an application to the Bank of New York prior to requesting funds. The City of Albany is currently participating in the 1998 GMA Lease Pool Agreement. Although the City has retired its debt from participating in the 1990 Lease Pool Agreement, the GMA requires the City to continue allocating a payment in its adopted operating budget.

DEBT SERVICE POLICY

The City of Albany has not established a formal debt service policy, but its debt service practices have been governed by State of Georgia restrictions on local government debt.

Specifically, the City of Albany has utilized both general obligation and revenue bonds to finance capital improvements too large to be financed from current revenues. Recent bond issues have sold with an "A" rating from Moody's.

While information furnished by Moody's shows that Albany's debt is not excessive, community concern exists about the growing level of debt the City became responsible for over the past decade. In response to this concern, the adopted budget placed an emphasis on a "pay as you go" approach, with the exception of the financing required to fund the Combined Sewer Overflow Project.

PURCHASING POLICY

The City Charter and State law set forth requirements for the expenditure of local government funds for the purchase of goods and services. Section 4, paragraphs 8 and 14 of the City Charter gives the City Manager the authority to make and execute all lawful contracts for operations under his/her supervision. It provides that all purchases of \$5,000 and above and all repair and maintenance expenditures of \$10,000 must be formally bid. It further states that the City Commission must approve all purchases above \$40,000, except as may be otherwise provided by law or by ordinance.

Section 2.287 of the City Code gives the City Manager the authority to make purchases up to \$40,000 and repair and maintenance expenditures of up to \$40,000. Over this amount, the City Commission must grant approval. This section of the code also gives the City Manager the authority to sell surplus property up to \$5,000. The sale of surplus property valued over that amount requires prior Commission approval.

REVENUE AND EXPENDITURE POLICIES

An accepted but informal policy, which was put in place with the adoption of the fiscal year 1992 budget, was that each component of the City's overall budget should be independent and self-sufficient. While recognizing that many special funds activities, such as the Transit System, Civic Center, and Municipal Auditorium, would traditionally need some revenue subsidy from the General Fund, it was determined that interfund dependency should be avoided between the General/Special

Funds, the Sanitary Sewer Fund, the Solid Waste Fund and the Community & Economic Development Fund.

In 1993, an informal policy was formulated which stated that revenue and expenditures should be accounted for in the budget just as they would be set forth in the year-end audit. The result of this policy was to include non-cash revenue and expenditure items heretofore not included in adopted budgets but included year-end audits. Included in this category are the Water, Gas & Light non-cash transfer and related expense for streetlights in the General Fund and the depreciation expenses for Sanitary Sewer and Solid Waste Enterprise Fund. An exception to this new informal policy was that there was no change in the past practice of not including depreciation for Special Fund Facilities in the fiscal year 1999 budget even though the audit for several years has expensed depreciation. Staff feels that depreciation for these facilities is not appropriate, as these are general government operations and not true enterprise operations. This subject is still under review with the City's auditor.

FY 2005/2006 BUDGET CALENDAR

Budget Activity	Action By	Completion Date
1. Revenue Projections	Finance Department	February 4
2. Budget Issues and Concerns	City Manager/Office of Mgmt & Budget	February 11
3. Budget Planning Session (Rm 100)	City Manager/Office of Mgmt & Budget	March 14
4. Completion of Budget Requests	Department/Division Heads	March 28
5. Verification & Audit of Departmental Requests	Office of Mgmt & Budget	April 4
6. Review Analysis of Departmental Requests with Departmental Officials Wrap up	City Manager/Office of Mgmt & Budget	April 8, 11, 12, 13 and 18
7. Budget Overview Presentation (Rm 120)	City Manager/Finance Committee	May 3
8. Review Analysis of Departmental Requests with Departmental Officials (Rm 120)	City Manager/Finance Committee/Office of Mgmt & Budget	May 3
9. Budget Discussion (Rm 120)	City Manager/Finance Committee/Office of Mgmt & Budget	May 10
10. Submit Proposed Budget to Mayor/Commission	City Manager	May 24
11. Public Notices of: a. Hearing of Proposed Budget b. Meeting to Adopt Budget	City Clerk	May 25 and June 7
12. Public Hearing of Proposed Budget (Rm 100)	Mayor/City Commission/City Clerk	June 7
13. Preparation of Budget Ordinance, Incorporating Final Changes by Mayor and City Commission	City Clerk	June 14
14. Adoption of 2005/2006 Budget	Mayor/City Commission	June 29
15. Print 2005/2006 Budget	Office of Mgmt & Budget	September 24

FY 2005/2006 BUDGET HEARINGS

Department	Staff Review	Commission Review
Budget Overview (Room 120)		May 10, 2005 8:30 am
Review Analysis of Departmental Requests with Departmental Officials		May 10, 2005 8:30 am
Budget Discussions (Room 120)		May 10 & 11, 2005 8:30 am
General Government	April 8, 2005	
Legislative	10:00	
City Manager	10:15	
City Attorney	10:30	
Municipal Court	10:45	
Administration	April 8, 2005	
Human Resources Management	11:00	
Central Services	11:30	
Communications/CAD		
Information Technology (IT)	12:00	
Public Safety	April 11, 2005	
Police	10:00	
Fire	11:00	
Leisure/Convention Services	April 11, 2005	
Recreation	1:00	
City Auditorium/Civic Center	2:00	
Public Works	April 12, 2005	
General Operations	9:00	
Sanitary Sewer (Enterprise Fund)	10:00	
Solid Waste (Enterprise Fund)	10:30	
Planning & Development	April 12, 2005	
Planning & Community	11:00	
Development Services		
Engineering	12:00	
Transportation	April 13, 2005	
Airport	10:00	
Transit	10:30	

FY 2005/2006 BUDGET HEARINGS

Department	Staff Review	Commission Review
Other Debt Service/ Contingency	April 13, 2005 11:00	
Independent Agencies (OMB)	April 4, 2005 10:00	
Wrap Up Finance	April 18, 2005 10:00	
Public Hearing (Room 100)		June 7, 2005 7:00 pm
Commission Consideration & Vote (Room 100)		June 29, 2005 8:00 pm

REVENUE & EXPENDITURES

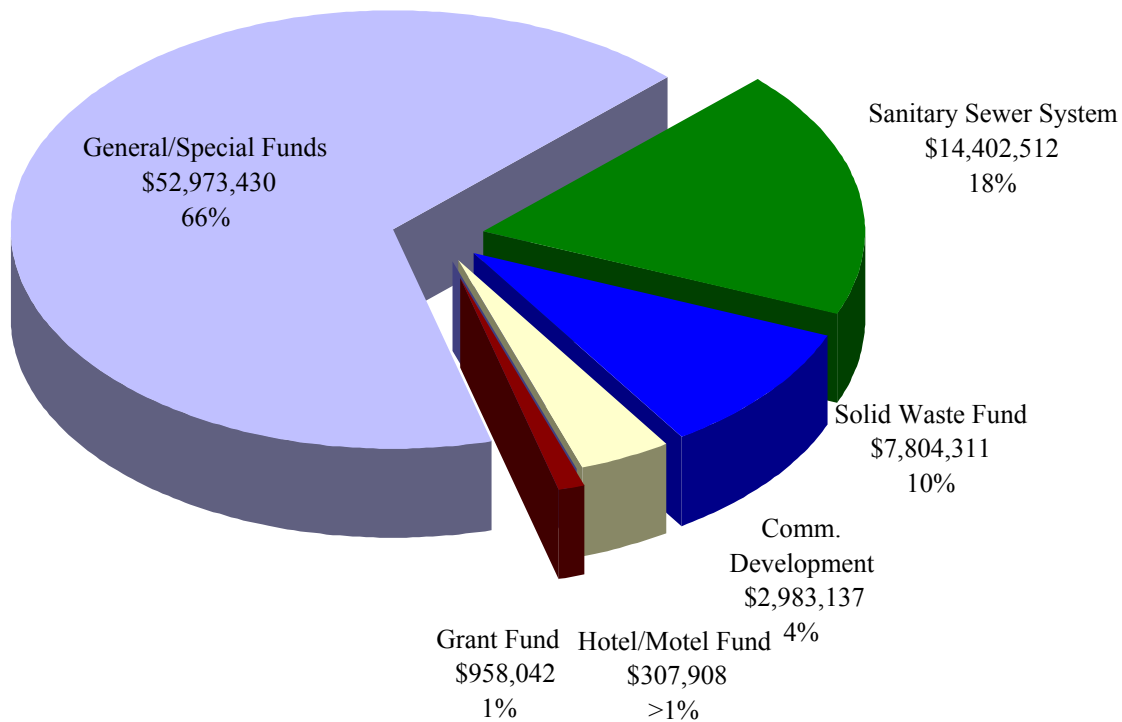
Included in this section is a chart showing the relationship between funds and a chart showing the percentages of expenditures as it relates to personal services, operating expenses, and capital improvement. Also provided is a recap of departmental expenditures by category. In addition, there is a breakdown of estimated revenue and estimated expenditures by fund.

City Of Albany

FY 2006

Adopted Operating Budget

	FY 2006 Budget	% of Total Budget
General/Special Funds	\$52,973,430	67%
Sanitary Sewer System	\$14,402,512	18%
Solid Waste Fund	\$7,804,311	10%
Hotel/Motel Fund	\$307,908	>1%
Grant Fund	\$958,042	1%
Comm. Development	\$2,983,137	4%
TOTAL	\$79,429,340	100%



Total Budget \$79,429,340

CITY OF ALBANY

FY 2006
Estimated Revenues

C-2

	General/Special Funds								Enterprise Funds					Total
	General Fund	Public Improvement Fund	Airport Fund	Municipal Auditorium Fund	Civic Center Fund	Transit System Fund	Debt/ Sinking Fund	CAD 911 Fund	Sanitary Sewer Fund	Solid Waste Fund	Hotel/ Motel Fund	Grant Fund	Community Economic Development	
Property Tax	14,543,180													14,543,180
Other Taxes	5,130,138										769,770			5,899,908
Sales Taxes	8,000,000	324,300					993,000							9,317,300
Business License & Taxes	3,340,461													3,340,461
Federal & State Grants	161,230					795,339						958,042	1,810,272	3,724,883
Service Charges	2,736,331		159,325	1,900	120,500	422,000		1,314,387	14,127,862	7,704,311				26,586,616
Fines & Forfeitures	1,491,373													1,491,373
Rentals & Franchises	984,354		554,524	24,000	193,000									1,755,878
Miscellaneous Revenues	230,251		7,600		37,800				174,650				1,172,865	1,623,166
WG &L Transfers	7,058,771	325,000							100,000	100,000				7,583,771
Charges For Services Dougherty County	3,562,804													3,562,804
Transfer In	461,862		284,027	66,122	932,540	730,270	1,356,614							3,831,435
Transfer Out	(3,369,573)										(461,862)			(3,831,435)
Totals	44,331,182	649,300	1,005,476	92,022	1,283,840	1,947,609	2,349,614	1,314,387	14,402,512	7,804,311	307,908	958,042	2,983,137	79,429,340
	General/Special Funds								Enterprise Funds					
	49,618,340								22,206,823					

CITY OF ALBANY

FY 2006 Estimated Expenditures

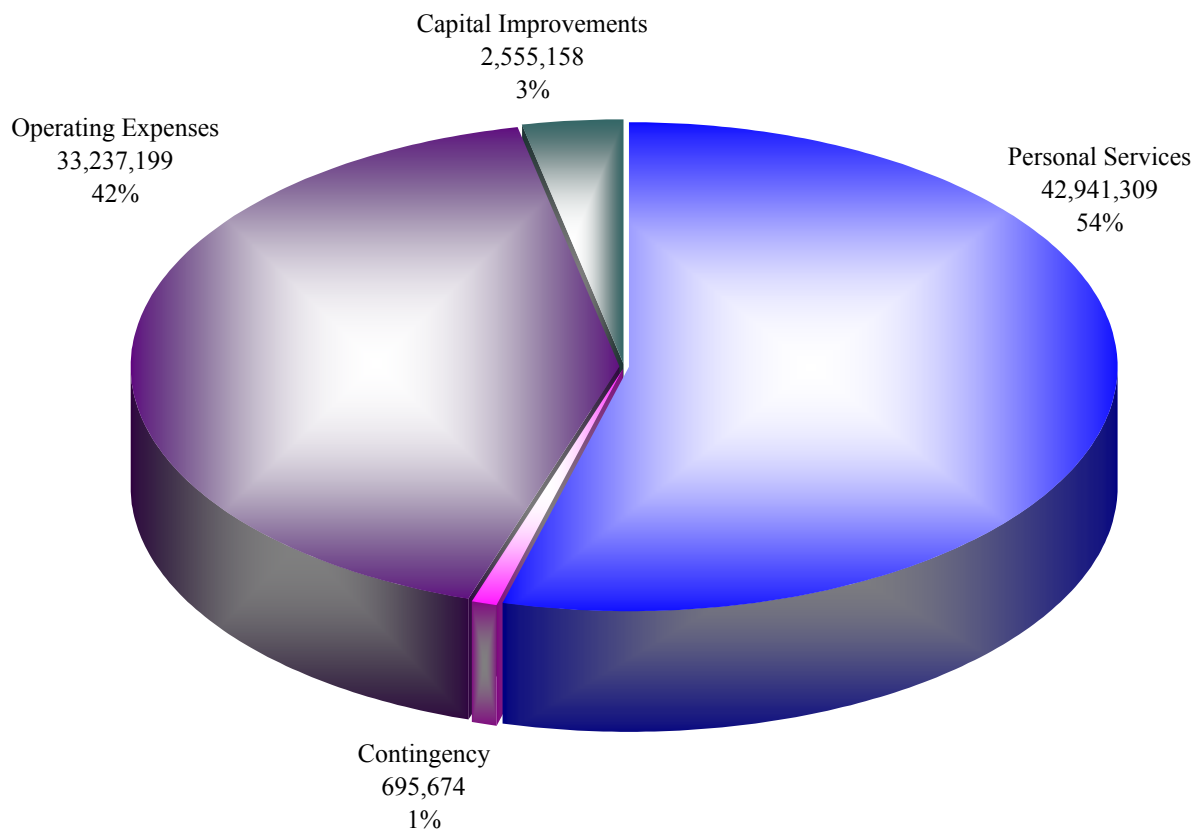
C-3

	General/Special Funds								Enterprise Funds					Total
	General Fund	Public Improvement Fund	Airport Fund	Municipal Auditorium Fund	Civic Center Fund	Transit System Fund	Debt Fund	CAD 911 Fund	Sanitary Sewer Fund	Solid Waste Fund	Hotel/Motel Fund	Grant Fund	Community/Economic Development	
General Government		649,300	1,005,476	92,022	1,283,840	1,947,609	2,349,614	1,314,387	14,402,512	7,804,311	307,908	958,042	2,983,137	35,098,158
Legislative	405,218													405,218
City Manager	1,306,637													1,306,637
City Attorney	434,601													434,601
Municipal Court	476,911													476,911
Human Resource Mgmt	2,321,616													2,321,616
Central Services	2,481,578													2,481,578
Finance	2,408,140													2,408,140
IT	1,083,465													1,083,465
Engineering/Traffic Eng	2,986,061													2,986,061
Public Safety														
Police	12,690,201													12,690,201
Fire	8,821,876													8,821,876
Planning & Development Svc	1,699,365													1,699,365
Public Works														
P.W. Administration	269,782													269,782
Street Maintenance	2,069,105													2,069,105
Recreation	3,202,719													3,202,719
Other Appropriations														
Independent Agencies	1,673,907													1,673,907
Totals	44,331,182	649,300	1,005,476	92,022	1,283,840	1,947,609	2,349,614	1,314,387	14,402,512	7,804,311	307,908	958,042	2,983,137	79,429,340
	General/Special Funds								Enterprise Funds					
	52,973,430								22,206,823					

City of Albany

FY 2005/2006

Total Operating Budget



Total Budget
\$79,429,340

FY 2005/2006
ADOPTED BUDGET

DEPARTMENT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL IMPROVEMENT	TOTAL
Legislative	200,043	205,175	0	405,218
City Manager	374,261	932,375	0	1,306,636
City Attorney	359,640	74,960	0	434,600
Municipal Court	189,890	287,021	0	476,911
Human Resources	1,957,805	363,810	0	2,321,615
Central Services-Procurement	366,516	219,907	0	586,423
Central Services-Printing	130,192	61,767	0	191,959
Central Services-Material Management	223,864	32,600	0	256,464
Central Services-Communications	523,211	43,569	0	566,780
Central Services-Fleet Maintenance	788,222	78,990	0	867,212
Central Services-Fleet Pool Maint.	0	12,740	0	12,740
Finance	445,992	161,310	0	607,302
Office of Management/Budget	227,250	11,425	0	238,675
Risk Management	33,620	856,805	0	890,425
Treasurer	233,687	273,321	0	507,008
Marshal's Division	155,317	9,413	0	164,730
Information Technology (IT)	863,553	219,912	0	1,083,465
Planning & Development Services	1,046,522	222,828	0	1,269,350
Code Enforcement	392,278	37,737	0	430,015
Police Administration	1,478,770	893,177	0	2,371,947
Uniform	5,484,657	656,196	0	6,140,853
Support Services	1,451,347	237,827	0	1,689,174
Investigative	2,028,092	125,493	0	2,153,585
COP	42,079	292,565	0	334,644
Fire Administration	312,688	54,388	0	367,076
Suppression	7,744,949	280,528	0	8,025,477
Prevention	235,534	8,678	0	244,212
Training	108,558	5,400	0	113,958
Fire/Emergency Management	51,954	19,200	0	71,154
Engineering	1,533,841	1,452,220	0	2,986,061
PW Administration	227,978	41,804	0	269,782
PW Street Maintenance	106,184	26,438	0	132,622
Right of Way	451,349	289,692	0	741,041
Sweeping	0	0	0	0
Asphalt/Concrete	278,739	62,813	0	341,552
Grading/Construction	428,680	215,881	0	644,561
Tree Maintenance	164,707	44,622	0	209,329
Storm System Maintenance	0	0	0	0
Recreation Administration	231,643	48,100	0	279,743
Centers & Gyms	567,780	166,681	0	734,461
Parks & Playgrounds	36,307	21,230	0	57,537
Aquatics	69,836	37,726	0	107,562
Athletics	309,702	247,177	0	556,879
Flint River Golf	279,111	114,976	0	394,087
Parks Maintenance	707,846	107,717	0	815,563
Cemeteries	228,962	27,925	0	256,887
Independent Agencies	0	1,673,907	0	1,673,907
SUBTOTAL GENERAL FUND	33,073,156	11,258,026	0	44,331,182

FY 2005/2006
ADOPTED BUDGET

DEPARTMENT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL IMPROVEMENT	TOTAL
City Auditorium	41,472	50,550	0	92,022
Civic Center	820,955	462,885	0	1,283,840
Transit	1,336,918	610,691	0	1,947,609
Public/Cap. Improvement Fund	0	0	649,300	649,300
Debt Fund	0	2,349,614	0	2,349,614
Airport Fund	702,803	302,673	0	1,005,476
CAD 9-1-1	795,611	518,776	0	1,314,387
SUB-TOTAL, SPECIAL FUNDS	3,697,759	4,295,189	649,300	8,642,248
TOTAL, GENERAL/SPECIAL FUNDS	36,770,915	15,553,215	649,300	52,973,430
SS - Wastewater Treatment	856,509	3,219,030	999,319	5,074,858
WWT - Lift Station	0	456,000	6,178	462,178
Wastewater Sampling & Utility Location	215,229	111,668	5,060	331,957
Sewer Systems: Administration	412,787	4,732,314	68,546	5,213,647
Sewer Sys: Maintenance	673,876	393,620	106,727	1,174,223
Sewer Sys: Construction	500,806	234,809	23,505	759,120
Review and Inspect	165,562	42,738	0	208,300
Sweepings	400,829	249,482	107,070	757,381
Storm Maint	142,748	278,100		420,848
Sub-Total, Sanitary Sewer Sys.	3,368,346	9,717,761	1,316,405	14,402,512
P/W - Solid Waste Administration	359,815	379,736	6,290	745,841
S/W - Residential East	1,621,766	1,490,234	406,034	3,518,034
S/W - Residential West	0	2,322,979	0	2,322,979
S/W - Commercial	284,748	594,641	177,129	1,056,518
S/W - Street Sweeping	0	160,939	0	160,939
Sub-Total, Solid Waste Fund	2,266,329	4,948,529	589,453	7,804,311
Hotel/Motel Fund	0	307,908	0	307,908
Community & Economic Dev.	535,719	2,447,418	0	2,983,137
Grant Fund	0	958,042	0	958,042
Total	42,941,309	33,932,873	2,555,158	79,429,340

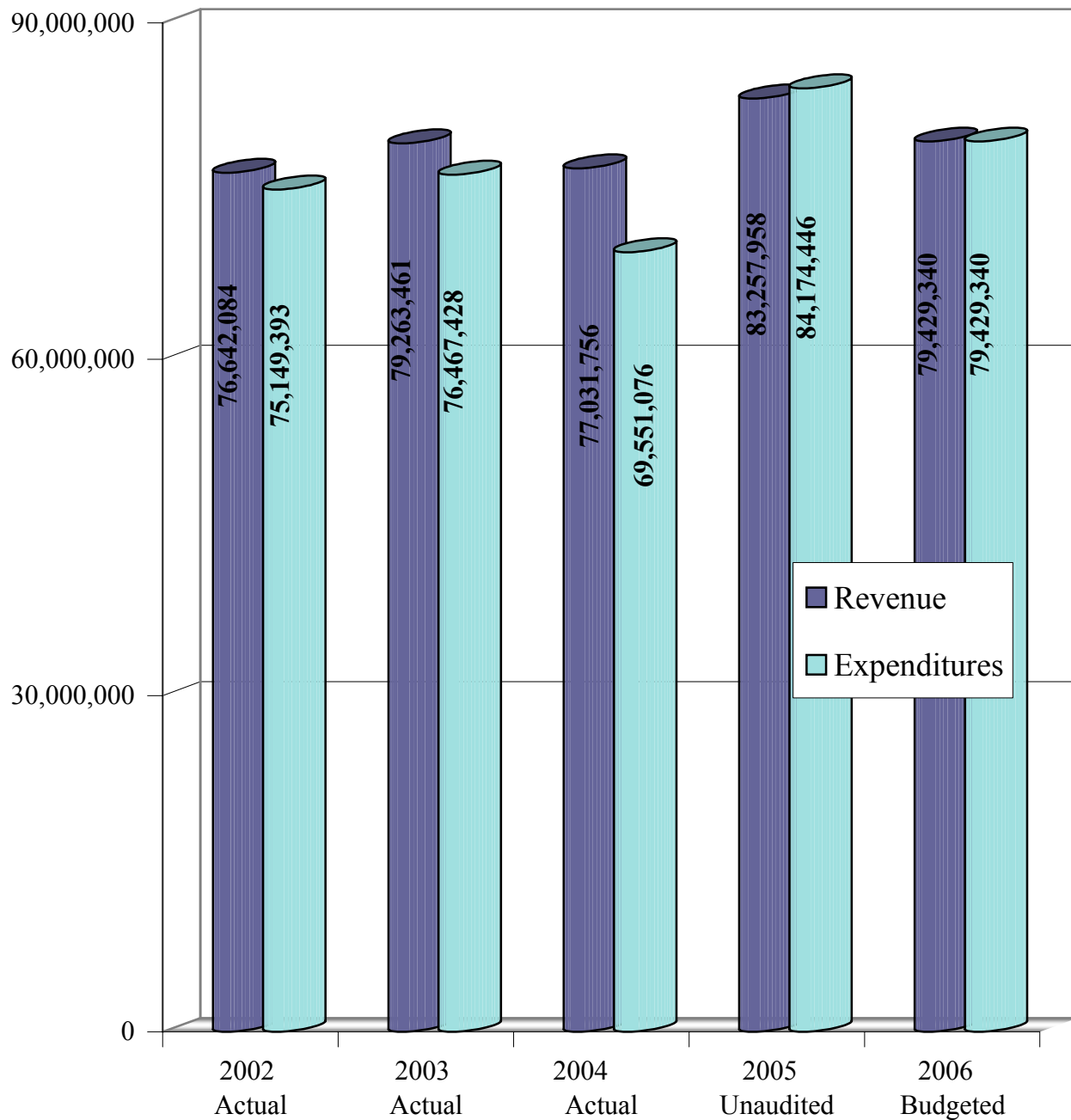
SUPPLEMENTAL INFORMATION

Additional information is included in this section to provide the reader with an overview of the current budget. Included in this section are charts and graphs on revenue/ expenditures, main revenue sources, general fund information and other pertinent information on the City of Albany.

City Of Albany

FY 2002 - FY 2006

Revenue / Expenditure Trends



HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

Information is provided in this Supplemental Information section to give the reader an overview of the current year's budget as well as to present historical trends on the City's budget. Also included are graphs and charts on revenue/expenditures, fund balances for all funds, property tax information, WG&L transfers, debt and tax digest information, and other pertinent information about the City of Albany.

Like many local governments throughout the United States, the City of Albany has wrestled with budget problems in recent years. A situation of skyrocketing health care costs for employees coupled with lackluster growth in the major revenue sources posed many problems for the City's budget. Cost-conscious budgeting is the City's first step toward revitalizing reserves. The City of Albany only started to build its cash reserves in FY 02. These cash reserves are healthy (more than 10% of General Fund revenues). The cash reserve was established for emergencies and to eventually be used for cash flow purposes.

The FY 2002 budget totaled \$71,562,621, an increase of 8% over FY 2001 budget of \$66,297,000. That year's budget included a 5% pay raise for full-time and permanent part-time employees effective July 1, 2001; an overall 10% increase in health insurance premiums and the adjustment to 72/25 employer/employee ratio per the Public Employees Group Health Plan; \$200,000 for contingency funds for unbudgeted emergencies; \$3,828,006 for capital improvements; \$693,181 for Self-Administered Insurance Program; House Bill 489 provided net \$686,000 additional revenue from services provided to Dougherty County; the Municipal Auditorium Debt \$395,000 annual payment through SPLOST IV funds. In FY 2002, the mill rate increased by 10.20% or 1 mill above FY 2001 mill rate of 9.80. Property tax revenue projections included a modest 2.4% growth in the tax digest for FY 2002.

That budget included 891 authorized budgeted positions, a net reduction of 24 positions from FY 2001. The reduction was the result of eliminating 38 vacant positions, adding 13 new Firefighters funded by Dougherty County (HB489), and adding one (1) Airport Safety Officer funded by Passenger Facility Charge (PFC) funds. The authorized budgeted positions of 891 dropped 2.6% in FY 2002, from the FY 2001 amended budget of 915. As mandated by the 1996 COPS Universal Hiring Grant, Albany Police Department maintained five (5) police officers on staff during the retention period of the grant. Since these positions were reimbursed by Dougherty County Board of Education as School Resource Officers, the positions were housed in the Grant Fund under the Sponsored Operations Section of the budget.

The FY 2002 actual budget had an audited year-end surplus of approximately \$1,492,691 for all funds. The General Fund, our largest fund, had a surplus of \$1,433,900, a decrease of approximately 31% under FY 2001 year-end surplus of \$2,113,911. That decrease could be attributed to assistance toward economic development that was planned to employ approximately 150 personnel. The General Fund actual revenue ended within 95% of budgeted revenues. Transit, Municipal Auditorium, Civic Center and CAD 911, which were considered Special Funds, had a year-end unaudited surplus of \$662,395. The Sanitary Sewer Enterprise Fund had an audited year-end surplus of \$746,478. The Solid Waste Enterprise Funds had audited year-end surplus of \$500,656. These funds were self-supporting and were the City's second and third largest funds.

The FY 2003 budget totaled \$76,868,793, an increase of 8% over FY 2002 budget of \$71,562,631. That year's budget included phase one payment (\$200,000) of a five-year phase-in cost (\$3,378,307) to remove health insurance premiums from the Pension Fund to the General

HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

Fund; \$25,000 additional funding for Municipal Court toward code enforcement; no cost of living allowance; no increase in health insurance premiums per the Public Employees Group Health Plan; \$200,000 for contingency funds for unbudgeted emergencies; \$2,653,886 for capital improvements; \$742,000 for Self-Administered Insurance Program; and the continuation of Municipal Auditorium Debt \$395,000 annual payment through SPLOST IV funds. The mill rate remained at 10.80. The property tax revenue projection was conservatively set because of the unknown additional value created by a property tax reassessment.

The 2003 budget had an audited year-end surplus of \$2,796,033 for all funds. The General Fund, the largest fund, had a surplus of \$1,237,996, compared to FY 2002 audited surplus of \$1,433,900. Transit, Municipal Auditorium, Civic Center, Airport, and CAD 911, which were considered Special Funds, had a year-end deficit of \$893,534. That deficit was a combination of Airport Fund expensing depreciation and indirect costs as well as unfavorable economic outcomes for Municipal Auditorium and Civic Center. The Sanitary Sewer Fund had an audited year-end surplus of \$234,455. The Solid Waste Enterprise Fund had an audited year-end surplus of \$358,003.

The FY 2004 budget totaled \$76,919,500, an increase of \$50,707 over FY 2003 budget of \$76,868,793. That year's budget included implementing \$10 Municipal Court processing fee; 2.2% rate increase for Sanitary Sewer and Solid Waste Enterprise Funds; health insurance premium increase at 15% for active employees and 55% for retirees under age 65; phase two payment (\$334,617) of a five-year phase-in cost (\$3,378,307) to remove health insurance premiums from the Pension Fund to the General Fund; 25% reduction in funding Worker's Compensation Fund; 2% cost of living allowance; \$272,693 for contingency funds for unbudgeted emergencies; \$220,000 increase in maintenance for the Government Center; \$30,000 Government Consolidation Study; \$183,253 increase in inmate housing cost; \$2,855,613 for capital improvements; \$61,800 reduction in Independent Agencies funding; \$30,000 maintenance funding for the Ritz Cultural Center and Sherrod Park; \$86,384 annual fee for Microsoft Enterprise Agreement; \$837,444 for Self-Administered Insurance Program; cross charging approximately \$175,000 of Engineering regular wages; 17% reduction in Community Development federal allocations; transferring 7 positions from General Fund to CAD 911; maintaining 891 authorized budgeted positions and the continuation of Municipal Auditorium Debt \$395,000 annual payment through SPLOST IV funds. The mill rate remained at 10.80. The property tax revenue projection was conservatively set because of the unknown additional value created by a property tax reassessment.

The FY 2004 budget had an audited year-end surplus of approximately \$7,480,680 for all funds. The General Fund, the largest fund, had a surplus of \$2,599,382 compared to FY 2003 audited surplus of \$1,237,996. That increase could mainly be attributed toward stronger than expected sales tax revenue by \$1,014,787 and successful cost containment of General Fund expenses. Transit, Municipal Auditorium, Civic Center, Airport, and CAD 911, which were considered Special Funds, had a year-end surplus of \$1,219,637. That combine surplus was largely due to Federal grant revenue in the Airport Fund. The Sanitary Sewer Fund had an audited year-end surplus of \$616,857. The Solid Waste Enterprise Fund had an audited year-end surplus of \$717,811.

The FY 2005 budget totaled \$77,236,000, an increase of \$316,500 over the FY 2004 budget of \$76,919,500. That budget included a \$600 across the board pay increase for all regular, full

HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

time employees effective 7/01/04; a .87% reduction in the City's Property Tax Digest; allocating \$275,000 for maintenance on the Local Law Enforcement Center; a \$600,000 allocation for insurance premium for retirees; \$148,671 in funding for Small & Disadvantaged Business Unit; \$879,316 for general liability insurance with GIRMA; a 100% increase in Fleet Maintenance Labor Costs (rates have not been adjusted in over 14 years); a 20% increase in Printing charges; unfunding 7 Police and 6 Fire Positions; eliminating 3 positions (Central Services/Fleet Maint.: Fire Mechanic, Planning: Building Inspector, and P/W Street Main.: Crew Supervisor, Sr.); adding 3 positions (Municipal Court- 2 Office Assistants and Police- 1 Secretary for the Albany-Dougherty Drug Unit); increased fuel cost; reallocating Non-Departmental budgeted line items to each appropriate department; a 25% (\$397,857) reduction in funding Worker's Compensation Fund; a \$30,000 reduction in Independent Agency Funding (Boys' Club CIP); cross charging a portion of Engineering salaries (\$49,999) to SPLOST and Community Development projects; Transferring 4 positions from Street Maintenance to Solid Waste and Sanitary Sewer. The mill rate remained at 10.80.

The FY 2005 budget had an unaudited year-end deficit of approximately \$916,488 for all funds. The General Fund, the largest fund, has an unaudited deficit of \$161,752 compared to FY 2004 audited surplus of \$2,599,382. That decrease can mainly be attributed to the unanticipated expense of absorbing the cost for retiree insurance premiums. Transit, Municipal Auditorium, Civic Center, Airport, and CAD 911, which are considered Special Funds for budgetary purposes, has an unaudited a year-end surplus of \$548,432. That combined surplus is largely due to additional revenue in the Hotel/ Motel Fund. The Sanitary Sewer Fund has an unaudited year-end surplus of \$2,748,483. The Solid Waste Enterprise Fund has an unaudited year-end surplus of \$971,753. These are City's second and third largest funds.

The FY 2006 budget totals \$79,429,340, an increase of \$1,978,340 over the FY 2005 budget of \$79,429,340. This budget includes a 2% Cost of Living Adjustment (COLA) for all regular, full time employees effective 7/01/05; a 2.5% Merit increases effective 1/01/06; pay raises to bring parity to grossly underpaid employees (Public Works, Recreation, Transit, and Police (civilian staff only) Departments and various Clerical Support Staff Employees); a small decrease in the millage rate from 10.80 to 10.792; 50% reduction in funding the Workers' Compensation Fund; Cutting operating budgets by approximately 10% across the board; Cross-charging approx. \$170,000 of Engineering salaries to SPLOST; unfunding 7 Police positions; a 10% Health insurance premium increase for all categories effective 7/01/05; budgeting \$1,400,000 for retiree health insurance; moving Street Sweeping from the General Fund to the Sanitary Sewer Fund; moving Storm Maintenance from the General Fund to the Sanitary Sewer Fund; a \$750,000 additional contribution to the W,G&L transfer; and Establishing a Self-Funded Liability Insurance Program.

Fund Balances/Equities for All Budgeted Funds

Included in the following section is a five-year history of fund balance/fund equity for General and Special Funds, Sanitary Sewer Fund, Solid Waste Fund, Hotel/ Motel Fund, Grant Fund, and Community & Economic Development. These fund balances and fund equities are carried forward from the previous fiscal year. Fund balance/equity usually consists of two basic components, cash carried forward and contributed capital carried forward. Currently, the largest source of fund equity carried forward comes from Sanitary Sewer Fund estimated at \$34,883,574 for fiscal year ending 2004. General Fund balance is estimated at \$14,574,096 for fiscal year ending 2004. Fund balances/fund equities, in part, are essentially the liquid net worth of the City. A positive number ensures that the City's cash exceeds its obligations, and this "positive cash flow" is always enough to meet payroll, fulfill contracts and pay expenses.

GENERAL FUND REVENUES, EXPENDITURES, AND FUND BALANCES

FISCAL YEAR ENDED JUNE 30TH

2002 ACTUAL	2003 ACTUAL	2004 ACTUAL	2005 UNAUDITED	2006 ESTIMATED
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REVENUES:

Property Taxes	14,121,067	14,407,467	14,404,199	14,393,616	14,543,180
Sales Taxes	7,717,610	8,020,829	8,580,416	7,999,613	8,000,000
Licenses & Permits	8,492,545	9,117,609	3,352,479	7,922,926	8,470,599
Intergovernmental	5,478,070	5,181,150	10,958,006	3,720,719	3,724,034
Charges for Services	1,156,463	608,557	349,962	1,239,514	2,736,331
Fines, Forfeitures & Penalties	1,589,923	1,486,248	1,425,568	1,277,489	1,478,613
Rentals & Franchise	755,123	105,422	308,479	1,097,040	997,114
Miscellaneous/Other	979,394	1,037,330	978,837	2,610,357	230,251
W, G & L Transfer	5,828,749	5,775,717	6,052,962	6,163,610	7,058,771
Transfer In/(Out)	(5,351,215)	(4,593,369)	(3,616,155)	(2,792,264)	(2,907,711)
TOTAL	40,767,729	41,146,960	42,794,753	43,632,620	44,331,182

EXPENDITURES:

General Government	2,883,247	3,123,229	3,821,781	5,971,765	6,188,410
Human Resources Mangement	607,148	586,958	1,165,422	2,202,054	2,321,616
Finance	1,720,612	1,817,801	2,247,370	1,638,501	2,408,140
Public Safety	22,251,100	22,450,814	23,414,191	26,139,897	26,197,503
Public Works	2,807,933	2,939,356	4,499,769	2,808,815	2,338,887
Parks & Recreation	3,395,173	3,522,255	4,576,693	3,467,555	3,202,719
Non-departmental	5,668,616	5,468,551	470,145	1,565,785	1,673,907
TOTAL	39,333,829	39,908,964	40,195,371	43,794,372	44,331,182

EXCESS OF REVENUE OVER EXPENDITURES

1,433,900	1,237,996	2,599,382	(161,752)	0
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FUND BALANCE

Beginning of year July 1,	9,302,818	10,736,718	11,974,714	14,574,096	14,412,344
Prior period adjustment	0	0	0	0	0
Residual Equity Transfer	0	0	0	0	0

FUND BALANCE

End of year June 30,	10,736,718	11,974,714	14,574,096	14,412,344	14,412,344
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SPECIAL FUND REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH

2002	2003	2004	2005	2006
ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ESTIMATED

MUNICIPAL AUDITORIUM

REVENUES:

Charges for Services	51,172	48,583	35,561	33,720	25,900
Other	137	137	96	73	0
Transfers In	42,298	69,510	62,272	93,082	66,122
TOTAL	93,607	118,230	97,929	126,875	92,022

EXPENDITURES:

Personal Services	36,338	35,459	38,113	38,435	41,472
Operating Expense	93,609	83,120	67,029	81,521	50,550
Non-Operating Expense	0	0	0	116,890	0
Depreciation & Amortization	116,360	115,867	111,093		0
TOTAL	246,307	234,446	216,235	236,846	92,022

DEFICIENCY OF REVENUE

OVER EXPENDITURES	(152,700)	(116,216)	(118,306)	(109,971)	0
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FUND EQUITY

Beginning of year July 1,	<u>3,489,334</u>	<u>3,331,887</u>	<u>3,215,671</u>	<u>3,097,365</u>	<u>2,987,394</u>
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FUND EQUITY

End of year June 30,	<u><u>3,331,887</u></u> *	<u><u>3,215,671</u></u>	<u><u>3,097,365</u></u>	<u><u>2,987,394</u></u>	<u><u>2,987,394</u></u>
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*Restated

CIVIC CENTER

REVENUES:

Charges for Services	425,641	382,353	440,514	376,831	351,300
Other	1,309	1,738	14,126	790	0
Transfers In	397,040	1,124,219	727,264	1,045,174	932,540
TOTAL	823,990	1,508,310	1,181,904	1,422,795	1,283,840

EXPENDITURES:

Personal Services	586,803	651,364	700,563	673,052	820,955
Operating Expense	483,001	447,478	392,898	380,785	462,885
Non-Operating Expense	0	0	0	0	0
Depreciation & Amortization	350,821	438,486	376,324	470,427	0
TOTAL	1,420,625	1,537,328	1,469,785	1,524,264	1,283,840

DEFICIENCY OF REVENUE

OVER EXPENDITURES	(596,635)	(29,018)	(287,881)	(101,469)	0
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FUND EQUITY

Beginning of year July 1,	<u>11,638,405</u>	<u>10,986,293</u>	<u>10,957,275</u>	<u>10,669,394</u>	<u>10,567,925</u>
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Contributed Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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FUND EQUITY

End of year June 30,	<u><u>10,986,293</u></u> *	<u><u>10,957,275</u></u>	<u><u>10,669,394</u></u>	<u><u>10,567,925</u></u>	<u><u>10,567,925</u></u>
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*Restated

SPECIAL FUND REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH

	2002 ACTUAL	2003 ACTUAL	2004 ACTUAL	2005 UNAUDITED	2006 ESTIMATED
TRANSIT					
REVENUES:					
Charges for Services	365,038	352,090	410,079	1,508,886	1,217,339
Other	379,240	291,464	322,477	1,015,370	0
Transfers In	813,089	807,032	1,249,920		730,270
TOTAL	1,557,367	1,450,586	1,982,476	2,524,256	1,947,609
EXPENDITURES:					
Personal Services	1,228,752	1,236,027	1,309,571	1,200,354	1,336,918
Operating Expense	876,575	1,033,109	1,028,647	626,425	610,691
Non-Operating Expense	139,834	0	0	428,078	0
Depreciation & Amortization	255,493	381,926	435,347	417,700	0
TOTAL	2,500,654	2,651,062	2,773,565	2,672,557	1,947,609
DEFICIENCY OF REVENUE					
OVER EXPENDITURES	(943,287)	(1,200,476)	(791,089)	(148,301)	0
FUND EQUITY					
Beginning of year July 1,	3,236,452	3,115,391	2,367,380	2,048,277	1,899,976
Contributed Capital	<u>956,925</u>	<u>452,465</u>	<u>471,986</u>	<u></u>	<u>0</u>
FUND EQUITY(DEFICIT)					
End of year June 30,	<u><u>3,115,391</u></u> *	<u><u>2,367,380</u></u>	<u><u>2,048,277</u></u>	<u><u>1,899,976</u></u>	<u><u>1,899,976</u></u>
*Restated					
CAPITAL IMPROVEMENT					
REVENUES:					
Sales Tax	1,569,526	279,610	171,037	439,009	324,300
Other	(161,620)	16	30,290	1	0
Transfers In	322,300	318,000	403,975	610,329	325,000
Net Proceeds from Capital Lea	339,896	1,403,387	977,399		0
TOTAL	2,070,102	2,001,013	1,582,701	1,049,339	649,300
EXPENDITURES:					
Cap. Outlay	453,496	1,734,070	1,490,371	102,180	649,300
TOTAL	453,496	1,734,070	1,490,371	102,180	649,300
EXCESS (DEFICIENCY) OR REVENUE					
OF REVENUE OVER EXPENDITURES	1,616,606	266,943	92,330	947,159	0
FUND BALANCE					
Beginning of year July 1,	<u>(912,242)</u>	<u>704,363</u>	<u>971,306</u>	<u>1,063,636</u>	<u>2,010,795</u>
FUND BALANCE					
End of year June 30,	<u><u>704,363</u></u>	<u><u>971,306</u></u>	<u><u>1,063,636</u></u>	<u><u>2,010,795</u></u>	<u><u>2,010,795</u></u>
*Restated					

SPECIAL FUND REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH

2002 ACTUAL	2003 ACTUAL	2004 ACTUAL	2005 UNAUDITED	2006 ESTIMATED
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DEBT SERVICE FUND

REVENUES:

Sales Tax	0	0	1,177,487	1,404,632	993,000
Interest	0	0	25,015	15	0
Transfers In	0	0	1,334,900	1,334,900	1,356,614
TOTAL	0	0	2,537,402	2,739,547	2,349,614

EXPENDITURES:

Principal	0	0	1,138,334	2,058,292	2,003,966
Interest	0	0	48,640	368,764	345,648
Other	0	0	0	3,000	0
TOTAL	0	0	1,186,974	2,430,056	2,349,614

**EXCESS (DEFICIENCY)
OF REVENUE OVER
EXPENDITURES**

0	0	1,350,428	309,491	0
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FUND BALANCE

Beginning of year July 1,	<u>0</u>	<u>0</u>	<u>6,700</u>	<u>1,357,128</u>	<u>1,666,619</u>
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FUND BALANCE

End of year June 30,	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>1,357,128</u></u>	<u><u>1,666,619</u></u>	<u><u>1,666,619</u></u>
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AIRPORT FUND

REVENUES:

Charges for Services	0	639,012	688,356	715,289	714,849
Other	0	393,914	2,223,291	374,971	6,600
Transfers In		669,999	585,081	66,503	284,027
TOTAL	0	1,702,925	3,496,728	1,156,763	1,005,476

EXPENDITURES:

Personal Services	0	755,739	717,891	795,838	702,803
Operating Expense	0	391,778	309,939	249,433	302,673
Non-Operating Expense	0	0	0	518,744	0
Depreciation & Amortization	0	144,689	169,258		0
TOTAL	0	1,292,206	1,197,088	1,564,015	1,005,476

**EXCESS (DEFICIENCY)
OF REVENUE OVER
EXPENDITURES**

0	410,719	2,299,640	(407,252)	0
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FUND BALANCE

Beginning of year July 1,	<u>0</u>	<u>0</u>	<u>9,630,811</u>	<u>11,930,451</u>	<u>11,523,199</u>
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Contributed Capital

<u>0</u>	<u>9,220,092</u>	<u>0</u>	<u>0</u>	<u>0</u>
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FUND BALANCE

End of year June 30,	<u><u>0</u></u>	<u><u>9,630,811</u></u>	<u><u>11,930,451</u></u>	<u><u>11,523,199</u></u>	<u><u>11,523,199</u></u>
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SPECIAL FUND REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH

2002	2003	2004	2005	2006
ACTUAL	ACTUAL	UNAUDITED	UNAUDITED	ESTIMATED

SINKING FUND

REVENUES:

Property Tax	0	1,001,853	0	0	0
Interest	46	19	0	0	0
Transfers In	0	112,978	0	0	0
TOTAL	46	1,114,850	0	0	0

EXPENDITURES:

Principal	1,269,149	1,110,282	0	0	0
Interest	0	0	0	0	0
Other	0	0	0	0	0
TOTAL	1,269,149	1,110,282	0	0	0

EXCESS (DEFICIENCY)

OF REVENUE OVER					
EXPENDITURES	(1,269,103)	4,568	0	0	0

FUND BALANCE

Beginning of year July 1,	<u>1,271,234</u>	<u>2,132</u>	<u>0</u>	<u>0</u>	<u>0</u>
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FUND BALANCE

End of year June 30,	<u><u>2,132</u></u>	<u><u>6,700</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
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CAD911

REVENUES:

Charges for Services	1,478,252	1,353,986	1,367,581	1,451,522	1,314,387
Other	20,357	18,916	22,750	32,984	0
TOTAL	1,498,609	1,372,902	1,390,331	1,484,506	1,314,387

EXPENDITURES:

Personal Services	404,958	441,051	791,529	703,128	795,611
Operating Expense	411,645	479,675	481,529	573,268	518,776
Non-Operating Expense	0	0	0	470,444	0
Depreciation & Amortization	411,089	0	0		0
TOTAL	1,227,692	920,726	1,273,058	1,746,840	1,314,387

EXCESS (DEFICIENCY)

OF REVENUE OVER					
EXPENDITURES	270,917	452,176	117,273	(262,334)	0

FUND BALANCE

Beginning of year July 1,	<u>803,516</u>	<u>1,074,433</u>	<u>1,526,609</u>	<u>1,643,882</u>	<u>1,381,548</u>
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FUND BALANCE

End of year June 30,	<u><u>1,074,433</u></u>	<u><u>1,526,609</u></u>	<u><u>1,643,882</u></u>	<u><u>1,381,548</u></u>	<u><u>1,381,548</u></u>
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ENTERPRISE FUND REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH

2002 ACTUAL	2003 ACTUAL	2004 ACTUAL	2005 UNAUDITED	2006 ESTIMATED
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SANITARY SEWER

REVENUES:

Charges for Services	11,598,031	11,309,654	11,796,360	17,386,911	14,300,012
Other	50,504	41,956	12,735	248,282	2,500
Transfers In	100,000	216,676	204,999	(4,853,275)	100,000
TOTAL	11,748,535	11,568,286	12,014,094	12,781,918	14,402,512

EXPENDITURES:

Personal Services	2,145,243	2,207,501	2,281,733	2,311,911	3,368,346
Operating Expense	3,921,768	4,046,147	3,940,788	3,650,308	9,717,761
Non-Operating Expense	2,394,312	2,133,672	2,479,338	1,121	0
Depreciation & Amortization	2,540,734	2,946,511	2,695,378	4,070,095	1,316,405
TOTAL	11,002,057	11,333,831	11,397,237	10,033,435	14,402,512

EXCESS OF REVENUE

OVER EXPENDITURES	746,478	234,455	616,857	2,748,483	0
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FUND EQUITY

Beginning of year July 1,	32,425,545	32,762,369	32,996,824	34,883,574	37,632,057
Contributed Capital	(45,419)	0	1,269,893	0	0

FUND EQUITY

End of year June 30,	<u>32,762,369</u> *	<u>32,996,824</u>	<u>34,883,574</u>	<u>37,632,057</u>	<u>37,632,057</u>
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*Restated

SOLID WASTE

REVENUES:

Charges for Services	6,471,751	6,409,933	6,625,855	7,208,963	7,704,311
Other	23,215	8,969	6,781	3,791	0
Transfers (Out) / In	100,000	100,000	100,000	100,000	100,000
TOTAL	6,594,966	6,518,902	6,732,636	7,312,754	7,804,311

EXPENDITURES:

Personal Services	1,829,565	1,816,573	1,874,191	1,801,593	2,266,329
Operating Expense	3,893,405	3,943,046	3,728,825	3,832,310	4,948,529
Non-Operating Expense	0	58,712	22,561	0	589,453
Depreciation & Amortization	371,340	342,568	389,248	707,098	0
TOTAL	6,094,310	6,160,899	6,014,825	6,341,001	7,804,311

EXCESS (DEFICIENCY)

OF REVENUE OVER EXPENDITURES	500,656	358,003	717,811	971,753	0
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FUND DEFICIT

Beginning of year July 1,	(2,263,445)	(80,315)	277,688	995,499	1,967,252
Contributed Capital	0	0	0	0	0

FUND DEFICIT

End of year June 30,	<u>(80,315)</u> *	<u>277,688</u>	<u>995,499</u>	<u>1,967,252</u>	<u>1,967,252</u>
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*Restated

HOTEL/MOTEL REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH

2002	2003	2004	2005	2006
ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ESTIMATED

HOTEL/MOTEL FUND

REVENUES:

Hotel/Motel Tax	0	692,895	769,770	837,757	769,770
Operating Transfers Out	0	(396,600)	(434,947)	(415,737)	(461,862)
TOTAL	0	296,295	334,823	422,020	307,908

EXPENDITURES:

Operating Expense	0	264,400	289,964	277,158	307,908
TOTAL	0	264,400	289,964	277,158	307,908

**EXCESS (DEFICIENCY)
OF REVENUE OVER
EXPENDITURES**

0	31,895	44,859	144,862	0
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FUND BALANCE

Beginning of year July 1,	<u>0</u>	<u>0</u>	<u>31,895</u>	<u>76,754</u>	<u>221,616</u>
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FUND BALANCE

End of year June 30,	<u><u>0</u></u>	<u><u>31,895</u></u>	<u><u>76,754</u></u>	<u><u>221,616</u></u>	<u><u>221,616</u></u>
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**COMMUNITY & ECONOMIC DEVELOPMENT REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH**

2002 ACTUAL	2003 ACTUAL	2004 ACTUAL	2005 UNAUDITED	2006 ESTIMATED
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COMM. & ECON. DEVELOPMENT

REVENUES:

Charges for Services	802,068	664,024	696,056	4,468,891	795,313
Other	8,296,228	9,943,524	7,429,860	1,001,367	2,187,824
TOTAL	9,098,296	10,607,548	8,125,916	5,470,258	2,983,137

EXPENDITURES:

Personal Services	951,604	864,244	276,871	328,239	307,005
Operating Expense	8,000,520	8,899,702	2,616,954	10,175,421	2,676,132
TOTAL	8,952,124	9,763,946	2,893,825	10,503,660	2,983,137

**EXCESS (DEFICIENCY)
OF REVENUE OVER
EXPENDITURES**

146,172	843,602	5,232,091	(5,033,402)	0
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FUND BALANCE

Beginning of year July 1,	<u>1,177,156 *</u>	<u>1,323,328</u>	<u>2,166,930</u>	<u>7,399,021</u>	<u>2,365,619</u>
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FUND BALANCE

End of year June 30,	<u><u>1,323,328</u></u>	<u><u>2,166,930</u></u>	<u><u>7,399,021</u></u>	<u><u>2,365,619</u></u>	<u><u>2,365,619</u></u>
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*Restated

GRANT REVENUES, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH

2002	2003	2004	2005	2006
ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ESTIMATED

GRANT FUND

REVENUES:

Intergovernmental	8,989,305	1,538,740	7,141,226	3,132,397	958,042
Other	0	57,852	31,107	1,911	0
TOTAL	8,989,305	1,596,592	7,172,333	3,134,308	958,042

EXPENDITURES:

Personal Services	626,474	705,331	817,502	628,209	0
Operating Expense	7,837,539	1,042,321	7,056,149	2,319,854	958,042
TOTAL	8,464,013	1,747,652	7,873,651	2,948,063	958,042

**EXCESS (DEFICIENCY)
OF REVENUE OVER
EXPENDITURES**

525,292	(151,060)	(701,318)	186,245	0
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FUND BALANCE

Beginning of year July 1,	<u>(183,906)</u>	<u>341,386</u>	<u>190,326</u>	<u>(510,992)</u>	<u>(324,747)</u>
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FUND BALANCE

End of year June 30,	<u><u>341,386</u></u>	<u><u>190,326</u></u>	<u><u>(510,992)</u></u>	<u><u>(324,747)</u></u>	<u><u>(324,747)</u></u>
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CITY OF ALBANY, GEORGIA
PROPERTY TAX RATES
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS ENDED JUNE 30

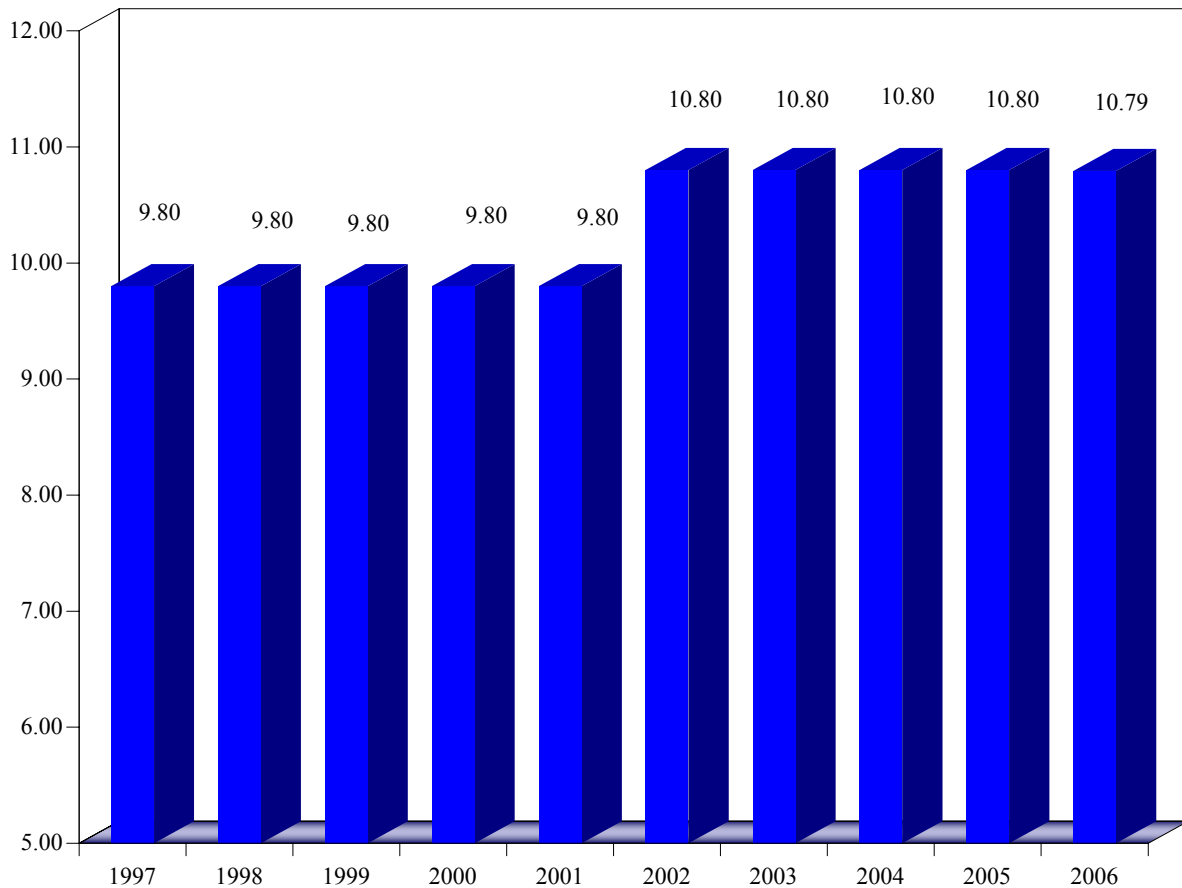
FISCAL YEAR	CITY ALBANY MILLAGE*			DOUGHERTY COUNTY MILLAGE*			BOARD OF EDUCATION MILLAGE*				TOTAL
	OPERATING	DEBT SERVICE	TOTAL CITY	OPERATING	DEBT SERVICE	TOTAL COUNTY	OPERATING	DEBT SERVICE	TOTAL SCHOOL	OTHER (STATE OF GA)	
1996	9.34	0.46	9.80	11.20	0.00	11.20	17.70	0.36	18.06	0.25	39.31
1997	9.34	0.46	9.80	11.20	0.00	11.20	17.70	0.36	18.06	0.25	39.31
1998	9.34	0.46	9.80	11.20	0.00	11.20	17.70	0.36	18.06	0.25	39.31
1999	9.34	0.46	9.80	11.10	0.00	11.10	17.70	0.00	17.70	0.25	38.85
2000	9.34	0.46	9.80	11.10	0.00	11.10	17.70	0.00	17.70	0.25	38.85
2001	9.80	0.00	9.80	11.10	0.00	11.10	17.70	0.00	17.70	0.25	38.85
2002	10.80	0.00	10.80	11.10	0.00	11.10	17.70	0.00	17.70	0.25	39.85
2003	10.80	0.00	10.80	10.658	0.00	10.658	17.55	0.00	17.55	0.25	39.258
2004	10.80	0.00	10.80	10.658	0.00	10.658	19.00	0.00	19.00	0.25	40.708
2005	10.80	0.00	10.80	13.158	0.00	13.158	19.00	0.00	19.00	0.25	43.208
2006	10.79	0.00	10.79	13.158	0.00	13.158	19.00	0.00	19.00	0.25	43.198

*ONE MILL IS EQUAL TO \$1.00 PER \$1,000 OF ASSESSED VALUE

City Of Albany

FY 1997 - FY 2006

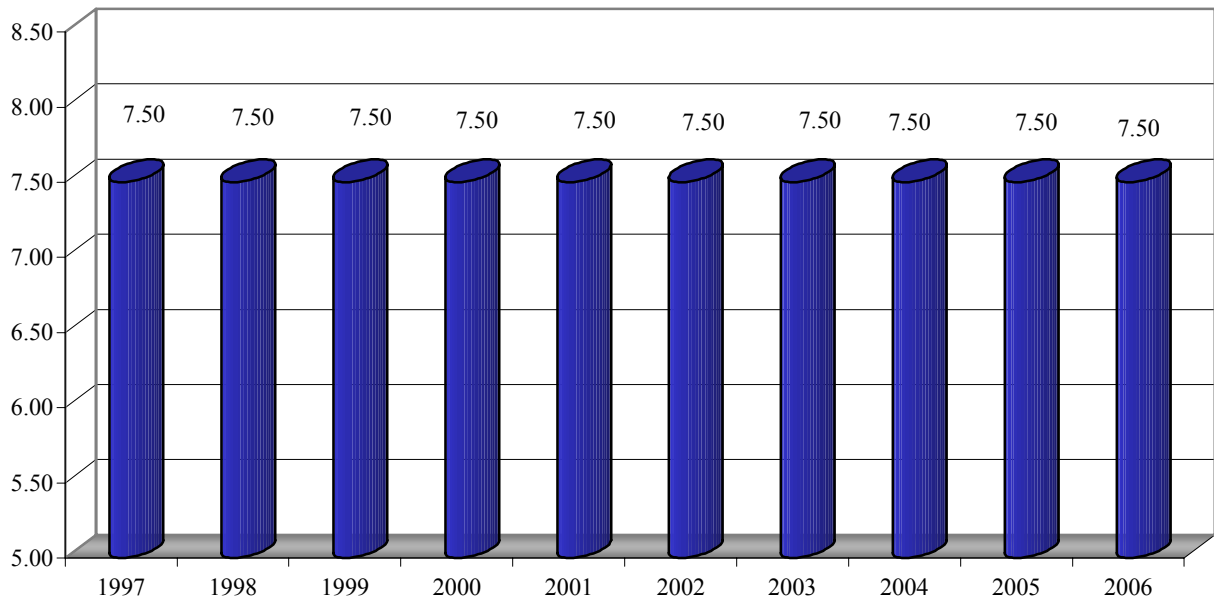
Property Tax Millage Rates



1 Mill = Approximately \$1,343,744

In FY 2002, Board of City Commissioners voted to increase the mill rate by 10.20 percent.

City Of Albany
FY 1997 - FY 2006
Water, Gas and Light Transfers
As Percent Of Metered Revenue



CITY OF ALBANY
Water, Gas and Light Support
Years Ended, June 30

	2002	2003	2004	2005	2006*
Transfer (cash & street lighting)	5,761,437	5,781,731	6,052,962	6,099,029	7,058,771
Prior Calendar Year Metered Revenue	76,819,154	77,089,742	80,814,804	81,523,527	84,750,330
Transfer Expressed as % of Revenue	7.5	7.5	7.5	7.5	7.5
Net Income (after Transfer)	1,839,406	988,713	1,680,439	596,859	(66,060)

In July 1993, the City of Albany and the Water, Gas & Light Commission entered into an agreement whereby an amount equal to 7.5% of total metered revenue for the proceeding year will be transferred to the City of Albany on an annual basis

* Includes \$750,000 of unmetered revenue

DEBT AND TAX DIGEST INFORMATION

This section provides financial data on the City's long term financial obligation, current debt obligation, debt levels and legal limits, City's tax digest, and information on the largest taxpayers.

Principal and Interest Requirements on City's General Obligation Debt

Following are the estimated principal and interest requirements on the City's outstanding general obligation bonds and the previously issued outstanding general obligation bonds of the City for the fiscal years ending June 30, 2005 and thereafter.

Series 2002 Bonds (Civic Center)

FYE June 30th	Principal	Interest	Total
2006	1,075,000	251,162	1,326,162
2007	1,105,000	218,913	1,323,913
2008	1,150,000	183,000	1,333,000
2009	1,190,000	142,750	1,332,750
2010	1,240,000	98,720	1,338,720
2011	1,290,000	51,600	1,341,600
	<hr/>	<hr/>	<hr/>
	\$ 7,050,000	\$ 946,145	\$ 7,996,145

This bond series is scheduled to be retired using proceeds from Special Local Option Sales Tax V. Currently, the City of Albany does not have any plans to issue any new long-term debt instruments

Debt Limitation

The present constitutional limit on direct general obligation debt for the City is equivalent to ten percent of assessed valuation of taxable property for debt service purposes. The unused legal debt margin for the City after the issuance of the bonds is computed below for FY 2003 (in thousands):

Assessed Value of all Taxable Property	\$1,324,522	
Less: Motor Vehicle & Motor Homes	149,032	\$1,174,490
	=====	=====
Debt Limit--10% of Assessed Value (Article IX, Section VII of the Constitution of Georgia)		\$117,549
Amount of Debt applicable to Constitutional Debt Limit, Total General Obligation Bond Debt	\$ 9,815	
Less: Assets Available for Bond Service ⁽¹⁾	<u>69</u>	<u>\$ 9,746</u>
Legal Debt Margin pursuant to Article IX, Section III of the Constitution of Georgia		<u>\$ 107,803</u>
Percent of Debt Limit Used		<u>8.35%</u>

The constitutional debt limitation applies to all direct general obligation bonds authorized. Additional general obligation bonds may be issued if so approved by a majority of those voting in an election held for that purpose. Other than the general obligation bonds described above under the caption, "Principal and Interest Requirements on City's General Obligation Debt", the City has no general obligation bonds authorized but not issued. A constitutional debt limitation of ten percent is imposed upon Dougherty County and a separate ten percent limit is imposed upon the Dougherty County School System.

(1) Source: City of Albany 2004 Comprehensive Annual Financial Report (CAFR), p. 144

Long-Term Lease Payments

The following table sets forth by fiscal year ending on and after June 30, 2004 the annual payments for the City's capitalized leases.

FYE	Total
2006	2,058,523
2007	2,068,506
2008	2,075,073
2009	2,076,956
2010	1,344,080
2011	1,347,870

	10,971,008

Assessed and Estimated Fair Market Taxable Property Values

2005	Estimated Fair Market Value of Taxable Property	\$ 2,239,573,810
2005	Net Assessed Valuation of Taxable Property for Bond Purposes	\$ 1,343,744,286

**Computation of Direct and Overlapping Bonded Debt
General Obligation Bonds Tax Digest**

<u>Jurisdiction</u>	<u>Net General Obligation Bond Debt Outstanding 6/30/05</u>	<u>Percentage Applicable to City of Albany</u>	<u>Amount Applicable to City of Albany</u>
Direct			
City of Albany (1)	\$9,605,374	100.00%	\$9,605,374
Overlapping:			
Board of Education (2)	25,000,000	58.00%	14,500,000
	-----	-----	-----
Total	<u>\$34,605,374</u>		<u>\$34,605,374</u>

(1) These bonds are direct general obligations of the City of Albany, either directly or through leases with Albany Tomorrow. Principal and interest are payable from an ad valorem tax upon all city property. Included here are bonds for Municipal Auditorium and Civic Center. The bonds for Eames Park retired in FY 2001 and were paid with SPLOST funds.

(2) Represents the City's applicable percentage of the Dougherty County School District's 2004 net estimated assessed property valuation for bond purposes (\$1,343,744,286/\$1,884,948,670).

Debt and Assessed Value per Capita (3)

Total City Debt per Capita	\$450
Total City and Overlapping Debt per Capita	\$450

Fair Market Value of City Taxable Property per Capita \$29,108

(2) Board of Education Bond Debt Source: Accounting Coordinator, DCSS

(3) Based on 2000 census population of 76,939 for the City.

Tax Collection Procedure

The Dougherty County Tax Commissioner collects ad valorem taxes that have been levied by the City. Real and personal taxes are generally billed in October of each year and are due on December 20. A one percent penalty is imposed on taxes not paid by their due date. Additionally, a ten percent penalty is imposed on all taxes delinquent after 90 days. Public utilities are billed in October and are due on December 31. The Tax Commissioner follows state law as it pertains to the advertisement and sale of property where taxes have been delinquent for an extended period of time. Mobile home taxes are due January 1 of each year and are payable without penalty between January 1 and April 1. Motor vehicle taxes are due on the month of the taxpayer's birthday. As tax payments are received and properly credited by the Tax Commissioner, the applicable portion is transferred to the City.

Largest Taxpayers

The following table lists the ten largest taxpayers based on their 2004 assessed value in the City of Albany and their respective percentage of the City's total assessed valuation.

<u>Taxpayer</u>	<u>Type of Business</u>	<u>2004 Assessed Valuation</u>	<u>Percentage Of Total Assessed Valuation (1)</u>
1. Miller Brewing Company	Brewery	48,750,783	4%
2. M&M Mars-Div of Mars, Inc.	Confectioner	23,059,744	4
3. Bell South	Utility	20,931,004	4
4. HCA/ Palmyra Medical Center	Hospital	12,206,009	4
5. Aronov/Albany Mall LLC	Mall developer	9,997,627	4
6. Coats & Clark	Textile	5,776,988	4
7. Lowe's of Albany	Building supplies	5,191,646	4
8. Wal Mart/ Sam's Club	Retailer	5,055,741	4
9. Georgia Pacific Corp	Manufacturer	4,912,040	4
10. Georgia Power	Public Utility	4,714,822	4

- (1) Based on 2004 estimated net tax digest for maintenance and operation purposes of
\$ 1,323,685,028

Property Tax Digest Trend

The property tax digests of the City for the calendar years 2000 through 2005 are outlined on the following table. Values for real property represent all real estate less the exempt property in the city, and personal property includes motor vehicles, bank shares, inventories, aircraft, pleasure boats, industrial machinery, fixtures and equipment, farm machinery and equipment, livestock, mobile homes and public utilities. State law requires that all property assessments be at a uniform 40 percent of current market value. In compliance with this mandate, all real property in the City and Dougherty County was reappraised during the calendar year 1999.

Property Type	<u>2005</u>	<u>2004</u>	<u>2003</u>
Real & Personal	1,289,459,081	1,261,840,820	1,248,355,554
Motor Vehicles	133,040,960	138,322,290	143,000,100
Mobile Homes	5,338,255	5,484,171	6,031,875
Timber - 100%	0	111,646	86,669
Heavy Duty Equipment	1,729,718	524,263	984,342
	-----	-----	-----
Gross Digest	1,429,568,014	1,323,796,748	1,398,458,540
less:			
Exemptions (1)	85,823,728	82,486,442	72,112,131
	-----	-----	-----
Net Digest:	1,343,744,286	1,323,796,748	1,326,346,409
Property Type	<u>2002</u>	<u>2001</u>	<u>2000</u>
Real & Personal	1,268,703,379	1,228,236,678	1,195,285,804
Motor Vehicles	151,365,280	153,595,871	143,440,933
Mobile Homes	6,643,310	6,592,990	5,891,596
Timber - 100%	0	130,787	20,698
Heavy Duty Equipment	2,911,626	3,711,756	34,283
	-----	-----	-----
Gross Digest	1,429,623,595	1,392,268,082	1,344,673,314
less:			
Exemptions (1)	88,158,921	92,923,214	89,732,357
	-----	-----	-----
Net Digest:	1,341,464,674	1,299,344,868	1,254,940,957

(1) Includes certain homestead and tangible personal property exemptions. In November, 1987 voters in Dougherty County approved the exemption of certain intangible property from ad valorem taxation. Property subject to exemption primarily consists of manufacturing inventory and was phased in over 5 years. Presently, 100 percent of such property is exempt.

Source: Dougherty County Tax/Tag Office

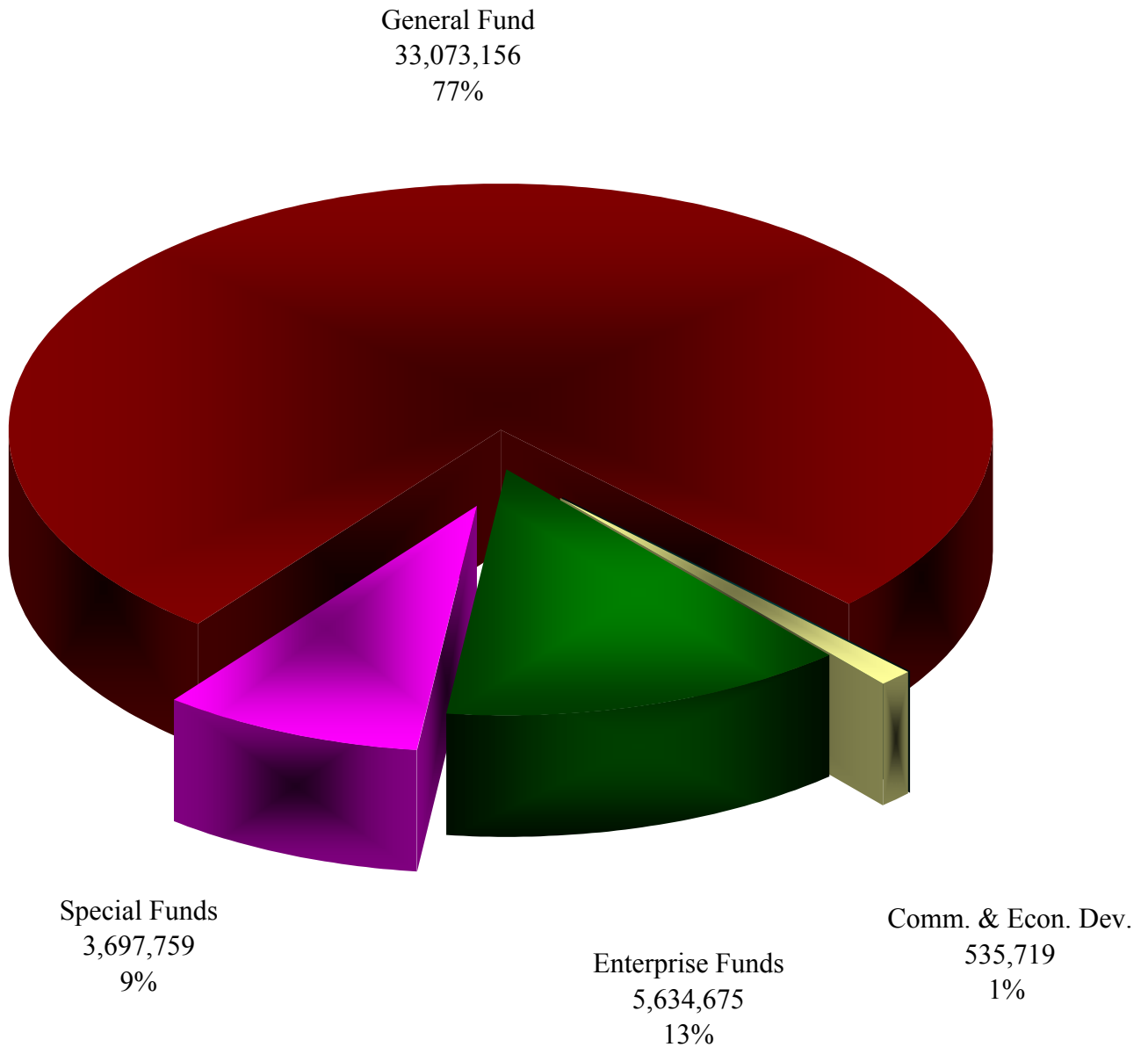
Ad Valorem Tax Collections

The following table summarizes ad valorem tax levies and collections in the City for the fiscal years ended 1994 through 2004 (in thousands).

Fiscal Year	Total Tax Levy	Current Tax Collections	Delinquent Tax Collection	Total Tax Collections	Ratio of Total Tax Collections to Total Levy %	Out-standing Delinquent Taxes	Ratio of Delinquent Taxes to Total Tax Levy %
2004	\$12,684	\$12,535	\$108	\$12,643	99.7%	\$598	4.71%
2003	12,750	11,616	152	11,768	92.3	600	4.71
2002	12,261	11,896	91	11,987	97.8	533	4.35
2001	10,836	10,886	93	10,979	101.3	615	5.68
2000	10,533	10,498	152	10,650	100.3	537	5.10
1999	10,369	10,185	106	10,291	99.2	573	5.53
1998	10,940	10,371	271	10,642	97.3	566	5.17
1997	10,834	10,539	259	10,798	99.7	633	5.84
1996	10,310	9,903	270	10,173	98.7	609	5.91
1995	9,642	9,634	404	10,038	104.1	667	6.92
1994	8,850	8,596	337	8,933	100.9	548	6.19

Source: City of Albany CAFR, Statistical Section

City Of Albany FY 2006 Personal Services



Total Personal Services
\$42,941,309

FY 2006 Personal Services

The City of Albany's number one priority is to provide the most effective and efficient services to the citizens of Albany. The City has a dedicated work force, which consists of 871 full-time budgeted positions. Through these dedicated and motivated employees, the City provides a wide range of quality services to all citizens in our community.

The City is aware of the importance of maintaining a well-trained motivated work force and strives toward offering its employees a competitive benefit package. The City's total benefit package includes the following:

- Salaries & Wages
- Retirement Plan with Pension and Vesting Benefits
- Deferred Compensation Plan
- Health and Dental Insurance
- Life Insurance
- Long Term Disability
- Cafeteria Plan
- Social Security (FICA)
- Workers' Compensation
- Sick and Vacation Pay
- Employee Assistance Program
- Tuition Reimbursement Program

Salaries & Wages

Salaries and fringe benefits account for approximately 54% of the total operating budget. Included in the salary account are overtime pay, holiday pay, and part time help.

Retirement Plan with Pension and Vesting Benefits

A retirement plan is provided for all regular, full-time employees. Contributions to this plan are paid entirely by the City and are based on 8.9% of all eligible employees' salary. Full-time employees are eligible for this coverage effective with their date of employment, and are also eligible for vested benefits upon completion of 10 years of service.

Deferred Compensation Plan

The City provides employees with the choice of participating in six deferred compensation plans. These plans allow an employee to make tax deferred contributions into a retirement savings account.

Health and Dental Insurance

The City of Albany allows full-time employees the opportunity to buy into a health plan, which offers health and dental insurance. The employee's coverage will start on the first day of the month following completion of one month's premium deduction from the employee's paycheck. The City pays 75% and the employee pays 25% of the monthly premium for this coverage.

Life Insurance

For full-time employees who choose to participate in the life insurance program, the City provides basic life insurance and accidental death/dismemberment (AD&D) insurance. The City pays \$.40 per \$1,000 of coverage for the life and AD&D insurance. Employees may also purchase additional life insurance coverage for which the employee pays 100% of the cost. The premium for this coverage is based on the age of the employee.

Long Term Disability

The City of Albany provides all full-time employees who are not eligible for disability retirement, an important income protection plan to help replace the regular income if an employee becomes disabled, and the disability is not as a result of or arising out of the employee's employment. In order to be eligible to receive long-term disability benefits, the employee must have completed 5 years of continuous employment and be disabled in excess of 120 days. The benefit is 60% of the employee's monthly wage, less any eligible offsets.

Cafeteria Plan

The City provides a Cafeteria Plan to its employees, which allows for pre-tax deductions for group insurance premiums and dependent care expenses.

Social Security (FICA)

All employees are enrolled in the Social Security Act. The City contributes the employer share of 7.65% (6.20% of an employee's salary to a maximum salary of \$68,400 for Social Security and 1.45% of all earnings for employees for Medicare).

Workers' Compensation

The City provides a self-funded Workers' Compensation program. Benefits are paid as prescribed under the State of Georgia Workers' Compensation Law. Medical care is provided through a panel of physicians selected by the City.

Sick and Vacation Pay

Sick Leave and Vacation Leave are accrued only by full-time employees in budgeted positions. All employees receive the same amount of sick leave accrual each pay period (2.3 hours per week or 15 days per year). Vacation leave accumulation per week is dependent upon the employees' exempt or non-exempt status along with the length of employment.

Annual Leave Roll Forward Process

Employees may elect to roll forward no less than and no more than forty hours for 40-hour employees (or 56 hours for 56 hour employees) of annual leave accrual that exceeds the maximum annual accrual. The dollar value of the hours rolled forward is calculated at 25 % percent of the employee's hourly rate at the time of the roll forward election. The total amount in the employee's leave roll forward bank is paid to the employee upon retirement.

Employee Assistance Program

The City has an Employee Assistance Program for its employees and their families. The program provides free counseling services for employees and their families who are experiencing legal, emotional, financial, or other problems which may affect their job performance.

Tuition Reimbursement Program

The Tuition Reimbursement Program of the City of Albany is designed to encourage employees of the City to improve their job-related knowledge, skills, and abilities through training and/or education. Reimbursement for education, that is job related, shall be on a tuition reimbursable basis each year, not to exceed \$1,500 per academic year.

Paid Holidays

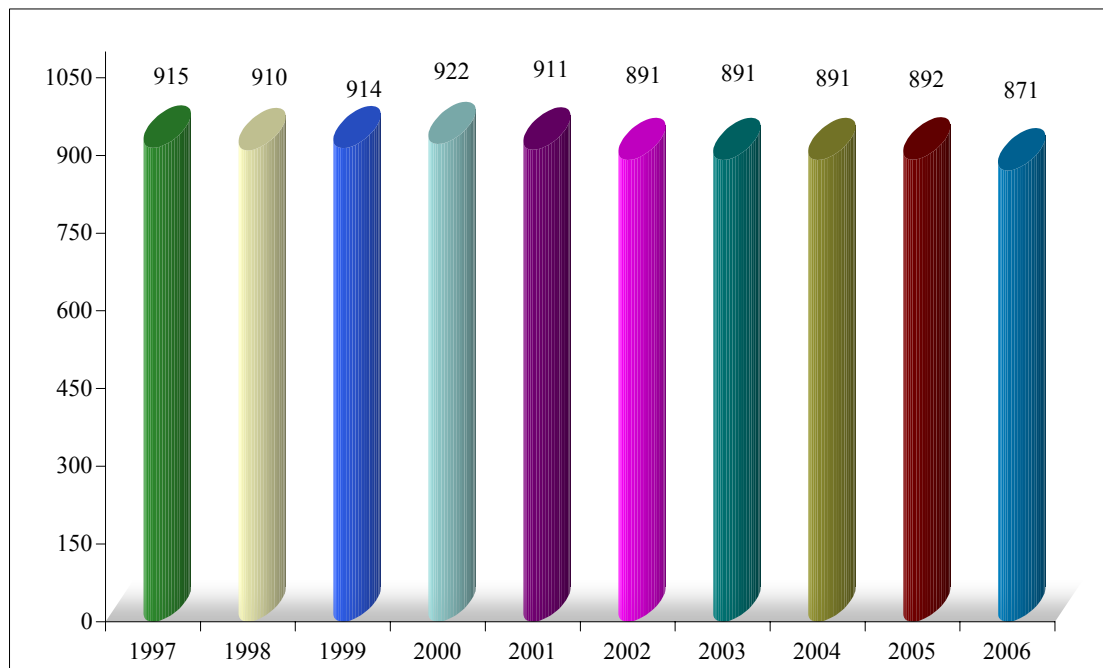
The City of Albany provides ten paid holidays each year to regular, full-time employees with benefits. These holidays include; New Year's Day (1); Martin Luther King Jr. Day (1); Memorial Day (1); Independence Day (1); Labor Day (1); Thanksgiving Day and the day after (2); Christmas Eve (1); Christmas Day (1); and one floating holiday (1).

Source: City of Albany, Human Resources Management

City Of Albany

FY 1997 - FY 2006

Summary of Personnel Positions



In FY 2006, the city commission reduced positions through attrition as a result of limited growth in revenues and increase in personal services.

PERSONNEL SUMMARY

FY 1997 - FY 2006

DEPARTMENT	97	98	99	2000	2001	2002	2003	2004	2005	2006
General Government	17	10	7	7	7	7	7	7	7	6
City Attorney/Municipal Court	6	6	8	7	6	6	6	6	8	11
Human Resources Mgmt	9	9	12	12	12	12	12	12	12	11
Central Services Department	15	15	15	40	70	65	65	64	65	67
Finance	12	15	18	18	18	17	17	18	18	21
Information Technology Dept.	17	18	18	18	17	17	17	14	14	14
Police	235	239	238	242	245	234	234	234	235	222
Fire	165	165	165	165	162	174	174	174	172	172
Planning & Development Svc.	18	31	31	34	32	28	28	24	22	20
Code Enforcement	0	0	0	0	0	0	0	6	7	8
Engineering	36	36	36	36	35	31	31	32	32	31
Communications ⁽²⁾	33	33	33	33	0	0	0	0	0	0
Public Works	199	190	190	167	166	164	164	165	165	160
Recreation	52	61	61	61	61	60	60	60	60	57
Airport	18	18	18	18	17	18	18	17	17	14
Municipal Aud./Civic Center	18	18	18	18	17	17	17	17	17	16
Chehaw ⁽¹⁾	19	0	0	0	0	0	0	0	0	0
Transit	33	33	33	33	33	29	29	29	29	29
Community & Economic Dev.	13	13	13	13	13	12	12	12	12	12
Total	915	910	914	922	911	891	891	891	892	871
Population (Estimate) ⁽³⁾	77,965	77,545	77,545	77,545	77,545	76,939	76,939	76,325	76,325	76,325
Employees/1000	11.7	11.7	11.8	11.9	11.7	11.6	11.6	11.7	11.7	11.4

General Government consists of:

City Manager's Office	7	5	5	5	5	5	5	5	5	4
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City Clerk's Office	1	2	2	2	2	2	2	2	2	2
----------------------------	---	---	---	---	---	---	---	---	---	---

(1) Effective 7/1/97, Chehaw Park became an independent agency and is no longer under the direct supervision of the City of Albany.

(2) Effective 7/1/2000, Communications became a division of Central Services Department.

(3) Source: Population Estimates Program, Population Division, U.S. Census Bureau, Washington, DC 22023, www.census.gov/population/estimates/metro-city

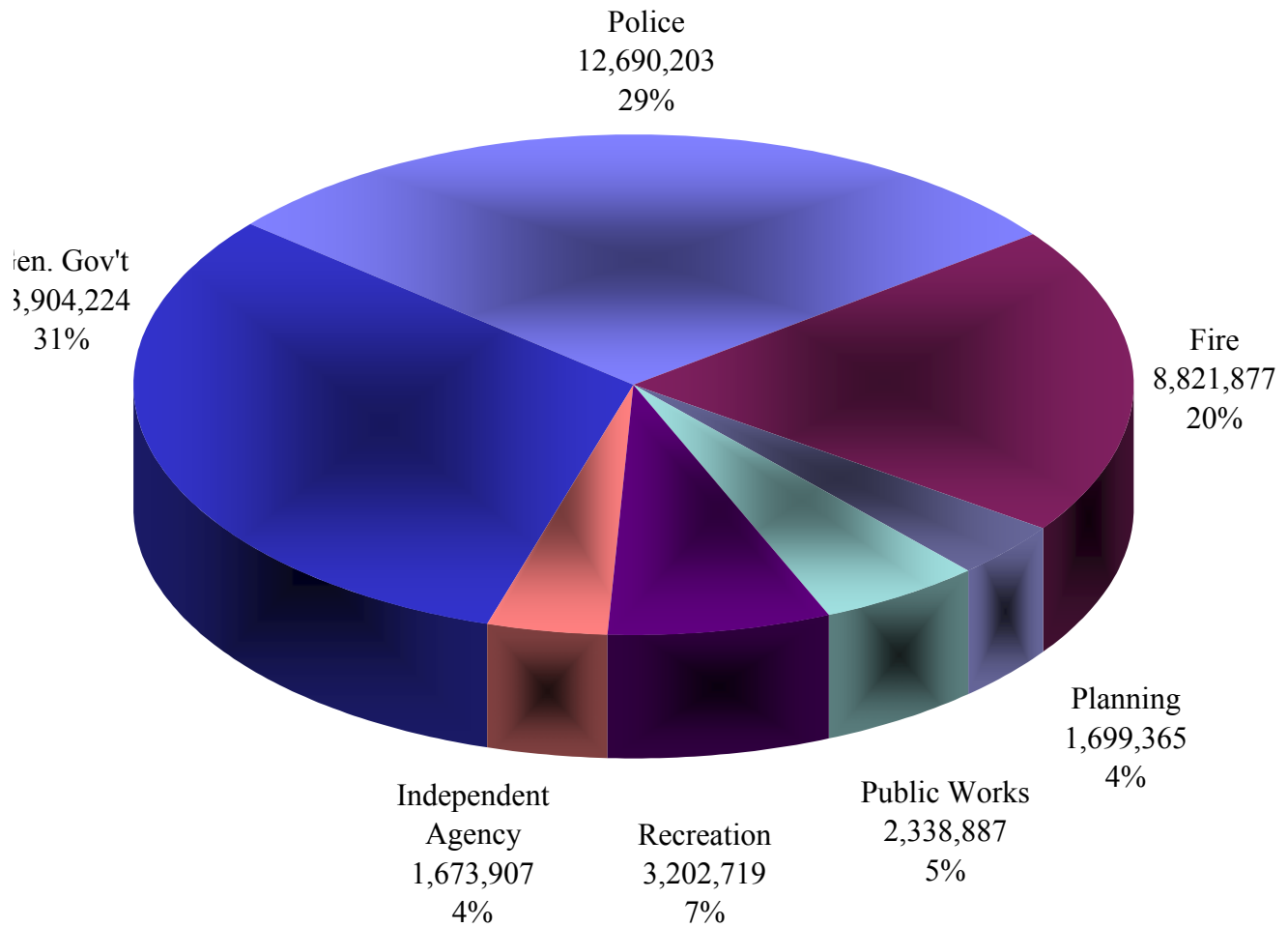
GENERAL FUND

The General Fund is the City's major operating fund. It accounts for all financial resources and expenditures that are not accounted for in specific purpose funds. The General Fund finances most of the regular day-to-day operations and accounts for approximately 56% of the budget and is appropriated \$44,318,422.

The General Fund consists of departments such as Legislative, City Manager's Office, City Attorney, Municipal Court, Finance, Department of Information Technology, Human Resources Management Department, Public Safety, Engineering, Recreation and Parks, Central Services, Public Works, etc.

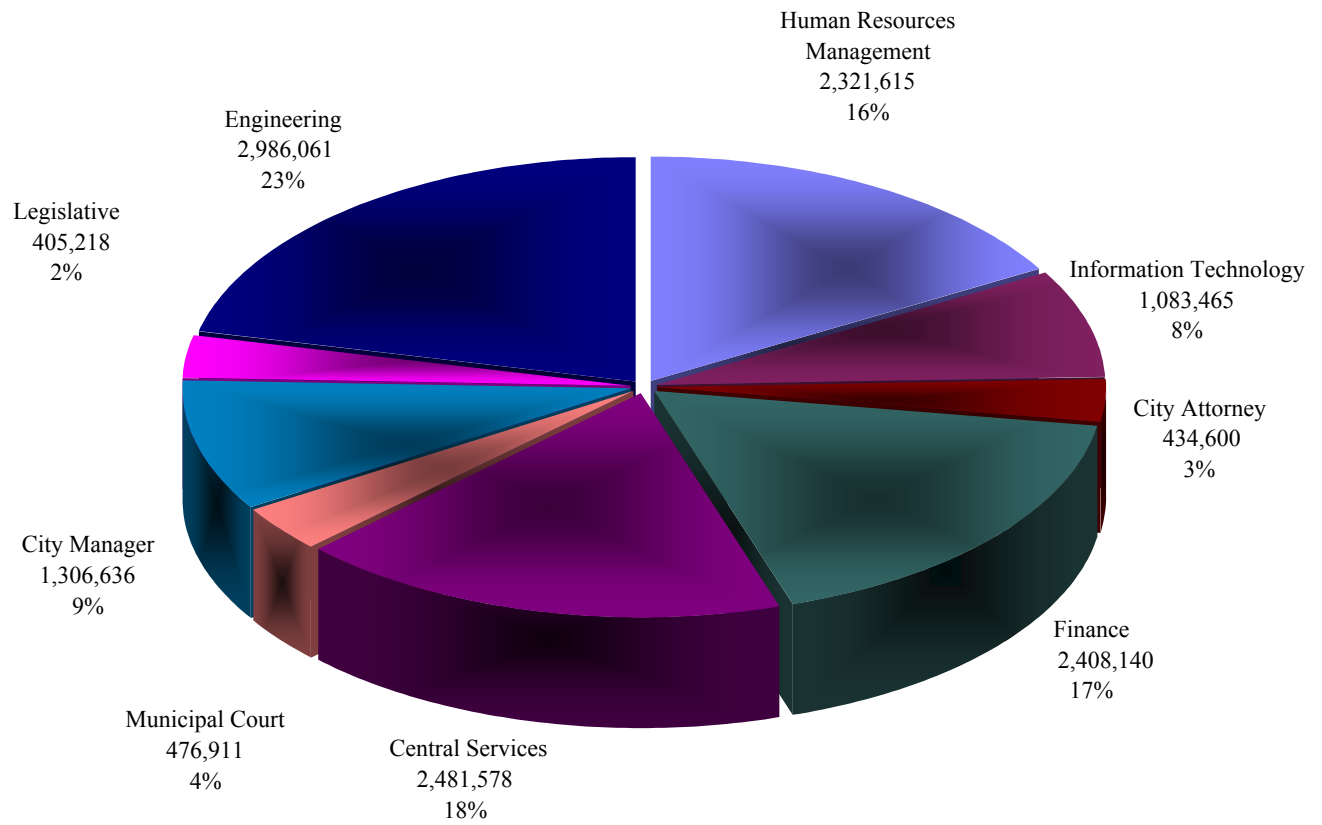
The General Fund depends on revenues generated from such sources as property taxes, sales taxes, Water, Gas & Light transfers, service charges, business licenses and permits, insurance taxes, and other revenue to cover its operating costs.

City of Albany FY 2006 General Fund Expenditures



Total General Fund Expenditures
\$44,331,182

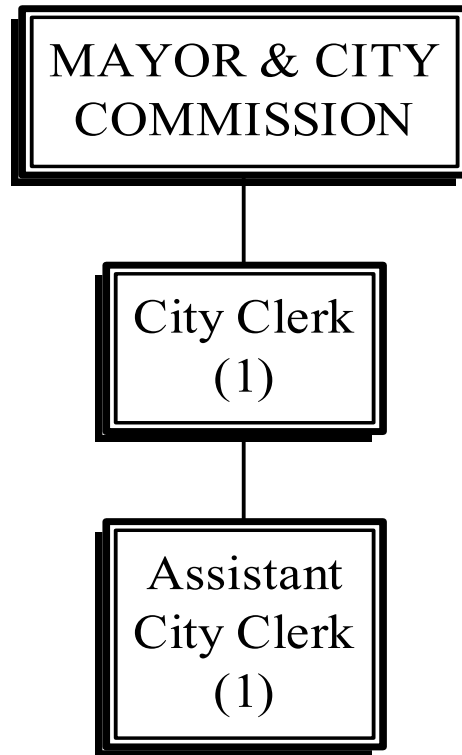
City of Albany FY 2006 General Government



Total Expenditures
\$13,904,224

Legislative

Dept 1



LEGISLATIVE

MISSION

To provide the best service possible to the citizens of Albany at the least cost and in the most efficient and professional manner. This involves making records easily accessible and being knowledgeable of all operations of the City.

Goals and Objectives

Goal 1: To continue to manage records efficiently and to assist all departments of the City in records management.

Objective 1: To microfilm ongoing documents every six months.

Objective 2: To more adequately and efficiently store hard copies of all vital documents.

Goal 2: To continue providing convenient, accurate and ongoing access to all documents adopted by the Board of City Commissioners.

Objective 3: To continue placing Commission agenda and minutes on the Internet.

Objective 4: To work with departments to make it easier to access agenda and minutes by installation of Lotus Notes.

Objective 5: To provide Code supplements electronically in order to cut down on paper and costs associated with the same.

LEGISLATIVE**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ City Commission meetings	17	29	20	28	25
❑ Committee meetings (work sessions)	30	29	32	31	32
❑ Hours in Committee meetings	120	116	130	124	120
❑ Zoning cases heard	40	19	35	15	25
❑ Resolutions processed	110	121	110	90	100
❑ Ordinances processed	55	43	50	40	45
❑ Records management activities (in hours)	320	0	312	350	350
<u>Efficiency Measures</u>					
❑ More efficient use of storage space in vault	95%	95%	97%	97%	98%
❑ Easier access to Commission, Department heads and Citizens	95%	98%	97%	98%	98%
<u>Effectiveness Measures</u>					
❑ Permanent record always available, even if electronic system fails.	100%	100%	100%	100%	100%
❑ Time savings in research of documents.	95%	95%	97%	97%	98%

LEGISLATIVE*DESCRIPTION*

The Board of City Commissioners consists of seven elected members, a Mayor and six Commissioners. The Mayor is elected at-large while the Commissioners are elected by wards. The City Commission makes policy decisions concerning all City Departments, passes ordinances and resolutions, and raises revenue as necessary. The Commission meets in work sessions on the first and third Tuesdays of the month at 8:30 a.m. to consider agenda items. Recommendations from these work sessions are sent to the entire City Commission for consideration. The City Commission meets on the fourth Tuesday of the month at 8:00 p.m. in room 100. All meetings are held in the Government Center at 222 Pine Avenue, Albany, Georgia.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	187,250	195,410	200,043
OPERATING EXPENSE	202,806	216,599	205,175
CAPITAL OUTLAY	0	0	0
TOTAL	390,056	412,009	405,218
FULL TIME POSITIONS	2	2	2

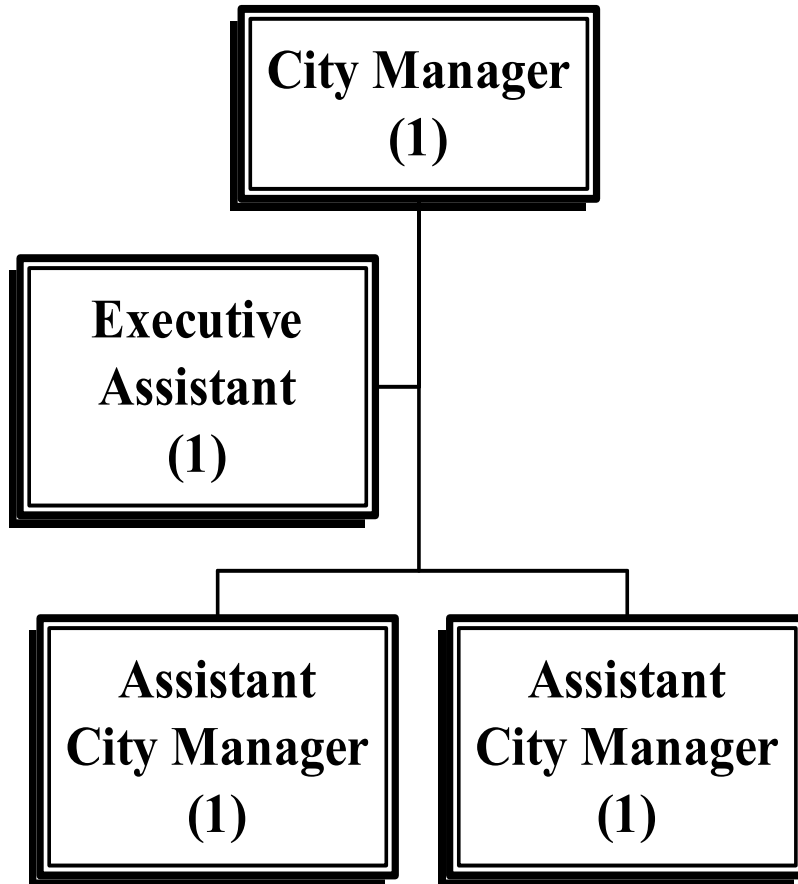
Class Title

City Clerk	1	1	1
Assistant City Clerk	1	1	1
TOTAL	2	2	2

LEGISLATIVE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
100.				
7110	Regular Wages	88,127	88,681	81,726
7132	Elected Officials	51,444	51,400	63,400
7210	W/C Insurance	691	329	372
7260	FICA Matching	10,190	10,716	11,980
7270	Pension Matching	4,821	7,893	7,274
7280	Insurance Matching	28,895	34,238	33,889
7285	LTD Insurance	3,081	2,153	1,402
7510	Professional Services	54,288	32,119	62,000
7550	Communications	3,738	5,500	4,000
7570	Advertising	4,720	8,500	6,000
7600	Travel	29,167	35,000	32,000
7630	Train/Cont. Education	13,245	30,000	20,000
7700	Insurance	14,230	9,785	0
7860	Maint: Building	0	500	0
7880	Maint: Mach/Imp/Tools	0	1,000	500
7990	Dues and Fees	30,209	33,500	33,500
8010	Supplies	6,862	9,000	7,500
8016	Small Equipment	14,942	17,500	4,500
8017	Printing	3,979	6,271	5,000
8018	Books & Subscriptions	692	1,500	1,000
8052	Rent	22,924	22,924	25,175
8150	Food	3,811	3,500	4,000
	TOTAL, GENERAL FUND:	390,056	412,009	405,218

City Manager's Office

Dept 2



CITY MANAGER'S OFFICE**MISSION**

To provide the citizens of Albany with services that are efficient, effective, and that meet their needs through customer service based delivery. To manage and direct all activities of the city government as outlined in the City Charter, Code of Ordinances, and as directed by the Board of City Commissioners.

Goals and Objectives

Goal 1: To continue to develop an organizational culture dedicated to continuous improvement, optimal productivity and a high level of customer service.

Objective 1: Develop team attitude among all employees and departments.

Objective 2: Educate managers about quality and customer service principles through training.

Goal 2: To provide accurate, timely and relevant information to the Mayor and Board of City Commissioners, which will allow them to make informed decisions.

Objective 1: To process documents for signature within three days of receipt of document.
To process requests from the Mayor and Board of City Commissioners, by use of tracking form, within one day of receipt.

Objective 2: To provide detailed staff reports with each agenda packet.

Objective 3: To conduct an annual retreat with the Mayor and Board of City Commissioners.

Objective 4: To prepare regular Manager's Report on significant issues.

Goal 3: To provide the public with accurate up-to-date and relevant information on a continuous basis.

Objective 1: To use the Government Access Channel, Internet Website, media and other means at least three times a week to educate the public about City issues, programs and services.

Objective 2: To issue weekly news releases and/or newsletters on significant projects/city activities of interest.

Goal 4: To satisfactorily respond to citizen requests in a timely manner.

Objective 1: To resolve all citizen inquiries or forward to appropriate department/agency within one business day of receipt.

Objective 2: To process all customer calls within five minutes.

Objective 3: To dispose of all walk-in customers within ten minutes.

Objective 4: To reduce the number of repeat visits by anticipating follow-up questions and needs during initial contact with customer.

CITY MANAGER'S OFFICE**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Managers trained (percentage)	100	100	100	0	100
❑ Number of documents processed	300	300	300	0	300
❑ Number of weekly media contacts on projects/activities	33		34		4
❑ Number of telephone inquiries processed	15,000	15,000	15,000	0	15,000
❑ Number of walk-in customers assisted	1,200	1,200	1,200	0	1,200

Efficiency Measures

❑ Time spent processing customer calls (minutes)	5-10	5-10	5-10	5-10	5-10
❑ Time spent assisting walk-in customers (minutes)	5-10	5-10	5-10	5-10	5-10

Effectiveness Measures

❑ Percent of documents processed within allotted timeframe	100	100	100	100	100
❑ Viewer survey indicates citizens perceive that they are more informed about the City	1	1	1	1	1
❑ Number of weekly media coverage of City projects/activities in response to news releases	3	3	3	3	3
❑ Satisfaction survey of media	1	1	1	1	1
❑ Number of referrals or walk-ins to outside departments/divisions	410	410	410	385	400

CITY MANAGER'S OFFICE

DESCRIPTION

The City Manager is responsible for the management and direction of all activities of the City Government as outlined in the City Charter, Code of Ordinances and as directed by the Board of City Commissioners. The City Manager is also responsible for the preparation, implementation and control of the Annual Budget. In addition to the management of the Departments and Agencies of the City, the City Manager coordinates areas of common concern with other governmental units and community interest groups. The duties and responsibilities of the office are set forth in Section IV of the City Charter.

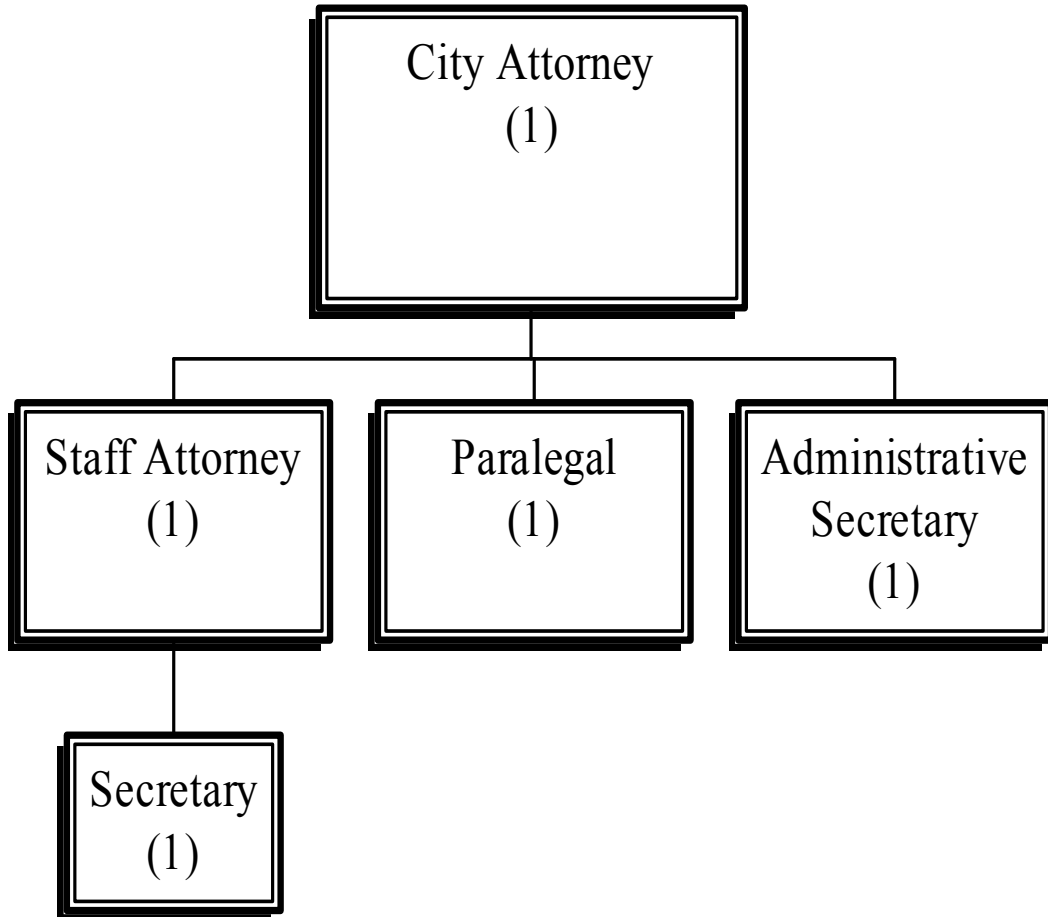
Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	282,522	357,309	374,262
OPERATING EXPENSE	406,576	582,814	932,375
CAPITAL OUTLAY	0	0	0
TOTAL	689,098	940,123	1,306,637
FULL TIME POSITIONS	5	5	4

Class Title

City Manager	1	1	1
Assistant City Manager	1	0	2
Public Information Manager	1	0	0
Executive Assistant	1	1	1
Administrative Secretary, Sr	1	1	0
Assistant to the City Manager (internal)	0	1	0
Assistant to the City Manager (external)	0	1	0
TOTAL	5	5	4

CITY MANAGER'S OFFICE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
201.				
7110	Regular Wages	222,462	278,176	282,095
7120	Overtime Wages	1,972	0	0
7130	Temporary Help	0	0	0
7210	W/C Insurance	1,108	840	2,500
7220	Tuition Reimbursement	0	1,500	1,500
7260	FICA Matching	15,794	21,280	21,580
7270	Pension Matching	19,923	24,758	25,107
7280	Insurance Matching	19,377	29,437	34,481
7285	LTD Insurance Matching	1,886	1,318	6,999
7510	Professional Services	3,847	91,800	96,000
7512	Technical Services	2,009	5,262	5,262
7513	Administrative Services	0	109,000	0
7514	Contract Labor (Temp)	118	0	0
7550	Communications	8,636	7,500	7,500
7570	Advertising	550	550	1,000
7600	Travel	5,135	3,950	3,950
7630	Train/Cont. Education	666	1,200	1,200
7700	Insurance	49,463	6,191	0
7860	Maint: Buildings	2,209	66,200	66,200
7880	Maint: Mach/Imp/Tools	5,088	3,982	3,982
7990	Dues and Fees	2,704	2,653	2,653
7995	Contingency	250,312	237,823	400,000
7999	Reserve	0	0	295,674
8009	Licenses (CDL,CPA,Etc.)	100	0	0
8010	Supplies	2,943	6,350	6,350
8016	Small Equipment	686	5,300	5,300
8017	Printing	13,657	11,529	11,529
8018	Books and Subscriptions	447	100	100
8050	Equipment Rental	800	0	0
8052	Rent	56,012	22,924	25,175
8110	Fuel	19	0	0
8150	Food	1,175	500	500
	TOTAL, GENERAL FUND:	689,098	940,123	1,306,637

City Attorney
Dept 3



CITY ATTORNEY

DESCRIPTION

To promote and protect the interests of the City of Albany by providing quality legal services to the Mayor and Board of Commissioners as well as the City Manager and Department Heads. The City Attorney is available to review and/or draft contracts, leases, ordinances, resolutions, conduct real estate closings, handle condemnations and annexations.

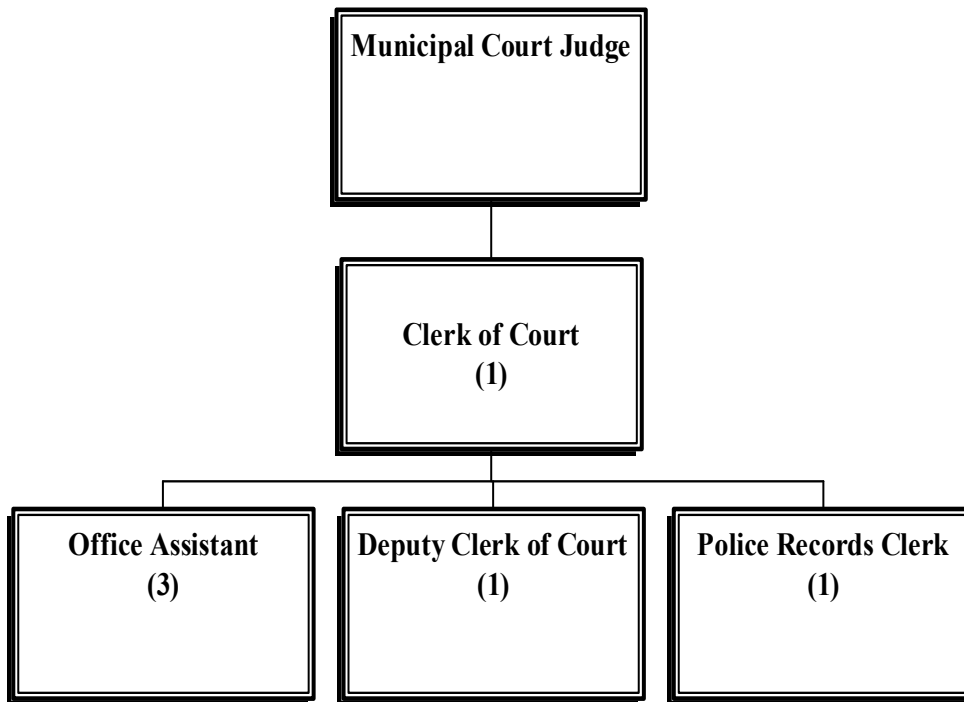
Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	155,428	149,707	359,641
OPERATING EXPENSE	31,806	62,355	74,960
CAPITAL OUTLAY	0	0	0
TOTAL	187,235	212,062	434,601
FULL TIME POSITIONS	2	2	5

Class Title

City Attorney	1	1	1
Staff Attorney	0	0	1
Paralegal	0	0	1
Legal Administrative Secretary	1	1	2
TOTAL	2	2	5

CITY ATTORNEY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
300.				
7110	Regular Wages	126,445	121,587	277,569
7210	W/C Insurance	456	330	3,310
7260	FICA Matching	9,306	9,302	21,234
7270	Pension Matching	10,765	10,821	24,704
7280	Insurance Matching	7,805	7,212	28,062
7285	LTD Insurance Matching	651	455	4,762
7510	Professional Services	2,006	6,285	6,285
7512	Technical Services	0	2,500	2,500
7550	Communications	1,692	2,800	2,800
7570	Advertising	2,621	4,000	4,000
7600	Travel	684	3,000	3,000
7610	Auto Allowance	2,472	2,400	2,400
7630	Train/Cont. Education	565	7,000	7,000
7700	SAIP Insurance	1,487	2,068	0
7880	Maint: Mach/Imp/Tools	1,409	2,150	2,150
7990	Dues and Fees	418	2,500	2,500
7995	Contingency	0	3,000	3,000
8010	Supplies	608	2,350	2,350
8016	Small Equipment	1,456	3,975	3,975
8017	Printing	446	1,121	1,120
8018	Books and Subscriptions	3,707	4,900	4,900
8052	Rent	12,066	12,066	26,740
8150	Food	170	240	240
	TOTAL, GENERAL FUND:	187,235	212,062	434,601

MUNICIPAL COURT OFFICE
DEPT 4



MUNICIPAL COURT**MISSION**

To adjudicate cases fairly, to make every effort to provide the best customer service to the public, to provide a good working relationship within the departments within the city. To make every effort to provide the best customer service to judges, attorney, etc who require service from the court.

Goals and Objectives

Develop an organized, effective case management system for Municipal Court, which involves archiving traffic citations, court orders, animal control citations, and other related documents. Effective case management would determine the amount of space saved in terms of having to purchase additional storage items.

Goal 1: To centralize all Municipal Court records and automate the management of case files.

Goal 2: To manage court functions received from the Albany Police Department more efficiently and timely.

Objective 1: To obtain additional personnel.

Objective 2: To increase productivity by having dispositions reported within 30 days

Objective 3: To provide training for Municipal Court Staff

Objective 4: To obtain more office space to eliminate the present cramped conditions.

MUNICIPAL COURT**Performance Measures**

<u>Workload Measures:</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
□ Court Manpower hours	4,968	4,968	4,968	N/A	N/A
3.5 hrs downtown x 4 days/week x 7 staff x 50 = 4,200 hrs	4,200	4,200	4,200	N/A	N/A
1.5 hr/day @ jail x 3 days/week x 4 staff x 52 =624 hrs	624	624	624	N/A	N/A
4 hrs/month Code Enforcement x 3 staff x 12 = 144 hrs	144	144	144	N/A	N/A
□ Sessions Held	368	368	368	N/A	N/A
3 sessions @ jail per week x 52 = 156	156	156	156	N/A	N/A
4 sessions downtown per week x 50 = 260	260	260	260	N/A	N/A
2 min. session Code Enforcement per month x 12 =	12	12	12	N/A	N/A
□ Municipal Court cases	N/A	33,451	43,000	36,500	37,000

Efficiency Measures:

□ To improve processing time of mailing citations to the Department of Motor Vehicle Safety report within 30 days	N/A	50%	100%	50%	75%
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Effectiveness Measures:

□ To provide the best customer service possible to the public.	N/A	0%	100%	75%	100%
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MUNICIPAL COURT

DESCRIPTION

The Municipal Court is a misdemeanor Court that has jurisdiction over City Ordinance violations and State traffic offenses. Specific type cases handled by the court include routine traffic offenses; driving under the influence of alcohol; possession and consumption by a minor; truancy and curfew violations; possession of marijuana less than an ounce; firearms violations; nuisance and abatement cases; and animal control citations and lot cleaning cases. The court is also responsible for entering citations, case dispositions and forwarding entries to the Department of Public Safety. Court sessions are held Monday, Wednesday, Thursday and Friday from 8:30 a.m. until. Animal Control and Lot Cleaning Cases are held on fourth Tuesday of each month. Nuisance and Abatement dockets are heard on the fourth Thursday of each month and Lot Cleaning cases are held on the 4th Tuesday of the month. Jail arraignments are held on Monday, Wednesday, and Friday at 7:30 a.m. at the Dougherty County Jail.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	162,032	244,722	189,890
OPERATING EXPENSE	202,643	190,314	287,021
CAPITAL OUTLAY	0	0	0
TOTAL	364,675	435,036	476,911
FULL TIME POSITIONS	4	6	6

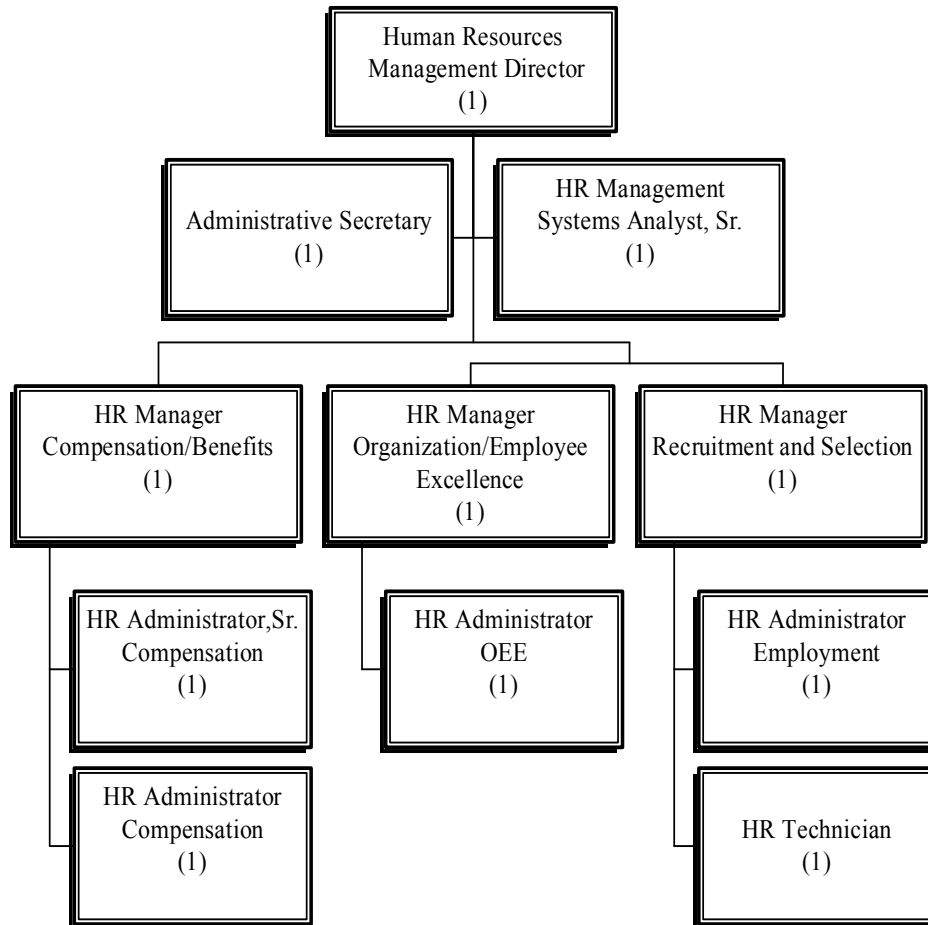
Class Title

Municipal Court Clerk	1	1	1
Deputy Clerk of Court	1	1	1
Police Records Clerk	1	1	1
Office Assistant	1	3	3
TOTAL	4	6	6

MUNICIPAL COURT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
400.				
7110	Regular Wages	88,752	121,743	125,734
7120	Overtime Wages	2,186	5,000	500
7130	Temporary Help	28,795	40,768	0
7210	W/C Insurance	588	743	711
7220	Tuition Reimbursement	0	0	1,000
7260	FICA Matching	8,855	12,815	9,657
7270	Pension Matching	8,073	11,280	11,190
7280	Insurance Matching	22,952	51,094	38,955
7285	LTD Insurance Matching	1,831	1,279	2,143
7510	Professional Services	151,306	147,005	147,005
7513	Administrative Services	0	0	84,124
7550	Communications	1,731	2,000	2,500
7600	Travel	851	800	1,000
7630	Train/Cont. Education	620	500	2,000
7700	SAIP Insurance	4,169	5,814	0
7880	Maint: Mach/Imp/Tools	1,446	485	5,000
7990	Dues and Fees	127	500	500
8010	Supplies	3,754	3,000	4,000
8016	Small Equipment	11,465	1,000	7,004
8017	Printing	1,085	2,181	2,000
8018	Books & Subscription	60	1,000	500
8052	Rent	26,029	26,029	31,388
	TOTAL, GENERAL FUND:	364,675	435,036	476,911

Human Resources Management Department

Dept 10



HUMAN RESOURCES MANAGEMENT DEPARTMENT**MISSION STATEMENT**

The Human Resources Management Department is committed to improving the quality of services rendered to citizens and visitors of the City of Albany, and others that we serve, by providing innovative and proactive programs, procedures and opportunities to employ, develop, reward and retain a high quality workforce committed to excellence.

Goals and Objectives

- Goal 1:** Provide professional expertise and assistance to management in making the best hiring decision for each position vacancy. The Human Resources Management (HRM) Department has defined this goal as achieving 100% on each of the supporting objectives during the fiscal year.
- Objective 1:** Participate in at least 75% of the interview panels
 - Objective 2:** Develop and administer expanded OPAC testing modules for at least 50% of the position vacancies requiring clerical knowledge, skills and aptitudes.
 - Objective 3:** Maintain Applicant Profile data in the JD Edwards Applicant Tracking System on 100% of all applicants.
- Goal 2:** Provide a comprehensive career development program for all employees to equip them with the knowledge, skills and abilities necessary to reach their full potential.
- Objective 1:** Ensure that 100% of all regular full-time employees attend Employee Orientation and Basic Customer Service Training, new employees within 60 days of hire and all other employees with five or more years of service.
 - Objective 2:** Develop and implement a comprehensive plan of education, training and development activities all for employees, thus providing opportunities to increase their knowledge, skills and abilities. This plan would ultimately contribute to increased job performance, promotional, opportunities employee morale and career development.
- Goal 3:** Provide education, counsel and advisement on eligibility of benefits for all employees and retirees as well as develop a viable compensation plan.
- Objective 1:** Ensure that 100% of all new, regular, full-time employees receive counseling and advisement on compensation and benefits during their first 30 days of employment
 - Objective 2:** Provide an annual update of current compensation and benefits programs, policies and procedures to supervisory and managerial employees.
 - Objective 3:** Provide counseling/training of current compensation and benefits programs, policies and procedures to 100% of employees preparing for retirement.
 - Objective 4:** Ensure competitive pay for employees by comparing positions in comparable jurisdictions and classifying, reclassifying, revising or modifying positions as needed.

HUMAN RESOURCES MANAGEMENT DEPARTMENT**Performance Measures**

	FY '04		FY '05		FY '06
<u>Workload Measures:</u>	Adopted	Actual	Adopted	Projected	Base
❑ Number of panel interviews	150	52	200	70	85
❑ Number of applications processed	4,500	3,441	6,000	3,500	3,750
❑ Number of new, regular, full-time employees hired	170	102	125	100	100
❑ Number of management staff attending Mid Mgrs training	130	98	100	63	68
❑ Number of hours required to develop training modules for Human Resources sessions	300	650	N/A	N/A	N/A
❑ Number of hours required to develop EEO procedures (Include training & consultations)	40	40	N/A	N/A	N/A
<u>Efficiency Measures:</u>					
❑ Number of hours required for Human Resources staff to participate in interview panels	200	244	225	350	400
❑ Number of tests administered with extended OPAC (Office Proficiency and Certification) testing	600	N/A	N/A	N/A	N/A
❑ Number of positions requiring administration of OPAC (Office Proficiency and Certification) testing	N/A	8	10	15	15
❑ Number of participants in training offered by HR staff	2,100	1130	1,200	1200	1200
❑ Time frame required to set up and conduct compensation & benefits training (hours)	120	100	N/A	100	100
❑ Number of retirees attending training/counseling sessions	150	45	N/A	N/A	N/A
❑ Number of employees receiving retirement counseling	N/A	N/A	N/A	35	35
<u>Effectiveness Measures:</u>					
❑ % Of total interview panels with HRM participation	15%	22%	30%	85%	85%
❑ % Clerical vacancies with expanded OPAC testing administered	100%	61%	75%	85%	85%
❑ % Of new employees participating in Employee Orientation/ Customer Service Training within stated time frame	100%	92%	100%	96%	100%
❑ % Of new regular, full-time employees attending benefits counseling and advisement within stated time frame	100%	100%	100%	100%	100%
❑ % Of employees participating in a Career Development Program	N/A	22%	25%	25%	25%

HUMAN RESOURCES MANAGEMENT

DESCRIPTION

The Human Resources Management Department is a centralized unit which formulates, maintains, administers, implements, and monitors the Human Resources Management System (HRMS) which governs the Policies and Procedures affecting all employees and retirees of the City of Albany and the Water, Gas and Light Commission. This department provides organizational support, training, counseling, advisement and administrative assistance in the areas of Recruitment & Selection, Compensation and Benefits, and Organization & Employee Excellence. The specific responsibilities of this department include recruitment, pre-screening and applicant referral, equal employment compliance reviews, salary and wage administration, maintenance and security for all official human resources files and records, health and life insurance, and other benefits for employees and retirees, providing training and career development opportunities, and the administration of the Human Resources Management System.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	760,984	1,233,394	1,957,806
OPERATING EXPENSE	404,438	348,047	363,810
CAPITAL OUTLAY	0	0	0
TOTAL	1,165,422	1,581,441	2,321,616
FULL TIME POSITIONS	12	12	11

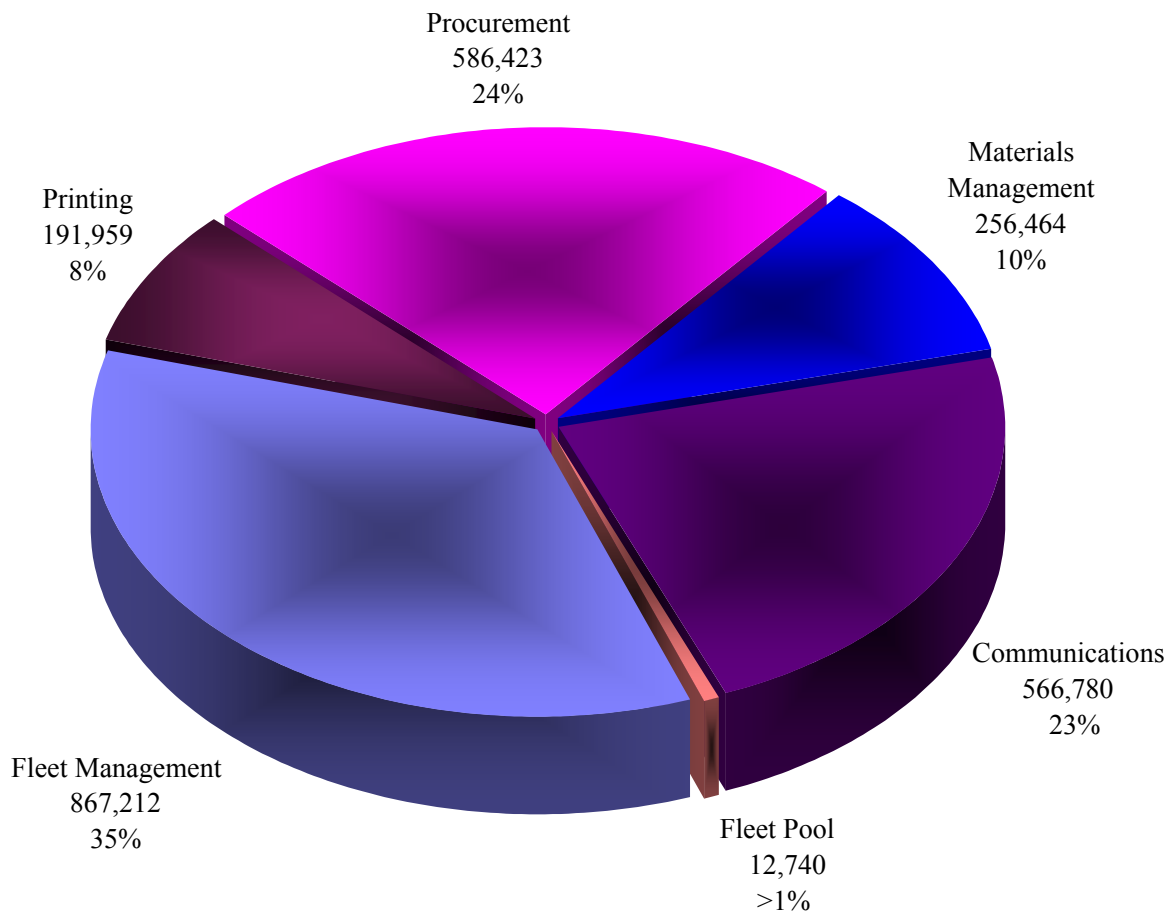
Class Title

Human Resources Director	1	1	1
HR Manager, Compensation & Benefits	1	1	1
HR Manager, Recruitment & Selection	0	1	1
EEO/Training Specialist	1	0	0
Human Resources Administrator (OEE)	2	2	1
Human Resources Administrator, Sr. (Comp)	1	0	0
Human Resources Administrator (Comp)	0	0	1
Human Resources Administrator, Sr. (Benefits)	1	1	1
Administrative Secretary	1	1	1
HR Mgr, Organization & Employee Excellence	1	1	1
Human Resources Administrator (R&S)	0	1	1
Human Resources Technician	2	1	1
Human Resources Technician, Sr	0	1	0
Human Resources Administrator, Sr. (OEE)	1	0	0
Human Resources Management Systems Analyst, Sr.	0	1	1
TOTAL	12	12	11

HUMAN RESOURCES MANAGEMENT

ACCOUNT NUMBER 1000	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
7110	Regular Wages	432,773	455,887	437,747
7130	Temporary Help	0	7,020	6,000
7210	W/C Insurance	2,143	1,684	1,593
7220	Tuition Reimbursement	1,515	1,000	1,500
7260	FICA Matching	32,387	35,413	33,947
7270	Pension Matching	38,411	40,575	38,960
7275	Retiree Insurance	219,017	651,000	1,400,000
7280	Insurance Matching	29,189	36,938	30,549
7285	LTD Insurance Matching	5,548	3,877	7,510
7510	Professional Services	1,465	100	235,100
7513	Professional Services - Admin	0	0	27,715
7550	Communications	6,988	4,500	4,500
7570	Advertising	42,932	20,754	1,000
7600	Travel	6,608	4,500	4,000
7610	Auto Allowance	0	400	0
7630	Train/Cont. Education	3,667	3,000	7,000
7640	Training Development	66,731	62,000	34,285
7700	Insurance	220,877	197,596	0
7870	Maintenance: Motor Equipment	329	376	0
7880	Maint: Mach/Imp/Tools	6,582	5,000	3,000
7990	Dues & Fees	1,040	1,000	1,000
8010	Supplies	6,227	7,700	7,500
8016	Small Equipment	4,153	2,700	2,000
8017	Printing and Binding	1,682	3,190	1,000
8018	Books and Subscriptions	1,241	1,500	1,200
8052	Rent	32,731	32,731	34,010
8110.01	Motor Fuel - Gasoline	356	400	0
8150	Food	830	600	500
TOTAL, GENERAL FUND:		1,165,422	1,581,441	2,321,616

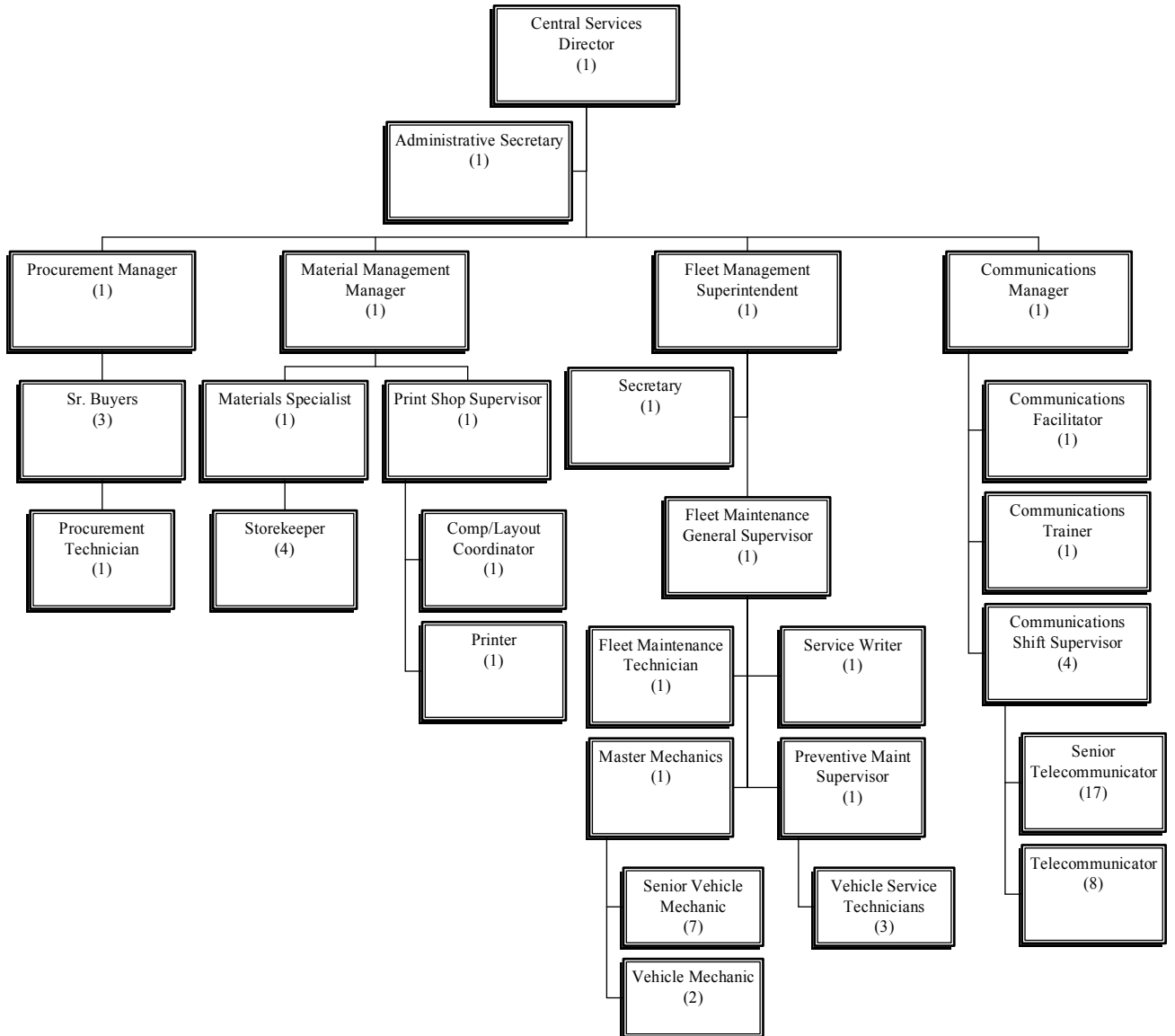
City of Albany
Adopted Budget
FY 2006
Central Services Department



Total Expenditures
\$2,481,578

Central Services Department

Dept 11



CENTRAL SERVICES DEPARTMENTAL SUMMARY

DESCRIPTION

The Central Services Department provides support services to all City departments, and to Dougherty County departments as requested. The Department is responsible for the acquisition, storekeeping and disposal of supplies and equipment; printing operations; risk management; fleet management and maintenance; and the dispatching of public safety personnel. Central Services is comprised of five divisions: Procurement, which houses Administrative employees; Risk Management; Materials Management, which includes the General Storeroom, Auto Parts Storeroom, Surplus, and Printing; Fleet Management Division, which includes Pool Vehicles; and Central Communications, which also dispatches for EMS and broadcasts severe weather reports to southwest Georgia. CAD 911, which may be viewed under "Special Funds," is also a responsibility of Central Communications.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,732,799	1,962,224	2,032,005
OPERATING EXPENSE	530,077	457,346	449,573
CAPITAL OUTLAY	0	0	0
TOTAL	2,262,876	2,419,570	2,481,578
FULL TIME POSITIONS	57	51	51

PERFORMANCE MEASURES

See individual divisions for performance measures.

CENTRAL SERVICES DEPARTMENT
ADMINISTRATION AND PROCUREMENT DIVISION

MISSION

To provide centralized procurement of all equipment, supplies and services necessary for the operation of the City; to initiate and administer all contracts; to support all City departments with product/service information, specifications and standards; and to advise on all procedures, policies and laws (codes, rules and regulations relevant to procurement). To advise management on trends, developments and problems related to goods and services that may affect the various departments of the City.

Goals And Objectives

Goal 1: Acquire quality goods, services and materials in a timely manner.

Objective 1: Respond to purchase requisitions efficiently.

Objective 2: Continue decentralization of small purchases.

Objective 3: Test a purchasing card program to ultimately be used throughout the City.

Objective 4: Streamline and update the vendor list.

Goal 2: Acquire quality goods, services and materials at the best cost.

Objective 5: Provide contracts for large usage pricing (economy of scale.)

Objective 6: Obtain formal and informal bids/proposals as appropriate to achieve optimum cost effectiveness.

Goal 3: Increase Disadvantaged Business Enterprise (DBE) participation.

Objective 7: Continue to coordinate activities with SDBU office

Objective 8: Continue widespread advertisement of purchase opportunities through the Internet, access channel, and newspapers.

Objective 9: Print & distribute approved updated Central Services Policy & Procedures Manual

CENTRAL SERVICES DEPARTMENT
ADMINISTRATION AND PROCUREMENT DIVISION

Performance Measures

	FY '04		FY '05		FY '06
<u>Workload Measures</u>	Adopted	Actual	Adopted	Projected	Base
❑ Value of all purchase orders (millions)	35	25	25	20	20
❑ Value of formal bid awards (millions)	15	15	16	15	15
❑ Quantity bid invitations sent to DBE vendors	260	776	640	828	800
❑ Quantity purchase requisitions processed	1,500	1,399	1,260	1,388	1,300
<u>Efficiency Measures</u>					
❑ Quantity purchase orders issued by Procurement	1,850	1,456	1,500	1,400	1,400
❑ Quantity blanket PO usage	10,900	12,865	17,000	10,400	10,400
❑ Quantity field PO usage	2,200	2,299	2,200	2,410	2,400
❑ Quantity formal bid requests issued	120	111	120	148	140
❑ Average time in days to process purchase requisition	7	9	5	3	3
❑ Quantity DBE vendor response	64	90	100	136	130
<u>Effectiveness Measures</u>					
❑ Estimated savings from formal bidding (millions)	1.3	2.5	2.0	2.0	2.0
❑ Quantity of contracts in force	420	366	305	285	285
❑ Purchase requisition processing time:					
Percentage 3 days or less	50	71	66	88	90
Percentage 10 days or less	70	85	84	94	95
❑ Quantity DBE vendor bid awards	20	24	16	50	40

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION

DESCRIPTION

Administration directs and furnishes support for the three service divisions by planning, implementing policies and procedures, budgeting and staff assistance. The function of the Procurement Division is to provide centralized purchasing of all equipment supplies and services necessary to operate the City; initiate and administer all contracts; support all departments with product/service information, specifications, standards, and advise on procedures, policy and law; advise management on trends, developments and problems related to goods and services that may affect the various departments of the City.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	338,034	350,368	366,516
OPERATING EXPENSE	263,281	209,841	219,907
CAPITAL OUTLAY	0	0	0
TOTAL	601,315	560,209	586,423
FULL TIME POSITIONS	6	7	7

Class Title

Director, Central Services	1	1	1
Administrative Secretary	1	1	1
Procurement Manager	1	1	1
Procurement Technician	1	1	1
Buyer, Senior	2	3	3
TOTAL	6	7	7

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1100				
7110	Regular Wages	260,824	270,536	275,944
7210	W/C Insurance	2,702	2,042	2,065
7260	FICA Matching	19,196	20,697	21,110
7270	Pension Matching	23,166	24,078	24,559
7280	Insurance Matching	29,953	31,484	38,104
7285	LTD Insurance Matching	2,192	1,531	4,734
7513	Administrative Services	109,963	148,671	162,000
7514	Contract Labor	6,252	0	0
7550	Communications	4,694	3,700	5,100
7570	Advertising	0	0	3,000
7600	Travel	2,950	2,700	2,700
7630	Train/Cont. Education	1,119	1,000	1,500
7700	Insurance	4,993	6,960	0
7870	Maint: Motor Equipment	297	552	0
7880	Maint: Mach/Imp/Tools	33,979	3,000	1,000
7990	Dues and Fees	976	800	800
8009	Licenses	0	300	2,550
8010	Supplies	3,049	2,100	2,500
8016	Small Equipment	48,185	2,500	1,000
8017	Printing and Binding	442	180	500
8018	Books and Subscriptions	0	100	300
8052	Rent	45,975	36,878	36,557
8110	Motor Fuel	156	200	0
8150	Food	252	200	400
	TOTAL, GENERAL FUND	601,315	560,209	586,423

CENTRAL SERVICES PRINTING DIVISION**MISSION**

The primary function of the Printing Division is to do quality printing for all City and County Departments and a few independent agencies at an economical price and in a timely manner. This includes layout and design of brochures, forms, letterheads, and registered color work. Time and materials are charged out for each job thereby generating revenue to offset these expenditures.

Goals and Objectives

Goal 1: To continue to provide services to the City and County at a reduced cost while maintaining quality and turnaround time.

Objective 1: To economically produce, high quality printed materials with a turn-around time of 2 to 7 working days.

Objective 2: To raise customer awareness of cost savings that can be realized by ordering larger, more economical quantities.

Objective 3: Conduct cost-effectiveness survey with area print shops.

Goal 2: To attend training seminars, shows and classes.

Objective 4: To insure that personnel are kept updated on technological advances in the printing industry.

Goal 3: To insure the health and safety of the Printing Division personnel.

Objective 5: Insure safety of personnel by following proper work procedures and through the use of safety equipment.

CENTRAL SERVICES PRINTING DIVISION**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06 Base
	Adopted	Actual	Adopted	Projected	
❑ Average number of jobs produced per month	120	115	120	99	100
❑ New forms designed	1,000	1,348	1,400	1,467	1,400
❑ Press reproductions (millions)	2.6	2,234,499	2.449	2,415,569	2,449,000
❑ Oce' 2600 reproductions (millions)	1.2	1,421,026	1.650	1,105,485	1,105,485
❑ Color copies	15,000	9,290	13,000	9,110	9,200
❑ Punched 3 hole / 2 hole	436,000	378,185	450,000	346,698	350,000
❑ Collated by hand or machine	85,000	73,050	103,000	113,610	103,000
❑ Xante Negatives	400	304	264	232	244

Efficiency Measures

❑ Average number of days to complete job	3	3	3	3
❑ Computer training classes attended	2	0	0	1

Effectiveness Measures

❑ Percentage of jobs completed by deadline	100	100	98	99	100
❑ Savings by increasing quantities ordered	\$4,000	\$4,909.66	N/A	N/A	N/A
❑ Results of survey % lower	15	16.5	20	25.42	10
❑ Number of work-related accidents	0	0	0	0	0

CENTRAL SERVICES - PRINTING DIVISION

DESCRIPTION

The primary function of the Printing Division is to do quality printing for all City and County Departments and a few independent agencies at an economical price and in a timely manner. This includes layout and design of brochures, forms, letterheads, and registered color work. Time and materials are charged out for each job thereby generating revenue to offset these expenditures.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	120,184	126,817	130,192
OPERATING EXPENSE	97,263	50,982	61,767
CAPITAL OUTLAY	0	0	0
TOTAL	217,447	177,799	191,959
FULL TIME POSITIONS	3	3	3
<u>Class Title</u>			
Print Shop Supervisor	1	1	1
Composing & Layout Coordinator	1	1	1
Printer	1	1	1
TOTAL	3	3	3

CENTRAL SERVICES - PRINTING DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1102.				
7110	Regular Wages	90,769	96,530	99,082
7210	W/C Insurance	1,658	1,209	2,108
7260	FICA Matching	6,667	7,385	7,580
7270	Pension Matching	7,860	8,591	8,818
7280	Insurance Matching	11,972	12,223	11,526
7285	LTD Insurance Matching	1,258	879	1,078
7510	Professional Services	31	48	48
7550	Communications	736	600	600
7600	Travel	169	200	300
7630	Train/Cont. Education	150	300	300
7700	Insurance	2,866	3,994	0
7880	Maint: Mach/Imp/Tools	16,794	14,631	15,863
7990	Dues and Fees	204	228	240
8010	Supplies	1,053	1,215	1,250
8016	Small Equipment	0	1,379	0
8018	Books and Subscriptions	169	190	190
8050	Rental of Equipment	16,479	16,500	16,500
8052	Rent	11,697	11,697	26,476
8080	Supplies for Resale	46,915	0	0
TOTAL, GENERAL FUND:		217,447	177,799	191,959

CENTRAL SERVICES MATERIALS MANAGEMENT DIVISION**MISSION**

To maintain supplies, tools and auto parts for all departments of the City, as well as for Dougherty County and Water, Gas and Light, when requested. Provide oversight of the Printing Division. Receive and store surplus materials and equipment. Prepare and operate the City's annual auction and monitor expendable inventory throughout the City.

Goals and Objectives

Goal 1: Provide prompt, efficient service.

Objective 1: Satisfy customer demands in a timely manner.

Goal 2: Stock appropriate materials and parts.

Objective 2: Have high demand items in stock when required by users.

Goal 3: Acquire materials and parts at best quantity and best cost.

Objective 3: Order stock at appropriate re-order point.

Objective 4: Purchase stock at best quantity to receive best pricing for users.

Goal 4: Properly manage surplus property.

Objective 5: Maintain, redistribute or dispose of surplus vehicles, equipment, tools and furnishings in a manner that best benefit the City.

CENTRAL SERVICES MATERIALS MANAGEMENT DIVISION**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Number of tickets – Auto Parts	18,931	19,314	20,000	20,000	21,000
❑ Number of tickets – Storeroom	1,890	1,650	2,000	2,000	2,100
❑ Number of line items issued – Auto Parts	22,494	19,314	20,000	20,000	21,000
❑ Number of line items issued – Storeroom	4,073	4,028	4,300	4,300	4,600
❑ Number of receiving reports – Auto Parts	7,000	6,500	7,350	7,350	8,000
❑ Number of receiving reports – Storeroom	300	400	320	320	377
❑ Number of surplus items sold	0	202	0	0	0
<u>Efficiency Measures</u>					
❑ Value of issues – Auto Parts (thousands)	645	741	677	677	710
❑ Value of issues – Storeroom (thousands)	168	182	176	176	185
❑ Value of receipts – Auto Parts (thousands)	645	741	677	677	710
❑ Value of receipts – Storeroom (thousands)	168	182	176	176	185
<u>Effectiveness Measures</u>					
❑ Number of items stocked – Auto Parts	3,871	3,800	4,000	4,000	4,200
❑ Number of items stocked – Storeroom	260	265	273	273	286
❑ Value of items stocked – Auto Parts (thousands)	200	150	210	210	220
❑ Value of items stocked – Storeroom	\$84,000	78,000	\$88,000	88,000	92,000
❑ Value of surplus sold (thousands)	0	127	0	0	0

CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION

DESCRIPTION

The Materials Management Division maintains supplies and tools for all Departments of the City, as well as Dougherty County and Water, Gas and Light, when requested. Maintains fuel dispensing system records for all city vehicles, ice machines, and fork lifts. Receives and stores surplus materials and equipment. Prepares and operates the City's annual auction and monitors expendable inventory throughout the City.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	183,245	221,819	223,864
OPERATING EXPENSE	36,307	35,947	32,600
CAPITAL OUTLAY	0	0	0
TOTAL	219,552	257,766	256,464
FULL TIME POSITIONS	6	6	6

Class Title

Materials Manager	1	1	1
Storekeeper	4	4	4
Materials Specialist	1	1	1
TOTAL	6	6	6

CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1104.				
7110	Regular Wages	130,238	150,430	157,622
7120	Overtime Wages	0	2,000	2,000
7210	W/C Insurance	1,763	1,301	2,102
7230	Uniforms	1,325	2,000	2,000
7260	FICA Matching	9,509	11,661	12,211
7270	Pension Matching	11,567	13,567	14,206
7280	Insurance Matching	27,031	39,594	31,019
7285	LTD Insurance Matching	1,812	1,266	2,704
7510	Professional Services	16	0	0
7550	Communications	3,099	3,215	4,000
7600	Travel	0	100	100
7630	Train/Cont. Education	0	600	600
7700	Insurance	4,130	5,755	0
7860	Maint: Buildings	9,982	10,400	10,400
7870	Maint: Motor Equipment	3,119	3,592	4,000
7880	Maint: Mach/Imp/Tools	1,192	1,866	2,000
7900	Utilities	4,483	5,300	5,000
7990	Dues and Fees	0	200	200
8010	Supplies	1,659	2,300	2,300
8016	Small Equipment	6,648	400	0
8110	Motor Fuel	1,979	2,219	4,000
TOTAL, GENERAL FUND:		219,552	257,766	256,464

CENTRAL SERVICES CENTRAL COMMUNICATIONS

MISSION

To enhance the quality of life of every person in the City of Albany and Dougherty County, Georgia by receiving and processing 911 emergency calls and by dispatching emergency response units in a prompt, efficient and professional manner. Also, maintain and enhance the 911 Public Safety Communications System to better serve the needs of the community and the emergency response units.

Goals and Objectives

Goal 1: To provide quality service to our citizens.

Objective 1: To complete call-intake and response review, three calls per employee per quarter.

Objective 2: Dispatch all received fire calls within two minutes or less, 95% of the time.

Objective 3: Dispatch all received EMS calls within two minutes or less, 90% of the time.

Objective 4: Review three EMD calls per month for quality assurance.

Objective 5: Reduce the amount of time from “call receive” to “call dispatch” for the Police Department to two minutes or less.

Goal 2: Improve the performance of employees.

Objective 7: Ensure each Telecommunicator receives forty hours of training per year.

Objective 8: Utilization of training simulator to improve performance.

CENTRAL SERVICES CENTRAL COMMUNICATIONS**Performance Measures**

	FY '04		FY '05		FY'06
<u>Workload Measures:</u>	Adopted	Actual	Adopted	Projected	Base
❑ Number of dispatches completed	157,000	166,669	168,661	168,335	168,335
❑ Number of EMS dispatches completed	17,000	20,693	20,812	20,900	20,900
❑ Number of Fire dispatches completed	5,100	5,763	6,211	5,820	5,820
❑ Number of Police dispatches completed	135,000	140,213	141,638	141,615	141,615
❑ Number of 911 calls received	107,000	100,563	130,260	101,568	101,568
<u>Efficiency Measures:</u>					
❑ Complete call intake and response review per quarter (%)	95	95	95	95	95
❑ Review all fire calls dispatched (%)	100	100	100	100	100
❑ Review all EMS calls dispatched (%)	100	100	100	100	100
❑ Review all EMD preformed calls (%)	90	90	95	95	95
❑ Track employee-training (%)	100	100	100	100	100
❑ Track training simulator usage (%)	100	100	100	100	100
<u>Effectiveness Measures:</u>					
❑ Percentage of acceptable call intake response reviewed by shift Supervisor	95	95	95	95	95
❑ Percentage of dispatch all fire calls within two minutes	95	95	95	95	95
❑ Percentage of dispatch all EMS calls within two minutes	95	95	95	95	95
❑ Percentage of approval of all reviewed EMD calls by the EMD Committee	95	95	95	95	95
❑ Percentage of attendance by employee to training sessions	95	95	95	95	95
❑ Percentage of increase in the use of training simulator	20	20	20	20	20

CENTRAL SERVICES - CENTRAL COMMUNICATIONS DIVISION

DESCRIPTION

The Central Communications Division is responsible for the dispatching of the appropriate Public Safety entity to calls for assistance from the citizens of Albany and Dougherty County. This division actively monitors 15 Public Safety frequencies in and around Albany. This includes Emergency Medical Dispatch. This division receives requests for EMS and dispatches Emergency Medical Units when necessary. One of the requirements for this EMD is that all dispatchers be certified. By providing this service to the public, the dispatcher can give possible life saving pre-arrival instructions while EMS is en route. This division also monitors federal, state and local criminal information systems. It is also responsible for broadcasting severe weather reports affecting Dougherty County when needed. This division also recently obtained the responsibility of dispatching for the Dougherty County Police Department.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	464,906	528,049	523,211
OPERATING EXPENSE	30,458	61,074	43,569
CAPITAL OUTLAY	0	0	0
TOTAL	495,365	589,124	566,780
FULL TIME POSITIONS	23	16	16

Class Title

Telecommunicator, Sr*	10	6	5
Telecommunicator	13	10	11
TOTAL	23	16	16

*Moved to Special Fund, CAD 911

CENTRAL SERVICES - CENTRAL COMMUNICATIONS DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1105.				
7110	Regular Wages	277,160	371,572	365,408
7120	Overtime Wages	70,824	0	0
7210	W/C Insurance	1,607	1,592	1,589
7260	FICA Matching	25,426	28,426	27,954
7270	Pension Matching	30,217	33,071	32,521
7280	Insurance Matching	47,464	84,858	89,470
7285	LTD Insurance Matching	12,208	8,531	6,269
7510	Professional Services	202	0	0
7700	Insurance	27,015	37,650	0
7880	Maint: Mach/Imp/Tools	2,815	0	0
8010	Supplies	410	0	0
8052	Rent	0	23,424	43,569
8110.01	Motor Fuel	17	0	0
TOTAL, GENERAL FUND:		495,365	589,124	566,780

CENTRAL SERVICES FLEET MANAGEMENT DIVISION - MAINTENANCE**MISSION**

Fleet Management provides total fleet management services to the entire city with the exception of the Transit and Fire Departments and Water, Gas, and Light. Fleet Management provides limited support services to the Dougherty County Commission. The division is responsible for evaluating and writing specifications for new equipment and vehicles. The Division is also responsible for assuring the safety and serviceability of over 1,000 units of vehicles and equipment. The units are entered into our Fleet Management Software System upon delivery and monitored to determine their useful life span.

Goals and Objectives

Goal 1: To provide better communication between Fleet Management and all other departments.

Objective 1: This will allow Fleet to better understand the tasks performed by other departments and help in understanding specific needs of all involved when purchasing this equipment and supplying reports.

Goal 2: Cross training of all personnel.

Objective 2: To require personnel training in various tasks, so Fleet Management can continue to operate efficiently when faced with unseen factors. (i.e. sickness, loss of personnel)

Goal 3: The Division will continue to attach the quality control tags on vehicles serviced. This will allow the customer to become more familiar with the personnel in the shop, therefore putting names with faces.

Objective 3: This will continue to show vehicles were handled with pride, so if a problem should occur, the mechanic servicing a vehicle is ready to assist the customer. The mechanic also assumes more responsibility in the customer satisfaction process. This should help to maintain at least 90% satisfaction rate.

Goal 4: Continue our working relations with Procurement on techniques for applying value point to service history on bid evaluations.

Objective 4: This will benefit the City of Albany, by helping to ensure the purchase of quality equipment and service

Goal 5: Continue to work with IT Department to develop an accurate, user-friendly Fleet Software System.

Objective 5: To provide more detailed, accessible, easily read reports. To assist other departments in their budget process.

Goal 6: Provide a quarterly report to all departments on the condition of the vehicles they utilize. This will help identify patterns of possible misuse.

Objective 6: This should help identify possible misuse of a particular unit so the department can take action to help reduce unnecessary repair costs.

CENTRAL SERVICES FLEET MANAGEMENT DIVISION - MAINTENANCE**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06 Base
	Adopted	Actual	Adopted	Projected	
<input type="checkbox"/> Number of repairs	10,000	0	10,000	0	0
<input type="checkbox"/> Number of outside repairs	1,000	0	1,000	0	0
<input type="checkbox"/> Number of performed P. M's.	3,000	0	3,000	0	0
<input type="checkbox"/> Number of service calls	300	0	300	0	0
 <u>Efficiency Measures</u>					
<input type="checkbox"/> Average down-time of vehicles (minutes)	45	0	45	0	0
<input type="checkbox"/> Average labor hours per day per mechanic (4.0 hours)	4	0	4	0	0
<input type="checkbox"/> Number of unscheduled repairs	6,300	0	6,300	0	0
<input type="checkbox"/> Average time per service call (minutes)	60	0	60	0	0

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - MAINTENANCE*DESCRIPTION*

The primary function of the Fleet Management Division is to provide high quality specifications for all vehicle and equipment purchases and assure the safety and serviceability of over 1,000 vehicles and equipment to support City operational efforts in a cost-effective manner. Responsibilities include preparing a variety of reports, processing invoices, monitoring compliance with vendor contracts associated with fleet maintenance, inspecting and generating specifications for new vehicles, evaluating vehicle usage, scheduling and performing preventive maintenance and repairs to all city vehicles. Duties also include stocking and maintaining the fuel management system that consist of two sites that delivers several thousands of gallons of fuel monthly and tracks our preventive maintenance, maintaining a motor pool of vehicles for use by other departments or divisions, and responding to emergency situations twenty-four hours a day.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	626,430	735,171	788,222
OPERATING EXPENSE	100,189	91,007	78,990
CAPITAL OUTLAY	0	0	0
TOTAL	726,619	826,178	867,212
FULL TIME POSITIONS	19	19	19
<u>Class Title</u>			
Vehicle Service Technician	2	2	2
Inventory Coordinator	1	0	0
Vehicle Mechanic	3	1	1
Vehicle Mechanic, Sr.	6	8	9
Master Vehicle Mechanic	2	2	1
Preventive Maintenance Superviso	1	1	1
Administrative Secretary	1	1	1
Fleet Maintenance General Superviso	1	1	1
Fleet Management Superintenden	1	1	1
Service Writer	1	1	1
Fleet Management Technician	0	1	1
TOTAL	19	19	19

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1107.				
7110	Regular Wages	461,949	540,426	559,482
7210	W/C Insurance	22,715	20,419	19,176
7230	Uniforms	6,867	8,000	8,000
7260	FICA Matching	34,475	41,344	42,800
7270	Pension Matching	40,882	48,100	49,794
7280	Insurance Matching	53,886	72,930	99,371
7285	LTD Insurance Matching	5,656	3,952	9,599
7510	Professional Services	60	0	0
7514	Contract Labor	7,997	0	8,000
7550	Communications	5,227	5,000	5,000
7600	Travel	1,976	2,000	2,000
7630	Train/Cont.Education	1,926	4,000	4,000
7700	Insurance	12,884	17,962	0
7860	Maint: Buildings	6,048	8,442	8,442
7870	Maint: Motor Equipment	3,151	2,500	2,500
7880	Maint: Mach/Imp/Tools	12,988	9,000	12,600
7900	Utilities	19,118	17,000	18,000
7990	Dues and Fees	635	700	700
8009	Licenses	0	1,750	250
8010	Supplies	6,177	8,109	7,000
8016	Small Equipment (\$1,000 Max)	17,275	8,951	5,598
8017	Printing	709	943	900
8018	Books & Subscriptions	96	650	0
8110	Motor Fuel	3,115	3,000	4,000
8150	Food	806	1,000	0
	TOTAL, GENERAL FUND:	726,619	826,178	867,212

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS

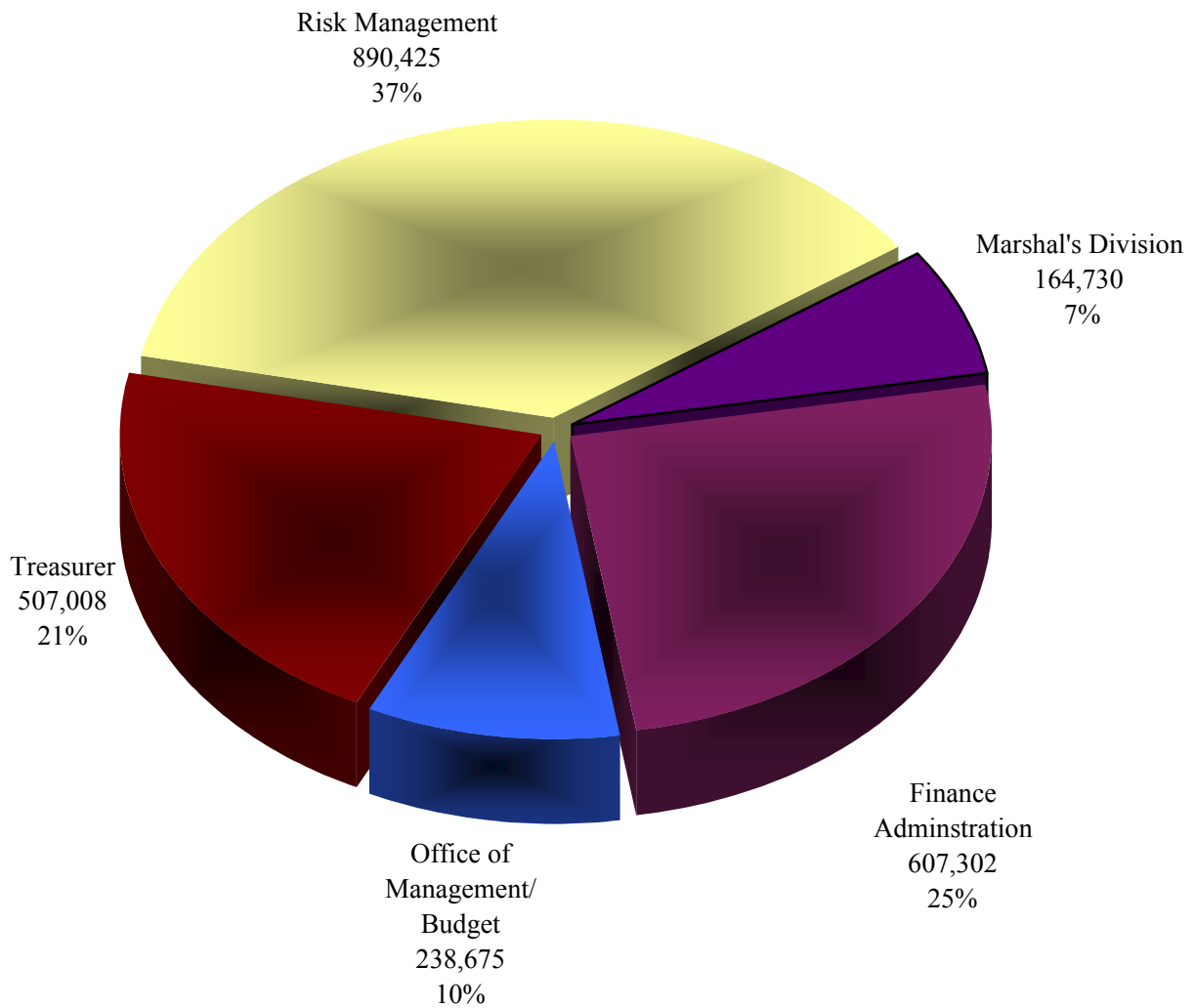
DESCRIPTION

The Motor Vehicle Pool's function is to provide the City with a centrally located pool of vehicles and equipment for special or occasional use including out-of-town travel, special projects, and programs.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	2,579	8,495	12,740
CAPITAL OUTLAY	0	0	0
TOTAL	2,579	8,495	12,740
FULL TIME POSITIONS	0	0	0

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1108.				
7870	Maint: Pool Vehicle	1,271	4,000	6,000
8110	Motor Fuel	1,308	4,495	6,740
	TOTAL, GENERAL FUND:	2,579	8,495	12,740

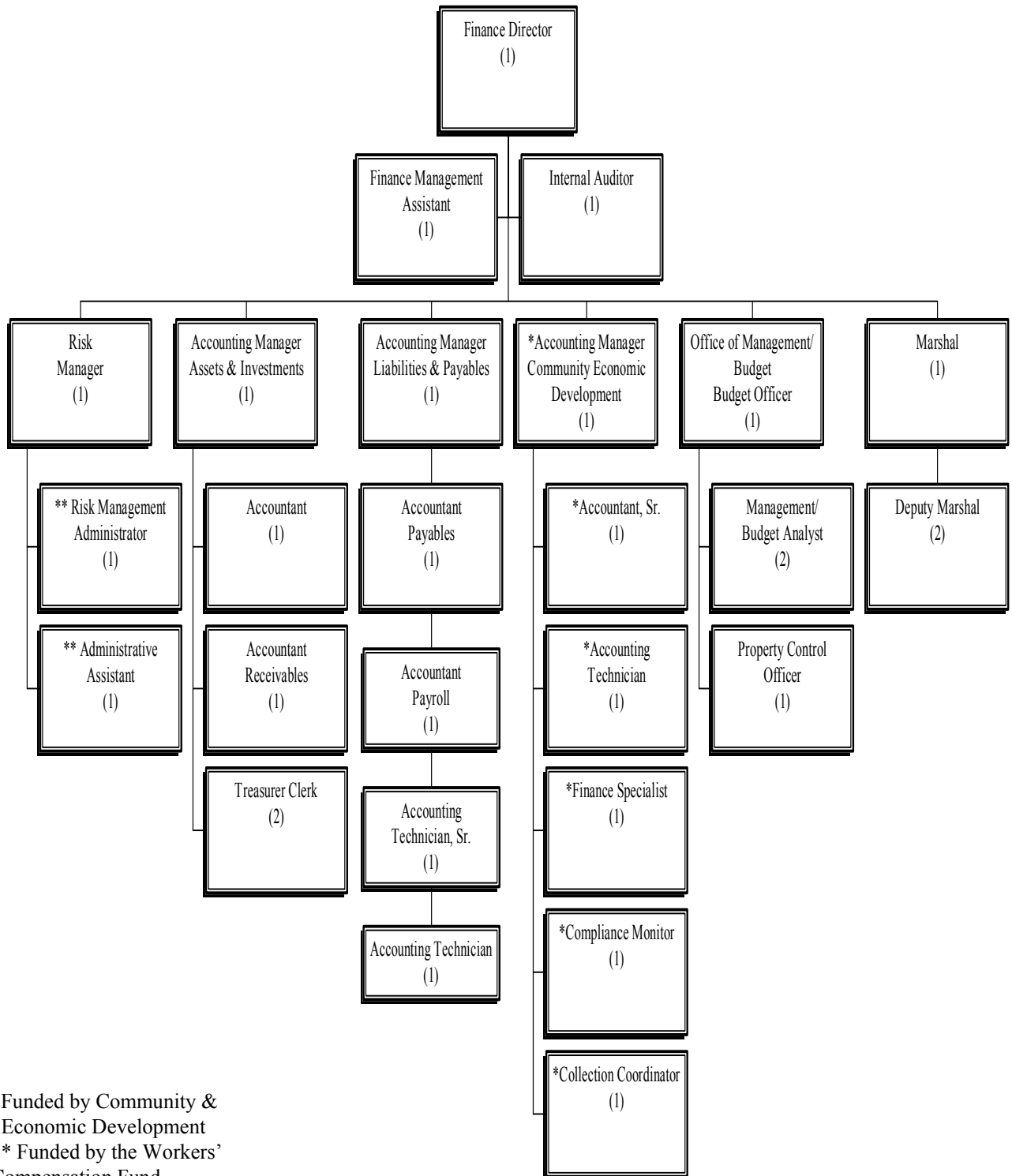
City of Albany
Adopted Budget
FY 2006
Finance Department



Total Expenditures
\$2,408,140

Finance Department

Dept 15



FINANCE DEPARTMENTAL SUMMARY

DESCRIPTION

The Finance Department is responsible for safeguarding the fiscal integrity of the City of Albany through the development and implementation of sound financial policies and practices. The Finance Department is responsible for five divisions - the Finance and Accounting Division, the Office of Management and Budget (OMB), Risk Management, the Treasurer Division, and the Community & Economic Development Accounting Division. The Community & Economic Development Accounting Division is included in the Community & Economic Development budget. Risk Management was added back to the Finance Department this fiscal year.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	864,215	950,557	1,095,866
OPERATING EXPENSE	715,610	587,923	1,312,274
CAPITAL OUTLAY	0	0	0
TOTAL	1,579,825	1,538,480	2,408,140
FULL TIME POSITIONS	17	18	21

PERFORMANCE MEASURES

See individual divisions for performance measures.

FINANCE DEPARTMENT**MISSION**

To maintain the City's overall financial stability through sound financial planning and management. We are committed to the highest standards of accountability, accuracy, timeliness, professionalism and innovation in providing financial services that not only meet but also exceed the expectations of those we serve.

Goals and Objectives

Goal 1: To ensure the financial stability of the City through short and long term financial planning.

Objective 1: Monitoring revenue and expenditures by reviewing general ledger.

Objective 2: To develop a written investment policy to maximize yield on investment.

Objective 3: Maximize collection of revenue through increased enforcement, auditing, and tracking.

Objective 4: To develop a cash flow analysis in order to be able to meet financial obligations when they become due.

Objective 5: Prepare financial statement by the 15th of each month.

Goal 2: To close out the fiscal year by the second week of August.

Objective 6: Review trail balance on a monthly basis.

Objective 7: Making necessary correcting journal entries as they occur.

Objective 8: Reconciling bank statements on monthly basis.

Objective 9: Gather all information from external auditor's listing.

Objective 10: Processing invoices in a timely manner.

Goal 3: To cross train all finance department staff in order to serve our customers in an efficient and timely manner.

Objective 11: Cross train employees

Objective 12: Make sure employees receive continuous training

FINANCE DEPARTMENT**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06 Base
	Adopted	Actual	Adopted	Projected	
❑ Number of times general ledger reviewed	52	52	52	52	52
❑ Number of businesses audited	12	12	12	12	12
❑ Number of times financial statement prepared	12	12	12	12	12
❑ Number of times trial balance reviewed	12	12	12	12	12
❑ Number of journal entries prepared	300	300	300	300	300
❑ Dollars managed (\$ millions)	76.9		76.9		
❑ Number of paychecks prepared (thousands)	40	40	40	40	40
❑ Number of vendor checks prepared (thousands)	40	40	40	40	40
❑ Number of hours spent to produce budget document	700	700	700	700	700
❑ Number of hours spent to produce CAFR	200	200	200	200	200
❑ Number of funds that have transaction to be recorded and monitored	N/A	29	29	29	29
❑ Number of requested special analysis projects	N/A	15	8	15	15

Efficiency Measures

❑ Cost per paycheck (\$)	1.70	1.70	1.70	1.70	1.70
❑ Cost per vendor check (\$)	1.70	1.70	1.70	1.70	1.70
❑ Unit cost to print 90 CAFRs (\$)	20.00	20.00	20.00	20.00	20.00

Effectiveness Measures

❑ Number of financial errors made per month	5	5	5	5	5
❑ Percent of time that revenue analysis are performed during each accounting period to ensure that revenues are being recorded properly in the general ledger	20	20	20	20	20
❑ Amount (\$ thousands) / percent (%) of revenues collected as a result of revenue audit efforts	50/10	50/10	50/10	50/10	50/10
❑ Number of working days to compile monthly financial report	8	8	8	8	8
❑ Number of years received GFOA Budget Award	11	11	12	12	13

FINANCE

DESCRIPTION

This department supervises, coordinates and directs all the financial operations of the City Government. These operations include: the accounting for all receipts and disbursements coordinated with the City Manager, the preparation and administration of the annual budget, administering the retirement system and the Public Employees Group Health Plan. This department also serves as advisor to the City Manager and City Commission on matters relative to finance. This office coordinates audits performed by Independent Certified Public Accountants, and Federal and State Auditors.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	401,450	406,868	445,992
OPERATING EXPENSE	277,563	207,172	161,310
CAPITAL OUTLAY	0	0	0
TOTAL	679,013	614,040	607,302
FULL TIME POSITIONS	8	8	8

Class Title

Finance Director	1	1	1
Finance Management Assistant	1	1	1
Accounting Technician, Sr.	1	1	1
Accounting Technician	1	1	1
Accountant, Sr.	1	1	2
Accountant	1	1	0
Accounting Manager - City	1	1	1
Internal Auditor	1	1	1
TOTAL	8	8	8

FINANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1501.				
7110	Regular Wages	302,932	311,929	335,402
7130	Temporary Help	11,192	4,001	0
7210	W/C Insurance	1,550	1,209	1,272
7220	Tuition Reimbursement	333	0	0
7260	FICA Matching	22,487	24,169	25,658
7270	Pension Matching	26,723	27,762	29,851
7280	Insurance Matching	32,814	35,409	48,055
7285	LTD Insurance Matching	3,419	2,389	5,754
7510	Professional Services	86,820	99,134	75,000
7512	Technical Services	12,000	0	0
7513	Administrative Services	68,216	0	0
7550	Communications	9,163	10,000	10,000
7600	Travel	2,936	3,800	3,000
7630	Train/Cont. Education	1,453	1,000	1,000
7700	Insurance	9,531	10,860	0
7870	Maint: Motor Equipment	1,476	1,452	0
7880	Maint: Mach/Imp/Tools	27,174	21,300	21,300
7990	Dues and Fees	1,412	1,200	1,200
8010	Supplies	10,757	11,000	9,000
8016	Small Equipment	3,071	3,100	1,000
8017	Printing	5,000	5,995	4,000
8018	Books & Subscriptions	36	100	0
8050	Equipment Rental	3,616	4,000	1,000
8052	Rent	32,731	32,731	34,010
8110	Motor Fuel	980	900	0
8150	Food	1,191	600	800
	TOTAL, GENERAL FUND:	679,013	614,040	607,302

OFFICE OF MANAGEMENT AND BUDGETS

MISSION

To provide for the well being of the City of Albany and those that we serve by assisting in the preparation and administration of the City's annual operating budget, by improving operational productivity and efficiency, and by providing accurate and timely financial reports and analyses to be used in the management and policy-making process.

Goals and Objectives

Goal 1: To produce a budget document that is recognized as exceptional.

Objective 1: Receive the Distinguished Budget Presentation Award from the Government Finance Officers Association.

Goal 2: Develop a Budget Policy and Procedure manual.

Objective 2: To have 95% of respondents surveyed find the policy and procedure manual understandable and helpful.

Goal 3: Monitor and analyze revenues and expenses each month, including capital improvement programs, on a regular basis and identify any potential financial problems.

Objective 3: To review revenues and expenses each month, including current year to prior year comparisons and an analysis of budget to actual variations.

Objective 4: To eventually train department heads to review their own department's revenues and expenses monthly.

Goal 4: Work with department heads to ensure that all budgeting and financial guidelines are being met.

Objective 5: Perform a minimum of one audit per department per year.

Objective 6: Ensure that 100% of all departments in the General Fund do not exceed their budgets.

OFFICE OF MANAGEMENT AND BUDGETS**Performance Measures**

<u>Workload Measures</u>	FY '04 Adopted Actual	FY '05 Adopted Projected	FY '06 Base
❑ Number of annual operating budgets prepared	1 1	1 1	1
❑ Number of budget procedural manuals produced	5 4	2 2	2
❑ Percentage of departmental revenue and expense reports reviewed annually	100 100	100 100	100
❑ Number of monthly departmental meetings per year	12 12	12 12	12
❑ Number of audits performed – fixed assets	9 6	10 6	10

Efficiency Measures

❑ OMB budget preparation time (in weeks)	37 37	43 43	43
❑ Cost of Policy & Procedure (budget) manual	\$5,000 \$4,250	\$5,000 \$5,500	\$5,000
❑ Cost (in labor) per revenue/expense review	\$180 \$209	\$228 \$228	\$228
❑ Cost per audit	\$2,478 \$2,500	\$1,147 \$1,859	\$1,147
❑ Percentage of departments that are on or below budget	100 100	100 80	100

Effectiveness Measures

❑ GFOA Budget Award rating	N/A Distinguished	N/A Distinguished	Distinguished
❑ No. of years GFOA Distinguished Budget Award received since 1992	9 9	10 10	11
❑ Percentage of users surveyed who found the budget manual helpful and understandable	95 97	95 95	95
❑ Number of General Ledger corrections resulting from the revenue/expense reviews	5 5	5 5	5
❑ Percentage of departments with no audit exceptions from financial statements	90 90	90 90	90

OFFICE OF MANAGEMENT/BUDGET

DESCRIPTION

The Office of Management/Budget (OMB), division of the Finance Department, administers broad responsibilities in three critical areas: budgeting, management analysis, and internal auditing, all with the overall objective to enhance departmental productivity and performances. The OMB assists the City Manager in the preparation and administration of the annual operating budget. This includes developing budget procedures, analyses of all departmental budget requests, monitoring revenue collection and departmental spending. To improve operational effectiveness and efficiency, the OMB also conducts various types of operational analysis and appraisals including operational reviews, staffing studies, research and work on special projects as designated by the City Manager. The internal auditing function examines and evaluates the system of internal controls for city function to ensure accountability and risk and cost reduction.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	198,563	230,284	227,250
OPERATING EXPENSE	20,371	26,850	11,425
CAPITAL OUTLAY	0	0	0
TOTAL	218,934	257,134	238,675
FULL TIME POSITIONS	4	4	4

Class Title

Management/Budget Officer	1	1	1
Management/Budget Analyst	2	2	2
Property Control Officer	1	1	1
TOTAL	4	4	4

OFFICE OF MANAGEMENT/BUDGET				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1502				
7110	Regular Wages	152,913	171,695	169,617
7130	Temporary Help	1,939	2,800	0
7210	W/C Insurance	772	640	544
7220	Tuition Assistance	0	1,500	0
7230	Uniforms	0	150	0
7260	FICA Matching	11,594	13,349	12,976
7270	Pension Matching	13,552	15,281	15,096
7280	Insurance Matching	16,494	23,962	26,107
7285	LTD Insurance Matching	1,299	907	2,910
7510	Professional Services	350	350	350
7550	Communications	1,505	1,000	800
7600	Travel	1,370	4,000	2,000
7630	Train/Cont. Education	680	4,000	1,000
7700	Insurance	2,959	4,124	0
7870	Maint: Motor Equipment	10	599	0
7880	Maint: Mach/Imp/Tools	0	2,415	100
7990	Dues and Fees	540	590	600
8010	Supplies	999	1,500	1,000
8016	Small Equipment	6,957	1,600	1,000
8017	Printing	4,529	6,497	4,500
8018	Books and Subscriptions	365	100	0
8110	Motor Fuel	107	75	75
	TOTAL, GENERAL FUND:	218,934	257,134	238,675

RISK MANAGEMENT**MISSION**

Identify and measure all exposures to loss and select the most appropriate risk funding method of providing for the effective use of the City of Albany's assets and revenues.

Goals and Objectives

Goal 1: Develop a policy on risk.

Objective 1: Provide guidance to City Administrators.

Goal 2: Reduce the cost of risk.

Objective 2: The overall cost objective is to keep total cost of the Risk Management Program to 1.2% of total revenue.

Goal 3: Establish contingency reserve fund standards for self-insured risks.

Objective 3: Utilize actuarial study to determine reserve levels.

Goal 4: Improve claim management.

Objective 4: Enforce 24-hour reporting period for major losses or potential losses.

Objective 5: Develop procedure for claim review.

Performance Measures

	FY'04		FY'05		FY'06
<u>Workload Measures</u>	Adopted	Actual	Adopted	Projected	Base
<input type="checkbox"/> Number of accident/claims	N/A	228	225	250	225
<input type="checkbox"/> Number of subrogations	N/A	27	50	50	50
<input type="checkbox"/> Number of accident reviews	N/A	12	10	12	12
<input type="checkbox"/> Number of inspections	N/A	4	10	10	15
<input type="checkbox"/> Number of contract insurance reviews	N/A	6	20	6	6
<input type="checkbox"/> Number of policies developed/reviewed	N/A	5	3	5	5
<input type="checkbox"/> Number of defensive driving classes offered	N/A	12	14	12	12
<u>Efficiency Measures</u>					
<input type="checkbox"/> Average hours for department notifications of claims	N/A	48	72	48	48
<input type="checkbox"/> Number of claim complaints	N/A	6	5	5	4
<input type="checkbox"/> Number of complete certificates of insurance	N/A	10	20	10	10

RISK MANAGEMENT*DESCRIPTION*

Plans, organizes, implements, and monitors a comprehensive loss control program for the City. Identifies, analyzes and evaluates risks and potential losses to the City as they relate to insurance, safety and claims. Recommends and assists in the negotiation and selection of insurance programs for the City. Negotiates the adjustment of all insured and uninsured losses. Monitors the safety program of the City to ensure its uniform application and shall make recommendations as needed. Participates in the investigation of accidents and injuries and prepares material and evidence for use by the City in hearings, lawsuits, and insurance investigations. Inspects City facilities to assess existing or potential accident and health hazards and recommends corrective or preventive measures as needed. This function was previously housed in Central Services and now operates under Finance.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	44,442	82,933	33,620
OPERATING EXPENSE	23,335	19,477	856,805
CAPITAL OUTLAY	0	0	0
TOTAL	67,777	102,410	890,425
FULL TIME POSITIONS	0	1	1

Class Title

Risk Manager	0	1	1
			0
TOTAL	0	1	1

RISK MANAGEMENT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1503.				
7110	Regular Wages	36,611	53,718	28,073
7210	W/C Insurance	181	263	204
7260	FICA Matching	2,812	4,110	2,148
7270	Pension Matching	3,308	4,781	2,499
7280	Insurance Matching	108	3,338	214
7285	LTD Insurance Matching	1,421	16,723	482
7510	Professional Services	10,205	6,966	6,000
7550	Communications	1,596	1,500	1,500
7600	Travel	1,693	1,800	1,800
7630	Train/Cont. Education	0	2,000	2,000
7700	Insurance	0	1,938	822,600
7870	Maint: Motor Equipment	0	47	200
7880	Main: Mach/Imp/Tools	35	200	200
7990	Dues and Fees	1,685	800	800
8010	Supplies	1,487	2,538	1,000
8016	Small Equipment	4,981	0	0
8017	Printing	952	288	288
8020	Photography	555	500	100
8052	Rent	0	0	19,717
8110	Motor Fuel	0	300	300
8150	Food	147	600	300
TOTAL, GENERAL FUND:		67,777	102,410	890,425

TREASURER*DESCRIPTION*

The primary function of the Treasurer Division is the collection of all monies due to the City from taxes, street and sewer improvement assessments, business licenses, alcohol I.D. cards, taxi permits, solicitors permits, adult entertainment permits, bonds and fines, lot cleaning billings, special pickups, Community Development loans and rental collections, delinquent revenue accounts and miscellaneous income. All department/divisions of the City submit their daily monetary reports to this office, where the reports are categorized and become part of the overall Treasury's daily report. All moneys are processed for accounting and bank deposits are made daily. County business license fees and street improvement assessments are also collected by this division.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	219,760	230,472	233,687
OPERATING EXPENSE	394,341	334,424	273,321
CAPITAL OUTLAY	0	0	0
TOTAL	614,102	564,896	507,008
FULL TIME POSITIONS	5	5	5

Class Title

Accountant	2	2	2
Treasurer Clerk	2	2	2
Accounting Manager - City	1	1	1
TOTAL	5	5	5

TREASURER				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1504.				
7110	Regular Wages	146,570	154,602	166,956
7120	Overtime Wages	2,481	4,187	1,025
7130	Temporary Help	17,588	4,000	0
7210	W/C Insurance	821	624	584
7260	FICA Matching	11,883	12,454	12,851
7270	Pension Matching	13,039	14,133	14,950
7280	Insurance Matching	24,731	38,621	34,458
7285	LTD Insurance Matching	2,649	1,851	2,864
7510	Professional Services	15	100	0
7513	Administrative Services	247,626	273,261	228,223
7550	Communications	8,206	5,000	8,000
7600	Travel	475	3,000	1,000
7630	Train/Cont. Education	738	3,000	1,000
7700	Insurance	6,134	8,514	0
7860	Maint: Bldg	33	0	0
7880	Maint: Mach/Imp/Tools	209	500	500
7960	Bad Debt	78,654	0	0
7990	Dues and Fees	1,998	1,800	2,000
8010	Supplies	8,066	5,000	4,000
8016	Small Equipment	8,746	0	0
8017	Printing	2,707	3,407	3,000
8018	Books & Subscriptions	447	205	205
8050	Equipmental Rental	3,850	4,200	0
8052	Rent	26,436	26,437	25,393
TOTAL, GENERAL FUND:		614,102	564,896	507,008

MARSHAL / LICENSE INSPECTOR DIVISION*DESCRIPTION*

The Marshal/Licenses Inspector Division is primary responsible for maintaining the best interest of the citizens of Albany as it relates to conducting business. Investigate and regulate all of the businesses that have a privilege license. Working to insure reputable individuals are licensed to conduct business with in the City of Albany, and Dougherty County. Inspecting all vehicles for hire to ensure safe transportation for the public. Performs training to area merchants in hope to prevent the sale of alcohol to persons underage. This is accomplished by the enforcement of Georgia State adopted laws and the local ordinances of the Ci of Albany and Dougherty County. Responsible for the Security during judgical hearing of the Municipal Courts, and the deliverly of all summons & warrant issued by that court. All functions of this department require frequent communication and interaction with other local, state and federal officials.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	155,317
OPERATING EXPENSE	0	0	9,413
CAPITAL OUTLAY	0	0	0
TOTAL	0	0	164,730
FULL TIME POSITIONS	0	0	3

Class Title

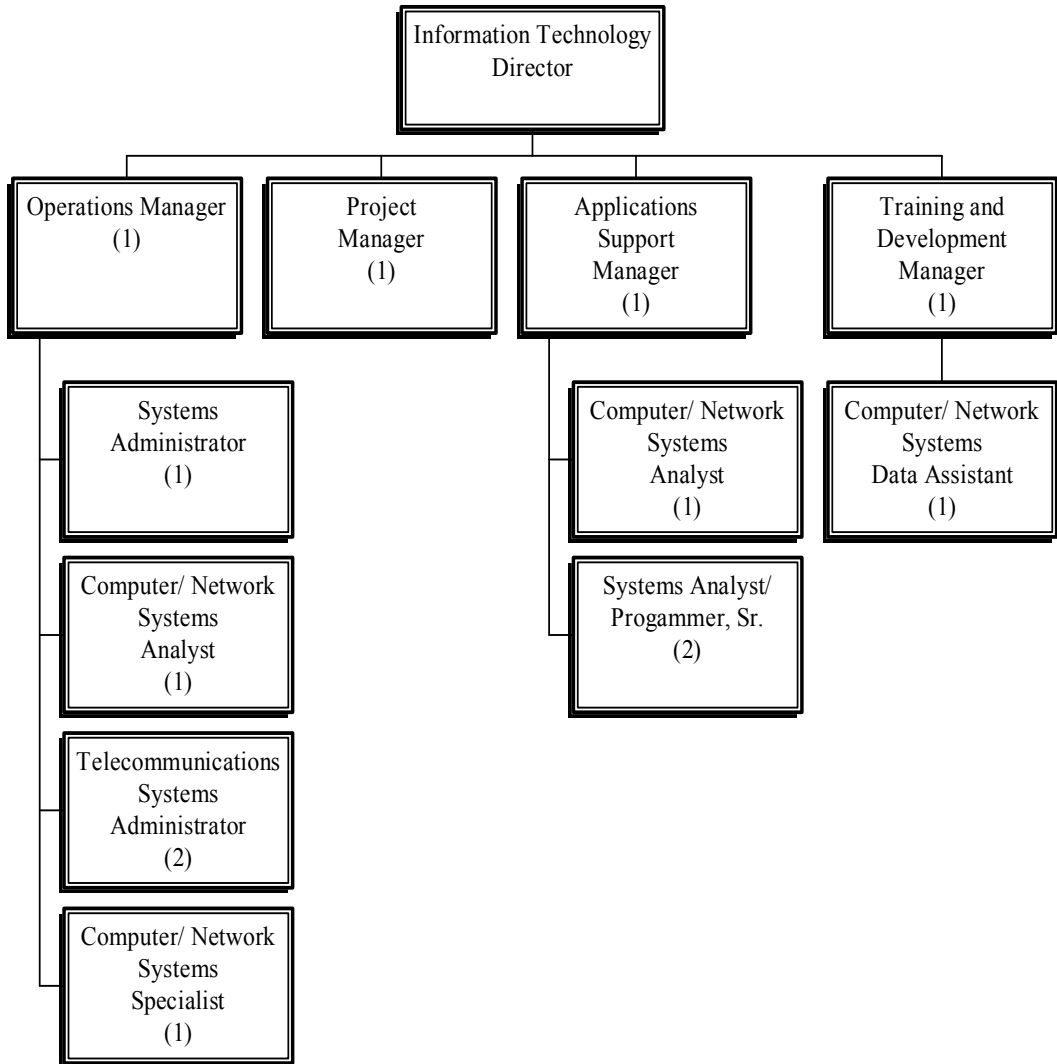
Marshal	0	0	1
Chief Deputy Marshal / License Inspector (1)	0	0	0
Deputy Marshal (3)	0	0	2
TOTAL	0	0	3

MARSHAL / LICENSE INSPECTOR DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1505				
7110	Regular Wages	0	0	105,268
7210	Insurance - W/C	0	0	5,676
7220	Tuition Reimbursement	0	0	1,500
7230	Uniforms	0	0	1,500
7260	FICA Matching	0	0	8,053
7270	Pension Contributions	0	0	9,369
7280	Insurance Matching	0	0	22,180
7285	LTD Insurance	0	0	1,771
7550	Communications	0	0	1,300
7600	Travel	0	0	1,200
7630	Training and Development	0	0	500
7870	Maint: Motor Equipment	0	0	1,000
7990	Dues and Fees	0	0	100
8010	Supplies	0	0	2,000
8018	Books and Subscriptions	0	0	50
8016	Small Equipment	0	0	2,463
8110	Motor Fuel	0	0	800
	TOTAL, GENERAL FUND:	0	0	164,730

Information Technology Department

Dept 18



INFORMATION TECHNOLOGY DEPARTMENT**MISSION**

Establish, maintain and enhance the City and County end-users' ability to access on-line information and to share information with others. This will be done in a secure, reliable, simple and managed way using the Department's central computing systems, telecommunications systems, data communications networks, applications and human resources.

Goals and Objectives

Goal 1: Improve the operating effectiveness of the City of Albany and Dougherty County departments in providing services to its citizenry.

Objective 1: Analyze existing departmental procedures, computer inventory and computer applications.

Objective 2: Upgrade or replace computer applications as required.

Objective 3: Enhance user education and application support.

Goal 2: Provide efficient, professional, and timely services to our users.

Objective 4: Make sure employees receive continuous training so that they can stay up-to-date on latest techniques.

Objective 5: Continue to enhance the IT reporting system to provide better feedback to customers.

Objective 6: Assist and ensure all moves to the new buildings are smooth and that all computer hardware is working.

Goal 3: Enhance the operations of the IT infrastructure.

Objective 7: Finish converting all token ring to Ethernet.

Objective 8: Provide a better work area for the Analysts.

Objective 9: Remove all Twinax devices in the City and County government and replace with TCP/IP devices.

Goal 4: Enhance the Web Site for the City of Albany and Dougherty County

Objective 10: Enhance existing web-enabled applications (property tax and deed inquiries) so that they will be easier to use.

Objective 11: Add more web-enabled applications to enhance the public inquiry capabilities.

INFORMATION TECHNOLOGY DEPARTMENT**Performance Measures**

<u>Workload Measures:</u>	FY '04	FY '05	FY '06
	Adopted Actual	Adopted Projected	Base
❑ Division reviews to be performed	10 2	15 21	15
❑ Application development project to be completed	20 N/A	N/A N/A	N/A
❑ Application maintenance projects to be completed	100 468	N/A N/A	N/A
❑ Trouble calls reported	1,300 850	N/A N/A	N/A
❑ Computer installations to be completed	100 104	400 400	400
❑ Computer moves to be completed	110 N/A	N/A N/A	N/A
❑ Telephone adds, moves & changes to be completed	2,500 250	200 250	250
❑ Major telephone installation projects to be performed	3 3	N/A N/A	N/A
❑ Major infrastructure projects to be performed	15 5	N/A N/A	N/A
❑ Help Desk calls received	N/A 0	3,600 2,600	N/A
❑ Work ticket requests	N/A N/A	N/A N/A	1,800
❑ PC's supported	N/A 694	694 694	694
❑ Servers supported	N/A 20	20 20	23
❑ Telephone defined devices supported	N/A N/A	N/A N/A	1,200
❑ IT training hours provided	N/A N/A	N/A N/A	14,000

Efficiency Measures:

❑ Development projects completed on time	80% N/A	N/A N/A	N/A
❑ Maintenance projects completed on time	80% N/A	N/A N/A	N/A
❑ Trouble calls handled in a timely manner	80% N/A	N/A N/A	N/A
❑ Computer installations completed on time	100% N/A	N/A N/A	N/A
❑ Telephone projects completed in time	80% N/A	N/A N/A	N/A
❑ Major infrastructure projects completed on time	80% N/A	N/A N/A	N/A
❑ Average PC install time	N/A N/A	< 1 day N/A	N/A
❑ Help Desk calls resolved while on the phone	N/A 2,305	2,700 2,900	N/A
❑ Reduction in average time to close a work ticket	N/A N/A	N/A N/A	10%

Effectiveness Measures:

❑ Increase in the number of development projects	5% N/A	N/A N/A	N/A
❑ Decrease in the number of maintenance projects	5% N/A	N/A N/A	N/A
❑ Number of MOS Users	N/A 0	13 0	13
❑ Number of A+ Technicians	N/A 0	12 4	12
❑ Number of MCP Technicians	N/A 0	12 3	12

*N/A=No data or included in another line item.

INFORMATION TECHNOLOGY

DESCRIPTION

The IT department operates, administers, and maintains computing systems which service the information processing needs of the City and County. The Department administers and maintains the City and County integrated telephone system servicing the Judicial Building, Government Center, Central Square, City Public Works Compound, Transit, Local Law Enforcement Center, and Albany Dougherty Drug Unit. The Department administers and maintains the City and County government's converged voice and data network. The Department integrates and maintains City and County software applications. The Department plans and budgets for City and County information technology requirements in coordination with the City and County Departments. The Department provides information technology training and problem resolution support for City and County personnel.

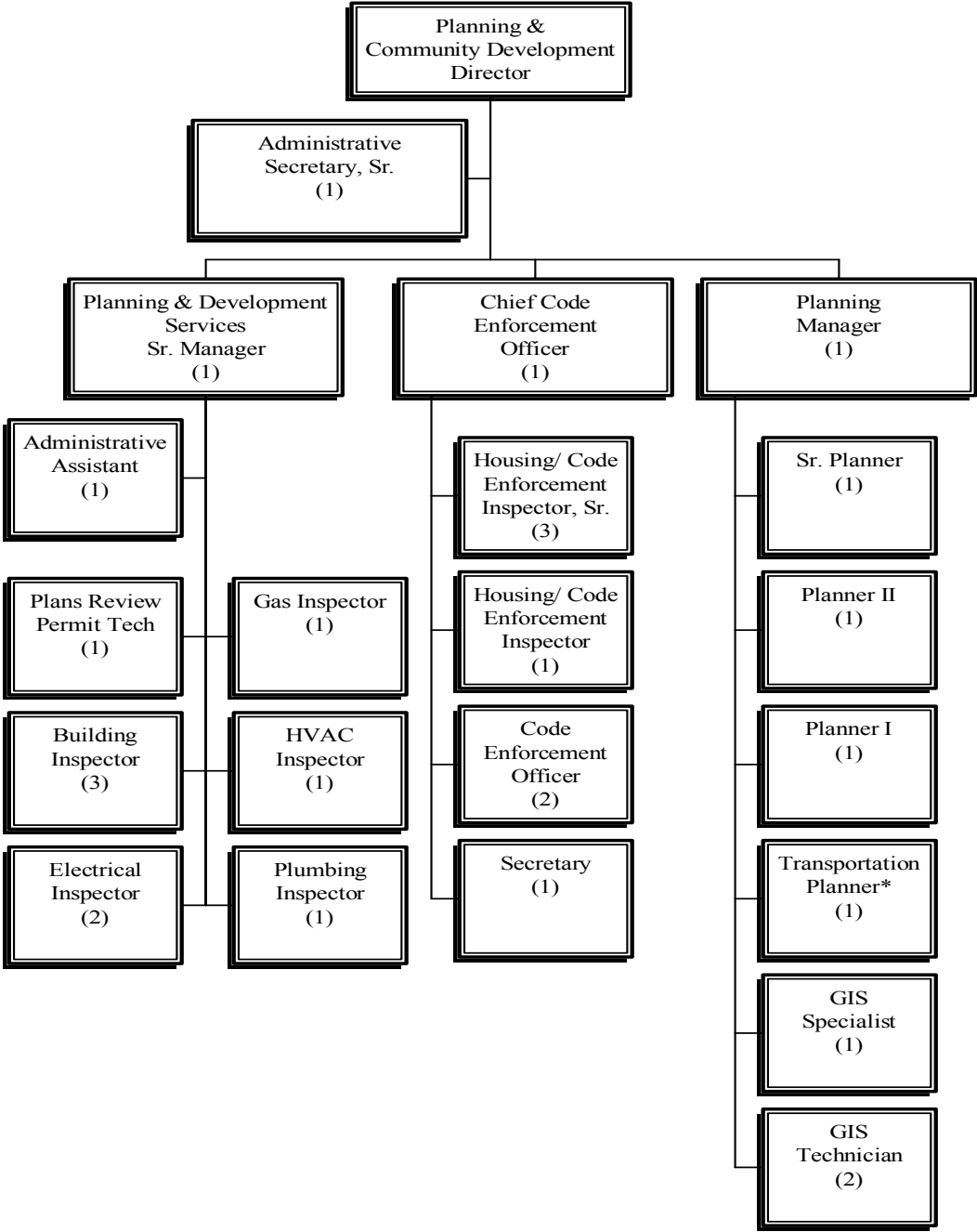
Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	585,528	745,186	863,552
OPERATING EXPENSE	566,872	471,866	219,912
CAPITAL OUTLAY	0	0	0
TOTAL	1,152,400	1,217,052	1,083,464
FULL TIME POSITIONS	17	14	14

Class Title

Director of Information Technology	1	1	1
Project Manager, IT	0	0	1
Applications Support Manager	1	1	1
Operations Manager	0	0	1
Computer & Network Sys. Analyst	0	0	2
Systems Analyst/Programmer	3	0	1
Systems Analyst/Programmer Sr.	2	4	1
IT Systems Administrator	1	1	1
Telecommunications System Admin.	1	1	1
Computer & Network Systems Spec.	0	0	2
Computer & Network Sys. Data Asst.	0	0	1
Training and Development Manager	0	0	1
Project Team Leader	0	0	0
Tele/Data Comm. Serviceworker	1	1	0
Help Desk Technician	1	1	0
Tele/Data Comm. Technician	1	0	0
Communications Technician	0	1	0
Computer Operator	1	0	0
Systems Engineer	1	0	0
Technical Support Manager	1	1	0
Local Area Network (LAN) Adm.	1	1	0
Administrative Secretary	1	1	0
TOTAL	17	14	14

INFORMATION TECHNOLOGY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
1800.				
7110	Regular Wages	449,237	537,682	625,908
7120	Overtime Wages	0	500	0
7130	Temporary Help	20,634	37,440	14,040
7210	W/C Insurance	2,326	1,616	2,206
7220	Tuition Reimbursement	1,500	2,000	0
7230	Uniforms	0	350	0
7260	FICA Matching	33,230	44,036	48,956
7270	Pension Matching	33,773	47,899	55,706
7280	Insurance Matching	38,740	69,409	111,143
7285	LTD Insurance	6,087	4,254	5,594
7510	Professional Services	42,034	3,331	500
7512	Technical Services	110,788	82,000	41,506
7513	Administrative Services	73,554	73,398	0
7514	Contract Labor	20,396	15,000	4,000
7550	Communications	29,080	29,000	27,084
7600	Travel	197	15,000	7,000
7630	Train/Cont. Education	12,969	36,000	5,000
7700	Insurance	13,870	19,333	0
7870	Maint: Motor Equipment	989	1,411	0
7880	Maint: Mach/Imp/Tools	38,867	103,440	62,386
7881	IBM Maintenance/Software	89,166	0	0
7882	Maint: Telephone Systems	3,667	0	0
7883	Maint: Computer	36	0	0
7884	UPS	905	0	0
7990	Dues and Fees	2,855	5,000	3,300
8010	Supplies	16,871	24,000	10,000
8016	Small Equipment	82,359	31,000	18,971
8017	Printing & Binding	2	1,389	0
8018	Books & Subscriptions	1,633	5,000	2,000
8052	Rent	25,464	25,464	35,765
8110	Motor Fuel	532	1,100	1,400
8150	Food	639	1,000	1,000
	TOTAL, GENERAL FUND:	1,152,400	1,217,052	1,083,465

Planning & Development Services
Dept 21



* Grant Funded Position

PLANNING & COMMUNITY DEVELOPMENT**MISSION**

The Planning and Development Services Division is responsible for all the planning and building permits activities for the City of Albany and Dougherty County. The Division's mission is to administer the development process, address code considerations that are essential to life safety through design, construction, operation, and maintenance of buildings, structures, and to provide assistance to the citizens with knowledge and understanding of state and local ordinances that affect their daily lives. This is accomplished by the enforcement of laws, ordinances and codes that have been assigned to it. All these actions require close interaction with the public, local, State, and Federal officials.

- Goal 1:** Implement flood-tracking model, created in cooperation with the USGS and National Weather Service, for Albany/Dougherty area.
- Objective 1:** Provide training for local personnel in use of model.
 - Objective 2:** Evaluate Phases 2 and 3 of the model project. If warranted, obtain funding for these phases.
- Goal 2:** In cooperation with Albany Police Department and IT Department, utilize Weed & Seed grant to implement web based GIS.
- Objective 1:** Install GIS web server and Crime View software to facilitate crime analysis and provide desktop access to crime data for employees within the Albany Police Department.
 - Objective 2:** Leverage GIS web server to provide desktop GIS to City/County employees and eventually to the public.
 - Objective 3:** Link to external databases (permits, code enforcement, business licenses, etc.) to provide analysis and tracking capabilities.
 - Objective 4:** Maintain staffing, in numbers and proficiency, to support this Enterprise GIS system.
 - Objective 5:** Provide training for users and website administrators.
- Goal 3:** Continue efforts to improve customer service.
- Objective 1:** Install software designed by Kelly Software, Inc.
 - Objective 2:** Provide permit and other forms online for the public (see Goal 2).
 - Objective 3:** Obtain funding for updating aerial photography (1996 data in use at present)
 - Objective 4:** Provide training for staff in use of software.
- Goal 4:** Complete Comprehensive Plan and revise Zoning Ordinance.
- Objective 1:** Adopt a Comprehensive Plan that describes the kind of community the citizens would like to strive for.
 - Objective 2:** Adopt a Zoning Ordinance that supports the vision of the Comprehensive Plan.
- Goal 5:** Continue to maintain and update tax parcel and zoning information.
- Objective 1:** Provide complete set of tax maps, accurate as of 12-31-03, in spring of 2004.
 - Objective 2:** Obtain funding for plotter to facilitate Objective 1, to provide a backup for the current, 10-year old model and to make it possible for two projects to print concurrently.

PLANNING & COMMUNITY DEVELOPMENT**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Number of rezoning applications processed	40	32	40	35	40
❑ Number of special approval applications	15	13	15	15	15
❑ Number of other (site plans, sign variances, variances, historic, etc.)	50	54	50	50	52
❑ Number of subdivisions processed	60	71	60	75	70
❑ Number of preview applications	135	108	135	135	135
❑ Number of site plan applications	135	108	135	135	135
❑ Number of building plan applications	1,920	1,549	1,920	1,850	1,850
❑ Number of permits requiring inspections	5,300	4,658	5,700	5,200	5,200
❑ Number of inspections performed	1,600	1,546	1,620	1,700	1,700
❑ Number of commercial building reviews	360	303	420	400	360

Efficiency Measures (man hours)

❑ Time spent processing preview applications	120	270	120	270	270
❑ Time spent processing site plan applications	250	270	250	270	270
❑ Time spent processing building plan apps	120	555	120	555	555
❑ Time spent per inspection	300	5,460	300	5,460	5,460
❑ Time spent issuing a permit	4,000	1,560	4,000	1,560	1,560

Effectiveness Measures

❑ Accuracy & completeness of rezoning, special approvals, subdivisions, variances, site plans and historic application files	100%	100%	100%	100%	100%
❑ Accuracy & completeness in process preview, site plans, building , permits, inspections	100%	100%	100%	100%	100%

PLANNING & DEVELOPMENT SERVICES

DESCRIPTION

The Planning and Development Services Department is comprised of four divisions: administration, zoning administration, development services and housing. Administration is responsible for assisting the public, providing staff support, collecting fees for building permits, preparation of special reports, processing special requests, budget preparation and maintaining local, state and federal grants. The zoning administration is responsible for all the planning, zoning, special approvals, mapping and maintenance of the Geographical Information System. The responsibility of the Development Services Division is to administer the development process, address code considerations that are essential to life safety through design, construction, operation, and maintenance of buildings, structures, and to provide assistance to the citizens with knowledge and understanding of state and local ordinances that effect their daily lives. The mission of the Housing Division is the life-safety, general health and welfare of the public within the boundaries of the city limits of Albany and Dougherty County as they relate to the construction and occupancy of buildings and structures. This is accomplished by the enforcement of laws, ordinances and codes that have been assigned to it. The primary duties will be the prevention and correction or abatement of violations in regards to the City Code Housing Code, and other codes or ordinances that local legislative body may direct. All these actions require close interaction with the public, local, State, and Federal officials.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,009,857	1,094,130	1,046,522
OPERATING EXPENSE	169,487	219,245	222,828
CAPITAL OUTLAY	0	0	0
TOTAL	1,179,343	1,313,375	1,269,350
FULL TIME POSITIONS	28	23	20

Class Title

Administrative Assistant	1	1	1
Administrative Secretary I	1	1	0
Code Enforcement Officer	0	1	0
Building Inspector	3	2	3
GIS Specialist	1	1	1
GIS Technician	2	2	2
Housing Official ⁽²⁾	1	0	0
Housing/Code Enforcement Inspector Sr ⁽²⁾	4	0	0
Mechanical Inspector - Electric	2	2	2
Mechanical Inspector - Gas/HVAC	1	1	1
Mechanical Inspector - Plumbing	1	1	1
Mechanical Inspector - Plumbing/Ga	1	1	1
P & D Services Sr. Manager	1	1	1
Planner I	1	2	1
Planner II	1	1	1
Senior Planner	1	1	1
Planning Manager	1	1	1
Plans Review / Permit Technician	2	1	1
Secretary	1	1	0
Administrative Secretary, Sr	1	1	1
Development Services Manager	1	1	1
Transportation Planner*	0	0	1
TOTAL	28	23	20

* Administered in Grant Fund

PLANNING & DEVELOPMENT SERVICES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2100.				
7110	Regular Wages	753,219	794,100	750,834
7120	Overtime Wages	159	2,500	0
7130	Temporary Help	388	0	0
7210	W/C Insurance	24,800	17,436	12,761
7220	Tuition Reimbursement	209	1,000	1,000
7230	Uniforms	2,362	3,000	3,000
7260	FICA Matching	55,656	60,942	57,439
7270	Pension Matching	65,108	70,899	66,824
7280	Insurance Matching	99,524	138,361	141,782
7285	LTD Insurance	8,431	5,892	12,882
7510	Professional Services	6,766	42,000	77,000
7550	Communications	11,598	12,000	12,000
7570	Advertising	5,566	4,144	8,000
7600	Travel	5,952	5,485	5,485
7610	Auto Allowance	74	0	0
7630	Train/Cont. Education	2,594	4,500	4,500
7700	SAIP Insurance	19,210	26,778	0
7870	Maint: Motor Equipment	8,795	15,647	15,647
7880	Maint: Mach/Imp/Tools	13,188	12,000	15,500
7990	Dues and Fees	1,059	1,500	1,500
8009	Licenses	225	500	500
8010	Supplies	8,309	12,000	12,000
8016	Small Equipment	5,987	3,000	3,000
8017	Printing	3,569	2,658	2,658
8018	Books & Subscriptions	1,661	1,500	1,500
8052	Rent	66,477	66,477	54,482
8110	Motor Fuel	7,835	8,376	8,376
8150	Food	622	680	680
TOTAL, GENERAL FUND:		1,179,343	1,313,375	1,269,350

CODE ENFORCEMENT DIVISION**MISSION**

The Code Enforcement Division is responsible for all code enforcement activities for the City of Albany and Dougherty County. The Division's mission is to address code considerations that are essential to life safety through the maintenance of commercial and residential buildings, structures, properties, and by providing assistance to the citizens with knowledge and understanding of state and local ordinances and codes that affect their lives and property. This is accomplished by the enforcement of laws, ordinances and codes that regulate these functions. All functions of this division require close frequent communication and interaction with the public, local, state, and federal officials.

Goals and Objectives

- Goal 1:** To provide an effective and efficient inspection team through code research and customer support.
- Objective 1:** To implement the recently approved computer software application. This software will enable us to better monitor the activities of this department and provide timely and accurate reports.
 - Objective 2:** To obtain the latest training in code enforcement through the International Code Council and research the latest trends and innovative procedures used to facilitate code enforcement by participating in the Georgia Association of Code Enforcement.
 - Objective 3:** To obtain quality inspections for the protection of life through code enforcement and to provide knowledge and information to the citizens in and around our community.
 - Objective 4:** To obtain training and certification in the enforcement of commercial codes to assist in the development of better communities and commercial areas.
- Goal 2:** To effectively gain compliance with all codes, ordinances, and resolutions.
- Objective 1:** Provide assistance and guidance to the community, builders, and contractors on the new International Building Code and other code enforcement regulations.
 - Objective 2:** Make person to person contact to develop closer relations with the public and those that are in violation of the code.
- Goal 3:** To efficiently direct the removal of vacant and dilapidated housing, commercial structures, junk/inoperative vehicles, and debris.
- Objective 1:** Continue to use and develop the demolition process that has been established between this department, Procurement, Engineering, and the City Attorney's Office.
 - Objective 2:** Utilize the new computer software to identify and track the progress in problem areas to develop better communities.
- Goal 4:** To work towards the elimination of scrap tire piles and illegal dump sites through education of the public and code enforcement.
- Objective 1:** To continue the enforcement of the Scrap Tire Ordinance by using all available resources regardless of questionable funding of the Scrap Tire Grant.
 - Objective 2:** Work closely with the Albany-Dougherty Clean Community Commission, Solid Waste Division, and the public to identify and cleanup illegal dump sites.

CODE ENFORCEMENT DIVISION**Performance Measures**

	FY '04		FY '05		FY '06
<u>Workload Measures</u>	Adopted	Actual	Adopted	Projected	Base
❑ Number of repair notices sent or served	220	196	390	220	220
❑ Number of condemnation notices	100	82	280	100	100
❑ Number of all other violations	1700	1630	2000	1700	1700
❑ Number of junk vehicle cases	200	459	700	700	700
❑ Number of files closed	2800	2520	2800	2660	2700

Efficiency Measures (man hours)

❑ Time spent processing notices	2000	2200	2400	2400	2400
❑ Time spent on inspections	9000	9000	9500	9000	9000

Effectiveness Measures

❑ Accuracy and completeness of repair notices, junk vehicle citations, closed files, and demolitions	100%	90%	100%	95%	97%
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CODE ENFORCEMENT*DESCRIPTION*

The Code Enforcement Division is responsible for the life-safety, general health and welfare of the public within the boundaries of the City of Albany and Dougherty County as they relate to the construction, occupancy and maintenance of buildings, structures and property. This is accomplished by the enforcement of Georgia State adopted building codes, laws and the local ordinances of the City of Albany and Dougherty County. The primary duties will be the prevention, correction or abatement of violations of all applicable laws, codes and ordinances. All functions of this department require frequent communication and interaction with other local, state and federal officials.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	186,997	309,135	392,278
OPERATING EXPENSE	19,246	31,293	37,737
CAPITAL OUTLAY	0	0	0
TOTAL	206,243	340,428	430,015
FULL TIME POSITIONS	0	6	8

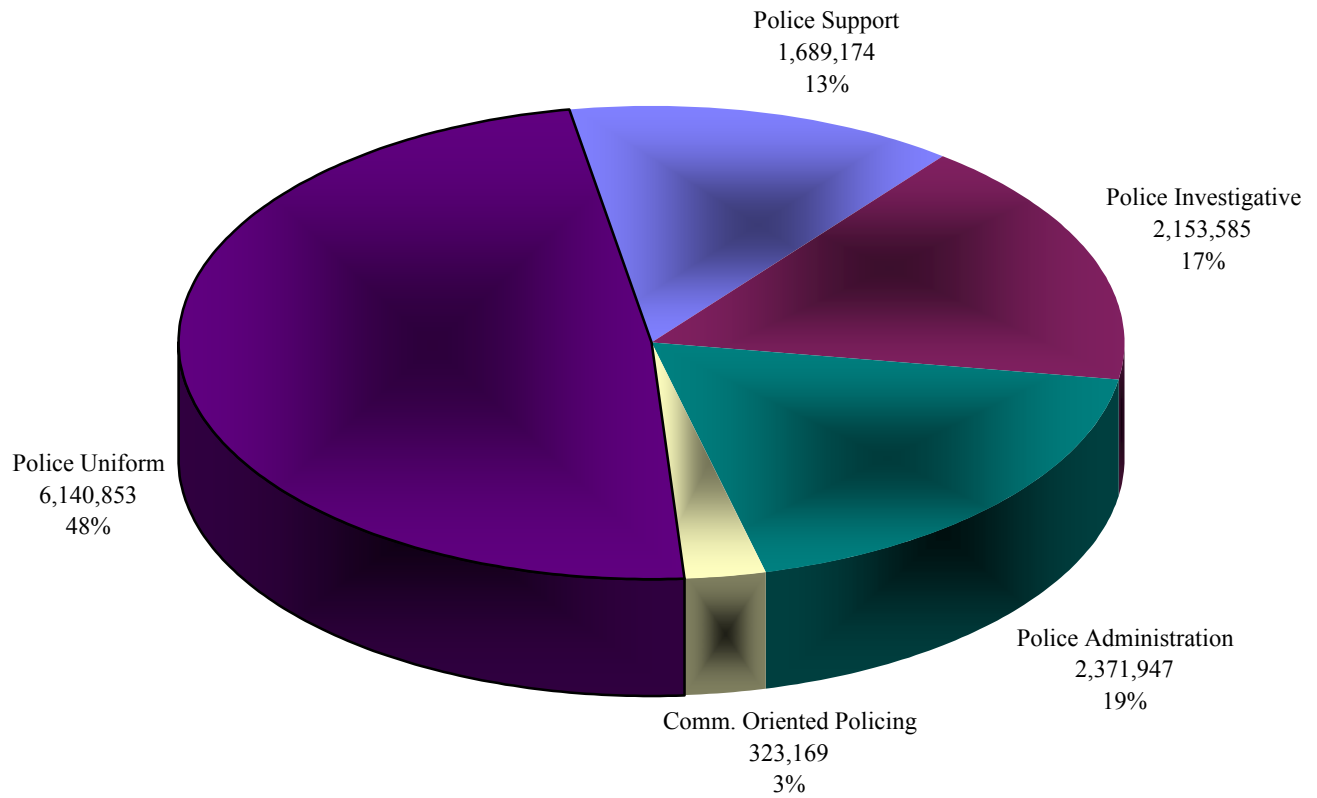
Class Title

Chief Code Enforcement Officer	0	1	1
Code Enforcement Officer	0	0	2
Housing/Code Enforcement Inspector Sr	0	3	3
Housing/Code Enforcement Inspector	0	1	1
Secretary	0	1	1
TOTAL	0	6	8

CODE ENFORCEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2101				
7110	Regular Wages	131,002	223,578	279,799
7120	Overtime	0	1,500	1,500
7130	Temporary Help	4,287	0	0
7210	Insurance - W/C	8,875	13,610	12,561
7230	Uniforms	1,071	3,000	3,050
7260	FICA Matching	9,369	17,218	21,519
7270	Pension Contributions	11,716	19,905	25,036
7280	Insurance Matching	20,364	30,106	44,021
7285	LTD Insurance	313	218	4,792
7550	Communications	4,690	3,600	7,100
7600	Travel	2,538	3,300	2,700
7630	Training and Development	1,415	2,900	2,700
7700	SAIP Insurance	709	993	0
7870	Maint: Motor Equipment	1,518	5,000	7,000
7880	Maint: Mach/Imp/Tools	40	1,000	1,000
7990	Dues and Fees	300	400	300
8009	Licenses	0	1,000	1,000
8010	Supplies	2,875	2,500	2,400
8016	Small Equipment	0	3,200	4,537
8017	Printing & Binding	1,572	2,000	2,000
8018	Books & Subscriptions	0	400	400
8110	Motor Fuel	3,589	5,000	6,600
	TOTAL, GENERAL FUND:	206,243	340,428	430,015

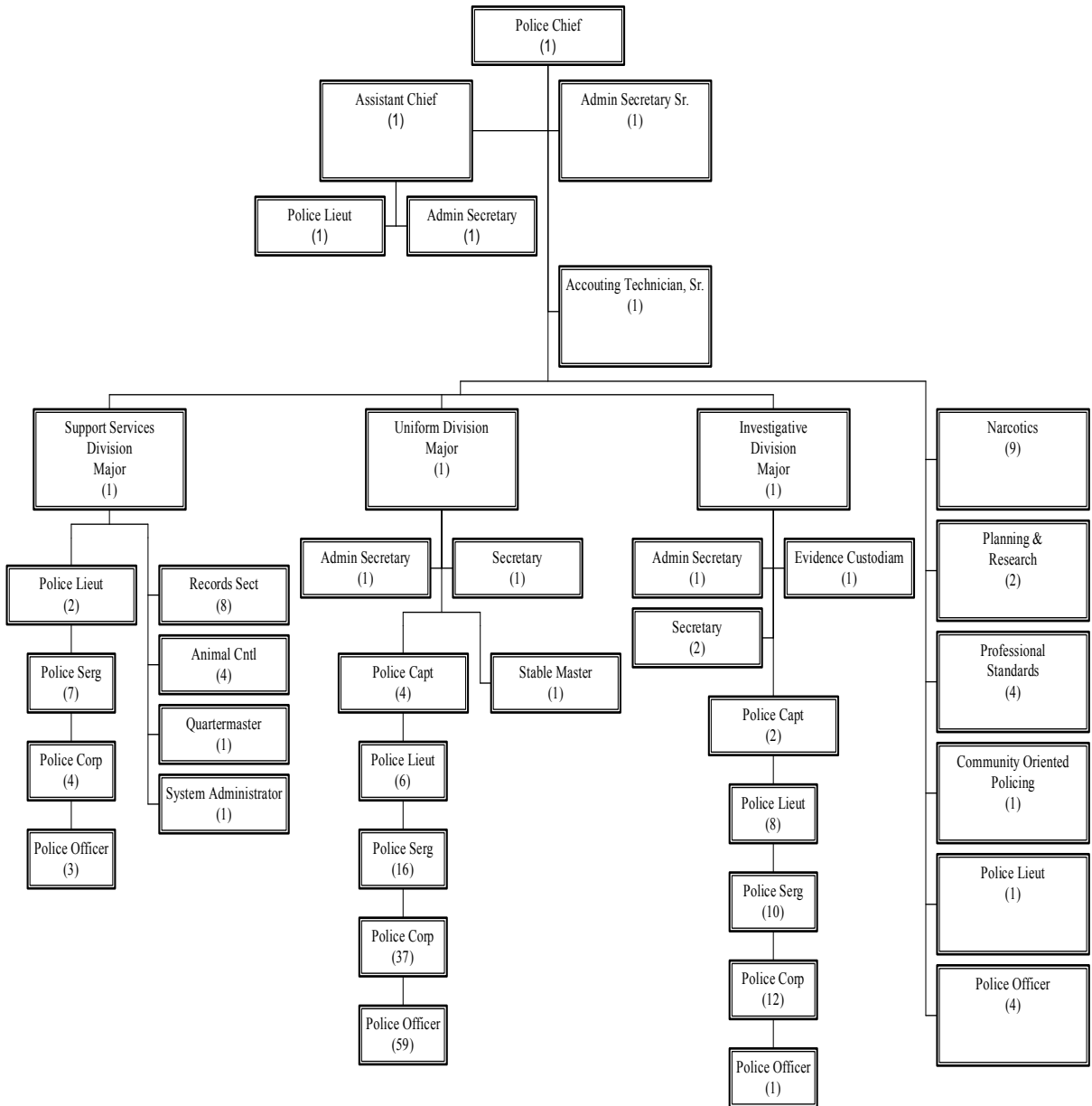
City of Albany
Adopted Budget
FY 2006
Police Department



Total Expenditures
\$12,690,203

Police Department

Dept 22



POLICE DEPARTMENTAL SUMMARY

DESCRIPTION

The Albany Police Department is responsible for safeguarding lives and property in the City of Albany. The Department is responsible for the enforcement of laws, prevention of crime, promotion of safety, education and implementation of programs to reduce crimes, to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder. The department encompasses five divisions: Administration, Uniform, Support Services, Investigative, and Community Oriented Policing.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	9,748,492	10,213,479	10,484,945
OPERATING EXPENSE	2,130,697	2,596,910	2,205,258
CAPITAL OUTLAY	0	0	0
TOTAL	11,879,188	12,810,389	12,690,203
FULL TIME POSITIONS	234	235	222

POLICE DEPARTMENT**MISSION**

We believe in the dignity and worth of all people. Therefore, we as a law enforcement entity are committed to: exemplifying a high work ethic; personifying ethical conduct; providing high-quality, internal and external customer services with sensitivity; protecting constitutional rights; fostering the paramount duties of government by ensuring public safety; advancing the usage of problem solving systems; developing teamwork and win-win relationships; ensuring openness and eliminating racial as well as gender bias at the individual, institutional and cultural levels; promoting the diversity of our internal customer base; enhancing the leadership skills of our internal customers; planning for and augmenting a progressive future; encouraging harmonious conditions in our region; and contributing leadership to the police profession.

Goals and Objectives

Goal 1: Continue the downward crime reduction trends.

Objective 1: Reduce violent and property crimes by 5%, facilitated by emphasizing the use of computer statistics and Crime Mapping using Geographic Information Systems (GIS).

Goal 2: Continue, increase and/or expand the department's Community Oriented Policing outreach.

Objective 2: Reduce underage drinking with the Enforcing Underage Drinking Grant.

Objective 3: Increase the seatbelt usage rate with the Community Seatbelt Demonstration Grant.

Objective 4: Continue the Citizen's Academy program.

Goal 3: Improve the Albany Police Department's professional posture.

Objective 5: Maintain annual in-service training to a minimum 80-hour training requirement per officer, emphasizing improved training of officers, supervisors and managers.

Goal 4: Improve law enforcement operations.

Objective 6: Increase clearance rates by 5%.

Objective 7: Decrease customer service complaints by 10%.

Objective 8: Improve police services through the purchase of technology and equipment (e.g., in-car cameras, radar, computers, etc.)

POLICE DEPARTMENT**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Percentage of officers receiving minimum of 80 hours of training.	50	31 (Calendar Year 02)	50	42	43
❑ Percentage of officers receiving minimum of 40 hours of training	100	80 (Calendar Year 02)	100	90	91
❑ Total Revenue Generated	\$1,538,227	\$1,486,248	\$1,741,167	\$2,020,333	\$1,499,426
❑ Citizen Assisted Calls	133,941	131,894	132,316	140,877	138,591
❑ Non-moving Traffic Violations	16,236	12,997	12,446	13,646	14,838
❑ Total Violations (Moving & Non)	32,073	20,777	21,890	19,296	24,946
❑ Municipal Warrants	822	802	725	1,152	677
❑ State Warrants	2,714	2,437	2,644	2,543	2,367
❑ Juvenile Arrests	1,467	1,077	1,180	1,212	1,049
❑ Juvenile Petitions	1141	877	916	928	883
❑ Civic Talks/tours conducted	992	395	615	244	262
❑ Total Part I Crimes	5378	7,130	5,824	7,121	6,864
❑ Total Narcotics Arrests	832	801	787	775	870
❑ Total Narcotics Cases	1,459	1283	1,271	1,515	1,507
❑ Animal Control Citations Issued	485	444	531	498	505
❑ Animals to the Humane Society	2448	6,124	2,237	2,511	4,994

Efficiency Measures

❑ Clearance rate increase (Part 1 UCR Offenses) (%).	5	0	5	4	3
❑ Violent Crime Reduction (%)	5	15 increase	10	3 increase	34 increase
❑ Property Crime Reduction (%)	9	1 increase	9	4	5 increase

Effectiveness Measures

❑ Percentage of Citizen Academy attendees that graduate.	85	75	95	75	75
❑ Reduction in Customer Service Complaints	10%	15% increase	10%	15% increase	12%
❑ Reduction in sworn turnover rate (%)	10	1 increase	7	2	7

POLICE ADMINISTRATION*DESCRIPTION*

The Administrative Division directs all police operations and provides guidance, leadership and integrity over all branches of the Police Department. This is done through the planning and coordination of all activities by the implementation of policy and procedures. The Administrative Division oversees all functions of budgetary matters and procedures. The Planning and Research Section provides up-to-date data and techniques used to plan the operation of the Police Department including the securing of various grant funds. The Office of Professional Standards is comprised of Internal Affairs, Recruitment and Training. The Recruitment Unit insures that candidates for the position of Police Officer are capable, knowledgeable and reflect the goals and objectives of the Police Department and the City of Albany. The Training Section acts as a facilitator and mentor, managing new recruits to insure proper training is provided to each officer hired. It is also responsible for providing updated and advanced in-service training to officers currently on the force. The Internal Affairs section protects the Police Department, the City of Albany, and the officers themselves through the development and enhancement of skills, knowledge, procedures and the constitutional rights afforded equally to all citizens of this community.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,243,635	1,387,959	1,478,770
OPERATING EXPENSE	1,261,068	1,603,601	893,177
CAPITAL OUTLAY	0	0	0
TOTAL	2,504,703	2,991,560	2,371,947
FULL TIME POSITIONS	23	25	27

Class Title

Police Chief	1	1	1
Assistant Police Chief	1	1	1
Police Major	1	1	1
Police Captain	2	2	2
Police Lieutenant	4	5	7
Police Sergeant	4	4	3
Police Corporal	4	2	2
Police Officer	0	2	1
Planning & Research Manager	1	1	1
Police Crime Analyst	1	1	1
Administrative Secretary, Sr	1	1	1
Administrative Secretary	1	2	2
Accounting Technician, Sr	1	1	1
Facilities Maint. Superintendent	0	0	1
LEC Custodian	0	0	1
Computer Systems Coordinator	1	1	1
TOTAL	23	25	27

POLICE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2201.				
7110	Salaries and Wages	802,072	920,702	1,070,173
7120	Overtime	11,994	26,000	10,000
7130	Temporary Help	20,343	6,365	6,240
7210	Insurance - W/C	34,456	25,365	34,155
7220	Tuition Reimbursement	0	2,000	3,000
7230	Uniforms	29,495	12,750	14,850
7260	FICA Matching	60,653	72,910	82,633
7270	Pension Contributions	71,473	84,280	96,135
7280	Group Insurance Matching	117,162	147,939	143,345
7285	LTD Insurance Matching	95,988	89,648	18,239
7510	Purchased Professional Services	57,807	37,300	80,800
7512	Purchased Technical Services	163,464	186,299	196,981
7550	Communications	17,827	13,190	7,520
7570	Advertising	432	9,493	2,500
7600	Travel	4,194	7,938	6,888
7630	Training and Development	75	2,207	1,857
7700	SAIP Insurance	286,026	304,964	0
7860	MAINT: Building Maintenance	0	275,000	0
7870	MAINT:Motor Equipment	10,043	17,729	10,000
7880	MAINT:Mach/Imp/Tools	7,191	8,944	19,052
7980	Metro Drug Squad	126,700	112,353	112,353
7981	Dougherty Co. Jail	398,740	536,253	400,000
7990	Dues and Fees	2,725	2,415	2,840
7995	Contingency	0	500	500
8009	Licenses	22,499	22,400	25,750
8010	Supplies	15,551	6,705	15,160
8016	Small Equipment	55,836	0	0
8017	Printing	0	49	0
8018	Books and Subscriptions	1,691	1,174	883
8050	Rental of Equipment	70	0	0
8052	Rent- Judicial Building	83,427	51,895	0
8110	Motor Fuel	6,379	6,000	9,000
8150	Food	390	793	1,093
TOTAL, GENERAL FUND:		2,504,703	2,991,560	2,371,947

POLICE UNIFORM*DESCRIPTION*

The Uniform Division is the largest of the five (5) divisions which comprise the Albany Police Department. It presently patrols four (4) districts, each with a Community Policing Center. The Uniform Division is currently allocated 129 sworn officers. The Uniform Division is committed to serving our community to enhance the quality of life and to nurture public trust by holding itself to the highest standards of performance and ethics. These officers are determined to serve as a deterrent to crime, develop relationships with community groups, residential and business organizations and promote an environment receptive to all who visit or live in our city. We embrace a Community Oriented Policing Philosophy and rely heavily upon community input and collaborative problem solving strategies. It is through this move of heightened community involvement in public safety matters that the Uniform Division will effectively address the future of policing and perception of crime in our city.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	5,239,120	5,325,602	5,484,657
OPERATING EXPENSE	473,385	537,537	656,196
CAPITAL OUTLAY	0	0	0
TOTAL	5,712,505	5,863,139	6,140,853
FULL TIME POSITIONS	138	132	126

Class Title

Police Major	1	1	1
Police Captain	4	4	4
Police Lieutenant	7	6	6
Police Sergeant	19	18	18
Police Corporal	41	36	31
Police Officer	63	64	63
Administrative Secretary	1	1	1
Secretary	1	1	1
Stable Master	1	1	1
TOTAL	138	132	126

POLICE UNIFORM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2202.				
7110	Salaries and Wages	3,364,631	3,459,391	3,585,199
7120	Overtime	245,130	153,113	179,000
7130	Temporary Help	188,648	167,635	164,720
7210	Insurance - W/C	206,828	162,111	176,377
7220	Tuition Reimbursement	5,489	9,000	10,500
7230	Uniforms	45,526	36,820	36,820
7260	FICA Matching	276,988	289,191	266,281
7270	Pension Contributions	317,708	321,639	308,152
7280	Group Insurance Matching	588,173	726,702	717,215
7285	LTD Insurance Matching	0	0	40,393
7510	Purchased Professional Services	4,303	2,000	4,000
7512	Purchased Technical Services	3,040	3,025	3,000
7550	Communications	5,762	5,811	4,780
7630	Training and Development	3,600	0	0
7860	MAINT:Buildings & Other Structures	437	764	0
7870	MAINT:Motor Equipment	248,093	331,224	337,000
7880	MAINT:Mach/Imp/Tools	2,468	3,024	7,228
7900	Utilities	3,966	3,800	0
7990	Dues and Fees	250	0	0
8010	Supplies	4,940	5,143	10,943
8018	Books and Subscriptions	489	246	245
8020	Photography	502	0	0
8110	Motor Fuel	192,979	179,500	286,000
8150	Food	2,555	3,000	3,000
	TOTAL, GENERAL FUND:	5,712,505	5,863,139	6,140,853

POLICE SUPPORT SERVICES*DESCRIPTION*

The function of the Support Services Division includes the processing, maintenance, and retrieval of reports and criminal records in accordance with laws, ordinances, rules and regulations. It is responsible for the Police Department's "behind the scenes support", including the Records Section, Information Desk / Telephone Incident Reporting System (TIRS), System Automation and Security, GCIC / NCIC coordination and control, Community Relations / DARE, Quartermaster / Supply System, Vehicle Maintenance, Animal Control Unit and Municipal Court Security.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,343,981	1,442,618	1,451,347
OPERATING EXPENSE	224,023	244,020	237,827
CAPITAL OUTLAY	0	0	0
TOTAL	1,568,003	1,686,638	1,689,174
FULL TIME POSITIONS	32	33	31

Class Title

Police Major	1	1	1
Police Lieutenant	2	2	2
Police Sergeant	7	7	3
Police Corporal	8	6	6
Police Officer	0	3	5
Police Systems Administrator	1	1	1
Police Records Supervisor	1	1	1
Animal Control Superintendent	1	1	1
Police Records Clerk	7	7	7
Animal Control Agent	3	3	3
Quartermaster	1	1	1
TOTAL	32	33	31

POLICE SUPPORT SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2203.				
7110	Salaries and Wages	896,063	947,071	928,113
7120	Overtime	21,192	15,838	26,000
7130	Temporary Help	4,243	13,048	12,740
7210	Insurance - W/C	37,898	26,519	29,233
7220	Tuition Reimbursement	0	1,000	1,000
7230	Uniforms	75,881	94,955	86,742
7260	FICA Matching	67,367	74,663	73,975
7270	Pension Contributions	80,749	85,732	86,062
7280	Group Insurance Matching	160,587	183,792	196,997
7285	LTD Insurance	0	0	10,485
7510	Purchased Professional Services	540	5,000	5,000
7512	Purchased Technical Services	0	25	0
7550	Communications	6,767	12,837	9,169
7600	Travel	29,664	50,600	50,600
7630	Training and Development	20,296	17,700	17,700
7870	MAINT:Motor Equipment	14,772	24,516	11,000
7880	MAINT:Mach/Imp/Tools	9,334	5,425	7,475
7900	Utilities	1,077	900	0
7990	Dues and Fees	0	195	195
8010	Supplies	45,370	50,120	49,033
8016	Small Equipment	30,348	8,500	8,500
8017	Printing and Binding	37,179	43,663	43,663
8018	Books and Subscriptions	978	539	492
8020	Photography	14,390	12,500	12,500
8050	Rental of Equipment	40	0	0
8110	Motor Fuel	13,268	11,500	22,500
	TOTAL, GENERAL FUND:	1,568,003	1,686,638	1,689,174

POLICE INVESTIGATIVE*DESCRIPTION*

The primary function of the Investigative Division is to identify, investigate, and prosecute individuals or groups involved in crimes against persons or property and / or participants in organized crime. This is done through identification and collection of data evidence, assembling facts, collection of information, interviewing of witnesses and suspects, engaging in the pursuit of leads and information, and through exchange of information with other police agencies. A close liaison with the other agencies involved in similar activities is maintained. We conduct security surveys and surveillance details. The Investigative Division assists in investigations when and wherever needed to maintain files of criminal activity and prosecute violators of all Federal, State and Local statutes. Included under this division are the Family Protection Unit, the Gang Task Force, the School Resource Officer Program, the Polygraph Unit, the Special Detail Unit, the Forensics Section, the Property Management Section and the Domestic Violence Response Unit.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,884,210	2,014,405	2,028,092
OPERATING EXPENSE	119,423	150,893	125,493
CAPITAL OUTLAY	0	0	0
TOTAL	2,003,633	2,165,298	2,153,585
FULL TIME POSITION	41	45	38

Class Title

Police Major	1	1	1
Police Captain	2	2	2
Police Lieutenant	10	10	7
Police Sergeant	10	12	12
Police Corporal	14	13	10
Police Officer	0	3	2
Administrative Secretary	1	1	1
Secretary	2	2	2
Evidence Custodian	1	1	1
TOTAL	41	45	38

POLICE INVESTIGATIVE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2204.				
7110	Salaries and Wages	1,199,662	1,341,590	1,280,708
7120	Overtime	120,916	61,377	80,000
7130	Temporary Help	23,872	31,824	31,325
7210	Insurance - W/C	68,490	47,019	52,069
7220	Tuition Reimbursement	5,553	2,000	10,000
7230	Uniforms	31,361	31,117	35,317
7260	FICA Matching	99,548	109,765	107,373
7270	Pension Contributions	116,466	124,909	122,130
7280	Group Insurance Matching	218,342	264,804	295,330
7285	LTD Insurance Matching	0	0	13,840
7510	Professional Services	62	0	0
7512	Purchased Technical Services	6,009	5,175	5,150
7550	Communications	9,435	7,432	10,354
7600	Travel	30	825	825
7630	Training and Development	0	275	275
7860	MAINT:Buildings	516	264	0
7870	MAINT:Motor Equipment	58,428	96,890	49,000
7880	MAINT:Mach/Imp/Tools	3,040	4,047	6,222
7900	Utilities	1,128	1,191	0
7990	Dues and Fees	265	790	1,165
7995	Contingency	70	1,500	1,500
8010	Supplies	11,365	7,982	7,982
8016	Small Equipment	0	0	520
8018	Books and Subscriptions	978	522	0
8050	Rental of Equipment	1,437	0	0
8110	Motor Fuel	26,660	24,000	42,500
TOTAL, GENERAL FUND:		2,003,633	2,165,298	2,153,585

COMMUNITY ORIENTED POLICING

DESCRIPTION

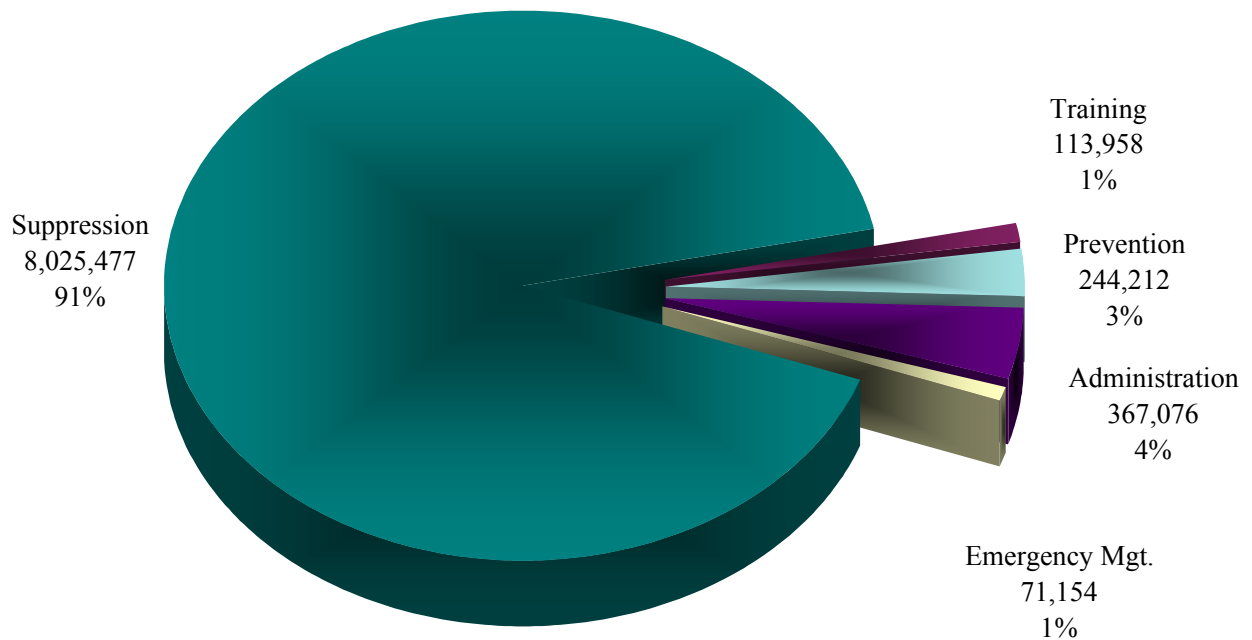
The goal of Community Policing is the reduction of crime and disorder by carefully examining the characteristics of problems in the neighborhoods, and then applying appropriate problem-solving remedies. The "Community" for which a patrol officer is given responsibility is a small, well-defined geographical area. Beats are configured in a manner that preserves, as much as possible, the unique geographical and social characteristics of neighborhoods while still allowing efficient service. Effective community policing is generated by optimizing positive daily contacts between our citizens and the police. Our District Policing Centers enable our officers to work long term assignments on the same shift and beat, thus becoming familiar figures to community members and enabling them to stay aware of the day-to-day working of their community.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	37,546	42,895	42,079
OPERATING EXPENSE	52,798	60,859	292,565
CAPITAL OUTLAY	0	0	0
TOTAL	90,344	103,754	334,644
FULL TIME POSITIONS	0	0	0

COMMUNITY ORIENTED POLICING

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2211.				
7130	Temporary Help	34,338	38,443	37,740
7210	Insurance - W/C	581	1,511	1,452
7260	FICA Matching	2,627	2,941	2,887
7510	Professional Services	90	0	0
7512	Purchased Technical Services	930	1,500	179
7550	Communications	15,501	15,630	21,036
7700	Insurance - Liability	0	824	0
7860	MAINT:Buildings & Other Structu	4,375	6,792	93,680
7880	MAINT:Mach/Imp/Tools	1,135	2,975	3,800
7900	Utilities	15,208	15,874	149,720
8009	Licenses	0	0	100
8010	Supplies	4,042	5,960	22,950
8016	Small Equipment	44	0	0
8018	Books and Subscriptions	1,957	1,104	1,100
8052	Rent	9,516	10,200	0
	TOTAL, GENERAL FUND:	90,344	103,754	334,644

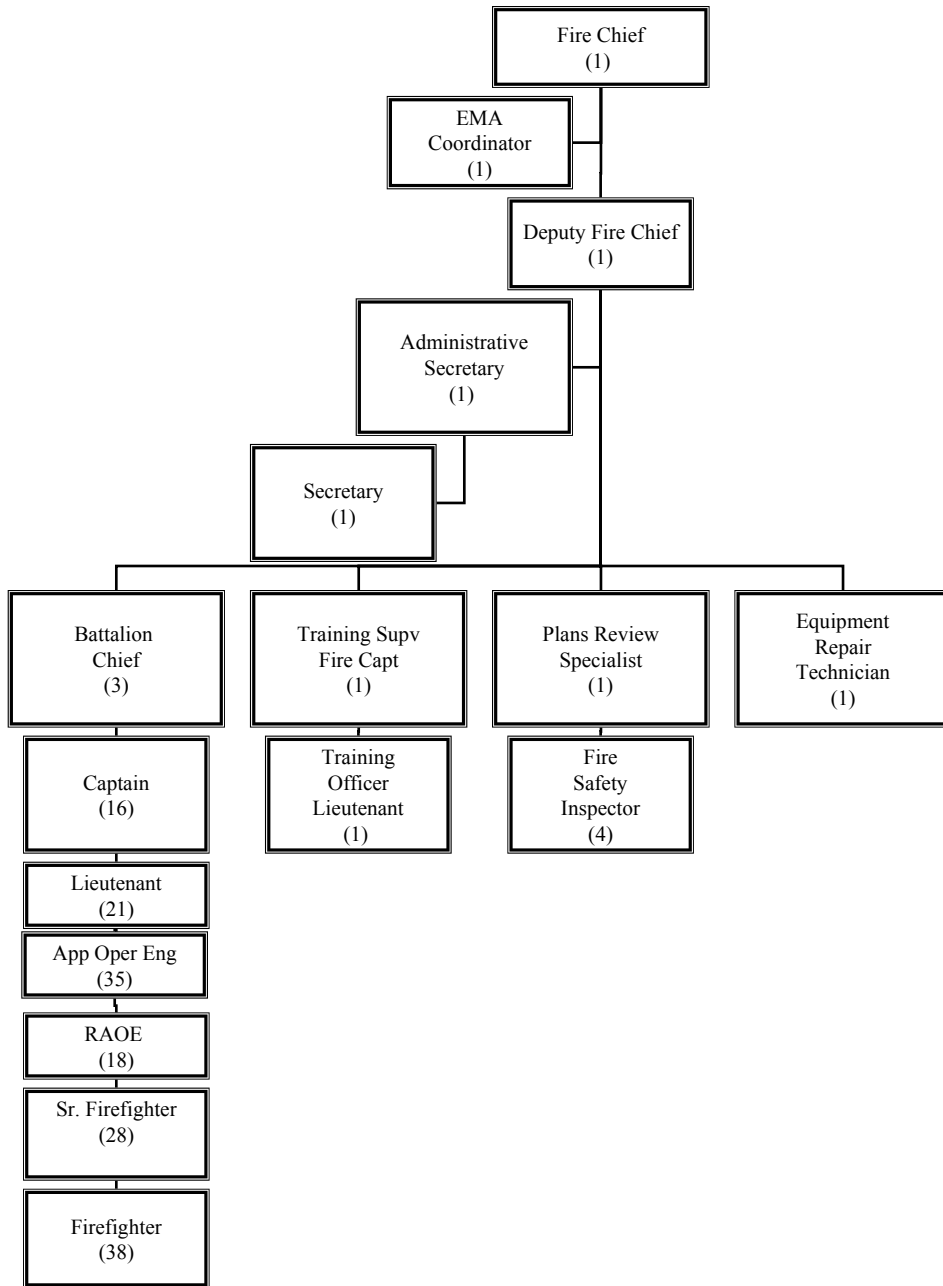
City of Albany
Adopted Budget
FY 2006
Fire Department



Total Expenditures
\$8,821,877

Fire Department

Dept 23



FIRE DEPARTMENTAL SUMMARY

DESCRIPTION

The Fire Department's primary function is to save lives and property by fighting and preventing fires through fire prevention efforts such as inspections, code enforcement, education, as well as arson investigation and prosecution. The Fire Department's responsibilities are defined in the City Charter and State Statutes. This department consists of six divisions - Administration, Fire Fighting, Fire Prevention, Fire Training, Automotive Shop, and Emergency Management, and operates eleven fire stations.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	7,569,942	7,862,616	8,453,683
OPERATING EXPENSE	430,779	527,302	368,194
CAPITAL OUTLAY	0	0	0
TOTAL	8,000,721	8,389,918	8,821,877
FULL TIME POSITION(S)	172	172	172

PERFORMANCE MEASURES

See individual divisions for performance measures.

FIRE ADMINISTRATION*DESCRIPTION*

Under the direction of the Fire Chief, the Administrative Division of the Albany Fire Department, as required by the City Charter and Code of the City Ordinances, directs the everyday operations of the department. This includes administration, personnel management, maintenance, repair, purchasing, receiving, supply, safety and fiscal affairs management.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	263,643	248,338	312,688
OPERATING EXPENSE	134,654	213,496	54,388
CAPITAL OUTLAY	0	0	0
TOTAL	398,297	461,834	367,076
FULL TIME POSITIONS	4	5	5

<u>Class Title</u>			
Deputy Fire Chief - Fire*	0	1	1
Administrative Secretary, Sr.	1	1	1
Fire Equipment Repair Technician	1	1	1
Fire Chief	1	1	1
Secretary	1	1	1
TOTAL	4	5	5

*Transferred position from Fire Prevention

FIRE ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2300.				
7110	Regular Wages	164,659	165,853	231,441
7210	W/C Insurance	2,513	1,883	1,871
7230	Uniforms	6	0	0
7260	FICA Matching	12,377	12,688	17,705
7270	Pension Matching	14,612	14,765	20,598
7280	Insurance Matching	12,716	13,486	37,145
7285	LTD Insurance	56,760	39,663	3,928
7510	Professional Services	28	0	0
7550	Communications	4,124	1,500	1,500
7600	Travel	972	3,650	3,650
7630	Train/Cont. Education	585	3,650	3,650
7700	Insurance	104,858	180,273	0
7860	Maint: Buildings	83	0	0
7880	Maint: Mach/Imp/Tools	1,152	600	600
7990	Dues and Fees	0	500	500
8010	Supplies	2,308	2,500	2,500
8016	Small Equipment	197	0	0
8017	Printing	245	1,000	1,000
8018	Books & Subscriptions	195	0	0
8052	Rent	19,823	19,823	40,988
8150	Food	84	0	0
TOTAL, GENERAL FUND:		398,297	461,834	367,076

FIRE SUPPRESSION**MISSION**

To contribute to the overall mission of the Fire Department by responding to and mitigating all calls for service in Albany/Dougherty County in a timely and effective manner.

Goals and Objectives

Goal 1: Achieve minimum response times.

Objective 1: Respond to calls in corporate city limits in 5 minutes or less. Respond to calls outside city limits in 12 minutes or less. Contain structure fires to room of origin.

Goal 2: Inspect all fire hydrants in Albany/Dougherty County for serviceability.

Objective 2: Inspect and test 3600 fire hydrants annually.

Performance Measures

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
<input type="checkbox"/> Respond to calls inside city limits	2,600	2,831	3,100	3,100	3,100
<input type="checkbox"/> Respond to calls outside city limits	400	408	400	400	400
<input type="checkbox"/> Inspect and test fire hydrants	3,600	3,600	3,600	3,600	3,600
<u>Effectiveness Measures</u>					
<input type="checkbox"/> Calls under 5 minutes	70%	72%	70%	72%	72%
<input type="checkbox"/> Members completing (hours)	99%	100%	99%	99%	99%
<input type="checkbox"/> Hydrants tested	100%	100%	100%	100%	100%
<input type="checkbox"/> Contain fire damage to room of origin	83%	83%	80%	80%	80%

FIRE SUPPRESSION*DESCRIPTION*

The firefighting division performs the very visible function of fire suppression, rescue and related services within the City of Albany and the rest of the County as provided for by contract. The mandates for these functions fall within the provisions of the City Charter, the Code of City Ordinances and OCGA, title 25-12. These duties are accomplished from ten fire stations utilizing one hundred sixty six assigned personnel.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	6,919,675	7,131,947	7,744,949
OPERATING EXPENSE	272,284	280,528	280,528
CAPITAL OUTLAY	0	0	0
TOTAL	7,191,959	7,412,475	8,025,477
FULL TIME POSITIONS	159	159	159

Class Title

Apparatus Operator Engineer	37	34	32
Battalion Chief - 56	3	3	3
Fire Captain	22	16	15
Fire Lieutenant	17	23	25
Firefighter	38	48	40
Senior Firefighter	29	17	27
Relief Apparatus Oper. Engineer	13	18	17
TOTAL	159	159	159

FIRE SUPPRESSION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2301.				
7110	Regular Wages	4,541,000	4,703,740	5,085,543
7120	Overtime Wages	434,324	360,000	445,000
7210	W/C Insurance	168,391	98,025	167,658
7220	Tuition	0	1,500	1,500
7230	Uniforms	71,594	70,000	70,000
7260	FICA Matching	359,313	387,388	423,087
7270	Pension Matching	431,724	450,826	452,613
7280	Insurance Matching	913,330	1,060,468	1,099,548
7510	Professional Services	21,524	24,060	24,060
7550	Communications	5,200	6,500	6,500
7600	Travel	298	0	0
7860	Maint: Buildings	11,270	11,000	11,000
7870	Maint: Motor Equipment	72,527	75,174	75,174
7880	Maint: Mach/Imp/Tools	14,527	19,175	19,175
7900	Utilities	84,693	89,000	89,000
8010	Supplies	13,630	14,000	14,000
8016	Small Equipment	4,384	1,000	1,000
8017	Printing	665	1,219	1,219
8018	Books & Subscriptions	264	0	0
8030	Janitorial Supplies	1,400	1,400	1,400
8060	Laundry	9,799	8,000	8,000
8110	Motor Fuel	32,102	30,000	30,000
TOTAL, GENERAL FUND:		7,191,959	7,412,475	8,025,477

FIRE PREVENTION**MISSION**

Provide for a fire safe environment for our citizens and visitors who live, work, and shop in Albany/Dougherty County.

Goals and Objectives

Goal 1: Provide for a fire safe environment for our citizens to live, work, and shop.

Objective 1: Perform fire safety inspections.

Goal 2: Educate the citizens of Dougherty County on fire safety.

Objective 2: Provide fire safety training to the citizens of Albany/Dougherty County.

Goal 3: Reduce arson fires in Dougherty County.

Objective 3: To aggressively investigate all suspicious fires in Dougherty County.

Goal 4: Increase the overall effectiveness of fire prevention personnel by providing educational opportunities.

Objective 4: Providing 40 hours of continuing education for each employee.

Performance Measures

	FY '04		FY '05		FY '06
<u>Workload Measures</u>	<u>Adopted</u>	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Base</u>
<input type="checkbox"/> Perform annual inspections	2,800	3,228	2,800	3,000	3,000
<input type="checkbox"/> Perform business licenses inspections	300	300	325	300	300
<input type="checkbox"/> Perform plans review	400	367	300	300	300
<input type="checkbox"/> Number of kids attending fire prevention	10,114	11,008	10,114	10,114	10,114
<u>Efficiency Measures</u>					
<input type="checkbox"/> Number of Arson Arrests	15	9	15	12	12
<u>Effectiveness Measures</u>					
<input type="checkbox"/> Percentage of employees completing 40 hrs of outside training	100%	100%	100%	100%	100%

FIRE PREVENTION*DESCRIPTION*

This division has the overall responsibility for administering/conducting annual fire safety compliance inspections in each business in Albany/Dougherty County; additionally, its personnel performs all fire/life safety compliance inspections on new business licensing, new construction and renovations, to include plans review of all new construction. The division is responsible for investigating all fires of suspicious, incendiary or undetermined fires with a high dollar loss or fatality. Division personnel are also responsible for fire safety education to all the citizens of Albany/Dougherty County.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	305,252	311,632	235,534
OPERATING EXPENSE	3,575	8,678	8,678
CAPITAL OUTLAY	0	0	0
TOTAL	308,826	320,310	244,212
FULL TIME POSITIONS	6	5	5

Class Title

Deputy Fire Chief - Fire [†]	1	0	0
Plans Review Specialist	1	1	1
Fire Safety Inspector	4	4	4
TOTAL	6	5	5

*Transferred position to Fire Administrator

FIRE PREVENTION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2302.				
7110	Regular Wages	222,128	224,038	167,172
7120	Overtime Wages	959	4,500	4,500
7210	W/C Insurance	12,492	9,303	9,260
7260	FICA Matching	16,385	17,484	13,133
7270	Pension Matching	19,796	20,346	14,878
7280	Insurance Matching	33,491	35,961	26,591
7512	Technical Services	122	0	0
7550	Communications	864	1,500	1,500
7630	Train/Cont. Education	(45)	0	0
7880	Maint: Mach/Imp/Tools	0	500	500
7990	Dues & Fees	25	0	0
8010	Supplies	1,940	4,000	4,000
8017	Printing	190	1,678	1,678
8018	Books & Subscriptions	479	1,000	1,000
TOTAL, GENERAL FUND:		308,826	320,310	244,212

FIRE TRAINING**MISSION**

The Albany Fire Department Training Division is committed to contribute to the over all mission of the Fire Department by the planned and systematic development, implementation and delivery of training programs and drills and to insure the effectiveness and competence of all suppression division members.

Goals and Objectives

Goal 1: Meet all state-mandated training requirements.

Objective 1: 120 in-service training hours per person annually.

Goal 2: Meet all 150 mandated training requirements.

Objective 2: 240 hours in-service training hours per individual annually.
Conduct eight 3-hour company drills annually.

Performance Measures

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Total in-service hours State required (per firefighter)	19,800	22,019	20,200	20,200	20,200
❑ Total in-service hours ISO required (per firefighter)	39,280	44,294	40,400	40,400	40,400
❑ Total drill hours ISO required (per firefighter)	3,744	3,820	3,825	3,825	3,825

Effectiveness Measures

❑ Members completing (% of hours)	100	100	100	100	100
❑ Members completing (% of hours)	98	99	100	100	100
❑ Members completing drill hours (%)	100	100	100	100	100

FIRE TRAINING*DESCRIPTION*

This division provides planned course content and direction for the on-going study of fire fighting responsibilities. The responsibility of training new recruits for fire fighting, rescue functions and other related tasks, as well as providing direction for increased skills and abilities through knowledge for suppression personnel is assigned to the Training Division. Testing, evaluating, and recommendations of all new hires and promotions within the department. Records and reports on all department training activities.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	48,889	111,237	108,558
OPERATING EXPENSE	1,973	5,400	5,400
CAPITAL OUTLAY	0	0	0
TOTAL	50,862	116,637	113,958
FULL TIME POSITIONS	2	2	2

Class Title

Fire Captain	1	1	1
Fire Lieutenant	1	1	1
TOTAL	2	2	2

FIRE TRAINING				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2303.				
7110	Regular Wages	34,295	80,212	75,536
7210	W/C Insurance	1,178	883	929
7260	FICA Matching	2,421	6,136	5,779
7270	Pension Matching	3,044	7,141	6,723
7280	Insurance Matching	7,952	16,865	18,295
7285	LTD Insurance Matching	0	0	1,296
7550	Communications	534	1,500	1,500
7600	Travel	20	0	0
7870	Maint: Motor Equipment	90	0	0
7880	Maint: Mach/Imp/Tools	0	300	300
7900	Utilities	266	800	800
8010	Supplies	1,062	1,500	1,500
8017	Printing	0	500	500
8018	Books and Subscriptions	0	800	800
TOTAL, GENERAL FUND:		50,862	116,637	113,958

FIRE EMERGENCY MANAGEMENT

MISSION

The Albany Fire Department Emergency Management Division is committed to improving the quality of life for the City of Albany residents and visitors by protecting lives and property through an active program in disaster mitigation, preparedness, response and recovery.

Goals and Objectives

Goal 1: Ensure that all city and county departments continuously review and update emergency procedures for disaster preparedness and response.

Objective 1: To review and update local city and county departmental emergency operating procedures and identify possible weak points through the use of drills and exercises.

Goal 2: To reach the citizens of Albany and Dougherty County by providing quality emergency preparedness programs in an effort to reduce the loss of lives and property.

Objective 2: To provide emergency preparedness programs to local civic, fraternal and women's clubs and/or organizations.

Goal 4: Update and maintain the community database on hazardous materials that are shipped, stored, or manufactured in Albany/Dougherty County.

Objective 4: Update and maintain the hazardous materials inventories of local businesses and industries through the use of required state and federal reports.

FIRE EMERGENCY MANAGEMENT**Performance Measures**

<u>Workload Measures</u>	FY '04 Adopted	Actual	FY '05 Adopted	Projected	FY '06 Base
❑ Weather awareness program (man hours)	100	100	100	50	100
❑ Family protection program	24	23	24	10	24
❑ Rescue training class (hours)	40	50	42	20	40
❑ Disaster exercise (man hours)	1,200	1210	1,100	500	1,000
❑ Update facility survey (hours)	30	35	40	15	40
❑ Plan Development	1	1	1	0	1
❑ Professional Development Training (man hours)	30	24	72	30	100
<u>Efficiency Measures</u>					
❑ Update chemical database (facilities/annual)	120	109	109	109	109
❑ Update emergency operations plan (per year)	1	1	1	1	1
<u>Effectiveness Measures</u>					
❑ Develop Terrorism Annex	1	0	1	0	1
❑ Pre-Disaster Mitigation Plan	1	0	1	1	1

FIRE/EMERGENCY MANAGEMENT*DESCRIPTION*

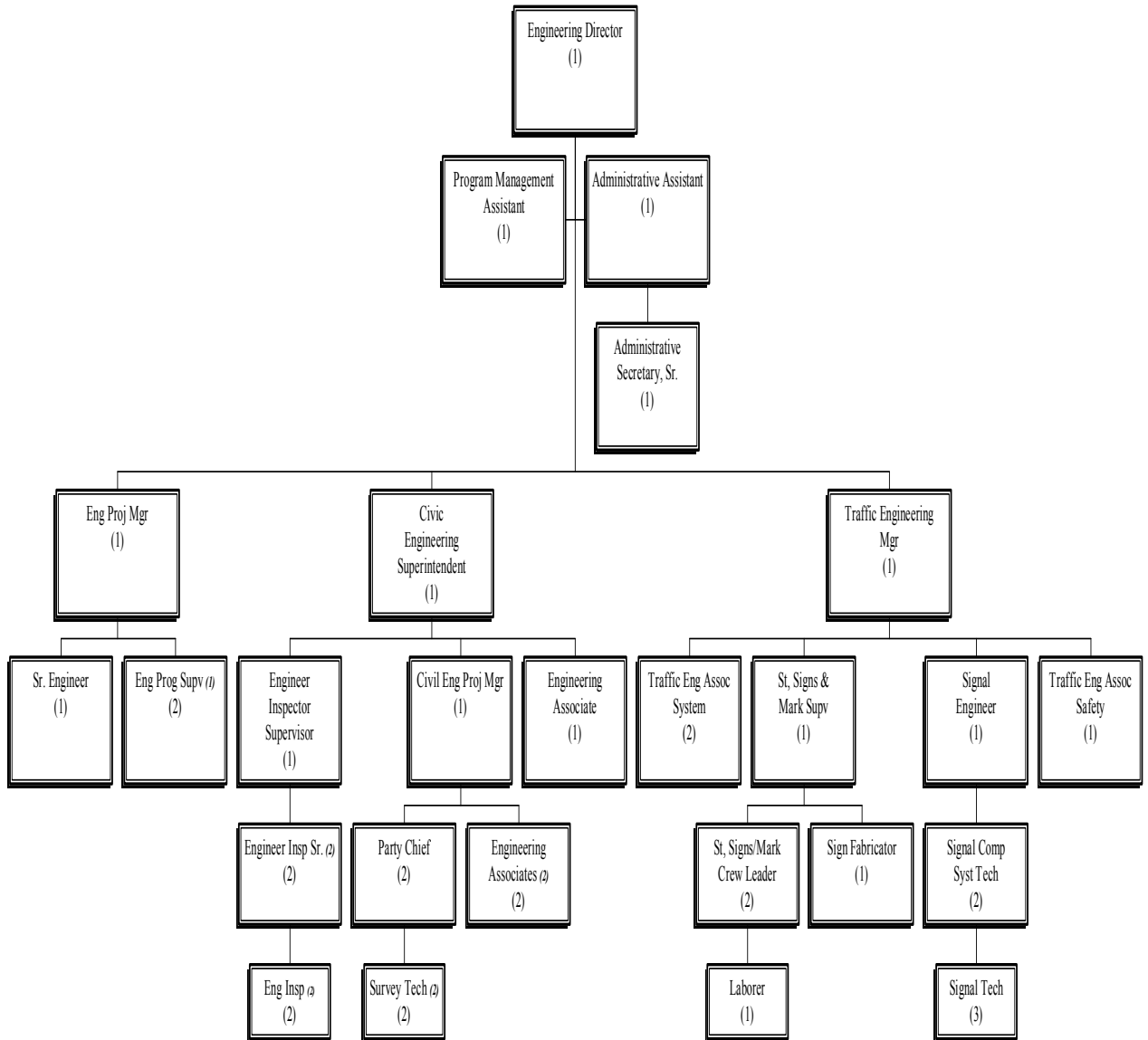
The Emergency Management organization has the responsibility for the development and continuous review and update of plans designed to provide for the continuity of local government prior to and/or during times of high stress, emergencies, or disasters. This responsibility includes (without limitation): the necessary coordination, training, resources and guidelines needed to enable the city and county departments, volunteers or other agencies to operate as a total organization during periods of high stress or emergency/disaster situations and support such operations with manpower, supplies and equipment as economically as possible.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	32,483	59,462	51,954
OPERATING EXPENSE	18,293	19,200	19,200
CAPITAL OUTLAY	0	0	0
TOTAL	50,775	78,662	71,154
FULL TIME POSITIONS	1	1	1
<u>Class Title</u>			
Emergency Management Coordinator	1	1	1
TOTAL	1	1	1

FIRE/EMERGENCY MANAGEMENT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2305.				
7110	Regular Wages	27,071	43,703	43,506
7210	W/C Insurance	134	210	159
7260	FICA Matching	2,029	3,343	3,328
7270	Pension Matching	1,745	3,891	3,872
7280	Insurance Matching	1,503	8,315	343
7285	LTD Insurance Matching	0	0	746
7550	Communications	5,308	2,000	2,000
7870	Maint: Motor Equipment	1,389	0	0
7880	Maint: Mach/Imp/Tools	10,045	13,200	13,200
7990	Dues and Fees	0	500	500
8010	Supplies	1,367	1,500	1,500
8016	Small Equipment	0	600	600
8017	Printing	0	400	400
8110	Motor Fuel	129	800	800
8150	Food	55	200	200
TOTAL, GENERAL FUND:		50,775	78,662	71,154

Engineering Department

Dept 24



Six positions are funded by SPLOST:

- (1) All positions funded by SPLOST
- (2) One position funded by SPLOST

ENGINEERING DEPARTMENT**MISSION**

To provide design, inspection and project management services for the citizens of Albany and other city departments (particularly Public Works) to maintain and improve the city's infrastructure; to provide SPLOST expenditure tracking; and to develop maximum traffic and pedestrian safety with minimum congestion on streets and highways in Albany/Dougherty County for the benefit of the public.

Goals and Objectives

Goal 1: To provide sound engineering design for SPLOST projects (storm drainage and alley paving); to provide technical support to other city departments; to respond to requests from the public concerning drainage problems and engineering issues; and to perform administrative services in coordinating use of SPLOST funds.

Objective 1: To provide continuous flow of design plans and specifications for construction by contractors and city forces.

Objective 2: To assist departments with meeting technical goals in a cost- effective manner and to enable their operations to be minimally affected.

Objective 3: To provide SPLOST expenditure tracking.

Goal 2: To improve the city's infrastructure by promoting thorough and consistent review of developmental site plans; and to maintain safe and effective standards of construction throughout the city.

Objective 1: To review site plans and respond to Planning & Development requests for engineering review.

Objective 2: To provide timely and consistent inspection of all city roads, storm and sanitary sewers and other infrastructure projects.

Goal 3: Ongoing installation and maintenance programs for all traffic control devices, roadway markings and street name signs throughout the city and county to ensure safety for both motorists and pedestrians.

Objective 1: Respond to calls concerning malfunction of signals or problems with traffic signs as quickly as feasible along with performing routine maintenance on all traffic control devices throughout the city and county twice each year.

Objective 2: Install new traffic signals as needed and maintain timings on all signals to insure they are properly coordinated for effective traffic flow.

Objective 3: Lower the accident rate per 100 million vehicle miles to under 500.

ENGINEERING DEPARTMENT**Performance Measures**

	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
<u>Workload Measures</u>					
❑ Provide plans and specifications for alleys	5	5	5	5	5
❑ Provide Plans & Specs for Sales Tax III, Holloway Storm Drainage	2	1	1	1	1
❑ Project Management of EDA grants	1	0	0	0	0
❑ Project Management of Sales Tax III Storm Drainage projects	5	5	2	5	7
❑ Requests for Service processed	550	306	200	300	300
❑ Signs/Pavement Markings installed/maintained including roadway miles striped	80,000	59,465	58,000	50,000	50,000
❑ Signs fabricated	N/A	1,585	1,500	1,550	1,500
❑ Traffic sign service calls	N/A	310	200	300	300
❑ Traffic signal service calls	500	707	600	750	700
❑ Traffic signal installations	3	2	1	2	3
<u>Efficiency Measures</u>					
❑ Response to citizen requests/inspection of sites and Public Works' requests for assistance within 24 hours	24	24	24	24	24
❑ Trouble call response – traffic signals/signs (percentage within 30 min.)	90/89	95/80	90/80	92/78	90/80
❑ Response to citizen requests (traffic) % w/in 1 wk.	47	44	45	45	45
❑ Complete site plan review (average response time in days)	10	10	10	10	10
❑ Submit Contract Documents for Agency review (percentage of times agency deadlines met)	95%	95%	100%	100%	100%
❑ Inspection of traffic control devices to meet standards set by MUTCD (times per year)	2	2	2	2	2
❑ Project contracts/no more than 1 change order (%)	80	80	85	85	85
❑ Projects/no claims filed against contractor (%)	100	100	100	100	100
❑ Projects/no liquidation damages charged (%)	95	95	100	100	100
❑ Projects completed within schedule established (%)	95	95	100	100	100
<u>Effectiveness Measures</u>					
❑ Providing plans for alley construction (million)	\$2	\$2	\$1	\$1.5	\$1
❑ Providing plans to maintain a steady flow of construction projects funded by Sales Tax III/FEMA/GEMA/EDA/General Fund/Transit (million)	\$10	\$10	\$8	\$2	\$2
❑ Maintenance of acceptable Level of Service for our community (of 46 signalized intersections, 43 equal level "C" or above)	level "C" min.	43	level "C" min	43	level "C" min
❑ Accident rate per 100 million vehicle miles	under >500	373.5	under >500	479	under >500

ENGINEERING*DESCRIPTION*

The Engineering Department Civil and Project Management Divisions have the responsibility for providing the necessary design, inspection and project management for the City of Albany. The department is an information repository for Albany's existing infrastructure to be utilized by the private sector for future development and by the City forces for maintenance. This department provides a vital function by providing information about the infrastructures to guide and help promote development without causing undue financial or physical hardship on the taxpayers. This is accomplished by carefully reviewing, approving and inspecting development projects to ensure compliance with local, state, and federal laws, as well as sound engineering principles. The Engineering Department Traffic Division is responsible for installation and maintenance of all traffic control devices together with conducting studies for implementing necessary modifications to improve the flow of traffic. This department also coordinates activities with the utility companies, the GA D.O.T., Dougherty County, state and federal agencies, and other engineers relative to long range planning.

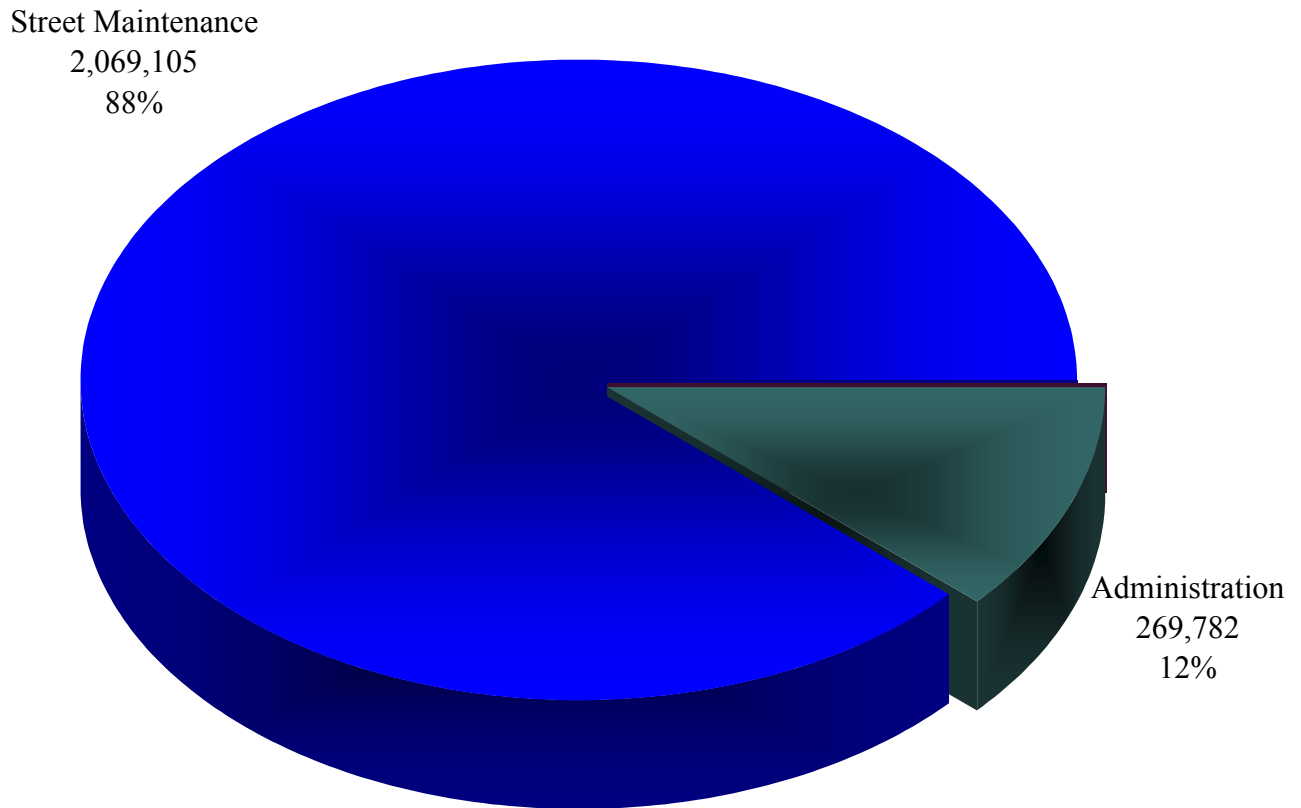
Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,451,347	1,695,050	1,533,841
OPERATING EXPENSE	1,615,771	1,558,418	1,452,220
CAPITAL OUTLAY	0	0	0
TOTAL	3,067,117	3,253,468	2,986,061
FULL TIME POSITIONS	32	32	31

Class Title

Administrative Assistant	1	1	1
Traffic Engineering Manager	1	1	1
Signs & Pavement Marker	1	1	1
Sign Fabricator	1	1	1
Signal Computer System Technician	2	2	2
Engineering Associate	7	7	7
Signal Technician	3	3	3
St/Signs/Mark Crew Leader	2	2	2
St/Signs & Mark Supervisor	1	1	1
Director of Engineering	1	1	1
Signal Engineer	1	1	1
Administrative Secretary Sr	1	1	1
Drafting Technician	0	0	0
Assistant Director, Engineering	0	1	0
Surveying Technician	2	2	2
Engineering Inspection Supervisor	1	1	1
Party Chief	2	2	2
Engineering Inspector	0	0	0
Engineering Inspector, Sr.	2	1	1
Senior Engineer	1	1	1
Capital Development Supt.	0	0	1
Civil Eng. Superintendent	1	1	1
Engineering Projects Manager	1	1	0
TOTAL	32	32	31

ENGINEERING				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2400				
7110	Regular Wages	993,740	1,158,846	1,035,642
7120	Overtime Wages	27,852	15,500	18,000
7130	Temporary Help	31,672	36,041	36,000
7210	W/C Insurance	49,152	44,547	45,835
7220	Tuition Reimbursement	(1)	1,000	500
7230	Uniforms	9,932	11,000	10,000
7260	FICA Matching	75,556	92,597	83,358
7270	Pension Matching	87,709	104,520	93,774
7280	Insurance Matching	157,946	218,568	192,964
7285	LTD Insurance Matching	17,789	12,431	17,768
7510	Professional Services	3,977	4,600	2,000
7512	Technical Services (Surveys, DP)	5,260	5,500	6,000
7514	Contract Labor	0	1,000	500
7550	Communications	29,774	25,000	25,000
7570	Advertising	0	1,300	1,000
7600	Travel	6,782	7,350	6,000
7630	Train/Cont. Education	4,940	9,750	7,000
7700	Insurance	45,628	44,693	0
7860	Maint: Buildings	1,015	1,500	1,500
7870	Maint: Motor Equipment	44,271	59,370	50,000
7880	Maint: Mach/Imp/Tools	24,418	24,100	25,000
7900	Utilities	7,169	10,000	6,500
7910	Street Lights	1,159,738	1,118,450	1,105,450
7911	Street Lights Repair	55,972	0	0
7990	Dues and Fees	1,131	1,590	1,700
8009	Licenses (CDL, CPA, Etc.)	0	350	400
8010	Supplies	85,790	98,605	75,000
8016	Small Equipment	22,261	25,200	15,000
8017	Printing (Not Std Forms)	592	1,405	1,500
8018	Books and Subscriptions	1,327	1,000	1,000
8020	Photography	144	300	900
8030	Janitorial Supplies	52	200	300
8050	Equipmental Rental	420	500	200
8052	Rent	89,655	89,655	89,370
8110	Motor Fuel	24,833	26,000	30,000
8150	Food	621	1,000	900
	TOTAL, GENERAL FUND:	3,067,117	3,253,468	2,986,061

City Of Albany
Adopted Budget
FY 2006
Public Works Department
(General Operations)



Total Expenditures
\$2,338,887

PUBLIC WORKS DEPARTMENTAL SUMMARY

DESCRIPTION

The Public Works Department consists of four (4) General Fund Divisions and two (2) Enterprise Fund Divisions. The Enterprise Divisions are budgeted separately. The General Fund Divisions are Public Works Administration and Street Maintenance

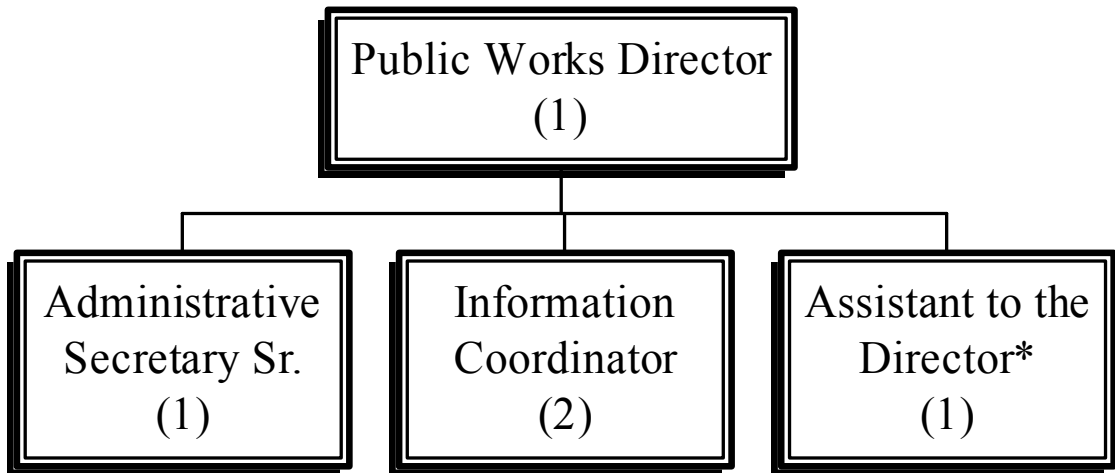
Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,944,053	2,138,758	1,657,637
OPERATING EXPENSE	878,947	944,700	681,250
CAPITAL OUTLAY	0	0	0
TOTAL	2,823,000	3,083,458	2,338,887
FULL TIME POSITIONS	57	54	41

PERFORMANCE MEASURES

See individual divisions for performance measures.

Public Works - Administration

Dept 30



*Position funded in Sanitary Sewer Systems Fund.

PUBLIC WORKS DEPARTMENT/ADMINISTRATION DIVISION

MISSION

To meet the needs of the Public by providing a safe, quality service and to provide general overall administrative support to all Public Works divisions. We will instill a sense of pride in our work and a commitment to excellence in the method and delivery of service to our customers.

Goals and Objectives

Goal 1: To establish and maintain an excellent level of Customer Service.

“Service Is the LifeBlood Of Any Organization, Everything Flows From It and Is Nourished By It. Customer Service Is Not A Department ... It’s An ATTITUDE.”

Objective 1: Rapid Response

Objective 2: Quality Service Delivery

Objective 3: Turning complaints into compliments

Goal 2: Be proactive in the PREVENTION of Accidents

Objective 1: To lower the rate of Personal Injuries

Objective 2: To lower the rate of Vehicular Incidents

Objective 3: To lower the rate of Property Damage.

PUBLIC WORKS DEPARTMENT/ADMINISTRATION DIVISION**Performance Measures**

<u>Workload Measures:</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Number of Work Orders generated from distribution to completion (Int./Ext.)	16,000	15,824	16,350	14,774	15,900
❑ CMO Requests	15	32	20	77	32
❑ Customer Service Initiative W/O Tracking Report	52	52	52	52	52
❑ Personal Injury/Vehicular Accident/Property Damage Tracking Report	12	12	12	12	12

Efficiency Measures:

❑ Total Department W/O Closed (Int./Ext.)	15,900	15,678	16,300	14,618	15,700
❑ Total Department W/O Open	100	146	50	156	150
❑ Number of Customers Called Back	3,100	3,794	3,100	4,600	4,000
❑ Number Unable to Contact	1,200	1,552	1,200	1,796	1,550
❑ Number Satisfied Customers	3,000	3,701	3,000	4,550	3,970
❑ Number Dissatisfied Customers	100	91	150	27	27

Effectiveness Measures:

❑ Percentage of W/O Closed (Int./Ext.)	99%	99%	99%	99%	99%
❑ Percentage of Customer Callbacks	19%	27%	19%	36%	28%
❑ Percentage Satisfied Customers	97%	98%	97%	99%	99%
❑ Percentage Dissatisfied Customers	3%	2%	4%	1%	1%

Efficiency/Effectiveness Measures:

❑ Total Department W/O Closed External	7,400	10,230	8,200	10,259	10,300
❑ Total Do Not CallBack (DNC)	N/A	5,232	4,200	5,048	5,230
❑ Total Actual Dept. External W/O's	N/A	4,998	4,000	5,211	5,070
❑ Number of Customers Called Back	3,100	3,112	3,700	2,912	3,300
❑ Percentage of Customer Callbacks	42%	62%	92%	56%	65%

PUBLIC WORKS ADMINISTRATION

DESCRIPTION

The Administration Division provides general overall administrative support to all Public Works Divisions. This division prepares and coordinates correspondence, maintains files, and personnel records. In addition, this division coordinates the department's training program, safety program, awards program, and oversees the preparation of accident and/or injury reports and maintains all pertinent documentation. This division receives the vast majority of incoming phone calls and directs them to the appropriate personnel. The division also provides mail delivery service and general errand service as well as ordering of supplies and materials as required. The division coordinates with local utility companies to insure utilities are located as required for all departmental maintenance and construction work.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	281,280	294,366	227,978
OPERATING EXPENSE	48,980	71,783	41,804
CAPITAL OUTLAY	0	0	0
TOTAL	330,260	366,149	269,782
FULL TIME POSITION	6	7	5

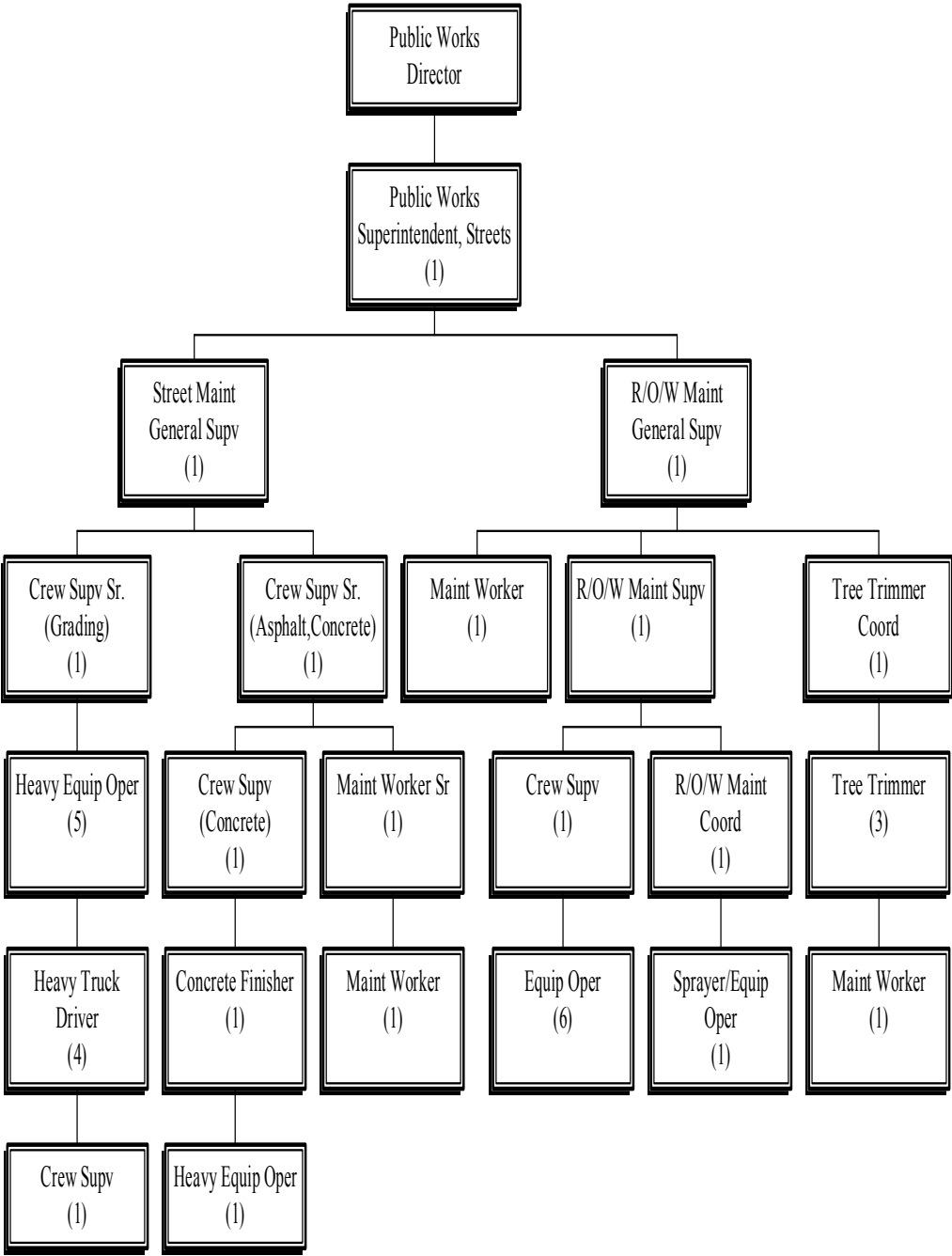
<u>Class Title</u>			
Administrative Secretary, Sr	1	1	1
Customer Service Coordinator - PW	2	2	2
Courier	1	1	0
Public Works Director	1	1	1
Projects Administrator	1	1	0
Assistant to Public Works Director	0	1	1
TOTAL	6	7	5

*Assistant to Public Works Director
Salary charged to 3409

PUBLIC WORKS ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3000.				
7110	Regular Wages	203,908	198,156	164,088
7120	Overtime Wages	1,186	3,000	500
7210	W/C Insurance	9,916	7,843	4,865
7220	Tuition Reimbursement	1,500	0	0
7230	Uniforms	408	800	0
7260	FICA Matching	15,179	15,389	12,591
7270	Pension Matching	18,169	17,903	14,604
7280	Insurance Matching	28,060	49,211	29,694
7285	LTD Insurance Matching	2,954	2,064	1,636
7510	Professional Services	462	500	500
7550	Communications	4,888	7,400	5,000
7600	Travel	(74)	2,000	0
7600.01	Travel/Safety	0	1,500	1,000
7630	Train/Cont. Education	140	1,500	0
7630.01	Train/Cont.Educ./Safety	0	1,000	0
7700	Insurance	6,734	9,383	0
7860	Maint: Buildings	4,466	9,000	7,500
7870	Maint: Motor Equipment	1,429	3,544	2,500
7880	Maint: Mach/Imp/Tools	5,095	5,112	4,000
7900	Utilities	13,296	9,000	9,000
7990	Dues and Fees	118	500	400
8009	Licenses	1,732	2,908	1,400
8010	Supplies	3,328	4,100	3,000
8010.01	Supplies: Safety	90	1,000	0
8016	Small Equipment	651	5,188	1,500
8017	Printing & Binding	255	544	100
8018	Books & Subscriptions	556	700	200
8030	Janitorial Supplies	3,543	3,204	3,204
8050	Equipment Rental	0	700	0
8110.01	Motor Fuel	1,718	2,000	2,000
8150	Food	553	1,000	500
	TOTAL, GENERAL FUND:	330,260	366,149	269,782

Public Works - Street Maintenance
Dept 33



PUBLIC WORKS/STREET MAINTENANCE - SUMMARY

DESCRIPTION

The responsibility of the Street Division is to assure proper maintenance and construction of streets, alleys, sidewalks and other City property such as parks, ball fields, etc. This division is also responsible for sidepark and R.O.W. maintenance, including mowing and herbicide application. Other functions include: street installation, street and alley paving, including base preparation and asphalt placement. The division handles tree maintenance and removal, concrete construction, holding pond maintenance and driveway installations. In FY 99, this department has been broken down into several divisions which consist of Administration, Right-of-Way, Sweeping, Asphalt/Concrete, Grading/Construction, and Tree Maintenance.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,520,004	1,679,666	1,429,659
OPERATING EXPENSE	701,839	687,128	639,446
CAPITAL OUTLAY	0	0	0
TOTAL	2,221,843	2,366,794	2,069,105
FULL TIME POSITIONS	51	51	36

PERFORMANCE MEASURES

See individual divisions for performance measures.

PUBLIC WORKS DEPARTMENT / STREET MAINTENANCE DIVISION**MISSION**

To provide for the citizens of Albany paved streets and sidewalks that are safe and defect free; driving lanes that provide a clean all-weather surface; to maintain rights of ways, unpaved streets and alleys passable and free of uncontrolled vegetation; storm drainage ditches that are cleared and graded; and a network of city-owned trees that are routinely trimmed and maintained for safety and aesthetics.

Goals and Objectives

Goal 1: To provide a superior level of customer service.

Objective 1: Respond to customer complaints within 24 hours

Objective 2: Reduce the number of repeat complaints by 25%

Goal 2: Reduce the potential for accidents, injuries and related litigation by keeping potholes, road defects, sidewalks and utility cuts repaired in a timely manner.

Objective 3: Respond to emergency defect notification within 4 hours

Respond to priority complaints within 24 hours

Objective 4: Repair 100% of the potholes within 2 working days of customer complaint.

Objective 5: Install sidewalks by the City Commission

Goal 3: To improve the condition and appearance of city owned and maintained alleys.

Objective 6: Develop innovative programs with non-traditional manpower to augment existing work force.

Objective 7: Develop alley rehabilitation program for alleys not slated for paving under the SPLOST Alley Paving Program.

Objective 8: Install storm sewer and pave alleys designated as high maintenance or drainage problems.

Goal 4: To improve the condition and appearance of City-owned rights of way and side parks.

Objective 9: Develop litter program utilizing City staff augmented by Corrections inmates.

Objective 10: Reduce undesirable weeds and improve service delivery of side park and ROW mechanical mowing.

Objective 11: Improve service delivery of Tree Maintenance Section as it relates to tree trimming and defective tree removal.

PUBLIC WORKS DEPARTMENT / STREET MAINTENANCE DIVISION**Performance Measures**

<u>Workload Measures</u>	FY '04 Adopted	Actual	FY '05 Adopted	Projected	FY '06 Base
❑ Number of citizen complaints	2,200	1,578	2,000	1,500	2,000
❑ Number of repeat citizen complaints	3	3	3	3	3
❑ Number of accidents related to defects in pavement, sidewalks, ROW, etc.	3	3	3	3	3
❑ Number of pothole repairs	941	1,600	1,000	500	1,000
❑ Number of alleys cleared	2,057	1,850	500	500	500
❑ Number of sidewalk sites repaired	50	7	162	162	162
❑ Number of new sidewalk sites installed under SPLOST III	8	3	5	5	5
❑ Utility cuts repaired	225	152	200	200	200
❑ ROW mowed (in acres)	5,850	5,850	5,850	5,850	5,850
❑ Litter pickup rounds per month (downtown)	120	100	120	100	120
❑ Number of trees trimmed	2,000	962	800	800	800
❑ Number of handicap ramps installed for ADA	N/A	28	50	50	50

Efficiency Measures

❑ Avg. time (hours) spent per citizen complaint	2.5	2.5	2.5	2.5	2.5
❑ Cost per pothole repaired	\$25	\$25	\$30	\$30	\$30
❑ Cost per alley cleared	\$875	\$875	\$925	\$925	\$925
❑ Cost per alley repaired	\$750	\$750	\$800	\$800	\$800
❑ Cost per foot – alleys paved under SPLOST III	\$65	\$65	\$70	\$70	\$70
❑ Cost per utility cut repaired	\$375	\$375	\$400	\$400	\$400
❑ Cost per sidewalk repaired	\$250	\$250	\$300	\$300	\$300
❑ Cost per acre ROW mowed	\$575	\$575	\$600	\$600	\$600
❑ Cost per mile of litter picked up	\$400	\$400	\$425	\$425	\$425
❑ Cost per block of trees trimmed	\$1,500	\$1,500	\$1,600	\$1,600	\$1,600

Effectiveness Measures

❑ Percentage of citizen complaints resolved within 24 hrs.	100	100	100	100	100
❑ Percentage of potholes repaired within 2 working days	100	100	100	100	100
❑ Percentage of repeat customer complaints	1	1	1	1	1
❑ Percentage of high maintenance alleys	15	15	15	15	15
❑ Percentage of damaged sidewalks	75	75	75	75	75
❑ Percentage of City trees trimmed	1	1	1	1	1

STREET ADMINISTRATION

DESCRIPTION

This administration section of the Street Maintenance Division is responsible for supervising all aspects of the Street Maintenance Division, while assisting other divisions within Public Works.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	109,526	116,052	106,184
OPERATING EXPENSE	156,334	62,886	26,438
CAPITAL OUTLAY	0	0	0
TOTAL	265,859	178,938	132,622
FULL TIME POSITION	2	2	1

Class Title

Administrative Secretary	1	1	0
PW Superintendent, Street	1	1	1
TOTAL	2	2	1

STREET ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3300.				
7110	Regular Wages	66,598	73,597	59,732
7120	Overtime Wages	793	1,000	500
7210	W/C Insurance	6,126	5,143	3,500
7220	Tuition Reimbursement	1,500	3,000	1,500
7230	Uniforms	161	437	17,085
7260	FICA Matching	4,886	5,707	4,608
7270	Pension Matching	5,551	6,640	5,361
7280	Insurance Matching	8,563	9,803	9,418
7285	LTD Insurance Matching	15,348	10,725	4,480
7510	Purchased Professional Services	149	0	1,000
7550	Communications	2,466	2,400	6,000
7600	Travel	15	0	0
7630	Training and Development	280	1,000	0
7700	Insurance	142,541	48,747	0
7870	Maint: Motor Equipment	324	2,066	2,226
7880	Maint: Mach/Imp/Tools	260	300	300
7900	Utilities	4,717	4,800	11,533
7990	Dues and Fees	0	254	254
8009	Licenses	70	500	1,000
8010	Supplies	1,031	1,170	1,170
8016	Small Equipment	2,669	0	0
8017	Printing	0	49	49
8020	Photography	48	0	0
8110	Motor Fuel	1,427	1,200	2,506
8150	Food	338	400	400
TOTAL, GENERAL FUND:		265,859	178,938	132,622

STREET MAINTENANCE - RIGHT OF WAY

DESCRIPTION

The Right-of-Way Maintenance unit is responsible for herbicide application, mowing and grassing (when applicable) of all rights of way, sideparks, holding ponds, and City maintained ditches within the City. The unit also provides litter control of downtown area and major routes throughout the City with full-time employees and community service workers. The ROW maintenance unit also participates in numerous unfunded projects and requests such as Keep Albany-Dougherty Beautiful Cleanup Events, barricades, traffic control, and cleanup for Christmas Parade, Commission requests for cleanup and beautification of various areas, etc.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	406,885	416,338	451,349
OPERATING EXPENSE	198,347	269,492	289,692
CAPITAL OUTLAY	0	0	0
TOTAL	605,231	685,830	741,041
FULL TIME POSITION	14	12	12

Class Title

Equipment Operator	5	5	6
*Litter Control Coordinator	1	0	0
R/O/W Maintenance Supervisor	1	1	1
R/O/W Maintenance Coordinator	1	1	1
Sprayer/Equipment Operator	1	1	1
*Maintenance Worker Sr	2	1	0
Crew Supervisor	1	1	1
PW General Supervisor	1	1	1
Maintenance Worker	1	1	1
TOTAL	14	12	12

* Transferred to Solid Waste

STREET MAINTENANCE - RIGHT OF WAY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3301.				
7110	Regular Wages	275,044	267,687	304,463
7120	Overtime Wages	2,274	3,000	3,000
7210	W/C Insurance	27,702	15,303	13,079
7230	Uniforms	2,726	5,340	0
7260	FICA Matching	20,308	20,709	23,521
7270	Pension Matching	22,515	24,093	27,364
7280	Insurance Matching	56,315	80,206	75,370
7285	LTD Insurance Matching	0	0	4,552
7510	Purchased Professional Services	234	0	0
7514	Contract Labor	20,084	43,360	0
7550	Comunnications	0	750	0
7600	Travel	45	0	0
7870	Maint: Motor Equipment	109,651	134,368	134,368
7880	Maint: Mach/Imp/Tools	9,974	15,000	34,250
7900	Utilities	1,356	1,500	0
8010	Supplies	37,779	50,000	82,360
8016	Small Equipment	1,266	1,500	1,500
8017	Printing	0	14	14
8050	Rental of Equipment	30	0	0
8110	Motor Fuel	17,928	23,000	37,200
	TOTAL, GENERAL FUND:	605,231	685,830	741,041

STREET MAINTENANCE - SWEEPING

DESCRIPTION

The Street Sweeping section is responsible for sweeping all publicly owned streets within the Albany city limits. The purpose is to ensure public safety and facilitate removal of debris to prevent entry into storm sewer system.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	262,354	331,025	0
OPERATING EXPENSE	112,769	107,986	0
CAPITAL OUTLAY	0	0	0
TOTAL	375,122	439,011	0
FULL TIME POSITIONS	10	10	0

Class Title

Heavy Equipment Operator	6	6	0
Heavy Truck Operator	3	3	0
Crew Supervisor, Sr.	1	1	0
Equipment Operator			0
TOTAL	10	10	0

STREET MAINTENANCE - SWEEPING

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3302.				
7110	Regular Wages	159,899	202,723	0
7120	Overtime Wages	6,465	2,500	0
7210	W/C Insurance	12,272	8,767	0
7230	Uniforms	2,399	3,700	0
7260	FICA Matching	11,677	15,700	0
7270	Pension Matching	14,735	18,266	0
7280	Insurance Matching	54,906	79,369	0
7285	LTD Insurance Matching	0	0	0
7510	Professional Services	260	0	0
7550	Communications	0	100	0
7870	Maint:Motor Equipment	73,780	55,870	0
7880	Maint: Mach/Imp/Tools	18,380	34,666	0
7900	Utilities	1,645	300	0
8010	Supplies	2,260	2,050	0
8110	Motor Fuel	16,444	15,000	0
	TOTAL, GENERAL FUND:	375,122	439,011	0

STREET MAINTENANCE - ASPHALT/CONCRETE

DESCRIPTION

The primary duties of the Asphalt crew include pothole repairs, asphalt overlays, and shoulder repairs on paved streets. The concrete crews excavate and repair utility and CSO cuts. These crews also handle new street, sidewalk, curb, gutter and driveway installation and maintenance. The concrete and asphalt crews also participate in street and alley paving and other special projects.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	241,042	221,564	278,739
OPERATING EXPENSE	64,491	52,451	62,813
CAPITAL OUTLAY	0	0	0
TOTAL	305,533	274,015	341,552
FULL TIME POSITIONS	8	6	7

Class Title

Concrete Finisher	1	1	1
Heavy Equipment Operator	1	1	1
PW General Supervisor	1	1	1
Maintenance Worker	2	1	1
Crew Supervisor Sr.	1	1	1
Crew Supervisor	2	1	1
Maintenance Worker, Sr.	0	0	1
TOTAL	8	6	7

STREET MAINTENANCE - ASPHALT/CONCRETE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3303.				
7110	Regular Wages	158,587	144,486	189,345
7120	Overtime Wages	(1,821)	2,000	1,000
7210	W/C Insurance	14,891	6,974	13,266
7230	Uniforms	2,418	3,700	0
7260	FICA Matching	12,511	11,207	14,561
7270	Pension Matching	14,631	13,038	16,941
7280	Insurance Matching	39,824	40,159	40,551
7285	LTD Insurance Matching	0	0	3,075
7510	Professional Services	241	1,000	1,000
7550	Communications	0	336	0
7860	Maint: Buildings	45	0	0
7870	Maint: Motor Equipment	17,406	21,810	25,082
7880	Maint: Mach/Imp/Tools	902	1,000	1,000
7900	Utilities	0	1,768	0
8009	Licenses	35	0	0
8010	Supplies	25,782	21,283	21,283
8012	Supplies: Driveways	12,951	0	0
8016	Small Equipment	1,190	0	0
8050	Rental of Equipment	220	200	200
8110	Motor Fuel	5,720	5,054	14,248
TOTAL, GENERAL FUND:		305,533	274,015	341,552

STREET MAINTENANCE - GRADING/CONSTRUCTION*DESCRIPTION*

The Grading/Construction Section is responsible for the construction and maintenance of dirt alleys, ditches, holding ponds, shoulders and easements within the city. This section maintains and installs driveways and storm pipes. This section provides a key support role for the entire local government with loaders, dump trucks, motor graders, dozers, and other equipment.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	348,266	435,315	428,680
OPERATING EXPENSE	143,062	158,495	215,881
CAPITAL OUTLAY	0	0	0
TOTAL	491,328	593,810	644,561
FULL TIME POSITION	12	12	11

Class Title

Heavy Equipment Operator	6	6	5
Heavy Truck Operator	3	3	4
Crew Supervisor	2	2	1
Crew Supervisor, Sr.	1	1	1
TOTAL	12	12	11

STREET MAINTENANCE - GRADING/CONSTRUCTION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3304.				
7110	Regular Wages	239,769	299,621	297,658
7120	Overtime Wages	6,013	3,000	3,000
7210	W/C Insurance	17,958	13,649	13,578
7230	Uniforms	2,356	4,540	0
7260	FICA Matching	17,688	23,151	23,000
7270	Pension Matching	21,838	26,934	26,492
7280	Insurance Matching	42,644	64,420	60,468
7285	LTD Insurance Matching	0	0	4,484
7510	Professional Services	202	1,000	1,000
7550	Communications	0	240	0
7860	Maint: Buildings	90	0	0
7870	Maint: Motor Equipment	91,177	104,740	123,451
7880	Maint: Mach/Imp/Tools	458	1,000	1,400
7900	Utilities	1,544	400	0
8009	Licenses(CDL,CPA,Etc.)	85	0	0
8010	Supplies	21,762	24,715	29,715
8012	Supplies: Driveways	(5,060)	0	0
8016	Small Equipment	1,190	0	0
8017	Printing	618	140	140
8110	Motor Fuel	30,997	26,260	60,175
TOTAL, GENERAL FUND:		491,328	593,810	644,561

STREET MAINTENANCE -TREE MAINTENANCE

DESCRIPTION

The Tree Maintenance section is responsible for the maintenance of trees on city property, including street and alley right of ways, parks, holding ponds, recreation sites and cemetery. The type of work done by this section consists of tree trimming, tree removal, doctoring and stump removal. This section is also responsible for maintaining the city's Urban Tree Inventory, contributes to the enforcement and implementation of the City Tree Ordinance, work as a liaison with the Keep Albany/Dougherty Beautiful to answer tree related concerns of this community and plan all tree planting work. The functions and responsibilities shall also include the planning and implementation of all tree planting work and also landscape enhancement throughout Albany to include designated gateways, special projects, parks, and other high visibility areas.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	151,931	159,372	164,707
OPERATING EXPENSE	26,836	35,818	44,622
CAPITAL OUTLAY	0	0	0
TOTAL	178,766	195,190	209,329
FULL TIME POSITION	5	5	5

Class Title

Maintenance Worker	1	1	1
Tree Trimmer	3	3	3
Tree Trimmer Coordinator	1	1	1
TOTAL	5	5	5

STREET MAINTENANCE -TREE MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3305.				
7110	Regular Wages	100,399	104,821	110,079
7120	Overtime Wages	1,122	1,000	1,000
7210	W/C Insurance	5,166	3,891	3,983
7230	Uniforms	2,150	3,060	0
7260	FICA Matching	7,037	8,096	8,498
7270	Pension Matching	9,020	9,419	9,886
7280	Insurance Matching	27,037	29,085	29,427
7285	LTD Insurance Matching	0	0	1,834
7510	Professional Services	128	7,000	1,000
7550	Communications	0	80	0
7870	Maint: Motor Equipment	15,533	19,218	27,100
7880	Maint: Mach/Imp/Tools	2,475	1,000	3,150
7900	Utilities	692	400	0
8009	Licenses	0	432	432
8010	Supplies	910	2,500	2,500
8016	Small Equipment	0	700	700
8110	Motor Fuel	7,098	4,488	9,740
	TOTAL, GENERAL FUND:	178,766	195,190	209,329

PUBLIC WORKS/STORM DRAINAGE

DESCRIPTION

The Storm System Maintenance Section maintains the 20 storm water pump stations, all drainage ditches, drainage easements and holding ponds under the review of the City. During storm events Sewer System Division employees assist Public Works and Emergency personnel to protect citizens from flash flooding and operate the flood control structures. The maintenance staff also provides assistance to the Street and Solid Waste Divisions with cleaning, removing of storm debris and the hauling of dirt and sand in conjunction with the various work

Major Object of Expenditure	Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	142,769	164,729	0
OPERATING EXPENSE	128,128	185,789	0
CAPITAL OUTLAY	0	0	0
TOTAL	270,897	350,518	0
FULL TIME POSITIONS	0	0	0

PUBLIC WORKS/STORM DRAINAGE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	ADOPTED 2004/2005	ADOPTED 2005/2006
3700.				
7110	Regular Wages	86,639	98,729	0
7110.01	Engineering	1,160	0	0
7120	Overtime Wages	9,568	20,000	0
7120.01	Engineering	132	0	0
7210	W/C Insurance	10,308	6,288	0
7210.01	Engineering	95	0	0
7260	FICA Matching	7,144	9,083	0
7270	Pension Matching	8,517	10,567	0
7280	Insurance Matching	19,206	20,062	0
7512	Technical Services	300	20,789	0
7860	Maint: Buildings	3,274	5,000	0
7880	Maint: Mach/Imp/Tools	794	10,000	0
7900	Utilities	100,811	100,000	0
8010	Supplies	22,949	50,000	0
TOTAL, GENERAL FUND:		270,897	350,518	0

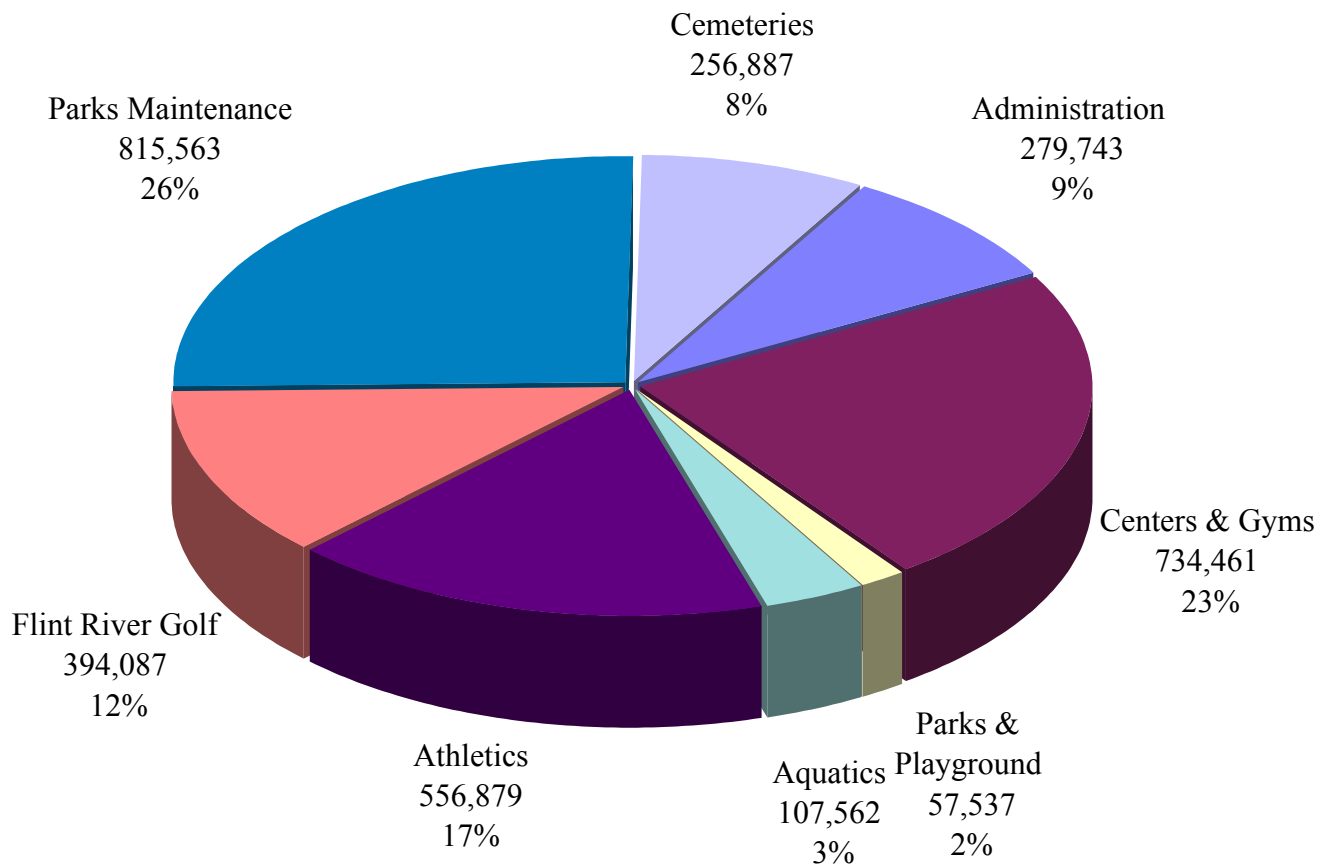
PUBLIC WORKS/STORM STATIONS*DESCRIPTION*

The Sewer Systems Division operates and maintains (20) Stormwater Pumping Stations located throughout the City. These stations provide a means of moving the storm water from holding areas to canals/ditches and eventually to the receiving stream. Prior to and during heavy rain events the stations are monitored to protect citizens from flash flooding, where possible.

Major Object of Expenditure	Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	202,389	197,294	0
CAPITAL OUTLAY	0	0	0
TOTAL	202,389	197,294	0
FULL TIME POSITIONS	0	0	0

PUBLIC WORKS/STORM STATIONS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	ADOPTED 2004/2005	ADOPTED 2005/2006
3800				
7512	Technical Services	43,592	42,000	0
7860	Maint: Buildings	3,274	5,000	0
7880	Maint: Mach/Imp/Tools	45,946	42,794	0
7900	Utilities	100,811	100,000	0
8010	Supplies	1,874	2,500	0
8050	Rental of Equipment	5,060	5,000	0
8530	Cap.Outlay: Buildings	1,832	0	0
TOTAL, GENERAL FUND:		202,389	197,294	0

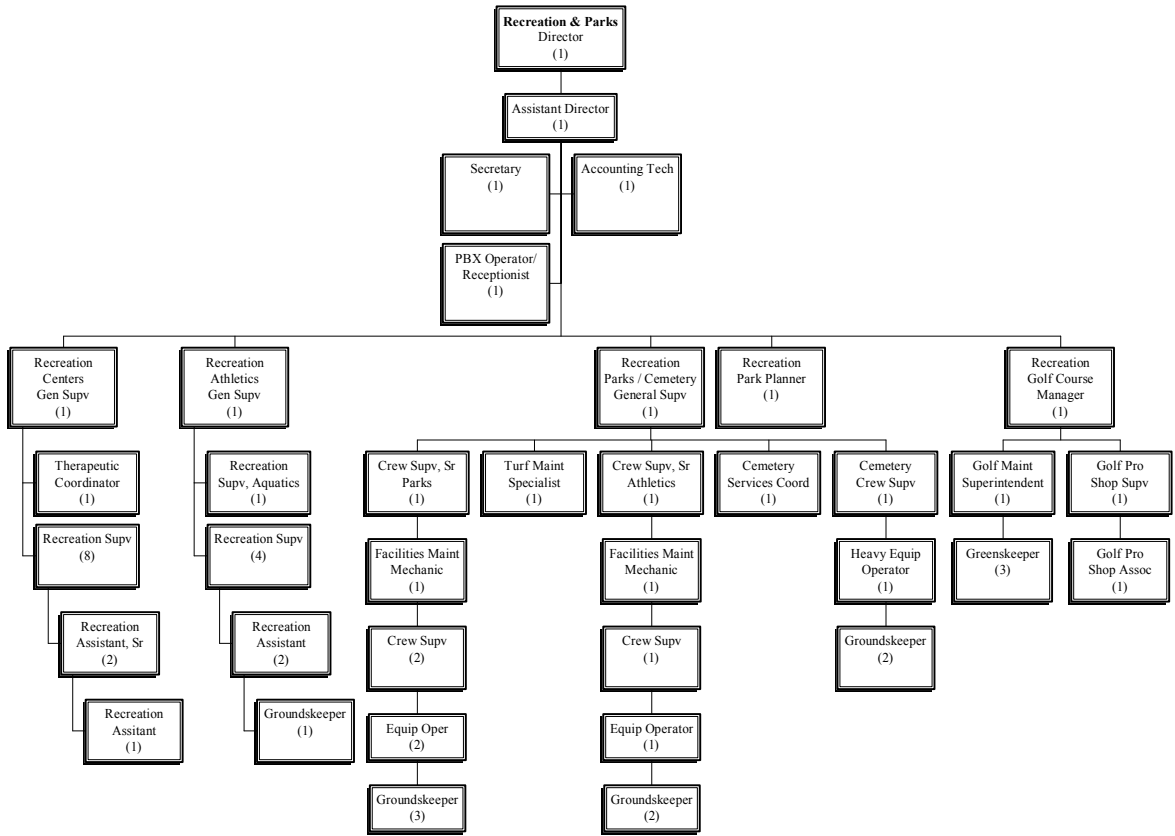
City of Albany
Adopted Budget
FY 2006
Recreation Department



Total Expenditure
\$3,202,719

Recreation & Parks Department

Dept 61



RECREATION DEPARTMENTAL SUMMARY

DESCRIPTION

The Recreation Department is responsible for the development, coordination, and promotion of the recreational programs. It coordinates activities of volunteer recreational services for all sports programs, studies local conditions and develops immediate and long-range plans to meet recreational needs of all age groups. The Recreation Department is comprised of the following divisions: Administration, Centers & Gyms, Parks and Playgrounds, Swimming Pools, Athletics, Flint River Golf, Parks Maintenance, and Cemeteries.

Major Object of Expenditure	Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	2,380,793	2,606,570	2,431,187
OPERATING EXPENSE	1,193,896	995,740	771,532
CAPITAL OUTLAY	0	0	0
TOTAL	3,574,689	3,602,310	3,202,719
FULL TIME POSITIONS	60	60	57

PERFORMANCE MEASURES

See individual divisions for performance measures.

RECREATION DEPARTMENT / ADMINISTRATION

MISSION

The Administrative Division of Recreation and Parks is committed to its mission of providing executive support to the department and to serve as a liaison between the customer, city officials, and the public sector.

Goals and Objectives

Goal 1: Continue to utilize computers

Objective 1: Enhance our departmental website for improved communication of our calendar and events.

Goal 2: Improve Internal and External Communications

Objective 2: Continue to be actively involved with Events Albany in a city wide effort to promote a positive image to the community.

Objective 3: Continue to develop the departmental newsletter that focuses on upcoming events and programs within the Department as well as updating its mailing list.

Objective 4: Improve the lines of communications by utilizing Channel 16 more efficiently with update photos of events and participants.

Goal 3: Improve the Department's Public Image

Objective 5: Design and plan a broad, comprehensive public relations program that includes recreational brochures, seasonal booklets, and informative flyers.

Objective 7: Promote our image with the media by increasing the public's understanding of departmental objectives, functions, and accomplishments – schedule monthly spots on television (WALB), media at the Albany Mall and weekly public service announcements on the radio. Schedule our departmental managers to speak at civic groups, organizations, etc.

Objective 8: Prepare and submit publication articles for professional journals and media outlets that reflect favorably on the department and our profession.

Objective 9: Submit departmental award nominations to local and professional organizations.

RECREATION DEPARTMENT / ADMINISTRATION**Performance Measures**

<u>Workload Measures</u>	FY '04 Adopted	Actual	FY '05 Adopted	Projected	FY '06 Base
❑ # of monthly press releases on events and projects	8-10	8-10	10-12	10-12	12- 15
❑ Schedule adequate staff meetings to maintain interaction (hours per year)	50	50	50	50	50
❑ Departmental events & programs displayed on Channel 16, mall monitors and website (per month)	20	20	20-25	20-25	22-28
<u>Efficiency Measures</u>					
❑ Time spent processing customer calls (minutes)	5 - 10	5 - 10	5-10	5-10	5 – 10
❑ Time spent updating information on website, other media outlets and Channel 16 monthly (hours/month)	18 - 20	18 - 20	20-22	20-22	20 - 22
<u>Effectiveness Measures</u>					
❑ # of monthly media coverage of the Recreation Department's projects/events in response to press releases	6-10	6-10	10-12	10-12	12 – 15
❑ % of individuals added to our departmental newsletter mailing list	100%	100%	100%	100%	100%

RECREATION ADMINISTRATION

DESCRIPTION

Provide administrative services for the Recreation and Parks department by being the focal point for employees, citizens, other City departments, other sports related organizations, participants (youth and adult), parents, volunteers, coaches and officials. All employees must be aware of all aspects of the department, as well as policies and procedures of the City of Albany.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	269,283	309,965	231,643
OPERATING EXPENSE	180,206	186,444	48,100
CAPITAL OUTLAY	0	0	0
TOTAL	449,489	496,409	279,743
FULL TIME POSITION	6	6	5

Class Title

Accounting Technician	1	1	1
Assistant Director, Recreation	1	1	0
Assistant To The Director	0	0	1
Customer Relation & Special Services Coordinato	1	1	0
Director, Recreation	1	1	1
PBX Operator/Receptionist	1	1	1
Secretary	1	1	1
TOTAL	6	6	5

RECREATION ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
6100.				
7110	Regular Wages	169,041	202,573	161,088
7130	Temporary Help	4,430	3,600	1,296
7210	W/C Insurance	9,165	6,992	6,167
7220	Tuition Assistance	108	1,000	500
7260	FICA Matching	13,084	15,773	12,422
7270	Pension Matching	14,157	18,030	14,337
7280	Insurance Matching	26,138	38,826	33,091
7285	LTD Insurance Matching	33,159	23,171	2,742
7510	Professional Services	20	40	0
7512	Technical Services	0	200	0
7550	Communications	12,824	10,000	8,000
7570	Advertising	10,306	10,000	4,000
7600	Travel	2,054	2,500	1,500
7630	Train/Cont. Education	485	1,000	500
7700	Insurance	75,839	105,316	0
7860	Maint: Buildings	12,678	9,061	6,000
7870	Maint: Motor Equipment	4,152	3,916	1,000
7880	Maint: Mach/Imp/Tools	8,211	1,500	3,500
7900	Utilities	13,439	10,000	13,000
7990	Dues and Fees	2,035	1,500	1,100
8010	Supplies	11,459	9,553	6,000
8016	Small Equipment	966	2,000	500
8017	Printing	1,334	2,367	1,500
8018	Books and Subscriptions	233	150	0
8020	Photography	44	100	0
8030	Janitorial Supplies	98	300	300
8040	Fireworks	20,776	14,581	0
8050	Equipment Rental	171	300	0
8110	Motor Fuel	2,654	1,560	1,000
8150	Food	429	500	200
	TOTAL, GENERAL FUND:	449,489	496,409	279,743

RECREATION / CENTERS AND GYMS

MISSION

Provide the citizens who utilize indoor facilities, leisure service and recreation needs through organized and supervised programs, including therapeutic programs for the special population, and a friendly and wholesome atmosphere for youth and adults in the community.

Goals and Objectives

Goal 1: To continue planning and development of the Recreation Master Plan with focus on hub site development.

Objective 1: Continue to provide adequate grounds and facilities, various recreation programs and a beautiful place for the community to visit.

Objective 2: Interact, socialize with people of different ages, race in a recreational environment.

Goal 2: Implement one new recreational program with an outside recreation institution for the public as well as participants.

Objective: Offer a fun, challenging and recreational activity that can be enjoyed by an individual, family or group.

Goal 3: Certify two staff in a specialized field.

Objective: Have staff trained in a specialized field to inform and demonstrate to participants the correct way of using different equipment and proper breathing techniques.

Goal 4: Implement two new programs in the arts.

Objective: Help bring out hidden or unknown talent (s) in at least three youth and to refer them to organizations, teachers for help in development of these skills and talent(s).

Goal 5: Provide more exposure by utilization of the van (s) for transportation of youth and seniors.

Objective 1: Generate interest and inform youth in educational programs, events and trips by providing trips to the capitol, professional sports events, museums, historical sites, etc.

Objective 2: Provide various historical and educational senior trips.

Goal 6: Provide a positive, educational environment for youth.

Objective 1: Help instill self-confidence, self-worth and self-esteem in youth through mentoring and encouraging them to participate in school events such as school clubs and extracurricular activities in addition to keeping their grades up.

Goal 7: Host an NBA celebrity.

Objective 1: Have an NBA celebrity come and speak with youth about pursuing obtainable goals and the importance of achieving higher educational goals.

RECREATION / CENTERS AND GYMS**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Total number of events offered	40	40	40	40	35
❑ Number of events offered	35	35	40	40	35
❑ Number of classes/workshops/seminars attended	20	20	30	30	25
❑ Number of staff trained	14	14	14	14	14
<u>Efficiency Measures</u>					
❑ Number of trips made	20	20	15	15	20
❑ Number of flyers distributed	7,000	7,000	7,200	7,200	10,000
❑ Number of staff trained	14	14	14	14	14
❑ Number/percent of classes/hours received	60	60	65	65	70
<u>Effectiveness Measures</u>					
❑ Customer satisfaction	100%	100%	90	90	100%
❑ Number of youths participated	4,000	4,000	4,300	4,300	4500
❑ Number of organizations/people participating	15/4,200	15/4,200	10/4,440	10/4,440	8/5000
❑ Number of classes staff attended	12	12	20	20	25
❑ Number of staff successfully certified	2	2	0	0	

RECREATION/CENTERS AND GYMS

DESCRIPTION

To provide the citizens who utilize indoor facilities, leisure service and recreation needs through organized and supervised programs to include but not limited to educational, cultural, art, including therapeutic programs for special population, and a friendly and wholesome atmosphere for young and adults in the community and to encourage to incorporate recreation and leisure activities as part of their healthy lifestyle.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	575,568	628,241	567,780
OPERATING EXPENSE	238,577	163,289	166,681
CAPITAL OUTLAY	0	0	0
TOTAL	814,145	791,530	734,461
FULL TIME POSITION	14	15	13

Class Title

Recreation Assistant	3	2	1
Recreation General Supervisor	1	1	1
Recreation Supervisor	6	7	8
Recreation Assistant, Sr.	3	4	2
Therapeutic Program Coordinator	1	1	1
TOTAL	14	15	13

RECREATION/CENTERS AND GYMS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
6101.				
7110	Regular Wages	348,935	368,310	344,183
7130	Temporary Help	71,234	82,420	58,097
7210	W/C Insurance	15,981	14,979	12,776
7220	Tuition Reimbursement	0	1,500	0
7230	Uniforms	0	2,500	0
7260	FICA Matching	31,240	34,481	30,774
7270	Pension Matching	31,170	32,780	30,632
7280	Insurance Matching	77,009	91,272	84,605
7285	LTD Insurance Matching	0	0	6,713
7510	Professional Services	1,352	0	0
7512	Technical Services	70	0	0
7514	Contract Labor	575	200	0
7550	Communications	2,530	2,700	3,500
7570	Advertising	1,555	840	500
7600	Travel	1,548	1,500	500
7610	Auto Allowance	6,867	6,300	0
7630	Train/Cont. Education	1,422	1,600	500
7860	Maint: Buildings	59,693	15,000	30,200
7870	Maint: Motor Equipment	2,261	2,644	1,500
7880	Maint: Mach/Imp/Tools	3,298	960	3,700
7900	Utilities	92,027	87,000	78,000
7990	Dues and Fees	464	700	700
8010	Supplies	34,400	18,824	23,381
8016	Small Equipment	6,988	1,500	3,500
8017	Printing	1,403	1,336	800
8018	Books and Subscriptions	0	372	0
8020	Photography	125	150	200
8030	Janitorial Supplies	5,456	4,463	4,000
8050	Rental of Equipment	681	400	0
8052	Rental of Office Space	13,338	14,400	14,400
8060	Laundry	442	800	500
8110	Motor Fuel	1,017	1,000	800
8150	Food	788	600	0
8710	Special Events	276	0	0
	TOTAL, GENERAL FUND:	814,145	791,530	734,461

RECREATION / PARKS AND PLAYGROUNDS

MISSION

To provide clean, safe and attractive parks and playgrounds for the youth of our City, nutritious lunches and educational programs.

Goals and Objectives

Goal 1: To enhance programs through innovative planning.

Objective 1: Invite several agencies to speak to youth on crime, safety, environmental and health issues, enrichment programs, physical fitness, etc.

Objective 2: To teach basic school subjects to help improve reading, math, etc. skills.

Goal 2: Maintain quality of excellence in park safety and appearance.

Objective 1: Perform daily site inspections.

Objective 2: Increase First Aid and CPR training for staff.

Goal 3: Provide nutritious meals.

Objective 4: Follow USDA guidelines for reporting inedible lunches.

RECREATION/PARKS AND PLAYGROUNDS

DESCRIPTION

This division provides leisure services and activities through a city-wide parks and playgrounds program. This program is implemented through (20) supervised park and playground sites throughout the city. Our focus is not just on giving the youth something to do to occupy their time during the long, hot summer, but to provide programs and activities that promote physical, moral, and social development with emphasis on making the right choices

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	51,039	47,784	36,307
OPERATING EXPENSE	38,423	20,763	21,230
CAPITAL OUTLAY	0	0	0
TOTAL	89,461	68,547	57,537
FULL TIME POSITION	0	0	0

RECREATION/PARKS AND PLAYGROUNDS

ACCT.	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
6102.				
7130	Temporary Help	44,756	42,840	29,560
7210	W/C Insurance	2,859	1,667	4,486
7260	FICA Matching	3,424	3,277	2,261
7510	Professional Fees	744	0	0
7550	Communications	32	50	100
7570	Advertising	349	100	100
7610	Auto Allowance	375	600	0
7860	Maint: Buildings	10,983	4,400	4,400
7870	Maint: Motor Equipment	0	87	0
7880	Maint: Mach/Imp/Tools	131	50	0
7900	Utilities	14,171	8,000	12,000
8010	Supplies	9,069	6,800	4,500
8017	Printing	0	152	100
8020	Photography	0	30	30
8030	Janitorial Supplies	1,483	194	0
8050	Rental of Equipment	590	100	0
8150	Food	495	200	0
	TOTAL, GENERAL FUND:	89,461	68,547	57,537

RECREATION / AQUATICS**MISSION**

Provide quality swimming facilities and programs that meet the needs of all citizens. Swimming instruction, lifeguard training and water safety instruction, as well as aquatic facility management and community outreach aquatics education are all a part of the division's agenda. Programs are established to promote a healthy lifestyle and to educate and teach the public about aquatics.

Goals and Objectives

Goal 1: Increase the public's skills and knowledge of swimming.

Objective 1: Conduct two sessions of some level of lifeguard training.

Objective 2: Conduct five two-week sessions of Learn to Swim.

Objective 3: Teach American Red Cross "Whales Tales" program to at least two groups.

Objective 4: Conduct daily open swim program.

Goal 2: Increase participation in the community's health and safety education.

Objective 5: Represent the department on the Albany Red Cross Chapter's Health and Safety Services Committee.

Goal 3: Meet the aquatic physical needs of special population and physically challenged individuals.

Objective 6: Expand the water exercise classes and incorporate adaptive aquatic programs.

RECREATION / AQUATICS**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06 Base
	Adopted	Actual	Adopted	Projected	
❑ Number of program offered	0	8	8	7	8
❑ Number of training program hours	0	250	500	120	250
❑ Number of participants	0	350	1,000	340	350
<u>Efficiency Measures</u>					
❑ Number of trained lifeguards/WSI instructors	0	10	15	0	10
❑ Number of youth in learn to swim program	0	26	50	0	26
❑ Number of youth in "Whales Tales" program	0	50	100	0	50
❑ Number of participants in adaptive aquatics programs	0	0	10	0	0
❑ Number of participants in open swim program	0	1,200	1,200	479	1,200
<u>Effectiveness Measures</u>					
❑ Increase % of individuals in all aquatic programs	0%	1%	1%	0%	1%

RECREATION/AQUATICS

DESCRIPTION

Provide aquatics program for children, youth and adults which meet the needs and interests of the community. Provide water safety education programs/activities and open swim activities on a seasonal basis. Provide training programs for staff and the public in health and safety.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	75,459	78,636	69,836
OPERATING EXPENSE	35,302	38,298	37,726
CAPITAL OUTLAY	0	0	0
TOTAL	110,761	116,934	107,562
FULL TIME POSITION	1	1	1
<u>Class Title</u>			
Recreation Supervisor	1	1	1
TOTAL	1	1	1

RECREATION/AQUATICS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
6103.				
7110	Regular Wages	28,250	28,323	28,889
7120	Overtime	14	0	0
7130	Temporary Help	33,703	36,906	27,770
7210	W/C Insurance	2,308	1,555	1,401
7230	Uniforms	592	750	450
7260	FICA Matching	4,657	4,990	4,334
7270	Pension Matching	2,578	2,521	2,571
7280	Insurance Matching	3,358	3,591	3,928
7285	LTD Insurance Matching	0	0	493
7510	Purchased Professional Ser	401	0	150
7514	Contract Labor	6,948	6,000	6,000
7550	Communications	792	750	475
7570	Advertising	550	500	566
7600	Travel	0	750	300
7610	Auto Allowance	909	900	0
7630	Train/Cont. Education	0	500	150
7860	Maint: Buildings	14,921	15,000	15,000
7880	Maint: Mach/Imp/Tools	35	100	50
7900	Utilities	6,157	4,000	6,000
7990	Dues and Fees	0	60	60
8010	Supplies	3,595	8,000	8,000
8016	Small Equip (\$1000.Max)	325	500	250
8017	Print (Not Std Forms)	233	788	450
8018	Books and Subscriptions	79	100	100
8020	Photography	87	50	25
8030	Janitorial Supplies	95	100	100
8050	Equipment Rental	38	50	50
8150	Food	136	150	0
TOTAL, GENERAL FUND:		110,761	116,934	107,562

RECREATION / ATHLETICS**MISSION**

To facilitate, program and foster positive, safe and meaningful sports opportunities for youth and adults in Albany-Dougherty County. These opportunities promote, create and enhance a healthy lifestyle. Good sportsmanship, teamwork and fair play is encouraged. Continue to secure, develop and trained staff, volunteers and organized youth sport program administrators to effectively carry out the mission of out department.

Goals and Objectives

Goal 1: Provide adequate well maintained recreation athletic facilities.

Objective 1: Allocate budgeted monies to improve safety and health issues at sites.

Objective 2: Facititate the ability of staff and outside user groups to use and care for facility.

Goal 2: Provide a variety of athletic leisure programs to meet the needs of citizens.

Objective 3: Increase number of participants in athletic league programs.

Objective 4: Increase number of athletic league programs by two.

Objective 5: Increase number of individual participation programs by one.

Goal 3: Become fiscally accountable for athletic budget.

Objective 3: Maximize use of allocated funds.

Objective 5: Comply with department budgetary policies.

Goal 4: Implement standards/guidelines for youth sport organizations using city facilities.

Objective 4: Complete standard/guidelines handbook.

RECREATION / ATHLETICS**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06 Base
	Adopted	Actual	Adopted	Projected	
❑ Number of programs offered	0	18	16	17	18
❑ Number of participants	0	9,985	7,500	8,000	9985
<u>Efficiency Measures</u>					
❑ Average youth participant cost/program	\$0	\$25	\$25	\$25	\$25
❑ Average adult participant cost/program	\$0	\$250	\$250	\$250	\$250
<u>Effectiveness Measures</u>					
❑ Percentage increase in programs offered	0%	1.1 %	1.5%	1.1%	1.1 %

RECREATION/ATHLETICS

DESCRIPTION

The Athletic Division plans, organizes and implements sports programs, leagues and activities for the citizens of our community. Additionally, we host tournaments, facilitate the use of athletic facilities for use by local parent run volunteer organizations and train volunteer coaches.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	273,040	291,922	309,702
OPERATING EXPENSE	356,424	269,848	247,177
CAPITAL OUTLAY	0	0	0
TOTAL	629,464	561,770	556,879
FULL TIME POSITION	8	8	8

Class Title

Recreation Assistant	2	2	2
Recreation General Supervisor	1	1	1
Recreation Supervisor	4	4	4
Recreation Assistant, Sr.	1	0	0
Groundskeeper	0	1	1
TOTAL	8	8	8

RECREATION/ATHLETICS				
ACCOUNT	ACCOUNT	ACTUAL	AMENDED	ADOPTED
NUMBER	NAME	2003/2004	2004/2005	2005/2006
6104.				
7110	Regular Wages	182,389	197,802	200,102
7120	Overtime	5	0	0
7130	Temporary Help	31,382	18,550	14,430
7210	W/C Insurance	6,538	7,004	4,503
7230	Uniforms	137	0	0
7260	FICA Matching	16,226	16,551	16,412
7270	Pension Matching	16,447	17,604	19,093
7280	Insurance Matching	19,916	34,410	51,729
7285	LTD Insurance Matching	0	0	3,433
7510	Professional Services	191	0	0
7514	Contract Labor	51,157	46,000	40,000
7550	Communications	3,274	3,000	3,000
7570	Advertising	2,088	3,000	1,500
7600	Travel	5,442	5,000	1,400
7610	Auto Allowance	3,948	4,500	0
7630	Train/Cont. Education	1,650	4,000	600
7700	Insurance	30	0	0
7860	Maint: Buildings	64,522	39,000	26,827
7870	Maint: Motor Equipment	2,224	3,178	0
7880	Maint: Mach/Imp/Tools	1,821	2,500	1,800
7900	Utilities	129,461	95,940	129,400
7990	Dues and Fees	7,275	4,600	4,000
8010	Supplies	46,465	28,557	17,500
8016	Small Equipment	3,764	1,500	1,500
8017	Printing	1,732	1,973	1,500
8018	Books and Subscriptions	79	100	100
8020	Photography	306	250	50
8030	Janitorial Supplies	1,600	750	750
8050	Equipment Rental	1,213	250	250
8080	Supplies for Resale	3,941	3,800	1,800
8110	Motor Fuel	254	750	200
8150	Food	4,416	1,000	0
8710	Special Events	19,571	20,200	15,000
	TOTAL, GENERAL FUND:	629,464	561,770	556,879

RECREATION / FLINT RIVER GOLF**MISSION**

Provide a challenging, well-manicured golf course that offers a quality golfing experience as well as excellent customers services to its clientele.

Goals and Objectives

- Goal 1:** To continue efforts to implement a Turf Grass Maintenance Program with Albany Technical College.
Objective: To assist the Albany Technical College horticulture department with turf grass program (internship)
- Goal 2:** To host the 1AAA Region Golf Championship Matches for the Dougherty County Schools.
Objective: To further promote youth programs for the area schools.
- Goal 3:** To offer Golf Clinics to the Community.
Objective: These clinics would include the Junior Golf Clinic, Women Golf Clinic, and Community Clinic.
- Goal 4:** Continue to offer a Conference Room / Golfing Package to the Community.
Objective: To promote more usage of the conference room (Miller Brewing, Darton College, and MasterFoods.)
- Goal 5:** Offer seasonal promotions in the Pro-Shop to help generate more revenue.
Objective: The Flint River Pro-Shop offered Valentine's Day Sale, Father's Day Special and Easter New Membership Drive. Also we had a Overseeding /Winter Special.
- Goal 6:** Network with local businesses to offer free coupons with golf fees.
Objective: Offered a McDonald coupon for a free sandwich or fries with a paid golf fee.
- Goal 7:** To promote the banquet room by encouraging the membership to use for personal events.
Objective: Continue to make the banquet room available to the membership for personal use with the catering of their choice.
- Goal 8:** To offer a County Employee discount membership program.
Objective: Drafting a letter for the County Administrator.
- Goal 9:** Further the development of the landscaping around the clubhouse.
Objective: Flowers beautification around the building.
- Goal 10:** A joint effort with Holiday Inn and Wingate Inn for advertising.
Objective: To promote the Flint River Golf Course Facility in the local hotels.
- Goal 11:** Continue to work with the local TV and Radio Stations for promotion.
Objective: To market the Flint River Golf Course Facility throughout the surrounding (Fox 31, WALB 10)

RECREATION / FLINT RIVER GOLF**Performance Measures**

<u>Workload Measures</u>	FY '04 Adopted Actual	FY '05 Adopted Projected	FY '06 Base
❑ Conduct youth golf clinics	3 0	3 3	3
❑ Number of special population participants	2 0	2 2	2
❑ Number of hotels informed	2 0	2 2	2
❑ Number of student participants	50 0	60 80	80
<u>Efficiency Measures</u>			
❑ Number of clinics	3 0	3 3	3
❑ Cost of clinics	0 0	\$1,000 \$1000	\$1000
❑ Cost for participants	0 0	0 0	0
❑ Percentage of hotels participating	2 0	0 2	2
❑ Percentage of students completing program	100% 0%	100% 100%	100%
<u>Effectiveness Measures</u>			
❑ Total number of clinics conducted	3 0	3 3	3
❑ Number of participants	50 0	60 80	80
❑ Number of hotels	2 0	2 2	2
❑ Number of students	50 0	60 80	80

RECREATION/FLINT RIVER MUNICIPAL GOLF

DESCRIPTION

Turner Golf provides a pleasant, well maintained golf facility playable for all golfers young/older, male/female, that will meet their recreational needs. Clinics and tournaments are offered. Resale items are available in order to generate revenue for the City of Albany. A New Clubhouse is scheduled to open in late 2000 to early 2001. It will feature a Banquet Room, Conference Room, Bar/Grille, Pro Shop, Showers and Lockers.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	248,533	276,612	279,111
OPERATING EXPENSE	134,905	141,644	114,976
CAPITAL OUTLAY	0	0	0
TOTAL	383,439	418,256	394,087
FULL TIME POSITION	7	7	7

Class Title

Golf Course Manager	1	1	1
Greenskeeper	3	3	3
Golf Course Maintenance Supt	1	1	1
Golf Pro Shop Associate	1	1	1
Golf Pro Shop Supervisor	1	1	1
TOTAL	7	7	7

RECREATION/FLINT RIVER MUNICIPAL GOLF

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
6105.				
7110	Regular Wages	158,268	161,648	166,991
7120	Overtime Wages	1,518	3,500	1,500
7130	Temporary Help	24,475	42,246	25,246
7210	W/C Insurance	7,902	6,737	5,690
7230	Uniforms	2,015	3,000	2,000
7260	FICA Matching	13,372	15,865	14,821
7270	Pension Matching	14,193	14,698	14,996
7280	Insurance Matching	26,790	28,917	45,002
7285	LTD Insurance Matching	0	0	2,865
7510	Professional Services	57	0	0
7512	Technical Services	2,380	0	0
7514	Contract Labor	0	1,500	0
7550	Communications	1,491	2,000	1,500
7570	Advertising	819	2,000	1,000
7600	Travel	1,216	3,000	2,000
7630	Train/Cont. Education	750	1,500	900
7860	Maint: Buildings	43,712	49,357	39,000
7870	Maint: Motor Equipment	8,190	7,851	5,000
7880	Maint: Mach/Imp/Tools	3,293	1,500	1,000
7900	Utilities	34,047	30,000	30,000
7990	Dues and Fees	3,193	2,000	2,000
8009	Licenses (CDL, CPA, etc)	0	300	300
8010	Supplies	7,262	14,436	9,000
8016	Small Equipment	3,382	3,000	1,500
8017	Printing (not standard forms)	509	500	300
8018	Books and Subscriptions	0	200	200
8030	Janitorial Supplies	144	500	300
8050	Equipment Rental	1,100	0	476
8070	Concession for Resale	0	500	5,000
8080	Supplies for Resale	18,582	15,000	9,500
8110	Motor Fuel	4,474	5,000	5,000
8150	Food	311	1,500	1,000
8495	Cash Over/ Short	(6)	0	0
	TOTAL, GENERAL FUND:	383,439	418,256	394,087

RECREATION / PARKS MAINTENANCE

MISSION

Provide safe and attractive grounds and facilities for the enjoyment of all citizens and rehabilitate and maintain the city of Albany and Dougherty County's parks and green spaces.

Goals and Objectives

Goal 1: Development and implement a Vehicle, Equipment and Tool Management Program.

Objective 1: Create a check in/out form and a computer database to monitor and track all equipment and tools for usage and accountability.

Increase purchasing percentage/power through programs such as GMA Lease and other funding sources to secure large ticket equipment (large tractors, truck, etc.)

Goal 2: Create web sites all parks, green spaces, playgrounds which will serve as promotional and revenue generating capabilities.

Objective 2: Inform our citizens and the technology world of the availability of parks for use, promotional enhancement to increase activity to the parks.

Establish park photograph database for growth, planning and replacement, and serve as a documented tool for playground amenities.

Goal 3: Address all baseball fields, softball fields, T-ball fields to conform to required standards and field dimensions.

Objective 3: Through education and training, the level of professional results will increase among all staff within the Parks Maintenance Division.

Increase tournament play by presenting ball fields that have high quality standards.

Goal 4: Evaluate the existing site maintenance program, such as green space cutting cycle, Playground sites, and inside facilities to maximize employee services.

Objective 4: Determine if employees and equipment are being used for the greater Benefit for the Park Maintenance Division.

RECREATION / PARKS MAINTENANCE**Performance Measures**

<u>Workload Measures</u>	FY '04 Adopted Actual	FY '05 Adopted Projected	FY '06 Base
<input type="checkbox"/> Inspections performed	0 0	0 0	52
<input type="checkbox"/> Acres mowed	250 250	250 263	250
<input type="checkbox"/> Positions filled successfully	1 1	1 0	2
<input type="checkbox"/> Number of work orders received	260 816	816 793	850
<u>Efficiency Measures</u>			
<input type="checkbox"/> Average number of hours per work order	2.5 2.0	2.0 3.0	2.0
<input type="checkbox"/> Man hours per inspection	1 0	1 0	1
<input type="checkbox"/> Man hours spent mowing per month	650 650	650 674	800
<input type="checkbox"/> Percent of work orders closed per month	90% 83%	83% 79%	79%
<u>Effectiveness Measures</u>			
<input type="checkbox"/> Number of acres mowed per month	200 20	200 22	500
<input type="checkbox"/> Number of vacancies	2 2	2 0	2

RECREATION/PARKS MAINTENANCE

DESCRIPTION

The function of this division is to provide maintenance services to all parks, recreation facilities, equipment, playgrounds, and to provide assistance with special events in the moving of bleachers, tables, chairs and other equipment. The Street Parks and Grounds Maintenance budget was merged under this division. Participates and assists in special events, such as Arbor Day Planting, Christmas Parade, and other beautifications and cleanups

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	668,055	705,909	707,846
OPERATING EXPENSE	162,470	149,200	107,717
CAPITAL OUTLAY	0	0	0
TOTAL	830,526	855,109	815,563
FULL TIME POSITION	18	17	17

Class Title

Equipment Operator	3	3	3
Groundskeeper	6	5	5
Maintenance Mechanic	2	2	2
Parks Planner	1	1	1
Crew Supervisor, Sr.	2	2	2
Turf Management Specialist	1	1	1
Crew Supervisor	3	3	3
TOTAL	18	17	17

RECREATION/PARKS MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
6106.				
7110	Regular Wages	401,752	416,444	443,620
7120	Overtime Wages	3,019	2,500	1,752
7130	Temporary Help	66,418	77,400	48,000
7210	W/C Insurance	28,070	20,975	21,361
7230	Uniforms	5,831	6,000	6,000
7260	FICA Matching	34,415	37,970	37,743
7270	Pension Matching	35,019	37,286	39,638
7280	Insurance Matching	93,533	107,334	102,458
7285	LTD Insurance Matching	0	0	7,274
7510	Professional Services	546	500	0
7512	Technical Services	112	500	0
7550	Communications	1,501	2,500	1,500
7570	Advertising	275	0	0
7600	Travel	2,582	0	0
7630	Train/Cont. Education	1,275	0	0
7860	Maint: Buildings	12,246	10,544	5,700
7870	Maint: Motor Equipment	68,843	80,833	50,000
7880	Maint: Mach/Imp/Tools	11,314	5,200	14,000
7900	Utilities	7,078	5,700	7,000
7990	Dues & Fees	530	600	494
8009	Licenses	0	123	123
8010	Supplies	23,636	21,090	11,100
8016	Small Equipment	9,850	2,500	2,500
8017	Printing	23	100	50
8018	Books and Subscriptions	0	200	0
8030	Janitorial Supplies	0	500	0
8050	Rental of Equipment	236	500	250
8110	Motor Fuel	22,134	17,500	15,000
8150	Food	288	310	0
	TOTAL, GENERAL FUND:	830,526	855,109	815,563

RECREATION /CEMETERIES**MISSION**

To provide the most elegant and dignified personal service during internment and perform all functions necessary for the operation of the city-owned cemeteries. ***"We pledge to treat each family as though they were our very own."***

Objectives

Goal 1: Place/ install corner marker on driveway within cemetery complex.

Objective: To serve as a protective boundary from vehicle short cornering. These markers should be approximately four or five feet high for visibility purposes.

Goal 2: Install a central name signage at each of the three entrances to our cemetery complex.

Objective: Signage will serve as directional knowledge for visitors to our various sections of the Riverside/Oakview Cemetery complex.

Goal 3: Establish a cemetery administrative office.

Objective: Explore areas and coordinate with engineering for site location for a new cemetery office and storage complex.

Goal 4: Develop a web page for Riverside/Oakview Cemeteries which can be linked to/from our departmental existing web site.

Objective: Web site will serve as both a marketing and promotional tool for the cemetery division.

RECREATION /CEMETERIES**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Number of burial services arranged	205	180	215	119	185
❑ Number of supplement labor programs established	1	0	1	1	2
❑ Monitoring of expenditures for accuracy (weekly)	50	35	51	33	50
❑ Analyze methods of increasing revenue annually	1	0	1	0	0
<u>Efficiency Measures</u>					
❑ Reduction in part-time salary accounts	10%	0%	5%		5%
❑ Enhance participation in cemetery management, team meeting, and luncheons.	15%	5%	15%	10%	5%
❑ Quantity of personnel for supplement labor programs	6	3	6	3	4
<u>Effectiveness Measures</u>					
❑ Increase budget account control for accountability and accuracy	15%	15%	15%	15%	12%
❑ Increase in amount of revenue generated	10%	-1%	10%	0%	
❑ Reduction in complaint/concerns received.	10%	8%	10%	9%	7%
❑ Increase in division moral, commitment, and pride	95%	95%	90%	93%	95%
❑ Percentage of customer satisfaction from surveys.	97%	95%	95%	90%	88%

RECREATION/CEMETERIES*DESCRIPTION*

The Cemetery Division performs the functions necessary for the operation of approximately 80 acres known as the Riverside and Oakview Cemeteries. This operation includes all facets of cemetery management such as lot sales, burial records, grave excavation , funeral arrangements, grounds maintenance, and various other duties necessary for maintaining an active municipal cemetery.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	219,816	248,420	228,962
OPERATING EXPENSE	47,589	26,254	27,925
CAPITAL OUTLAY	0	0	0
TOTAL	267,404	274,674	256,887
FULL TIME POSITIONS	6	6	6

Class Title

Cemetery Manager	1	1	1
Coordinator-Cemetery Services	1	1	1
Groundskeeper	2	2	2
Heavy Equipment Operator	1	1	1
Crew Supervisor	1	1	1
TOTAL	6	6	6

Heavy Equipment operator position up graded to grounds crew supervisor.

RECREATION/CEMETERIES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
6107.				
7110	Regular Wages	131,629	155,288	158,026
7120	Overtime Wages	13,039	6,000	1,800
7130	Temporary Help	9,024	9,984	0
7210	W/C Insurance	7,787	5,261	6,117
7220	Tuition Assistance	0	500	500
7230	Uniforms	2,130	1,800	1,800
7260	FICA Matching	11,528	13,102	12,227
7270	Pension Matching	12,898	14,355	14,224
7280	Insurance Matching	31,781	42,130	31,688
7285	LTD Insurance Matching	0	0	2,580
7510	Professional Services	30	0	0
7550	Communications	1,071	1,200	1,000
7570	Advertising	275	0	0
7600	Travel	120	50	100
7700	Insurance	0	1,200	0
7860	Maint: Buildings	5,072	1,000	1,500
7870	Maint: Motor Equipment	15,556	8,384	12,000
7880	Maint: Mach/Imp/Tools	3,952	2,000	3,000
7900	Utilities	3,837	3,500	3,500
7990	Dues and Fees	0	100	0
8010	Supplies	5,749	3,619	2,121
8016	Small Equipment	1,539	700	700
8017	Printing(Not Std. Forms)	188	351	50
8018	Books and Subscriptions	0	50	0
8052	Rent	3,974	1,400	1,400
8110	Motor Fuel	6,129	2,500	2,554
8150	Food	96	200	0
	TOTAL, GENERAL FUND:	267,404	274,674	256,887

INDEPENDENT AGENCIES

DESCRIPTION

The board of City Commissioners funds a number of independent agencies involved in enhancing the quality of live in Albany. The services provided by the Agencies range from the Boys' Club for youth, the Chamber of Commerce and Economic Development Commission for marketing and promotion of the City, to the Chehaw Park and the Inner City Authority (ADICA) for the development of Georgia's "Good Life City". These agencies play as integral part of involving many necessary services to our citizenry.

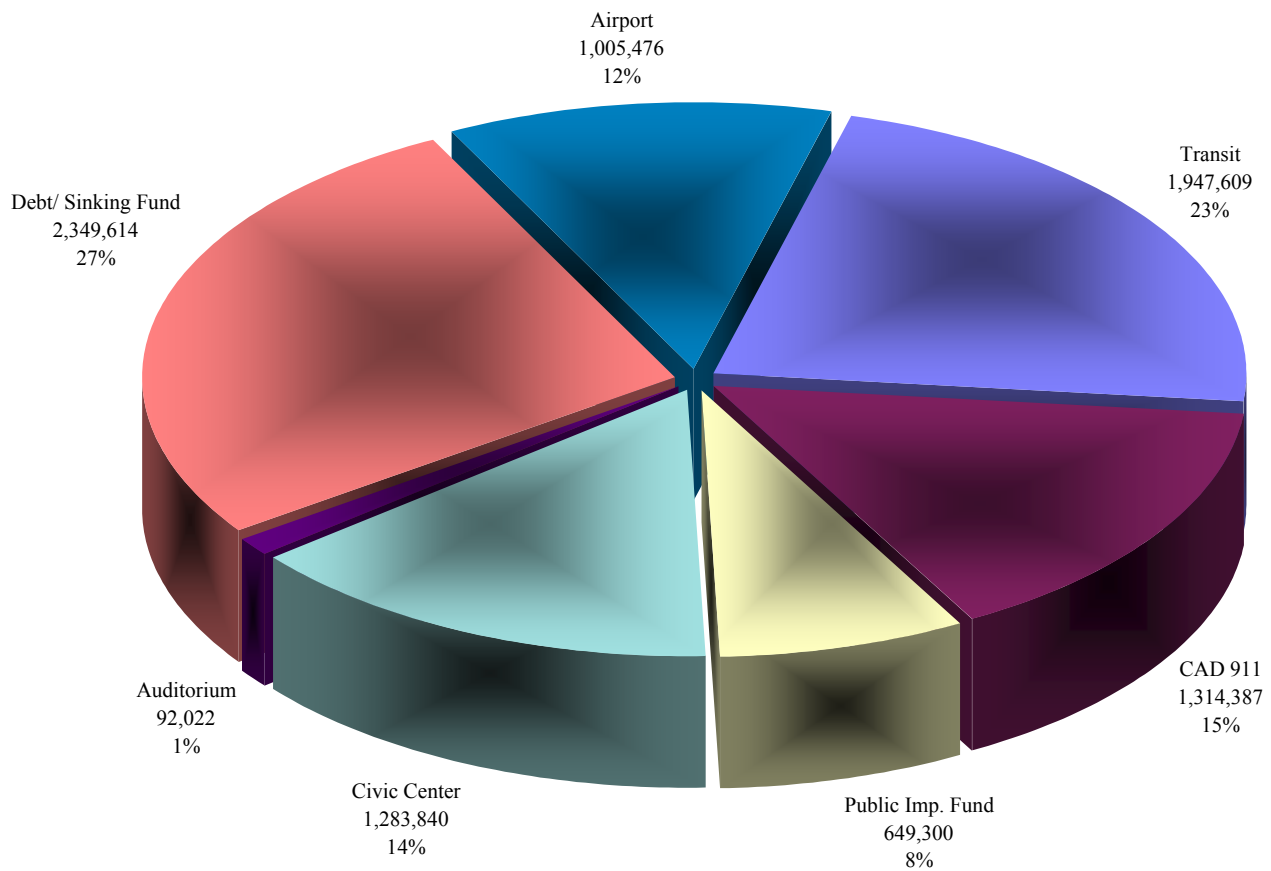
Major Object of Expenditure	Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	1,550,234	1,436,907	1,673,907
CAPITAL OUTLAY	0	0	0
TOTAL	1,550,234	1,436,907	1,673,907
FULL TIME POSITION	0	0	0

INDEPENDENT AGENCIES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	ADOPTED 2004/2005	ADOPTED 2005/2006
7100.				
7999.65	Community & Economic Development	31,605	0	0
7999.70	Boys Club	40,000	40,000	40,000
7999.701	Boys Club CIP	30,000	0	0
7999.75	Albany Area Arts Council	50,000	50,000	50,000
7999.78	Keep Albany-Dougherty Beautiful	4,723	6,000	6,000
7999.82	Sowega RDC	38,906	38,907	38,907
7999.92	Albany/Dougherty Economic Development	203,000	150,000	150,000
7999.94	Albany Tomorrow	150,000	150,000	150,000
7999.96	Chehaw Park	1,002,000	1,002,000	1,002,000
7999.105	Community Improvement Task Force	0	0	237,000
TOTAL, GENERAL FUND:		1,550,234	1,436,907	1,673,907

SPECIAL FUNDS

About 11% of the FY 2006 Budget is referred to as Special Funds activities. As these operations do not generate enough revenue to cover their operational costs, they are subsidized by revenue transfers from the General Fund. FY 2006 transfers from the General to the Special Funds total \$3,369,573. CAD 9-1-1 and Public Improvement Fund, which are self sufficient with dedicated sources of revenue, are also considered Special Funds.

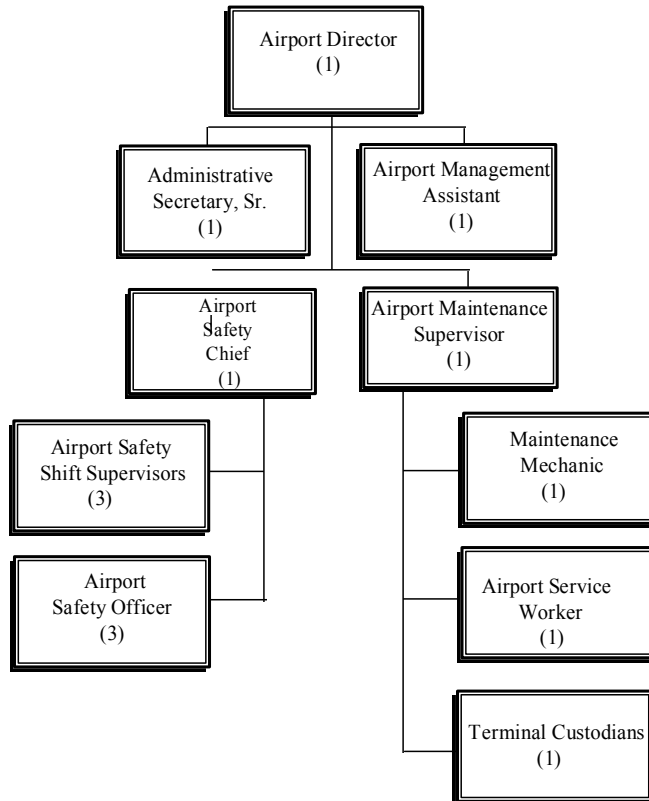
City of Albany Adopted Budget FY 2006 Special Funds



Total Expenditures
\$8,642,248

Southwest Georgia Regional Airport

Dept 70



SOUTHWEST GEORGIA REGIONAL AIRPORT

MISSION

To provide a safe and secure environment to all air travelers in Southwest Georgia and provide users a level of service exceeding liked-sized airports and communities. The ultimate intent of this facility is to provide the environment described above while continuing to strive for financial independence from city subsidies.

Goals and Objectives

Goal 1: Provide safe and secure travel environment.

Objective 1: Promptly respond to all accidents/incidents on airport.

Objective 2: Close any work order within 30 days of its being opened.

Objective 3: Install Precision Approach Path Indicator Lights on Runway 4 for enhanced safety.

Objective 4: Install Runway End Identifiers Lights on Runway 34 for enhanced safety.

Objective 5: Install Distance Remaining Markers on Runway 16/34 for enhanced safety.

Objective 6: Rehabilitate Taxilane "E" from Taxiway "C" to the New Cargo Ramp for enhance safety.

Objective 7: Install STARS Radar system for enhanced safety.

Goal 2: Increase capacity of Airport facilities.

Objective 8: Complete new Cargo Sorting Facility

Objective 9: Initiate Runway 4/22 Extension Project

Goal 3: Strive for financial independence.

Objective 10: Acquire \$2.25 million in federal grants for Airport construction.

Objective 11: Collect \$100,000 in Passenger Facility Charges.

Objective 12: Move all cargo activity to new parking ramp and begin collecting fees.

Objective 13: Market Airport to increase cargo activity and airline service.

SOUTHWEST GEORGIA REGIONAL AIRPORT**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Number of accidents/incidents	90	50	90	75	80
❑ Number of work orders.	500	379	500	350	500
❑ Number of passenger enplanements	32,000	34,961	40,000	36,000	37,000
❑ Number of aircraft operations	40,000	45,903	45,000	47,000	47,000
❑ Marketing Contacts per year	80	N/A	80	N/A	N/A

Efficiency Measures

❑ Appropriate response to accidents/incidents (min)	2-4	3	2-3	2.5	2-3
❑ Average time work orders are open (days)	7-10	7	7-10	8	7-10
❑ Capacity Projects Completed on-time, under budget	1	1	1	.5	1

Effectiveness Measures

❑ Response times to accidents/incidents under 5 minutes.	95%	100%	95%	100%	95%
❑ Average number of work orders open under 30 days per month.	20	20	20	20	20
❑ Passenger Facility Charges Collected (hundreds of thousands of dollars)	.7	.9	1	1	1
❑ Federal Grants Obtained (millions of dollars)	1.0	1	1	1.25	1.25

AIRPORT FUND*DESCRIPTION*

The Albany - Dougherty County Aviation Commission, through City Ordinance, is charged with the responsibility for planning, directing, organizing and controlling the operation, maintenance and capital improvements at Southwest Georgia Regional Airport. The Aviation Commission coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects, based upon FAA approval Airport Master Plan. The Aviation Commission sets policies and procedures to effect appropriate coordination with agencies providing guidelines to provide for the safety and well-being of the traveling public.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	679,305	783,274	702,803
OPERATING EXPENSE	468,174	265,203	302,673
CAPITAL OUTLAY	0	0	0
TOTAL	1,147,479	1,048,477	1,005,476
FULL TIME POSITION	17	17	14

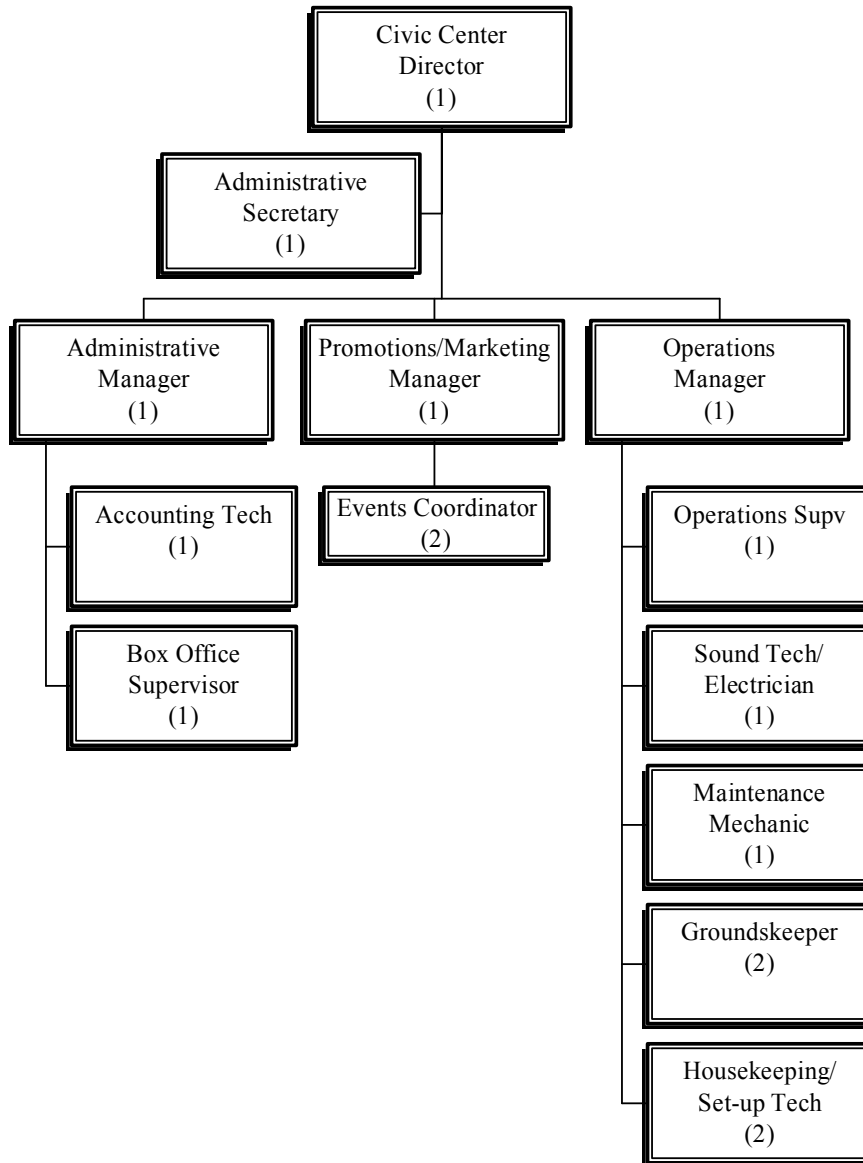
Class Title

Administrative Secretary Sr	1	1	1
Airport Maintenance Supervisor	1	1	1
Director, Airport	1	1	1
Airport Safety Officer	6	6	3
Airport Serviceworker	1	1	1
Airport Safety Shift Supervisor	3	3	3
Airport Safety Chief	1	1	1
Maintenance Mechanic	1	1	1
Airport//Management Assistant	1	1	1
Airport Custodian	1	1	1
TOTAL	17	17	14

AIRPORT FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
7003				
7110	Regular Wages	424,493	480,218	456,685
7120	Overtime Wages	38,178	35,000	24,500
7130	Temporary Help	53,032	71,306	35,653
7210	W/C Insurance	21,082	14,135	10,601
7230	Uniforms	4,595	3,000	3,500
7260	FICA Matching	37,951	44,869	39,539
7270	Pension Matching	39,381	45,871	42,825
7280	Insurance Matching	60,592	83,376	81,783
7285	LTD Insurance Matching	7,869	5,499	7,717
7510	Professional Services	9,112	4,000	6,000
7550	Communications	13,798	14,000	15,000
7570	Advertising	1,984	2,000	5,520
7600	Travel	4,380	5,000	5,000
7630	Train/Cont. Education	5,332	5,000	6,000
7700	Insurance	35,312	19,500	19,500
7860	Maint: Buildings	15,430	15,000	20,000
7870	Maint: Motor Equipment	28,077	20,000	30,000
7880	Maint: Mach/Imp/Tools	31,866	18,500	30,000
7900	Utilities	67,008	68,000	70,000
7990	Dues and Fees	2,294	3,664	3,700
8010	Supplies	6,954	5,800	5,800
8016	Small Equipment	100	2,336	1,000
8017	Printing	269	250	500
8030	Janitorial Supplies	1,625	2,500	3,000
8050	Rental of Equipment	357	500	500
8110	Motor Fuel	4,462	5,000	7,000
8150	Food	30	0	0
8900	Depreciation	169,258	0	0
8951	Indirect Cost	62,658	74,153	74,153
	TOTAL, AIRPORT FUND:	1,147,479	1,048,477	1,005,476

Civic Center Complex

Dept 73



MUNICIPAL AUDITORIUM

DESCRIPTION

The Municipal Auditorium is a cultural entertainment center of the City of Albany. It serves people of Southwest Georgia and it is home for the Albany Arts Council groups. The goals are to increase income and attendance by providing a well-rounded calendar of events to be presented throughout the year at affordable prices.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	35,866	38,276	41,472
OPERATING EXPENSE	175,550	54,144	50,550
CAPITAL OUTLAY	0	0	0
TOTAL	211,416	92,420	92,022
FULL TIME POSITION	1	1	1
<u>Class Title</u>			
Facilities Maintenance Mechanic	1	1	1
TOTAL	1	1	1

MUNICIPAL AUDITORIUM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
7202.				
7110	Regular Wages	23,604	24,210	25,003
7120	Overtime Wages	895	1,200	1,200
7130	Temporary Help	0	500	500
7210	W/C Insurance	566	416	425
7220	Tuition Assistance	0	300	300
7230	Uniforms	305	400	400
7260	FICA Matching	1,714	1,982	2,043
7270	Pension Matching	2,179	2,262	2,332
7280	Insurance Matching	6,276	6,777	8,845
7285	LTD Matching	327	229	424
7510	Professional Services	0	400	400
7550	Communications	809	1,100	1,100
7570	Advertising	0	500	500
7700	Insurance	2,247	3,594	0
7860	Maint: Buildings	8,995	9,981	9,981
7870	Parts	18	0	0
7880	Maint: Mach/Imp/Tools	3,093	800	800
7900	Utilities	29,158	29,000	29,000
7990	Dues and Fees	5	0	0
8010	Supplies	511	1,000	1,000
8010.01	Office Supplies	28	200	200
8016	Small Equipment	750	550	550
8017	Printing	82	100	100
8020.ART	Artscape	8,711	0	0
8030	Janitorial Supplies	569	800	800
8050	Rental of Equipment	150	200	200
8495	Cash Over/Short	(8)	0	0
8900	Depreciation	111,093	0	0
8951	Indirect Cost	9,339	5,919	5,919
	TOTAL, MUN. AUDITORIUM:	211,416	92,420	92,022

CIVIC CENTER**MISSION**

Provide citizens of Albany and the surrounding areas with a variety of events to be presented throughout the year, to enhance the economical growth of the community, while simultaneously promoting safe, user friendly and well-maintained facilities, supported by a skilled and experienced staff with the highest quality of customer service.

Goals and Objectives

Goal 1: Increase utilization and attendance of the facilities 10%, while simultaneously increasing revenue 15% and decreasing in-kind services 25%.

Objective 1: Director and Promotions/Marketing Manager working aggressively with promoters, agencies, local businesses, non-profit organizations, Arts Council groups to increase events.

Objective 2: Continue to measure the yearly economical impact of the facilities events on the community.

Objective 3: Monitor progress, report monthly the number of executed contracts for space leased plus cost for personnel service and in-kind services incurred.

Goal 2: Improve methods of advertising the facilities and events through a well developed marketing program. Develop a partnership with community organizations to increase public interest, awareness and appreciation of the City of Albany public assembly facilities.

Objective 4: Advertise in national and regional entertainment and sports industry publications and conduct speaking engagements at various organizations.

Objective 5: Generate advertising opportunities within the facilities.

Goal 3: Aggressively seek an alcohol beverage license in order to offer beer sales to patrons at some events and increase concession revenues.

Objective 6: Council with City manager as to who should receive an alcoholic beverage license; Civic Center management vs. Vendor and secure license or Vendor.

Goal 4: Increase staff professionalism and efficiency through participation in training programs for the continuation of providing quality customer service to the public.

Objective 7: Encourage employees to attend appropriate training sessions offered by the entertainment industry as related to the facilities and by Human Resources Department.

Objective 8: Solicit local college to measure the economical impact of the facilities events and the delivery of customer service on the community.

Goal 5: Be consistent in adhering to the maintenance program in order to improve the condition, safety and appearance of the facilities.

Objective 9: Be pro-active in identifying areas in need of service and comply with the need of repairs, painting, and improvements.

CIVIC CENTER**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
▫ Total arena events	84		86	94	90
▫ Total events	269		275	280	280
▫ Number of event days	426		428	450	450
▫ Number of event performances	412		416	416	416
▫ Attendance	323,457		327,500	327,500	340,000
▫ In-Kind Contributions	44,267		45,00	45,000	45,000

Efficiency Measures

▫ Daily operating cost	3,160	4,212	3,149	4,176	3,517
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Effectiveness Measures

▫ Amount of Revenue earned	1,153,550	1,181,904	1,149,389	1,423,796	1,283,840
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CIVIC CENTER*DESCRIPTION*

The Civic Center is responsible for entering into promotion agreements and/or contracts with groups, individuals, and firms for the presentation of performances in a manner that promotes the interest of the City from a financial and marketing/public relations standpoint.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	674,287	712,534	820,955
OPERATING EXPENSE	795,497	378,473	462,885
CAPITAL OUTLAY	0	0	0
TOTAL	1,469,784	1,091,007	1,283,840
FULL TIME POSITION	16	16	15

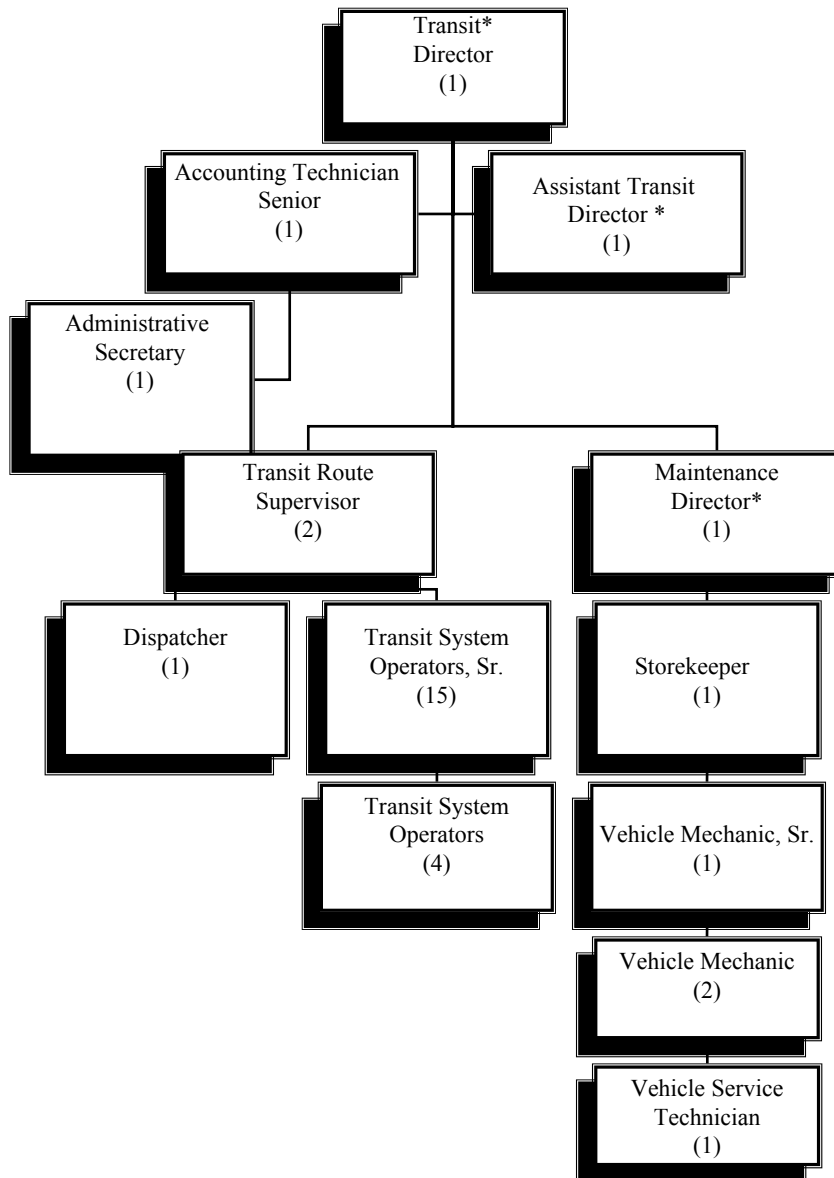
Class Title

Accounting Technician	1	1	1
Administrative Manager	1	1	1
Box Office Supervisor	1	1	1
Director, Civic Center	1	1	1
Events Coordinator	2	2	2
Groundskeeper	2	2	2
Box Office Coordinator	1	1	0
Operations Manager	1	1	1
Administrative Secretary	1	1	1
Housekeeping/Set-up	2	2	2
Sound Technican/Electrician	1	1	1
Operations Supervisor	1	1	1
Marketing Manager	1	1	1
TOTAL	16	16	15

CIVIC CENTER				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
7303.				
7110	Regular Wages	452,906	463,135	491,508
7120	Overtime Wages	9,732	7,900	16,500
7130	Temporary Help	36,855	25,000	77,208
7210	W/C Insurance	15,835	37,422	32,621
7220	Tuition Reimbursement	0	410	410
7230	Uniforms	1,238	2,000	2,000
7260	FICA Matching	45,221	37,947	44,769
7270	Pension Matching	42,141	41,922	45,213
7280	Insurance Matching	58,829	88,741	102,397
7285	LTD Matching	11,530	8,057	8,329
7510	Professional Services	511	500	14,500
7512	Technical Services	720	800	800
7520	Advertising	1,010	1,000	15,000
7550	Communications	22,625	15,000	25,000
7561	Fall on Flint Exp.	0	2,000	500
7570	Advertising	175	1,000	1,000
7600	Travel	1,435	1,146	5,000
7630	Training/Cont. Education	668	500	500
7700	Insurance	26,276	20,000	0
7860	Maint: Buildings	31,527	27,992	64,000
7870	Maint: Motor Equipment	5,223	4,000	4,000
7880	Maint: Mach/Imp/Tools	10,797	6,500	7,000
7900	Utilities	175,823	140,000	150,000
7990	Dues and Fees	3,075	500	1,000
8010	Supplies	16,932	18,000	18,000
8012	Cost of Concession	22,390	10,000	0
8016	Small Equipment (\$1,000 max)	15,641	3,600	6,600
8017	Printing	981	300	300
8018	Books & Subscriptions	0	200	200
8020	Promotional	4,997	0	0
8030	Janitorial Supplies	8,804	9,000	19,000
8050	Rental of Equipment	1,421	500	500
8052	Rent			13,050
8110	Motor Fuel	3,697	2,000	3,000
8495	Cash Over/Short	72	0	0
8900	Depreciation	376,324	0	0
8951	Indirect Cost	64,373	113,935	113,935
	TOTAL, CIVIC CENTER FUND:	1,469,784	1,091,007	1,283,840

Albany Transit System

Dept 77



*Contract Positions

TRANSIT SYSTEM

MISSION

To improve the quality of life for City of Albany residents by providing reliable, safe and economical public transportation.

Goals and Objectives

Goal 1: Provide reliable transportation for our passengers

Objective 1: To increase on-time performance

Objective 2: To reduce missed trips

Objective 3: To closely review passenger suggestions and complaints

Goal 2: Provide a safe environment for our passengers and employees

Objective 4: To have the Assistant Transit Director fully trained in safety and security procedures.

Objective 5: To implement an ongoing safety and training program

Objective 6: To increase on road supervision

Goal 3: Reduce cost per mile of service

Objective 7: To continue vehicle replacement program to decrease average fleet age

Objective 8: To continue an aggressive preventive maintenance program

Objective 9: To continue a weekly status report

TRANSIT SYSTEM**Performance Measures**

<u>Workload Measures:</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Number of road checks reported	5,200	4914	5,200	4500	5200
❑ Number of road calls performed	75	146	100	120	100
❑ Number of accidents and incidents reported	8	13	8	12	8
 <u>Efficiency Measures:</u>					
❑ Vehicles serviced on schedule	100%	100%	100%	100%	100%
❑ Drivers in Safety Training	30	30	30	27	30
❑ Accidents and incidents reviewed	8	13	8	12	8
 <u>Effectiveness Measures:</u>					
❑ Complaints per 100,000 riders	5	2.2	5	2	5
❑ Mile between road calls	6,500	4605	4,500	5830	4500
❑ Vehicle cost per mile	3.00	2.68	2.75	2.74	2.75
❑ Accidents/incidents per 100,000 miles	.90	2.75	.99	1.66	.99

TRANSIT SYSTEM*DESCRIPTION*

It is the responsibility of the Albany Transit System (AT) to provide safe, reliable and economical transportation to the citizens of Albany. AT will provide this service at the least possible cost to the city without sacrificing quality of service. AT provides fixed route transit and paratransit services.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,258,719	1,220,451	1,336,918
OPERATING EXPENSE	1,200,755	666,422	610,691
CAPITAL OUTLAY	0	0	0
TOTAL	2,459,474	1,886,873	1,947,609
FULL TIME POSITION	29	29	29

Class Title

Storekeeper	0	1	1
Accountant	1	1	1
Dispatcher - Transit	1	1	1
Vehicle Mechanic, Sr.	1	1	1
Vehicle Mechanic	1	2	2
Master Vehicle Mechanic	1	0	0
VehicleService Technician	2	1	1
Administrative Secretary	1	1	1
Transit Route Supervisor	2	2	2
Transit System Operator I	6	5	5
Transit System Operator Sr.	13	14	14
TOTAL	29	29	29

TRANSIT SYSTEM				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
7702.				
7110	Regular Wages	638,749	675,193	750,818
7120	Overtime Wages	114,191	74,500	74,500
7130	Temporary Help	142,487	123,000	123,000
7210	W/C Insurance	63,029	44,106	63,041
7220	Tuition Assistance	0	1,000	0
7230	Uniforms	25,922	16,000	15,000
7260	FICA Matching	65,507	66,763	72,546
7270	Pension Matching	62,576	66,725	73,453
7280	Insurance Matching	130,463	142,127	152,763
7285	LTD Matching	15,795	11,037	11,797
7510	Professional Services	3,430	1,500	1,500
7512	Technical Services	1,200	1,200	1,000
7513	Administrative Services	269,100	294,000	254,000
7550	Communications	10,797	5,000	6,600
7570	Advertising	350	0	0
7600	Travel	2,690	2,000	1,000
7630	Train/Cont. Education	1,105	1,000	0
7700	Insurance	50,852	15,000	0
7860	Maint: Buildings	64,283	5,100	4,200
7870	Maint: Motor Equipment	28,281	14,541	9,000
7880	Maint: Mach/Imp/Tools	12,557	2,000	2,700
7900	Utilities	19,284	22,500	20,000
7990	Dues and Fees	889	1,282	1,282
8009	Licenses	250	0	0
8010	Supplies	6,563	4,000	4,000
8016	Small Equipment	192	218	0
8017	Printing	4,599	3,000	5,000
8018	Books & Subscriptions	306	200	0
8030	Janitorial Supplies	6,564	5,153	3,122
8110	Motor Fuel	175,764	155,841	165,000
8150	Food	1,588	1,200	600
8900	Depreciation	435,346	0	0
8951	Indirect Cost	104,765	131,687	131,687
	TOTAL, SPECIAL FUND:	2,459,474	1,886,873	1,947,609

PUBLIC/CAPITAL IMPROVEMENT FUND

DESCRIPTION

Construction, renovation or physical improvement project costing more than \$5,000 are termed capital improvements or CIP's. These projects may include maintenance or renovation of an existing structure or a new facility.

Major Object of Expenditure	Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	1,474,809	668,717	649,300
TOTAL	1,474,809	668,717	649,300
FULL TIME POSITION	0	0	0

PUBLIC/CAPITAL IMPROVEMENT FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
32				
8550	Cap O/L: Other	1,474,809	668,717	649,300
	TOTAL, PUB/CIP FUND:	1,474,809	668,717	649,300

CENTRAL SERVICES - CAD 911

DESCRIPTION

The CAD 911 Fund consists of moneys collected from the citizens of Albany/Dougherty County via telephone charges (\$1.50 per wired line per month and \$1.00 per cellular phone line per month). This collection was approved by the citizens by referendum. These funds are collected and controlled by the Central Communications Division of the Central Services Department. This fund is used solely for the upgrade and enhancement of the Central Communications Division. Some of the enhancements to date are the addition of the computer aided dispatch (CAD) system, upgrades to the 911 Call Center to provide dispatching for Dougherty County Police, training for the 911 dispatchers to dispatch the EMS teams, the purchase of uninterruptable power supply equipment of the 911 Call Center and the purchase of a replacement system for Enhanced 911 call handling.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	441,050	755,674	795,612
OPERATING EXPENSE	478,172	513,991	518,776
CAPITAL OUTLAY	0	0	0
TOTAL	919,222	1,269,665	1,314,388
FULL TIME POSITIONS	7	14	16

<u>Class Title</u>			
Communications Facilitator	1	1	1
Communications Manager	1	1	1
Communications Training Officer	1	1	1
Communications Shift Supervisor	4	4	4
Telecommunicator, Senior	0	7	7
Telecommunicator	0	0	2
TOTAL	7	14	16

CENTRAL SERVICES - CAD 911

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
22				
7110	Regular Wages	226,691	410,801	465,708
7120	Overtime Wages	33,081	70,000	79,480
7130	Temporary Help	101,567	128,747	85,233
7210	W/C Insurance	2,296	2,135	1,841
7220	Tuition Assistance	336	0	0
7260	FICA Matching	26,512	46,630	48,225
7270	Pension Matching	22,302	42,791	47,207
7280	Insurance Matching	28,265	54,570	60,027
7285	LTD Insurance Matching	0	0	7,891
7510	Purchased Professional Services	1,117	2,985	5,000
7514	Contract Labor	7,947	10,000	13,000
7550	Communications	217,768	280,500	240,590
7600	Travel	3,333	6,100	6,100
7630	Train/Cont. Education	3,774	3,000	3,000
7860	Maint: Buildings	2,495	2,500	2,500
7870	Maint: Motor Equipment	5	900	500
7880	Maint: Machinery, Imp & Tool	197,930	180,000	214,746
7900	Utilities	5,045	5,100	5,300
7990	Dues and Fees	559	420	840
8010	Supplies	12,680	13,686	14,000
8016	Small Equipment	18,274	1,700	6,000
8017	Printing & Binding	2,938	3,400	3,500
8018	Books & Subscriptions	1,007	700	700
8110	Gas	281	500	500
8150	Food	3,019	2,500	2,500
8510	Cap.O/Lay: Office	0	0	0
	TOTAL CAD FUND:	919,222	1,269,665	1,314,388

DEBT SERVICE FUND

DESCRIPTION

This fund includes moneys for Debt Service Fund payments for the Civic Center and TAN principal and interest funding. A detailed list is shown on the following page.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	2,494,233	2,384,900	2,349,614
CAPITAL OUTLAY	0	0	0
TOTAL	2,494,233	2,384,900	2,349,614
FULL TIME POSITION	0	0	0

DEBT SERVICE FUND

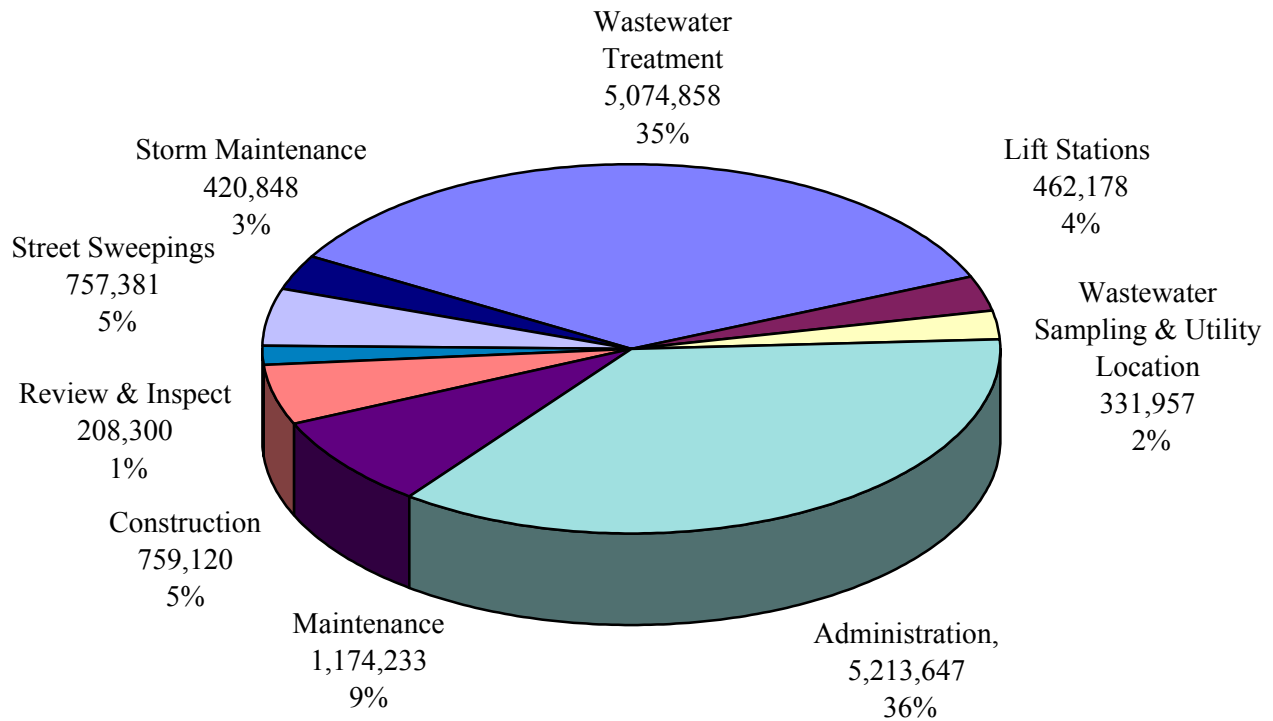
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
62				
7511.CC	Civic Center Principal	1,000,000	1,000,000	1,030,000
7511.98GMA	GMA Principal	1,113,334	1,000,000	973,966
7521.CC	Civic Center Interest	332,258	300,000	292,363
7521.98GMA	GMA Interest	45,641	84,900	53,285
7530	Paying Agents Fee	3,000	0	0
TOTAL, DEBT SERVICE FUND:		2,494,233	2,384,900	2,349,614

SANITARY SEWER SYSTEM

The Sanitary Sewer System is an enterprise fund and is projected to generate \$14,402,512 in revenue primarily through user transfer fees. This fund represents about 18% of the total budget.

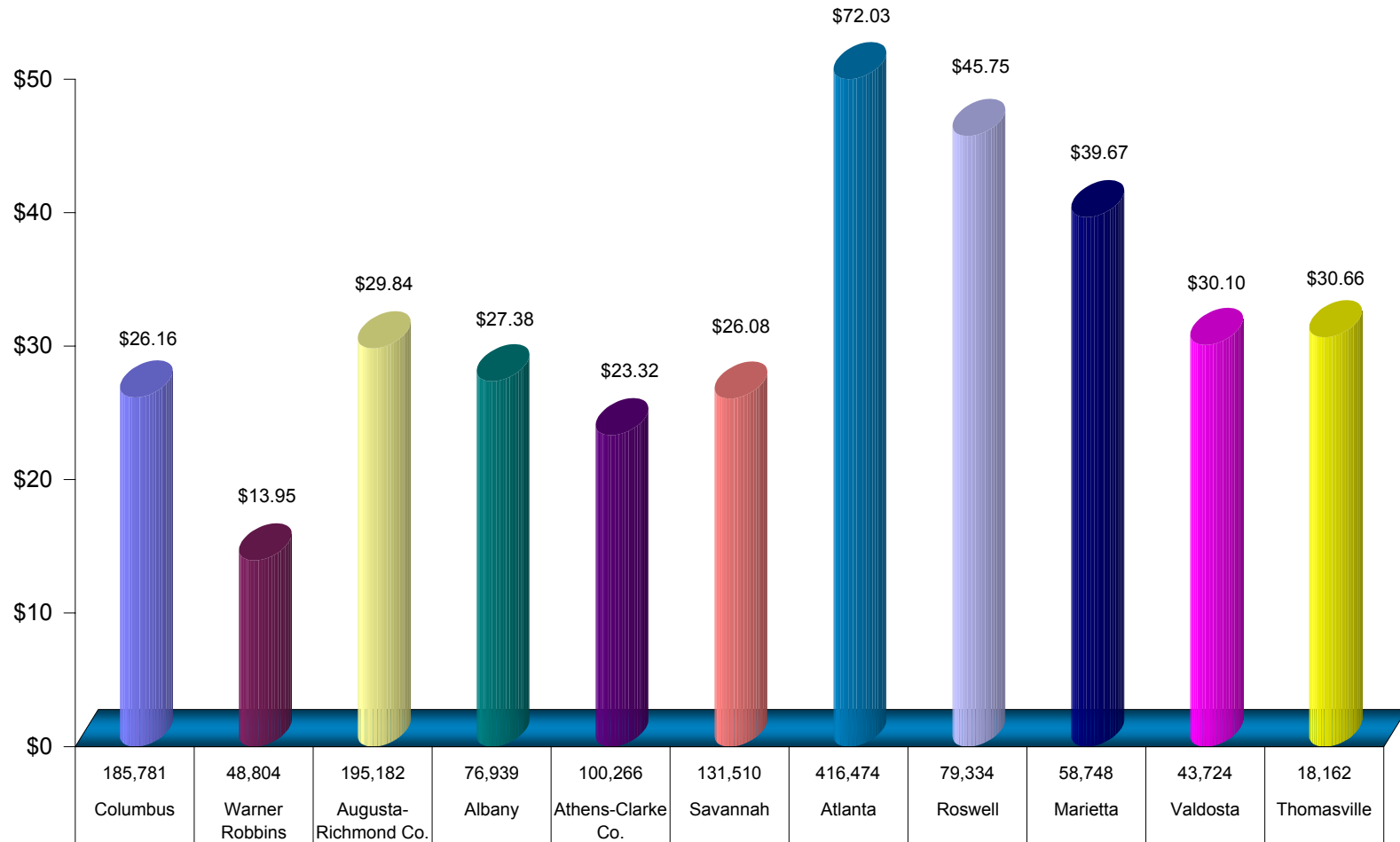
The Sanitary Sewer System is responsible for the treatment of the City's wastewater and disposal of sewage sludge in accordance with Environmental Protection Division's guidelines. This division is also responsible for the maintenance of all sanitary and storm sewers within the City of Albany's sewer system and the installation of new taps and sewer extensions.

City of Albany
Adopted Budget
FY 2006
Sanitary Sewer System



Total Expenditures
\$14,402,512

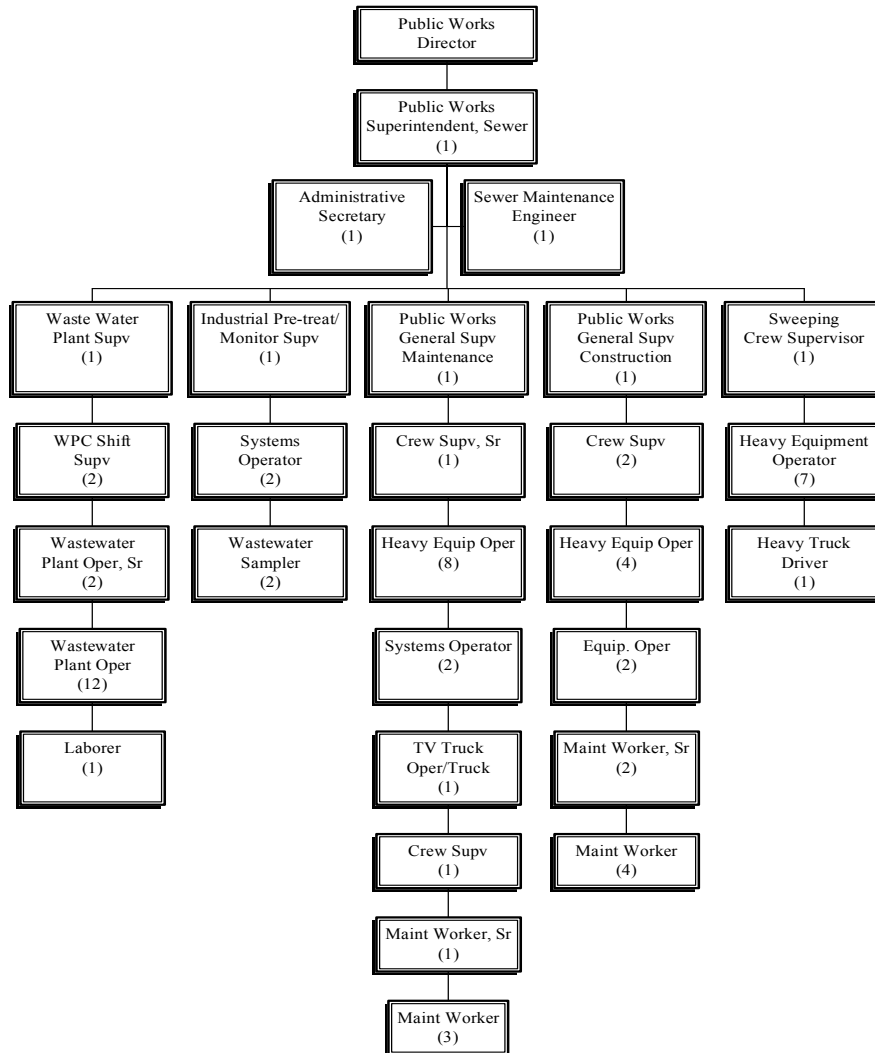
City Of Albany FY 2006 Sewer Rate Comparison Survey



Monthly Rate (9,000 Gal.)

Public Works - Sewer Systems

Dept 34



SANITARY SEWER ENTERPRISE FUND**MISSION**

The Sanitary Sewer Enterprise Fund Budget supports the maintenance and construction of sewer infrastructure, monitors industrial pretreatment, and provides safe, effective treatment of the City's wastewater.

The joint mission of Sewer Systems Division is to monitor, collect, convey, treat and dispose of the City's wastewater in a manner which prevents the treated wastewater from adversely impacting public health, the environment or wildlife.

Goals and Objectives

Goal 1: Maintain customer service program

Objective 1: Provide courteous and efficient service to customers

Objective 2: Continue to implement the "repeat call" program to improve on customer service.

Goal 2: Implement a proactive system for completing necessary maintenance and repair.

Objective 3: Schedule and complete all major construction projects in a safe, timely and cost effective manner.

Objective 4: Provide utility "locates" in a timely manner.

Objective 5: Maintain the Jet-Vac Sanitary and Storm line cleaning program.

Goal 3: Complete the WPC upgrades.

Goal 4: Improve personnel qualifications and performance

Objective 6: Provide training programs for all personnel.

Objective 7: Cross-train employees within the Division

Objective 8: Continue with the GED/ Certification training program.

Goal 5: Safely, efficiently and cost-effectively monitor, collect, convey, treat and dispose of wastewater to avoid harm to public health, wildlife or environment

Objective 9: Continue to meet all NPDES permit limits at WPC.

Objective 10: Complete and submit all required reports to EPD/EPA.

SANITARY SEWER ENTERPRISE FUND**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Volume (MGD) of wastewater collected, conveyed and treated	18.50	17.9	18.50	18.9	19.0
❑ Quantity (in wet tons) of bio-solids generated	24,000	18,635	22,000	18,700	19,000
❑ Number of quantitative samples to evaluate treatment efficiency (TSS and BOD)	260	520	520	520	520
❑ Number of sewer trouble calls received	3,000	3,569	3,500	3,126	3,200
❑ Number of sewer locates requested	N/A	8,807	9,000	8,620	8,700

Efficiency Measures

❑ Job-related training (hours/ yr) completed by employees	16	120	200	180	200
❑ Gauging public perception of Sewer Systems Division professionalism and efficiency as a result of public interactions (per year)	2,600	4,550	3,500	3,865	3,500
❑ Number of sewer locates completed late	N/A	30	<10	<10	<10
❑ Percentage of sewer locates completed within time limit	N/A	-	95%	95%	95%

Effectiveness Measures

❑ Per gallon cost of wastewater collected and treated	\$.0018	\$.0020	\$.0018	\$.0019	\$.0019
❑ Percentage of applicable employees receiving job-related training	100%	100%	100%	100%	100%
❑ Ratio of citizens gaining improved perception of Sewer Systems purpose and scope	95%	-	95%	95%	98%

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS DIVISION SUMMARY**

DESCRIPTION

The Sewer Systems Division is comprised of the Wastewater Treatment Plant, WWT Lift Stations, WWT Turner Field, Wastewater Sampling and the Sanitary Sewer Maintenance Sections. The Sewer Systems Division, which is a part of the Public Works Department, is responsible for the maintenance of all Sanitary Sewers and Storm Sewers within the City of Albany Sewer System and for the operation of the main Water Pollution Control Plant, the Turner Field Plant and eight-one (81) Lift Stations.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,773,848	2,615,764	3,368,346
OPERATING EXPENSE	4,839,288	9,896,684	9,717,761
CAPITAL OUTLAY	0	335,699	1,316,405
TOTAL	6,613,136	12,848,147	14,402,512
FULL TIME POSITIONS	58	59	68

SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT

MISSION

The 32 MGD Joshua Street Wastewater Treatment Plant provides treatment of the sanitary wastewater to ensure that all State and Federal Pollution guidelines and discharge permit limits are met. The process ensures that the treated wastewater that is discharged into the receiving stream will not pose any threat to any users of those waters. Proper, efficient wastewater treatment includes physical and biological treatment of sewage and proper disinfection of the final effluent prior to its discharge into the receiving stream to prevent the possible spread and multiplication of potential life threatening, disease causing bacteria. As the control of water pollution is achieved, public health is better protected.

Goals and Objectives

- Goal 1:** Maintain safe, accident-free work record.
Objective 1: To ensure that all employees are working in a safe environment.
- Goal 2:** Meet or exceed all NPDES Permit limits.
Objective 2: To protect the receiving stream and public health.
- Goal 3:** Develop and implement a proven Residuals Management Program.
Objective 3: To have a safe, cost effective and proven method to dispose of the residuals from the treatment process.
- Goal 4:** Install bar screens and grit collection system prior to the Influent Pumping Station.
Objective 4: To protect the downstream equipment from the accumulation of trash and grit.
- Goal 5:** Correct all problems related to recent upgrade and Micronair installation.
Objective 5: To ensure that all permit limitations will be met and that efficient operations will occur.

Performance Measures

<u>Workload Measures</u>	FY '04		FY '05		FY '06 Base
	Adopted	Actual	Adopted	Projected	
❑ Treated gallons of sewage/day (million)	19.0	17.9	16.0	18.9	19.0
❑ Gallons/day of sludge treated	60,000	17,587	53,000	58,570	58,000

**SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT**

DESCRIPTION

The 32 MGD Joshua Street Wastewater Treatment Plant provides treatment of the municipal wastewater to ensure that all State and Federal Pollution guidelines and discharge permit limits are met. The process ensures that the treated wastewater which is discharged into the receiving stream will not pose any threat to users of those waters. Proper, efficient wastewater treatment includes physical and biological treatment of sewage and proper disinfection of the final effluent prior to its discharge into the receiving stream to prevent the possible spread and multiplication of potential life threatening, disease causing bacteria. As better water pollution control is achieved, public health protection is improved.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	789,889	782,136	856,509
OPERATING EXPENSE	3,641,754	3,815,455	3,219,030
CAPITAL OUTLAY	0	0	999,319
TOTAL	4,431,643	4,597,591	5,074,858
FULL TIME POSITIONS	18	18	18

Class Title

Laborer	1	1	1
Wastewater Plant Supervisor	1	1	1
Wastewater Plant Operator	13	13	12
Wastewater Plant Operator, Sr.	1	1	2
WPC Shift Supervisor	2	2	2
TOTAL	18	18	18

SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3200.				
7110	Regular Wages	534,073	528,673	577,200
7120	Overtime Wages	27,084	12,000	20,000
7210	W/C Insurance	19,779	17,820	16,240
7230	Uniforms	5,212	6,300	6,000
7260	FICA Matching	40,566	41,361	45,686
7270	Pension Matching	49,123	48,120	53,151
7280	Insurance Matching	114,051	127,862	138,233
7510	Professional Services	53,340	60,000	54,000
7512	Technical Services	1,424,566	1,360,000	1,549,000
7550	Communications	3,112	2,800	3,400
7600	Travel	453	1,700	2,250
7630	Training and Developmer	920	2,000	2,700
7860	Maint: Buildings	40,891	40,000	40,000
7870	Maint: Motor Equipment	5,170	10,000	18,400
7880	Maint: Mach/Imp/Tools	127,686	140,000	140,000
7900	Utilities	780,674	800,000	886,500
7990	Dues and Fees	50	100	150
8009	Licenses	50	1,500	1,200
8010	Supplies	218,283	295,000	331,000
8016	Small Equipment	334	3,000	1,500
8017	Printing	773	800	750
8018	Books & Subscription	0	250	150
8050	Rental of Equipment	3,871	5,000	1,500
8110	Motor Fuel	3,484	5,000	5,220
8150	Food	112	250	250
8900	Depreciation	833,039	906,995	999,319
8951	Indirect Cost	144,947	181,060	181,060
	TOTAL, W/W TREATMEN	4,431,643	4,597,591	5,074,858

**SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT/LIFT STATIONS**

DESCRIPTION

Operates and maintains (82) combination and sanitary sewer lift stations located throughout the City that provide a means of moving wastewater to the Treatment Plant.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	16,880	0	0
OPERATING EXPENSE	463,897	453,494	456,000
CAPITAL OUTLAY	0	0	6,178
TOTAL	480,777	453,494	462,178
FULL TIME POSITIONS	0	0	0

**SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT/LIFT STATIONS**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3201.				
7110	Regular Wages	12,837	0	0
7120	Overtime	363	0	0
7210	W/C	959	0	0
7260	FICA	980	0	0
7270	Pension	1,177	0	0
7280	Insurance	564	0	0
7510	Professional Services	0	2,000	0
7512	Technical Services	3,948	0	0
7860	Maint: Buildings	17,575	28,000	30,000
7880	Maint: Mach/Imp/Tools	111,919	80,000	110,000
7900	Utilities	267,483	300,000	300,000
8010	Supplies	2,356	14,000	12,000
8016	Small Equipment	6,359	0	0
8050	Rental of Equipment	204	1,500	4,000
8900	Depreciation	50,644	27,994	6,178
8951	Indirect Cost	3,409	0	0
	TOTAL, W/W LIFT STATIONS:	480,777	453,494	462,178

SANITARY SEWER ENTERPRISE FUND
WASTEWATER SAMPLING & UTILITY LOCATION

DESCRIPTION

The Industrial Pre-Treatment and Monitoring Section monitors industry to insure compliance with the City Pre-Treatment Program and the Sewer Use Ordinance and takes necessary action to correct violations. The Section also checks on reported violations, inspects each Industry to insure all reported chemicals are stored properly to protect City collection and treatment systems, and monitors POTW for priority pollutants as required by EPD. This section is also responsible for all sewer utility "locates" within the City of Albany as required by the Utility Protection Center.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	108,440	113,960	215,229
OPERATING EXPENSE	54,893	100,939	111,669
CAPITAL OUTLAY	0	0	5,060
TOTAL	163,333	214,899	331,958
FULL TIME POSITIONS	5	5	5

Class Title

Ind. Pre-Treatment/Monitor Supervisor	1	1	1
Wastewater Sampler	2	2	2
Sewer Systems Operator	2	2	2
TOTAL	5	5	5

SANITARY SEWER ENTERPRISE FUND				
WASTEWATER SAMPLING & UTILITY LOCATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3600.				
7110	Regular Wages	76,317	78,162	144,780
7120	Overtime Wages	1,317	4,000	4,000
7210	W/C Insurance	2,839	2,711	4,451
7230	Uniforms	941	0	0
7260	FICA Matching	5,660	6,286	11,382
7270	Pension Matching	7,016	7,312	13,241
7280	Insurance Matching	14,351	15,489	37,375
7512	Purchased Technical Service	27,761	61,395	63,000
7550	Communications	185	0	0
7600	Travel	0	600	500
7630	Training and Development	0	300	200
7870	Maint: Motor Equipment	680	2,500	10,550
7880	Maint: Mach/Imp/Tools	566	1,000	1,000
7900	Utilities	14	0	0
8009	Licenses	0	300	150
8010	Supplies	877	2,000	2,000
8016	Small Equipment	0	3,500	3,000
8017	Printing	0	350	250
8110	Motor Fuel	1,931	4,000	8,850
8900	Depreciation	2,825	2,825	5,060
8951	Indirect Cost	20,053	22,169	22,169
	TOTAL, SS/SAMPLING:	163,333	214,899	331,958

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS/ADMINISTRATION**

DESCRIPTION

The Sewer Systems Administration Section is responsible for scheduling all work tasks for the Division, monitoring expenditures, preparing and administering the budget, preparing weekly and monthly reports, maintaining permit compliance, scheduling training programs and completing all other administrative duties as necessary. Debt service is also included within this cost center.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	307,549	292,238	412,787
OPERATING EXPENSE	344,656	4,772,550	4,732,314
CAPITAL OUTLAY	0	0	68,546
TOTAL	652,205	5,064,788	5,213,647
FULL TIME POSITIONS	5	5	6

Class Title

Administrative Secretary	1	1	1
PW General Supervisor	2	2	2
PW Sewer Superintendent	1	1	1
Crew Supervisor, Sr.	1	1	1
Sewer Maintenance Engineer	0	0	1
TOTAL	5	5	6

SANITARY SEWER ENTERPRISE FUND

SEWER SYSTEMS/ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3400.				
7110	Regular Wages	188,182	199,707	279,660
7120	Overtime Wages	1	0	0
7130	Temporary Help	143	0	0
7210	W/C Insurance	12,515	13,431	18,338
7220	Tuition Reimbursement	0	1,500	1,500
7230	Uniforms	9,538	14,000	13,900
7260	FICA Matching	13,110	15,278	21,394
7270	Pension Matching	16,173	17,774	24,890
7280	Insurance Matching	49,235	30,548	40,789
7285	LTD Insurance Matching	18,652	0	12,316
7510	Professional Services	52,357	65,500	55,000
7512	Technical Services	2,234	25,000	15,500
7514	Contract Labor	5,384	1,500	586
7550	Communications	5,440	9,800	9,400
7600	Travel	120	10,000	750
7630	Training and Development	775	8,000	4,000
7700	Insurance	94,581	0	0
7860	Maint: Buildings	1,455	1,000	1,500
7870	Maint: Motor Equipment	4,458	6,000	5,900
7880	Maint: Mach/Imp/Tools	4,921	4,000	4,000
7900	Utilities	8,559	8,400	9,300
7960	Reserve for Debt	0	4,453,275	4,448,304
7970	GEFA Loan	17,692	26,000	104,735
7990	Dues and Fees	180	800	500
8009	Licenses	0	550	550
8010	Supplies	7,154	8,083	7,500
8016	Small Equip	7,215	2,368	3,000
8017	Printing	916	1,200	1,200
8018	Subscriptions	0	400	150
8020	Photography	23	500	100
8110	Motor Fuel	2,357	2,500	2,400
8150	Food	452	400	400
8900	Depreciation	79,738	79,738	68,546
8951	Indirect Cost	48,645	57,536	57,539
	TOTAL, SS ADMINISTRATION:	652,205	5,064,788	5,213,647

SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS - MAINTENANCE

DESCRIPTION

The Maintenance Section is responsible for general sewer system maintenance including: installing and repairing taps; repairing WG&L cuts; repairing breaks in small sewer lines; repairing catch basins; cleaning and removing grease, roots, and sand from sewer structures and pipes; televising lines to locate problems; and providing 24-hr trouble truck assistance for City infrastructure problems or overflows.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	187,069	748,901	673,876
OPERATING EXPENSE	81,720	463,160	393,620
CAPITAL OUTLAY	0	170,000	106,727
TOTAL	268,789	1,382,061	1,174,223
FULL TIME POSITIONS	20	18	16

Class Title

Maintenance Worker Sr.	3	3	1
Maintenance Worker	1	1	3
Crew Supervisor	2	2	1
TV Truck Operator/Technician	1	1	1
Heavy Equipment Operator	9	9	8
Sewer Systems Operator	4	2	2
TOTAL	20	18	16

SANITARY SEWER ENTERPRISE FUND				
SEWER SYSTEMS/SEWER MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3404.				
7110	Regular Wages	122,202	448,017	415,679
7120	Overtime Wages	3,243	55,500	55,500
7210	W/C Insurance	12,059	41,140	28,489
7260	FICA Matching	9,061	38,519	36,045
7270	Pension Matching	10,888	44,813	41,935
7280	Insurance Matching	29,617	120,912	96,228
7512	Technical Services	0	70,000	54,000
7870	Maint: Motor Equipment	5,934	65,000	91,200
7880	Maint: Mach/Imp/Tools	326	500	500
8010	Supplies	32,424	36,000	41,000
8016	Small Equipment	0	12,500	2,500
8050	Rental of Equipment	0	800	500
8110	Motor Fuel	3,305	37,000	73,500
8900	Depreciation	7,328	110,940	106,727
8925	Capital Replacement Fund	0	170,000	0
8951	Indirect Cost	32,402	130,420	130,420
	TOTAL, SSM/TAP CREWS:	268,789	1,382,061	1,174,223

SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS - CONSTRUCTION

DESCRIPTION

The Construction Section is responsible for installing and repairing the larger sanitary, combination and storm sewer lines located throughout the City. This section is also responsible for the clearing and grading of large ditch sections and the maintenance of sewer right-of-ways.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	234,292	427,586	500,806
OPERATING EXPENSE	226,772	248,948	234,809
CAPITAL OUTLAY	0	165,699	23,505
TOTAL	461,064	842,233	759,120
FULL TIME POSITIONS	12	12	14

<u>Class Title</u>			
Heavy Equipment Operator	2	2	4
Heavy Truck Driver	1	1	0
Maintenance Worker Sr	1	1	2
Maintenance Worker	5	5	4
Crew Supervisor	2	2	2
Crew Supervisor Sr	1	1	0
Equipment Operator	0	0	2
TOTAL	12	12	14

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS - CONSTRUCTION**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3408.				
7110	Regular Wages	155,447	285,946	333,744
7120	Overtime Wages	5,077	5,000	5,000
7130	Temporary Help	0	0	0
7210	W/C Insurance	16,542	21,406	25,191
7230	Uniforms	148	0	0
7260	FICA Matching	11,284	22,258	25,914
7270	Pension Matching	15,355	25,894	30,148
7280	Insurance Matching	30,440	67,082	80,809
7510	Professional Services	16	0	0
7514	Contract Labor	124	0	0
7870	Maint: Motor Equipment	30,438	30,000	53,500
7880	Maint: Mach/Imp/Tools	385	1,000	500
8010	Supplies	71,657	68,000	70,000
8016	Small Equipment	4,286	2,000	3,000
8050	Rental of Equipment	235	950	500
8110	Motor Fuel	13,949	15,000	28,000
8900	Depreciation	64,218	52,689	23,505
8925	Capital Replacement Func	0	165,699	0
8951	Indirect Cost	41,463	79,309	79,309
	TOTAL, SS/PIPE CREW:	461,064	842,233	759,120

SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS/REVIEW AND INSPECT - ENGINEERING DEPARTMENT

DESCRIPTION

This Section is responsible for reviewing plans for system upgrades/improvements and for inspecting the various job sites for proper construction practices. This cost center also supports sewer assessment.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	129,729	250,943	165,562
OPERATING EXPENSE	25,596	42,138	42,738
CAPITAL OUTLAY	0	0	0
TOTAL	155,325	293,081	208,300
FULL TIME POSITIONS	0	0	0

SANITARY SEWER ENTERPRISE FUND				
SEWER SYSTEMS/REVIEW AND INSPECT - ENGINEERING DEPARTMENT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3409.				
7110	Regular Wages	94,290	198,864	125,000
7120	Overtime Wages	2,970	0	0
7210	W/C Insurance	3,802	4,304	4,303
7260	FICA Matching	6,981	15,213	9,563
7270	Pension Matching	8,630	17,699	11,125
7280	Insurance Matching	13,056	14,863	15,571
8010	Supplies	474	0	600
8951	Indirect Cost	25,122	42,138	42,138
	TOTAL, REVIEW AND INSPECT:	155,325	293,081	208,300

SANITARY SEWER ENTERPRISE FUND - STREET SWEEPING

DESCRIPTION

The Street Sweeping section is responsible for sweeping all publicly owned streets within the Albany city limits. The purpose is to ensure public safety and facilitate removal of debris to prevent entry into storm sewer system.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	400,829
OPERATING EXPENSE	0	0	249,482
CAPITAL OUTLAY	0	0	107,070
TOTAL	0	0	757,381
FULL TIME POSITIONS	0	0	9

Class Title

Heavy Equipment Operator	0	0	5
Heavy Truck Operator	0	0	3
Crew Supervisor, Sr.	0	0	1
TOTAL	0	0	9

SANITARY SEWER - STREET SWEEPING				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3410				
7110	Regular Wages	0	0	248,282
7120	Overtime Wages	0	0	6,000
7210	W/C Insurance	0	0	21,859
7230	Uniforms	0	0	2,750
7260	FICA Matching	0	0	19,453
7270	Pension Matching	0	0	22,631
7280	Insurance Matching	0	0	77,293
7285	LTD Insurance Matching	0	0	2,561
7870	Maint:Motor Equipment	0	0	87,000
7880	Maint: Mach/Imp/Tools	0	0	35,000
8010	Supplies	0	0	19,284
8110	Motor Fuel	0	0	30,000
8925	Capital Replacement	0	0	107,070
8951	Indirect Cost	0	0	78,198
	TOTAL, STREET SWEEPINGS:	0	0	757,381

SANITARY SEWER ENTERPRISE FUND/ STORM MAINTENANCE

DESCRIPTION

The Storm Drainage Section maintains all drainage ditches, drainage easements and holding ponds under the review of the City. During storm events Sewer System Division employees assist Public Works and Emergency personnel to protect citizens from flash flooding. The maintenance staff also provides assistance to the Street and Solid Waste Divisions with cleaning, removing of storm debris and the hauling of dirt and sand in conjunction with the various work programs.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	142,748
OPERATING EXPENSE	0	0	278,100
CAPITAL OUTLAY	0	0	0
TOTAL	0	0	420,848
FULL TIME POSITIONS	0	0	0

SANITARY SEWER STORM MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3411				
7110	Regular Wages	0	0	78,100
7120	Overtime Wages	0	0	20,000
7210	W/C Insurance	0	0	8,350
7260	FICA Matching	0	0	7,505
7270	Pension Matching	0	0	8,731
7280	Insurance Matching	0	0	20,062
7512	Technical Services	0	0	50,000
7860	Maint: Building	0	0	15,000
7880	Maint: Mach/Imp/Tools	0	0	63,000
7900	Utilities	0	0	109,000
8010	Supplies	0	0	41,100
	TOTAL, STORM DRAINAGE:	0	0	420,848

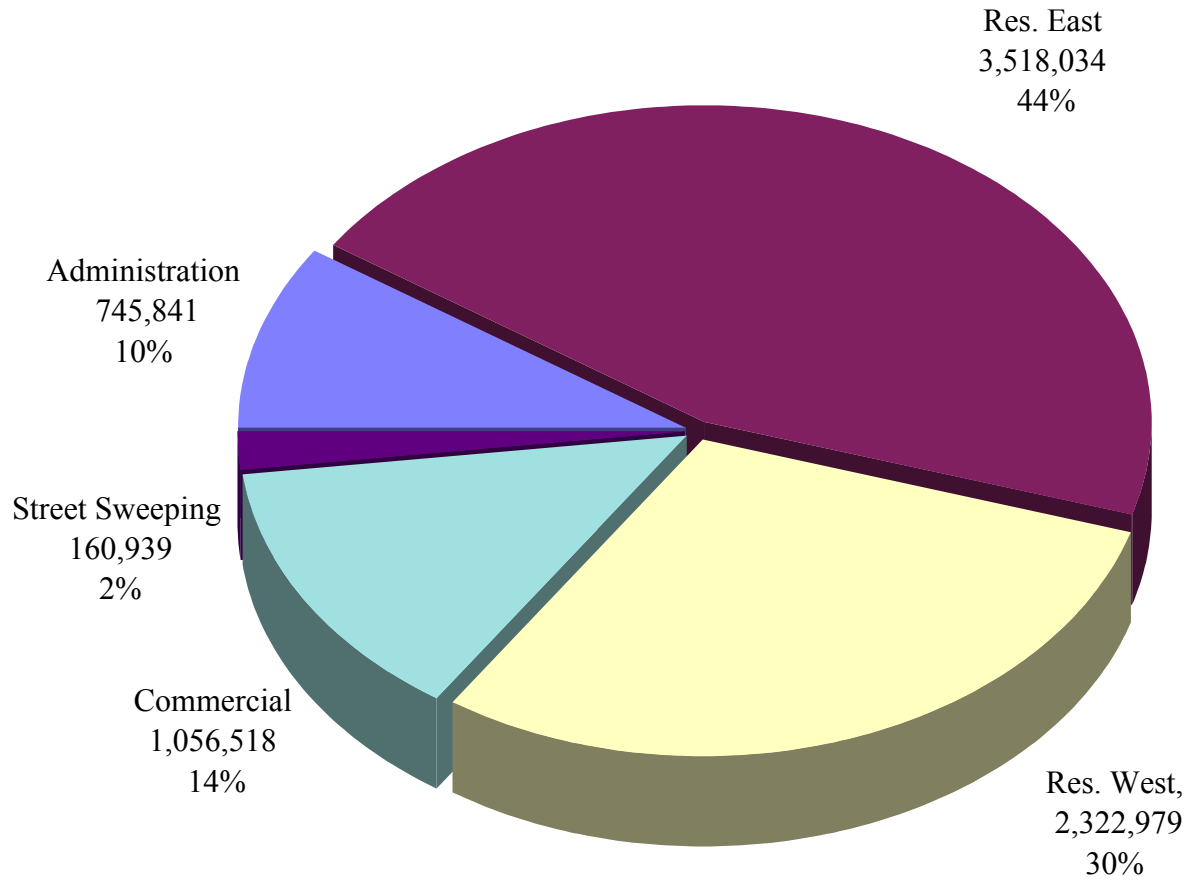
SOLID WASTE FUND

The Solid Waste Division is considered an enterprise fund and is expected to generate \$7,804,311 in revenue through service charges. This fund represents about 10% of the total budget.

The Solid Waste Division is responsible for collecting and properly disposing of solid waste and recyclables generated by both residential and commercial customers. This division serves approximately 13,385 residential customers and collects 23,960 cubic yards of garbage per month from commercial establishments. A private contractor is also used who serves approximately 11,475 residential customers.

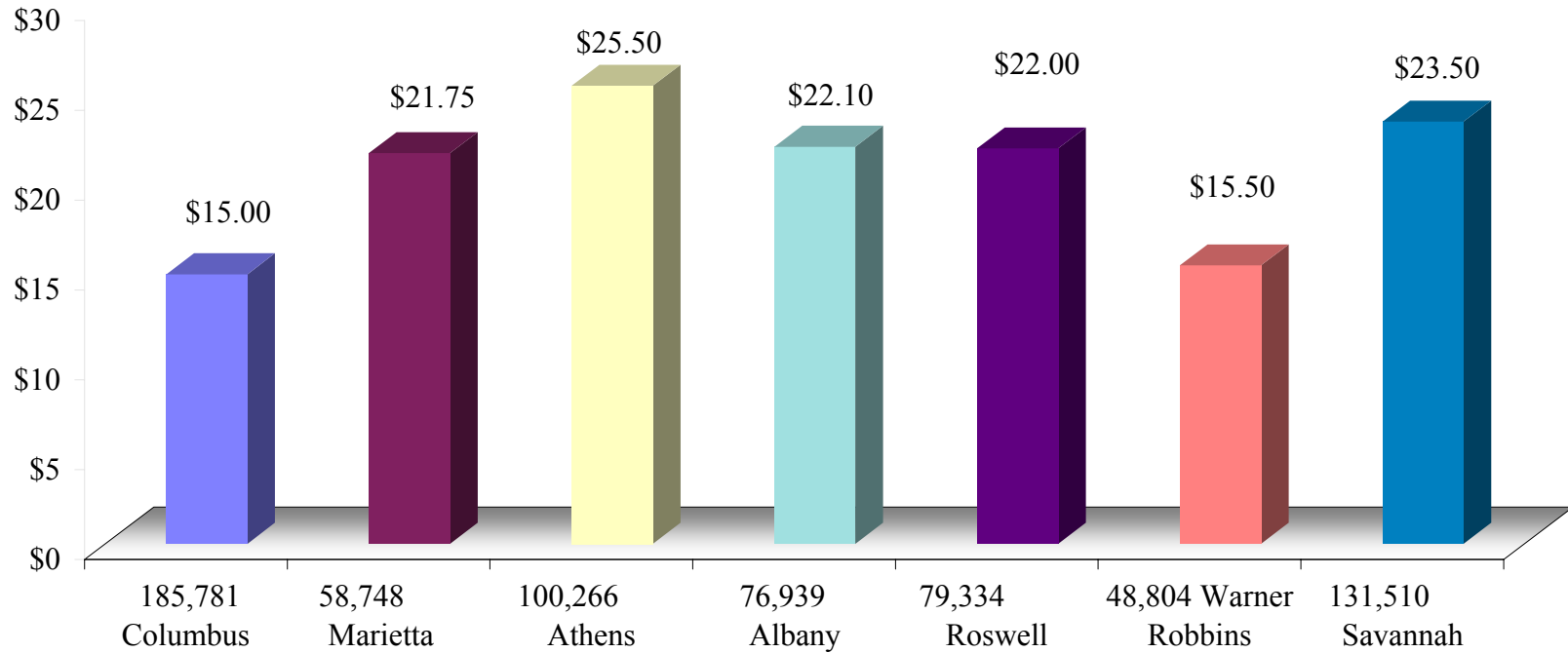
The current Dougherty County Landfill tipping fees are \$25.00 per ton (garbage), \$27.00 per ton (inert), \$180.00 per ton (tires) and \$63.00 per ton (special waste). The current residential fees are \$22.10 per month for residential dwelling. The commercial fees are \$3.65 per cubic yard.

City of Albany
FY 2006
Solid Waste Fund



Total Expenditures
\$7,804,311
H-1

City of Albany FY 2006 Garbage Rate Comparison Survey

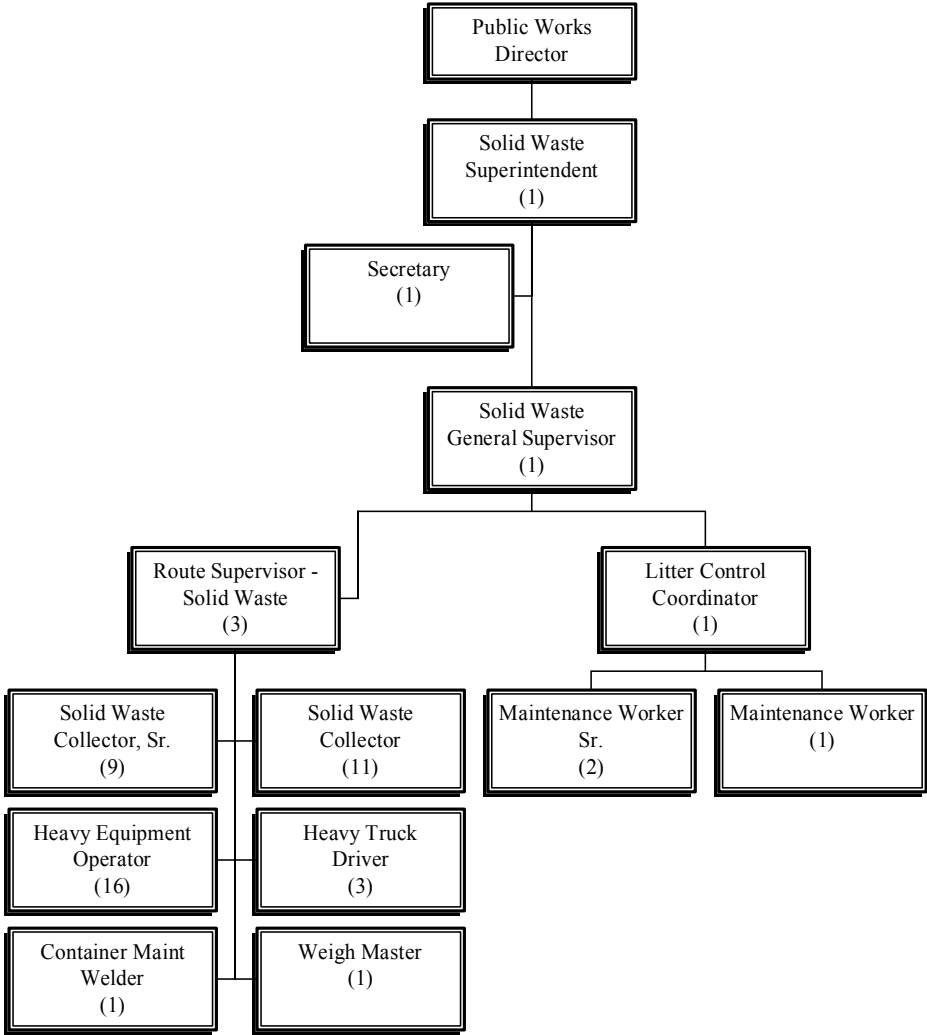


Monthly Garbage Rate

The charges above relate to different levels of service provided.

Public Works - Solid Waste

Dept 39



PUBLIC WORKS - SOLID WASTE SUMMARY

DESCRIPTION

The Solid Waste Division, which is part of the Public Works Department, ensures that solid waste generated by both residential and commercial customers is collected and disposed of properly. The division also performs special clean-up projects, removing garbage, trash and litter from public property, streets and rights-of-way. In addition, the division provides support for neighborhood clean-up projects. The division is comprised of five sections - Administration, Residential East, Residential West, Commercial, and Street Sweeping Disposal.

Major Object of Expenditure	Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,874,187	2,107,243	2,266,329
OPERATING EXPENSE	3,751,386	4,562,087	4,948,529
CAPITAL OUTLAY	389,248	817,958	589,453
TOTAL	6,014,821	7,487,288	7,804,311
FULL TIME POSITIONS	49	52	51

PERFORMANCE MEASURES

See individual divisions for performance measures.

PUBLIC WORKS DEPARTMENT / SOLID WASTE DIVISION

MISSION

The Solid Waste Division of the Public Works Department ensures that solid waste generated within the corporate limits of the City of Albany is collected and disposed of properly, in an efficient and cost-effective manner, while minimizing impacts on the environment.

Goals and Objectives

Goal 1: To provide collection services in accordance with local, state and federal laws.

Objective 1: To maintain the collection and disposal process during peak and off-peak seasons.

Goal 2: To provide refuse collection within the parameters established by the City Board of Commissioners.

Objective 2: To ensure all routes are collected once per week for municipal solid waste, twice per month for yard trimmings, and bulk items and white goods on call.

Goal 3: To provide adequate education on the benefits of recycling and encourage the usage of drop-off recycling sites.

Objective 3: To ensure that all drop-off sites are conveniently located, accessible and meet the recycling needs of the community.

Goal 4: Maintain a refuse collection fleet in excellent condition to sustain the useful life of the vehicle.

Objective 4: To utilize GMA funding to ensure the replacement of worn-out equipment under the five-year replacement program.

Goal 5: To replace unsafe metal containers throughout the corporate limits of the City of Albany to increase the overall appearance.

Objective 5: To identify damaged containers and reduce the number of containers failing to comply with safety and health restrictions.

Goal 6: Provide the City Board of Commissioners with the ability to increase community involvement for litter control.

Objective 6: To establish areas to be designated for clean-up projects and to utilize manpower and equipment to provide a cleaner environment.

PUBLIC WORKS DEPARTMENT / SOLID WASTE DIVISION**Performance Measures**

<u>Workload Measures</u>	FY '04		FY '05		FY '06
	Adopted	Actual	Adopted	Projected	Base
❑ Number of Work orders Received	12,000	10,679	10,000	9,616	10,000
❑ Number of Commission/City Manager requests	50	15	20	25	20
❑ Tonnage reports of Drop off sites	950	933	1,000	1,780	1,000
❑ Container replacement program	200	323	400	400	400
❑ Number of Households serviced	N/A	N/A	N/A	N/A	
❑ Annual Commercial Cubic Yard Collected	N/A	N/A	N/A	N/A	

Efficiency Measures

❑ Average time spent per citizen follow-up (minutes)	5	5	5	5	5
❑ Cost for recycling disposal	55,000	73,842	55,000	78,000	55,000
❑ Cost analysis on fleet maintenance (downtime)	200,000	175,791	185,000	200,000	185,000
❑ Cost per container rebuilt	230	136	150	125	150
❑ Cost per container painted	100	83	50	86	50
❑ Community clean-up project cost analysis	12,000	15,529	15,000	15,000	15,000

Effectiveness Measures

❑ Amount of complaints/request	11%	10%	11%	11%	11%
❑ Percentage of increase in recyclable materials	15%	14%	13%	13%	13%
❑ Reduction of overtime	10%	1%	5%	5%	5%
❑ Percentage of container rebuilt	18%	10%	18%	18%	18%

SOLID WASTE ADMINISTRATION*DESCRIPTION*

The Solid Waste Administration section provides administrative support for the other sections and ensures that all functions of the Division are coordinated and carried to completion. This section prepares and tracks correspondence, receives and resolves customer complaints, tracks the division budget, prepares the payroll, and performs many other administrative duties as required.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	190,146	337,811	359,816
OPERATING EXPENSE	235,907	388,740	379,736
CAPITAL OUTLAY	8,851	9,519	6,290
TOTAL	434,904	736,070	745,842
FULL TIME POSITIONS	4	7	7

Class Title

Administrative Secretary	1	1	1
PW General Supervisor	1	1	1
Solid Waste Superintendent	1	1	1
Maintenance Worker	1	1	1
Litter Coordinator		1	1
Maintenance Worker Sr.		2	2
Total	4	7	7

SOLID WASTE ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3902.				
7110	Regular Wages	95,512	208,087	223,421
7120	Overtime Wages	22,584	6,100	6,100
7130	Temporary Help	15,294	24,288	24,288
7210	W/C Insurance	7,719	12,536	17,608
7220	Tuition Assistance	0	3,000	3,000
7230	Uniforms	625	1,000	1,000
7260	FICA Matching	10,168	18,244	19,416
7270	Pension Matching	9,830	19,062	20,427
7280	Insurance Matching	14,763	45,494	34,813
7285	LTD Matching	13,651	0	9,742
7510	Professional Services	105,851	110,900	110,900
7514	Contract Labor	240	0	0
7550	Communications	2,163	3,164	3,164
7600	Travel	1,050	4,000	1,000
7630	Train/Cont. Education	440	1,500	1,500
7700	Insurance	60,105	1,250	1,250
7870	Maint: Motor Equipment	3,054	2,000	2,300
7880	Maint: Mach/Imp/Tools	546	1,000	1,000
7900	Utilities	7,698	11,102	11,102
7955	Interest Expense	22,561	0	0
7966	Debt Payment	0	200,000	193,262
7990	Dues and Fees	68	500	500
8009	Licenses(CDL,CPA,Etc)	649	0	0
8010	Supplies	4,512	3,006	3,006
8016	Small Equipment	0	1,000	1,000
8017	Printing	0	500	500
8018	Books & Subscriptions	0	500	500
8110	Motor Fuel	2,026	1,901	2,335
8900	Depreciation	8,851	3,229	0
8925	Capital Replacement Funding	0	6,290	6,290
8951	Indirect Cost	24,944	46,417	46,417
	TOTAL, SW/ADMINISTRATION:	434,904	736,070	745,842

SOLID WASTE/RESIDENTIAL EAST*DESCRIPTION*

The Solid Waste Residential East Section ensures the health and well-being of citizens east of Slappey Blvd., of the City of Albany by collecting and properly disposing solid waste generated by residential customers

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	1,474,948	1,463,103	1,621,766
OPERATING EXPENSE	1,310,615	1,253,213	1,490,234
CAPITAL OUTLAY	315,066	565,979	406,034
TOTAL	3,100,629	3,282,295	3,518,034
FULL TIME POSITIONS	38	38	38

Class Title

Heavy Equipment Operator	12	12	12
Heavy Truck Driver	3	3	3
Solid Waste Route Supervisor	2	2	2
Weigh Master	1	1	1
Solid Waste Collector	11	11	11
Solid Waste Collector Sr.	9	9	9
TOTAL	38	38	38

SOLID WASTE/RESIDENTIAL EAST				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3903.				
7110	Regular Wages	704,008	782,825	917,981
7120	Overtime Wages	319,774	200,000	200,000
7210	W/C Insurance	103,202	75,608	85,478
7230	Uniforms	12,819	17,646	17,646
7260	FICA Matching	74,975	75,186	85,526
7270	Pension Matching	89,877	87,473	99,500
7280	Insurance Matching	170,293	224,365	215,635
7510	Professional Services	13,590	14,163	14,163
7512	Technical Services	503,305	477,867	477,867
7514	Contract Labor	216,306	102,207	102,207
7550	Communications	1,409	1,300	1,300
7630	Training & Development	0	2,000	2,000
7700	Insurance	0	17,075	17,075
7860	Building Maintenance	4,944	1,800	1,800
7870	Maint: Motor Equipment	265,945	185,000	316,750
7880	Maint: Mach/Imp/Tools	10,047	18,788	18,788
7965	Debt Payment (Land Fill)	0	34,862	34,862
8009	Licenses	1,118	2,085	2,085
8010	Supplies	9,476	14,682	14,682
8016	Small Equipment	5,300	3,500	3,500
8110	Motor Fuel	87,390	82,815	188,486
8150	Food	338	400	0
8900	Depreciation	315,066	249,195	0
8925	Capital Replacement Funding	0	316,784	406,034
8951	Indirect Cost	191,447	294,669	294,669
TOTAL, SW/RES. EAST:		3,100,629	3,282,294	3,518,034

SOLID WASTE/RESIDENTIAL WEST*DESCRIPTION*

The Solid Waste Residential West Section ensures the health and well-being of citizens west of Slappey Blvd., of the City of Albany by collecting and properly disposing solid waste generated by residential customers.

Major Object of Expenditure	Actual 2000/2001	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	1,725,278	2,322,979	2,322,979
CAPITAL OUTLAY	0	0	0
TOTAL	1,725,278	2,322,979	2,322,979
FULL TIME POSITIONS	0	0	0

SOLID WASTE/RESIDENTIAL WEST				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3904.				
7110	Regular Wages	2	0	0
7280	Insurance Matching	1	0	0
7510	Professional Services	1,725,255	2,242,979	2,242,979
7965	Debt Payment (Land Fill)	0	80,000	80,000
8017	Printing	20	0	0
	TOTAL, SW/RES. WEST:	1,725,278	2,322,979	2,322,979

SOLID WASTE/COMMERCIAL*DESCRIPTION*

The Solid Waste Commercial Section collects and disposes of solid waste generated by commercial customers.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	209,093	306,330	284,748
OPERATING EXPENSE	479,420	555,323	594,641
CAPITAL OUTLAY	65,331	242,460	177,129
TOTAL	753,843	1,104,113	1,056,518
FULL TIME POSITIONS	7	7	6

Class Title

Container Maintenance Welder	1	1	1
Heavy Equipment Operator	4	5	4
Painter	1	1	0
Solid Waste Route Supervisor	1	0	1
TOTAL	7	7	6

SOLID WASTE/COMMERCIAL

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3905.				
7110	Regular Wages	107,126	168,243	164,496
7120	Overtime Wages	35,001	36,900	36,900
7210	W/C Insurance	12,330	10,940	6,358
7230	Uniforms	1,770	3,237	3,237
7260	FICA Matching	10,944	15,693	15,407
7270	Pension Matching	12,466	18,258	17,924
7280	Insurance Matching	29,455	53,059	40,426
7510	Professional Services	140	1,000	1,000
7512	Technical Services	232,510	307,823	307,823
7630	Train/Cont. Education	0	500	500
7700	Insurance	0	6,975	6,975
7870	Maint: Motor Equipment	180,680	112,400	129,260
7880	Maint: Mach/Imp/Tools	3,076	9,500	9,500
8009	Licenses	0	500	500
8010	Supplies	1,923	6,000	6,000
8016	Small Equipment	201	2,058	0
8017	Printing	1,490	1,000	1,000
8110	Motor Fuel	32,822	39,071	63,587
8900	Depreciation	65,331	65,331	0
8925	Capital Replacement Fundi	0	177,129	177,129
8951	Indirect Cost	26,578	68,496	68,496
	TOTAL, SW/COMMERCIAL	753,843	1,104,113	1,056,518

SOLID WASTE/STREET SWEEPING*DESCRIPTION*

This section is responsible for the tipping fees associated with street sweeping operations for Dougherty County landfill. This section is utilized for special clean-up and neighborhood clean-up projects.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	166	41,832	160,939
CAPITAL OUTLAY	0	0	0
TOTAL	166	41,832	160,939
FULL TIME POSITION	0	0	0

SOLID WASTE/STREET SWEEPING

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
3906.				
7510	Professional Services	0	41,832	160,939
	TOTAL, SW/SWEEPING	166	41,832	160,939

HOTEL/MOTEL FUND

This section includes the financial expenditures for the Hotel/Motel Fund. The Albany Chamber of Commerce/ Albany Convention and Visitors Bureau receives 40% of prior year's actual Hotel/Motel tax revenue. The funds are used to promote tourism and growth in Albany.

HOTEL/MOTEL FUND

DESCRIPTION

Under the provisions of Section a(3) of the Local Hotel/Motel Tax (O.C.G.A. s 48-13-51, municipalities may elect to levy a tax at the rate of five percent. This is the election made by the City of Albany. All proceeds of the hotel/motel tax which exceed three percent are required to be spent on eligible projects, which for the City's purpose, consist of direct expenditures to promote tourism, conventions and trade shows. The Chamber of Commerce, Albany Convention and Visitors Bureau is granted these funds annually to promote tourism, conventions and trade shows.

Major Object of Expenditure	Actual 2003/2004	Adopted 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	289,964	277,158	307,908
CAPITAL OUTLAY	0	0	0
TOTAL	289,964	277,158	307,908
FULL TIME POSITIONS	0	0	0

HOTEL/MOTEL FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
2902				
7999.77	Chamber of Commerce	289,964	277,158	307,908
	TOTAL, GENERAL FUND:	289,964	277,158	307,908

COMMUNITY DEVELOPMENT

The City of Albany is an entitlement community, which means that it qualifies as a metropolitan city with a population of at least 50,000. Entitlement communities automatically receive an annual allocation under the Community Development Block Grant Program. Since May 1975, the City of Albany has participated in this program.

The Department of Community Development manages the Community Development Block Grant (CDBG) received by the City. The funding provided can be utilized to carry out a wide range of community development activities directed toward community facilities and services. Each activity undertaken must meet one of the three national objectives, which are:

1. The activity must principally benefit low and moderate income persons. The principal benefit test is met when at least 70% of all expenditures during a fiscal year benefits persons who qualify as low to moderate-income based on their annual income and family size.
2. The activity must address an urgent need within the community, which is urgent because the existing conditions pose a serious or immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.
3. The activity aids in the preparation or elimination of slums and blight.

The city has also administered a Weatherization Program since 1988, with funding provided by the State of Georgia's Environmental Facilities Authority Division of Energy Resources. This program provides repairs that make the home more energy efficient and targets very low-income persons.

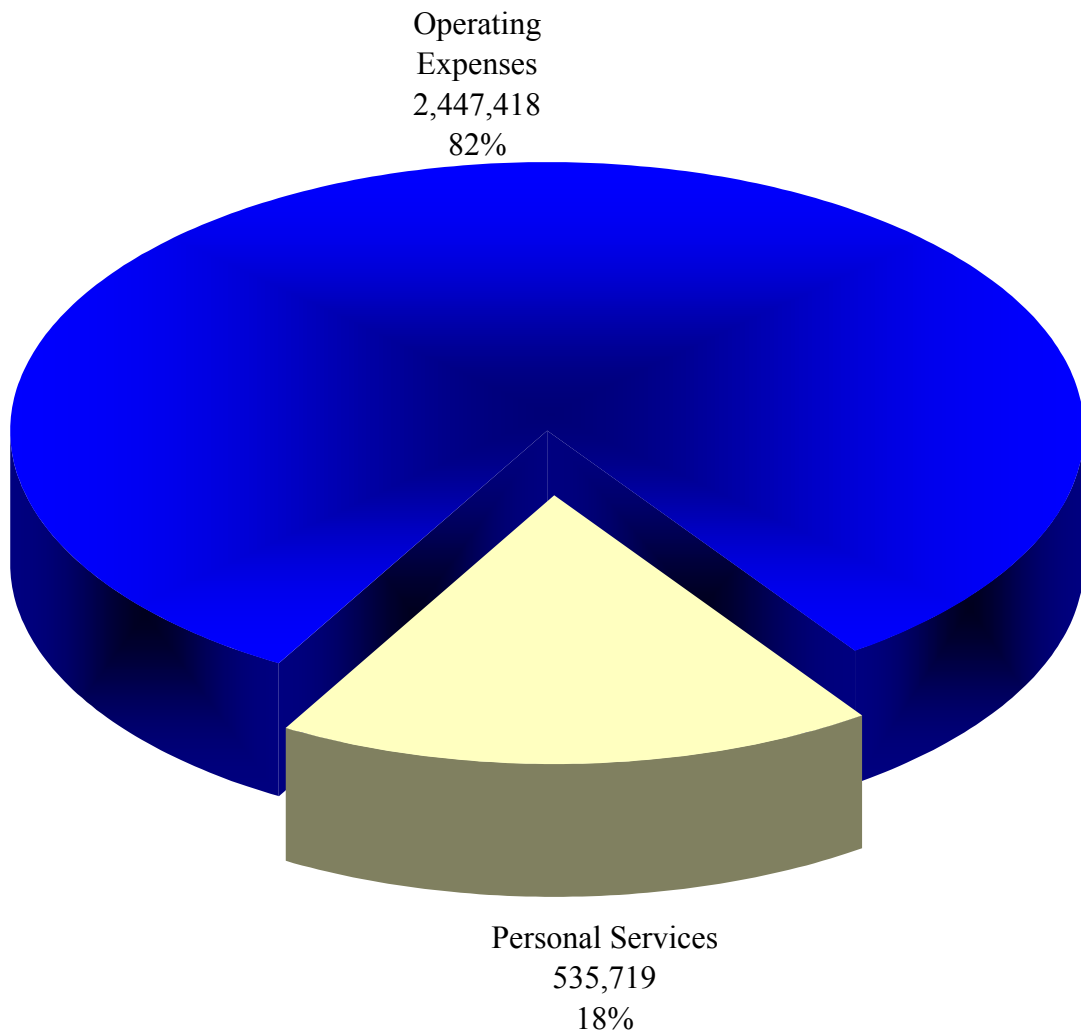
A Rental Rehabilitation Program is also administered by the city with funds provided by a grant from the U.S. Department of Housing and Urban Development (HUD). This program was created by HUD, to increase the supply of decent, sanitary and affordable housing available to low and moderate-income renters.

The city administers the HOME Program through funding received from HUD. The HOME Program was created to increase home ownership and affordable housing opportunities for low and very low-income persons.

City Of Albany

FY 2006

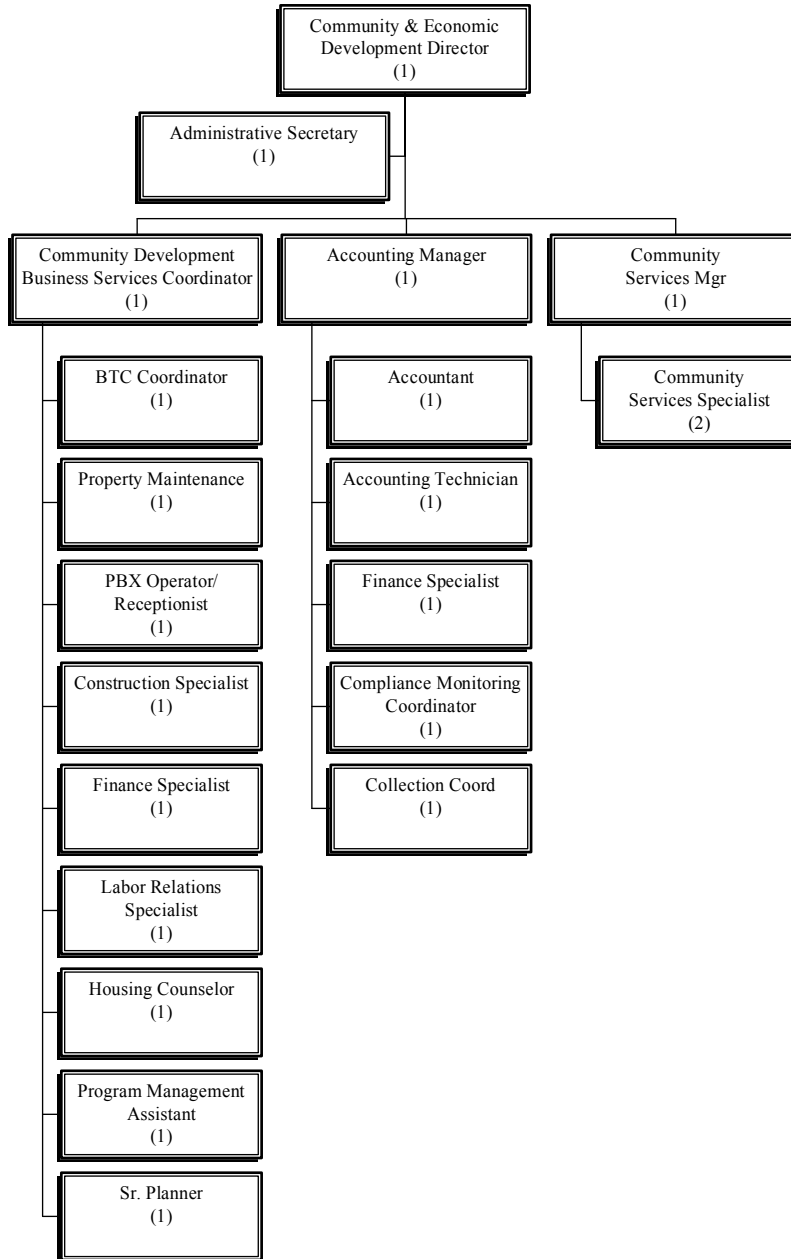
Community Development



Total Budget
\$2,983,137

Community Development

Dept 76



COMMUNITY DEVELOPMENT AND HOME PROJECTS

Activity	IDIS ID Numbers	Year funded	Local Objectives	HUD Priority Needs Addressed	Projected number of projects	Accomplishments
CHDO Construction New Housing	211	1997	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3	Renter housing and home ownership--all types HOME	5 rental units	Mission Outreach is working on a project.
Harlem Business District Streetscape	#####	1997;1998;1999;2001;2002;2003	Goal CD4-O-1S-6	Street and Sidewalks improvements	The continue of the construction of the streetscape for Harlem Business District	Harlem Business District streetscape project is complete
Historic Preservation - Thronsteeska Heritage Foundation	207	1998	Goal HS2-O-6-S-5	Historic Preservation	The replacement of a roof	The replacement of the roof is completed
CHDO Construction New Housing - Trinity Housing Project Loan	398	1999	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3	Renter housing and home ownership--all types HOME	Loans for families to purchase a home	5 families were able to purchase a house
East Central Albany Redevelopment - Fishing dock	301	2001	Goal CD4-O-1S-6	Removal of substandard structures and street and sidewalks improvements	Facilities improvement, side walks, lighting, park improvements	The project was put on hold and another project is being discussed to spent the funds
East Albany Community Center	366	2001	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3, Goal CD4-O-1-S-10	Public Facilities, Construction of Community Center	The construction of a community center	The community center will be completed by February 2005
Accessibility Program	298	2000;2001	Goal HS2-O-1-S-1	Single-family and rental units housing--all types	Ramps and grap bars for 5 homeowners or rental units.	No projects
Historic Preservation - House of Prayer	333	1999	Goal HS2-O-6-S-5	Historic Preservation	The exterior improvements to a church	The project is completed
CHDO Construction New Housing - Trinity Housing Project	299	2000;2001;2002	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3	Renter housing and home ownership--all types HOME	To construct single-family housing for homeownership	The construction of single-family housing units for homeownership
Broadway Court Project	286	2000;2001;2003	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3	Renter housing and home ownership--all types HOME	24 rental units	The construction of 24 rental units and 20 are rented.
Public Services - Union Mission Outreach, Inc.	316	2001	Goal SP1-O-5-S4	Public Services	To provide health care to the low income neighborhood.	41 clients have been assisted

COMMUNITY DEVELOPMENT AND HOME PROJECTS

Activity	IDIS ID Numbers	Year funded	Local Objectives	HUD Priority Needs Addressed	Projected number of projects	Accomplishments
Martin Luther King Track	321	2000	Goal CD4-O-1-S-6	Public facilities - Recreation	The construction of a walking track	The walking track is complete and the community is using the track
Affordable Home Ownership Program		2002	Goal HS1-O-1-S-1	Home ownership--all types HOME	To provide low interest loans to home buyers	
East Albany Urban Redevelopment Area	352	2002	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3, Goal CD4-0-1-S-10	Public Facilities, Construction of Community Center, Improvements to exisiting parks, Development of park and recreation facilities, Acquisition, Relocation, Demolition, New Construction, Street, Alleys and Sidewalks improvements,	To begin the acquisition and other projects related to the East Albany Urban Redevelopment Plan	Projects are being definded
Rehab- Homeowners program - HOME		2002	Goal HS2-O-1-S-1	Single-family housing--all types	10 homeowners units will be rehabilitated HOME \$35,983.24	No home projects
Highland-South Madison Project	367	2002	Goal HS1-O-1-S-1	Single-family housing and rental units--all types	The construction of rental units	The construction of six rental units is completed and 5 units are rented
Trinity Community Dev.	370	2002	Goal HS1-O-1-S-1	Renter housing and home ownership--all types CDBG	Technical assistance to CHDO	
Rehab- Homeowners program	376	2003	Goal HS2-O-1-S-1	Single-family housing--all types	10 homeowners units will be rehabilitated CDBG \$130,000	Nine homeowners had emergency repairs done to their home.
Heating Program	377	2003	Goal HS2-O-4-S-3	Single-family housing and rental units--all types	20 homeowners and/or rental units	13 homeowners and 2 renters had heating and coolling installed in their units.
Rehab- Homeowners program - 1219 Newton Road	376	2003	Goal HS2-O-1-S-1	Single-family housing--all types	10 homeowners units will be rehabilitated HOME \$220,000	1 homeowners rehab was completed

COMMUNITY DEVELOPMENT AND HOME PROJECTS

Activity	IDIS ID Numbers	Year funded	Local Objectives	HUD Priority Needs Addressed	Projected number of projects	Accomplishments
CHDO Construction New Housing		2003	Goal HS1-O-1-S-1	Renter housing and home ownership--all types HOME	2 Home ownership	Has not been allocated
Energy Efficiency	378	2003	Goal HS2-O-2-S-2	Renter housing and home ownership	30 units	45 units were weatherized
Housing Counseling	395	2003	Goal HS3-O-4-S2	Renter housing and home ownership - HOME	50 Clients	Housing counseling was provided to 250 clients
South Albany Project	400	2003	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3	Renter housing and home ownership--all types CDBG	142 rental units	The construction of the rental units have been started and will be completed by December 2004
Broadway Housing Project	414	2003	Goal HS1-O-1-S-1, Goal HS2-O-2-S-3	Renter housing and home ownership--all types HOME	5 single-family units will be built.	The project is in the planning process.
Mirco-businesses Enterprise Center-Technical Assistance	384	2003	Goal CD1-O-1-S-1	Micro-Business, Technical Assistance	2 new businesses will be located in the Micro-business Enterprise Center and all businesses will be provided technical assistance	2 new businesses were located in the Micro-business Enterprise Center
Façade Program	399	2003		Rehab- Pub./Pri.-Owned Commercial/Indus.	Provide funds to rehab the façade of commercial or office buildings	Seven businesses had their façade of their building improved.
Albany Community Together	402	2003	Goal CD1-O-1-S-1	Micro-Business, Technical Assistance	To provide low interest loans to businesses and technical assistance	ACT is providing technical assistance to micro-businesses
Cutliff Grove Family Resource Center	387	2003	CD8-O-9-S-6	Public Service	50 low and moderate income youth	39 low and moderate income clients were assisted
SWGA Convalescent - Slater King		2003	SP1-O-1-S-1	Public Service	20 elderly clients	Was canceled
Union Mission Outreach Center	401	2003	CD7-O-1-S-1	Public Service	30 low and moderate income clients	Clients served is stated in idis activity # 316
Summer Youth Job Program	385	2003	CD8-O-8-S-8	Public Service	100 low and moderate income youth	150 youth participated in the 2003 summer job program

COMMUNITY DEVELOPMENT AND HOME PROJECTS

Activity	IDIS ID Numbers	Year funded	Local Objectives	HUD Priority Needs Addressed	Projected number of projects	Accomplishments
First Monumental Faith COC - Transitional Shelter Center	388	2003	HM2-O-1-S-3	Homelessness	15 homeless families or persons	
River Road, Inc.	389	2003	HM2-O-1-S-3	Homelessness	5 homeless families or persons	10 homeless households were served
First Monumental Faith COC - Summer Enrichment Program	390	2003	CD8-O-9-S-6	Public Service	50 low and moderate income youth	
Communities Association, Inc.		2003	CD8-O-9-S-6	Public Service	40 low and moderate income youth	Was canceled
Ritz Cultural Center		2003	CD8-O-9-S-6	Public Service	30 low and moderate income youth	Was canceled
City of Albany Homeless Shelter Program	396	2003	HM2-O-1-S-1	Homelessness	10 homeless families or persons	26 homeless families were housed
City of Albany Public Service Program		2003	CD7-O-1-S-1, CD9-0-6-S-4	Public Services	20 low and moderate income clients	This item was taken out of administration cost and add to City of Albany Homeless Shelter Program.
Public Facilities and Improvements	379	2003; 2004	Goal CD5-0-1-S-10	Public Facilities	Rehab a facility for Emergency Homeless Shelter	The project has gone out for bid.
Public Facilities and Improvements	380	2003	Goal CD5-0-6-S-9	Public Facilities	Hog Pen Ditch	The plans are being developed. Construction should begin in Fall 2004
Section 108 Loan - MacGregor	374	2003	Goal CD1-O-1-S-1	Section 108 Loan	To payback the loan	The loan has been paid
Section 108 Loan - Albany Holdings	375	2003	Goal CD1-O-1-S-1	Section 108 Loan	To payback the loan	The loan has been paid
Acquisition	381	2003	Goal HS1-O-1-S-1, Goal HS2-O-3-S-4, Goal CD5-0-4-S-4	Acquisition	The acquisition of dilapidated structures in the City of Albany	The acquisition of properties on Hickory will be completed in Fall 2004
Acquisition - HOME	394	2003	Goal HS1-O-1-S-1, Goal HS2-O-3-S-4, Goal CD5-0-4-S-4	Acquisition	The acquisition of dilapidated structures in the City of Albany	Four properties have been acquired and two households and a business was relocated.

COMMUNITY DEVELOPMENT AND HOME PROJECTS

Activity	IDIS ID Numbers	Year funded	Local Objectives	HUD Priority Needs Addressed	Projected number of projects	Accomplishments
Relocation	382	2003	Goal HS1-O-1-S-1, Goal HS2-O-3-S-4, Goal CD5-0-4-S-4	Relocation	To relocation persons who properties we have acquirer in the City of Albany	Twenty-six households were relocated.
Demolition	383	2003	Goal CD5-0-4-S-4	Clearance	To fund projects in the City of Albany	Forty structures were demolish.
Disposition	373	2003	Goal CD5-O-5-S-6, Goal HS2-O1-S-1	Disposition	100 properties will maintain for selling and provide and maintain affordable rental housing	858 properties are being mowed and maintain for future sale and/or affordable housing or economic development activities.
General Administration		2003	NA	NA	CDBG Administration	
General Administration		2003	NA	NA	HOME Administration	
Rehab- Homeowners program	408	2004	Goal HS2-O-1-S-1	Single-family housing--all types	10 homeowners units will be rehabilitated CDBG \$130,000 & HOME \$220,000	
Emergency Repair Program	409	2004	Goal HS2-O-4-S-3	Single-family housing and rental units--all types	20 homeowners and/or rental units	
CHDO Construction New Housing		2004	Goal HS1-O-1-S-1	Renter housing and home ownership--all types HOME	2 Home ownership	
Energy Efficiency	417	2004	Goal HS2-O-2-S-2	Renter housing and home ownership	30 units	
Affordable Home Ownership Program	410	2004		Home ownership--all types HOME	20 Clients	
Housing Counseling	415	2004	Goal HS3-O-4-S2	Renter housing and home ownership -	50 Clients	

COMMUNITY DEVELOPMENT AND HOME PROJECTS

Activity	IDIS ID Numbers	Year funded	Local Objectives	HUD Priority Needs Addressed	Projected number of projects	Accomplishments
Mircro-businesses Enterprise Center-Technical Assistance	407	2004	Goal CD1-O-1-S-1	Micro-Business, Technical Assistance	2 new businesses will be located in the Mircro-business Enterprise Center and all businesses will be provided technical assistance	
City of Albany Homeless Program	418	2004	HM2-O-1-S-1	Homelessnes	10 homeless families or persons	
City of Albany Public Service Grants			CD7-O-1-S-1, CD9-0-6-S-4	Public Services	80 low and moderate income clients	
Infrastructure - CDBG						
Public Facilities and Improvements	411	2004	Goal CD5-0-6-S-9	Public Facilities	Health facility and Policing Center	
Other CDBG Programs						
Section 108 Loan - MacGregor	404	2004	Goal CD1-O-1-S-1	Section 108 Loan	To payback the loans	
Section 108 Loan - AlbanyHoldings	405	2004	Goal CD1-O-1-S-1	Section 108 Loan	To payback the loans	
Acquisition		2004	Goal HS1-O-1-S-1, Goal HS2-O-3-S-4, Goal CD5-0-4-S-4	Acquisition	The acquisition of dilapidated structures in the City of Albany	
Relocation	412	2004	Goal HS1-O-1-S-1, Goal HS2-O-3-S-4, Goal CD5-0-4-S-4	Relocation	To relocation persons who properties we have aquirer in the City of Albany	
Demolition	413	2004	Goal CD5-0-4-S-4	Clearance	To fund projects in the City of Albany	
Disposition	406		Goal CD5-O-5-S-6, Goal HS2-O1-S-1	Disposition	100 properties will maintain for selling and provide and maintain affordable rental housing	
General Administration	403		NA	NA	CDBG Administration	
General Administration			NA	NA	HOME Administration	

COMMUNITY DEVELOPMENT

DESCRIPTION

The Community Development Program is funded through the U.S. Department of Housing and Urban Development's Community Development Block Grant Entitlement funds. The primary objectives of the program are to provide for the development of a variable urban community by providing decent housing and a suitable living environment, expanding economic opportunities, and meeting the needs of persons of low and moderate income. This program is in compliance with the Housing and Urban Rural Recovery Act of 1983. The program is responsible for the reversal of the physical deterioration and aids in the elimination of the adverse influences that now threaten the targeted areas.

Major Object of Expenditure	Actual 2003/2004	Amended 2004/2005	Adopted 2005/2006
PERSONAL SERVICES	278,712	379,883	535,720
OPERATING EXPENSE	4,887,921	2,623,165	2,397,417
CAPITAL OUTLAY	0	2,992	50,000
TOTAL	5,166,633	3,006,040	2,983,137
FULL TIME POSITIONS	12	12	12

Class Title

Accounting Manager- City	1	1	1
Dir., Comm & Economic Development	1	1	1
Community Development Manager	1	1	1
Community Development Planner	1	1	0
Sr. Planner	0	0	1
Manager, Community Services	1	1	1
Coordinator- Business & Tech. Services	1	1	1
Community Services Technician	1	1	1
Finance Specialist	1	1	1
Minority Procurement Coordinator	1	1	1
Secretary	1	1	0
Program Management Assistant	0	0	1
Administrative Secretary	2	2	2
TOTAL	12	12	12

COMMUNITY DEVELOPMENT

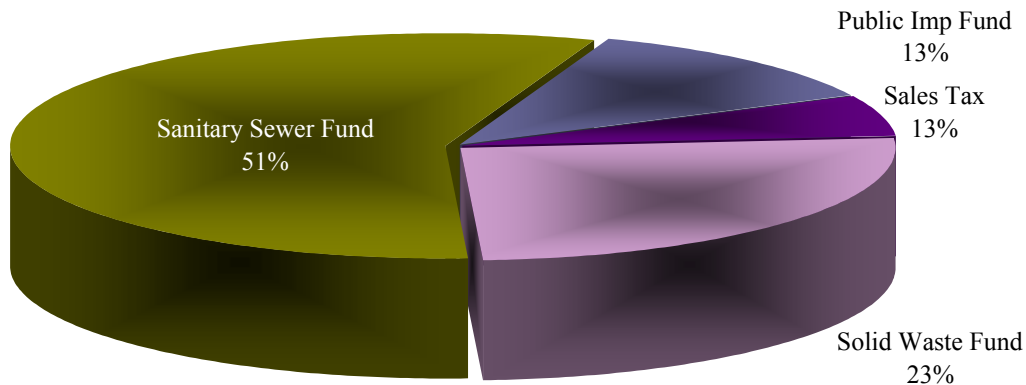
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2003/2004	AMENDED 2004/2005	ADOPTED 2005/2006
7603.				
7110	Regular Wages	205,743	292,832	399,433
7130	Temporary Help	1,300	0	0
7210	W/C Insurance	1,231	1,993	2,771
7220	Tuition Assistance	0	0	1,500
7260	FICA Matching	15,261	22,402	32,122
7270	Pension Matching	18,183	26,063	37,371
7280	Insurance Matching	26,227	36,593	57,468
7285	LTD Insurance Matching	10,768	0	5,055
7510	Professional Services	16	48,600	500
7512	Technical Services	642	10,900	15,000
7514	Contract Labor	0	1,600	0
7520	Advertising(Public Info)	3,774	9,400	5,500
7530	Fair Housing	1,000	0	0
7550	Communications	18,624	33,700	23,626
7600	Travel	9,352	12,800	10,550
7630	Train/Cont. Education	5,663	6,500	8,411
7700	Insurance/Liability	19,762	0	0
7860	Maint: Buildings	370,817	45,000	50,122
7870	Maint: Motor Equipment	11,254	13,600	13,000
7880	Other Cost	12,038	0	0
7900	Utilities	60,497	55,000	64,830
7990	Dues and Fees	1,254	1,550	2,500
8010	Supplies	13,558	16,800	17,000
8016	Small Equipment	50	7,400	7,500
8017	Printing & Binding	1,599	1,000	4,000
8018	Books & Subscriptions	433	2,100	2,000
8030	Janitorial Supplies	0	1,000	1,000
8050	Rentals	11,313	11,100	5,000
8110	Motor Fuel	4,015	1,800	5,000
8200	Other Costs	76,574	0	0
8201	Other Contracts	0	9,204	5,000
8211.002	Home Owner Rehab	125,819	100,000	300,000
8213	Mulberry/Broadway Target Area	56,309	81,439	0
8218	Relocation	122,751	106,600	0
8220	Acquisition	35,619	0	75,000
8221	Demolition	176,052	104,797	0
8223	Historical Preservation	128,746	0	0
8226	CDBG-Other	448,650	300,000	0
8228	Disposition	111,079	150,000	100,000
8230.1	TA Trinity	3,354	0	0
8320	CDBG-Public Services	208,336	214,865	403,981
8320.51	Home Program	2,207,214	787,018	0
8410	Loan Program	466,705	0	318,207
8425	Section 108 Interest/Loan	105,671	489,392	830,176
8450	CHDO	0	0	129,514
8510	Cap. O/Lay: Office	0	2,992	0
8530	Cap. O/Lay: Bldgs	0	0	50,000
8951	Indirect Cost	69,380	0	0
	TOTAL, COM. DEV. FUND:	5,166,633	3,006,040	2,983,137

CAPITAL IMPROVEMENT PROGRAM

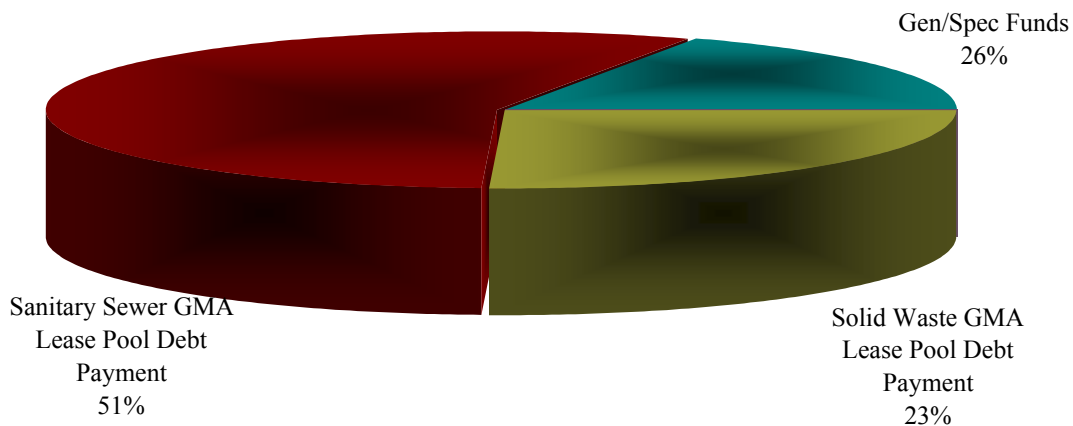
The Capital Improvement Program (CIP) is a multi-year planning instrument used by the City of Albany to identify needed capital projects and to coordinate the financing and timing of these projects. This section includes all approved FY 2006 capital projects and all other future requested projects up to fiscal year 2010. Included in CIP is funding for General/ Special Funds, Sanitary Sewer System and Solid Waste Fund. In addition, capital items funded through the Georgia Municipal Association (GMA) lease pool are included in this section. Projects funded by Special Local Option Sales Tax (SPLOST) are accounted separately.

Fiscal Year 2006 Capital Improvement Program

**All Funds:
Where The Money Comes From . . .**



Where The Money Goes . . .



Total \$2,555,158

FY 2006 CAPITAL BUDGET
AND
CAPITAL IMPROVEMENT PROGRAM
FY 2006- 2010

The Capital Improvement Program (CIP) is a multi-year planning instrument used by the City of Albany to identify needed capital projects and to coordinate the financing and timing of these projects to enhance the development of facilities and the provision of services. Capital projects will be undertaken to: (a) preserve infrastructure and public facilities; (b) promote economic development and enhance the quality of life; (c) improve the delivery of services; (d) preserve community and historical assets; and (e) improve economically depressed areas and those areas with low and moderate income households. For purposes of budgeting and accounting, a "capital project" is defined as a major expenditure for an individual asset or project in excess of \$5,000 and which has an estimated useful life of one or more years.

The first year of the Capital Improvement Program is the "Capital Budget". When adopted by the Mayor and Board of City Commissioners, the capital budget formally authorizes the expenditure of funds for the capital projects. Projects included in the remaining four years of the Capital Improvement Program are approved for planning purposes only and are not authorized until included in the Capital Budget. Appropriations for Capital Budget Projects are retained from one fiscal year to the next until the appropriation is expended, the project is completed, or the budget is amended.

The CIP will be funded through the following sources:

1. General/Special Funds - A 1% to 2% designation of sales tax revenue and \$325,000 transfer from Water, Gas and Light for capital improvement funds.
2. Enterprise Funds - Monies provided for in the Sewer Fund and Solid Waste Fund as depreciation or capital replacement expenses.
3. Community & Economic Development - a 10% designation of CDBG and Program Income funds.

Requests for this year's Capital Budget totaled over \$12,000,000. Of this amount, \$649,300 was approved for the General/Special Funds. Sanitary Sewer and Solid Waste, the City's two Enterprise Funds, are allocating \$1,316,405 and \$589,453 respectively, for capital replacement expenses including their participation in the debt payment for GMA Lease Pool Funds. The proposed Capital Improvement Program for FY 2006 - 2010 has a total cost of \$13,874,972. Some capital projects will be added and deleted as we proceed. As with the Operating Budget, the projects for each fund have to be balanced with the resources available in that fund. This Budget provides the total resources and projects for each fund. A summary of the FY 2006 Capital Budget by Fund and a summary of the five-year Capital Improvement Program are listed on the following pages.

**FY 2005/2006 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special Funds**

SOURCES/ACCOUNT NOS.

31.5100
31.5220

1% Local Option Sales Tax
Public Improvement Fund
FY 2005/2006 Approved Funds

\$324,300
325,000
\$649,300

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
Municipal Court	Server	Utilize state required software	10,000	10,000	0	0	0	0
		Total Municipal Court	10,000	10,000	0	0	0	0
Central Services	Fleet software program	Track cost and use of fleet	0	0	0	0	0	0
	Maintenance facility	Building dilapidated	5,000,000	0	0	0	0	5,000,000
	Shop fencing	Privacy/ security for the front of the shop	0	0	0	0	0	0
	Rosback Perferator table	To replace outdated equipment	0	0	0	0	0	0
	Xante Platemaker 4 printer	To upgrade current capabilities	6,400	0	6,400	0	0	0
		Total Central Services	5,006,400	0	6,400	0	0	5,000,000
Information Technology	Work Environment Improvements	New office furntiure requested to improve work environment in Information Technology Department (Judicial Bldg) by accommodating the office moves for Analysis and Design Team (moving to Room 110) and Director's office (moving to room 120). Received specs via Procurement in November 2004.	20,000	0	20,000	0	0	0
		Total Information Technology	20,000	0	20,000	0	0	0
Planning	Mobile High Density Filing System	Provide access to data history for better public service	0	0	0	0	0	0
		Total Planning	0	0	0	0	0	0
Code Enforcement	Copier	Replace copier	7,500	7,500	0	0	0	0
		Total Code Enforcement	7,500	7,500	0	0	0	0
Police	Copy Machines	Equipment Replacement/ Upgrade Program	60,000	0	0	0	0	60,000
		Total Police	60,000	0	0	0	0	60,000
Fire	Replace roof on Fire Station #3	Roofs have multiple leaks that have been patched with roofing tar, each time it rains we find more leaks. Walls and ceiling tiles are stained from water leaks.	10,000	10,000	0	0	0	0
	Replace roof on Fire Station #4	Roofs have multiple leaks that have been patched with roofing tar, each time it rains we find more leaks. Walls and ceiling tiles are stained from water leaks.	10,000	10,000	0	0	0	0
		Total Fire	20,000	20,000	0	0	0	0

**FY 2005/2006 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special Funds**

SOURCES/ACCOUNT NOS.

31.5100
31.5220

1% Local Option Sales Tax
Public Improvement Fund
FY 2005/2006 Approved Funds

\$324,300
325,000
\$649,300

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
Engineering	Storage Shelter	Protection for supplies (Traffic Paint) at sign shop 2110 Habersham Rd	20,000	0	0	20,000	0	0
	Storage Shelter	Protection for trucks/ heavy equipment at a signal shop 1127 Highland Ave	20,000	0	0	20,000	0	0
	GaDOT Projects- 15 Intersections	8- Oakridge Dr, 1-MLK Jr Dr, Newton Rd, 3 Jefferson (Pending City Concern)	80,000	0	40,000	40,000	0	0
	Three new signalized intersections	Warrants for signalization expected to be met	160,000	0	80,000	80,000	0	0
	Five Intersection rebuilds	Replace traffic equipment at intersections that are 30 years old	240,000	0	60,000	60,000	60,000	60,000
	Seven Steel Poles w/ Mast Arms	Replace 30 year old aluminum mast arm poles on Oglethorpe Blvd	55,000	0	55,000	0	0	0
	Signal head replacement program	Replace traffic signal heads with LEDs to save on power cost and maintenance	696,800	0	174,200	174,200	174,200	174,200
	School Flashers Upgrade	To standardize school flasher locations	420,000	0	105,000	105,000	105,000	105,000
	Three controller cabinets w/ equip	To replace damaged or malfunctioning equipment	0	0	0	0	0	0
	ADCS Western Graphtec FC4100-130 Cutter Plotter	Will allow sign shop to become more efficient in making signs	9,000	0	9,000	0	0	0
	Two new total stations (survey equipment)	The new Total stations have the capability to be upgraded with the latest GPS technology to assist in mapping and location and work of the Civil Division	14,000	0	14,000	0	0	0
	GPS Technology for new total stations	Will allow Civil Division to do enhanced location work and mapping	39,000	0	39,000	0	0	0
	Concrete Saw	Replace old concrete saw	0	0	0	0	0	0
		Total Engineering	1,753,800	0	576,200	499,200	339,200	339,200
Recreation	Scoreboards	Replace worn out scoreboards	6,000	0	6,000	0	0	0
	Equipment/supplies	Adequate support of programs	30,000	0	5,000	5,000	10,000	10,000
	Stereo (4)	Exercise Programs	15,000	0	5,000	5,000	5,000	0
	Weight equipment (4)	Customer requests/enhance programs	35,000	0	5,000	10,000	10,000	10,000
	Upgrade Facilities - Athletics	Improve appearance/general upkeep	80,000	0	15,000	25,000	15,000	25,000
	Lighting	Eames Field #3 meet program/facility needs	0	0	0	0	0	0
	Pistol Range	Upgrade facility to meet requests	50,000	0	50,000	0	0	0
	Fencing	2 sites, boundaries for childrens safety	100,000	0	50,000	50,000	0	0
	Field Renovations	Athletics - enhance facility & attract events	80,000	0	15,000	25,000	15,000	25,000
	Field Renovations	Youth Athletic Sites - enhance facilities	120,000	0	30,000	30,000	30,000	30,000
	Youth Sports Complex	Meet growing needs of youth	3,954,000	0	0	3,954,000	0	0
	Bleachers/Picnic Tables	Safety/meet facilities program needs	560,000	0	10,000	25,000	25,000	500,000

**FY 2005/2006 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special Funds**

SOURCES/ACCOUNT NOS.

31.5100
31.5220

1% Local Option Sales Tax
Public Improvement Fund
FY 2005/2006 Approved Funds

\$324,300
325,000
\$649,300

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
	Paving	3 sites/safety/meet demand	1,200,000	0	800,000	0	400,000	0
	Fiber Optic Services	Fiber optic installtion at Park Maintenance new office building for AS 400 and networking capbilities	0	0	0	0	0	0
	Crew quarters,office areas,vehicle storage, equipment shed and chemical storage	Centralize all functions and management of the Parks Maintenance Division	0	0	0	0	0	0
	Park Maint. Crew Complex	5-6 acres of land for new park maintnenace complex to centralize operations.	0	0	0	0	0	0
	Fiber optic services	Fiber optic installtion at cemetery new office	0	0	0	0	0	0
	Cemetery Office Complex	FEMA Flood 1994	0	0	0	0	0	0
	Safety trench box light weight	Trench Box for grave opening OSHA	8,500	8,500	0	0	0	0
	Cemetery expansion, design and layout	Maintain adequate space for cemetery growthto ensure services for twenty five years.	25,000	0	0	15,000		10,000
	<i>Total Recreation</i>		6,263,500	8,500	991,000	4,144,000	510,000	610,000
CAD 911	Recording System	Enhanced system required to record in conjunction with upgraded telephone/ radio system	0	0	0	0	0	0
	Wireless- Phase II/ Mapping	Installation of mapping at ten positions in order to receive latitude/ longitude from 911 wireless callers	0	0	0	0	0	0
	Wireless- Phase II/ Mapping	Install mapping at six locations	0	0	0	0	0	0
	800 MHz Channel Upgrade	Add four new channels/ FCC approved	0	0		0	0	0
	<i>Total CAD 911</i>		0	0	0	0	0	0
Airport	Copier/fax/scanner machine	Save money on printers & ink and provide more productivity with scan capability	13,500	13,500	0	0	0	0
	Air Cargo Facility Bldg. & Pkg.	Developing for UPS	703,200	703,200	0	0	0	0
	Air Cargo Facility Bldg. & Pkg.	Credit for SPLOST funding	(703,200)	(703,200)	0	0	0	0
	ARFF Facility	Current one exceeds useful life	1,052,630	1,052,630	0	0	0	0
	ARFF Facility	Credit for FAA Entitlements	(706,000)	(706,000)	0	0	0	0
	ARFF Facility	Credit for FAA Discretionary	(294,000)	(294,000)	0	0	0	0
	ARFF Facility	Credit for GDOT funding (2.5%)	(26,316)	(26,316)	0	0	0	0
	Replace Rotating Beacon	Current one exceeds useful life	100,000	0	0	100,000	0	0
	Replace Rotating Beacon	Credit for FAA Entitlements	(95,000)	0	0	(95,000)	0	0
	Replace Rotating Beacon	Credit for GDOT funding (2.5%)	(2,500)	0	0	(2,500)	0	0
	Terminal Complex Renovations Design Only	Parts of bldg. are from 1959, others 1991	1,000,000	1,000,000	0	0	0	0

**FY 2005/2006 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special Funds**

SOURCES/ACCOUNT NOS.

31.5100
31.5220

1% Local Option Sales Tax
Public Improvement Fund
FY 2005/2006 Approved Funds

\$324,300
325,000
\$649,300

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
	Terminal Complex Renovations Design Only	Credit for SPLOST funding	(1,000,000)	(1,000,000)	0	0	0	0
	Terminal Complex Renovations - Phase I	Parts of bldg. are from 1959, others 1991	2,785,355	0	0	0	2,785,355	0
	Terminal Complex Renovations - Phase I	Credit for FAA Entitlements	(1,100,000)	0	0	0	(1,100,000)	0
	Terminal Complex Renovations - Phase I	Credit for FAA Discretionary	(1,546,087)	0	0	0	(1,546,087)	0
	Terminal Complex Renovations - Phase I	Credit for GDOT funding (2.5%)	(69,634)	0	0	0	(69,634)	0
	Terminal Complex Renovations - Phase II	Parts of bldg. are from 1959, others 1991	2,785,355	0	0	0	0	2,785,355
	Terminal Complex Renovations - Phase II	Credit for FAA Entitlements	(1,100,000)	0	0	0	0	(1,100,000)
	Terminal Complex Renovations - Phase II	Credit for FAA Discretionary	(1,546,087)	0	0	0	0	(1,546,087)
	Terminal Complex Renovations - Phase II	Credit for GDOT funding (2.5%)	(69,634)	0	0	0	0	(69,634)
	Taxiway 'D' Reconstruction	Deterioration of pavement	700,000	700,000	0	0	0	0
	Taxiway 'D' Reconstruction	Credit for FAA Entitlements	(665,000)	(665,000)	0	0	0	0
	Taxiway 'D' Reconstruction	Credit for GDOT share (2.5%)	(17,500)	(17,500)	0	0	0	0
	Taxiway 'A' Improvements - Design Only	Deterioration of pavement	200,000	200,000	0	0	0	0
	Taxiway 'A' Improvements - Design Only	Credit for FAA Entitlements	(190,000)	(190,000)	0	0	0	0
	Taxiway 'A' Improvements - Design Only	Credit for GDOT share (2.5%)	(5,000)	(5,000)	0	0	0	0
	Taxiway 'A' Improvements - Phase I	Deterioration of pavement	1,157,895	0	1,157,895	0	0	0
	Taxiway 'A' Improvements - Phase I	Credit for FAA Entitlements	(1,100,000)	0	(1,100,000)	0	0	0
	Taxiway 'A' Improvements - Phase I	Credit for GDOT share (2.5%)	(28,947)	0	(28,947)	0	0	0
	Taxiway 'A' Improvements - Phase II	Deterioration of pavement	1,000,000	0	0	1,000,000	0	0
	Taxiway 'A' Improvements - Phase II	Credit for FAA Entitlements	(245,000)	0	0	(245,000)	0	0
	Taxiway 'A' Improvements - Phase II	Credit for FAA Discretionary Funding	(705,000)	0	0	(705,000)	0	0
	Taxiway 'A' Improvements - Phase II	Credit for GDOT share (2.5%)	(25,000)	0	0	(25,000)	0	0
	Alert Phone Rehab	Age of lines and equipment	150,000	0	0	150,000	0	0
	Alert Phone Rehab	Credit for FAA Entitlements	(142,500)	0	0	(142,500)	0	0
	Alert Phone Rehab	Credit for GDOT share (2.5%)	(3,750)	0	0	(3,750)	0	0
	Rwy 4-22 Regulator Replacement	Age of lines and equipment	190,000	0	0	190,000	0	0
	Rwy 4-22 Regulator Replacement	Credit for FAA Entitlements	(180,500)	0	0	(180,500)	0	0
	Rwy 4-22 Regulator Replacement	Credit for GDOT share (2.5%)	(4,750)	0	0	(4,750)	0	0

**FY 2005/2006 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special Funds**

SOURCES/ACCOUNT NOS.

31.5100
31.5220

1% Local Option Sales Tax
Public Improvement Fund
FY 2005/2006 Approved Funds

\$324,300
325,000
\$649,300

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
	Twy. 'C' & 'E' Improvements - Design Only	Deterioration of pavement	200,000	0	0	200,000	0	0
	Twy. 'C' & 'E' Improvements - Design Only	Credit for FAA Entitlements	(190,000)	0	0	(190,000)	0	0
	Twy. 'C' & 'E' Improvements - Design Only	Credit for GDOT share (2.5%)	(5,000)	0	0	(5,000)	0	0
	Guidance Sign Replacement	Age of equipment	280,000	0	0	0	280,000	0
	Guidance Sign Replacement	Credit for FAA Discretionary Funding	(266,000)	0	0	0	(266,000)	0
	Guidance Sign Replacement	Credit for GDOT share (2.5%)	(7,000)	0	0	0	(7,000)	0
	Twy. 'C' & 'E' Improvements	Deterioration of pavement	1,000,000	0	0	0	1,000,000	0
	Twy. 'C' & 'E' Improvements	Credit for FAA Entitlements	(950,000)	0	0	0	(950,000)	0
	Twy. 'C' & 'E' Improvements	Credit for GDOT share (2.5%)	(25,000)	0	0	0	(25,000)	0
	Cargo Access Road	Developing for UPS	546,084	546,084	0	0	0	0
	Cargo Access Road	Credit for FAA Entitlements	(518,780)	(518,780)	0	0	0	0
	Cargo Access Road	Credit for GDOT Share (2.5%)	(13,652)	(13,652)	0	0	0	0
	South Ramp Reconstruction - Design Only	Deterioration of Pavement	230,000	230,000	0	0	0	0
	South Ramp Reconstruction - Design Only	Credit for FAA Entitlements	(218,500)	(218,500)	0	0	0	0
	South Ramp Reconstruction - Design Only	Credit for GDOT Share (2.5%)	(5,750)	(5,750)	0	0	0	0
	South Ramp Reconstruction - Phase I	Deterioration of Pavement	2,000,000	0	2,000,000	0	0	0
	South Ramp Reconstruction - Phase I	Credit for FAA Discretionary Funding	(1,900,000)	0	(1,900,000)	0	0	0
	South Ramp Reconstruction - Phase I	Credit for GDOT Share (2.5%)	(50,000)	0	(50,000)	0	0	0
	South Ramp Reconstruction - Phase II	Deterioration of Pavement	2,000,000	0	0	2,000,000	0	0
	South Ramp Reconstruction - Phase II	Credit for FAA Discretionary Funding	(1,900,000)	0	0	(1,900,000)	0	0
	South Ramp Reconstruction - Phase II	Credit for GDOT Share (2.5%)	(50,000)	0	0	(50,000)	0	0
	Perimeter Road - Design Only	Need Paved Road for Emergency Response	160,000	0	0	160,000	0	0
	Perimeter Road - Design Only	Credit for FAA Entitlements	(152,000)	0	0	(152,000)	0	0
	Perimeter Road - Design Only	Credit for GDOT Share (2.5%)	(4,000)	0	0	(4,000)	0	0
	Perimeter Road - Construction	Need Paved Road for Emergency Response	1,600,000	0	0	0	1,600,000	0
	Perimeter Road - Construction	Credit for FAA Discretionary Funding	(1,520,000)	0	0	0	(1,520,000)	0
	Perimeter Road - Construction	Credit for GDOT Share (2.5%)	(40,000)	0	0	0	(40,000)	0
	Perimeter Security Fencing Improvements	Required for Airport Safety and Certification	100,000	0	0	100,000	0	0
	Perimeter Security Fencing Improvements	Credit for FAA Entitlements	(95,000)	0	0	(95,000)	0	0
	Perimeter Security Fencing Improvements	Credit for GDOT Share (2.5%)	(2,500)	0	0	(2,500)	0	0

**FY 2005/2006 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special Funds**

SOURCES/ACCOUNT NOS.

31.5100
31.5220

1% Local Option Sales Tax
Public Improvement Fund
FY 2005/2006 Approved Funds

\$324,300
325,000
\$649,300

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
	Terminal Apron Rehab (concrete) - Design Only	Deterioration of Pavement	200,000	0	0	0	0	200,000
	Terminal Apron Rehab (concrete) - Design Only	Credit for FAA Entitlements	(190,000)	0	0	0	0	(190,000)
	Terminal Apron Rehab (concrete) - Design Only	Credit for GDOT Share (2.5%)	(5,000)	0	0	0	0	(5,000)
		<i>Subtotal Airport</i>	474,432	81,716	78,948	97,500	141,634	74,634
		<i>Subtotal Airport (10%)</i>	47,443	8,172	7,895	9,750	14,163	7,463
	Parking lot resurfacing and improvements	Necessary repairs	190,000	190,000	0	0	0	0
		Total Airport	237,443	190,000	7,895	9,750	14,163	7,463
Transit	Purchase office furniture	Replace worn furniture	41,000	21,000	5,000	5,000	5,000	5,000
	Purchase Computer Equipment	Replacement and Upgrade to Computers	35,000	15,000	5,000	5,000	5,000	5,000
	Purchase Office Equipment	Replace various office equipment	30,000	10,000	5,000	5,000	5,000	5,000
	Facility Modifications	Enhance & Upgrade Facility	157,477	107,477	12,500	12,500	12,500	12,500
	Multi-Modal Facility	AE&D and Construction	195,000	195,000	0	0	0	0
	Multi-Modal Facility Lease	Interim Facility Lease	950,000	270,000	170,000	170,000	170,000	170,000
	Bus Shelters & benches	Purchase Bus Shelters/Benches	163,266	63,266	25,000	25,000	25,000	25,000
	Fareboxes & Related Equipment	Replace and Upgrade Farebox Equipment	43,266	43,266	0	0	0	0
	Maintenance Tools and Equipment	Tools & Equipment	36,000	14,000	5,500	5,500	5,500	5,500
	Security Surveillance Equipment	Replace camera and monitoring equipment	20,000	20,000	0	0	0	0
		<i>Subtotal Transit</i>	1,671,009	759,009	228,000	228,000	228,000	228,000
		Total Transit (10%)	167,101	75,901	22,800	22,800	22,800	22,800
Contingency	Unbudgeted capital expenses	Emergencies	337,399	337,399	0	0	0	0
		Total Contingency	337,399	337,399	0	0	0	0
		GRAND TOTAL - General/ Special Funds	13,874,972	649,300	1,624,295	4,675,750	886,163	6,039,463

Transit and Airport includes City matching of 10% for approved projects.

* 10% match funded through PFC funds

**80% Federal 10% State

FY 2005/2006 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
Series 1998 GMA Lease Pool Funds

SOURCES/ACCOUNT NOS.

2006 GMA Lease Pool Funds

993,000

FY 2005/2006 Approved Funds

993,000

Department	Description	Justification(s)	Total Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
Code Enforcement	1/2 ton pickup	Need to replace vehicle	13,000	13,000	0	0	0	0
	1/2 ton pickup	Need to replace vehicle	13,000	13,000	0	0	0	0
		Total Code Enforcement	26,000	26,000	0	0	0	0
Police	Patrol Cars	Continued implementation of take-home policy	324,000	324,000	0	0	0	0
	Animal control truck	Replace worn out vehicle	20,000	20,000	0	0	0	0
	Support services van	Replace worn out vehicle	35,000	35,000	0	0	0	0
		Total Police	379,000	379,000	0	0	0	0
Fire	F-350 4x4 dually	Replace worn out vehicle	38,000	38,000	0	0	0	0
	Small size truck	Support vehicle	13,000	13,000	0	0	0	0
	Full size van	Training purposes	21,000	21,000	0	0	0	0
		Total Fire	72,000	72,000	0	0	0	0
Engineering	1 1/2 ton pickup truck	Replace broken down Veh.	30,000	30,000	0	0	0	0
	Small size truck	Improved efficiency in moving and installing cable (signal/communications/fiber optic)	13,000	13,000	0	0	0	0
		Total Engineering	43,000	43,000	0	0	0	0
P/W Street Maint.	4 door truck	Replace worn out vehicles	25,000	25,000	0	0	0	0
	Sand truck	Replace worn out vehicles	85,000	85,000	0	0	0	0
	Front loader	Replace worn out vehicles	150,000	150,000	0	0	0	0
	Dump truck	Replace worn out vehicles	85,000	85,000	0	0	0	0
	Flat bed backhoe trailer	Replace worn out vehicles	15,000	15,000	0	0	0	0
	Mowers-2	Replace worn out vehicles	16,000	16,000	0	0	0	0
		Total PW Street Maintenance	376,000	376,000	0	0	0	0
Recreation	6700 Fairway mower	More efficient maintenance	29,000	29,000	0	0	0	0
	Greensmower (1)	To update older unit for a more precise cut	27,000	27,000	0	0	0	0
	Mowers (2)	Maintenance	16,000	16,000	0	0	0	0
	F250 crew truck	Replace old truck	25,000	25,000	0	0	0	0
		Total Recreation	97,000	97,000	0	0	0	0
		GRAND TOTAL - SERIES 1998 GMA LEASE POOL	993,000	993,000	0	0	0	0

FY 2005/2006 CAPITAL BUDGET
AND
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
Sanitary Sewer Enterprise Funds

SOURCES/ACCOUNT NOS.

3200.8900

Wastewater Treatment

1,441,000

FY 2005/2006 Approved Funds

1,441,000

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
P/W Sanitary Sewer								
<i>Wastewater Treatment</i>								
	Small truck	Replacement	13,000	13,000	0	0	0	0
		TOTAL - Wastewater Treatment	13,000	13,000	0	0	0	0
<i>Administration</i>								
	Small truck	Replacement	13,000	13,000	0	0	0	0
		TOTAL- Administration	13,000	13,000	0	0	0	0
<i>Construction</i>								
	95-410 Excavator 330 BL	Replacement	300,000	300,000	0	0	0	0
	01-440 Backhoe	Replacement within the 5 year warranty	140,000	140,000	0	0	0	0
		TOTAL - Construction	440,000	440,000	0	0	0	0
<i>Maintenance</i>								
	Air compressor	Replacement	30,000	30,000	0	0	0	0
	F-250 full size truck	Replacement	25,000	25,000	0	0	0	0
		TOTAL - Maintenance	55,000	55,000	0	0	0	0
<i>Sweepings</i>								
	Sewer fan machines	Upgrades	920,000	920,000	0	0	0	0
		TOTAL- Sweepings	920,000	920,000	0	0	0	0
		GRANDTOTAL - P/W Sanitary Sewer Fund	1,441,000	1,441,000	0	0	0	0

FY 2005/2006 CAPITAL BUDGET
AND
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
Solid Waste Enterprise Funds

SOURCES/ACCOUNT NOS.

2006 GMA Lease Pool Funds

1,165,000

FY 2005/2006 Approved Funds

1,165,000

Department	Description	Justification(s)	Total Project Cost	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010
P/W Solid Waste								
<i>Residential/ East</i>	Rear Loaders	Replacement Schedule	326,000	326,000	0	0	0	0
	Swacar	Replacement Schedule	22,000	22,000	0	0	0	0
	Side Loader (3)	Replacement Schedule	185,000	185,000	0	0	0	0
		TOTAL - Residential East	533,000	533,000	0	0	0	0
<i>Commercial</i>	Front Loaders	Replacement Schedule	177,000	177,000	0	0	0	0
	Tub Grinder	Expand life of landfill	455,000	455,000	0	0	0	0
		TOTAL - Commercial	632,000	632,000	0	0	0	0
		GRANDTOTAL - P/W Solid Waste Fund	1,165,000	1,165,000	0	0	0	0

Special Purpose Local Option Sales Tax IV

The City of Albany is participating with Dougherty County in a Special One Percent (1%) Local Option Sales Tax (SPLOST IV) which is being levied to finance County and City capital projects. Capital projects funded by SPLOST funds are major capital purchases or construction projects that have been approved under a voter referendum, and are not adopted in the capital improvement fund. The sales tax is collected by Dougherty County for a period of six years or until such time as \$91,000,000 in sales tax receipts are collected. This tax began April 1, 2000 and is scheduled to continue until March 31, 2005. Dougherty County will reimburse the City of Albany approximately \$48,336,094 during the term of the sales tax levy which is used to finance the capital projects listed below. In FY 2003, the SPLOST IV budget was revised to \$82,497,217 to reflect the downturn in economic activity. The City's items were reallocated to total \$37,488,477 during the term of the sales tax levy.

SOURCES/ACCOUNT NOS. 998.B 1% Local Option Sales Tax \$37,623,879

FY 2005/2006 Estimated Funds **\$4,636,457**

Description	Prior Years' Expenditures	FY 2005/2006	FY 2006/2007	FY 2007/2008	FY 2008/2009	Total Project Cost
Golf Clubhouse	-	-	-	-	-	-
Paul Eames Park	3,543,853	-	-	-	-	3,543,853
Municipal Auditorium	2,367,163	1,065,690	-	-	-	3,432,853
City Street Improvements	6,483,085	16,915	-	-	-	6,500,000
City Traffic Safety	707,273	17,727	-	-	-	725,000
City Law Enforcement Center	13,542,518	957,482	-	-	-	14,500,000
Storm Drainage Improvements	1,406,736	2,230,437	-	-	-	3,637,173
City Fire Stations/Equipment	1,726,761	273,239	-	-	-	2,000,000
Recreation Improvements	3,210,033	74,967	-	-	-	3,285,000
TOTAL	32,987,422	4,636,457	0	0	0	37,623,879

SPONSORED OPERATIONS

These are Special Funds that have been established to carry out projects or programs that are not funded through the normal operating & capital budget process. These funds are used to account for resources received from outside agencies and are restricted for a specific purpose. This section includes Federal & State Grants and the Flood Recovery Program.

SUMMARY OF SPONSORED OPERATIONS REVENUE

DESCRIPTION

The Grants Fund is a special revenue fund that provides for the administrative accounting of funds received from State and Federal sources for some entitlement programs and discretionary projects. The Grants Fund consists of Federal, State and local funding. Local funding includes contracts for reimbursed services, which are considered sponsored operations. The Police Department is the primary recipient of reimbursed services.

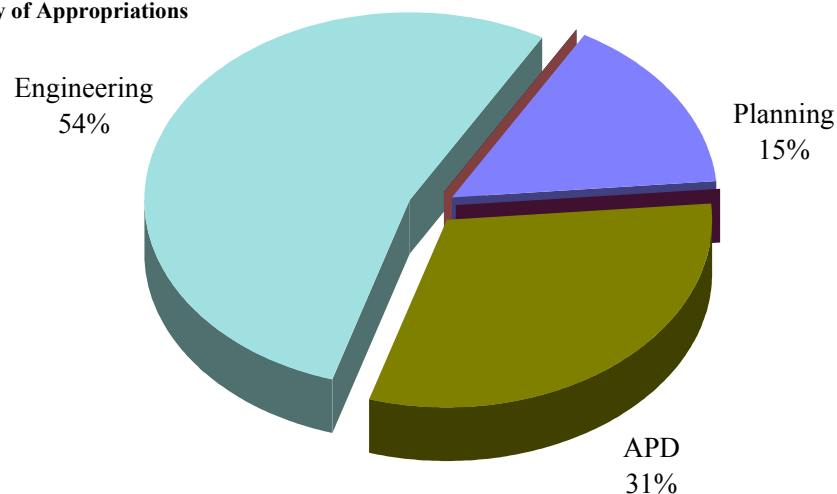
This budget is used to account for grant programs awarded to the City. The appropriations for grant projects do not lapse at the end of each fiscal year, but remain in force for the life of the grant by means of re-appropriations contained in this budget unit.

GOAL(S):

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
Planning	58,091	55,680	146,000
Recreation	205,751	204,437	0
APD	1,188,059	751,098	297,342
Engineering	2,997,618	1,070,000	514,700
Community Services	21,237	45,000	0
Pass Thru Grants	3,340,417	97,500	0
BUDGETED TOTAL	7,811,173	2,223,715	958,042
TOTAL	7,811,173	2,223,715	958,042
FULL TIME POSITIONS	30	16	6

WORK ACTIVITY DATA

GRANT FUNDS
Summary of Appropriations



SUMMARY OF SPONSORED OPERATIONS REVENUE

ACCOUNT NUMBER	ACCOUNT NAME	AWARDED 2005/2006
2702		
5808.4	Scrap Tire Grant	0
5808.5	PL Grant	100,000
5808.6	Sect #8 FTA Grant	46,000
5811.01	Summer Lunch Bag Program	0
5819.07	CJCC Multijurisdictional Uniform Drug Taskforce Grant	0
5819.17	CYCC Juvenile Database Project	4,479
5819.19	Dougherty County Board of Education School Resource Officers Contract	0
5819.20	Albany Technical College Resource Officers Contract	0
5819.22	Crime Free Housing	0
5819.23	Domestic Violence	27,068
5819.28	GOHS Law Enforcement Mini Grant Project	3,000
5819.29	Weed and Seed Grant	0
5819.31	Enforcing Underage Drinking Grant	32,418
5819.32	US DOT Seat Belt Grant	0
5819.33	Local Law Enforcement Block Grant 2002	0
5819.34	GEMA/ ODP Homeland Security Grant	0
5819.35	GOHS H.E.A.T	25,450
5819.36	Local Law Enforcement Block Grant 2003	82,565
5819.37	Local Law Enforcement Block Grant 2004	122,362
5820.01	GOHS Traffic Safety Grant	14,700
5820.20	Albany Streetscape	0
5820.21	Hazard Mitigation	500,000
5830.01	Department of Community Affairs Homelessness Grant	0
5831	Department of Community Affairs Local Assistance Grant	0
	TOTAL, GRANT FUND:	958,042

SCRAP TIRE GRANT

DESCRIPTION

Illegal dumping, littering, and sign ordinance violators are on the increase in our community. The City of Albany and Dougherty County have made a definite commitment to support the Local Environmental Compliance Program both financially and administratively. Our education partner is Keep Albany-Dougherty Beautiful and the budget also includes their portion for education. Through community education and awareness littering has been reduced by encouraging recycling through public education. This in return changes attitudes about the way people handle waste. Planning & Development Services has participated in the Scrap Tire Program for four years. We are currently preparing the budget for the 5th year. Grant funds available for a city/county of our population is \$72,000 with a required match of \$18,000 (25%) accounted for in cost center 2100.

GOAL(S):

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	50,831	50,398	0
OPERATING EXPENSE	7,260	5,282	0
CAPITAL OUTLAY	0	0	0
TOTAL	58,091	55,680	0
FULL TIME POSITION	1	1	0

Class Title

Code Enforcement Officer*	1	1	0
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Housed in Planning and Development Services

PL Grant

DESCRIPTION

The Metropolitan Transportation Planning Services contract (or PL Grant) is an agreement between the City of Albany's Planning & Development Services department, the Georgia Department of Transportation (GDOT) and the U. S. Department of Transportation (DOT) to provide cooperative, comprehensive, and continuing transportation planning in carrying out the provisions of the Intermodal Surface Transportation Efficiency Act of 1991. Both state and federal governments reimburse the City for work done according to the agreement- 80% federal and 10% state. The City of Albany provides 10% of the funding for projects outlined in the agreement.

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	18,869	39,275
OPERATING EXPENSE	0	98,322	60,725
CAPITAL OUTLAY	0	0	0
TOTAL	0	117,191	100,000
FULL TIME POSITION	0	1	1

Class Title

Transportation Planner	0	1	1
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FTA GRANT

DESCRIPTION

The City of Albany's Planning & Development Services department has entered into an agreement with the Georgia Department of Transportation (GDOT) and the Federal Transit Administration (FTA) to assist in transportation planning that has a profound impact upon the development of the total organized transportation services in the State of Georgia. Both state and federal governments reimburse the City for work done according to the agreement- 80% federal and 10% state. The City of Albany provides 10% of the funding for assisting these two entities in transportation planning.

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	46,000
CAPITAL OUTLAY	0	0	0
TOTAL	0	0	46,000
FULL TIME POSITION	0	0	0

RECREATION GRANTS

DESCRIPTION

The City of Albany participates in the Summer Lunchbag Program sponsored by the Georgia Office of School Readiness. The program provide nutritious meals (lunch) to needy children 18 years of age and under (or persons 19 and over who are mentally or physically disabled and participating in a public or private nonprofit school program for the mentally or physically disabled). The program ensures that low-income children continue to receive nutritious meals during the summer months from May through September when school is not in session. Free meals, that meet Federal nutrition guidelines, are provided to all children at approved SFSP (Summer Food Service Program) sites in Albany areas with significant concentrations of low-income children.

This program has 19 City Recreation sites and 24 other approved sites throughout the Albany area serving 1200 to 1500 meals daily.

GOAL(S):

To provide nutritious lunches for residents and introduce to recreational activities ie Playground Prog

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	41,487	0
OPERATING EXPENSE	205,751	162,950	0
CAPITAL OUTLAY	0	0	0
TOTAL	205,751	204,437	0
FULL TIME POSITION	0	0	0

CJCC MULTIJURISDICTIONAL UNIFORM DRUG TASKFORCE

DESCRIPTION

This grant is provided through the State of Georgia Criminal Justice Coordinating Council's Edward Byrne Memorial Grant Fund. It provides for three (3) uniformed police officers, one (1) each from the Albany Police Department, the Dougherty County Sheriff's Department and the Dougherty County Police Department to be assigned to the Albany-Dougherty Drug Unit. This grant is applied for and administered by Dougherty County, who reimburses the City of Albany for the costs of this position.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	41,037	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	41,037	0	0
FULL TIME POSITION	1	1	0

Class Title

Police Corporal	1	1	0
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Note: The one position is sponsored and is not considered an authorized budgeted position.

JUVENILE DATABASE PROJECT GRANT

DESCRIPTION

This State of Georgia Children and Youth Coordinating Council provides funding via the Juvenile Accountability Incentive Block Grant Program to assist prosecutors and law enforcement officers in identifying and expediting the prosecution of violent juvenile offenders through training, technology and equipment resources. This grant is a multi-year award crossing over the City's fiscal years.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	10,066	6,000	8,577
OPERATING EXPENSE	1,303	549	3,584
CAPITAL OUTLAY	0	0	0
TOTAL	11,369	6,549	12,161
FULL TIME POSITION	0	0	0

DOUGHERTY COUNTY BOARD OF EDUCATION SCHOOL RESOURCE OFFICERS CONTRACT

DESCRIPTION

The Albany Police Department provided the Dougherty County Board of Education nine (9) police officers to perform as School Officers in designated Dougherty County Schools. The Dougherty County Board of Education reimbursed the City of Albany approximately 70% of all salaries and benefits for these officers. Prior to FY 01 the salaries and benefits of these officers were reimbursed by the COPS Universal Hiring Grant. Round 1 of this grant expired at the end of FY 00, and four (4) of the officers were added to the City of Albany's FY 01 budget. Round 2 of this grant expired at the end of FY 01. This contract ended in FY 2005.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	336,364	343,881	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	336,364	343,881	0
FULL TIME POSITIONS	9	9	0

Class Title

Police Corporal ⁽¹⁾	4	4	0
Police Corporal ⁽²⁾	5	5	0
TOTAL	9	9	0

Note: 1. Four positions administered and budgeted in Police Investigations Division

2. Five positions are sponsored and are not considered authorized budgeted positions

ALBANY TECHNICAL COLLEGE RESOURCE OFFICERS CONTRACT

DESCRIPTION

The Albany Police Department provided the Albany Technical College with two (2) full time police officers and one (1) part time police officer (as needed) to perform as School Resource Officers at their campuses. These officer performed the same basic functions as those assigned to the Dougherty County Public School System, such as campus patrols, and serving as role models and mentors for the students. The Albany Technical College reimbursed the City of Albany 100% of all salaries and benefits for these officers. This contract ended in FY 2005.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	136,099	73,800	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	136,099	73,800	0
FULL TIME POSITIONS	3	2	0

Class Title

Police Corporal*	3	2	0
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*Administered and budgeted in Police Uniform Division

CRIME FREE HOUSING*DESCRIPTION*

The Crime Free Housing program provides for local residential rental property providers to obtain background checks from the Albany Police Department on prospective renters, to determine if they have prior criminal convictions that would statutorily allow them to refuse service to these persons. Apartment complexes, in particular, are desirable locations for drug and other illegal activities. If things get "too hot", these undesirables simply pack up and move to another similar location to continue their illegal activities. This service thwarts many of these activities by denying undesirables a place to conduct their illegal activities. This service is funded by per use fees charged to agencies requesting these services.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	25	300	0
CAPITAL OUTLAY	0	0	0
TOTAL	25	300	0
FULL TIME POSITION	0	0	0

DOMESTIC VIOLENCE*DESCRIPTION*

The Domestic Violence Response Teams provides for follow-up services for victims of domestic violence and sexual assault incidents. These personnel provide needed resource information for the victim to assure they have access to all the resources that are available to them. They also act as a liaison between the victim and the Criminal Justice System. This unit is funded by statutorily mandated add ons to bonds and fines.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	57,563	62,940	26,161
OPERATING EXPENSE	1,212	1,814	907
CAPITAL OUTLAY	0	0	0
TOTAL	58,775	64,754	27,068
FULL TIME POSITIONS	2	2	2

Class Title

Crime Response Specialist, Sr	1	1	1
Crime Response Specialist	1	1	1

Note: The two positions are sponsored and are not considered authorized budgeted positions.

GOHS LAW ENFORCEMENT MINI GRANT PROJECT

DESCRIPTION

Governor's Office of Highway Safety (GOHS) Grant designated to aid the Southwestern Traffic Enforcement Network and the Albany Police Department in their mission to improve traffic safety in Southwest Georgia.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	12,649	858	3,000
CAPITAL OUTLAY	0	0	0
TOTAL	12,649	858	3,000
FULL TIME POSITION	0	0	0

2001 WEED AND SEED GRANT

DESCRIPTION

The City of Albany was awarded a multi-year Federal Weed and Seed designation in September 1999. FY 2003 award represents the third year of the program. This program coordinates the delivery of criminal justice and community services to eliminate violent crime, drug-trafficking, drug-related crime and to provide a safe environment for law-abiding citizens to live, work and raise a family. Through the application of law enforcement strategy, community oriented policing strategy, prevention/intervention/treatment strategy and neighborhood restoration strategy, this program will help stabilize our community. The City of Albany's Weed and Seed strategy covers 1.1 square miles within the City that is commonly known as gang-turf, contains one-third of our community's public housing and represents the location of 10% of the City's violent crime.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	700	0	0
OPERATING EXPENSE	139,589	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	140,289	0	0
FULL TIME POSITION	0	0	0

CYCC- ENFORCING UNDERAGE DRINKING GRANT*DESCRIPTION*

The City of Albany and Dougherty County established an Enforcing Underage Drinking Law Coalition established under a Joint Resolution adopted by the City of Albany Board of Commissioners on July 23, 2002 and the Dougherty County Board of Commissioners on August 5, 2002. Funding to support this program comes from the Governor's Children and Youth Coordinating Counsel. The City of Albany Police Department, Sheriff's Office of Dougherty County and the Dougherty County Police Department along with the District Attorney of Dougherty County's Office are collaborative partners to address the scope of this grant. The Albany Dougherty Drug Unit, a multijurisdictional unit, will coordinate and guide the additional law enforcement efforts resulting from the receipt of the grant.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	27,035	27,766	14,617
OPERATING EXPENSE	29,431	4,969	17,801
CAPITAL OUTLAY	0	0	0
TOTAL	56,466	32,735	32,418
FULL TIME POSITION	0	0	0

INNOVATIVE SEAT BELT PROGRAM

DESCRIPTION

This Grant is provided through the National Highway Traffic Safety Administration. It provides for the limited exchange of personnel, equipment, facilities and funds to increase seat belt use rates by directing more resources to developing programs that reach high-risk groups. These high-risk groups include include minotities, young drivers, and the occasional seat belt user.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	4,805	0	0
OPERATING EXPENSE	16,409	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	21,214	0	0
FULL TIME POSITION	0	0	0

LOCAL LAW ENFORCEMENT BLOCK GRANT 2002

DESCRIPTION

The US Department of Justice provides this formula block grant to law enforcement agencies annually. The Albany Police Department uses these funds for equipment, supplies, training, and other expenses allowed under the grant rules. Federal funds received are associated with Federal Fiscal Years. Funds are received and placed in a non-interest bearing bank account until disbursed.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	106,173	122,362	0
CAPITAL OUTLAY	0	0	0
TOTAL	106,173	122,362	0
FULL TIME POSITION	0	0	0

GEMA/ ODP HOMELAND SECURITY GRANT

DESCRIPTION

The U.S. Department of Homeland Security, Office of Justice Programs, Office of Domestic Preparedness (ODP) awarded funding for the homeland security and law enforcement terrorism prevention to the Georgia Emergency Management Agency (GEMA) on behalf of the State of Georgia, in accordance with the FY 2004 Homeland Security Appropriations Act. GEMA, which maintains overall responsibility and accountability to the federal government, awarded funds to the Albany Police Department as a subgrantee.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	92,936	0	0
CAPITAL OUTLAY	113,744	0	0
TOTAL	206,680	0	0
FULL TIME POSITION	0	0	0

GOHS H.E.A.T. Grant

DESCRIPTION

The Governor's Office of Highway Safety (GOHS) Highway Enforcement Aggressive Traffic Team (H.E.A.T.) grant is designed to educate the public and enforce laws related to impaired and aggressive driving by increasing Albany Police Department's traffic enforcement by conducting highly visible and highly publicized traffic enforcement tactics and strategies to reduce highway safety crashes, injuries, and fatalities, especially those related to impaired driving, speeding, and occupant safety.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	9,283	0	10,378
OPERATING EXPENSE	21,735	23,294	15,072
CAPITAL OUTLAY	0	0	0
TOTAL	31,018	23,294	25,450
FULL TIME POSITION	0	1	2

Class Title

Police Officer	0	1	1
Police Corporal	0	0	1
TOTAL	0	1	2

LOCAL LAW ENFORCEMENT BLOCK GRANT 2003

DESCRIPTION

The US Department of Justice provides this formula block grant to law enforcement agencies annually. The Albany Police Department uses these funds for equipment, supplies, training, and other expenses allowed under the grant rules. Federal funds received are associated with Federal Fiscal Years. Funds are received and placed in a non-interest bearing bank account until disbursed.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	29,902	82,565	82,565
CAPITAL OUTLAY	0	0	0
TOTAL	29,902	82,565	82,565
FULL TIME POSITION	0	0	0

LOCAL LAW ENFORCEMENT BLOCK GRANT 2004

DESCRIPTION

The US Department of Justice provides this formula block grant to law enforcement agencies annually. The Albany Police Department uses these funds for equipment, supplies, training, and other expenses allowed under the grant rules. Federal funds received are associated with Federal Fiscal Years. Funds are received and placed in a non-interest bearing bank account until disbursed.

MAJOR OBJECT OF EXPENDITURE	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	122,362
CAPITAL OUTLAY	0	0	0
TOTAL	0	0	122,362
FULL TIME POSITION	0	0	0

SAFE COMMUNITIES GOVERNOR'S OFFICE OF HIGHWAY SAFETY GRANT

DESCRIPTION

Albany Safe Communities is a traffic safety program, sponsored by the Governor's Office of Highway Safety, and administered through the Engineering Department/Traffic Division. Safe Communities is a program created to help communities address their own traffic safety concerns and programs.

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	53,480	45,621	12,300
OPERATING EXPENSE	9,341	24,379	2,400
CAPITAL OUTLAY	0	0	0
TOTAL	62,821	70,000	14,700
FULL TIME POSITION	1	1	1
<u>Class Title</u>			
Safe Communities Coordinator*	1	1	1

* This position is sponsored and is not considered an authorized budgeted position. The position is administered in Engineering Department.

ALBANY STREETSCAPE

DESCRIPTION

The Metropolitan Transportation Planning Services contract (or PL Grant) is an agreement between the City of Albany's Planning & Development Services department, the Georgia Department of Transportation (GDOT) and the U. S. Department of Transportation (DOT) to provide cooperative, comprehensive, and continuing transportation planning in carrying out the provisions of the Intermodal Surface Transportation Efficiency Act of 1991. Both state and federal governments reimburse the City for work done according to the agreement- 80% federal and 10% state. The City of Albany provides 10% of the funding for projects outlined in the agreement.

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	910,402	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	910,402	0	0
FULL TIME POSITION	0	0	0

HAZARD MITIGATION

DESCRIPTION

Federal and State assistant to construct various projects to reduce damage due to flooding:

- (1) Westside Interceptor
- (2) Joshua/Southgate Canal
- (3) Airport
- (4) Hogpen Ditch
- (5) Holloway Outfall
- (6) Lines Avenue Canal

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	2,024,395	0	500,000
CAPITAL OUTLAY	0	1,172,855	0
TOTAL	2,024,395	1,172,855	500,000
FULL TIME POSITION	0	0	0

DEPARTMENT OF COMMUNITY AFFAIRS HOMELESSNESS GRANT

DESCRIPTION

The Department of Community Affairs provides funding to the citizens of Albany for temporary housing assistance. This grant is maintained by the Community Services Manager as part of the City's program on homelessness. The Emergency Housing for Homeless Families Program was initiated in 1996. DCA funding supports part of the program.

GOAL(S):

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	21,031	45,000	0
CAPITAL OUTLAY	0	0	0
TOTAL	21,031	45,000	0
FULL TIME POSITION	0	0	0

DEPARTMENT OF COMMUNITY AFFAIRS PASSTHROUGH GRANTS

DESCRIPTION

The Georgia Department of Community Affairs provides local assistance for community development within Albany in the form of passthrough grants. As the grant recipient, the City of Albany accepts responsibility as the fiscal agent to ensure the funds are administered according to the agreement between the State of Georgia Department of Community Affairs and the City of Albany.

GOAL(S):

Major Object of Expenditure	Actual 2003/2004	Projected 2004/2005	Awarded 2005/2006
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	3,340,417	97,500	0
CAPITAL OUTLAY	0	0	0
TOTAL	3,340,417	97,500	0
FULL TIME POSITION	0	0	0

UTILITIES/ WG&L COMMISSION

This section includes the Budget for the City's utility operation- the Water, Gas & Light Commission. A five-member commission, appointed by the City Commission, oversees its operation, is responsible for ensuring the effective delivery of services, and appoints a General Manager. The budget format used in this section is different from the Program style presented in the rest of the City's budget.

Utilities/W G & L Commission

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APPENDIX

This section includes information not otherwise located in the budget, including a glossary of terms useful in assisting the individual interpreting the budget.

CITY OF ALBANY
ANNUAL BUDGET - 2005/2006
GLOSSARY OF TERMS USED IN THIS BUDGET

The following is an abbreviated list of the specialized governmental budgeting and accounting terms used in this budget.

ACCOUNT NUMBER – A line item code defining an appropriation.

ACCRUAL ACCOUNTING – a basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they occur.

AD VALOREM TAXES – Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

AMORTIZATION – The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

APD – Albany Police Department

APPROPRIATION – A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

APPROPRIATION ORDINANCE – The formal budgetary document enacted by the legislative body, which contains all approved appropriations for the fiscal year.

ASSESSED VALUATION – A valuation set upon real estate or other property by a government as a basis for levying taxes.

BALANCED BUDGET – A budget in which planned funds available equal planned expenditures.

BASE BUDGET – The base budget consists of personal services only. Price and quantity changes are reflected in the base budget but only to the extent that they are in support of personal services. Program and/or capital improvements are not included in the base budget.

BASIS OF BUDGETING – A system used by an individual government to determine when budgetary revenues have been realized and when budgetary expenditures have been incurred.

BOND – A written promise to pay a specified sum of money, called the per value or principal, at a specified date or dates in the future, together with periodic interest at a specified rate.

BONDED DEBT – That portion of indebtedness represented by outstanding bonds.

BUDGET – A service plan for a given period embodying estimated expenditures for providing services and the proposed means of financing them. A balanced budget limits expenditures to available resources.

BUDGET ADJUSTMENT – A legal procedure utilized by City staff to revise a budget appropriation.

BUDGET CALENDAR – The schedule of key dates that a government follows in the preparation and adoption of the budget.

BUDGET MESSAGE – A general discussion of the proposed budget as presented in writing by the budget making authority to the legislative body.

BUDGETARY BASIS – This refers to the basis of budgeting used to estimate financing sources and uses in the budget.

BUDGETARY CONTROL – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAD 911 – Computer Aided Dispatch 911-call handling.

CAFR – Comprehensive Annual Financial Report

CAPITAL IMPROVEMENTS – Construction, renovation or physical improvement projects costing more than \$5000 is termed capital improvements or CIP's. These projects may include maintenance or renovation of an existing structure or the construction of a new facility.

CAPITAL OUTLAYS – Capital items are defined as tangible items such as tools, desks, machinery and equipment costing less than \$5000 each and having a use-life of more than one year.

CDBG – Community Development Block Grant

CIP – Capital Improvement Program

COLA – Cost of Living Adjustment

COMBINED SEWER OVERFLOW PROJECT (CSO) – A \$38 million project mandated by the state and federal governments requiring Albany to separate its storm drainage and sanitary sewer systems.

COMPLEXITY OF WORK PROCESS/ACTIVITIES – Measures of levels of difficulty associated with work process or activities.

CONTINGENCY – Those funds included in the base budget for the purpose of providing a means to cover minor unexpected costs during the budget year.

DEBT – An obligation resulting from the borrowing of money or from the purchase of goods and services over a period of time. Debts of government include bonds, time warrants, notes, and floating debts.

- A. **General Obligation Debt** is secured by the pledge of the issuer's full faith, credit, and taxing power.
- B. **A Revenue Debt** is a bond, debt, or obligation for which principal and interest are payable exclusively for the earnings of a government enterprise. This term can refer more broadly to any state or local government debt that is not a general obligation.

DEBT LIMIT – The maximum amounts of gross or net debt that is legally outstanding debt.

DEBT SERVICE – Payment of principal and interest to lenders or creditors on outstanding debt.

DEFICIT – The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

DEPRECIATION – Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

EFFECTIVENESS – Depicts the degree to which performance objectives are being achieved or otherwise reflects the quality of local government performance.

EFFICIENCY – Reflects the relationship between work performed and the resources required to perform it; Compares outputs to input.

ENCUMBRANCE – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

ENTERPRISE FUND – Enterprise funds are used "to account for operations that are financed and operated in a manner similar to private business enterprises . . . where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed primarily through user charges". Services accounted for in enterprise funds are tangible, and it is possible to determine the extent to which they benefit individual service consumers.

ENTITLEMENT – The amount of payment to which a state or local government is entitled as determined by the federal government.

EQUITY AND AVAILABILITY OF SERVICE TO USERS – Measures referring to fair or equitable distribution of service in different locations or populations.

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.

EXPENSES – Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

EXTERNAL CUSTOMER SATISFACTION – measures of quality from external sources.

FINANCIAL INDICATORS – Comparison of planned vs. actual expenditures, cost, obligations, receipts, allocations or losses.

FISCAL YEAR – The accounting period for which an organization budgets is termed the fiscal year. In Albany, the fiscal year runs from July 1 to June 30 of the following year.

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.

FUND – Governmental accounting systems are organized and operated on a fund basis. A fund is an independent financial and accounting entity. It has a balanced set of accounts and records, cash and other resources together with all related liabilities and residual equities or balances which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Though funds are independent entities within the financial records of a government, there need not be physical segregation of assets.

FUND ACCOUNTS – All accounts necessary to set forth the financial position and results of operations of a fund

FUND BALANCE – The excess of the revenue and other financing sources over the expenditure and other uses.

GASB – Governmental Accounting Standards Board.

GENERAL FUND – The General Fund provides general-purpose governmental services such as Police, Fire, and Street Maintenance. This fund accounts for the revenues and activities not required by law or administrative decision to be accounted for in a special fund. Ordinarily, the General Fund has a great variety of revenues and is used to finance many more activities than any other fund.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) – Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedure that define accepted accounting principles.

GENERAL REVENUE – The revenue of a government other than those derived from and retained in an enterprise. If a portion of the net income in an Enterprise Fund is contributed to another non-enterprise fund, such as the General Fund, the amount transferred constitutes general revenue to the government.

GFOA – Georgia Finance Officers Association.

GIRMA – Georgia Interlocal Risk Management Agency.

GMA – Georgia Municipal Association.

GOALS – A longer-term broader statement of intent.

GOHS – Governor’s Office of Highway Safety

INTERNAL MEASURES OF QUALITY OF PRODUCT SERVICES – Measures of quality from internal sources.

INVESTMENTS – Securities and real estate held for production of revenue in the form of interest, dividend, rentals or lease payments. The term does not include fixed assets used in governmental operations.

JOB FAMILY – Occupational categories that group together positions which have certain characteristics in common. Treatment of groups of jobs in this manner provides a more concise and accurate method of evaluating individual jobs.

LEVY – To impose taxes, special assessments of service charges for the support of governmental activities.

LONG-TERM DEBT – Debt with a maturity of more than one year after the date of issuance.

MSA – Metropolitan Statistical Area

MISSION – The reason or purpose for the organizational unit’s existence.

MODIFIED ACCRUAL ACCOUNTING – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due..

NET INCOME – Proprietary fund in excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating expenses and operating transfers-out.

OBJECTIVES – The specified end result expected and can include the time at which it will be achieved.

OMB – Office of Management and Budget.

OPERATING EXPENSES – Proprietary fund expenses that are directly related to the fund's primary service activities.

OPERATING INCOME – The excess of proprietary fund operating revenues over operating expenses.

OPERATING RATIOS – Efficiency measures, such as cost per unit, productivity measures and ratios of direct to indirect cost.

OPERATING REVENUES – Proprietary fund revenues that are directly related to the fund's primary service activities. They consist primarily of user charges for services.

OUTCOMES OF PRODUCT OR SERVICE – Direct results achieved through the provision of goods and services by the City.

OUTPUTS OR FINAL PRODUCTS – Products or services produced, distributed or provided to clients.

PENSION TRUST FUND – The trust fund used to account for public employee retirement systems. Pension trust funds are accounted for in essentially the same manner as proprietary funds, but with an important expanded emphasis on required fund balance reserves.

PERFORMANCE INDICATORS – A particular value or characteristic used to measure efficiency or effectiveness.

PERFORMANCE MEASUREMENT – The regular collection and reporting of a range of data useful in the management and operation of programs.

PROGRAM BUDGET – A budget wherein expenditures are based primarily on programs of work and secondarily on character and object class.

REVENUES – Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers.

SAIP – Self-Administered Insurance Program

SINKING FUND – Schedule of annual payments required on General Obligation Bonds Payable. Principal and interest are payable from an ad valorem tax upon all property of the City.

SPLOST IV – Special Local Option Sales Tax, the fourth implementation of a one percent sales tax for special projects to help build and maintain the City's infrastructure.

TAX DIGEST – The total assessed value of all real estate property, motor vehicles, mobile homes, timber and heavy-duty equipment in the city of Albany, Georgia.

TAX LEVY ORDINANCE – An ordinance by means of which taxes are levied.

TAX RATE LIMIT – The maximum rate at which a government may levy a tax. Overall tax rate limits usually restrict levies for all purposes and of all governments, state or local, having jurisdiction in a given area.

TAXES – Compulsory charges levied by a government for the purpose of financing services performed for a common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

TIMELINESS OF PRODUCT OR SERVICE – Measures of timeliness, which may be based on specific standards or past trends.

UNIFORM CHART OF ACCOUNTS – State mandated financial reporting format for governments.

WG&L – Water, Gas and Light

WORK/ACTIVITY LEVEL – Work measure that assesses intermediate steps in producing outputs.

WORKLOAD – The amount of work compared to capability.

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Accountant	PT	28	\$28,926	\$35,973	\$44,774
Accountant - Transit	PT	28	\$28,926	\$35,973	\$44,774
Accountant, Senior	PT	32	\$33,203	\$41,311	\$51,439
Accounting Manager - City	PT	38	\$38,711	\$48,192	\$60,033
Accounting Tech - Civic Center	CL	18	\$19,524	\$24,230	\$30,108
Accounting Technician	CL	18	\$19,524	\$24,230	\$30,108
Accounting Technician,Senior	CL	21	\$22,635	\$28,114	\$34,958
Acquisitn/Relocatn Specialist	PT	23	\$24,431	\$30,358	\$37,761
Administrative Assistant	CL	27	\$28,029	\$34,850	\$43,370
Administrative Mgr,Civic Ctr	PT	38	\$38,711	\$48,192	\$60,033
Administrative Secretary	CL	19	\$20,406	\$25,331	\$31,483
Administrative Secretary, Sr.	CL	23	\$24,431	\$30,358	\$37,761
Administrator for Risk Mgt Sev	PT	32	\$33,203	\$41,311	\$51,439
Airport Custodian	LA	13	\$15,128	\$18,738	\$23,249
Airport Maint and Ops Manager	PT	40	\$40,548	\$50,485	\$62,897
Airport Safety Chief	PT	07	\$33,713	\$41,595	\$51,439
Airport Safety Officer	TE	01	\$25,859	\$31,786	\$39,189
Airport Safety Officer,Senior	TE	02	\$26,758	\$32,910	\$40,592
Airport Safety Officer,Senior	TE	02	\$26,758	\$32,910	\$40,592
Airport Safety Shift Supv	TE	03	\$28,557	\$35,157	\$43,399
Airport Service Worker	TC	17	\$18,644	\$23,132	\$28,737
Airport/Management Assistant	PT	27	\$28,029	\$34,850	\$43,370
Animal Control Agent	TE	22	\$23,532	\$29,238	\$36,362
Animal Control Superintendent	TE	27	\$28,029	\$34,850	\$43,370
Apparatus Oper Eng	FI	04	\$29,457	\$36,278	\$44,798
Applications Support Manager	PT	38	\$38,711	\$48,192	\$60,033
Assesment & Information Supv	PT	32	\$33,203	\$41,311	\$51,439
Assistant City Attorney	PT	41	\$43,169	\$53,759	\$66,985
Assistant Curator	PT	25	\$26,230	\$32,606	\$40,568
Assistant Director,Engineering	PT	46	\$47,951	\$59,732	\$74,445
Assistant Police Chief	PT	11	\$50,334	\$62,353	\$77,362
Assistant to the Rec Director	PT	35	\$35,957	\$44,753	\$55,738
Asst to the Dir, Public Works	PT	42	\$44,124	\$54,954	\$68,478
Battalion Chief	PT	09	\$40,139	\$49,620	\$61,461
Box Office Coordinator	CL	18	\$19,524	\$24,230	\$30,108
Box Office Supervisor	PT	32	\$33,203	\$41,311	\$51,439
Building Inspector	TC	26	\$27,129	\$33,729	\$41,971
Buyer	PT	28	\$28,926	\$35,973	\$44,774
Buyer, Senior	PT	32	\$33,203	\$41,311	\$51,439
Capitol Development Supt.	PT	46	\$47,951	\$59,732	\$74,445
Cemetery, Manager	PT	30	\$30,727	\$38,221	\$47,580
Cemetery,Parks&Facilities Supv	PT	33	\$34,120	\$42,460	\$52,874
Chief Code Enforcement Officer	PT	09	\$40,139	\$49,620	\$61,461
Chief Inspector	PT	33	\$34,120	\$42,460	\$52,874
Chief Ranger/Naturalist	PT	30	\$30,727	\$38,221	\$47,580
Civil Eng. Superintendent	PT	46	\$47,951	\$59,732	\$74,445
Civil Engineering Project Mgr	PT	41	\$43,169	\$53,759	\$66,985
Clerk of Court	CL	27	\$28,029	\$34,850	\$43,370

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Code Enforcement Officer	PO	05	\$30,354	\$37,401	\$46,202
Comm Services Project Coord.	PT	30	\$30,727	\$38,221	\$47,580
Comm.Dev.Business Svcs. Coord.	PT	34	\$35,038	\$43,606	\$54,306
Communications Facilitator	CL	24	\$25,330	\$31,482	\$39,164
Communications Manager	PT	38	\$38,711	\$48,192	\$60,033
Communications Shift Supv	CL	26	\$27,129	\$33,729	\$41,971
Communications Technician	TE	32	\$33,203	\$41,311	\$51,439
Communications Trng Officer	TE	26	\$27,129	\$33,729	\$41,971
Community Development Mgr	PT	39	\$39,629	\$49,339	\$61,465
Community Development Planner	PT	28	\$28,926	\$35,973	\$44,774
Community Services Specialist	PT	28	\$28,926	\$35,973	\$44,774
Community Services Technician	TE	20	\$21,284	\$26,429	\$32,854
Compliance Monitor	PT	28	\$28,926	\$35,973	\$44,774
Composing & Layout Coordinator	TE	23	\$24,431	\$30,358	\$37,761
Computer & Network Sys Analyst	PT	34	\$35,038	\$43,606	\$54,306
Computer and Network Sys Spec	TE	28	\$28,926	\$35,973	\$44,774
Computer Operator	TE	20	\$21,284	\$26,429	\$32,854
Computer Systems Coordinator	CL	20	\$21,284	\$26,429	\$32,854
Computer&Network Sys Data Asst	TE	32	\$33,203	\$41,311	\$51,439
Concrete Finisher	TC	18	\$19,524	\$24,230	\$30,108
Container Maint Welder	TC	22	\$23,532	\$29,238	\$36,362
Coordinator-Cemetery Services	CL	20	\$21,284	\$26,429	\$32,854
Courier	LA	14	\$16,003	\$19,836	\$24,620
Crew Supervisor	TC	28	\$28,926	\$35,973	\$44,774
Crew Supervisor, Senior	TC	31	\$32,285	\$40,167	\$50,011
Crisis Response Specialist	CL	22	\$23,532	\$29,238	\$36,362
Crisis Response Specialist,Sr.	CL	24	\$25,330	\$31,482	\$39,164
Curator of Education	PT	30	\$30,727	\$38,221	\$47,580
Custodian	LA	14	\$16,003	\$19,836	\$24,620
Customer Service Coordinator	CL	20	\$21,284	\$26,429	\$32,854
Customer Service Rep, Senior	CL	20	\$21,284	\$26,429	\$32,854
Customer Service Supervisor	PT	32	\$33,203	\$41,311	\$51,439
CustRel&SpcSvcCoordinator-Rec	PT	28	\$28,926	\$35,973	\$44,774
Data Analyst	PT	32	\$33,203	\$41,311	\$51,439
Deputy Clerk of Court	CL	18	\$19,524	\$24,230	\$30,108
Deputy Fire Chief	PT	11	\$50,334	\$62,353	\$77,362
Dir, Community Development	PT	48	\$49,863	\$62,120	\$77,427
Dir, Information Technology	PT	49	\$50,820	\$63,315	\$78,919
Dir, Planning & Development	PT	48	\$49,863	\$62,120	\$77,427
Director of Engineering-City	PT	50	\$51,778	\$64,510	\$80,412
Director, Central Services	PT	49	\$50,820	\$63,315	\$78,919
Director, Civic Center	PT	47	\$48,906	\$60,925	\$75,934
Director, Finance	PT	50	\$51,778	\$64,510	\$80,412
Director, Human Resources Mgt	PT	48	\$49,863	\$62,120	\$77,427
Director, Recreation	PT	47	\$48,906	\$60,925	\$75,934
Director,Airport	PT	47	\$48,906	\$60,925	\$75,934
Director,Public Works	PT	50	\$51,778	\$64,510	\$80,412
Dispatcher - Transit	CL	17	\$18,644	\$23,132	\$28,737

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Drafting Technician	TE	22	\$23,532	\$29,238	\$36,362
Economic Develop Specialist	PT	25	\$26,230	\$32,606	\$40,568
Edu Center Facilities Worker	LA	14	\$16,003	\$19,836	\$24,620
Education Specialist	PT	24	\$25,330	\$31,482	\$39,164
EEO/Training Specialist	PT	33	\$34,120	\$42,460	\$52,874
Emergency Mgt Coordinator	PT	33	\$34,120	\$42,460	\$52,874
Engineer	PT	34	\$35,038	\$43,606	\$54,306
Engineer	PT	34	\$35,038	\$43,606	\$54,306
Engineer, Senior	PT	41	\$43,169	\$53,759	\$66,985
Engineering Aide	LA	17	\$18,644	\$23,132	\$28,737
Engineering Associate - City	TE	32	\$33,203	\$41,311	\$51,439
Engineering Associate - WG&L	TE	32	\$33,203	\$41,311	\$51,439
Engineering Insp Supv	PT	34	\$35,038	\$43,606	\$54,306
Engineering Inspector	TC	26	\$27,129	\$33,729	\$41,971
Engineering Inspector, Senior	PT	30	\$30,727	\$38,221	\$47,580
Engineering Project Coord	PT	30	\$30,727	\$38,221	\$47,580
Engineering Projects Manager	PT	41	\$43,169	\$53,759	\$66,985
Engineering Projects Mgr-WG&L	PT	41	\$43,169	\$53,759	\$66,985
Engineering Projects Supv	PT	34	\$35,038	\$43,606	\$54,306
Equip&Grounds Maint.Supervisor	TC	26	\$27,129	\$33,729	\$41,971
Equipment Operator	LA	16	\$17,766	\$22,035	\$27,366
Events Coordinator - Civic Ctr	PT	28	\$28,926	\$35,973	\$44,774
Evidence Custodian	TE	25	\$26,230	\$32,606	\$40,568
Executive Assistant	PT	32	\$33,203	\$41,311	\$51,439
Facilities Maint. Mechanic	TC	22	\$23,532	\$29,238	\$36,362
Facilities Maint.Supt.(Police)	TC	31	\$32,285	\$40,167	\$50,011
Field Customer Service Rep	TC	23	\$24,431	\$30,358	\$37,761
Finance Management Assistant	PT	27	\$28,029	\$34,850	\$43,370
Finance Specialist	CL	22	\$23,532	\$29,238	\$36,362
Finance Specialist, Senior	CL	25	\$26,230	\$32,606	\$40,568
Fire Captain	FI	07	\$33,713	\$41,595	\$51,439
Fire Chief	PT	12	\$53,206	\$65,938	\$81,840
Fire Equipment Repair Tech	TC	25	\$26,230	\$32,606	\$40,568
Fire Lieutenant	FI	06	\$31,255	\$38,525	\$47,605
Fire Mechanic	TC	29	\$29,827	\$37,097	\$46,177
Fire Prevention Supervisor	PT	30	\$30,727	\$38,221	\$47,580
Fire Safety Inspector	TC	03	\$28,557	\$35,157	\$43,399
Fire Training Supervisor	PT	34	\$35,038	\$43,606	\$54,306
Firefighter	FI	01	\$25,859	\$31,786	\$39,189
Firefighter, Senior	FI	02	\$26,758	\$32,910	\$40,592
Firefighter/Incomplete	FI	23	\$24,431	\$30,358	\$37,761
Fleet Maint. General Supv	PT	35	\$35,957	\$44,753	\$55,738
Fleet Management Supt.	PT	45	\$46,994	\$58,537	\$72,952
Fleet Management Technician	CL	19	\$20,406	\$25,331	\$31,483
Gas Meter Shop Supervisor	PT	39	\$39,629	\$49,339	\$61,465
Geographical Info Sys Spec	PT	32	\$33,203	\$41,311	\$51,439
Geographical Info Sys Tech	PT	27	\$28,029	\$34,850	\$43,370
GIS Manager	PT	37	\$37,792	\$47,046	\$58,602

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Golf Course Maint Mechanic	TC	21	\$22,635	\$28,114	\$34,958
Golf Course Maint Superintend	TC	26	\$27,129	\$33,729	\$41,971
Golf Course Manager	PT	32	\$33,203	\$41,311	\$51,439
Golf Pro Shop Associate	CL	16	\$17,766	\$22,035	\$27,366
Golf Pro Shop Supervisor	CL	19	\$20,406	\$25,331	\$31,483
Greenskeeper	LA	17	\$18,644	\$23,132	\$28,737
Ground Maint. Crew Leader	LA	20	\$21,284	\$26,429	\$32,854
Groundskeeper	LA	14	\$16,003	\$19,836	\$24,620
Heavy Equip Operator	TC	24	\$25,330	\$31,482	\$39,164
Heavy Truck Operator	TC	24	\$25,330	\$31,482	\$39,164
Help Desk Technician	TE	20	\$21,284	\$26,429	\$32,854
Highway Enforcement (H.E.A.T.)	PO	23	\$24,431	\$30,358	\$37,761
Housekeeping/Set-up	LA	14	\$16,003	\$19,836	\$24,620
Housing Counselor	PT	22	\$23,532	\$29,238	\$36,362
Housing Counselor, Senior	PT	25	\$26,230	\$32,606	\$40,568
Housing Official	PT	34	\$35,038	\$43,606	\$54,306
Housing/Code Enforce Insp	TC	23	\$24,431	\$30,358	\$37,761
Housing/Code Enforce Insp Sr.	TC	26	\$27,129	\$33,729	\$41,971
HR Mgr,Recruitment & Selection	PT	38	\$38,711	\$48,192	\$60,033
Human Resource Admin. Sr.,OEE	PT	32	\$33,203	\$41,311	\$51,439
Human Resource Admin.,Benefits	PT	28	\$28,926	\$35,973	\$44,774
Human Resource Admin.,Comp.	PT	28	\$28,926	\$35,973	\$44,774
Human Resource Admin.,Employ	PT	28	\$28,926	\$35,973	\$44,774
Human Resource Admin.,OEE	PT	28	\$28,926	\$35,973	\$44,774
Human Resource Admin.,Sr.Emp.	PT	32	\$33,203	\$41,311	\$51,439
Human Resource Admin.Sr.,Comp	PT	32	\$33,203	\$41,311	\$51,439
Human Resource Manager, OEE	PT	38	\$38,711	\$48,192	\$60,033
Human Resource Technician	CL	20	\$21,284	\$26,429	\$32,854
Human Resources Admin,Sr.Benef	PT	32	\$33,203	\$41,311	\$51,439
Human Resources Technician,Sr.	CL	23	\$24,431	\$30,358	\$37,761
Industrial Wastewater Manager	PT	38	\$38,711	\$48,192	\$60,033
Info SystemsSpecialist/Auditor	PT	35	\$35,957	\$44,753	\$55,738
Info Technology Operations Mgr	PT	44	\$46,036	\$57,342	\$71,460
Internal Auditor	PT	41	\$43,169	\$53,759	\$66,985
Inventory Clerk	CL	17	\$18,644	\$23,132	\$28,737
IT Systems Administrator	PT	39	\$39,629	\$49,339	\$61,465
IT Training & Development Mgr	PT	43	\$45,079	\$56,146	\$69,967
Jet Vac Operator	TC	24	\$25,330	\$31,482	\$39,164
Laborer	LA	13	\$15,128	\$18,738	\$23,249
Laborer/Incomplete	LA	13	\$15,128	\$18,738	\$23,249
Law Enforcement Ctr. Custodian	LA	15	\$16,834	\$20,934	\$25,991
Legal Administrative Secretary	PT	25	\$26,230	\$32,606	\$40,568
Line R/O/W Supervisor	PT	39	\$39,629	\$49,339	\$61,465
Line Supervisor	TC	42	\$44,124	\$54,954	\$68,478
Line Supervisor,Senior	PT	43	\$45,079	\$56,146	\$69,967
Line Worker	TC	34	\$35,038	\$43,606	\$54,306
Litter Control Coordinator	TC	26	\$27,129	\$33,729	\$41,971
Maint Worker, Senior	LA	20	\$21,284	\$26,429	\$32,854

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Maintenance Mechanic	TC	23	\$24,431	\$30,358	\$37,761
Maintenance Technican - Chehaw	LA	14	\$16,003	\$19,836	\$24,620
Maintenance Worker	LA	17	\$18,644	\$23,132	\$28,737
Management/Budget Analyst	PT	33	\$34,120	\$42,460	\$52,874
Management/Budget Analyst, Sr.	PT	36	\$36,876	\$45,899	\$57,170
Management/Budget Officer	PT	43	\$45,079	\$56,146	\$69,967
Manager, Compensation/Benefits	PT	38	\$38,711	\$48,192	\$60,033
Manager, Risk Management Serv	PT	43	\$45,079	\$56,146	\$69,967
Manager,Community Services	PT	42	\$44,124	\$54,954	\$68,478
Marketing & Cust.Service Asst.	CL	16	\$17,766	\$22,035	\$27,366
Marketing, PubRel, SplEvts Mgr	PT	30	\$30,727	\$38,221	\$47,580
Master Vehicle Mechanic	TC	30	\$30,727	\$38,221	\$47,580
Materials Manager	TE	36	\$36,876	\$45,899	\$57,170
Materials Specialist	TE	22	\$23,532	\$29,238	\$36,362
Mechanical Insp/Plumbing/Gas	TE	28	\$28,926	\$35,973	\$44,774
Mechanical Inspections Supv	PT	30	\$30,727	\$38,221	\$47,580
Mechanical Inspector-Gas/HVAC	PT	28	\$28,926	\$35,973	\$44,774
Mechanical Inspector-Plumbing	PT	28	\$28,926	\$35,973	\$44,774
Mechanical Insp-Electrical	PT	28	\$28,926	\$35,973	\$44,774
Minority Procurement Coord	PT	30	\$30,727	\$38,221	\$47,580
Office Assistant	CL	14	\$16,003	\$19,836	\$24,620
Operations Manager, Civic Ctr	PT	38	\$38,711	\$48,192	\$60,033
Operations Supervisor,CivicCtr	TC	29	\$29,827	\$37,097	\$46,177
Painter	TC	17	\$18,644	\$23,132	\$28,737
Paralegal/Real Estate Spec.	PT	34	\$35,038	\$43,606	\$54,306
Park Planner,Recreation&Parks	PT	30	\$30,727	\$38,221	\$47,580
Party Chief	PT	32	\$34,120	\$42,460	\$52,874
PBX Operator/Receptionist	CL	13	\$15,128	\$18,738	\$23,249
Pipe Maint Supervisor	PT	39	\$39,629	\$49,339	\$61,465
Pipe Maint Technician	TC	34	\$35,038	\$43,606	\$54,306
Planner I	PT	28	\$28,926	\$35,973	\$44,774
Planner II	PT	30	\$30,727	\$38,221	\$47,580
Planner, Senior	PT	34	\$35,038	\$43,606	\$54,306
Planning Manager	PT	38	\$38,711	\$48,192	\$60,033
Plans Review Specialist - FIRE	PT	06	\$31,255	\$38,525	\$47,605
Plans Review Technician	TE	24	\$25,330	\$31,482	\$39,164
Plans Review/Permit Technician	TE	24	\$25,330	\$31,482	\$39,164
Pln & Devl Servs Sr.Manager	PT	43	\$45,079	\$56,146	\$69,967
Police Captain	PO	09	\$40,139	\$49,620	\$61,461
Police Chief	PT	12	\$53,206	\$65,938	\$81,840
Police Corporal	PO	02	\$26,758	\$32,910	\$40,592
Police Crime Analyst	PT	34	\$35,038	\$43,606	\$54,306
Police Lieutenant	PO	08	\$36,466	\$45,034	\$55,734
Police Major	PT	10	\$48,422	\$59,965	\$74,380
Police Officer	PO	01	\$25,859	\$31,786	\$39,189
Police Planning & Research Mgr	PT	36	\$36,876	\$45,899	\$57,170
Police Records Clerk	CL	20	\$21,284	\$26,429	\$32,854
Police Records Supervisor	CL	30	\$30,727	\$38,221	\$47,580

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Police Sergeant	PO	05	\$30,354	\$37,401	\$46,202
Police Systems Administrator	PT	35	\$35,957	\$44,753	\$55,738
Preventive Maint Supervisor	TC	29	\$29,827	\$37,097	\$46,177
Print Shop Supervisor	TC	28	\$28,926	\$35,973	\$44,774
Printer	TC	23	\$24,431	\$30,358	\$37,761
Procurement Manager	PT	41	\$43,169	\$53,759	\$66,985
Procurement Technician	TE	19	\$20,406	\$25,331	\$31,483
Program/Management Assistant	PT	27	\$28,029	\$34,850	\$43,370
Programmer	TE	26	\$27,129	\$33,729	\$41,971
Programmer/Training Coord	TE	23	\$24,431	\$30,358	\$37,761
Project Administrator-Engineer	PT	37	\$37,792	\$47,046	\$58,602
Project Manager, IT	PT	43	\$45,079	\$56,146	\$69,967
Projects Administrator-PW	PT	33	\$34,120	\$42,460	\$52,874
Promotions/Marketing Manager	PT	38	\$38,711	\$48,192	\$60,033
Property Acq/Control Officer	PT	34	\$35,038	\$43,606	\$54,306
Property Control Officer	PT	32	\$34,120	\$42,460	\$52,874
Public Information Manager	PT	38	\$38,711	\$48,192	\$60,033
Public Works General Supv	PT	36	\$36,876	\$45,899	\$57,170
Public Works Supt., Sewer	PT	48	\$49,863	\$62,120	\$77,427
Public Works Supt.,Street	PT	46	\$47,951	\$59,732	\$74,445
Quartermaster	CL	19	\$20,406	\$25,331	\$31,483
R/O/W Maint Coordinator	TC	28	\$28,926	\$35,973	\$44,774
R/O/W Maint Supervisor	TC	31	\$32,285	\$40,167	\$50,011
Recreation Assistant	LA	16	\$17,766	\$22,035	\$27,366
Recreation Assistant, Senior	LA	17	\$18,644	\$23,132	\$28,737
Recreation Gen Supv	PT	33	\$34,120	\$42,460	\$52,874
Recreation Supervisor	TE	25	\$26,230	\$32,606	\$40,568
Relief Apparatus Oper Eng RAOE	FI	02	\$26,758	\$32,910	\$40,592
Resident Manager	TC	22	\$23,532	\$29,238	\$36,362
Safe Communities Coordinator	TE	33	\$34,120	\$42,460	\$52,874
Safety/Loss Control Coord-City	PT	26	\$27,129	\$33,729	\$41,971
Secretary	CL	17	\$18,644	\$23,132	\$28,737
Senior Dispatcher - WG&L	CL	19	\$20,406	\$25,331	\$31,483
Senior Meter Reader	CL	19	\$20,406	\$25,331	\$31,483
Service Supervisor	PT	32	\$34,120	\$42,460	\$52,874
Service Technician	TC	28	\$28,926	\$35,973	\$44,774
Service Writer	LA	16	\$17,766	\$22,035	\$27,366
Sewer Maintenance Engineer	PT	43	\$45,079	\$56,146	\$69,967
Sewer System Viedo Technician	TC	26	\$27,129	\$33,729	\$41,971
Sewer Systems Operator	TC	25	\$26,230	\$32,606	\$40,568
Sign Fabricator	TC	19	\$20,406	\$25,331	\$31,483
Signal Computer Syst Tech	TE	25	\$26,230	\$32,606	\$40,568
Signal Engineer	TE	36	\$36,876	\$45,899	\$57,170
Signal Tech Trainee	TE	19	\$20,406	\$25,331	\$31,483
Signal Technician	TE	21	\$22,635	\$28,114	\$34,958
Signs and Pavement Marker	LA	17	\$18,644	\$23,132	\$28,737
Solid Waste Collector	LA	16	\$17,766	\$22,035	\$27,366
Solid Waste Collector, Senior	LA	20	\$21,284	\$26,429	\$32,854

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Solid Waste Route Supervisor	TC	31	\$32,285	\$40,167	\$50,011
Solid Waste Superintendent	PT	47	\$48,906	\$60,925	\$75,934
Sound Technician/Electrician	TC	28	\$28,926	\$35,973	\$44,774
Special Events Coord-Chehaw	PT	25	\$26,230	\$32,606	\$40,568
Sprayer/Equipment Operator	TC	18	\$19,524	\$24,230	\$30,108
Sr. Facilities Maint. Mechanic	TC	28	\$28,926	\$35,973	\$44,774
Sr.Field Cust Ser/EngConvTech	TC	29	\$29,827	\$37,097	\$46,177
Sr.HRM System Analyst	PT	36	\$36,876	\$45,899	\$57,170
Sr.Telecommunications Tech	TE	34	\$35,038	\$43,606	\$54,306
St, Signs & Mark Supv	TC	28	\$28,926	\$35,973	\$44,774
St/Signs/Mark Crew Leader	TC	21	\$22,635	\$28,114	\$34,958
Stable Master	LA	22	\$23,532	\$29,238	\$36,362
Storekeeper	CL	19	\$20,406	\$25,331	\$31,483
Surveying Technician	TE	20	\$21,284	\$26,429	\$32,854
Systems Analyst/Programmer, Sr	PT	32	\$34,120	\$42,460	\$52,874
Systems Engineer	PT	38	\$38,711	\$48,192	\$60,033
Systems Engineer/Auditor	PT	29	\$29,827	\$37,097	\$46,177
Telecommunications Supv-WG&L	PT	41	\$43,169	\$53,759	\$66,985
Telecommunications Sys Admin	PT	32	\$34,120	\$42,460	\$52,874
Telecommunicator	CL	20	\$21,284	\$26,429	\$32,854
Telecommunicator, Senior	CL	23	\$24,431	\$30,358	\$37,761
Teller	CL	17	\$18,644	\$23,132	\$28,737
Teller, Senior	CL	20	\$21,284	\$26,429	\$32,854
Therapeutic Program Coord	PT	27	\$28,029	\$34,850	\$43,370
Ticket Booth Operator	CL	14	\$16,003	\$19,836	\$24,620
Traffic Engineering Manager	PT	38	\$38,711	\$48,192	\$60,033
Traffic Safety Engineer	TE	29	\$29,827	\$37,097	\$46,177
Traffic Systems Engineer	TE	29	\$29,827	\$37,097	\$46,177
Training Chief, Fire Dept.	PT	38	\$38,711	\$48,192	\$60,033
Training Coordinator	PT	28	\$28,926	\$35,973	\$44,774
Transit Route Supervisor	TC	28	\$28,926	\$35,973	\$44,774
Transit System Operator	TC	21	\$22,635	\$28,114	\$34,958
Transit System Operator, Senio	TC	23	\$24,431	\$30,358	\$37,761
Transportation Planner	PT	29	\$29,827	\$37,097	\$46,177
Treasurer Clerk	CL	18	\$19,524	\$24,230	\$30,108
Tree Trimmer	TC	20	\$21,284	\$26,429	\$32,854
Tree Trimmer - WG&L	TC	30	\$30,727	\$38,221	\$47,580
Tree Trimmer Coordinator	TC	29	\$29,827	\$37,097	\$46,177
Tree Trimmer, Senior	TC	34	\$35,038	\$43,606	\$54,306
Turf Management Specialist	TC	24	\$25,330	\$31,482	\$39,164
Vehicle Mechanic	TC	21	\$22,635	\$28,114	\$34,958
Vehicle Mechanic,Senior	TC	27	\$28,029	\$34,850	\$43,370
Vehicle Service Technician	LA	17	\$18,644	\$23,132	\$28,737
Visitor Services Manager	PT	30	\$30,727	\$38,221	\$47,580
Visitor Services Supervisor	PT	21	\$22,635	\$28,114	\$34,958
Waste Water Plant Manager	PT	40	\$40,548	\$50,485	\$62,897
Waste Water Plant Operator	TE	27	\$28,029	\$34,850	\$43,370
Waste Water Plant Operator, Sr	TE	29	\$29,827	\$37,097	\$46,177

Pay Structure and Class Allocation List by Title

Position Title	Job		Minimum	Mid Point	Maximum
	Family	Grade			
Waste Water Sampler	TE	19	\$20,406	\$25,331	\$31,483
Water Quality Control Oper II	TC	31	\$32,285	\$40,167	\$50,011
Weighmaster	TC	21	\$22,635	\$28,114	\$34,958
WPC Shift Supervisor	TE	34	\$35,038	\$43,606	\$54,306
Zoo Curator	PT	27	\$28,029	\$34,850	\$43,370
Zookeeper	LA	17	\$18,644	\$23,132	\$28,737
Zookeeper, Senior	TE	21	\$22,635	\$28,114	\$34,958