

**CITY OF ALBANY  
ANNUAL BUDGET  
For The  
Fiscal Year  
Ending June 30, 2008**



## **CITY OF ALBANY**

### **Mayor and Board of City Commissioners**

**Dr. Willie Adams - Mayor**

**Tommie Postell - Mayor Pro Tem/Commissioner Ward VI**

**Jon B. Howard - Commissioner Ward I**

**Dorothy Hubbard - Ward II**

**Morris Gurr - Commissioner Ward III**

**Bo Dorough - Commissioner Ward IV**

**Robert B. Langstaff, Jr. –Ward V**

**Alfred D. Lott – City Manager**

**James Taylor – Assistant City Manager for Public Service**

**Wes Smith – Assistant City Manager for Customer Service & Support**

### **Budget Preparation Staff**

**Krista Newton - Director of Finance**

**Larry L. Johnson – Management/ Budget Officer**

**Kimberly M. Williams – Sr. Management/Budget Analyst**

**Daniel Stillwell – Management/Budget Analyst**

**Finance Department Staff**

**Paula M. Schmitt – Print Shop Supervisor**

**John E. Carr – Printer**

**Winnie Hart – Composing and Layout Coordinator**



## **Community Information**

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### 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, 182 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 developed a diversified industrial economy, which includes companies such as Procter & Gamble, Merck & Company, Miller Brewing, and Master Foods USA-a Mars Incorporated Company, and since 1994 over \$800 million has been invested in Albany by local industries. The nation's top corporate and economic development publications are talking about Albany, Georgia as well. Money Magazine's survey of 'Best Places' to live in the nation ranked Albany 21<sup>st</sup> among cities up to 250,000 in the southeast U.S. Inc. Magazine ranked Albany, Georgia 129<sup>th</sup> in its 2005 list of "Best Places" and as the #19 Small Metro Areas in its 25 Cities for Doing Business in America in 2004. The Forbes & Milken Institute place Albany in its "Top 96 Small Metro Areas".

### 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, Municipal Court Judge, City Solicitor and Public Defender. The City Manager is the City's Chief Executive Officer; and is charged with the enforcement of the laws and ordinances passed by the Commission. The Commission

also appoints members to various Boards, Authorities, and Commissions.

### Educational Facilities

For higher education, Albany has four 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. Lagrange College and Troy State University maintain satellite campuses. 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 14 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)**

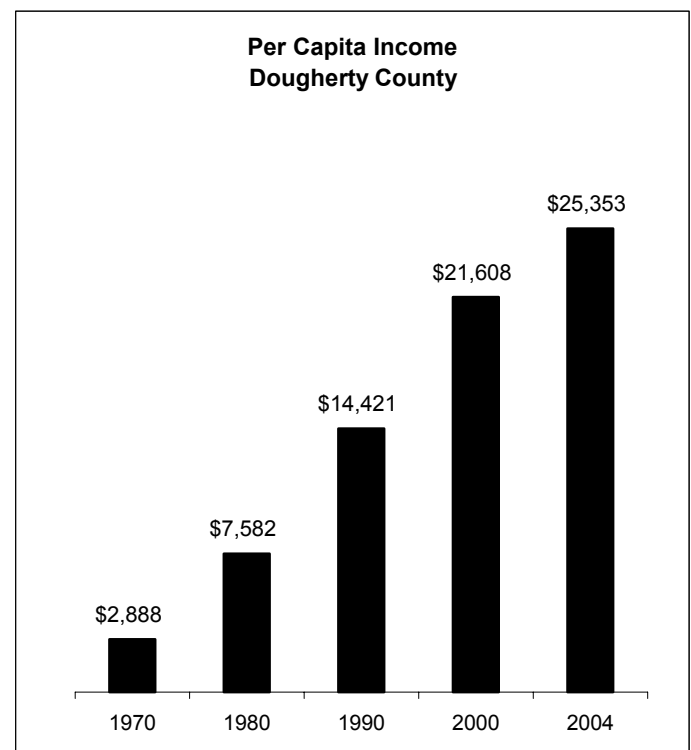
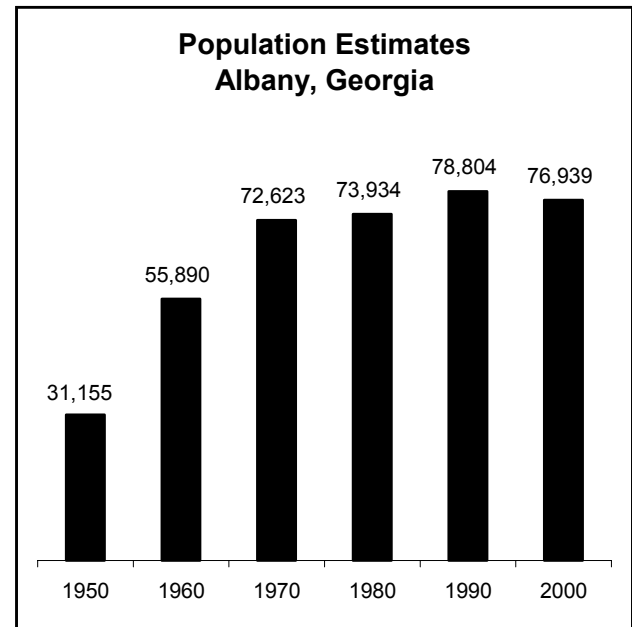
Black .....	64.8%
White .....	33.2%
Hispanic .....	1.2%
Asian .....	0.6%
Other .....	0.5%
American Indian .....	0.2%

**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, 2005  
U.S. Census Bureau, 2000

**COMMUNITY INFORMATION****MUNICIPAL SERVICES**

Fire Protection ...	11 stations; 172 fire personnel and officers
Police Protection	195 city officers 42 county officers 230 member sheriff's department provides protection outside the city limits
Garbage .....	Services provided by the City's Solid Waste division

**CITY FACILITIES & SERVICES**

Miles of Streets .....	550
Number of Street Lights .....	10,472

**EDUCATION**

No. of Elementary Schools + Pre-K(1) .....	16
No. of Elementary School + Pre-K(17) Instructors .....	570
No. of Secondary Schools .....	11
No. of Secondary School Instructors .....	579
Number of area colleges .....	
(Lagrange College & Troy State Univ. maintain satellite campuses)	5

**HEALTH**

Hospitals .....	2 (691 beds)
MD's .....	506
Dentists .....	49
Nursing homes .....	2 (502)

**RECREATIONAL FACILITIES**

Public Tennis Courts .....	40
Parks .....	70
Area golf courses .....	7
Municipal swimming pools .....	1
Country clubs .....	2
Playgrounds .....	44
Community centers .....	8
Boat Ramps .....	4
Municipal gymnasiums .....	7

**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

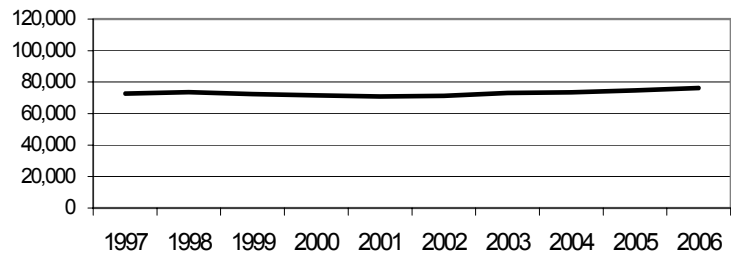
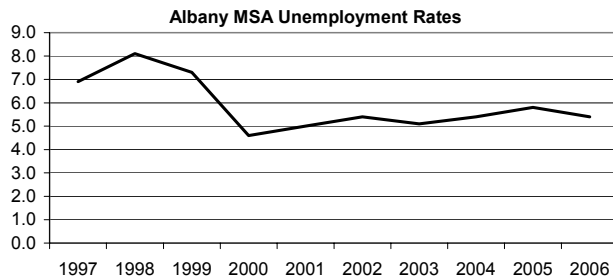
Source: Georgia Dept. of Industry, Trade &amp; Tourism

**LOCAL ECONOMY****TEN LARGEST EMPLOYERS**

<u>Company</u>	<u>Sector</u>	<u># of Employees</u>
Phoebe Putney Memorial Hospital	Healthcare	3,458
U.S.M.C. Logistics Base	Federal Government	3,081
Dougherty County Board of Ed.	Education	2,880
Proctor & Gamble	Paper Goods	1,300
Cooper Tire & Rubber Co.	Manufacturer	1,290
City of Albany	Municipal Government	877
Dougherty County	Municipal Government	650
SAB/ Miller Brewing Co.	Beverage	650
Albany State University	Education	502
Teleperformance USA	Technical Support	500

Source: Albany Chamber of Commerce

Albany MSA Labor Force



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 &amp; Tourism



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Albany  
Georgia**

For the Fiscal Year Beginning

**July 1, 2006**

President

Executive Director

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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, 2006**.

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.

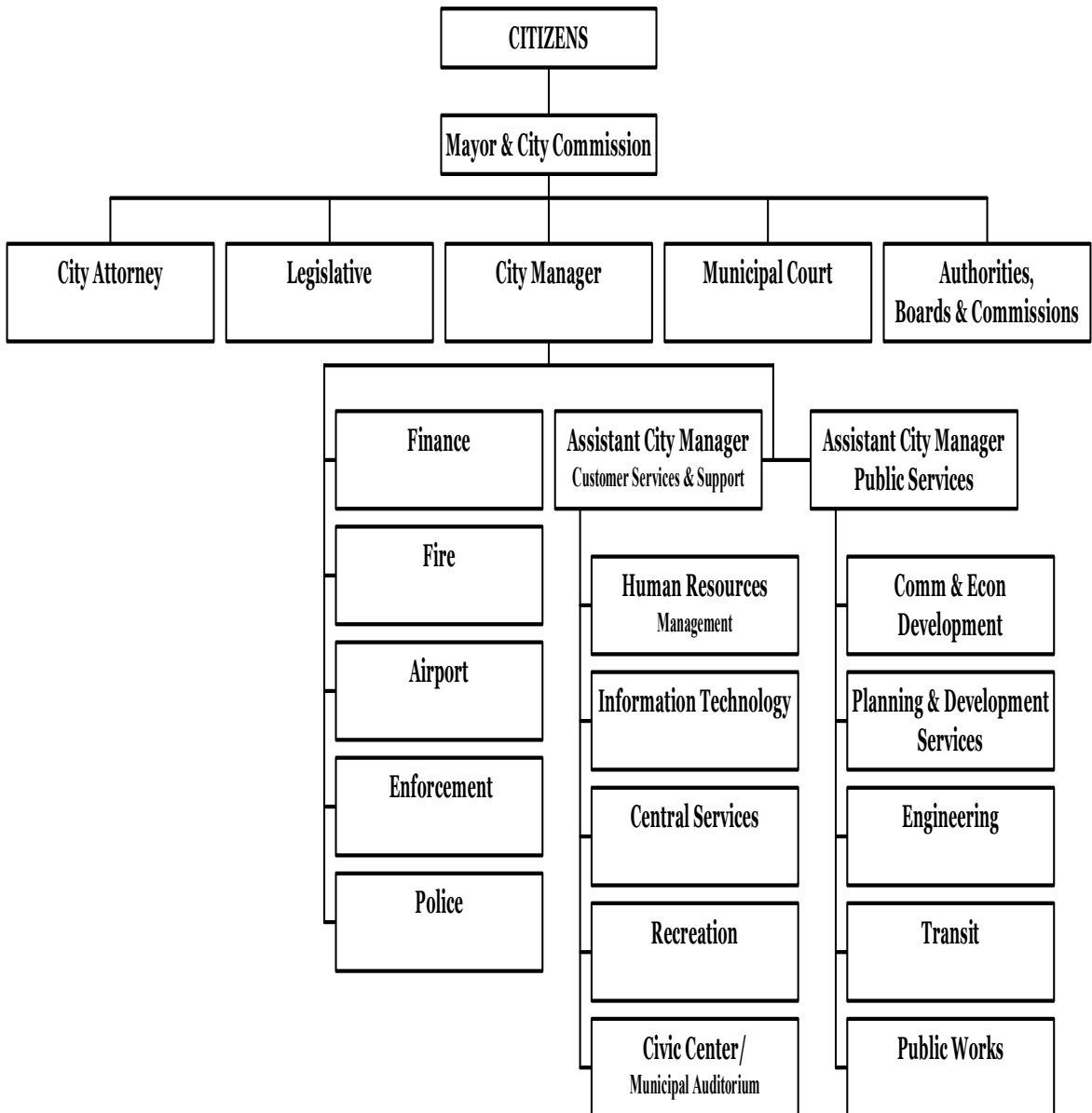
# MISSION STATEMENT

## 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**

Alfred D. Lott - City Manager  
James Taylor – Assistant City Manager for Public Service  
Wes Smith – Assistant City Manager for Customer Service & Support  
Sonja Tolbert - City Clerk  
C. Nathan Davis – City Attorney  
Willie Weaver - Municipal Court Judge

**DEPARTMENT HEADS**

James Coston –Director of Human Resources Management  
Stephen Collier – Director of Central Services  
Krista Newton – Director of Finance  
John Antoniewicz– Director of Information Technology  
Michael Tilson – Director of Enforcement  
James Younger – Police Chief  
James Carswell – Fire Chief  
Mary Teeter – Interim Director of Planning & Development  
Jennifer Clark – Director of Community & Economic Development  
Robert Alexander - Director of Engineering  
Phil Roberson – Director of Public Works  
Susanne Davis –Director of Recreation  
Yvette Aehle - Director of Airport  
Nedra Woodyatt – General Manager of Transit Services  
John Mazzola - Director of Albany Civic Center / Municipal Auditorium





**BUDGET GUIDE**

There are seventeen (17) departments, which are divided into nine sections. These sections include General Government, Public Safety, Public Works, Recreation, Airport, Municipal Auditorium/Civic Center, Transit, Community Development, and the Enterprise Funds.

The 2007 - 2008 Annual Budget is divided into fifteen (15) 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 2007 –2008 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 2008 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 - SPLOST V**

The Special Purpose Local Option Sales Tax (SPLOST) V is a referendum approved by voters on November 2004 that allows for an extra penny in sales tax to fund a diverse list of community projects. It is not an additional tax; Georgia law allows local jurisdictions to use SPLOST proceeds to fund capital improvement projects that would otherwise be paid for with General Fund and property tax revenues.

**Section XIII - 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 XIV - 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 XV - 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, Special Local Option Sales Tax (SPLOST), Community Development, and Sponsored Operations Funds.

## STRATEGIC PLAN UPDATE 2008

The City of Albany, under the leadership of the City Manager and the Board of City Commissioners, has committed itself to continually improving the efficiency and effectiveness of the organization. The organization's leaders adopted the City of Albany's first strategic plan in FY 2006. Staff updated the City's original strategic plan to reflect modifications from the first application year as well as respond to new demands. This section discusses staff's methodologies for updating the plan and measuring the plans progress. The results of the FY 2008 update are forthcoming.

### **Strategic Plan Update Process**

Not only has staff updated the original plan but, unlike Albany's first strategic plan, staff would use only the City's existing staff to accomplish the task. The year before, the City had hired an outside consulting firm to create its first five-year plan. This was to be an internal effort that relied upon the expertise that already existed in the management team and within each department. This strategic plan update represents a strong first effort that staff will continue to refine each year.

Staff conducted a strength, weakness, opportunities, and threats (SWOT) analysis. External opportunities and external threats refer to economic, social, cultural, demographic, environmental, political, legal, governmental, technological, and competitive trends and events that could significantly benefit or harm an organization in the future. Internal strengths and internal weaknesses are an organization's controllable activities that are performed especially well or poorly. Normally, staff would have spent several hours reviewing our strengths, weaknesses, opportunities, and threats; however, during the development of last year's strategic plan, the department heads worked with the consultants to identify the City's SWOT profile.

Rather than beginning again from scratch, staff used last year's analysis and modified it to reflect the following SWOT characteristics:

#### **Strengths:**

- Strong planning
- Fire protection
- Economic strength
- Top management
- Internal communications
- Many shared services
- Focus on wellness of employees
- Public utilities
- Responsive to requests
- Dependable

#### **Opportunities:**

- Improved infrastructure
- Consolidation
- Education
- Grow educational opportunities
- State & federal funding
- Communication
- Growth & revitalization
- Improve services
- More jobs – economic development

#### **Weaknesses:**

- Accessibility
- Productivity
- Lack of communication
- Politics
- Declining tax base
- Attracting/retaining qualified employees
- Rapidly/frequently changing priorities
- Public perception
- Inefficiencies
- Accurate and available data

#### **Threats:**

- Industries closing
- High health care costs
- Decreasing Federal funding
- Laws and legislation
- Unfunded mandates

Staff then used the SWOT's to help identify possible strategies as follows:

- Build on strengths
- Resolve weaknesses
- Exploit opportunities
- Avoid threats

After considering the SWOT factors, the staff began a brainstorming session to develop a list of five overall City goals and a brief description of their thinking in selecting those goals. These are goals that are attainable both long and short term. Staff agreed to call them simply strategic objectives.

These are the five goals set by staff:

**GOAL #1: TO ATTRACT AND RETAIN QUALIFIED EMPLOYEES**

- To develop a career track for all employees
- To establish and maintain a wellness program for employees
- To develop employee incentives for performance
- To establish competitive comparisons for pay and benefits
- To provide adequate professional training for all employees

**GOAL #2: TO IMPROVE THE PERCEPTION OF CITY GOVERNMENT IN THE COMMUNITY**

- To develop/centralize the communication function
- To conduct a citizen survey
- To encourage employees to act as ambassadors for the City
- To reduce bureaucracy and red tape
- To develop innovative communication methodologies, such as kiosks or a 311 service

**GOAL #3: TO CREATE AND MAINTAIN CUSTOMER SERVICE AWARENESS**

- To establish minimum service standards
- To identify and communicate with our customers
- To find ways to more effectively serve our customers
- To develop and establish a standard operating procedure for every function
- To develop and establish an internal customer service training program
- To create an internal bulletin board or intranet for employee communications
- To provide for communication linkage between related departments

**GOAL #4: TO PROVIDE AN ATMOSPHERE THAT SUPPORTS GROWTH AND REVITALIZATION**

- To extend and maintain the City's physical infrastructure
- To extend and maintain the City's technology infrastructure
- To develop and practice a "business-friendly" atmosphere
- To develop minimum design standards

**GOAL # 5: TO DEVELOP A HEALTH-CONSCIOUS ATMOSPHERE**

- To educate employees as health-care consumers
- To provide "brown-bag" education opportunities on topics related to physical and emotional health
- To provide wellness rewards and incentives
- To create opportunities and incentives to employees for healthy habits
- To encourage volunteerism, especially for health-related causes

**Measurement**

Strategy implementation requires establishing annual objectives, devise policies, motivate employees, and allocate resources so that formulated strategies can be executed. This is often called the action stage of strategic planning because implementation means mobilizing employees and managers to put strategies into action. The best, most-analytical, well-documented strategic plan is useless if it is not put into action throughout the organization. To accomplish the action stage, the City has adopted two tools for use by all departments that will help to put the plans into action and assist in allocating tasks and responsibilities to the work units and to the employees who will carry out the plans. These two tools, Microsoft Project (the “PMO tool”) and Performance Pro, have been gradually adopted throughout the organization. Training has been ongoing for both tools, and employees are steadily becoming more proficient and comfortable using them.

Performance Pro is a computer-based tool in which each employee has job factors and goals designed specifically for him/her. These goals reflect their regular duties and other assignments that will move the employee’s work unit toward the successful completion of its objectives. The objectives set forth in the Strategic Plan “trickle down” through the organization, with each department, division, team, and employee contributing their efforts toward the larger goals.

Microsoft Project is the tool first introduced by the consultants during their management review and strategic planning. MS Project is a computer tool that allows us to monitor the progress of all of the City’s large projects and initiatives. As objectives are identified through the strategic plan, they can be entered and tracked using Project so that every user in the organization can review the progress made toward completion. The City’s management team has made tremendous strides toward mastering the Project tool since City staff has taken over management from the consultants.

In order to measure our progress toward our organizational goals, semi-annual evaluations are made in Performance Pro of every employee’s progress toward completion of their individual goals. The annual budget process and regular financial analysis will both provide monetary measurements of our achievement. After measuring, staff is better able to make corrections that will enable us to stay on course toward our goals. In much the same way, the MS Project tool, along with the monthly In Progress Reviews, is used to help evaluate the progress staff is making on our capital projects and major initiatives.



**AN ORDINANCE**  
**ENTITLED** 07-117  
**AN ORDINANCE ADOPTING BUDGET AND**  
**APPROPRIATIONS FROM THE PERIOD OF**  
**JULY 1, 2007, THROUGH JUNE 30, 2008;**  
**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, 2007, through June 30, 2008, 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, 2007, through June 30, 2008. The Finance Director is hereby authorized and directed to issue his 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: June 28, 2007

Introduced By Commissioner:   
Date(s) read: June 25, 2007



**EXHIBIT A**  
**FY 2007 / 2008 BUDGET**



**REVENUE & EXPENDITURE RECAP  
FISCAL YEAR 2007/2008**

Description	Audited		
	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>REVENUE</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
General Fund	46,138,016	46,295,692	49,335,511
Municipal Auditorium	84,221	93,447	87,052
Albany Civic Center	2,298,340	1,389,872	1,510,288
Transit System	2,853,821	2,146,660	2,241,155
Public Improvement	2,531,218	649,300	1,304,095
Debt/ Sinking Fund	1,328,978	1,601,003	1,093,000
Airport Fund	3,892,302	1,130,851	1,275,921
CAD 911	<u>1,530,122</u>	<u>1,436,412</u>	<u>1,727,849</u>
<b>General &amp; Special Funds Subtotal:</b>	<b>60,657,018</b>	<b>54,743,237</b>	<b>58,574,871</b>
<b>ENTERPRISE FUNDS:</b>			
Sanitary Sewer Enterprise	28,575,531	14,789,885	14,791,125
Solid Waste Enterprise	<u>7,738,655</u>	<u>8,855,178</u>	<u>8,896,982</u>
<b>Enterprise Funds Subtotal:</b>	<b>36,314,186</b>	<b>23,645,063</b>	<b>23,688,107</b>
<b>Hotel/Motel Fund</b>	<b>433,391</b>	<b>590,781</b>	<b>630,390</b>
<b>Community &amp; Econ. Dev.</b>	<b>6,239,783</b>	<b>2,528,000</b>	<b>2,724,107</b>
<b>Grant Fund</b>	<b>2,673,042</b>	<b>2,482,964</b>	<b>1,262,054</b>
<b>SPLOST</b>	<b>11,281,522</b>	<b>10,241,935</b>	<b>11,649,109</b>
<b>TOTAL GENERAL/SPECIAL &amp; ENTERPRISE FUNDS:</b>	<b><u>117,598,942</u></b>	<b><u>94,231,980</u></b>	<b><u>98,528,638</u></b>
<b>EXPENDITURE</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
General Fund	41,865,945	46,295,692	49,335,511
Municipal Auditorium	205,460	93,447	87,052
Albany Civic Center	1,639,996	1,389,872	1,510,288
Transit System	2,656,155	2,146,660	2,241,155
Public Improvement	1,623,983	649,300	1,304,095
Debt/ Sinking Fund	1,328,963	1,601,003	1,093,000
Airport Fund	1,763,597	1,130,851	1,275,921
CAD 911	<u>1,257,765</u>	<u>1,436,412</u>	<u>1,727,849</u>
<b>General &amp; Special Funds Subtotal:</b>	<b>52,341,864</b>	<b>54,743,237</b>	<b>58,574,871</b>
<b>ENTERPRISE FUNDS:</b>			
Sanitary Sewer Enterprise	9,480,019	14,789,885	14,791,125
Solid Waste Enterprise	<u>7,082,185</u>	<u>8,855,178</u>	<u>8,896,982</u>
<b>Enterprise Funds Subtotal:</b>	<b>16,562,204</b>	<b>23,645,063</b>	<b>23,688,107</b>
<b>Hotel/Motel Fund</b>	<b>458,021</b>	<b>590,781</b>	<b>630,390</b>
<b>Community &amp; Econ. Dev.</b>	<b>4,328,175</b>	<b>2,528,000</b>	<b>2,724,107</b>
<b>Grant Fund</b>	<b>2,782,533</b>	<b>2,482,964</b>	<b>1,262,054</b>
<b>SPLOST</b>	<b>2,739,309</b>	<b>10,241,935</b>	<b>11,649,109</b>
<b>TOTAL GENERAL/SPECIAL &amp;</b>			

**ENTERPRISE FUNDS:**

**79,212,106**

**94,231,980**

**98,528,638**



## MAJOR REVENUE SOURCE SUMMARY

**The General Fund** estimated \$49,335,511 revenue accounts for 50% of the total FY 2008 estimated revenue of \$98,528,638. It represents an increase of approximately 8 %, or \$3,740,309, of the previous year's Amended General Fund Revenue. These estimates are based on historical revenue collection trends as well as current economic trends in the national, state, and local economies. Revenue and expenditure estimates are conservative and assume no growth.

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 most significant General Fund revenue components are property taxes, sales taxes, and the Water, Gas & Light transfer. Trends for these 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 \$15,050,000, approximately 30% 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.

Currently, Dougherty County is undergoing a property tax reassessment. The value of all properties located in Dougherty County is being reassessed. As of the adoption of this budget document, there is no state approved tax digest for Dougherty County.

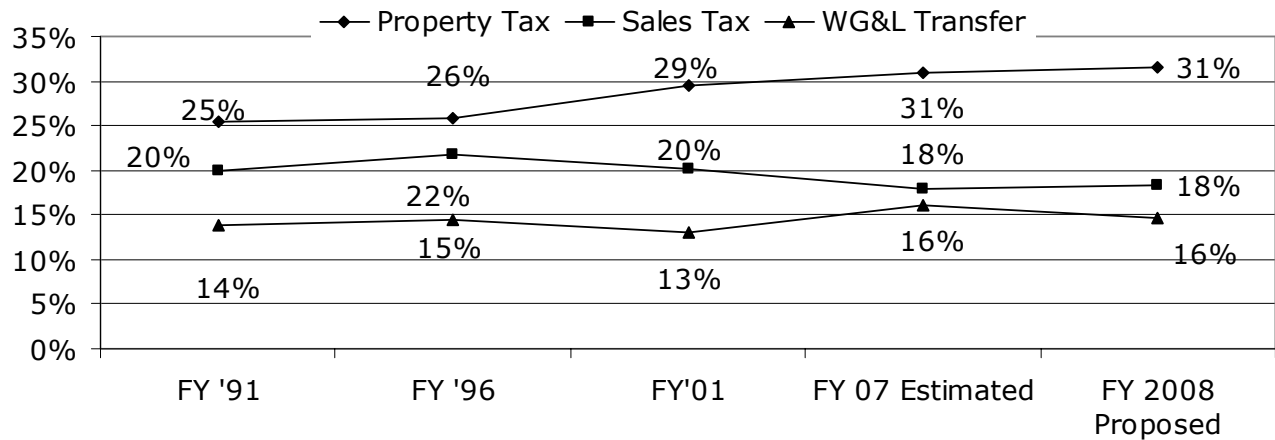
The Mayor & Board of City Commission has not voted to set the millage rate for FY 2008. Property taxes are projected to generate an additional \$1,050,000 in revenue. The majority of this increase will be used to fund Public Safety initiatives (additional pension contribution, additional pay increase, increase in operational costs, etc.). The decision to set the millage is expected to be made by the second quarter of this fiscal year. Each mill represents one dollar of tax for every \$1,000 of taxable value. Ad valorem taxes, current taxes, prior year taxes and penalties and interests are included in property taxes.

***Sales Tax*** - Sales Tax is the second largest revenue source, with estimated revenue of \$9,000,000, 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 escalating trend in sales tax revenue reflects an improved national and state economy. The City shares sales tax revenue with the county on a 60:40 basis of countywide collections. The State Of Georgia limits jurisdiction to one cent for general purpose.

***Water, Gas & Light Transfer (WG&L)*** - This is the third largest revenue source for the City of Albany and is estimated at \$7,266,277, 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 over the amount established in that agreement.

The chart below illustrates trends for the General Fund's three major revenue sources. Property taxes, Sales tax, and the WG&L transfer have not experienced major growth over prior years. This demonstrates that the City is becoming increasingly dependent on other taxes, licenses, and user fees.





**The Sanitary Sewer Enterprise Fund** is a division of the Public Works Department. It represents approximately 15% of the City of Albany's FY 2008 Adopted Budget. This fund is projected to generate \$14,791,125 in FY 2008. User fees comprise 98% of that revenue. Growth will remain flat for this fund in FY 2008. Management has decided to forgo the annual rate increase outlined in City Ordinance 97-154.

**The Solid Waste Enterprise Fund** is a division of the Public Works Department. This division is responsible for generating approximately 9% of the City's FY 2008 revenue. User fees comprise for residential garbage collection represent about 90% of this fund's projected revenue. The City is expanding Solid Waste's Commercial operation. This would be a means to grow the division's business without raising residential user fees.

# **GENERAL FUND REVENUE & EXPENDITURES**



**FY 2008**  
**GENERAL FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
<b>Sales Tax</b>	9,201,702	8,300,000	9,000,000
<b>Property Tax</b>			
Current Taxes *	14,273,918	14,000,000	15,050,000
Prior Taxes	141,300	120,000	120,000
Intangible Tax	154,437	154,000	130,066
Penalties and Interest	36,090	49,574	33,969
<b>Other Taxes</b>			
Real Estate Transfer Tax	51,267	49,568	31,988
Payment in Lieu of Taxes	130,032	127,285	116,037
<b>Licenses and Taxes</b>			
Occupational Taxes	1,469,368	1,434,219	1,600,000
Admin-Do. Co. HB 489	22,100	21,000	21,000
AT&T	0	126,800	100,000
Motor Vehicle Lic. and P	425	477	373
Bell South License	597,276	740,000	600,000
Georgia Power	454,703	420,000	430,000
Alcohol Beverage License	326,107	315,000	315,000
Training - Alcohol to Minors	700	500	0
Liquor and Wine Tax	207,934	215,000	215,000
Beer Tax	1,086,211	1,056,000	1,056,000
Mixed Drink Tax	96,079	92,268	107,426
Alcoholic I/D Cards	13,995	14,000	16,289
Casualty Insurance	79,794	70,000	80,000
Insurance Taxes	3,865,223	4,042,917	4,200,000
<b>Franchise Fees</b>			
Cable Television	756,278	650,000	604,663
Haulers Fee	296,863	325,370	269,201
<b>Fines and Forfeitures</b>			
Fines and Forfeitures	1,055,217	1,125,210	1,133,371
Animal Control Fines	9,258	4,000	6,805
Municipal Court	118,760	120,000	120,000
<b>Permits and Fees</b>			
Building Permits	223,168	310,000	250,000
Electrical Permits	35,280	44,000	37,601
Plumbing Permits	28,726	40,000	31,485
Gas Permits	11,592	14,000	7,975

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

**FY 2008**  
**GENERAL FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
HVAC Permits	34,300	33,000	32,347
Gas Certificates	385	300	184
Plan Review	9,404	25,000	4,674
Zoning Fees	61,065	59,000	59,000
Planning Misc Fees	1,905	2,700	1,351
Examination Fees (Gas)	0	100	100
<b>Charges for Services</b>			
<b>Recreation</b>			
Golf			
Green Fees	104,784	101,898	112,088
Annual Memberships	60,111	69,650	77,700
Golf Merchandise	15,799	14,200	15,000
Golf Concessions	23,488	20,000	30,000
Hand Carts	700	100	100
Power Rentals	63,904	68,480	73,295
Range Ball	2,712	2,750	3,000
Rental Club	542	450	450
Beer Sales	7,555	7,000	5,000
Turner Gym Concessions	159	0	0
Carver Pool Concessions	189	0	0
Carver Pool Admissions	0	750	300
Basketball	5,950	6,300	5,950
Football	8,925	10,000	10,000
Softball, Adult	28,025	35,475	24,150
Tennis	591	1,000	0
Ceramic Supplies	1,468	2,000	2,000
Softball, Youth	2,050	3,000	3,000
Cheerleading	1,860	2,500	1,500
Flag Football - Adult	5,400	5,400	4,500
Kickball	1,100	1,375	1,100
Recreation Rentals	3,635	2,000	2,000
George Ort Banquet Hall	12,175	8,800	9,625
Gordon Complex Concessions	461	500	0
Souvenirs, Gordon	1,481	4,000	0
Blaylock Concessions	890	900	0
Highland Concessions	46	100	0
Ken Gardens Concessions	102	100	0
Other Concessions	168	0	0
Special Events	1,494	1,300	1,300
Ceramics	406	600	600

**FY 2008  
GENERAL FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Public Works</b>			
Engineering/ CED Project	15,247	0	0
<b>Other Charges</b>			
Garnishment Fees	6,353	3,000	3,000
Attorney Fees	29,881	500	15,000
<b>Cemetery</b>			
Graves	95,832	100,625	93,500
Lots	26,448	19,250	20,900
<b>Inter Governmental Revenue</b>			
Federal Government			
AFD Sprinkler Permit	3,937	2,600	2,000
AFD Re-inspection Fee	125	100	300
AFD Tank Removal & Install Fee	500	300	300
AFD Commercial Burn Permit	1,060	500	2,700
Emergency Management	26,858	26,858	26,858
Highway Maintenance Contract	106,400	141,230	141,230
<b>DOUGHERTY COUNTY</b>			
Fire Protection	2,332,956	2,416,933	2,495,483
Information Technology	357,281	755,532	755,532
Planning & Development	430,197	448,199	471,299
Traffic Engineering	13,003	45,000	45,000
Central Services	111,348	91,722	94,469
Emergency Management	16,704	30,864	18,797
Recreation	90,000	90,000	150,000
<b>Other Governments</b>			
Indirect Cost Allocation	1,817,910	1,379,266	1,480,000
<b>TRANSFERS FROM WG&amp;L</b>	7,138,566	7,165,657	7,266,277
<b>Other Revenues</b>			
Int. Income/GMA Lease	447,104	180,000	200,000
Int. Income- Cert of Dep	313,427	100,000	300,000
Gasoline Sales	4,473	5,160	5,160
Shop Charges - Labor	491,184	446,340	446,340
Shop-Outside Repairs	(15,691)	0	10,695
Printing & Reproduction-Internal	174,024	186,190	179,128
Gains Loss on Sales	261	0	0
Proceeds/ Sale of Asset	111,318	0	50,000

**FY 2008  
GENERAL FUND REVENUE**

<b>Description</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
Ins. Reimb. Prop. Damage	25	0	0
Discounts Earned	1,723	0	0
Risk Management	66,428	97,132	97,132
Land Rental	0	1	0
Sediment/Erosion Control	5,935	0	0
Miscellaneous Revenue	83,911	15,000	15,000
Handling Fee (Returned Check)	2,320	0	0
Timber Sales	1,552	0	0
Miscellaneous Police Receipts	8,923	0	0
Penalty Lot Cleaning	292	5,000	5,000
False Alarms	0	60,000	60,000
Miscellaneous Assessments	(373)	1,200	1,200
Unreserved Fund Balance	0	376,444	0
<b>General Fund Rev. Subtotal:</b>	<b>49,524,474</b>	<b>48,662,519</b>	<b>50,616,863</b>
<b>Transfers to General Fund</b>			
Hotel Motel Fund	461,862	590,780	630,391
Capital Improvement Fund	0	0	645,205
<b>Transfer to General Fund Subtotal:</b>	<b>461,862</b>	<b>590,780</b>	<b>1,275,596</b>
<b>Subtotal</b>	<b>49,986,336</b>	<b>49,253,299</b>	<b>51,892,459</b>
<b>Transfers from General Fund</b>			
Municipal Auditorium	(49,442)	(66,747)	(63,352)
Civic Center	(723,575)	(1,019,072)	(1,116,313)
Transit System	(1,106,954)	(851,410)	(851,630)
Airport Fund	(305,668)	(412,375)	(525,653)
Debt/ Sinking Fund	(1,515,771)	(608,003)	0
<b>Transfers from General Fund Subtotal</b>	<b>(3,701,410)</b>	<b>(2,957,607)</b>	<b>(2,556,948)</b>
<b>GENERAL FUND REVENUE:</b>	<b>46,284,926</b>	<b>46,295,692</b>	<b>49,335,511</b>

# **SPECIAL FUNDS REVENUE & EXPENDITURES**



**FY 2008  
GENERAL FUND EXPENDITURES**

<b>Description</b>	<b>Audited 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
Legislative	413,974	238,801	297,445
Elected Officials	0	135,473	159,350
City Manager	894,431	962,177	943,284
City Attorney	242,957	376,164	397,036
Municipal Court	447,858	482,415	559,786
Human Resources	1,751,639	2,703,017	2,446,727
Central Services-Administrative/Procurement	523,571	586,922	638,741
Central Services-Printing Division	240,064	193,262	202,358
Central Services-Material Management Div.	229,650	252,578	271,734
Central Services-Fleet Management	660,763	867,647	905,853
Central Services-Fleet Pool Management	7,184	10,000	10,000
Finance	749,248	749,125	868,433
Office of Mgt/Budget	221,742	240,680	274,628
Risk Management	889,028	920,468	897,657
Treasurer	600,084	673,015	680,641
Enforcement/ Administration	469,422	519,138	618,506
Enforcement/ Services	176,941	197,195	255,343
Information Technology (IT)	919,869	1,155,799	1,283,738
Planning & Development Services	1,144,882	1,291,240	1,455,910
Police Administration	2,292,579	2,588,594	2,650,307
Police Uniform	5,636,839	6,305,422	6,764,687
Police Support Services	1,422,175	1,789,400	1,938,811
Police Investigative	1,941,004	2,297,598	2,287,048
Police COP	249,162	334,549	311,262
Fire Administration	285,127	329,340	391,800
Fire Suppression	7,636,504	8,397,287	9,226,453
Fire Prevention	250,358	355,503	388,693
Fire Training	76,178	190,344	269,100
Fire / Emergency Management	64,445	80,234	94,069
Fire Communications	591,135	541,051	640,592
Engineering	3,315,323	3,079,797	3,474,797
PW Administration	261,152	317,446	321,752
PW Street Maintenance	159,345	187,868	202,528
PW Street Maintenance - Right of Way	666,441	855,406	869,045
PW Street Maintenance - Sweeping	4,139	0	0
PW Street Maintenance - Asphalt/Concrete	349,141	380,141	422,350
PW Street Maintenance - Grading/Construction	588,280	679,105	690,968
PW Street Maintenance - Tree Maint.	202,082	223,436	232,381
PW Storm Drainage	440	0	0
Recreation Administration	337,352	278,232	288,928
Recreation Centers & Gyms	820,333	707,165	746,656
Recreation Parks/Playgrounds	54,825	55,735	59,230
Recreation Aquatics	105,347	102,783	108,489
Recreation Athletics	507,528	501,529	508,440
Recreation Flint River Golf	408,691	377,392	357,389
Recreation Parks Maintenance	931,055	773,908	785,853
Recreation Cemeteries	379,240	277,105	299,854
Recreation Special Services	0	99,093	98,501
Recreation Park Development & Management	0	73,206	76,451
Independent Agencies	1,746,418	1,561,907	1,661,907
<b>Total General Fund Expenditure:</b>	<b>41,865,945</b>	<b>46,295,692</b>	<b>49,335,511</b>



**FY 2008**  
**MUNICIPAL AUDITORIUM REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Operating Revenue			
Auditorium Rent	21,521	21,000	15,000
Artscape Admissions	7,089	0	0
Parking Income	196	500	500
Box Office Income	2,010	2,000	1,500
Novelty Sales	0	500	500
Miscellaneous Income	75	200	200
Gain on Staffing	50	0	0
Other Direct Cost Reimbursement	(125)	0	0
Misc. Rental & Services	3,876	2,500	6,000
Interest Income	87	0	0
Transfer from General Fund	49,442	66,747	63,352
	=====	=====	=====
<b>MUNICIPAL AUDITORIUM REVENUE:</b>	<b>84,221</b>	<b>93,447</b>	<b>87,052</b>
	=====	=====	=====

FY 2008

ALBANY CIVIC CENTER REVENUE

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Operating Revenue			
Arena Rent	137,435	130,000	130,000
Amphitheater	800	1,000	1,000
Meeting Room Rent	16,700	14,000	10,500
Concession Income	47,645	50,000	54,940
Parking Income	49,821	40,000	40,000
Box Office Income	45,653	25,000	32,721
Agency Fees	1,240	500	500
Prog/T-shirts & Novelties	7,258	7,500	10,000
Miscellaneous Income	5,291	2,000	3,000
Staffing Reimbursement	48,053	35,000	35,000
Advertising	14,849	15,800	16,314
Other Direct Costs	(1,808)	0	0
Miscellaneous Rentals/Service	54,471	50,000	60,000
Event Gain/ Loss	(7,948)	0	0
Net Book Value	(1,000)	0	0
Proceeds/Sale of Asset	359	0	0
Capital Contribution	1,155,319	0	0
Transfers (In)	723,575	1,019,072	1,116,313
Interest Income	627	0	0
	=====	=====	=====
ALBANY CIVIC CENTER REVENUE:	2,298,340	1,389,872	1,510,288
	=====	=====	=====

FY 2008

TRANSIT SYSTEM REVENUE

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Operating Revenue			
Bus Fares	366,673	360,000	391,636
Bus Paratransit	30,922	42,000	38,253
Net Book Value	(8,045)	0	0
Proceeds/Sale of Asset	1,611	0	0
Private Advertising Fees	20,004	0	20,004
State Grants-Operat./Assist.	858,069	815,374	859,632
State Grants-Capital Improv.	477,633	77,876	80,000
Transfers (In)	1,106,954	851,410	851,630
	=====	=====	=====
<b>TRANSIT SYSTEM REVENUE:</b>	<b>2,853,821</b>	<b>2,146,660</b>	<b>2,241,155</b>
	=====	=====	=====

FY 2008

**PUBLIC IMPROVEMENT FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Interest Income	414,976	0	0
Dougherty County Computer Equipment	92,532	0	0
GMA Lease Pool-Proceeds	0	0	1,300,000
Tree Ordinance: Construction	(796)	0	0
Transfers from WG&L	322,300	325,000	325,000
Transfers In	1,329,251	0	0
Transfers (Out)	0	0	(645,205)
Sales Tax	372,955	324,300	324,300
	=====	=====	=====
<b>PUBLIC IMPROVEMENT REVENUE</b>	<b>2,531,218</b>	<b>649,300</b>	<b>1,304,095</b>
	=====	=====	=====

**FY 2008**  
**DEBT SERVICE/ SINKING FUND**  
**REVENUE:**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Sales Tax	1,142,443	993,000	1,093,000
Interest Income	15	0	0
Operating Transfer Out	(1,329,251)	0	0
Operating Transfers In	1,515,771	608,003	0
	<u><u>                    </u></u>	<u><u>                    </u></u>	<u><u>                    </u></u>
<b>DEBT SERVICE/ SINKING FUND REVENUE:</b>	<u><u>1,328,978</u></u>	<u><u>1,601,003</u></u>	<u><u>1,093,000</u></u>

**FY 2008**  
**911 CAD REVENUE**

Description	Actual 2005/2006	Adopted 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Interest Income	60,018	0	0
Dougherty County Revenue	43,647	89,046	89,046
911 FEES	1,426,457	1,347,366	1,638,803
	<u><u>                    </u></u>	<u><u>                    </u></u>	<u><u>                    </u></u>
<b>911 CAD REVENUE:</b>	1,530,122	1,436,412	1,727,849
	<u><u>                    </u></u>	<u><u>                    </u></u>	<u><u>                    </u></u>



**FY 2008**  
**AIRPORT FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
ASA	116,385	120,000	115,224
Non-Scheduled	21,116	8,000	11,280
United Parcel Service	116,833	186,000	187,222
Landmark	0	100,159	97,246
Avis	76,330	70,565	75,904
National	11,514	0	0
CARS (Hertz) Rentals	77,448	51,000	67,317
Thrifty Car Rental	967	1,150	648
Enterprise Car Rental	21,111	32,690	37,824
Budget Car Rentals	24,174	31,008	43,817
FAA Rental	10,580	10,579	10,580
Airport Parking	113,714	63,000	75,000
Hawthorne Aviation	92,264	0	0
Airport Lounge	1,100	2,000	1,320
Airport Miscellaneous	4,219	4,131	4,110
Oxford Property	0	6,000	0
House Rental	4,065	0	6,000
Concessions Revenue	2,695	19,000	1,200
Interspace Advertising	7,243	8,000	6,672
TSA Rental	8,118	5,194	8,904
Federal Grants	2,120,435	0	0
PFC Revenues Earned	56,546	0	0
Interest Earned PFC2	399	0	0
Interest Earned PFC 3	348		
Interest Earned CFC	702	0	0
Proceeds/ Sale of Asset	5,622	0	0
Miscellaneous Revenue	282	0	0
Capital Contributions	692,424		
Operating Transfers In	305,668	412,375	525,653
	=====	=====	=====
<b>AIRPORT FUND REVENUE</b>	<b>3,892,302</b>	<b>1,130,851</b>	<b>1,275,921</b>
	=====	=====	=====

**FY 2008  
SPECIAL FUNDS EXPENDITURES**

<b>Description</b>	<b>Audited 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
Municipal Auditorium	205,460	93,447	87,052
Civic Center	1,639,996	1,389,872	1,510,288
Transit System	2,656,155	2,146,660	2,241,155
Public Improvement	1,623,983	649,300	1,304,095
Debt/ Sinking Fund	1,328,963	1,601,003	1,093,000
Airport Fund	1,763,597	1,130,851	1,275,921
CAD 911	1,257,765	1,436,412	1,727,848
<b>TOTAL SPECIAL FUNDS:</b>	<b>10,475,919</b>	<b>8,447,545</b>	<b>9,239,359</b>
<b>Total General/Special Funds</b>	<b>52,341,864</b>	<b>54,743,237</b>	<b>58,574,870</b>



# **SANITARY SEWER FUND REVENUE & EXPENDITURES**

FY 2008

**SANITARY SEWER FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Charges for Services			
Tap Fees	30,478	20,000	32,000
Septic Tank Dumps	39,450	30,000	38,000
Maint. A.S.U. Pump Station	2,550	2,550	2,550
Sanitary Sewer Fees City	13,284,043	14,071,635	14,066,725
Sanitary Sewer Fees MCLB	162,545	199,000	165,000
Industrial Sampler Fees	183,424	185,000	190,000
Annual Permit Fees	950	1,200	1,150
Inc. Local Gov't	199,396	0	100,000
Penalties on Assessments	60	0	0
Interest on Assessments	59	2,500	200
Miscellaneous Assessments	10,692	0	0
Interest Income	4,277	4,000	4,000
Sewer Bad Debt Recov.	2,130	0	1,500
Miscellaneous Revenue	15,166	9,000	10,000
Proceeds/Sale of Asset	(810)	0	0
Development Fees	70,505	165,000	80,000
Capital Contributions	19,318,740	0	0
Operating Transfers In (WG&L)	100,000	100,000	100,000
Operating Transfers Out	(4,848,304)	0	0
	=====	=====	=====
<b>SANITARY SEWER REVENUE:</b>	<b>28,575,351</b>	<b>14,789,885</b>	<b>14,791,125</b>
	=====	=====	=====

\*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 2008

SANITARY SEWER FUND EXPENDITURES

Description	Audited 2005/2006	Amended 2006/2007	Adopted 2007/2008
Wastewater Treatment	5,015,418	4,724,634	4,735,597
Wastewater Treatment/Lift Station	455,847	594,634	628,000
Wastewater Sampling & Utility Location	324,663	341,986	354,145
Sanitary Sewer Administration	641,095	5,815,329	5,570,762
Sewer Maintenance	908,149	1,220,715	1,281,907
Sewer Construction	640,444	718,350	757,326
Review and Inspect	180,967	175,653	134,789
Sweepings	765,356	658,060	703,250
Storm Maintenance	548,080	540,524	625,349
<b>TOTAL SANITARY SEWER:</b>	<b>9,480,019</b>	<b>14,789,885</b>	<b>14,791,125</b>



# **SOLID WASTE FUND REVENUE & EXPENDITURES**



FY 2008

**SOLID WASTE FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Solid Waste Fees - City	7,507,148	8,006,578	8,083,266
Tipping Fees	139,031	130,000	130,000
Roll Off	0	548,600	528,716
Landfill (Street Division)	0	35,000	20,000
Special Pickups - Trash	27,218	35,000	35,000
Garbage Bad Debt	2,130	0	0
Operating Transfers In (WG&L)	100,000	100,000	100,000
Gain/Loss on Sales	(36,872)	0	
	<u><u>7,738,655</u></u>	<u><u>8,855,178</u></u>	<u><u>8,896,982</u></u>
<b>SOLID WASTE FUND REVENUE:</b>	<u><u>7,738,655</u></u>	<u><u>8,855,178</u></u>	<u><u>8,896,982</u></u>

FY 2008

**SOLID WASTE FUND EXPENDITURES**

<b>Description</b>	<b>Audited 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
Solid Waste Administration	553,336	827,908	910,072
Solid Waste Residential East	3,210,134	3,900,548	4,003,144
Solid Waste Residential West	2,427,259	2,431,121	2,632,164
Solid Waste Commercial	814,318	1,171,316	1,191,421
Solid Waste Street Sweeping	77,138	524,285	160,181
<b>TOTAL SOLID WASTE:</b>	<b>7,082,185</b>	<b>8,855,178</b>	<b>8,896,982</b>



**COMMUNITY  
DEVELOPMENT  
REVENUE & EXPENDITURES**

FY 2008

COMMUNITY DEVELOPMENT REVENUE

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Operating Revenue			
Grant Revenue CDBG	1,851,701	1,112,638	1,184,107
Grant Revenue Flood	69,002	0	0
Grant Revenue Enterprise Comm.	66,000	0	0
Grant Revenue Weatherization	146,493	0	0
Grant Revenue Home	635,062	423,182	607,272
Grant Revenue Housing Counsel	69,201	0	0
Grant Revenue OwnHome	1,900	0	0
Grant Revenue DCA	(663)	0	0
Grant Revenue ESGP	36,421	0	0
Grant Revenue EDI	1,169	0	0
Income-Rental Properties	803,711	566,990	570,000
Income-Sale of Properties	575,568	0	0
Income-Own Home Program	376	0	0
Income-Misc.	38,712	0	0
Note Rev-CDBG AHOP	7,250	10,856	11,003
Note Rev-HS	39,460	29,854	32,728
Note Rev-Redevelopment	1,088,778	123,033	140,000
Note Rev-Heat Assistance	13,457	4,523	4,523
Note Rev-Flood	405,745	256,924	174,474
Note Rev Enterprise Comm	9,400	0	0
Note Rev Revolving	87,516	0	0
Note Rev Home	21,838	0	0
Note Rev Rental Rehab	255,842	0	0
Note Rev DCA	11,762	0	0
Interest Income	4,082	0	0
	=====	=====	=====
<b>COMMUNITY DEVELOPMENT REVENUE:</b>	<b>6,239,783</b>	<b>2,528,000</b>	<b>2,724,107</b>
	=====	=====	=====

FY 2008

COMMUNITY & ECONOMIC DEVELOPMENT EXPENDITURES

Description	Audited 2005/2006	Amended 2006/2007	Adopted 2007/2008
Community & Economic Dev.	4,328,175	2,528,000	2,724,107
<b>TOTAL COMM &amp; ECON DEV:</b>	<b>4,328,175</b>	<b>2,528,000</b>	<b>2,724,107</b>



# **HOTEL/MOTEL FUND REVENUE & EXPENDITURES**



**FY 2008**

**HOTEL/MOTEL FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Hotel/Motel Tax	895,253	1,181,561	1,260,781
Operating Transfers Out	(461,862)	(590,780)	(630,390)
	<hr/>	<hr/>	<hr/>
<b>HOTEL/MOTEL FUND REVENUE:</b>	<b>433,391</b>	<b>590,781</b>	<b>630,391</b>
	<hr/>	<hr/>	<hr/>

FY 2008

**HOTEL/MOTEL FUND EXPENDITURES**

Description	Audited 2005/2006	Amended 2006/2007	Adopted 2007/2008
Hotel/Motel Fund	458,021	590,781	630,391
<b>TOTAL HOTEL/MOTEL FUND:</b>	<b>458,021</b>	<b>590,781</b>	<b>630,391</b>



# **GRANT FUND REVENUE & EXPENDITURES**

**FY 2008**  
**GRANTS FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
DOT PL Grant	98,722	111,543	125,650
Sect. #8 FTA Grant	20,472	66,558	52,377
Police Grants and Sponsored Events	276,961	243,436	100,000
Traffic Safety Grants	1,841,798	60,800	30,400
Red Light Running Camera	0	0	70,000
Slaphey Signal System Upgrade	0	650,000	50,000
Traffic Controller Center	0	200,000	0
Traffic Controller Conversion	0	30,000	0
Storm Drainage Improvements	0	800,000	600,000
Department of Community Affairs	6,483	0	0
Recreation Grants	110,430	233,627	233,627
FEMA/ GEMA Reimbursement	25,977	87,000	0
Katrina Housing	153,212	0	0
Assistance to Firefighters	138,987	0	0
	=====	=====	=====
<b>GRANTS FUND REVENUE:</b>	<b>2,673,042</b>	<b>2,482,964</b>	<b>1,262,054</b>
	=====	=====	=====

**FY 2008**  
**GRANT FUND EXPENDITURES**

Description	Audited 2005/2006	Amended 2006/2007	Adopted 2007/2008
Grant Fund	2,782,535	2,482,964	1,262,054
<b>TOTAL GRANT FUND:</b>	<b>2,782,535</b>	<b>2,482,964</b>	<b>1,262,054</b>

# **SPLOST FUND REVENUE & EXPENDITURES**

**FY 2008**  
**SPLOST FUND REVENUE**

Description	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
<b>Revenues</b>			
Special Local Option Sales Tax	11,281,522	10,241,935	11,649,109
	<u><u>                    </u></u>	<u><u>                    </u></u>	<u><u>                    </u></u>
<b>SPLOST FUND</b>	11,281,522	10,241,935	11,649,109
	<u><u>                    </u></u>	<u><u>                    </u></u>	<u><u>                    </u></u>



**FY 2008**

**SPLOST V FUND EXPENDITURES**

<b>Description</b>	<b>Audited 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
SPLOST FUND	2,739,309	10,241,935	11,649,109
<b>TOTAL SPLOST FUND</b>	<b>2,739,309</b>	<b>10,241,935</b>	<b>11,649,109</b>
<b>GRAND TOTAL</b>	<b>79,212,108</b>	<b>94,231,980</b>	<b>98,528,638</b>

## ***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 2007/08 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 budgetary process began in February 2007 with the Office of Management/Budget (OMB) preparing the FY 2007/2008 revenue projections and updating the budget request forms in addition to the instructions to be used by city departments. A major addition to this year budget preparatory instructions was the introduction of the zero-base budgeting format (ZBB) by the City Manager. ZBB typically required departments to make three expenditure estimates for each service or program: one for a reduced service estimate, a second for maintaining the status quo, and a third for an enhanced level of service. The minimum services package was defined as that level of service that would meet only the most urgent needs. While for the enhanced level, departments were required to reflect requests for additional funding due to increases in service levels above those that were offered in the FY 2007 Adopted Budget. This includes requests for new positions.

Once these tasks were completed, the annual budget meeting was held in February 2007 and each department was given its FY 2008 budget package. This year the City Manager conducted budget hearings with all department heads to review all budget requests and prioritize each 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 2008 budgetary needs. These presentations provided the Mayor and the Board of Commissioners with a great deal of insight as to how priorities might be met.

After the Commission/Department Head budget hearings were completed, the City Manager again reviewed and analyzed each request to formulate his recommended budget. Recommendations were based on historical data, a declining revenue base, and 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 City Manager'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 submitted to the Mayor and Board of City Commissioners on May 2nd for approval. In order to promote citizen participation, a public hearing for the budget was advertised and held during the morning of June 6<sup>th</sup>. This hearing was designed to allow public input into the FY 2008 budget before its adoption.

After extensive work by the City Manager and the budget preparation staff, the FY 2008 budget was adopted on June 28, 2007. 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, 2007. The new fiscal year began July 1, 2007.

### **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; however, 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.

### **CASH STABILIZATION POLICY**

The scope of the cash stabilization policy is to establish a separate Cash Stabilization Fund by setting aside funds equal to 25% (or three months) of the previous years audited General Fund expenditures. The goal is to maintain at least three months operating cost in liquid form. These reserve funds are a prudent way of maintaining a level of financial resources necessary to protect against short term borrowing for cash flow purposes and to have adequate funds available in the event of an emergency or catastrophe. Also, credit rating agencies carefully monitor the level of fund balances and unreserved fund balances in a government's general fund when evaluating that government creditworthiness.

These reserve funds shall be secured in a manner that is consistent with the following principles, in the order listed:

1. Legality – all investments comply with state and local laws
2. Safety – principal is protected from loss with secure investment practices and collateralization
3. Liquidity – investments are readily converted to cash when needed without losses.
4. Yield or Return on Investment – earnings are maximized without diminishing the other principles.

Funds may be transferred from the cash stabilization account to the City's General Fund operating account to provide working capital only with the prior approval of the City Manager. No withdrawals from the cash stabilization fund shall be made without the written approval of the City Manager, who will notify the Commission at the next available opportunity. The cash stabilization fund will be replenished from property tax revenues no later than December 31 of the year in which the funds are withdrawn.



## FY 2007/2008 BUDGET CALENDAR

Budget Activity	Action By	Completion Date
1. Revenue Projections	Finance Department	January 19
2. Budget Issues and Concerns	City Manager/Office of Mgmt & Budget	February 2
3. Budget Planning Session (Rm 100)	City Manager/Office of Mgmt & Budget	February 9
4. Completion of Budget Requests	Department/Division Heads	February 23
5. Verification & Audit of Departmental Requests	Office of Mgmt & Budget	March 9
6. Review Analysis of Departmental Requests with Departmental Officials Wrap up	City Manager/Office of Mgmt & Budget	March 15-26
7. Budget Overview Presentation (Rm 120)	City Manager/Finance Committee	April 3
8. Review Analysis of Departmental Requests with Departmental Officials (Rm 120)	City Manager/ Mayor/City Commission/Office of Mgmt & Budget	April 10,14,24,30 May 8
9. Budget Discussion (Rm 120)	City Manager/ Mayor/City Commission/Office of Mgmt & Budget	April 10,14,24,30 May 8,15,22
10. Submit Proposed Budget to Mayor/Commission	City Manager	April 24
11. Public Notices of: a. Hearing of Proposed Budget b. Meeting to Adopt Budget	City Clerk	April 3 and June 5
12. Public Hearing of Proposed Budget (Rm 120)	Mayor/City Commission/City Clerk	April 17
13. Preparation of Budget Ordinance, Incorporating Final Changes by Mayor and City Commission	City Clerk	June 12
14. Adoption of 2007/2008 Budget	Mayor/City Commission	June 28

# FY 2007/2008 BUDGET HEARINGS

Department	Staff Review	Commission Review
<b>Budget Overview (Room 120)</b>		<b>April 3, 2008 8:30 am</b>
<b>Review Analysis of Departmental Requests with Departmental Officials</b>		<b>April 10, 14,24,30 &amp; May 8</b>
<b>Budget Discussions (Room 120)</b>		<b>April 10,14,24,30 May 8,15,22</b>
<b>General Government</b>	<b>March 15, 2008</b>	
Legislative	10:00	
City Manager	10:30	
City Attorney	11:00	
Municipal Court	11:30	
<b>Administration</b>	<b>March 15, 2008</b>	
Human Resources Management	1:30	
Central Services	2:00	
Information Technology (IT)	2:30	
Finance	3:00	
<b>Public Works</b>	<b>March 16, 2008</b>	
General Operations	8:00	
Sanitary Sewer (Enterprise Fund)	8:30	
Solid Waste (Enterprise Fund)	9:30	
<b>Public Safety</b>	<b>March 16, 2008</b>	
Fire	2:00	
<b>Transportation</b>	<b>March 19, 2008</b>	
Airport	9:00	
Transit	9:30	
Police	10:00	
<b>Leisure/Convention Services</b>	<b>March 22, 2008</b>	
Recreation	10:00	
City Auditorium/Civic Center	11:00	
<b>Planning &amp; Development</b>	<b>March 22, 2008</b>	
Planning & Development Services	1:30	
Engineering	2:00	
Enforcement	2:30	
Community Development	3:00	

# FY 2007/2008 BUDGET HEARINGS

Department	Staff Review	Commission Review
<b>Other</b> Debt Service/ Contingency	<b>March 27, 2008</b>	
<b>Wrap Up</b>	<b>March 27, 2008</b>	
<b>Public Hearing (Room 120)</b>		<b>April 17, 2008</b> <b>8:30 am</b>
<b>Commission Consideration &amp; Vote</b> <b>(Room 100)</b>		<b>June 26, 2008</b> <b>8:00 pm</b>

## ***REVENUE & EXPENDITURES***

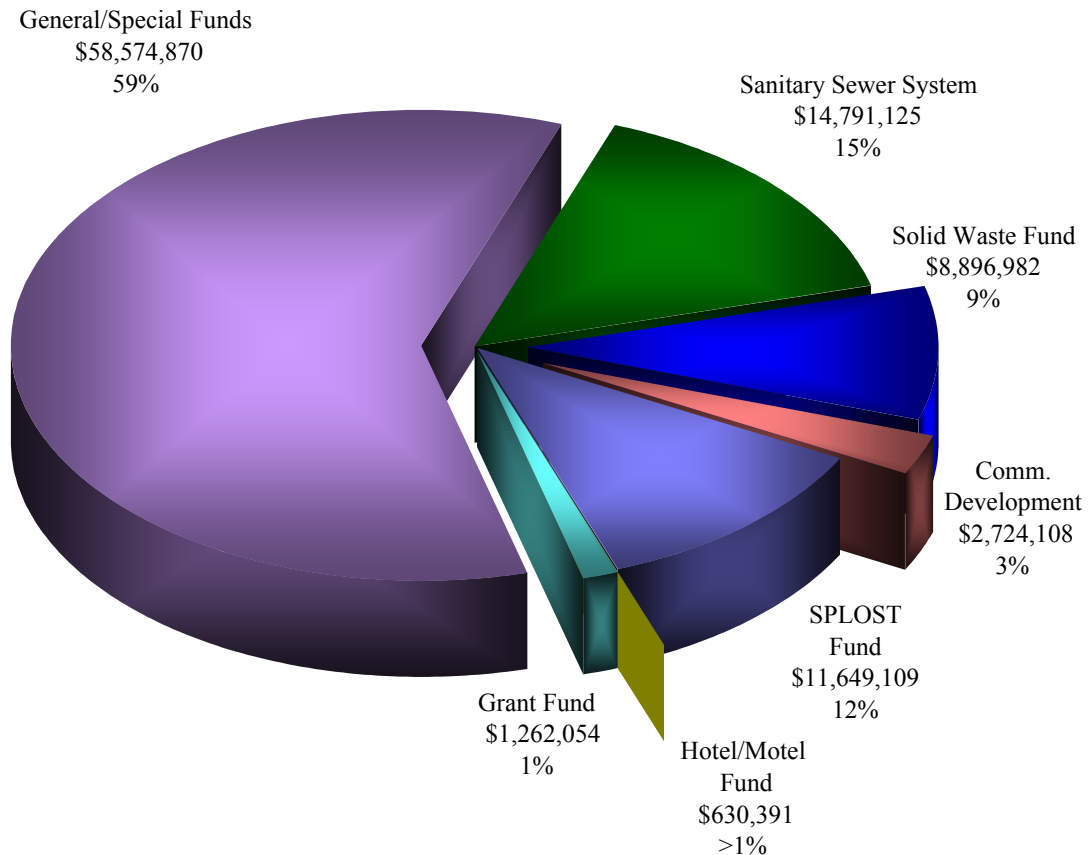
Included in this section is a chart showing the relationship between funds and a chart showing the percentages of expenditures as it relates to personal services, operating expenses, and capital improvement. Also provided is a recap of departmental expenditures by category. In addition, there is a breakdown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

# City of Albany

## FY 2008

### Adopted Operating Budget

	FY 2008 Budget	% of Total Budget
General/Special Funds	\$58,574,870	59%
Sanitary Sewer System	\$14,791,125	15%
Solid Waste Fund	\$8,896,982	9%
Hotel/Motel Fund	\$630,391	>1%
SPLOST Fund	\$11,649,109	12%
Grant Fund	\$1,262,054	1%
Comm. Development	\$2,724,108	3%
<b>TOTAL</b>	<b>\$98,528,639</b>	<b>100%</b>



**Total Budget \$98,528,639**

# CITY OF ALBANY

## FY 2008 Estimated Revenues

C2

	General/Special Funds								Enterprise Funds							
	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	Special Purpose Local Option Sales Tax	Total	
Property Tax	15,334,035														15,334,035	
Other Taxes	5,822,740										1,260,781				7,083,521	
Sales Taxes	9,000,000	324,300					1,093,000								10,417,300	
Business License & Taxes	3,430,665														3,430,665	
Federal & State Grants	168,088					939,632						1,262,054	1,791,379		4,161,153	
Service Charges	2,663,571		76,200	2,700	138,161	449,893		1,727,849	14,594,275	8,796,982					28,449,631	
Fines & Forfeitures	1,260,176														1,260,176	
Rentals & Franchises	962,235	1,300,000	669,958	21,000	201,500								570,000		3,724,693	
Miscellaneous Revenues	678,496		4,110		54,314				96,850				362,728		1,196,498	
WG & L Transfers	7,266,277	325,000							100,000	100,000					7,791,277	
Charges For Services Dougherty County	4,030,580														4,030,580	
Special Purpose Local Option Sales Tax	0													11,649,109	11,649,109	
Transfer In	1,275,596		525,653	63,352	1,116,313	851,630									3,832,544	
Transfer Out	(2,556,948)	(645,205)									(630,391)				(3,832,544)	
Totals	49,335,511	1,304,095	1,275,921	87,052	1,510,288	2,241,155	1,093,000	1,727,849	14,791,125	8,896,982	630,390	1,262,054	2,724,107	11,649,109	98,528,638	
	General/Special Funds								Enterprise Funds							
	58,574,871								23,688,107							

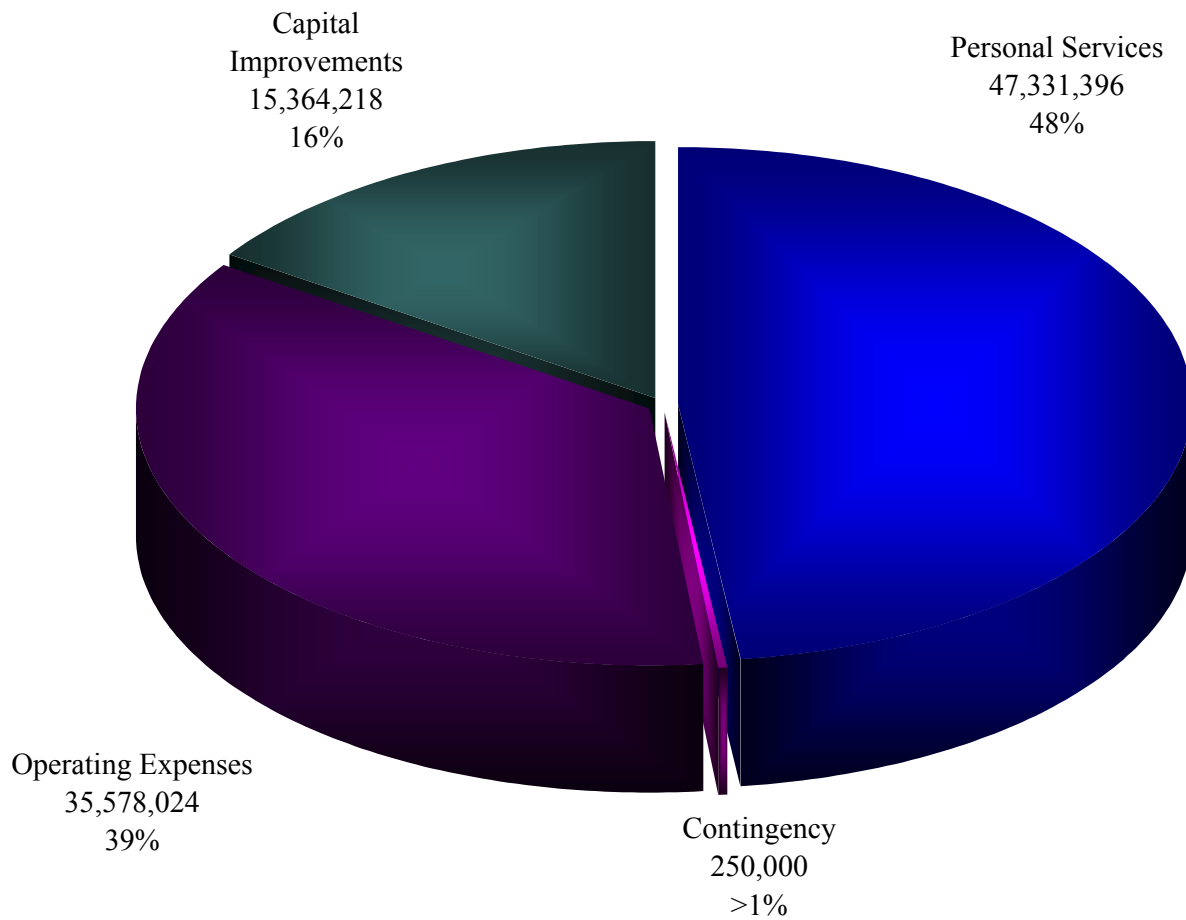
**FY 2008**  
**Estimated Expenditures**

C-3

# City of Albany

## FY 2007/2008

### Total Operating Budget



**Total Budget**  
**\$98,528,638**



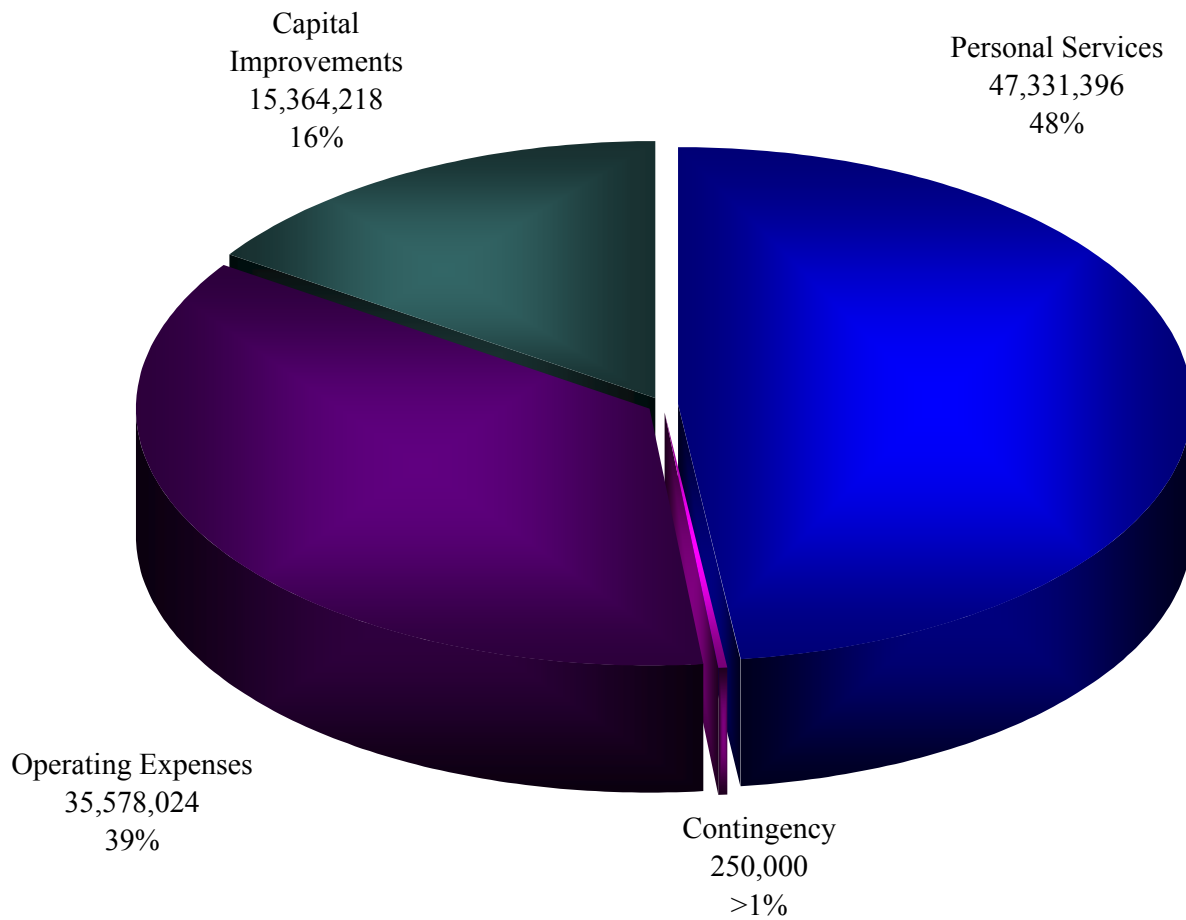
**FY 2007/2008**  
**ADOPTED BUDGET**

DEPARTMENT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL IMPROVEMENT	TOTAL
Legislative	112,295	185,150	0	297,445
City Commission	104,350	55,000	0	159,350
City Manager	449,199	494,085	0	943,284
City Attorney	335,346	61,690	0	397,036
Municipal Court	204,824	354,962	0	559,786
Human Resources	1,661,092	785,635	0	2,446,727
Central Services-Procurement	406,798	231,943	0	638,741
Central Services-Printing	135,301	67,057	0	202,358
Central Services-Material Manager	240,654	31,080	0	271,734
Central Services-Fleet Maintenance	790,987	114,866	0	905,853
Central Services-Fleet Pool Maint.	0	10,000	0	10,000
Finance	599,845	268,588	0	868,433
Office of Management/Budget	262,061	12,567	0	274,628
Risk Management	35,135	862,522	0	897,657
Treasurer	243,720	436,921	0	680,641
Enforcement/ Administration	566,056	52,450	0	618,506
Enforcement/ Services	207,993	47,350	0	255,343
Information Technology (IT)	838,810	444,928	0	1,283,738
Planning & Development Services	1,223,583	232,327	0	1,455,910
Police Administration	1,795,637	854,670	0	2,650,307
Uniform	6,072,461	692,226	0	6,764,687
Support Services	1,594,839	343,972	0	1,938,811
Investigative	2,150,992	136,056	0	2,287,048
COP	42,593	268,669	0	311,262
Fire Administration	358,560	33,240	0	391,800
Suppression	8,901,856	324,597	0	9,226,453
Prevention	371,193	17,500	0	388,693
Training	263,700	5,400	0	269,100
Fire/Emergency Management	66,139	27,930	0	94,069
Fire-Communications	597,023	43,569	0	640,592
Engineering	1,695,477	1,779,320	0	3,474,797
PW Administration	267,246	54,506	0	321,752
PW Street Maintenance	142,763	59,765	0	202,528
Right of Way	427,725	441,320	0	869,045
Asphalt/Concrete	346,585	75,765	0	422,350
Grading/Construction	435,891	255,077	0	690,968
Tree Maintenance	186,285	46,096	0	232,381
Recreation Administration	233,762	55,166	0	288,928
Centers & Gyms	558,942	187,714	0	746,656
Parks & Playgrounds	33,764	25,466	0	59,230
Aquatics	69,064	39,425	0	108,489
Athletics	266,598	241,842	0	508,440
Flint River Golf	243,880	113,509	0	357,389
Parks Maintenance	665,014	120,839	0	785,853
Cemeteries	268,378	31,476	0	299,854
Special Services	33,408	65,093	0	98,501
Park Development And Managemen	69,025	7,426	0	76,451
Independent Agencies	0	1,661,907	0	1,661,907
<b>SUBTOTAL GENERAL FUND</b>	<b>36,576,849</b>	<b>12,758,662</b>	<b>0</b>	<b>49,335,511</b>

# City of Albany

## FY 2007/2008

### Total Operating Budget

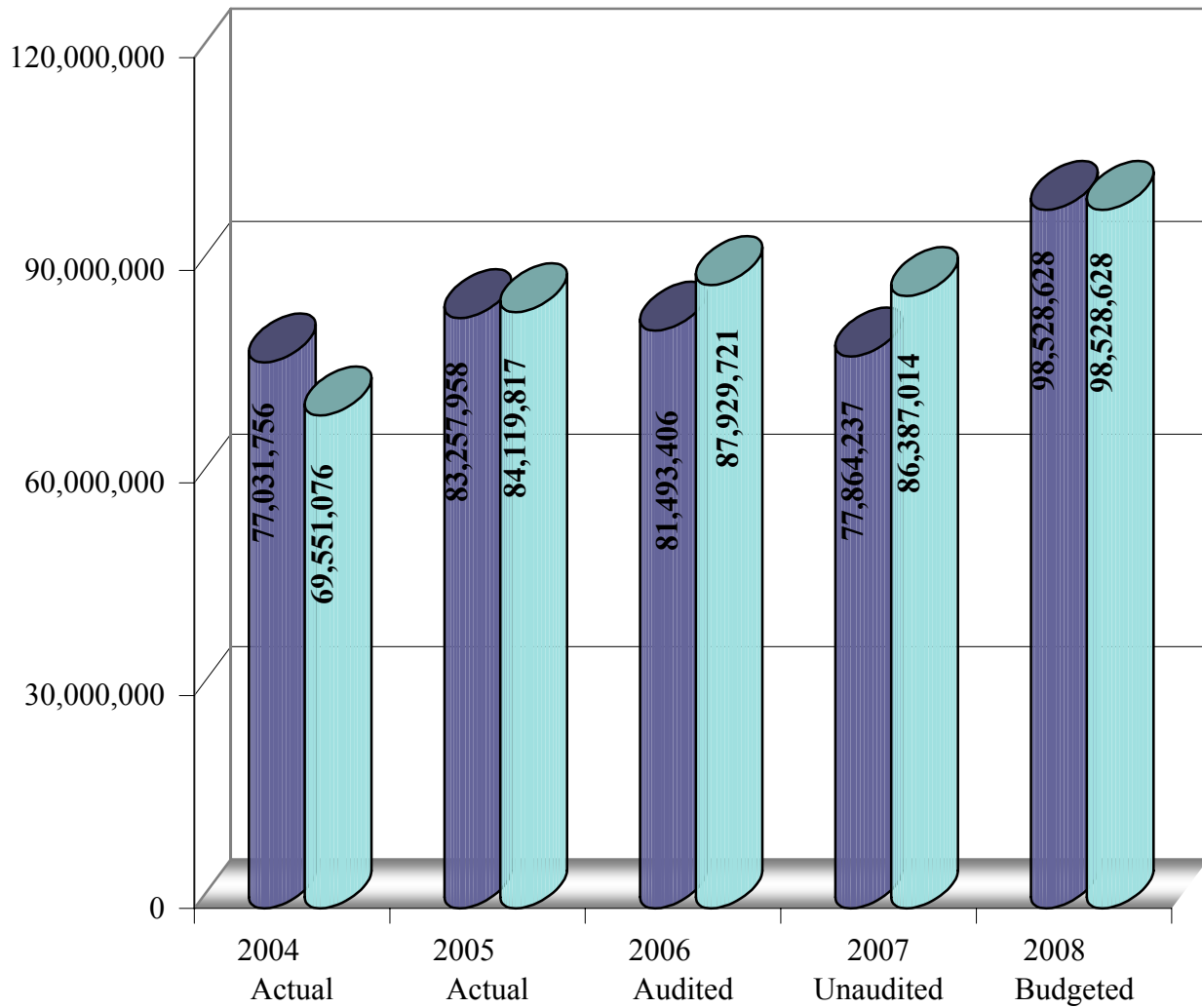


**Total Budget**  
**\$98,528,638**

# City Of Albany

## FY 2004 - FY 2008

### 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 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 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; un-funding of 7 Police and 6 Fire Positions; eliminating 3 positions (Central Services/Fleet Maint.: Fire Mechanic, Planning: Building

**HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS**

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 Department 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 audited year-end surplus of approximately \$1,543,615 for all funds. The General Fund, the largest fund, had a surplus of \$3,079,663 compared to FY 2004 audited surplus of \$2,599,382. This increase can mainly be attributed to increases in revenue from sales taxes by \$480,649 over budget. The Sanitary Sewer Fund had an audited year-end surplus of \$1,232,503. The Solid Waste Enterprise Fund had an audited year-end surplus of \$971,753. These are City's second and third largest funds.

The FY 2006 budget totaled \$79,429,340, an increase of \$1,978,340 over the FY 2005 budget of \$79,429,340. That budget included 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; un-funding of 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.

The FY 2006 budget has an unaudited year-end surplus of approximately \$2,069,483 for all funds. The General Fund, the largest fund, has a surplus of \$2,286,017 compared to FY 2005 audited surplus of \$3,079,663. This decrease can be attributed to the less than expected sales tax revenue by \$120,521 and a general drop in the total revenue generated for the fiscal year. Transit, Municipal Auditorium, Civic Center, Airport, and CAD 911, which are considered Special Funds for budgetary purposes, has a combined unaudited year-end surplus of \$906,479. That combined surplus was largely due to Federal Grant Revenue in the Airport, additional revenue for the Hotel/Motel Fund and CAD 911. The Sanitary Sewer Fund has an unaudited year-end surplus of \$5,268,753. The Solid Waste Enterprise Fund has an un-audited year-end surplus of \$795,322.

The FY 2007 budget totals \$93,505,490, an increase of \$11,730,384, or 14%, over the FY 2005/2006 amended budget of \$81,775,106. This increase is largely due to: a 3% Cost of Living Adjustment (COLA) for all 877 authorized budgeted positions effective 10/01/06; Budgeting for SPLOST V, additional Grants, increases in the Sanitary Sewer and Solid Waste rates, and increase in Hotel/Motel Fund. Other factors that contributed to the 14% increase are, Budgeting Police Personal Services at 100%; a pay increase for Public Safety employees effective 10/01/06; Increased requests for GMA funding; Increase in fuel costs; Approximately \$25,000 funding for the James H. Gray Senior Citizen Center; Funding for the on-going maintenance of Downtown Beautification Projects; the establishment of an Arborist position. The millage rate decreased from 10.792 to 10.777.

**HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS**

The FY 2007 budget has an unaudited year-end surplus of approximately \$8,522,777 for all funds. The General Fund, the largest fund, has a surplus of \$3,006,304 compared to FY 2006 audited surplus of \$4,044,284. This decrease can be attributed to a 5% increase in expenditures. Transit, Municipal Auditorium, Civic Center, Airport, and CAD 911, which are considered Special Funds for budgetary purposes, has a combined unaudited year-end surplus of \$3,052,382. That combined surplus was largely due to a fare increase for the Transit Fund, Federal Grant Revenue in the Airport fund, additional revenue for the Hotel/Motel Fund and CAD 911. The Sanitary Sewer Fund has an unaudited year-end surplus of \$1,836,210. The Solid Waste Enterprise Fund has an un-audited year-end surplus of \$677,434.

The FY 2008 budget totals \$98,528,638, represents an increase of 4% (\$4,296,658) over the FY 2007 Amended Budget of \$94,231,980. This increase is largely due to several factors: a 3% COLA effective July 2007; 1% pay increase for Public Safety Employees effective January 2008; additional 3% funding for Public Safety pension and an elected Officials pay increase effective January 2008. Other expenses contributed to this increase: funding for Downtown Beautification; additional funding for Arborist; increased fuel costs; CAD 911 rate increase; additional funding for Albany Tomorrow; funding for a Downtown Manager; funding for a state lobbyist; Position Classification Study; new positions (Enforcement Director, Accountant, Secretary, 3 Airport Safety Officers, 8 CAD 911 Telecommunicators, Public Relations/ Media Manager for the Albany Police Department, and a GIS Manager); raise for Municipal Court Appointed Officials; Municipal Court improvements.

**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 \$56,218,740 for fiscal year ending 2006. General Fund balance is estimated at \$21,692,310 for fiscal year ending 2006. 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**

<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>UNAUDITED</b>	<b>ESTIMATED</b>

**REVENUES:**

Property Taxes	14,404,199	14,226,948	14,581,340	14,739,511	15,334,035
Sales Taxes	8,580,416	8,403,226	9,201,702	9,352,913	9,000,000
Other Taxes	0	0	7,269,409	5,573,782	5,822,740
Licenses & Permits	3,352,479	8,699,716	2,318,314	3,200,069	3,430,665
Intergovernmental	10,958,006	3,385,682	5,308,381	3,813,277	4,198,668
Charges for Services	349,962	2,573,062	514,679	2,502,376	2,663,571
Fines, Forfeitures & Penalties	1,425,568	1,277,489	917,565	861,948	962,235
Rentals & Franchise	308,479	1,153,117	415,623	1,147,321	1,260,176
Miscellaneous/Other	978,837	1,102,014	1,629,767	2,108,428	678,496
W, G & L Transfer	6,052,962	6,163,609	7,138,566	7,085,674	7,266,277
Proceeds from sale of assets	0	0	111,318	50,955	0
Transfer In/(Out)	(3,616,155)	(1,964,634)	(3,389,548)	(2,957,607)	(1,281,352)
<b>TOTAL</b>	<b>42,794,753</b>	<b>45,020,229</b>	<b>46,017,116</b>	<b>47,478,647</b>	<b>49,335,511</b>

**EXPENDITURES:**

General Government	3,821,781	5,832,994	4,922,279	8,004,633	9,144,122
Human Resources Mangement	1,165,422	1,288,241	1,751,639	2,192,151	2,446,727
Finance	2,247,370	1,638,486	2,637,043	2,507,600	2,721,359
Public Safety	23,414,191	25,396,227	23,449,711	25,001,556	27,292,581
Public Works	4,499,769	2,649,526	4,150,883	2,167,247	2,739,024
Parks & Recreation	4,576,693	3,574,689	4,681,306	3,109,323	3,329,791
Community Service	0	0	272,044	1,489,833	0
Non-departmental	470,145	1,566,136	107,927	0	1,661,907
<b>TOTAL</b>	<b>40,195,371</b>	<b>41,946,299</b>	<b>41,972,832</b>	<b>44,472,343</b>	<b>49,335,511</b>

<b>EXCESS OF REVENUE OVER EXPENDITURES</b>	<b>2,599,382</b>	<b>3,073,930</b>	<b>4,044,284</b>	<b>3,006,304</b>	<b>0</b>
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<b>FUND BALANCE</b>					
Beginning of year July 1,	<b>11,974,714</b>	<b>14,574,096</b>	<b>17,648,026</b>	<b>21,692,310</b>	<b>24,698,614</b>
Prior period adjustment	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Residual Equity Transfer	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>FUND BALANCE</b>					
End of year June 30,	<b>14,574,096</b>	<b>17,648,026</b>	<b>21,692,310</b>	<b>24,698,614</b>	<b>24,698,614</b>



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

2004 ACTUAL	2005 ACTUAL	2006 ACTUAL	2007 UNAUDITED	2008 ESTIMATED
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**MUNICIPAL AUDITORIUM**

**REVENUES:**

Charges for Services	35,561	33,720	34,693	26,733	23,700
Other	96	73	87	0	0
Transfers In	62,272	93,082	49,442	66,836	63,352
<b>TOTAL</b>	<b>97,929</b>	<b>126,875</b>	<b>84,222</b>	<b>93,569</b>	<b>87,052</b>

**EXPENDITURES:**

Personal Services	38,113	38,435	28,130	3,530	5,300
Operating Expense	67,029	81,521	62,747	41,523	81,752
Non-Operating Expense	0	116,890	0	81	
Depreciation & Amortization	111,093		114,583	0	
<b>TOTAL</b>	<b>216,235</b>	<b>236,846</b>	<b>205,460</b>	<b>45,134</b>	<b>87,052</b>

**DEFICIENCY OF REVENUE**

<b>OVER EXPENDITURES</b>	<b>(118,306)</b>	<b>(109,971)</b>	<b>(121,238)</b>	<b>48,435</b>	<b>0</b>
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**FUND EQUITY**

Beginning of year July 1,	<u>3,215,671</u>	<u>3,097,365</u>	<u>2,987,394</u>	<u>2,866,156</u>	<u>2,914,591</u>
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**FUND EQUITY**

End of year June 30,	<u><u>3,097,365</u></u>	<u><u>2,987,394</u></u>	<u><u>2,866,156</u></u>	<u><u>2,914,591</u></u>	<u><u>2,914,591</u></u>
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\*Restated

**CIVIC CENTER**

**REVENUES:**

Charges for Services	440,514	376,831	419,460	451,165	393,975
Other	14,126	790	(14)	837	0
Transfers In	727,264	1,045,174	723,575	1,019,072	1,116,313
<b>TOTAL</b>	<b>1,181,904</b>	<b>1,422,795</b>	<b>1,143,021</b>	<b>1,471,074</b>	<b>1,510,288</b>

**EXPENDITURES:**

Personal Services	700,563	673,050	692,314	714,255	926,254
Operating Expense	392,898	380,785	537,184	397,105	584,034
Non-Operating Expense	0	0	0	162,693	
Depreciation & Amortization	376,324	470,427	410,499	0	
<b>TOTAL</b>	<b>1,469,785</b>	<b>1,524,262</b>	<b>1,639,997</b>	<b>1,274,053</b>	<b>1,510,288</b>

**DEFICIENCY OF REVENUE**

<b>OVER EXPENDITURES</b>	<b>(287,881)</b>	<b>(101,467)</b>	<b>(496,976)</b>	<b>197,021</b>	<b>0</b>
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**FUND EQUITY**

Beginning of year July 1, *	<u>10,957,275</u>	<u>10,669,394</u>	<u>10,567,927</u>	<u>11,226,270</u>	<u>11,423,291</u>
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**Contributed Capital**

	<u>0</u>	<u>0</u>	<u>1,155,319</u>	<u>0</u>	<u>0</u>
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**FUND EQUITY**

End of year June 30,	<u><u>10,669,394</u></u>	<u><u>10,567,927</u></u>	<u><u>11,226,270</u></u>	<u><u>11,423,291</u></u>	<u><u>11,423,291</u></u>
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\*Restated

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

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>UNAUDITED</b>	<b>ESTIMATED</b>

**TRANSIT**

**REVENUES:**

Charges for Services	410,079	397,691	417,598	435,321	449,893
Other	322,477	1,213,429	858,069	1,511,997	939,632
Transfers In	1,249,920	1,015,370	1,106,954	851,410	851,630
<b>TOTAL</b>	<b>1,982,476</b>	<b>2,626,490</b>	<b>2,382,621</b>	<b>2,798,728</b>	<b>2,241,155</b>

**EXPENDITURES:**

Personal Services	1,309,571	1,200,353	1,438,909	1,491,890	1,389,383
Operating Expense	1,028,647	626,425	1,299,751	553,737	851,772
Non-Operating Expense	0	428,078	23,361	318,504	0
Depreciation & Amortization	435,347	417,700	290,440	0	0
<b>TOTAL</b>	<b>2,773,565</b>	<b>2,672,556</b>	<b>3,052,461</b>	<b>2,364,131</b>	<b>2,241,155</b>

**DEFICIENCY OF REVENUE**

<b>OVER EXPENDITURES</b>	<b>(791,089)</b>	<b>(46,066)</b>	<b>(669,840)</b>	<b>434,597</b>	<b>0</b>
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**FUND EQUITY**

Beginning of year July 1,	2,367,380	2,048,277	2,002,211	1,810,004	2,244,601
<b>Contributed Capital</b>	<b>471,986</b>		<b>477,633</b>	<b>0</b>	<b>0</b>

**FUND EQUITY(DEFICIT)**

End of year June 30,	<u>2,048,277</u>	<u>2,002,211</u>	<u>1,810,004</u>	<u>2,244,601</u>	<u>2,244,601</u>
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\*Restated

**CAPITAL IMPROVEMENT**

**REVENUES:**

Sales Tax	171,037	35,396	372,955	366,567	324,300
Other	30,290	1,088,901	829,807	581,128	0
Transfers In	403,975	1,104,745	1,329,251	0	325,000
Transfers Out	0	(650,000)	0	0	(645,205)
Net Proceeds from Capital Leases	977,399	0	0	2,259,714	1,300,000
<b>TOTAL</b>	<b>1,582,701</b>	<b>1,579,042</b>	<b>2,532,013</b>	<b>3,207,409</b>	<b>1,304,095</b>

**EXPENDITURES:**

Cap. Outlay	1,490,371	1,216,001	1,812,217	3,343,613	1,304,095
<b>TOTAL</b>	<b>1,490,371</b>	<b>1,216,001</b>	<b>1,812,217</b>	<b>3,343,613</b>	<b>1,304,095</b>

**EXCESS (DEFICIENCY) OR REVENUE**

<b>OF REVENUE OVER EXPENDITURES</b>	<b>92,330</b>	<b>363,041</b>	<b>719,796</b>	<b>(136,204)</b>	<b>0</b>
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**FUND BALANCE**

Beginning of year July 1,	<u>971,306</u>	<u>7,926,495 *</u>	<u>8,289,536</u>	<u>9,009,332</u>	<u>8,873,128</u>
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**FUND BALANCE**

End of year June 30,	<u>1,063,636</u>	<u>8,289,536</u>	<u>9,009,332</u>	<u>8,873,128</u>	<u>8,873,128</u>
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\*Restated

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

2004 ACTUAL	2005 ACTUAL	2006 ACTUAL	2007 UNAUDITED	2008 ESTIMATED
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**DEBT SERVICE FUND**

**REVENUES:**

Sales Tax	1,177,487	1,404,632	1,142,443	1,123,555	1,093,000
Interest	25,015	15	15	15	0
Intergovernmental	0	0	75,000	0	0
Transfers In	1,334,900	1,007,270	1,515,771	608,003	0
Transfers Out	(1,332,259)	0	(2,655,214)	0	0

<b>TOTAL</b>	<b>1,205,143</b>	<b>2,411,917</b>	<b>78,015</b>	<b>1,731,573</b>	<b>1,093,000</b>
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**EXPENDITURES:**

Principal	1,138,334	2,058,292	75,000	1,049,792	1,016,490
Interest	48,640	368,764	3,000	225,132	76,510
Other	0	3,000	0	165	0

<b>TOTAL</b>	<b>1,186,974</b>	<b>2,430,056</b>	<b>78,000</b>	<b>1,275,089</b>	<b>1,093,000</b>
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**EXCESS (DEFICIENCY)  
OF REVENUE OVER  
EXPENDITURES**

<b>18,169</b>	<b>(18,139)</b>	<b>15</b>	<b>456,484</b>	<b>0</b>
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**FUND BALANCE**

Beginning of year July 1,	<u>6,700</u>	<u>24,869</u>	<u>6,730</u>	<u>6,745</u>	<u>463,229</u>
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**FUND BALANCE**

End of year June 30,	<u><u>24,869</u></u>	<u><u>6,730</u></u>	<u><u>6,745</u></u>	<u><u>463,229</u></u>	<u><u>463,229</u></u>
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**AIRPORT FUND**

**REVENUES:**

Charges for Services	688,356	722,969	713,386	754,900	743,596
Other	2,223,291	367,289	2,184,052	2,387,780	6,672
Transfers In	585,081	319,475	305,668	412,375	525,653
<b>TOTAL</b>	<b>3,496,728</b>	<b>1,409,733</b>	<b>3,203,106</b>	<b>3,555,055</b>	<b>1,275,921</b>

**EXPENDITURES:**

Personal Services	717,891	795,838	747,121	733,795	895,196
Operating Expense	309,939	305,861	352,581	225,568	380,725
Non-Operating Expense	0	518,744	0	90,269	
Depreciation & Amortization	169,258		693,903	0	
<b>TOTAL</b>	<b>1,197,088</b>	<b>1,620,443</b>	<b>1,793,605</b>	<b>1,049,632</b>	<b>1,275,921</b>

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

<b>2,299,640</b>	<b>(210,710)</b>	<b>1,409,501</b>	<b>2,505,423</b>	<b>0</b>
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**FUND BALANCE**

Beginning of year July 1,	<u>9,630,811</u>	<u>11,930,451</u>	<u>11,719,741</u>	<u>13,821,666</u>	<u>16,327,089</u>
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**Contributed Capital**

<u>0</u>	<u>0</u>	<u>692,424</u>	<u>0</u>	<u>0</u>
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**FUND BALANCE**

End of year June 30,	<u><u>11,930,451</u></u>	<u><u>11,719,741</u></u>	<u><u>13,821,666</u></u>	<u><u>16,327,089</u></u>	<u><u>16,327,089</u></u>
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**SPECIAL FUND REVENUES, EXPENDITURES, AND FUND BALANCES**  
**FISCAL YEAR ENDED JUNE 30TH**

2004 ACTUAL	2005 ACTUAL	2006 ACTUAL	2007 UNAUDITED	2008 ESTIMATED
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**CAD911**

**REVENUES:**

Charges for Services	1,367,581	1,451,561	1,470,104	1,132,092	1,638,803
Other	22,750	32,948	60,018	199,328	89,046

<b>TOTAL</b>	<b>1,390,331</b>	<b>1,484,509</b>	<b>1,530,122</b>	<b>1,331,420</b>	<b>1,727,849</b>
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**EXPENDITURES:**

Personal Services	791,529	703,128	727,725	701,760	1,167,459
Operating Expense	481,529	572,412	509,940	507,808	560,390
Non-Operating Expense	0	471,303	20,100	0	0
Depreciation & Amortization	0	0	0	254,946	0

<b>TOTAL</b>	<b>1,273,058</b>	<b>1,746,843</b>	<b>1,257,765</b>	<b>1,464,514</b>	<b>1,727,849</b>
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**EXCESS (DEFICIENCY)**

<b>OF REVENUE OVER EXPENDITURES</b>	<b>117,273</b>	<b>(262,334)</b>	<b>272,357</b>	<b>(133,094)</b>	<b>0</b>
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**FUND BALANCE**

Beginning of year July 1,	<u>1,526,609</u>	<u>1,643,882</u>	<u>1,381,548</u>	<u>1,653,905</u>	<u>1,520,811</u>
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**FUND BALANCE**

End of year June 30,	<u><u>1,643,882</u></u>	<u><u>1,381,548</u></u>	<u><u>1,653,905</u></u>	<u><u>1,520,811</u></u>	<u><u>1,520,811</u></u>
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**ENTERPRISE FUND REVENUES, EXPENDITURES, AND FUND BALANCES  
FISCAL YEAR ENDED JUNE 30TH**

	<b>2004 ACTUAL</b>	<b>2005 ACTUAL</b>	<b>2006 ACTUAL</b>	<b>2007 UNAUDITED</b>	<b>2008 ESTIMATED</b>
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**SANITARY SEWER**

**REVENUES:**

Charges for Services	11,796,360	12,431,805	13,784,756	10,052,051	14,495,425
Other	12,735	13,883	528,553	374,971	195,700
Transfers In	204,999	336,283	100,000	100,000	100,000
<b>TOTAL</b>	<b>12,014,094</b>	<b>12,781,971</b>	<b>14,413,309</b>	<b>10,527,022</b>	<b>14,791,125</b>

**EXPENDITURES:**

Personal Services	2,281,733	2,387,429	3,163,744	3,015,300	3,384,873
Operating Expense	3,940,788	3,867,609	4,497,083	4,047,111	9,972,252
Non-Operating Expense	2,479,338	2,387,136	2,288,939	361,880	0
Depreciation & Amortization	2,695,378	2,907,294	3,711,566	1,266,521	1,434,000
<b>TOTAL</b>	<b>11,397,237</b>	<b>11,549,468</b>	<b>13,661,332</b>	<b>8,690,812</b>	<b>14,791,125</b>

**EXCESS OF REVENUE  
OVER EXPENDITURES**

<b>616,857</b>	<b>1,232,503</b>	<b>751,977</b>	<b>1,836,210</b>	<b>0</b>
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**FUND EQUITY**

Beginning of year July 1,	<b>32,996,824</b>	<b>34,883,574</b>	<b>36,148,139</b>	<b>56,218,856</b>	<b>58,055,066</b>
Contributed Capital	<b>1,269,893</b>	<b>32,062</b>	<b>19,318,740</b>	<b>0</b>	<b>0</b>

**FUND EQUITY**

End of year June 30, *Restated	<b>34,883,574</b>	<b>36,148,139</b>	<b>56,218,856</b>	<b>58,055,066</b>	<b>58,055,066</b>
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**SOLID WASTE**

**REVENUES:**

Charges for Services	6,625,855	7,208,963	7,673,397	8,186,479	8,796,982
Other	6,781	3,791	2,133	0	0
Transfers (Out) / In	100,000	100,000	100,000	100,000	100,000
<b>TOTAL</b>	<b>6,732,636</b>	<b>7,312,754</b>	<b>7,775,530</b>	<b>8,286,479</b>	<b>8,896,982</b>

**EXPENDITURES:**

Personal Services	1,874,191	1,801,593	1,943,332	2,070,935	2,387,792
Operating Expense	3,728,825	4,211,254	4,776,434	4,469,096	5,582,347
Non-Operating Expense	22,561	18,178	50,455	295,988	0
Depreciation & Amortization	389,248	309,976	348,836	773,023	926,843
<b>TOTAL</b>	<b>6,014,825</b>	<b>6,341,001</b>	<b>7,119,057</b>	<b>7,609,042</b>	<b>8,896,982</b>

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

<b>717,811</b>	<b>971,753</b>	<b>656,473</b>	<b>677,437</b>	<b>0</b>
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**FUND DEFICIT**

Beginning of year July 1,	<b>277,688</b>	<b>995,499</b>	<b>1,967,252</b>	<b>2,623,725</b>	<b>3,301,162</b>
Contributed Capital	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUND DEFICIT**

End of year June 30,	<b>995,499</b>	<b>1,967,252</b>	<b>2,623,725</b>	<b>3,301,162</b>	<b>3,301,162</b>
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\*Restated

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

2004 ACTUAL	2005 ACTUAL	2006 ACTUAL	2007 UNAUDITED	2008 ESTIMATED
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**HOTEL/MOTEL FUND**

**REVENUES:**

Hotel/Motel Tax	769,770	843,972	895,252	1,171,277	1,260,781
Operating Transfers Out	(434,947)	(415,737)	(461,862)	(590,780)	(630,390)
<b>TOTAL</b>	<b>334,823</b>	<b>428,235</b>	<b>433,390</b>	<b>580,497</b>	<b>630,391</b>

**EXPENDITURES:**

Operating Expense	289,964	277,158	458,021	585,638	630,391
<b>TOTAL</b>	<b>289,964</b>	<b>277,158</b>	<b>458,021</b>	<b>585,638</b>	<b>630,391</b>

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

<b>44,859</b>	<b>151,077</b>	<b>(24,631)</b>	<b>(5,141)</b>	<b>0</b>
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**FUND BALANCE**

Beginning of year July 1,	<u>31,895</u>	<u>76,754</u>	<u>227,831</u>	<u>203,200</u>	<u>198,059</u>
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**FUND BALANCE**

End of year June 30,	<u><u>76,754</u></u>	<u><u>227,831</u></u>	<u><u>203,200</u></u>	<u><u>198,059</u></u>	<u><u>198,059</u></u>
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**COMMUNITY & ECONOMIC DEVELOPMENT REVENUES, EXPENDITURES, AND FUND BALANCES  
FISCAL YEAR ENDED JUNE 30TH**

<b>2004 ACTUAL</b>	<b>2005 ACTUAL</b>	<b>2006 ACTUAL</b>	<b>2007 UNAUDITED</b>	<b>2008 ESTIMATED</b>
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**COMM. & ECON. DEVELOPMENT**

**REVENUES:**

Charges for Services	696,056	3,620,425	2,969,220	2,899,118	932,728
Other	7,429,860	5,893,571	2,694,993	1,477,647	1,791,379
<b>TOTAL</b>	<b>8,125,916</b>	<b>9,513,996</b>	<b>5,664,213</b>	<b>4,376,765</b>	<b>2,724,107</b>

**EXPENDITURES:**

Personal Services	276,871	398,270	561,150	675,756	598,291
Operating Expense	2,616,954	13,681,205	5,098,974	3,541,414	2,070,645
Depreciation & Amortization	0	0	0	0	55,171
<b>TOTAL</b>	<b>2,893,825</b>	<b>14,079,476</b>	<b>5,660,124</b>	<b>4,217,170</b>	<b>2,724,107</b>

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

<b>5,232,091</b>	<b>(4,565,480)</b>	<b>4,089</b>	<b>159,595</b>	<b>0</b>
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**FUND BALANCE**

Beginning of year July 1,	<u><b>2,166,930</b></u>	<u><b>7,399,021</b></u>	<u><b>2,833,541</b></u>	<u><b>2,837,630</b></u>	<u><b>2,997,225</b></u>
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**FUND BALANCE**

End of year June 30,	<u><u><b>7,399,021</b></u></u>	<u><u><b>2,833,541</b></u></u>	<u><u><b>2,837,630</b></u></u>	<u><u><b>2,997,225</b></u></u>	<u><u><b>2,997,225</b></u></u>
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\*Restated

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

<b>2004 ACTUAL</b>	<b>2005 ACTUAL</b>	<b>2006 ACTUAL</b>	<b>2007 UNAUDITED</b>	<b>2008 ESTIMATED</b>
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**GRANT FUND**

**REVENUES:**

Intergovernmental	7,141,226	3,227,640	2,670,579	948,776	1,262,054
Other	31,107	1,911	2,464	0	0
<b>TOTAL</b>	<b>7,172,333</b>	<b>3,229,551</b>	<b>2,673,043</b>	<b>948,776</b>	<b>1,262,054</b>

**EXPENDITURES:**

Personal Services	817,502	0	0	0	0
Operating Expense	7,056,149	2,978,063	2,782,535	1,473,066	1,262,054
<b>TOTAL</b>	<b>7,873,651</b>	<b>2,978,063</b>	<b>2,782,535</b>	<b>1,473,066</b>	<b>1,262,054</b>

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

<b>(701,318)</b>	<b>251,488</b>	<b>(109,492)</b>	<b>(524,290)</b>	<b>0</b>
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**FUND BALANCE**

Beginning of year July 1,	<u>190,326</u>	<u>(510,992)</u>	<u>(259,504)</u>	<u>(368,996)</u>	<u>(893,286)</u>
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**FUND BALANCE**

End of year June 30,	<u><u>(510,992)</u></u>	<u><u>(259,504)</u></u>	<u><u>(368,996)</u></u>	<u><u>(893,286)</u></u>	<u><u>(893,286)</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*			OTHER (STATE OF GA)	TOTAL
	OPERATING	DEBT SERVICE	TOTAL CITY	OPERATING	DEBT SERVICE	TOTAL COUNTY	OPERATING	DEBT SERVICE	TOTAL SCHOOL		
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
2007	10.777	0.00	10.777	13.147	0.00	13.147	18.984	0.00	18.984	0.25	43.158
2008*	10.777	0.00	10.777	13.147	0.00	13.147	18.984	0.00	18.984	0.25	43.158

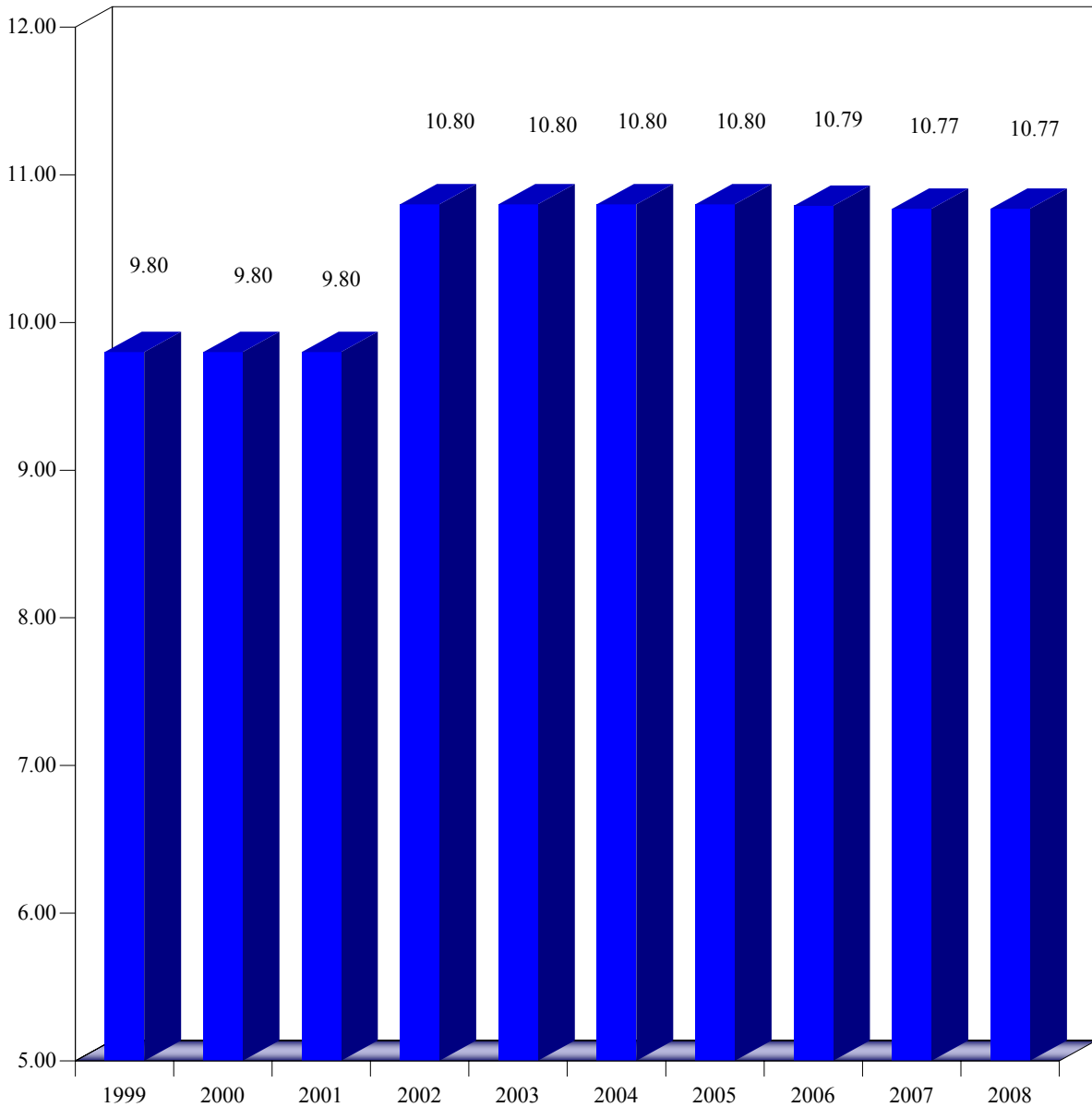
\*The millage rate for this area has not been determined as of June 30, 2007 due to the Dougherty County property tax reassessment. This process should be finalized in the 2nd quarter of FY 2008.

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

# City Of Albany

## FY 1999 - FY 2008

### Property Tax Millage Rates



\*The 2008 property tax millage rate is currently under review and is subject to change.

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

	2004	2005	2006*	2007*	2008*
<b>Transfer (cash &amp; street lighting)</b>	6,052,962	6,099,029	7,058,771	7,165,657	7,266,277
<b>Prior Calendar Year Metered Revenue</b>	80,814,804	81,523,527	84,750,330	86,394,726	87,942,716
<b>Transfer Expressed as % of Revenue</b>	7.5	7.5	7.5	7.5	7.5
<b>Net Income (after Transfer)</b>	1,680,439	596,859	(66,060)	1,719,179	182,343

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, 2008 and thereafter.

**Series 2002 Bonds (Civic Center)**

FYE June 30th	Principal	Interest	Total
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/>
	\$ 4,870,000	\$ 476,070	\$ 5,346,070

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 2006 (in thousands):

Assessed Value of all Taxable Property	\$1,348,496	
Less: Motor Vehicle & Motor Homes	128,298	\$1,220,198
	=====	=====
Debt Limit--10% of Assessed Value (Article IX, Section VII of the Constitution of Georgia)		\$122,019
Amount of Debt applicable to Constitutional Debt Limit, Total General Obligation Bond Debt	\$ 5,346	
Less: Assets Available for Bond Service (1)	7	\$ 5,968
Legal Debt Margin pursuant to Article IX, Section III of the Constitution of Georgia		\$ 116,044
		=====
Percent of Debt Limit Used		4.38%
		=====

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 2006 Comprehensive Annual Financial Report (CAFR), p. 144-148

**Long-Term Lease Payments**

The following table sets forth by fiscal year ending on and after June 30, 2008 the annual payments for the City's capitalized leases.

FYE	Total
2008	2,075,073
2009	2,076,956
2010	1,344,080
2011	1,347,870
	-----
	6,843,979

**Assessed and Estimated Fair Market Taxable Property Values**

2007	Estimated Fair Market Value of Taxable Property	\$ 4,040,992,995
2007	Net Assessed Valuation of Taxable Property for Bond Purposes	\$ 1,616,379,198

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

<u>Jurisdiction</u>	<u>Net General Obligation Bond Debt Outstanding 6/30/07</u>	<u>Percentage Applicable to City of Albany</u>	<u>Amount Applicable to City of Albany</u>
Direct			
City of Albany (1)	\$5,346,070	100.00%	\$5,346,070
Overlapping:			
Board of Education (2)	1,102,262	71.00%	782,606
	-----	-----	-----
Total	<u>\$6,448,332</u>		<u>\$6,128,676</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 2006 net estimated assessed property valuation for bond purposes (\$1,348,495,668/\$1,884,948,670).

**Debt and Assessed Value per Capita**

Total City Debt per Capita (3)	\$69
Total City and Overlapping Debt per Capita (4)	\$67

Fair Market Value of City Taxable Property per Capita \$52,522

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

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

(4) Based on 2000 census population of 96,065 for the County.

**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. Interest of one percent per month 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 20. 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 May 1. Motor vehicle taxes are due on 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 2006 assessed value in the City of Albany and their respective percentage of the City's total assessed valuation.

<b><u>Taxpayer</u></b>	<b><u>Type of Business</u></b>	<b><u>2006 Assessed Valuation</u></b>	<b><u>Percentage Of Total Assessed Valuation (1)</u></b>
1. Miller Brewing Company	Brewery	57,056,487	4.23%
2. Bell South	Utility	23,131,034	1.72
3. M & M Mars-Div Mars Inc	Confectioner	16,935,046	1.25
4. Coats & Clark	Textile	16,638,300	1.23
5. Palmyra Medical Center	Hospital	13,078,777	0.97
6. Aronoy/Albany Mall	Mall Developer	10,006,698	0.74
7. BFS North American Tire	Retailer	8,993,663	0.66
8. Georgia Pacific Corp	Manufacturer	7,742,678	0.57
9. Georgia Power	Public Utility	5,502,296	0.40
10. Wal-Mart/ Sam's Club	Retailer	5,361,053	0.39

(1) Based on 2006 estimated net tax digest for maintenance and operation purposes of  
\$ 1,348,495,668

**SOURCE:** Dougherty County Tax Department



**Property Tax Digest Trend**

The property tax digests of the City for the calendar years 2001 through 2006 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 2002.

Property Type	<u><b>2007</b></u>	<u><b>2006</b></u>	<u><b>2005</b></u>
Real & Personal	1,213,444,463	1,313,189,390	1,289,459,081
Motor Vehicles	128,298,840	128,298,840	133,040,960
Mobile Homes	5,367,064	5,367,064	5,338,255
Timber - 100%	144,317	144,317	0
Heavy Duty Equipment	1,240,984	1,240,984	1,729,718
	-----	-----	-----
Gross Digest	1,718,352,841	1,448,240,595	1,429,568,014
less:			
Exemptions (1)	101,955,643	99,744,927	85,823,728
	-----	-----	-----
Net Digest:	1,616,397,198	1,348,495,668	1,343,744,286
Property Type	<u><b>2004</b></u>	<u><b>2003</b></u>	<u><b>2002</b></u>
Real & Personal	1,261,840,820	1,248,355,554	1,268,703,379
Motor Vehicles	138,322,290	143,000,000	151,365,280
Mobile Homes	5,484,171	6,031,875	6,643,310
Timber - 100%	111,646	86,669	0
Heavy Duty Equipment	524,263	984,342	2,911,626
	-----	-----	-----
Gross Digest	1,323,796,748	1,398,458,540	1,429,623,595
less:			
Exemptions (1)	82,486,442	72,112,131	88,158,921
	-----	-----	-----
Net Digest:	1,323,796,748	1,328,346,409	1,341,464,674

(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.

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Source: Dougherty County Tax/Tag Office

**Ad Valorem Tax Collections**

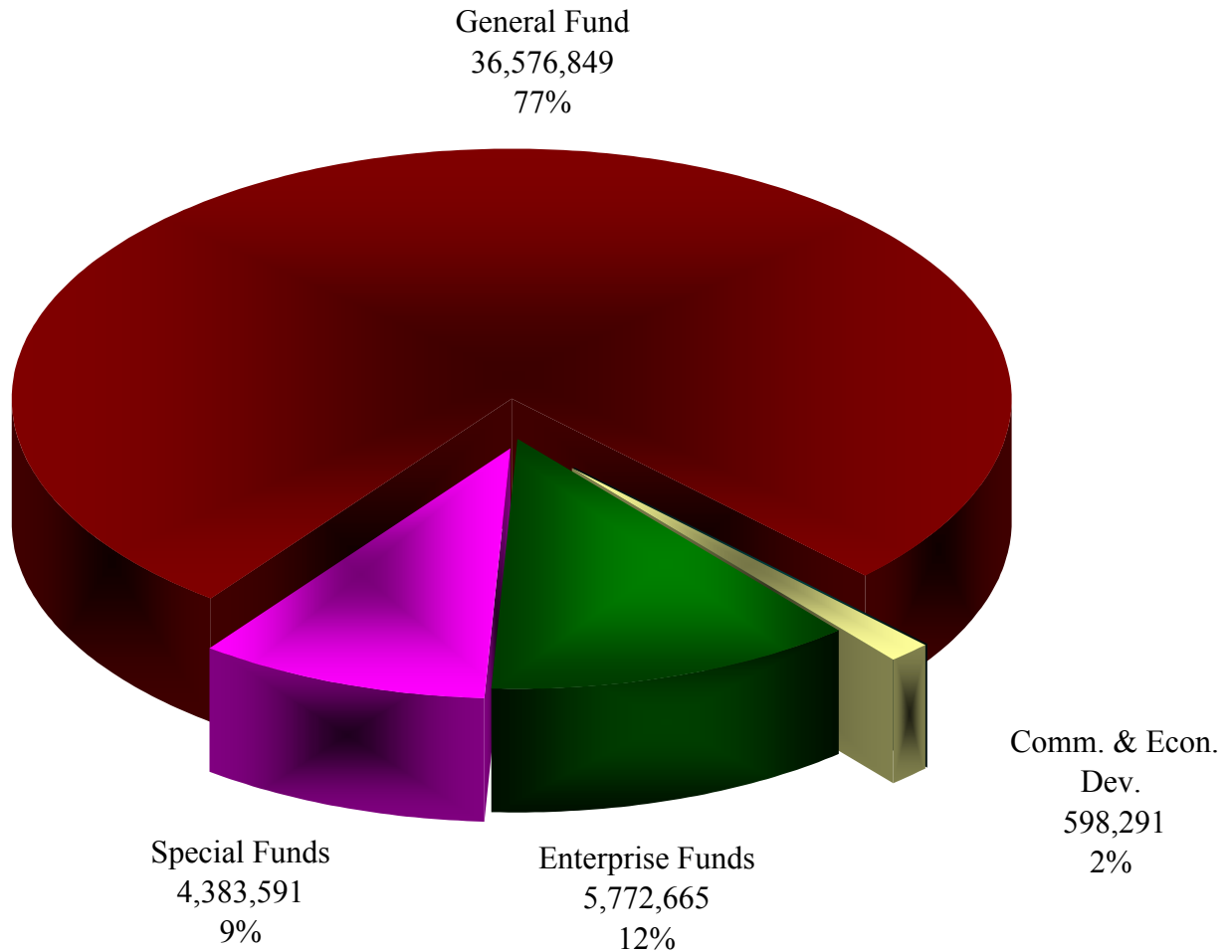
The following table summarizes ad valorem tax levies and collections in the City for the fiscal years ended 1997 through 2006 (in thousands).

Fiscal Year	Total Tax Levy	Current Tax Collections	Delinquent Tax Collection	Total Tax Collections	Ratio of Total Tax Collections to Total Levy %
2006	\$12,988	\$12,791	\$-	\$12,791	98.48%
2005	12,736	12,505	122	12,627	99.14
2004	12,684	12,535	61	12,596	99.31
2003	12,750	11,616	108	11,724	91.95
2002	12,261	11,896	152	12,048	98.26
2001	10,836	10,886	91	10,977	101.30
2000	10,533	10,498	93	10,591	100.55
1999	10,369	10,185	152	10,337	99.69
1998	10,940	10,371	106	10,477	95.77
1997	10,834	10,539	271	10,810	99.78

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Source: City of Albany CAFR, Statistical Section



City Of Albany  
FY 2008  
Personal Services



Total Personal Services  
\$47,331,397

**FY 2008 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 892 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
- Paid Holidays

**Salaries & Wages**

Salaries and fringe benefits account for approximately 48% 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. All general employees contribute 4% of their gross income to the plan and the city contributes 8.9% on their behalf to the pension plan. Public Safety employees contribute 7% of their gross salary to the pension plan and the city contributes 11.9% on their behalf to the pension plan. 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 two 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 180 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 (2.31 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.

### **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**

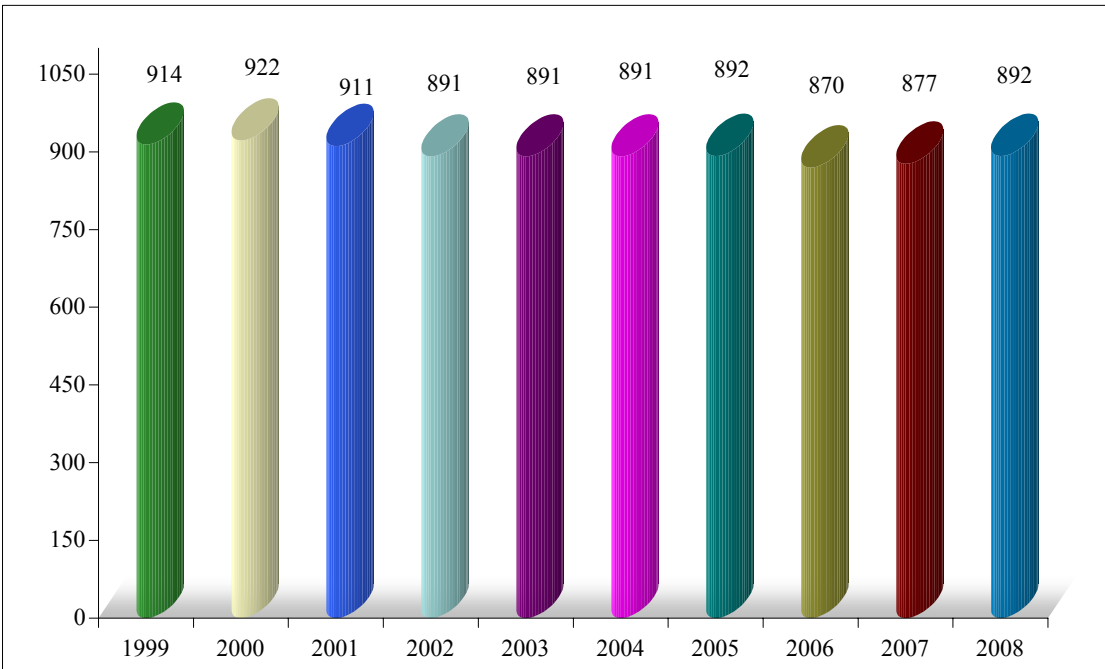
The City of Albany provides ten paid holidays each year to regular, full-time employees with benefits. These holidays include; New Year's Day (1); Martin Luther King Jr. Day (1); Memorial Day (1); Independence Day (1); Labor Day (1); Thanksgiving Day and the day after (2); Christmas Eve (1); Christmas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

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Source: City of Albany, Human Resources Management

# City Of Albany

## FY 1999 - FY 2008

### Summary of Personnel Positions



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

# PERSONNEL SUMMARY

## FY 1999 - FY 2008

DEPARTMENT	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008
General Government	7	7	7	7	7	7	7	5	8	7
City Attorney/Municipal Court	8	7	6	6	6	6	8	11	11	11
Human Resources Mgmt	12	12	12	12	12	12	12	11	11	11
Central Services Department	15	40	70	65	65	64	65	67	35	35
Finance	18	18	18	17	17	18	18	21	23	21
Information Technology Dept.	18	18	17	17	17	14	14	14	14	14
Police	238	242	245	234	234	234	235	222	222	223
Fire	165	165	162	174	174	174	172	172	204	212
Planning & Development Svc.	31	34	32	28	28	24	22	20	20	21
Code Enforcement	0	0	0	0	0	6	7	8	10	14
Engineering	36	36	35	31	31	32	32	31	31	31
Communications <sup>(2)</sup>	33	33	0	0	0	0	0	0	0	0
Public Works	190	167	166	164	164	165	165	160	160	160
Recreation	61	61	61	60	60	60	60	57	57	57
Airport	18	18	17	18	18	17	17	14	14	17
Municipal Aud./Civic Center	18	18	17	17	17	17	17	16	16	17
Chehaw <sup>(1)</sup>	0	0	0	0	0	0	0	0	0	0
Transit	33	33	33	29	29	29	29	29	29	29
Community & Economic Dev.	13	13	13	12	12	12	12	12	12	12
<b>Total</b>	<b>914</b>	<b>922</b>	<b>911</b>	<b>891</b>	<b>891</b>	<b>891</b>	<b>892</b>	<b>870</b>	<b>877</b>	<b>892</b>
Population (Estimate) <sup>(3)</sup>	77,545	77,545	77,545	76,939	76,939	76,325	76,325	76,325	76,325	76,325
Employees/1000	11.8	11.9	11.7	11.6	11.6	11.7	11.7	11.4	11.5	11.7

**General Government consists of:**

City Manager's Office	5	5	5	5	5	5	5	3	6	5
City Clerk's Office	2	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 7/1/2007, Communications became a division of the Fire Department.

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





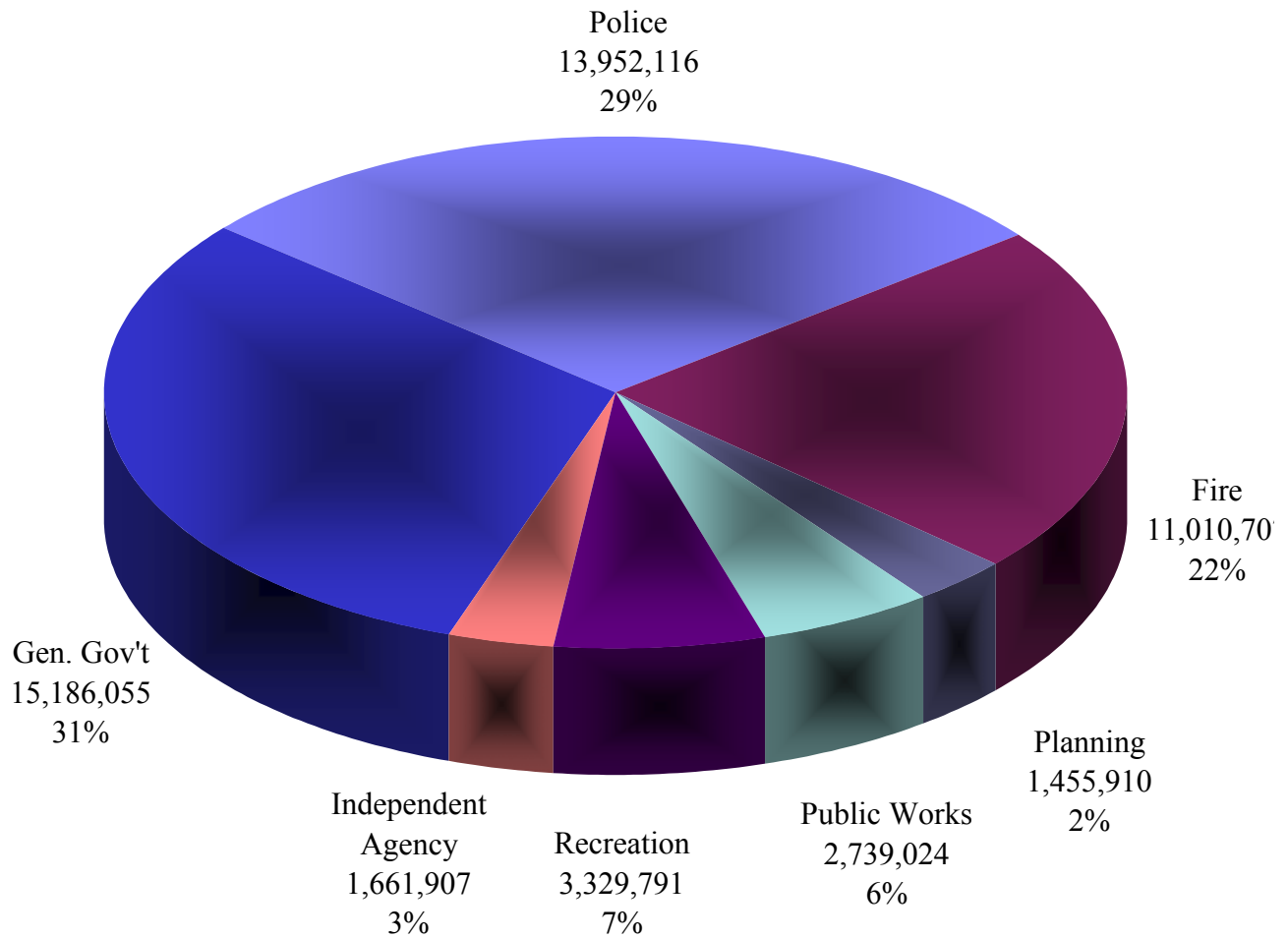
## ***GENERAL FUND***

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 50% of the budget and is appropriated \$49,335,511.

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.

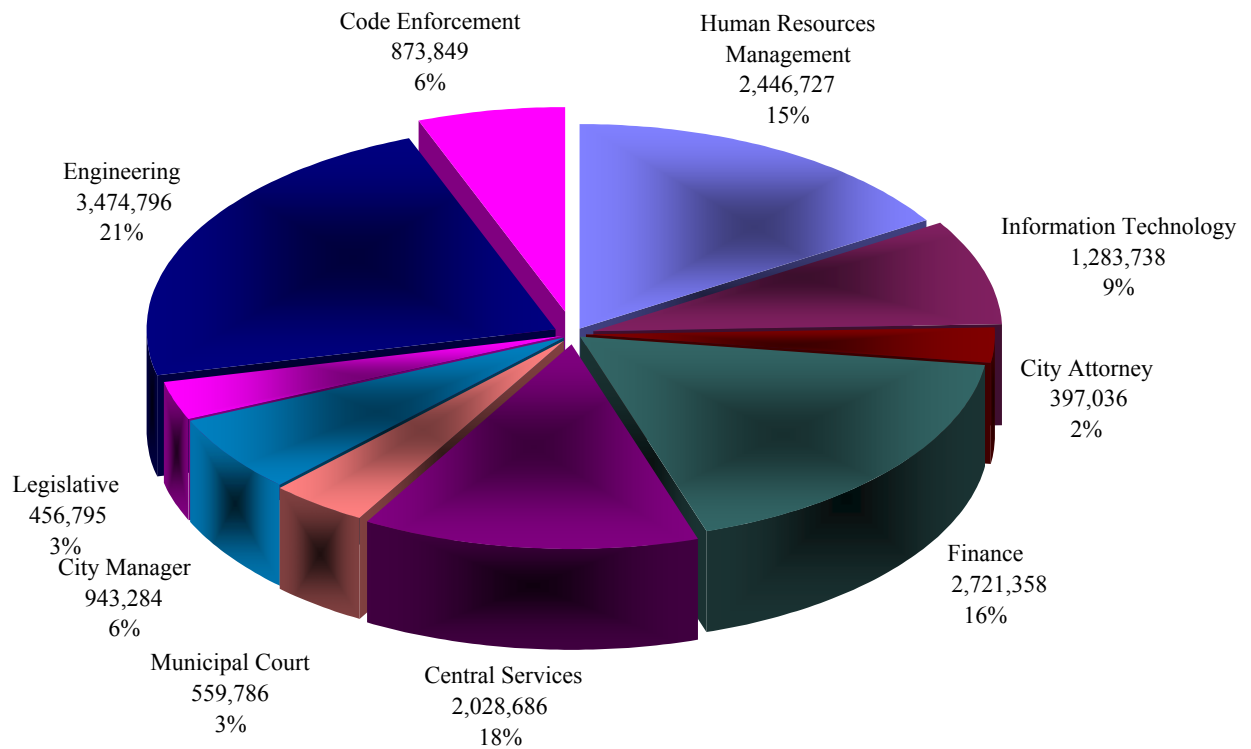
The General Fund depends on revenues generated from such sources as property taxes, sales taxes, Water, Gas & Light transfers, service charges, business licenses and permits, insurance taxes, and other revenue to cover its operating costs.

# City of Albany FY 2008 General Fund Expenditures



Total General Fund Expenditures  
\$49,335,511

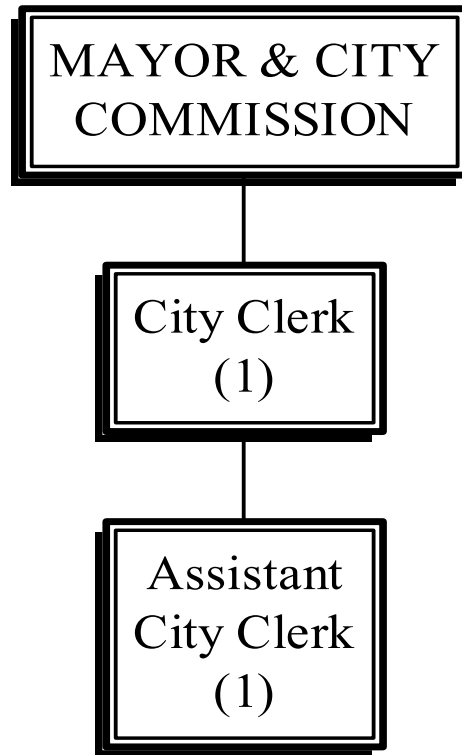
# City of Albany FY 2008 General Government



Total Expenditures  
\$15,186,055

# Legislative

## Dept 1



**LEGISLATIVE***DESCRIPTION*

The city clerk's principal duty is to keep and maintain an index of the original ordinances and resolutions adopted by the board of city commissioners on file. The city clerk attends all of the board of city commissioners' meetings to keep the minutes and records. 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. This office also has custody and charge of all records, books, and papers belonging to the city. The clerk attests to and affixes the city's official seal to all deeds, leases, and other instruments executed by the board.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	176,546	105,022	112,295
OPERATING EXPENSE	237,428	133,779	185,150
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>413,974</b>	<b>238,801</b>	<b>297,445</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

**Class Title**

City Clerk	1	1	1
Assistant City Clerk	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>

LEGISLATIVE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>100.</b>				
7110	Regular Wages	80,451	82,352	88,081
7132	Elected Officials	52,619	0	0
7210	W/C Insurance	438	266	274
7260	FICA Matching	9,593	6,300	6,537
7270	Pension Matching	2,687	7,329	7,605
7280	Insurance Matching	30,214	8,775	9,798
7285	LTD Insurance	544	0	0
7510	Professional Services	47,664	16,675	73,500
7512	Technical Services	0	25,000	13,000
7513	Administrative Services	76,751	0	0
7550	Communications	5,819	2,292	2,500
7560	Postage	18	0	0
7570	Advertising	0	4,200	4,200
7600	Travel	19,277	6,959	10,000
7630	Train/Cont. Education	13,750	3,488	2,000
7880	Maint: Mach/Imp/Tools	3,499	3,480	3,500
7990	Dues and Fees	31,804	27,525	31,225
7995	Contingency	(1,666)	0	0
8010	Supplies	6,805	7,500	7,500
8016	Small Equipment	2,489	2,995	3,000
8017	Printing	1,439	2,983	3,000
8018	Books & Subscriptions	943	507	550
8052	Rent	24,123	25,175	25,175
8150	Food	4,713	5,000	6,000
	<b>TOTAL, GENERAL FUND:</b>	<b>413,974</b>	<b>238,801</b>	<b>297,445</b>

## CITY COMMISSION

## 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.

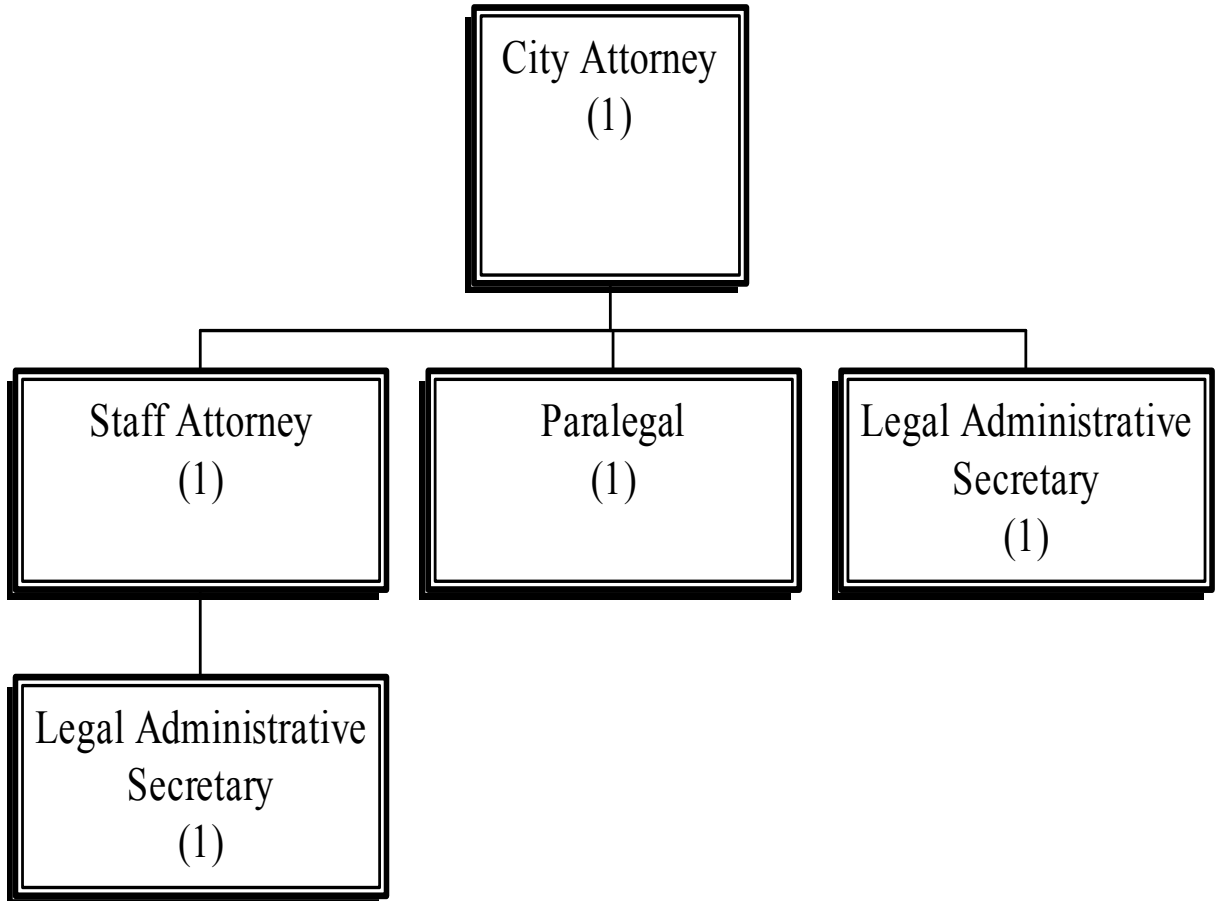
Major Object of Expenditure	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	0	80,473	104,350
OPERATING EXPENSE	0	55,000	55,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>135,473</b>	<b>159,350</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>



CITY COMMISSION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>101</b>				
7132	Elected Officials	0	51,400	83,200
7260	FICA Matching	0	3,932	0
7280	Insurance Matching	0	25,141	21,150
7999	Comm. Exp Allocation	0	55,000	55,000
	<b>TOTAL, GENERAL FUND:</b>	<b>0</b>	<b>135,473</b>	<b>159,350</b>



**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. In May 2005, the City of Albany began self-funding its third party liability and in Ordinance 06-103 began to apply a new state law on nuisance abatements. Those matters are now part of the City Attorney's Office.

Major Object of Expenditure	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	211,503	314,473	335,345
OPERATING EXPENSE	31,453	61,690	61,690
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>242,956</b>	<b>376,163</b>	<b>397,035</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

Class Title

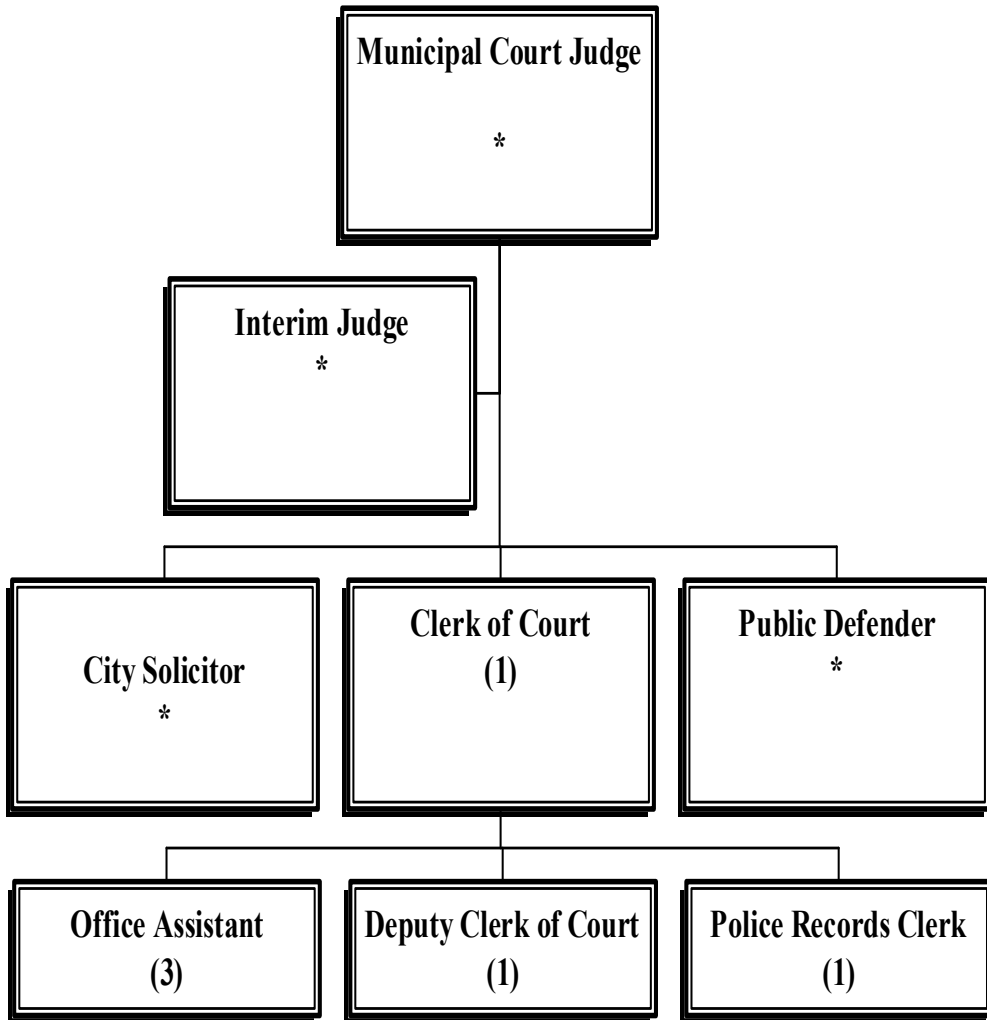
City Attorney	1	1	1
Staff Attorney	1	1	1
Paralegal	1	1	1
Legal Administrative Secretary	2	2	2
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

CITY ATTORNEY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>300.</b>				
7110	Regular Wages	171,722	254,893	272,153
7210	W/C Insurance	452	600	728
7220	Tuition Reimbursement	0	2,000	2,000
7260	FICA Matching	12,857	19,499	20,820
7270	Pension Matching	15,145	22,685	24,222
7280	Insurance Matching	10,837	14,796	15,423
7285	LTD Insurance Matching	490	0	0
7510	Professional Services	564	10,000	10,000
7512	Technical Services	0	2,500	2,500
7550	Communications	1,201	3,000	3,000
7570	Advertising	950	4,000	4,000
7600	Travel	737	7,000	7,000
7610	Auto Allowance	2,402	2,400	2,400
7630	Train/Cont. Education	464	10,000	10,000
7880	Maint: Mach/Imp/Tools	1,262	2,350	2,350
7990	Dues and Fees	755	5,000	5,000
8010	Supplies	1,489	3,000	3,000
8016	Small Equipment	630	4,000	4,000
8017	Printing	358	1,200	1,200
8018	Books and Subscriptions	835	7,000	7,000
8052	Rent	19,806	0	0
8150	Food	0	240	240
	<b>TOTAL, GENERAL FUND:</b>	<b>242,956</b>	<b>376,163</b>	<b>397,035</b>



# MUNICIPAL COURT OFFICE

## DEPT 4



\* Appointed

## MUNICIPAL COURT

## DESCRIPTION

The Municipal Court is a misdemeanor Court that has jurisdiction over City Ordinance violations and State and local 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; animal control citations, false alarm 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, Lot Cleaning and False Alarm 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 and False Alarms 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. The court contracts with a probation office to supervise programs on probation which require probation revocation hearings, signing of arrest warrants and probation violation petitions

Major Object of Expenditure	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	191,577	196,788	204,825
OPERATING EXPENSE	256,281	285,627	354,962
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>447,858</b>	<b>482,415</b>	<b>559,787</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

Class Title

Municipal Court Clerk	1	1	1
Deputy Clerk of Court	1	1	1
Police Records Clerk	1	1	1
Office Assistant	3	3	3
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

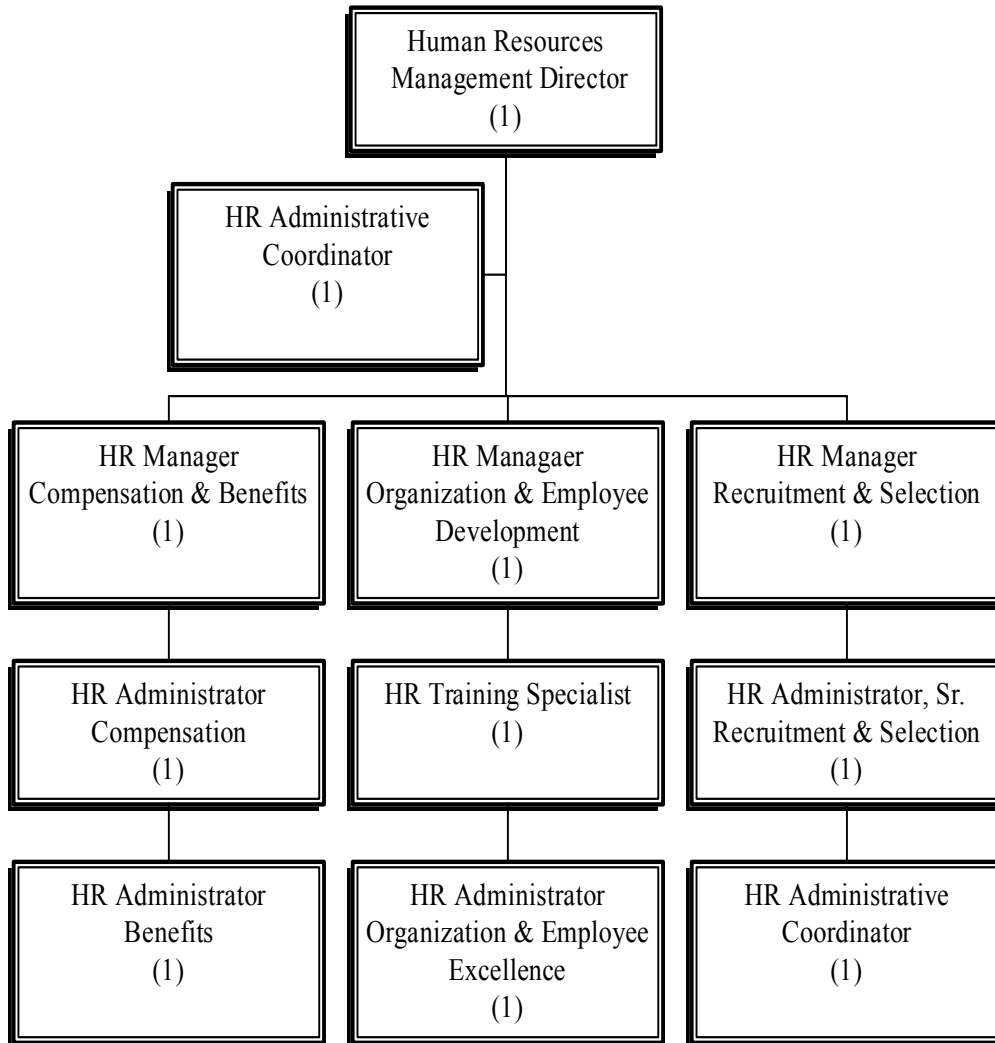


MUNICIPAL COURT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>400.</b>				
7110	Regular Wages	118,766	135,741	139,991
7120	Overtime Wages	506	500	5,000
7130	Temporary Help	19,817	13,572	13,572
7210	W/C Insurance	446	772	772
7220	Tuition Reimbursement	0	1,000	1,000
7260	FICA Matching	10,208	11,461	12,130
7270	Pension Matching	10,251	12,125	12,904
7280	Insurance Matching	30,633	21,617	19,455
7285	LTD Insurance Matching	950	0	0
7510	Professional Services	122,241	147,005	167,005
7512	Technical Services	36,837	0	0
7513	Administrative Services	49,072	84,124	84,124
7550	Communications	742	2,500	2,500
7570	Advertising	0	0	160
7600	Travel	1,429	1,000	1,500
7630	Train/Cont. Education	1,325	2,000	1,500
7880	Maint: Mach/Imp/Tools	6,803	3,620	7,970
7990	Dues and Fees	0	500	500
8010	Supplies	1,528	4,000	4,000
8016	Small Equipment	2,136	7,000	52,000
8017	Printing	1,017	2,000	2,000
8018	Books & Subscription	0	500	200
8052	Rent	33,111	31,338	31,338
8110	Fuel	40	40	40
8150	Food	0	0	125
	<b>TOTAL, GENERAL FUND:</b>	<b>447,858</b>	<b>482,415</b>	<b>559,787</b>



# Human Resources Management Department

Dept 10



## 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 Development. 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.

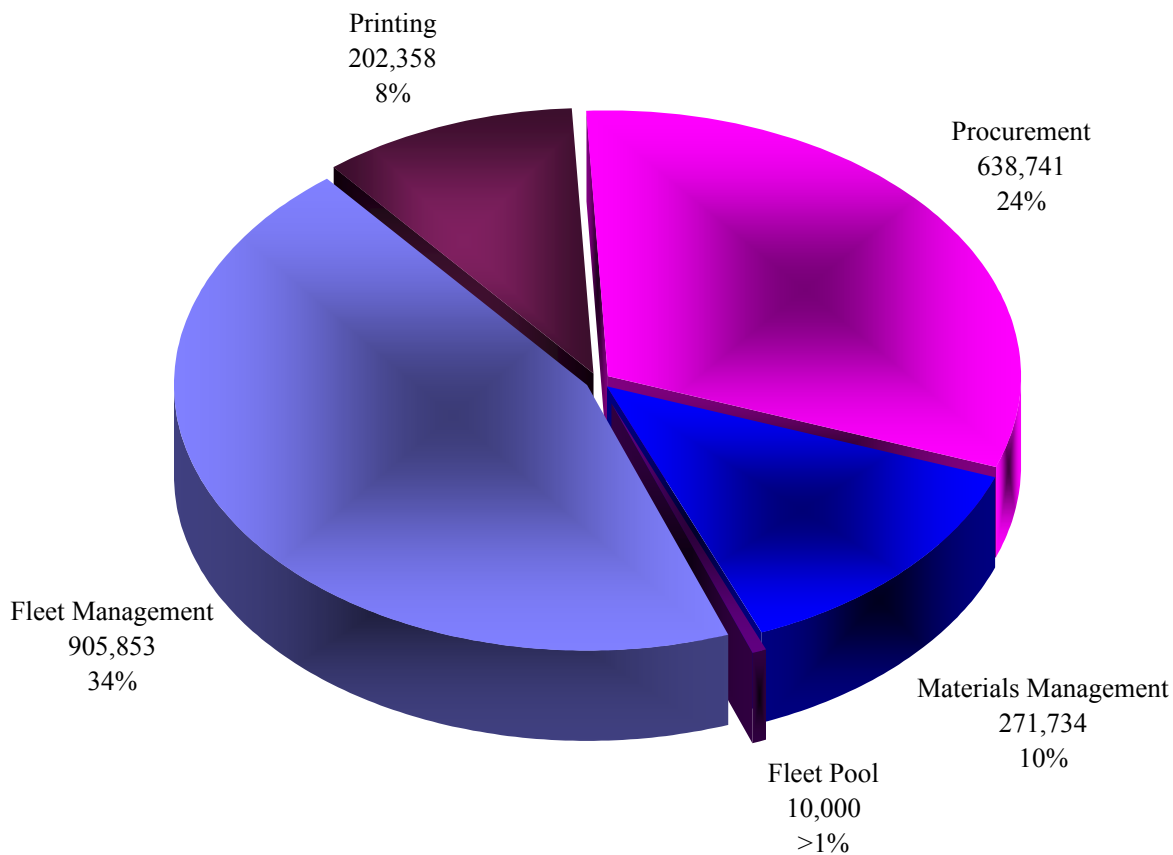
Major Object of Expenditure	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	1,757,089	1,862,470	1,661,092
OPERATING EXPENSE	(5,450)	319,922	785,635
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,751,639</b>	<b>2,182,392</b>	<b>2,446,727</b>
<b>FULL TIME POSITIONS</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b><u>Class Title</u></b>			
Director, Human Resources Management	1	1	1
HR Manager, Compensation & Benefits	1	1	1
HR Manager, Recruitment & Selection	1	1	1
EEO/Training Specialist	0	0	1
Human Resources Administrator (OEE)	1	1	1
Human Resources Administrative Coordinator	0	0	0
Human Resources Administrator (Comp)	1	1	1
Human Resources Administrator, Sr. (Benefits)	1	1	1
Administrative Secretary	1	1	1
HR Mgr, Organization & Employee Development	1	1	1
Human Resources Administrator (R&S)	1	1	1
Human Resources Technician	1	1	1
Human Resources Technician, Sr	0	0	0
Deputy Director, Human Resources Management	0	0	0
Human Resources Management Systems Analyst,	1	1	0
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>11</b>

## HUMAN RESOURCES MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1000</b>				
7110	Regular Wages	482,965	462,031	460,502
7130	Temporary Help	5,049	10,725	12,480
7210	W/C Insurance	1,582	1,156	1,253
7220	Tuition Reimbursement	1,730	3,000	6,000
7260	FICA Matching	36,293	36,166	35,228
7270	Pension Matching	36,245	41,121	40,985
7275	Retiree Insurance	1,169,406	1,200,000	1,000,000
7280	Insurance Matching	20,593	36,271	32,644
7285	LTD Insurance Matching	3,226	72,000	72,000
7510	Professional Services	203,985	58,685	131,570
7513	Admin Services	21,929	27,715	33,600
7550	Communications	4,893	6,762	10,940
7570	Advertising	3,457	1,200	2,500
7600	Travel	6,853	6,000	6,840
7630	Train/Cont. Education	5,439	11,250	11,900
7640	Training Development	32,157	41,000	41,000
7700	Insurance	(344,995)	100,000	470,855
7870	Maintenance: Motor Equipment	529	800	1,200
7880	Maint: Mach/Imp/Tools	6,517	6,000	10,081
7990	Dues & Fees	874	2,400	1,525
8010	Supplies	7,223	15,300	17,000
8016	Small Equipment	6,980	3,200	6,551
8017	Printing and Binding	2,846	2,000	2,000
8018	Books and Subscriptions	986	2,000	1,013
8052	Rent	33,363	34,010	34,010
8110.01	Motor Fuel - Gasoline	264	400	400
8150	Food	1,250	1,200	2,650
<b>TOTAL, GENERAL FUND:</b>		<b>1,751,639</b>	<b>2,182,392</b>	<b>2,446,727</b>



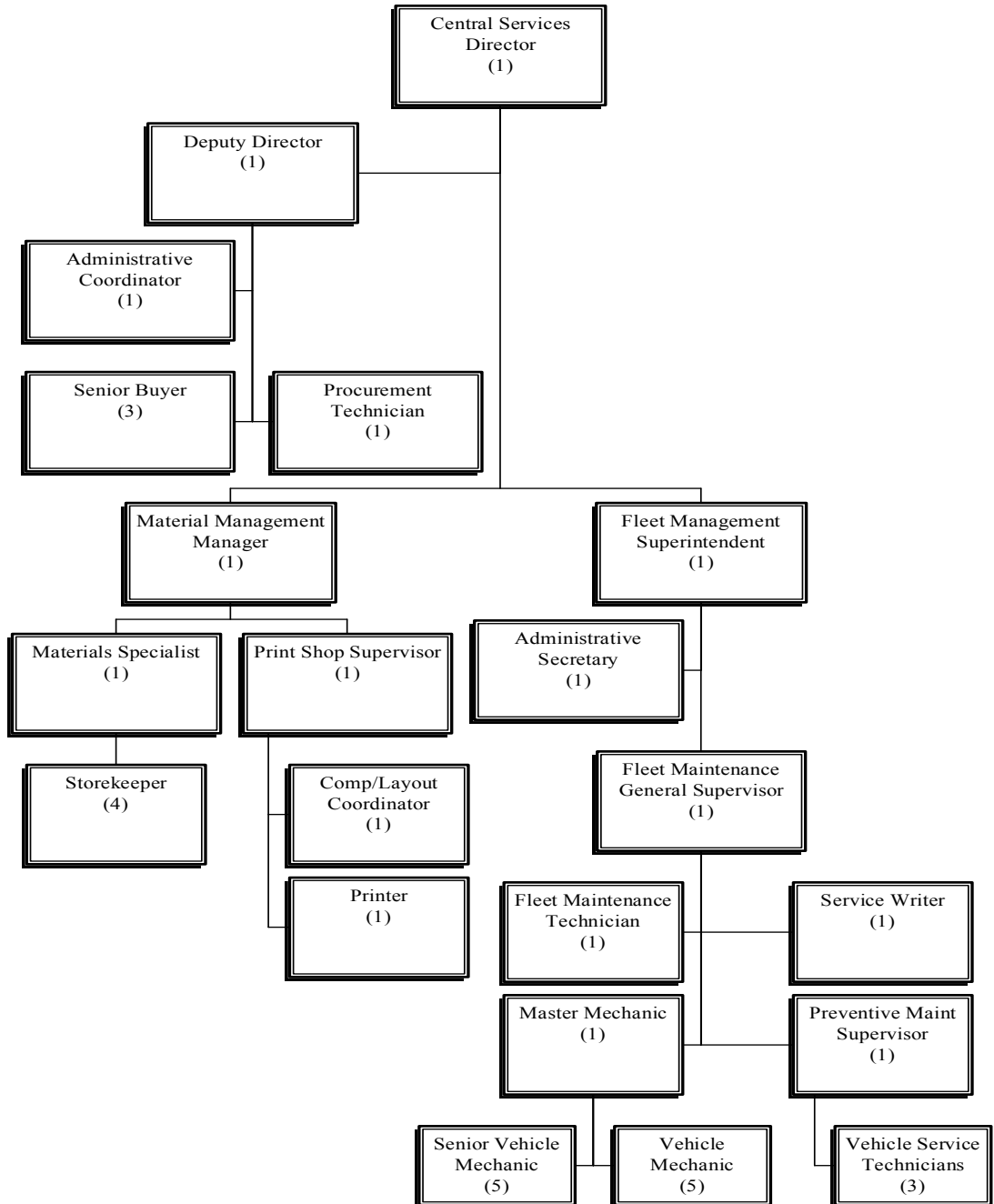
City of Albany  
Adopted Budget  
FY 2008  
Central Services Department



Total Expenditures  
\$2,028,686

# Central Services Department

## Dept 11





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**CENTRAL SERVICES DEPARTMENTAL SUMMARY**


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*DESCRIPTION*


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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 four divisions: Procurement, which houses Administrative employees; Materials Management, which includes the General Storeroom, Auto Parts Storeroom, Surplus, and Printing; Fleet Management Division, which includes Pool Vehicles.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,809,575	1,483,101	1,573,740
OPERATING EXPENSE	395,710	428,306	454,946
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>2,205,285</b>	<b>1,911,407</b>	<b>2,028,686</b>
<b>FULL TIME POSITIONS</b>	<b>51</b>	<b>51</b>	<b>35</b>

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**PERFORMANCE MEASURES**


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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:** Process 85% of purchase requisitions received within 3 days.

**Objective 2:** Increase standardization of repetitive items.

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

**Objective 3:** Provide contracts for large usage pricing (economy of scale.)

**Objective 4:** Obtain formal and informal bids/proposals as appropriate to achieve optimum cost effectiveness.

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

**Objective 5:** Continue to coordinate activities with SDBU office

**Objective 6:** Continue widespread advertisement of purchase opportunities through the Internet, access channel, and newspapers.

**CENTRAL SERVICES DEPARTMENT**  
**ADMINISTRATION AND PROCUREMENT DIVISION**

**Performance Measures**

	FY '06		FY '07		FY '08
<u>Workload Measures</u>	Adopted	Actual	Adopted	Projected	Base
❑ Value of all purchase orders (millions)	20	34	25	32	32
❑ Value of formal bid awards (millions)	15	14	16	12	12
❑ Quantity bid invitations sent to DBE vendors	800	1,169	600	570	570
❑ Quantity purchase requisitions completed	1,300	1,158	1,100	1,000	1000
<u>Efficiency Measures</u>					
❑ Quantity purchase orders issued by Procurement	1,400	1,556	1,500	1,500	1500
❑ Quantity blanket PO usage	10,400	10,588	6,100	11,688	11500
❑ Quantity field PO usage	2,400	3,354	1,775	2,308	2300
❑ Quantity formal bid requests issued	140	114	90	80	80
❑ Average time in days to complete purchase requisition	3	5	4	4	4
❑ Quantity DBE vendor response	130	111	70	40	40
<u>Effectiveness Measures</u>					
❑ Estimated savings from formal bidding (millions)	2.0	1.4	2.0	2.0	2.0
❑ Quantity of contracts in force	285	397	200	400	350
❑ Purchase requisition completion time:					
Percentage 3 days or less	90	76	85	80	80
Percentage 10 days or less	95	87	95	90	90
❑ Quantity DBE vendor bid awards	40	32	18	22	22

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	338,589	363,245	406,798
OPERATING EXPENSE	184,981	227,877	231,943
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>523,570</b>	<b>591,122</b>	<b>638,741</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Class Title**

Director, Central Services	1	1	1
Deputy Director, Central Services	0	0	1
Administrative Secretary	1	1	0
Administrative Coordinator	0	0	1
Buyer, Senior	3	3	3
Procurement Manager	1	1	0
Procurement Technician	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1100</b>				
7110	Regular Wages	260,102	276,942	309,383
7120	Overtime	4	0	0
7210	W/C Insurance	1,561	1,666	1,908
7260	FICA Matching	19,028	21,186	23,668
7270	Pension Matching	22,442	24,648	27,535
7280	Insurance Matching	33,451	38,803	44,304
7285	LTD Insurance Matching	2,001	0	0
7510	Professional Services	0	5,100	100
7512	Technical Services	0	0	2,500
7513	Administrative Services	111,855	162,000	169,981
7514	Contract Labor	14,778	0	0
7550	Communications	3,741	4,355	4,135
7570	Advertising	3,210	2,830	3,000
7600	Travel	1,596	2,720	2,500
7630	Train/Cont. Education	4,181	3,975	3,775
7880	Maint: Mach/Imp/Tools	4,647	1,560	1,560
7990	Dues and Fees	737	925	810
8009	Licenses	205	3,000	3,000
8010	Supplies	1,759	2,200	2,000
8016	Small Equipment	1,160	800	700
8017	Printing and Binding	361	800	400
8018	Books and Subscriptions	215	255	225
8052	Rent	36,027	36,557	36,557
8150	Food	509	800	700
	<b>TOTAL, GENERAL FUND</b>	<b>523,570</b>	<b>591,122</b>	<b>638,741</b>

**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:** Conduct cost-effectiveness survey with area print shops.

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

**Objective 3:** 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 4:** Insure safety of personnel by following proper work procedures and through the use of safety equipment.

**CENTRAL SERVICES PRINTING DIVISION****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Average number of jobs produced per month	100	92	96	94	100
❑ New forms designed	1,400	1098	1,300	1,049	1,050
❑ Press reproductions (millions)	2,449,000	2,360,935	2,150,115	2,131,867	2,131,867
❑ Ikon 1050 reproductions (millions)	1,105,485	961,268	1,128,524	719,019	800,000
❑ Color copies	9,200	9,969	13,277	30,780	30,780
❑ Punched 3 hole / 2 hole	350,000	221,620	235,835	153,537	153,537
❑ Collated by hand or machine	103,000	55,758	69,357	67,982	68,000
❑ Xante Negatives	244	168	175	140	150

**Efficiency Measures**

❑ Average number of days to complete job	3	3	3	3
❑ Computer training classes attended	0	7	2	4

**Effectiveness Measures**

❑ Percentage of jobs completed by deadline	100	100	100	99	100
❑ Number of work-related accidents	0	0	0	0	0
❑ Cost Comparison vs. Private Sector Results of survey % lower	10	7.6	10	10	5

## 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	132,358	129,892	135,301
OPERATING EXPENSE	107,671	63,369	67,057
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>240,029</b>	<b>193,261</b>	<b>202,358</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b><u>Class Title</u></b>			
Print Shop Supervisor	1	1	1
Composing & Layout Coordinator	1	1	1
Printer	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>



CENTRAL SERVICES - PRINTING DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1102.</b>				
7110	Regular Wages	102,756	101,312	105,118
7210	W/C Insurance	1,433	1,433	1,476
7260	FICA Matching	7,625	7,750	8,042
7270	Pension Matching	8,818	9,017	9,356
7280	Insurance Matching	11,041	10,380	11,309
7285	LTD Insurance Matching	685	0	0
7510	Professional Services	16	150	150
7550	Communications	256	500	400
7600	Travel	258	240	600
7630	Train/Cont. Education	199	240	800
7880	Maint: Mach/Imp/Tools	11,333	13,838	16,706
7990	Dues and Fees	207	240	240
8009	Licenses	0	810	810
8010	Supplies	1,090	500	1,600
8016	Small Equipment	326	1,100	0
8018	Books and Subscriptions	199	225	225
8050	Rental of Equipment	18,823	19,050	19,050
8052	Rent	29,144	26,476	26,476
8080	Supplies for Resale	45,820	0	0
8110	Motor Fuel	34	0	0
<b>TOTAL, GENERAL FUND:</b>		<b>240,063</b>	<b>193,261</b>	<b>202,358</b>

**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**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Number of tickets – Auto Parts	21,000	13,262	16,884	13,527	13,527
❑ Number of tickets – Storeroom	2,100	1,398	1,709	1,425	1,425
❑ Number of line items issued – Auto Parts	21,000	13,262	16,884	13,527	13,527
❑ Number of line items issued – Storeroom	4,600	3,516	4,441	3,586	3,586
❑ Number of receiving reports – Auto Parts	8,000	7,000	9,338	7,140	7,140
❑ Number of receiving reports – Storeroom	377	3,000	405	3,060	3,060
❑ Number of surplus items sold	0	46	275	50	50
<b><u>Efficiency Measures</u></b>					
❑ Value of issues – Auto Parts (thousands)	710	830	995	846	846
❑ Value of issues – Storeroom (thousands)	185	158	206	161	161
❑ Value of receipts – Auto Parts (thousands)	710	830	955	846	846
❑ Value of receipts – Storeroom (thousands)	185	158	206	161	161
<b><u>Effectiveness Measures</u></b>					
❑ Number of items stocked – Auto Parts	4,200	17,000	5,198	16,660	16,660
❑ Number of items stocked – Storeroom	286	214	300	209	209
❑ Value of items stocked – Auto Parts (thousands)	220	153	250	149	149
❑ Value of items stocked - Storeroom (thousands)	92	58	85	56	56
❑ Value of surplus sold (thousands)	0	364	225	380	380

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	204,074	224,303	240,654
OPERATING EXPENSE	25,577	25,074	31,080
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>229,651</b>	<b>249,377</b>	<b>271,734</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

Class Title

Materials Manager	1	1	1
Storekeeper	4	4	4
Materials Specialist	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1104.</b>				
7110	Regular Wages	141,917	160,160	167,225
7120	Overtime Wages	2,011	2,000	2,000
7210	W/C Insurance	3,519	1,903	1,903
7230	Uniforms	1,466	2,000	2,000
7260	FICA Matching	10,464	12,405	12,946
7270	Pension Matching	12,563	14,254	15,061
7280	Insurance Matching	30,849	31,581	39,519
7285	LTD Insurance Matching	1,285	0	0
7550	Communications	2,438	4,000	4,000
7600	Travel	0	0	1,000
7630	Train/Cont. Education	63	478	2,100
7860	Maint: Buildings	2,403	396	1,000
7870	Maint: Motor Equipment	9,106	2,000	5,000
7880	Maint: Mach/Imp/Tools	2,514	3,722	3,200
7900	Utilities	3,456	6,000	6,000
8009	Licenses	0	0	1,080
8010	Supplies	1,356	2,300	2,300
8016	Small Equipment	0	1,278	200
8110	Motor Fuel	3,497	4,000	4,000
8055	Rental of Land	290	0	0
8150	Food	454	700	700
<b>TOTAL, GENERAL FUND:</b>		<b>229,651</b>	<b>249,377</b>	<b>271,734</b>

**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 Water, Gas, and Light Dept. 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 points 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, and 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**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Number of repairs	10,000	3948	8,000	5624	5624
❑ Number of outside repairs	1,000	1631	2,000	1520	1520
❑ Number of performed P. M's.	3,000	1058	1,500	1200	1200
❑ Number of service calls	300	231	180	280	280
<b><u>Efficiency Measures</u></b>					
❑ Average down-time of vehicles (minutes)	45	60	60	60	60
❑ Average billable hours per day per mechanic (4.0 hours)	4	4.5	5.5	5	5
❑ Number of unscheduled repairs	6,300	7500	6000	5000	5000
❑ Average time per service call (minutes)	60	60	90	60	60
❑ In house labor savings in dollars		218380		220000	220000
❑ Total billable hours (dollars)		442368		420776	420776
❑ Outside repair cost		520776		542368	542368

**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.

<b>Major Object of Expenditure</b>	<b>Actual</b>	<b>Amended</b>	<b>Adopted</b>
	<b>2005/2006</b>	<b>2006/2007</b>	<b>2007/2008</b>
PERSONAL SERVICES	590,467	765,661	790,987
OPERATING EXPENSE	70,296	101,986	114,866
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>660,763</b>	<b>867,647</b>	<b>905,853</b>
<b>FULL TIME POSITIONS</b>	<b>19</b>	<b>19</b>	<b>19</b>
<b><u>Class Title</u></b>			
Vehicle Service Technician	2	2	2
Vehicle Mechanic	1	4	5
Vehicle Mechanic, Sr.	9	6	5
Master Vehicle Mechanic	1	1	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	1	1	1
<b>TOTAL</b>	<b>19</b>	<b>19</b>	<b>19</b>



CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1107.</b>				
7110	Regular Wages	440,515	572,048	571,196
7120	Overtime Wages	289	0	2,000
7210	W/C Insurance	12,810	14,193	15,539
7230	Uniforms	5,843	8,000	8,000
7220	Tuition Assistance	0	0	2,000
7260	FICA Matching	32,683	43,762	43,849
7270	Pension Matching	38,229	50,912	51,014
7280	Insurance Matching	56,241	76,746	97,389
7285	LTD Insurance Matching	3,857	0	0
7510	Professional Services	49	300	1,066
7514	Contract Labor	8,863	10,500	0
7550	Communications	3,063	3,114	4,000
7600	Travel	369	4,500	2,000
7630	Train/Cont.Education	492	3,500	6,000
7860	Maint: Buildings	4,048	8,500	8,500
7870	Maint: Motor Equipment	5,168	4,000	4,000
7880	Maint: Mach/Imp/Tools	12,453	12,612	22,000
7900	Utilities	18,449	22,000	20,000
7990	Dues and Fees	1,030	1,000	1,000
8009	Licenses	454	2,160	2,000
8010	Supplies	4,251	5,800	8,800
8016	Small Equipment (\$1,000 Max)	5,220	13,500	25,000
8017	Printing	869	900	900
8018	Books & Subscriptions	175	600	600
8110	Motor Fuel	5,343	7,500	7,500
8150	Food	0	1,500	1,500
	<b>TOTAL, GENERAL FUND:</b>	<b>660,763</b>	<b>867,647</b>	<b>905,853</b>

## CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS

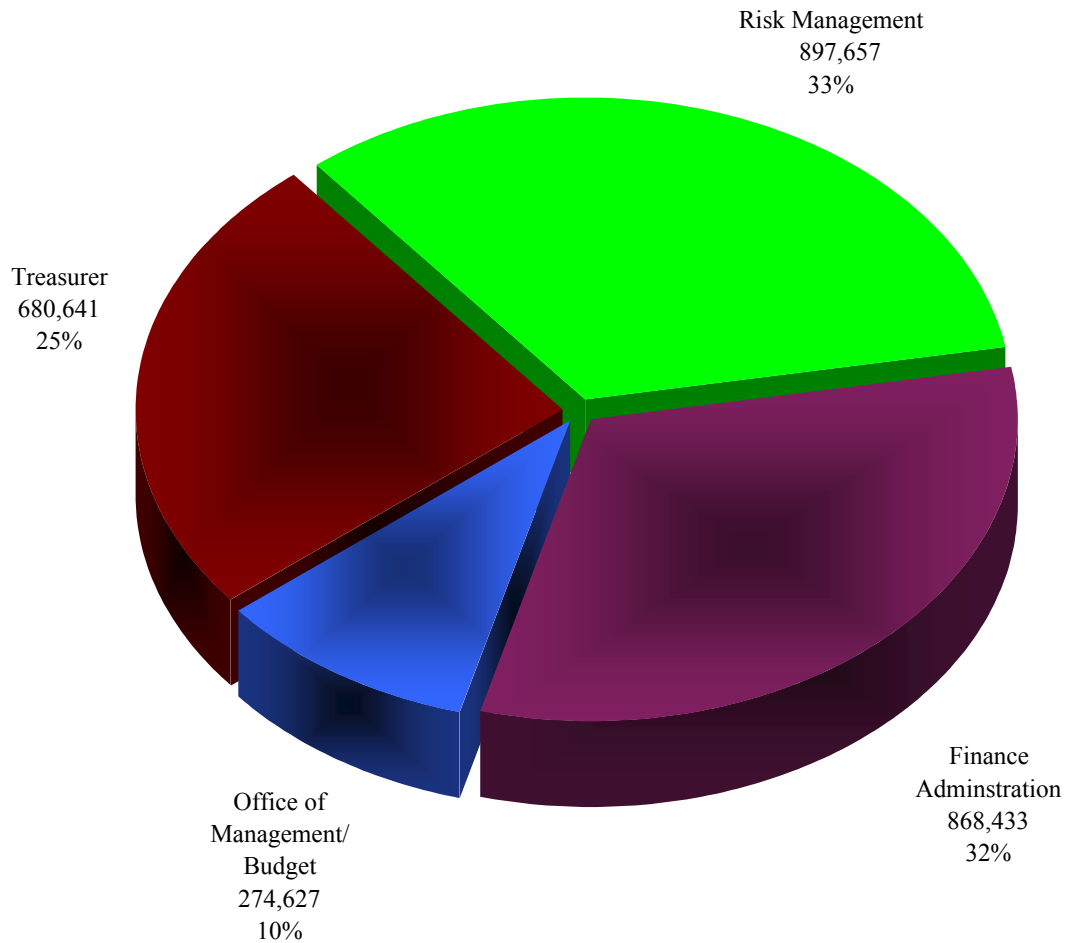
## DESCRIPTION

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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	7,185	10,000	10,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>7,185</b>	<b>10,000</b>	<b>10,000</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1108.</b>				
7870	Maint: Pool Vehicle	4,684	5,000	5,000
8110	Motor Fuel	2,501	5,000	5,000
	<b>TOTAL, GENERAL FUND:</b>	<b>7,185</b>	<b>10,000</b>	<b>10,000</b>

City of Albany  
Adopted Budget  
FY 2007  
Finance Department



Total Expenditures  
\$2,780,483

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**FINANCE DEPARTMENTAL SUMMARY**


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*DESCRIPTION*


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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 and the Treasurer Division that also house the Community & Economic Development Accounting Division which has been incorporated into the accounting division.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	912,863	1,166,040	1,140,760
OPERATING EXPENSE	1,547,239	1,614,443	1,580,598
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>2,460,102</b>	<b>2,780,483</b>	<b>2,721,358</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>23</b>	<b>21</b>

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**PERFORMANCE MEASURES**


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See individual divisions for performance measures.

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	441,765	480,537	599,845
OPERATING EXPENSE	307,482	268,588	268,588
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>749,247</b>	<b>749,125</b>	<b>868,433</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>10</b>	<b>11</b>

**Class Title**

Finance Director	1	1	1
Deputy Finance Director	0	1	1
Finance Management Assistant	1	1	1
Accounting Technician, Sr.	1	1	1
Accounting Technician	1	1	1
Internal Auditor	1	0	1
Accountant, Sr.	1	2	2
Accountant	1	1	1
Accounting Manager - City*	1	1	1
Accountant, Sr.**	0	1	1
<b>TOTAL</b>	<b>8</b>	<b>10</b>	<b>11</b>

\* Funded 50% by Community Development

\*\* Funded 100% by Community Development

FINANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1501.</b>				
7110	Regular Wages	344,291	374,280	461,048
7120	Overtime Wages	290	0	0
7130	Temporary Help	0	2,000	2,000
7210	W/C Insurance	1,119	1,179	1,179
7220	Tuition Reimbursement	585	1,500	1,500
7260	FICA Matching	24,364	28,785	35,423
7270	Pension Matching	28,155	33,311	41,033
7280	Insurance Matching	40,268	39,482	57,662
7285	LTD Insurance Matching	2,693	0	0
7510	Professional Services	86,021	93,500	93,500
7513	Administrative Services	117,098	95,000	95,000
7550	Communications	6,304	7,300	7,300
7600	Travel	3,138	6,000	6,000
7630	Train/Cont. Education	605	3,000	3,000
7870	Maint: Motor Equipment	3,413	2,000	2,000
7880	Maint: Mach/Imp/Tools	29,540	2,880	2,880
7990	Dues and Fees	1,225	1,380	1,380
8009	Licenses	0	50	50
8010	Supplies	12,243	10,000	10,000
8016	Small Equipment	4,025	3,000	3,000
8017	Printing	5,256	4,800	4,800
8018	Books & Subscriptions	251	500	500
8050	Equipment Rental	2,079	2,268	2,268
8052	Rent	33,363	34,010	34,010
8110	Motor Fuel	1,200	900	900
8150	Food	1,721	2,000	2,000
	<b>TOTAL, GENERAL FUND:</b>	<b>749,247</b>	<b>749,125</b>	<b>868,433</b>

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	205,987	230,113	262,061
OPERATING EXPENSE	15,757	10,567	12,567
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>221,744</b>	<b>240,680</b>	<b>274,628</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

Class Title

Management/Budget Officer	1	1	1
Management/Budget Analyst, Sr	1	1	1
Management/Budget Analyst	1	1	1
Property Control Officer	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>



OFFICE OF MANAGEMENT/BUDGET				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1502</b>				
7110	Regular Wages	157,947	176,946	191,230
7130	Temporary Help	1,339	0	11,000
7210	W/C Insurance	568	562	988
7220	Tuition Assistance	0	1,500	1,500
7260	FICA Matching	11,534	13,536	15,471
7270	Pension Matching	13,890	15,748	17,019
7280	Insurance Matching	20,046	21,821	24,853
7285	LTD Insurance Matching	663	0	0
7510	Professional Services	401	485	485
7550	Communications	520	790	790
7600	Travel	2,744	2,000	2,000
7630	Train/Cont. Education	1,410	1,000	1,000
7870	Maint: Motor Equipment	0	0	2,000
7880	Maint: Mach/Imp/Tools	168	192	192
7990	Dues and Fees	490	600	600
8010	Supplies	1,923	1,000	1,000
8016	Small Equipment	4,836	0	0
8017	Printing	3,095	4,500	4,500
8018	Books and Subscriptions	68	0	0
8150	Food	102	0	0
	<b>TOTAL, GENERAL FUND:</b>	<b>221,744</b>	<b>240,680</b>	<b>274,628</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	38,416	34,046	35,135
OPERATING EXPENSE	850,610	886,422	862,522
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>889,026</b>	<b>920,468</b>	<b>897,657</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>

**Class Title**

Risk Manager	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>

RISK MANAGEMENT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1503.</b>				
7110	Regular Wages	32,518	28,705	29,783
7210	W/C Insurance	103	184	191
7260	FICA Matching	2,481	2,196	2,278
7270	Pension Matching	2,845	2,555	2,651
7280	Insurance Matching	120	406	232
7285	LTD Insurance Matching	349	0	0
7510	Professional Services	0	19,000	100
7512	Technical Services	0	10,000	100
7550	Communications	1,341	2,000	1,940
7600	Travel	2,349	2,000	2,000
7630	Train/Cont. Education	540	2,000	2,000
7700	Insurance	822,600	822,600	822,600
7870	Maint: Motor Equipment	0	200	200
7880	Main: Mach/Imp/Tools	356	200	2,965
7990	Dues and Fees	1,420	2,200	1,700
8009	Licenses	0	30	0
8010	Supplies	1,339	5,000	7,000
8017	Printing	1,074	200	200
8018	Books and Subscriptions	251	275	0
8020	Photography	0	100	0
8052	Rent	18,415	19,717	19,717
8110	Motor Fuel	32	300	600
8150	Food	893	600	1,400
<b>TOTAL, GENERAL FUND:</b>		<b>889,026</b>	<b>920,468</b>	<b>897,657</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	226,695	236,094	243,720
OPERATING EXPENSE	373,391	436,921	436,921
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>600,086</b>	<b>673,015</b>	<b>680,641</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

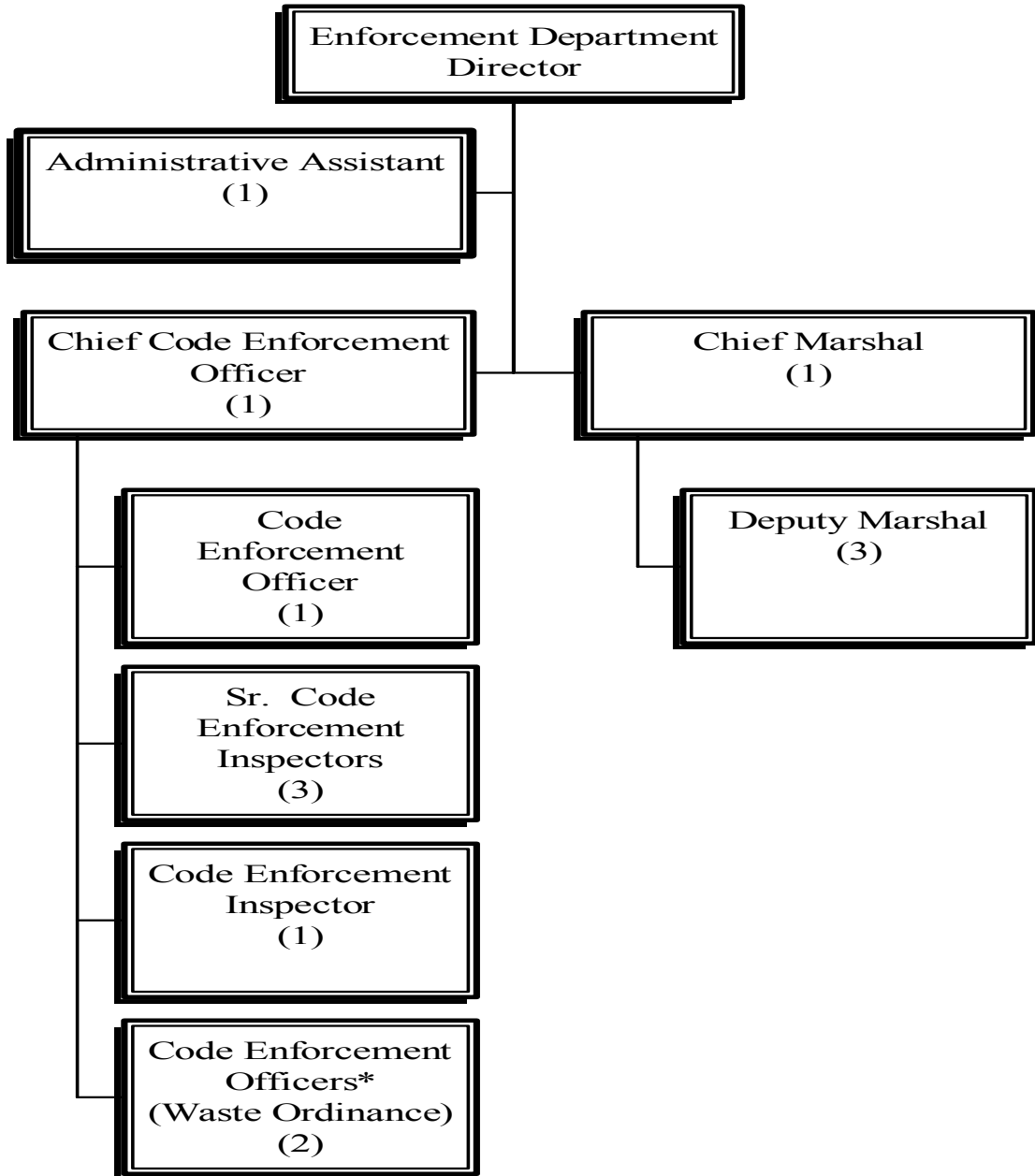
Accountant	2	2	2
Treasurer Clerk	2	2	2
Accounting Manager - City	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

TREASURER				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1504.</b>				
7110	Regular Wages	162,414	170,208	174,444
7120	Overtime Wages	2,059	1,500	1,500
7130	Temporary Help	6,545	8,040	8,040
7210	W/C Insurance	605	549	675
7260	FICA Matching	12,042	13,751	14,075
7270	Pension Matching	14,267	15,282	15,659
7280	Insurance Matching	28,199	26,764	29,327
7285	LTD Insurance Matching	564	0	0
7510	Professional Services	570	0	0
7512	Technical Services	6,799	15,000	15,000
7513	Administrative Services	303,455	302,223	302,223
7550	Communications	7,741	6,500	6,500
7600	Travel	0	1,000	1,000
7630	Train/Cont. Education	0	1,000	1,000
7700	Insurance	100	100	100
7870	Motor Equipment	18	0	0
7880	Maint: Mach/Imp/Tools	6,703	6,500	6,500
7960	Bad Debt	10,121	63,000	63,000
7990	Dues and Fees	1,946	2,000	2,000
8010	Supplies	7,491	5,000	5,000
8016	Small Equipment	1,155	0	0
8017	Printing	1,995	3,000	3,000
8018	Books & Subscriptions	455	205	205
8050	Equipmental Rental	0	6,000	6,000
8052	Rent	24,842	25,393	25,393
	<b>TOTAL, GENERAL FUND:</b>	<b>600,086</b>	<b>673,015</b>	<b>680,641</b>



# Enforcement Department

## Dept 17



\* Funded by the Solid Waste Fund

## ADMINISTRATION/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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	433,793	417,018	566,056
OPERATING EXPENSE	35,630	102,119	52,450
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>469,423</b>	<b>519,137</b>	<b>618,506</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>10</b>	<b>11</b>

Class Title

Director, Enforcement	0	0	1
Administrative Secretary, Sr.	0	0	1
Chief Code Enforcement Officer	1	1	1
*Code Enforcement Officer	2	4	4
Housing/Code Enforcement Inspector Sr	3	3	3
Housing/Code Enforcement Inspector	1	1	1
Secretary	1	1	0
<b>TOTAL</b>	<b>8</b>	<b>10</b>	<b>11</b>

\* Two of the Code Enforcement Officer positions are paid for by the Solid Waste Enterprise Fund.



## ADMINISTRATION/CODE ENFORCEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1700</b>				
7110	Regular Wages	314,044	302,937	407,370
7120	Overtime	86	950	12,950
7210	Insurance - W/C	13,624	11,981	12,137
7220	Tuition Reimbursement	0	0	4,500
7230	Uniforms	2,425	3,000	5,000
7260	FICA Matching	22,568	23,247	32,154
7270	Pension Contributions	27,109	27,046	43,923
7280	Insurance Matching	52,513	47,857	48,022
7285	LTD Insurance	1,424	0	0
7510	Purchased Professional Services	0	384	500
7514	Contract Labor	0	18,800	0
7550	Communications	7,576	9,000	8,100
7600	Travel	2,170	3,300	2,970
7630	Training and Development	1,000	2,100	1,890
7860	Maint: Bldgs & Other Structure:	0	0	1,500
7870	Maint: Motor Equipment	7,317	7,000	6,300
7880	Maint: Mach/Imp/Tools	2,606	3,335	3,000
7990	Dues and Fees	0	400	360
8009	Licenses	200	500	450
8010	Supplies	3,297	2,500	2,250
8018	Books and Subscriptions	46	0	0
8016	Small Equipment	3,122	44,800	15,590
8017	Printing & Binding	1,176	2,000	1,800
8018	Books & Subscriptions	0	400	400
8110	Motor Fuel	7,120	7,600	6,840
8150	Food	0	0	500
	<b>TOTAL, GENERAL FUND:</b>	<b>469,423</b>	<b>519,137</b>	<b>618,506</b>

**ENFORCEMENT/SERVICES 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 City 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.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	170,558	185,250	207,993
OPERATING EXPENSE	6,383	11,945	47,350
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>176,941</b>	<b>197,195</b>	<b>255,343</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>

**Class Title**

Marshal	1	1	1
Deputy Marshal	2	2	2
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>

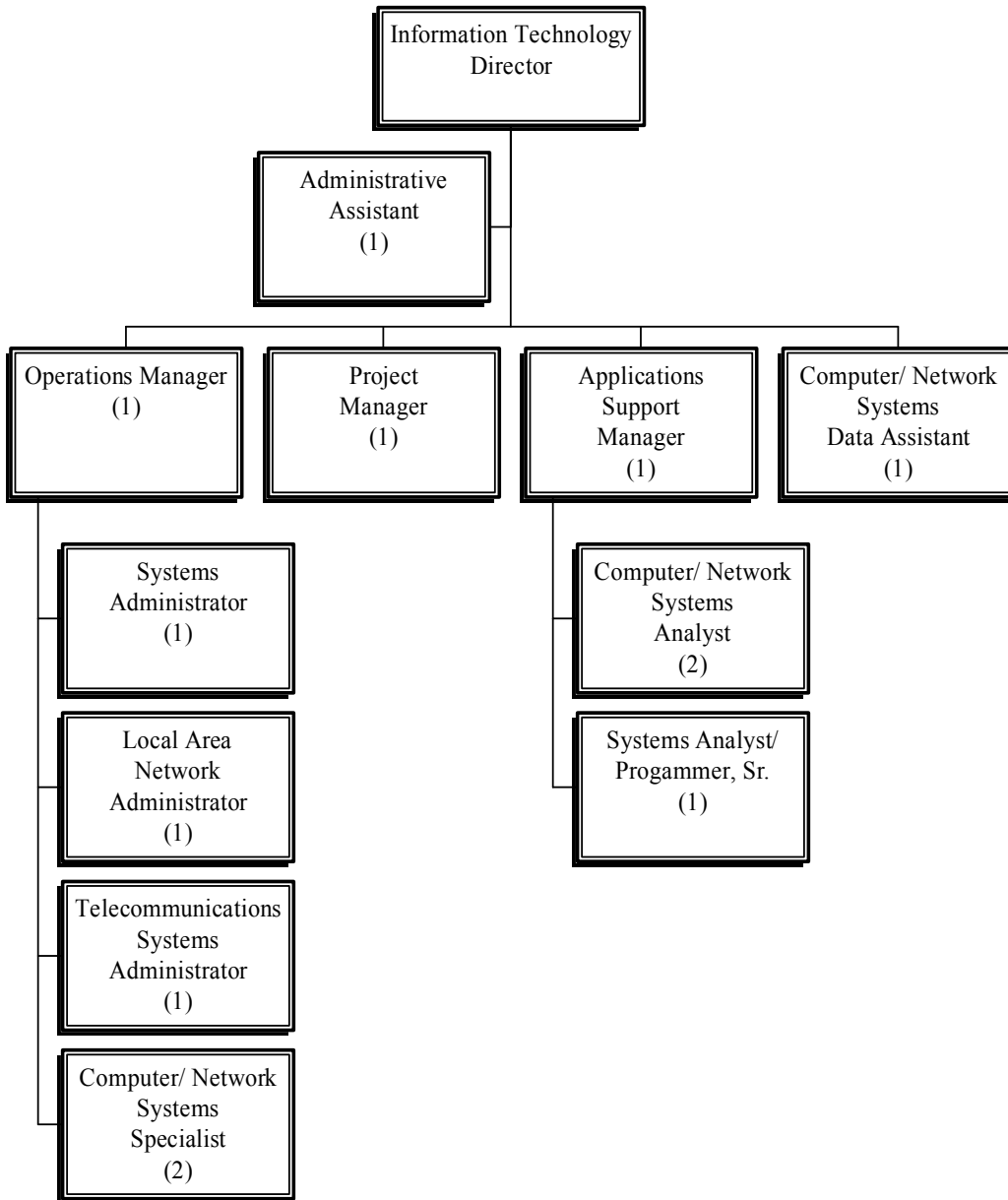
## ENFORCEMENT/SERVICES DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1701</b>				
7110	Regular Wages	116,865	127,389	138,645
7120	Overtime	53	0	950
7210	Insurance - W/C	4,249	2,121	9,672
7220	Tuition Reimbursement	295	1,500	1,500
7230	Uniforms	2,707	3,000	3,000
7260	FICA Matching	8,377	9,745	10,679
7270	Pension Contributions	10,112	11,338	16,598
7280	Insurance Matching	26,863	30,157	26,949
7285	LTD Insurance	1,037	0	0
7510	Professional Services	16	50	11,000
7514	Contract Labor	0	0	19,364
7550	Communications	1,057	2,045	3,841
7600	Travel	847	1,900	2,000
7630	Training and Development	575	700	1,500
7870	Maint: Motor Equipment	44	1,000	1,900
7990	Dues and Fees	400	200	200
8010	Supplies	2,385	2,600	3,800
8016	Small Equipment	789	1,000	1,000
8017	Printing & Binding	146	200	500
8018	Books and Subscriptions	46	50	45
8110	Motor Fuel	78	2,200	2,200
	<b>TOTAL, GENERAL FUND:</b>	<b>176,941</b>	<b>197,195</b>	<b>255,343</b>



# 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:** To attract and retain qualified employees

Objective 1: Identify training goals for each position by June 30, 2007

**Goal 2:** To improve the perception of city government in the community

Objective 1: Develop and promulgate the use of E-Gov capabilities by FY09

Objective 2: Create/develop/hire a media and Web specialist by 12/31/08

Objective 3: Enhance network infrastructure with wireless by FY10

**Goal 3:** To create and maintain customer service awareness

Objective.1: Form a committee of functional managers from each department by 1/01/07

Objective 2: Publish FAQ and self-help for common problems on Web page by June 2009

Objective 3: Create an Intranet for improving employee communications by 12/31/07

Objective 4: Create a document management methodology by June 30, 2007

Objective 5: Bring the number of customer service techs to industry standards by 12/31/08

Objective 6: Research CRM software for City/County service tracking by FY10

**Goal 4:** To provide an atmosphere that supports growth and revitalization

Objective 1: Maintain a limited inventory of IT equipment (desktops, printers) by 12/31/06

Objective 2: Explore leasing options for desktops and printers by 12/31/08

Objective 3: Develop a secondary "warm site" by FY10

Objective 4: Move IT to its own secured building by FY11

**Goal 5:** To develop a health-conscious atmosphere

Objective 1: Explore the use of ergonomic headsets for helpdesk staff by December 2006

**INFORMATION TECHNOLOGY DEPARTMENT****Performance Measures**

<b><u>Workload Measures:</u></b>	<b>FY '06</b>	<b>FY '07</b>	<b>FY '08</b>
	<b>Adopted   Actual</b>	<b>Adopted   Projected</b>	<b>Base</b>
❑ Application development project to be completed	15   12	6   6	6
❑ Application maintenance projects to be completed	N/A   3	7   7	7
❑ Trouble calls reported	N/A   0	3443   2949	2949
❑ Computer installations to be completed	400   0	448   400	400
❑ Computer moves to be completed	N/A   0	N/A   221	221
❑ Telephone adds, moves & changes to be completed	200   0	250   0	0
❑ Major telephone installation projects to be performed	4   2	4   2	2
❑ Major infrastructure projects to be performed	3   0	N/A   0	0
❑ Help Desk calls received	3,600   0	3443   2949	2949
❑ PC's supported	694   0	944   1200	1200
❑ Servers supported	20   0	52   44	44
❑ Telephone defined devices supported	N/A   0	1,200   994	994
❑ IT training hours provided	N/A   0	200   3000	3000

**Efficiency Measures:**

❑ Trouble calls handled in a timely manner	N/A   0	80%   95%	95%
❑ Telephone projects completed in time	2   1	4   3	3
❑ Average PC install time	< 1 day   0	3 days   5.2 days	5.2 days
❑ Help Desk calls resolved while on the phone	2,700   0	1640   0	0
❑ Reduction in average time to close a work ticket	N/A   0	10%   0	0

**Effectiveness Measures:**

❑ Number of MOS Users	13   0	11   0	0
❑ Number of A+ Technicians	12   0	10   0	0
❑ Number of MCP Technicians	12   0	10   0	0
❑ Number of MCSE Technicians	3   3	4   4	4

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

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**INFORMATION TECHNOLOGY**


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*DESCRIPTION*


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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.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	715,815	839,119	838,810
OPERATING EXPENSE	204,054	314,680	444,928
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>919,869</b>	<b>1,153,799</b>	<b>1,283,738</b>
<b>FULL TIME POSITIONS</b>	<b>14</b>	<b>14</b>	<b>14</b>

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**Class Title**

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

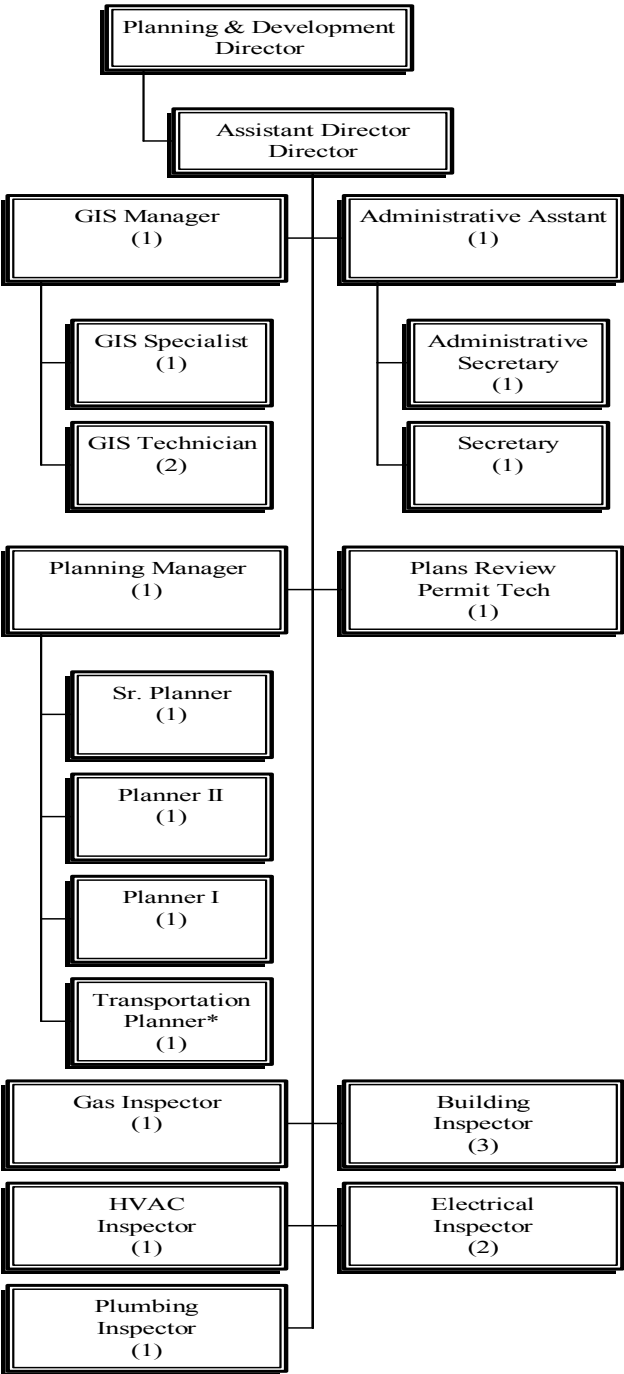


INFORMATION TECHNOLOGY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>1800.</b>				
7110	Regular Wages	539,854	640,580	647,591
7130	Temporary Help	16,898	14,040	14,040
7210	W/C Insurance	1,824	1,838	1,838
7220	Tuition Reimbursement	1,380	1,500	1,500
7260	FICA Matching	40,709	50,078	49,542
7270	Pension Matching	46,519	57,012	57,636
7280	Insurance Matching	64,732	74,071	66,664
7285	LTD Insurance	3,899	0	0
7510	Professional Services	48	650	650
7512	Technical Services	37,353	51,000	51,000
7514	Contract Labor	1,206	11,800	11,800
7550	Communications	22,019	28,730	28,730
7600	Travel	2,792	3,500	3,500
7630	Train/Cont. Education	8,649	11,500	11,500
7870	Maint: Motor Equipment	2,214	2,000	2,000
7880	Maint: Mach/Imp/Tools	60,493	135,700	265,948
7990	Dues and Fees	1,184	2,335	2,335
8010	Supplies	10,126	10,000	10,000
8016	Small Equipment	20,781	18,000	18,000
8017	Printing & Binding	0	100	100
8018	Books & Subscriptions	501	1,000	1,000
8052	Rent	34,742	35,765	35,765
8110	Motor Fuel	835	1,000	1,000
8150	Food	1,111	1,600	1,600
	<b>TOTAL, GENERAL FUND:</b>	<b>919,869</b>	<b>1,153,799</b>	<b>1,283,738</b>



# Planning & Development Services

## Dept 21



\* Grant Funded Position

**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. All these actions require close interaction with the public, local, State, and Federal officials

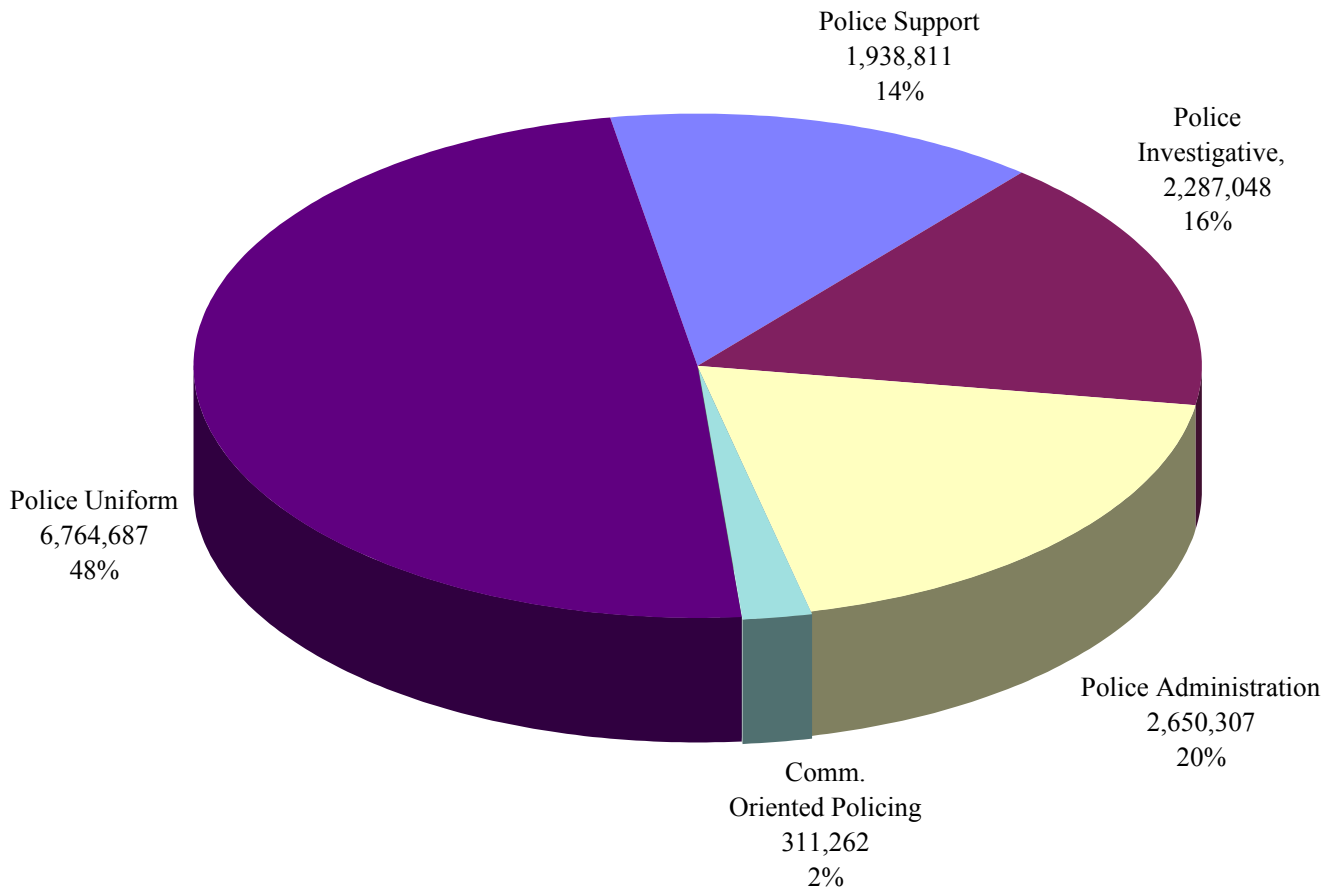
<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	970,713	1,071,103	1,223,583
OPERATING EXPENSE	174,169	220,137	232,327
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,144,882</b>	<b>1,291,240</b>	<b>1,455,910</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>21</b>	<b>23</b>
<b><u>Class Title</u></b>			
Administrative Assistant	1	1	1
Building Inspector	3	3	3
GIS Manager	0	0	1
GIS Specialist	1	1	1
GIS Technician	2	2	2
Mechanical Inspector - Electric	2	2	2
Mechanical Inspector - Gas/HVAC	1	1	1
Mechanical Inspector - Plumbing	1	1	1
Mechanical Inspector - Plumbing/Gas	1	1	1
P & D Services Sr. Manager	1	1	1
Planner I	1	1	1
Planner II	1	1	1
Senior Planner	1	1	1
Planning Manager	1	1	1
Plans Review / Permit Technician	1	1	1
Secretary	0	0	1
Administrative Secretary, Sr	1	1	1
Development Services Manager	1	1	1
Transportation Planner*	1	1	1
<b>TOTAL</b>	<b>21</b>	<b>21</b>	<b>23</b>

\* Administered in Grant Fund

PLANNING & DEVELOPMENT SERVICES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2100.</b>				
7110	Regular Wages	721,425	804,021	921,616
7130	Temporary Help	10,864	13,520	0
7210	W/C Insurance	16,094	16,124	19,053
7220	Tuition Reimbursement	0	1,500	1,000
7230	Uniforms	2,067	3,335	3,335
7260	FICA Matching	53,668	62,542	70,504
7270	Pension Matching	63,638	71,558	82,024
7280	Insurance Matching	97,257	98,503	126,051
7285	LTD Insurance	5,700	0	0
7510	Professional Services	30,676	74,812	74,812
7550	Communications	8,447	6,709	6,709
7570	Advertising	8,878	8,508	8,508
7600	Travel	4,387	5,335	11,500
7630	Train/Cont. Education	3,127	4,678	7,368
7870	Maint: Motor Equipment	15,635	13,402	9,561
7880	Maint: Mach/Imp/Tools	17,218	11,393	19,040
7990	Dues and Fees	1,468	1,974	1,974
8009	Licenses	275	5,648	825
8010	Supplies	6,856	10,609	10,609
8016	Small Equipment	5,578	3,000	7,200
8017	Printing	3,966	4,775	2,878
8018	Books & Subscriptions	2,370	1,837	3,181
8052	Rent	53,590	54,482	54,482
8110	Motor Fuel	11,096	12,295	13,000
8150	Food	602	680	680
<b>TOTAL, GENERAL FUND:</b>		<b>1,144,882</b>	<b>1,291,240</b>	<b>1,455,910</b>



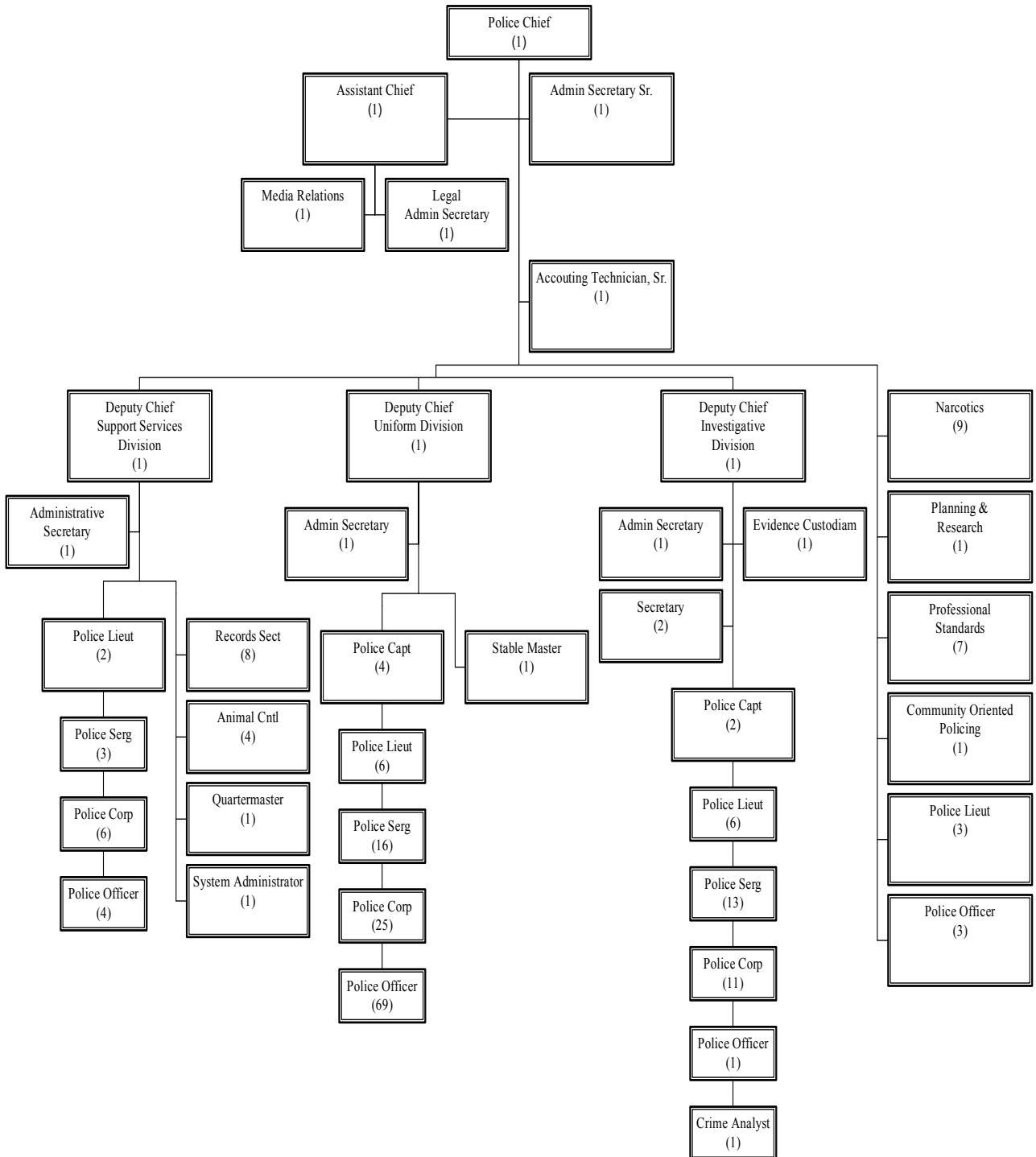
City of Albany  
Adopted Budget  
FY 2007  
Police Department



Total Expenditures  
\$13,952,115

# 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. In our endeavoring efforts to accomplish these mandates the Albany Police Department has embraced the philosophies of "Community Oriented Policing". The goal of Community Oriented 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. Assignment of officers to "Districts" enable them to work long term assignments in the same areas, 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	9,461,240	10,949,981	11,656,522
OPERATING EXPENSE	2,080,526	2,187,717	2,295,593
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>11,541,766</b>	<b>13,137,698</b>	<b>13,952,115</b>
<b>FULL TIME POSITIONS</b>	<b>222</b>	<b>222</b>	<b>223</b>

**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:** To attract and retain qualified employees.

**Objective 1:** Enhance the interpersonal skills of managers through training.

**Objective 2:** Increase the academy success rate of recruits through skill enhancement training in firearms, emergency vehicle maneuvers, and criminal law.

**Goal 2:** To improve the perception of city government in the community.

**Objective 1:** Initiate National Commission on Accreditation for Law Enforcement Agencies (CALEA) Accreditation.

**Objective 2:** Enhance police visibility and responsiveness to community problems by reestablishing a budget supporting the authorized complement of 225 sworn officers.

**Goal 3:** To Create and Maintain Customer Service Awareness.

**Objective 1:** Provide human relations training to all employees of the department.

**Objective 2:** Increase opportunities for citizen feedback and interaction by setting future Community Oriented Policing meetings at times that are convenient for citizens.

**Goal 4:** To provide an atmosphere that supports growth and revitalization.

**Objective 1:** Provide Emergency Response Training exercises for disasters.

**Goal 5:** To develop a Health – Conscious Atmosphere.

**Objective 1:** Establish a physical fitness program.

**POLICE DEPARTMENT****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Percentage of officers receiving minimum of 80 hours of training. (Calendar Yr.)	43%	20%	20%	25%	30%
❑ Percentage of officers receiving minimum of 40 hours of training (Calendar Yr.)	91%	32%	35%	50%	55%
❑ Total Revenue Generated	\$1,499,426	\$2,023,386	\$1,500,000	\$1,954,990	\$1,700,000
❑ Citizen Assisted Calls	138,591	138,641	139,000	130,190	130,000
❑ Non-moving Traffic Violations	14,838	12,046	15,000	11,850	14,000
❑ Total Violations (Moving & Non)	24,946	18,990	25,000	18,384	20,000
❑ Municipal Warrants	677	699	700	910	1,000
❑ State Warrants	2,367	2,317	2,400	2,110	2,200
❑ Juvenile Arrests	1,049	1,113	1,130	1,153	1,000
❑ Juvenile Petitions	883	898	900	913	920
❑ Civic Talks/Neighborhood Watch activities conducted	262	280	280	290	290
❑ Total Part I Crimes (Calendar Yr.)	6,864	5,870	5,577	6,000	5,700
❑ Total Narcotics Arrests	870	676	700	772	680
❑ Total Narcotics Cases	1,507	1,017	1,020	1,030	1,050
❑ Animal Control Citations Issued	505	538	500	342	350
❑ Animals to the Humane Society	4,994	2,506	5,000	2,410	2,500

**Efficiency Measures**

❑ Clearance rate increase (Part 1 UCR Offenses) (%). (Calendar Yr.)	3%	+ .04%	5%	5%	5%
❑ Violent Crime Reduction (%) (Calendar Yr.)	+34%	+ 9.36%	<10%	<10%	<10%
❑ Property Crime Reduction (%) (Calendar Yr.)	+5%	+5.82%	<6%	<6%	<6%

**Effectiveness Measures**

❑ Number of Citizen's Academy attendees that graduate. (Calendar Yr.)	*10	12	12	12	12
❑ Reduction in Customer Service Complaints (Calendar Yr.)	12%	12%	10%	10%	10%
❑ Reduction in sworn turnover rate/excluding retirements (%) (Calendar Yr.)	7%	4%	<6%	<6%	<6%

**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.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,396,800	1,633,460	1,795,637
OPERATING EXPENSE	895,779	834,546	854,670
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>2,292,579</b>	<b>2,468,006</b>	<b>2,650,307</b>
<b>FULL TIME POSITIONS</b>	<b>27</b>	<b>29</b>	<b>30</b>

**Class Title**

Police Chief	1	1	1
Public Relations Manager	0	0	1
Assistant Police Chief	1	1	1
Police Major	1	1	1
Police Captain	2	2	2
Police Lieutenant	7	8	8
Police Sergeant	3	3	3
Police Corporal	2	5	5
Police Officer	1	0	0
Planning & Research Manager	1	1	1
Police Crime Analyst	1	0	0
Legal Administrative Secretary	0	1	1
Administrative Secretary, Sr.	1	1	1
Administrative Secretary	2	1	1
Accounting Technician, Sr.	1	1	1
Secretary	0	0	0
Facilities Maintenance Superintendent	1	1	1
Computer Systems Coordinator	1	1	1
Law Enforcement Center Custodian	1	1	1
<b>TOTAL</b>	<b>27</b>	<b>29</b>	<b>30</b>

## POLICE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2201.</b>				
7110	Regular Wages	1,001,859	1,198,620	1,273,914
7120	Overtime Wages	23,397	10,000	45,946
7130	Temporary Help	5,229	6,240	6,240
7210	W/C Insurance	31,389	28,791	24,676
7220	Tuition Reimbursement	5,178	7,000	3,000
7230	Uniforms	14,496	15,550	14,850
7260	FICA Matching	75,456	92,937	100,969
7270	Pension Matching	84,809	107,567	157,063
7280	Insurance Matching	149,625	166,755	168,979
7285	LTD Insurance Matching	5,362	0	0
7510	Professional Services	102,697	56,600	60,000
7512	Technical Services	253,722	215,428	215,428
7514	Contract Labor	13,466	0	0
7550	Communications	16,398	11,480	18,000
7570	Advertising	1,212	1,500	1,500
7600	Travel	4,327	7,700	8,300
7630	Training and Development	1,506	1,320	1,370
7700	Insurance	100	0	100
7870	Maint: Motor Equipment	13,377	10,000	12,500
7880	Maint: Mach/Imp/Tools	9,101	21,356	21,356
7980	Metro Drug Squad	148,074	109,546	115,000
7981	Dougherty County Jail	268,597	325,000	325,000
7990	Dues and Fees	1,657	2,646	2,646
7995	Contingency	0	500	500
8009	Licenses	28,289	45,000	45,000
8010	Supplies	21,665	15,860	15,860
8016	Small Equipment	1,575	0	0
8018	Books & Subscriptions	1,389	710	710
8110	Motor Fuel	7,087	9,000	10,500
8150	Food	1,540	900	900
	<b>TOTAL, GENERAL FUND:</b>	<b>2,292,579</b>	<b>2,468,006</b>	<b>2,650,307</b>

**POLICE UNIFORM***DESCRIPTION*

The Uniform Division is the largest of the Four (4) divisions which comprise the Albany Police Department. It presently patrols four (4) districts, each with a Community Policing Center. The Uniform Division is committed to serving our community, to enhancing quality of life and to nurturing 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.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	4,992,274	5,597,533	6,072,461
OPERATING EXPENSE	644,565	661,624	692,226
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>5,636,839</b>	<b>6,259,157</b>	<b>6,764,687</b>
<b>FULL TIME POSITIONS</b>	<b>126</b>	<b>123</b>	<b>123</b>

**Class Title**

Police Major	1	1	1
Police Captain	4	4	4
Police Lieutenant	6	6	6
Police Sergeant	18	16	16
Police Corporal	31	25	25
Police Officer	63	69	69
Administrative Secretary	1	1	1
Secretary	1	0	0
Stable Master	1	1	1
<b>TOTAL</b>	<b>126</b>	<b>123</b>	<b>123</b>

**POLICE UNIFORM**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2005/2006</b>	<b>AMENDED 2006/2007</b>	<b>ADOPTED 2007/2008</b>
<b>2202.</b>				
7110	Regular Wages	3,207,967	3,869,353	4,071,090
7120	Overtime Wages	278,857	179,000	280,000
7130	Temporary Help	187,297	0	0
7210	W/C Insurance	131,877	153,642	173,229
7220	Tuition Reimbursement	14,473	19,000	10,500
7230	Uniforms	36,444	36,820	36,820
7260	FICA Matching	268,404	309,699	327,836
7270	Pension Matching	299,214	360,303	509,967
7280	Insurance Matching	544,285	669,716	663,019
7285	LTD Insurance Matching	23,456	0	0
7510	Professional Services	0	4,000	9,500
7512	Technical Services	3,605	3,150	3,150
7550	Communications	5,221	6,776	6,776
7870	Maint: Motor Equipment	334,092	330,000	340,000
7880	Maint: Mach/Imp/Tools	6,193	16,453	17,555
7990	Dues and Fees	30	750	750
8010	Supplies	12,190	9,250	9,250
8016	Small Equipment	4,944	0	0
8018	Books & Subscriptions	251	245	245
8020	Photography	(17)	0	0
8050	Rental of Equipment	20	0	0
8110	Motor Fuel	271,209	286,000	300,000
8150	Food	6,827	5,000	5,000
	<b>TOTAL, GENERAL FUND:</b>	<b>5,636,839</b>	<b>6,259,157</b>	<b>6,764,687</b>

**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, Quartermaster / Supply System, Vehicle Maintenance and the Animal Control Unit.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,213,650	1,509,917	1,594,839
OPERATING EXPENSE	208,525	305,048	343,972
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,422,175</b>	<b>1,814,965</b>	<b>1,938,811</b>
<b>FULL TIME POSITIONS</b>	<b>31</b>	<b>31</b>	<b>31</b>
<b><u>Class Title</u></b>			
Police Major	1	1	1
Police Lieutenant	2	2	2
Police Sergeant	3	3	3
Police Corporal	6	6	6
Police Officer	5	4	4
Police Systems Administrator	1	1	1
Administrative Secretary	0	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
<b>TOTAL</b>	<b>31</b>	<b>31</b>	<b>31</b>



## POLICE SUPPORT SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2203.</b>				
7110	Regular Wages	808,986	1,022,637	1,054,965
7120	Overtime Wages	26,890	26,000	35,000
7130	Temporary Help	5,651	12,995	19,812
7210	W/C Insurance	18,915	18,563	21,604
7220	Tuition Reimbursement	0	1,000	1,000
7230	Uniforms	80,907	96,100	100,000
7260	FICA Matching	62,344	81,215	83,562
7270	Pension Matching	72,544	93,329	129,986
7280	Insurance Matching	131,194	158,078	148,910
7285	LTD Insurance Matching	6,219	0	0
7510	Professional Services	6,016	5,000	4,100
7550	Communications	7,417	6,438	6,500
7600	Travel	41,468	91,000	90,000
7630	Training and Development	16,159	37,500	37,500
7870	Maint: Motor Equipment	16,264	10,000	10,000
7880	Maint: Mach/Imp/Tools	5,469	10,988	12,000
7990	Dues and Fees	120	0	0
8009	Licenses	100	0	0
8010	Supplies	31,268	51,330	77,005
8016	Small Equipment	12,409	15,000	25,000
8017	Printing	43,119	44,000	44,000
8018	Books & Subscriptions	553	492	492
8020	Photography	13,128	13,300	13,300
8110	Motor Fuel	14,997	20,000	24,075
8150	Food	38	0	0
<b>TOTAL, GENERAL FUND:</b>		<b>1,422,175</b>	<b>1,814,965</b>	<b>1,938,811</b>

**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 and 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 Polygraph Unit, the Special Detail Unit, the Forensics Section, the Property Management Section and the Domestic Violence Response Unit.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,823,527	2,167,088	2,150,992
OPERATING EXPENSE	117,477	120,573	136,056
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,941,004</b>	<b>2,287,661</b>	<b>2,287,048</b>
<b>FULL TIME POSITION</b>	<b>38</b>	<b>39</b>	<b>39</b>

**Class Title**

Police Major	1	1	1
Police Captain	2	2	2
Police Lieutenant	7	6	6
Police Sergeant	12	13	13
Police Corporal	12	11	11
Police Officer	0	1	1
Police Crime Analyst	0	1	1
Administrative Secretary	1	1	1
Secretary	2	2	2
Evidence Custodian	1	1	1
<b>TOTAL</b>	<b>38</b>	<b>39</b>	<b>39</b>

## POLICE INVESTIGATIVE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2204.</b>				
7110	Regular Wages	1,198,394	1,473,417	1,545,085
7120	Overtime Wages	97,738	80,000	100,000
7130	Temporary Help	11,498	31,325	25,838
7210	W/C Insurance	41,819	35,338	42,235
7220	Tuition Reimbursement	6,145	9,300	9,300
7230	Uniforms	29,693	31,000	31,000
7260	FICA Matching	95,929	121,233	123,748
7270	Pension Matching	111,018	138,254	192,497
7280	Insurance Matching	221,667	247,221	81,289
7285	LTD Insurance Matching	9,626	0	0
7512	Technical Services	4,277	5,700	6,050
7550	Communications	7,857	8,939	18,290
7600	Travel	0	450	450
7630	Training and Development	0	150	150
7860	Maint: Buildings	(5)	0	0
7870	Maint: Motor Equipment	44,000	35,000	42,000
7880	Maint: Mach/Imp/Tools	5,998	11,136	11,136
7990	Dues and Fees	1,160	815	815
7995	Contingency	2,976	7,000	1,500
8010	Supplies	17,367	10,893	12,665
8018	Books & Subscriptions	502	490	500
8110	Motor Fuel	33,187	40,000	42,500
8150	Food	158	0	0
	<b>TOTAL, GENERAL FUND:</b>	<b>1,941,004</b>	<b>2,287,661</b>	<b>2,287,048</b>

**POLICE BUILDINGS***DESCRIPTION*

Having adopted the Community Oriented Policing philosophy the Albany Police Department operates four Community Policing Centers, which are strategically located within each of our four geographical Community Policing Districts. These centers give the citizens a sense of public safety presence within "their" communities and fosters positive relationships between them and their police department. The buildings serve a variety of purposes such as holding neighborhood watch meetings, town hall style meetings for City Commissioners, public access to needed law enforcement services as well as facilitating officers in the districts with functions that used to require them to commute to the main Police Department (report writing, telephone calls, investigations, etc.). Also included here are expenses for the operation of the Albany Police Department Law Enforcement Center, Mounted Patrol and Firearms Range facilities.

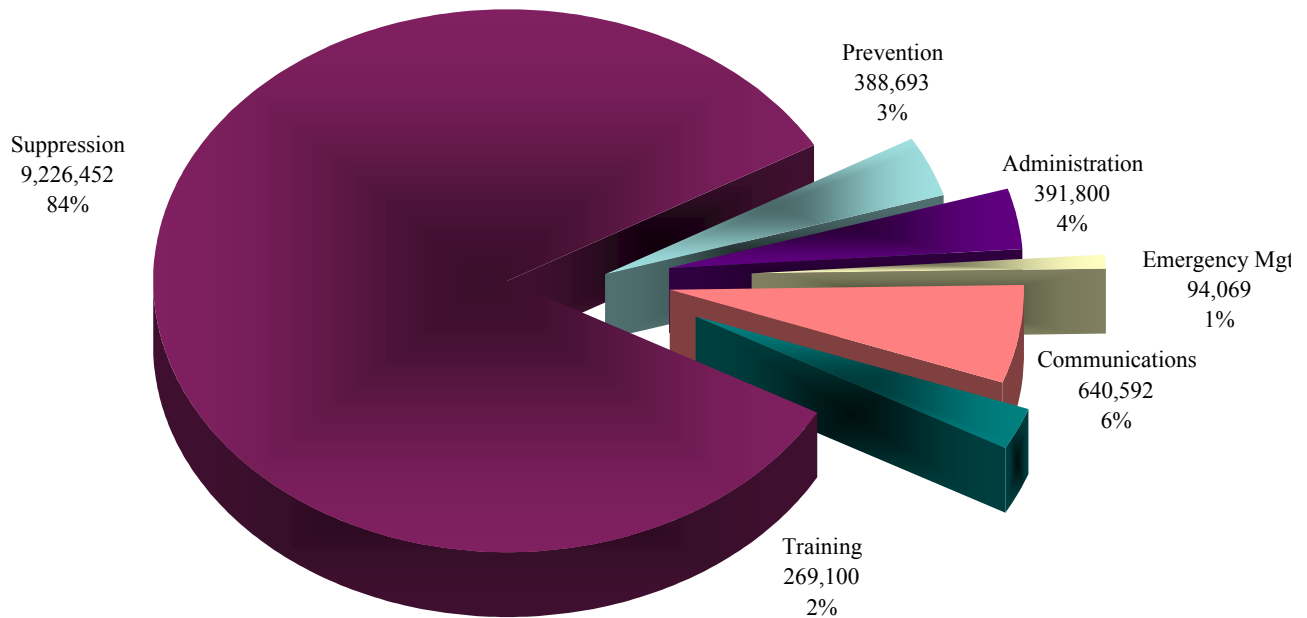
<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	34,987	41,984	42,593
OPERATING EXPENSE	214,175	265,926	268,669
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>249,162</b>	<b>307,910</b>	<b>311,262</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

## POLICE BUILDINGS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2211.</b>				
7110	Regular Wages	661	0	0
7130	Temporary Help	31,390	37,740	38,262
7210	W/C Insurance	484	1,357	1,357
7260	FICA Matching	2,452	2,887	2,974
7512	Technical Services	330	172	576
7514	Contract Labor	2,599	0	0
7550	Communications	17,499	15,663	15,663
7860	Maint: Buildings	38,128	80,361	60,000
7880	Maint: Mach/Imp/Tools	0	3,800	4,200
7900	Utilities	164,291	148,700	171,000
7990	Dues and Fees	(20,643)	0	0
8009	Licenses	0	100	100
8010	Supplies	10,954	16,150	16,150
8018	Books & Subscriptions	1,005	980	980
8050	Equipment Rental	12	0	0
<b>TOTAL, GENERAL FUND:</b>		<b>249,162</b>	<b>307,910</b>	<b>311,262</b>



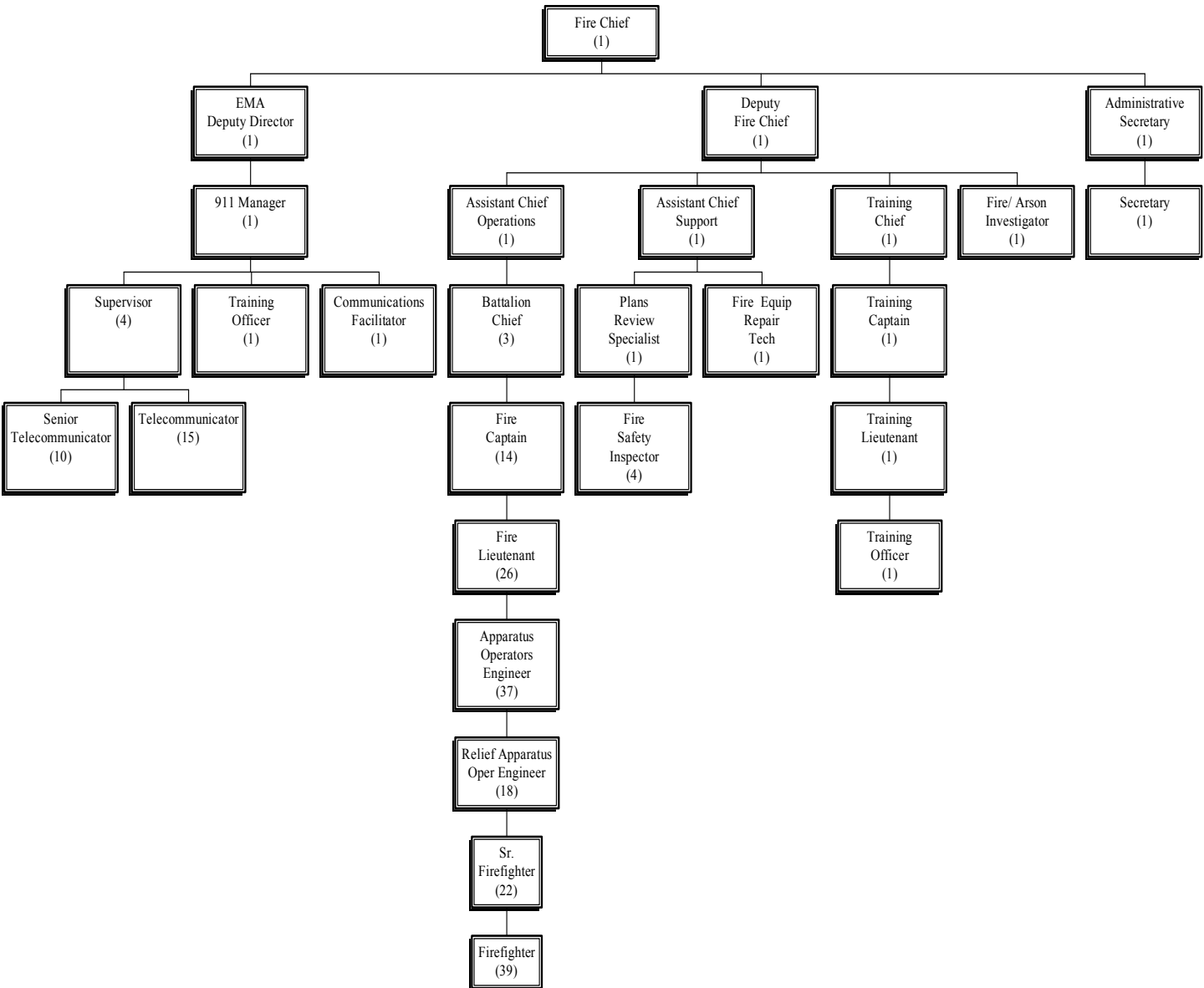
City of Albany  
Adopted Budget  
FY 2008  
Fire Department



Total Expenditures  
\$11,010,706

# Fire Department

## Dept 23





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**FIRE DEPARTMENTAL SUMMARY**


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*DESCRIPTION*


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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 eight divisions - Administration, Fire Fighting, Fire Prevention, Fire Training, Automotive Shop, and Emergency Management, Public Safety Communications, CAD 911, and operates eleven fire stations. CAD 911's expenditures are budgeted separately.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	8,434,356	9,441,524	10,558,471
OPERATING EXPENSE	469,389	452,236	452,236
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>8,903,745</b>	<b>9,893,760</b>	<b>11,010,707</b>
<b>FULL TIME POSITION(S)</b>	<b>188</b>	<b>188</b>	<b>188</b>

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**PERFORMANCE MEASURES**


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See individual divisions for performance measures.



**FIRE ADMINISTRATION****MISSION**

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

**Goals and Objectives**

**Goal 1:** Attract and retain qualified employees.

**Objective 1:** Improve overall recruitment, training and employee development.

**Goal 2:** To provide an atmosphere that supports growth and revitalization.

**Objective 2:** Lower the City's ISO rating to stimulate the local economy.

**Goal 3:** Ensure that all Divisions of the Fire Department complete their goals and objectives in a timely manner.

**Objective 3:** Prepare a comprehensive budget in order to obtain the necessary resources to complete all goals of the department.

**Goal 4:** To obtain maximum team performance.

**Objective 4:** Develop a strong working rapport with other employees. Promote harmony within the department.

**Performance Measures**

	<b>FY '06</b>	<b>FY '07</b>	<b>FY '08</b>
<b><u>Workload Measures</u></b>	<b>Adopted  Actual</b>	<b>Adopted  Projected</b>	<b>Base</b>
<input type="checkbox"/> Monthly Reports (WG&L, State, etc)	N/A 36	36 36	36
<input type="checkbox"/> Payroll processing	N/A 26	26 26	26
<input type="checkbox"/> Tours/Programs (Fire Safety)	N/A 152	150 175	175
<input type="checkbox"/> Daily Activity Reporting	N/A 750	750 750	750
<b><u>Effectiveness Measures</u></b>			
<input type="checkbox"/> High quality, quantity, and error free	N/A 100%	100% 100%	100%
<input type="checkbox"/> Meet deadlines	N/A 100%	100% 100%	100%
<input type="checkbox"/> High productivity	N/A 100%	95% 95%	100%

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	224,821	296,100	358,560
OPERATING EXPENSE	60,306	33,240	33,240
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>285,127</b>	<b>329,340</b>	<b>391,800</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>6</b>

**Class Title**

Deputy Fire Chief	1	1	1
Administrative Secretary, Sr.	1	1	1
Fire Equipment Repair Technician	1	1	1
Fire Chief	1	1	1
Secretary	1	1	1
Arson Investigator*	0	0	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>6</b>

FIRE ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2300.</b>				
7110	Regular Wages	179,124	237,378	273,750
7210	W/C Insurance	2,021	2,587	3,017
7230	Uniforms	8	0	0
7260	FICA Matching	13,395	18,159	20,711
7270	Pension Matching	15,505	21,127	32,217
7280	Insurance Matching	14,005	16,849	28,865
7285	LTD Insurance	763	0	0
7510	Professional Services	472	0	0
7550	Communications	2,744	3,570	3,570
7600	Travel	1,372	3,650	3,650
7630	Train/Cont. Education	1,122	3,650	3,650
7870	Maint: Motor Equipment	28	0	0
7880	Maint: Mach/Imp/Tools	6,351	5,000	5,000
7990	Dues and Fees	75	500	500
8010	Supplies	2,991	3,570	3,570
8017	Printing	436	1,000	1,000
8052	Rent	44,715	11,800	11,800
8150	Food	0	500	500
	<b>TOTAL, GENERAL FUND:</b>	<b>285,127</b>	<b>329,340</b>	<b>391,800</b>



**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.

**Goal 2:** Inspect all fire hydrants in Albany/Dougherty County two times per year for serviceability.

**Objective 2:** Inspect and test 4467 fire hydrants two times per year.

**Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Respond to calls in Albany/Dougherty County	3,400	3,603	3,500	3,500	3,600
❑ Inspect and test fire hydrants in Albany/Dougherty County	3,600	8,934 *	3,600	8,934**	8,934

**Effectiveness Measures**

❑ Calls under 5 minutes	72%	66%	75%	75%	80%
❑ Members completing (hours)	99%	99%	99%	100%	100%
❑ Hydrants tested	100%	100%	100%	100%	100%
❑ Contain fire damage to room of origin	80%	0 ***	0	0***	0

\* This number reflects our updated records (4467 hydrants) and checking the hydrants two times per year.

\*\* This number reflects being required to check the hydrants twice a year.

\*\*\* This item is no longer tracked in new computerized recording system.

**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 eleven fire stations utilizing one hundred fifty-four assigned personnel.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	7,300,757	8,072,691	8,901,856
OPERATING EXPENSE	335,747	324,597	324,597
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>7,636,504</b>	<b>8,397,288</b>	<b>9,226,453</b>
<b>FULL TIME POSITIONS</b>	<b>159</b>	<b>157</b>	<b>154</b>

**Class Title**

Apparatus Operator Engineer	32	40	37
Battalion Chief - 56	3	3	3
Fire Captain	15	15	14
Fire Lieutenant	25	28	26
Firefighter	40	39	38
Senior Firefighter	27	18	17
Relief Apparatus Oper. Engineer	17	13	18
Assistant Chief Operations*	0	1	1
<b>TOTAL</b>	<b>159</b>	<b>157</b>	<b>154</b>



FIRE SUPPRESSION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2301.</b>				
7110	Regular Wages	4,842,690	5,322,618	5,844,990
7120	Overtime Wages	461,287	613,941	658,237
7210	W/C Insurance	116,225	108,999	169,785
7220	Tuition Assistance	0	1,500	1,500
7230	Uniforms	68,565	70,000	70,000
7260	FICA Matching	385,336	454,147	497,497
7270	Pension Matching	462,107	528,354	773,234
7280	Insurance Matching	924,833	973,132	886,613
7285	LTD Insurance Matching	39,714	0	0
7510	Professional Services	22,514	31,490	31,490
7550	Communications	4,851	11,300	11,300
7860	Maint: Buildings	8,487	11,000	11,000
7870	Maint: Motor Equipment	89,527	78,932	78,932
7880	Maint: Mach/Imp/Tools	10,975	10,000	10,000
7900	Utilities	93,991	84,200	84,200
7990	Due and Fees	19	0	0
8010	Supplies	17,084	14,500	14,500
8016	Small Equipment	14,893	10,175	10,175
8017	Printing	1,448	1,000	1,000
8018	Books & Subscriptions	264	0	0
8030	Janitorial Supplies	1,396	2,000	2,000
8060	Laundry	9,196	10,000	10,000
8110	Motor Fuel	61,102	60,000	60,000
	<b>TOTAL, GENERAL FUND:</b>	<b>7,636,504</b>	<b>8,397,288</b>	<b>9,226,453</b>



**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 Albany/Dougherty County on fire safety.

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

**Goal 3:** Reduce arson fires in Albany/Dougherty County.

**Objective 3:** To aggressively investigate all suspicious fires in Albany/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**

	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
<b><u>Workload Measures</u></b>	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Perform annual inspections	3,000	3058	4,000	4,000	4,000
❑ Perform business licenses inspections	300	397	400	400	400
❑ Perform plans review	300	396	400	400	400
❑ Number of kids attending fire prevention	10,114	10,187	10,200	11,000	12,000
<b><u>Efficiency Measures</u></b>					
❑ Number of Arson Arrests	12	12	15	10	10
<b><u>Effectiveness Measures</u></b>					
❑ 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	244,305	338,002	371,193
OPERATING EXPENSE	6,053	17,500	17,500
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>250,358</b>	<b>355,502</b>	<b>388,693</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>6</b>	<b>6</b>

**Class Title**

Assistant Chief -Support	0	1	1
Plans Review Specialist	1	1	1
Fire Safety Inspector	4	4	4
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>6</b>

FIRE PREVENTION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2302.</b>				
7110	Regular Wages	174,605	253,630	263,820
7120	Overtime Wages	457	4,500	4,500
7210	W/C Insurance	8,561	8,509	11,216
7260	FICA Matching	12,725	19,747	20,140
7270	Pension Matching	15,138	22,974	31,330
7280	Insurance Matching	31,382	28,642	40,187
7285	LTD Insurance Matching	1,437	0	0
7550	Communications	875	1,500	1,500
7870	Maint: Motor Equipment	72	0	0
7880	Maint: Mach/Imp/Tools	105	500	500
7990	Dues & Fees	16	0	0
8010	Supplies	4,130	8,000	8,000
8016	Small Equipment	0	5,000	5,000
8017	Printing	817	1,500	1,500
8018	Books & Subscriptions	38	1,000	1,000
<b>TOTAL, GENERAL FUND:</b>		<b>250,358</b>	<b>355,502</b>	<b>388,693</b>



**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:** 24 continuing education training hours per certified firefighter annually.

**Goal 2:** Meet all ISO mandated training requirements.

**Objective 2:** - 240 hours in-service training hours per individual annually.

- Conduct eight 3-hour company drills annually.

**Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Total continuing education hours State required (per firefighter)	20,200	20,200	20,200	20,200	20,200
❑ Total in-service hours ISO required (per firefighter)	40,400	40,398	40,400	40,400	40,400
❑ Total drill hours ISO required (per firefighter)	3,825	3,672*	3,600	3,600**	3,600
❑ Total continuing education hour State required (24 hours per firefighter for recertification)	0	0	1,632	1,632	1,632

\* Reflects reduction in suppression personnel.

\*\* Reflects conversion of personnel in divisions.

**Effectiveness Measures**

❑ Members completing continuing education hours (% of hours)	100	100%	100	100%	100%
❑ Members completing in-service hours ISO required (% of hours)	100	99%	100	100%	100%
❑ Members completing ISO drill hours (%)	100	100%	100	100%	100%

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- Conduct eight 3-hour company drills annually.

**Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Total continuing education hours State required (per firefighter)	20,200	20,200	20,200	20,200	20,200
❑ Total in-service hours ISO required (per firefighter)	40,400	40,398	40,400	40,400	40,400
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\* Reflects reduction in suppression personnel.

\*\* Reflects conversion of personnel in divisions.

**Effectiveness Measures**

❑ Members completing continuing education hours (% of hours)	100	100%	100	100%	100%
❑ Members completing in-service hours ISO required (% of hours)	100	99%	100	100%	100%
❑ Members completing ISO 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	67,663	184,944	263,700
OPERATING EXPENSE	8,515	5,400	5,400
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>76,178</b>	<b>190,344</b>	<b>269,100</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>3</b>	<b>5</b>

**Class Title**

Fire Captain	1	1	1
Fire Lieutenant	1	1	1
Training Officer*			1
Support Coordinator*			1
Training Chief	0	1	1
<b>TOTAL</b>	<b>2</b>	<b>3</b>	<b>5</b>

FIRE TRAINING				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2303.</b>				
7110	Regular Wages	48,754	145,297	201,339
7210	W/C Insurance	1,088	930	2,272
7260	FICA Matching	3,476	11,115	15,188
7270	Pension Matching	4,229	12,931	23,625
7280	Insurance Matching	9,692	14,670	21,276
7285	LTD Insurance Matching	424	0	0
7550	Communications	161	1,500	1,500
7880	Maint: Mach/Imp/Tools	0	300	300
7900	Utilities	408	800	800
8010	Supplies	1,351	1,500	1,500
8016	Small Equipment	6,538	0	0
8017	Printing	57	500	500
8018	Books and Subscriptions	0	800	800
<b>TOTAL, GENERAL FUND:</b>		<b>76,178</b>	<b>190,344</b>	<b>269,100</b>

**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. This division has been tasked with the management of the 911 Communications Division.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	52,724	52,304	66,139
OPERATING EXPENSE	11,720	27,930	27,930
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>64,444</b>	<b>80,234</b>	<b>94,069</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b><u>Class Title</u></b>			
Emergency Management Deputy Director	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>

FIRE/EMERGENCY MANAGEMENT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2305.</b>				
7110	Regular Wages	44,770	44,485	54,742
7210	W/C Insurance	144	144	351
7260	FICA Matching	3,421	3,403	4,188
7270	Pension Matching	3,873	3,959	6,514
7280	Insurance Matching	136	313	344
7285	LTD Insurance Matching	380	0	0
7550	Communications	2,358	9,130	9,130
7870	Maint: Motor Equipment	1,420	0	0
7880	Maint: Mach/Imp/Tools	3,529	13,200	13,200
7990	Dues and Fees	0	500	500
8010	Supplies	1,383	1,500	1,500
8016	Small Equipment	331	600	600
8110	Motor Fuel	2,649	2,000	2,000
8150	Food	50	1,000	1,000
<b>TOTAL, GENERAL FUND:</b>		<b>64,444</b>	<b>80,234</b>	<b>94,069</b>

**FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION***DESCRIPTION*

The Albany Public Safety Communications Division of the Albany Fire Department 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 EM 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	544,086	497,483	597,024
OPERATING EXPENSE	47,048	43,569	43,569
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>591,134</b>	<b>541,052</b>	<b>640,593</b>
<b>FULL TIME POSITIONS</b>	<b>16</b>	<b>16</b>	<b>16</b>

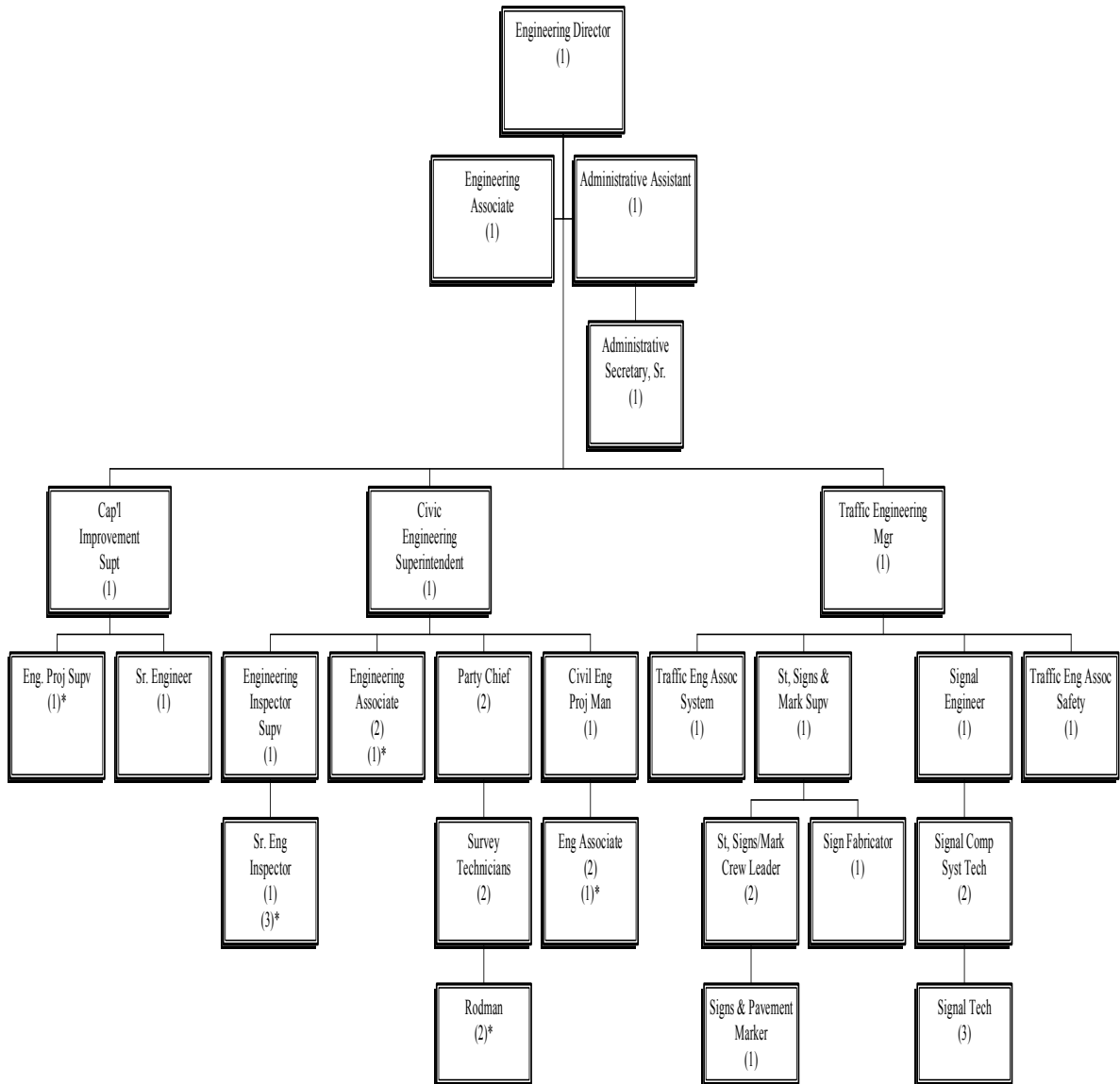
**Class Title**

Telecommunicator, Sr*	5	5	4
Telecommunicator	11	11	12
<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>16</b>



# Engineering Department

## Dept 24



\* Positions 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 '06		FY '07		FY '08
	Adopted	Actual	Adopted	Projected	Base
<b><u>Workload Measures</u></b>					
❑ Provide plans and specifications for alleys	5	5	6	7	6
❑ Provide plans and specs for Sales Tax III, Holloway VI	1	0	1	0	1
❑ Storm Drainage NPDES Annual Report	0	0	1	1	1
❑ Provide plans, specs and project management of EPA grant	0	0	2	0	1
❑ Project Management of Sales Tax III Storm Drainage projects	7	7	0	0	0
❑ Project Management of Capital Development Projects (above ground)	0	10	9	19	14
❑ Administration of Sales Tax Projects	0	17	11	36	29
❑ Requests for Service processed	300	192	300	250	300
❑ Signs/Pavement Markings installed/maintained including roadway miles striped	50,000	54,623	50,000	50,000	50,000
❑ Signs fabricated	1500	1350	1500	1400	1400
❑ Traffic sign service calls	300	368	350	350	350
❑ Traffic signal service calls	700	709	700	700	700
❑ Traffic signal installations/upgrades	3	18	1	19	12
❑ Project Management of Transportation Projects	0	9	20	15	11

**Efficiency Measures**

❑ Response to citizen requests/inspection of sites and Public Works' requests for assistance within 24 hours	24	35	30	35	35
❑ Trouble call response – traffic signals/signs (percentage within 30 min.)	90/80	90/75	90/80	90/80	90/80
❑ Response to citizen requests (traffic) % w/in 1 wk.	45	52	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)	100%	100%	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 (%)	85	85	80	80	80
❑ Projects/no claims filed against contractor (%)	100	100	100	100	100
❑ Projects/no liquidation damages charged (%)	100	100	100	100	100
❑ Projects completed within schedule established (%)	100	100	100	100	100

**Effectiveness Measures**

❑ Providing plans for alley construction (million)	\$1	\$1.2	\$1	\$1.3	\$1
❑ Providing plans to maintain a steady flow of construction projects funded by Sales Tax III & IV/EPA/General Fund/Transit (million)	\$2	\$2	\$2	\$2	\$1
❑ 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	481.9	under >500	508.6	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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,579,509	1,630,278	1,695,477
OPERATING EXPENSE	1,735,813	1,449,520	1,779,320
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>3,315,322</b>	<b>3,079,798</b>	<b>3,474,797</b>
<b>FULL TIME POSITIONS</b>	<b>31</b>	<b>31</b>	<b>31</b>

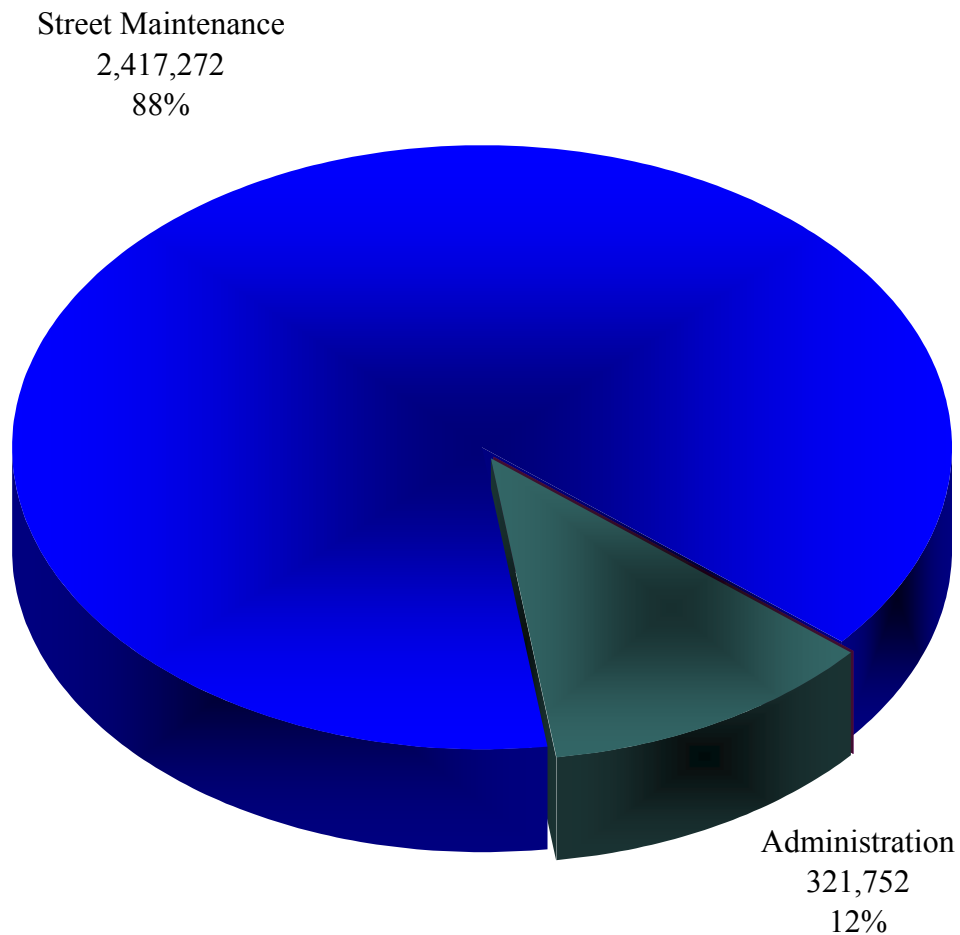
**Class Title**

Projects Administrator	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	6	6
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
Surveying Technician	2	2	2
Engineering Inspection Supervisor	1	1	1
Party Chief	2	2	2
Engineering Inspector, Sr.	1	1	1
Senior Engineer	1	1	1
Capital Development Supt.	1	1	1
Civil Eng. Superintendent	1	1	1
Civil Engineering Projects Manager	0	1	1
<b>TOTAL</b>	<b>31</b>	<b>31</b>	<b>31</b>

ENGINEERING				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>2400</b>				
7110	Regular Wages	1,094,922	1,137,983	1,152,990
7120	Overtime Wages	37,796	18,000	32,000
7130	Temporary Help	37,558	36,000	36,000
7210	W/C Insurance	39,103	41,807	36,093
7220	Tuition Reimbursement	0	500	1,500
7230	Uniforms	9,387	10,000	11,500
7260	FICA Matching	84,588	91,187	101,056
7270	Pension Matching	96,266	102,883	105,464
7280	Insurance Matching	171,414	191,918	218,874
7285	LTD Insurance Matching	8,475	0	0
7510	Professional Services	4,875	2,000	163,000
7512	Technical Services (Surveys, DP)	3,577	4,000	4,000
7514	Contract Labor	0	500	500
7550	Communications	25,943	25,000	27,000
7570	Advertising	0	1,000	500
7600	Travel	5,406	6,000	6,000
7630	Train/Cont. Education	13,157	7,000	12,500
7860	Maint: Buildings	990	1,500	6,400
7870	Maint: Motor Equipment	56,642	50,000	50,000
7880	Maint: Mach/Imp/Tools	29,957	25,000	37,700
7900	Utilities	7,940	6,500	7,500
7910	Street Lights	1,356,942	1,105,450	1,211,950
7990	Dues and Fees	1,196	1,700	2,300
8009	Licenses (CDL, CPA, Etc.)	30	400	400
8010	Supplies	81,880	75,000	106,150
8016	Small Equipment	11,448	15,000	25,000
8017	Printing (Not Std Forms)	834	1,500	1,500
8018	Books and Subscriptions	1,172	1,000	750
8020	Photography	0	200	200
8030	Janitorial Supplies	0	300	300
8050	Equipmental Rental	323	200	400
8052	Rent	92,823	89,370	69,370
8110	Motor Fuel	39,543	30,000	45,000
8150	Food	1,135	900	900
	<b>TOTAL, GENERAL FUND:</b>	<b>3,315,322</b>	<b>3,079,798</b>	<b>3,474,797</b>



City Of Albany  
Adopted Budget  
FY 2007  
Public Works Department  
(General Operations)



Total Expenditures  
\$2,739,024

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**PUBLIC WORKS DEPARTMENTAL SUMMARY**


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*DESCRIPTION*


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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, Street Maintenance, Storm Drainage, and Storm Stations.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,584,486	1,778,620	1,806,500
OPERATING EXPENSE	673,373	864,782	932,529
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>2,257,859</b>	<b>2,643,402</b>	<b>2,739,029</b>
<b>FULL TIME POSITIONS</b>	<b>41</b>	<b>41</b>	<b>41</b>

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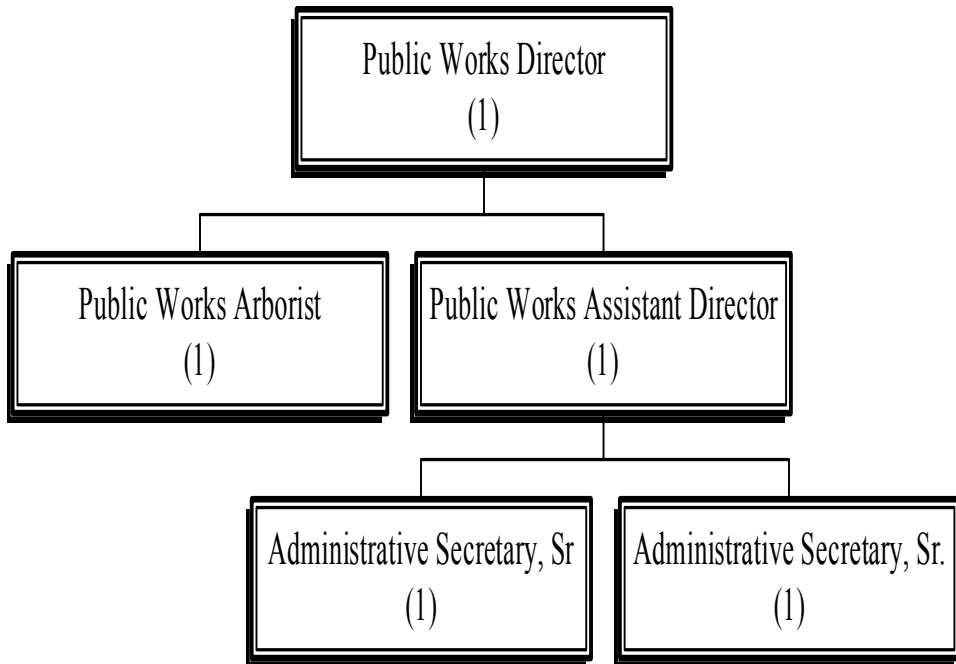
**PERFORMANCE MEASURES**


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See individual divisions for performance measures.

# Public Works - Administration

## Dept 30



**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**

<b><u>Workload Measures:</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Number of Work Orders generated from distribution to completion (Int./Ext.)	15,900	13,046	16,125	15,558	14,473
❑ CMO Requests	32	19	26	22	26
❑ Customer Service Initiative W/O Tracking Report	52	52	52	52	52
❑ Personal Injury/Vehicular Accident/Property Damage Tracking Report	12	97	12	116	100

**Efficiency Measures:**

❑ Total Department W/O Closed (Int./Ext)	15,700	13,046	16,000	15,558	14,473
❑ Total Department W/O Open	150	23	100	166	87
❑ Number of Customers Called Back	4,000	8,452	3,550	5,494	6,226
❑ Number Unable to Contact	1,550	1,700	1,550	2,182	1,625
❑ Number Satisfied Customers	3,970	8,649	3,485	5,316	6,310
❑ Number Dissatisfied Customers	27	2	88	5	15

**Effectiveness Measures:**

❑ Percentage of W/O Closed (Int./Ext.)	99%	94%	99%	95%	97%
❑ Percentage of Customer Callbacks	28%	76%	23%	75%	52%
❑ Percentage Satisfied Customers	99%	99%	98%	98%	99%
❑ Percentage Dissatisfied Customers	1%	1%	2%	2%	1%

**Efficiency/Effectiveness Measures:**

❑ Total Department W/O Closed <b>External</b>	10,300	10,711	9,250	12,576	10,506
❑ Total Do Not Call Back (DNC)	5,230	4,168	4,715	4,926	4,699
❑ Total Actual Dept. External W/O's	5,070	6,543	4,535	7,650	5,807
❑ Number of Customers Called Back	3,300	8,669	3,500	5,494	6,000
❑ Percentage of Customer Callbacks	65%	81%	78%	85%	73%

## 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.

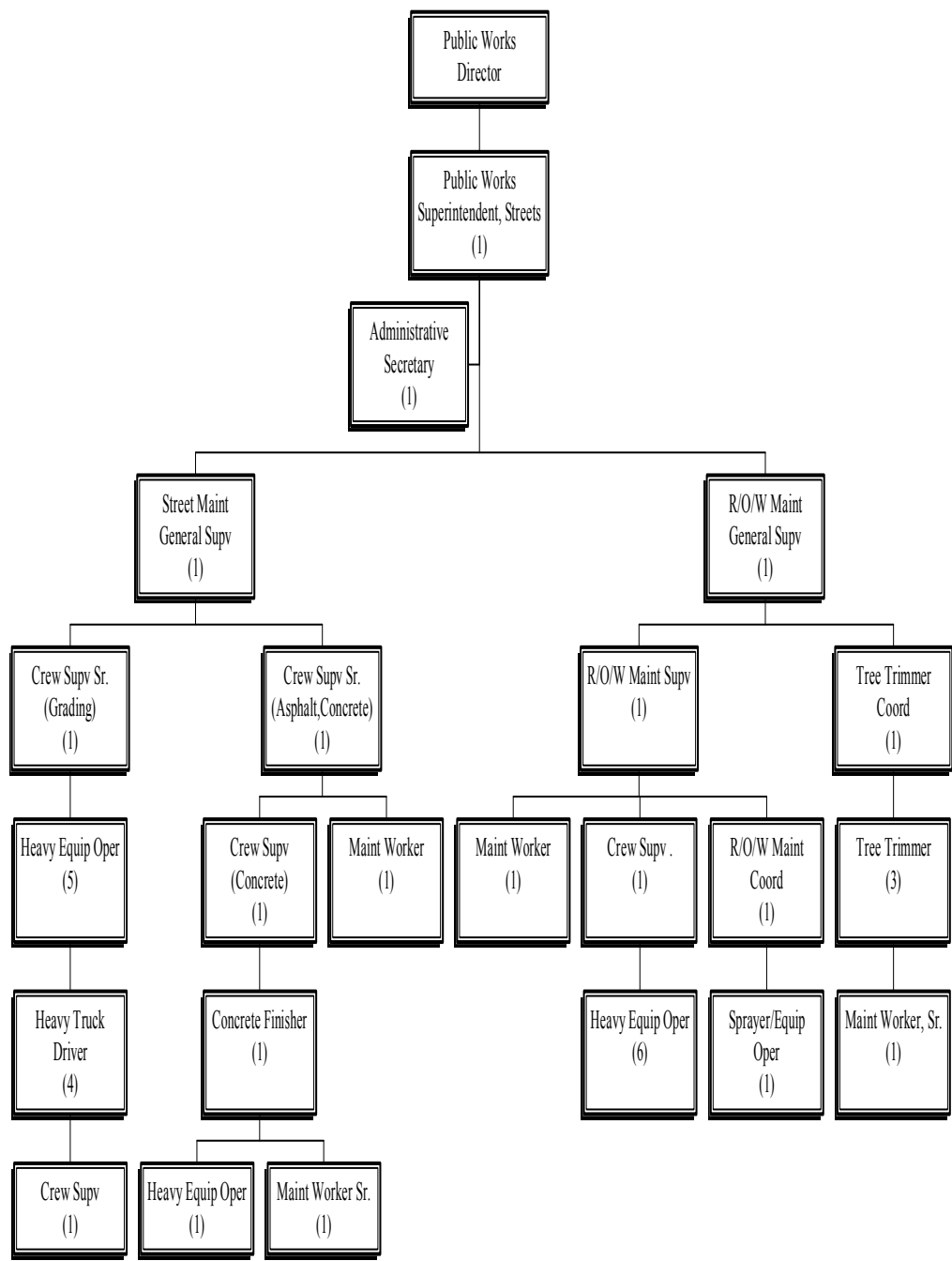
Major Object of Expenditure	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	214,095	263,115	267,246
OPERATING EXPENSE	47,054	54,331	54,506
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>261,149</b>	<b>317,446</b>	<b>321,752</b>
<b>FULL TIME POSITION</b>	<b>5</b>	<b>5</b>	<b>5</b>

<u>Class Title</u>			
Administrative Secretary, Sr	1	2	2
Customer Service Coordinator - PW	2	0	0
Public Works Director	1	1	1
Arborist	0	1	1
Deputy Public Works Director	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

## PUBLIC WORKS ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3000.</b>				
7110	Regular Wages	162,758	185,985	194,248
7120	Overtime Wages	1,051	500	500
7210	W/C Insurance	4,123	4,865	4,523
7230	Uniforms	0	400	0
7260	FICA Matching	11,933	14,266	14,898
7270	Pension Matching	14,045	16,597	17,333
7280	Insurance Matching	19,700	40,502	35,744
7285	LTD Insurance Matching	485	0	0
7510	Professional Services	979	580	580
7512	Technical Services	148	0	0
7550	Communications	4,290	5,500	5,500
7600.01	Travel/Safety	0	1,000	1,000
7860	Maint: Buildings	9,508	7,500	7,500
7870	Maint: Motor Equipment	4,438	3,300	3,300
7880	Maint: Mach/Imp/Tools	6,719	6,500	6,500
7900	Utilities	9,871	9,000	9,000
7990	Dues and Fees	1,041	1,000	1,000
8009	Licenses	0	1,125	1,300
8010	Supplies	3,094	6,122	6,122
8016	Small Equipment	686	4,500	4,500
8017	Printing & Binding	4	300	300
8018	Books & Subscriptions	383	400	400
8030	Janitorial Supplies	3,508	3,204	3,204
8110.01	Motor Fuel	1,775	3,800	3,800
8150	Food	610	500	500
<b>TOTAL, GENERAL FUND:</b>		<b>261,149</b>	<b>317,446</b>	<b>321,752</b>

**Public Works - Street Maintenance**  
**Dept 33**



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**PUBLIC WORKS/STREET MAINTENANCE - SUMMARY**


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*DESCRIPTION*


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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.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,370,391	1,515,505	1,539,254
OPERATING EXPENSE	626,319	807,551	878,023
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,996,710</b>	<b>2,323,056</b>	<b>2,417,272</b>
<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>37</b>	<b>37</b>

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**PERFORMANCE MEASURES**


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See individual divisions for performance measures.

## 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	132,766	132,766	142,763
OPERATING EXPENSE	58,002	55,102	59,765
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>190,768</b>	<b>187,868</b>	<b>202,528</b>
<b>FULL TIME POSITION</b>	<b>1</b>	<b>2</b>	<b>2</b>
<b><u>Class Title</u></b>			
Administrative Secretary	0	1	1
PW Superintendent, Street	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>2</b>	<b>2</b>

STREET ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3300.</b>				
7110	Regular Wages	86,052	86,052	91,907
7120	Overtime Wages	500	500	500
7210	W/C Insurance	4,802	4,802	10,288
7220	Tuition Reimbursement	1,500	1,500	3,000
7230	Uniforms	17,085	17,085	17,085
7260	FICA Matching	6,621	6,621	7,069
7270	Pension Matching	7,703	7,703	8,224
7280	Insurance Matching	8,503	8,503	4,690
7510	Purchased Professional Services	1,500	1,500	1,500
7550	Communications	6,000	6,000	6,000
7570	Advertising	500	0	0
7600	Travel	500	0	0
7630	Training and Development	1,000	500	1,000
7860	Maint: Buildings	25,500	25,500	25,500
7870	Maint: Motor Equipment	626	626	650
7880	Maint: Mach/Imp/Tools	2,600	2,600	2,600
7900	Utilities	12,000	12,000	13,000
7990	Dues and Fees	254	254	250
8009	Licenses	1,000	1,000	1,800
8010	Supplies	1,700	1,700	3,000
8016	Small Equipment	1,400	0	0
8017	Printing	65	65	65
8020	Photography	200	200	200
8110	Motor Fuel	2,757	2,757	3,800
8150	Food	400	400	400
	<b>TOTAL, GENERAL FUND:</b>	<b>190,768</b>	<b>187,868</b>	<b>202,528</b>

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	415,963	466,006	427,725
OPERATING EXPENSE	250,478	387,500	441,320
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>666,441</b>	<b>853,506</b>	<b>869,045</b>
<b>FULL TIME POSITION</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

Heavy Equipment Operator	6	6	6
R/O/W Maintenance Supervisor	1	1	1
R/O/W Maintenance Coordinator	1	1	1
Sprayer/Equipment Operator	1	1	1
Crew Supervisor	1	1	1
PW General Supervisor	1	1	1
Maintenance Worker	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>



STREET MAINTENANCE - RIGHT OF WAY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3301.</b>				
7110	Regular Wages	299,399	331,194	312,349
7120	Overtime Wages	3,881	3,000	3,000
7210	W/C Insurance	17,168	14,474	12,691
7230	Uniforms	120	0	0
7260	FICA Matching	22,138	25,566	24,124
7270	Pension Matching	24,462	29,743	28,066
7280	Insurance Matching	47,296	62,029	47,495
7285	LTD Insurance Matching	1,499	0	0
7510	Purchased Professional Services	160	0	0
7600	Travel	15	0	0
7630	Train/Cont. Education	0	500	500
7630	Maint.:Buildings	96	0	0
7870	Maint: Motor Equipment	150,815	167,960	167,960
7880	Maint: Mach/Imp/Tools	25,458	35,000	35,000
7995	Contingency	0	50,000	100,000
8009	Licences	94	0	0
8010	Supplies	33,265	78,460	82,360
8016	Small Equipment	0	3,500	1,500
8018	Books & Subscriptions	11	0	0
8110	Motor Fuel	40,564	52,080	54,000
	<b>TOTAL, GENERAL FUND:</b>	<b>666,441</b>	<b>853,506</b>	<b>869,045</b>

**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. 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	283,924	304,676	346,585
OPERATING EXPENSE	65,217	75,465	75,765
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>349,141</b>	<b>380,141</b>	<b>422,350</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Class Title**

Concrete Finisher	1	1	1
Heavy Equipment Operator	1	1	1
PW General Supervisor	1	1	1
Maintenance Worker	1	1	1
Crew Supervisor Sr.	1	1	1
Crew Supervisor	1	1	1
Maintenance Worker, Sr.	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>

STREET MAINTENANCE - ASPHALT/CONCRETE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3303.</b>				
7110	Regular Wages	195,686	202,854	239,926
7120	Overtime Wages	453	1,000	1,000
7210	W/C Insurance	14,251	15,641	10,854
7260	FICA Matching	14,128	15,595	18,431
7270	Pension Matching	17,292	18,143	21,442
7280	Insurance Matching	40,556	51,443	54,932
7285	LTD Insurance Matching	1,558	0	0
7510	Professional Services	160	1,500	1,500
7550	Communications	22	0	0
7870	Maint: Motor Equipment	24,163	30,098	30,098
7880	Maint: Mach/Imp/Tools	47	1,000	1,000
8010	Supplies	26,519	27,667	27,667
8012	Supplies: Driveways	2,025	0	0
8050	Rental of Equipment	35	200	500
8110	Motor Fuel	12,246	15,000	15,000
	<b>TOTAL, GENERAL FUND:</b>	<b>349,141</b>	<b>380,141</b>	<b>422,350</b>

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	374,207	434,717	435,891
OPERATING EXPENSE	214,072	243,388	255,077
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>588,279</b>	<b>678,105</b>	<b>690,968</b>
<b>FULL TIME POSITION</b>	<b>11</b>	<b>11</b>	<b>11</b>

**Class Title**

Heavy Equipment Operator	5	5	5
Heavy Truck Operator	4	4	4
Crew Supervisor	1	1	1
Crew Supervisor, Sr.	1	1	1
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>11</b>

STREET MAINTENANCE - GRADING/CONSTRUCTION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3304.</b>				
7110	Regular Wages	271,177	310,350	321,256
7120	Overtime Wages	2,655	3,000	3,000
7210	W/C Insurance	13,405	15,255	13,817
7260	FICA Matching	20,000	23,971	24,806
7270	Pension Matching	23,966	27,888	28,859
7280	Insurance Matching	41,452	54,253	44,153
7285	LTD Insurance Matching	1,552	0	0
7510	Professional Services	102	1,500	1,500
7870	Maint: Motor Equipment	110,918	123,451	134,000
7880	Maint: Mach/Imp/Tools	0	1,400	1,400
8009	Licenses(CDL,CPA,Etc.)	50	0	0
8010	Supplies	38,512	50,704	51,844
8017	Printing	262	140	140
8110	Motor Fuel	64,228	66,193	66,193
<b>TOTAL, GENERAL FUND:</b>		<b>588,279</b>	<b>678,105</b>	<b>690,968</b>

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	163,531	177,340	186,285
OPERATING EXPENSE	38,550	46,096	46,096
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>202,081</b>	<b>223,436</b>	<b>232,381</b>
<b>FULL TIME POSITION</b>	<b>5</b>	<b>5</b>	<b>5</b>

Class Title

Maintenance Worker Sr.	1	1	1
Tree Trimmer	3	3	4
Tree Trimmer Coordinator	1	1	0
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

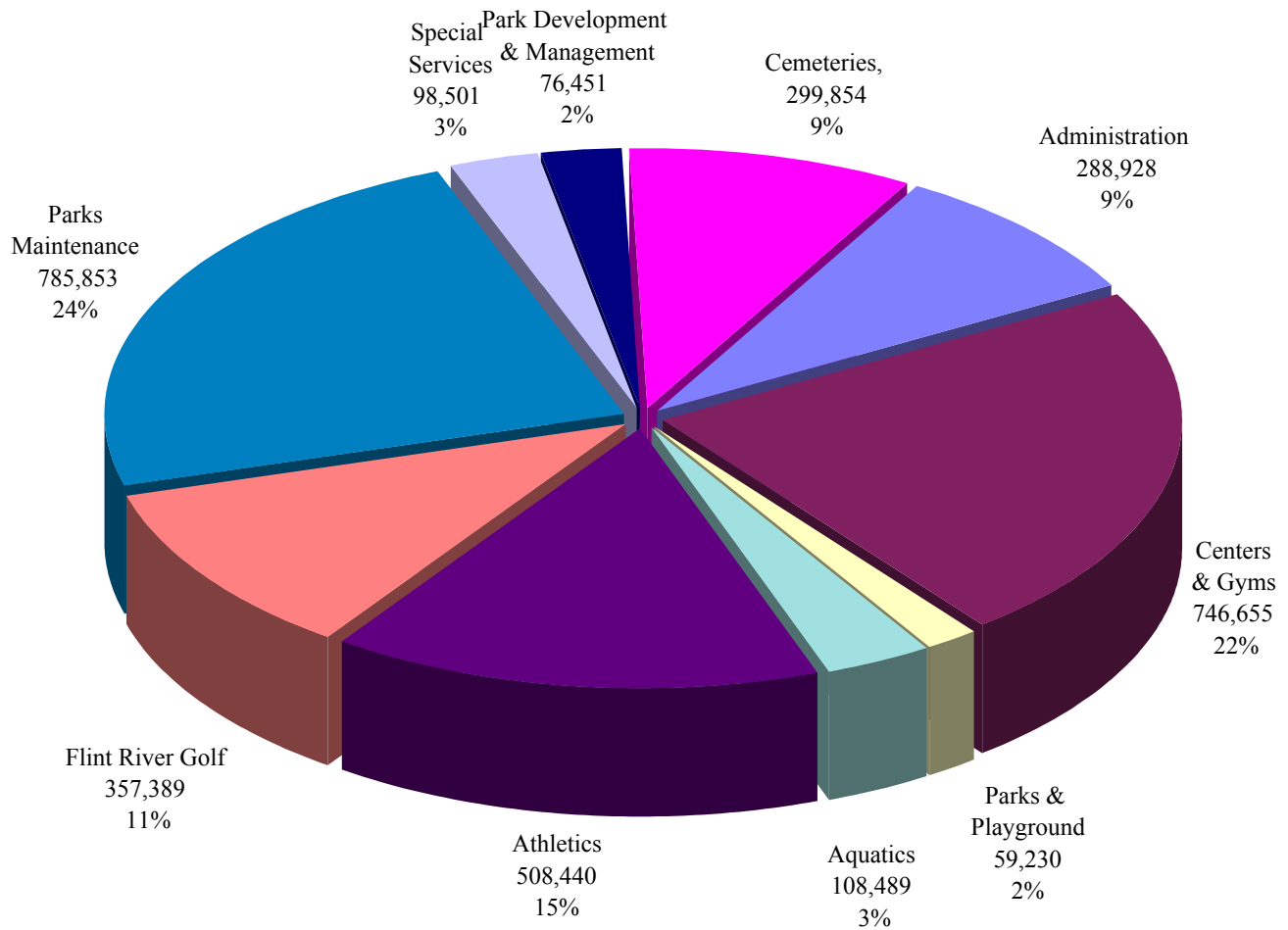
RECREATION/PARKS MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6106.</b>				
7110	Regular Wages	483,506	405,781	402,076
7120	Overtime Wages	3,858	1,752	1,752
7130	Temporary Help	48,847	48,000	48,000
7210	W/C Insurance	21,352	18,990	14,216
7230	Uniforms	5,761	5,600	6,860
7260	FICA Matching	38,456	34,848	30,893
7270	Pension Matching	42,271	36,270	35,941
7280	Insurance Matching	115,754	102,265	125,276
7285	LTD Insurance Matching	2,798	0	0
7510	Professional Services	147	228	228
7512	Technical Services	1,340	0	0
7550	Communications	1,645	1,690	1,500
7600	Travel	30	0	0
7630	Train/Cont. Education	70	0	0
7860	Maint: Buildings	5,606	5,136	5,136
7870	Maint: Motor Equipment	80,524	55,811	55,811
7880	Maint: Mach/Imp/Tools	16,667	13,872	14,200
7900	Utilities	7,894	7,000	7,000
7990	Dues & Fees	564	494	494
8009	Licenses	0	123	123
8010	Supplies	13,020	10,400	10,400
8016	Small Equipment	2,246	1,980	1,980
8017	Printing	0	50	50
8020	Photography	0	0	300
8050	Rental of Equipment	93	250	250
8110	Motor Fuel	38,607	23,367	23,367
8150	Food	0	0	0
	<b>TOTAL, GENERAL FUND:</b>	<b>931,056</b>	<b>773,908</b>	<b>785,853</b>

STREET MAINTENANCE -TREE MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3305.</b>				
7110	Regular Wages	109,314	121,143	125,704
7120	Overtime Wages	379	1,000	1,000
7210	W/C Insurance	4,364	3,463	3,261
7230	Uniforms	43	0	0
7260	FICA Matching	7,779	9,344	9,693
7270	Pension Matching	9,726	10,871	11,277
7280	Insurance Matching	31,043	31,519	35,350
7285	LTD Insurance Matching	883	0	0
7510	Professional Services	138	1,500	1,500
7870	Maint: Motor Equipment	26,175	27,100	27,100
7880	Maint: Mach/Imp/Tools	1,949	3,150	3,150
8009	Licenses	50	432	432
8010	Supplies	874	2,500	2,500
8016	Small Equipment	670	700	700
8110	Motor Fuel	8,694	10,714	10,714
<b>TOTAL, GENERAL FUND:</b>		<b>202,081</b>	<b>223,436</b>	<b>232,381</b>





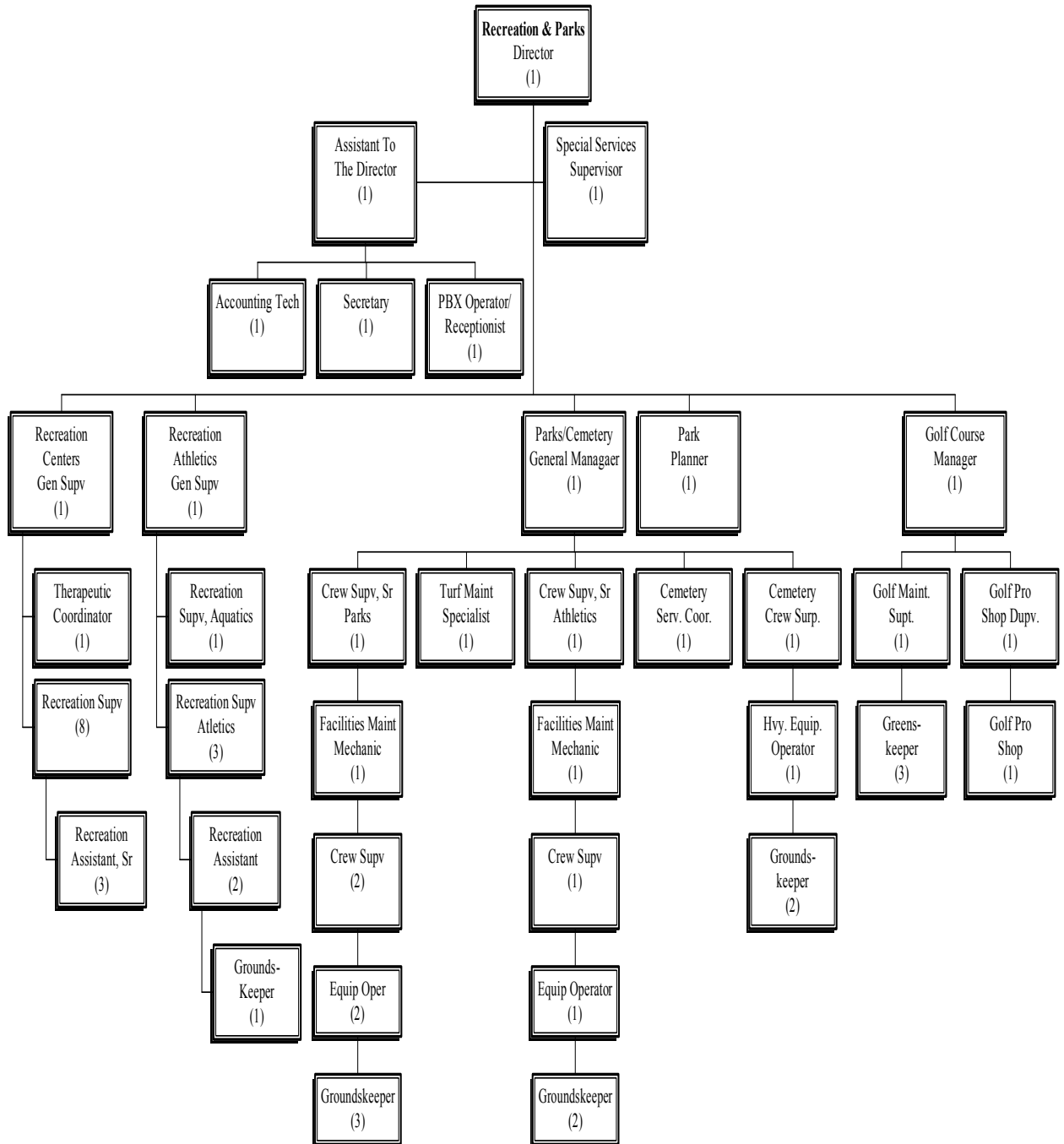
City of Albany  
Adopted Budget  
FY 2007  
Recreation Department



Total Expenditure  
\$3,329,790

# Recreation & Parks Department

Dept 61



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**RECREATION DEPARTMENTAL SUMMARY**


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*DESCRIPTION*


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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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	2,412,237	2,390,253	2,442,152
OPERATING EXPENSE	944,695	855,895	887,638
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>3,356,932</b>	<b>3,246,148</b>	<b>3,329,790</b>
<b>FULL TIME POSITIONS</b>	<b>57</b>	<b>57</b>	<b>57</b>

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**PERFORMANCE MEASURES**


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See individual divisions for performance measures.

**RECREATION DEPARTMENT / ADMINISTRATION**

**MISSION**

The Administrative Division of Recreation and Parks is committed to 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: Provide effective and efficient external communication**

**Objective 1.1:** Ensure public information is accurate, time sensitive and relevant.

**Objective 1.2:** Promote collaborative events with various news media and corporations.

**Objective 1.3:** Increase responsiveness to customer inquiries and requests by responding to 100% of inquiries within 24 hours during Fiscal year 2007/2008.

**Goal 2: Provide quality internal and external customer service**

**Objective 2.1:** Increase responsiveness to customer inquiries and requests by responding to 100% of inquiries within 24 hours during Fiscal year 2007/2008.

**Objective 2.2:** Provide in-service training and team work sessions, to include customer service training, to all staff by June 2008.

**Goal 3: Enhance the Department's Public Image**

**Objective 3.1:** Maintain safe, healthy and appealing work sites.

**Objective 3.2:** Submit departmental award nominations to local and professional organizations.

**Goal 4: Enhance employee moral & interdepartmental collaborations.**

**Objective 4.1:** Host quarterly full-staff meetings.

**Objective 4.2:** Assist ESPRIT Committee with providing quality sites for employee events.

**Objective 4.3:** Assist various divisions with inter-divisional and inter-department events.

**RECREATION DEPARTMENT / ADMINISTRATION****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08 Base</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	
<input type="checkbox"/> # of monthly internal/external communications	N/A	N/A	3,900	N/A	0
<input type="checkbox"/> Host adequate staff meetings to maintain accurate communication (total hours per year)	N/A	N/A	104	N/A	0
<input type="checkbox"/> Host weekly division manager's meeting to maintain accurate communication (# of meetings per year)	N/A	N/A	N/A	52	52
<input type="checkbox"/> Host monthly staff in-service risk management & staff development training opportunities (# of meetings per year)	N/A	N/A	N/A	N/A	12
<b><u>Efficiency Measures</u></b>					
<input type="checkbox"/> Percentage of average time spent for Administrative Staff procession reports, paperwork, invoices and payroll, etc.	N/A	N/A	57%	N/A	0
<input type="checkbox"/> Percentage of time spent for Administrative Staff processing customer calls.	N/A	N/A	43%	N/A	0
<input type="checkbox"/> Percentage of time spent processing citizen requests and/or maintenance work orders. (# of work orders processed by Admin. Staff per year)	N/A	N/A	N/A	N/A	0
<b><u>Effectiveness Measures</u></b>				682	745
<input type="checkbox"/> Percentage of customer service call backs	N/A	N/A	100%	N/A	100%
<input type="checkbox"/>					

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	274,452	226,746	233,762
OPERATING EXPENSE	62,899	58,486	55,166
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>337,351</b>	<b>285,232</b>	<b>288,928</b>
<b>FULL TIME POSITION</b>	<b>5</b>	<b>5</b>	<b>5</b>

Class Title

Accounting Technician	1	1	1
Assistant Director, Recreation	1	1	0
Assistant To The Director	0	0	1
Director, Recreation	1	1	1
PBX Operator/Receptionist	1	1	1
Secretary	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

RECREATION ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6100.</b>				
7110	Regular Wages	201,805	166,042	176,271
7130	Temporary Help	3,144	1,296	0
7210	W/C Insurance	9,327	6,436	1,777
7220	Tuition Assistance	291	0	0
7230	Uniforms	0	0	625
7260	FICA Matching	14,753	12,801	13,485
7270	Pension Matching	17,745	14,778	15,688
7280	Insurance Matching	26,329	25,393	25,916
7285	LTD Insurance Matching	1,058	0	0
7510	Professional Services	1,312	1,038	24
7550	Communications	10,613	7,000	4,724
7570	Advertising	1,845	0	0
7600	Travel	1,172	1,500	1,525
7630	Train/Cont. Education	700	500	650
7860	Maint: Buildings	8,119	12,383	6,109
7870	Maint: Motor Equipment	6,069	1,000	1,000
7880	Maint: Mach/Imp/Tools	5,287	3,600	6,600
7900	Utilities	13,445	13,000	14,600
7990	Dues and Fees	1,949	1,745	1,860
8009	License	0	5,700	5,200
8010	Supplies	6,086	4,765	5,800
8016	Small Equipment	337	2,100	3,000
8017	Printing	1,650	500	500
8018	Books and Subscriptions	203	369	274
8020	Photography	0	200	300
8030	Janitorial Supplies	451	300	0
8040	Fireworks	751	0	0
8050	Equipment Rental	160	0	0
8110	Motor Fuel	2,601	2,586	2,500
8150	Food	149	200	500
	<b>TOTAL, GENERAL FUND</b>	<b>337,351</b>	<b>285,232</b>	<b>288,928</b>



## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	516,060	539,451	558,942
OPERATING EXPENSE	192,506	191,214	187,714
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>708,566</b>	<b>730,665</b>	<b>746,656</b>
<b>FULL TIME POSITION</b>	<b>13</b>	<b>13</b>	<b>13</b>

Class Title

Recreation Assistant	1	3	2
Recreation General Supervisor	1	1	1
Recreation Supervisor	8	8	8
Recreation Assistant, Sr.	2	0	1
Therapeutic Program Coordinator	1	1	1
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>13</b>

## RECREATION/CENTERS AND GYMS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6101.</b>				
7110	Regular Wages	327,579	350,078	364,157
7130	Temporary Help	53,897	48,000	48,000
7210	W/C Insurance	6,979	10,653	11,060
7230	Uniforms	(132)	0	0
7260	FICA Matching	27,488	30,453	27,858
7270	Pension Matching	28,634	31,157	32,410
7280	Insurance Matching	68,540	69,110	75,457
7285	LTD Insurance Matching	3,075	0	0
7510	Professional Services	128	25,400	20,400
7512	Technical Services	33	0	0
7550	Communications	2,906	3,500	3,500
7570	Advertising	400	0	0
7600	Travel	1,788	2,854	500
7610	Auto Allowance	13	0	0
7630	Train/Cont. Education	580	1,370	500
7860	Maint: Buildings	33,264	30,200	30,200
7870	Maint: Motor Equipment	1,611	1,500	1,500
7880	Maint: Mach/Imp/Tools	3,015	3,700	3,700
7900	Utilities	109,509	78,000	78,000
7990	Dues and Fees	570	700	700
8010	Supplies	13,821	20,010	24,534
8016	Small Equipment	2,726	3,500	3,500
8017	Printing	486	800	800
8020	Photography	0	200	200
8030	Janitorial Supplies	5,588	3,480	3,480
8050	Rental of Equipment	566	0	0
8052	Rental of Office Space	14,400	14,400	14,400
8060	Laundry	31	300	500
8110	Motor Fuel	1,025	1,300	1,300
8150	Food	46	0	0
	<b>TOTAL, GENERAL FUND:</b>	<b>708,566</b>	<b>730,665</b>	<b>746,656</b>

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	20,375	33,764	33,764
OPERATING EXPENSE	34,449	20,971	25,466
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>54,824</b>	<b>54,735</b>	<b>59,230</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

RECREATION/PARKS AND PLAYGROUNDS				
ACCT.	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6102.</b>				
7110	Regular Wages	112	0	0
7130	Temporary Help	18,210	29,800	29,800
7210	W/C Insurance	651	1,684	1,684
7260	FICA Matching	1,402	2,280	2,280
7510	Professional Fees	390	341	0
7512	Tech. Serv. (Surveys, DP)	336		
7550	Communications	0	100	66
7860	Maint: Buildings	7,989	3,400	5,000
7900	Utilities	20,804	12,000	0
8010	Supplies	4,360	5,000	20,000
8017	Printing	70	100	200
8020	Photography	0	30	200
8030	Janitorial Supplies	0	0	0
8050	Rental of Equipment	500	0	0
8150	Food	0	0	0
8170	Lunchbag Program	0	0	0
8710	Special Events	0	0	0
	<b>TOTAL, GENERAL FUND:</b>	<b>54,824</b>	<b>54,735</b>	<b>59,230</b>

**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 are 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:** Facilitate the ability of staff and outside user groups to use and care for facility.

**Goal 2:** Develop collaborative partnerships and programs with other Agencies within the community.

**Objective 3:** Broaden our horizon as a Recreation Leader Community Supporter

**Goal 3:** Become fiscally accountable for athletic budget.

**Objective 4:** 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 6:** Complete standard/guidelines handbook.

**RECREATION / ATHLETICS****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b> Adopted Actual	<b>FY '07</b> Adopted Projected	<b>FY '08</b> Base
❑ Number of programs offered	18 0	18 18	18
❑ Number of participants	3000 0	3000 2080	3000
<b><u>Efficiency Measures</u></b>			
❑ Average youth participant cost/program	\$25 0	\$25 \$22	\$22
❑ Average adult team cost/program	\$250 0	\$318 \$343	\$343
<b><u>Effectiveness Measures</u></b>			
❑ Number of Customer Service Survey per program	1.5% 0	50 50	75

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	253,504	259,687	266,598
OPERATING EXPENSE	254,023	241,342	241,842
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>507,527</b>	<b>501,029</b>	<b>508,440</b>
<b>FULL TIME POSITION</b>	<b>8</b>	<b>7</b>	<b>7</b>

Class Title

Recreation Assistant	2	2	2
Recreation General Supervisor	1	1	1
Recreation Supervisor	4	3	3
Groundskeeper	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>7</b>	<b>7</b>

RECREATION/ATHLETICS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6104.</b>				
7110	Regular Wages	177,381	175,112	181,055
7130	Temporary Help	16,652	14,430	14,430
7210	W/C Insurance	3,927	6,207	34,380
7260	FICA Matching	14,144	14,500	13,851
7270	Pension Matching	15,677	15,585	16,114
7280	Insurance Matching	24,039	33,853	6,768
7285	LTD Insurance Matching	1,684	0	0
7510	Professional Services	62	250	250
7514	Contract Labor	39,951	39,500	39,500
7550	Communications	2,664	4,500	4,500
7570	Advertising	795	0	0
7600	Travel	675	1,100	900
7610	Auto Allowance	3	0	0
7630	Train/Cont. Education	290	600	600
7860	Maint: Buildings	40,245	26,822	26,822
7870	Maint: Motor Equipment	2,459	1,300	1,300
7880	Maint: Mach/Imp/Tools	3,035	1,000	1,000
7900	Utilities	123,083	129,400	129,400
7990	Dues and Fees	4,546	3,970	3,970
8010	Supplies	17,381	21,050	21,750
8016	Small Equipment	1,708	500	500
8017	Printing	931	500	500
8018	Books and Subscriptions	0	100	100
8020	Photography	38	50	50
8030	Janitorial Supplies	723	750	750
8050	Equipment Rental	365	250	250
8080	Supplies for Resale	0	1,000	1,000
8110	Motor Fuel	722	1,700	1,700
8150	Food	6	0	0
8710	Special Events	14,341	7,000	7,000
	<b>TOTAL, GENERAL FUND:</b>	<b>507,527</b>	<b>501,029</b>	<b>508,440</b>



**RECREATION / FLINT RIVER GOLF****MISSION**

Provide a challenging, well-manicured golf course that offers a quality golfing experience as well as excellent customer services to its clientele. We are committed to promoting and preserving the traditions and integrity of golf in the community and enhancing its enjoyment.

**Goals and Objectives**

- Goal 1:** Follow up the Turf Grass Maintenance Program with Turner Job Corps.  
**Objective:** To assist Turner Job Corps Landscaping/horticulture department with turf grass program ( internship )
- Goal 2:** To host a Take Your Daughter To Golf Day Program.  
**Objective:** To further promote youth programs for the area.
- Goal 3:** To offer special purchase items and seasonal promotions on golf apparels in the Pro-Shop.  
**Objective:** To increase revenue on merchandises sold in the Pro-Shop.
- Goal 4:** To network with local hotels offering a golf package with their room rates. (Wingate Inn, Holiday Inn and the Hilton Garden Inn)  
**Objective:** To attract out-of-town guests and businesses to the Flint River Municipal Golf Course.
- Goal 5:** Offer a conference room and lunch to a Bridge Club during the week days.  
**Objective:** To promote the conference room rental and concession sales..
- Goal 6:** To offer golf tournament lunch package.  
**Objective:** To promote the concession and the golf course.
- Goal 7:** Partner with TV, Radio Stations and local Business for advertising. Fox 31, WALB 10, WBJY 90.3, K-Country PBS  
**Objective:** To promote the clubhouse and the golf course facility throughout the surrounding areas.
- Goal 8:** The development of three new tees boxes on the Golf Course.  
**Objective:** To provide a flexible and challenging Golf Course offering a quality golfing experience.
- Goal 9:** To expand Golf Clinics to the community.  
**Objective:** To offer golf satellite clinics to the community. (Jr, Women, and Social Clinics)
- Goal 10:** To promoting the banquet room through the membership and the public.  
**Objective:** To make the banquet room available to the community for personal usage with their caterer.

**RECREATION / FLINT RIVER GOLF****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06 Adopted Actual</b>	<b>FY '07 Adopted Projected</b>	<b>FY '08 Base</b>
❑ Conduct youth golf clinics	3 3	3 3	3
❑ Number of special population participants	2 2	2 2	2
❑ Number of hotels informed	2 2	3 3	3
❑ Number of student participants	80 80	100 100	110
<b><u>Efficiency Measures</u></b>			
❑ Number of clinics	3 3	3 0	3
❑ Cost of clinics	\$1,000 \$1,000	\$1,000 \$1,000	\$1,000
❑ Cost for participants	0 0	0 0	0
❑ Percentage of hotels participating	0 0	3 3	3
❑ Percentage of students completing program	100% 100%	100% 100%	100%
<b><u>Effectiveness Measures</u></b>			
❑ Total number of clinics conducted	3 3	3 3	3
❑ Number of participants	80 80	100 100	110
❑ Number of hotels	2 2	3 3	3
❑ Number of students	80 80	100 100	110

## 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	262,397	263,883	243,880
OPERATING EXPENSE	146,293	112,509	113,509
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>408,690</b>	<b>376,392</b>	<b>357,389</b>
<b>FULL TIME POSITION</b>	<b>7</b>	<b>7</b>	<b>7</b>

**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
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>

## RECREATION/FLINT RIVER MUNICIPAL GOLF

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6105.</b>				
7110	Regular Wages	170,125	171,209	177,638
7120	Overtime Wages	950	1,500	0
7130	Temporary Help	23,475	25,246	0
7210	W/C Insurance	5,086	4,738	5,757
7230	Uniforms	1,463	2,000	0
7260	FICA Matching	14,094	15,144	13,589
7270	Pension Matching	15,039	15,371	15,810
7280	Insurance Matching	30,961	28,675	31,086
7285	LTD Insurance Matching	1,204	0	0
7510	Professional Services	0	120	120
7550	Communications	1,466	1,500	1,500
7570	Advertising	380	0	0
7600	Travel	1,713	2,500	2,500
7630	Train/Cont. Education	1,095	1,100	1,100
7860	Maint: Buildings	41,447	39,000	39,000
7870	Maint: Motor Equipment	13,858	5,000	5,000
7880	Maint: Mach/Imp/Tools	2,678	1,000	1,000
7900	Utilities	35,242	30,000	30,000
7990	Dues and Fees	5,046	2,000	2,000
8009	Licenses (CDL, CPA, etc)	0	300	300
8010	Supplies	6,781	6,480	7,480
8016	Small Equipment	175	1,500	1,500
8017	Printing (not standard forms)	340	300	300
8018	Books and Subscriptions	95	200	200
8030	Janitorial Supplies	0	300	300
8050	Equipment Rental	776	476	476
8070	Concession for Resale	13,398	4,800	4,800
8080	Supplies for Resale	11,177	7,880	7,880
8110	Motor Fuel	10,681	7,053	7,053
8150	Food	6	1,000	1,000
8495	Cash Over/ Short	(61)	0	0
	<b>TOTAL, GENERAL FUND:</b>	<b>408,690</b>	<b>376,392</b>	<b>357,389</b>

**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:** Increase citizen knowledge of available park resources.

**Objective 2.1:** Develop websites for each park, including all available amenities at each facility, to be linked to the ARPD website.

**Objective 2.2:** 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 3.1:** Through education and training, the level of professional results will increase among all staff within the Parks Maintenance Division.

**Objective 3.2:** Encourage tournament play by presenting ball fields that meet the standards of the specific organization (ie. Dixie, Legion).

**Goal 4:** Acquire a Park Maintenance software program for tracking, scheduling, and report generating capabilities.

**Objective 4.1:** Determine if employees and equipment are being utilized efficiently and effectively for the Park Maintenance Division.

**RECREATION / PARKS MAINTENANCE****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06 Adopted Actual</b>	<b>FY '07 Adopted Projected</b>	<b>FY '08 Base</b>
<input type="checkbox"/> Park Inspections performed	0 0	52 40	50
<input type="checkbox"/> Acres mowed	250 0	250 1300	1300
<input type="checkbox"/> Positions filled successfully	1 0	2 3	0
<input type="checkbox"/> Number of work orders received	8160 0	850 682	745
<b><u>Efficiency Measures</u></b>			
<input type="checkbox"/> Average number of hours per work order	2.0 0	2.0 2.5	2
<input type="checkbox"/> Man hours per inspection	1 0	1 1	1
<input type="checkbox"/> Man hours spent mowing per month	650 0	800 800	725
<input type="checkbox"/> Percent of work orders closed per month	83% 0%	79% 70%	68%
<b><u>Effectiveness Measures</u></b>			
<input type="checkbox"/> Number of acres mowed per month	200 0	500 400	479
<input type="checkbox"/> Number of vacancies	2 0	2 7	4

**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

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	762,603	653,507	665,014
OPERATING EXPENSE	168,453	120,401	120,839
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>931,056</b>	<b>773,908</b>	<b>785,853</b>
<b>FULL TIME POSITION</b>	<b>17</b>	<b>16</b>	<b>16</b>

**Class Title**

Equipment Operator	3	3	3
Groundskeeper	5	5	5
Maintenance Mechanic	2	2	2
Parks Planner	1	0	0
Crew Supervisor, Sr.	2	2	2
Turf Management Specialist	1	1	1
Crew Supervisor	3	3	3
<b>TOTAL</b>	<b>17</b>	<b>16</b>	<b>16</b>

**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:** Explore potential funding sources to offset the existing budget impact.

**Objective:** Examine through websites/internet resources whereby, potential grants and/or partnership programs to obtain funding.

**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:** 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**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
<input type="checkbox"/> Number of burial services arranged	185	0	179	0	0
<input type="checkbox"/> Number of supplement labor programs established	2	0	2	0	0
<input type="checkbox"/> Monitoring of expenditures for accuracy (weekly)	50	0	51	0	0
<input type="checkbox"/> Analyze methods of increasing revenue annually	0	0	1	0	0
<b><u>Efficiency Measures</u></b>					
<input type="checkbox"/> Reduction in part-time salary accounts	5%	0	1%	0	0
<input type="checkbox"/> Enhance participation in cemetery management, team meeting, and luncheons.	5%	0	5%	0	0
<input type="checkbox"/> Quantity of personnel for supplement labor programs	4	0	5	0	0
<b><u>Effectiveness Measures</u></b>					
<input type="checkbox"/> Increase budget account control for accountability and accuracy	12%	0	10%	0	0
<input type="checkbox"/> Increase in amount of revenue generated	0%	0	0%	0	0
<input type="checkbox"/> Reduction in complaint/concerns received.	7%	0	10%	0	0
<input type="checkbox"/> Increase in division moral, commitment, and pride	95%	0	90%	0	0
<input type="checkbox"/> Percentage of customer satisfaction from surveys.	88%	0	85%	0	0

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	259,468	245,629	268,379
OPERATING EXPENSE	44,103	31,476	31,476
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>303,571</b>	<b>277,105</b>	<b>299,855</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

<u>Class Title</u>			
Cemetery, Parks& Facilities Supervisor	1	1	1
Coordinator-Cemetery Services	1	1	1
Groundskeeper	2	2	2
Heavy Equipment Operator	1	1	1
Crew Supervisor	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

RECREATION/CEMETERIES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6107.</b>				
7110	Regular Wages	166,441	159,986	167,001
7120	Overtime Wages	14,163	1,800	1,800
7130	Temporary Help	10,040	10,000	20,000
7210	W/C Insurance	7,101	4,238	5,206
7220	Tuition Assistance	0	500	0
7230	Uniforms	1,300	2,000	2,000
7260	FICA Matching	14,272	13,142	12,913
7270	Pension Matching	13,035	14,399	15,023
7280	Insurance Matching	32,255	39,564	44,435
7285	LTD Insurance Matching	861	0	0
7510	Professional Services	58	90	90
7512	Tech.Svcs (Surveys,DP)	16	0	0
7550	Communications	1,191	1,300	1,300
7600	Travel	0	100	100
7860	Maint: Buildings	1,888	1,250	1,250
7870	Maint: Motor Equipment	15,699	10,750	10,750
7880	Maint: Mach/Imp/Tools	5,049	3,000	3,000
7900	Utilities	4,653	3,500	3,500
7990	Dues and Fees	180	0	0
8010	Supplies	3,583	1,121	1,121
8016	Small Equipment	580	1,994	1,994
8017	Printing(Not Std. Forms)	0	50	50
8052	Rent	4,185	4,020	4,020
8110	Motor Fuel	7,021	4,301	4,301
	<b>TOTAL, GENERAL FUND:</b>	<b>303,571</b>	<b>277,105</b>	<b>299,855</b>

**RECREATION DEPARTMENT / MARKETING AND SPECIAL SERVICES****MISSION**

The Marketing and Special Services Division of Recreation and Parks is committed to its mission of providing City-Wide Special Events coordination, supporting the department in its marketing endeavors and serving as a liaison between the media, customer, city officials, and the program/activity guests.

**Goals and Objectives****Goal 1: Promote positive external departmental communications**

**Objective 1.1:** Design and plan a broad, Comprehensive public relations program that includes recreational brochures, seasonal booklets, and informative flyers.

**Objective 1.2:** Promote our image with the media by increasing the public's understanding of departmental objectives, functions, and accomplishments – schedule monthly spots on television (WALB), schedule our departmental managers to speak to civic groups, organizations, etc.

**Objective 1.3:** Prepare and submit an annual report for the department highlighting events,

**Objective 1.4:** Enhance our departmental website for improved communication of our calendar and events.

**Goal 2: Improve internal departmental communications**

**Objective 2.1:** Continue to develop the Recreation & Parks Dept. section of “Events Albany,” the City of Albany e-newsletter, in a city wide effort to promote a positive image to the community. “Events Albany” is published twice per month.

**Objective 2.2:** Continue to develop and promote the departmental newsletter, “Yesterday, Today, and Tomorrow,” that focuses on upcoming events and programs within the Department.

**Objective 2.3:** Improve the lines of communications by utilizing website and Channel 16 more efficiently with updated photos of events and participants.

**Objective 2.4:** Develop new marketing initiatives to include a new departmental tag line which will be used with all methods of communication.

**Goal 3: Plan and Implement Special Events**

**Objective 3.1:** Plan and supervise recreation-based, city-wide special events including Special Olympics Georgia Fall Games, Independence Day Fireworks, Art in the Park, Easter Eggstravaganza, and cultural arts programs.

**Goal 4: Strategic and MasterPlan Updates**

**Objective 4.1:** Serve as a team leader for updating both the Strategic Plan and MasterPlan.

**RECREATION DEPARTMENT / MARKETING AND SPECIAL SERVICES****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	
❑ Average # of monthly press releases on events and projects (per month)	12-15	12	15	15	15
❑ Average # of Departmental events & programs displayed on Channel 16, city website, and WALB Community Calendar (per month)	22-28	25	25	25	25
<b><u>Efficiency Measures</u></b>					
❑ Average time spent designing and writing flyers, brochures, and press releases (hours per month)	20-22	20	22	22	22
❑ Average time spent updating information on website, other media outlets and Channel 16 monthly (hours per month)	20-22	NA	22	22	22
<b><u>Effectiveness Measures</u></b>					
❑ Average # of yearly media coverage of the Recreation Department's projects/events in response to press releases	15	0	15	15	15
❑ % of marketing staff's response to our departmental marketing efforts	100%	0	100%	100%	100%

## RECREATION - SPECIAL SERVICES

## DESCRIPTION

To provide the citizens with leisure services and special activities through supervised programs to include but not limited to educational, cultural arts, festivals, fireworks, including therapeutic programs for special populations, and a friendly and wholesome atmosphere for youth and adults in the community and to encourage and incorporate recreation and leisure activities as part of a healthy lifestyle.

Major Object of Expenditure	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	0	32,483	33,725
OPERATING EXPENSE	0	41,610	64,776
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>74,093</b>	<b>98,501</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Class Title</b>			
Recreation Supervisor	0	1	1
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>

## RECREATION - SPECIAL SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6109</b>				
7110	Regular Wages	0	27,476	28,507
7210	W/C Insurance	0	177	183
7260	FICA Matching	0	2,102	2,181
7270	Pension Matching	0	2,445	2,537
7280	Insurance Matching	0	283	317
7510	Professional Services	0	20	0
7550	Communications	0	1,060	325
7570	Advertising	0	8,000	7,000
7600	Travel	0	500	500
7630	Train/Cont. Education	0	500	650
7870	Maint: Motor Equipment	0	500	400
7880	Maint: Mach/Imp/Tools	0	500	1,000
7990	Dues and Fees	0	30	165
8009	License	0	0	186
8010	Supplies	0	500	450
8016	Small Equipment	0	500	300
8017	Printing	0	1,000	1,000
8040	Fireworks	0	25,000	50,000
8110	Motor Fuel	0	500	300
8710	Special Events	0	3,000	2,500
	<b>TOTAL, GENERAL FUND</b>	<b>0</b>	<b>74,093</b>	<b>98,501</b>

## RECREATION - PARK DEVELOPMENT AND MANAGEMENT

## DESCRIPTION

To provide planning, development, and management services to all parks, playgrounds, and recreation facilities. To develop a strategic plan with implementation strategies for what is to become the Parks Services Delivery System.

Major Object of Expenditure	Actual 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	0	66,530	69,025
OPERATING EXPENSE	0	6,676	7,426
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>73,206</b>	<b>76,451</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Class Title</b>			
Park Planner	0	1	1
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>



## RECREATION - PARK DEVELOPMENT AND MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>6110</b>				
7110	Regular Wages	0	48,652	50,477
7210	W/C Insurance	0	1,167	1,203
7230	Uniforms	0	485	0
7260	FICA Matching	0	3,722	3,862
7270	Pension Matching	0	4,330	4,492
7280	Insurance Matching	0	8,174	8,991
7510	Professional Services	0	30	30
7512	Technical Services	0	50	50
7550	Communications	0	396	396
7600	Travel	0	750	850
7630	Train/Cont. Education	0	700	0
7640	Training Development	0	0	1,350
7860	Maint: Buildings	0	500	500
7870	Maint: Motor Equipment	0	2,000	2,000
7880	Maint: Mach/Imp/Tools	0	400	400
7990	Dues and Fees	0	625	625
8009	License	0	125	125
8010	Supplies	0	400	400
8020	Photography	0	50	50
8030	Janitorial Supplies	0	50	50
8050	Equipment Rental	0	50	50
8110	Motor Fuel	0	500	500
8150	Food	0	50	50
	<b>TOTAL, GENERAL FUND</b>	<b>0</b>	<b>73,206</b>	<b>76,451</b>

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**INDEPENDENT AGENCIES**


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*DESCRIPTION*


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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.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	1,719,374	1,561,907	1,611,907
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,719,374</b>	<b>1,561,907</b>	<b>1,611,907</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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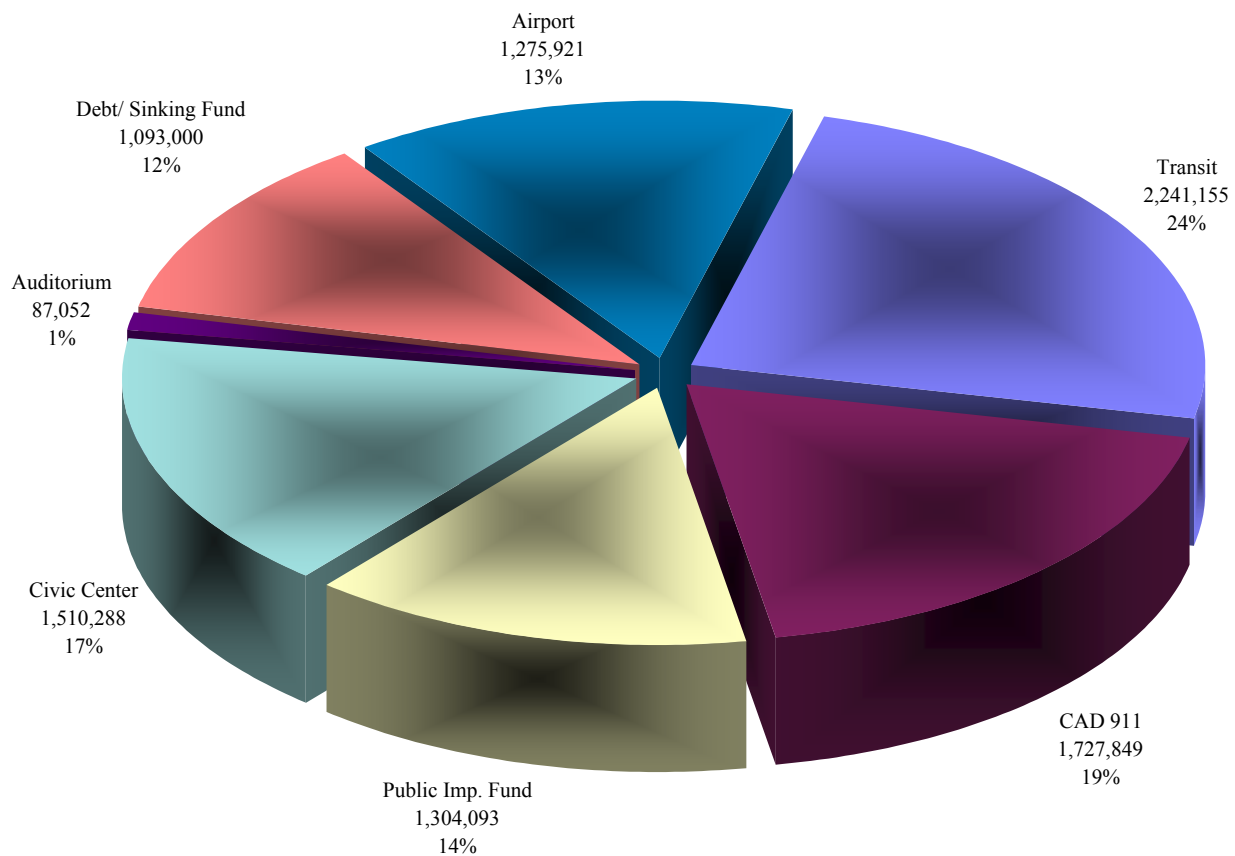
INDEPENDENT AGENCIES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>7100.</b>				
7999.70	Boys Club	40,000	40,000	40,000
7999.75	Albany Area Arts Council	50,000	50,000	50,000
7999.78	Keep Albany-Dougherty Beautiful	3,749	6,000	6,000
7999.82	Sowega RDC	38,751	38,907	38,907
7999.92	Albany/Dougherty Economic Developr	112,500	200,000	225,000
7999.94	Albany Tomorrow	150,000	150,000	250,000
7999.96	Chehaw Park	1,324,374	1,002,000	1,002,000
7999.105	Community Improvement Task Force	27,044	75,000	0
	<b>TOTAL, GENERAL FUND:</b>	<b>1,746,418</b>	<b>1,561,907</b>	<b>1,611,907</b>



## ***SPECIAL FUNDS***

About 9% of the FY 2008 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. Fiscal Year 2008 transfers from the General to the Special Funds total \$2,556,948. 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 2008 Special Funds

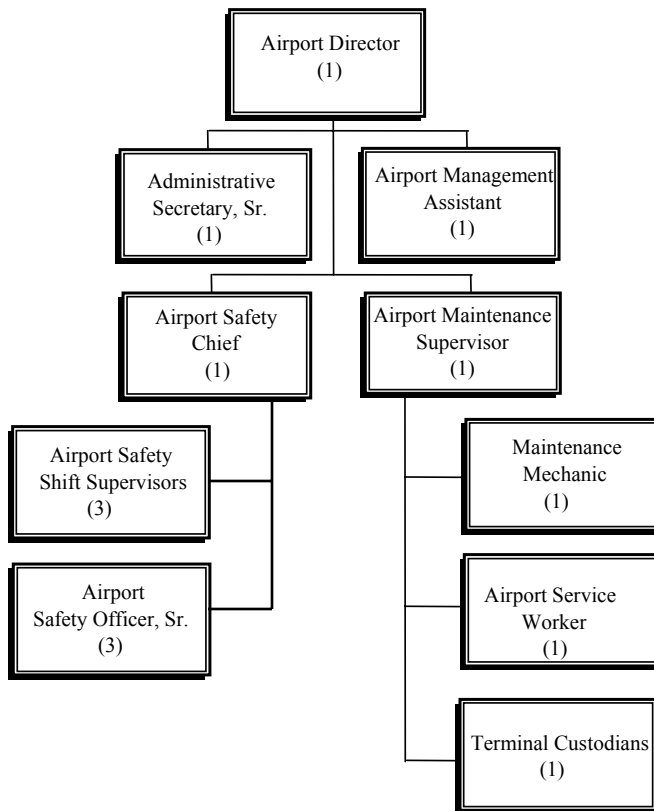


Total Expenditures  
\$9,239,358



# Southwest Georgia Regional Airport

## Dept 7003





**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 provide the best customer service possible within budget constraints.

**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.

**Objective 3:** Complete construction on primary taxiway, Taxiway “A” providing for widening & strengthening the taxiway to support Class IV aircraft that routinely operate at this facility.

**Objective 4:** Research funding opportunities to acquire a new fire fighting vehicle.

**Objective 5:** Conduct safe & efficient Tri-Annual Disaster “Live Fire” Exercise, satisfying FAA requirements.

**Goal 2:** Increase capacity of Airport facilities.

**Objective 6:** Complete design for rehabilitation of Taxiways “B” and “C”.

**Goal 3:** Strive to improve passenger enplanements which in turn will increase federal participation on Airport Improvement Program (AIP) projects.

**Objective 7:** Continue to monitor Albany’s fare structure with Delta revenue management team.

**SOUTHWEST GEORGIA REGIONAL AIRPORT**  
**Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Number of accidents/alerts	80	24	80	24	50
❑ Number of work orders.	500	119	500	250	300
❑ Number of passenger enplanements	37,000	37,830	37,000	38,000	38,760
❑ Number of aircraft operations	47,000	49,380	47,000	50,000	50,000

**Efficiency Measures**

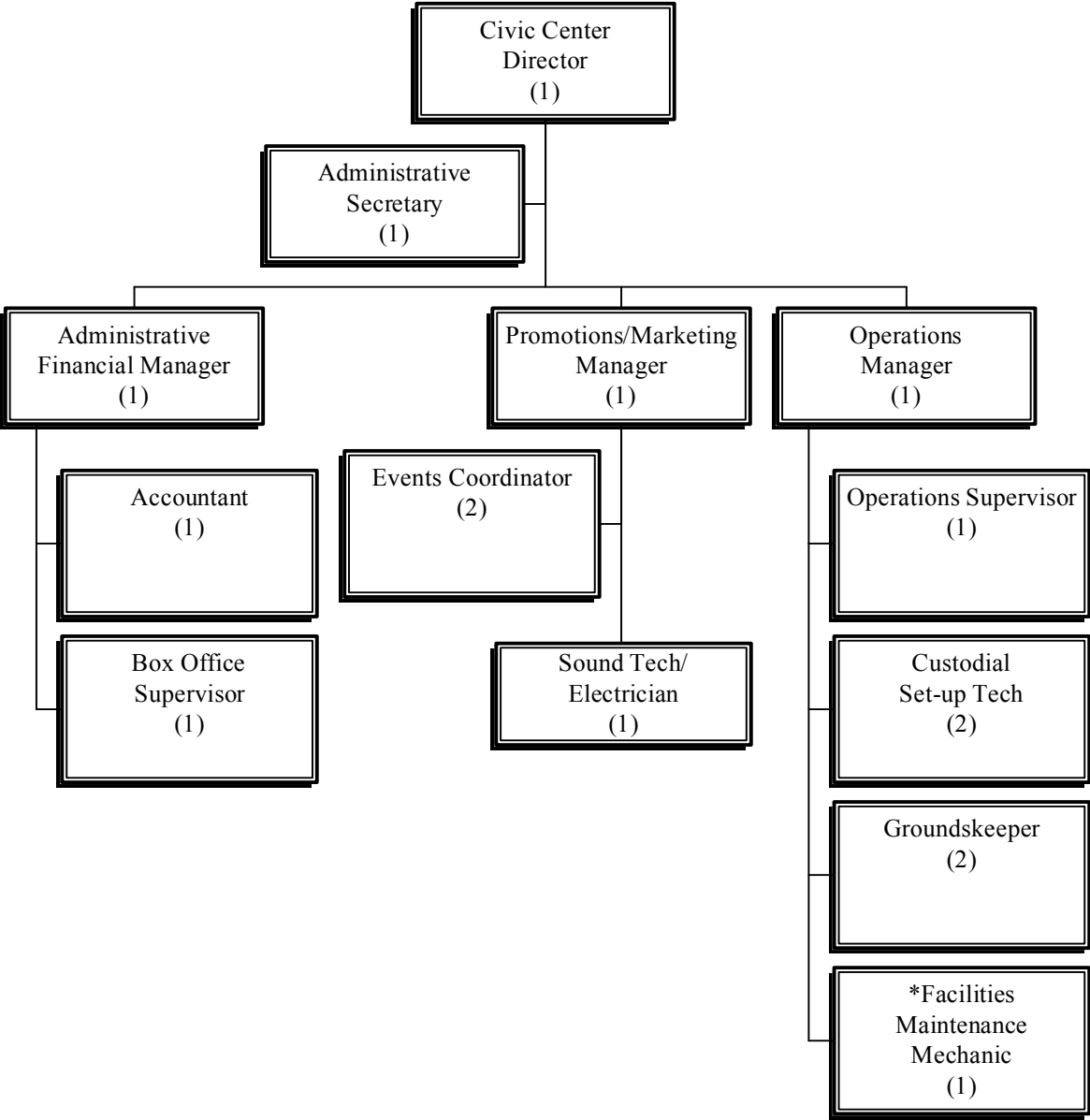
❑ Appropriate response to accidents/alerts (min)	2-3	2-3	2-3	2-3	2-3
❑ Average time work orders are open (days)	7-10	5-8	7-10	5-8	3-4
❑ Capacity Projects Completed on-time, under budget	1	3	1	3	2

**Effectiveness Measures**

❑ Response times to accidents/alerts less than 5 minutes.	95%	100%	95%	100%	99%
❑ Average number of work orders open under 30 days per month.	20	10	20	20	20
❑ Passenger Facility Charges Collected (hundreds of thousands of dollars)	1	1.7	1	1.7	1.7
❑ Federal Grants Obtained (millions of dollars)	1.25	2.07	1.25	3.46	3.1



**Civic Center Complex**  
**Dept 73**



**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	692,313	816,671	926,254
OPERATING EXPENSE	363,243	573,201	584,034
CAPITAL OUTLAY	584,441	0	0
<b>TOTAL</b>	<b>1,639,997</b>	<b>1,389,872</b>	<b>1,510,288</b>
<b>FULL TIME POSITION</b>	<b>15</b>	<b>15</b>	<b>16</b>

**Class Title**

Accountant, Sr	1	1	1
Administrative Financial Manager	1	1	1
Box Office Supervisor	1	1	1
Director, Civic Center	1	1	1
Events Coordinator	2	2	2
Sales & Booking Assistant	0	0	1
Groundskeeper	2	2	2
Custodial & Set-up Technician	0	0	1
Operations Supervisor	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
Marketing Manager	1	1	1
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>16</b>

CIVIC CENTER				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>7303.</b>				
7110	Regular Wages	441,589	521,303	598,681
7120	Overtime Wages	11,781	16,500	16,500
7130	Temporary Help	74,045	77,208	77,208
7210	W/C Insurance	11,519	30,052	30,052
7220	Tuition Reimbursement	0	1,500	1,500
7230	Uniforms	1,916	3,000	3,000
7260	FICA Matching	48,488	47,048	47,061
7270	Pension Matching	41,531	47,864	54,751
7280	Insurance Matching	58,955	70,266	97,501
7285	LTD Matching	2,489	1,929	0
7510	Professional Services	2,642	700	700
7512	Technical Services	870	800	800
7514	Contract Labor (Temp)	17,463	8,000	8,000
7520	Advertising Expense	373	373	0
7550	Communications	18,058	25,000	25,373
7570	Advertising	3,030	15,000	15,000
7600	Travel	4,020	5,000	5,000
7630	Training/Cont. Education	425	1,500	1,500
7860	Maint: Buildings	28,271	64,000	64,000
7870	Maint: Motor Equipment	21,935	10,000	10,000
7880	Maint: Mach/Imp/Tools	0	7,000	7,000
7900	Utilities	194,832	186,000	186,000
7990	Dues and Fees	9,333	8,730	8,730
7995	Bad Debt Expense	1,824	1,500	1,500
8009	Licenses	0	2,250	2,250
8010	Supplies	15,189	13,408	13,408
8016	Small Equipment (\$1,000 max)	13,334	12,892	12,892
8017	Printing	1,500	800	800
8018	Books & Subscriptions	1,079	525	525
8020	Promotional	0	5,000	5,000
8030	Janitorial Supplies	12,184	10,000	10,000
8050	Rental of Equipment	2,851	2,500	2,500
8052	Rent	8,853	8,600	8,600
8110	Motor Fuel	5,112	7,500	7,500
8150	Food	32	500	500
8495	Cash Over/Short	33	0	0
8900	Depreciation	410,498	0	0
8951	Indirect Cost	173,943	175,623	186,456
<b>TOTAL, CIVIC CENTER FUND:</b>		<b>1,639,997</b>	<b>1,389,872</b>	<b>1,510,288</b>

## 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	28,129	35,614	5,300
OPERATING EXPENSE	50,791	57,833	81,752
CAPITAL OUTLAY	126,541	0	0
<b>TOTAL</b>	<b>205,461</b>	<b>93,447</b>	<b>87,052</b>
<b>FULL TIME POSITION</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b><u>Class Title</u></b>			
Facilities Maintenance Mechanic	1	1	0
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>0</b>

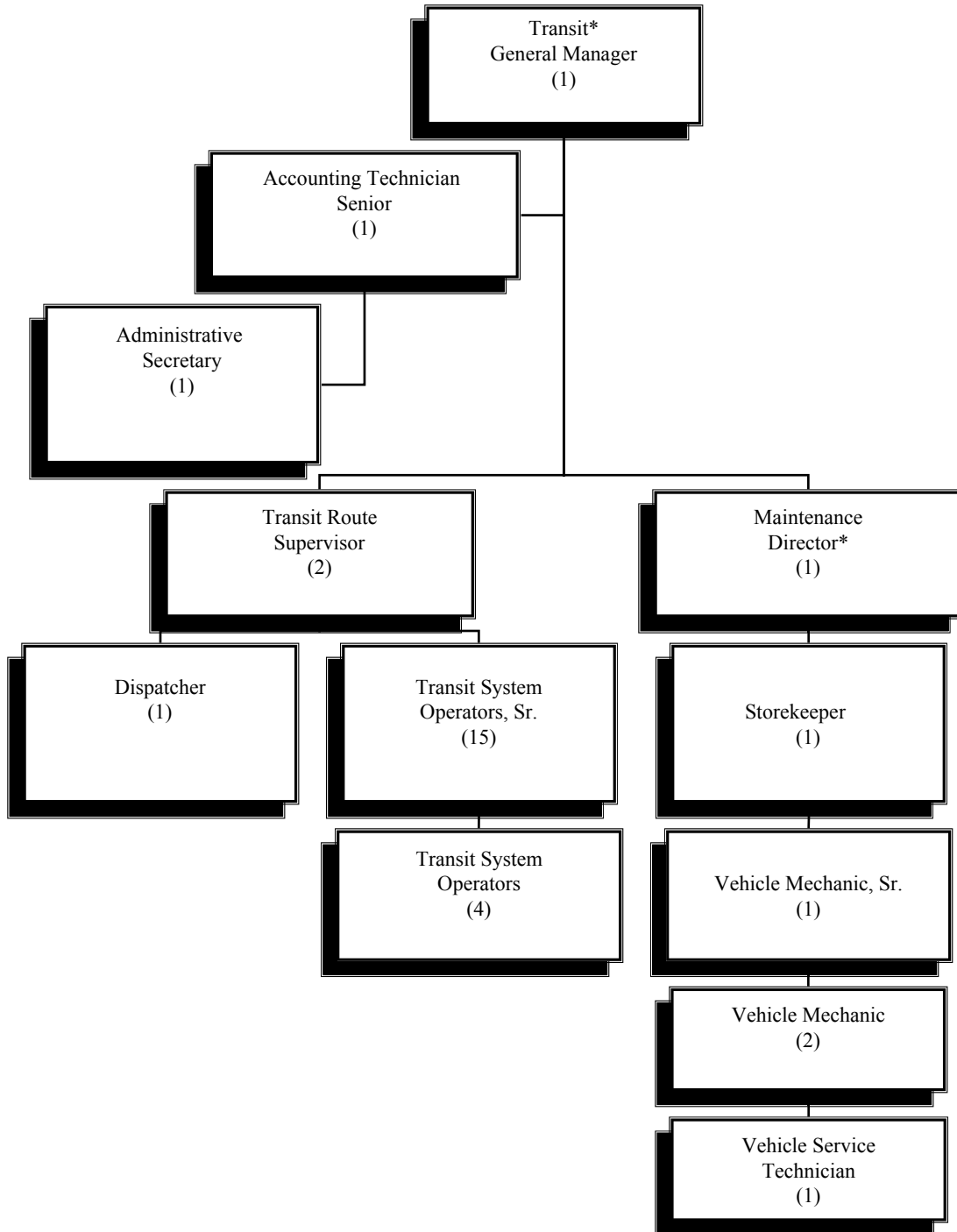
MUNICIPAL AUDITORIUM				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>7202.</b>				
7110	Regular Wages	19,570	25,246	0
7120	Overtime Wages	833	900	0
7130	Temporary Help	0	500	5,300
7210	W/C Insurance	329	333	0
7220	Tuition Assistance	0	300	0
7230	Uniforms	292	400	0
7260	FICA Matching	1,554	2,038	0
7270	Pension Matching	1,902	2,327	0
7280	Insurance Matching	3,387	3,476	0
7285	LTD Matching	262	93	0
7550	Communications	654	1,000	1,000
7570	Advertising	0	500	500
7600	Travel	0	0	0
7630	Train/Cont. Education	0	150	150
7700	Insurance	0	0	0
7860	Maint: Buildings	9,197	10,881	35,000
7880	Maint: Mach/Imp/Tools	0	800	800
7900	Utilities	31,054	29,100	29,100
8010	Supplies	174	1,400	1,400
8010.01	Office Supplies	0	200	0
8016	Small Equipment	200	550	550
8017	Printing	457	100	100
8020.ART	Artscape	8,165	0	0
8030	Janitorial Supplies	482	800	800
8050	Rental of Equipment	201	200	200
8495	Cash Over/Short	207	0	0
8900	Depreciation	114,583	0	0
8951	Indirect Cost	11,958	12,152	12,152
<b>TOTAL, MUN. AUDITORIUM:</b>		<b>205,461</b>	<b>93,447</b>	<b>87,052</b>





# Albany Transit System

## Dept 77



\*Contract Positions

**TRANSIT SYSTEM**

**MISSION**

To ensure access to quality of life for City of Albany residents by providing safe, reliable and cost efficient public transportation.

**Goals and Objectives**

**Goal 1:** Provide a safe environment for our passengers, employees and the public

**Objective 1:** To provide a Safety Committee

**Objective 2:** To provide passenger newsletters

**Objective 3:** To provide refresher training for all vehicle operators

**Goal 2:** Provide reliable transportation for our passengers

**Objective 4:** To provide on-time schedule adherence

**Objective 5:** To eliminate missed trips within our control

**Objective 6:** To complete a Transit Development Plan

**Goal 3:** Provide cost efficient public transportation

**Objective 6:** Operate at a cost per mile that meets or exceeds the approved budget

**Objective 7:** To annually review the passenger fare structure

**Objective 8:** Maintain a vehicle preventative maintenance program

**TRANSIT SYSTEM****Performance Measures**

	FY '06		FY '07		FY '08 Base
<b><u>Workload Measures</u></b>	Adopted	Actual	Adopted	Actual	
▫ Number of road checks reported	5,200	4,500	3,840	2,397	3,840
▫ Number of road calls performed	100	120	95	94	95
▫ Number of accidents/incidents reviewed	NA	NA	100%	100%	100%
<b><u>Efficiency Measures</u></b>					
▫ Vehicles serviced on schedule	100%	100%	100%	85%	100%
▫ Operators in refresher training	NA	NA	30	30	30
▫ Number of Safety Committee Meetings	NA	NA	12	8	12
▫ Number of Company Safety Meetings	NA	NA	4	4	4
<b><u>Effectiveness Measures</u></b>					
▫ Chargeable complaints	NA	NA	12	12	12
▫ Miles between roadcalls	4,500	5,830	6,000	8,687	6,000
▫ Provide Transit Time via radios	NA	NA	8 x per day	8 x per day	8 x per day
▫ Provide passenger newsletters	NA	NA	NA	NA	4

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,438,908	1,372,610	1,389,383
OPERATING EXPENSE	538,477	774,050	851,772
CAPITAL OUTLAY	678,769	0	0
<b>TOTAL</b>	<b>2,656,154</b>	<b>2,146,660</b>	<b>2,241,155</b>
<b>FULL TIME POSITION</b>	<b>29</b>	<b>29</b>	<b>29</b>

<b><u>Class Title</u></b>			
Storekeeper	1	1	1
Accountant	1	1	1
Dispatcher - Transit	1	1	1
Vehicle Mechanic, Sr.	1	1	2
Vehicle Mechanic	2	2	1
VehicleService Technician	1	1	1
Administrative Secretary	1	1	1
Transit Route Supervisor	2	2	2
Transit System Operator I	5	4	3
Transit System Operator Sr.	14	15	16
<b>TOTAL</b>	<b>29</b>	<b>29</b>	<b>29</b>

TRANSIT SYSTEM				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>7702.</b>				
7110	Regular Wages	748,397	780,247	779,803
7120	Overtime Wages	210,824	91,569	120,548
7130	Temporary Help	109,645	125,005	128,755
7210	W/C Insurance	47,121	38,128	41,778
7230	Uniforms	11,800	15,000	15,000
7260	FICA Matching	76,355	76,257	68,877
7270	Pension Matching	78,903	77,592	80,131
7280	Insurance Matching	150,850	165,926	154,491
7285	LTD Matching	5,013	2,887	0
7510	Professional Services	2,571	1,518	2,100
7512	Technical Services	700	1,200	2,750
7513	Administrative Services	153,664	162,804	187,535
7550	Communications	7,345	8,182	8,182
7570	Advertising	435	1,000	1,000
7600	Travel	30	4,330	4,330
7630	Train/Cont. Education	220	1,000	2,000
7700	Insurance	0	0	10,000
7860	Maint: Buildings	7,552	6,452	8,000
7870	Maint: Motor Equipment	10,741	9,000	14,000
7880	Maint: Mach/Imp/Tools	10,178	9,900	15,000
7900	Utilities	20,937	20,000	20,000
7990	Dues and Fees	1,282	1,282	1,296
8009	Licenses	50	0	4,031
8010	Supplies	3,040	4,000	4,000
8016	Small Equipment	42	410	410
8017	Printing	5,637	5,000	12,000
8018	Books & Subscriptions	306	307	307
8030	Janitorial Supplies	6,338	6,625	6,625
8050	Rental of Equipment	52	0	0
8052	Rental of Building	1,304	0	0
8110	Motor Fuel	305,149	288,639	288,639
8150	Food	904	1,750	1,750
8900	Depreciation	290,440	0	0
8951	Indirect Cost	388,329	240,651	257,817
	<b>TOTAL, SPECIAL FUND:</b>	<b>2,656,154</b>	<b>2,146,660</b>	<b>2,241,155</b>

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**PUBLIC/CAPITAL IMPROVEMENT FUND**


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*DESCRIPTION*


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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.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	1,623,983	649,300	1,304,095
<b>TOTAL</b>	<b>1,623,983</b>	<b>649,300</b>	<b>1,304,095</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**FIRE - 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 Albany Public Safety Communications Division of the Albany Fire Department. This fund is used solely for the upgrade and enhancement of the Albany Public Safety 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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	727,725	868,388	1,167,458
OPERATING EXPENSE	509,940	568,024	560,390
CAPITAL OUTLAY	20,100	0	0
<b>TOTAL</b>	<b>1,257,765</b>	<b>1,436,412</b>	<b>1,727,848</b>
<b>FULL TIME POSITIONS</b>	<b>16</b>	<b>16</b>	<b>24</b>

**Class Title**

Communications Facilitator	1	1	1
Communications Manager	1	1	1
Communications Training Officer	1	1	1
Communications Shift Supervisor	4	4	4
Telecommunicator, Senior	6	6	5
Telecommunicator	3	3	12
<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>24</b>



FIRE - CAD 911				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>22</b>				
7110	Regular Wages	425,871	463,100	725,023
7120	Overtime Wages	86,636	139,000	85,620
7130	Temporary Help	56,855	84,500	49,079
7210	W/C Insurance	1,774	921	2,000
7220	Tuition Assistance	0	1,500	0
7260	FICA Matching	41,823	52,525	65,769
7270	Pension Matching	44,265	53,587	96,467
7280	Insurance Matching	68,028	71,580	141,001
7285	LTD Insurance Matching	2,473	1,675	2,500
7510	Purchased Professional Services	3,038	6,560	6,590
7514	Contract Labor	14,772	0	0
7550	Communications	301,717	270,000	302,000
7600	Travel	6,474	12,500	6,500
7630	Train/Cont. Education	2,961	15,000	11,000
7860	Maint: Buildings	741	2,500	1,500
7870	Maint: Motor Equipment	15	1,500	500
7880	Maint: Machinery, Imp & Too	154,902	219,721	200,000
7900	Utilities	4,314	9,000	9,200
7990	Dues and Fees	461	900	600
8010	Supplies	8,700	14,331	10,000
8016	Small Equipment	5,735	7,500	6,000
8017	Printing & Binding	1,407	4,000	2,500
8018	Books & Subscriptions	561	700	500
8110	Gas	858	1,312	1,000
8150	Food	3,284	2,500	2,500
8511	Cap.O/Lay: Computer Equip	20,100	0	0
	<b>TOTAL CAD FUND:</b>	<b>1,257,765</b>	<b>1,436,412</b>	<b>1,727,848</b>

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**DEBT SERVICE FUND**

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*DESCRIPTION*

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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.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	1,328,963	1,601,003	1,093,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,328,963</b>	<b>1,601,003</b>	<b>1,093,000</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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DEBT SERVICE FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>62</b>				
7511.CC	Civic Center Principal	1,075,000	0	0
7511.98GMA	GMA Principal	0	1,491,955	1,018,676
7521.CC	Civic Center Interest	250,963	0	0
7521.98GMA	GMA Interest	0	109,048	74,324
7530	Paying Agents Fee	3,000	0	0
	<b>TOTAL, DEBT SERVICE FUND:</b>	<b>1,328,963</b>	<b>1,601,003</b>	<b>1,093,000</b>

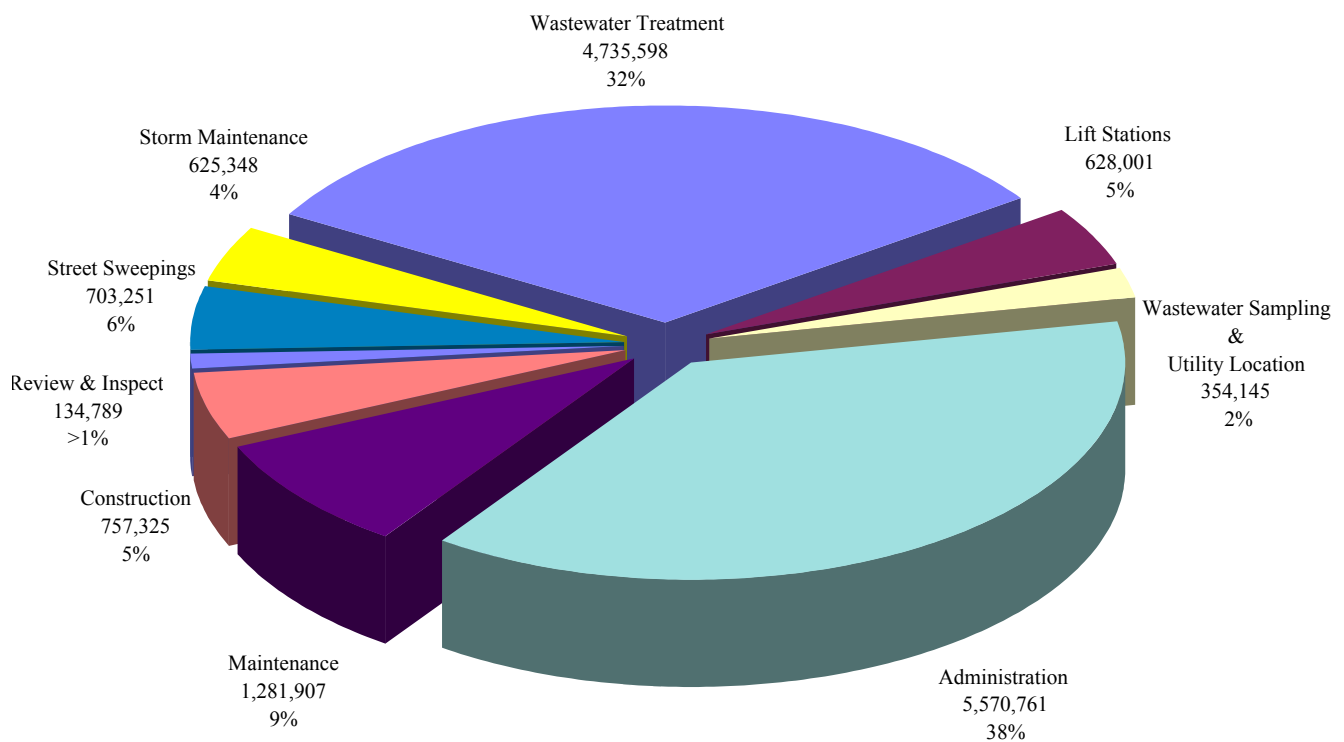


## ***SANITARY SEWER SYSTEM***

The Sanitary Sewer System is an enterprise fund and is projected to generate \$14,791,125 in revenue primarily through user transfer fees. This fund represents about 15% of the total budget.

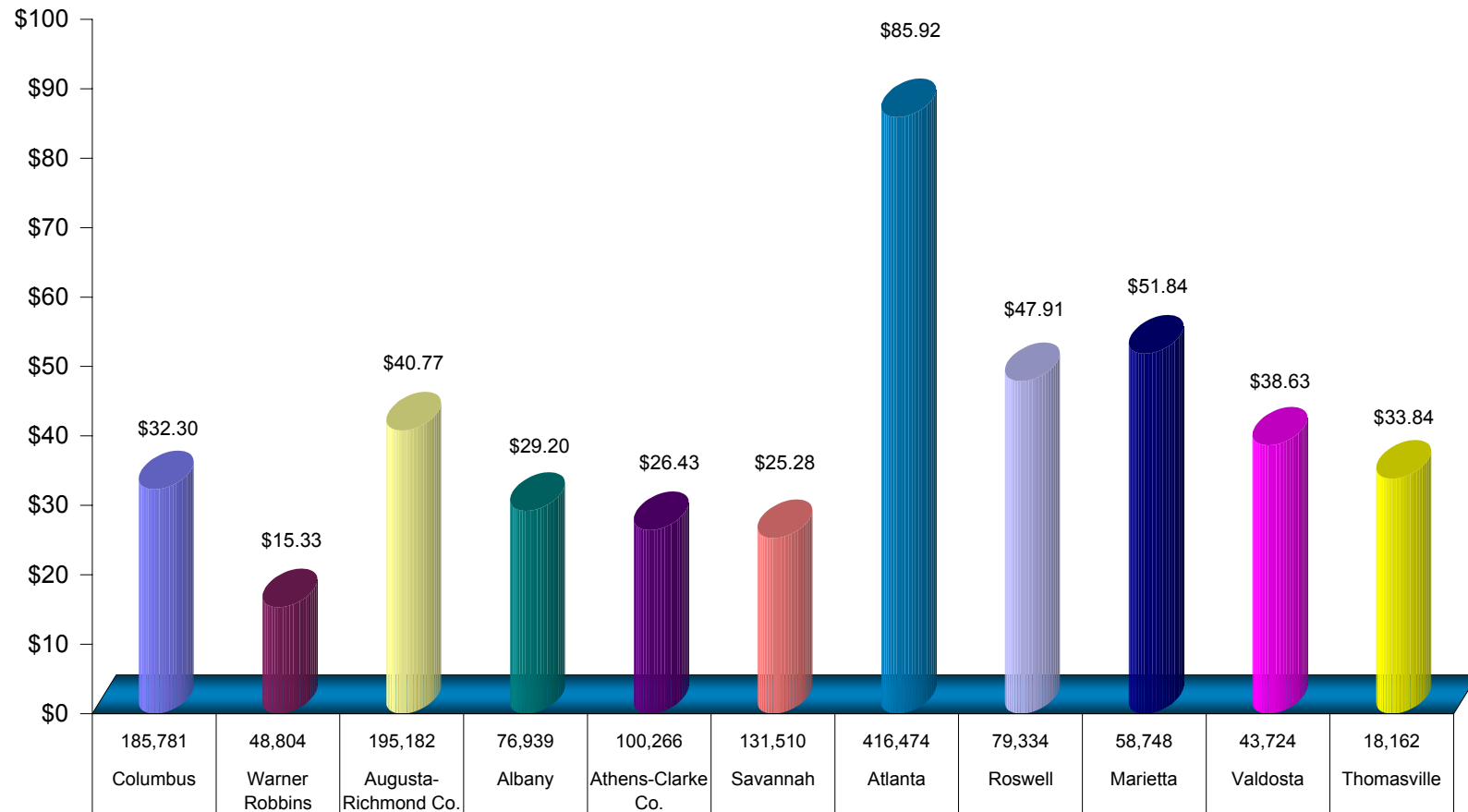
The Sanitary Sewer System is responsible for the treatment of the City's wastewater and disposal of sewage sludge in accordance with Environmental Protection Division's guidelines. This division is also responsible for the maintenance of all sanitary and storm sewers within the City of Albany's sewer system and the installation of new taps and sewer extensions.

# City of Albany Adopted Budget FY 2008 Sanitary Sewer System



Total Expenditures  
\$14,791,125

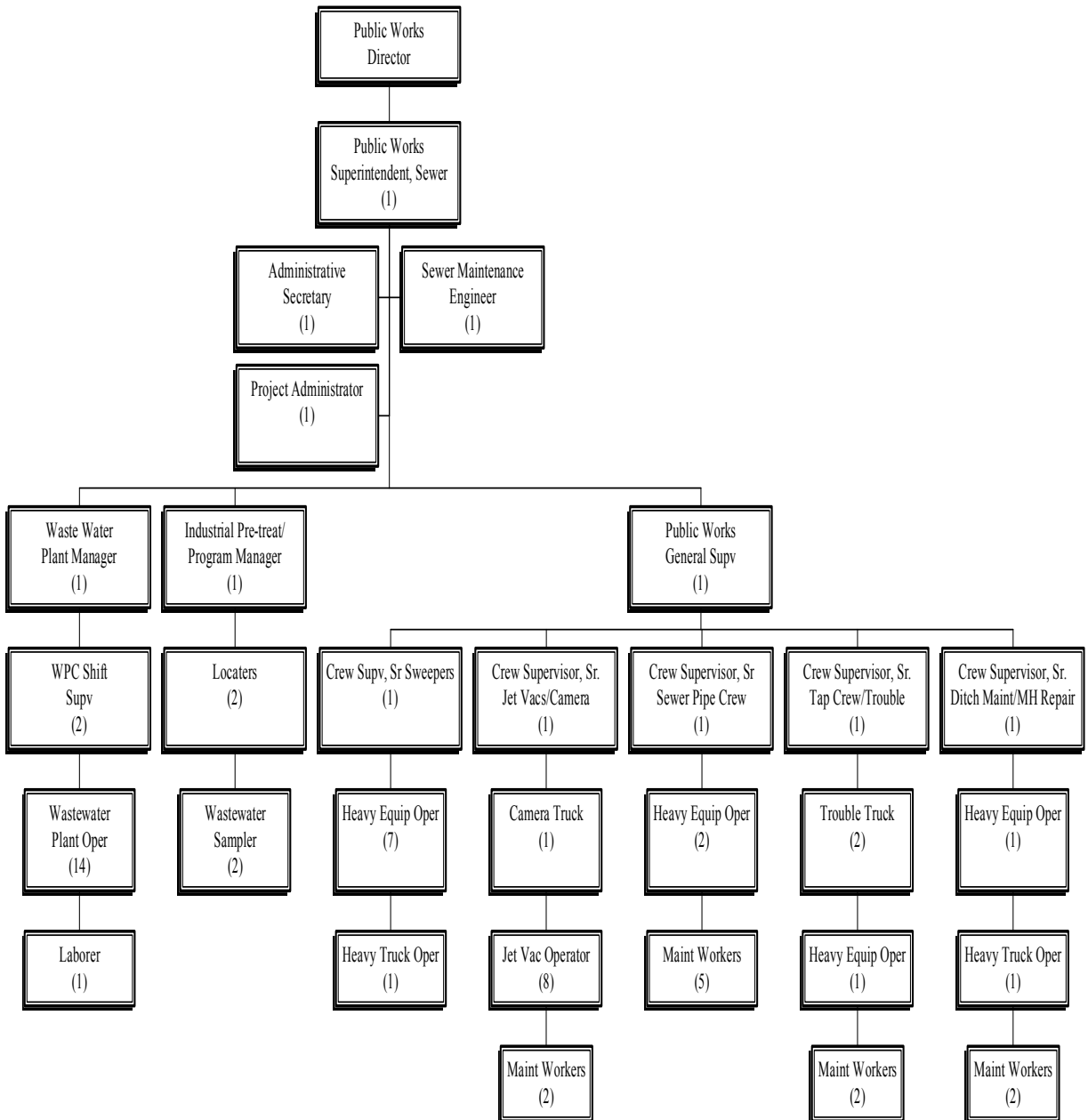
# City Of Albany FY 2008 Sewer Rate Comparison Survey



**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 wastewater discharges, 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 1:** Schedule and complete all major construction projects in a safe, timely and cost effective manner.

**Objective 2:** Provide accurate utility "locates" in a timely manner.

**Objective 3:** Maintain the Jet-Vac Sanitary and Storm line cleaning program.

**Goal 3:** Improve employee qualifications and performance

**Objective 1:** Implement the Public Works Strategic Plan Initiative to help train and retain experienced employees.

**Objective 2:** Provide safety training and job improvement skill programs for all personnel.

**Objective 3:** Cross-train employees within the Division.

**Objective 4:** Continue with the Wastewater Collector Certification program

**Goal 4:** Safely, efficiently and cost-effectively monitor, collect, convey, treat and dispose of wastewater to avoid harm to public health, wildlife or environment

**Objective 1:** Continue to meet all NPDES permit limits at WPC.

**Objective 2:** Complete and submit all required reports to EPD/EPA.

**Goal 5:** Develop a working inventory of sewer infrastructure to assist with the timely replacement of high maintenance items.

**Objective 1:** Reduce unnecessary labor repairing worn out or defective equipment.

**Objective 2:** Reduce utility costs and reduce potential safety hazards.

**SANITARY SEWER ENTERPRISE FUND****Performance Measures**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Volume (MGD) of wastewater collected, conveyed and treated	19.0	17.18	19.0	17.0	18.0
❑ Quantity (in wet tons) of bio-solids removed	19,000	14,545	19,000	14,500	19,000
❑ Number of quantitative samples to evaluate treatment efficiency (TSS and BOD)	520	520	560	560	600
❑ Number of sewer trouble calls received	3,200	2,564	2,700	3,095	3,000
❑ Number of sewer locates requested	8,700	7,588	7,000	7,066	7,100
❑ Number of Watershed Assessment samples	N/A	0	1,400	1,400	1,400

**Efficiency Measures**

❑ Job-related training (hours/ yr) completed by employees	200	440	400	500	600
❑ Gauging public perception of Sewer Systems Division professionalism and efficiency as a result of public interactions (per year)	3,500	3,224	3,800	3,825	3,800
❑ Number of sewer locates completed late	<10	25	<10	27	25
❑ Percentage of sewer locates completed within time limit	95%	99%	98%	99%	99%

**Effectiveness Measures**

❑ Per gallon cost of wastewater collected and treated	\$ .0019	\$ .0022	\$ .0023	\$ .0024	\$ .0025
❑ 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	98%	98%	98%	98%	98%



**SANITARY SEWER ENTERPRISE FUND  
SEWER SYSTEMS DIVISION SUMMARY**

*DESCRIPTION*

The Sewer Systems Division operates and maintains the Wastewater Treatment Plant, Sanitary Sewer Lift Stations, Storm Stations, Wastewater Sampling Program, Utility Locates, Street Sweeping Program, and the Sanitary Sewer Maintenance and Construction 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 and 100 Pump/Lift Stations.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	3,138,686	3,421,166	3,384,874
OPERATING EXPENSE	3,137,901	9,998,361	9,971,252
CAPITAL OUTLAY	5,354,881	1,369,857	1,434,000
<b>TOTAL</b>	<b>11,631,468</b>	<b>14,789,384</b>	<b>14,790,126</b>
<b>FULL TIME POSITIONS</b>	<b>68</b>	<b>68</b>	<b>68</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	859,209	915,496	933,193
OPERATING EXPENSE	2,539,100	2,982,035	2,972,405
CAPITAL OUTLAY	1,617,108	836,603	830,000
<b>TOTAL</b>	<b>5,015,417</b>	<b>4,734,134</b>	<b>4,735,598</b>
<b>FULL TIME POSITIONS</b>	<b>18</b>	<b>18</b>	<b>18</b>

**Class Title**

Laborer	1	1	1
Wastewater Plant Manager	1	1	1
Wastewater Plant Operator	12	12	12
Wastewater Plant Operator, Sr.	2	2	2
WPC Shift Supervisor	2	2	2
<b>TOTAL</b>	<b>18</b>	<b>18</b>	<b>18</b>

## SANITARY SEWER ENTERPRISE FUND

## WASTEWATER TREATMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3200.</b>				
7110	Regular Wages	583,181	614,430	635,597
7120	Overtime Wages	47,795	45,000	43,000
7210	W/C Insurance	14,482	13,556	13,929
7230	Uniforms	5,011	6,100	6,000
7260	FICA Matching	45,554	50,446	51,913
7270	Pension Matching	53,807	58,689	60,395
7280	Insurance Matching	106,456	125,001	120,007
7285	LTD Insurance	2,923	2,273	2,352
7510	Professional Services	50,203	58,200	60,000
7512	Technical Services	1,434,084	1,645,135	1,663,725
7514	Contract Labor	113	0	0
7550	Communications	3,501	2,750	3,250
7570	Advertising	0	500	0
7600	Travel	401	1,760	800
7630	Training and Development	595	1,700	1,000
7860	Maint: Buildings	27,449	23,500	51,200
7870	Maint: Motor Equipment	31,722	14,000	7,000
7880	Maint: Mach/Imp/Tools	161,518	218,000	200,000
7900	Utilities	573,505	650,000	620,000
7990	Dues and Fees	1,800	1,800	2,200
8009	Licenses	0	1,700	800
8010	Supplies	246,414	349,500	340,730
8016	Small Equipment	0	3,000	4,100
8017	Printing	536	750	1,000
8018	Books & Subscription	0	150	150
8050	Rental of Equipment	1,080	3,000	5,000
8110	Motor Fuel	5,988	6,240	11,100
8150	Food	191	350	350
8900	Depreciation	1,462,456	836,603	830,000
8951	Indirect Cost	154,652	0	0
	<b>TOTAL, W/W TREATMENT</b>	<b>5,015,417</b>	<b>4,734,134</b>	<b>4,735,598</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	414,648	545,500	556,000
CAPITAL OUTLAY	41,199	39,134	72,000
<b>TOTAL</b>	<b>455,847</b>	<b>584,634</b>	<b>628,000</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SANITARY SEWER ENTERPRISE FUND  
WASTEWATER TREATMENT/LIFT STATIONS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2005/2006</b>	<b>AMENDED 2006/2007</b>	<b>ADOPTED 2007/2008</b>
<b>3201.</b>				
7512	Technical Services	0	0	5,000
7514	Contract Labor	0	0	8,000
7860	Maint: Buildings	12,183	36,000	55,000
7880	Maint: Mach/Imp/Tools	117,932	144,000	160,000
7900	Utilities	278,700	350,000	304,000
8010	Supplies	5,833	7,500	20,000
8050	Rental of Equipment	0	8,000	4,000
8900	Depreciation	41,199	39,134	72,000
	<b>TOTAL, W/W LIFT STATIONS:</b>	<b>455,847</b>	<b>584,634</b>	<b>628,000</b>



**SANITARY SEWER ENTERPRISE FUND**  
**WASTEWATER SAMPLING & UTILITY LOCATION**

*DESCRIPTION*

The Industrial Wastewater Sampling and Utility Location Section monitors industry to insure compliance with the City's Comprehensive Solid Waste, Wastewater and Sewer Pretreatment 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. In the past year the Section has also been given the Watershed Protection program as required by the State. This section is also responsible for all sewer utility "locates" within the City of Albany as required by the Utility Protection Center.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	209,362	214,864	209,945
OPERATING EXPENSE	73,839	126,574	139,200
CAPITAL OUTLAY	41,460	5,482	5,000
<b>TOTAL</b>	<b>324,661</b>	<b>346,920</b>	<b>354,145</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b><u>Class Title</u></b>			
Ind. Sampling Manager	1	1	1
Wastewater Sampler	2	2	2
Locate Technicians	2	2	2
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

SANITARY SEWER ENTERPRISE FUND				
WASTEWATER SAMPLING & UTILITY LOCATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3600.</b>				
7110	Regular Wages	149,061	151,526	151,862
7120	Overtime Wages	2,288	4,000	3,000
7210	W/C Insurance	3,548	3,593	2,826
7230	Uniforms	10	0	0
7260	FICA Matching	10,642	11,898	11,847
7270	Pension Matching	13,102	13,842	13,783
7280	Insurance Matching	29,478	29,445	26,065
7285	LTD Insurance	1,233	560	562
7512	Purchased Technical Service	58,555	65,000	91,700
7630	Training and Development	303	0	0
7870	Maint: Motor Equipment	0	8,000	5,000
7880	Maint: Mach/Imp/Tools	4,644	25,000	10,000
8010	Supplies	1,559	3,440	8,500
8016	Small Equipment	1,550	14,934	14,000
8017	Printing	36	0	0
8110	Motor Fuel	7,192	10,200	10,000
8900	Depreciation	4,364	5,482	5,000
8951	Indirect Cost	37,096	0	0
	<b>TOTAL, SS/SAMPLING:</b>	<b>324,661</b>	<b>346,920</b>	<b>354,145</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	376,166	429,447	382,965
OPERATING EXPENSE	194,361	5,122,353	5,126,797
CAPITAL OUTLAY	70,570	263,528	61,000
<b>TOTAL</b>	<b>641,097</b>	<b>5,815,328</b>	<b>5,570,762</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

Administrative Secretary, Senior	1	1	1
PW General Supervisor	2	1	1
PW Sewer Superintendent	1	1	1
Crew Supervisor, Sr.	0	0	0
Sewer Maintenance Engineer	1	1	1
Project Administrator	0	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

## SANITARY SEWER ENTERPRISE FUND

## SEWER SYSTEMS/ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3400.</b>				
7110	Regular Wages	238,950	256,078	269,017
7113	Salary Adjustment	0	56,000	0
7120	Overtime Wages	7	0	0
7210	W/C Insurance	16,423	16,979	13,047
7220	Tuition Reimbursement	651	1,500	500
7230	Uniforms	11,687	16,695	16,900
7260	FICA Matching	20,643	19,590	20,580
7270	Pension Matching	20,301	22,791	23,943
7280	Insurance Matching	66,431	38,867	37,982
7285	LTD Insurance Matching	1,073	947	995
7510	Professional Services	52,030	55,805	59,700
7512	Technical Services	22,357	25,000	20,000
7514	Contract Labor	1,431	500	0
7550	Communications	10,150	12,000	11,000
7600	Travel	708	2,440	2,440
7610	Auto Allowance	0	0	9,000
7630	Training and Development	3,075	3,100	0
7860	Maint: Buildings	829	1,500	1,750
7870	Maint: Motor Equipment	4,796	5,700	13,000
7880	Maint: Mach/Imp/Tools	3,924	3,500	8,829
7900	Utilities	7,535	9,500	9,000
7960	Reserve for Debt	0	4,442,553	4,435,636
7970	GEFA Loan	9,825	104,735	57,602
7990	Dues and Fees	212	800	900
7995	Contingency	0	0	40,000
8009	Licenses	135	1,300	700
8010	Supplies	4,007	5,000	7,550
8016	Small Equip	4,975	6,500	8,000
8017	Printing	1,177	1,800	2,700
8018	Subscriptions	261	0	200
8020	Photography	105	250	250
8110	Motor Fuel	2,430	2,880	1,000
8150	Food	0	750	800
8900	Depreciation	70,570	64,854	61,000
8925	Capital Replacement Fund	0	198,674	0
8951	Indirect Cost	64,399	436,740	436,740
	<b>TOTAL, SS ADMINISTRATION:</b>	<b>641,097</b>	<b>5,815,328</b>	<b>5,570,762</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	591,852	750,698	800,158
OPERATING EXPENSE	305,413	365,016	376,750
CAPITAL OUTLAY	10,885	100,067	105,000
<b>TOTAL</b>	<b>908,150</b>	<b>1,215,781</b>	<b>1,281,908</b>
<b>FULL TIME POSITIONS</b>	<b>16</b>	<b>18</b>	<b>18</b>

**Class Title**

Maintenance Worker Sr.	1	2	2
Maintenance Worker	3	2	2
Crew Supervisor, Senior	1	2	2
TV Truck Technician	1	1	1
Jet Vac Operator	0	8	8
Sewer Systems Operator	2	2	2
Heavy Equipment Operator	8	1	1
<b>TOTAL</b>	<b>16</b>	<b>18</b>	<b>18</b>

SANITARY SEWER ENTERPRISE FUND				
SEWER SYSTEMS/SEWER MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3404.</b>				
7110	Regular Wages	390,162	493,265	513,898
7120	Overtime Wages	35,937	40,000	50,000
7210	W/C Insurance	20,818	20,386	24,617
7260	FICA Matching	29,174	40,795	43,138
7270	Pension Matching	34,565	47,460	50,187
7280	Insurance Matching	79,282	106,967	116,416
7285	LTD Insurance	1,914	1,825	1,901
7512	Technical Services	7,588	56,850	62,000
7514	Contract Labor	0	3,000	8,000
7870	Maint: Motor Equipment	75,359	90,000	90,000
7880	Maint: Mach/Imp/Tools	643	12,000	12,000
8010	Supplies	43,728	99,166	101,500
8016	Small Equipment	2,867	6,000	6,250
8050	Rental of Equipment	70	0	0
8110	Motor Fuel	70,721	98,000	97,000
8900	Depreciation	10,885	100,067	105,000
8951	Indirect Cost	104,437	0	0
	<b>TOTAL, SS MAINT:</b>	<b>908,150</b>	<b>1,215,781</b>	<b>1,281,908</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2004/2005</b>	<b>Amended 2005/2006</b>	<b>Adopted 2006/2007</b>
PERSONAL SERVICES	395,963	488,269	475,626
OPERATING EXPENSE	133,176	214,600	214,700
CAPITAL OUTLAY	111,307	15,481	66,000
<b>TOTAL</b>	<b>640,446</b>	<b>718,350</b>	<b>756,326</b>
<b>FULL TIME POSITIONS</b>	<b>14</b>	<b>13</b>	<b>13</b>

**Class Title**

Heavy Equipment Operator	4	3	3
Heavy Truck Driver	1	1	1
Maintenance Worker Sr	2	3	2
Maintenance Worker	4	4	5
Crew Supervisor	2	0	0
Crew Supervisor Sr	0	2	2
Project Administrator	1	0	0
<b>TOTAL</b>	<b>14</b>	<b>13</b>	<b>13</b>

**SANITARY SEWER ENTERPRISE FUND  
SEWER SYSTEMS - CONSTRUCTION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2005/2006</b>	<b>AMENDED 2006/2007</b>	<b>ADOPTED 2007/2008</b>
<b>3408.</b>				
7110	Regular Wages	278,887	324,380	331,063
7120	Overtime Wages	4,301	5,000	6,000
7130	Temporary Help	(374)	0	0
7210	W/C Insurance	18,286	19,296	19,258
7260	FICA Matching	20,642	25,198	25,785
7270	Pension Matching	25,244	29,315	29,999
7280	Insurance Matching	47,258	83,880	62,296
7285	LTD Insurance	1,719	1,200	1,225
7510	Professional Services	47	0	0
7514	Contract Labor	0	3,000	3,000
7870	Maint: Motor Equipment	34,040	54,000	45,000
7880	Maint: Mach/Imp/Tools	384	5,000	5,000
8010	Supplies	70,251	115,000	113,000
8016	Small Equipment	2,150	3,000	0
8050	Rental of Equipment	377	1,000	8,700
8110	Motor Fuel	25,927	33,600	40,000
8900	Depreciation	41,989	15,481	66,000
8951	Indirect Cost	69,318	0	0
	<b>TOTAL, SS CONSTRUCTION:</b>	<b>640,446</b>	<b>718,350</b>	<b>756,326</b>



**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	156,724	175,353	134,489
OPERATING EXPENSE	24,243	300	300
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>180,967</b>	<b>175,653</b>	<b>134,789</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

SANITARY SEWER ENTERPRISE FUND				
SEWER SYSTEMS/REVIEW AND INSPECT - ENGINEERING DEPARTMENT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3409.</b>				
7110	Regular Wages	57,347	130,000	110,000
7110.01	Salaries Engineering Svcs.	62,482	0	0
7120	Overtime Wages	1,693	0	0
7210	W/C Insurance	195	7,786	3,877
7210.01	W/C Engineering Svcs.	3,212	0	0
7260	FICA Matching	2,360	9,945	8,415
7260.01	FICA Engineering Svcs.	4,653	0	0
7270	Pension Matching	4,978	11,570	9,790
7270.01	Pension Engineering Svcs.	5,646	0	0
7280	Insurance Matching	7,687	15,571	2,000
7280.01	Insurance Matching Engineering	6,471	0	0
7285	LTD Insurance	0	481	407
8010	Supplies	289	300	300
8951	Indirect Cost	23,954	0	0
	<b>TOTAL, REVIEW AND INSPECT:</b>	<b>180,967</b>	<b>175,653</b>	<b>134,789</b>

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**SANITARY SEWER ENTERPRISE FUND - STREET SWEEPING**


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*DESCRIPTION*


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The Street Sweeping section is responsible for sweeping all publicly owned curbed 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.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	427,586	365,306	390,150
OPERATING EXPENSE	194,609	215,133	208,100
CAPITAL OUTLAY	143,162	77,621	105,000
<b>TOTAL</b>	<b>765,357</b>	<b>658,060</b>	<b>703,250</b>
<b>FULL TIME POSITIONS</b>	<b>9</b>	<b>9</b>	<b>9</b>

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**Class Title**

Heavy Equipment Operator	5	7	7
Heavy Truck Operator	3	1	1
Crew Supervisor, Sr.	1	1	1
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>9</b>

SANITARY SEWER - STREET SWEEPING				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3410</b>				
7110	Regular Wages	297,772	259,201	262,822
7120	Overtime Wages	2,854	5,000	3,000
7210	W/C Insurance	12,880	6,918	10,897
7230	Uniforms	1,982	0	0
7260	FICA Matching	19,713	20,211	20,335
7270	Pension Matching	22,251	23,514	23,658
7280	Insurance Matching	68,701	49,503	68,466
7285	LTD Insurance Matching	1,433	959	972
7870	Maint:Motor Equipment	112,719	100,000	100,000
7880	Maint: Mach/Imp/Tools	31,018	40,000	40,000
8010	Supplies	2,330	3,133	3,100
8110	Motor Fuel	48,542	72,000	65,000
8900	Depreciation	69,479	77,621	105,000
8951	Indirect Cost	73,683	0	0
	<b>TOTAL, STREET SWEEPINGS:</b>	<b>765,357</b>	<b>658,060</b>	<b>703,250</b>

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**SANITARY SEWER ENTERPRISE FUND/ STORM MAINTENANCE**


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*DESCRIPTION*


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The Storm Maintenance Section maintains all storm pump stations, flood control structures, 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.

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<b>Major Object of Expenditure</b>	<b>Actual 2004/2005</b>	<b>Amended 2005/2006</b>	<b>Adopted 2006/2007</b>
PERSONAL SERVICES	121,039	81,733	58,349
OPERATING EXPENSE	245,755	426,850	377,000
CAPITAL OUTLAY	181,289	31,941	190,000
<b>TOTAL</b>	<b>548,083</b>	<b>540,524</b>	<b>625,349</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

SANITARY SEWER STORM MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3411</b>				
7110	Regular Wages	78,638	40,000	20,000
7120	Overtime Wages	7,266	30,000	30,000
7210	W/C Insurance	5,010	0	0
7230	Uniforms	201	0	0
7260	FICA Matching	6,362	5,355	3,825
7270	Pension Matching	7,571	6,230	4,450
7280	Insurance Matching	15,991	0	0
7285	LTD Insurance	0	148	74
7512	Technical Services	50,094	180,000	200,000
7860	Maint: Building	1,851	20,000	12,000
7870	Maint: Motor	536	0	0
7880	Maint: Mach/Imp/Tools	61,176	75,000	50,000
7900	Utilities	93,993	110,000	95,000
8010	Supplies	29,624	41,850	20,000
8050	Rental of Equipment	8,481	0	0
8900	Depreciation	160,234	31,941	190,000
8951	Indirect Cost	21,055	0	0
	<b>TOTAL, STORM MAINT:</b>	<b>548,083</b>	<b>540,524</b>	<b>625,349</b>



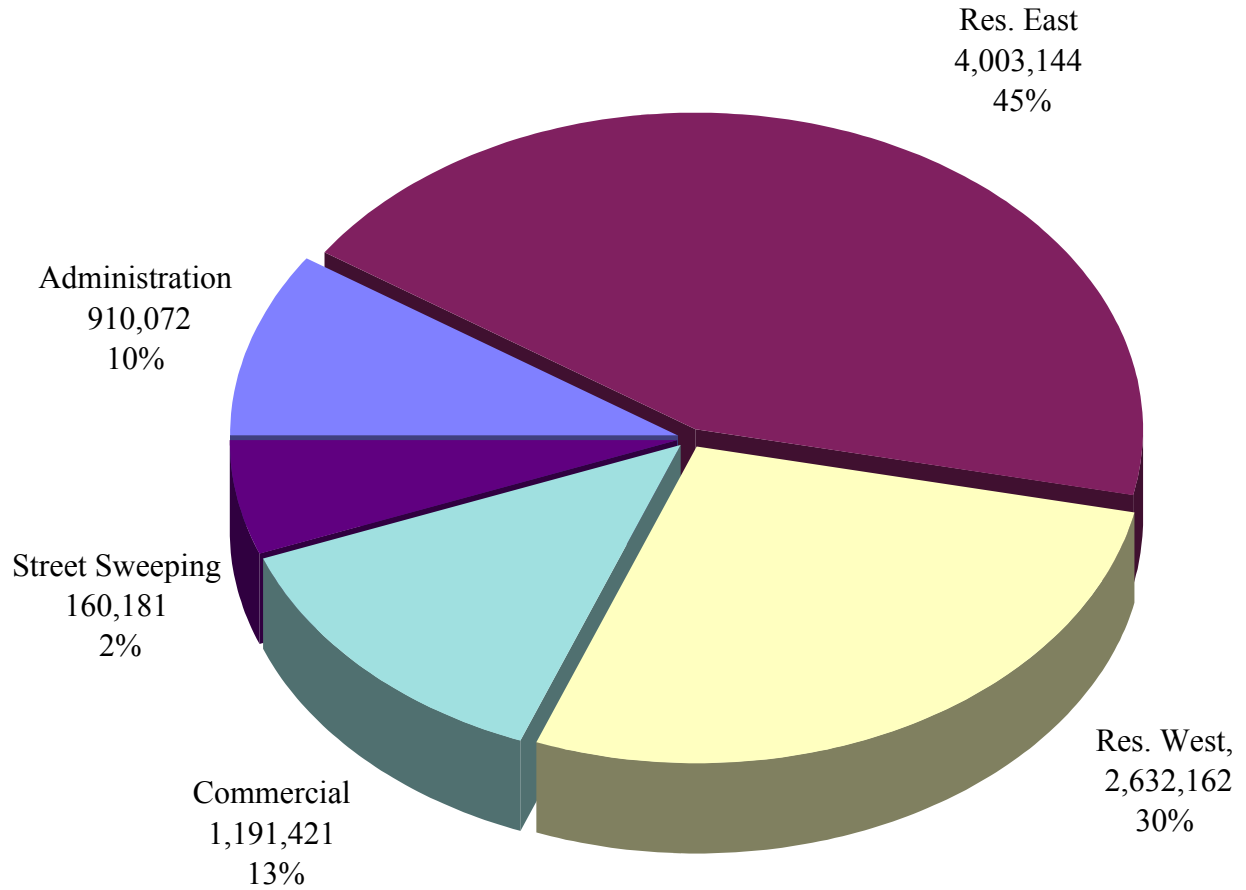
## ***SOLID WASTE FUND***

The Solid Waste Division is considered an enterprise fund and is expected to generate \$8,896,982 in revenue through service charges. This fund represents about 9% 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 13,580 residential customers. A private contractor is also used to serve approximately 11,711 residential customers.

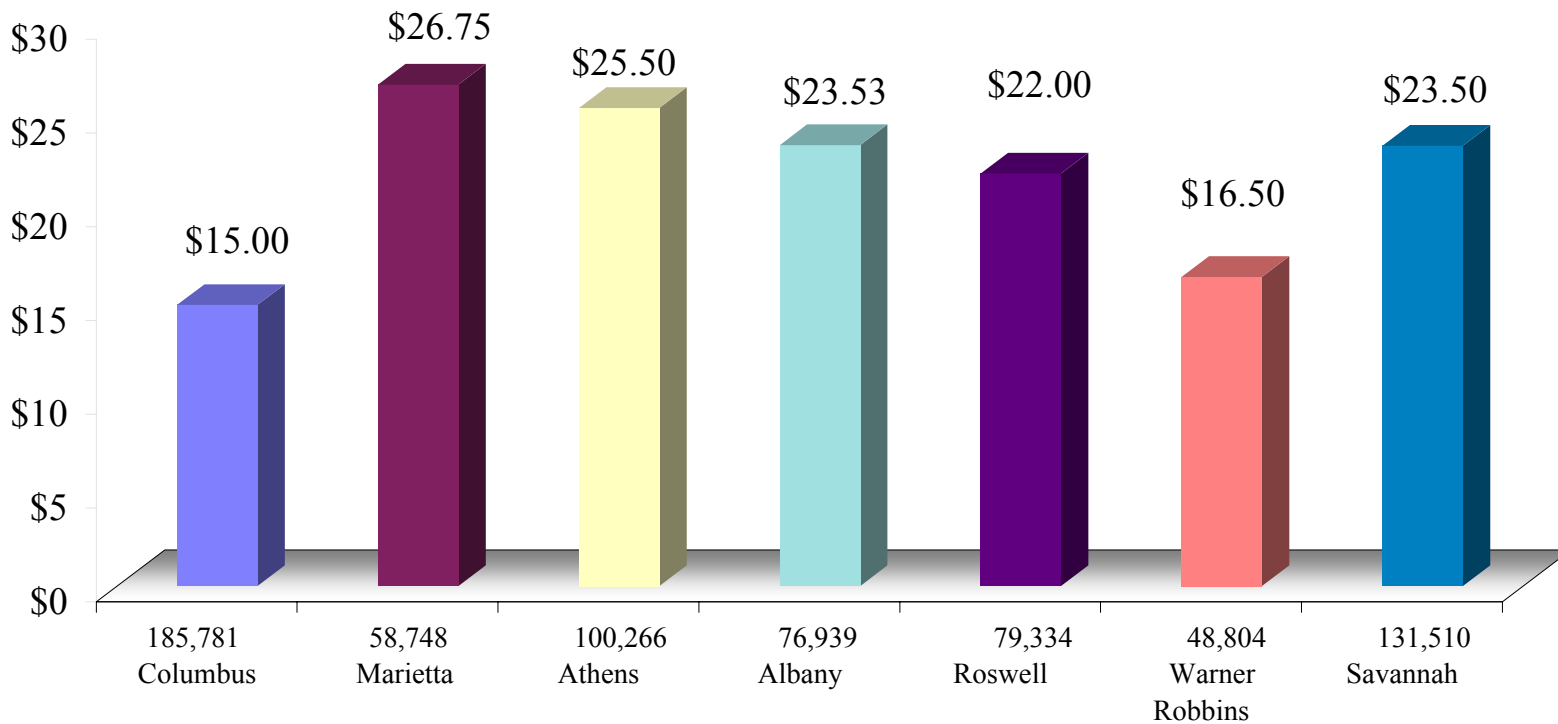


City of Albany  
FY 2008  
Solid Waste Fund



Total Expenditures  
\$8,855,178  
H-1

# City of Albany FY 2008 Garbage Rate Comparison Survey

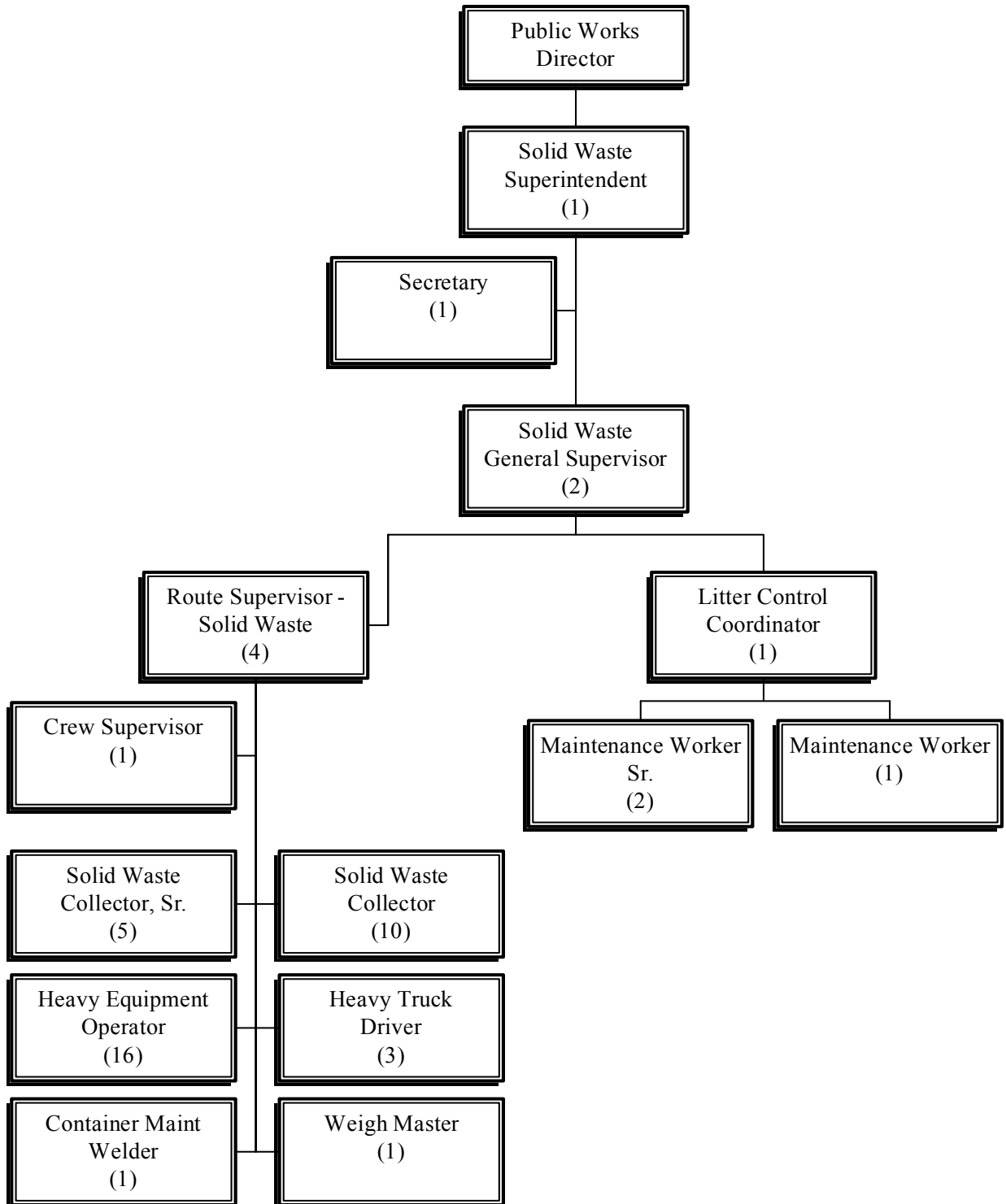


## Monthly Garbage Rate

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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	1,943,331	2,356,798	2,387,793
OPERATING EXPENSE	4,705,382	5,610,828	5,521,276
CAPITAL OUTLAY	433,472	887,552	926,843
<b>TOTAL</b>	<b>7,082,185</b>	<b>8,855,178</b>	<b>8,835,912</b>
<b>FULL TIME POSITIONS</b>	<b>51</b>	<b>49</b>	<b>49</b>

## 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**

<b><u>Workload Measures</u></b>	<b>FY '06</b>		<b>FY '07</b>		<b>FY '08</b>
	<b>Adopted</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Base</b>
❑ Number of Work orders Received	10,000	8,363	10,000	8,100	8,200
❑ Number of Commission/City Manager requests	20	20	20	20	20
❑ Tonnage reports of Drop off sites	1,000	477	1,000	500	500
❑ Container replacement program	400	352	400	400	400
❑ Number of Households serviced	N/A	0	NA	25,000	25,000
❑ Annual Commercial Tonnage Collected	N/A	0	NA	10,000	10,000

**Efficiency Measures**

❑ Average time spent per citizen follow-up (minutes)	5	5	5	5	5
❑ Cost for recycling disposal	55,000	36,119	39,000	39,000	39,000
❑ Cost analysis on fleet maintenance (downtime)	185,000	88,510	130,000	88,000	90,000
❑ Cost per container rebuilt	150	130	150	120	150
❑ Cost per container painted	50	35	50	50	50
❑ Community clean-up project cost analysis	15,000	10,849	15,000	15,000	15,000

**Effectiveness Measures**

❑ Amount of complaints/request	11%	8%	11%	8%	11%
❑ Percentage of increase in recyclable materials	13%	10%	13%	10%	13%
❑ Reduction of overtime	5%	2%	5%	5%	5%
❑ Percentage of container rebuilt	18%	18%	18%	20%	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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	307,328	405,216	455,906
OPERATING EXPENSE	137,540	343,216	351,262
CAPITAL OUTLAY	108,467	79,477	102,904
<b>TOTAL</b>	<b>553,335</b>	<b>827,909</b>	<b>910,072</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>7</b>	<b>8</b>

**Class Title**

Administrative Secretary	1	1	1
PW General Supervisor	1	1	2
Solid Waste Superintendent	1	1	1
Maintenance Worker	1	1	1
Litter Coordinator	1	1	0
Maintenance Worker Sr.	2	2	2
Project Administrator	0	0	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>8</b>



SOLID WASTE ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3902.</b>				
7110	Regular Wages	211,918	244,517	292,917
7113	Salary Adjustment	0	34,333	0
7120	Overtime Wages	6,640	6,100	6,100
7130	Temporary Help	8,837	24,288	24,288
7210	W/C Insurance	12,864	12,865	12,875
7220	Tuition Assistance	0	3,000	4,500
7230	Uniforms	1,183	1,000	1,957
7260	FICA Matching	17,297	23,657	22,875
7270	Pension Matching	18,729	25,361	26,613
7280	Insurance Matching	29,080	29,191	62,876
7285	LTD Matching	780	905	905
7510	Professional Services	102,646	110,900	110,900
7550	Communications	3,216	3,164	4,578
7600	Travel	0	1,000	2,000
7630	Train/Cont. Education	0	1,500	1,500
7700	Insurance	0	1,250	1,250
7870	Maint: Motor Equipment	2,322	2,300	4,600
7880	Maint: Mach/Imp/Tools	2,031	1,000	1,000
7900	Utilities	7,036	11,102	11,102
7955	Interest Expense	13,583	0	0
7966	Debt Payment	0	200,000	200,000
7990	Dues and Fees	65	500	500
8010	Supplies	1,774	3,006	3,006
8016	Small Equipment	904	3,162	3,162
8017	Printing	818	500	500
8018	Books & Subscriptions	251	500	500
8110	Motor Fuel	2,893	3,332	6,664
8900	Depreciation	23,830	12,116	35,543
8925	Capital Replacement Funding	0	6,290	6,290
8951	Indirect Cost	84,637	61,071	61,071
	<b>TOTAL, SW/ADMINISTRATION:</b>	<b>553,335</b>	<b>827,909</b>	<b>910,072</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	1,436,677	1,649,101	1,619,179
OPERATING EXPENSE	1,509,142	1,618,082	1,744,616
CAPITAL OUTLAY	264,314	633,365	639,350
<b>TOTAL</b>	<b>3,210,133</b>	<b>3,900,548</b>	<b>4,003,145</b>
<b>FULL TIME POSITIONS</b>	<b>38</b>	<b>36</b>	<b>35</b>

**Class Title**

Heavy Equipment Operator	12	12	12
Heavy Truck Driver	3	3	3
Solid Waste Route Supervisor	2	3	3
Weigh Master	1	1	1
Solid Waste Collector	11	11	10
Solid Waste Collector Sr.	9	5	5
Crew Supervisor	0	1	1
<b>TOTAL</b>	<b>38</b>	<b>36</b>	<b>35</b>

SOLID WASTE/RESIDENTIAL EAST				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3903.</b>				
7110	Regular Wages	831,344	949,225	932,264
7120	Overtime Wages	191,343	200,000	200,000
7210	W/C Insurance	69,821	60,503	62,213
7230	Uniforms	10,812	17,646	16,689
7260	FICA Matching	72,796	87,916	86,618
7270	Pension Matching	86,620	102,281	100,771
7280	Insurance Matching	168,860	228,018	217,111
7285	LTD Insurance	5,081	3,512	3,512
7510	Professional Services	16,690	14,163	29,106
7512	Technical Services	380,876	477,867	477,867
7514	Contract Labor	213,530	102,207	214,918
7550	Communications	1,473	1,300	0
7630	Training & Development	0	2,000	2,000
7700	Insurance	0	17,075	17,075
7860	Building Maintenance	1,965	1,800	1,980
7870	Maint: Motor Equipment	334,540	316,750	316,750
7880	Maint: Mach/Imp/Tools	11,216	18,788	18,788
7965	Debt Payment (Land Fill)	0	34,862	34,862
8009	Licenses	0	2,085	2,085
8010	Supplies	8,629	14,682	14,682
8016	Small Equipment	2,966	13,500	13,500
8017	Printing	80	0	0
8050	Rental of Equipment	20	0	0
8110	Motor Fuel	156,156	268,975	268,975
8150	Food	357	500	500
8900	Depreciation	264,314	227,331	233,316
8925	Capital Replacement Funding	0	406,034	406,034
8951	Indirect Cost	380,644	331,528	331,528
<b>TOTAL, SW/RES. EAST:</b>		<b>3,210,133</b>	<b>3,900,548</b>	<b>4,003,145</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	2,427,259	2,431,121	2,632,164
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>2,427,259</b>	<b>2,431,121</b>	<b>2,632,164</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

SOLID WASTE/RESIDENTIAL WEST				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3904.</b>				
7510	Professional Services	2,427,259	2,351,121	2,632,164
7965	Debt Payment (Land Fill)	0	80,000	0
	<b>TOTAL, SW/RES. WEST:</b>	<b>2,427,259</b>	<b>2,431,121</b>	<b>2,632,164</b>

**SOLID WASTE/COMMERCIAL***DESCRIPTION*

The Solid Waste Commercial Section collects and disposes of solid waste generated by commercial customers.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	177,137	302,482	312,708
OPERATING EXPENSE	576,492	633,053	633,053
CAPITAL OUTLAY	60,691	235,781	245,660
<b>TOTAL</b>	<b>814,320</b>	<b>1,171,316</b>	<b>1,191,421</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>6</b>	<b>6</b>

**Class Title**

Container Maintenance Welder	1	1	1
Heavy Equipment Operator	4	4	4
Painter	0	0	0
Solid Waste Route Supervisor	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>6</b>	<b>6</b>

**SOLID WASTE/COMMERCIAL**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2005/2006</b>	<b>AMENDED 2006/2007</b>	<b>ADOPTED 2007/2008</b>
<b>3905.</b>				
7110	Regular Wages	100,124	179,545	183,691
7120	Overtime Wages	22,105	36,900	36,900
7210	W/C Insurance	6,165	3,676	7,716
7230	Uniforms	1,331	3,237	3,237
7260	FICA Matching	9,369	16,558	16,875
7270	Pension Matching	11,178	19,264	19,633
7280	Insurance Matching	26,257	42,638	43,976
7285	LTD Insurance	608	664	680
7510	Professional Services	299	1,000	1,000
7512	Technical Services	272,082	307,823	307,823
7630	Train/Cont. Education	0	500	500
7700	Insurance	0	6,975	6,975
7870	Maint: Motor Equipment	172,125	129,260	129,260
7880	Maint: Mach/Imp/Tools	7,974	9,500	9,500
8009	Licenses	0	500	500
8010	Supplies	7,547	6,000	6,000
8016	Small Equipment	0	27,561	27,561
8017	Printing	262	1,000	1,000
8110	Motor Fuel	70,709	90,588	90,588
8900	Depreciation	60,691	58,652	68,531
8925	Capital Replacement Fundi	0	177,129	177,129
8951	Indirect Cost	45,494	52,346	52,346
	<b>TOTAL, SW/COMMERCIAL</b>	<b>814,320</b>	<b>1,171,316</b>	<b>1,191,421</b>

**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.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	22,189	0	0
OPERATING EXPENSE	54,949	22,189	160,181
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>77,138</b>	<b>22,189</b>	<b>160,181</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>



## SOLID WASTE/STREET SWEEPING

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>3906.</b>				
7110	Regular Wages	15,896	0	0
7120	Overtime Wages	176	0	0
7210	W/C Insurance	599	0	0
7260	FICA Matching	1,139	0	0
7270	Pension Matching	1,430	0	0
7280	Insurance Matching	2,949	0	0
7510	Professional Services	53,992	524,285	160,181
7512	Tech. Svcs (Survey, DP)	957	0	0
	<b>TOTAL, SW/SWEEPING</b>	<b>77,138</b>	<b>524,285</b>	<b>160,181</b>



## ***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 50% 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 2005/2006	Amended 2006/2007	Adopted 2007/2008
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	458,021	590,781	630,391
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>458,021</b>	<b>590,781</b>	<b>630,391</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>HOTEL/MOTEL FUND</b>				
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2005/2006</b>	<b>AMENDED 2006/2007</b>	<b>ADOPTED 2007/2008</b>
<b>2902</b>				
7999.77	Chamber of Commerce	458,021	590,781	630,391
	<b>TOTAL, GENERAL FUND:</b>	<b>458,021</b>	<b>590,781</b>	<b>630,391</b>

# ***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:

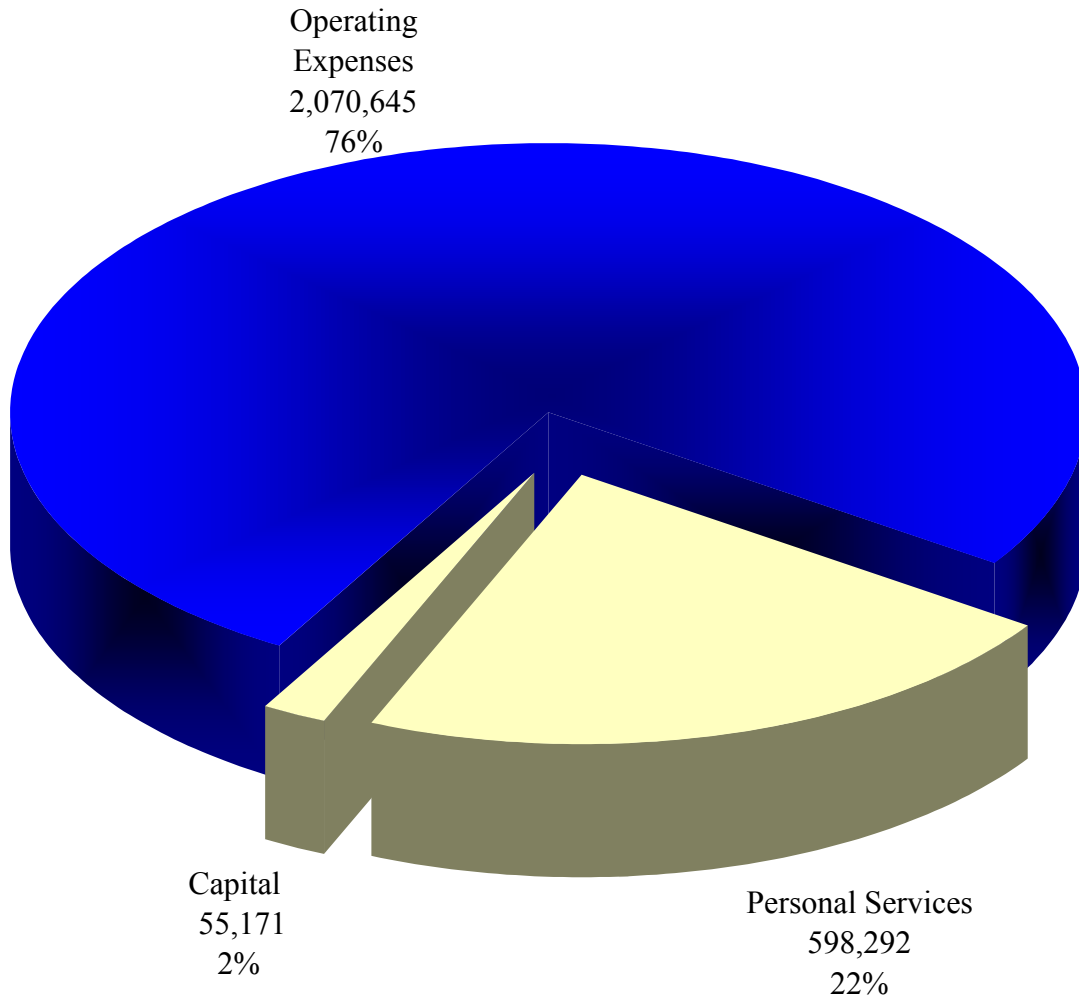
1. The activity must principally benefit low and moderate income persons. The principal benefit test is met when at least 70% of all expenditures during a fiscal year benefits persons who qualify as low to moderate-income based on their annual income and family size.
2. The activity must address an urgent 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 2008  
Community  
Development



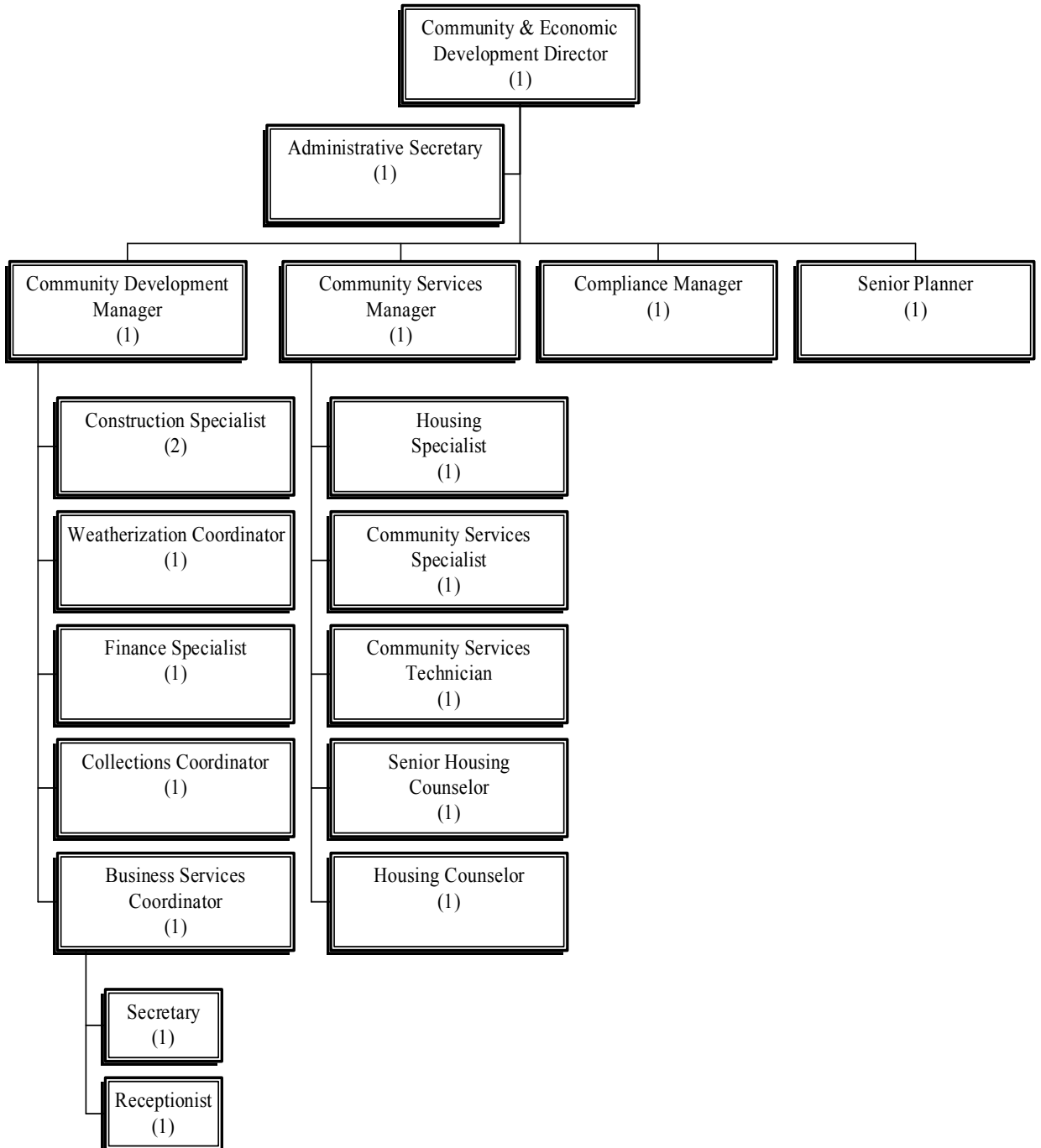
Total Budget  
\$2,724,107





# Community Development

## Dept 76



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**COMMUNITY DEVELOPMENT**


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*DESCRIPTION*


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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 no threaten the targeted areas.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	427,010	366,428	465,012
OPERATING EXPENSE	2,960,625	1,479,572	1,563,925
CAPITAL OUTLAY	80,378	50,000	55,171
<b>TOTAL</b>	<b>3,468,013</b>	<b>1,896,000</b>	<b>2,084,108</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>11</b>

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**Class Title**

Accounting Manager- City	1	1	0
Dir., Comm & Economic Development	1	1	1
Community Development Manager	1	1	1
Community Development Planner	1	1	1
Manager, Community Services	1	1	1
Compliance Monitor	0	0	1
Receptionist	0	0	1
Construction Specialist	0	0	1
Coordinator- Business & Tech. Services	1	1	1
Community Services Technician	1	1	0
Finance Specialist	1	1	1
Minority Procurement Coordinator	1	1	0
Secretary	1	1	1
Administrative Secretary	2	2	1
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>11</b>

## COMMUNITY DEVELOPMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>7603.</b>				
7110	Regular Wages	326,686	281,540	366,272
7120	Overtime Wages	275	0	0
7210	W/C Insurance	2,105	1,870	2,198
7220	Tuition Assistance	1,500	1,500	1,500
7260	FICA Matching	25,120	21,221	25,479
7270	Pension Matching	27,752	25,056	29,641
7280	Insurance Matching	41,348	34,199	38,690
7285	LTD Insurance Matching	2,224	1,042	1,232
7510	Professional Services	5,872	43,533	6,274
7512	Technical Services	(7,537)	5,000	9,297
7514	Contract Labor	559	0	0
7520	Advertising(Public Info)	6,787	3,000	1,500
7550	Communications	26,629	23,000	23,000
7600	Travel	9,672	9,000	13,000
7630	Train/Cont. Education	3,373	6,500	2,500
7700	Insurance/Liability	2,723	0	0
7860	Maint: Buildings	80,863	50,000	50,000
7870	Maint: Motor Equipment	4,425	12,000	7,200
7880	Maint: Machinery/Tools	4,682	5,000	4,700
7900	Utilities	55,240	66,000	56,000
7990	Dues and Fees	615	2,000	1,975
7995	Contingency	3,758	44,789	9,580
8010	Supplies	18,462	14,500	12,000
8016	Small Equipment	23,178	25,000	2,000
8017	Printing & Binding	1,825	4,000	550
8018	Books & Subscriptions	1,782	2,250	500
8030	Janitorial Supplies	1,431	1,000	700
8050	Rentals	11,650	5,000	11,464
8110	Motor Fuel	5,143	5,000	6,000
8200	Other Costs	113,742	0	0
8201	Other Contracts	0	5,000	0
8211.002	Home Owner Rehab	183,010	50,000	100,000
8218	Relocation	92,571	56,000	85,000
8220	Acquisition	275,919	70,000	125,000
8221	Demolition	8,995	2,000	25,000
8223	Historical Preservation	0	0	25,000
8226	Public Facilities	601,835	25,000	100,000
8228	Disposition	182,177	100,000	49,000
8320	CDBG-Public Services	146,621	200,000	90,000
8320.05STAG	Technical Assistance	0	0	10,000
8320.25	Emergency Housing	0	0	90,000
8320.59	Housing Counseling	0	0	30,000
8320.9	Rental Rehabilitation	21,207	0	0
8410	Loan Program	159,143	25,000	20,000
8411	Albany Comm. Together	59,314	50,000	50,000
8425	Section 108 Interest/Loan	854,959	570,000	546,685
8510	Cap. O/Lay: Office	0	0	2,500
8511	Cap. O/Lay: Computers	0	0	14,000
8512	Cap. O/Lay: Office Equip	0	0	35,000
8520	Cap. O/Lay: Motor	0	0	3,671
8530	Cap. O/Lay: Bldgs	80,378	50,000	0
	<b>TOTAL, COM. DEV. FUND:</b>	<b>3,468,013</b>	<b>1,896,000</b>	<b>2,084,108</b>

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**COMMUNITY DEVELOPMENT/ HOME PROGRAM**


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*DESCRIPTION*


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The HOME Investment Partnerships Act Program is funded through the U.S. Department of Housing and Urban Development. This program was created by the National Affordable Housing Act (NAHA) of 1990.

The primary objectives of the program are to provide for the development and rehabilitation of affordable rental and owner housing for persons of low and moderate income. At least fifteen percent (15%) of the formula allocation must be spent on a certified Community Housing Development Organization (CHDO).

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Amended 2006/2007</b>	<b>Adopted 2007/2008</b>
PERSONAL SERVICES	22,940	140,711	133,280
OPERATING EXPENSE	837,221	491,289	494,978
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>860,161</b>	<b>632,000</b>	<b>628,258</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>1</b>	<b>1</b>

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**Class Title**

Construction Specialist	0	1	1
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COMMUNITY DEVELOPMENT/ HOME PROGRAM				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2005/2006	AMENDED 2006/2007	ADOPTED 2007/2008
<b>7620</b>				
7110	Regular Wages	17,548	110,798	106,713
7210	W/C Insurance	84	713	704
7260	FICA Matching	1,379	8,476	8,164
7270	Pension Matching	1,634	9,861	9,497
7280	Insurance Matching	2,137	10,453	7,807
7285	LTD Insurance Matching	158	410	395
7510	Professional Services	111	0	0
7600	Travel	909	2,500	500
7630	Train/Cont. Education	105	500	239
7995	Contingency	0	6,289	0
8200	Other Costs	1,314	0	0
8211.002	Home Owner Rehab	119,203	100,000	400,000
8218	Jefferson Street Housing	262,704	0	0
8410	AHOP Loan Program	118,859	0	0
8411	Certified Dev. Corp.	0	255,600	0
8450	CHDO	334,016	126,400	94,239
	<b>TOTAL, COM. DEV. FUND:</b>	<b>860,161</b>	<b>632,000</b>	<b>628,258</b>

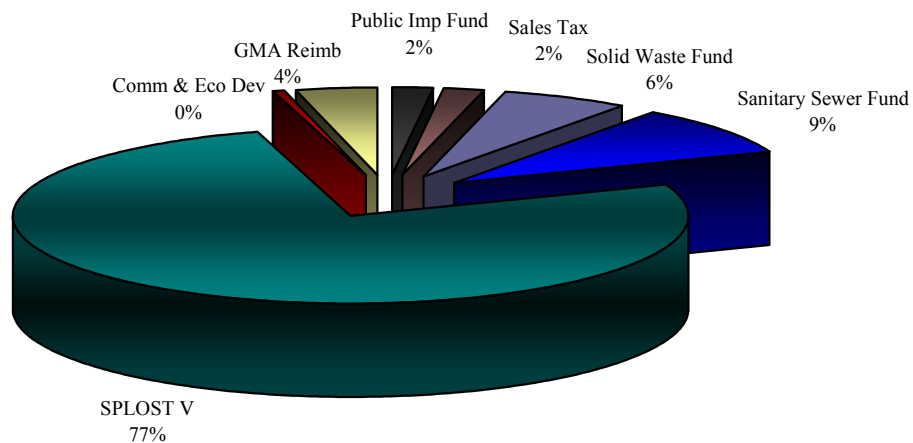
## ***CAPITAL IMPROVEMENT PROGRAM***

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 2008 capital projects and all other future requested projects up to fiscal year 2012. 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.

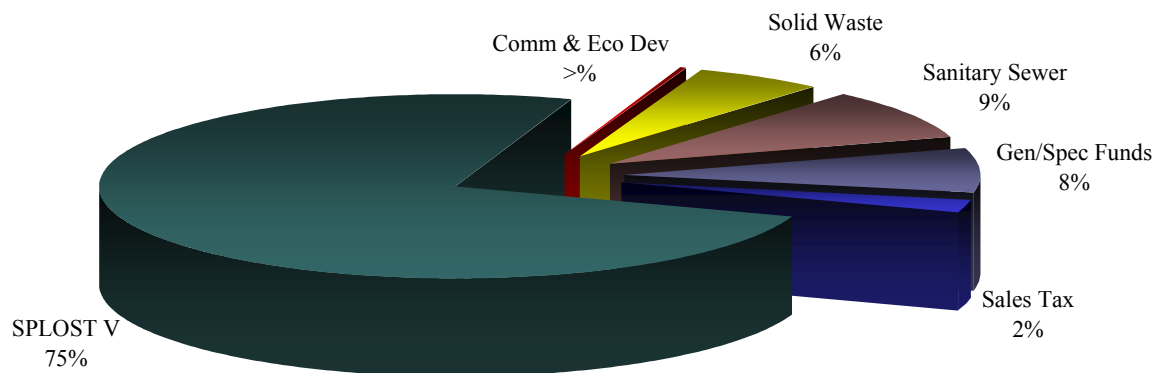
# Fiscal Year 2008

## Capital Improvement Program

### All Funds: Where The Money Comes From . . .



### Where The Money Goes...



Total \$15,369,218

FY 2008 CAPITAL BUDGET  
AND  
CAPITAL IMPROVEMENT PROGRAM  
FY 2008- 2012

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.
4. SPLOST V – Revenue generated by the SPLOST V Referendum

Requests for this year's Capital Budget totaled over \$3,500,000. Of this amount, \$1,304,095 was approved for the General/Special Funds. Sanitary Sewer and Solid Waste, the City's two Enterprise Funds, are allocating \$1,434,000 and \$926,843 respectively, for capital replacement expenses including their participation in the debt payment for GMA Lease Pool Funds. The proposed Capital Improvement Program for FY 2007 has a total cost of \$3,664,938. 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 2008 Capital Budget by Fund and a summary of the five-year Capital Improvement Program are listed on the following pages.



FY 2007/2008 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 2007/2008 Approved Funds

\$324,300  
979,795  
\$1,304,095

Department	Description	Justification(s)	Total Project Cost	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2011/2012
City Manager's Office	Carnegie Library Roof Replacement	Safety issue	80,000	80,000	0	0	0	0
		<b>Total City Manager's Office</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Municipal Court	CATEGORY II DIGITAL NETWORK COLOR COPIER/SCANNER	Will serve as copier/scanner/printer for staff that does no have a printer	16,200	16,200	0	0	0	0
	Court Ware Case Management	Replace current in house system	60,000	60,000	0	0	0	0
	Imaging System	includes software and computers	14,310	14,310	0	0	0	0
		<b>Total Municipal Cout</b>	<b>90,510</b>	<b>90,510</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Central Services	New Roof on Storeroom Bldg	Roof leaking and causing electrical damage along with structural wood damage to the building	80,000	80,000	0	0	0	0
	Rehab of old Storeroom Bldg	Upgrade of the old Public Works Bldg	70,800	70,800	0	0	0	0
		<b>Total Central Services</b>	<b>150,800</b>	<b>150,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Information Technology	Licensing for Code Enforcement	Server replacement	8,875	8,875	0	0	0	0
	Certificate Authority	Server replacement	5,275	5,275	0	0	0	0
	Web access to email	Server replacement	5,275	5,275	0	0	0	0
	Application server for APD	Server replacement	8,875	8,875	0	0	0	0
	Treasury cashiering application server	Server replacement	8,875	8,875	0	0	0	0
	Linux box, it pushes updates to the IP phones	Server replacement	5,275	5,275	0	0	0	0
	Cisco network monitoring server	Server replacement	6,875	6,875	0	0	0	0
	Cisco cwitch/router OS & image mgr	Server replacement	6,875	6,875	0	0	0	0
	File server/roaming profile server for DCP	Server replacement	9,875	9,875	0	0	0	0
		<b>Total IT</b>	<b>66,075</b>	<b>66,075</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Engineering		Seven (7) Steel Poles w/ Mast Arms	105,000	105,000	0	0	0	0
		Storm Sewer Improvements	500,000	100,000	100,000	100,000	100,000	100,000
		<b>Total Engineering</b>	<b>605,000</b>	<b>205,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Fire	Replace Roof on Fire Station #1	End of Life Expentancy	100,000	100,000	0	0	0	0
		<b>Total Fire</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FY 2007/2008 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 2007/2008 Approved Funds

\$324,300  
979,795  
\$1,304,095

Department	Description	Justification(s)	Total Project Cost	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2011/2012
<b>Airport</b>	Taxiway B & C & F Seal Coat Design	99.9K Fed Ent/ 5K LM	0	0	0	0	0	0
	Rental Car Wash Facility & Paving of Rental Car Parking	Funded 100% by CFC's-for rental car usage only	0	0	0	0	0	0
	Taxway A Construction Phase II	1.1M Fed/ 1.9Mdisc/ 79K GA/ 84K LM	0	0	0	0	0	0
		<b>Total Airport</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Civic Center</b>	Concourse acoustical ceiling	Grid and tiles falling down	110,000	110,000	0	0	0	0
	Aisle and seating lighting system	Reduce exposure for liability	200,000	200,000	0	0	0	0
	Insulate cold water lines to ceiling	Water from pipes drip onto ceiling and patrons	46,000	46,000	0	0	0	0
		<b>Total Civic Center</b>	<b>356,000</b>	<b>356,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transit</b>	Office Furniture	Replace worn furniture	15,000	15,000	0	0	0	0
	Computer Equipment	Replacement/Upgrade to Computers	20,000	20,000	0	0	0	0
	Purchase Office Equipment	Replace various office equipment	5,000	5,000	0	0	0	0
	Multi-Modal Facility	AE&D and Construction	145,100	145,100				
	Facility Modifications	Enhance & Upgrade Facility	156,000	156,000	0	0	0	0
	Multi-Modal Facility Lease	Interim Facility Lease	70,000	70,000	0	0	0	0
	Bus Amenities	Purchase bus shelters/benches/sign, etc	15,000	15,000	0	0	0	0
	Fareboxes & Related Equipment	Purchase parts & components	15,000	25,000	0	0	0	0
	Maintenance Tools and Euipment	Purchase tools & Equipment	42,000	42,000	0	0	0	0
	Radio System	Replace & Upgrade	55,000	55,000	0	0	0	0
	Driver Behavior Manage System	Purchase Driver Monitoring & Surveillance	30000	30,000	0	0	0	0
		<b>Subtotal Transit</b>	<b>568,100</b>					
		<b>Total Transit (10%)</b>	<b>56,810</b>	<b>56,810</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL - General/ Special Funds</b>			<b>1,505,195</b>	<b>1,105,195</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Transit includes City matching of 10% for approved projects.

\* 10% match funded through PFC funds

\*\*80% Federal 10% State

FY 2007/2008 CAPITAL BUDGET  
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM  
Series 1998 GMA Lease Pool Funds

SOURCES/ACCOUNT NOS.

2008 GMA Lease Pool Funds

1,840,000

FY 2007/2008 Approved Funds

1,840,000

Department	Description	Justification(s)	Total Cost	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2011/2012
<b>Central Services</b>								
<i>Materials Management</i>	E-250 van-wore out	Replacement	20,000	20,000	0	0	0	0
		<b>Total Central Services</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Code Enforcement</b>								
	Small Truck	Replacement	15,000	15,000	0	0	0	0
	Small Truck	Replacement	15,000	15,000	0	0	0	0
	Mid size sedan	Replacement	20,000	20,000	0	0	0	0
	Mid size sedan	Replacement	20,000	20,000	0	0	0	0
		<b>Total Code Enforcement</b>	<b>70,000</b>	<b>70,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Police</b>								
	Transport van	Replacement	70,000	70,000	0	0	0	0
	Arson van	Replacement	25,000	25,000	0	0	0	0
	Training van	Replacement	25,000	25,000	0	0	0	0
	12 CV Interceptor	Replacement	336,000	336,000	0	0	0	0
	Dog Trucks with boxes	Replacement	42,000	42,000	0	0	0	0
	Dog Trucks with boxes	Replacement	42,000	42,000	0	0	0	0
	4X4 crew cab truck for horse patrol	Replacement	35,000	35,000	0	0	0	0
	10 Detective mid size w/lights	Replacement	200,000	200,000	0	0	0	0
	Electric downtown car	Replacement	13,000	13,000	0	0	0	0
	Motorcycle	Replacement	30,000	30,000	0	0	0	0
	Motorcycle	Replacement	30,000	30,000	0	0	0	0
		<b>Total Police-2202</b>	<b>848,000</b>	<b>848,000</b>				
<b>Civic Center</b>								
	Fork lift	Replacement	35,000	35,000	0	0	0	0
	Small truck	Replacement	13,000	13,000	0	0	0	0
	Small truck	Replacement	13,000	13,000	0	0	0	0
	Zero turn riding mower	Replacement	8,000	8,000	0	0	0	0
	Zero turn riding mower	Replacement	8,000	8,000	0	0	0	0
	Utility dump cart	Replacement	8,000	8,000	0	0	0	0
		<b>Total Civic Center</b>	<b>85,000</b>	<b>85,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Engineering</b>								
	GMC stake body	Replacement	65,000	65,000	0	0	0	0
	Small truck	Replacement	13,000	13,000	0	0	0	0
	Mid size car	Replacement	16,000	16,000	0	0	0	0
	Bucket Truck	Replacement	80,000	80,000	0	0	0	0
	Full size trucks	Replacement	18,000	18,000	0	0	0	0
	Full size trucks	Replacement	18,000	18,000	0	0	0	0
	Full size trucks	Replacement	18,000	18,000	0	0	0	0

**FY 2007/2008 CAPITAL BUDGET  
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM  
Series 1998 GMA Lease Pool Funds**

SOURCES/ACCOUNT NOS.

2008 GMA Lease Pool Funds

1,840,000

FY 2007/2008 Approved Funds

1,840,000

Department	Description	Justification(s)	Total Cost	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2011/2012
		<i>Total Engineering</i>	<i>228,000</i>	<i>228,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
PW - Street Department	Mid size car	Replacement	16,000	16,000	0	0	0	0
	Stake body truck	Replacement	65,000	65,000				
	Right of way tractor	Replacement	45,000	45,000	0	0	0	0
	Right of way tractor	Replacement	45,000	45,000				
	Flat bed truck	Replacement	25,000	25,000	0	0	0	0
	Flat bed truck	Replacement	25,000	25,000	0	0	0	0
	4x4 four wheeler for spray crew	Replacement	10,000	10,000	0	0	0	0
	Zero turn riding mowers	Replacement	8,000	8,000	0	0	0	0
	Zero turn riding mowers	Replacement	8,000	8,000	0	0	0	0
	Zero turn riding mowers	Replacement	8,000	8,000	0	0	0	0
	Zero turn riding mowers	Replacement	8,000	8,000	0	0	0	0
	610 backhoe	Replacement	65,000	65,000	0	0	0	0
	Arrow board	Replacement	9,000	9,000	0	0	0	0
		<i>Total Street Department</i>	<i>337,000</i>	<i>337,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Recreation	Tractors and mower	Replacement	45,000	45,000	0	0	0	0
	Tractors and mower	Replacement	45,000	45,000	0	0	0	0
	25 foot Genie lift for gyms	Replacement	10,000	10,000	0	0	0	0
	Mid size car	Replacement	16,000	16,000	0	0	0	0
	Mid size car	Replacement	16,000	16,000	0	0	0	0
	ATV four wheeler	Replacement	6,000	6,000	0	0	0	0
	Reel Mower	Replacement	40,000	40,000	0	0	0	0
		<i>Total Recreation</i>	<i>178,000</i>	<i>178,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Community Development	Mid size car	Replacement	16,000	16,000	0	0	0	0
	Mid size car	Replacement	16,000	16,000	0	0	0	0
	Small truck	Replacement	13,000	13,000	0	0	0	0
	Small truck	Replacement	13,000	13,000	0	0	0	0
		<i>Total Community Development</i>	<i>58,000</i>	<i>58,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Transit	Mid size car	Replacement	16,000	16,000	0	0	0	0
		<i>Total Transit</i>	<i>16,000</i>	<i>16,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Total GENERAL FUND</i>			<i>1,840,000</i>	<i>1,840,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

FY 2006/2007 CAPITAL BUDGET  
AND  
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM  
Sanitary Sewer Enterprise Funds

SOURCES/ACCOUNT NOS.

3200.8900

Wastewater Treatment

715,000

FY 2007/2008 Approved Funds

715,000

Department	Description	Justification(s)	Total Project Cost	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2011/2012
<b>P/W Sanitary Sewer</b>								
	Full size truck	Replacement	20,000	20,000	0	0	0	0
	Full size truck	Replacement	20,000	20,000	0	0	0	0
	Full size truck	Replacement	20,000	20,000	0	0	0	0
	Low boy trailer	Replacement	30,000	30,000	0	0	0	0
	Root machine	Replacement	60,000	60,000	0	0	0	0
	Gradall backhoe	Replacement	250,000	250,000	0	0	0	0
	Air sweepers	Replacement	280,000	280,000	0	0	0	0
	E-350 van	Replacement	35,000	35,000	0	0	0	0
		<b>GRANDTOTAL - P/W Sanitary Sewer Fund</b>	<b>715,000</b>	<b>715,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FY 2006/2007 CAPITAL BUDGET  
AND  
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM  
Solid Waste Enterprise Funds

SOURCES/ACCOUNT NOS.

2008 GMA Lease Pool Funds

1,397,000

FY 2007/2008 Approved Funds

1,397,000

Department	Description	Justification(s)	Total Project Cost	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2011/2012
P/W Solid Waste	P/W Solid Waste							
	Front loader	Replacement Schedule	175,000	175,000	0	0	0	0
	Genie Truck	Replacement Schedule	85,000	85,000	0	0	0	0
	Rearloader truck	Replacement Schedule	170,000	170,000	0	0	0	
	Limb loader truck	Replacement Schedule	125,000	125,000	0	0	0	0
	Unloader truck	Replacement Schedule	75,000	75,000	0	0	0	0
	Swacar trailer	Replacement Schedule	12,000	12,000	0	0	0	0
	Old Dominion vaccum	Replacement Schedule	40,000	40,000	0	0	0	0
		<b>GRANDTOTAL - P/W Solid Waste Fund</b>	<b>682,000</b>	<b>682,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>TOTAL ENTERPRISE FUND</b>	<b>1,397,000</b>					
		<b>TOTAL GMA FUNDING PROPOSAL</b>	<b>3,237,000</b>					

## ***SPECIAL LOCAL OPTION SALES TAX***

Due to legislation enacted in 2004, Georgia municipalities may legally receive Special Local Option Sales Tax (SPLOST) proceeds, either with or without an intergovernmental agreement. As a result of a resolution passed by the County Commission, a special referendum election was held in Dougherty County, Georgia, on November 2, 2004, it was determined that a fourth special purpose sales tax would be levied for six years. This tax began April 1, 2005 and will continue until March 31, 2011. The SPLOST is the only sales tax specifically created to fund local capital projects.

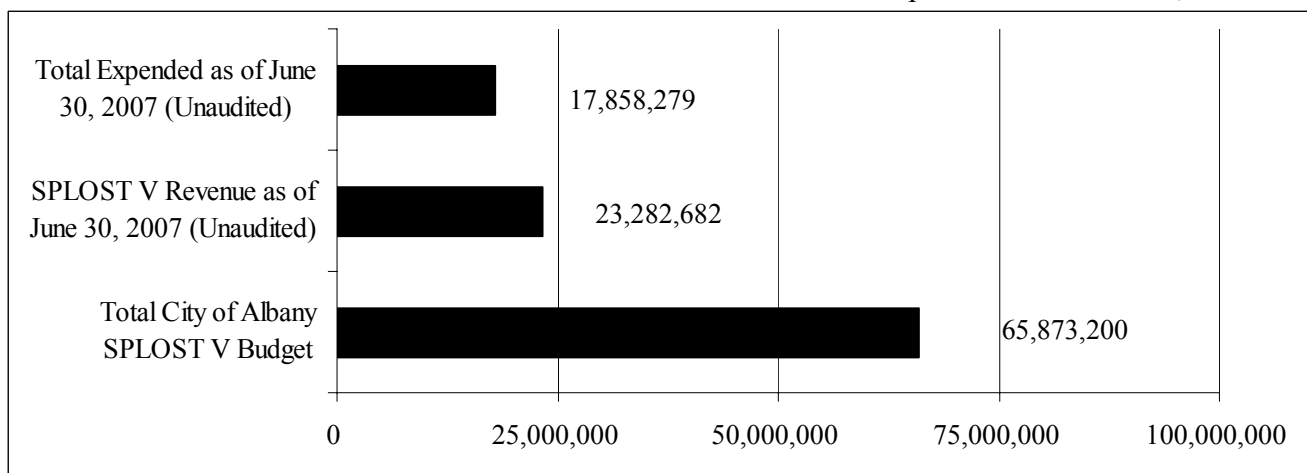
**SPECIAL PURPOSE LOCAL OPTION SALES TAX V PROJECTS**

On November 2, 2004, Dougherty County voters approved the SPLOST (Special Purpose Local Option Sales Tax) V referendum that allowed for the continuation of a one-cent sales tax to fund a diverse list community projects.

A listing of projects being funded through the City of Albany's allocation of SPLOST proceeds is below:

1.	Engineering & Traffic Improvements	13,850,000
2.	Riverfront Development Projects	8,650,000
3.	Sidewalk improvements	1,000,000
4.	Street resurfacing	2,810,000
5.	Alley improvements	3,000,000
6.	800 MHz Radio Upgrade, Tower	6,800,000
7.	Civic Center Debt Retirement	5,500,000
8.	Recreation- Gordon Sports Complex improvements	3,143,000
9.	Recreation- Master plan & implementation	1,857,000
10.	Civil Rights Museum Expansion	3,750,000
11.	Thronateeska Improvements	3,500,000
12.	Civic Center Complex Improvements	2,560,000
13.	Chehaw Park Improvements	2,000,000
14.	Airport Cargo facility site improvements	1,000,000
15.	Airport Cargo roadway improvements	703,200
16.	Fire Department (Aerial truck and pumper apparatus replacement)	1,500,000
17.	Fire Training Facility	1,500,000
18.	GPS/ GIS Information Infrastructure mapping	1,500,000
19.	GIS/ Aerial Photography	750,000
20.	Disparity Study	350,000
21.	Public Safety Communication Equipment	150,000

The information below exhibits how much of these funds have been expended as of June 30, 2007:



**FY 2008 SPLOST V Revenue:** \$11,649,109

**FY 2008 SPLOST V Expenses:** \$11,649,109





## ***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

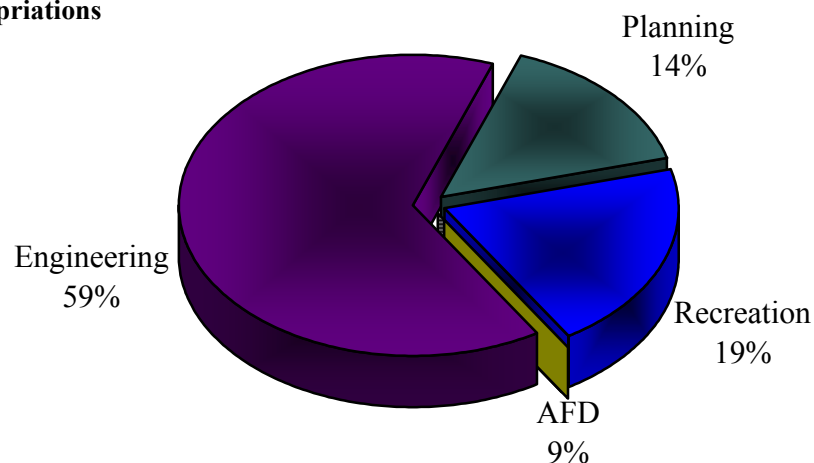
The Grants Fund is a special revenue fund that provides for the administrative accounting of funds received from State and Federal sources for some entitlement programs and discretionary projects. The Grants Fund consists of Federal, State and local funding. Local funding includes contracts for reimbursed 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.

Major Object of Expenditure	Actual 2005/2006	Projected 2006/2007	Awarded 2007/2008
Planning	171,435	178,101	178,027
Recreation	135,787	233,627	233,627
APD	310,881	243,436	100,000
AFD	262,762	87,000	0
Engineering	1,772,226	1,740,800	750,400
Pass Thru Grants	120,453	-	0
<b>TOTAL</b>	<b>2,773,544</b>	<b>2,482,964</b>	<b>1,262,054</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

## WORK ACTIVITY DATA

**GRANT FUND**  
Summary of Appropriations



## SUMMARY OF SPONSORED OPERATIONS REVENUE

ACCOUNT NUMBER	ACCOUNT NAME	AWARDED 2006/2007
<b>2702</b>		
5806	PL Grant	125,650
5807	Sect #8 FTA Grant	52,377
5811.01	Summer Lunch Bag Program	233,627
5819	Police Grants	100,000
	Stapley Signal System	
5820.52	Upgrade	50,000
5820.01	Safe Communities	30,400
5820.54	Red Light Camera	70,000
5820.21	Storm Drainage Improvements	600,000
	<b>TOTAL, GRANT FUND:</b>	<b>1,262,054</b>

## 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 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	39,866	39,511	40,686
OPERATING EXPENSE	131,568	72,032	84,964
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>171,434</b>	<b>111,543</b>	<b>125,650</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>1</b>	<b>1</b>

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 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	66,558	52,377
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>66,558</b>	<b>52,377</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 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.

Major Object of Expenditure	Actual 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	1,242	40,127	40,705
OPERATING EXPENSE	134,545	167,500	192,922
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>135,787</b>	<b>207,627</b>	<b>233,627</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**JUVENILE DATABASE PROJECT GRANT**


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*DESCRIPTION*


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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 was a multi-year award crossing over the City's fiscal years. The grant end date is June 30, 2006.

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<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	6,026	-	0
OPERATING EXPENSE	843	-	0
CAPITAL OUTLAY	0	0	0
TOTAL	6,869	-	0
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**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.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	67,235	0	0
OPERATING EXPENSE	843	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>68,078</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

**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.

## 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 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	5	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>5</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 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 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	18,387	0	0
OPERATING EXPENSE	20,721	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>39,108</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 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. Figures provided assume continuation of the grant with the grant amount being constant.

MAJOR OBJECT OF EXPENDITURE	Actual 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	75,931	102,118	56,458
OPERATING EXPENSE	19,244	13,482	43,542
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>95,175</b>	<b>115,600</b>	<b>100,000</b>
<b>FULL TIME POSITION</b>	<b>2</b>	<b>2</b>	<b>2</b>

Class Title

Police Officer	1	1	1
Police Corporal	1	1	0
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>1</b>

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**LOCAL LAW ENFORCEMENT BLOCK GRANT 2003**


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*DESCRIPTION*


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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.

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<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	62,129	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>62,129</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**LOCAL LAW ENFORCEMENT BLOCK GRANT 2004**


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*DESCRIPTION*


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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. Funds are received and placed in a non-interest bearing bank account until disbursed.

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<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	39,515	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>39,515</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2005***DESCRIPTION*

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system. JAG replaces the Byrne Formula and Local Law Enforcement Block Grant (LLEBG) programs with a single funding mechanism that will simplify the administration process for grantees.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	2,619	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>2,619</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2006***DESCRIPTION*

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system. JAG replaces the Byrne Formula and Local Law Enforcement Block Grant (LLEBG) programs with a single funding mechanism that will simplify the administration process for grantees.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2006/2007</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	28,486	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>28,486</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 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 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	47,909	48,900	18,215
OPERATING EXPENSE	5,365	11,900	12,185
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>53,274</b>	<b>60,800</b>	<b>30,400</b>
<b>FULL TIME POSITION</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b><u>Class Title</u></b>			
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.

**SIGNAL SYSTEM UPGRADE***DESCRIPTION*

The City of Albany entered into an agreement with the Georgia Department of Transportation (GDOT) to upgrade traffic signals in the City of Albany. Funding for this project will be used to install fiber optic cable(s) to interconnect several existing traffic signals within the City of Albany. This project will also upgrade the signals at eleven locations. This grant includes Preliminary Engineering costs associated with the design and plans development as well as construction costs associated with inspection, materials, certifications, and materials testing during construction.

<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	650,000	0
CAPITAL OUTLAY	1,320,560	0	0
<b>TOTAL</b>	<b>1,320,560</b>	<b>650,000</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**TRAFFIC CONTROLLER CONVERSION**


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*DESCRIPTION*


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The purpose of this program is to provide traffic signal controller upgrades in the City of Albany. This program is being sponsored by the Georgia Department of Transportation.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	107,374	30,000	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>107,374</b>	<b>30,000</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**RED LIGHT RUNNING PHOTO ENFORCEMENT GRANT**


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*DESCRIPTION*


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The purpose of this program is to improve safety and promote compliance at signalized intersections. Included in the following information is the document "Red Light Running Photo Enforcement". Red light running systems are designed to improve safety and promote compliance at signalized intersections. The use of these devices is covered by the Official Code of Georgia in Title 40 Sections 40-2-20, 40-14-20, 40-14-21, 40-14-22, 40-14-23 and 40-14-24.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	70,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>70,000</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**TRAFFIC CONTROL CENTER**


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*DESCRIPTION*


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The City of Albany entered into an agreement with the Georgia Department of Transportation (GDOT) to upgrade traffic signals in the City of Albany. The purpose of this grant is install the electronics and furnishings for the City's Advance Transportation Management Control Center. Funding for this grant includes Preliminary Engineering costs associated with the design and plans development along with construction costs associated with inspection, materials, certifications, and materials testing during construction.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	200,000	0
CAPITAL OUTLAY	0	0	600,000
<b>TOTAL</b>	<b>0</b>	<b>200,000</b>	<b>600,000</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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## 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

GOAL(S): (1) Construction completed May 02 (2) Complete construction by June 04. (3) Project cancelled. (4) Receive FEMA/GEMA approval. (5) Project denied. (6) Construction completed October 01.

Major Object of Expenditure	Actual 2005/2006	Projected 2006/2007	Awarded 2007/2008
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	246,531	0	0
<b>TOTAL</b>	<b>246,531</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**KATRINA HOUSING**


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*DESCRIPTION*


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The Katrina Housing grant is provided to the City of Albany through Georgia Public Assistance Interim Sheltering through the Georgia Emergency Management Agency and FEMA to assist in the interim rental assistance program for those households in the area as a result of being displaced from their homes because of Hurricane Katrina. This program helped fund the Creation of a “one-stop-shop” disaster assistance center in downtown Albany provided by the City of Albany and various agencies and organizations. The Katrina Service Center opened Tuesday, September 20th at 9:00 a.m. and has been open Monday through Friday from 9:00 a.m. – 4:00 p.m. The American Red Cross has registered in excess of 380 households. At least 215 families have been to the service center. Preparation for temporary disaster housing search services is an integral part of the center with a “housing needs” register created. City Community Development Housing Services staff is identified evacuees’ short and long term housing needs.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	3,117	0	0
OPERATING EXPENSE	116,698	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>119,815</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**PRE DISASTER MITIGATION**


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*DESCRIPTION*


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The Pre-Disaster Mitigation (PDM) program was authorized by §203 of the Robert T. Stafford Disaster Assistance and Emergency Relief Act (Stafford Act), 42 USC. Funding for the program is provided through the National Pre-Disaster Mitigation Fund to assist States and local governments (to include Indian Tribal governments) in implementing cost-effective hazard mitigation activities that complement a comprehensive mitigation program. The PDM program provides funds to states, territories, Indian tribal governments, and communities for hazard mitigation planning and the implementation of mitigation projects prior to a disaster event. Funding these plans and projects reduces overall risks to the population and structures, while also reducing reliance on funding from actual disaster declarations. PDM grants are to be awarded on a competitive basis and without reference to state allocations, quotas, or other formula-based allocation of funds. The Office of Homeland Security - Georgia Emergency Management Agency (OHS/GEMA) administers this federal grant program in Georgia.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	44,487	0	0
<b>TOTAL</b>	<b>44,487</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**ASSISTANCE TO FIREFIGHTERS GRANT**


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*DESCRIPTION*


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The primary goal of the Assistance to Firefighters Grants (AFG) is to meet the firefighting and emergency response needs of the fire departments and nonaffiliated emergency medical services organizations. Since 2001, AFG has helped firefighters and other first responders to obtain critically needed equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards.

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<b>Major Object of Expenditure</b>	<b>Actual 2005/2006</b>	<b>Projected 2006/2007</b>	<b>Awarded 2007/2008</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	120,876	0	0
CAPITAL OUTLAY	22,071	0	0
<b>TOTAL</b>	<b>142,947</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

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## ***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 style presented in the rest of the City's budget.

**WATER GAS & LIGHT COMMISSION**  
**TOTAL SYSTEM**  
**2007 - 2008 BUDGET**

DESCRIPTION	BUDGET 2006 - 2007	PROJECTED ACTUAL	BUDGET 2007 - 2008	INCREASE (DECREASE)
Estimated Revenues	\$100,458,688	\$96,848,657	\$101,995,712	1.23%
Less Estimated Expenses				
Cost of Sales	66,122,219	62,041,481	67,486,381	2.06%
Operating & Maintenance Expenses	11,488,955	11,829,202	12,145,663	5.72%
G & A Expenses (Net)	8,423,891	9,573,684	8,834,325	4.87%
Depreciation Departments	3,843,613	3,876,108	4,032,195	4.91%
Depreciation G & A	1,129,555	1,148,929	1,183,397	4.77%
Total Expenses	91,008,233	88,469,405	93,681,961	2.94%
NET INCOME	9,450,455	8,379,253	8,013,751	-15.20%
Transfer to City of Albany	7,687,060	7,687,060	7,787,194	1.30%
Transfer to other agencies	44,216	44,216	44,217	0.00%
Total transfers	7,731,276	7,731,276	7,831,411	1.30%
Net income after transfer	1,719,179	647,977	182,340	-89.39%
Add back depreciation	4,973,168	5,025,037	5,215,592	4.87%
Cash available for capital expenditures	6,692,347	5,673,014	5,397,932	-19.34%
Subtract Vehicles & Equipment	1,133,017	1,371,014	1,150,626	1.55%
Subtract Vehicles & Equipment G & A	207,110	319,427	305,465	47.49%
Subtract Improvements	3,070,000	2,442,809	3,247,000	5.77%
Subtract Principal Payments - Bonds	910,000	910,000	945,000	3.85%
Subtract Principal Payments	1,189,521	1,189,521	1,227,204	3.17%
Subtract Cleanup for Manufactured Gas Plant	0	0	500,000	0.00%
Add Draw Down Reserves	0	0	0	0.00%
Add Propane Gas Sales	200,000	0	2,000,000	900.00%
Funds available to transfer to reserves	\$382,699	(\$559,757)	\$22,637	-94.08%

**WATER GAS & LIGHT COMMISSION**  
**DISTRIBUTION OF TRANSFERS TO OTHER AGENCIES**  
**2007 - 2008 BUDGET**

	2006 - 2007	2007 - 2008
<b>Transfer to City of Albany</b>		
City of Albany General Fund	\$5,330,657	\$5,431,277
City of Albany Street and Traffic Lights	1,055,000	1,055,000
City of Albany Christmas Decorations	25,000	25,000
City of Albany Eternal Flame	5,000	5,000
Total based on metered revenue	6,415,657	6,516,277
City of Albany - Addition to transfer by agreement		
City of Albany Capital Improvement Fund	750,000	750,000
City of Albany Sewer and Garbage Billing	321,403	320,917
Total other transfers to City of Albany	200,000	200,000
	1,271,403	1,270,917
Total contributions to the City of Albany	7,687,060	7,787,194
<b>Transfers to Others</b>		
Dougherty County Street and Traffic Lights		
Payroll Development Authority	22,117	22,117
Total to Other agencies	22,100	22,100
	44,217	44,217
<b>TOTAL TRANSFER TO OTHER AGENCIES</b>	<b>\$7,731,277</b>	<b>\$7,831,411</b>

**WATER GAS & LIGHT COMMISSION**  
**DISTRIBUTION OF TRANSFERS TO OTHER AGENCIES**  
**2007 - 2008 BUDGET**

Calendar Year 2006	Metered Revenue			
	Water	Transport Gas	Gas	Light Total
Month of January	\$635,168	\$85,834	\$1,203,469	\$5,852,773
Month of February	571,756	102,616	953,590	5,161,939
Month of March	569,679	102,446	914,148	4,589,074
Month of April	655,378	104,567	618,509	5,232,840
Month of May	712,439	97,979	352,669	5,201,861
Month of June	879,991	98,740	316,270	6,380,939
Month of July	794,955	93,818	295,383	7,506,797
Month of August	780,638	86,492	439,895	7,551,617
Month of September	806,066	85,264	265,326	7,614,749
Month of October	732,010	76,319	340,509	5,706,958
Month of November	678,886	79,803	586,049	4,997,702
Month of December	694,795	93,059	863,891	5,377,061
<b>Total</b>	<b>8,511,761</b>	<b>1,106,937</b>	<b>7,149,708</b>	<b>71,174,310</b>
Subtract amts greater than \$80 million	<u>(768,756)</u>	<u>(99,975)</u>	<u>(645,740)</u>	<u>(6,428,245)</u>
<b>Transfer % for amts up to \$80 million</b>	<b>7,743,005</b>	<b>1,006,962</b>	<b>6,503,968</b>	<b>64,746,065</b>
	<u>7.5%</u>	<u>7.5%</u>	<u>7.5%</u>	<u>7.5%</u>
<b>Transfer on first \$80 million</b>	<b>580,725</b>	<b>75,522</b>	<b>487,798</b>	<b>4,855,955</b>
<b>Amounts greater than \$80 million</b>	<b>768,756</b>	<b>99,975</b>	<b>645,740</b>	<b>6,428,245</b>
<b>Transfer % for amts greater than \$80 million</b>	<u>6.5%</u>	<u>6.5%</u>	<u>6.5%</u>	<u>6.5%</u>
<b>Transfer on amts greater than \$80 million</b>	<b>49,969</b>	<b>6,498</b>	<b>41,973</b>	<b>417,836</b>
<b>Total transfer based on percentage</b>	<b>630,695</b>	<b>82,021</b>	<b>529,771</b>	<b>5,273,791</b>
<b>Other City Transfers</b>	<b>124,577</b>	<b>0</b>	<b>104,642</b>	<b>1,041,698</b>
<b>Total Transfers to City</b>	<b>755,272</b>	<b>82,021</b>	<b>634,413</b>	<b>6,315,489</b>
<b>Other Transfers</b>	<b>4,334</b>	<b>0</b>	<b>3,641</b>	<b>36,242</b>
<b>Total Transfers</b>	<b>\$759,606</b>	<b>\$82,021</b>	<b>\$638,054</b>	<b>\$6,351,731</b>

**WATER GAS & LIGHT COMMISSION  
WATER DEPARTMENT  
2007 - 2008 BUDGET**

DESCRIPTION	BUDGET 2006 - 2007	PROJECTED ACTUAL	BUDGET 2007 - 2008	INCREASE (DECREASE)
Estimated Revenues	\$9,357,968	\$9,539,640	\$9,738,129	4.06%
Less Estimated Expenses				
Cost of Sales	854,205	774,960	597,227	-30.08%
Operating & Maintenance Expenses	4,551,799	4,752,076	4,943,671	8.61%
G & A Expenses (Net)	2,105,973	2,014,768	2,208,581	4.87%
Depreciation Water Department	2,160,000	2,068,443	2,160,000	0.00%
Depreciation G & A	282,389	287,232	295,849	4.77%
Total Expenses	9,954,366	9,897,480	10,205,329	2.52%
NET INCOME	(596,398)	(357,839)	(467,199)	-21.66%
Transfer to City of Albany	692,019	692,019	755,272	9.14%
Transfer to other agencies	4,020	4,020	4,334	7.82%
Total transfers	696,039	696,039	759,606	9.13%
Net income after transfer	(1,292,437)	(1,053,878)	(1,226,805)	-5.08%
Add back depreciation	2,442,389	2,355,675	2,455,849	0.55%
Cash available for capital expenditures	1,149,952	1,301,797	1,229,044	6.88%
Subtract Vehicles & Equipment	286,500	240,831	553,453	93.18%
Subtract Vehicles & Equipment G & A	51,778	79,857	76,366	47.49%
Subtract Improvements	700,000	802,217	700,000	0.00%
Principal Payments	1,207,380	1,207,380	1,251,801	3.68%
Add Draw Down Reserves	0	0	0	0.00%
Funds available to transfer to reserves	(\$1,095,706)	(\$1,028,488)	(\$1,352,576)	23.44%

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

<b>WATER DEPARTMENT INCOME</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>	<b>% of Budget to Projected</b>
Residential Sales	\$4,871,425	\$4,929,021	\$5,425,389	\$5,721,412	\$4,969,195	\$6,691,111	\$6,726,673	100.53%
Commercial Sales	1,814,620	1,905,016	2,193,597	2,711,051	1,735,472	2,336,844	2,349,264	100.53%
Miscellaneous Sales	40,653	16,229	10,916	17,806	21,326	28,434	22,808	80.21%
Laboratory Sales	99,126	111,419	103,865	104,062	78,373	104,497	104,497	100.00%
Miscellaneous Income	3,436	33	40,630	1,429	0	0	9,106	0.00%
Tapping Fees	485,177	582,528	684,222	473,535	280,083	373,444	519,781	139.19%
Rental Income	6,000	6,000	6,000	6,000	4,500	6,000	6,000	100.00%
Gain (Loss) - Sale of Fixed Assets	8,385	1,430	0	0	(518)	(691)	0	0.00%
<b>Total Water Income</b>	<b>\$7,328,822</b>	<b>\$7,551,676</b>	<b>\$8,464,620</b>	<b>\$9,035,295</b>	<b>\$7,089,431</b>	<b>\$9,539,640</b>	<b>\$9,738,129</b>	<b>102.08%</b>



# WATER, GAS & LIGHT COMMISSION

## WATER DEPARTMENT

### Calculation of Revenues and Cost of Sales 2007 - 2008 BUDGET

	BUDGET MGAL	AVG SALES PRICE	BUDGET \$	AVG COST TO PUMP	TOTAL COGS	PUMPING ELECTRIC	PUMPING GAS	CHEMICALS
July-07	512,500	1.74	\$891,750	\$0.11583	\$59,364	\$54,847	\$29	\$4,488
August-07	462,500	1.74	\$804,750	0.11583	53,572	49,496	26	4,050
September-07	482,500	1.74	\$839,550	0.11583	55,889	51,636	27	4,225
October-07	436,500	1.74	\$759,510	0.11583	50,560	46,713	24	3,823
November-07	412,500	1.74	\$717,750	0.11583	47,780	44,145	23	3,612
December-07	401,500	1.74	\$698,610	0.11583	46,506	42,968	22	3,516
January-08	362,500	1.74	\$630,750	0.11583	41,989	38,794	20	3,175
February-08	352,500	1.74	\$613,350	0.11583	40,831	37,724	20	3,087
March-08	356,500	1.74	\$620,310	0.11583	41,294	38,152	20	3,122
April-08	382,500	1.74	\$665,550	0.11583	44,306	40,934	21	3,350
May-08	456,500	1.74	\$794,310	0.11583	52,877	48,854	26	3,998
June-08	537,500	1.74	\$935,250	0.11583	62,259	57,522	30	4,707
<b>TOTALS</b>	<b>5,156,000</b>		<b>\$8,971,440</b>		<b>\$597,227</b>	<b>\$551,786</b>	<b>\$289</b>	<b>\$45,153</b>

Prior five year history at a glance....

F.Y.E.	mgal	REVENUE
2008 budget	5,156,000	\$8,971,440
Last 12 mos.	5,195,206	8,651,246
2006	5,265,907	8,150,104
2005	4,770,216	7,595,837
2004	4,920,614	6,616,167
2003	5,018,100	6,678,640
2002	5,247,149	6,165,753
<b>5 Yr. Average</b>	<b>5,044,397</b>	<b>\$7,041,300</b>

Projected Sales Volume  
Average Cost to Pump

5,156,000  
0.11583

#### Cost of Water Sold

MGAL sold for last 9 months  
Cost of Sales for last 9 months

3,690,812  
427,512

Average Cost to Pump

0.11583

**WATER GAS & LIGHT COMMISSION  
2007 - 2008 BUDGET**

<b>WATER DEPARTMENT COST OF SALES</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>	<b>% of Budget to Projected</b>
Pumping Electric	\$738,398	\$720,910	\$522,764	\$505,084	\$393,558	\$524,744	\$551,786	105.15%
Natural Gas	317	340	339	341	255	340	289	84.86%
Chemicals	65,820	110,351	65,573	59,917	48,818	65,091	45,153	69.37%
<b>TOTAL COST OF SALES</b>	<b>\$804,535</b>	<b>\$831,601</b>	<b>\$588,676</b>	<b>\$565,343</b>	<b>\$442,631</b>	<b>\$590,175</b>	<b>\$597,227</b>	<b>101.19%</b>

**WATER GAS & LIGHT COMMISSION  
2007 - 2008 BUDGET**

	F.Y.E. 06/30/2003	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<b>WATER DEPARTMENT OPERATING EXPENSES</b>								
Salaries and Wages	\$105,346	\$112,494	\$95,270	\$128,425	\$139,759	\$186,346	\$193,333	103.75%
Department Supervision	119,695	204,451	175,177	174,238	108,808	145,077	150,517	103.75%
Service and Trouble	156	277	968	210	36,926	49,234	51,081	103.75%
Meter Shop	6,851	38,644	12,449	3,961	12,664	16,885	17,518	103.75%
Operations	417	2,833	3,500	258	569	759	788	103.75%
Jury Duty	3,630	3,058	728	110	474	632	656	103.75%
Bad Weather / Rain	774	176	298	2,547	591	789	818	103.75%
Accident on Duty	5,346	7,712	9,141	8,439	7,882	10,509	10,903	103.75%
Training / School	1,125	1,372	606	765	717	956	992	103.75%
Conference	50,061	59,054	59,819	69,168	66,398	88,530	91,850	103.75%
Holiday	73,758	79,629	98,945	110,225	94,544	126,059	130,786	103.75%
Compensated Absences	68,401	59,625	80,105	54,103	102,188	136,250	141,360	103.75%
Sick Leave	318	2,595	1,191	9,349	21,334	28,446	29,512	103.75%
Other Labor	86,150	138,156	208,947	4,786	4,508	6,011	6,237	103.75%
Lab								
<b>Total salaries and wages</b>	<b>\$522,028</b>	<b>\$710,073</b>	<b>\$747,144</b>	<b>\$566,593</b>	<b>\$597,363</b>	<b>\$796,484</b>	<b>\$826,352</b>	<b>103.75%</b>
<b>Other Expenses</b>								
Small Hand Tools	\$16,326	\$30,887	\$13,653	\$34,716	\$47,381	\$63,175	\$63,964	101.25%
Uniform Rental and Expense	7,141	14,109	16,799	13,224	10,229	13,639	13,810	101.25%
Street Repair - Maintenance	12,339	17,408	20,424	48,371	23,854	31,805	32,202	101.25%
Motor Vehicle Repairs	34,041	33,886	35,425	58,944	39,144	52,192	52,844	101.25%
Motor Vehicle Expenses - Fuel	51,173	68,899	82,690	89,591	74,154	98,872	100,108	101.25%
Motorized Equipment Repairs	51,574	104,468	57,382	22,658	25,618	34,157	34,584	101.25%
Motorized Equipment Expenses	14,490	28,416	8,669	14,030	9,999	13,332	13,499	101.25%
Lab Test	108,189	125,479	115,097	131,889	93,725	124,966	126,528	101.25%
Wells	0	14,478	18,344	184	14,841	19,788	20,036	101.25%
Equipment	41,628	25,998	30,191	91,663	36,225	48,299	48,903	101.25%
Mains	6,790	4,982	9,912	1,160	6,745	8,993	9,105	101.25%
Service Lines	2,703	18,047	9,334	12,040	13,045	17,394	17,611	101.25%
Employee Group Insurance	184,380	232,665	289,104	328,227	253,183	337,577	371,335	110.00%
Damage Claim Expense	975	4,436	1,707	1,586	0	0	0	0.00%
Company Pension Plan Expense	100,847	152,048	150,719	212,409	125,770	169,027	175,366	103.75%
Payroll Tax Expense	89,602	112,289	107,278	131,959	107,321	143,095	148,461	103.75%
Company LTD Plan	17,582	25,929	25,086	14,518	4,210	5,613	5,824	103.75%
Office Supplies and Expense	3,425	15,084	10,538	35,737	7,161	9,548	9,667	101.25%
Seminars and Continuing Education	11,698	9,582	14,979	8,287	7,755	10,340	10,470	101.25%
Professional Services Other	10,268	18,493	45,797	137,849	31,232	41,643	42,164	101.25%
US Geological Survey	108,850	101,340	83,124	83,124	62,343	62,500	62,500	100.00%
Interest Expense Bonds	1,013,290	983,375	1,013,657	873,440	624,424	875,674	855,407	97.69%
Investment (Mgmt fee) Expense	7,134	4,500	2,603	70	80	107	108	101.25%
Water Bond Issue Expense	26,813	26,813	26,813	49,533	49,321	65,762	66,584	101.25%
Utilities	83,645	22,945	23,883	252,317	139,740	186,320	188,649	101.25%
Communications	7,296	8,733	9,599	8,590	8,917	11,889	12,037	101.25%
Building Repairs and Maintenance	1,935	7,791	13,915	7,436	12,958	17,278	17,494	101.25%
Miscellaneous Expense	3,216	4,050	11,520	9,026	10,519	14,026	14,201	101.25%
Other Supplies	15,403	3,003	10,197	2,875	5,200	6,934	7,020	101.25%
Dues and Subscriptions	1,178	1,767	2,916	2,169	1,771	2,361	2,391	101.25%
Lab Expenses	92,212	99,047	121,258	47,662	108,398	144,530	146,303	101.25%
Total Other Expenses	\$2,126,143	\$2,320,945	\$2,382,611	\$2,725,281	\$1,956,263	\$2,630,936	\$2,669,175	101.46%
Total Operating Expenses less Depreciation	2,648,171	3,031,018	3,129,755	3,291,864	2,563,626	3,427,319	3,495,527	101.99%
Depreciation Expense	936,997	1,347,743	2,045,643	2,089,654	1,551,332	2,069,443	2,160,000	104.43%
<b>TOTAL OPERATING EXPENSE</b>	<b>\$3,585,168</b>	<b>\$4,378,761</b>	<b>\$5,175,398</b>	<b>\$5,381,518</b>	<b>\$4,114,958</b>	<b>\$5,495,762</b>	<b>\$5,655,527</b>	<b>102.91%</b>

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

**WATER DEPARTMENT  
MAINTENANCE EXPENSES**

	F.Y.E. 06/30/2003	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<u>Salaries</u>								
Building	\$1,360	\$11,862	\$1,178	\$2,112	\$590	\$787	\$869	110.43%
Equipment	447,438	458,899	435,863	653,628	427,440	569,919	629,347	110.43%
Service Lines	121,578	113,713	132,198	166,298	119,347	159,129	175,722	110.43%
Valves	28,860	27,723	52,804	50,120	94,955	126,607	139,808	110.43%
Mains	28,467	43,982	30,599	15,093	21,201	28,268	31,215	110.43%
Meters	153,402	223,297	218,002	215,604	136,551	182,068	201,053	110.43%
Wells	4,650	433	0	0	28,832	38,443	42,452	0.00%
Street Repair	46,143	35,626	47,704	67,584	44,101	58,801	64,933	110.43%
<b>Total</b>	<b>\$831,898</b>	<b>\$915,536</b>	<b>\$918,349</b>	<b>\$1,170,440</b>	<b>\$873,017</b>	<b>\$1,164,022</b>	<b>\$1,285,400</b>	<b>110.43%</b>

**Materials and other maintenance**

<u>Meters</u>								
Street Repair	\$32,165	\$14,688	\$16,941	\$42,296	\$33,133	\$44,177	44,730	101.25%
Maint of Structures - Materials & Equipment	26,444	26,716	18,654	17,818	17,272	23,029	23,317	101.25%
Miscellaneous Maint - Materials	228,331	153,557	147,889	184,704	9,038	12,050	12,201	101.25%
Service Lines	49,860	66,540	64,125	60,856	19,545	26,060	26,386	101.25%
Valves	43,528	71,870	52,823	40,518	31,059	41,412	41,930	101.25%
Building Repair and Maintenance	(1,041)	1,246	7,930	29,065	3,746	4,995	5,057	101.25%
Miscellaneous	2,080	7,332	20,494	314	6,100	8,133	8,235	101.25%
	9,084	3,290	1,956	461	659	878	889	101.25%
<b>Total</b>	<b>\$390,451</b>	<b>\$345,241</b>	<b>\$330,813</b>	<b>\$376,031</b>	<b>\$120,551</b>	<b>\$160,735</b>	<b>\$162,744</b>	<b>101.25%</b>
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>\$1,222,349</b>	<b>\$1,260,777</b>	<b>\$1,249,163</b>	<b>\$1,546,470</b>	<b>\$993,568</b>	<b>\$1,324,757</b>	<b>\$1,448,144</b>	<b>109.31%</b>

**Salaries and Wages - Water Department**

Operating Expense Salaries & Wages	\$522,028	\$710,073	\$747,144	\$566,583	\$597,363	\$796,484	\$826,352	103.75%
Maintenance Expense Salaries & Wages	831,898	915,536	918,349	1,170,440	873,017	1,164,022	1,285,400	110.43%
Improvement Salaries & Wages	369,716	376,395	401,501	344,192	309,200	412,267	350,000	84.90%
<b>Total Salaries and Wages</b>	<b>\$1,723,642</b>	<b>\$2,002,005</b>	<b>\$2,066,995</b>	<b>\$2,081,215</b>	<b>\$1,779,580</b>	<b>\$2,372,773</b>	<b>\$2,461,752</b>	<b>103.75%</b>

Equipment	Improvements 2007 - 2008	Total
Clean and paint interior, water plant clarifiers		\$130,000
WG&L fiber optics equipment needed at tank and well sites for radio to fiber conversion		78,336
Wells 25 and 17 chemical rehabilitation		50,000
Plug (old location) well #42		7,050
150 #Chlorine Emergency repair kit "A"		8,000
Self Contained Breathing Apparatus		13,400
Fence in wells #7, 8, 9, 12, 14, 16, 17, 18, 19, 26, 33, 36, 38, 39, 40, 41, 42, 47 and tanks 10, 11		66,667
Update well houses to meet GaEPD minimum standards		70,000
Chlorine auto-valve controllers		25,000
Chlorine leak detectors		15,000
Chlorine analyzers		15,000
Chlorine feeders		30,000
Fluoride analyzers		45,000
<b>Total Equipment</b>		<b>\$553,453</b>
<b>Grand Total Vehicle &amp; Equipment</b>		<b>\$553,453</b>
<b>New Services:</b>		
	<b>Improvements 2007 - 2008</b>	<b>Total</b>
	<b>Labor</b>	<b>Material</b>
	<b>\$350,000</b>	<b>\$350,000</b>
		<b>\$700,000</b>

**WATER GAS & LIGHT COMMISSION**  
**GAS DEPARTMENT**  
**2007 - 2008 BUDGET**

DESCRIPTION	BUDGET 2006 - 2007	PROJECTED ACTUAL	BUDGET 2007 - 2008	INCREASE (DECREASE)
Estimated Revenues	\$19,004,890	\$14,135,858	\$16,515,863	-13.10%
Less Estimated Expenses				
Cost of Sales	14,580,837	9,075,278	12,454,507	-14.58%
Operating & Maintenance Expenses	1,534,814	1,729,445	1,617,585	5.39%
G & A Expenses (Net)	1,684,778	1,671,814	1,766,865	4.87%
Depreciation Gas Department	181,712	175,231	180,488	-0.67%
Depreciation G & A	225,911	229,786	236,679	4.77%
Total Expenses	18,208,052	12,881,554	16,256,124	-10.72%
NET INCOME	796,838	1,254,304	259,738	-67.40%
Transfer to City of Albany	859,508	859,508	716,433	-16.65%
Transfer to other agencies	4,551	4,551	3,641	-20.00%
Total transfers	864,059	864,059	720,074	-16.66%
Net income after transfer	(67,221)	390,245	(460,336)	584.81%
Add back depreciation	407,623	405,017	417,167	2.34%
Cash available for capital expenditures	340,402	795,262	(43,168)	-112.68%
Subtract Vehicles & Equipment	84,000	112,158	32,173	-61.70%
Subtract Vehicles & Equipment G & A	41,422	63,885	61,093	47.49%
Subtract Improvements	20,000	15,084	20,000	0.00%
Principal Payments	237,904	237,904	245,441	3.17%
Add Propane Gas Sales	200,000	0	2,000,000	0.00%
Add Draw Down Reserves	0	0	0	0.00%
Funds available to transfer to reserves	\$157,076	\$366,231	\$1,598,125	917.42%

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

<b>GAS DEPARTMENT INCOME</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>	<b>% of Budget to Projected</b>
Residential Sales	\$4,614,836	\$4,090,754	\$4,039,251	3,580,857	2,802,090	3,178,398	\$3,364,248	105.85%
Commercial Sales	1,106,062	2,762,234	2,813,737	4,395,484	1,866,750	2,433,282	2,861,662	117.61%
Large Industrial Sales	3,705,285	1,573,471	1,566,805	1,324,980	987,237	1,206,008	924,200	76.63%
Purchase Gas Adjustment	3,469,637	4,688,640	4,695,306	7,498,633	4,394,651	5,803,533	7,851,115	135.28%
BTU Adjustment	249,545	204,640	203,590	204,642	171,892	207,159	207,159	100.00%
Miscellaneous Sales	7,991	9,606	11,002	8,058	1,933	2,577	2,577	100.00%
Miscellaneous Income	20,886	35,630	48,285	40,615	33,884	45,179	45,179	100.00%
Gas transported for others (Transport Fees)	1,004,094	996,316	1,029,883	1,073,214	796,384	1,061,845	1,061,845	100.00%
Capacity Release Credit	321,343	266,382	372,429	136,398	139,338	185,784	185,784	100.00%
Tapping Fees	48,434	33,150	46,473	47,686	9,069	12,093	12,093	100.00%
Gain (Loss) - Sale of Fixed Assets	6,012	1,501	2,100	0	0	0	0	0.00%
<b>TOTAL INCOME</b>	<b>\$14,554,125</b>	<b>\$14,662,325</b>	<b>\$14,828,862</b>	<b>\$18,310,567</b>	<b>\$11,203,229</b>	<b>\$14,135,858</b>	<b>\$16,515,863</b>	<b>116.84%</b>

**WATER, GAS & LIGHT COMMISSION**  
**GAS DEPARTMENT**  
 Calculation of Budgeted Revenues  
 2007 - 2008 BUDGET

	RESIDENTIAL			COMMERCIAL			INTERRUPTIBLE			PURCHASED GAS ADJUSTMENT			TOTAL		
	Volume	Unit Price	Monthly Revenue	Volume	Unit Price	Monthly Revenue	Volume	Unit Price	Monthly Revenue	Volume	Unit Price	Monthly Revenue	Volume	Unit Price	Monthly Revenue
July-06	7,069	\$12.468	\$88,138	31,657	\$6.230	\$197,234	14,646	\$4.583	\$67,125	53,373	\$6.010	\$320,772	53,373	\$12.614	\$673,268
August-06	6,784	13.068	88,649	29,182	6.768	197,512	15,938	4.549	72,497	51,903	6.130	318,168	51,903	13.040	676,825
September-06	7,251	12.861	93,254	27,397	6.851	187,695	13,291	4.559	60,595	47,939	6.180	296,265	47,939	13.305	637,809
October-06	13,798	11.287	155,745	28,783	6.468	186,162	15,186	4.574	69,461	57,788	6.290	363,361	57,788	13.411	774,729
November-06	42,003	8.031	337,327	34,798	6.397	222,888	17,466	4.364	76,213	94,286	6.970	657,037	94,286	13.718	1,293,165
December-06	78,378	6.945	544,285	50,352	6.434	323,963	17,755	4.488	79,679	146,483	7.660	1,122,057	146,483	14.131	2,069,985
January-07	95,002	6.745	640,745	61,128	6.508	397,821	24,006	4.555	109,345	180,136	8.000	1,441,089	180,136	14.372	2,588,999
February-07	87,290	6.755	589,665	57,128	6.560	374,751	24,428	4.650	113,582	168,845	8.000	1,350,757	168,845	14.385	2,428,754
March-07	52,429	7.027	368,402	39,111	6.601	258,170	19,235	4.603	88,821	110,895	7.780	862,294	110,895	14.235	1,577,687
April-07	32,985	7.401	244,134	31,326	6.500	203,805	16,053	4.565	73,273	80,383	6.410	515,126	80,383	12.893	1,036,138
May-07	12,881	8.892	114,538	25,369	6.314	160,189	12,072	4.567	55,136	50,322	6.300	317,027	50,322	12.855	646,870
June-07	8,757	11.347	99,365	23,484	6.470	151,998	12,759	4.583	58,473	45,010	6.360	287,163	45,010	13.264	596,997
BUDGET	444,626	\$7.57	\$3,364,248	439,722	\$6.51	\$2,861,652	202,895	\$4.56	\$924,200	1,087,243	\$7.22	\$7,851,115	1,087,243	\$13.80	\$15,001,226
APR-MAR	427,062	\$7.66	\$3,269,797	391,671	\$6.59	\$2,592,299	177,286	\$4.11	\$728,223	996,019	\$5.68	\$5,658,788	996,019	\$12.29	\$12,239,107
VARIANCE	17,564	3.95%	94,451	48,051	10.93%	279,383	25,609	12.62%	195,978	91,224	8.39%	2,192,327	91,224	8.39%	2,762,119
			2.81%			9.76%			21.21%			27.92%			18.41%

Prior five year history at a glance...

	F.Y.E.	MCF	REVENUE
2008	2008	1,087,243	\$15,001,226
Last 12 mos.		996,019	13,082,307
2006	2006	1,117,092	17,234,252
2005	2005	1,237,910	14,197,866
2004	2004	1,326,264	13,585,685
2003	2003	1,450,812	12,864,051
2002	2002	1,183,152	9,203,342
5 Yr. Average		1,263,046	\$13,417,039



**WATER GAS & LIGHT COMMISSION  
2007 - 2008 BUDGET**

<b>GAS DEPARTMENT COST OF SALES</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>	<b>% of Budget to Projected</b>
Natural Gas	\$10,029,928	\$10,774,785	\$11,302,281	\$13,613,833	\$7,080,853	\$8,963,194	\$12,133,855	135.37%
Peak Shaving, Pumping	4,556	5,545	9,027	4,796	5,558	7,410	7,410	100.00%
ANR Transportation NG	131,542	0	0	0	0	0	0	0.00%
ANR Storage	146,265	0	0	0	0	0	0	0.00%
CSS Storage Charges	273,034	273,588	275,095	275,300	208,562	278,083	277,242	99.70%
Other (agency fee)	30,062	0	0	0	0	0	36,000	0.00%
<b>TOTAL COST OF SALES</b>	<b>\$10,615,387</b>	<b>\$11,053,918</b>	<b>\$11,586,383</b>	<b>\$13,893,928</b>	<b>\$7,294,973</b>	<b>\$9,248,687</b>	<b>\$12,454,507</b>	<b>134.66%</b>

**GAS DEPARTMENT**  
**Budgeted Annual Gas Costs**  
**2007 - 2008 BUDGET**

Volume Sold	Volume Purchased	Futures Prices	Sur charges SNG	Total Cost per MCF	Total Volume Cost	SNG Reser. FT & TTN	Reser. Charge per MCF	Total Reser. Charge	Total Gas Charges	CSS Storage Costs	Monthly Agency Fee	GRAND TOTAL CHARGES	FY 2008 AVERAGE	Purchased Gas Adjustment
53,373	July-07	\$7.86	\$0.078	\$7.9380	\$436,384	11595	\$10.940	\$125,849	\$563,233	\$23,104	\$3,000	\$589,337	\$11,0419	6,0100
51,903	August-07	7.98	0.078	8.0580	430,784	11595	10.940	126,849	557,634	23,104	3,000	583,737	11,2468	6,1300
47,939	September-07	8.03	0.078	8.1080	400,352	11595	10.940	126,849	527,201	23,104	3,000	553,305	11,5418	6,1800
57,768	October-07	8.14	0.078	8.2180	488,979	17170	10.940	187,840	676,818	23,104	3,000	702,922	12,1680	6,2900
94,266	November-07	8.82	0.078	8.9880	863,945	17170	10.940	187,840	1,051,785	23,104	3,000	1,077,888	11,4345	6,3700
146,483	December-07	9.51	0.078	9.5880	1,446,608	17170	10.940	187,840	1,634,448	23,104	3,000	1,680,551	11,3362	7,6600
180,136	January-08	9.85	0.078	9.9280	1,842,040	17170	10.940	187,840	2,029,880	23,104	3,000	2,055,983	11,4135	8,0000
168,845	February-08	9.85	0.078	9.9280	1,726,575	17170	10.940	187,840	1,914,415	23,104	3,000	1,940,518	11,4929	8,0000
110,835	March-08	9.63	0.078	9.7080	1,108,261	17170	10.940	187,840	1,296,100	23,104	3,000	1,322,204	11,9295	7,7800
80,363	April-08	8.26	0.078	8.3380	690,166	11595	10.940	126,849	817,016	23,104	3,000	843,119	10,4914	6,4100
50,322	May-08	8.15	0.078	8.2280	426,468	11595	10.940	126,849	553,317	23,104	3,000	579,421	11,5143	6,3000
45,010	June-08	8.23	0.078	8.3080	385,159	11595	10.940	126,849	512,008	23,104	3,000	538,112	11,9554	6,3800
<b>1,087,243</b>		<b>\$8.59</b>		<b>9.1491</b>	<b>\$10,245,720</b>			<b>\$1,888,135</b>	<b>\$12,133,855</b>	<b>\$277,242</b>	<b>\$36,000</b>	<b>\$12,447,097</b>	<b>\$11,4483</b>	

Volume purchased is grossed up to reflect line loss as well as fuel charges (1.5+1.5)

Total Commodity  
Total Transportation

**Actual Comparison**

Jul-06	32,442	5.76	0.0492	\$5.8079	\$188,418	11595	10.940	\$126,849	\$315,267	\$22,970	\$3,000	\$341,237		
Aug-06	32,442	6.97	0.0312	7.0059	227,284	11595	10.940	126,849	354,133	22,914	\$3,000	380,047		
Sep-06	55,516	5.81	0.0588	5.8655	325,632	11595	10.940	126,849	452,481	23,074	\$3,000	478,555		
Oct-06	56,434	4.27	0.1042	4.3712	246,682	17170	10.940	187,840	434,522	23,111	\$3,000	460,633		
Nov-06	136,051	7.09	0.0631	7.1553	973,484	17170	10.940	187,840	1,161,324	23,165	\$3,000	1,187,489		
Dec-06	237,588	8.17	0.2257	8.3952	1,994,600	17170	10.940	187,840	2,182,440	23,180	\$3,000	2,208,620		
Jan-07	146,019	5.81	0.1084	5.9157	863,812	17170	10.940	187,840	1,051,652	23,208	\$3,000	1,077,860		
Feb-07	171,631	7.50	0.0758	7.5789	1,300,773	17170	10.940	187,840	1,488,613	23,153	\$3,000	1,514,766		
Mar-07	80,889	7.43	0.0867	7.5193	608,232	17170	10.940	187,840	796,072	23,216	\$3,000	822,288		
Apr-06	78,488	7.06	0.0412	7.1034	557,533	11595	10.940	126,849	684,382	23,051	\$3,000	710,433		
May-06	79,434	7.07	0.0353	7.1096	564,744	11595	10.940	126,849	691,593	23,144	\$3,000	717,737		
Jun-06	54,941	5.80	0.0582	5.8559	321,731	11595	10.940	126,849	448,580	23,056	\$3,000	474,636		
	<b>1,161,874</b>	<b>\$6.56</b>	<b>\$0.0780</b>	<b>7.0343</b>	<b>\$6,172,924</b>			<b>\$1,888,135</b>	<b>\$10,061,059</b>	<b>\$277,242</b>	<b>\$36,000</b>	<b>\$10,374,301</b>		

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

	F.Y.E. 06/30/2003	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<b>GAS DEPARTMENT</b>								
<b>OPERATING EXPENSES</b>								
<u>Salaries and Wages</u>								
Department Supervision	\$55,199	\$54,774	\$59,125	\$58,445	\$44,353	\$59,137	\$61,355	103.75%
Service and Trouble	14,470	15,357	15,094	20,405	12,857	17,142	17,785	103.75%
Meter Shop	61,891	70,025	74,834	83,632	67,875	90,500	93,894	103.75%
Operations	41,797	69,152	35,363	32,785	27,453	36,603	37,976	103.75%
Jury Duty	0	186	255	500	362	483	501	103.75%
Bad Weather / Rain	10,285	12,705	11,443	6,364	5,179	6,906	7,165	103.75%
Accident on Duty	244	139	0	0	0	0	0	0.00%
Compensated Absences	74,938	79,086	95,767	104,335	83,807	111,743	115,933	103.75%
Charts	11,166	10,715	13,376	13,962	9,802	13,069	13,559	103.75%
Conference	1,222	792	853	672	647	863	896	103.75%
Sick Leave	39,964	41,556	40,846	36,957	48,191	64,254	66,664	103.75%
Other Labor	84	1,651	479	1,008	4,780	6,373	6,612	103.75%
Directors / Managers	59,443	64,797	67,797	70,593	47,740	63,653	66,040	103.75%
<b>Total salaries and wages</b>	<b>\$370,703</b>	<b>\$420,936</b>	<b>\$415,230</b>	<b>\$429,661</b>	<b>\$353,045</b>	<b>\$470,727</b>	<b>\$488,379</b>	<b>103.75%</b>
<u>Other Expenses</u>								
Small Hand Tools	\$6,463	\$7,205	\$15,410	\$9,508	\$10,419	\$13,892	\$14,066	101.25%
Uniform Rental and Expense	5,748	6,157	8,314	6,104	5,177	6,903	6,989	101.25%
Motor Vehicle Expenses	20,129	2,418	7,090	41,084	41,182	54,909	55,595	101.25%
Motor Vehicle - Other	5,894	17,511	27,882	14,357	496	661	669	101.25%
Motorized Equipment Repairs	13,051	17,128	13,990	5,192	6,172	8,229	8,332	101.25%
Motorized Equipment Expenses	1,191	975	7,386	3,452	3,038	4,050	4,101	101.25%
Meter Expenses	4,732	5,563	6,237	38,884	9,087	12,116	12,268	0.00%
Operation Supplies	1,790	5,426	2,516	8,456	8,090	10,787	10,921	101.25%
Equipment	1,161	1,189	(27)	3,453	0	0	0	0.00%
Service Lines	3,710	5,706	37,334	9,087	6,131	8,175	8,277	101.25%
Employee Group Insurance	106,737	124,450	143,770	157,510	103,298	137,731	151,504	110.00%
Company Pension Plan Expense	80,491	71,478	72,826	124,137	64,367	85,823	89,041	103.75%
Payroll Tax Expense	55,990	60,260	61,349	71,882	51,788	69,051	71,640	103.75%
Company LTD Plan	10,986	14,529	7,080	7,786	2,269	3,026	3,139	103.75%
Office Supplies and Expense	436	1,015	7,763	6,043	3,015	4,020	4,071	101.25%
Seminars and Continuing Education	1,644	939	0	3,615	380	507	513	101.25%
Legal Fees	7,437	5,711	27,627	6,200	6,400	8,533	8,640	101.25%
Professional Services Other	1,490	1,400	6,937	22,186	31,670	42,227	42,754	101.25%
Utilities	5,400	6,012	5,779	7,572	7,587	10,115	10,242	101.25%
Communications	9,764	14,241	19,539	12,057	6,865	9,153	9,268	101.25%
Building Repairs and Maintenance	2,917	1,352	133	0	29,608	39,971	39,971	101.25%
Miscellaneous	89,971	9,277	10,798	2,669	5,829	7,772	7,869	101.25%
Dues and Subscriptions	505	600	540	540	565	753	763	101.25%
<b>Total Other Expenses</b>	<b>\$437,637</b>	<b>\$380,541</b>	<b>\$490,274</b>	<b>\$561,771</b>	<b>\$403,433</b>	<b>\$537,910</b>	<b>\$560,633</b>	<b>104.22%</b>
<b>Total Operating Expenses less Depreciation</b>	<b>808,340</b>	<b>801,477</b>	<b>905,503</b>	<b>991,432</b>	<b>756,478</b>	<b>1,008,637</b>	<b>1,049,012</b>	<b>104.00%</b>
Depreciation Expense	134,394	147,199	177,864	178,514	131,423	175,231	180,488	103.00%
<b>TOTAL OPERATING EXPENSE</b>	<b>\$942,734</b>	<b>\$948,676</b>	<b>\$1,083,367</b>	<b>\$1,169,946</b>	<b>\$887,901</b>	<b>\$1,183,868</b>	<b>\$1,229,500</b>	<b>103.85%</b>

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

**GAS DEPARTMENT**  
**MAINTENANCE EXPENSES**

	F.Y.E. 06/30/2003	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<b>Salaries</b>								
Catholic Protection	\$31,722	\$33,705	\$56,378	\$39,852	\$35,524	\$47,366	\$49,442	104.38%
Equipment	589	201	3,617	2,945	3,177	4,235	4,421	104.38%
L.P. Plant 1	321	248	825	1,650	401	534	558	104.38%
L.P. Plant 2	1,000	1,412	1,019	250	1,070	1,427	1,489	104.38%
Service lines	97,888	98,773	70,220	80,506	56,383	75,177	78,472	104.38%
Mains	184,024	168,563	228,902	270,831	153,538	204,717	213,689	104.38%
Meters	78,713	96,907	102,513	114,991	135,303	180,403	183,310	104.38%
<b>Total</b>	<b>\$394,237</b>	<b>\$399,810</b>	<b>\$463,475</b>	<b>\$511,024</b>	<b>\$385,395</b>	<b>\$513,860</b>	<b>\$535,381</b>	<b>104.38%</b>

**Materials and other maintenance**

<b>Meter Expenses</b>	\$4,873	\$38,646	\$11,679	\$19,334	\$3,027	\$4,036	\$4,097	101.50%
Tools and Implements	10,332	12,445	7,415	204	29	39	40	101.50%
Valves & Regulators	10,423	25,776	10,991	0	1,672	2,229	2,263	101.50%
Miscellaneous Maint - Materials	885	885	90	4,686	5,264	7,018	7,124	101.50%
Freight	0	0	0	0	0	0	0	0.00%
Mains	266	247	0	336	0	0	0	0.00%
Service Lines	19,269	23,460	24,994	30,389	13,795	18,393	18,669	101.50%
Building Repair and Maintenance	1,194	6,812	1,188	0	0	0	0	0.00%
Miscellaneous	258	225	0	0	0	0	0	0.00%
<b>Total</b>	<b>\$47,500</b>	<b>\$108,495</b>	<b>\$56,357</b>	<b>\$54,950</b>	<b>\$23,787</b>	<b>\$31,717</b>	<b>\$32,192</b>	<b>101.50%</b>
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>\$441,737</b>	<b>\$508,306</b>	<b>\$519,832</b>	<b>\$565,974</b>	<b>\$409,183</b>	<b>\$545,577</b>	<b>\$568,573</b>	<b>104.22%</b>

**Salaries and Wages - Gas Department**

Operating Expense Salaries & Wages	\$370,703	\$420,936	\$415,230	\$429,661	\$353,045	\$470,727	\$488,379	103.75%
Maintenance Expense Salaries & Wages	394,237	399,810	463,475	511,024	385,395	513,860	536,381	104.38%
Improvement Salaries & Wages	52,416	5,222	25,180	10,901	9,579	12,772	10,000	78.30%
<b>Total Salaries and Wages</b>	<b>\$817,356</b>	<b>\$825,969</b>	<b>\$903,885</b>	<b>\$951,585</b>	<b>\$748,019</b>	<b>\$997,359</b>	<b>\$1,034,760</b>	<b>103.75%</b>

**WATER GAS & LIGHT COMMISSION**  
**GAS DEPARTMENT**  
**Vehicles & Equipment 2007 - 2008**

550 gal. closed top dike system tank to store line liquids at U.S. 19 Station E.P.A. issue

2 - 6" sensors MK2 turbine meters @ \$3,600.00 ea.

3 - Model 323 PLUC Reynolds instruments @ \$1,10.00 ea.

3 - Mercury Model 704-12" Chart Recorders 0-50# @ \$857.00 ea.

2 - American 2300 P.D. Meters @ \$2,217.00 ea.

2 - Kerotect 4" Flanged Strainers w/ss baskets @ \$1,300.00 ea.

2 - Mooney 4" Regulators w/pilot head flanged steel body 100% S.S. trim @ \$3,874.00 ea.

**Total Vehicles & Equipment**

\$4,320
7,200
3,300
2,571
4,434
2,600
7,748
<u><u>\$32,173</u></u>

**Improvements 2007 - 2008**

**New Services:**

**Total Improvements**

<u>Labor</u>	<u>Material</u>	<u>Total</u>
<u><u>\$10,000</u></u>	<u><u>\$10,000</u></u>	<u><u>\$20,000</u></u>

**WATER GAS & LIGHT COMMISSION  
LIGHT DEPARTMENT  
2007 - 2008 BUDGET**

DESCRIPTION	BUDGET 2006 - 2007	PROJECTED ACTUAL	BUDGET 2007 - 2008	INCREASE (DECREASE)
Estimated Revenues	\$70,617,830	\$71,709,648	\$74,397,624	5.35%
Less Estimated Expenses				
Cost of Sales	50,548,206	52,013,181	54,206,586	7.24%
Operating & Maintenance Expenses	4,483,464	4,436,651	4,612,310	2.87%
G & A Expenses (Net)	4,633,140	5,887,103	4,858,879	4.87%
Depreciation Light Department	1,294,379	1,373,425	1,414,627	9.29%
Depreciation G & A	621,255	631,911	650,868	4.77%
Total Expenses	61,580,444	64,342,271	65,743,271	6.76%
NET INCOME	9,037,386	7,367,378	8,654,353	-4.24%
Transfer to City of Albany	6,135,533	6,135,533	6,315,489	2.93%
Transfer to other agencies	35,645	35,645	36,242	1.68%
Total transfers	6,171,178	6,171,178	6,351,731	2.93%
Net income after transfer	2,866,208	1,196,200	2,302,622	-19.66%
Add back depreciation	1,915,634	2,005,336	2,065,496	7.82%
Cash available for capital expenditures	4,781,842	3,201,535	4,368,118	-8.65%
Subtract Vehicles & Equipment	743,500	458,413	565,000	-24.01%
Subtract Vehicles & Equipment G & A	113,911	175,685	168,006	47.49%
Subtract Improvements	2,200,000	1,421,669	2,200,000	0.00%
Principal Payments	654,236	654,236	674,962	0.00%
Add Draw Down Reserves	0	0	0	0.00%
Funds available to transfer to reserves	\$1,070,195	\$491,533	\$760,150	-28.97%

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

**LIGHT DEPARTMENT  
INCOME**

	F.Y.E. 06/30/2003	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
Sales - Light Department	\$48,962,254	\$48,895,606	\$53,377,749	\$66,033,936	\$49,840,586	\$66,454,115	\$87,798,592	102.02%
Power Purchase Adjustment	9,377,975	9,417,464	7,495,640	83,813	856,138	1,141,517	1,425,292	124.86%
Demand Component	7,771,058	7,678,593	6,235,184	4,187,419	3,176,396	4,235,194	4,235,195	100.00%
Miscellaneous Sales	484,958	203,063	321,022	626,302	664,405	885,873	885,873	100.00%
Temporary Service Fees	9,525	10,615	8,550	7,915	5,500	7,333	9,151	124.79%
Gain (Loss) - Sale of Fixed Assets	5,634	8,966	0	0	0	0	3,650	0.00%
Security Lights - Installation	0	93,304	46,598	19,580	119,700	159,600	39,871	24.98%
<b>TOTAL INCOME</b>	<b>\$66,611,404</b>	<b>\$65,307,613</b>	<b>\$67,484,753</b>	<b>\$70,958,965</b>	<b>\$54,662,724</b>	<b>\$72,883,632</b>	<b>\$74,397,624</b>	<b>102.08%</b>

Prior five year history at a glance....

F.Y.E.	KWh	REVENUE
2008 budget	1,018,065,687	\$73,459,079
Last 12 mos.	1,014,699,458	71,358,379
2006	1,010,435,249	70,166,050
2005	968,757,646	67,152,458
2004	949,376,017	65,457,183
2003	964,384,592	65,839,457
2002	936,532,072	62,678,534
<b>5 Yr. Average</b>	<b>965,897,115</b>	<b>\$66,258,736</b>

WATER, GAS & LIGHT COMMISSION

LIGHT DEPARTMENT

Power Sales

2007 - 2008 BUDGET

	Residential kWh	General kWh	Large Industrials kWh	Water Plant kWh	Propane Plant kWh	Traffic Signals kWh	Street Lights kWh	Security Lights kWh	Unmetered kWh	Sub Total kWh	Line loss kWh	Required Purchases kWh
July-07	39,208,071	43,451,714	8,328,602	741,194	3,650	92,726	792,108	513,583	103,569	93,233,217	4,907,011	98,140,228
August-07	43,624,350	45,867,563	8,326,520	710,864	3,650	92,726	837,486	513,583	103,569	100,080,311	5,267,385	105,347,696
September-07	44,591,618	47,606,745	8,142,450	741,450	3,650	92,726	847,749	513,583	103,569	102,643,540	5,402,292	108,045,832
October-07	39,272,822	45,569,876	7,867,547	732,445	3,650	126,084	974,054	513,583	103,569	95,163,630	5,008,612	100,172,242
November-07	30,436,069	40,170,659	8,071,423	667,279	3,650	117,619	1,010,009	513,583	103,569	81,093,860	4,268,098	85,361,958
December-07	28,884,853	35,455,396	7,886,580	610,940	5,210	117,619	1,069,115	513,583	103,569	74,666,865	3,929,835	78,596,700
January-08	33,530,877	33,561,969	7,091,497	584,441	4,250	117,619	1,066,543	513,583	103,569	76,574,348	4,030,229	80,604,577
February-08	35,239,599	34,870,083	6,880,848	572,785	3,650	117,619	904,352	513,583	103,569	79,206,088	4,168,741	83,374,829
March-08	33,084,149	32,534,844	6,786,504	552,736	3,650	117,619	904,446	513,583	103,569	74,601,100	3,926,374	78,527,474
April-08	26,789,543	31,524,313	7,612,727	706,287	4,211	92,726	869,616	513,583	103,569	68,216,575	3,590,346	71,806,921
May-08	31,771,655	37,315,909	7,983,177	750,402	4,091	92,726	841,362	513,583	103,569	79,376,474	4,177,709	83,554,183
June-08	39,208,071	43,451,714	8,328,602	741,194	4,112	92,726	768,108	513,583	103,569	93,209,679	4,905,773	98,115,452
<b>Total kWh</b>	<b>425,637,677</b>	<b>471,380,785</b>	<b>93,306,477</b>	<b>8,112,017</b>	<b>47,424</b>	<b>1,270,535</b>	<b>10,904,948</b>	<b>6,162,986</b>	<b>1,242,828</b>	<b>1,018,085,687</b>	<b>53,582,405</b>	<b>1,071,648,092</b>

	Residential Revenue	General Revenue	Large Industrials Revenue	Water Plant Revenue	Propane Plant Revenue	Traffic Signals Revenue	Street Lights Revenue	Security Lights Revenue	Unmetered Revenue	Total Revenue	Sales PPA Demand Total
July-07	\$3,412,446	\$2,822,170	\$350,851	\$41,325	\$408	\$4,445	\$89,521	\$63,276	\$9,603	\$6,794,046	\$67,798,592
August-07	3,792,413	3,078,883	350,763	41,325	408	4,445	94,649	58,203	9,603	7,430,693	1,425,292
September-07	3,887,192	3,084,891	343,009	41,325	408	4,445	95,810	63,700	9,603	7,530,383	4,235,195
October-07	2,913,076	3,064,149	331,428	41,325	408	6,044	110,084	63,706	9,603	6,539,823	
November-07	2,342,738	2,809,276	340,017	41,325	408	5,639	114,147	62,356	9,626	5,725,530	
December-07	2,139,946	2,485,198	332,230	41,325	408	5,639	123,087	63,807	9,582	5,201,223	
January-08	2,477,138	2,318,494	298,736	41,325	408	5,639	120,536	63,969	9,582	5,335,828	
February-08	2,569,333	2,509,510	289,863	41,325	408	5,639	102,206	64,685	9,582	5,592,551	
March-08	2,451,388	2,918,020	285,888	41,325	408	5,639	102,217	64,268	9,582	5,878,735	
April-08	2,011,749	2,737,605	320,694	41,325	408	4,445	98,280	63,084	9,635	5,287,225	
May-08	2,338,105	2,433,511	336,299	41,325	408	4,445	95,087	64,386	9,635	5,323,203	
June-08	3,348,893	2,914,395	350,851	41,325	408	4,445	86,808	63,092	9,622	6,819,839	
<b>Total Revenue</b>	<b>\$33,684,417</b>	<b>\$33,176,101</b>	<b>\$3,930,629</b>	<b>\$495,903</b>	<b>\$4,896</b>	<b>\$60,909</b>	<b>\$1,232,433</b>	<b>\$758,532</b>	<b>\$115,258</b>	<b>\$73,459,079</b>	



**WATER GAS & LIGHT COMMISSION  
2007 - 2008 BUDGET**

<b>LIGHT DEPARTMENT COST OF SALES</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>
Cost of Sale - MEAG Supplemental	(\$117,243)	(\$786,983)	(\$1,851,277)	(\$1,909,834)	(\$982,450)	(\$1,309,933)	(\$1,285,064)
Cost of Sale - MEAG Project No. 1	28,716,751	29,204,904	29,496,693	32,194,578	23,737,270	31,649,694	31,048,828
Cost of Sale - MEAG Project No. 2	4,353,429	4,387,722	4,584,394	5,515,582	4,386,443	5,848,590	5,737,555
Cost of Sale - MEAG Project No. 3	5,908,844	6,267,684	6,088,619	6,607,860	6,035,687	8,047,583	7,894,801
Cost of Sale - MEAG Project No. 4	7,474,351	7,646,352	7,415,366	7,252,710	5,465,530	7,287,373	7,149,024
Cost of Sale - SEPA	3,710,965	4,376,528	4,587,902	4,493,360	3,823,263	5,097,684	4,661,442
MEAG -Yr end sltmt & TEA sale marg	(1,756,373)	(3,724,258)	(4,276,981)	(3,621,195)	(1,768,358)	(3,257,810)	(1,000,000)
<b>TOTAL COST OF SALES</b>	<b>\$48,290,724</b>	<b>\$47,371,949</b>	<b>\$46,024,716</b>	<b>\$50,533,061</b>	<b>\$40,697,386</b>	<b>\$53,363,181</b>	<b>\$54,206,586</b>

WATER, GAS & LIGHT COMMISSION

LIGHT DEPARTMENT

Budgeted Annual Power Costs

2007 - 2008 BUDGET

	MEAG Total Budget \$	MEAG Fixed Budget \$	MEAG Variable Budget \$	MEAG Total System Budget kWh	MEAG Variable Budget \$/kWh	WGL Estimate of Required Purchases Total System kWh	WGL Estimate of Required Purchases Total System \$	SEPA Purchases \$	MEAG Purchases \$
July-07	5,380,777	3,934,553	1,446,224	105,748,000	0.01368	98,140,228	5,276,732	370,089	4,906,641
August-07	5,107,703	3,658,149	1,449,554	102,515,000	0.01414	105,347,696	5,147,757	385,117	4,762,640
September-07	4,693,904	3,521,965	1,171,939	90,360,000	0.01297	108,045,832	4,923,283	365,465	4,557,818
October-07	4,218,839	3,302,225	916,614	74,766,000	0.01226	100,172,242	4,530,314	364,472	4,165,842
November-07	4,034,616	3,363,619	670,997	68,572,000	0.00979	85,361,958	4,198,911	360,483	3,838,428
December-07	4,178,866	3,399,173	779,693	79,516,000	0.00981	78,596,700	4,169,852	361,149	3,808,702
January-08	4,052,265	3,254,796	797,469	76,752,000	0.01039	80,604,577	4,092,294	419,069	3,673,225
February-08	3,977,962	3,129,287	848,675	64,373,000	0.01318	83,374,829	4,228,477	408,514	3,819,963
March-08	4,090,991	3,213,439	877,552	64,383,000	0.01363	78,527,474	4,283,783	427,765	3,856,018
April-08	4,675,829	3,376,019	1,299,810	66,238,000	0.01962	71,806,921	4,785,110	418,980	4,366,130
May-08	4,604,480	3,613,308	991,172	84,889,000	0.01168	83,554,183	4,588,895	395,730	4,193,163
June-08	4,923,712	3,651,498	1,272,214	93,875,000	0.01355	98,115,452	4,981,180	384,609	4,596,571
<b>Totals</b>	<b>\$53,939,944</b>	<b>\$41,418,031</b>	<b>\$12,521,913</b>	<b>971,987,000</b>	<b>0.01288</b>	<b>1,071,648,092</b>	<b>\$55,206,586</b>	<b>\$4,661,442</b>	<b>\$50,545,144</b>
<b>Per KWH</b>	<b>0.05549</b>	<b>0.04261</b>	<b>0.01288</b>				<b>0.05152</b>	<b>0.00435</b>	<b>0.04717</b>
<b>Prior year</b>									
<b>Budget Totals</b>	<b>\$51,608,231</b>	<b>\$42,866,653</b>	<b>\$8,741,578</b>	<b>1,036,353,000</b>		<b>1,047,995,623</b>	<b>\$51,548,206</b>	<b>\$4,646,144</b>	<b>\$46,902,062</b>
<b>Last 12 Months</b>									
<b>Actual</b>						<b>1,054,544,000</b>	<b>\$53,395,363</b>	<b>\$4,944,819</b>	<b>\$48,450,544</b>

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

	F.Y.E. 06/30/2003	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<b>LIGHT DEPARTMENT</b>								
<b>OPERATING EXPENSES</b>								
<b>Salaries and Wages</b>								
Department Supervision	\$75,503	\$66,871	\$71,676	\$64,206	\$59,057	\$78,743	\$81,696	103.75%
Service and Trouble	199,087	203,344	328,034	309,197	215,093	286,791	297,546	103.75%
Meter Shop	88,899	96,884	108,649	113,361	77,431	103,242	107,113	103.75%
Operations	80,249	59,767	67,440	17,465	10,703	14,270	14,805	103.75%
Jury Duty	7,301	1,922	2,350	3,590	1,063	1,417	1,470	103.75%
Bad Weather / Rain	5,253	6,261	2,855	1,916	6,166	8,222	8,530	103.75%
Accident on Duty	1,282	3,130	0	289	363	483	502	0.00%
Training / Schools	7,818	3,631	4,238	4,570	3,452	4,602	4,775	103.75%
Conference	1,104	671	504	1,878	1,452	1,936	2,009	103.75%
Holiday	80,574	85,663	85,607	93,028	81,364	108,486	112,554	103.75%
Compensated Absences	123,840	141,500	149,095	143,969	136,254	181,672	188,485	103.75%
Sick Leave	114,047	99,014	122,128	88,890	155,596	207,462	215,241	103.75%
Other	7,434	4,289	0	66,107	748	997	1,034	103.75%
Directors / Managers	59,001	61,607	59,389	3,091	31,009	41,345	42,895	103.75%
Primary Lines	2,381	379	1,045	3,091	7,559	10,078	10,456	103.75%
<b>Total salaries and wages</b>	<b>\$853,773</b>	<b>\$834,932</b>	<b>\$1,003,011</b>	<b>\$911,558</b>	<b>\$787,309</b>	<b>\$1,049,746</b>	<b>\$1,089,111</b>	<b>103.75%</b>
<b>Other Expenses</b>								
Small Hand Tools	\$20,055	\$16,449	\$41,295	\$62,125	\$30,041	\$40,055	\$40,555	101.25%
Office Supplies and Expense	16,899	17,329	15,007	39,807	35,879	47,839	48,437	101.25%
Uniform Rental and Expense	20,897	25,107	21,679	17,584	12,211	16,281	16,485	101.25%
Computer Equipment Maintenance	5,169	6,671	1,479	3,354	0	0	0	0.00%
Equipment Rental	5,960	3,564	22,221	25,008	10,084	13,446	13,614	101.25%
Building Repairs and Maintenance	25,352	20,431	13,473	9,721	5,706	7,608	7,703	101.25%
Motor Vehicle Repairs	73,142	89,979	86,924	97,565	97,839	130,453	132,063	101.25%
Motor Vehicle - Fuel	62,032	64,869	111,696	125,144	82,963	110,617	112,000	101.25%
Motor Vehicle - Other	31,598	31,900	30,939	23,089	5,047	6,730	6,814	101.25%
Motorized Equipment Repairs	47,775	46,332	35,554	21,919	19,010	25,347	25,664	101.25%
Motorized Equipment Expenses	8,041	6,660	3,452	233,651	14,238	18,984	19,221	101.25%
System Control	37,964	33,036	13,103	11,699	4,241	5,654	5,725	101.25%
Employee Group Insurance	313,178	367,298	422,586	456,926	288,008	384,010	422,411	110.00%
Company Pension Plan Expense	185,681	204,031	205,692	210,487	140,037	186,716	193,718	103.75%
Payroll Tax Expense	136,324	150,552	153,713	163,507	117,410	156,546	162,417	103.75%
Company LTD Plan	27,388	36,224	36,050	15,673	4,832	6,443	6,684	103.75%
Seminars and Continuing Education	7,374	400	12,406	24,803	16,996	22,661	22,944	101.25%
Legal Fees	19,280	19,236	7,500	0	4,841	6,455	6,536	101.25%
Professional Services Other	4,901	8,992	7,098	15,291	126,991	169,322	171,438	101.25%
Utilities	38,782	38,451	8,559	46,634	48,474	64,632	65,440	101.25%
Communications	23,828	31,354	32,676	22,913	10,566	14,088	14,264	101.25%
Loss on Disposals	0	0	193,300	1,302	386	0	0	0.00%
Marketing & Distribution - MEAG	179,027	176,756	144,172	152,675	144,102	192,136	194,538	101.25%
Tools and Implements	8,839	7,993	22,532	17,128	20,145	26,860	27,196	101.25%
<b>Total Other Expenses</b>	<b>\$1,299,486</b>	<b>\$1,403,613</b>	<b>\$1,643,106</b>	<b>\$1,798,005</b>	<b>\$1,240,047</b>	<b>\$1,652,882</b>	<b>\$1,715,887</b>	<b>103.81%</b>
<b>Total Operating Expenses less Depreciation</b>	<b>2,153,259</b>	<b>2,238,545</b>	<b>2,646,116</b>	<b>2,709,563</b>	<b>2,027,356</b>	<b>2,702,628</b>	<b>2,804,998</b>	<b>103.79%</b>
Depreciation Expense	1,139,779	1,212,206	1,297,252	1,266,705	1,030,098	1,373,425	1,414,627	103.00%
<b>TOTAL OPERATING EXPENSE</b>	<b>\$3,293,038</b>	<b>\$3,450,751</b>	<b>\$3,943,368</b>	<b>\$3,976,268</b>	<b>\$3,057,425</b>	<b>\$4,076,052</b>	<b>\$4,219,625</b>	<b>103.52%</b>

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

**LIGHT DEPARTMENT**  
**MAINTENANCE EXPENSES**

	F.Y.E. 06/30/2003	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<u>Salaries</u>								
Equipment	\$65	\$0	\$1,935	\$3,998	\$13,977	\$18,636	\$19,743	105.94%
Load Control	4,839	1,668	0	486	4,414	5,886	6,235	0.00%
Poles	4,486	34,862	2,544	0	437	582	617	0.00%
Service Lines	57,470	62,461	906	1,533	4,449	5,932	6,284	105.94%
Primary Lines	551,224	659,801	645,453	825,445	652,176	869,568	921,221	105.94%
Secondary Lines	112,605	171,228	168,335	156,178	43,203	57,603	61,025	105.94%
Street Lights	167,497	114,804	114,895	149,152	38,841	51,788	54,864	105.94%
Transformers	124,831	131,379	166,798	143,293	67,875	90,500	95,875	105.94%
<b>Total</b>	<b>\$1,033,017</b>	<b>\$1,176,202</b>	<b>\$1,100,865</b>	<b>\$1,280,087</b>	<b>\$825,371</b>	<b>\$1,100,495</b>	<b>\$1,165,865</b>	<b>105.94%</b>

Materials and other maintenance

Meter Expenses	\$21,647	\$18,820	\$2,711	\$22,425	\$16,680	\$22,240	\$22,518	101.25%
Street Repair - Maintenance	2,095	402	1,864	2,320	0	0	0	0.00%
Maint Station Equip - Materials	9,046	3,171	1,381	2,625	0	0	0	0.00%
Tools & Implements	24,066	1,116	1,418	3,346	13,986	18,648	18,881	101.25%
Equipment	16,725	5,095	13,805	680	0	0	0	0.00%
Load Control	86,376	43,321	39,407	93,679	27,659	36,878	37,339	101.25%
Poles	100,633	86,321	86,419	73,816	35,318	47,091	47,679	101.25%
Primary Lines - Overhead	110,425	140,905	135,486	72,697	38,930	51,907	52,556	101.25%
Secondary Lines - Overhead	53,957	72,322	60,864	51,986	27,960	37,280	37,746	101.25%
Service Lines - Overhead	31,416	30,792	51,102	45,879	30,897	41,197	41,711	101.25%
Primary Lines - Underground	613,315	718,352	453,833	182,516	82,148	109,530	110,899	101.25%
Secondary Lines - Underground	3,161	2,652	8,481	(1,205)	752	1,002	1,015	101.25%
Service Lines - Underground	934	19,039	441	2,053	0	0	0	0.00%
Transformers	147,234	171,547	115,457	158,735	21,997	29,329	29,696	101.25%
Maint of Street Lights - Materials	158,133	136,861	416	144,717	74,249	98,998	100,235	101.25%
Security Lights - Materials	30,312	29,575	34,394	54,933	95,440	127,253	128,844	101.25%
Miscellaneous Maint - Materials	1,921	633	10,606	994	9,132	12,176	12,328	101.25%
Miscellaneous	4,840	468	1,080	3,278	0	0	0	0.00%
<b>Total</b>	<b>\$1,416,236</b>	<b>\$1,481,392</b>	<b>\$1,019,164</b>	<b>\$915,474</b>	<b>\$475,146</b>	<b>\$633,529</b>	<b>\$641,448</b>	<b>101.25%</b>
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>\$2,449,253</b>	<b>\$2,657,594</b>	<b>\$2,120,029</b>	<b>\$2,195,561</b>	<b>\$1,300,517</b>	<b>\$1,734,023</b>	<b>\$1,807,312</b>	<b>104.23%</b>

Salaries and Wages - Light Department

Operating Expense Salaries & Wages	\$853,773	\$834,932	\$1,003,011	\$911,558	\$787,309	\$1,049,746	\$1,089,111	103.75%
Maintenance Expense Salaries & Wages	1,033,017	1,176,202	1,100,865	1,280,087	825,371	1,100,495	1,165,865	105.94%
Improvement Salaries & Wages	883,839	902,463	1,044,108	686,616	631,881	842,508	850,000	100.89%
<b>Total Salaries and Wages</b>	<b>\$2,770,629</b>	<b>\$2,913,596</b>	<b>\$3,147,984</b>	<b>\$2,878,260</b>	<b>\$2,244,561</b>	<b>\$2,992,748</b>	<b>\$3,104,976</b>	<b>103.75%</b>

**WATER GAS & LIGHT COMMISSION**  
**LIGHT DEPARTMENT**  
**Vehicles & Equipment 2007 - 2008**

Replace bucket truck #5 (1995, 161,081 miles) - repair costs \$36,976	\$115,000
Replace bucket truck #14 (1989, 95,699 miles) - repair costs \$24,296	130,000
Replace follow-up #33 (1994, 91,072 miles) - repair costs \$30,336	68,000
Replace chipper #77 (1998, 1,612 hrs) - repair costs \$25,813	32,000
Replace backhoe #86 (1995, 3,888 hrs) - repair cost \$27,155, keep #86 for tree crew when replaced	42,000
Replace truck #24 (2000, 89,823 miles) - repair costs \$5,829	15,000
Replace bucket truck #34 (1997, 102,503 miles) - repair costs \$15,474, engine knocking	112,000
Replace air compressor #69 (193, 1,115 hrs) - repair costs \$5,444	10,000
1000 gallon tank & mixer	8,000
Portable generator w/light tower	8,000
Pierce arrow (replacement)	5,000
High voltage arc reflection fault finder (replacement)	20,000
<b>Total Vehicle &amp; Equipment</b>	<b><u>\$565,000</u></b>

WATER GAS & LIGHT COMMISSION  
 LIGHT DEPARTMENT  
 Improvements 2007 - 2008

	Labor	Material	Total
Total Improvements	\$850,000	\$1,350,000	\$2,200,000

**WATER GAS & LIGHT COMMISSION  
TELE-COMMUNICATIONS DEPARTMENT  
2007 - 2008 BUDGET**

DESCRIPTION	BUDGET 2006 - 2007	PROJECTED ACTUAL	BUDGET 2007 - 2008	INCREASE (DECREASE)
Estimated Revenues	<u>\$1,478,000</u>	<u>\$1,462,554</u>	<u>\$1,044,096</u>	-29.36%
Less Estimated Expenses				
Cost of Sales	138,972	178,062	228,062	64.11%
Operating & Maintenance Expenses	660,811	701,205	714,030	8.05%
G & A Expenses	258,067	209,825	258,067	0.00%
Depreciation Tel-Com Department	<u>207,522</u>	<u>259,009</u>	<u>277,079</u>	33.52%
Total Expenses	<u>1,265,372</u>	<u>1,348,101</u>	<u>1,477,238</u>	16.74%
NET INCOME	212,628	114,454	(433,142)	-303.71%
Add back depreciation	<u>207,522</u>	<u>259,009</u>	<u>277,079</u>	33.52%
Cash available for capital expenditures	420,150	373,463	(156,062)	-137.14%
Subtract Vehicles & Equipment	19,017	559,613	0	-100.00%
Subtract Improvements	<u>150,000</u>	<u>203,838</u>	<u>327,000</u>	n/a
Funds available to transfer to reserves	<u>\$251,133</u>	<u>(\$389,988)</u>	<u>(\$483,062)</u>	-292.35%

**WATER GAS & LIGHT COMMISSION**  
2007 - 2008 BUDGET

TELE-COM DEPARTMENT INCOME	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
Non-recurring Reoccurring	\$0 1,481,080	\$0 1,359,942	\$0 1,389,295	\$0 1,161,416	\$0 1,448,554	\$0 1,044,096	0.00% 72.08%
<b>TOTAL INCOME</b>	<b>\$1,481,080</b>	<b>\$1,359,942</b>	<b>\$1,389,295</b>	<b>\$1,161,416</b>	<b>\$1,448,554</b>	<b>\$1,044,096</b>	<b>72.08%</b>

Customer	Monthly	Annually
DCSS	\$31,376	\$376,512
Other Customers	35,132	421,584
Internal	15,000	180,000
Growth		66,000
<b>Total</b>	<b>\$81,508</b>	<b>\$1,044,096</b>



**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

TELE-COM DEPARTMENT COST OF SALES	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
Cost of Sales	\$294,358	\$272,742	\$137,532	\$171,046	\$228,062	\$228,062	100.00%
<b>TOTAL COST OF SALES</b>	<b>\$294,358</b>	<b>\$272,742</b>	<b>\$137,532</b>	<b>\$171,046</b>	<b>\$228,062</b>	<b>\$228,062</b>	<b>100.00%</b>

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

TELE-COM DEPARTMENT OPERATING EXPENSES	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<b>Salaries and Wages</b>							
Department Supervision	\$51,943	\$52,808	\$56,536	\$43,651	\$58,201	\$60,383	103.75%
Accident on Duty	3,731	0	0	0	0	0	0.00%
Training/Schools	0	0	(2,454)	1,740	2,320	0	0.00%
Holiday	12,798	14,808	15,192	12,299	16,399	17,014	103.75%
Compensated Absences	23,672	19,878	27,500	18,450	24,601	25,523	103.75%
Telecommunications	186,279	215,691	245,248	154,503	206,004	213,729	103.75%
Sick Leave	15,895	14,799	7,500	12,349	16,465	17,082	103.75%
Directors / Managers	54,406	60,657	66,355	48,557	64,742	67,170	103.75%
<b>Total salaries and wages</b>	<b>\$348,724</b>	<b>\$378,641</b>	<b>\$415,876</b>	<b>\$291,549</b>	<b>\$388,731</b>	<b>\$400,901</b>	<b>103.13%</b>
<b>Other Expenses</b>							
Small Hand Tools	\$340	\$354	\$1,346	\$1,746	\$2,327	\$2,357	101.25%
Uniform Rental and Expense	3,041	1,896	1,690	1,114	1,486	1,504	101.25%
Pole Attachment Fee	4,944	4,944	4,944	0	4,944	4,944	100.00%
Computer Equipment Maintenance	8,506	4,679	2,063	0	0	0	0.00%
Motor Vehicle Repairs	1,988	1,823	3,414	4,049	5,398	5,466	101.25%
Motor Vehicle - Fuel	500	34	2,693	8,946	11,928	12,077	101.25%
Motor Vehicle - Other	902	1,423	1,809	230	306	310	101.25%
Motorized Equipment Expense	2,910	13,580	6,965	2,347	3,130	3,169	101.25%
Operational Supplies	1,978	44	2,485	632	843	854	101.25%
Buildings	166	0	0	1,694	2,259	2,288	101.25%
Tools and Implements	4,495	3,636	0	0	0	0	0.00%
Equipment	163	0	417	3,813	5,084	5,148	0.00%
Fiber Optic	112,630	7,360	6,100	538	717	726	101.25%
Miscellaneous Maint - Materials	1,444	0	1,299	43	57	58	101.25%
Freight	301	386	683	84	112	113	101.25%
G&A Management & Admin Fee	120,000	120,000	120,000	90,000	120,000	120,000	100.00%
Employee Group Insurance	53,542	52,846	58,542	39,574	52,766	58,042	110.00%
Injuries and Damages	840	100	514	300	400	413	103.13%
Company Pension Plan	42,437	(18,495)	41,480	25,211	33,614	34,667	103.13%
Payroll Taxes	30,467	23,178	30,737	22,360	29,814	30,747	103.13%
Company LTD Plan	7,224	7,097	3,593	725	966	997	103.13%
Office Supplies	4,321	9,236	7,211	12,439	16,585	16,793	101.25%
Other Professional Service	8,241	316	1,271	2,613	3,484	3,527	101.25%
G&A Interest expense	207,422	158,249	189,825	141,685	188,914	138,067	73.08%
Utilities	3,141	2,887	3,307	4,457	5,943	6,017	101.25%
Communications	22,611	75,684	35,684	71,678	95,571	96,766	101.25%
Building Repair & Maintenance	2,769	1,148	3,855	2,741	3,654	3,700	101.25%
<b>Total Other Expenses</b>	<b>\$647,323</b>	<b>\$472,406</b>	<b>\$531,927</b>	<b>\$439,019</b>	<b>\$590,302</b>	<b>\$548,747</b>	<b>92.96%</b>
<b>Total Operating Expenses less Depreciation</b>	<b>996,047</b>	<b>851,047</b>	<b>947,803</b>	<b>730,567</b>	<b>979,034</b>	<b>949,648</b>	<b>97.00%</b>
Depreciation Expense	152,037	183,835	214,034	201,757	269,009	277,079	103.00%
<b>TOTAL OPERATING EXPENSE</b>	<b>\$1,148,084</b>	<b>\$1,034,882</b>	<b>\$1,161,837</b>	<b>\$932,324</b>	<b>\$1,248,043</b>	<b>\$1,226,728</b>	<b>98.29%</b>

**WATER GAS & LIGHT MISSION  
2007 - 2008 BUDGET**

**TELE-COM DEPARTMENT  
MAINTENANCE EXPENSES**

	F.Y.E. 06/30/2004	F.Y.E. 06/30/2005	F.Y.E. 06/30/2006	9 Months Ending 03/31/2007	Projected F.Y.E. 06/30/2007	BUDGET 06/30/2008	% of Budget to Projected
<u>Salaries</u>							
Energy Cntrl/Telecommunications	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
<u>Materials and other maintenance</u>							
Tools and implements	\$2,036	\$409	\$0	\$5,317	\$7,089	\$7,178	0.00%
Computer Equipment Maintenance	14,347	15,825	15,256	9,239	12,319	\$12,473	101.25%
Fiber Optic	63,827	3,756	2,750	1,642	2,189	2,217	101.25%
Communications	8,106	15,799	1,266	430	574	581	101.25%
<b>Total</b>	<b>\$88,316</b>	<b>\$35,789</b>	<b>\$19,273</b>	<b>\$16,628</b>	<b>\$22,171</b>	<b>\$22,448</b>	<b>101.25%</b>
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>\$88,316</b>	<b>\$35,789</b>	<b>\$19,273</b>	<b>\$16,628</b>	<b>\$22,171</b>	<b>\$22,448</b>	<b>101.25%</b>
<u>Salaries and Wages - Tel-Com Department</u>							
Operating Expense Salaries & Wages	\$348,724	\$378,641	\$415,876	\$291,549	\$388,731	\$400,901	103.13%
Maintenance Expense Salaries & Wages	0	0	0	0	0	0	0.00%
Improvement Salaries & Wages	0	0	0	0	0	0	0.00%
<b>Total Salaries and Wages</b>	<b>\$348,724</b>	<b>\$378,641</b>	<b>\$415,876</b>	<b>\$291,549</b>	<b>\$388,731</b>	<b>\$400,901</b>	<b>103.13%</b>

WATER GAS & LIGHT COMMISSION  
 TELE-COMMUNICATIONS DEPARTMENT  
 Vehicles & Equipment 2007 - 2008

Improvements 2007 - 2008

Total Improvements	Improvements 2007 - 2008		
	Labor	Material	Total
	<u>\$81,750</u>	<u>\$245,250</u>	<u>\$327,000</u>

**WATER GAS & LIGHT COMMISSION  
GENERAL & ADMINISTRATIVE DEPARTMENT  
2007 - 2008 BUDGET**

DESCRIPTION	BUDGET 2006 - 2007	PROJECTED ACTUAL	BUDGET 2007 - 2008	INCREASE (DECREASE)
Estimated Revenues	<u>\$3,342,188</u>	<u>\$3,332,758</u>	<u>\$3,352,880</u>	0.32%
Less Estimated Expenses				
Cost of Sales	0	0	0	0.00%
Operating Expenses	11,766,080	12,504,081	12,187,205	3.58%
Depreciation G & A	<u>1,129,554</u>	<u>1,148,929</u>	<u>1,183,397</u>	4.77%
Total Expenses	<u>12,895,634</u>	<u>13,653,010</u>	<u>13,370,602</u>	3.68%
NET INCOME	<u>(9,553,446)</u>	<u>(10,320,253)</u>	<u>(10,017,722)</u>	4.86%
Transfer to City of Albany	0	0	0	0.00%
Transfer to other agencies	0	0	0	0.00%
Total transfers	<u>0</u>	<u>0</u>	<u>0</u>	0.00%
Net income after transfer	<u>(9,553,446)</u>	<u>(10,320,253)</u>	<u>(10,017,722)</u>	4.86%
Add back depreciation	<u>1,129,554</u>	<u>1,148,929</u>	<u>1,183,397</u>	4.77%
Net G & A Expenses	<u>(8,423,892)</u>	<u>(9,171,323)</u>	<u>(8,834,325)</u>	4.87%
Water Department Portion (25%)	(2,105,973)	(2,292,831)	(2,208,581)	4.87%
Gas Department Portion (20%)	(1,684,778)	(1,834,265)	(1,766,865)	4.87%
Light Department Portion (55%)	<u>(4,633,141)</u>	<u>(5,044,228)</u>	<u>(4,858,879)</u>	4.87%
	<u>(8,423,892)</u>	<u>(9,171,323)</u>	<u>(8,834,325)</u>	4.87%
Subtract Vehicles & Equipment G & A	<u>207,110</u>	<u>319,427</u>	<u>305,465</u>	47.49%
Subtract Cleanup for Manufactured Gas Plant	<u>0</u>	<u>0</u>	<u>1,000,000</u>	
Total G & A transferred to departments	<u>(\$8,631,002)</u>	<u>(\$9,490,750)</u>	<u>(\$10,139,790)</u>	17.48%

**WATER GAS & LIGHT COMMISSION  
2007 - 2008 BUDGET**

<b>G &amp; A DEPARTMENT INCOME</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>	<b>% of Budget to Projected</b>
Miscellaneous Sales	\$423	\$1,818	\$5,516	\$7,538	\$807	\$1,076	\$1,076	100.00%
Miscellaneous Income	235,475	199,803	328,537	281,917	1,449,269	1,500,000	305,227	20.35%
Tele-Com Management & Admin Inc	0	120,000	120,000	120,000	90,000	120,000	120,000	100.00%
Maintenance shop income	0	0	0	0	150,920	201,226	221,349	110.00%
Misc. Income - Sales Tax Vendor	22,914	22,864	23,673	25,040	12,275	16,366	16,366	100.00%
Gain (loss) Sale of Fixed Assets	1,100	5,778	1,500	233	0	0	0	0.00%
Pulled Meter Charge	2,650	1,800	3,710	10,275	7,850	10,467	10,467	100.00%
Late Fees	574,292	598,832	614,211	614,040	474,570	632,760	632,760	100.00%
Bad Check Charge	133,275	122,750	70,500	108,000	70,025	93,367	93,367	100.00%
New Customer Charge	253,656	256,176	269,424	282,474	215,018	286,891	286,891	100.00%
Cut - off Work Orders / Penalty	997,511	1,024,216	1,061,633	1,101,888	835,937	1,114,583	1,114,583	100.00%
Meter Test	335	240	60	95	60	80	80	100.00%
Relocate Meter Fee	92,000	60,495	14,972	8,947	1,370	1,827	1,827	100.00%
Upgrade Meter Fee	11,129	28,563	16,079	24,759	5,405	7,207	7,207	100.00%
Underground Service Fee	0	0	492,137	20,700	11,750	15,667	15,667	100.00%
Deposit & Small Balance Forfeitures	0	2,635	8	(109)	(344)	(459)	(459)	100.00%
Interest Income - Customer Deposits	7,175	3,176	7,682	66,867	59,666	79,554	79,554	100.00%
Interest Income - General Fund	24,008	220,875	177,016	189,825	141,737	188,983	188,983	100.00%
Interest Income - Water Bonds	61,390	20,565	19,825	172	116	116	116	100.00%
Cash over (short)	(2,518)	(2,377)	(3,720)	(4,222)	(2,957)	(3,942)	(3,942)	100.00%
Miscellaneous Income	72,682	6,712	4,111	21,857	3,277	4,369	4,369	100.00%
<b>Total G &amp; A Income</b>	<b>2,487,497</b>	<b>2,694,922</b>	<b>3,253,874</b>	<b>2,880,297</b>	<b>3,526,750</b>	<b>4,269,936</b>	<b>3,095,286</b>	<b>72.49%</b>
Interest Income from MEAG	18,963	12,176	13,077	16,305	13,627	18,169	18,169	100.00%
Interest Income from Reserves	132,668	51,195	112,761	210,278	179,569	239,425	239,425	100.00%
<b>Grand Total G &amp; A Income</b>	<b>2,639,128</b>	<b>2,758,292</b>	<b>3,379,713</b>	<b>3,106,880</b>	<b>3,719,946</b>	<b>4,527,531</b>	<b>3,352,880</b>	<b>74.06%</b>
<b>Grand Total G &amp; A Expenses</b>	<b>9,236,972</b>	<b>10,275,307</b>	<b>11,465,400</b>	<b>12,226,773</b>	<b>9,378,061</b>	<b>12,504,081</b>	<b>12,187,205</b>	<b>97.47%</b>
<b>Net G &amp; A Expenses</b>	<b>6,597,844</b>	<b>7,517,015</b>	<b>8,085,687</b>	<b>9,119,893</b>	<b>5,658,115</b>	<b>7,976,550</b>	<b>8,834,325</b>	<b>110.75%</b>
Water Department Portion (25%)	1,649,461	1,879,254	2,021,422	2,279,973	1,414,529	1,994,138	2,208,581	110.75%
Gas Department Portion (20%)	1,319,569	1,503,403	1,617,137	1,823,979	1,131,623	1,595,310	1,766,865	110.75%
Light Department Portion (55%)	3,628,814	4,134,358	4,447,128	5,015,941	3,111,963	4,387,103	4,858,879	110.75%
<b>Net G &amp; A Expenses</b>	<b>\$6,597,844</b>	<b>\$7,517,015</b>	<b>\$8,085,687</b>	<b>\$9,119,893</b>	<b>\$5,658,115</b>	<b>\$7,976,550</b>	<b>\$8,834,325</b>	<b>110.75%</b>

**WATER GAS & LIGHT COMMISSION**  
**2007 - 2008 BUDGET**

<b>G &amp; A DEPARTMENT OPERATING EXPENSES</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>	<b>% of Budget to Projected</b>
<b>Salaries and Wages</b>								
General Managers Office	\$281,471	\$296,508	\$319,562	\$346,927	\$278,922	\$371,896	\$385,842	103.75%
Energy Control	39,383	373,455	371,866	364,923	276,776	369,034	382,873	103.75%
Director of Fiscal Affairs	108,091	114,751	129,702	136,103	101,010	134,680	139,730	103.75%
Accounting	229,345	232,735	245,097	259,861	193,976	258,635	268,334	103.75%
Engineering	414,705	474,991	501,938	553,332	444,670	592,894	615,127	103.75%
Safety Loss Control	2,986	26,821	27,613	25,088	1,337	1,783	1,850	103.75%
Administrative	89,441	95,660	100,140	105,310	96,327	128,436	133,253	103.75%
Tellers	204,172	209,961	232,171	250,882	192,377	256,502	266,121	103.75%
Special Services	172,412	188,193	199,390	240,339	164,810	219,747	227,988	103.75%
Service Technicians	670,602	692,272	697,633	748,462	530,948	707,930	734,478	103.75%
Customer Service	273,340	275,414	303,151	255,561	192,127	256,170	265,776	103.75%
Mailroom	19,892	18,838	19,864	16,294	11,359	15,145	15,713	103.75%
Audit Control	122,536	147,712	146,981	153,778	107,139	142,852	148,208	103.75%
Meter Readers	491,128	439,283	307,269	314,416	200,338	267,117	277,134	103.75%
Data Processing	296,645	318,100	336,362	307,619	219,796	293,061	304,051	103.75%
Purchasing	292,907	307,038	325,976	350,556	263,458	351,277	364,450	103.75%
Investigations	97,031	105,120	109,267	115,951	87,244	116,325	120,687	103.75%
Collections	78,165	83,712	86,434	91,432	56,698	75,598	78,433	103.75%
Maintenance	94,530	112,236	326,532	446,054	393,025	524,033	543,684	103.75%
<b>Total Salaries and Wages</b>	<b>\$3,978,782</b>	<b>\$4,512,800</b>	<b>\$4,786,947</b>	<b>\$5,082,888</b>	<b>\$3,812,336</b>	<b>\$5,083,115</b>	<b>\$5,273,732</b>	<b>103.75%</b>

**WATER G. LIGHT COMMISSION**  
**200, - 2008 BUDGET**

<b>G &amp; A DEPARTMENT OPERATING EXPENSES (Continued)</b>	<b>F.Y.E. 06/30/2003</b>	<b>F.Y.E. 06/30/2004</b>	<b>F.Y.E. 06/30/2005</b>	<b>F.Y.E. 06/30/2006</b>	<b>9 Months Ending 03/31/2007</b>	<b>Projected F.Y.E. 06/30/2007</b>	<b>BUDGET 06/30/2008</b>	<b>% of Budget to Projected</b>
<b>Other expenses</b>								
Small Hand Tools	\$8,409	4,035	15,114	10,841	7,563	\$10,084	\$10,210	0.00%
Uniform Rental	16,370	19,599	23,948	25,958	20,566	27,422	27,764	101.25%
Computer Equipment Maintenance	178,605	141,668	253,668	162,602	112,412	149,882	151,756	101.25%
Computer Equipment Supplies	8,680	2,795	8,605	9,277	2,132	2,843	2,879	101.25%
Equipment Rental	30,740	36,189	61,545	3,162	3,139	4,185	4,237	101.25%
Motor Vehicle Repairs	27,511	36,448	23,358	41,878	58,497	77,996	78,971	101.25%
Motor Vehicle - Fuel	37,846	29,633	63,755	76,614	50,035	66,713	67,547	101.25%
Motor Vehicle - Other	44,269	40,542	45,595	49,327	92,145	122,860	124,395	101.25%
Motorized Equipment Repairs	1,869	13,544	22,785	3,605	13,462	17,949	18,174	101.25%
Motorized Equipment Expense	3,162	5,216	7,152	16,758	20,995	27,993	28,343	101.25%
Contract Labor	22,115	-	-	800	-	0	0	0.00%
Meter Expense	14,303	15,215	49,308	183,516	244,417	325,889	82,680	25.37%
Misc. Maintenance - Materials	2,720	25,593	2,718	4,718	15,095	20,126	20,378	101.25%
Employee Group Insurance	558,158	715,333	842,672	1,133,078	780,652	1,040,869	1,079,902	103.75%
Property, Liability & WC Insurance	1,357,600	1,511,275	1,617,204	1,527,631	1,141,267	1,521,690	1,600,000	105.15%
Injuries and Damages	515	1,449	11,508	2,641	1,450	1,933	1,957	101.25%
Company Pension Plan Expense	407,140	442,896	483,174	438,354	324,949	433,265	449,513	103.75%
Payroll Tax Expense	290,746	321,170	340,009	353,807	254,981	339,975	352,724	103.75%
Company LTD Plan Expense	54,058	74,218	76,337	50,244	24,318	32,424	33,640	103.75%
Office Supplies and Expense	113,615	85,321	147,257	139,371	88,044	117,392	121,794	103.75%
Data Processing Supplies	26,890	18,326	600	13,549	5,604	7,472	7,565	101.25%
Postage	144,548	145,620	169,389	146,858	127,705	170,274	172,402	101.25%
Custodial Supplies	9,766	26,167	30,860	35,165	21,782	29,043	29,406	101.25%
Office Machines Maintenance & Expense	7,721	10,825	8,016	24,199	25,982	34,642	35,075	101.25%
Supplies and Continuing Education	33,571	24,030	5,277	27,532	5,925	7,900	7,999	101.25%
Legal and Accounting Fees	42,340	71,545	86,534	46,445	118,879	158,506	160,487	101.25%
Other Professional Services	141,337	191,642	308,488	384,581	227,325	303,100	306,889	101.25%
Bad Debt Expense	181,829	280,909	514,187	586,199	502,599	670,133	446,651	66.65%
Collection Expense	114,553	94,195	86,692	92,489	81,175	108,234	109,587	101.25%
Interest Expense	26,738	230,074	392,209	530,655	420,887	561,182	345,747	61.61%
Remote Collection Expense	6,165	12,443	30,988	59,920	74,487	99,316	100,557	101.25%
Pest Control Expense	1,917	4,061	4,698	3,628	3,990	5,320	5,387	0.00%
Utilities Expense	74,761	75,645	80,932	82,703	77,144	102,859	104,144	0.00%
Communications	116,108	48,043	55,109	102,241	87,441	116,588	118,046	101.25%
Building Repairs and Maintenance	94,465	84,403	64,270	72,405	56,772	75,697	76,643	101.25%
Miscellaneous Expense	117,341	48,416	72,139	169,028	89,864	119,819	121,316	101.25%
Accts Pay Finance Service Charge	604	1,006	1,489	884	2,656	3,541	3,585	101.25%
DCFGS Reimbursement	14,036	26,822	20,760	12,188	-	0	0	0.00%
Misc. Exp Gen Construction Fund	5,258	4,168	0	0	-	0	0	0.00%
Misc. Exp Emergency Reserve Fund	3,169	2,950	0	0	-	0	0	0.00%
Misc. Exp Sys Imp / Ren Fund	4,900	3,408	0	0	(35)	(46)	0	0.00%
Misc. Exp Working Capital Fund	149	252	60	120	65	86	0	0.00%
MEAG & GPW Telecom	904,837	827,351	608,470	498,105	363,060	484,079	483,120	99.80%
Dues and Subscriptions	6,756	6,175	19,087	20,809	16,300	21,734	22,006	101.25%
Equipment & Supplies - Investigations	0	2,093	22,487	0	-	0	0	0.00%
<b>Total Other Expenses</b>	<b>5,258,190</b>	<b>5,762,508</b>	<b>6,678,452</b>	<b>7,143,885</b>	<b>5,565,724</b>	<b>7,420,966</b>	<b>6,913,473</b>	<b>93.16%</b>
<b>Total Operating Expense less Depreciation</b>	<b>9,236,972</b>	<b>10,275,307</b>	<b>11,465,400</b>	<b>12,226,773</b>	<b>9,378,061</b>	<b>12,504,081</b>	<b>12,187,205</b>	<b>97.47%</b>
<b>Depreciation Expense</b>	<b>331,162</b>	<b>808,543</b>	<b>1,158,092</b>	<b>1,328,156</b>	<b>861,697</b>	<b>1,148,929</b>	<b>1,183,397</b>	<b>103.00%</b>
<b>Total Operating Expense</b>	<b>\$9,568,134</b>	<b>\$11,083,850</b>	<b>\$12,623,492</b>	<b>\$13,554,928</b>	<b>\$10,239,758</b>	<b>\$13,653,010</b>	<b>\$13,370,602</b>	<b>97.93%</b>



WATER GAS & LIGHT COMMISSION  
G & A DEPARTMENT  
Asset Additions 2007 - 2008

<b>Customer Service Department</b>	
5 Scanners @ \$300.00 ea.	\$1,500
10 Orthopedic chairs @ \$160.00 ea.	1,600
	<u>\$3,100</u>
<b>Teller Department</b>	
2 Money counters (drive thru & tellers) @ \$1,595.00 ea.	\$3,190
	<u>\$3,190</u>
<b>Other upgrades</b>	
Digital phones	\$24,760
	<u>\$24,760</u>
<b>Metered Services</b>	
Replace truck #318 (1997 Ford, 154,867 miles)	\$12,000
Replace truck #316 (1997 Ford, 133,099 miles)	12,000
	<u>\$24,000</u>
<b>Subtotal Administrative Services</b>	
	<u>\$55,050</u>
<b>Engineering</b>	
Update computer for drafting system	\$10,000
	<u>\$10,000</u>
<b>MIS</b>	
Replace 16 year old Uninterrupted Power Supply that services MIS, Energy Control, Mailroom & Tellers	\$74,342
1 Dell latitude D820 laptop for MIS network management	3,200
3 HP jedirect 300x print servers	720
Net support help desk software - tracks work done on PC's	3,316
Microsoft SQL server 2005 7 clients	1,937
Symantec backup exec 11d for Windows servers	500
LANSurveyor software for scanning and mapping networks	700
HP StorageWorks 400 (raid storage for cloning workstations)	1,400
Replace 5 PCs	4,399
Replace 7 HP 2100 laserjet printers	12,500
3 Ithaca teller printers	6,965
3 Linksys 24 port 10/100/100 network switches	2,400
4 Linksys gigabit ethernet SX Mini-Gbic	1,380
2 Linksys gigabit ethernet LH Mini-Gbic	596
Okidata OKI Microline 480 printer	915
Dell Quad core Linux system for hosting external web page and Banner web development	500
	8,845
	<u>\$124,615</u>
<b>Warehouse &amp; Purchasing</b>	
Forklift, 3 stage, LP powered - warehouse needs forklift for 3-tier shelving system	\$25,000
Replace Ford 1/2 ton PIU truck, 1993, 61000 miles	14,000
Replace 10 year old shredder	2,500
	<u>\$41,500</u>
<b>Maintenance</b>	
Equipment and Material	\$74,300
	<u>\$74,300</u>
<b>Grand Total General &amp; Administrative Asset Additions</b>	
	<u>\$305,465</u>
Water Department Portion (25%)	76,366
Gas Department Portion (20%)	61,093
Light Department Portion (55%)	168,006

## ***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 - 2007/2008**  
**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 the estimated current expenditures are equal to or less than the estimated current revenues.

**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 revision to the adopted budget that occurs during the affected fiscal year as approved by the Board of Commissioners via an amendment or a transfer.

**BUDGET CALENDAR** – The schedule of key dates that a government follows in the preparation and adoption of its 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 amount of debt that a municipality is permitted by law to incur – also known as “Debt Ceiling.”

**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 twelve month period to which the annual operating budget applies and at the end of which the city government determines its financial position and the results of its operations.

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** – This is the unencumbered balances of appropriation from the prior fiscal year.

**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)** – The accounting rules and procedures adopted by the accounting profession to facilitate uniformity in preparing financial statements.

**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 that have certain common characteristics. 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** – The income attributable to a designated fiscal accounting period that will affect the balance (surplus) or deficit resulting from the operations of that period.

**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.