



City of Albany Budget FY 2011



Preface



**CITY OF ALBANY
ANNUAL BUDGET
For The
Fiscal Year
Ending June 30, 2011**

CITY OF ALBANY

Mayor and Board of City Commissioners

Dr. Willie Adams - Mayor

Jon B. Howard - Commissioner Ward I

Dorothy Hubbard - Commissioner Ward II

Christopher Pike - Mayor Pro Tem/Commissioner Ward III

Roger B. Marietta - Commissioner Ward IV

Robert B. Langstaff, Jr. - Commissioner Ward V

Tommie Postell - Commissioner Ward VI

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

Victoria Bowman - Management/Budget Analyst

Geneva Fields - Management/Budget Analyst

Finance Department Staff

Paula M. Schmitt - Print Shop Supervisor

John E. Carr - Printer

Winnie Hart - Composing and Layout Coordinator

Community Information

Origin and Growth

Situated in the Plantation Trace region, Albany is the primary trade center for Southwest Georgia. It is the county seat for Dougherty County, Georgia. The city lies at the head of the Flint River, 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, 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, Miller Coors, and Master Foods USA-a Mars Incorporated Company. Since 1994 over \$800 million has been invested in Albany by local industries. Also, the Marine Corps Logistics Base (MCLB) in Albany is a shining star within the Department of Defense and has established itself as a leader in the adoption of private sector business strategies to accomplish its mission.

The nation's top corporate and economic development publications are talking about Albany, Georgia as well. In 2007, Albany was voted one of the Top 10 Best Places to retire by Retire in Georgia Magazine, Inc. This magazine ranked Albany, Georgia 129th 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 placed 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, 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 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 16 public elementary schools, 10 public secondary schools, 1 public alternative school and a number of private schools.

Source: Albany Chamber of Commerce

DEMOGRAPHICS**GENDER**

Male	46.2%
Female	53.8%

AGE COMPOSITION (2008 Estimate)

Under 5 Years	7.9%
Under 18 Years	22.8%
18 - 24 Years	8.1%
25 - 44 Years	24.9%
45 - 64 Years	23.4%
64 - 74 Years	6.4%
75+ Years	6.4%

RACE/ ETHNIC ORIGIN (2008 Estimate)

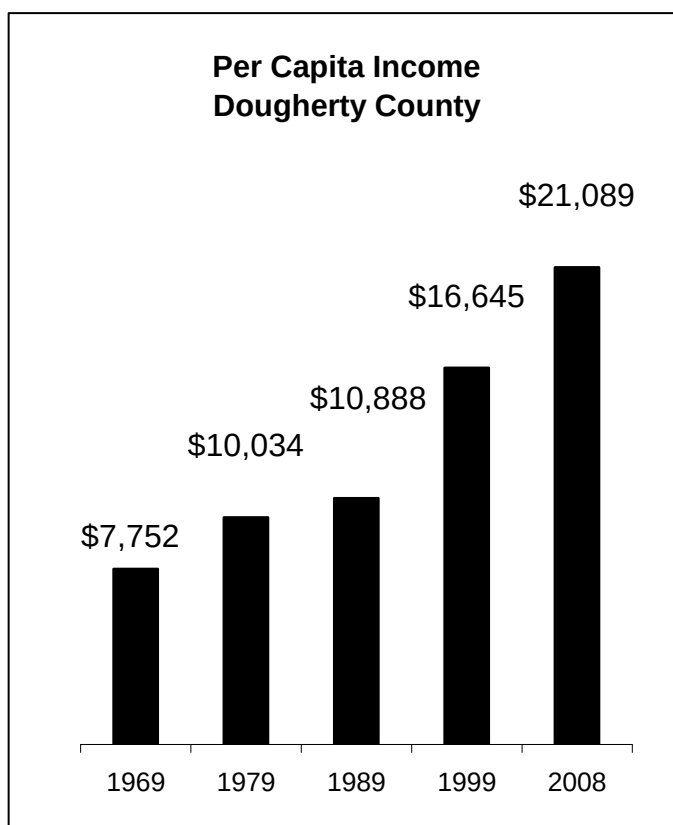
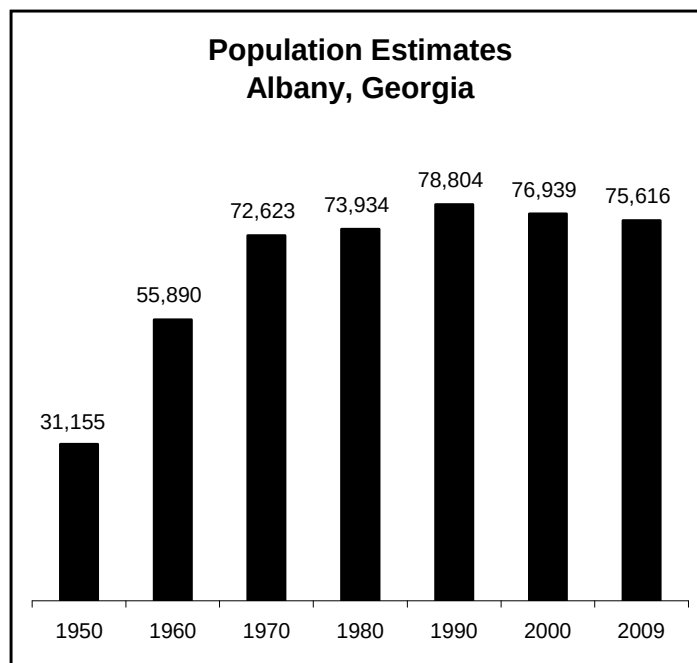
Black	63.5%
White	33.6%
Hispanic	1.5%
Asian/American	1.3%
Indian/Hawaiian	
Other	.6%

AREA

Land Area	56 square miles
Elevation	203 ft above sea level
Rainfall	48.5 inches
Avg. Annual Temp.....	66° F

OCCUPATIONAL COMPOSITION

Manufacturing	12.3%
Transp./ Public Util.	5.5%
Construction	4.8%
Wholesale Trade	3%
Finance & Real Estate	4.3%
Services	21.1%
Agr., Forestry, etc.	1.9%
Retail Trade	10.77.6%



Source: U.S. Census Bureau, Population Estimation Program,
<http://factfinder.census.gov>,

COMMUNITY INFORMATION**MUNICIPAL SERVICES**

Fire Protection ...	11 stations; 188 fire personnel and officers
Police Protection	238 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

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

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 Univ. maintain satellite campuses)	5

SCENIC ATTRACTIONS

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

HEALTH

Hospitals	2 (690 beds)
MD's	506
Dentists	49
Nursing homes	3 (509 beds)

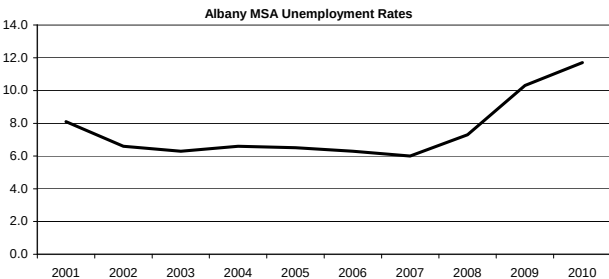
Source: Georgia Dept. of Industry, Trade & Tourism

LOCAL ECONOMY

Ten Largest Employers

Phoebe Putney Memorial Hospital	Healthcare	3,804
U.S.M.C. Logistics Base	Federal Government	3,081
Dougherty County Board of Ed.	Education	2,934
Proctor & Gamble	Paper Goods	1,394
City of Albany	Municipal Government	1,387
Dougherty County	Municipal Government	669
MillerCoors	Beverage	650
Albany State University	Education	550
Teleperformance USA	Technical Support	474
Palmyra Medical Centers	Healthcare	454

Source: Albany Chamber of Commerce



Source: www.city-data.com/city/Albany-Georgia.html



Source: www.bls.gov/eag/eag.ga_albany_msa.html

TRANSPORTATION

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

Source: Georgia Dept. of Industry, Trade & Tourism

TABLE OF CONTENTS

	<u>Page No.</u>
Preface	
GFOA Distinguished Budget Award	i
Mission Statement	ii
Organizational Chart	iii
Department Head Listing	iv
Budget Guide	v
City Manager's Message	
Budget Message	A-1
Strategic Plan Update	A-8
Budget Ordinance	A-12
Revenue and Expense Recap	A-13
Major Revenue Source Summary	A-14
Revenue & Expenditure Detail	A-16
Policies and Procedures	B-1
Revenues and Expenditures Summary	C-1
Supplemental Information	
Revenue & Expenditure Trends	D-1
Fund Balances for all Budgeted Funds	D-5
Charts & Graphs on Property Tax, and Water, Gas & Light Transfers	D-14
Debt & Tax Digest Information	D-17
Personal Services Detail	D-23
General Fund	
Legislative	E-1
City Manager's Office	E-8
City Attorney	E-11
Municipal Court	E-14
Human Resources Management	E-17
Risk Management	E-22
Central Services Department	E-24
Central Services Department Summary	E-26
Administration/Procurement	E-27
Printing	E-31
Materials Management Division	E-35
Fleet Management Maintenance	E-39
Fleet Management Pool Cars	E-43
Finance Department	E-45
Finance Department Summary	E-47
Administrative/Accounting Division	E-48
Office of Management/Budget (OMB)	E-50
Treasurer	E-52

TABLE OF CONTENTS

	<u>Page No.</u>
Enforcement Department	E-54
Enforcement Department Summary	E-56
Administration Division	E-57
Services Division	E-59
Information Technology Department	E-61
Planning & Development Services	E-70
Police Department	E-75
Police Department Summary	E-77
Police Administration	E-80
Police Uniform	E-82
Police Support Services	E-84
Police Investigative	E-86
Police Gang Unit	E-88
Police Buildings	E-90
Albany Dougherty SWAT	E-93
Fire Department	E-94
Fire Summary	E-96
Fire Administration	E-97
Fire Suppression	E-100
Fire Prevention	E-103
Fire Training	E-106
Fire Emergency Management	E-109
Fire Albany Public Safety Communications	E-111
Engineering Department	E-115
Public Works Department	E-120
Public Works Departmental Summary	E-121
Public Works Administration	E-122
Street Maintenance	E-127
Street Maintenance Division Summary	E-128
Street Administration	E-131
Street Maintenance - Right of Way	E-133
Street Maintenance - Asphalt/Concrete	E-137
Street Maintenance - Grading/Construction	E-139
Recreation Department	E-141
Recreation Departmental Summary	E-143
Recreation - Administration	E-146
Recreation - Centers and Gyms	E-148
Recreation - Athletics	E-152
Recreation - Flint River Golf Course	E-156
Recreation - Parks Maintenance	E-160
Recreation - Cemeteries	E-164
Recreation - Park Development & Management	E-168
Recreation – Health, Wellness and Community	E-169
Independent Agencies	E-175

TABLE OF CONTENTS

	<u>Page No.</u>
Special Funds	F-1
Community Development	F-2
CAD 911	F-9
Hotel/Motel Fund	F-11
Public/Capital Improvement Fund	F-13
Debt Service	F-15
 Sanitary Sewer System	 G-1
Sanitary Sewer System	G-3
Sanitary Sewer System Departmental Summary	G-4
Wastewater Treatment	G-7
Wastewater Treatment/Lift Stations	G-9
Wastewater Sampling & Utility Location	G-11
Sanitary Sewer – Administration	G-13
Sanitary Sewer – Maintenance	G-15
Sanitary Sewer – Construction	G-17
Sanitary Sewer – Assessment & Inspect	G-19
Sanitary Sewer – Storm Maintenance	G-21
 Solid Waste Fund	 H-1
Solid Waste Fund	H-3
Solid Waste Fund - Departmental Summary	H-4
Solid Waste Fund - Administration	H-7
Solid Waste Fund - Residential (East)	H-9
Solid Waste Fund - Residential (West)	H-11
Solid Waste Fund - Commercial	H-13
Solid Waste Fund - Special Services	H-15
 Non-Major Enterprise Funds	 I-1
Airport	I-2
Civic Center	I-7
Municipal Auditorium	I-12
Transit	I-14
 Capital Improvement Program	 J-1
 SPLOST V	 K-1
 Sponsored Operations	 L-1
 Utilities/Water, Gas & Light	 M-1
 Appendix	 N-1



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Albany
Georgia**

For the Fiscal Year Beginning

July 1, 2009

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to **The City of Albany, Georgia** for its annual budget for the fiscal year beginning **July 1, 2009**.

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.

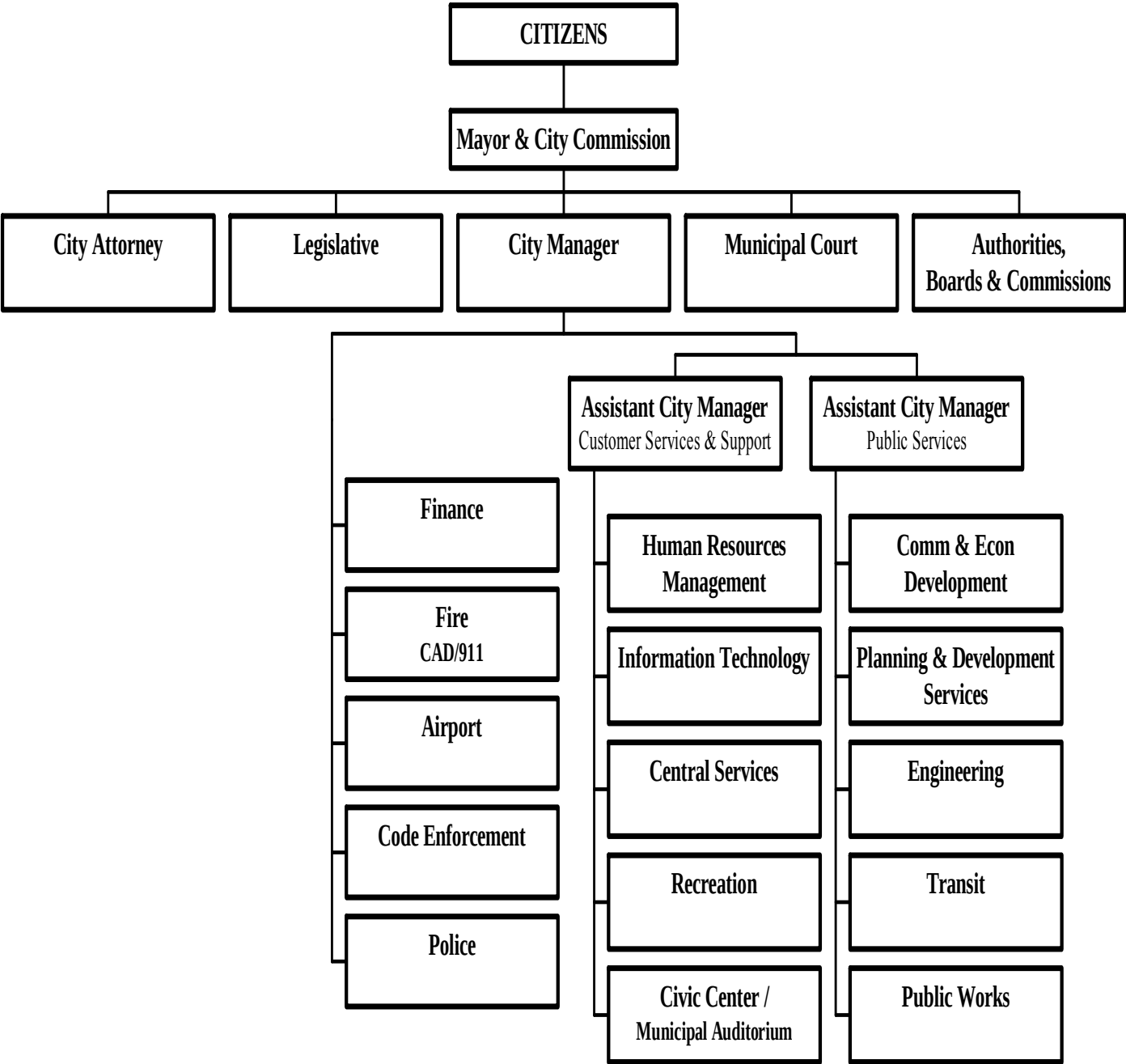
MISSION STATEMENT

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, secure, and vital community environment;
- Provide the highest quality customer services to the community with equality, fairness, and respect;
- Embrace diversity;
- Attract and retain highly motivated and qualified employees committed to fulfilling community expectations;
- Encourage innovation;
- Provide responsible stewardship of the public trust;
- Create an atmosphere that promotes, develops, retains and encourages economic development;
- 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

Angela Price – Interim 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 Code Enforcement
John Proctor - Police Chief
James Carswell - Fire Chief
Mary Teter – Interim Director of Planning & Development
Latoya Cutts - Director of Community & Economic Development
Kenneth Maples - Director of Engineering
Phil Roberson - Director of Public Works
Susanne Davis - Director of Recreation
Yvette Aehle - Director of Airport
Dwain Cosby - General Manager of Transit Services
Wes Smith – Interim Director of Albany Civic Center / Municipal Auditorium

BUDGET GUIDE

There are nineteen (19) 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 2010 - 2011 Annual Budget is divided into fourteen (14) sections whose contents are explained below. This Budget Guide is provided to summarize the information contained in each section and to assist the reader in finding information.

Section I - City Manager's Message

This section includes the City Manager's transmittal letter, the strategic plan, and the adopted budget ordinance. Also included in this section are the revenue and expenditure recaps for the General Fund, Special Funds, Sanitary Sewer Fund, Solid Waste Fund, and the Non-Major Enterprise Funds.

Section II - Policies and Procedures

This section outlines the policies used to guide the preparation and management of the City's annual budget. This section also provides detailed information on budget development, budget adoption, the accounting policies and procedures for Fund Accounting, Governmental Funds, Debt Services, Central Services, and Revenue and Expenditure policies. In addition, this section includes FY 10/11 budget calendar and budget hearings.

Section III - Revenue and Expenditures

This section begins with a chart showing the relationship between funds, in addition to a chart showing the percentages of expenditures as it relates to personal services, operating expenses, and capital improvement. Included in this section is a summary of the revenue sources and expenditure categories for the 2010 - 2011 budget. This information is categorized by the following fund accounts:

- General/Special Funds
- Sanitary Sewer Fund
- Solid Waste Fund
- Non-Major Enterprise Funds

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. This section provides the reader with an overview of the current budget using charts and graphs on revenue/expenditures, main revenue sources, and general fund information.

Section V - General Fund Expenditure Detail

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 54% or \$56,796,132 of the budgeted appropriation. It consists of the following departments: Legislative, City Manager's Office, City Attorney, Municipal Court, Human Resources, Central Services, Finance, Enforcement, Information Technology, Planning, Police, Fire, Engineering, Recreation, and Public Works. It also contains appropriations to independent agencies. This section contains the approved program and line item expenditure plan for each department.

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

Section VI - Special Fund Expenditure Detail

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. About 18% or \$18,953,969 of the FY 11 Budget is allocated to Special Fund activities. The approved program and line item expenditure plan is recorded in this section. Included in the Special Funds are CAD 911, Hotel/Motel, Community & Economic Development, and SPLOST Funds. The Albany Chamber of Commerce/Convention and Visitors Bureau receive 50% of prior year's actual Hotel/Motel tax revenue to promote tourism and growth in Albany.

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. It is projected to generate \$14,889,795 in revenue primarily through user fees. This fund represents about 14% of the total budget.

Included under the Sanitary Sewer Fund are Wastewater Treatment, Wastewater Treatment/Lift Station, Wastewater Sampling, and Sanitary Sewer Maintenance. This Division of Public Works is responsible for the treatment of the City's wastewater and for 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 and for the installation of new taps and sewer extensions within the city limits of Albany.

Section VIII - Solid Waste Fund Expenditure Detail

The Solid Waste Fund is another Enterprise Fund that is self-supporting. It is expected to generate \$9,230,605 in revenue through service charges. This fund represents about 9% of the total budget.

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. This division is responsible for collecting and properly disposing of solid waste and recyclables generated by both residential and commercial customers. This division serves approximately 13,300 residential customers. A private contractor is also used who serves approximately 11,708 residential customers.

Section IX - Non-Major Enterprise Funds

The approved program and expenditure plan is recorded in this section for the Non-Major Enterprise funds which include: Airport, Municipal Auditorium, Albany Civic Center, and the Transit System. These funds are not self-supporting and receive subsidy from the General Fund.

Section X - Capital Improvement Program

This section includes all of the approved FY 2011 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 XI - 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 XII - Sponsored Operations

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

Section XIII - Utilities/WG&L Commission

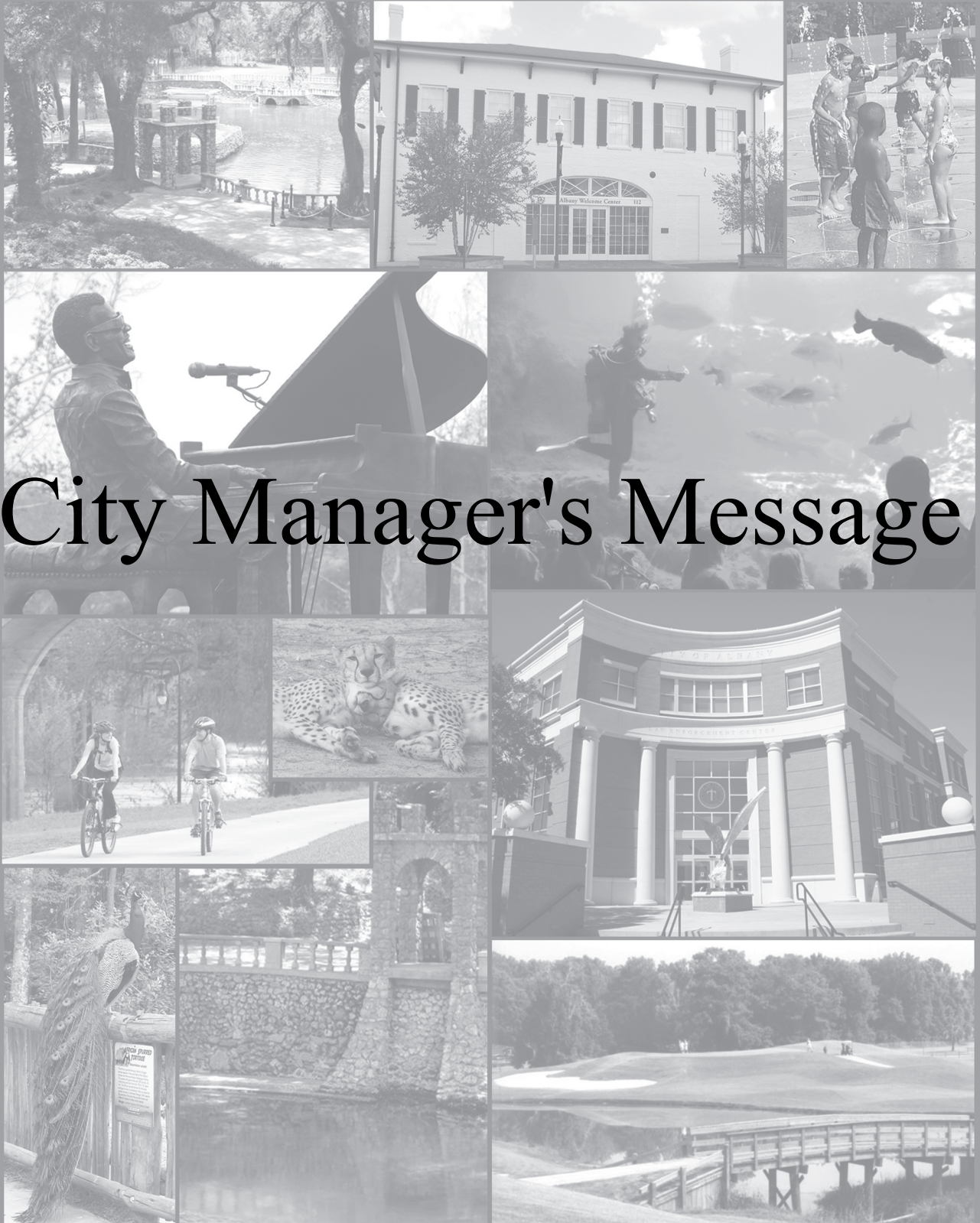
This section includes the budget for the City's utility operation - Water, Gas & Light Commission. A five-member Commission, appointed by the Board of City Commissioners, oversees its operation, ensures the effective delivery of services, and appoints a General Manager. The budget format used in this section varies from the program style presented in the rest of the City budget.

Section XIV - Appendix

This section contains a glossary of terms that may be useful in assisting the individual to interpret the budget.



City of Albany Budget FY 2011



City Manager's Message



City of Albany

POST OFFICE BOX 447

Albany, Georgia

31702-0447

ALFRED D. LOTT
ICMA-CM, CPM
CITY MANAGER

OFFICE: 229.431.3234
FAX: 229.431.3223
website: www.albany.ga.us

September 14, 2010

The Honorable Mayor and
Board of City Commissioners
City of Albany
Post Office Box 447
Albany, GA 31702-0447

Dear Mayor, Commissioners, and Citizens:

Transmitted herewith is the FY 2010/2011 Recommended Budget. The budget totals \$105,155,625 and represents an *increase* of 1/3 of 1% (or \$377,370) from the FY 2009/2010 Amended Budget of \$104,778,255. This budget incorporates the Board's top priorities. The City still maintains a healthy fund balance of more than \$20 million in the General Fund. However, the recommendation for FY11 is to use \$4,857,964 from fund balance to balance the General Fund. Additionally, the Sewer Enterprise Fund plans to utilize approximately 1.5 million of their fund balance to subsidize operations instead of increasing rates. The total subsidy from fund balance is approximately \$6.4 million for all funds.

Last year, my transmittal letter for the Business Plan challenged the finance staff to investigate all options for increasing revenues and decreasing costs. The options presented included reductions in programs, service levels, Pension changes, and the closure or the sale of some facilities. Though we clearly anticipated the effects of the recessionary period, we could not have anticipated the depth and duration of the problem. The aftermath of the recession may linger for several years to come.

The good news is that preliminary figures indicate that we will end Fiscal Year 2010 in the black. Revenues came in close to plan and expenditures were lower than expected due to extraordinary efforts to reduce or postpone expenditures. For some local governments the decline in consumer spending and property values are dealing a devastating blow to revenues. Furloughs, layoffs, and service reductions are becoming the new normal as municipalities position themselves to do more with less or streamline operations and become more efficient. The City of Albany has been fortunate enough not to have to take such drastic measures. Our fund balance is healthy and we have an adequate amount of cash in our cash stabilization fund.

Nevertheless, departments continue to be very cautious in spending as they strive to fulfill their missions.

The use of Fund Balance was necessary to continue providing the services that our community expects and deserves without service reductions. The City's mission can only be carried out successfully with a dedicated management team and loyal, productive staffers. We strive to maintain good morale and to retain mission-driven employees. Although, there is no plan for a COLA or merit increase this fiscal year, we have avoided furloughs and a reduction in staff during this critical time in our economy.

We have incorporated what we believe is the best financial plan to meet the operational needs of the City for the coming year. Honoring our commitment to our community, this budget incorporates continuous efforts to improve the City beautification, with emphasis on downtown, to improve economic development and long-term growth, to protect and serve our citizenry, as well as other major components of the Board's top priorities.

This budget includes:

- MEAG transfer to General Fund
- Property tax decrease of .497 mills
- Decrease in General Fund subsidies to other funds
- Reduction of funding for vacant FTE's
- No contribution to Workers' Compensation
- Allocating risk management costs to the user departments
- Increased temporary help allocation to the Fire Department to maintain ISO rating
- Implement Phase II of the pay study effective 1/1/2011
- Funding for Riverquarium
- Funding for Civil Rights Museum
- Funding for ADICA operational costs
- Fireworks for Christmas, New Years Eve, and 4th of July
- Reduction in Police vacancy funding by 26%
- Estimated \$0.63 per household increase for Solid Waste due to DOCO tipping fees
- No rate increase for Sanitary Sewer
- Sanitary Sewer balanced by use of their Reserves
- CAD 911 balanced by using their Reserves
- Increased funding for Street Lights
- And funding for Panthers Arena Football team

The total number of Full Time Equivalents, or FTE's, increased from 919 to 924, with the addition of six FTE and the elimination of one vacant position:

- New Position
 - Police Department/Gang Unit
 - 1 - Administrative Secretary
 - Finance Department
 - 1 - Accounting Technician
 - Human Resource Management-Risk Management

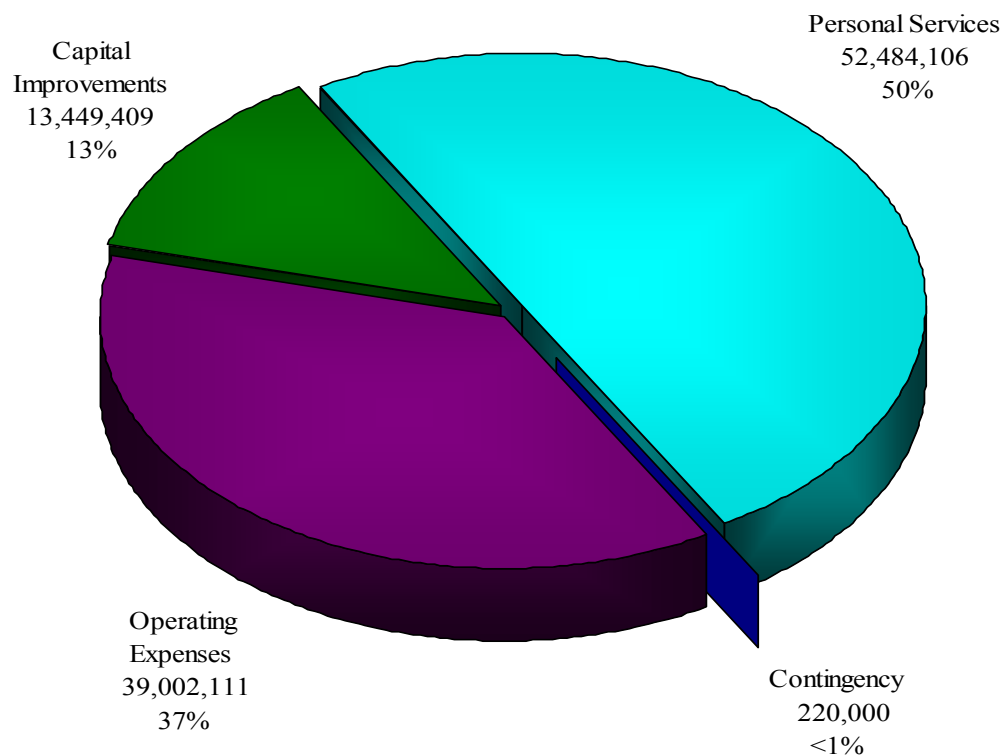
- 1 - Administrative Secretary
- 1 - HR Administrator, Workers Compensation
- 1 - Safety/Loss Control Coordinator
- 1 - Safety Officer/Investigator

- Eliminated Position
 - o CAD911
 - 1 – Communications Facilitator

Furthermore, an additional 14 vacant positions were not funded for FY11, affecting both the General Fund and Enterprise Funds.

Revenues – In preparing revenue projections, staff analyzed five years of historical trends, the FY 2010 operating budget, the condition of state and local economies, and other changes that might affect the City's revenue sources. Revenues increased by \$315,811 over FY 2011 Amended Budget revenues of \$104,778,255. Overall, there were actually decreases in revenues with no growth in the tax digest, a millage rollback, and reductions in sales tax. We used General Fund reserves to offset the impact of shrinking revenues and to maintain service levels.

Budget Overview - The chart below shows the total operating budget of \$105,155,625 by category:



Personal Services – These services are the largest expenditures of the overall budget and represent \$52,484,106 or 50%, of the total budget. The economy is still recovering and current revenues cannot cover our obligations. Therefore, a Cost of Living Adjustment (COLA) was not requested. Instead, jobs were safeguarded from a reduction in force or furloughs. With the implementation of Phase I of our pay study January 2010, pay for positions that were identified as below minimum were brought up to the market minimum. Deployment of phase two is scheduled for January 2011, which will conclude pay adjustment to our workforce for years of experience.

Operating Expenditures - This is the City's second largest expenditure and represents 37%, or \$39,002,111 of the total budget. Departments made significant reductions across the board to adhere with budget requirements. Compared to previous years, operating expenditures appear flat. However, we trimmed over five million dollars from this category by realigning priorities, moving service delivery strategies from one fund to another, and appropriating risk liabilities throughout the user departments.

Contingency – A total of \$220,000 has been set aside in the General Fund contingency account. This dollar amount is set aside for unbudgeted emergencies. These funds are used at the City Manager's discretion.

Capital Improvement Program (CIP) –A portion of the total budget, \$13,449,409, has been allocated for capital, equipment, and system improvements. The Capital Improvement Program (CIP) is a five-year planning instrument used by the City of Albany to identify needed capital projects. The CIP accounts for expenditures that exceed \$5,000 and have a useful life of more than one year. The General and Non-Major Enterprise Funds capital projects are funded from 16.4% of sales tax revenue and \$325,000, from Water, Gas & Light (WG&L). The Enterprise Funds' capital needs are funded through budgeted capital replacement.

The CIP is reviewed and updated each year to reflect the changing priorities of the organization. The City's 10% matching local shares for Transit and the Airport are usually housed under the CIP as well; however, the Airport Fund's 10% matching local share will be funded through Passenger Facility Charge (PFC) funds, and Transit's 10% local match will increase to 20% due to the State cutting their 10% funding share on future projects. The CIP program has a direct impact on operating budgets. The acquisition of replacement assets initially reduces expenditures while adding new assets, such as a building, tends to increase operational expenditures. The impact is anticipated and incorporated in the operating budget.

Debt Service Fund – This fund was established to comply with the Uniform Chart of Accounts. Currently, we are paying down debt and looking for alternative ways to finance our future. This fund accounts for debt service payments for the GMA lease pool agreement. In 1998, the City entered into a lease agreement with Georgia Municipal Association (GMA) for \$9,000,000 to be spent over 5 years. Through the lease pool, the City has been able to upgrade its information technology infrastructure and replace outdated rolling stock. The City may appropriate a percentage of sales tax revenue to fund the annual GMA debt payment, if needed. The Civic Center General Obligation debt payment is scheduled for retirement in fiscal year 2011 as part of the most recent Special Purpose Local Option Sales Tax series approved by the citizens of

Albany. The GMA lease pool has provided the flexibility to renew assets and decrease operational expenditures for all participants. The savings are repurposed and sometimes used to offset the debt payment.

House Bill (HB) 489 – The City continues its delineation of service agreement (HB 489) initiatives with Dougherty County. This initiative includes funding from Dougherty County for the following City departments: Fire, Information Technology, Planning, Traffic Engineering, Central Services, Code Enforcement, Emergency Management and Recreation. Through these joint agreements, the City anticipates receiving \$4,244,391 from Dougherty County.

Risk Management Program – The Mayor and Board of City Commissioners voted that the City of Albany would become self-funded for liability beginning May 1, 2005. Both the City Attorney's office and the Human Resource Management Department's Risk Management Division manage the City's Risk Management Program. These two units work together to contain costs associated with liability issues for the City. This coverage includes airport liability, automobile liability, automobile physical damage, boiler and machinery, crime, electronic data processing, fiduciary liability, general liability, law enforcement liability, property damage, public officials' liability, extended reporting period, travel accident, and unlicensed equipment. The Risk Management Division's budget previously included \$411,000 to cover expenses associated with the City of Albany's Liability Reserve program. After review, the program's methodology was changed so that all departments are allocated a pro-rata share to contribute to the fund based on experiences.

Workers' Compensation Fund – The City's Workers' Compensation fund continues to be a viable and solvent fund. Through aggressive claims management, the number of claims continues to decline. Due to the high level of reserves in this fund, departments were not charged for additional funding for FY 2011. The City's main objective continues to be: (1) to assure that the injured employee gets the best and most efficient medical care available, and (2) to get the injured worker whole and back to work as quickly as possible.

General Fund – Accounting for 54% of the City's total budget, this is the City's largest fund. The General Fund for FY 2011 totals \$56,796,132 an increase of approximately 6.6%, or \$3,508,919 from FY 2010's General Fund Amended budget of \$53,287,213. While there were small gains in some revenues, most declined due to the economy. The City of Albany is reviewing all fee structures to realign rates with the cost of providing services. On the other hand, we do not want jeopardize current business. The General Fund finances the operations of General Government, Public Safety, Recreation & Parks, Engineering, Planning Services, Independent Agencies, Public Works Administration, and Public Works Street Maintenance.

Special Funds – Collectively, the City's Special Funds are the second largest fund. Together, they total \$18,953,969 or 18% of the FY 2011 Budget. However, this amount is an increase of \$1,715,029 from the FY 2010 Amended Special Funds total of \$17,238,940. Included in this category are CAD 911, Hotel/Motel, Community & Economic Development, and SPLOST Funds. Additionally, the Debt and Capital Improvement Funds are included and receive funding from the General Fund to cover their costs. More detail about some of the funds included in the Special Funds category follows.

Community Development – Community Development is a special revenue fund with a budget of \$3,220,204, which is an increase in appropriations from the FY 2010 amended budget of \$2,704,442. The funds allocated to the City by the U. S. Department of Housing and Urban Development (HUD) and income received from repayment of loans, rents, etc., represent this fund's revenue sources. Community Development is designed to expand economic opportunities, to provide decent housing for, and to meet the other needs of persons of low-to-moderate income. This fund also received ARRA grants to help mitigate weatherization problems and to stimulate the economy by putting more people to work.

Hotel/Motel Fund- This fund is a Special Fund that was established to comply with the Uniform Chart of Accounts. This fund totals \$600,000. These funds are allocated annually to the Chamber of Commerce and the Albany Convention and Visitors Bureau to promote tourism, conventions, and trade shows.

Sponsored Operations – The Grant Fund is a special revenue fund that provides for the administrative accounting for funds received from local, state, and federal sources for entitlement programs and discretionary projects. The fund totals \$2,550,091, which is \$703,910 less than the amended fund total of \$3,254,001 in fiscal year 2010. This substantial decrease is attributable to completion of grants for capital projects. The appropriations for grant projects do not lapse at the end of each fiscal year, but remain in force for the life of the grant by means of re-appropriations contained in this budget document. Additionally, we received additional funding from the President's American Recovery and Reinvestment Act (ARRA) Grants. Details are included within the budget document under the same heading.

Special Purpose Local Option Sales Tax V – The City of Albany and Dougherty County entered into an intergovernmental sales tax agreement. In November 2004, voters approved the referendum to continue the 1% Special Purpose Local Option Sales Tax (SPLOST). The amount slated for collection from the sales and use tax between April 1, 2005 and March 31, 2011 is \$108,000,000. Sixty-two percent, or \$65,873,200, of those funds are scheduled for City administered projects and non-profit organizations. The budgetary impact is determined as the projects come online and is incorporated into the operating budget. The City of Albany projects funded through SPLOST V are listed in the SPLOST V section of this document. These estimated collections are subject to change due to the fluctuations in taxable sales in the area.

Enterprise Funds – Sanitary Sewer System and Solid Waste are the two major Enterprise Funds. As the third and fourth largest funds, the funds are self-supporting because they generate enough revenue through service charges to cover their costs. The City increased rates for the Solid Waste fund by \$0.63 per household for its residential customers effective July 1, 2010. The Sewer Fund will utilize their retained earnings instead of increasing rates. Management for these funds is making a concerted effort to control expenditures in order to maintain its rate structure. The Sanitary Sewer System, which totals \$14,889,795, represents a minor decrease over the FY 2010 amended Sanitary Sewer System revenue of \$15,847,430. The Solid Waste Fund totals \$9,230,605, an increase over the FY 2010 Amended Budget of \$9,024,415.

Non-Major Enterprise Funds –These enterprise funds do not generate enough revenue to cover their operational costs; therefore, the General Fund subsidizes these funds. The Transit System, Municipal Auditorium, Civic Center, and Airport Fund are not self-supporting and receive \$2,292,224 assistance from the total General Fund revenues. This is decrease of \$194,803, over FY 2010 allocation. These funds only cover 54% of their cost of operation.

The Adopted FY 2011 budget communicates the leadership and vision of our Mayor and Board of Commissioners. I submit this balance budget with great pride and with immense appreciation for everyone's efforts and contributions toward crafting it. We have defined our current opportunities and we anticipate meeting the future challenges in delivering the highest possible level of service to our citizens.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Alfred D. Lott', is written over a horizontal line.

Alfred D. Lott, ICMA-CM, CPM
City Manager

STRATEGIC PLAN UPDATE 2011

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. How does city government improve the services it provides to its citizens, while maintaining responsible control of revenues and spending? How, in other words, can we continue to do more for less without sacrificing quality customer service? These are challenging questions faced by cities and towns everywhere.

When he began his tenure in Albany, City Manager Alfred Lott elected to incorporate a combination of proven measurement and management tools that will provide some of the answers to the questions above. Like all major changes in thinking, these new methodologies will take time, training, and commitment to become part of the culture of the organization. However, Albany's management team and its employees have taken up the challenge and have begun the process of learning to manage strategically.

The City of Albany is currently in the process of updating the City's Five Year Strategic Plan. Cindy Tiernan, Information Technology Project Manager, is spearheading the effort. The last time the Strategic Plan was updated was in August of 2008. In 2005, the City had hired an outside consulting firm to create its first five-year plan, with mixed results. Therefore, the City is relying on the existing expertise of its management team. The highlighted results of the 2008 process are displayed here.

The staff reviewed the strength, weakness, opportunities, and threats (SWOT) analysis created in the FY 2006 Strategic Plan. 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.

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

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

Opportunities:

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

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, 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. Most authors refer to these as "long-term objectives". However, for most organizations, especially those new to strategic planning, one-third or more of the objectives are actually short-term, i.e. 6-18 months. That does not make them any less strategic; it just makes them shorter than long-term objectives with timeframes of 3-5 years or more. For that reason, we agreed to call them simply strategic objectives.

These are the five goals set by staff on August 15, 2008:

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
- To establish and reinforce SMART standards for employees (specific, measurable, attainable, realistic, and timely)

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

- To develop/centralize the communication function
- To conduct a citizen survey periodically
- To develop and implement plans 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 expectation service standards
- To identify our customers
- To find ways to more effectively serve our customers
- To develop and establish a standard operating procedure for every function
- To maintain 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
- To educate citizenry of services provided and the importance and value of those services

GOAL #4: TO PROVIDE AN ATMOSPHERE THAT SUPPORTS ECONOMIC DEVELOPMENT 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 and maintain minimum design standards
- To improve downtown Albany revitalization efforts

GOAL # 5: TO DEVELOP A HEALTH-CONSCIOUS ATMOSPHERE

- To establish and maintain a wellness program for employees
- 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 *10-124*
AN ORDINANCE ADOPTING BUDGET AND
APPROPRIATIONS FOR THE PERIOD JULY 1,
2010, THROUGH JUNE 30, 2011; REPEALING
PRIOR ORDINANCES IN CONFLICT AND FOR
OTHER PURPOSES.

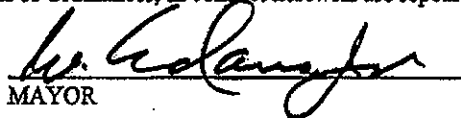
WHEREAS, a proposed FY 2011 budget has heretofore been submitted to the Mayor and Board of Commissioners of the City of Albany, Georgia for their study and review; and

WHEREAS, the proposed budget has been carefully considered by the Mayor and Board of Commissioners;

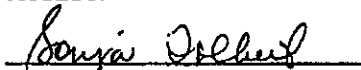
NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Albany, Georgia, and it is hereby ordained by authority of same:

SECTION 1. The proposed budget and appropriations for the period July 1, 2010, through June 30, 2011, are hereby adopted, and the estimated receipts and expenditures therein contained are approved. A copy of the proposed budget for FY 2011 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 expressly incorporated herein by reference as fully as if set forth verbatim. The sums of money set out in the proposed FY 2011 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, 2010, through June 30, 2011. The Finance Director is hereby authorized and directed to issue her warrants for the same as the several items shall respectively become due.

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


MAYOR

ATTEST:


CITY CLERK

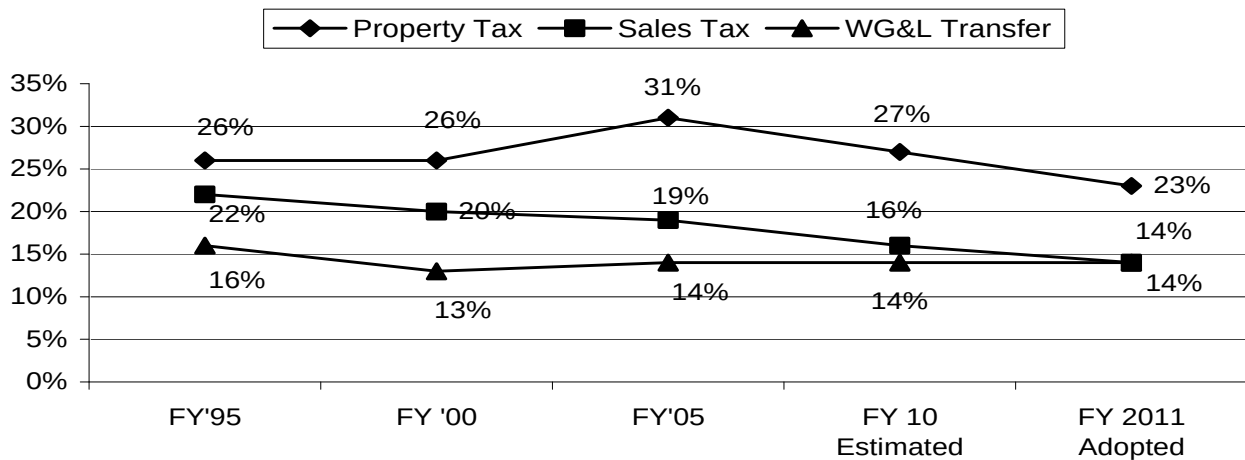
Adopted: *June 22, 2010*

Introduced By Commissioner: *Patell*
Date(s) read: *June 22, 2010*

EXHIBIT A
FY 2010 / 2011 BUDGET

**REVENUE & EXPENDITURE RECAP
FISCAL YEAR 2010/2011**

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
REVENUE			
GENERAL & SPECIAL FUNDS:			
General Fund	49,686,862	53,287,213	56,796,132
Public Improvement	813,796	1,034,925	2,482,315
Debt/Sinking Fund	765,642	700,000	0
CAD 911	1,701,790	1,753,967	1,727,609
Hotel/Motel Fund	612,033	600,000	600,000
Community & Economic Development	3,312,687	2,704,442	3,220,204
ARRA-American Recovery Reinv Act	0	1,453,953	750,043
Grant Fund	1,100,450	1,800,048	1,800,048
SPLOST	<u>9,513,863</u>	<u>11,350,000</u>	<u>8,373,750</u>
General & Special Funds Subtotal:	67,507,123	74,684,548	75,750,101
ENTERPRISE FUNDS:			
Sanitary Sewer Enterprise	10,948,506	15,847,430	14,889,795
Solid Waste Enterprise	8,339,740	9,024,415	9,230,605
Airport	4,026,789	1,299,179	1,339,752
Municipal Auditorium	111,272	73,703	71,200
Albany Civic Center	1,601,390	1,581,634	1,566,892
Transit System	<u>2,771,105</u>	<u>2,267,346</u>	<u>2,307,280</u>
Enterprise Funds Subtotal:	27,798,802	30,093,707	29,405,524
TOTAL GENERAL/SPECIAL & ENTERPRISE FUNDS:	<u>95,305,925</u>	<u>104,778,255</u>	<u>105,155,625</u>
EXPENDITURE			
GENERAL & SPECIAL FUNDS:			
General Fund	49,303,991	53,287,213	56,796,132
Public Improvement	4,041,913	1,034,925	2,482,315
Debt/Sinking Fund	3,000	700,000	0
CAD 911	1,420,979	1,753,967	1,727,609
Hotel/Motel Fund	655,730	600,000	600,000
Community & Economic Development	3,612,463	2,704,442	3,220,204
ARRA-American Recovery Reinv Act	0	1,453,953	750,043
Grant Fund	751,034	1,800,048	1,800,048
SPLOST	<u>13,780,179</u>	<u>11,350,000</u>	<u>8,373,750</u>
General & Special Funds Subtotal:	73,569,289	74,684,548	75,750,101
ENTERPRISE FUNDS:			
Sanitary Sewer Enterprise	10,757,952	15,847,430	14,889,795
Solid Waste Enterprise	8,111,104	9,024,415	9,230,605
Airport	2,350,902	1,299,179	1,339,752
Municipal Auditorium	184,396	73,703	71,200
Albany Civic Center	1,592,134	1,581,634	1,566,892
Transit System	<u>2,521,977</u>	<u>2,267,346</u>	<u>2,307,280</u>
Enterprise Funds Subtotal:	25,518,465	30,093,707	29,405,524
TOTAL GENERAL/SPECIAL & ENTERPRISE FUNDS:	<u>99,087,754</u>	<u>104,778,255</u>	<u>105,155,625</u>



The Sanitary Sewer Enterprise Fund is a division of the Public Works Department. It represents approximately 14% of the City of Albany's FY 2011 Adopted Budget. This fund is projected to generate \$14,889,795 in FY 2011, which is a reduction of \$598,649 from FY10's adopted budget. The decrease in revenue is largely due to the reduction of flow from a major manufacturer in Albany. The sewer rates will not increase as there was no growth in the Consumer Price Index.

The Solid Waste Enterprise Fund is a division of the Public Works Department. This division is responsible for generating approximately 9% or \$9,230,605 of the City's FY 2011 revenue. User fees comprising of residential garbage collection represent about 96% of this fund's projected revenue. Residential customer's rates will increase by \$0.68 per household to cover the increase in tipping fees levied by Dougherty County.

GENERAL FUND REVENUE & EXPENDITURES

**FY 2011
GENERAL FUND REVENUE**

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Sales Tax	7,500,062	8,750,000	8,214,839
Property Tax			
Current Taxes	13,610,322	14,288,256	13,076,724
Prior Taxes	173,010	75,000	167,867
State of Georgia-Railroad Eq	9,748	0	0
Intangible Tax	124,604	115,990	125,901
Penalties and Interest	53,401	34,232	40,744
Other Taxes			
Real Estate Transfer Tax	27,496	38,530	32,656
Payment in Lieu of Taxes	100,377	120,000	105,658
Licenses and Taxes			
Occupational Taxes	1,496,053	1,500,000	1,478,984
Admin-Do. Co. HB 489	21,938	15,000	16,269
Alltell	37,076	18,733	18,344
Motor Vehicle License and Permits	270	0	309
Bell South License	510,878	525,000	502,926
Georgia Power	567,605	520,000	548,572
Alcohol Beverage License	311,373	315,337	312,779
Training - Alcohol to Minors	1,350	0	0
Liquor and Wine Tax	263,198	270,000	273,945
Beer Tax	1,062,618	1,082,000	1,065,667
Mixed Drink Tax	107,882	117,084	110,502
Alcoholic I/D Cards	11,180	15,000	13,332
Casualty Insurance	69,630	79,553	72,641
Insurance Taxes	4,323,680	4,526,000	4,338,283
Franchise Fees			
Cable Television	810,928	850,000	819,901
Haulers Fee	293,429	204,003	233,929
Alltell Corporation	6,400	0	0
Fines and Forfeitures			
Fines and Forfeitures	1,025,444	915,000	1,201,420
Animal Control Fines	0	500	0
Municipal Court	83,760	72,524	88,712
Permits and Fees			
Building Permits	221,416	229,500	175,000
Electrical Permits	29,810	28,518	25,000
Plumbing Permits	28,967	26,299	14,000
Gas Permits	3,518	4,123	4,000
HVAC Permits	31,264	26,000	19,000
Gas Certificates	595	150	150
Reinspection Fees	50	1,000	1,000
Plan Review	0	20,000	18,000
Zoning Fees	17,874	12,456	41,400
Planning Misc Fees	4,099	2,000	1,300
Vacant Bldg. Registration Fee	7,800	8,000	3,000
Boarding Permit Fee	1,175	1,350	1,250

**FY 2011
GENERAL FUND REVENUE**

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Charges for Services			
Recreation			
Green Fees	70,766	119,449	105,556
Annual Memberships	68,212	71,820	71,820
Golf Merchandise	10,397	8,130	7,250
Golf Concessions	25,610	15,000	14,250
Hand Carts	714	50	30
Power Rentals	64,036	79,503	65,163
Golf Miscellaneous	11	0	0
Range Ball	1,969	1,200	1,225
Rental Club	1,371	120	150
Beer Sales	7,370	8,016	8,160
James H Gray Sr Center	20,000	20,000	0
Turner Gym Concessions	350	0	0
Carver Pool Concessions	460	0	0
Carver Pool Admissions	686	0	750
Turner Pool Concessions	23	0	0
Basketball, Adult	3,850	4,900	6,300
Football	9,560	14,700	14,000
Baseball	700	0	0
Dixie League Baseball	20,000	20,000	0
Softball, Adult	12,825	25,200	21,000
Tennis	0	0	300
Ceramic Supplies	2,065	0	1,500
Softball, Youth	25	3,750	0
Cheerleading	1,215	2,500	2,500
Flag Football - Adult	3,650	5,400	4,500
Recreation Rentals	1,475	2,500	2,000
George Ort Banquet Hall	7,935	10,175	9,900
Gordon Complex Concessions	0	300	600
Blaylock Concessions	0	300	300
Highland Concessions	0	300	225
Souvenirs, Highland	139	0	0
Special Events	345	500	500
Ceramics	374	350	800
Youth Summer Golf Clinic	0	350	0
Basketball, Youth	0	5,625	0

**FY 2011
GENERAL FUND REVENUE**

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Other Charges			
Garnishment Fees	13,427	0	0
Attorney Fees	350	5,000	0
Cemetery			
Graves	73,667	114,400	126,500
Lots	24,528	13,200	14,850
Trailer Rental/Purchase			
Security Alarm Monitoring			
INTER GOVERNMENTAL REVENUE			
Federal Government			
Turner Fire Protection	50	0	0
AFD Sprinkler Permit	4,700	3,583	3,937
AFD Re-inspection Fee	1,600	750	125
AFD Tank Removal & Install Fee	0	1,600	500
AFD Commercial Burn Permit	400	776	1,060
Highway Maintenance Contract	128,034	149,196	149,196
Dougherty County			
Emergency Management	0	26,858	0
Police - SWAT	0	29,445	29,445
Code Enforcement	31,958	43,000	47,000
GIS Maintenance Contracts	44,835	0	0
Fire Protection	2,848,224	2,945,059	2,967,844
Information Technology	519,323	729,599	876,882
Planning & Development	444,840	498,825	609,110
Traffic Engineering	13,693	45,000	15,000
Central Services	111,216	107,801	109,682
Emergency Management	38,388	28,668	44,409
Recreation	154,128	154,123	154,123
Other Governments			
Indirect Cost Allocation	1,976,349	1,500,322	1,465,464
TRANSFERS FROM WG&L	7,311,870	7,467,193	7,710,828
Operating Transfer From WG&L	2,931,828	2,880,000	3,080,000
Other Revenues			
Mutual Aid Reimb-Americus	127,494	0	0
Interest Income/GMA Lease	30,290	100,000	0
Interest Income-Lock Box	119	0	0
Interest Income-Certificate of Deposit	268,967	250,000	250,000
Interest Income Morgan Keegan	1,281	0	0
Albany Housing Authority	150	0	0
Gasoline Sales	5,839	3,900	4,000
Shop Charges-Labor	583,610	976,000	900,000
Shop-Outside Repairs	22,715	0	0
Printing & Reproduction-Internal	156,164	182,000	165,984
Gains Loss on Sales	5,111	100,000	175,000
Proceeds/Sale of Asset	148,912	100,000	0

FY 2011
GENERAL FUND REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Ins. Reimb. Prop. Damage	73,186	0	0
Discounts Earned	991	0	0
Election Qualifying Fees	0	1,500	0
Risk Management	58,875	84,249	426,469
Land Rental	450	0	0
Sediment/Erosion Control	6,736	0	0
Miscellaneous Revenue	13,753	0	0
Handling Fee (Returned Check)	561	0	0
Timber Sales	53	0	0
Miscellaneous Police Receipts	10,564	0	0
Penalty Lot Cleaning	3,148	0	0
False Alarms/CAD	35,995	40,000	35,000
Miscellaneous Assessments	0	0	0
Transfer from Fund Balance	0	0	4,857,946
General Fund Rev. Subtotal:	51,514,784	53,809,321	57,723,137
Transfers to General Fund			
Hotel Motel Fund	699,428	600,000	600,000
Capital Improvement Fund	932,438	700,000	0
CAD 911	0	685,343	0
Sanitary Sewer Fund	0	0	975,300
Transfer to General Fund Subtotal:	1,631,866	1,985,343	1,575,300
Subtotal	53,146,651	55,794,664	59,298,437
Transfers from General Fund			
Municipal Auditorium	(55,509)	(56,578)	(34,824)
Civic Center	(1,114,098)	(1,297,089)	(1,265,099)
Transit System	(937,168)	(593,815)	(398,869)
Public Improvement Fund	(62,542)	(20,425)	(210,081)
Airport Fund	(562,763)	(539,545)	(593,432)
Transfers from General Fund Subtotal	(2,732,081)	(2,507,452)	(2,502,305)
GENERAL FUND REVENUE:	50,414,571	53,287,213	56,796,132

FY 2011

GENERAL FUND EXPENDITURES

Description	Audited 2008/2009	Amended 2009/2010	Adopted 2010/2011
Legislative	222,883	392,390	353,216
Elected Officials	192,274	200,623	205,295
City Manager	1,071,808	1,237,533	1,254,387
City Attorney	413,950	516,622	557,933
Municipal Court	516,006	601,273	587,233
Human Resources	2,071,411	2,229,098	1,802,789
Risk Management	469,917	495,549	426,469
Central Services - Administrative/Procurement	636,266	536,525	535,872
Central Services - Printing Division	219,740	207,794	204,314
Central Services - Material Management Div.	259,497	275,870	287,577
Central Services - Fleet Management	854,539	900,311	925,461
Central Services - Fleet Pool Management	7,870	4,700	8,200
Finance - Administration & Accounting	812,622	985,335	1,624,966
Finance - Office of Management/Budget	204,247	217,280	213,958
Finance - Treasurer	611,273	674,930	738,778
Enforcement - Administration	875,208	1,129,142	974,615
Enforcement - Services	327,636	381,203	389,132
Information Technology (IT)	1,321,711	1,573,701	2,047,281
311 Customer Response Management	0	176,991	199,580
Planning & Development Services	1,199,609	1,405,444	1,379,070
Police - Administration	2,482,612	2,833,731	3,073,001
Police - Uniform	7,645,234	6,910,179	7,425,989
Police - Support Services	1,599,273	1,762,968	1,815,220
Police - Investigative	2,287,836	2,219,826	2,601,458
Police - Gang Unit	242,501	926,493	1,244,185
Police - COP	313,654	293,600	293,600
Police - SWAT	20,471	75,700	62,925
Fire - Administration	364,128	520,281	533,740
Fire - Suppression	9,371,385	10,024,060	10,348,068
Fire - Prevention	370,045	399,453	396,427
Fire - Training	187,120	347,842	323,250
Fire -Emergency Management	88,818	105,327	105,327
Fire - Communications	708,478	689,387	697,662
Engineering	3,522,907	3,734,910	3,845,676
PW Administration	253,391	339,488	344,580
PW Street Maintenance	212,606	189,260	193,995
PW Street Maintenance - Right of Way	755,128	777,849	783,749
PW Street Maintenance - Sweeping	0	0	765,219
PW Street Maintenance - Asphalt/Concrete	310,112	357,760	351,648
PW Street Maintenance - Grading/Construction	693,611	762,880	789,438
PW Street Maintenance - Tree Maintenance	298,543	0	0
Recreation - Administration	341,957	464,589	504,509
Recreation - Centers & Gyms	905,304	710,601	715,315
Recreation - Parks/Playgrounds	52,078	0	0
Recreation - Aquatics	53,088	0	0
Recreation - Athletics	511,723	421,008	401,724
Recreation - Flint River Golf	415,930	420,217	429,220
Recreation - Parks Maintenance	653,997	657,876	665,025
Recreation - Cemeteries	264,352	259,609	268,469
Recreation - Special Services	102,976	0	0
Recreation - Park Development & Management	228,529	671,499	698,667
Recreation - Health & Wellness	6,387	542,375	606,458
Independent Agencies	1,751,347	1,726,131	1,795,462
Total General Fund Expenditure:	49,303,991	53,287,213	56,796,132

SPECIAL FUNDS REVENUE & EXPENDITURES

FY 2011
PUBLIC IMPROVEMENT FUND REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Dougherty County Computer Equipment	101,777	0	0
GMA Lease Pool-Proceeds	469,884	700,000	600,000
GA Fund One (LGIP)	15,438	0	0
Tree Ordinance: Construction	(4,920)	0	0
Transfers from WG&L	318,000	325,000	325,000
Transfers In	62,542	20,425	210,081
Transfers (Out)	(932,438)	(700,000)	0
Sales Tax	783,514	689,500	1,347,234
	=====	=====	=====
PUBLIC IMPROVEMENT REVENUE	813,796	1,034,925	2,482,315
	=====	=====	=====

FY 2011
DEBT SERVICE/SINKING FUND
REVENUE:

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Sales Tax	700,000	700,000	0
Interest Income	0	0	0
Other Revenue	0	0	0
Operating Transfer Out	0	0	0
Operating Transfers In	0	0	0
	=====	=====	=====
DEBT SERVICE/SINKING FUND REVENUE:	700,000	700,000	0
	=====	=====	=====

FY 2011
911 CAD REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Interest Income	34,047	40,000	10,000
Dougherty County Revenue	0	73,000	73,000
911 Fees	1,667,733	1,555,603	1,571,697
Transfer IN from Fund Balance	0	770,707	72,912
Transfer OUT from Fund Balance	0	(685,343)	0
	=====	=====	=====
911 CAD REVENUE:	1,701,780	1,753,967	1,727,609
	=====	=====	=====

FY 2011
HOTEL/MOTEL FUND REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Hotel/Motel Tax	1,398,856	1,200,000	1,200,000
Operating Transfers Out	(699,428)	(600,000)	(600,000)
HOTEL/MOTEL FUND REVENUE:	699,428	600,000	600,000

FY 2011
COMMUNITY DEVELOPMENT REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Operating Revenue			
Grant Revenue CDBG	939,676	1,211,230	1,234,380
Grant Revenue Home	557,956	658,875	659,110
Income-Rental Properties	824,222	471,609	1,326,714
Income-Sale of Properties	59,631	0	0
Income-Misc.	3,609	0	0
Proceeds/Sale of Asset	1,133	0	0
Note Rev-CDBG AHOP	14,848	11,003	0
Note Rev-HS	160,442	32,728	0
Note Rev-Redevelopment	443,925	140,000	0
Note Rev-Heat Assistance	0	4,523	0
Note Rev-Flood	302,958	174,474	0
Interest Income	4,285	0	0
	=====	=====	=====
COMMUNITY DEVELOPMENT REVENUE:	3,312,687	2,704,442	3,220,204
	=====	=====	=====

FY 2011
SPLOST FUND REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Special Local Option Sales Tax	11,422,725	11,000,000	8,250,000
Bond Proceeds	0	0	0
Interest Income	0	350,000	123,750
SPLOST FUND	11,422,725	11,350,000	8,373,750

FY 2011
GRANTS FUND REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
DOT PL Grant	127,650	216,485	216,485
Sect. #8 FTA Grant	52,377	147,825	147,825
Police Grants and Sponsored Events	70,000	354,138	354,138
Traffic Safety Grants	30,400	46,000	46,000
Storm Drainage Improvements	433,000	0	0
Pass Thru Grants	0	4,600	4,600
Recreation Grants	119,250	165,000	165,000
EPA/Hazard Mitigation Grants	0	866,000	866,000
Miscellaneous/ARRA Grants	0	1,453,953	750,043
GRANTS FUND REVENUE:	832,677	3,254,001	2,550,091

FY 2011
SPECIAL FUNDS EXPENDITURES

Description	Audited 2008/2009	Amended 2009/2010	Adopted 2010/2011
Public Improvement	4,041,913	1,034,925	2,482,315
Debt/Sinking Fund	3,000	700,000	0
CAD 911	1,420,979	1,753,967	1,727,609
Hotel/Motel Fund	655,730	600,000	600,000
Community & Economic Development	3,612,463	2,704,442	3,220,204
SPLOST Fund	13,780,179	11,350,000	8,373,750
Grant Fund	751,034	1,800,048	1,800,048
ARRA-American Recovery Reinv Act	0	1,453,953	750,043
TOTAL SPECIAL FUNDS:	24,265,298	21,397,335	18,953,969
Total General/Special Funds	73,569,289	74,684,548	75,750,101

SANITARY SEWER FUND REVENUE & EXPENDITURES

FY 2011
SANITARY SEWER FUND EXPENDITURES

Description	Audited 2008/2009	Amended 2009/2010	Adopted 2010/2011
Wastewater Treatment	4,973,246	5,214,936	4,962,027
Wastewater Treatment/Lift Station	576,749	805,000	793,500
Wastewater Sampling & Utility Location	475,774	480,804	519,990
Sanitary Sewer Administration	692,189	5,313,997	5,704,396
Sewer Maintenance	1,533,026	1,503,540	1,481,342
Sewer Construction	731,829	834,788	791,041
Review and Inspect	155,456	185,403	140,038
Sweepings	808,864	1,060,687	0
Storm Maintenance	810,820	448,275	497,461
TOTAL SANITARY SEWER:	10,757,952	15,847,430	14,889,795

SOLID WASTE FUND REVENUE & EXPENDITURES

FY 2011
SOLID WASTE FUND REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Solid Waste Fees - City	8,177,889	8,673,527	8,890,200
Tipping Fees	111,845	125,000	125,000
Roll Off	0	50,000	25,000
Special Pickups - Trash	22,267	5,000	5,000
Garbage Bad Debt	706	0	0
Operating Transfers In (WG&L)	100,000	100,000	100,000
Transfer In from Fund Balance	0	70,888	85,405
SOLID WASTE FUND REVENUE:	8,062,815	9,024,415	9,230,605

FY 2011
SOLID WASTE FUND EXPENDITURES

Description	Audited 2008/2009	Amended 2009/2010	Adopted 2010/2011
Solid Waste Administration	736,862	793,387	831,410
Solid Waste Residential East	3,486,466	3,845,663	3,996,658
Solid Waste Residential West	2,767,031	2,960,812	2,905,000
Solid Waste Commercial	959,831	1,240,377	1,308,208
Solid Waste Street Sweeping	160,914	184,176	189,329
TOTAL SOLID WASTE:	8,111,104	9,024,415	9,230,605

**NON-MAJOR
ENTERPRISE FUNDS
REVENUE & EXPENDITURES**

FY 2011
AIRPORT REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
ASA	61,380	99,556	126,228
Non-Scheduled	7,404	5,400	5,580
United Parcel Service	192,243	178,299	139,734
Landmark	0	62,345	0
Avis	68,188	85,023	76,420
CARS (Hertz) Rentals	65,163	72,423	73,612
Thrifty Car Rental	1,139	600	1,464
Enterprise Car Rental	56,829	54,874	46,270
Budget Car Rentals	61,353	58,127	49,524
FAA Rental	9,698	10,580	13,332
Airport Parking	86,259	75,000	75,000
Eagles of America	0	0	72,329
Hawthorne Aviation	91,107	0	0
Airport Lounge	4,675	1,500	0
Airport Miscellaneous	4,513	4,110	4,110
House Rental	6,055	6,000	6,000
Concessions Revenue	367	120	2,760
Interspace Advertising	3,828	3,600	3,600
TSA Rental	11,819	42,077	50,357
Federal Grants	2,202,542	0	0
State of Georgia	124,790	0	0
PFC Revenue Earned	69,481	0	0
CFC Revenue Earned	321,207	0	0
Interest Earned PFC2	844	0	0
Interest Earned PFC 3	4,630	0	0
Interest Earned PFC 4	495	0	0
Interest Earned CFC	8,018	0	0
Proceeds/ Sale of Asset	0	0	0
Miscellaneous Revenue	0	0	0
Operating Transfers In	562,763	539,545	593,432
	=====	=====	=====
AIRPORT REVENUE	4,026,790	1,299,179	1,339,752
	=====	=====	=====

FY 2011
MUNICIPAL AUDITORIUM REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Operating Revenue			
Auditorium Rent	25,338	11,250	18,636
Artscape Admissions	20	0	0
Concession Income	28	0	100
Parking Income	2,507	0	250
Box Office Income	7,994	1,000	5,407
Novelty Sales	1,104	375	0
Miscellaneous Income	(1,897)	0	0
Misc. Rental & Services	17,471	4,500	11,983
Interest Income	170	0	0
Capital Contributions	3,028	0	0
Transfer from General Fund	55,509	56,578	34,824
	=====	=====	=====
MUNICIPAL AUDITORIUM REVENUE:	111,272	73,703	71,200
	=====	=====	=====

FY 2011
ALBANY CIVIC CENTER REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Operating Revenue			
Arena Rent	100,497	127,850	113,368
Amphitheater	50	0	0
Meeting Room Rent	5,615	7,000	5,958
Concession Income	18,618	0	10,225
Parking Income	34,094	19,000	29,543
Box Office Income	42,375	39,695	31,907
Agency Fees	6,274	0	0
Program/T-shirts & Novelties	14,291	5,500	15,178
Miscellaneous Income	970	0	0
Staffing Reimbursement	778	25,000	41,977
Advertising	8,625	5,000	7,500
Other Direct Costs	4,935	0	0
Miscellaneous Rentals/Service	18,681	40,500	46,137
Proceeds/Sale of Asset	(1,685)	0	0
Capital Contribution	232,166	15,000	0
Transfers (In)	1,114,098	1,297,089	1,265,099
Interest Income	1,008	0	0
	=====	=====	=====
ALBANY CIVIC CENTER REVENUE:	1,601,390	1,581,634	1,566,892
	=====	=====	=====

FY 2011
TRANSIT SYSTEM REVENUE

Description	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
Revenues			
Operating Revenue			
Bus Fares	431,925	493,292	424,689
Bus Paratransit	40,983	44,176	37,550
Net Book Value	(105,087)	0	0
Proceeds/Sale of Asset	11,710	0	0
Ins. Reimb. Prop. Damage	795	0	0
Private Advertising Fees	20,704	20,704	20,704
State Grants-Operating Assistance	815,361	815,359	895,904
State Grants-Capital Improvement	472,256	300,000	529,564
Transfers (In)	937,168	593,815	398,869
	=====	=====	=====
TRANSIT SYSTEM REVENUE:	2,625,815	2,267,346	2,307,280
	=====	=====	=====

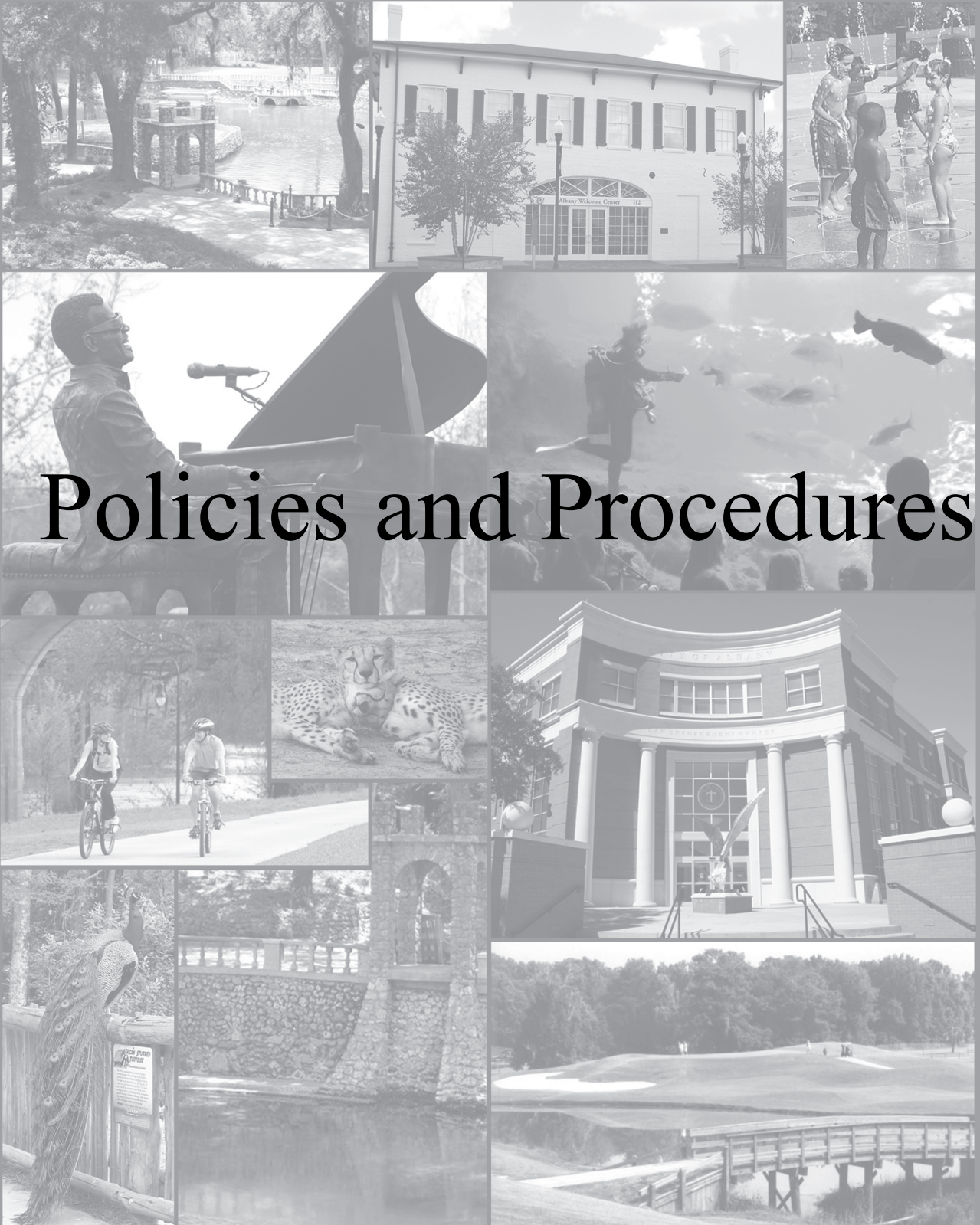
FY 2011

NON-MAJOR ENTERPRISE FUND EXPENDITURES

Description	Audited 2008/2009	Amended 2009/2010	Adopted 2010/2011
Airport	2,350,902	1,299,179	1,339,752
Municipal Auditorium	184,396	73,703	71,200
Albany Civic Center	1,592,134	1,581,634	1,566,892
Transit Fund	2,521,977	2,267,346	2,307,280
TOTAL NON-MAJOR ENTERPRISE FUNDS	6,649,409	5,221,862	5,285,124
GRAND TOTAL	99,087,754	104,778,255	105,155,625



City of Albany Budget FY 2011



Policies and Procedures

POLICIES AND PROCEDURES

The development and management of the City of Albany's annual budget is governed by both formal policies and by 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 budget process began in January 2010 with the Office of Management/Budget (OMB) preparing the FY 2010/2011 revenue projections and updating the budget request forms and the instructions to be used by City departments. The zero-based budgeting format (ZBB), introduced by the City Manager in 2007, was used during the budget process. ZBB typically require 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. Due to the economic downturn, the City departments did not submit funding requests for an enhanced level of services.

Once these tasks were completed, the annual budget meeting was held in February 2010 and each department was given its FY 2011 budget package. The City Manager conducted budget hearings with each department head to review all budget requests and to 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 2011 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 stagnant revenue base, justification of budgetary needs as provided by the department heads, input from the Mayor and Board of Commissioners, and special circumstances that were anticipated to occur during the fiscal year. In addition, the City Manager's recommendations were based on what was reasonable and necessary for departments to operate efficiently and effectively and to maintain the current level of service.

In order to promote citizen participation, a public hearing for the budget was advertised and held May 25th. This hearing was designed to allow public input into the FY 2011 budget before its adoption. The recommended budget was submitted to the Mayor and Board of City Commissioners on June 22nd for approval.

After extensive work by the City Manager and the budget preparation staff, the FY 2011 budget was adopted on June 22, 2010. 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, 2010. The new fiscal year began July 1, 2010.

BUDGET MANAGEMENT PROCESS

Monthly Revenue and Expenditure reports are emailed to the City's Department Heads. These reports are also published on the City of Albany's website. During Fiscal year 2008 the Finance Department began publishing Quarterly Financial Reviews (QFR). The QFR compares the City's budget to actual expenditures. Expenditures are projected to fiscal year end, which helps management determine if their current spending trends need to be modified, in order to change their departments' projected outcome.

Since a budget is an estimated financial plan, the existing budgetary process also allows for budget transfers throughout the fiscal year. The line item transfers do not change the amount appropriated. 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 ADICA.

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). Capital is defined as 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.

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
- The Non-Major Enterprise funds which include: Airport, Municipal Auditorium, Albany Civic Center, and the Transit System do not budget for depreciation.

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 Personal Services Budget and the Operations 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 that details anticipated expenditures as well as the proposed sources of funding. The General & Special Funds capital requests are defined as 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) 16.4 % 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 the Capital Improvement Fund. Purchases are handled with available resources on hand. If financing is necessary, vehicles 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.

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 "A2" 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 2.649 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 Non-Major Enterprise Funds activities, such as the Transit System, Civic Center, Municipal Auditorium, and Airport, 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, and the Solid Waste 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 previously not included in adopted budgets but included in 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 recorded depreciation expenses for Sanitary Sewer and Solid Waste Enterprise Fund. An exception to this informal policy was that there was not a change in the past practice for including depreciation for Non-Major Facilities. In the fiscal year 1999 budget even though the audit for several years has expensed depreciation, staff determined that budgeting depreciation for these facilities is not appropriate in the Non-Major Enterprise Funds, as these funds are heavily subsidized by the General Fund.

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's credit worthiness.

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 2010/2011 BUDGET CALENDAR

Budget Activity	Action By	Completion Date
1. Revenue Projections	Finance Department	January 15
2. Budget Issues and Concerns	City Manager/Office of Mgmt & Budget	January 29
3. Budget Planning Session (Rm 100)	City Manager/Office of Mgmt & Budget	February 12
4. Completion of Budget Requests	Department/Division Heads	February 26
5. Verification & Audit of Departmental Requests	Office of Mgmt & Budget	March 12
6. Review Analysis of Departmental Requests with Departmental Officials Wrap up	City Manager/Office of Mgmt & Budget	March 17-26
7. Budget Overview Presentation (Rm 120)	City Manager/Finance Committee	April 6
8. Review Analysis of Departmental Requests with Departmental Officials (Rm 120)	City Manager/ Mayor/City Commission/Office of Mgmt & Budget	April 13, 20, 27, May 4
9. Budget Discussion (Rm 120)	City Manager/ Mayor/City Commission/Office of Mgmt & Budget	May 11 (Optional)
10. Submit Revised Recommended Budget to Mayor/Commission	City Manager	May 18
11. Public Notices of: a. Hearing of Proposed Budget b. Meeting to Adopt Budget	City Clerk	May 10 June 6
12. Public Hearing of Proposed Budget (Room 100)	Mayor/City Commission/City Clerk	May 25
13. Preparation of Budget Ordinance, Incorporating Final Changes by Mayor and City Commission	City Attorney	June 1
14. Adoption of 2010/2011 Budget	Mayor/City Commission	June 22

FY 2010/2011 BUDGET MEETINGS

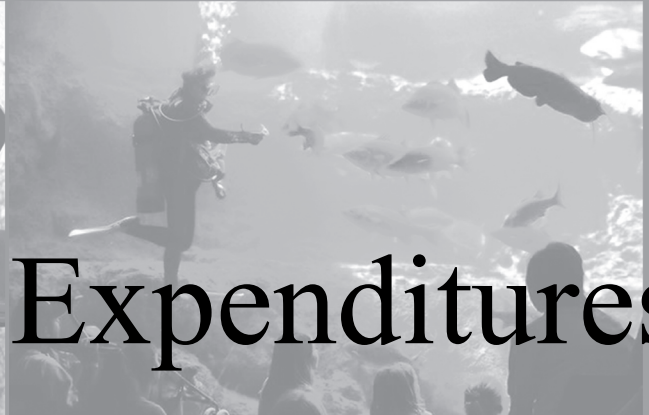
Department	Staff Review	Commission Review
Public Safety	March 17, 2010	
Fire	10:00	
Public Safety	March 17, 2010	
Police	2:30	
General Government		
Legislative	9:45	
City Manager	10:15	
City Attorney	10:45	
Municipal Court	11:15	
Human Resources Management	11:45	
Administration	March 18, 2010	
Central Services	2:00	
Information Technology (IT)	2:30	
Transportation	March 19, 2010	
Airport	9:00	
Transit	9:30	
Public Works	March 22, 2010	
General Operations	8:00	
Sanitary Sewer (Enterprise Fund)	8:30	
Solid Waste (Enterprise Fund)	9:30	
Leisure/Convention Services	March 22, 2010	
Recreation	10:00	
City Auditorium/Civic Center	11:00	
General Government	March 22, 2010	
Finance	11:30	
Planning & Development	March 22, 2010	
Planning & Development	2:00	
Engineering	2:30	
Enforcement	3:00	
Community Development	3:30	
Other	March 23, 2010	
Debt Service/ Contingency	10:00	
Wrap Up	March 26, 2010	
	4:00	

FY 2010/2011 BUDGET MEETINGS

Department	Staff Review	Commission Review
Budget Overview (Room 120) (Commission Work Session)		April 6, 2010
Review Analysis of Departmental Requests with Departmental Officials (Room 120)		April 13, 20, 27 May 4
Budget Discussions (Room 120)		May 11 (Optional)
Public Hearing (Room 100)		May 25, 2010 8:00 pm
Commission Consideration & Vote (Room 100)		June 22, 2010 8:00 pm



City of Albany Budget FY 2011



Revenues & Expenditures

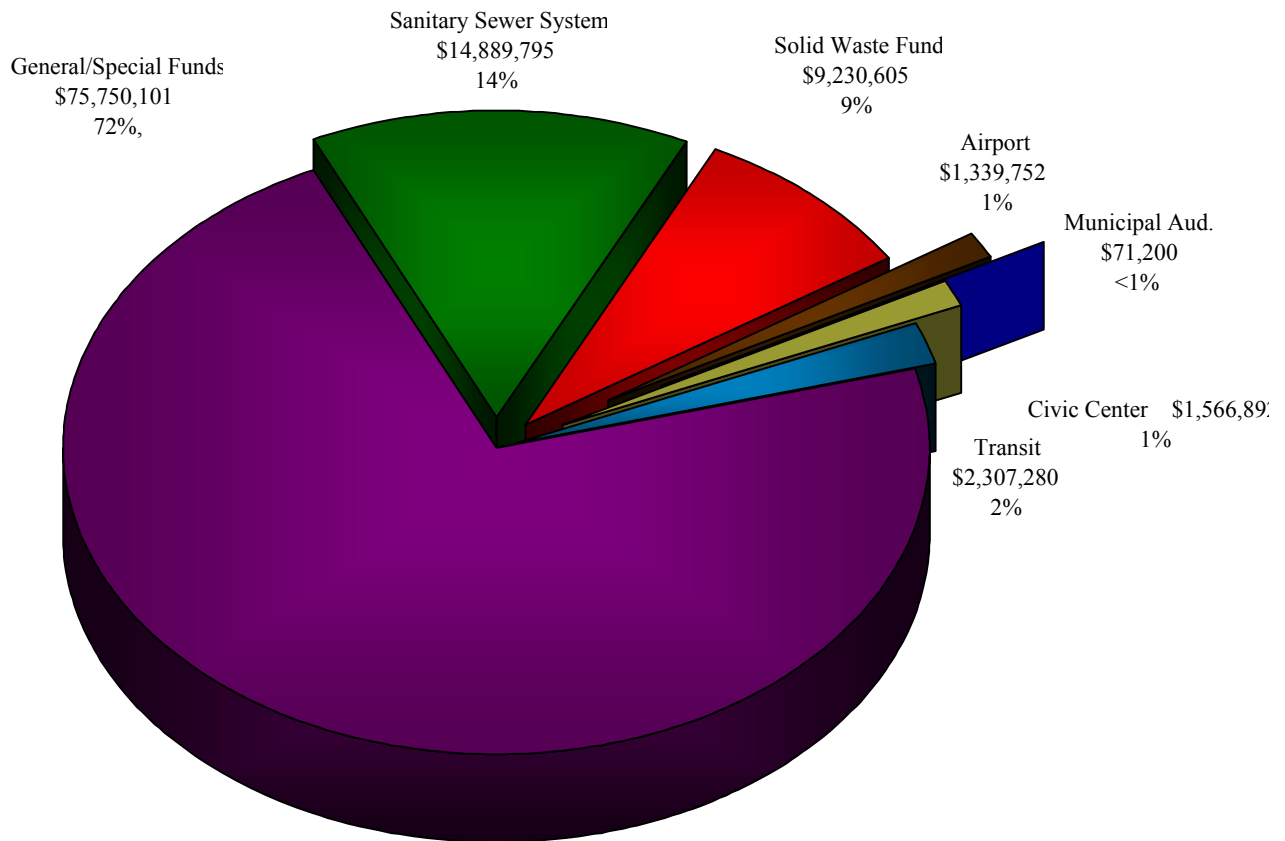


City of Albany

FY 2011

Adopted Operating Budget

	FY 2011 Budget	% of Total Budget
General/Special Funds	75,750,101	72%
Sanitary Sewer System	14,889,795	14%
Solid Waste Fund	9,230,605	9%
Airport	1,339,752	1%
Municipal Auditorium	71,200	<1%
Civic Center	1,566,892	1%
Transit	2,307,280	2%
TOTAL	105,155,625	100%



Total Budget \$105,155,625

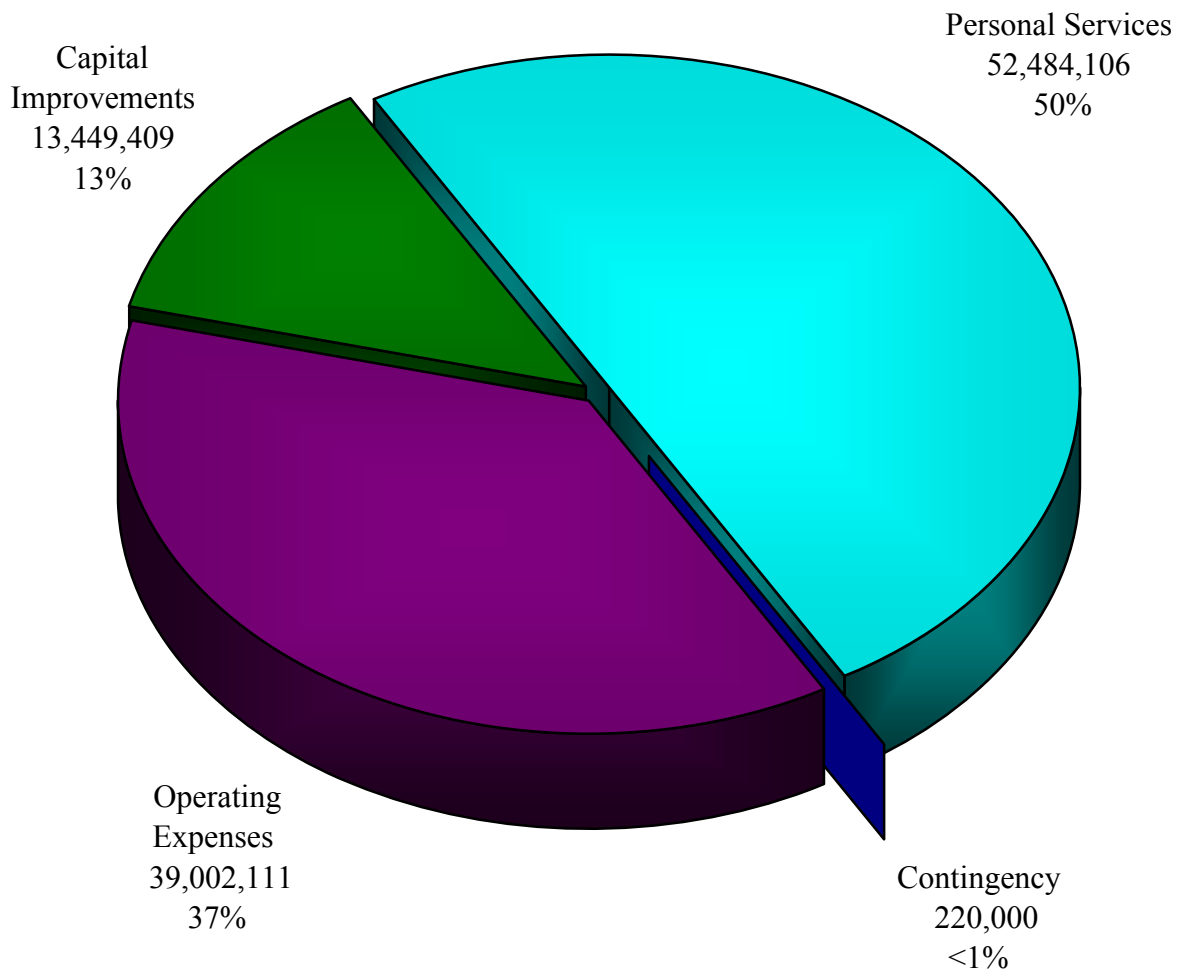
CITY OF ALBANY
FY 2011
Estimated Revenues

	General/Special Funds		Enterprise Funds			Total
	General Fund	Special Funds	Sanitary Sewer Fund	Solid Waste Fund	Non Major Funds	
Property Tax	13,411,236					13,411,236
Other Taxes	6,012,684	1,200,000				7,212,684
Sales Taxes	8,214,839	1,347,234				9,562,073
Business License & Taxes	3,120,330					3,120,330
Federal & State Grants	149,196	4,443,581			1,425,468	6,018,245
Service Charges	2,999,714	1,727,609	14,214,500	9,130,605	644,093	28,716,521
Fines & Forfeitures	1,290,132					1,290,132
Rentals & Franchises	1,132,268	1,326,714			877,252	3,336,234
Miscellaneous Revenues	890,469	810,081	99,800		46,087	1,846,437
WG&L Transfers/MEAG	10,790,828	325,000	100,000	100,000		11,315,828
Charges For Services Dougherty County	4,853,495					4,853,495
Special Purpose Local Option Sales Tax		8,373,750				8,373,750
Transfer In	1,575,300				2,292,224	3,867,524
Transfer From Fund Balance	4,857,946		1,450,795			6,308,741
Transfer Out	(2,502,305)	(600,000)	(975,300)			(4,077,605)
Totals	56,796,132	18,953,969	14,889,795	9,230,605	5,285,124	105,155,625
	General/Special Funds		Enterprise Funds			
	75,750,101		29,405,524			

CITY OF ALBANY
FY 2011
Estimated Expenditures

	General/Special Funds		Enterprise Funds			Total
	General Fund	Special Funds	Sanitary Sewer Fund	Solid Waste Fund	Non Major Funds	
General Government		18,953,969	14,889,795	9,230,605	5,285,124	48,359,493
Legislative	558,511					558,511
City Manager	1,254,387					1,254,387
City Attorney	557,933					557,933
Municipal Court	587,233					587,233
Human Resource Mgmt	2,229,258					2,229,258
Central Services	1,961,424					1,961,424
Finance	2,577,702					2,577,702
Information Technology	2,246,861					2,246,861
Engineering	3,845,676					3,845,676
Public Safety						
Police	16,516,378					16,516,378
Fire	12,404,474					12,404,474
Enforcement	1,363,747					1,363,747
Planning & Development Svc	1,379,070					1,379,070
Public Works						
P.W. Administration	344,580					344,580
Street Maintenance	2,884,049					2,884,049
Recreation	4,289,387					4,289,387
Other Appropriations						
Independent Agencies	1,795,462					1,795,462
Totals	56,796,132	18,953,969	14,889,795	9,230,605	5,285,124	105,155,625
	General/Special Funds		Enterprise Funds			
	75,750,101		29,405,524			

City of Albany FY 2010/2011 Total Operating Budget



Total Budget
\$105,155,625



City of Albany Budget FY 2011

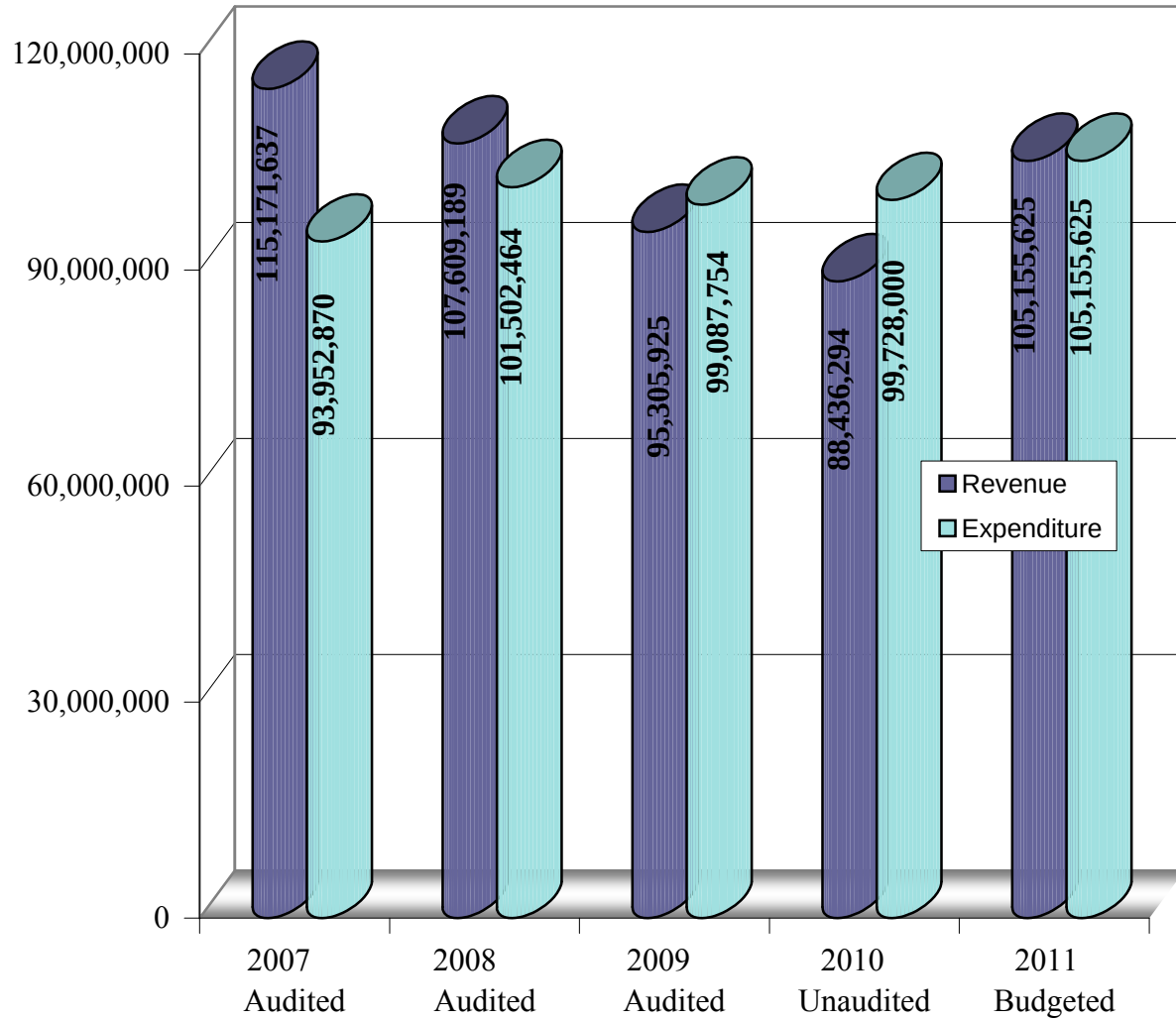
Supplemental Information



City Of Albany

FY 2007 - FY 2011

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.

The City, like other communities across the country, is still facing economic challenges due to the depressed economy. Full recovery still may be several years out. In spite of the state of the economy, the Mayor and Board of City Commissioners elected to implement a ½ mil reduction to the citizens of Albany to offset the State's decision to eliminate the homestead tax exemptions. The City of Albany has been fortunate enough to avoid layoffs and furloughs. However, the FY11 budget was balanced with the anticipation of having to use \$4.8 million of fund balance to maintain the current service level and meet all obligations for the General, Special, and the Non-Major Enterprise Funds. The Sanitary Sewer Enterprise Fund is also anticipating using \$1.4 million of its fund balance to maintain its current service level. Fourteen vacant positions remain unfunded, down from 18 unfunded positions in FY10. In addition, the City's FTE's, or Full Time Equivalents, were increased by 7.

The Sanitary Sewer Enterprise Fund and the CAD911 Special Revenue fund are both anticipating using their fund balance for the first time in FY11 to meet their missions. There will be no rate increases this year to offset costs. In upcoming budget years alternative revenue sources will have to be identified. In two years, the City will have to absorb the costs of 9 officers who were hired through the COPS grant. A synopsis of revenues and expenditures from FY 2007 through FY 2011 is discussed below:

Fiscal Year 2007

- Adopted Budget totaled \$93,505,490, a 11% increase over the FY06 amended budget of \$81,775,106

Major contributing factors: 3% Cost of Living Adjustment (COLA) effective 10/01/06; budgeting for SPLOST V; additional Grants; increases in the Sanitary Sewer and Solid Waste rates; and a increase in Hotel/Motel Fund; fully funding the Police Departments Personal Services; pay increases for Public Safety employees effective 10/01/06; and increased requests for GMA funding. The millage rate decreased from 10.792 to 10.777.

The FY 2007 budget had an audited year-end surplus of approximately \$21,218,767 for all funds. The General Fund, the largest fund, has a surplus of \$2,537,991 compared to FY 2006 audited surplus of \$3,829,682. The Non-Major Enterprise Funds, consisting of Transit, Municipal Auditorium, Civic Center, and Airport, had a combined audited year-end surplus of \$3,944,337. The surplus was due to the Federal Grant Revenue in the Airport fund. The Sanitary Sewer Fund has an audited year-end surplus of \$2,509,916. The Solid Waste Enterprise Fund had an audited year-end surplus of \$764,404.

Fiscal Year 2008

- Adopted Budget totaled \$98,528,638, a 4% increase over the FY07 amended budget of \$94,231,980

Major contributing factors: 3% COLA effective July 2007; 1% pay increase for Public Safety Employees effective January 2008; additional 3% funding for Public Safety pension; Elected Officials pay increase effective January 2008; CAD 911 rate increase; 16 new positions (Enforcement Director, Accountant, Secretary, three Airport Safety Officers, eight CAD 911

HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

Tele-communicators, Public Relations/ Media Manager for the Albany Police Department, and a GIS Manager); and raises for Municipal Court Appointed Officials.

The FY 2008 had an audited year-end surplus of \$6,106,725 for all funds. The General Fund, the largest fund, ended the year with a \$1,706,809 deficit. The largest contributing factors in the deficit were: property tax millage rate roll-back resulting in a \$1,635,813 dollar loss in revenue; Group Health Plan shortfall of \$2,489,889; and a labor audit resulting in back pay of \$514,201. A budget amendment was adopted on June 25th reducing the appropriations for thirteen departments by \$1,827,198 to partially compensate for the additional expenditures. The remainder of the shortfall came from the City's Unreserved Fund Balance. The Sanitary Sewer Fund had an audited year-end surplus of \$3,930,193. The Solid Waste Enterprise Fund had an audited year-end surplus of \$70,660.

Fiscal Year 2009

- Adopted Budget totaled \$100,648,000, a 1% increase over the FY08 amended budget of \$99,976,187

Major contributing factors: 3% COLA effective July 2008; 15% Group Health Plan contribution increase for employees; 12 new positions (Administrative Assistant to the Downtown Manager, Assistant City Attorney, two System Analysts, two Code Enforcement Officers, two Housing/Code Inspectors, three Groundskeepers, and a Customer Service Specialist); \$150,000 for demolition costs; and 2.9 % rate increases for Solid Waste and Sanitary Sewer.

The FY 2009 audited budget revealed, expenditures exceeded revenues by \$4,087,521 for all funds. The General Fund, the largest fund, ended the year with a small surplus of \$418,356. This surplus was due to the receipt of an additional \$1,465,914 of MEAG revenue that was not budgeted for in FY09. The two funds that account for the deficit are the Public Improvement Fund and the SPLOST fund. The Public Improvement Fund's expenditures exceeded the revenue by \$3,228,117. This was due to the City electing to pay for capital projects for FY09 using Fund Balance. The City is also allowing approved capital projects to rollover into the next fiscal year without expiring if they are not complete by year end. The SPLOST Fund's expenditures also exceeded the revenue by \$4,276,316. A \$14 million dollar bond was issued for SPLOST projects so that all projects could begin at once and not have to wait on revenue collections. The deficit in this fund reflects fiscal year project expenditures versus actual SPLOST revenue collections. It does not include the bond revenue that the SPLOST projects are actually being funded through. Both the Sanitary Sewer Fund and the Solid Waste Enterprise Funds ended the year with small surpluses.

Fiscal Year 2010

- Adopted budget totaled \$101,515,000, a 1% increase over the FY09 amended budget of \$101,615,648
- Amended budget totaled \$104,778,255, a 3% or \$3,263,255 increase over the FY10 adopted budget

Major contributing factors: recognizing \$1,453,953 of ARRA or American Recovery and Reinvestment Act Grants; recognizing \$1,234,821 in other grants; and allocating \$1,427,533 of Risk Management claims and operating costs out to user departments. The FY10 budget was

HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

adopted to include these significant factors as well: \$1,066,493 in funding for the Gang Unit without raising the millage rate; \$151,170 pay study implementation; and 4.2 % CPI rate increases for Solid Waste and Sanitary Sewer.

The FY10 un-audited expenditures for all funds have exceeded revenues by \$1,985,883. The un-audited deficit is to the Public Improvement and SPLOST Funds expenditures exceeding revenues for the same reasons as stated in the 2009 synopsis.

The General Funds current surplus before the audit is \$3,402,867. This significant surplus is largely due to the general fund departments expending 6% less than what was budgeted. Most of the savings was from the Police Department which had at least 45 vacancies throughout the fiscal year, which amounted to \$2.2 million dollars in savings at mid year. The General Fund also received \$880,598 in additional property tax revenue from the 2009 unsuccessful tax assessment challenges. The Sanitary Sewer Enterprise Fund expenditures exceed revenue by \$811,106, which will be covered by fund balance. The Solid Waste Enterprise Fund revenues have exceeded expenditures by \$149,182.

Fiscal Year 2011

The FY 2011 Adopted budget totals \$105,155,625, and represents a less than 1% increase over the FY 2010 amended budget of \$104,778,255. The budget process was significantly challenging this fiscal year. The General Fund is being balanced with the anticipation of using \$4.8 million of fund balance. The City has been fortunate enough to weather the economic storm without layoffs or furloughs. However, the continued use of fund balance is not feasible in upcoming budget years. The CAD911, Solid Waste, and Sanitary Sewer Funds all anticipate using fund balance to continue their current service levels in FY11. The total anticipated use of fund balance from all funds is \$6,467,258 or 6% of the FY11 budget.

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 which was audited at \$ 62,395,954 for fiscal year ending 2009. The audited fund balance for the General Fund for fiscal year ending 2009 was \$ 24,960,347. The City works tirelessly to build and maintain a healthy Fund Balance. Fifty-two percent of the total is cash, which provides a very strong and positive cash flow position that insures the City meet all obligations.

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

	2007	2008	2009	2010	2011
	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ESTIMATED
REVENUES:					
Property Taxes	14,794,429	14,776,748	13,964,606	15,403,081	13,549,550
Sales Taxes	9,177,213	9,718,537	7,500,062	8,647,895	8,214,839
Other Taxes	6,691,046	8,033,496	8,201,806	8,642,086	5,817,267
Licenses & Permits	2,320,724	2,434,916	2,258,362	3,646,645	3,238,386
Intergovernmental	5,390,208	6,236,660	6,929,481	4,943,506	6,508,777
Charges for Services	530,157	599,982	448,705	389,743	480,129
Fines, Forfeitures & Penalties	776,268	901,009	1,025,445	1,351,867	1,290,132
Rentals & Franchise	1,140,268	0	1,110,757	970,519	1,053,830
Miscellaneous/Other	2,084,317	1,821,327	1,729,956	1,442,999	1,746,453
WG&L Transfer	7,085,674	7,191,839	10,243,698	10,074,791	10,790,828
Proceeds from sale of assets	68,404	104,339	140,225	161,519	175,000
Transfer In/(Out)	(1,910,470)	(2,345,080)	(2,177,802)	(2,071,627)	3,930,941
TOTAL	48,148,238	49,473,773	49,337,724	53,603,024	56,796,132
EXPENDITURES:					
General Government	4,248,756	5,364,369	5,344,523	5,969,916	7,166,349
Human Resources Mangement	3,252,110	4,784,466	2,071,411	2,392,560	2,229,258
Finance	3,258,085	2,620,767	2,490,552	1,768,203	2,577,702
Public Safety	24,439,671	27,246,456	27,162,081	32,010,425	35,509,345
Public Works	5,916,288	6,532,464	6,921,508	2,315,189	3,228,629
Parks & Recreation	4,118,046	4,341,644	4,538,321	4,030,906	4,289,387
Community Service	341,999	336,411	399,347	1,712,958	1,795,462
TOTAL	45,574,955	51,226,577	48,927,743	50,200,157	56,796,132
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	2,573,283	(1,752,804)	409,981	3,402,867	0
FUND BALANCE					
Beginning of year July 1,	<u>21,692,310</u>	<u>24,265,593</u>	<u>22,512,789</u>	<u>22,922,770</u>	<u>26,325,637</u>
FUND BALANCE					
End of year June 30,	<u><u>24,265,593</u></u>	<u><u>22,512,789</u></u>	<u><u>22,922,770</u></u>	<u><u>26,325,637</u></u>	<u><u>26,325,637</u></u>

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

	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
CAPITAL IMPROVEMENT					
REVENUES:					
Sales Tax	358,369	349,822	0	1,153,525	1,347,234
Interest Income	281,309	379,117	485,322	548,560	
Intergovenmental	587,233	331,081	1,203,291	(19,621)	600,000
Transfers In	1,274,924	1,856,304	62,542	316,000	535,081
Transfers Out	0	(645,205)	(932,438)	(700,000)	0
Net Proceeds from Capital Leases	0	0	0	0	0
TOTAL	2,501,836	2,271,119	818,717	1,298,464	2,482,315
EXPENDITURES:					
Cap. Outlay	3,367,036	2,410,742	4,046,834	3,230,414	2,482,315
TOTAL	3,367,036	2,410,742	4,046,834	3,230,414	2,482,315
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(865,200)	(139,623)	(3,228,117)	(1,931,950)	0
FUND BALANCE (DEFICIT)					
Beginning of year July 1,	<u>9,009,332</u>	<u>8,144,132</u>	<u>8,004,509</u>	<u>4,776,392</u>	<u>3,202,059</u>
FUND BALANCE (DEFICIT)					
End of year June 30,	<u>8,144,132</u>	<u>8,004,509</u>	<u>4,776,392</u>	<u>2,844,442</u>	<u>3,202,059</u>
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
DEBT SERVICE FUND					
REVENUES:					
Sales Tax	1,098,501	1,179,947	765,617	3	0
Interest	15	22	26	3	0
Intergovernmental	25,000	0	0	0	0
Transfers In	176,589	684,307	0	0	0
Transfers Out	(1,274,925)	(1,856,304)	0	0	0
TOTAL	25,180	7,972	765,643	6	0
EXPENDITURES:					
Principal	25,000	0	0	0	0
Interest	75	0	0	0	0
Other	90	7,950	3,000	0	0
TOTAL	25,165	7,950	3,000	0	0
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	15	22	762,643	6	0
FUND BALANCE (DEFICIT)					
Beginning of year July 1,	<u>6,745</u>	<u>6,760</u>	<u>6,782</u>	<u>0</u>	<u>0</u>
FUND BALANCE (DEFICIT)					
End of year June 30,	<u>6,760</u>	<u>6,782</u>	<u>769,425</u>	<u>6</u>	<u>0</u>

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

2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED

CAD911

REVENUES:

Charges for Services	1,479,169	1,601,752	1,667,743	1,679,425	1,644,697
Other	86,612	67,510	34,047	56,339	82,912
TOTAL	1,565,781	1,669,262	1,701,790	1,735,764	1,727,609

EXPENDITURES:

Personal Services	701,760	941,732	998,090	1,028,407	1,155,257
Operating Expense	508,037	466,574	422,885	521,519	572,352
Non-Operating Expense	254,945	0	0	0	0
Depreciation & Amortization	0	0	0	0	0
TOTAL	1,464,743	1,408,306	1,420,975	1,549,926	1,727,609

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

101,038	260,956	280,815	185,838	0

FUND BALANCE (DEFICIT)

Beginning of year July 1,	<u>1,653,905</u>	<u>1,754,943</u>	<u>2,015,899</u>	<u>2,296,714</u>	<u>2,482,552</u>

FUND BALANCE (DEFICIT)

End of year June 30,	<u>1,754,943</u>	<u>2,015,899</u>	<u>2,296,714</u>	<u>2,482,552</u>	<u>2,482,552</u>

2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED

HOTEL/MOTEL FUND

REVENUES:

Hotel/Motel Tax	1,307,342	1,378,411	1,311,461	1,271,433	1,200,000
Operating Transfers Out	(590,780)	(689,206)	(699,428)	(600,000)	(600,000)
TOTAL	716,562	689,205	612,033	671,433	600,000

EXPENDITURES:

Operating Expense	653,671	689,205	655,730	635,716	600,000
TOTAL	653,671	689,205	655,730	635,716	600,000

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

62,891	0	(43,698)	35,717	0

FUND BALANCE (DEFICIT)

Beginning of year July 1,	<u>203,201</u>	<u>266,092</u>	<u>266,092</u>	<u>222,394</u>	<u>258,111</u>

FUND BALANCE (DEFICIT)

End of year June 30,	<u>266,092</u>	<u>266,092</u>	<u>222,394</u>	<u>258,111</u>	<u>258,111</u>

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

	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
COMMUNITY AND ECONOMIC DEVELOPMENT					
REVENUES:					
Intergovernmental	1,564,680	2,124,317	1,410,966	2,210,841	2,511,094
Charges for Services	136,681	122,368	116,666	386,026	0
Other	2,858,201	2,647,295	1,789,900	1,803,573	709,110
TOTAL	4,559,562	4,893,980	3,317,532	4,400,440	3,220,204
EXPENDITURES:					
Personal Services	630,871	576,642	545,709	456,695	343,362
Operating Expense	3,457,492	4,126,899	3,071,600	4,220,790	2,876,842
Depreciation & Amortization	0	0	0	0	0
TOTAL	4,088,363	4,703,541	3,617,309	4,677,485	3,220,204
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	471,199	190,439	(299,777)	(277,045)	0
FUND BALANCE (DEFICIT)					
Beginning of year July 1,	<u>2,837,630</u>	<u>3,308,829</u>	<u>3,499,268</u>	<u>3,199,491</u>	<u>2,922,446</u>
FUND BALANCE (DEFICIT)					
End of year June 30,	<u>3,308,829</u>	<u>3,499,268</u>	<u>3,199,491</u>	<u>2,922,446</u>	<u>2,922,446</u>
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
GRANT FUND					
REVENUES:					
Intergovernmental	1,642,415	622,934	602,143	1,688,631	1,800,048
Other	3,317	3,108	2,489	0	0
TOTAL	1,645,732	626,042	604,632	1,688,631	1,800,048
EXPENDITURES:					
Personal Services	0	0	0	0	679,067
Operating Expense	1,473,066	779,127	751,035	1,846,947	1,120,981
TOTAL	1,473,066	779,127	751,035	1,846,947	1,800,048
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	172,666	(153,085)	(146,403)	(158,316)	0
FUND BALANCE (DEFICIT)					
Beginning of year July 1,	<u>(368,997)</u>	<u>(196,331)</u>	<u>(349,416)</u>	<u>(495,819)</u>	<u>(654,135)</u>
FUND BALANCE (DEFICIT)					
End of year June 30,	<u>(196,331)</u>	<u>(349,416)</u>	<u>(495,819)</u>	<u>(654,135)</u>	<u>(654,135)</u>

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

SPLOST

REVENUES:

	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
Sales Tax	12,380,536	12,132,254	9,718,112	9,284,209	8,250,000
Other	613,051	836,457	258,351	45,702	123,750
Transfers In	0	0	0	0	0
Transfers Out	(1,323,306)	0	0	0	0
Issuance of Bond	14,000,000	0	0	0	0
Premium on Bond Issuance	236,362	0	0	0	0
TOTAL	25,906,643	12,968,711	9,976,463	9,329,911	8,373,750

EXPENDITURES:

Cap. Outlay	15,626,588	11,918,933	7,582,430	6,894,772	8,373,750
Principal	0	1,150,000	5,700,000	5,905,000	0
Interest	198,333	778,500	737,750	403,325	0
Bond Issuance Cost	216,642	0	0	0	0
TOTAL	16,041,563	13,847,433	14,020,180	13,203,097	8,373,750

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

9,865,080	(878,722)	(4,043,717)	(3,873,186)	0

FUND BALANCE (DEFICIT)

Beginning of year July 1,	<u>10,744,856</u>	<u>20,609,936</u>	<u>19,731,214</u>	<u>15,687,497</u>	<u>11,814,311</u>

FUND BALANCE (DEFICIT)

End of year June 30,	<u><u>20,609,936</u></u>	<u><u>19,731,214</u></u>	<u><u>15,687,497</u></u>	<u><u>11,814,311</u></u>	<u><u>11,814,311</u></u>

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

	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
SANITARY SEWER FUND					
REVENUES:					
Charges for Services	14,211,264	15,074,458	14,954,290	14,398,960	15,666,595
Other	751,635	647,699	292,916	2,215,065	98,500
Transfers In / (Out)	100,000	100,000	100,000	(6,103,310)	(875,300)
TOTAL	15,062,899	15,822,157	15,347,206	10,510,715	14,889,795
EXPENDITURES:					
Personal Services	2,990,259	3,360,422	3,442,925	3,281,292	3,203,433
Operating Expense	4,494,399	4,905,906	5,674,035	5,333,809	9,978,590
Non-Operating Expense	2,495,331	2,022,114	1,958,322	1,065,680	1,007,772
Depreciation & Amortization	3,449,587	3,213,099	3,357,063	1,641,038	700,000
TOTAL	13,429,576	13,501,541	14,432,345	11,321,819	14,889,795
EXCESS (DEFICIENCY) OF REVENUE					
OVER EXPENDITURES	1,633,323	2,320,616	914,861	(811,104)	0
FUND BALANCE (DEFICIT)					
Beginning of year July 1,	56,218,856	58,728,485	61,315,921	62,395,954	63,457,625
Contributed Capital	876,306	266,820	165,172	1,872,775	0
FUND BALANCE (DEFICIT)					
End of year June 30,	<u>58,728,485</u>	<u>61,315,921</u>	<u>62,395,954</u>	<u>63,457,625</u>	<u>63,457,625</u>
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED
SOLID WASTE FUND					
REVENUES:					
Charges for Services	8,144,050	8,155,002	8,312,019	7,879,917	9,130,605
Other	67,857	(86,918)	705	264,187	0
Transfers In / (Out)	100,000	100,000	0	100,000	100,000
TOTAL	8,311,907	8,168,084	8,312,724	8,244,104	9,230,605
EXPENDITURES:					
Personal Services	2,132,361	2,224,165	2,139,279	2,107,043	2,351,198
Operating Expense	5,031,338	5,493,237	5,536,922	5,503,265	6,879,407
Non-Operating Expense	8,765	3,712	0	0	0
Depreciation & Amortization	374,940	389,195	434,571	484,614	0
TOTAL	7,547,404	8,110,309	8,110,772	8,094,922	9,230,605
EXCESS (DEFICIENCY) OF REVENUE					
OVER EXPENDITURES	764,503	57,775	201,952	149,182	0
FUND BALANCE (DEFICIT)					
Beginning of year July 1,	2,623,725	3,388,228	3,458,889	3,687,523	3,858,965
Contributed Capital	0	12,886	26,682	22,260	0
FUND BALANCE (DEFICIT)					
End of year June 30,	<u>3,388,228</u>	<u>3,458,889</u>	<u>3,687,523</u>	<u>3,858,965</u>	<u>3,858,965</u>

**NON-MAJOR ENTERPRISE FUND REVENUE, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH**

2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED

MUNICIPAL AUDITORIUM

REVENUES:

Charges for Services	26,732	42,388	52,565	65,567	36,376
Other	89	85	170	(352)	0
Transfers In	24,862	49,576	55,509	56,578	34,824
TOTAL	51,683	92,049	108,244	121,793	71,200

EXPENDITURES:

Personal Services	3,614	0	54	0	0
Operating Expense	42,541	40,832	57,404	41,204	71,200
Non-Operating Expense	0	0	0	0	0
Depreciation & Amortization	114,583	119,598	126,937	129,328	0
TOTAL	160,738	160,430	184,395	170,532	71,200

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

(109,055)	(68,381)	(76,151)	(48,739)	0

FUND BALANCE (DEFICIT)

Beginning of year July 1,	<u>2,866,156</u>	<u>2,885,007</u>	<u>3,134,690</u>	<u>3,061,567</u>	<u>3,061,971</u>
Contributed Capital	<u>127,906</u>	<u>318,064</u>	<u>3,028</u>	<u>0</u>	<u>0</u>

FUND BALANCE (DEFICIT)

End of year June 30,	<u><u>2,885,007</u></u>	<u><u>3,134,690</u></u>	<u><u>3,061,567</u></u>	<u><u>3,012,828</u></u>	<u><u>3,061,971</u></u>

2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED

CIVIC CENTER

REVENUES:

Charges for Services	446,822	282,776	255,803	720,134	780,046
Other	2,087	666	1,008	0	0
Transfers In	896,654	1,116,313	1,114,098	1,233,502	786,846
TOTAL	1,345,563	1,399,755	1,370,909	1,953,636	1,566,892

EXPENDITURES:

Personal Services	709,792	679,876	727,436	574,799	846,185
Operating Expense	582,979	710,126	453,661	921,293	720,707
Non-Operating Expense	0	0	1,685	0	0
Depreciation & Amortization	418,055	417,237	412,618	425,245	0
TOTAL	1,710,826	1,807,239	1,595,400	1,921,337	1,566,892

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

(365,263)	(407,484)	(224,491)	32,299	0

FUND BALANCE (DEFICIT)

Beginning of year July 1,	<u>11,226,270</u>	<u>10,945,894</u>	<u>11,052,534</u>	<u>11,061,790</u>	<u>11,624,966</u>
Contributed Capital	<u>84,887</u>	<u>514,124</u>	<u>233,747</u>	<u>0</u>	<u>0</u>

FUND BALANCE (DEFICIT)

End of year June 30,	<u><u>10,945,894</u></u>	<u><u>11,052,534</u></u>	<u><u>11,061,790</u></u>	<u><u>11,094,089</u></u>	<u><u>11,624,966</u></u>

**NON-MAJOR ENTERPRISE FUND REVENUE, EXPENDITURES, AND FUND BALANCES
FISCAL YEAR ENDED JUNE 30TH**

2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED

TRANSIT

REVENUES:

Charges for Services	436,988	429,695	495,279	476,251	462,239
Other	1,922,289	2,138,507	1,195,036	2,214,546	1,446,172
Transfers In	851,410	851,630	937,168	509,631	398,869
TOTAL	3,210,687	3,419,832	2,627,483	3,200,428	2,307,280

EXPENDITURES:

Personal Services	1,487,307	1,524,372	1,436,370	1,140,358	1,504,135
Operating Expense	1,376,228	1,397,497	999,854	1,079,398	803,145
Non-Operating Expense	11,987	6,811	(1,388)	0	0
Depreciation & Amortization	325,011	374,264	365,063	383,148	
TOTAL	3,200,533	3,302,944	2,799,899	2,602,904	2,307,280

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

10,154	116,888	(172,416)	517,821	0

FUND BALANCE (DEFICIT)

Beginning of year July 1,	1,810,004	1,820,158	3,033,949	3,002,380	3,520,201

Contributed Capital

0	1,096,903	140,847	0	0

FUND BALANCE (DEFICIT)

End of year June 30,	1,820,158	3,033,949	3,002,380	3,520,201	3,520,201

2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 UNAUDITED	2011 ESTIMATED

AIRPORT FUND

REVENUES:

Charges for Services	757,547	812,117	728,191	863,007	746,320
Other	3,660,823	3,666,948	2,732,011	2,206,807	0
Transfers In	412,375	525,652	562,763	521,186	593,432
TOTAL	4,830,745	5,004,717	4,022,965	3,591,000	1,339,752

EXPENDITURES:

Personal Services	739,527	881,633	894,993	890,087	985,003
Operating Expense	377,067	438,668	497,733	301,016	354,749
Non-Operating Expense	0	865,348	0	0	
Depreciation & Amortization	447,727	0	1,014,830	1,230,689	0
TOTAL	1,564,321	2,185,649	2,407,556	2,421,792	1,339,752

**DEFICIENCY OF REVENUE
OVER EXPENDITURES**

3,266,424	2,819,068	1,615,409	1,169,208	0

FUND BALANCE (DEFICIT)

Beginning of year July 1,	13,821,666	21,529,789	24,348,857	25,964,266	25,967,074

Contributed Capital

4,441,699	0	0	0	0

FUND BALANCE (DEFICIT)

End of year June 30,	21,529,789	24,348,857	25,964,266	27,133,474	25,967,074

CITY OF ALBANY, GEORGIA
PROPERTY TAX RATES
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS ENDED JUNE 30

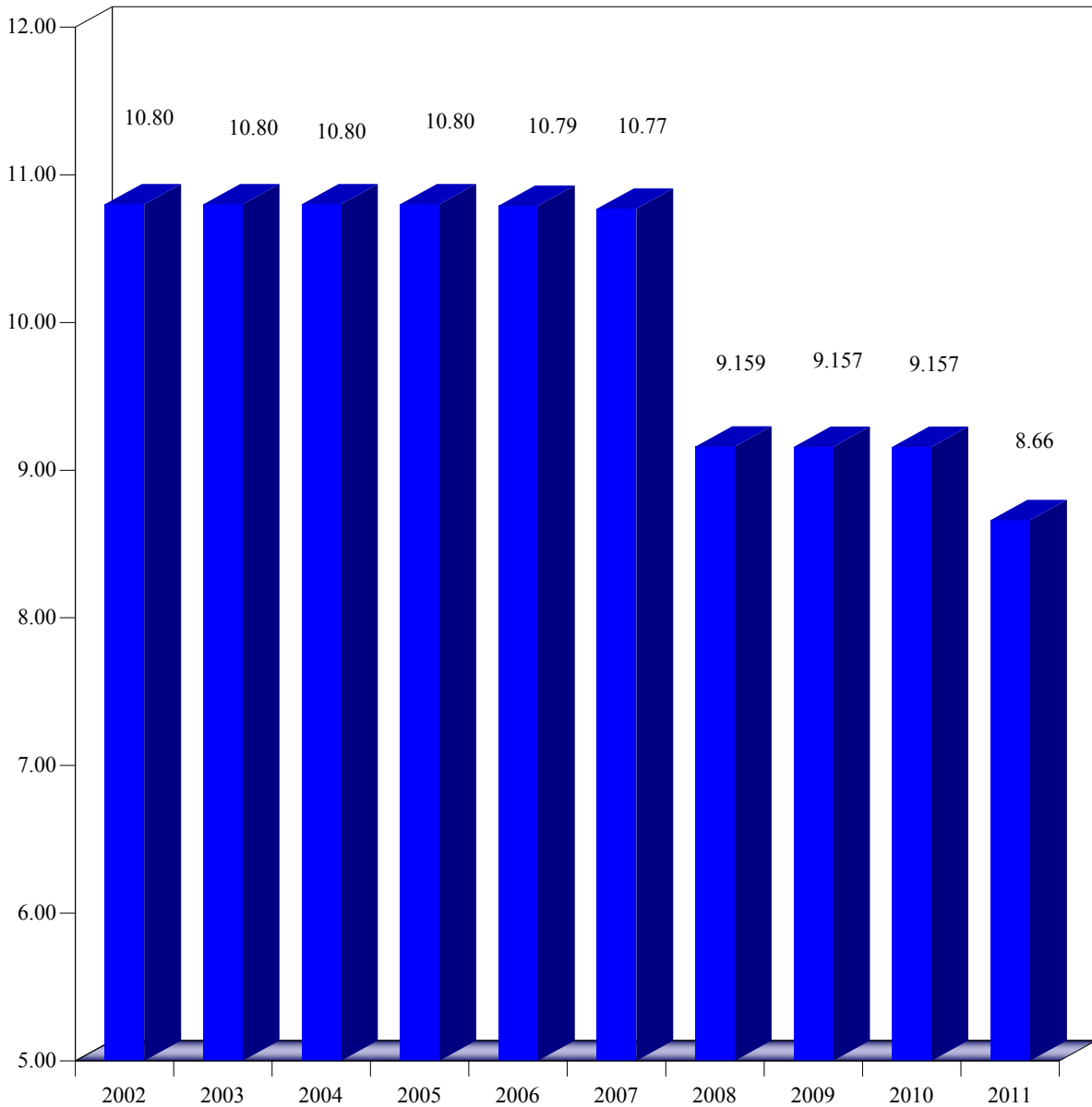
FISCAL YEAR	CITY OF ALBANY MILLAGE*			DOUGHERTY COUNTY MILLAGE*			BOARD OF EDUCATION MILLAGE*			OTHER (STATE OF GA)	TOTAL
	OPERATING	DEBT SERVICE	TOTAL CITY	OPERATING	DEBT SERVICE	TOTAL COUNTY	OPERATING	DEBT SERVICE	TOTAL SCHOOL		
2002	10.800	0.00	10.800	11.100	0.00	11.10	17.700	0.00	17.700	0.25	38.850
2003	10.800	0.00	10.800	10.658	0.00	10.658	17.550	0.00	17.550	0.25	39.258
2004	10.800	0.00	10.800	10.658	0.00	10.658	19.000	0.00	19.000	0.25	40.708
2005	10.800	0.00	10.800	13.158	0.00	13.158	19.000	0.00	19.000	0.25	43.208
2006	10.790	0.00	10.790	13.158	0.00	13.158	19.000	0.00	19.000	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	9.159	0.00	9.159	11.897	0.00	11.897	18.450	0.00	18.450	0.25	39.756
2009	9.157	0.00	9.157	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.746
2010	9.157	0.00	9.157	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.746
2011	8.660	0.00	8.660	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.249

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

City Of Albany

FY 2002 - FY 2011

Property Tax Millage Rates



1 Mill = Approximately \$1,516,570

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

	2007*	2008*	2009*	2010*	2011*
Transfer (cash & street lighting)	7,165,657	7,266,277	7,088,128	7,467,193	7,710,828
Prior Calendar Year Metered Revenue	86,394,726	87,942,716	88,628,008	91,033,737	94,781,968
Transfer Expressed as % of Revenue	7.5	7.5	7.5	7.5	7.5

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 and Revenue Bonds

Following are the estimated principal and interest requirements on the City's outstanding revenue bonds and the previously issued outstanding general obligation bonds of the City for the fiscal years ending June 30, 2009 and thereafter.

Series 2002 Bonds (Civic Center)

FYE June 30th 2011	Principal	Interest	Total
	<u>1,290,000</u>	<u>51,600</u>	<u>1,341,600</u>
	\$ 1,290,000	\$ 51,600	\$ 1,341,600

This bond series is scheduled to be retired using proceeds from Special Local Option Sales Tax V.

Series 2007 Bonds (SPLOSTV)

Period Ending	Principal	Interest	Total
12/01/2010		102,531	102,531
06/01/2011	<u>4,825,000</u>	<u>102,531</u>	<u>4,927,531</u>
	\$ 4,825,000	\$ 208,062	\$ 5,030,062

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.

Certificates of Participation

In, 1998, the City of Albany entered into a lease pool agreement with Georgia Municipal Association. The City draws from the investment to lease equipment from GMA. The agreement requires the City to pay back into the investment account to fund the \$10,000,000 principal plus 4.75% interest. The interest is payable on an annual basis. The principal is due in a lump sum on June 1, 2028. Annual debt service requirements are as follows:

FYE	Principal	Interest	Total
2010	0	475,000	475,000
2011	0	475,000	475,000
2012	0	475,000	475,000
2013	0	475,000	475,000
2014	0	475,000	475,000
2015 - 2019	0	2,375,000	2,375,000
	<u>\$0</u>	<u>\$4,750,000</u>	<u>\$4,750,000</u>

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 2009 (in thousands):

Assessed Value of Taxable Property	\$1,608,824	
Add Back Exempt Property	110,843	\$1,719,667
	=====	=====
Debt Limit--10% of Assessed Value (Article IX, Section VII of the Constitution of Georgia)		\$171,967
Amount of Debt applicable to Constitutional Debt Limit, Total General Obligation Bond Debt	\$ 2,430	
Less: Assets Available for Bond Service (1)	<u>7</u>	<u>\$ 2,423</u>
Legal Debt Margin pursuant to Article IX, Section III of the Constitution of Georgia		<u>\$ 169,544</u>
		=====
Percent of Debt Limit Used		1.42%
		=====

The constitutional debt limitation applies to all direct general obligation bonds authorized with a ten percent limit imposed upon Dougherty County and a separate ten percent limit imposed upon the Dougherty County School System. Additional general obligation bonds may be issued if so approved by a voting majority in an election held for that purpose.

(1) Source: City of Albany 2009 Comprehensive Annual Financial Report (CAFR), pp. 75 and 152, respectively

Assessed and Estimated Fair Market Taxable Property Values

2009	Estimated Fair Market Value of Taxable Property	\$ 3,791,426,448
2009	Net Assessed Valuation of Taxable Property for Bond Purposes	\$ 1,516,570,579

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

<u>Jurisdiction</u>	<u>Net General Obligation Bond Debt Outstanding 6/30/08</u>	<u>Percentage Applicable to City of Albany</u>	<u>Amount Applicable to City of Albany</u>
Direct			
City of Albany (1)	1,268,320	100.00%	\$1,268,320
Overlapping:			
Board of Education	0	0.00%	0
	-----	-----	-----
Total	<u>\$1,268,320</u>		<u>\$1,268,320</u>

 (1) These bonds are direct general obligations of the City of Albany, either directly or through leases with ADICA. Principal and interest are payable from an ad valorem tax upon all city property. Included here are bonds for Municipal Auditorium and Civic Center.

Debt and Assessed Value per Capita

Total City Debt per Capita (2)	\$ 18
Total City and Overlapping Debt per Capita (3)	\$ 14
Fair Market Value of City Taxable Property per Capita	\$50,140

 (2) Based on estimated 2009 census population of 75,616 for the City

(3) Based on estimated 2009 census population of 95,483 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 2009 assessed value in the City of Albany and their respective percentage of the City's total assessed valuation.

<u>Taxpayer</u>	<u>Type of Business</u>	<u>2009 Assessed Valuation</u>	<u>Percentage of Total Assessed Valuation (1)</u>
1. Miller Coors	Brewery	58,391,463	3.59 %
2. Bell South	Utility	15,274,662	0.94 %
3. Palmyra Medical Center	Hospital	15,167,409	0.93 %
4. Albany Mall LLC/Aronov	Mall Developer	14,446,330	0.89 %
5. M&M Mars/Div of Mars Inc.	Confectioner	13,892,075	0.85 %
6. Flint River Services	Warehousing	11,140,053	0.69 %
7. Alltel	Communications	8,772,168	0.54 %
8. Lowe's Home Center of Albany	Building Supplies	6,478,188	0.40 %
9. Alliance PP2 FX 4 Ltd.	Apartments	5,963,200	0.37 %
10. Sam's/Wal-Mart Stores	Retailer	5,853,755	0.36 %

(1) Based on 2009 estimated net tax digest for maintenance and operation purposes of \$ 1,625,201,384

SOURCE: Dougherty County Tax Department

Property Tax Digest Trend

The property tax digests of the City for the calendar years 2004 through 2009 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.

Property Type	<u>2010</u>	<u>2009</u>	<u>2008</u>
Real & Personal	1,500,192,314	1,581,556,531	1,578,624,817
Motor Vehicles	120,878,560	139,047,600	135,044,160
Mobile Homes	4,370,264	4,638,591	4,924,971
Timber - 100%	3,599	0	0
Heavy Duty Equipment	<u>164,172</u>	<u>901,396</u>	<u>1,063,930</u>
Gross Digest	1,625,608,909	1,726,144,118	1,719,657,878
less:			
Exemptions (1)	<u>109,038,330</u>	<u>100,942,734</u>	<u>110,843,234</u>
Net Digest:	1,516,570,579	1,625,201,384	1,608,814,644
Property Type	<u>2007</u>	<u>2006</u>	<u>2005</u>
Real & Personal	1,567,126,321	1,313,189,390	1,289,459,081
Motor Vehicles	131,387,780	128,298,840	133,040,960
Mobile Homes	5,386,164	5,367,064	5,338,255
Timber - 100%	63,230	144,317	0
Heavy Duty Equipment	<u>295,125</u>	<u>1,240,984</u>	<u>1,729,718</u>
Gross Digest	1,704,258,620	1,448,240,595	1,429,568,014
less:			
Exemptions (1)	<u>103,518,178</u>	<u>99,744,927</u>	<u>85,823,728</u>
Net Digest:	1,600,740,442	1,348,495,668	1,343,744,286

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

Source: Dougherty County Tax/Tag Office

Ad Valorem Tax Collections

The following table summarizes ad valorem tax levies and collections in the City for the fiscal years ended 1999 through 2008 (in thousands).

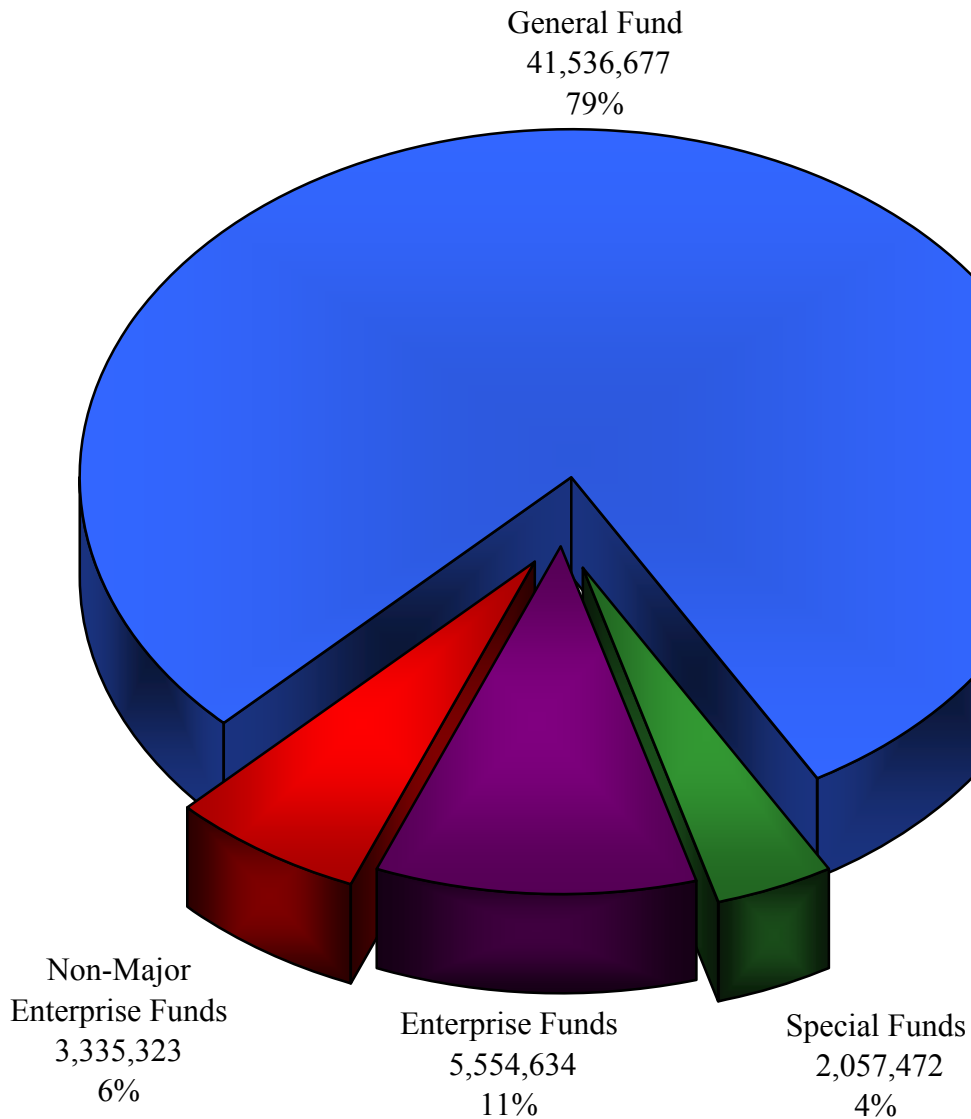
Fiscal Year	Total Tax Levy	Current Tax Collections	Delinquent Tax Collection	Total Tax Collections	Ratio of Total Tax Collections to Total Levy %
2009	\$ 13,400	\$ 12,329	0	\$ 12,329	92.01 %
2008	\$ 13,164	\$ 12,872	\$ 162	\$ 12,872	97.78 %
2007	\$ 13,077	\$ 12,901	\$ 157	\$ 12,901	98.65 %
2006	\$ 12,988	\$ 12,791	\$ 95	\$ 12,791	98.48 %
2005	\$ 12,736	\$ 12,505	\$ 123	\$ 12,627	99.14 %
2004	\$ 12,684	\$ 12,535	\$ 63	\$ 12,596	99.31 %
2003	\$ 12,750	\$ 11,616	\$ 109	\$ 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 %

Source: City of Albany 2008 CAFR, Statistical Section, pg. 149

City Of Albany

FY 2011

Personal Services



Total Personal Services
\$52,484,106

FY 2011 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 924 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	Social Security (FICA)
Retirement Plan with Pension and Vesting Benefits	Workers' Compensation
Deferred Compensation Plan	Sick and Vacation Pay
Health and Dental Insurance	Employee Assistance Program
Life Insurance	Tuition Reimbursement Program
Cafeteria Plan	Paid Holidays

Salaries & Wages

Salaries and fringe benefits account for approximately 50% 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 \$.53 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.

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 \$102,000 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 (12 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

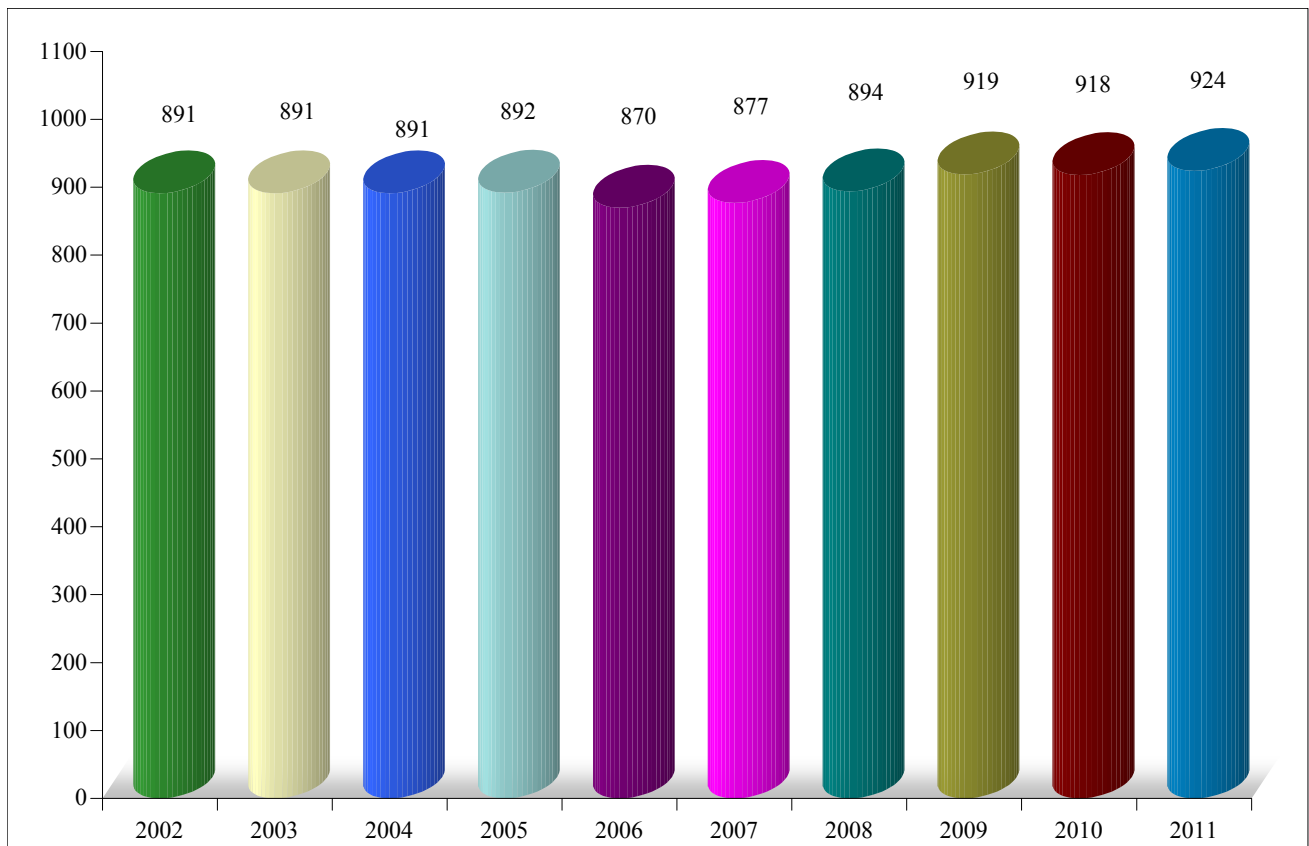
The City of Albany provides ten paid holidays each year to regular, full-time employees with benefits. These holidays include; New Year's Day (1); Martin Luther King Jr. Day (1); Memorial Day (1); Independence Day (1); Labor Day (1); Thanksgiving Day and the day after (2); Christmas Eve (1); Christmas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

Source: City of Albany, Human Resources Management

City Of Albany

FY 2002 - FY 2011

Summary Of Personnel Positions



PERSONNEL SUMMARY

FY 2002 - FY 2011

DEPARTMENT	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
General Government	7	7	7	7	5	8	8	9	9	9
City Attorney/Municipal Court	6	6	6	8	11	11	11	12	12	12
Human Resources Mgmt	12	12	12	12	11	11	11	12	12	16
Central Services Department	65	65	64	65	67	35	35	35	35	35
Finance	17	17	18	18	21	23	21	20	21	22
Information Technology Dept.	17	17	14	14	14	14	14	16	17	17
Police	234	234	234	235	222	222	223	235	237	238
Fire	174	174	174	172	172	204	212	212	212	211
Planning & Development Svc.	28	28	24	22	20	20	22	22	22	22
Code Enforcement	0	0	6	7	8	10	14	19	19	19
Engineering	31	31	32	32	31	31	31	31	31	31
Public Works	164	164	165	165	160	160	160	160	153	153
Recreation	60	60	60	60	57	57	57	60	63	63
Airport	18	18	17	17	14	14	17	17	17	17
Municipal Aud./Civic Center	17	17	17	17	16	16	17	17	17	17
Transit	29	29	29	29	29	29	29	30	30	30
Community & Economic Dev.	12	12	12	12	12	12	12	12	12	12
Total	891	891	891	892	870	877	894	919	919	924
Population (Estimate) *	76,326	76,103	75,758	75,630	75,374	75,799	75,831	75,831	75,831	75,616
Employees/1000	11.6	11.7	11.8	11.8	11.5	11.5	11.8	12.1	12.1	12.2

General Government consists of:

City Manager's Office	5	5	5	5	3	6	6	7	7	7
City Clerk's Office	2	2	2	2	2	2	2	2	2	2

* Source: Population Estimates Program, Population Division, U.S. Census Bureau, Washington, DC 22023, <http://www.census.gov/popest/cities/cities.html>



City of Albany Budget FY 2011



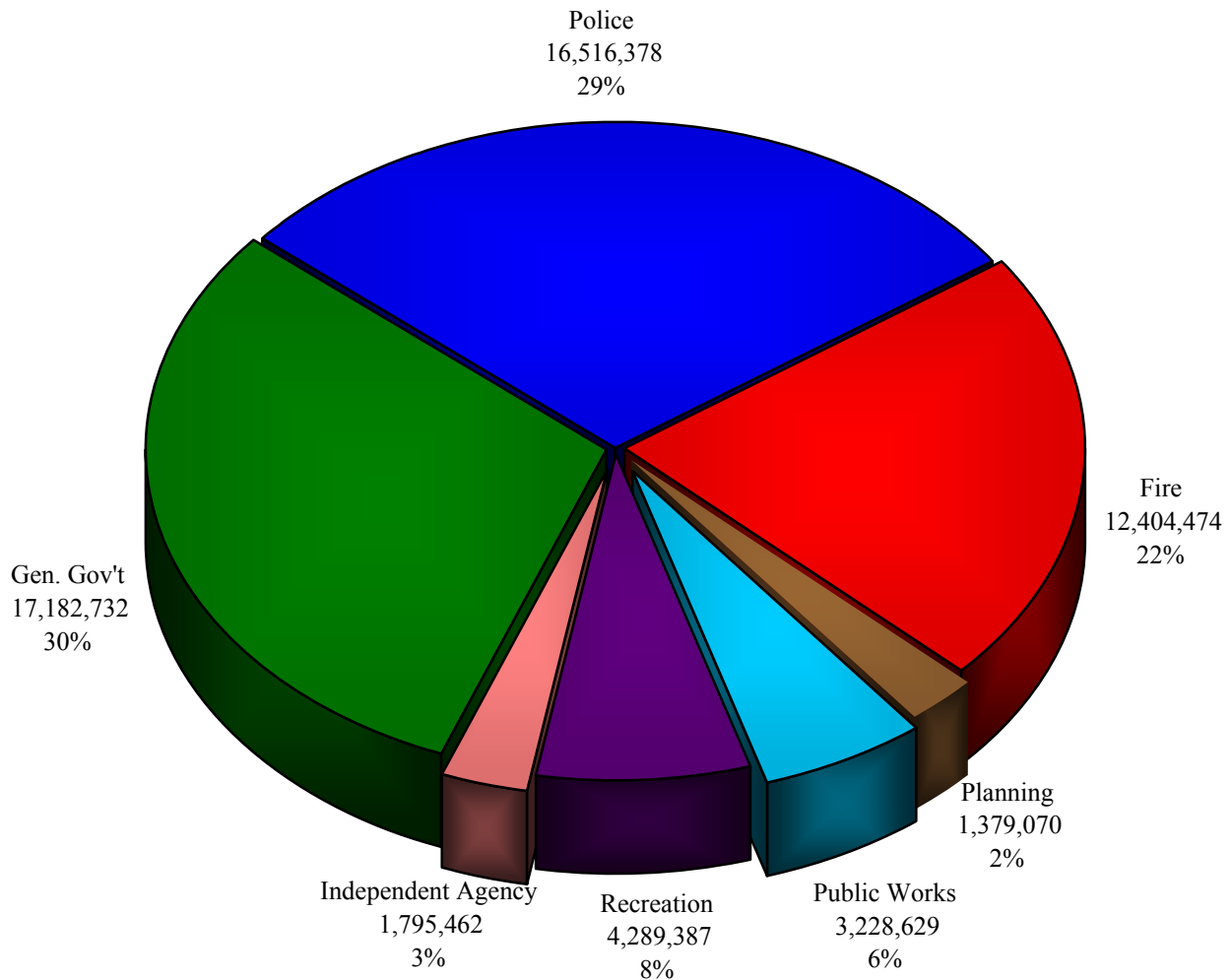
General Fund



City of Albany

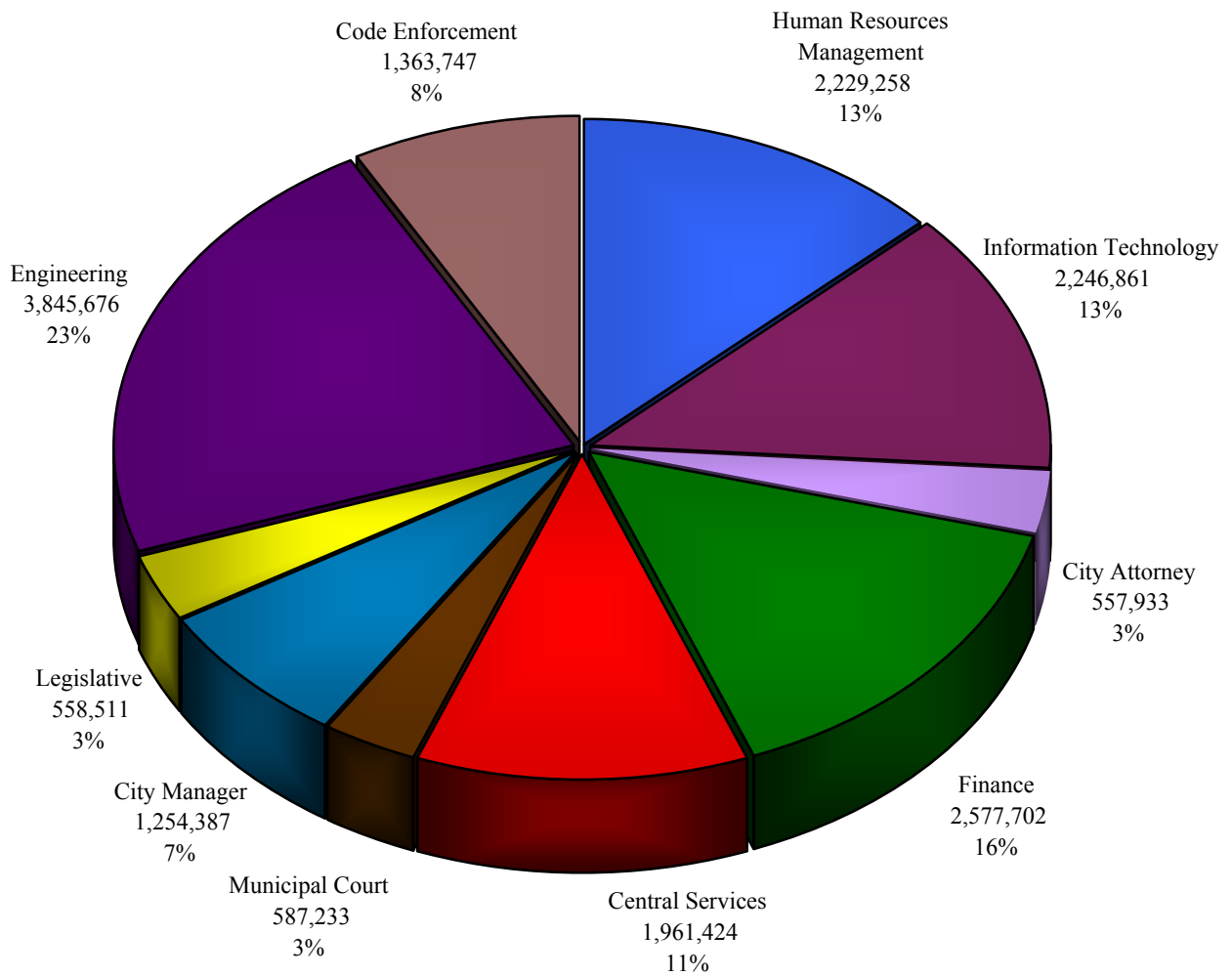
FY 2011

General Fund Expenditures



Total General Fund Expenditures
\$56,796,132

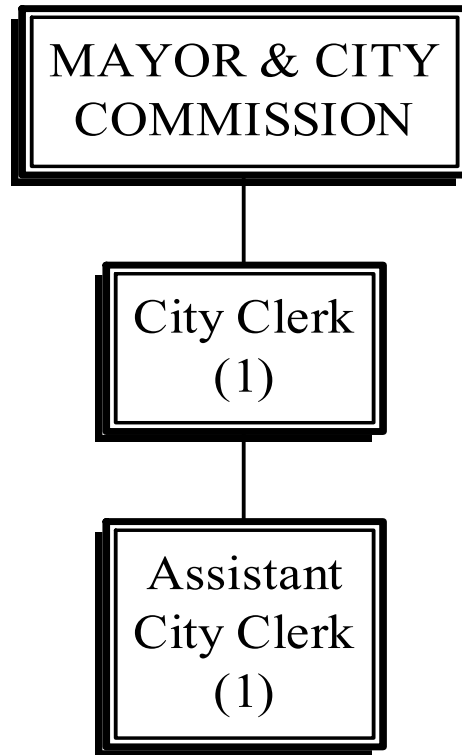
City of Albany FY 2011 General Government



Total Expenditures
\$17,182,732

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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	127,488	140,326	142,959
OPERATING EXPENSE	97,246	252,063	210,257
CAPITAL OUTLAY	0	0	0
TOTAL	224,734	392,389	353,216
FULL TIME POSITIONS	2	2	2

Class Title

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

LEGISLATIVE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
100				
7110	Regular Wages	92,203	91,850	91,850
7130	Temporary Help	7,286	16,250	18,200
7260	FICA Matching	7,204	8,270	8,419
7270	Pension Matching	8,178	8,175	8,175
7280	Insurance Matching	12,623	15,781	16,316
7510	Professional Services	19,702	139,080	106,000
7512	Technical Services	0	16,100	2,000
7550	Communications	2,248	3,200	3,500
7570	Advertising	2,720	2,500	2,500
7600	Travel	3,161	6,500	9,500
7630	Train/Cont. Education	990	2,000	4,000
7880	Maint: Mach/Imp/Tools	860	2,000	2,000
7990	Dues and Fees	26,871	30,500	33,000
8010	Supplies	9,667	6,500	9,500
8016	Small Equipment	1,224	13,500	3,500
8017	Printing	853	1,500	2,000
8018	Books & Subscriptions	1,388	500	510
8020	Photography	0	500	500
8052	Building Use/Govt. Center	22,683	22,683	25,747
8150	Food	4,879	5,000	6,000
	TOTAL, GENERAL FUND:	224,734	392,390	353,216

CITY COMMISSION

DESCRIPTION

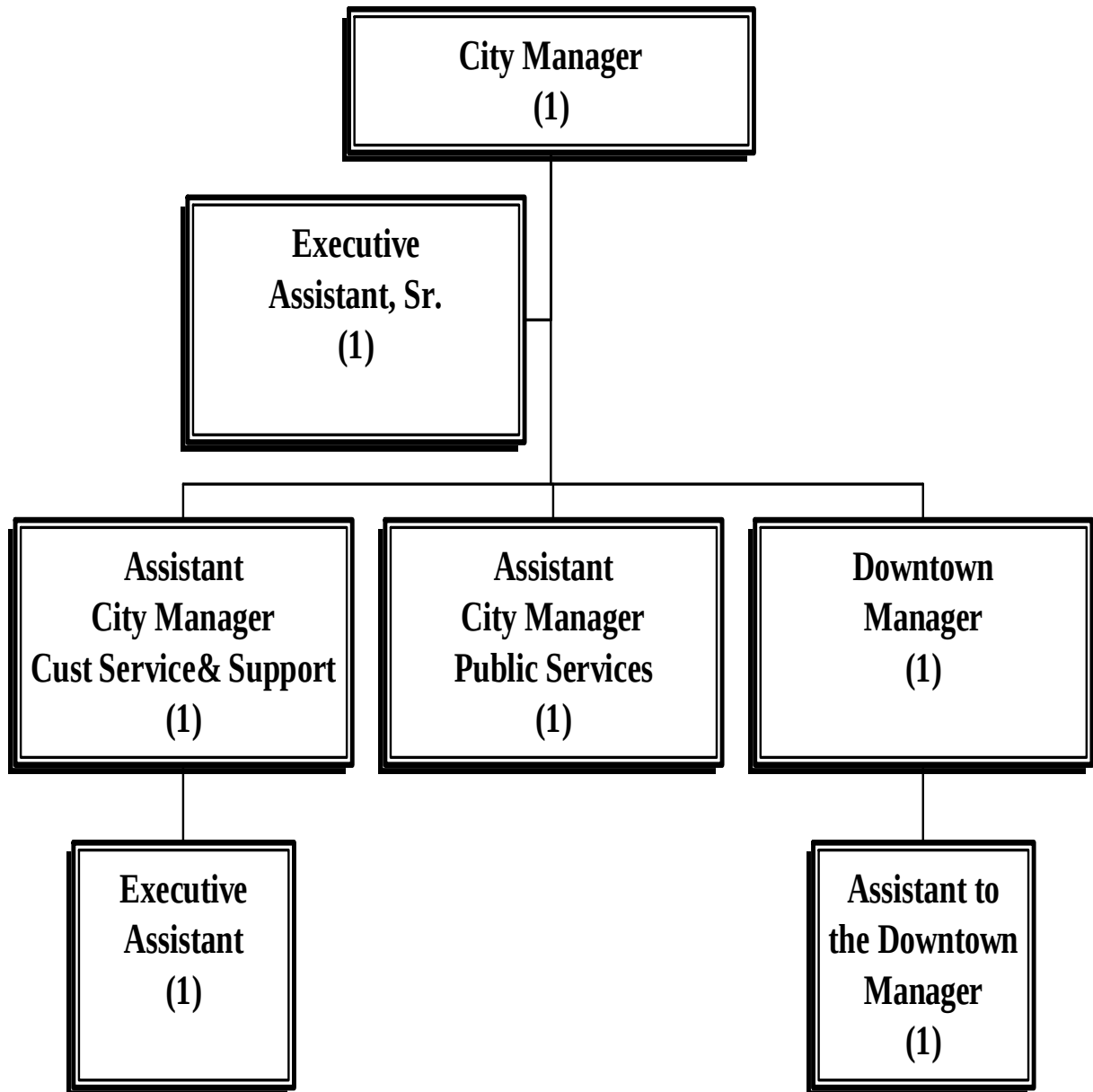
The Board of City Commissioners consists of seven elected members, a Mayor and six Commissioners. The Mayor is elected at-large while the Commissioners are elected by wards. The City Commission makes policy decisions concerning all City Departments, passes ordinances and resolutions, and raises revenue 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 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	144,395	145,623	150,295
OPERATING EXPENSE	46,028	55,000	55,000
CAPITAL OUTLAY	0	0	0
TOTAL	190,423	200,623	205,295
FULL TIME POSITIONS	0	0	0

CITY COMMISSION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
101				
7132	Elected Officials	115,000	115,000	115,000
7260	FICA Matching	8,223	8,798	8,798
7280	Insurance Matching	21,172	21,825	26,497
7999	Comm. Exp Allocation	46,028	55,000	55,000
	TOTAL, GENERAL FUND:	190,423	200,623	205,295

City Manager's Office

Dept 2



CITY MANAGER'S OFFICE

DESCRIPTION

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

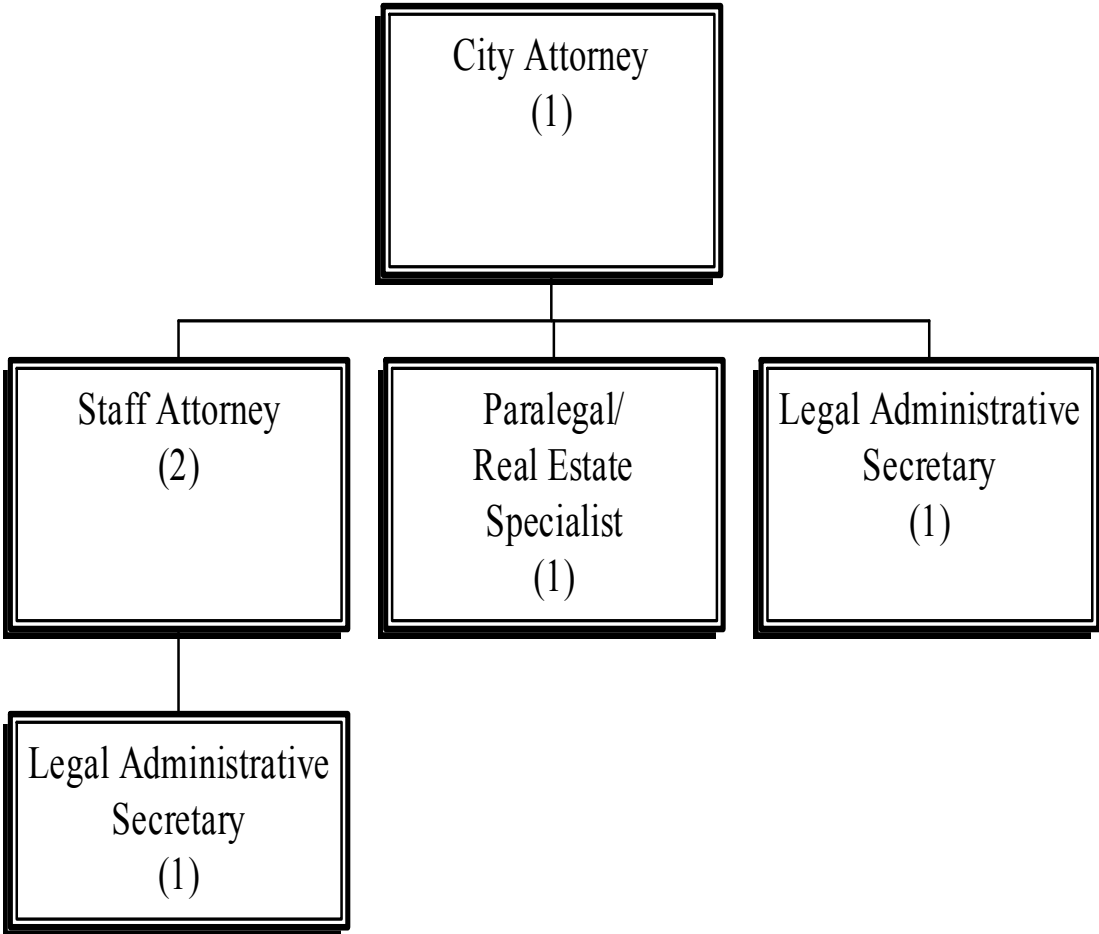
Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	613,673	639,346	647,798
OPERATING EXPENSE	458,136	598,187	606,589
CAPITAL OUTLAY	0	0	0
TOTAL	1,071,808	1,237,533	1,254,387
FULL TIME POSITIONS	7	7	7

Class Title

City Manager	1	1	1
Asst. City Manager, Customer Service & Support	1	1	1
Asst. City Manager, Public Services	1	1	1
Executive Assistant	2	2	2
Assistant to the Downtown Manager	1	1	1
Downtown Manager	1	1	1
TOTAL	7	7	7

CITY MANAGER'S OFFICE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
201.				
7110	Regular Wages	498,615	516,146	524,272
7120	Overtime	335	0	0
7260	FICA Matching	36,494	39,485	40,107
7270	Pension Matching	44,480	45,937	46,660
7280	Insurance Matching	33,750	37,778	36,759
7510	Professional Services	173,123	162,392	165,270
7550	Communications	8,098	6,250	6,250
7570	Advertising	0	0	300
7600	Travel	6,555	4,880	4,880
7610	Mileage	8,015	9,100	9,100
7630	Train/Cont. Education	2,974	2,000	2,400
7700	Risk Allocation	0	96,581	96,581
7860	Maint: Buildings	21,621	35,560	35,560
7880	Maint: Mach/Imp/Tools	9,448	6,100	6,100
7990	Dues and Fees	4,407	6,565	7,915
7995	Contingency	191,024	220,000	220,000
8009	Licenses (CDL,CPA,Etc.)	0	2,300	2,300
8010	Supplies	3,056	3,000	3,000
8016	Small Equipment	2,323	500	500
8017	Printing	3,295	4,136	4,136
8018	Books and Subscriptions	592	540	540
8052	Building Use/Govt. Building	22,683	37,683	40,757
8150	Food	921	600	1,000
TOTAL, GENERAL FUND:		1,071,808	1,237,533	1,254,387

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 to the City Manager and Department Heads. The City Attorney is available to review and/or draft contracts, leases, ordinances, resolutions, to conduct real estate closings, and to handle condemnations and annexations. In May 2005, Ordinance 06-103 began to apply a new State Law on nuisance abatements. Those matters are now part of the City Attorney's Office.

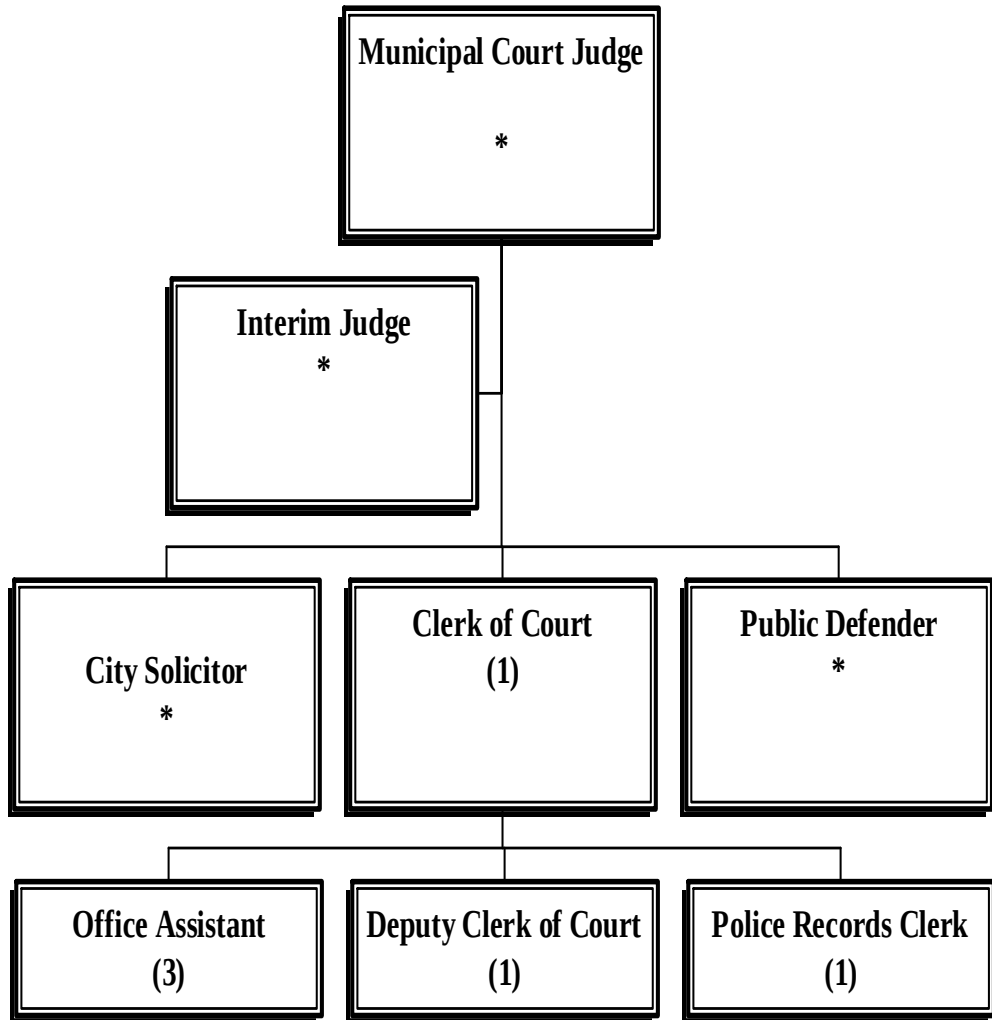
Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	375,172	408,256	454,315
OPERATING EXPENSE	38,778	108,366	103,618
CAPITAL OUTLAY	0	0	0
TOTAL	413,950	516,622	557,933
FULL TIME POSITIONS	6	6	6

Class Title

City Attorney	1	1	1
Assistant City Attorney	2	2	2
Paralegal/Real Estate Specialist	1	1	1
Legal Administrative Secretary	2	2	2
TOTAL	6	6	6

CITY ATTORNEY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
300.				
7110	Regular Wages	304,750	330,945	355,188
7260	FICA Matching	22,915	25,317	27,172
7270	Pension Matching	27,045	29,454	31,612
7280	Insurance Matching	20,463	22,540	40,343
7510	Professional Services	9,636	45,000	45,000
7512	Technical Services	2,220	8,500	8,500
7514	Contract Labor	0	4,700	0
7550	Communications	2,223	4,000	4,000
7570	Advertising	2,074	4,000	4,000
7600	Travel	1,207	7,000	7,000
7610	Auto Allowance	2,300	2,400	2,400
7630	Train/Cont. Education	614	6,000	6,000
7700	Risk Allocation	0	1,026	978
7880	Maint: Mach/Imp/Tools	840	3,000	3,000
7990	Dues and Fees	3,704	3,000	3,000
8010	Supplies	3,187	4,000	4,000
8016	Small Equipment	2,145	7,000	7,000
8017	Printing	971	1,500	1,500
8018	Books and Subscriptions	7,643	7,000	7,000
8150	Food	15	240	240
TOTAL, GENERAL FUND:		413,950	516,622	557,933

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 and case dispositions and forwarding entries to the Department of Public Safety. Court sessions begin at 8:30 a.m. and are held Monday, Wednesday, Thursday, and Friday. Animal Control, Lot Cleaning, and False Alarm Cases are held on the fourth Tuesday of each month. Nuisance and Abatement dockets are heard on the fourth Thursday of each 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 that require probation revocation hearings, signing of arrest warrants, and probation violation petitions.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	218,055	266,926	251,368
OPERATING EXPENSE	297,951	334,347	335,865
CAPITAL OUTLAY	0	0	0
TOTAL	516,006	601,273	587,233
FULL TIME POSITIONS	6	6	6

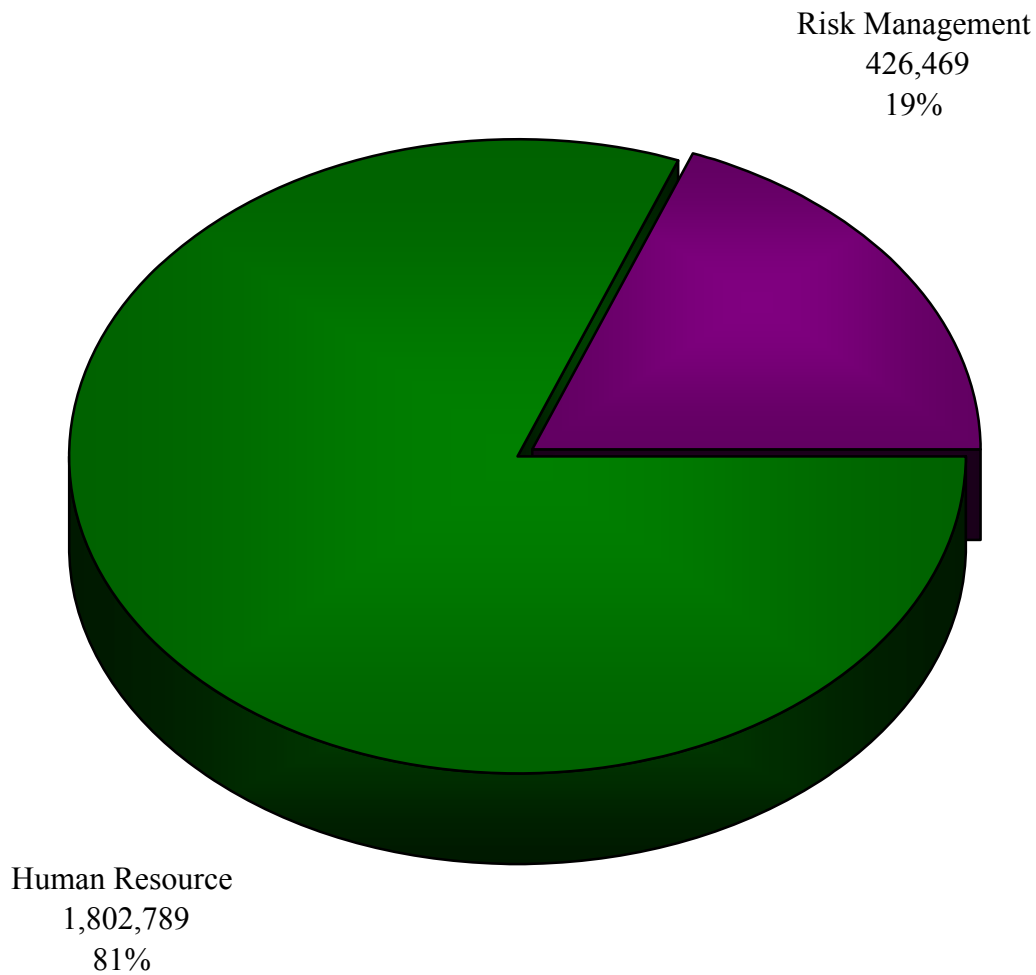
Class Title

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

MUNICIPAL COURT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
400.				
7110	Regular Wages	131,048	144,973	141,979
7120	Overtime Wages	12,354	9,000	12,000
7130	Temporary Help	8,870	13,105	13,572
7260	FICA Matching	10,814	12,781	12,818
7270	Pension Matching	12,712	13,704	13,704
7280	Insurance Matching	42,257	73,363	57,295
7510	Professional Services	144,790	160,000	161,125
7513	Administrative Services	96,450	110,000	117,130
7550	Communications	503	2,000	2,500
7570	Advertising	6,445	1,000	1,000
7600	Travel	1,157	2,000	4,460
7630	Train/Cont. Education	650	2,000	1,810
7700	Risk Allocation	0	581	420
7880	Maint: Mach/Imp/Tools	5,290	8,000	5,725
7990	Dues and Fees	0	600	535
8010	Supplies	2,250	4,500	4,500
8016	Small Equipment	1,872	4,000	4,000
8017	Printing	2,358	3,000	3,500
8018	Books & Subscription	246	600	660
8052	Rent	35,941	35,941	28,000
8150	Food	0	125	500
	TOTAL, GENERAL FUND:	516,006	601,273	587,233

City Of Albany
Adopted Budget
FY 2011

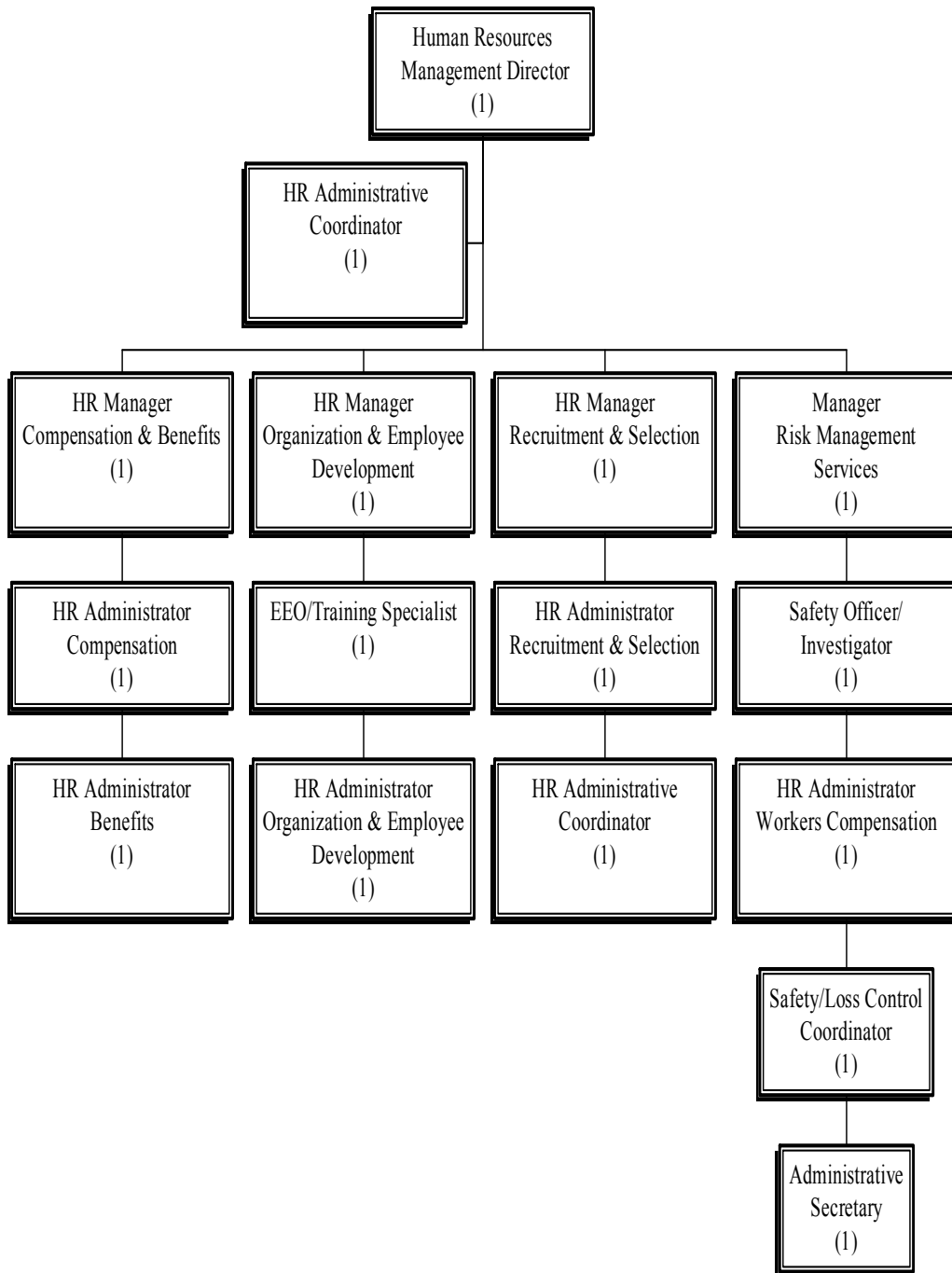
Human Resource Management Department



Total Expenditures
\$2,229,258

Human Resources Management Department

Dept 10



HUMAN RESOURCES MANAGEMENT DEPARTMENTAL SUMMARY

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. The Risk Management Division is governed by the Human Resource Director and managed by a Risk Manager. This department plans, organizes, implements, and monitors a comprehensive loss control program for the City of Albany.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,612,607	1,688,125	1,781,343
OPERATING EXPENSE	928,721	1,036,522	447,914
CAPITAL OUTLAY	0	0	0
TOTAL	2,541,328	2,724,647	2,229,258
FULL TIME POSITIONS	12	12	16

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. 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 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,590,915	1,653,692	1,500,679
OPERATING EXPENSE	480,497	575,406	302,110
CAPITAL OUTLAY	0	0	0
TOTAL	2,071,411	2,229,098	1,802,789
FULL TIME POSITIONS	11	11	11

Class Title

Director, Human Resources Management	1	1	1
EEO/Training Specialist	1	1	1
HR Manager, Compensation & Benefits	1	1	1
HR Manager, Organization & Employee Development (O	1	1	1
HR Manager, Recruitment & Selection (R&S)	1	1	1
Human Resources Administrative Coordinator	2	2	2
Human Resources Administrator Compensation	1	1	1
Human Resources Administrator Benefits	1	1	1
Human Resources Administrator (OED)	1	1	1
Human Resources Administrator (R&S)	1	1	1
TOTAL	11	11	11

HUMAN RESOURCES MANAGEMENT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1000				
7110	Regular Wages	433,046	482,782	488,247
7120	Overtime	2,694	1,500	1,800
7130	Temporary Help	7,062	0	18,720
7210	W/C Insurance	3	0	0
7220	Tuition Reimbursement	1,403	50,000	50,000
7260	FICA Matching	32,078	37,048	38,921
7270	Pension Matching	38,118	43,101	43,614
7275	Retiree Insurance	983,953	894,850	800,000
7280	Insurance Matching	54,717	72,411	59,377
7285	LTD Insurance Matching	37,841	72,000	0
7510	Professional Services	102,074	35,600	12,600
7513	Admin Services	22,520	28,600	44,800
7514	Contract Labor	10,841	10,000	0
7550	Communications	3,160	5,500	5,500
7570	Advertising	796	300	0
7600	Travel	6,210	13,240	10,400
7630	Train/Cont. Education	3,309	11,900	11,850
7640	Training Development	23,679	3,000	7,750
7700	Unemployment Insurance	252,863	402,739	103,264
7870	Maint: Motor Equipment	421	1,400	1,400
7880	Maint: Mach/Imp/Tools	10,215	10,081	33,536
7990	Dues & Fees	4,035	1,525	4,455
8010	Supplies	3,337	10,000	13,597
8016	Small Equipment	1,525	4,100	4,300
8017	Printing and Binding	448	1,300	10,000
8018	Books and Subscriptions	1,475	1,500	0
8052	Building Usage/Government Center	32,821	32,821	36,858
8110.01	Motor Fuel - Gasoline	398	800	800
8150	Food	370	1,000	1,000
	TOTAL, GENERAL FUND:	2,071,411	2,229,098	1,802,789

HUMAN RESOURCES- 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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	21,692	34,433	280,665
OPERATING EXPENSE	448,224	461,116	145,804
CAPITAL OUTLAY	0	0	0
TOTAL	469,917	495,549	426,469
FULL TIME POSITIONS	1	1	5

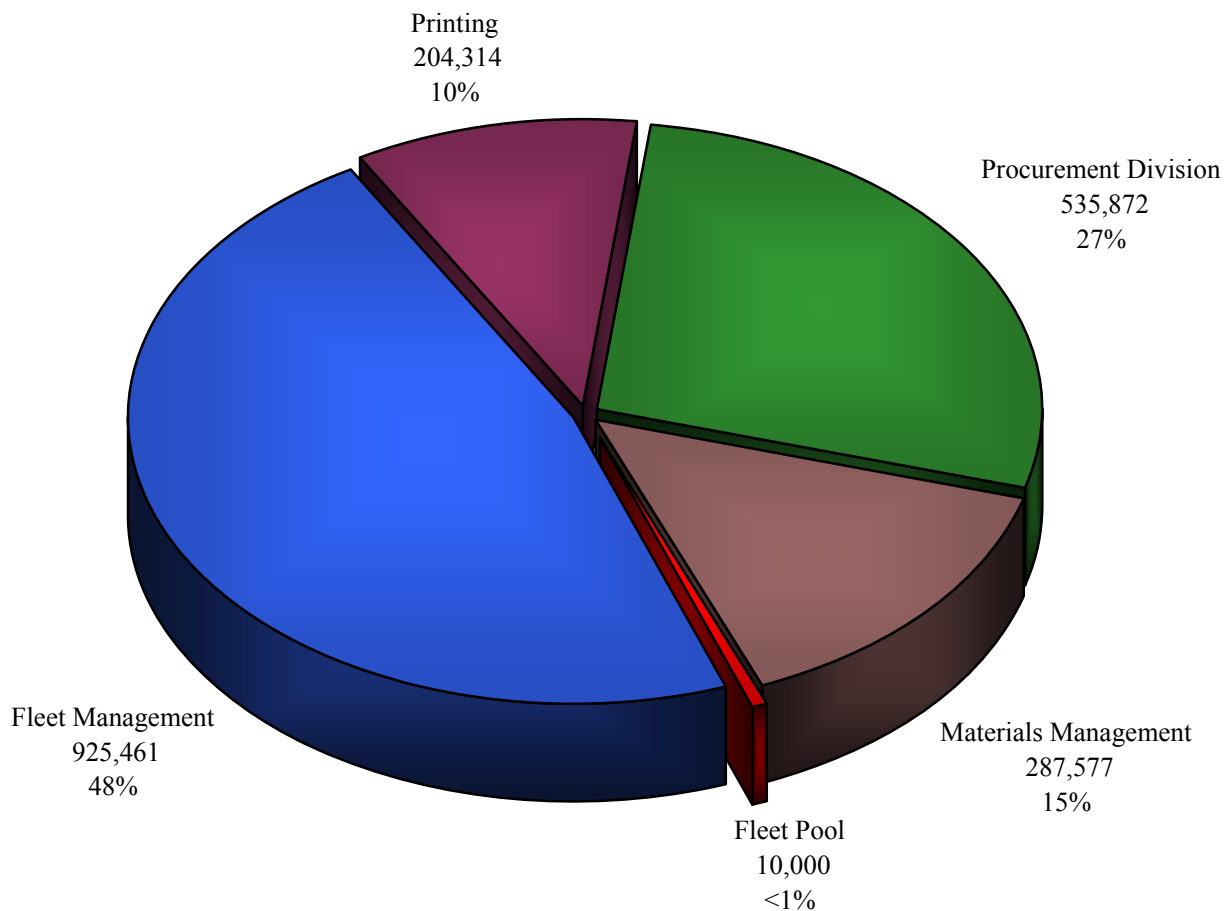
Class Title

Manager, Risk Management Services	1	1	1
Administrative Secretary	0	0	1
HR Administrator, Workers Compensatic	0	0	1
Safety/Loss Control Coordinator	0	0	1
Safety Officer/Investigator	0	0	1
TOTAL	1	1	5

HUMAN RESOURCES - RISK MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1003				
7110	Regular Wages	18,169	25,468	205,258
7230	Uniforms	0	0	1,000
7260	FICA Matching	1,379	1,948	15,702
7270	Pension Matching	1,529	2,267	18,268
7280	Insurance Matching	616	4,750	40,437
7510	Professional Services	80	4,156	4,156
7550	Communications	1,789	1,990	3,390
7600	Travel	0	1,800	6,300
7630	Train/Cont. Education	0	3,650	7,150
7700	Risk Management Reserve	411,000	411,300	0
7870	Maint: Motor Equipment	263	450	900
7880	Main: Mach/Imp/Tools	3,340	3,465	80,965
7990	Dues and Fees	3,049	2,820	4,195
8009	Licenses	0	30	30
8010	Supplies	1,966	8,900	11,100
8016	Small Equipment	1,423	1,500	3,000
8017	Printing	413	550	750
8018	Books and Subscriptions	152	481	481
8052	Rent	17,424	17,424	19,987
8110	Motor Fuel	1,060	600	1,200
8150	Food	6,266	2,000	2,200
TOTAL, GENERAL FUND:		469,917	495,549	426,469

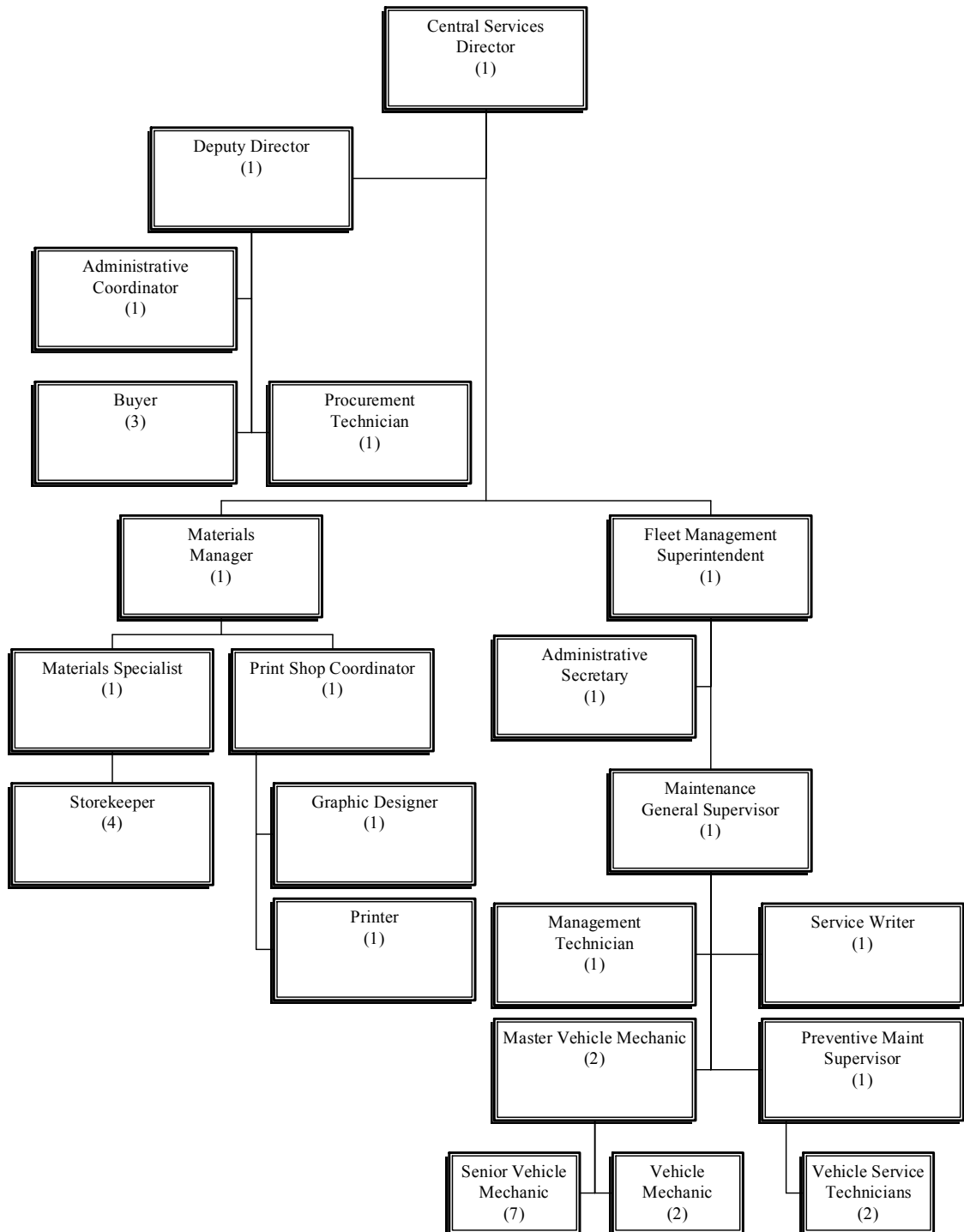
City of Albany
Adopted Budget
FY 2011
Central Services Department



Total Expenditures
\$1,961,424

Central Services Department

Dept 11



CENTRAL SERVICES DEPARTMENTAL SUMMARY

DESCRIPTION

The Central Services Department provides support services to all City departments, and to Dougherty County departments as requested. The Department is responsible for the acquisition, storekeeping, and disposal of supplies and equipment; printing operations; fleet management and maintenance. Central Services is comprised of three divisions: **Procurement**, which houses Administrative employees; **Materials Management**, which includes the General Storeroom, Auto Parts Storeroom, Surplus, and Printing; and **Fleet Management**, which includes Pool Vehicles.

Major Object of Expenditure	Actual 2008/2009	Adopted 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,543,881	1,581,750	1,605,566
OPERATING EXPENSE	422,595	343,450	355,858
CAPITAL OUTLAY	0	0	0
TOTAL	1,966,476	1,925,200	1,961,424
FULL TIME POSITIONS	35	35	35

PERFORMANCE MEASURES

See individual divisions for performance measures.

CENTRAL SERVICES DEPARTMENT
ADMINISTRATION AND PROCUREMENT DIVISION

MISSION

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

Goals And Objectives

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

Objective 1: Process 85% of purchase requisitions received within 3 days.

Objective 2: Increase standardization of repetitive items.

Objective 3: Facilitate City-wide use of Purchasing Cards

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

Objective 4: Provide contracts for large usage pricing (economy of scale.)

Objective 5: Obtain formal and informal bids/proposals as appropriate to achieve optimum cost effectiveness.

Goal 3: Enhance customer service delivery.

Objective 6: Provide yearly policies & procedures training for user departments

Objective 7: Conduct yearly Open House event to educate vendors, user departments, and the general public about our operation.

CENTRAL SERVICES DEPARTMENT
ADMINISTRATION AND PROCUREMENT DIVISION

Performance Measures

<u>Workload Measures</u>	FY '09	FY '10	FY '11
	Adopted Actual	Adopted Projected	Base
❑ Value of all purchase orders (millions)	30 21	15 20	20
❑ Value of formal bid awards (millions)	15 10	10 25	15
❑ Quantity bid invitations sent to DBE vendors	1,400 1,235	800 461	400
❑ Quantity purchase requisitions completed	1,000 1,264	1,000 1,232	1,200
<u>Efficiency Measures</u>			
❑ Quantity purchase orders issued by Procurement	1,500 1,596	1,000 1,398	1200
❑ Quantity blanket PO usage	8,600 7,441	6,000 8,448	8,500
❑ Quantity field PO usage	1,800 9,379	2,500 16,923	10,000
❑ Quantity formal bid requests issued	70 125	65 87	70
❑ Average time in days to complete purchase requisition	4 5	5 5	4
❑ Quantity DBE vendor response	80 128	70 76	70
<u>Effectiveness Measures</u>			
❑ Estimated savings from formal bidding (millions)	1.5 3.8	3.0 2.5	3.0
❑ Quantity of contracts in force	235 216	100 121	100
❑ Purchase requisition completion time:			
Percentage 3 days or less	85 76	85 78	80
Percentage 10 days or less	93 91	93 94	95
❑ Quantity DBE vendor bid awards	18 17	16 17	17

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 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONNEL SERVICES	408,065	413,344	405,332
OPERATING EXPENSE	216,765	123,181	130,540
CAPITAL OUTLAY	0	0	0
TOTAL	624,829	536,525	535,872
FULL TIME POSITIONS	7	7	7

Class Title

Director, Central Services	1	1	1
Deputy Director, Central Services	1	1	1
Administrative Coordinator	1	1	1
Buyer	0	0	3
Senior Buyer	3	3	0
Procurement Technician	1	1	1
TOTAL	7	7	7

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1100				
7110	Regular Wages	314,440	315,529	310,476
7120	Overtime	0	0	1,000
7260	FICA Matching	22,809	24,138	23,828
7270	Pension Matching	27,928	28,082	27,721
7280	Insurance Matching	42,889	45,595	42,306
7510	Professional Services	264	100	100
7513	Administrative Services	163,889	40,000	40,000
7550	Communications	4,741	4,000	4,000
7570	Advertising	1,060	1,500	1,000
7600	Travel	1,619	2,500	3,500
7630	Train/Cont. Education	1,872	3,200	4,200
7700	Risk Allocation	0	24,145	28,518
7880	Maint: Mach/Imp/Tools	3,148	3,700	1,500
7990	Dues and Fees	977	1,335	1,100
8009	Licenses	0	2,150	1,700
8010	Supplies	2,386	2,650	2,600
8016	Small Equipment	1,297	1,350	3,260
8017	Printing and Binding	519	500	100
8018	Books and Subscriptions	171	200	200
8052	Building Use/Govt. Building	33,651	33,651	37,762
8110	Motor Fuel	135	200	0
8150	Food	1,036	2,000	1,000
	TOTAL, GENERAL FUND	624,829	536,525	535,872

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**

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
❑ Average number of jobs produced per month	100	88	95	70	70
❑ New forms designed	1,050	888	905	750	750
❑ Press reproductions (millions)	2.1	1.824	2.0	1.894	1.894
❑ Ikon 1050 reproductions	850,000	779,918	804,963	703,944	700,000
❑ Color copies	20,000	25,605	20,714	20,844	20,844
❑ Punched 3 hole / 2 hole	154,000	162,393	160,000	155,607	155,607
❑ Collated by hand or machine	75,000	60,682	75,000	50,323	50,323
❑ Xante Negatives	80	75	80	70	70

Efficiency Measures

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

Effectiveness Measures

❑ Percentage of jobs completed by deadline	100	100	100	100
❑ Number of work-related accidents	0	1	0	0
❑ Cost Comparison vs. Private Sector Results of survey % lower	6.5	7.9	2	2

CENTRAL SERVICES - PRINTING DIVISION*DESCRIPTION*

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

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	139,578	141,230	143,206
OPERATING EXPENSE	80,162	66,564	61,108
CAPITAL OUTLAY	0	0	0
TOTAL	219,740	207,794	204,314
FULL TIME POSITIONS	3	3	3

Class Title

Print Shop Coordinator	1	1	1
Graphic Designer	1	1	1
Printer	1	1	1
TOTAL	3	3	3

CENTRAL SERVICES - PRINTING DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1102.				
7110	Regular Wages	109,093	109,566	110,872
7230	Uniforms	26	0	0
7260	FICA Matching	8,039	8,382	8,482
7270	Pension Matching	9,709	9,751	9,868
7280	Insurance Matching	12,712	13,531	13,984
7510	Professional Services	48	150	150
7550	Communications	218	300	300
7600	Travel	367	1,000	750
7630	Train/Cont. Education	795	1,500	1,125
7880	Maint: Mach/Imp/Tools	13,105	15,820	17,215
7990	Dues and Fees	207	240	240
8009	Licenses	0	0	516
8010	Supplies	469	500	995
8016	Small Equipment	1,296	1,500	382
8018	Books and Subscriptions	199	225	225
8050	Rental of Equipment	16,193	19,050	18,738
8052	Building Use/Judicial Building	26,279	26,279	20,472
8080	Supplies for Resale	20,969	0	0
8110	Motor Fuel	19	0	0
	TOTAL, GENERAL FUND:	219,740	207,794	204,314

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 Print Shop. 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 benefits the City.

CENTRAL SERVICES MATERIALS MANAGEMENT DIVISION**Performance Measures**

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
❑ Number of tickets – Auto Parts	11,218	10,999	12,479	11,219	11,219
❑ Number of tickets – Storeroom	1,514	1,388	1,499	1,416	1,416
❑ Number of line items issued – Auto Parts	11,218	10,900	12,479	11,118	11,118
❑ Number of line items issued – Storeroom	3,705	3,607	3,641	3,680	3,680
❑ Number of surplus items sold	50	46	60	56	56

Effectiveness Measures

❑ Number of items stocked – Auto Parts	1,199	1,167	14,146	1,143	1,143
❑ Number of items stocked – Storeroom	207	175	200	171	171
❑ Value of items stocked – Auto Parts (thousands)	129	129	101	126	126
❑ Value of items stocked - Storeroom (thousands)	54	46	48	45	45
❑ Value of surplus sold (thousands)	330	99	110	109	109

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, stores and disposes of surplus materials and equipment. Monitors expendable inventory throughout the City.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	241,933	244,065	249,772
OPERATING EXPENSE	17,564	31,805	37,805
CAPITAL OUTLAY	0	0	0
TOTAL	259,497	275,870	287,577
FULL TIME POSITIONS	6	6	6

Class Title

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

CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1104.				
7110	Regular Wages	174,336	174,527	176,825
7120	Overtime Wages	1,157	2,000	2,000
7230	Uniforms	1,553	2,000	2,000
7260	FICA Matching	12,538	13,504	13,680
7270	Pension Matching	15,558	15,711	15,915
7280	Insurance Matching	36,791	36,323	39,352
7510	Professional Services	0	500	500
7550	Communications	1,686	3,000	3,000
7600	Travel	120	1,000	1,000
7630	Train/Cont. Education	300	1,000	1,000
7860	Maint: Buildings	1,990	1,800	5,000
7870	Maint: Motor Equipment	1,312	6,600	8,000
7880	Maint: Mach/Imp/Tools	1,161	3,300	3,300
7900	Utilities	5,476	5,500	5,500
7990	Dues and Fees	235	205	205
8009	Licenses	0	800	800
8010	Supplies	1,428	2,200	1,600
8016	Small Equipment	347	200	2,200
8110	Motor Fuel	3,072	5,000	5,000
8150	Food	436	700	700
TOTAL, GENERAL FUND		259,497	275,870	287,577

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

Fleet Management provides total fleet management services to the entire city with the exception of the Transit Department and the Water, Gas, and Light Commission. In addition, Fleet Management provides limited support services to Dougherty County. 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 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. To become efficient with the new E-1 software system.

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

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

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

<u>Workload Measures</u>	FY '09		FY '10		FY '11 Base
	Adopted	Actual	Adopted	Projected	
❑ Number of repairs	6,000	5,400	6,000	6,000	6,000
❑ Number of outside repairs	1,520	NM	2,000	2,000	2,000
❑ Number of performed P. M's.	1,200	NM	1,500	1,500	1,500
❑ Number of service calls	280	NM	400	400	400
<u>Efficiency Measures</u>					
❑ Average down-time of vehicles (minutes)	45	45	60	60	60
❑ Average billable hours per day per mechanic (4.0 hours)	5	5.9	5	5	5
❑ Average time per service call (minutes)	45	45	60	60	60
❑ Number of unscheduled repairs	5,400	NM	5,000	5,000	5,000
❑ In house labor savings in dollars	293,000	250,000	300,000	250,000	250,000
❑ Total billable hours (dollars)	560,000	920,000	900,000	900,000	900,000

NM – Not Measured

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 which consists of two sites that deliver several thousands of gallons of fuel monthly and tracks our preventive maintenance; maintaining a motor pool of vehicles for use by other departments or divisions; and responding to emergency situations twenty-four hours a day.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	754,305	783,311	807,256
OPERATING EXPENSE	100,234	117,000	118,205
CAPITAL OUTLAY	0	0	0
TOTAL	854,539	900,311	925,461
FULL TIME POSITIONS	19	19	19

Class Title

Vehicle Service Technician	2	2	2
Vehicle Mechanic	4	4	2
Vehicle Mechanic, Sr.	5	5	7
Master Vehicle Mechanic	2	2	2
Preventive Maintenance Supervisor	1	1	1
Administrative Secretary	1	1	1
Fleet Maintenance Supervisor	1	1	1
Fleet Management Superintendent	1	1	1
Fleet Service Writer	1	1	1
Fleet Management Technician	1	1	1
TOTAL	19	19	19

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1107.				
7110	Regular Wages	580,656	604,339	612,580
7120	Overtime Wages	445	1,800	1,800
7230	Uniforms	7,321	6,200	6,500
7260	FICA Matching	42,633	46,370	47,000
7270	Pension Matching	51,487	53,946	54,680
7280	Insurance Matching	71,763	70,656	84,696
7510	Professional Services	304	900	2,205
7550	Communications	3,951	4,000	4,000
7600	Travel	4,631	2,000	6,000
7630	Train/Cont.Education	6,071	6,000	6,000
7860	Maint: Buildings	9,765	11,500	15,000
7870	Maint: Motor Equipment	5,072	6,200	6,000
7880	Maint: Mach/Imp/Tools	16,142	19,500	16,000
7900	Utilities	20,508	20,000	20,000
7990	Dues and Fees	860	1,000	1,000
8009	Licenses	140	0	2,000
8010	Supplies	9,534	9,800	9,000
8016	Small Equipment (\$1,000 Max)	15,504	25,000	20,000
8017	Printing	420	900	900
8018	Books & Subscriptions	193	600	600
8110	Motor Fuel	5,410	8,000	8,000
8150	Food	1,731	1,600	1,500
TOTAL, GENERAL FUND:		854,539	900,311	925,461

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS

DESCRIPTION

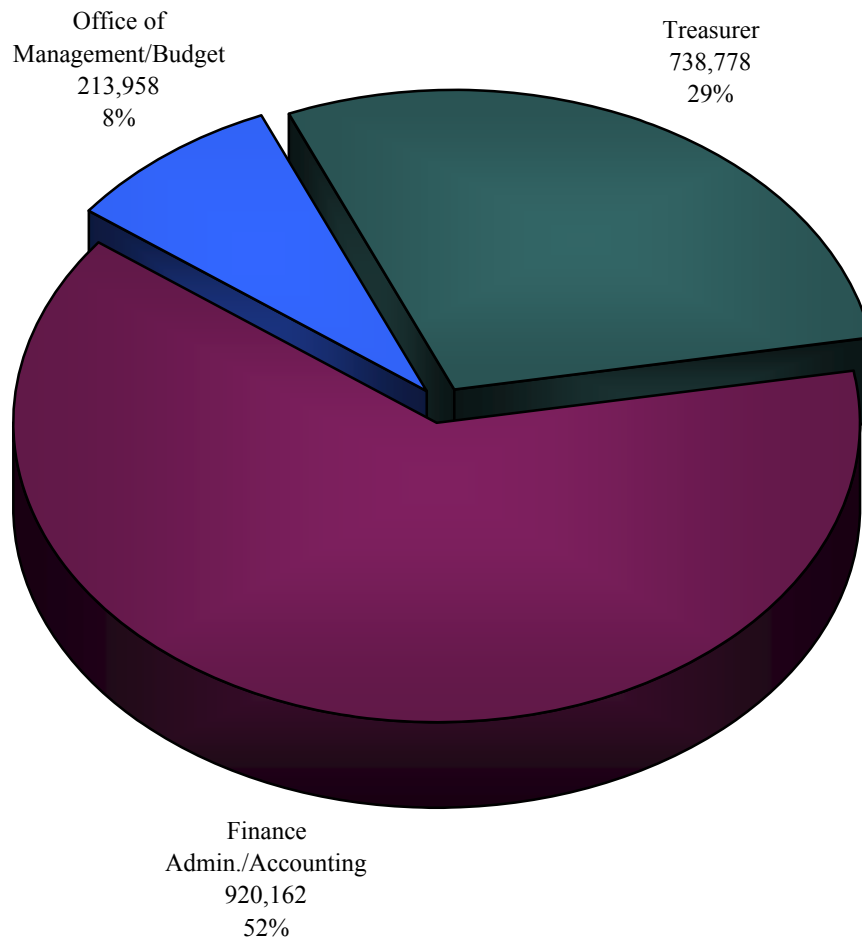
The Motor Vehicle Pool's function is to provide the City with a centrally located pool of vehicles and equipment for special or occasional use including out-of-town travel, special projects, and programs.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	7,870	4,700	8,200
CAPITAL OUTLAY	0	0	0
TOTAL	7,870	4,700	8,200
FULL TIME POSITIONS	0	0	0

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS

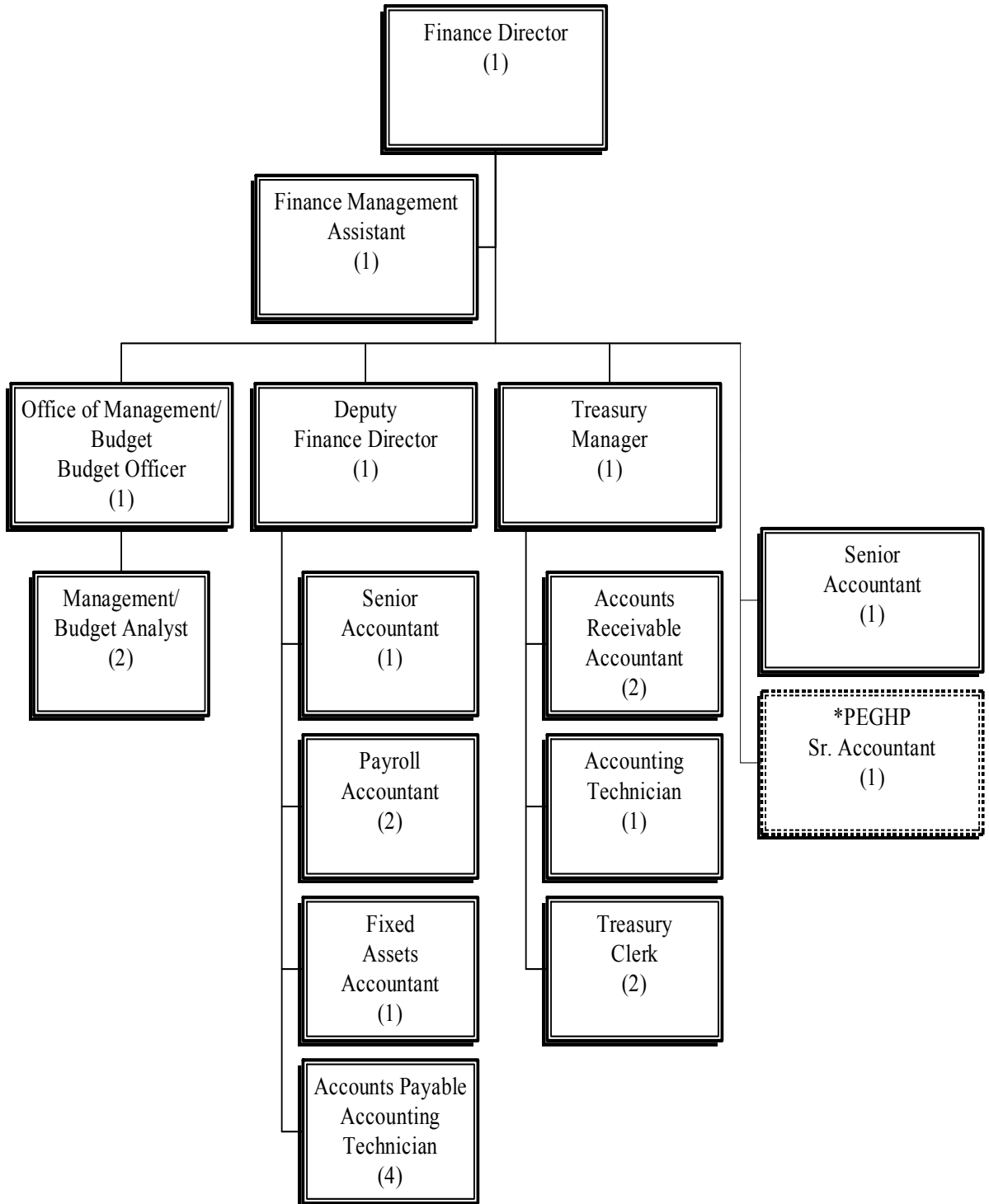
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1108.				
7870	Maint: Pool Vehicle	5,414	2,200	5,700
8110	Motor Fuel	2,456	2,500	2,500
	TOTAL, GENERAL FUND:	7,870	4,700	8,200

City of Albany
Adopted Budget
FY 2011
Finance Department



Total Expenditures
\$2,577,702

Finance Department Dept 15



*PEGHP Accountant is housed in the PEGHP fund

FINANCE DEPARTMENTAL SUMMARY

DESCRIPTION

The Finance Department is responsible for safeguarding the fiscal integrity of the City of Albany through the development and implementation of sound financial policies and practices. The Finance Department is responsible for three divisions - the Administration and Accounting Division, the Office of Management and Budget (OMB), and the Treasurer Division.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,020,904	1,115,093	1,513,161
OPERATING EXPENSE	611,244	762,452	1,064,540
CAPITAL OUTLAY	0	0	0
TOTAL	1,632,148	1,877,545	2,577,702
FULL TIME POSITIONS	21	21	22

FINANCE/ ADMINISTRATION-ACCOUNTING DIVISION

DESCRIPTION

This division supervises, coordinates, and directs all the financial operations of the City Government. These operations include: the accounting for all 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 related to finance. This office coordinates audits performed by Independent Certified Public Accountants, and Federal and State Auditors.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	593,823	647,026	1,045,858
OPERATING EXPENSE	218,799	338,309	617,143
CAPITAL OUTLAY	0	0	0
TOTAL	812,622	985,335	1,663,001
FULL TIME POSITIONS	13	12	13

Class Title

Finance Director	1	1	1
Deputy Finance Director	1	1	1
Administrative Assistant	1	1	1
Accounting Technician, Sr.	2	2	2
Accounting Technician	2	1	2
Accountant, Sr.	1	3	3
Accountant	2	1	1
Accounting Manager - City	1	0	0
Accountant , Sr. PEGHP*	1	1	1
Fixed Assets Accountant	1	1	1
TOTAL	13	12	13

* Partially funded by PEGHP

FINANCE/ ADMINISTRATION-ACCOUNTING DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1501.				
7110	Regular Wages	441,744	479,617	517,446
7113	Salary Adjustment	0	0	342,605
7120	Overtime Wages	7,952	6,000	2,500
7130	Temporary Help	15,290	8,000	11,500
7210	W/C Insurance	(2)	0	0
7220	Tuition Reimbursement	783	0	0
7260	FICA Matching	33,699	37,761	40,656
7270	Pension Matching	38,743	43,221	46,275
7280	Insurance Matching	55,614	72,427	84,876
7510	Professional Services	143,393	125,500	206,245
7513	Administrative Services	5,793	25,500	35,000
7514	Contract Labor	13,513	3,000	0
7550	Communications	12,363	6,000	12,550
7600	Travel	1,444	4,000	2,000
7630	Train/Cont. Education	7,728	9,500	7,000
7700	Risk Allocatiion	0	1,233	1,408
7870	Maint: Motor Equipment	202	2,000	2,000
7880	Maint: Mach/Imp/Tools	9,755	10,000	10,000
7990	Dues and Fees	(25,258)	95,679	283,037
8010	Supplies	7,648	10,000	7,300
8016	Small Equipment	1,719	3,500	3,500
8017	Printing	3,187	3,200	3,200
8018	Books & Subscriptions	300	500	500
8050	Equipment Rental	5,048	5,000	5,200
8052	Building Use/Gov't Center	31,196	31,197	35,703
8110	Motor Fuel	159	500	500
8150	Food	611	2,000	2,000
TOTAL, GENERAL FUND:		812,622	985,335	1,663,001

FINANCE/ OFFICE OF MANAGEMENT/BUDGET

DESCRIPTION

The Office of Management/Budget (OMB), a division of the Finance Department, administers broad responsibilities in two critical areas: budget and management analysis with the overall objective of enhancing 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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	191,971	204,206	200,884
OPERATING EXPENSE	12,276	13,074	13,074
CAPITAL OUTLAY	0	0	0
TOTAL	204,247	217,280	213,958
FULL TIME POSITIONS	3	3	3

Class Title

Management/Budget Officer	1	1	1
Management/Budget Analyst	2	2	2
TOTAL	3	3	3

FINANCE/ OFFICE OF MANAGEMENT/BUDGET				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1502				
7110	Regular Wages	140,683	142,532	144,425
7260	FICA Matching	9,543	10,904	11,048
7270	Pension Matching	12,476	12,685	12,854
7280	Insurance Matching	29,269	38,085	32,557
7510	Professional Services	0	0	500
7550	Communications	875	1,000	1,000
7600	Travel	1,775	2,000	2,000
7630	Train/Cont. Education	1,960	2,500	2,000
7990	Dues and Fees	963	900	700
8010	Supplies	2,183	1,500	2,774
8016	Small Equipment	2,200	600	600
8017	Printing	2,319	4,574	3,500
	TOTAL, GENERAL FUND:	204,247	217,280	213,958

FINANCE/ TREASURER DIVISION*DESCRIPTION*

The primary function of the Treasurer Division of the Finance Department is the collection of all funds due to the City from taxes, street and sewer improvement assessments, occupational taxes, 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 departments/divisions of the City submit their daily monetary reports to this office, where the reports are categorized and become part of the overall Treasurer's daily report. All receipts are processed for accounting and bank deposits are made daily. County business license fees and street improvement assessments are also collected by this division.

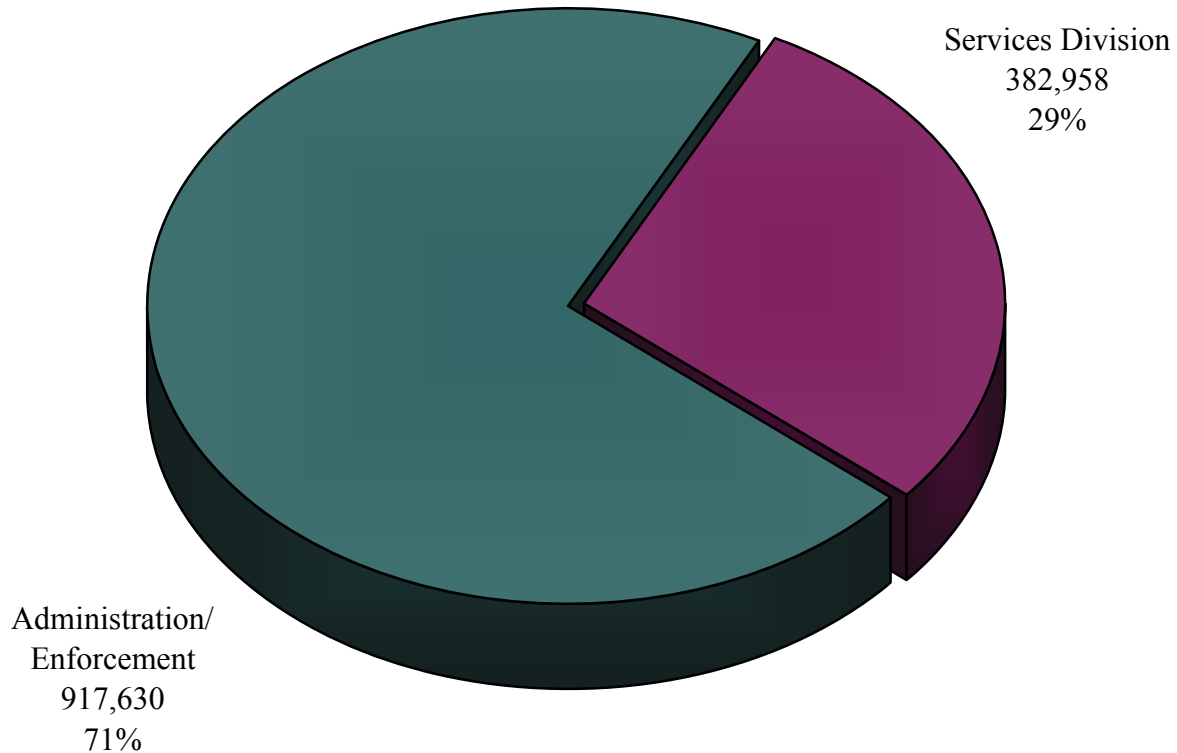
Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	235,110	263,861	266,420
OPERATING EXPENSE	380,169	411,069	434,323
CAPITAL OUTLAY	0	0	0
TOTAL	615,279	674,930	700,743
FULL TIME POSITIONS	5	6	6

Class Title

Accounting Technician, Sr.	0	1	1
Accountant	2	2	2
Treasurer Clerk	2	2	2
Accounting Manager - City	1	1	1
TOTAL	5	6	6

FINANCE/ TREASURER DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1504.				
7110	Regular Wages	169,246	201,114	203,981
7120	Overtime Wages	7,035	2,500	2,500
7130	Temporary Help	9,475	5,000	0
7260	FICA Matching	13,461	15,959	15,796
7270	Pension Matching	15,619	18,121	18,377
7280	Insurance Matching	20,274	21,167	25,766
7510	Professional Services	14,116	0	0
7512	Technical Services	1,525	11,500	5,000
7513	Administrative Services	305,648	321,014	337,032
7514	Contract Labor	180	5,000	15,000
7550	Communications	6,457	4,000	4,000
7600	Travel	149	1,000	1,000
7630	Train/Cont. Education	2,100	3,500	3,500
7700	Insurance	0	100	0
7880	Maint: Mach/Imp/Tools	8,954	11,000	9,300
7960	Bad Debt	2,144	6,000	20,000
7990	Dues and Fees	2,880	4,500	2,500
8010	Supplies	5,520	6,500	5,000
8016	Small Equipment	3,480	10,000	3,000
8017	Printing	2,225	3,500	3,000
8018	Books & Subscriptions	0	350	0
8050	Equipmental Rental	6,012	5,300	5,000
8052	Building Use/Central Square Complex	18,779	17,805	20,991
8495	Cash Over/Short	(4,006)	0	0
TOTAL, GENERAL FUND:		611,273	674,930	700,743

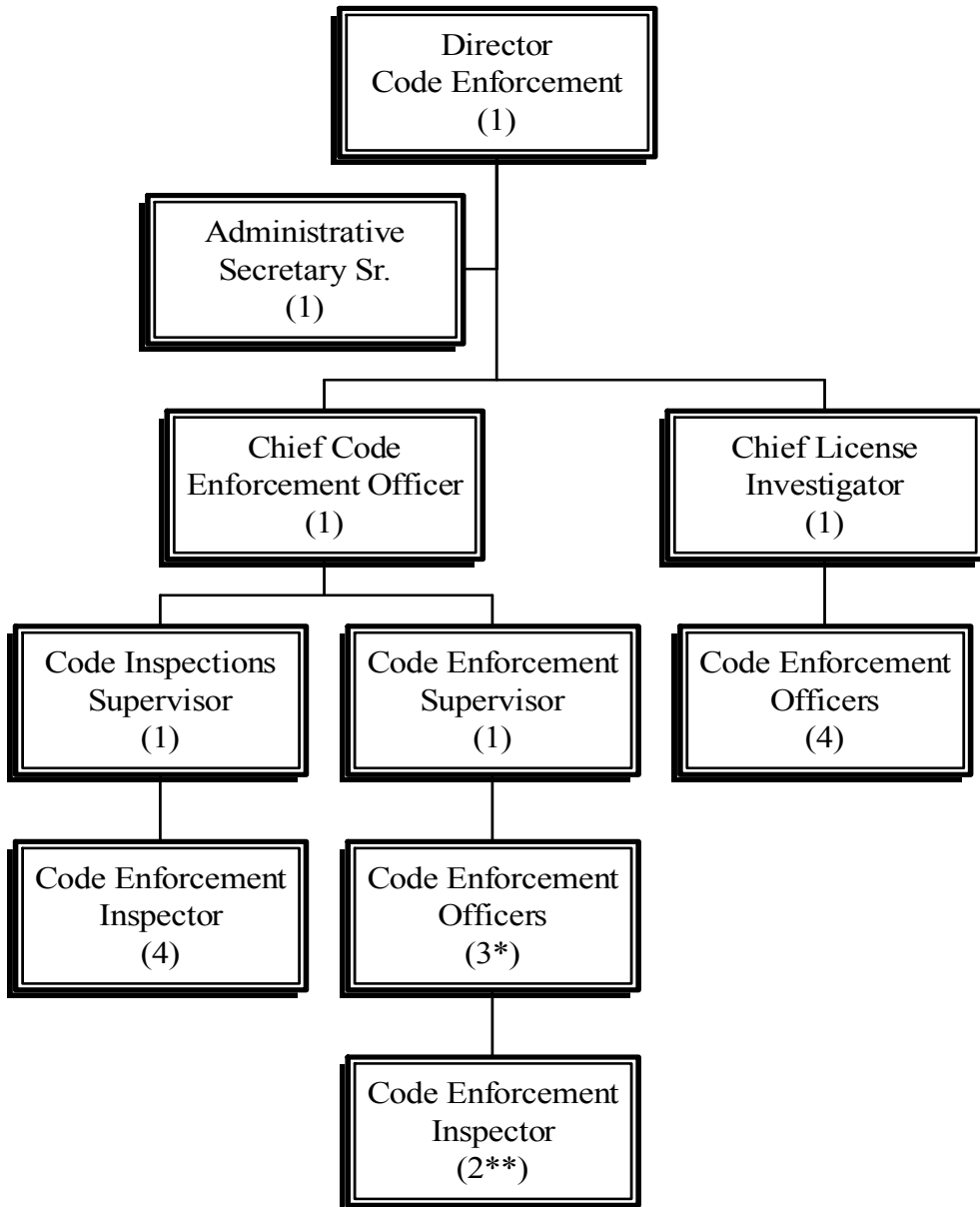
City Of Albany
Adopted Budget
FY 2011
Code Enforcement Department



Total Expenditures
\$1,363,747

Code Enforcement Department

Dept 17



*Two positions funded by the Solid Waste Fund

**One position funded by Dougherty County

ENFORCEMENT DEPARTMENTAL SUMMARY

DESCRIPTION

The Administration/Enforcement Division of the Albany Code Enforcement Department 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. The Services Division is primarily responsible for maintaining the best interest of the citizens of Albany as it relates to conducting business.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	859,439	977,402	994,867
OPERATING EXPENSE	343,405	532,943	368,880
CAPITAL OUTLAY	0	0	0
TOTAL	1,202,844	1,510,345	1,363,747
FULL TIME POSITIONS	18	19	19

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

**One Code Enforcement Officer is reimbursed by the County at 100%

ADMINISTRATION/ ENFORCEMENT DIVISION*DESCRIPTION*

The Administration/Enforcement Division of the Albany Code Enforcement Department 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 include the prevention, identification, correction or abatement of violations of all applicable laws, codes and ordinances. All functions of this Division require frequent communication and interaction with other local, state and federal

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	591,053	665,449	671,112
OPERATING EXPENSE	284,155	463,693	303,503
CAPITAL OUTLAY	0	0	0
TOTAL	875,208	1,129,142	974,615
FULL TIME POSITIONS	13	14	14

Class Title

Director, Enforcement	1	1	1
Administrative Secretary, Sr.	1	1	1
Chief Code Enforcement Officer	1	1	1
*Code Enforcement Officer	4	3	3
Housing/Code Enforcement Inspector Sr	3	0	0
**Code Enforcement Inspector	3	6	6
Code Inpsections Supervisor	0	1	1
Code Enforcement Supervisor	0	1	1
TOTAL	13	14	14

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

**One Housing/Code Inspector is paid for by Dougherty County

ADMINISTRATION/ENFORCEMENT DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1700				
7110	Regular Wages	443,776	487,111	487,024
7120	Overtime	3,582	6,500	4,000
7130	Temporary Help	225	0	4,160
7230	Uniforms	8,302	7,000	7,935
7260	FICA Matching	32,564	37,761	37,882
7270	Pension Contributions	44,838	58,698	58,431
7280	Insurance Matching	56,379	68,379	71,680
7510	Purchased Professional Services	28,376	2,634	2,051
7512	Technical Svcs	480	3,800	2,000
7512.01	Demolition Costs	115,834	325,537	150,000
7512.02	Court Ordered Boarding	2,490	0	0
7512.03	Mowing/Lot Cleaning	12,479	26,800	30,000
7514	Contract Labor	546	0	0
7550	Communications	25,378	23,084	25,104
7600	Travel	4,691	5,100	5,100
7630	Training and Development	3,920	2,975	3,995
7700	Risk Allocation	0	17,861	20,309
7860	Maint: Bldgs & Other Structures	144	400	400
7870	Maint: Motor Equipment	7,982	7,900	8,700
7880	Maint: Mach/Imp/Tools	16,729	6,372	16,692
7990	Dues and Fees	180	3,488	1,930
8009	Licenses	4,258	0	0
8010	Supplies	28,044	3,930	3,760
8016	Small Equipment	6,398	2,950	965
8017	Printing & Binding	0	1,000	2,000
8018	Books & Subscriptions	3,261	2,030	910
8052	Building Use/Gov't Complex	13,917	14,892	15,557
8110	Motor Fuel	8,298	12,440	13,530
8150	Food	747	500	500
TOTAL, GENERAL FUND:		875,208	1,129,142	974,615

SERVICES DIVISION*DESCRIPTION*

The Services Division is primarily responsible for maintaining the best interest of the citizens of Albany as it relates to conducting business. Those in the Division investigate and regulate permitted events, all alcohol establishments and businesses. They ensure that those conducting business are in possession of an Occupational Tax Certificate for the City of Albany, and Dougherty County and when appropriate, an alcohol license. They also enforce the sign ordinance to stop the proliferation of illegal signs; inspect all vehicles for hire to ensure safe transportation for the public; perform training to area merchants in hope to prevent the sale of alcohol to persons underage; and administer the false alarm reduction program. This Division also serves tax levies and oversees the collection of bad checks written to the city. Additionally, the division is responsible for security during judicial hearings of the Municipal Court, the delivery of summons & warrants issued by that court, and arresting people wanted by the Municipal Court.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	268,385	311,953	323,755
OPERATING EXPENSE	59,250	69,250	65,377
CAPITAL OUTLAY	0	0	0
TOTAL	327,636	381,203	389,132
FULL TIME POSITIONS	5	5	5

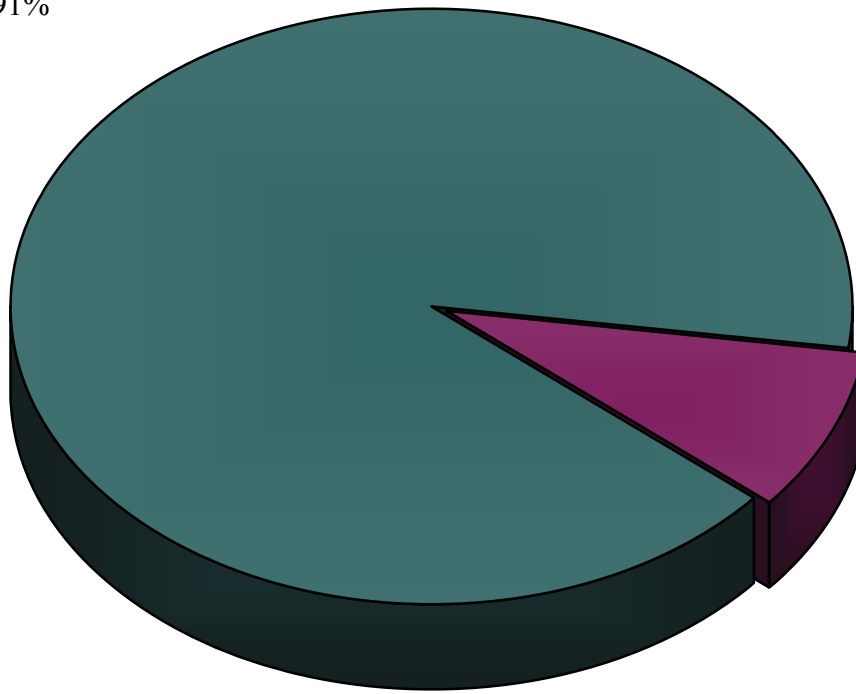
Class Title

Chief License Investigator	1	1	1
Code Enforcement Officer	4	4	4
TOTAL	5	5	5

SERVICES DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1701				
7110	Regular Wages	189,021	216,993	216,993
7120	Overtime	1,510	1,950	11,950
7220	Tuition Reimbursement	1,500	0	0
7230	Uniforms	5,049	6,250	4,550
7260	FICA Matching	13,673	16,749	17,514
7270	Pension Contributions	22,394	26,054	27,244
7280	Insurance Matching	35,238	43,957	45,503
7510	Professional Services	9,350	10,133	10,467
7514	Contract Labor	36,640	30,084	30,259
7550	Communications	17	0	0
7600	Travel	944	970	2,580
7630	Training and Development	435	650	1,490
7870	Maint: Motor Equipment	1,753	1,500	1,900
7880	Maint: Mach/Imp/Tools	3,294	2,174	2,956
7990	Dues and Fees	150	250	375
8010	Supplies	2,481	1,880	4,200
8016	Small Equipment	358	15,209	3,200
8017	Printing & Binding	523	1,200	1,500
8018	Books and Subscriptions	0	200	300
8110	Motor Fuel	3,306	5,000	6,150
TOTAL, GENERAL FUND:		327,636	381,203	389,132

City Of Albany
Adopted Budget
FY 2011
Information Technology Department

Information
Technology
2,047,281
91%

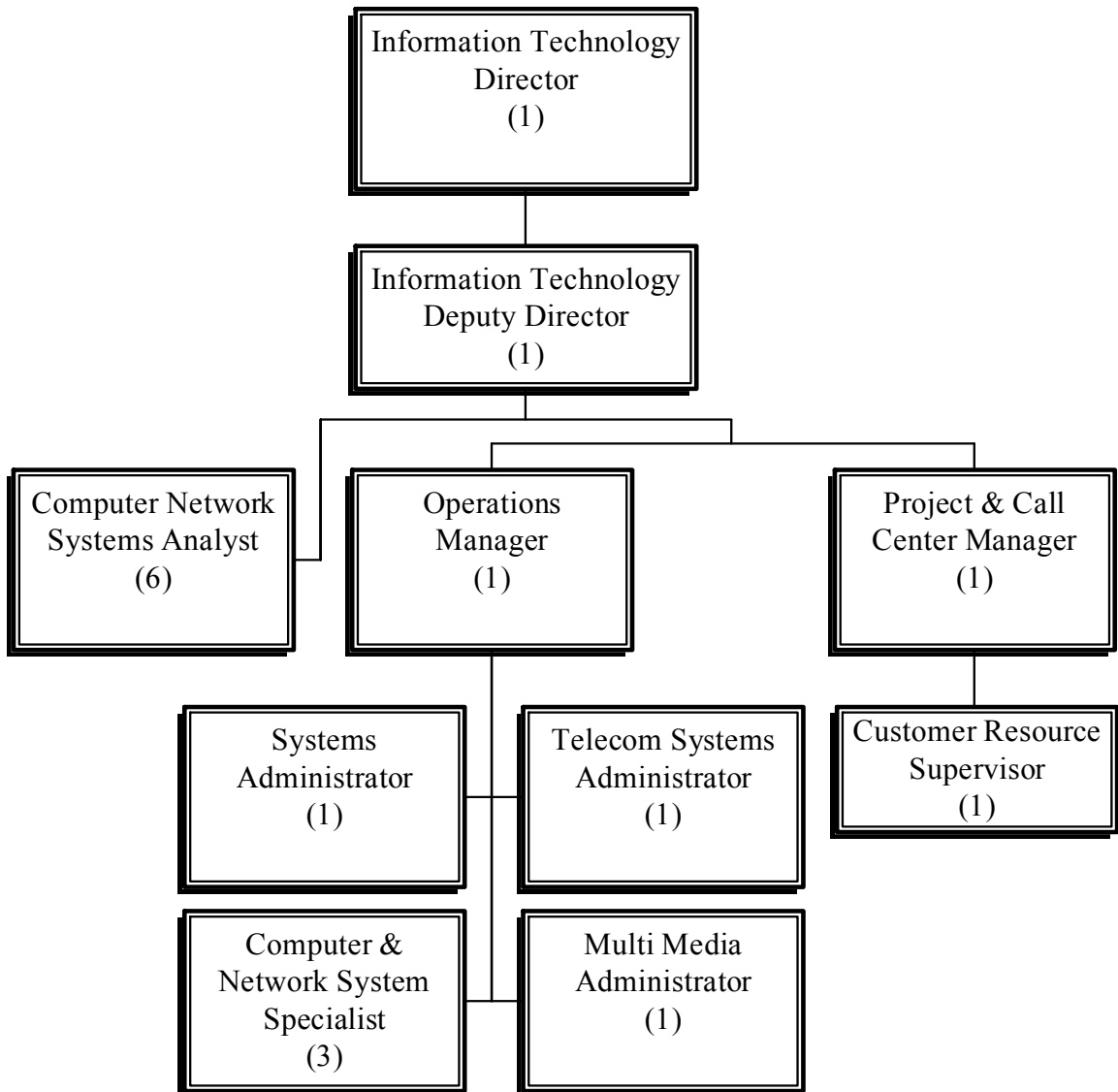


311-Customer
Response
199,580
9%

Total Expenditures
\$2,246,861

Information Technology Department

Dept 18



INFORMATION TECHNOLOGY

DESCRIPTION

The IT department operates, administers, and maintains computing systems that service the information processing needs of the City and County. The 311 Division of the IT Department provides the public with quick, easy access to all City of Albany, Dougherty County and WG&L government services and information while maintaining the highest possible level of customer service

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	823,893	993,520	1,198,823
OPERATING EXPENSE	497,818	757,172	1,048,038
CAPITAL OUTLAY	0	0	0
TOTAL	1,321,711	1,750,692	2,246,861
FULL TIME POSITIONS	16	17	17

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

- G1.1 Identify Training Goals in support of the technology changes

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

- G2.1 Enhance the capability of channel 16
- G2.2 Enhance network infrastructure to provide wireless "Guest Access"

GOAL #3: TO CREATE AND MAINTAIN CUSTOMER SERVICE AWARENESS

- G3.1 Create an Intranet for improving employee communications
- G3.2 Define the technology and methodology to streamline the use of enterprise servers

GOAL #4: TO PROVIDE AN ATMOSPHERE THAT SUPPORTS ECONOMIC DEVELOPMENT AND REVITALIZATION

- G4.1 Define a mass storage solution
- G4.2 Advance server technology through virtualization architecture
- G4.3 Connect all city, county buildings and facilities on a secured fiber link

GOAL # 5: TO DEVELOP A HEALTH-CONSCIOUS ATMOSPHERE

- G5.1 Use ergonomic equipment for city and county staff

INFORMATION TECHNOLOGY DEPARTMENT**Performance Measures**

<u>Workload Measures:</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
❑ Active City and County CIP and System Enterprise Projects	20	30	50	20	25
❑ Application development project to be completed	3	11	15	15	15
❑ Application maintenance projects to be completed	6	20	24	20	24
❑ Trouble calls reported	2,161	3,529	3,882	3,729	3,882
❑ Computer installations to be completed	195	160	112	90	100
❑ Computer moves to be completed	60	50	80	70	80
❑ Telephone adds, moves & changes to be completed	0	20	20	30	20
❑ Major telephone installation projects to be performed	4	4	3	4	2
❑ Infrastructure projects to be performed	2	18	21	24	35
❑ Help Desk calls received	2,161	2,978	3,750	3,700	3,750
❑ Work stoppage ticket requests	977	977	606	757	606
❑ PC's supported	1,400	1,294	1,020	994	1,020
❑ Servers supported	61	54	80	72	80
❑ Telephone defined devices supported	1,200	1,200	1,200	1,100	1,200
❑ IT training hours provided	100	1,000	200	100	400

Efficiency Measures:

❑ Development projects completed on time	8	12	15	12	15
❑ Maintenance projects completed on time	13	10	24	18	24
❑ Trouble calls handled in a timely manner	80%	85%	70%	65%	70%
❑ Computer installations completed on time	70%	82%	85%	80%	85%
❑ Telephone projects completed in time	3	2	2	3	2
❑ Major infrastructure projects completed on time	5	5	11	8	11
❑ Average PC install time (in days)	14	10	12	14	16
❑ Help Desk calls resolved while on the phone	900	1,200	1,100	1,500	1,800

Effectiveness Measures:

❑ Number of A+ Technicians	8	1	2	1	2
❑ Number of MCP Technicians	8	1	1	0	1
❑ Number of MCSE Technicians	2	2	1	1	1
❑ Number of PMP Certification	0	0	0	0	1
❑ Number of CCNA Certification	0	0	1	1	1

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

INFORMATION TECHNOLOGY

DESCRIPTION

The IT department operates, administers, and maintains computing systems that 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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	823,893	873,419	1,045,117
OPERATING EXPENSE	497,818	700,282	1,002,164
CAPITAL OUTLAY	0	0	0
TOTAL	1,321,711	1,573,701	2,047,281
FULL TIME POSITIONS	16	16	16

Class Title

Director of Information Technology	1	1	1
Deputy Director, IT	1	1	1
Project & Call Center Manager	1	1	1
Operations Manager	1	1	1
Computer & Network Sys. Analyst	2	4	6
Systems Analyst/Programmer	2	0	0
Systems Analyst/Programmer Sr.	2	2	0
IT Systems Administrator	1	1	1
Telecommunications System Admin.	1	1	1
Computer & Network Systems Spec.	2	2	3
Computer & Network Sys. Data Asst.	1	1	0
Multi Media Administrator	0	0	1
Local Area Network (LAN) Adm.	1	1	0
TOTAL	16	16	16

INFORMATION TECHNOLOGY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1800.				
7110	Regular Wages	624,343	665,325	770,507
7120	Overtime Wages	7,712	6,000	7,200
7130	Temporary Help	6,097	0	14,950
7260	FICA Matching	45,774	51,356	60,638
7270	Pension Matching	55,668	59,748	69,216
7280	Insurance Matching	84,299	90,990	122,606
7510	Professional Services	22,248	450	450
7512	Technical Services	73,139	80,100	216,150
7514	Contract Labor	8,797	36,280	12,480
7550	Communications	40,499	54,147	54,915
7600	Travel	3,179	6,500	9,700
7630	Train/Cont. Education	4,499	11,542	16,700
7700	Risk Allocation	0	4,597	3,508
7870	Maint: Motor Equipmen	157	1,800	1,800
7880	Maint: Mach/Imp/Tools	276,504	424,700	612,451
7990	Dues and Fees	300	1,030	1,045
8010	Supplies	5,349	9,800	11,200
8016	Small Equipment	21,846	27,400	19,400
8017	Printing & Binding	343	400	400
8018	Books & Subscriptions	1,309	720	720
8052	Rent	38,316	38,316	38,316
8110	Motor Fuel	607	1,300	1,729
8150	Food	725	1,200	1,200
	TOTAL, GENERAL FUNI	1,321,711	1,573,701	2,047,281

INFORMATION TECHNOLOGY - 311 DIVISION

DESCRIPTION

The 311 Division of the IT Department provides the public with quick, easy access to all City of Albany, Dougherty County and WG&L government services and information while maintaining the highest possible level of customer service. We help agencies improve service delivery by allowing them to focus on their core missions and manage their workload efficiently. We also provide insight into ways to improve City/County government through accurate, consistent measurement and analysis of service delivery City and County wide.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	120,101	153,706
OPERATING EXPENSE	0	56,890	45,874
CAPITAL OUTLAY	0	0	0
TOTAL	0	176,991	199,580
FULL TIME POSITIONS	0	1	1

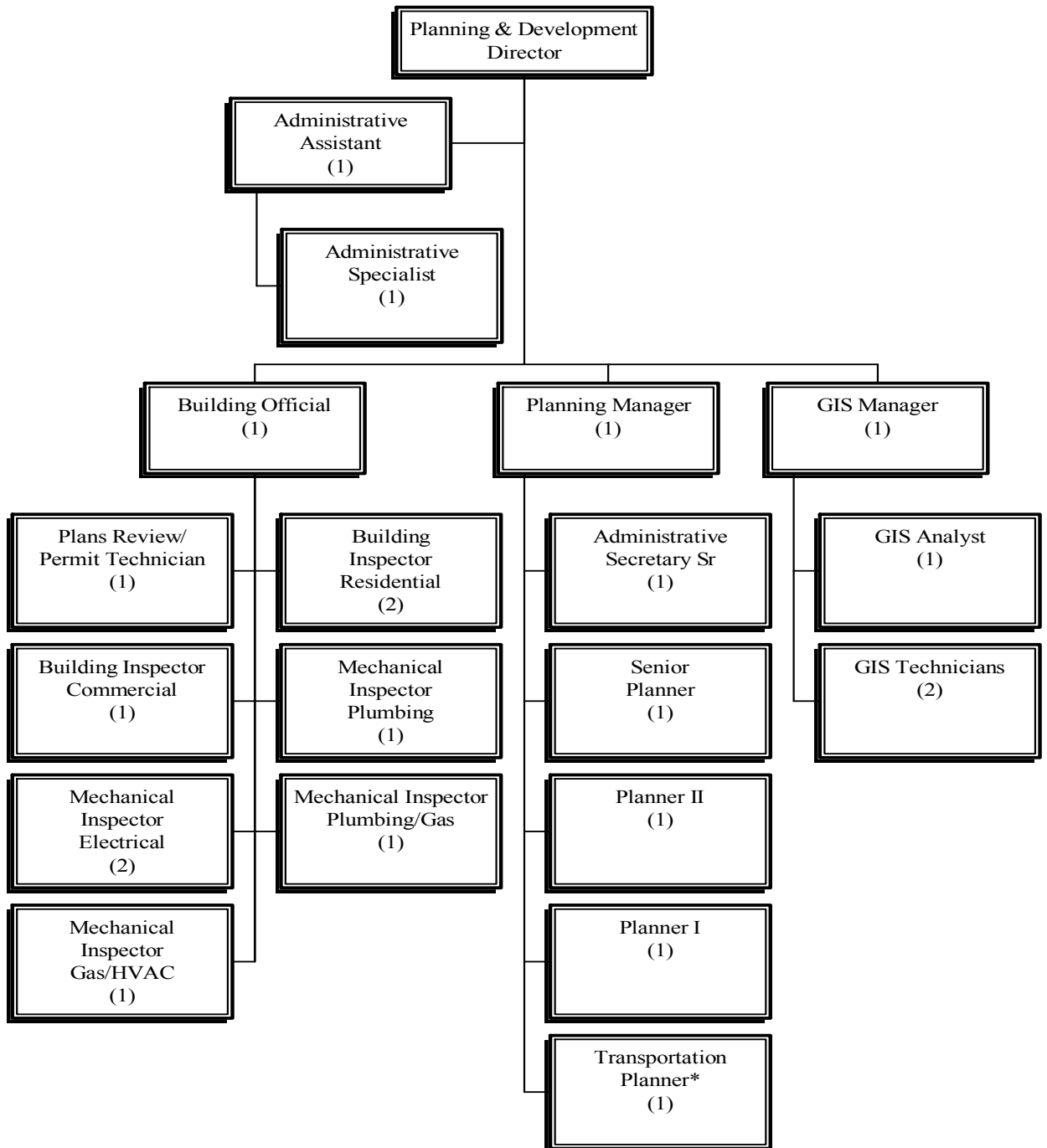
Class Title

Customer Resource Supervisor	0	1	1
TOTAL	0	1	1

INFORMATION TECHNOLOGY - 311 DIVISION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
1801.				
7110	Regular Wages	0	36,506	39,825
7130	Temporary Help	0	64,560	91,560
7260	FICA Matching	0	7,732	10,051
7270	Pension Matching	0	3,249	3,544
7280	Insurance Matching	0	8,054	8,726
7510	Professional Services	0	536	300
7512	Technical Services	0	3,600	3,600
7514	Contract Labor	0	11,990	13,080
7550	Communications	0	1,880	0
7570	Advertising	0	894	894
7600	Travel	0	2,000	3,800
7630	Train/Cont. Education	0	1,100	2,100
7880	Maint: Mach/Imp/Tools	0	7,980	10,730
7990	Dues and Fees	0	100	150
8010	Supplies	0	3,120	3,030
8016	Small Equipment	0	18,201	2,200
8017	Printing & Binding	0	4,989	4,990
8018	Books & Subscriptions	0	500	500
8150	Food	0	0	500
	TOTAL, GENERAL FUND:	0	176,991	199,580

Planning & Development Services

Dept 21



* Grant Funded Position

PLANNING & DEVELOPMENT SERVICES**MISSION**

The Planning and Development Services Department is comprised of three Divisions: Planning & Zoning, Development Services (Inspection), and GIS. We are dedicated to promoting the improvement, conservation and revitalization of Albany and Dougherty's physical and social environment.

- Goal 1:** Zoning Ordinance Revisions and Update the Subdivision Regulations
- Objective 1:** Amend the Zoning Ordinance that supports the vision of the Comprehensive Plan
 - Objective 2:** Adopt Subdivision Regulations that promote good planning practice; ensure orderly growth and development; and protect the public health, safety and general welfare of the citizens of Albany Dougherty County
- Goal 2:** GIS Development and Implementation
- Objective 1:** Purchase and install hardware. Configure ArcGIS Server Application
 - Objective 2:** Transition from flat file based GIS to browser based GIS utilizing Microsoft SQL as the database
 - Objective 3:** Develop and implement GIS web maps for intranet/internet
 - Objective 4:** Train GIS staff to operate and maintain ArcGIS Server
 - Objective 5:** Train City/County users
- Goal 3:** Business First Program
- Objective 1:** Create a business friendly atmosphere through new program
 - Objective 2:** Continue to look for new and innovative ways to stream line the development process and decrease the time it takes to do business with the City and County through providing accurate and complete first step information
 - Objective 3:** To have Planning and Development Staff facilitate meetings to assist aspiring or existing businesses with doing business with the city of Albany and Dougherty County using resource providers and governmental agencies
- Goal 4:** Manage Re-Codification
- Objective 1:** Review work already performed and provide assessment
 - Objective 2:** Serve as Program Manager and coordinate with Municode Consultant
 - Objective 3:** Work with Executive Team consisting of the offices of City Clerk and City Attorney to finalize codification

PLANNING & DEVELOPMENT SERVICES**Performance Measures**

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Actual	Base
❑ Number of rezoning applications processed	27	14	22	24	19
❑ Number of special approval applications	11	6	10	10	8
❑ Number of other (site plans, sign variances, variances, historic, etc.)	39	159	49	70	115
❑ Number of subdivisions processed	93	23	55	21	22
❑ Number of preview/site plan applications	135	323	255	109	200
❑ Number of building plan applications	1,900	1,039	1,900	1,196	1,900
❑ Number of permits requiring inspections	5,700	3,189	5,000	4,536	5,000
❑ Number of inspections performed	1,700	2,150	2,200	1,506	2,200
❑ Number of commercial building reviews	400	362	400	324	400

Efficiency Measures (man hours)

❑ Time spent processing preview/site plan applications	374	1,292	501	208	250
❑ Time spent processing building plan apps	125	2,600	1,918	1,207	1050
❑ Time spent per inspection	1,560	6,240	4,680	3,203	3640
❑ Time spent issuing a permit	5,460	3,120	3,900	5,815	5500

Effectiveness Measures

❑ Accuracy & completeness of rezoning, special approvals, subdivisions, variances, site plans and historic application files	100%	98%	100%	98%	100%
❑ Accuracy & completeness in process preview, site plans, building , permits, inspections	100%	98%	100%	98%	100%

PLANNING & DEVELOPMENT SERVICES*DESCRIPTION*

The Planning and Development Services Department is comprised of three Divisions: Planning & Zoning, Development Services (Inspection), and Geographic Information System (GIS).

Planning and Zoning is responsible for the governing of all land usage and developments within the city limits of Albany and the unincorporated limits of Dougherty County. This Division is also responsible for the administration of the Comprehensive Land Use Plan, Zoning Ordinance, Floodplain Management Ordinances, and Sign Ordinances; and provision of staff support for several citizen boards, including Historic Preservation, Greenspace, and Transportation.

Inspection provides quality public service while ensuring compliance with the Georgia State building code, local codes, and ordinances. We provide information for our residents, design professionals, contractors, builders and developers to ensure that all construction is maintained in a safe, energy efficient, and accessible manner.

GIS, a computer technology, combines geographic data (the locations of man-made and natural features on the earth's surface) and other types of information (names, classifications, addresses, and much more) to generate visual maps and reports. The GIS division currently maintains more than fifty GIS layers including aerial photos, parcels, street centerlines, zoning, and flood information.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	977,358	1,059,049	1,059,142
OPERATING EXPENSE	222,251	346,395	319,928
CAPITAL OUTLAY	0	0	0
TOTAL	1,199,609	1,405,444	1,379,070
FULL TIME POSITIONS	23	23	23

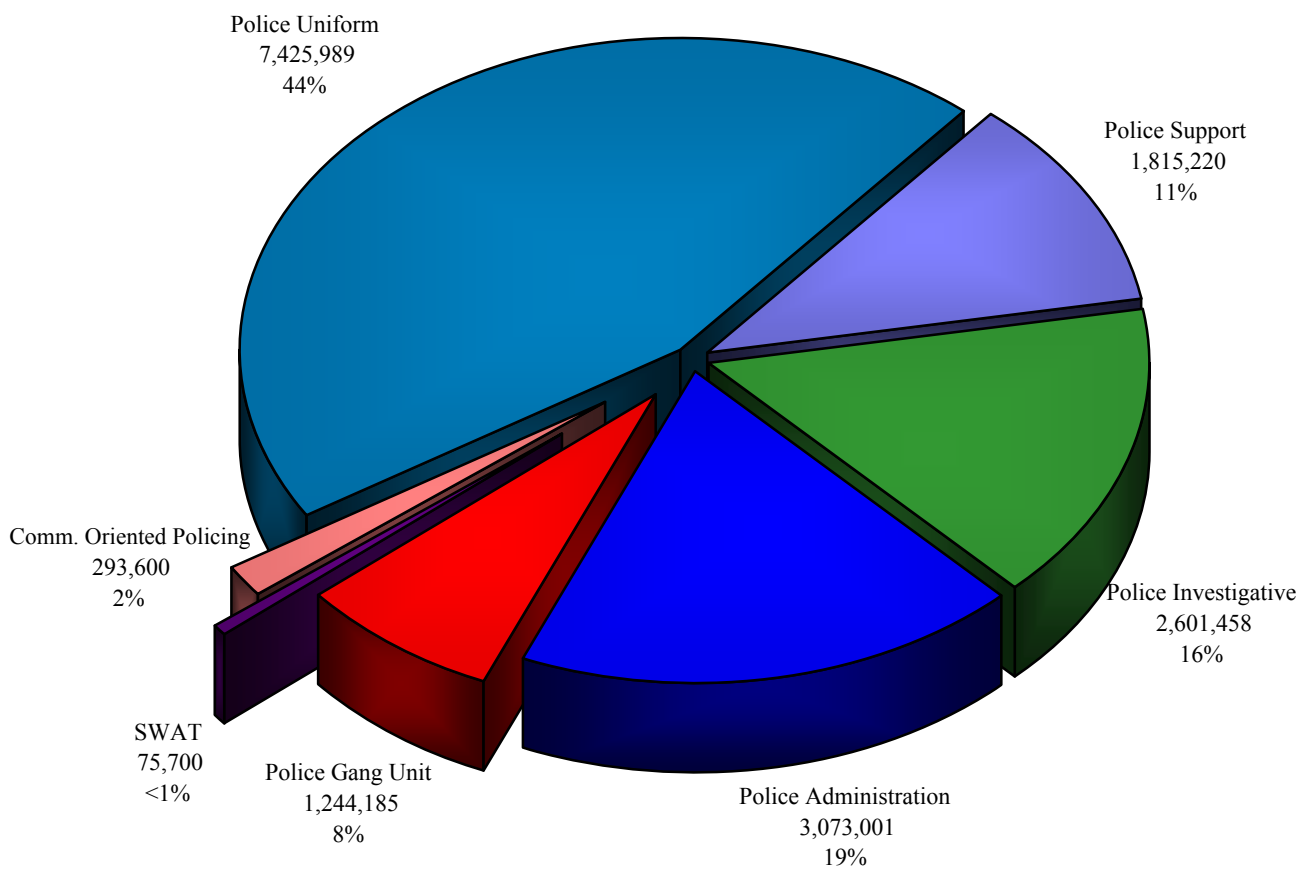
Class Title

Administrative Assistant	1	1	1
Building Inspector	3	3	3
GIS Manager	1	1	1
GIS Analyst	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
Building Official	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
Administrative Specialist	1	1	1
Administrative Secretary, Sr.	1	1	1
Transportation Planner*	1	1	1
Director of Planning	1	1	1
TOTAL	23	23	23

* Administered in Grant Func

PLANNING & DEVELOPMENT SERVICES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2100.				
7110	Regular Wages	741,953	789,344	784,394
7120	Overtime	291	5,000	5,000
7210	W/C Insurance	(21)	0	0
7220	Tuition Reimbursement	2,424	0	0
7230	Uniforms	3,261	4,950	3,965
7260	FICA Matching	53,688	60,767	60,389
7270	Pension Matching	64,693	70,697	70,256
7280	Insurance Matching	111,068	128,291	135,138
7510	Professional Services	29,515	95,220	85,100
7514	Contract Labor	22,801	0	0
7550	Communications	8,776	7,600	6,847
7570	Advertising	8,133	9,850	8,959
7600	Travel	11,071	16,609	15,000
7630	Train/Cont. Education	6,333	31,395	10,000
7700	Risk Allocation	0	33,776	35,538
7870	Maint: Motor Equipment	6,957	9,561	8,959
7880	Maint: Mach/Imp/Tools	58,994	61,277	65,888
7990	Dues and Fees	1,958	4,073	3,657
8009	Licenses	260	825	350
8010	Supplies	9,163	11,700	11,700
8016	Small Equipment	6,060	8,000	7,700
8017	Printing	2,075	3,000	3,000
8018	Books & Subscriptions	2,348	3,166	2,649
8052	Rent	38,093	38,093	42,581
8110	Motor Fuel	9,583	12,250	12,000
8150	Food	131	0	0
TOTAL, GENERAL FUND:		1,199,609	1,405,444	1,379,070

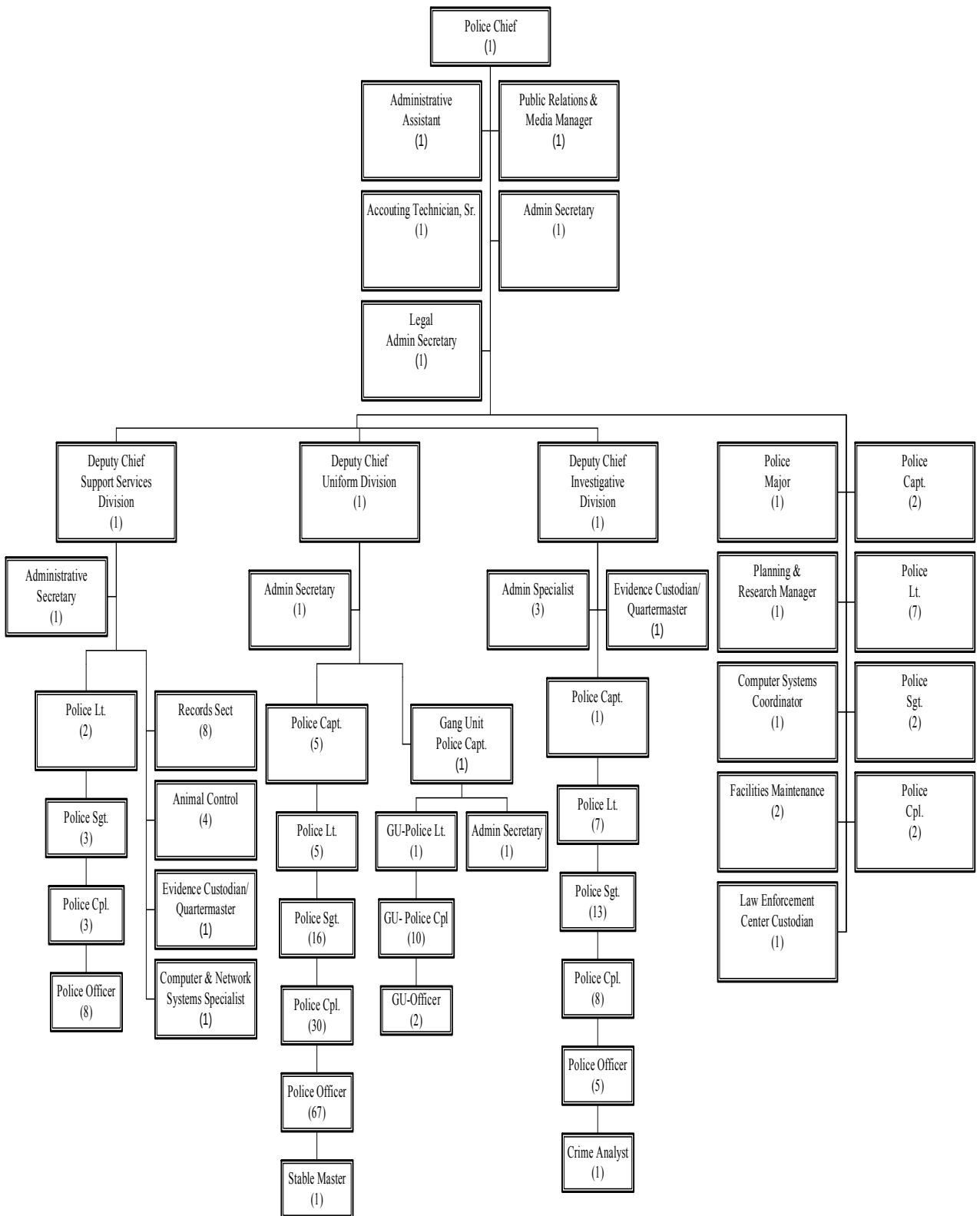
City of Albany Adopted Budget FY 2011 Police Department



Total Expenditures
\$16,516,378

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 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, becoming more familiar with members of the community, thus enabling them to stay aware of the day-to-day working of their community.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	12,359,703	12,130,131	13,378,330
OPERATING EXPENSE	2,211,406	2,892,115	3,138,047
CAPITAL OUTLAY	0	0	0
TOTAL	14,571,109	15,022,246	16,516,378
FULL TIME POSITIONS	235	235	238

*The Police Department's budgets include the appropriation for Albany/Dougherty Metro SWAT. This unit is under the direct supervision of a Dougherty County Unit Commander. The governing authority of this body of Officers is derived through the Albany/Dougherty Metro SWAT Board of Directors. The SWAT budget has been included in the summary totals above; however, it is independent of the City of Albany's Police Departments budget.

POLICE DEPARTMENT**MISSION**

The mission of the Albany Police Department is to provide professional law enforcement services, to protect and serve the citizens, to enhance the quality of life in partnership with the community, to reduce crime, and the fear of crime through joint prevention and crime reduction strategies.

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: Continue applying problem solving strategies to address crime and quality of life issues:

Objective 1: Identify crime trends and patterns through weekly reviews of crime statistics (CompStat).

Objective 2: Develop and initiate tactical plans based upon CompStat.

Objective 3: Engage the community in collaborative problem solving through Scanning, Analyzing, Responding, and Assessment, (SARA).

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 is convenient for citizens.

Goal 4: Improve law enforcement operations.

Objective 1: Initiate implementation of 30% of the management study recommendations.

Objective 2: Provide additional in-service legal training.

Goal 5: To provide an atmosphere that supports growth and revitalization.

Objective 1: Review and enhance the Department's emergency response preparedness for terrorism and natural disasters.

Goal 6: To develop a Health - Conscious Atmosphere.

Objective 1: Establish a wellness program that promotes healthy living and well being for all employees.

POLICE DEPARTMENT**Performance Measures**

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Actual	Base
❑ Total Revenue Generated/Fines & Forfeitures	1,700,000	1,346,756	\$1,700,000	\$639,980	\$1,700,000
❑ Citizen Assisted Calls	130,000	138,243	130,000	155,027	130,000
❑ Neighborhood Watch Group Meetings Attended	290	242	290	250	290
❑ Non-moving Traffic Violations	14,000	5216	14,000	13000	14,000
❑ Total Violations (Moving & Non)	20,000	5416	20,000	15000	20,000
❑ Municipal Warrants	1,000	856	1,000	611	1,000
❑ State Warrants	2,200	1358	2,200	1222	2,200
❑ Search Warrants Executed	N/A	85	90	80	90
❑ Investigations Assigned (CID)	N/A	6102	6,410	5453	6,410
❑ Assigned Cases With Arrest (CID)	N/A	1054	1,110	1011	1,110
❑ Juvenile Arrests	1000	626	1,000	932	1,000
❑ Total Felony Arrest	N/A	1884	2,000	2214	2,000
❑ Total Misdemeanor Arrest	N/A	4798	5,100	4607	5,100
❑ Total Part I Crimes (Calendar Yr.)	6,000	6718	6,000	7290	6,000
❑ Total Narcotics Arrests	700	670	700	575	700
❑ Total Narcotics Cases	1,100	748	1,100	749	1,100
❑ Animal Control Citations Issued	300	138	300	219	300
❑ Animals to the Humane Society	2,000	2526	2,000	3341	2,000

Efficiency Measures

❑ Clearance rate (Part I UCR Offenses) (%). (Calendar Yr.)	10%	18.4%	10%	20.09%	10%
❑ Violent Crime Reduction (%) (Calendar Yr.)	10%	14.2%	10%	-22.28	10%
❑ Property Crime Reduction (%) (Calendar Yr.)	10%	4.2%	10%	-12.60%	10%

Effectiveness Measures

❑ Number of Citizen's Academy attendees that graduate. (Calendar Yr.)	10	4	10	50	10
❑ Reduction in Customer Service Complaints (Calendar Yr.)	10%	5%	10%	10%	10%
❑ Reduction in sworn turnover rate/excluding retirements (%) (Calendar Yr.)	6%	4%	6%	5%	6%

POLICE ADMINISTRATION*DESCRIPTION*

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

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,637,908	1,602,983	1,735,771
OPERATING EXPENSE	844,704	1,230,748	1,337,230
CAPITAL OUTLAY	0	0	0
TOTAL	2,482,612	2,833,731	3,073,001
FULL TIME POSITIONS	27	26	26

Class Title

Police Chief	1	1	1
Public Relations & Media Manager	1	1	1
Deputy Chief	1	1	1
Police Major	1	1	1
Police Captain	2	2	2
Police Lieutenant	8	8	7
Police Sergeant	3	2	2
Police Corporal	2	1	2
Administrative Assistant	0	1	1
Planning & Research Manager	1	1	1
Legal Administrative Secretary	1	1	1
Administrative Secretary	1	1	1
Accounting Technician, Sr.	1	1	1
Facilities Maintenance Mechanic	1	1	1
Facilities Maintenance Supervisor	1	1	1
Computer Systems Technician	1	1	1
Law Enforcement Center Custodian	1	1	1
TOTAL	27	26	26

POLICE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2201.				
7110	Regular Wages	1,189,669	1,110,175	1,216,759
7120	Overtime Wages	48,086	48,900	48,900
7130	Temporary Help	6,399	6,819	6,819
7220	Tuition Reimbursement	2,550	0	0
7230	Uniforms	23,847	14,550	17,050
7260	FICA Matching	91,143	97,661	96,580
7270	Pension Matching	123,424	133,246	149,423
7280	Insurance Matching	152,790	191,632	200,240
7510	Professional Services	90,163	57,800	57,800
7512	Technical Services	243,016	249,500	249,500
7514	Contract Labor	12,320	44,000	56,560
7550	Communications	13,891	17,250	19,250
7570	Advertising	480	1,500	2,500
7600	Travel	16,661	3,700	6,200
7630	Training/Cont. Education	6,194	2,500	42,080
7700	Insurance	0	306,828	355,545
7870	Maint: Motor Equipment	18,676	14,400	14,400
7880	Maint: Mach/Imp/Tools	10,382	36,100	34,100
7980	Metro Drug Squad	151,844	154,870	145,755
7981	Dougherty County Jail	207,101	292,500	292,500
7990	Dues and Fees	2,631	2,300	2,300
8009	Licenses	43,735	11,018	20,900
8010	Supplies	5,507	14,400	20,140
8016	Small Equipment	0	5,382	0
8017	Printing	3,710	0	0
8018	Books & Subscriptions	1,271	710	710
8110	Motor Fuel	16,766	11,900	11,900
8150	Food	357	4,090	5,090
TOTAL, GENERAL FUND:		2,482,612	2,833,731	3,073,001

POLICE UNIFORM*DESCRIPTION*

The Uniform Bureau is the largest of the Four (4) Bureaus which comprise the Albany Police Department. It presently patrols Three (3) districts, each with a Community Policing Center. The Uniform Bureau 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 Bureau will effectively address the future of policing and perception of crime in our city.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	6,900,773	6,140,879	6,609,189
OPERATING EXPENSE	744,461	769,300	816,800
CAPITAL OUTLAY	0	0	0
TOTAL	7,645,234	6,910,179	7,425,989
FULL TIME POSITIONS	125	126	126

<u>Class Title</u>			
Deputy Chief	1	1	1
Police Captain	5	5	5
Police Lieutenant	5	5	5
Police Sergeant	17	16	16
Police Corporal	34	30	30
Police Officer	61	67	67
Administrative Secretary	1	1	1
Stable Master	1	1	1
TOTAL	125	126	126

POLICE UNIFORM				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2202.				
7110	Regular Wages	4,700,756	4,130,023	4,337,644
7120	Overtime Wages	368,559	319,463	355,000
7130	Temporary Help	48,165	53,400	53,400
7210	W/C Insurance	(164)	0	0
7220	Tuition Reimbursement	2,497	0	0
7230	Uniforms	40,291	35,095	35,095
7260	FICA Matching	370,577	313,440	363,072
7270	Pension Matching	580,720	559,033	558,425
7280	Insurance Matching	789,372	730,425	906,553
7510	Professional Services	13,407	8,550	8,550
7512	Technical Services	4,495	4,050	4,050
7550	Communications	9,461	8,500	8,000
7600	Travel	286	0	0
7630	Training and Development	2,290	0	0
7870	Maint: Motor Equipment	370,373	409,300	379,300
7880	Maint: Mach/Imp/Tools	6,530	9,900	13,000
7990	Dues and Fees	55	900	1,900
8010	Supplies	6,917	11,900	9,400
8018	Books & Subscriptions	645	200	200
8050	Rental of Equipment	336	2,500	0
8110	Motor Fuel	323,982	306,100	386,100
8150	Food	5,684	7,400	6,300
TOTAL, GENERAL FUND:		7,645,234	6,910,179	7,425,989

POLICE SUPPORT SERVICES*DESCRIPTION*

The Support Services Bureau is comprised of units that provides a "behind the scene support" to other segments for the police department. This support service includes: 1) Records Section - inputs/ manage incident reports and tickets, 2) Information Desk / Telephone Incident Reporting System (TIRS) - provides general information and assistance to citizens, vendors, media, and other government agencies. TIRS also generates incident reports for victims that walk-in or call-in to report crimes, 3) Computer System Analyst - analyzes computer problems and use computer technology to meet the needs of an organization, 4) Georgia Crime Information Center (GCIC)/National Crime Information Center (NCIC) Operator - enters and removes Hot-File information pertaining to stolen/recovered property, missing and wanted persons; provides vehicle identification numbers to local Wrecker Services; compiles, tabulates, enters, and disseminate monthly and annual crime statistics to the Georgia Crime Information Center, 5) Quartermaster/Supply Section - orders, receives, manages, and issues police duty equipment/property, 6) Vehicle Maintenance - oversees the maintenance and up-keep of all department's vehicles, 7) Animal Control Unit - rescues and impound animals, provide impound/shelter care, educate the public about the realities of pet overpopulation and responsible pet ownership, and prosecute individuals who abuse animals.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,424,372	1,536,428	1,592,570
OPERATING EXPENSE	174,901	226,540	222,650
CAPITAL OUTLAY	0	0	0
TOTAL	1,599,273	1,762,968	1,815,220
FULL TIME POSITIONS	31	31	31

Class Title

Deputy Chief	0	0	0
Police Lieutenant	2	2	2
Police Sergeant	3	3	3
Police Corporal	4	3	3
Police Officer	7	8	8
Computer & Network Systems Specialist	1	1	1
Administrative Secretary	1	1	1
Police Records Supervisor	1	1	1
Animal Control Superintendent	1	1	1
Police Records Clerk	7	7	7
Animal Control Agent	3	3	3
Property Evidence Custodian/Quartermaster	1	1	1
TOTAL	31	31	31

POLICE SUPPORT SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2203.				
7110	Regular Wages	993,006	1,043,845	1,041,408
7120	Overtime Wages	39,811	39,000	39,000
7130	Temporary Help	4,726	7,300	7,300
7210	W/C Insurance	(3)	0	0
7230	Uniforms	55,824	85,000	85,000
7260	FICA Matching	75,339	83,396	83,210
7270	Pension Matching	108,700	128,859	128,569
7280	Insurance Matching	146,969	149,028	208,084
7510	Professional Services	4,288	23,700	3,700
7550	Communications	6,267	5,800	5,800
7600	Travel	19,349	20,500	16,500
7630	Training/Cont. Education	3,150	9,000	9,000
7860	Maint: Buildings	890	0	0
7870	Maint: Motor Equipment	7,308	11,600	11,600
7880	Maint: Mach/Imp/Tools	11,897	10,800	10,800
7990	Dues and Fees	61	500	1,000
8010	Supplies	58,968	67,300	67,300
8016	Small Equipment	19,016	22,500	22,500
8017	Printing	32,832	34,000	44,000
8018	Books & Subscriptions	0	450	450
8020	Photography	832	2,390	12,000
8110	Motor Fuel	8,962	18,000	18,000
8150	Food	1,080	0	0
TOTAL, GENERAL FUND:		1,599,273	1,762,968	1,815,220

POLICE INVESTIGATIVE*DESCRIPTION*

The primary function of the Investigative Bureau 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 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 Bureau 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.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	2,175,747	2,070,266	2,452,008
OPERATING EXPENSE	112,088	149,310	149,450
CAPITAL OUTLAY	0	0	0
TOTAL	2,287,836	2,219,576	2,601,458
FULL TIME POSITION	40	40	40

Class Title

Deputy Chief	1	1	1
Police Captain	1	1	1
Police Lieutenant	7	7	7
Police Sergeant	13	13	13
Police Corporal	5	8	8
Police Officer	8	5	5
Police Crime Analyst	1	1	1
Administrative Specialist	1	1	3
Secretary	2	2	0
Evidence Custodian/Quartermaster	1	1	1
TOTAL	40	40	40

POLICE INVESTIGATIVE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2204.				
7110	Regular Wages	1,476,561	1,375,437	1,641,401
7120	Overtime Wages	109,370	118,000	118,000
7130	Temporary Help	4,069	8,600	8,600
7220	Tuition Reimbursement	11,455	0	0
7230	Uniforms	36,301	22,850	22,850
7260	FICA Matching	114,800	134,297	135,252
7270	Pension Matching	175,241	167,882	209,369
7280	Insurance Matching	247,951	243,200	316,536
7510	Professional Services	240	110	6,300
7512	Technical Services	932	5,400	5,400
7550	Communications	10,994	15,000	15,000
7600	Travel	1,534	4,000	4,000
7630	Training/Cont. Education	294	4,000	4,000
7870	Maint: Motor Equipment	37,431	49,000	49,000
7880	Maint: Mach/Imp/Tools	7,483	10,500	10,500
7990	Dues and Fees	890	900	900
7995	Contingency	5,160	6,300	0
8010	Supplies	2,792	11,037	11,400
8018	Books & Subscriptions	0	450	450
8020	Photography	0	113	0
8110	Motor Fuel	44,337	42,500	42,500
8150	Food	0	250	0
TOTAL, GENERAL FUND:		2,287,836	2,219,826	2,601,458

POLICE GANG UNIT*DESCRIPTION*

The primary function of the Gang Unit is to assess the nature and scope of illegal gang activities, once identified penetrate and dismantle the criminal activities with a proactive investigative effort. The unit focuses on intelligence gathering and establish/implement a database; Ensure subordinate officers are trained and expected to provide quality customer services to all citizens; Ensure that personnel provide proficient and prompt law enforcement services; Establish and communicate general and specific department rules, regulations, policies and procedures; Maintain current knowledge of changes in laws, new methods of enforcement, and other trends and development in the suppression of gang activities; Evaluate subordinate officers by completing performance appraisals; review subordinate supervisor appraisals of officers and staff personnel; Meet and coordinate with other law enforcement professionals to seek solutions to regional and statewide gang problems and issues; Maintain oversight on expenditures; Ensure that laws and ordinances are enforced; Perform special studies, research, and investigations and conducts special assignments. This unit is committed to educating the public about different types of gang activities and awareness.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	201,044	745,204	949,796
OPERATING EXPENSE	41,457	181,289	294,389
CAPITAL OUTLAY	0	0	0
TOTAL	242,501	926,493	1,244,185
FULL TIME POSITIONS	12	12	15

Class Title

Police Captain	1	1	1
Police Lieutenant	1	1	1
Police Corporal	10	10	10
Police Officer	0	0	2
Administrative Secretary	0	0	1
TOTAL	12	12	15

POLICE GANG UNIT				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	ADOPTED 2009/2010	ADOPTED 2010/2011
2208				
7110	Regular Wages	129,408	471,700	563,167
7120	Overtime Wages	11,048	45,000	95,000
7230	Uniforms	11,950	28,000	43,000
7260	FICA Matching	10,059	43,353	50,350
7270	Pension Matching	16,714	67,437	78,322
7280	Insurance Matching	21,865	89,714	119,957
7510	Professional Services	575	0	6,500
7512	Technical Services	0	0	7,000
7550	Communications	241	14,120	14,120
7570	Advertising	0	6,278	6,278
7600	Travel	2,828	10,000	18,500
7630	Training/Cont. Education	625	13,000	20,100
7860	Maint: Buildings	316	0	0
7870	Maint: Motor Equipment	0	29,000	49,000
7880	Maint: Mach/Imp/Tools	0	7,500	7,500
7990	Dues and Fees	0	2,100	1,500
7995	Contingency	0	6,500	0
8009	Licenses	0	3,391	3,391
8010	Supplies	2,198	19,000	23,100
8016	Small Equipment	33,388	25,600	62,100
8017	Printing	1,286	0	2,500
8020	Photography	0	6,000	6,000
8060	Laundry	0	1,800	6,800
8110	Motor Fuel	0	37,000	60,000
TOTAL, GENERAL FUND:		242,501	926,493	1,244,185

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.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	19,858	33,372	33,372
OPERATING EXPENSE	293,796	260,228	260,228
CAPITAL OUTLAY	0	0	0
TOTAL	313,654	293,600	293,600
FULL TIME POSITIONS	0	0	0

POLICE BUILDINGS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2211.				
7110	Regular Wages	476	0	0
7130	Temporary Help	16,983	31,000	31,000
7260	FICA Matching	2,398	2,372	2,372
7512	Technical Services	160	518	518
7550	Communications	21,741	16,100	14,100
7860	Maint: Buildings	54,949	54,000	54,000
7880	Maint: Mach/Imp/Tools	655	1,800	3,800
7900	Utilities	179,306	171,000	171,000
8009	Licenses	0	100	100
8010	Supplies	36,682	15,000	15,000
8018	Books & Subscriptions	0	1,710	1,710
8050	Rental of Equipment	304	0	0
TOTAL, GENERAL FUND:		313,654	293,600	293,600

ALBANY - DOUGHERTY SWAT TEAM*DESCRIPTION*

It is the policy and intent of the Albany/Dougherty Metro SWAT Team to provide the community with a reservoir of skilled law enforcement personnel who are capable of identifying and implementing a high level response to special threats with minimal risk to personnel and citizens. The role of law enforcement in all cases, including riotous activity, insurrection, barricaded subjects, execution of narcotics warrants, arrest of dangerous felons, and the rescue of hostages or endangered persons, is the protection of lives and property. The Albany/Dougherty Metro SWAT is a team of specially trained police officers from participating political subdivisions, which will respond to any incident where special weapons and tactics are needed within the member jurisdictions. The unit consist of a maximum of twenty five highly trained personnel with specific skills in the areas of marksmanship, tactical response and containment, and the deployment of chemical munitions. The Albany/Dougherty Metro SWAT is under the direct supervision of a unit Commander with the governing authority derived through the Albany/Dougherty Metro SWAT Board of Directors.

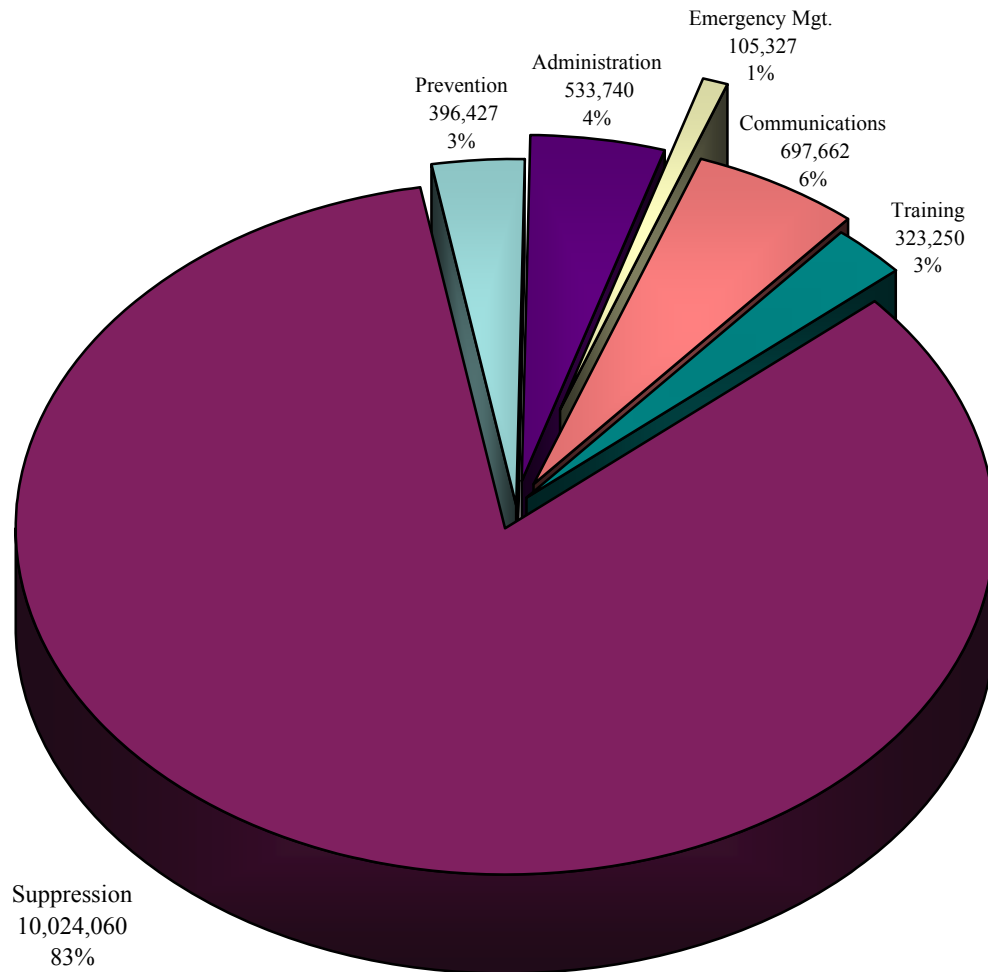
MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	5,573	1,000	5,625
OPERATING EXPENSE	20,471	74,700	57,300
CAPITAL OUTLAY	0	0	0
TOTAL	26,043	75,700	62,925
FULL TIME POSITIONS	0	0	0

City employees assigned to the SWAT Team are housed in APD cost centers.

ALBANY - DOUGHERTY SWAT TEAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
205				
7230	Uniforms	5,573	1,000	5,625
7550	Communications	192	500	600
7600	Travel	0	1,500	1,500
7630	Training and Development	0	6,000	6,000
7870	Maint: Motor Equipment	0	2,000	10,000
7880	Maint: Mach/Imp/Tools	0	1,500	1,500
7990	Dues & Fees	0	300	500
8010	Supplies	10,451	15,500	11,500
8016	Small Equipment	4,256	47,000	25,500
8017	Printing & Binding	0	200	100
8018	Books & Subscriptions	0	200	100
TOTAL, GENERAL FUND:		20,471	75,700	62,925

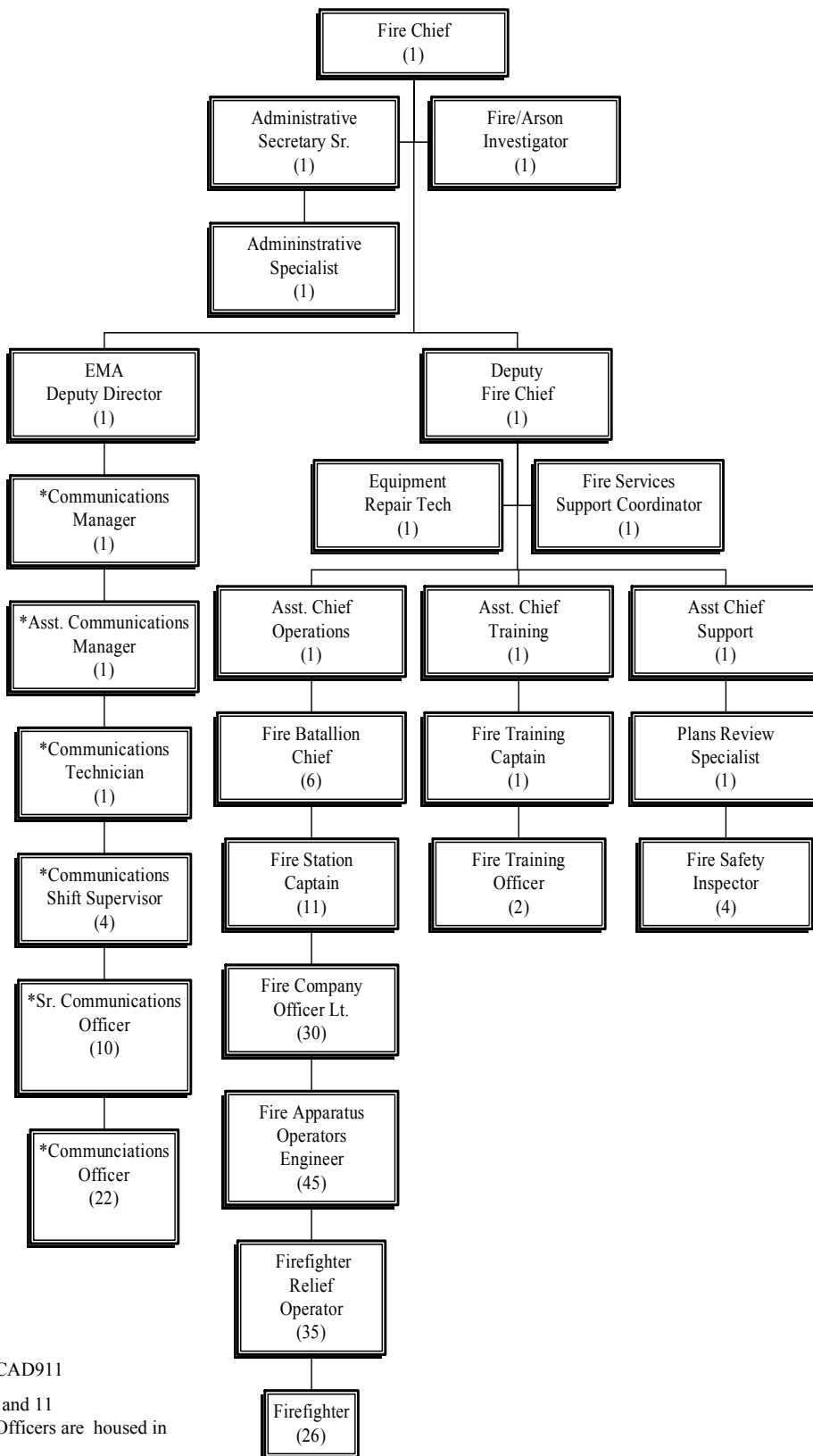
City of Albany
Adopted Budget
FY 2011
Fire Department



Total Expenditures
\$12,404,474

Fire Department

Dept 23



*Funded through CAD911

However 5 Senior and 11
Communications Officers are housed in
cost center 2307

FIRE DEPARTMENTAL SUMMARY*DESCRIPTION*

The Fire Department's primary function is to save lives and property by fighting and preventing fires through fire prevention efforts such as inspections, code enforcement, education, as well as arson investigation and prosecution. The Fire Department's responsibilities are defined in the City Charter and State Statutes. This department consists of seven divisions - Administration, Fire Fighting, Fire Prevention, Fire Training, Emergency Management, Public Safety Communications, and CAD 911. CAD 911's expenditures are budgeted separately and is located in the Special Funds section.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	10,587,376	11,450,198	11,734,053
OPERATING EXPENSE	500,092	636,151	670,420
CAPITAL OUTLAY	0	0	0
TOTAL	11,087,467	12,086,349	12,404,474
FULL TIME POSITION(S)	188	188	188

PERFORMANCE MEASURES

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: Maintain and/or 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

	FY '09		FY '10		FY '11
<u>Workload Measures</u>	Adopted	Actual	Adopted	Projected	Base
❑ Monthly Reports	36	36	36	36	36
❑ Payroll processing	26	26	26	26	26
❑ Tours/Programs	200	152	100	112	150
❑ Processing Invoices/Requisitions	750	844	700	766	700
<u>Effectiveness Measures</u>					
❑ High quality, quantity, and error free	100%	100%	100%	100	100%
❑ Meet deadlines	100%	100%	100%	100	100%
❑ High productivity	100%	97%	100%	100	100%
❑ Timeliness	100%	100%	100%	100	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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	309,646	410,219	414,409
OPERATING EXPENSE	54,481	110,062	119,331
CAPITAL OUTLAY	0	0	0
TOTAL	364,128	520,281	533,740
FULL TIME POSITIONS	6	6	6

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
Administrative Specialist	1	1	1
Fire/Arson Investigator	1	1	1
TOTAL	6	6	6

FIRE ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2300.				
7110	Regular Wages	236,782	310,729	311,677
7120	Overtime	2,153	0	0
7260	FICA Matching	17,465	23,771	23,843
7270	Pension Matching	26,293	36,977	37,090
7280	Insurance Matching	26,953	38,742	41,800
7510	Professional Services	720	0	0
7550	Communications	3,519	3,676	3,676
7600	Travel	3,571	3,650	3,650
7630	Train/Cont. Education	1,782	3,650	3,650
7700	Risk Allocation	0	51,019	60,288
7870	Maint: Motor Equipment	796	0	0
7880	Maint: Mach/Imp/Tools	7,341	8,200	8,200
7990	Dues and Fees	330	1,000	1,000
8010	Supplies	4,109	6,000	6,000
8017	Printing	308	1,000	1,000
8018	Books & Subscriptions	150	0	0
8052	Rent	31,367	31,367	31,367
8150	Food	489	500	500
TOTAL, GENERAL FUND:		364,128	520,281	533,740

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

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
❑ Respond to calls in Albany/Dougherty County	3,600	3,496	3,600	3,600	3,600
❑ Inspect and test fire hydrants in Albany/Dougherty County X2	8,934	8,934	8,934	8,934	8,934
❑ Test Fire Pumps	18	18	18	18	18

Effectiveness Measures

❑ Calls under 5 minutes	80%	78%	80%	90%	80%
❑ Members completing (hours)	100%	96%	100%	100%	100%
❑ Hydrants tested	100%	100%	100%	100%	100%
❑ Fire Pumps tested	100%	100%	100%	100%	100%
❑ Pre Fire Plans			100%	100%	100%
❑ Aerial Test	100%	100%	100%	100%	100%

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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	9,005,796	9,608,070	9,932,078
OPERATING EXPENSE	365,590	415,990	415,990
CAPITAL OUTLAY	0	0	0
TOTAL	9,371,385	10,024,060	10,348,068
FULL TIME POSITIONS	154	154	154

Class Title

Fire Apparatus Operator Engineer	37	37	45
Battalion Chief - 56	3	6	6
Fire Station Captain	14	14	11
Fire Company Officer Lieutenant	26	26	30
Firefighter	38	35	26
Senior Firefighter	17	17	0
Firefighter Relief Operator	18	18	35
Assistant Chief Operations	1	1	1
TOTAL	154	154	154

FIRE SUPPRESSION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2301.				
7110	Regular Wages	5,923,104	6,224,619	6,313,682
7120	Overtime Wages	684,034	790,428	790,428
7130	Temporary Help	0	0	196,560
7220	Tuition Assistance	180	0	0
7230	Uniforms	86,884	90,000	90,000
7260	FICA Matching	474,964	536,651	558,501
7270	Pension Matching	772,406	834,791	845,389
7280	Insurance Matching	1,064,223	1,131,581	1,137,517
7510	Professional Services	14,422	31,490	31,490
7514	Contract Labor	546	0	0
7550	Communications	9,854	11,300	11,300
7600	Travel	4	0	0
7860	Maint: Buildings	10,074	19,000	19,000
7870	Maint: Motor Equipment	115,435	125,700	125,700
7880	Maint: Mach/Imp/Tools	13,199	10,000	10,000
7900	Utilities	86,520	90,000	90,000
7990	Due and Fees	18	0	0
8010	Supplies	21,687	16,500	16,500
8016	Small Equipment	316	15,000	15,000
8017	Printing	163	1,000	1,000
8018	Books & Subscriptions	220	0	0
8030	Janitorial Supplies	0	3,000	3,000
8060	Laundry	8,701	10,000	10,000
8110	Motor Fuel	84,431	83,000	83,000
TOTAL, GENERAL FUND:		9,371,385	10,024,060	10,348,068

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

Objective 3: Providing 40 hours of continuing education for each employee.

Performance Measures

	FY '09		FY '10		FY '11
<u>Workload Measures</u>	Adopted	Actual	Adopted	Projected	Base
☐ Perform annual inspections	4,000	3,253	4,860	4,860	4,860
☐ Perform business licenses inspections	800	240	240	240	240
☐ Perform plans review	300	144	300	150	150
☐ Number of kids attending fire prevention	8,200	5,256	8,200	8,200	8,200
<u>Effectiveness Measures</u>					
☐ Percentage of employees completing 40 hrs of outside training	100%	100%	100%	100%	100

FIRE PREVENTION**DESCRIPTION**

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

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	356,919	376,953	373,927
OPERATING EXPENSE	12,847	22,500	22,500
CAPITAL OUTLAY	0	0	0
TOTAL	369,765	399,453	396,427
FULL TIME POSITIONS	6	6	6

Class Title

Assistant Chief - Support	1	1	1
Plans Review Specialist	1	1	1
Fire Safety Inspector	4	4	4
TOTAL	6	6	6

FIRE PREVENTION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2302.				
7110	Regular Wages	258,822	267,583	265,710
7120	Overtime Wages	587	4,500	4,500
7260	FICA Matching	18,683	20,814	20,671
7270	Pension Matching	30,606	32,378	32,155
7280	Insurance Matching	48,221	51,678	50,891
7510	Professional Services	280	0	0
7550	Communications	1,372	1,500	1,500
7600	Travel	501	3,000	3,000
7630	Training and Development	730	2,000	2,000
7880	Maint: Mach/Imp/Tools	32	500	500
7900	Utilities	305	0	0
8010	Supplies	5,024	8,000	8,000
8016	Small Equipment	4,048	5,000	5,000
8017	Printing	835	1,500	1,500
8018	Books & Subscriptions	0	1,000	1,000
TOTAL, GENERAL FUND:		370,045	399,453	396,427

FIRE TRAINING**MISSION**

The Albany Fire Department Training Division is committed to contributing 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

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
❑ Total in-service hours ISO required (per firefighter)	37,680	37,680	36,720	36,720	36,720
❑ Total drill hours ISO required (per firefighter)	3,600	3,600	3,528	3,528	3,528
❑ Total continuing education hour State required (24 hours per firefighter for recertification)	4,008	4,008	4,152	4,152	4,152
❑ Total Officer Training Hours (ISO)	N/A	N/A	N/A	N/A	576
❑ Total Driver Training (ISO)	N/A	N/A	N/A	N/A	1,344

*** State only requires 24 hours per non core exempt firefighter and 40 hours for core exempt. There is no longer dual hours needed.

Effectiveness Measures

❑ Members completing continuing education hours (% of hours)	100	100	100	100	100
❑ Members completing in-service hours ISO required (% of hours)	100	98	100	98	98
❑ Members completing ISO drill hours (%)	100	98	100	98	100
❑ Officers completing annual training	N/A	N/A	N/A	N/A	100
❑ Drivers completing annual training	N/A	N/A	N/A	N/A	100

FIRE TRAINING*DESCRIPTION*

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

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	177,874	328,242	303,650
OPERATING EXPENSE	9,245	19,600	19,600
CAPITAL OUTLAY	0	0	0
TOTAL	187,120	347,842	323,250
FULL TIME POSITIONS	5	5	5

Class Title

Fire Training Captain	1	1	1
Fire Lieutenant	1	1	0
Fire Training Officer	1	1	2
Fire Support Coordinator	1	1	1
Assistant Fire Chief, Training	1	1	1
TOTAL	5	5	5

FIRE TRAINING				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2303.				
7110	Regular Wages	139,072	237,109	223,842
7120	Overtime	86	0	0
7260	FICA Matching	10,224	18,139	17,124
7270	Pension Matching	15,426	28,216	26,637
7280	Insurance Matching	13,067	44,778	36,046
7510	Professional Services	600	0	0
7550	Communications	515	1,500	1,500
7600	Travel	1,802	3,000	3,000
7630	Training and Development	1,760	2,000	2,000
7870	Maint: Motor Equipment	657	0	0
7880	Maint: Mach/Imp/Tools	351	2,500	2,500
7900	Utilities	1,128	5,000	5,000
8010	Supplies	836	2,500	2,500
8017	Printing	347	1,400	1,400
8018	Books and Subscriptions	1,249	1,700	1,700
TOTAL, GENERAL FUND:		187,120	347,842	323,250

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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	77,897	76,697	76,697
OPERATING EXPENSE	10,921	28,630	28,630
CAPITAL OUTLAY	0	0	0
TOTAL	88,818	105,327	105,327
FULL TIME POSITIONS	1	1	1

Class Title

Emergency Management Deputy Director	1	1	1
TOTAL	1	1	1

FIRE/EMERGENCY MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2305.				
7110	Regular Wages	63,854	63,610	63,610
7120	Overtime	1,052	0	0
7260	FICA Matching	4,959	4,866	4,866
7270	Pension Matching	7,573	7,570	7,570
7280	Insurance Matching	459	651	651
7550	Communications	2,063	9,130	9,130
7630	Train/Cont. Education	(3,000)	0	0
7870	Maint: Motor Equipment	1,714	700	700
7880	Maint: Mach/Imp/Tools	8,439	13,200	13,200
7990	Dues and Fees	100	500	500
8010	Supplies	494	1,500	1,500
8016	Small Equipment	283	600	600
8110	Motor Fuel	672	2,000	2,000
8150	Food	156	1,000	1,000
TOTAL, GENERAL FUND:		88,818	105,327	105,327

FIRE – ALBANY PUBLIC SAFETY COMMUNICATIONS DIVISION**MISSION**

To enhance the quality of life of every person in the City of Albany and Dougherty County, Georgia by receiving and processing 9-1-1 emergency calls and by dispatching emergency response units in a prompt, efficient and professional manner. Also, maintain and enhance the 9-1-1 Public Safety Communications System to better serve the needs of the community and the emergency response units.

Goals and Objectives

Goal 1: To provide quality service to our citizens.

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

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

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

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

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

Goal 2: Improve the performance of employees.

Objective 6: Ensure each Communications Officer receives forty hours of training per year.

Objective 7: Ensure each Communications Officer receives EMD Certification or Re-Certification as required/needed through the newly implemented EMD Training Program.

FIRE – ALBANY PUBLIC SAFETY COMMUNICATIONS DIVISION**Performance Measures**

	FY '09		FY '10		FY '11
<u>Workload Measures:</u>	Adopted	Actual	Adopted	Projected	Base
❑ Number of dispatches completed	196,150	242,208	212,588	242,208	242,208
❑ Number of EMS dispatches completed	22,507	22,331	22,522	22,331	22,331
❑ Number of Fire dispatches completed	6,221	6,037	6,871	6,037	6,037
❑ Number of Police dispatches completed	167,422	213,840	183,195	213,840	213,840
❑ Number of 911 calls received	139,633	136,560	129,919	136,560	136,560
<u>Efficiency Measures:</u>					
❑ Complete call intake and response review per quarter (%)	95	95	95	95	95
❑ Review fire calls dispatched (%)	95	95	95	95	95
❑ Review EMS calls dispatched (%)	95	95	95	95	95
❑ Review EMD preformed calls (%)	95	95	95	95	95
❑ Track employee-training (%)	100	100	100	100	100
<u>Effectiveness Measures:</u>					
❑ Percentage of acceptable call intake response reviewed by Shift Supervisor	95	95	95	95	95
❑ Percentage of dispatched fire calls within two minutes	95	95	95	95	95
❑ Percentage of dispatched EMS calls within two minutes	95	95	95	95	95
❑ Percentage of approved/reviewed EMD calls by EMD Committee	95	95	95	95	95

FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION (2307)*DESCRIPTION*

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

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	659,244	650,018	633,293
OPERATING EXPENSE	47,008	39,369	64,369
CAPITAL OUTLAY	0	0	0
TOTAL	706,252	689,387	697,662
FULL TIME POSITIONS	16	16	16

Class Title

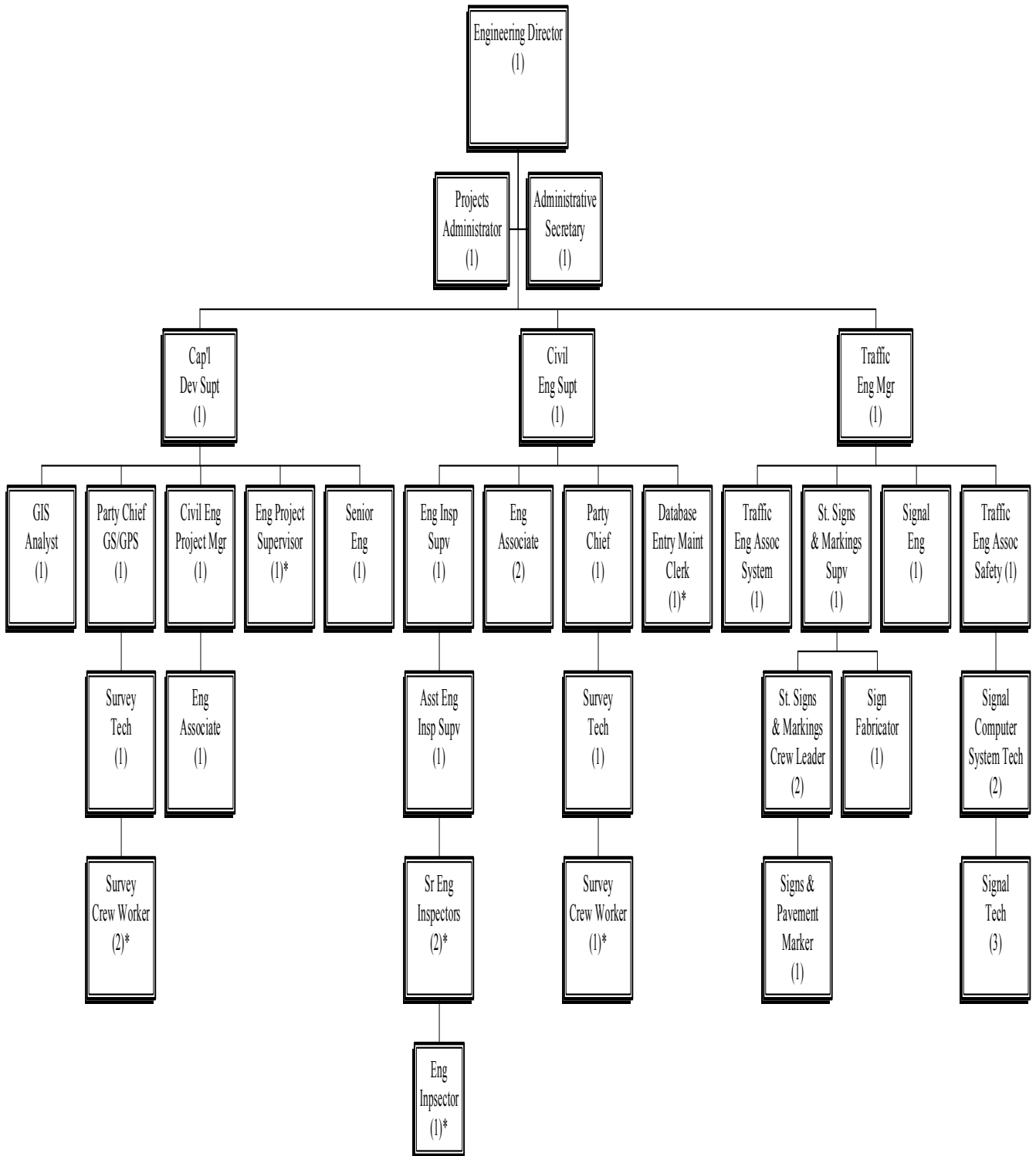
Communications Officer, Sr.	4	4	5
Communications Officer	12	12	11
TOTAL	16	16	16

FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2307				
7110	Regular Wages	406,662	443,582	447,601
7120	Overtime Wages	67,958	0	0
7260	FICA Matching	33,519	33,934	34,242
7270	Pension Matching	55,101	52,786	53,265
7280	Insurance Matching	96,004	119,716	98,185
7880	Maint: Mach/Imp/Tools	0	0	25,000
8052	Rent	47,008	39,369	39,369
	TOTAL, GENERAL FUND:	706,252	689,387	697,662

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 '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
<u>Workload Measures</u>					
❑ Provide plans and specifications for alleys	6	6	6	6	6
❑ Storm Drainage NPDES Annual Report	1	1	1	1	1
❑ Provide plans, specs and project management of EPA grant	1	1	0	0	0
❑ Project Management of Capital Development Projects (above ground)	23	23	23	25	25
❑ Administration of Sales Tax Projects	45	45	45	30+	30+
❑ Requests for Service processed	245	245	245	100	100
❑ Signs/Pavement Markings installed/maintained including roadway miles striped	50,000	50,000	50,000	50,000	50,000
❑ Signs fabricated	1425	1425	1,100	650	650
❑ Traffic sign service calls	616	616	625	667	625
❑ Traffic signal service calls	644	644	600	605	600
❑ Traffic signal installations/upgrades	17	17	25	15	15
❑ Project Management of Transportation Projects	7	7	7	4	7
<u>Efficiency Measures</u>					
❑ Response to citizen requests/inspection of sites and Public Works' requests for assistance within 24 hours	40	40	40	40	40
❑ Trouble call response – traffic signals/signs (percentage within 30 min.)	90/80	90/80	90/80	90/80	90/80
❑ Response to citizen requests (traffic) % w/in 1 wk.	47	47	47	47	47
❑ 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 (%)	80	80	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
<u>Effectiveness Measures</u>					
❑ Providing plans for alley construction (million)	\$1	\$1.2	\$5	\$5	\$5
❑ Providing plans to maintain a steady flow of construction projects funded by Sales Tax III & IV/EPA/General Fund/Transit (million)	\$1	\$1.5	\$5	\$1.0	\$1.0
❑ Maintenance of acceptable Level of Service for our community (of 46 signalized intersections, 43 equal level "C" or above)	36	32	28	28	28

ENGINEERING*DESCRIPTION*

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

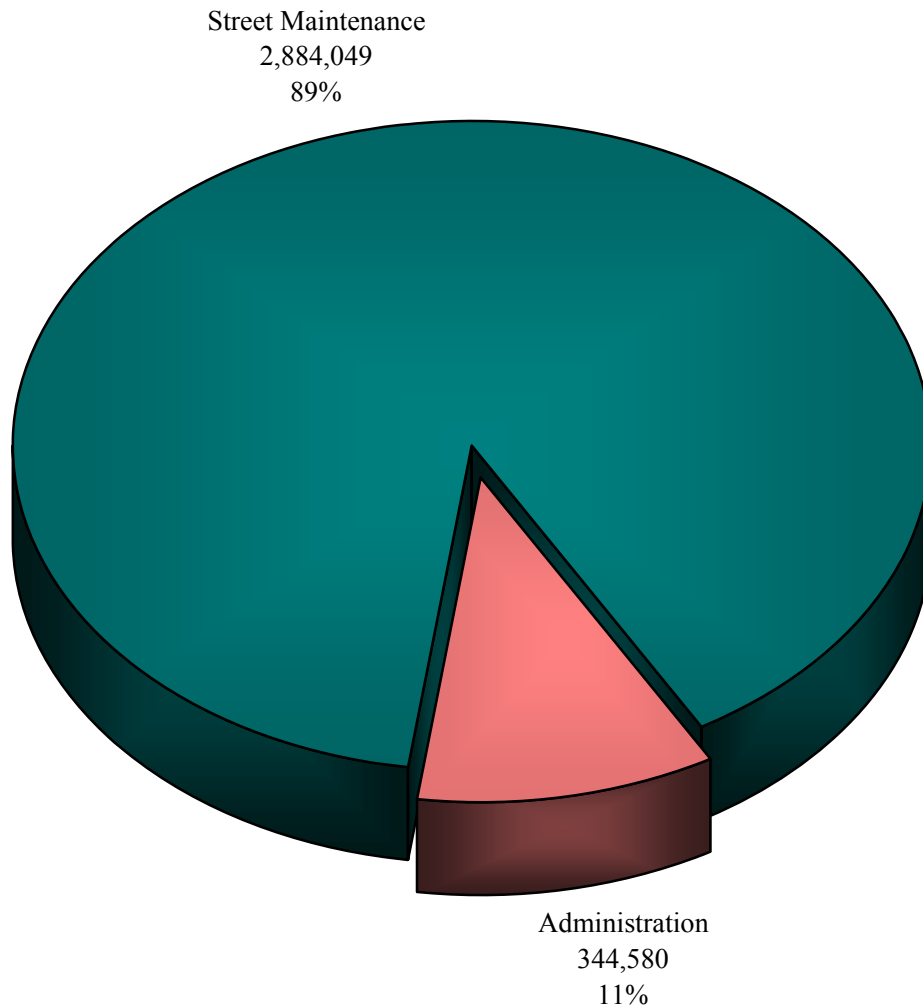
Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,654,156	1,711,339	1,687,904
OPERATING EXPENSE	1,868,751	2,023,571	2,157,772
CAPITAL OUTLAY	0	0	0
TOTAL	3,522,907	3,734,910	3,845,676
FULL TIME POSITIONS	31	31	31

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	5	5	5
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
GIS Analyst	1	1	1
Surveying Technician	2	2	2
Engineering Inspection Supervisor	1	1	1
Party Chief	2	2	2
Assistant Engineering Inspection Supervisor	1	1	1
Senior Engineer	1	1	1
Capital Development Supt.	1	1	1
Civil Eng. Superintendent	1	1	1
Civil Engineering Projects Manager	1	1	1
TOTAL	31	31	31

ENGINEERING				
ACCOUN NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2400				
7110	Regular Wages	1,207,392	1,209,339	1,194,691
7120	Overtime Wages	22,247	32,000	32,000
7130	Temporary Help	33,954	31,475	31,475
7210	W/C Insurance	(11)	0	0
7230	Uniforms	9,497	10,000	10,500
7260	FICA Matching	90,970	97,370	96,250
7270	Pension Matching	108,170	110,479	109,175
7280	Insurance Matching	181,936	220,676	213,813
7510	Professional Services	51,962	121,000	121,000
7512	Technical Services (Surveys, DP)	5,658	5,500	6,700
7514	Contract Labor	0	0	12,500
7550	Communications	23,162	21,550	21,500
7570	Advertising	0	300	300
7600	Travel	3,108	5,500	7,000
7630	Train/Cont. Education	2,349	8,940	11,000
7700	Risk Allocation	0	39,159	46,504
7860	Maint: Buildings	5,286	2,000	2,000
7870	Maint: Motor Equipment	62,679	67,700	67,700
7880	Maint: Mach/Imp/Tools	32,064	40,850	76,000
7900	Utilities	10,170	7,800	9,000
7910	Street Lights	1,462,354	1,435,030	1,500,000
7990	Dues and Fees	1,493	2,845	3,295
8009	Licenses (CDL, CPA, Etc.)	0	400	400
8010	Supplies	76,966	137,400	137,700
8016	Small Equipment	29,271	19,698	19,698
8017	Printing (Not Std Forms)	775	800	1,000
8018	Books and Subscriptions	671	545	600
8020	Photography	0	100	100
8050	Equipmental Rental	35	400	500
8052	Building Use/Central Square Compl	55,354	55,354	61,875
8110	Motor Fuel	45,018	50,000	50,000
8150	Food	377	700	1,400
	TOTAL, GENERAL FUND:	3,522,907	3,734,910	3,845,676

City of Albany
Adopted Budget
FY 2011
Public Works Department
(General Operations)



Total Expenditures
\$3,228,629

PUBLIC WORKS DEPARTMENTAL SUMMARY

DESCRIPTION

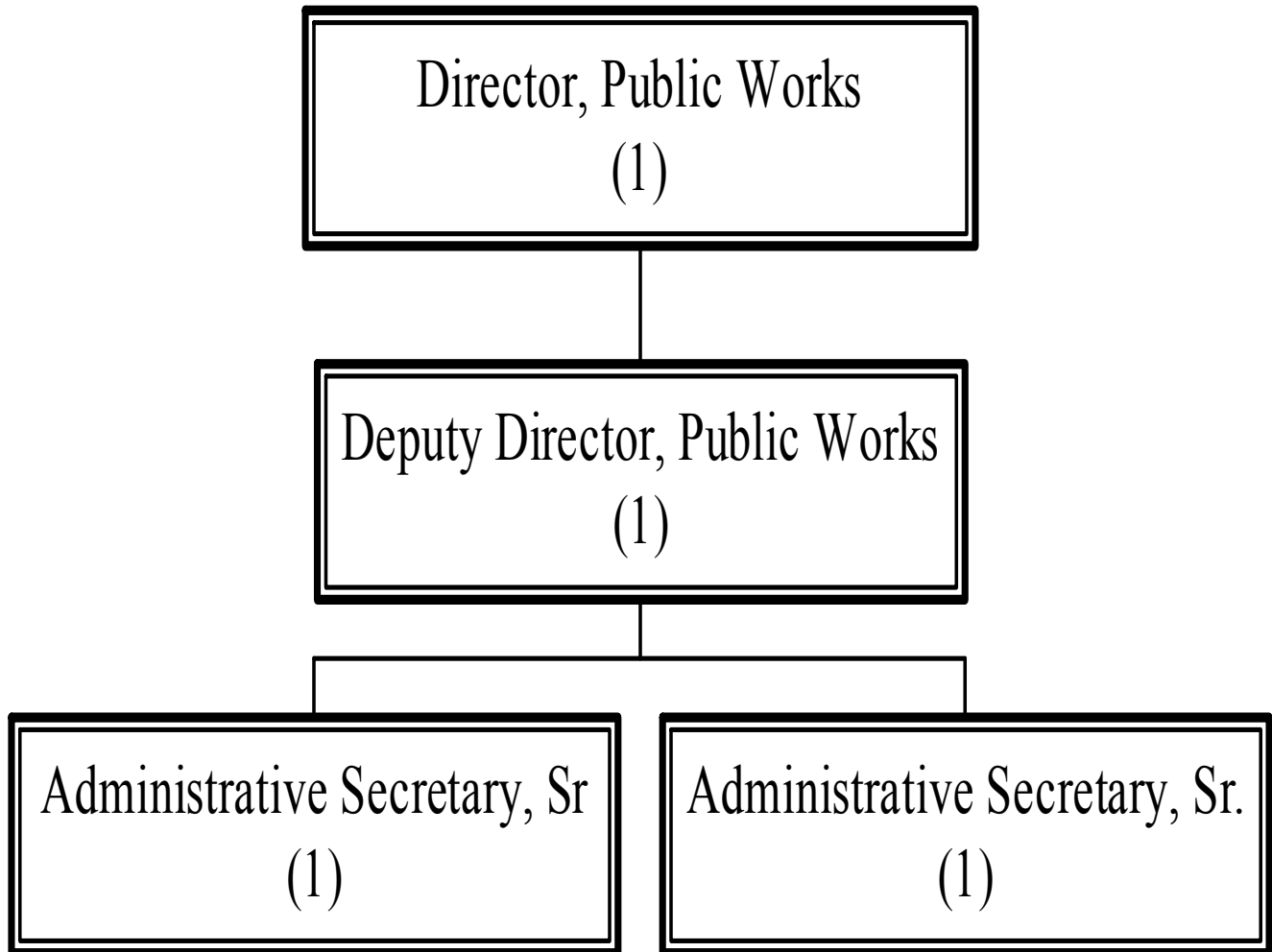
The Public Works Department consists of two (2) General Fund Divisions and two (2) Enterprise Fund Divisions. The Enterprise Divisions are budgeted separately. The General Fund Divisions are Public Works Administration and Street Maintenance.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,844,352	1,666,351	2,116,105
OPERATING EXPENSE	683,228	654,806	1,112,524
CAPITAL OUTLAY	0	0	0
TOTAL	2,527,580	2,321,157	3,228,629
FULL TIME POSITIONS	36	36	45

PERFORMANCE MEASURES

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 Life Blood of Any Organization, Everything Flows From It and Is Nourished By It. Customer Service Is Not A Department ... It’s An ATTITUDE.”

Objective 1: Rapid Response

Objective 2: Quality Service Delivery

Objective 3: Turning complaints into compliments

Goal 2: Be proactive in the PREVENTION of Accidents

Objective 1: To lower the rate of Personal Injuries

Objective 2: To lower the rate of Vehicular Incidents

Objective 3: To lower the rate of Property Damage.

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

<u>Workload Measures:</u>	FY '09		FY '10		FY '11 Base
	Adopted	Actual	Adopted	Projected	
❑ Number of Work Orders generated from distribution to completion (Int./Ext.)	12,300	12,473	13,000	11,462	12,000
❑ CMO Requests	20	10	20	10	20
❑ Customer Service Initiative W/O Tracking Report	52	52	52	52	52
❑ Chargeable Personal Injury/Vehicular Accident/ Property Damage Tracking Report	20	12	20	15	20

Efficiency Measures:

❑ Total Department W/O Closed (Int./Ext)	12,200	12,473	13,000	10,791	11,000
❑ Total Department W/O Open	1,044	372	400	482	482

Effectiveness Measures:

❑ Percentage of W/O Closed (Int./Ext.)	98%	97%	98%	97%	97%

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 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	215,131	203,102	194,526
OPERATING EXPENSE	38,261	136,386	150,054
CAPITAL OUTLAY	0	0	0
TOTAL	253,391	339,488	344,580
FULL TIME POSITION	4	4	4

Class Title

Administrative Secretary, Sr	2	2	2
Director, Public Works	1	1	1
Deputy Director, Public Works	1	1	1
TOTAL	4	4	4

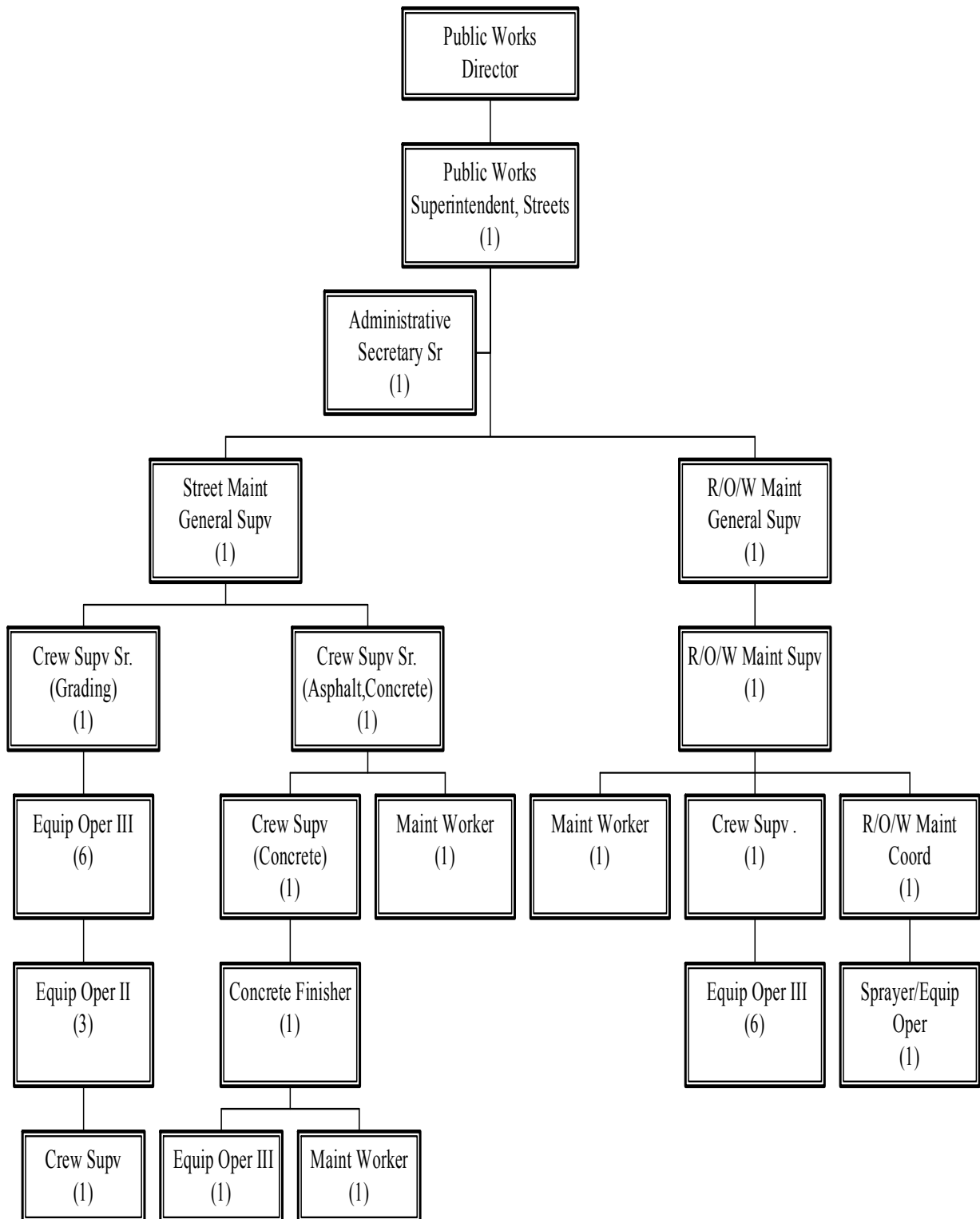
*Assistant to Public Works Director
Salary charged to 3409

PUBLIC WORKS ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3000.				
7110	Regular Wages	165,865	155,449	150,975
7120	Overtime Wages	2,735	500	500
7230	Uniforms	0	0	100
7260	FICA Matching	13,256	11,930	11,588
7270	Pension Matching	13,936	13,879	13,481
7280	Insurance Matching	19,339	21,343	17,882
7510	Professional Services	434	580	580
7550	Communications	2,675	4,900	4,000
7600	Travel	2,646	2,000	2,000
7630	Train/Cont. Education	645	0	0
7700	Insurance	0	106,080	122,870
7860	Maint: Buildings	11,959	0	0
7870	Maint: Motor Equipment	2,410	3,300	3,300
7880	Maint: Mach/Imp/Tools	1,446	3,000	2,100
7900	Utilities	5,091	0	0
7990	Dues and Fees	0	750	500
8009	Licenses	0	1,000	1,000
8010	Supplies	3,182	4,572	4,000
8016	Small Equipment	1,604	1,500	1,000
8018	Books & Subscriptions	0	200	200
8030	Janitorial Supplies	3,899	5,004	5,004
8110.01	Motor Fuel	2,024	3,000	3,000
8150	Food	245	500	500
TOTAL, GENERAL FUND:		253,391	339,488	344,580

Public Works - Street Maintenance

Dept 33



PUBLIC WORKS/STREET MAINTENANCE - SUMMARY

DESCRIPTION

The responsibility of the Street Division is to assure proper maintenance and construction of streets, alleys, sidewalks and other City property such as parks, ball fields, etc. This division is also responsible for sidepark and R.O.W. maintenance, including mowing and herbicide application. Other functions include: street installation, street and alley paving, including base preparation and asphalt placement. The division also handles concrete construction, holding pond maintenance and driveway installations.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,823,190	1,919,525	1,921,579
OPERATING EXPENSE	938,656	1,012,131	962,470
CAPITAL OUTLAY	21,477	216,781	0
TOTAL	2,783,322	3,148,436	2,884,049
FULL TIME POSITIONS	41	41	41

PERFORMANCE MEASURES

See individual divisions for performance measures.

Personal Services and Operating Expenses for Tree Maintenance (cost center 3305) have been moved to Recreation and is housed in cost center 6110

Street Sweeping moved from Sanitary Sewer (Cost Center 3410) into the Street Maintenance Division (Cost Center 3302)

PUBLIC WORKS DEPARTMENT / STREET MAINTENANCE DIVISION

MISSION

To provide for the citizens of Albany paved streets and sidewalks that are safe and defect free; driving lanes that provide a clean all-weather surface; to maintain rights of ways, unpaved streets and alleys passable and free of uncontrolled vegetation.

Goals and Objectives

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

Objective 1: Respond to customer complaints within 24 hours

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

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

Objective 3: Respond to emergency defect notification within 4 hours

Respond to priority complaints within 24 hours

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

Objective 5: Install sidewalks designated by the City Commission

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

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

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

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

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

Objective 9: Reduce undesirable weeds and improve service delivery of side park and ROW mechanical mowing.

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

<u>Workload Measures</u>	FY '09		FY '10		FY '11 Base
	Adopted	Actual	Adopted	Projected	
❑ Number of citizen Request	1,500	987	1,000	1,000	1,000
❑ Number of repeat citizen complaints	2	4	3	3	3
❑ Number of accidents related to defects in pavement, sidewalks, ROW, etc.	0		0		2
❑ Number of pothole repairs	1,000	1,048	1,100	1,000	1,500
❑ Number of alleys cleared	1,350	1,403	1,500	1,450	1,500
❑ Number of sidewalk sites repaired	10	8	11	11	5
❑ Number of new sidewalk sites installed under SPLOST IV	0		0		0
❑ Utility cuts repaired	100	136	150	150	200
❑ ROW mowed (in acres)	5,850		5,850	5,850	5,850
❑ Number of handicap ramps installed for ADA	0	6	10	3	3

Efficiency Measures

❑ Avg. time (hours) spent per citizen complaint	2.5	2.5	2.5	2.5	2.5
❑ Cost per pothole repaired	100	100	100	100	100
❑ Cost per alley cleared	300	300	400	400	400
❑ Cost per alley repaired	1,000	1,000	1,000	1,000	1,000
❑ Cost per utility cut repaired	520	575	600	600	600
❑ Cost per sidewalk repaired	420	600	620	620	620
❑ Cost per acre ROW mowed	200	200	200	200	200

Effectiveness Measures

❑ Percentage of citizen complaints resolved within 24 hrs.	90	90	95	95	95
❑ Percentage of potholes repaired within 2 working days	98	98	98	98	99
❑ Percentage of repeat customer complaints	2	2	1	1	1
❑ Percentage of high maintenance alleys	10	10	10	10	10
❑ Percentage of damaged sidewalks	65	60	55	55	54

STREET ADMINISTRATION*DESCRIPTION*

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

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	147,920	151,360	151,895
OPERATING EXPENSE	64,686	37,900	42,100
CAPITAL OUTLAY	0	0	0
TOTAL	212,606	189,260	193,995
FULL TIME POSITION	2	2	2

Class Title

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

STREET ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3300.				
7110	Regular Wages	101,596	101,812	101,812
7120	Overtime Wages	1,464	200	200
7230	Uniforms	13,630	17,100	17,100
7260	FICA Matching	7,481	7,804	7,804
7270	Pension Matching	9,023	9,079	9,079
7280	Insurance Matching	14,727	15,365	15,900
7510	Purchased Professional Services	653	1,500	1,500
7550	Communications	3,743	6,000	6,000
7600	Travel	380	500	500
7630	Training and Development	720	1,000	1,000
7860	Maint: Buildings	34,957	500	500
7870	Maint: Motor Equipment	2,226	1,200	1,200
7880	Maint: Mach/Imp/Tools	1,022	2,600	2,600
7900	Utilities	13,178	13,000	13,000
7990	Dues and Fees	370	500	500
8009	Licenses	100	1,800	6,000
8010	Supplies	2,735	3,200	3,200
8017	Printing	0	0	0
8020	Photography	0	200	200
8110	Motor Fuel	4,187	5,500	5,500
8150	Food	415	400	400
TOTAL, GENERAL FUND:		212,606	189,260	193,995

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 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	517,107	545,249	551,149
OPERATING EXPENSE	238,021	232,600	232,600
CAPITAL OUTLAY	0	0	0
TOTAL	755,128	777,849	783,749
FULL TIME POSITION	12	12	12

Class Title

Equipment Operator,III	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
TOTAL	12	12	12

STREET MAINTENANCE - RIGHT OF WAY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3301.				
7110	Regular Wages	383,853	396,854	399,861
7120	Overtime Wages	3,065	3,000	3,000
7260	FICA Matching	27,601	30,589	30,819
7270	Pension Matching	34,030	35,587	35,855
7280	Insurance Matching	68,560	79,219	81,615
7510	Purchased Professional Service	236	0	0
7630	Train/Cont. Education	0	500	500
7870	Maint: Motor Equipment	155,577	128,600	128,600
7880	Maint: Mach/Imp/Tools	8,153	20,000	20,000
8010	Supplies	40,555	42,000	42,000
8016	Small Equipment	634	1,500	1,500
8110	Motor Fuel	32,866	40,000	40,000
	TOTAL, GENERAL FUND:	755,128	777,849	783,749

PUBLIC WORKS - STREET SWEEPING

DESCRIPTION

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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	443,638	456,276	451,619
OPERATING EXPENSE	346,749	387,631	313,600
CAPITAL OUTLAY	21,477	216,781	0
TOTAL	811,864	1,060,687	765,219
FULL TIME POSITIONS	9	9	9

Class Title

Equipment Operator III	7	7	7
Equipment Operator II	1	1	1
Crew Supervisor, Sr.	1	1	1
TOTAL	9	9	9

PUBLIC WORKS - STREET SWEEPING

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3302				
7110	Regular Wages	313,588	312,079	314,495
7120	Overtime Wages	771	5,000	2,500
7230	Uniforms	0	0	3,000
7260	FICA Matching	21,341	24,257	24,250
7270	Pension Matching	27,274	28,220	28,213
7280	Insurance Matching	80,664	86,720	79,161
7510	Professional Services	378	0	0
7512	Technical Services	0	0	20,000
7870	Maint:Motor Equipment	128,219	128,000	150,000
7880	Maint: Mach/Imp/Tools	16,457	25,000	25,000
7900	Utilities	0	0	600
8010	Supplies	196	2,000	3,000
8110	Motor Fuel	90,175	150,000	115,000
8900	Depreciation	21,477	0	0
8925	Capital Replacement	0	216,781	0
8951	Indirect Cost	111,324	82,631	0
	TOTAL, STREET SWEEPINGS:	811,864	1,060,687	765,219

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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	235,336	268,960	255,348
OPERATING EXPENSE	74,776	88,800	96,300
CAPITAL OUTLAY	0	0	0
TOTAL	310,112	357,760	351,648
FULL TIME POSITIONS	7	7	7

Class Title

Concrete Finisher	1	1	1
Equipment Operator, III	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	1	1	1
TOTAL	7	7	7

STREET MAINTENANCE - ASPHALT/CONCRETE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3303.				
7110	Regular Wages	170,929	184,208	184,707
7120	Overtime Wages	293	1,000	1,000
7260	FICA Matching	12,218	14,168	14,207
7270	Pension Matching	15,413	16,484	16,528
7280	Insurance Matching	36,484	53,100	38,906
7510	Professional Services	450	1,500	1,500
7870	Maint: Motor Equipment	28,689	38,300	38,300
7880	Maint: Mach/Imp/Tools	0	1,000	1,000
8010	Supplies	32,354	30,000	37,500
8012	Supplies: Driveways	(2,667)	0	0
8110	Motor Fuel	15,949	18,000	18,000
TOTAL, GENERAL FUND:		310,112	357,760	351,648

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.

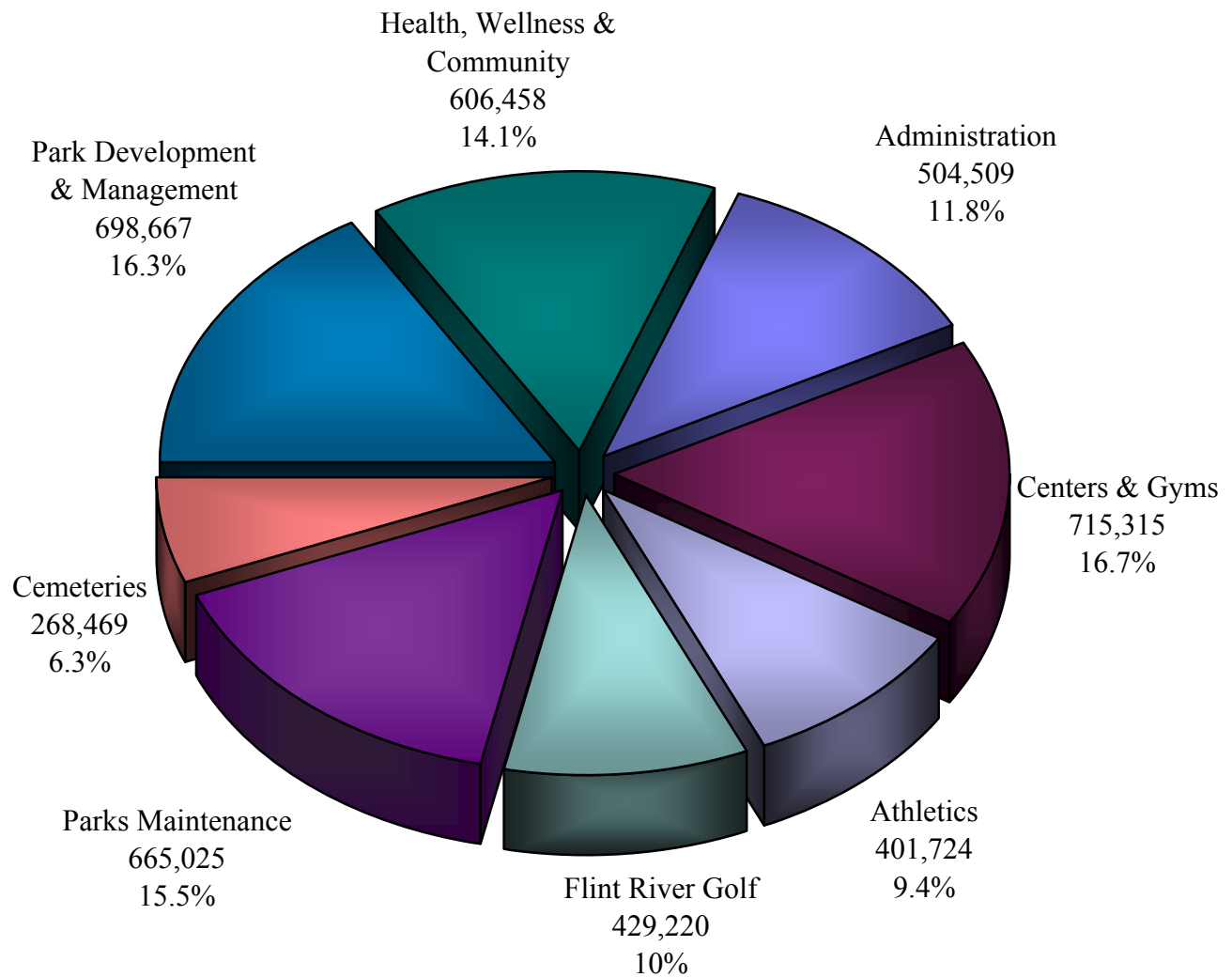
Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	479,187	497,680	511,568
OPERATING EXPENSE	214,424	265,200	277,870
CAPITAL OUTLAY	0	0	0
TOTAL	693,611	762,880	789,438
FULL TIME POSITION	11	11	11

Class Title

Equipment Operator, III	5	6	6
Equipment Operator, II	4	3	3
Crew Supervisor	1	1	1
Crew Supervisor, Sr.	1	1	1
TOTAL	11	11	11

STREET MAINTENANCE - GRADING/CONSTRUCTION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3304.				
7110	Regular Wages	365,030	375,564	378,431
7120	Overtime Wages	2,652	2,000	2,000
7210	W/C Insurance	(40)	0	0
7260	FICA Matching	26,649	28,884	29,103
7270	Pension Matching	32,592	33,603	33,858
7280	Insurance Matching	52,304	57,629	68,176
7510	Professional Services	352	1,500	1,500
7870	Maint: Motor Equipmen	106,887	126,700	139,370
8010	Supplies	27,643	52,000	52,000
8110	Motor Fuel	79,543	85,000	85,000
	TOTAL, GENERAL FUNI	693,611	762,880	789,438

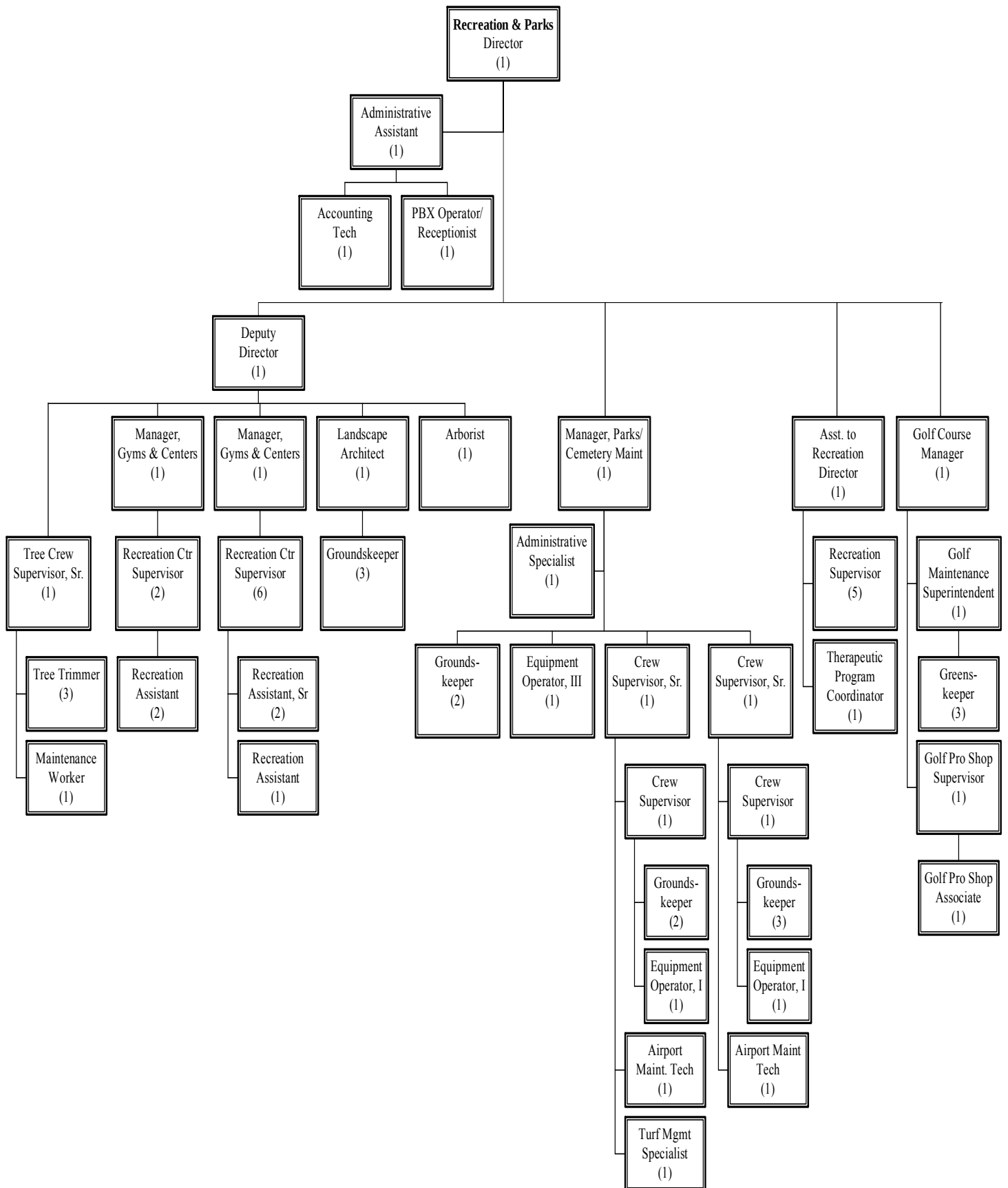
City of Albany
Adopted Budget
FY 2011
Recreation Department



Total Expenditures
\$4,289,387

Recreation & Parks Department

Dept 61



RECREATION DEPARTMENTAL SUMMARY

DESCRIPTION

The Recreation Department is responsible for the development, coordination, and promotion of the recreational facilities and leisure opportunities within the City of Albany. The department develops immediate and long-range plans to meet recreational needs of all age groups. The Recreational Department is comprised of the following divisions: Administration, Centers & Gyms, Athletics, Flint River Golf Course, Parks Maintenance, Cemeteries, Park Planning/Natural Resources and Health/Wellness & Community.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	2,307,284	2,863,191	2,929,609
OPERATING EXPENSE	1,011,473	1,284,584	1,359,778
CAPITAL OUTLAY			
TOTAL	3,318,757	4,147,775	4,289,387
FULL TIME POSITIONS	58	63	63

PERFORMANCE MEASURES

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 to improve customer service.

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: Implement customer service training to all staff.

Goal 2: Enhance the security and safety at ARPD facilities and parks.

Objective 2.1: Develop and implement site safety plans for ARPD facilities and parks for improved participant safety.

Goal 3: Enhance employee moral & interdepartmental collaborations.

Objective 3.1: Host quarterly full-staff meetings.

Objective 3.2: Assist various divisions with inter-divisional and inter-departmental events.

Objective 3.3: Submit departmental award nominations to local and professional organizations

RECREATION DEPARTMENT / ADMINISTRATION**Performance Measures**

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	
❑ Host division manager & full-staff meetings, to maintain accurate communication (total hours per year)	0	76	80	60	59
❑ Host weekly division manager's meeting to maintain accurate communication (# of meetings per year)	52	52	52	41	40
❑ Host quarterly staff in-service risk management & staff development training opportunities	4	4	4	7	13
❑ Number of pavilion & park rentals processed each year.	80	56	50	40	80

RECREATION ADMINISTRATION*DESCRIPTION*

The Recreation & Parks Administrative division provides administrative services for the department by serving employees, citizens, other City departments, other sports related organizations, participants (youth and adult), parents, volunteers, coaches and officials in regards to all departmental information, employment issues, fiscal reporting, and purchasing.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	289,868	287,273	295,955
OPERATING EXPENSE	51,978	177,316	208,554
CAPITAL OUTLAY	0	0	0
TOTAL	341,846	464,589	504,509
FULL TIME POSITION	5	5	5

Class Title

Accounting Technician	1	1	1
Deputy Director, Recreation	0	1	1
Assistant to Director, Recreation *	1	0	0
Director, Recreation	1	1	1
PBX Operator/Receptionist	1	1	1
Administrative Assistant	1	1	1
TOTAL	5	5	5

* Assistant to Director moved to 6111

RECREATION ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
6100.				
7110	Regular Wages	222,868	219,504	221,482
7120	Overtime Wages	166	250	250
7230	Uniforms	141	625	625
7260	FICA Matching	15,822	16,811	16,962
7270	Pension Matching	19,785	19,558	19,734
7280	Insurance Matching	31,085	29,950	36,902
7510	Professional Services	619	575	975
7550	Communications	6,793	4,505	4,768
7600	Travel	1,287	2,525	1,525
7630	Train/Cont. Education	945	710	710
7700	Insurance	0	126,747	147,910
7860	Maint: Buildings	7,233	6,454	10,414
7870	Maint: Motor Equipment	4,050	3,000	3,000
7880	Maint: Mach/Imp/Tools	786	6,000	6,000
7900	Utilities	13,723	12,000	12,000
7990	Dues and Fees	3,439	1,485	1,890
8009	License	1,204	2,316	5,838
8010	Supplies	6,917	4,800	5,800
8016	Small Equipment	1,080	2,000	2,000
8017	Printing	811	500	500
8018	Books and Subscriptions	171	274	274
8030	Janitorial Supplies	360	500	500
8110	Motor Fuel	1,940	2,000	2,000
8150	Food	621	1,500	2,450
TOTAL, GENERAL FUND:		341,846	464,589	504,509

RECREATION / CENTERS AND GYMS - 6101

MISSION

The Centers and Gyms division provides citizens year-round quality indoor leisure services and recreation through organized and supervised programs for youth and adults.

Goals and Objectives

Goal 1: Provide quality programs for participants of all ages.

Objective 1.1: Schedule a minimum of 6 senior adult specific programs at various gyms and/or community centers

Objective 1.2: Provide ongoing activities at the gyms & centers to include after school youth specific programs and various athletic leagues.

Goal 2: Increase community involvement with programs offered by ARPD Gyms & Centers Division

Objective 2.1: Implement one new collaborative recreational program with an outside agency or business.

Goal 3: Provide a variety of intergenerational offerings in an effort to develop positive mentoring relationships.

Objective 3.1: Generate a better relationship between ARPD participants of all ages.

Objective 3.2: Provide various historical and educational intergenerational trips/events in an effort to develop mentoring possibilities.

Objective 3.3: Host an event with a professional athlete or distinguished professional in the business field, who will come and speak with youth and adults about pursuing obtainable goals.

RECREATION / CENTERS AND GYMS - 6101**Performance Measures**

	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Actual	Base
<u>Workload Measures</u>					
❑ Number of events/ special programs offered for all ages	50	43	50	47	50
❑ Number of classes/workshops/seminars offered for seniors	6	4	4	10	20
❑ Number of teen specific programs/events offered	20	20	10	150	150
❑ Number of female specific/specialized programs and events offered	6	4	4	5	10
<u>Efficiency Measures</u>					
❑ Total Number of staff training hours performed	25	25	25	50	200
<u>Effectiveness Measures</u>					
❑ Total youth participation (total daily attendance)	75,000	64,488	75,000	58,294	60,000
❑ Total adult – over 18 - participation (total daily attendance)	40,000	51,657	40,000	62,063	55,000

RECREATION/CENTERS AND GYMS

DESCRIPTION

The Centers and Gyms division provides citizens indoor leisure service and recreation needs through organized and supervised programs, including educational, cultural, and art for youth and adults in the community.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	618,817	483,734	480,653
OPERATING EXPENSE	286,332	226,867	234,662
CAPITAL OUTLAY	0	0	0
TOTAL	905,149	710,601	715,315
FULL TIME POSITION	13	11	10

Class Title

Recreation Assistant	2	2	1
Recreation Assistant	1	2	2
Manager, Gyms & Centers	1	1	1
Recreation Center Supervisor*	8	6	6
Therapeutic Program Coordinator*	1	0	0
TOTAL	13	11	10

* 2 Supervisors and Therapeutic Program Coordinator moved to 6111

RECREATION/CENTERS AND GYMS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
6101.				
7110	Regular Wages	378,865	297,549	302,944
7120	Overtime Wages	3,238	1,500	1,500
7130	Temporary Help	95,118	71,480	72,081
7260	FICA Matching	34,527	28,345	28,804
7270	Pension Matching	32,565	26,616	27,096
7280	Insurance Matching	74,503	58,244	48,228
7510	Professional Services	56,206	50,950	53,650
7514	Contract Labor	1,005	3,000	3,000
7550	Communications	3,089	6,330	5,528
7600	Travel	2,471	500	500
7630	Train/Cont. Education	1,438	900	900
7860	Maint: Buildings	56,882	32,000	35,000
7870	Maint: Motor Equipment	1,400	2,100	2,100
7880	Maint: Mach/Imp/Tools	2,727	2,650	3,000
7900	Utilities	111,077	84,400	85,000
7990	Dues and Fees	955	405	400
8009	Licenses	688	1,302	1,204
8010	Supplies	19,230	17,600	17,700
8016	Small Equipment	2,831	3,500	3,500
8017	Printing	1,011	1,100	2,000
8030	Janitorial Supplies	9,618	3,480	3,480
8050	Rental of Equipment	489	250	400
8052	Rental of Office Space	14,400	14,400	14,400
8110	Motor Fuel	611	2,000	2,000
8150	Food	205	0	900
	TOTAL, GENERAL FUND:	905,149	710,601	715,315

RECREATION / ATHLETICS - 6104

MISSION

The Athletics division provides and coordinates with outside agencies seasonal team based athletic programs and leagues for youth and adults.

Goals and Objectives

Goal 1: Contribute to overall improved health and wellness of the community through the provision of active lifestyle programs.

Objective 1.1: Increase program offerings for youth and adults.

Objective 1.1: Develop collaborative partnerships and programs with other agencies within the community.

Objective 1.2: Develop program offerings based on community and customer interests.

Goal 2: Contribute to youth athletic skill development.

Objective 2.1 Increase the number of specialty athletic clinic and programs.

Objective 2.2: Collaborate with agencies and individuals to develop specific skill-based clinics.

RECREATION / ATHLETICS**Performance Measures**

<u>Workload Measures</u>	FY '09		FY '10		FY '11 Base
	Adopted	Actual	Adopted	Actual	
❑ Number of programs offered	18	8	10	8	10
❑ Number of participants	3,000	1,692	3,000	1,175	1,700
<u>Efficiency Measures</u>					
❑ Average youth participant registration cost per program	\$22	\$22	\$22	35	35
❑ Average adult team registration cost per program	\$343	\$365	\$343	375	375
❑ Average youth program cost per participant	\$32	\$32	\$32	32	32
❑ Average adult program cost per participant	\$35	\$35	\$35	35	35

RECREATION/ATHLETICS

DESCRIPTION

The Athletic Division plans, organizes and implements team based sports programs, leagues and activities for the citizens of our community. Additionally, the division hosts tournaments, facilitates the use of athletic facilities for use by local parent run volunteer organizations and trains volunteer coaches.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	255,870	215,230	189,066
OPERATING EXPENSE	253,517	205,778	212,658
CAPITAL OUTLAY	0	0	0
TOTAL	509,387	421,008	401,724
FULL TIME POSITION	7	4	4

Class Title

Recreation Assistant	2	1	1
Manager, Gyms & Centers	1	1	1
Recreation Center Supervisor	3	2	2
Groundskeeper	1	0	0
TOTAL	7	4	4

RECREATION/ATHLETICS				
ACCOUNT	ACCOUNT	ACTUAL	AMENDED	ADOPTED
NUMBER	NAME	2008/2009	2009/2010	2010/2011
6104.				
7110	Regular Wages	171,772	147,016	132,074
7120	Overtime	691	1,000	0
7130	Temporary Help	25,437	15,950	15,950
7230	Uniforms	0	300	300
7260	FICA Matching	14,378	12,543	11,324
7270	Pension Matching	15,422	13,173	11,755
7280	Insurance Matching	28,171	25,247	17,663
7510	Professional Services	120	420	3,070
7514	Contract Labor	40,925	41,450	41,450
7550	Communications	4,826	4,810	4,810
7570	Advertising	400	500	500
7600	Travel	1,572	500	500
7630	Train/Cont. Education	345	145	145
7860	Maint: Buildings	34,809	29,500	34,500
7870	Maint: Motor Equipment	3,318	2,500	1,300
7880	Maint: Mach/Imp/Tools	887	1,000	1,000
7900	Utilities	113,710	100,000	100,000
7990	Dues and Fees	440	915	915
8009	Licenses	860	930	860
8010	Supplies	21,630	17,858	17,858
8016	Small Equipment	24,770	500	500
8017	Printing	804	1,000	1,000
8030	Janitorial Supplies	1,246	1,000	1,500
8050	Equipment Rental	248	250	250
8110	Motor Fuel	2,588	2,500	2,500
TOTAL, GENERAL FUND:		509,387	421,008	401,724

RECREATION / FLINT RIVER GOLF COURSE - 6105

MISSION

The Flint River Golf division provides a challenging, well-manicured golf course that offers a quality golfing experience as well as excellent customer services to its clientele.

Goals and Objectives

Goal 1: Contribute to the health and wellness of the community and visitors to Albany and Dougherty County through the provision of reasonably price golf experiences.

Objective 1.1: Market FRMGC to area/local hotels, with specific emphasis on golf packages.

Goal 2: Participate in National “Let’s Move” initiative, in an effort to contribute to obesity prevention efforts, through the provision of youth and adult golf clinics and tournaments.

Objective 2.1: Facilitate “Hook A Kid on Golf” Program.

Objective 2.2: Host SIAC Golf Championships.

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

<u>Workload Measures</u>	FY '09		FY '10		FY '11 Base
	Adopted	Actual	Adopted	Actual	
❑ Conduct youth golf clinics	3	3	3	3	3
❑ Number of special population participants	2	2	2	2	2
❑ Number of hotels informed	3	3	2	3	2
❑ Number of student participants	110	200	200	200	200

Efficiency Measures

❑ Number of clinics	3	3	3	3	3
❑ Cost of clinics	\$1,000	\$1,250	\$1,250	\$1,250	\$1,250
❑ Cost for participants	0	0	0	0	0
❑ Percentage of hotels participating	3	3	3	3	3
❑ Percentage of students completing program	100%	100%	100%	100%	100%

Effectiveness Measures

❑ Total number of clinics conducted	3	3	3	3	3
❑ Number of participants	110	200	200	200	200
❑ Total number of rounds played	25,250	22,000	22,000	22,000	22,000
❑ Number of students	110	120	120	120	120

RECREATION/FLINT RIVER GOLF COURSE

DESCRIPTION

Flint River Golf Course is a well maintained 18-hole public golf facility. Clinics, tournaments, and various special events are offered throughout the year. A Pro Shop, with various resale items, and Concessions are available for purchase. Flint River Golf Course also offers a banquet facility.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	266,897	288,642	294,816
OPERATING EXPENSE	149,033	131,575	134,404
CAPITAL OUTLAY	0	0	0
TOTAL	415,930	420,217	429,220
FULL TIME POSITION	7	7	7

Class Title

Manager, Golf Course	1	1	1
Greenskeeper	3	3	3
Golf Course Maintenance Supt	1	1	1
Golf Pro Shop Associate	1	1	1
Golf Pro Shop Supervisor	1	1	1
TOTAL	7	7	7

RECREATION/FLINT RIVER GOLF COURSE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
6105.				
7110	Regular Wages	180,824	189,533	188,840
7120	Overtime Wages	1,266	1,500	1,000
7130	Temporary Help	17,471	21,866	21,866
7210	W/C Insurance	(9)	0	0
7230	Uniforms	1,322	1,840	1,840
7260	FICA Matching	14,213	16,287	16,196
7270	Pension Matching	15,730	17,002	16,896
7280	Insurance Matching	36,082	40,614	48,178
7510	Professional Services	0	225	800
7512	Purchased Technical Services	(100)	0	100
7550	Communications	2,989	2,706	2,700
7570	Advertising	0	500	500
7600	Travel	1,239	1,516	1,000
7630	Train/Cont. Education	820	1,000	1,000
7860	Maint: Buildings	35,069	45,000	45,000
7870	Maint: Motor Equipment	7,312	4,200	4,200
7880	Maint: Mach/Imp/Tools	8,057	1,500	2,500
7900	Utilities	42,702	35,000	35,000
7990	Dues and Fees	5,938	1,059	1,735
8009	Licenses (CDL, CPA, etc)	344	894	894
8010	Supplies	10,248	5,500	5,000
8016	Small Equipment	1,454	1,500	2,300
8030	Janitorial Supplies	532	300	1,000
8050	Equipment Rental	165	175	175
8070	Concession for Resale	5,704	10,000	10,000
8080	Supplies for Resale	13,964	10,000	10,000
8110	Motor Fuel	9,495	9,000	9,000
8150	Food	3,219	1,500	1,500
8495	Cash Over/ Short	(118)	0	0
TOTAL, GENERAL FUND:		415,930	420,217	429,220

RECREATION / PARKS MAINTENANCE

MISSION

The Park Maintenance division maintains safe and attractive grounds, facilities, and parks for the enjoyment of all citizens.

Goals and Objectives

Goal 1: Development and implement a vehicle, equipment and tool Management Program.

Objective 1.1: Create a check in/out form and a computer database to monitor and track all equipment and tools for usage and accountability.

Goal 2: Increase citizen knowledge of available park resources.

Objective 2.1: Establish park photograph database for growth, planning and replacement, and serve as a documented tool for park amenities.

Goal 3: Address all baseball fields, softball fields, t-ball fields to conform to industry and league standards.

Objective 3.1: Encourage tournament play by presenting ball fields that meet the standards of the specific organization (ie. Dixie, Legion).

RECREATION / PARKS MAINTENANCE**Performance Measures**

<u>Workload Measures</u>	FY '09	FY '10	FY '11
	Adopted Actual	Adopted Projected	Base
❑ Park Inspections performed	50 38	50 64	50
❑ Acres mowed	1,300 1,178	1,300 1,138	1,300
❑ Positions filled successfully	0 2	2 0	2
❑ Number of work orders received	745 459	650 551	650
<u>Efficiency Measures</u>			
❑ Average number of hours per work order	2 2.5	2.0 2.8	2.0
❑ Man hours per inspection	1 1	1 1	1
❑ Man hours spent mowing per month	725 683	960 650	960
❑ Percent of work orders closed per month	68% 57%	68% 74%	68%
<u>Effectiveness Measures</u>			
❑ Number of acres mowed per month	479 450	500 450	500
❑ Number of vacancies	5 3	1 3	2

RECREATION/PARKS MAINTENANCE

DESCRIPTION

The function of this division is to provide maintenance services to all parks, recreation facilities, equipment, playgrounds, and to provide assistance with special events.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	515,003	534,974	541,117
OPERATING EXPENSE	138,646	122,902	123,908
CAPITAL OUTLAY	0	0	0
TOTAL	653,649	657,876	665,025
FULL TIME POSITION	16	14	14

<u>Class Title</u>			
Equipment Operator I	3	2	2
Groundskeeper	5	5	5
Airport Maintenance Tech	2	2	2
Crew Supervisor, Sr.	2	2	2
Turf Management Specialist	1	1	1
Crew Supervisor	3	2	2
TOTAL	16	14	14

RECREATION/PARKS MAINTENANCE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
6106.				
7110	Regular Wages	341,265	342,144	344,898
7120	Overtime Wages	3,361	2,000	2,000
7130	Temporary Help	31,553	45,000	45,240
7230	Uniforms	5,664	8,000	8,000
7260	FICA Matching	26,765	29,769	29,999
7270	Pension Matching	30,497	30,629	30,874
7280	Insurance Matching	75,898	77,432	80,107
7510	Professional Services	80	395	760
7550	Communications	2,491	2,280	1,998
7860	Maint: Buildings	5,668	5,136	5,200
7870	Maint: Motor Equipment	63,458	68,200	68,000
7880	Maint: Mach/Imp/Tools	9,109	4,500	4,500
7900	Utilities	9,888	7,000	7,000
7990	Dues & Fees	367	100	165
8009	Licenses	671	744	688
8010	Supplies	10,195	8,900	10,000
8016	Small Equipment	2,054	1,980	1,980
8017	Printing	0	50	0
8050	Rental of Equipment	0	250	250
8110	Motor Fuel	34,663	23,367	23,367
	TOTAL, GENERAL FUND:	653,649	657,876	665,025

RECREATION /CEMETERIES - 6107

MISSION

The Cemetery division provides internment services and performs all maintenance functions necessary for the operation of the city-owned cemeteries.

Objectives

Goal 1: Promote visitor recognition of Riverside & Oakview cemetery locations, operating hours, and functions.

Objective 1.1: Install a central name signage at each of the three entrances to our cemetery complex.

Goal 2: Market the positive attributes of the cemeteries in an effort to increase plot sales and overall perception of cemetery.

Objective 2.1: Develop a web page for Riverside/Oakview Cemeteries which can be linked to/from our departmental existing web site.

RECREATION /CEMETERIES**Performance Measures**

<u>Workload Measures</u>	FY '09	FY '10	FY '11
	Adopted Actual	Adopted Projected	Base
❑ Number of burial services arranged	200 236	200 183	230
❑ Number of supplement labor programs established	1 1	1 1	2
❑ Monitoring of expenditures for accuracy (weekly)	51 50	51 50	46
❑ Analyze methods of increasing revenue annually	1 0	1 1	1
<u>Efficiency Measures</u>			
❑ Increase in part-time staff	50% 0	50% 1	1
❑ Enhance participation in cemetery management and team building.	65% 50%	65% 75%	73
❑ Quantity of personnel for supplement labor programs	2 2	2 2	2
<u>Effectiveness Measures</u>			
❑ Percentage of customer satisfaction from surveys.	80% 78%	80% 80%	89%

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, and grounds maintenance.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	220,597	217,623	217,650
OPERATING EXPENSE	43,755	41,986	50,819
CAPITAL OUTLAY	0	0	0
TOTAL	264,352	259,609	268,469
FULL TIME POSITIONS	6	5	5

Class Title

Manager, Parks/Cemetery Maint	1	1	1
Administrative Specialist	1	1	1
Groundskeeper	2	2	2
Equipment Operator, III	1	1	1
Crew Supervisor	1	0	0
TOTAL	6	5	5

RECREATION/CEMETERIES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
6107.				
7110	Regular Wages	141,339	141,231	141,682
7120	Overtime Wages	6,947	2,000	2,000
7130	Temporary Help	11,402	11,310	12,064
7230	Uniforms	1,661	2,000	2,000
7260	FICA Matching	11,230	11,822	11,915
7270	Pension Matching	13,134	12,748	12,788
7280	Insurance Matching	34,884	36,512	35,202
7510	Professional Services	98	275	6,275
7550	Communications	1,578	1,910	1,910
7600	Travel	0	500	840
7630	Train/Cont. Education	0	300	300
7860	Maint: Buildings	6,639	2,500	2,500
7870	Maint: Motor Equipment	8,986	12,000	12,000
7880	Maint: Mach/Imp/Tools	2,157	2,750	3,500
7900	Utilities	7,123	6,500	7,000
7990	Dues and Fees	198	100	300
8009	Licenses	344	186	344
8010	Supplies	2,494	2,821	3,700
8016	Small Equipment	1,527	1,994	2,000
8017	Printing(Not Std. Forms)	105	150	150
8052	Rent	3,904	0	0
8110	Motor Fuel	8,603	10,000	10,000
	TOTAL, GENERAL FUND:	264,352	259,609	268,469

RECREATION DEPARTMENT / PARKS PLANNING AND NATURAL RESOURCES**MISSION**

The Parks Planning & Natural Resource Division provides planning, development services, arboriculture, and beautification to parks, green space, playgrounds, and recreation facilities.

Goals and Objectives

Goal 1: Work with Albany Public Works and Keep Albany/Dougherty Beautiful on projects pertaining to urban forestry, environmental stewardship and landscaping/facility beautification projects.

Objective 1.1: To protect the interests and health of the urban forest infrastructure and improve the quality of landscape beautification projects.

Objective 1.2: To develop collaborative efforts that enhances the quality of life and livability of the City of Albany.

Goal 2: To provide quality parks, with user friendly safe amenities.

Objective 2.1: To repair, replace, and/or remove park equipment and amenities through biannual inspections.

Objective 2.2: To be proactive in addressing problems, that not only affect appearance, but also the comfort and safety of park users.

RECREATION / PARKS PLANNING AND DEVELOPMENT**Performance Measures**

	<u>FY '09</u>		<u>FY '10</u>		<u>FY '11</u>
	Adopted	Actual	Adopted	Actual	Base
☐ Number of playground inspections taken on a biannual basis	90	90	90	90	90
☐ Number of collaborative beautification events/projects.	12	15	15	17	15
☐ Number of park adoptions/adoption renewals.	4	2	2	2	2

RECREATION/PARKS PLANNING AND NATURAL RESOURCES

DESCRIPTION

The Parks Planning & Natural Resource Division provides planning, development, and management services to all parks, playgrounds, and recreation facilities. This division also coordinates all park beautification programs, environmental education programs, landscape enhancement projects, and community park clean-up events. This division is also responsible for the maintenance of trees on city property, including street and alley right-of-ways, parks, holding ponds, recreation sites and cemeteries, as well as maintaining the city's Urban Tree Inventory and implementing the City Tree Ordinance.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	140,231	439,103	455,058
OPERATING EXPENSE	88,213	232,396	243,609
CAPITAL OUTLAY	0	0	0
TOTAL	228,444	671,499	698,667
FULL TIME POSITIONS	4	10	10

Class Title

Landscape Architect	1	1	1
Arborist*	0	1	1
Maintenance Worker*	0	1	1
Tree Trimmer*	0	3	3
Crew Supervisor, Sr.Tree Maint*	0	1	1
Groundskeeper	3	3	3
TOTAL	4	10	10

Personal Services and Operating costs for
Tree Maintenance Crew transferred from
Cost Center 3305 in FY10

RECREATION/PARKS PLANNING AND NATURAL RESOURCES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
6110				
7110	Regular Wages	101,879	314,105	314,043
7120	Overtime Wages	67	1,950	1,950
7130	Temporary Help	59	9,048	9,048
7230	Uniforms	1,146	2,200	4,500
7260	FICA Matching	7,250	24,870	24,866
7270	Pension Matching	9,070	28,129	28,123
7280	Insurance Matching	20,760	58,801	72,528
7510	Professional Services	18,546	39,410	40,990
7550	Communications	458	1,932	2,577
7570	Advertising	0	0	500
7600	Travel	0	850	1,300
7630	Training/Cont. Education	15	1,000	1,649
7860	Maint: Buildings	19,367	56,700	56,000
7870	Maint: Motor Equipment	4,963	42,000	42,000
7880	Maint: Mach/Imp/Tools	208	6,050	6,050
7900	Utilities	23,825	38,000	38,000
7990	Dues and Fees	320	875	1,525
8009	Licenses	422	1,704	1,813
8010	Supplies	10,498	14,500	15,850
8016	Small Equipment	7,339	8,200	8,700
8017	Printing(Not Std. Forms)	0	500	400
8018	Books & Subscriptions	0	250	330
8030	Janitorial Supplies	279	225	225
8050	Rental of Equipment	0	700	700
8110	Motor Fuel	1,974	19,500	25,000
	TOTAL, GENERAL FUND:	228,444	671,499	698,667

RECREATION / HEALTH, WELLNESS AND COMMUNITY - 6111

MISSION

The Health, Wellness, and Community Events division provides opportunities and programs which promote, create, and enhance healthy and active lifestyles for the participants.

Goals and Objectives

- Goal 1:** Coordinate recreational opportunities for participants in the specific program areas of health, wellness, family oriented special events, teen and pre-teen specific programs, therapeutics and aquatics.
- Objective 1.1:** Schedule programs, events and activities in five core areas that reflect the needs and desires of the community.
- Objective 1.2:** Enhance the lives of children and individuals with disabilities through proper nutritional offerings.
- Goal 2:** Contribute to the reduction of pre-teen and teen crime rates.
- Objective 2.1:** Enhance pre-teen and teen programming through innovative after school and weekend events which include mentoring, intergenerational programming, and educational/skill development.
- Goal 3:** Provide valuable and professional marketing to improve community relations and collaborative partnerships.
- Objective 3.1:** Ensure public information is accurate, time sensitive and relevant.

RECREATION / HEALTH, WELLNESS AND COMMUNITY - 6111**Performance Measures**

<u>Workload Measures</u>	FY '09		FY '10		FY '11 Base
	Adopted	Actual	Adopted	Actual	
❑ Marketing - Average # of monthly press releases on events and projects (per month)	N/A	10	12	12	12
❑ Number of special events and cultural arts programs offered.	N/A	6	4	6	5
❑ Number of enrichment, health and wellness classes/workshops/seminars offered	N/A	7	21	22	21
❑ Number of teen and pre-teen specific programs/events offered	N/A	17	25	23	23
❑ Number of Therapeutic specific/specialized programs and events offered	N/A	6	8	8	8
❑ Number of aquatic specific programs and events offered	N/A	0	5	5	5
❑ Number of Summer Food Service Program sites offered	N/A	44	35	31	30

Effectiveness Measures

❑ Marketing - Average # of yearly media coverage of the Recreation Department's projects/events	N/A	30	15	15	15
❑ Total special events program (total estimated attendance)	N/A	45,000	70,000	40,600	41,000
❑ Total enrichment, health and wellness classes/workshops/seminars programs (total yearly attendance)	N/A		612	3,565	3,500
❑ Total teen and pre-teen specific programs/events programs (total yearly attendance)	N/A	1030	1,292	6,185	6,100
❑ Total Therapeutic specific/specialized programs and events yearly attendance. (non DCSS program)	N/A	10	100	591	600
❑ Total attendance at aquatic specific programs and events	N/A	1000	1,750	3,386	3,400
❑ Total participants receiving Summer Food Service Program meals	N/A	45,797	55,580	41,193	41,200

RECREATION/HEALTH, WELLNESS AND COMMUNITY

DESCRIPTION

The Health, Wellness, and Community Events division includes marketing, special events, cultural arts, summer playground activities, teen and pre-teen programs, therapeutic sports programs and activities, aquatics facilities and programs, and a health and wellness facility. This division is responsible for the USDA/Bright from the Start Summer Food Service Program.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	396,611	455,294
OPERATING EXPENSE	0	145,764	151,164
CAPITAL OUTLAY	0	0	0
TOTAL	0	542,375	606,458
FULL TIME POSITION	0	7	8

Class Title *

Assistant to the Rec Director	0	1	1
Recreation Assistant	0	0	1
Recreation Supervisor	0	5	5
Therapeutic Program Coordinator	0	1	1
TOTAL	0	7	8

* Personnel transferred from Recreation cost centers 6100, 6101, 6103, 6104, 6109

RECREATION/HEALTH, WELLNESS AND COMMUNITY				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
6111				
7110	Regular Wages	0	226,654	263,910
7130	Temporary Help	0	83,176	83,179
7230	Uniforms	0	500	497
7260	FICA Matching	0	23,702	26,552
7270	Pension Matching	0	20,172	23,488
7280	Insurance Matching	0	42,407	57,667
7510	Professional Services	0	1,170	1,400
7512	Purchased Technical Services	0	924	924
7514	Contract Labor	0	6,500	6,500
7550	Communications	0	4,364	4,364
7570	Advertising	0	3,100	2,390
7600	Travel	0	3,015	3,205
7630	Train/Cont. Education	0	1,360	1,960
7860	Maint: Buildings	0	23,800	23,300
7870	Maint: Motor Equipment	0	200	200
7880	Maint: Mach/Imp/Tools	0	2,000	1,500
7900	Utilities	0	35,000	34,550
7990	Dues and Fees	0	2,615	3,010
8009	Licenses	0	1,616	1,616
8010	Supplies	0	20,200	20,570
8016	Small Equipment	0	2,000	2,000
8017	Printing	0	2,500	2,050
8018	Books and Subscriptions	0	0	750
8030	Janitorial Supplies	0	2,050	2,050
8040	Fireworks	0	25,000	32,000
8050	Rental of Equipment	0	4,050	2,025
8150	Food	0	1,800	1,300
8710	Special Events	0	2,500	3,500
	TOTAL, GENERAL FUND:	0	542,375	606,458

INDEPENDENT AGENCIES

DESCRIPTION

The Board of City Commissioners funds a number of independent agencies involved in enhancing the quality of live in Albany. The services provided by the Agencies range from the Boys' Club for youth, the Chamber of Commerce and Economic Development Commission for marketing and promotion of the City, to the Chehaw Park and the Albany Dougherty Inner City Authority (ADICA) for the development of Georgia's "Good Life City". These agencies play an integral part of involving many necessary services to our citizenry.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	1,751,347	1,726,131	1,795,462
CAPITAL OUTLAY	0	0	0
TOTAL	1,751,347	1,726,131	1,795,462
FULL TIME POSITION	0	0	0

INDEPENDENT AGENCIES				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
7100.				
7999.70	Boys Club	40,000	40,000	40,000
7999.74	ADICA	275,000	325,669	389,155
7999.75	Albany Area Arts Council	50,000	45,000	45,000
7999.78	Keep Albany-Dougherty Beautiful	3,951	5,400	5,400
7999.82	Sowega RDC	38,751	43,062	38,907
7999.87	Salvation Army	0	0	10,000
7999.92	Albany/Do Economic Development	251,645	250,000	250,000
7999.93	National Youth Sports Program (NYSP)	15,000	15,000	15,000
7999.94	Albany Tomorrow	75,000	0	0
7999.96	Chehaw Park	1,002,000	1,002,000	1,002,000
	TOTAL, GENERAL FUND:	1,751,347	1,726,131	1,795,462



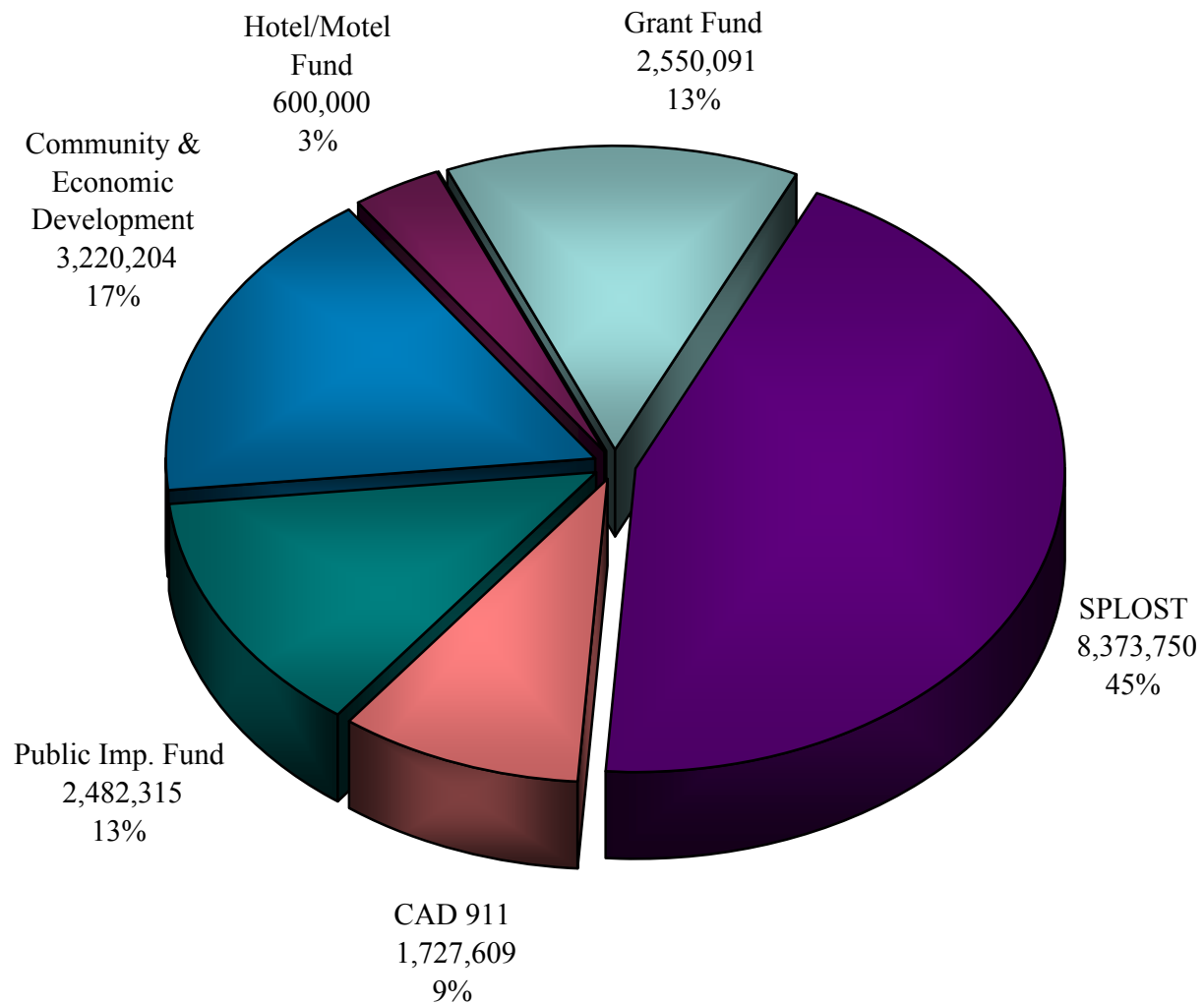
City of Albany Budget FY 2011



Special Funds



City of Albany Adopted Budget FY 2011 Special Funds



Total Expenditures
\$18,953,969

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) funds 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:

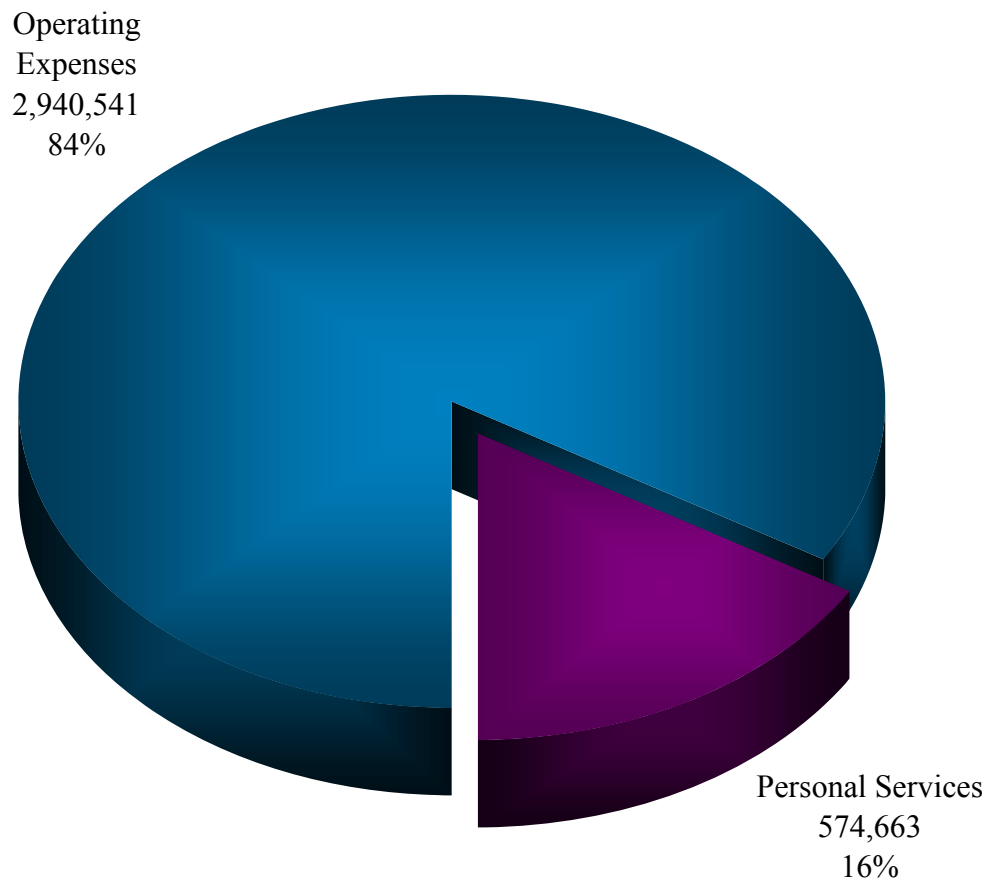
1. The activity must principally benefit low and moderate income persons. The principal benefit test is met when at least 70% of all expenditures during a fiscal year benefits persons who qualify as low to moderate-income based on their annual income and family size.
2. The activity must address an urgent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

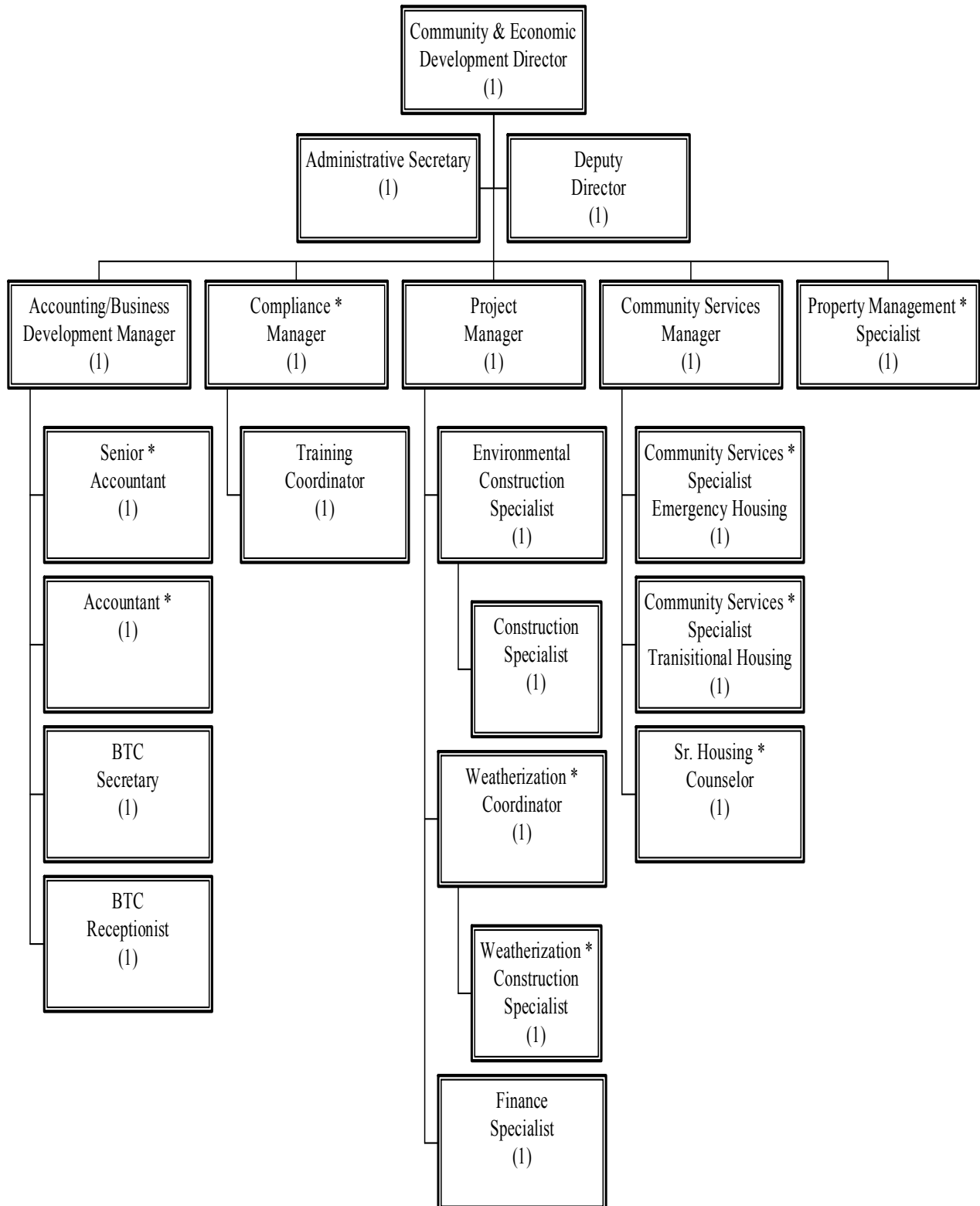
City of Albany
FY 2011
Adopted Budget
Community
Development



Total Budget
\$3,515,204

Community Development

Dept 76



* Positions are not part of authorized FTE head count

COMMUNITY DEVELOPMENT

DESCRIPTION

The Community Development Program is funded through the U.S. Department of Housing and Urban Development's Community Development Block Grant Entitlement funds. The primary objectives of the program are to provide for the development of a variable urban community by providing decent housing and a suitable living environment, expanding economic opportunities, and meeting the needs of persons of low and moderate income. This program is in compliance with the Housing and Urban Rural Recovery Act of 1983. The program is responsible for the reversal of the physical deterioration and aids in the elimination of the adverse influences that now threaten the targeted areas.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	461,535	469,559	512,607
OPERATING EXPENSE	1,579,830	1,553,321	2,293,487
CAPITAL OUTLAY	0	0	0
TOTAL	2,041,365	1,882,880	2,511,094
FULL TIME POSITIONS	12	12	12

<u>Class Title</u>			
Administrative Assistant	0	1	1
PBX Operator/Receptionist	1	1	1
Administrative Specialist	1	1	1
Community Development Manager	1	1	1
Community Development Planner	1	0	0
Community Services Technician	0	0	0
Compliance Monitor	1	1	0
Collection Specialist	0	0	1
Construction Specialist	2	2	2
Coordinator- Business & Tech. Services	1	0	0
Mgr. Accounting & Business Development	0	1	1
Deputy Director, Comm & Econ. Developm	0	1	1
Dir., Comm & Economic Development	1	1	1
Finance Specialist	1	1	1
Manager, Community Services	1	1	1
Minority Procurement Coordinator	0	0	0
Secretary	1	0	0
TOTAL	12	12	12

COMMUNITY DEVELOPMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
7603.				
7110	Regular Wages	367,961	387,031	404,575
7120	Overtime Wages	265	1,200	1,200
7130	Temporary Help	2,848	11,000	8,000
7220	Tuition Assistance	0	1,000	0
7260	FICA Matching	25,660	22,428	28,993
7270	Pension Matching	29,948	20,922	31,986
7280	Insurance Matching	34,854	25,978	36,836
7285	LTD Insurance Matching	0	0	1,017
7510	Professional Services	16,476	2,500	14,015
7512	Technical Services	0	1,200	1,200
7514	Administrative Services	12,164	6,218	0
7520	Advertising(Public Info)	5,545	2,847	5,325
7550	Communications	36,896	31,050	19,500
7560	Postage	0	0	6,300
7600	Travel	19,783	11,280	15,000
7610	Auto Allowance	0	600	0
7630	Train/Cont. Education	3,181	4,950	2,400
7630.99	Job Training Program	0	0	100,000
7860	Maint: Buildings	63,983	65,000	60,000
7870	Maint: Motor Equipment	0	930	7,200
7880	Maint: Machinery/Tools	5,367	4,200	7,200
7900	Utilities	78,789	60,000	60,000
7990	Dues and Fees	1,215	2,750	2,600
7995	Contingency	0	10,107	3,119
8010	Supplies	11,212	15,500	14,400
8016	Small Equipment	26,258	23,000	12,000
8017	Printing & Binding	787	400	1,260
8018	Books & Subscriptions	800	435	660
8030	Janitorial Supplies	1,058	1,200	1,200
8050	Rentals	8,715	9,485	12,000
8110	Motor Fuel	3,961	4,800	6,600
8200.02	CDBG - Loan Servicing	32,522	0	75,000
8211	Home Owner Rehab	98,658	125,000	350,000
8218	Relocation	10,882	12,000	12,000
8219	Beautification	1,338	0	6,000
8220	Acquisition	30,620	80,000	22,345
8221	Demolition	298	100,000	100,000
8223	Historical Preservation	25,000	0	25,000
8226	Public Facilities	81,954	0	81,954
8228	Disposition	112,884	60,000	66,000
8320	CDBG-Public Services	234,521	140,000	295,000
8320.05	Technical Assistance	0	5,000	5,000
8320.25	Emergency Housing	0	75,000	75,000
8320.59	Housing Counseling	40,267	50,000	215,000
8410	Loan Program	6,381	15,000	27,500
8411	Albany Comm. Together	62,575	50,000	40,000
8420	Job Training/Apprentice	30	50,000	0
8425	Section 108 Interest/Loan	545,709	532,869	545,709
	TOTAL, COM. DEV. FUND:	2,041,365	1,882,880	2,511,094

COMMUNITY DEVELOPMENT / HOME PROGRAM

DESCRIPTION

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).

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	64,712	62,056	62,056
OPERATING EXPENSE	428,609	619,506	647,054
CAPITAL OUTLAY	0	0	0
TOTAL	493,321	681,562	709,110
FULL TIME POSITIONS	0	0	0

COMMUNITY DEVELOPMENT / HOME PROGRAM				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
7620				
7110	Regular Wages	49,013	49,122	49,122
7120	Overtime	0	1,000	1,000
7260	FICA Matching	4,321	3,251	3,251
7270	Pension Matching	5,078	3,782	3,782
7280	Insurance Matching	6,300	4,901	4,901
7510	Professional Services	10	2,103	2,103
7512	Technical Services	0	1,000	1,000
7600	Travel	0	1,000	1,000
7630	Train/Cont. Education	0	1,000	1,000
7995	Contingency	0	59,449	59,449
8010	Supplies	314	1,000	1,000
8200	Other Costs	445	0	0
8211.002	Home Owner Rehab	311,083	465,000	492,548
8218	Jefferson Street Housing	53,089	0	0
8450	CHDO	63,669	88,954	88,954
	TOTAL, COM. DEV. FUND:	493,321	681,562	709,110

FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION

CAD 9-1-1

DESCRIPTION

The CAD 9-1-1 Fund consists of moneys collected from the citizens of Albany/Dougherty County via telephone charges (\$1.50 per wired line per month and \$1.50 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 Communications Officers to dispatch the EMS Teams, the purchase of uninterruptible power supply equipment of the 911 Call Center and the purchase of a replacement system for Enhanced 911 call handling.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	998,090	1,197,054	1,155,257
OPERATING EXPENSE	422,889	556,913	572,352
CAPITAL OUTLAY	0	0	0
TOTAL	1,420,979	1,753,967	1,727,609
FULL TIME POSITIONS	24	24	23

Class Title

Communications Manager	1	1	1
Assistant Communications Mgr.*	0	0	1
Communications Training Officer	1	1	0
Communications Facilitator	1	1	0
Communications Technician	1	1	1
Communications Shift Supervisor	4	4	4
Communications Officer, Sr.	5	5	5
Communications Officer	11	11	11
TOTAL	24	24	23

*Communications Training Officer & Communications Facilitator Positions were combined to form the Assistant Communications Manager Position; resulting in the elimination of a position.

FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION
CAD 9-1-1

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
22				
7110	Regular Wages	662,824	772,002	732,021
7120	Overtime Wages	85,933	86,000	86,900
7130	Temporary Help	16,807	60,270	60,270
7260	FICA Matching	55,910	70,248	67,258
7270	Pension Matching	86,905	102,102	97,453
7280	Insurance Matching	89,712	106,432	111,356
7510	Purchased Professional Services	2,100	4,000	4,900
7514	Contract Labor	4,554	14,000	14,000
7550	Communications	253,419	285,000	285,900
7600	Travel	1,336	5,000	8,000
7630	Train/Cont. Education	1,697	5,000	5,900
7700	Risk Allocation	0	7,856	8,031
7860	Maint: Buildings	0	1,000	4,000
7870	Maint: Motor Equipment	429	900	1,500
7880	Maint: Machinery, Imp & Tools	128,566	201,000	201,000
7900	Utilities	9,691	11,000	13,000
7990	Dues and Fees	225	600	1,000
8010	Supplies	5,784	8,000	8,900
8016	Small Equipment	11,122	9,656	10,556
8017	Printing & Binding	830	1,000	1,065
8018	Books & Subscriptions	478	500	700
8110	Motor Fuel	497	900	1,500
8150	Food	2,161	1,501	2,400
	TOTAL CAD FUND:	1,420,979	1,753,967	1,727,609

HOTEL/MOTEL FUND*DESCRIPTION*

Under the provisions of the Local Hotel/Motel Tax O.C.G.A. s 48-13-51(4.5) municipalities may elect to levy a tax at the rate of seven percent for supporting Conference center facilities owned/operated by local government for convention/trade show purposes. This is the election made by the City of Albany. All proceeds of the hotel/motel tax which exceed 3.5 percent are required to be spent to promote tourism, conventions and trade shows. The Chamber of Commerce and The Albany Convention and Visitors Bureau are granted these funds annually to promote tourism, conventions and trade shows.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	655,730	600,000	600,000
CAPITAL OUTLAY	0	0	0
TOTAL	655,730	600,000	600,000
FULL TIME POSITIONS	0	0	0

HOTEL/MOTEL FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
2902				
7999.77	Chamber of Commerce	655,730	600,000	600,000
	TOTAL, GENERAL FUND:	655,730	600,000	600,000

PUBLIC/CAPITAL IMPROVEMENT FUND

DESCRIPTION

Each year, a portion of the City of Albany's overall budget is allocated for capital, equipment, and system improvements. The Capital Improvement Program (CIP) is a five-year planning instrument used by the City of Albany to identify needed capital projects. CIP accounts for expenditures that exceed \$5,000 and have a useful life of one year or more. The General/Special Funds CIP is funded from 7.88% sales tax revenue and \$325,000 from Water, Gas & Light.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	813,796	1,034,925	2,482,315
TOTAL	813,796	1,034,925	2,482,315
FULL TIME POSITION	0	0	0

PUBLIC/CAPITAL IMPROVEMENT FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
32				
8550	Cap O/L: Other	813,796	1,034,925	2,482,315
	TOTAL, PUB/CIP FUND:	813,796	1,034,925	2,482,315

DEBT SERVICE FUND

DESCRIPTION

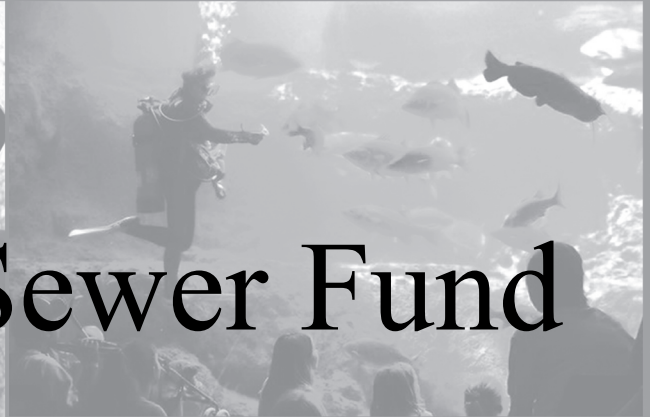
The Debt Service fund was established to be in compliance with the Uniform Chart of Accounts. In FY 2010, it accounts for debt service payments for the the GMA lease pool.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	3,000	700,000	0
CAPITAL OUTLAY	0	0	0
TOTAL	3,000	700,000	0
FULL TIME POSITION	0	0	0

DEBT SERVICE FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
62				
7511.98GMA	GMA Principal	0	700,000	0
7530	Paying Agents Fee	3,000	0	0
	TOTAL, DEBT SERVICE FUND:	3,000	700,000	0



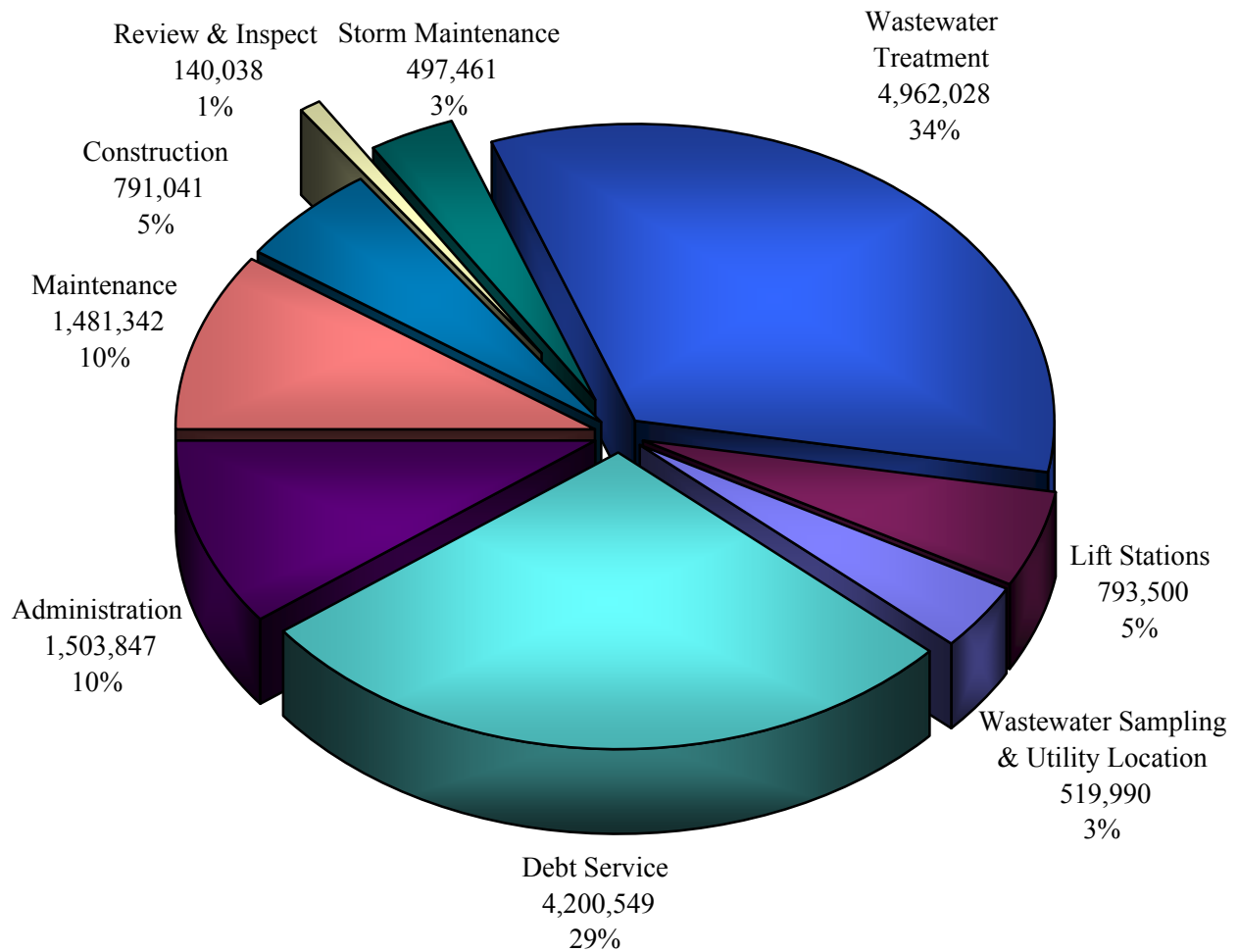
City of Albany Budget FY 2011



Sanitary Sewer Fund



City of Albany
Adopted Budget
FY 2011
Sanitary Sewer System

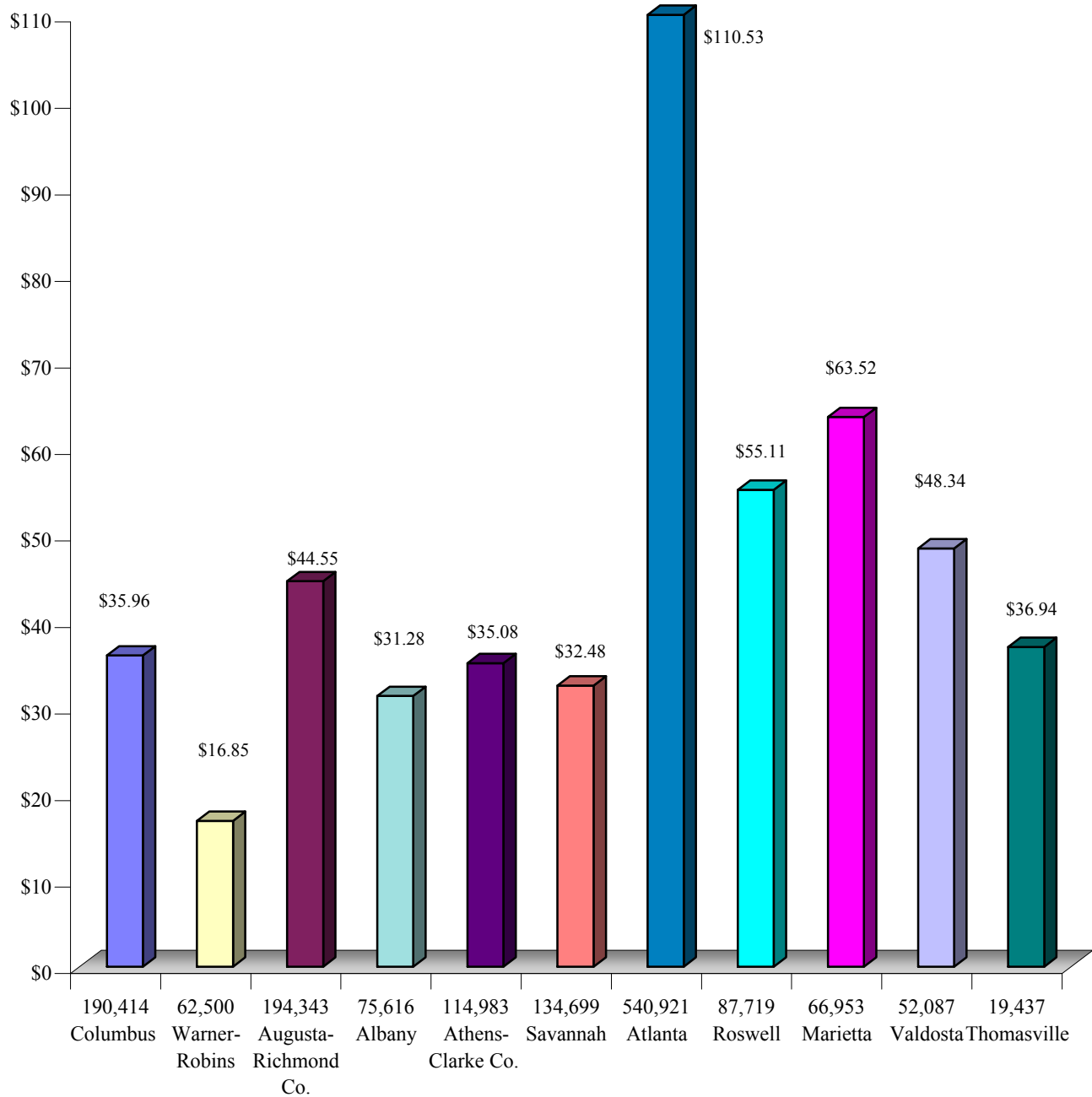


Total Expenditures
\$14,889,796

City of Albany

FY 2011

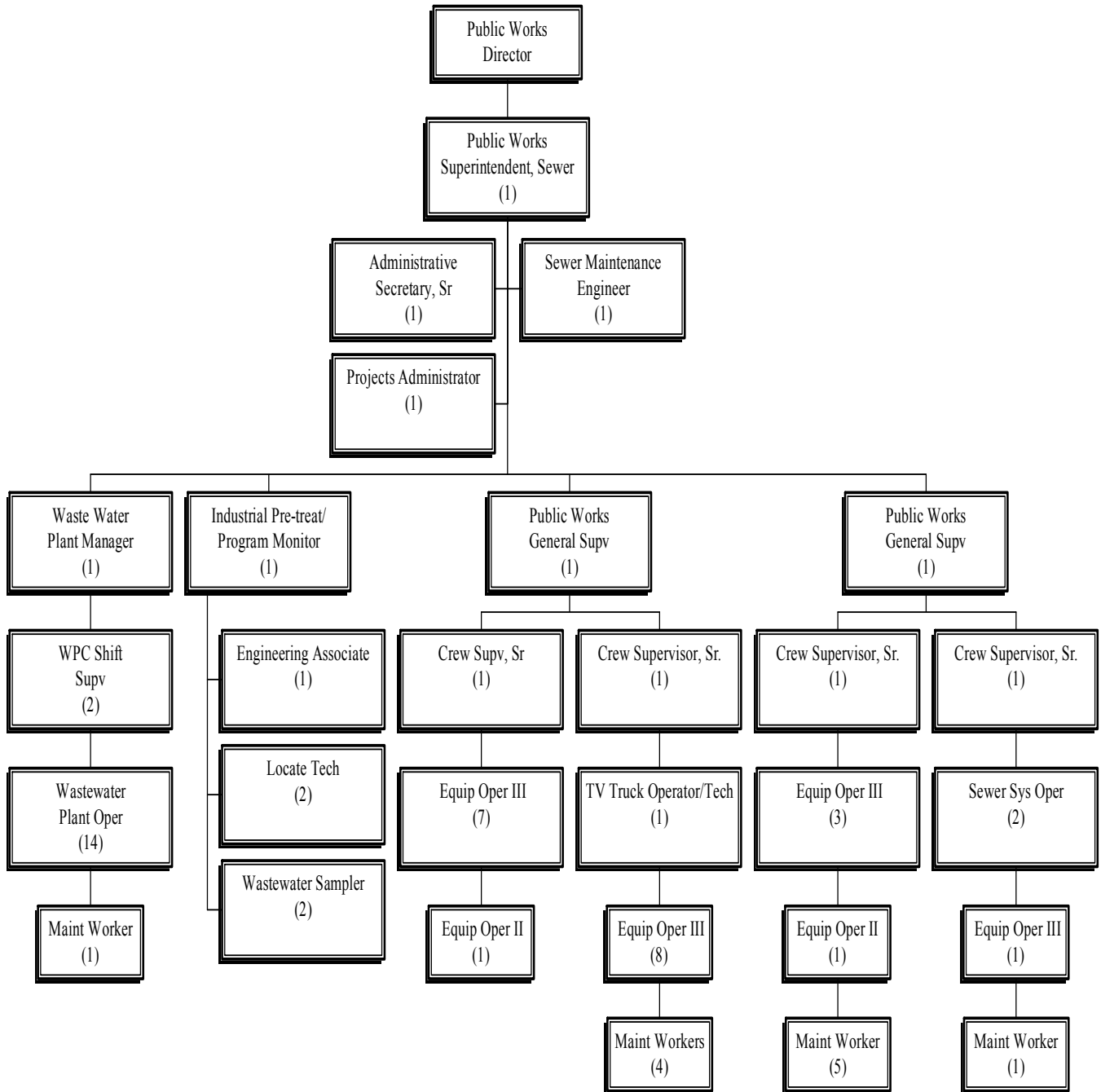
Sewer Rate Comparison Survey



Monthly Rate (9,000 Gal.)

Public Works - Sewer Systems

Dept 34



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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	3,419,785	3,662,945	3,203,434
OPERATING EXPENSE	5,683,365	10,842,714	10,559,261
CAPITAL OUTLAY	1,593,191	1,341,770	1,127,101
TOTAL	10,696,342	15,847,429	14,889,796
FULL TIME POSITIONS	68	68	59

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. A 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: Maintain 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**

	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
<u>Workload Measures</u>					
❑ Number of sewer taps/cleanouts installed or repaired		328	0	230	250
❑ Quantity (in wet tons) of bio-solids removed	17,000	14,824	16,000	12,400	16,000
❑ Number of quantitative samples collected to evaluate WPC treatment efficiency	600	2340	620	2360	2300
❑ Number of sewer trouble calls received	3,000	3,391	3,000	3,260	3,300
❑ Number of sewer locates requested	7,000	6,426	6,500	6,000	6,500
❑ Number of Watershed Assessment samples	1,400	1,275	1,400	1,300	1,200
❑ Number of Industrial Pretreatment Permits issued	N/A	18			18
❑ Number of septic tank dump tickets collected	N/A	2,800	N/A	2,972	2,500
❑ Number of grease interceptor inspected	N/A	325	N/A	250	250

Efficiency Measures

❑ Job-related training (hours/ yr) completed by employees	800	970	600	1,370	1,000
❑ Number of days/yr that WPC average daily flow exceeded permit flow of 32 MGD	0	14	0	17	10
❑ Number of emergency sewer locates completed	600	521	500	448	500
❑ Volume (MGD) of wastewater collected, conveyed and treated	17.0	16.36	16.0	16.56	16.5
❑ Percentage of sewer locates completed within time limit	99%	97%	98%	98%	98%

Effectiveness Measures

❑ Per gallon cost of wastewater collected and treated	\$.0028	\$.0026	\$.0027	\$.0026	\$.0027
❑ Percentage of applicable employees receiving job-related training	100%	100%	100%	100%	100%

**SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT**

DESCRIPTION

The 32 MGD Joshua Street Wastewater Treatment Plant provides treatment of the municipal wastewater to ensure that all State and Federal Pollution guidelines and discharge permit limits are met. The process ensures that the treated wastewater which is discharged into the receiving stream will not pose any threat to users of those waters. Proper, efficient wastewater treatment includes physical and biological treatment of sewage and proper disinfection of the final effluent prior to its discharge into the receiving stream to prevent the possible spread and multiplication of potential life threatening, disease causing bacteria. As better water pollution control is achieved, public health protection is improved.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	890,828	960,926	958,347
OPERATING EXPENSE	3,138,849	3,710,874	3,460,546
CAPITAL OUTLAY	943,568	543,135	543,135
TOTAL	4,973,245	5,214,936	4,962,028
FULL TIME POSITIONS	18	18	18

Class Title

Maintenance Worker	1	1	1
Wastewater Plant Manager	1	1	1
Wastewater Plant Operator I	12	14	14
Wastewater Plant Operator, Sr.	2	0	0
WPC Shift Supervisor	2	2	2
TOTAL	18	18	18

SANITARY SEWER ENTERPRISE FUND

WASTEWATER TREATMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3200.				
7110	Regular Wages	652,915	672,902	675,574
7120	Overtime Wages	16,060	40,000	30,000
7230	Uniforms	6,373	6,400	6,400
7260	FICA Matching	46,071	54,537	53,976
7270	Pension Matching	56,948	63,448	62,796
7280	Insurance Matching	112,461	123,639	129,600
7510	Professional Services	54,743	60,000	60,000
7512	Technical Services	1,542,858	1,751,515	1,749,500
7550	Communications	1,310	3,500	3,500
7600	Travel	500	2,725	3,330
7630	Training and Development	1,455	2,435	4,543
7700	Insurance - Liability	0	358,986	0
7860	Maint: Buildings	13,847	45,000	45,000
7870	Maint: Motor Equipment	8,019	12,000	8,000
7880	Maint: Mach/Imp/Tools	457,575	367,000	407,600
7900	Utilities	597,353	634,000	661,500
7990	Dues and Fees	1,858	2,200	2,700
8009	Licenses	1,235	500	1,500
8010	Supplies	212,697	255,500	307,500
8016	Small Equipment	5,865	11,800	11,800
8017	Printing	0	1,431	1,400
8018	Books & Subscription	0	150	150
8050	Rental of Equipment	2,042	7,500	4,500
8110	Motor Fuel	4,203	8,500	3,800
8150	Food	0	350	350
8900	Depreciation	943,568	500,000	500,000
8925	Capital Replacement/GMA	0	43,135	43,135
8951	Indirect Cost	233,290	185,782	183,873
	TOTAL, W/W TREATMENT:	4,973,245	5,214,936	4,962,028

SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT/LIFT STATIONS

DESCRIPTION

Operates and maintains (82) combination and sanitary sewer lift stations located throughout the City that provide a means of moving wastewater to the Treatment Plant.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	537,615	605,000	593,500
CAPITAL OUTLAY	39,134	200,000	200,000
TOTAL	576,749	805,000	793,500
FULL TIME POSITIONS	0	0	0

SANITARY SEWER ENTERPRISE FUND				
WASTEWATER TREATMENT/LIFT STATIONS				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3201.				
7860	Maint: Buildings	758	40,000	40,000
7880	Maint: Mach/Imp/Tools	148,891	200,000	200,000
7900	Utilities	385,755	340,000	335,000
8010	Supplies	2,049	25,000	18,500
8050	Rental of Equipment	162	0	0
8900	Depreciation	39,134	200,000	200,000
	TOTAL, W/W LIFT STATIONS:	576,749	805,000	793,500

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. This Section has also handles the grease monitoring program, CSO inspections, the Watershed Protection program as required by the State and all sewer utility "locates" within the City of Albany as required by the Utility Protection Center.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	260,732	287,962	309,437
OPERATING EXPENSE	148,998	192,842	210,553
CAPITAL OUTLAY	1,846	0	0
TOTAL	411,575	480,804	519,990
FULL TIME POSITIONS	6	6	6

Class Title

Indust. Pre-Treatment Monitor	1	1	1
Engineering Associate City	1	1	1
Wastewater Sampler	2	2	2
Locate Technicians	2	2	2
TOTAL	6	6	6

SANITARY SEWER ENTERPRISE FUND				
WASTEWATER SAMPLING & UTILITY LOCATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3600.				
7110	Regular Wages	203,484	226,213	231,629
7120	Overtime Wages	394	1,500	1,500
7210	W/C Insurance	(6)	0	0
7260	FICA Matching	14,653	17,420	17,834
7270	Pension Matching	17,793	20,266	20,748
7280	Insurance Matching	24,413	22,562	37,725
7510	Professioanl Services	80	0	0
7512	Technical Services	53,986	92,000	110,300
7870	Maint: Motor Equipment	6,677	7,500	8,000
7880	Maint: Mach/Imp/Tools	278	2,000	2,000
8010	Supplies	1,315	7,000	7,000
8016	Small Equipment	6,561	11,500	11,500
8110	Motor Fuel	7,686	13,500	11,000
8900	Depreciation	1,846	0	0
8951	Indirect Cost	72,414	59,342	60,753
	TOTAL, SS/SAMPLING:	411,575	480,804	519,990

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 and GMA payments for maintenance and construction equipment are also included within this cost center.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	425,665	397,946	445,344
OPERATING EXPENSE	222,007	4,544,229	4,885,118
CAPITAL OUTLAY	44,516	371,822	373,934
TOTAL	692,189	5,313,997	5,704,396
FULL TIME POSITIONS	5	5	5

<u>Class Title</u>			
Administrative Secretary, Senior	1	1	1
PW General Supervisor	1	1	1
Public Works Supt., Sewer	1	1	1
Sewer Maintenance Engineer	1	1	1
Projects Administrator-PW	1	1	1
TOTAL	5	5	5

SANITARY SEWER ENTERPRISE FUND

SEWER SYSTEMS/ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3400.				
7110	Regular Wages	301,728	290,119	331,655
7120	Overtime Wages	4,340	500	500
7220	Tuition Reimbursement	0	0	500
7230	Uniforms	14,545	18,518	16,000
7260	FICA Matching	21,490	22,232	25,410
7270	Pension Matching	9,120	25,865	29,561
7280	Insurance Matching	74,441	40,712	41,718
7510	Professional Services	51,432	60,000	60,000
7512	Technical Services	2,759	14,550	15,000
7550	Communications	10,469	11,500	12,000
7600	Travel	1,772	3,150	3,500
7630	Training and Development	7,537	7,920	9,400
7700	Insurance	0	0	376,651
7860	Maint: Buildings	792	15,000	15,800
7870	Maint: Motor Equipment	6,157	6,500	6,500
7880	Maint: Mach/Imp/Tools	1,153	7,000	7,000
7900	Utilities	11,933	25,000	22,000
7960	Reserve for Debt	0	4,201,234	4,200,549
7970	GEFA Loan	1,208	41,890	10,473
7990	Dues and Fees	280	1,400	1,400
7995	Contingency	0	25,000	0
8009	Licenses	1,210	500	2,100
8010	Supplies	1,316	12,500	20,500
8016	Small Equip	0	20,500	20,750
8017	Printing	994	5,000	5,000
8018	Subscriptions	0	200	200
8020	Photography	0	750	750
8110	Motor Fuel	15,903	8,000	8,000
8150	Food	400	900	985
8900	Depreciation	44,516	0	0
8925	Capital Replacement Fund	0	371,822	373,934
8951	Indirect Cost	106,693	75,735	86,560
	TOTAL, SS ADMINISTRATION:	692,189	5,313,997	5,704,396

SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS - MAINTENANCE

DESCRIPTION

The Maintenance Section is responsible for general sewer system maintenance including: installing and repairing taps; repairing WG&L cuts; repairing breaks in small sewer lines; repairing catch basins; cleaning and removing grease, roots, and sand from sewer structures and pipes; televising lines to locate problems; and providing 24-hr trouble truck assistance for City infrastructure problems or overflows.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	864,590	854,368	856,977
OPERATING EXPENSE	578,428	649,172	624,365
CAPITAL OUTLAY	89,597	0	0
TOTAL	1,532,615	1,503,540	1,481,342
FULL TIME POSITIONS	17	17	18

Class Title

Maintenance Worker	3	3	4
Crew Supervisor, Senior	2	2	2
TV Truck Operator/Technician	1	1	1
Sewer System Operator	2	2	2
Equipment Operator III	9	9	9
TOTAL	17	17	18

SANITARY SEWER ENTERPRISE FUND				
SEWER SYSTEMS/SEWER MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3404.				
7110	Regular Wages	609,850	586,883	595,636
7120	Overtime Wages	42,899	50,000	37,000
7210	W/C Insurance	(29)	0	0
7260	FICA Matching	45,427	48,722	48,397
7270	Pension Matching	55,055	56,683	56,304
7280	Insurance Matching	111,388	112,081	119,640
7510	Professional Services	178	0	0
7512	Technical Services	51,690	73,800	77,000
7550	Communications	(12)	0	0
7514	Contract Labor	474	9,000	9,000
7870	Maint: Motor Equipment	138,609	136,000	135,500
7880	Maint: Mach/Imp/Tools	9,501	17,000	16,000
8010	Supplies	65,655	97,400	112,000
8016	Small Equipment	132	0	0
8110	Motor Fuel	84,043	150,000	110,000
8900	Depreciation	89,597	0	0
8951	Indirect Cost	228,336	165,972	164,865
	TOTAL, SS MAINT:	1,532,793	1,503,540	1,481,342

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

DESCRIPTION

The Construction Section is responsible for installing and repairing the larger sanitary, combination and storm sewer lines located throughout the City. This section is also responsible for the clearing and grading of large ditch sections and the maintenance of sewer right-of-ways.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	385,302	505,525	446,921
OPERATING EXPENSE	295,204	329,263	344,120
CAPITAL OUTLAY	51,323	0	0
TOTAL	731,829	834,788	791,041
FULL TIME POSITIONS	13	13	12

Class Title

Equipment Operator III	3	3	3
Equipment Operator II	1	1	1
Maintenance Worker	7	7	6
Crew Supervisor Sr	2	2	1
PW General Supv	0	0	1
TOTAL	13	13	12

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

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3408.				
7110	Regular Wages	289,012	352,877	319,713
7120	Overtime Wages	3,144	5,000	5,000
7260	FICA Matching	20,540	27,378	24,841
7270	Pension Matching	25,414	31,851	28,899
7280	Insurance Matching	47,193	88,419	68,468
7510	Professional Services	80	0	0
7870	Maint: Motor Equipment	55,061	83,000	90,000
7880	Maint: Mach/Imp/Tools	1,526	11,500	4,500
8010	Supplies	83,379	70,500	112,000
8016	Small Equipment	6,798	0	0
8050	Rental of Equipment	3,359	1,000	3,000
8110	Motor Fuel	40,855	70,000	50,000
8900	Depreciation	51,323	0	0
8951	Indirect Cost	104,146	93,263	84,620
	TOTAL, SS CONSTRUCTION:	731,829	834,788	791,041

SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS/ASSESSMENT & INSPECTION

DESCRIPTION

This Section is responsible for supporting a dedicated sanitary sewer construction inspector and the sewer assessment program.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES*	121,832	153,323	139,788
OPERATING EXPENSE	33,623	32,080	250
CAPITAL OUTLAY	0	0	0
TOTAL	155,456	185,403	140,038
FULL TIME POSITIONS	0	0	0

* Deputy Director Position resides in Cost Center 3000 but salary charged to 3409

** Inspector position resides in Engineering Dept. but salary charged to 3409.

SANITARY SEWER ENTERPRISE FUND				
SEWER SYSTEMS/ASSESSMENT & INSPECTION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3409.				
7110	Regular Wages	92,674	121,641	110,000
7120	Overtime Wages	81	500	500
7260	FICA Matching	6,644	9,344	8,453
7270	Pension Matching	8,215	10,871	9,835
7280	Insurance Matching	14,218	10,967	11,000
8010	Supplies	55	250	250
8951	Indirect Cost	33,568	31,830	0
	TOTAL, ASSESS & INSPECT:	155,456	185,403	140,038

SANITARY SEWER ENTERPRISE FUND/ STORM MAINTENANCE

DESCRIPTION

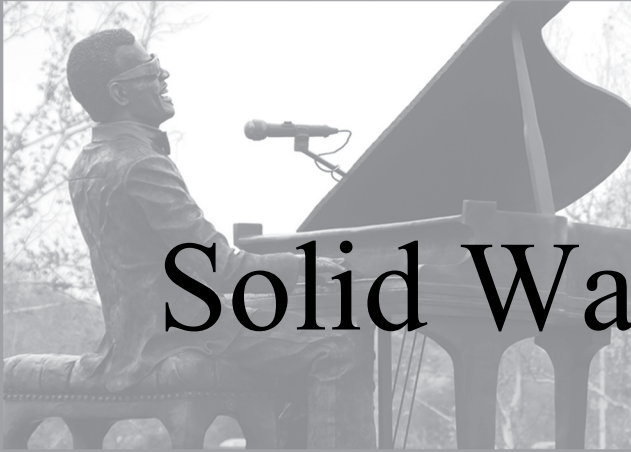
The Storm Maintenance Section maintains all storm pump stations, flood control structures, drainage ditches, drainage easements and holding ponds under the review of the City. During storm events Sewer System Division employees assist Public Works and Emergency personnel to protect citizens from flash 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.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	27,197	46,619	46,620
OPERATING EXPENSE	381,892	391,624	440,809
CAPITAL OUTLAY	401,730	10,032	10,032
TOTAL	810,820	448,274	497,461
FULL TIME POSITIONS	0	0	0

SANITARY SEWER STORM MAINTENANCE				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3411				
7110	Regular Wages	14,943	20,000	20,000
7120	Overtime Wages	5,179	20,000	20,000
7260	FICA Matching	1,468	3,060	3,060
7270	Pension Matching	2,155	3,559	3,560
7280	Insurance Matching	3,452	0	0
7512	Technical Services	185,692	200,000	200,000
7860	Maint: Building	0	11,200	11,200
7870	Maint: Motor	4,179	0	0
7880	Maint: Mach/Imp/Tools	46,517	65,000	100,000
7900	Utilities	102,508	100,000	119,609
8010	Supplies	11,175	5,000	10,000
8050	Rental of Equipment	28,451	0	0
8900	Depreciation	401,730	0	0
8925	Capital Replacement/GMA	0	10,032	10,032
8951	Indirect Cost	3,370	10,424	0
	TOTAL, STORM MAINT:	810,820	448,275	497,461



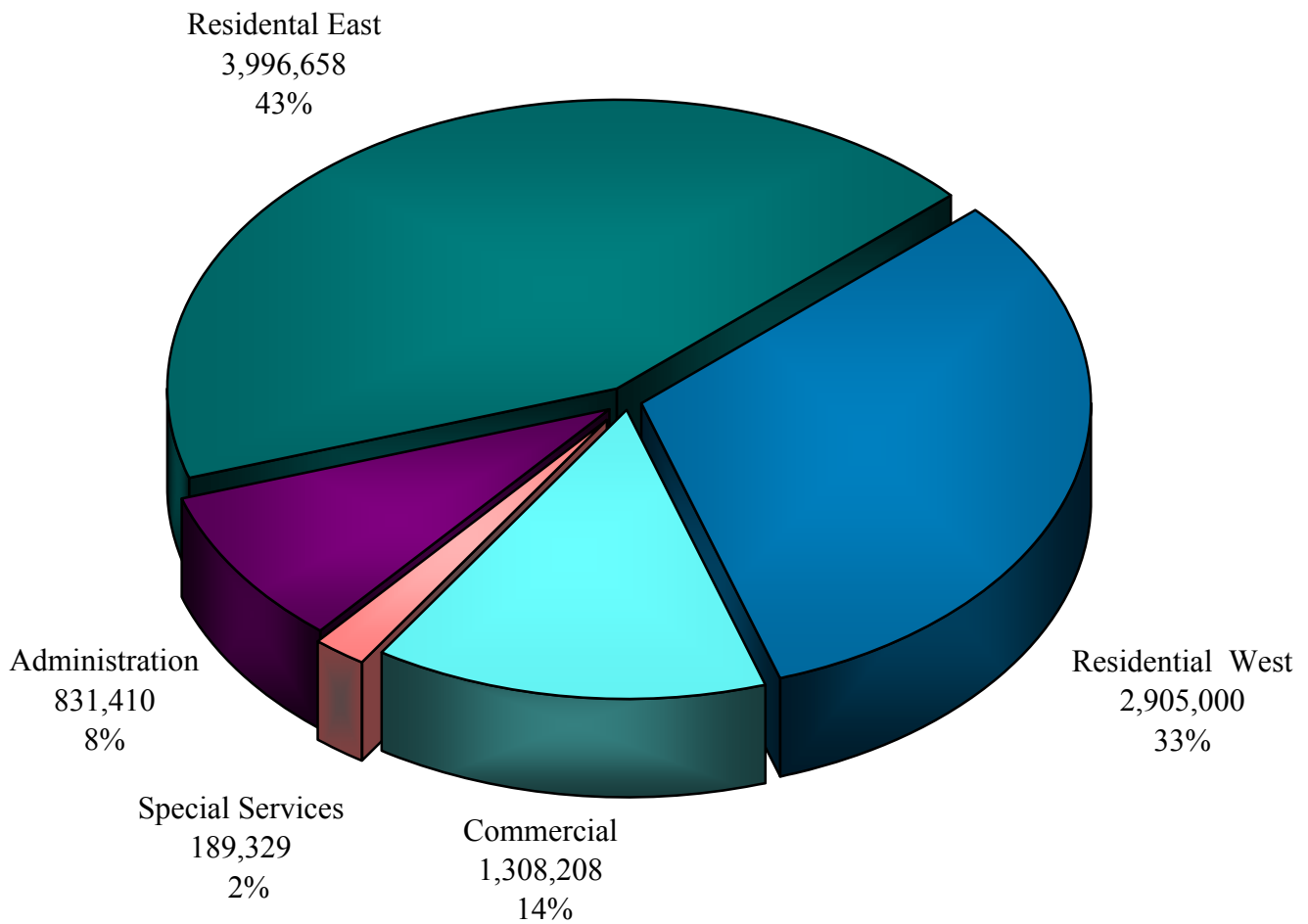
City of Albany Budget FY 2011



Solid Waste Fund

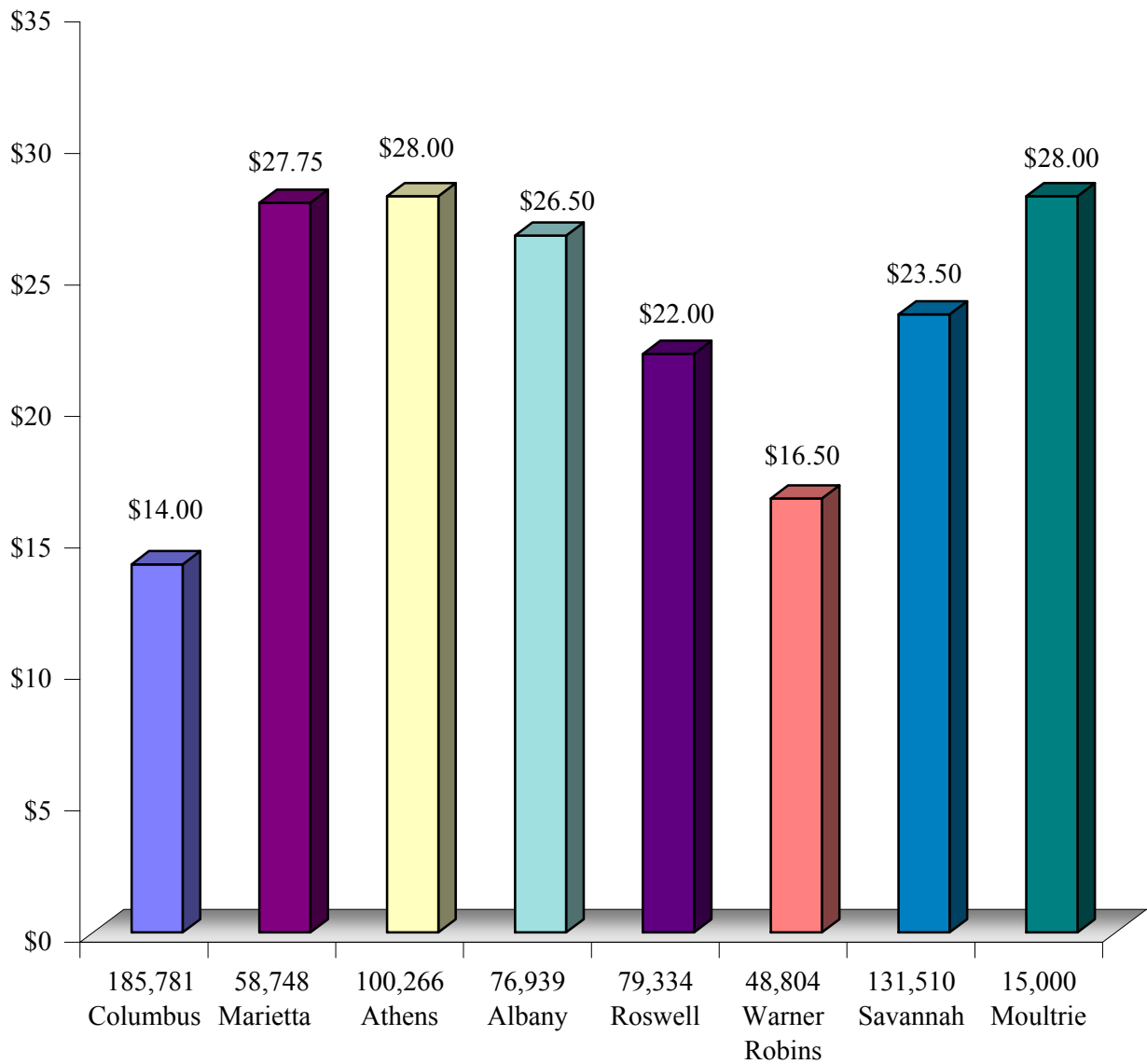


City of Albany
Adopted Budget
FY 2011
Solid Waste Fund



Total Expenditures
\$9,230,605

City of Albany FY 2011 Garbage Rate Comparison Survey

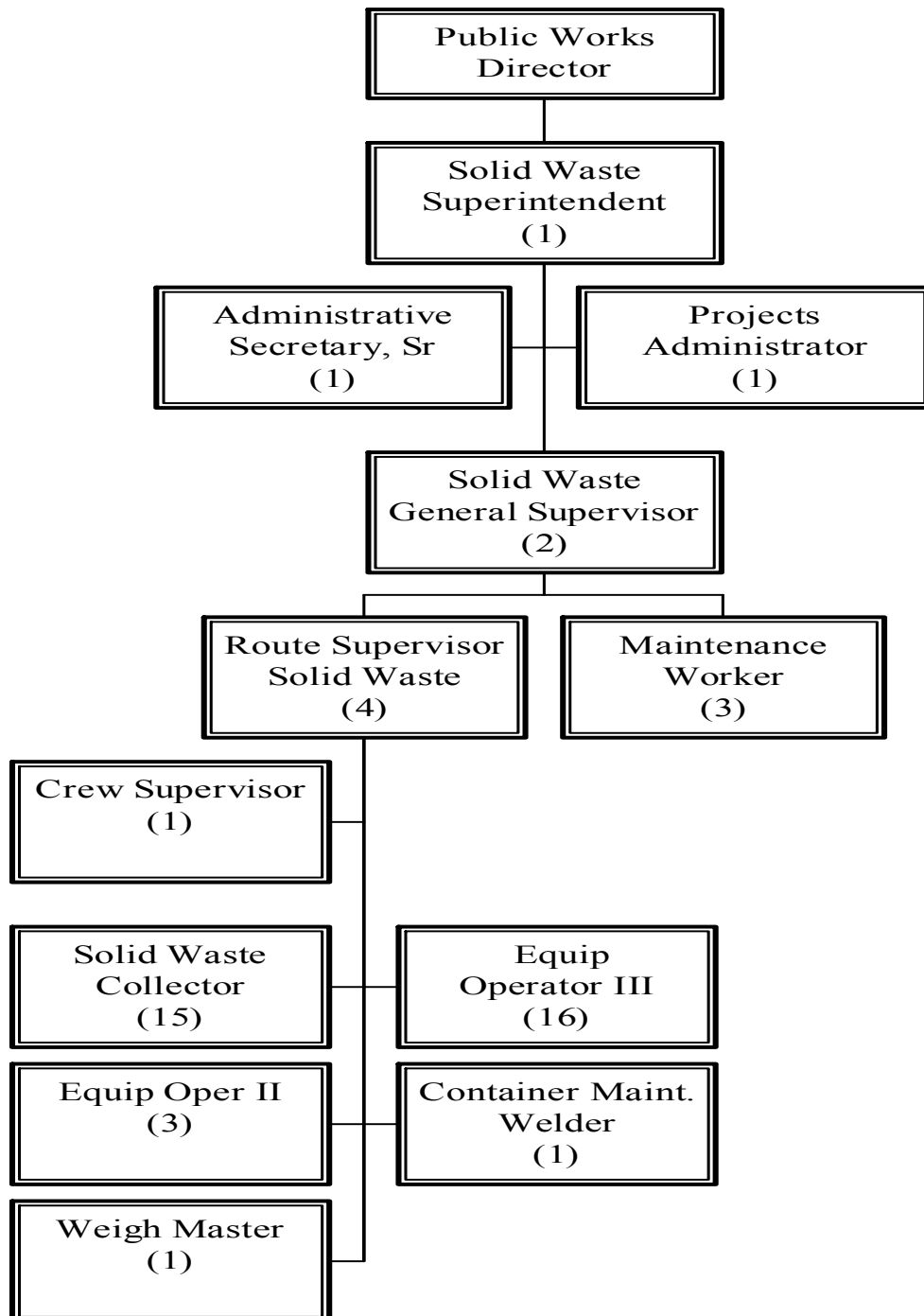


Monthly Garbage Rate

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 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	2,139,279	2,307,088	2,351,199
OPERATING EXPENSE	5,537,695	6,117,085	6,279,163
CAPITAL OUTLAY	434,571	600,243	600,243
TOTAL	8,111,544	9,024,417	9,230,605
FULL TIME POSITIONS	49	49	49

PERFORMANCE MEASURES

See individual divisions for performance measures.

PUBLIC WORKS DEPARTMENT / SOLID WASTE DIVISION

MISSION

The Solid Waste Division of the Public Works Department ensures that solid waste generated within the corporate limits of the City of Albany is collected and disposed of properly, in an efficient and cost-effective manner, while minimizing impacts on the environment.

Goals and Objectives

Goal 1: To provide collection services in accordance with local, state and federal laws.

Objective 1: To maintain the collection and disposal process during peak and off-peak seasons.

Goal 2: To provide refuse collection within the parameters established by the City Board of Commissioners.

Objective 2: To ensure all routes are collected once per week for municipal solid waste, twice per month for yard trimmings, and bulk items and white goods on call.

Goal 3: To provide adequate education on the benefits of recycling and encourage the usage of drop-off recycling sites.

Objective 3: To ensure that all drop-off sites are conveniently located, accessible and meet the recycling needs of the community.

Goal 4: Maintain a refuse collection fleet in excellent condition to sustain the useful life of the vehicle.

Objective 4: To utilize GMA funding to ensure the replacement of worn-out equipment under the five-year replacement program.

Goal 5: To replace unsafe metal containers throughout the corporate limits of the City of Albany to increase the overall appearance.

Objective 5: To identify damaged containers and reduce the number of containers failing to comply with safety and health restrictions.

Goal 6: Provide the City Board of Commissioners with the ability to increase community involvement for litter control.

Objective 6: To establish areas to be designated for clean-up projects and to utilize manpower and equipment to provide a cleaner environment.

PUBLIC WORKS DEPARTMENT / SOLID WASTE DIVISION**Performance Measures**

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
❑ Number of Work orders Received	8,500	8,500	8,500	6,500	8,500
❑ Number of Commission/City Manager requests	20	20	20	20	20
❑ Tonnage reports of Drop off sites	200	150	150	121.50	150
❑ Container replacement program	500	300	300	272	300
❑ Number of Households serviced	26,000	25,500	25,500	25,000	25,008
❑ Annual Commercial Tonnage Collected	10,000	10,300	10,300	9,295	9,500

Efficiency Measures

❑ Average time spent per citizen follow-up (minutes)	5	5	5	5	5
❑ Cost for recycling disposal	20,000	20,000	20,000	67,048	68,000
❑ Cost analysis on fleet maintenance (downtime)	90,000	90,000	90,000	90,000	90,000
❑ Cost per container rebuilt	250	225	250	225	225
❑ Cost per container painted	100	100	100	100	100
❑ Community clean-up project cost analysis	10,000	10,000	10,000	10,000	10,000

Effectiveness Measures

❑ Percentage of increase in recyclable materials	2%	2%	2%	-19%	1%
❑ Percentage of containers rebuilt	18%	18%	18%	7%	10%

SOLID WASTE ADMINISTRATION

DESCRIPTION

The Solid Waste Administration section provides administrative support for the other sections and ensures that all functions of the Division are coordinated and carried to completion. This section prepares and tracks correspondence, receives and resolves customer complaints, tracks the division budget, prepares the payroll, and performs many other administrative duties as required.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	413,507	465,972	480,549
OPERATING EXPENSE	258,557	321,124	344,572
CAPITAL OUTLAY	64,799	6,290	6,290
TOTAL	736,862	793,387	831,410
FULL TIME POSITIONS	8	8	8

Class Title

Administrative Secretary, Sr.	1	1	1
PW General Supervisor	2	2	2
Solid Waste Superintendent	1	1	1
Maintenance Worker	3	3	3
Projects Administrator-PW	1	1	1
Total	8	8	8

SOLID WASTE ADMINISTRATION				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3902.				
7110	Regular Wages	316,857	337,977	344,803
7120	Overtime Wages	2,027	3,000	3,000
7230	Uniforms	2,292	18,000	20,000
7260	FICA Matching	22,877	26,085	26,607
7270	Pension Matching	27,714	30,347	30,954
7280	Insurance Matching	41,739	50,564	55,184
7510	Professional Services	100,160	105,000	110,000
7550	Communications	3,235	4,500	4,500
7570	Advertising	720	1,250	1,200
7600	Travel	552	1,800	2,500
7630	Train/Cont. Education	360	2,000	2,500
7700	Insurance	0	70,888	85,405
7860	Building Maintenance	174	0	0
7870	Maint: Motor Equipment	1,171	3,720	4,000
7880	Maint: Mach/Imp Tools	245	3,300	3,300
7900	Utilities	10,272	10,000	10,000
7955	Interest Expense	332	0	0
7990	Dues and Fees	38	500	500
8010	Supplies	3,193	3,000	3,000
8016	Small Equipment	150	1,700	2,000
8110	Motor Fuel	2,385	3,500	3,500
8900	Depreciation	64,799	0	0
8925	Capital Replacement Funding	0	6,290	6,290
8951	Indirect Cost	135,569	109,966	112,167
	TOTAL, SW/ADMINISTRATION:	736,862	793,387	831,410

SOLID WASTE/RESIDENTIAL EAST*DESCRIPTION*

The Solid Waste Residential East Section ensures the health and well-being of citizens east of Slappey Blvd. of the City of Albany by collecting and properly disposing solid waste generated by residential customers.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,320,762	1,411,633	1,426,389
OPERATING EXPENSE	1,889,898	2,051,732	2,187,970
CAPITAL OUTLAY	276,246	382,299	382,299
TOTAL	3,486,906	3,845,663	3,996,658
FULL TIME POSITIONS	35	35	35

Class Title

Equipment Operator.III	12	12	12
Equipment Operator II	3	3	3
Solid Waste Route Supervisor	3	3	3
Weigh Master	1	1	1
Solid Waste Collector	15	15	15
Solid Waste Collector Sr.	0	0	0
Crew Supervisor	1	1	1
TOTAL	35	35	35

SOLID WASTE/RESIDENTIAL EAST				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3903.				
7110	Regular Wages	859,956	863,376	862,744
7120	Overtime Wages	139,947	200,000	200,000
7230	Uniforms	8,803	0	0
7260	FICA Matching	71,397	81,348	81,300
7270	Pension Matching	83,724	94,640	94,584
7280	Insurance Matching	156,935	172,268	187,761
7510	Professional Services	12,801	81,553	80,000
7512	Technical Services	395,022	477,500	619,295
7514	Contract Labor	290,605	300,000	280,000
7860	Building Maintenance	3,044	5,000	5,000
7870	Maint: Motor Equipment	504,199	513,990	513,990
7880	Maint: Mach/Imp/Tools	5,482	9,000	15,000
8009	Licenses	50	250	250
8010	Supplies	11,988	13,500	16,000
8016	Small Equipment	933	7,500	15,000
8050	Rental of Equipment	440	0	0
8110	Motor Fuel	236,128	300,000	300,000
8150	Food	497	500	700
8900	Depreciation	276,246	0	0
8925	Capital Replacement Funding	0	382,299	382,299
8951	Indirect Cost	428,708	342,939	342,735
	TOTAL, SW/RES. EAST:	3,486,906	3,845,663	3,996,658

SOLID WASTE/RESIDENTIAL WEST*DESCRIPTION*

The Solid Waste Residential West Section ensures the health and well-being of citizens west of Slappey Blvd. of the City of Albany by collecting and properly disposing solid waste generated by residential customers.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	2,767,031	2,960,812	2,905,000
CAPITAL OUTLAY	0	0	0
TOTAL	2,767,031	2,960,812	2,905,000
FULL TIME POSITIONS	0	0	0

SOLID WASTE/RESIDENTIAL WEST				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3904.				
7510	Profesional Services	2,767,031	2,960,812	2,905,000
	TOTAL, SW/RES. WEST:	2,767,031	2,960,812	2,905,000

SOLID WASTE/COMMERCIAL*DESCRIPTION*

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

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	287,231	312,177	325,226
OPERATING EXPENSE	579,073	716,546	771,328
CAPITAL OUTLAY	93,526	211,654	211,654
TOTAL	959,831	1,240,377	1,308,208
FULL TIME POSITIONS	6	6	6

Class Title

Container Maintenance Welder	1	1	1
Equipment Operator, III	4	4	4
Solid Waste Route Supervisor	1	1	1
TOTAL	6	6	6

SOLID WASTE/COMMERCIAL

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3905.				
7110	Regular Wages	183,996	202,095	200,472
7120	Overtime Wages	28,681	35,000	35,000
7230	Uniforms	1,185	0	0
7260	FICA Matching	15,268	18,138	18,014
7270	Pension Matching	18,762	21,101	20,957
7280	Insurance Matching	39,340	35,843	50,783
7510	Professional Services	491	500	1,000
7512	Technical Services	261,674	330,000	377,265
7870	Maint: Motor Equip	126,755	157,819	158,000
7880	Maint: Mach/Imp/Tools	9,413	8,500	12,000
8010	Supplies	1,871	3,000	5,000
8016	Small Equipment	0	27,561	29,421
8110	Motor Fuel	87,096	112,702	112,702
8900	Depreciation	93,526	0	0
8925	Capital Replacement Funding	0	211,654	211,654
8951	Indirect Cost	91,773	76,464	75,940
TOTAL, SW/COMMERCIAL:		959,831	1,240,377	1,308,208

SOLID WASTE/SPECIAL SERVICES*DESCRIPTION*

This section is responsible for the enforcement of the Solid Waste Ordinance and for a litter detail for the collection of litter on the City's right-of-way.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	117,779	117,305	119,036
OPERATING EXPENSE	43,135	66,871	70,293
CAPITAL OUTLAY	0	0	0
TOTAL	160,914	184,176	189,329
FULL TIME POSITION	0	2	2

Class Title

*Code Enforcement Officers (Sworn)	0	2	2
Total	0	2	2

**Positions accounted for in Enforcement Department*

SOLID WASTE/SPECIAL SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
3906.				
7110	Regular Wages	84,506	84,250	84,250
7120	Overtime Wages	1,625	0	1,000
7230	Uniforms	0	1,100	1,100
7260	FICA	6,072	6,445	6,522
7270	Pension Matching	10,123	10,026	10,145
7280	Insurance Matching	15,452	15,484	16,019
7510	Professional Services	42,832	39,500	42,500
8010	Supplies	304	200	300
8951	Indirect Cost	0	27,171	27,493
	TOTAL, SW/SWEEPING	160,914	184,176	189,329



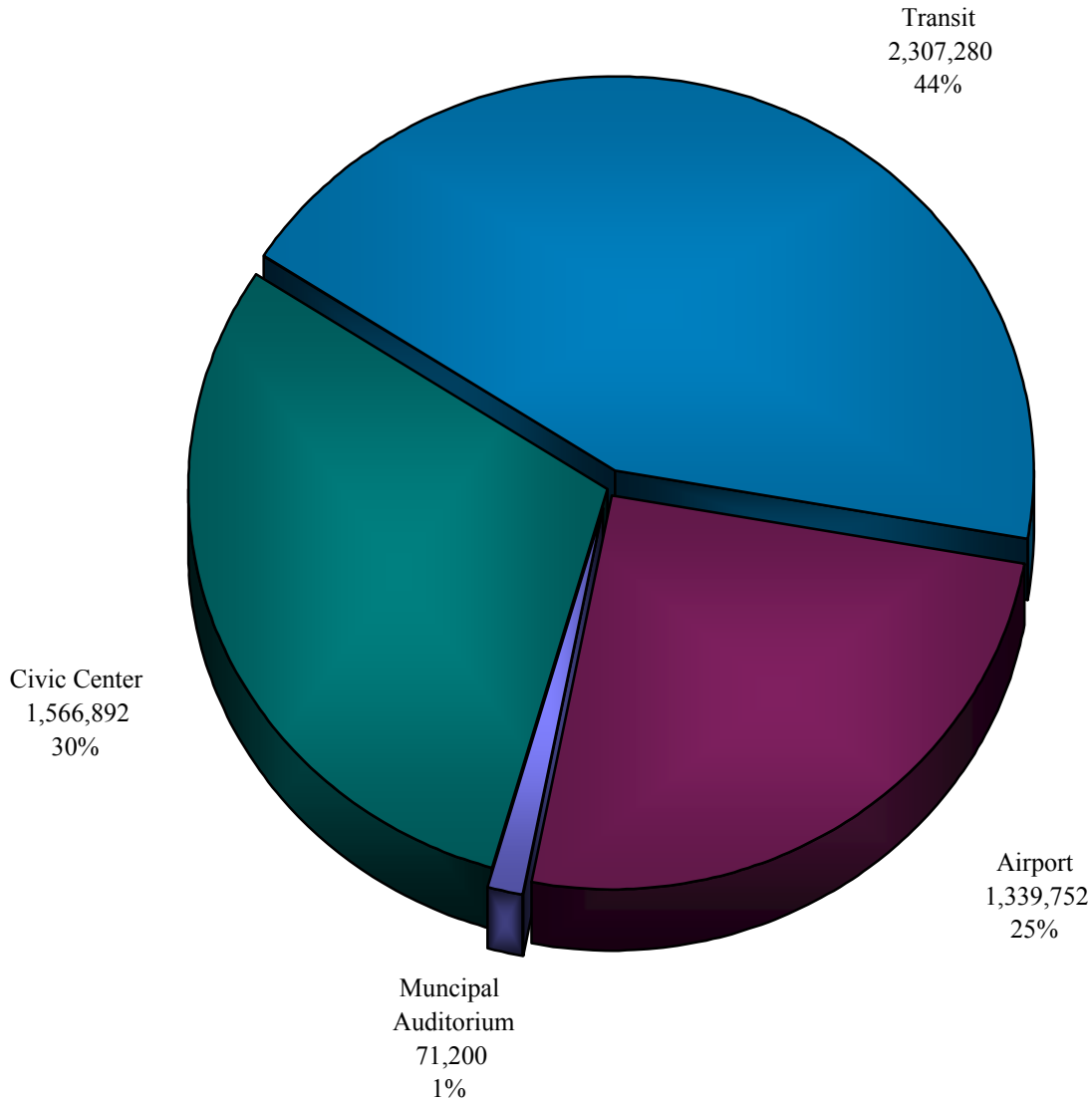
City of Albany Budget FY 2011



Non-Major Enterprise Funds



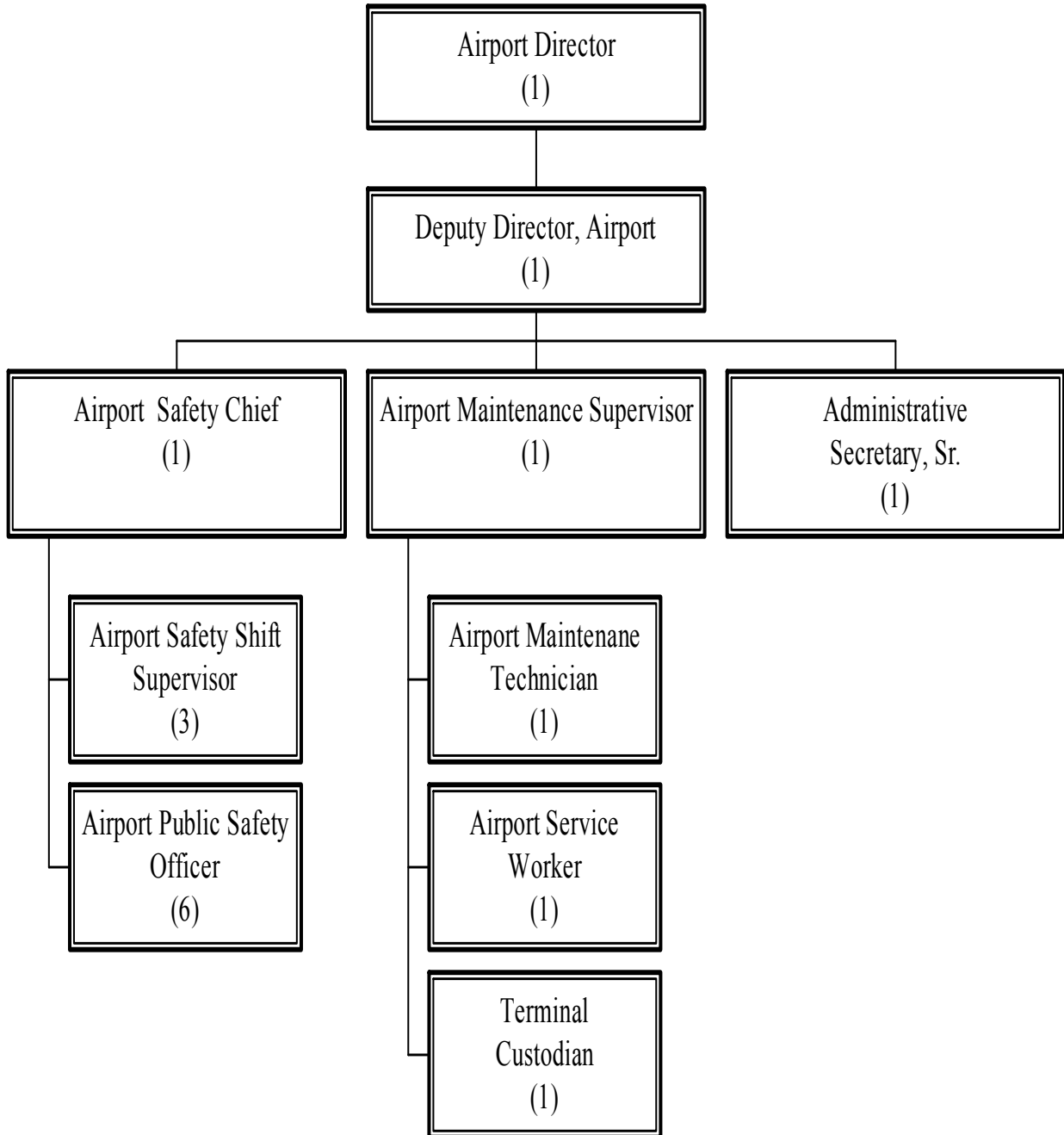
City of Albany
Adopted Budget
FY 2011
Non Major Enterprise Funds



Total Expenditures
\$5,285,124

Southwest GA Regional Airport

Dept 70



SOUTHWEST GEORGIA REGIONAL AIRPORT

MISSION

To provide a safe and secure environment to all air travelers in Southwest Georgia and provide users a level of service exceeding liked-sized airports and communities. The ultimate intent of this facility is to provide the environment described above while continuing to 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 fifteen (15) working days.

Objective 3: Accept delivery of new Aircraft Rescue and Firefighting (ARFF) 1500-gallon vehicle, and retire two older firefighting vehicles that have exceeded their useful life.

Goal 2: Increase capacity of Airport facilities.

Objective 5: Complete design process for new terminal building and associated terminal complex improvements.

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

Objective 6: Continue to monitor Albany's fare structure with Delta revenue management team and notifying them of fares that seem to be higher than surrounding communities.

Objective 7: Utilize local media to advertise the convenience of using the Airport.

SOUTHWEST GEORGIA REGIONAL AIRPORT
Performance Measures

<u>Workload Measures</u>	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Estimated	
❑ Number of accidents/alerts	50	8	10	5	10
❑ Number of work orders	300	214	300	716	300
❑ Number of passenger enplanements	38,400	35,128	40,000	29,904	30,000
❑ Number of aircraft operations	40,000	18,473	30,000	22,200	25,000

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)	4-5	5-8	4-5	4-5	2-3

Effectiveness Measures

❑ Response times to accidents/alerts less than 5 minutes.	99%	100%	99%	100%	100%
❑ Average number of work orders open under 15 days per month.	20	20	20	20	20
❑ Passenger Facility Charges Collected (hundreds of thousands of dollars)	1.4	1.4	1.4	1.4	1.2
❑ Federal Grants Obtained (millions of dollars)	2	2.1	2	2	6

AIRPORT FUND*DESCRIPTION*

The Albany - Dougherty County Aviation Commission, through City Ordinance, is charged with the responsibility for planning, directing, organizing and controlling the operation, maintenance and capital improvements at Southwest Georgia Regional Airport. The Aviation Commission coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects, based upon FAA approved Airport Master Plan. The Aviation Commission sets policies and procedures to effect appropriate coordination with agencies providing guidelines to provide for the safety and well-being of the traveling public.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	847,260	991,556	985,003
OPERATING EXPENSE	424,689	307,623	354,749
CAPITAL OUTLAY	1,014,830	0	0
TOTAL	2,286,779	1,299,179	1,339,752
FULL TIME POSITION	17	17	17

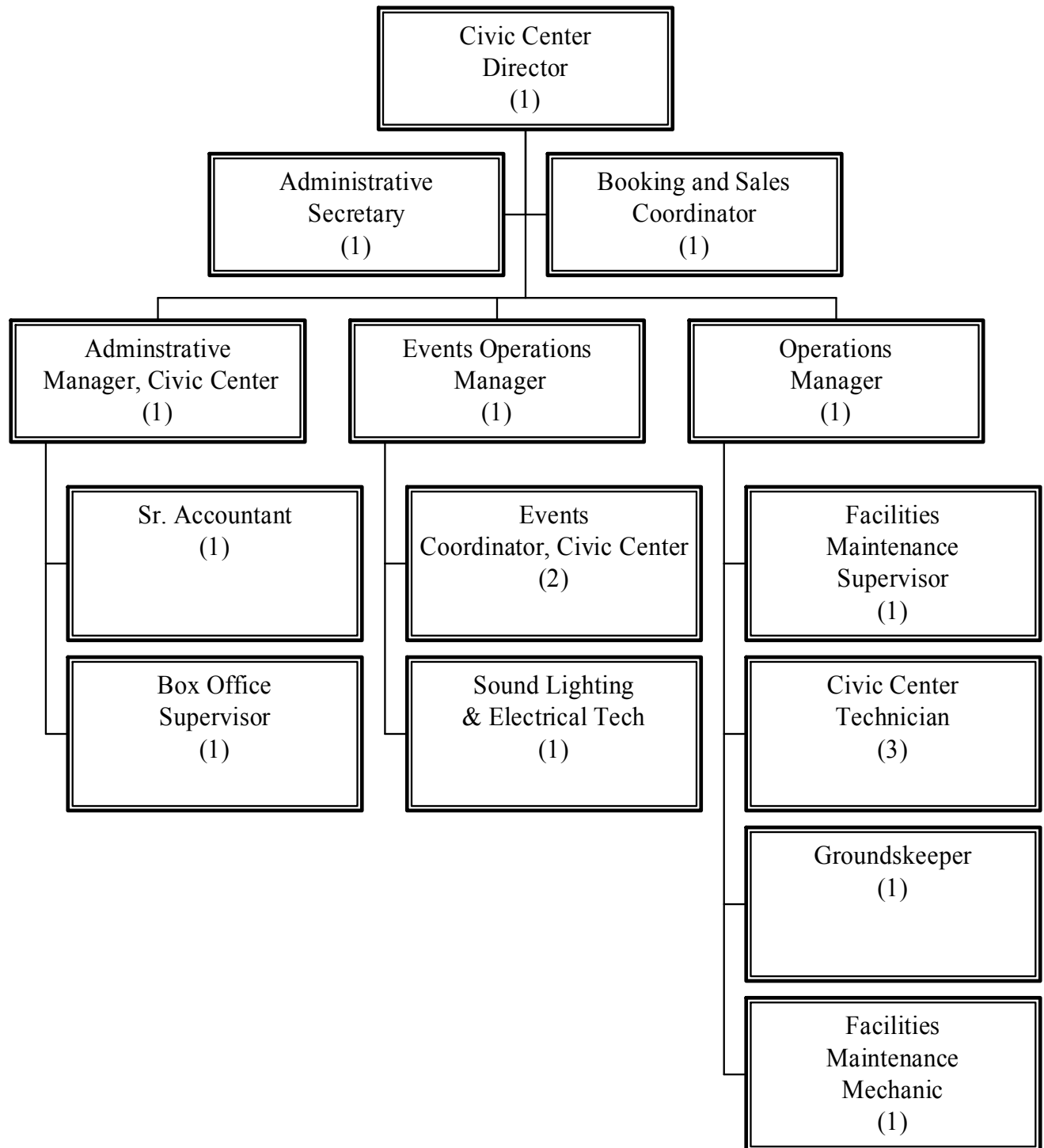
Class Title

Administrative Secretary Sr	1	1	1
Airport Maintenance Supervisor	1	1	1
Director, Airport	1	1	1
Airport Public Safety Officer	6	6	6
Airport Serviceworker	1	1	1
Airport Safety Shift Supervisor	3	3	3
Airport Safety Chief	1	1	1
Airport Maintenance Tech	1	1	1
Deputy Director, Airport	1	1	1
Airport Custodian	1	1	1
TOTAL	17	17	17

AIRPORT FUND				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
7003				
7110	Regular Wages	612,969	659,579	661,285
7120	Overtime Wages	6,124	68,635	68,635
7130	Temporary Help	10,053	10,249	11,310
7230	Uniforms	7,390	4,162	4,568
7260	FICA Matching	51,563	55,708	56,704
7270	Pension Matching	71,038	75,916	76,094
7280	Insurance Matching	88,123	115,629	106,407
7285	LTD Insurance Matching	0	1,677	0
7510	Professional Services	1,175	1,836	1,800
7550	Communications	9,250	11,010	7,733
7570	Advertising	3,744	0	0
7600	Travel	2,663	500	500
7630	Train/Cont. Education	2,076	100	100
7700	Insurance	29,000	45,859	80,057
7860	Maint: Buildings	21,208	12,500	19,107
7870	Maint: Motor Equipment	16,167	20,100	19,400
7880	Maint: Mach/Imp/Tools	21,791	13,840	17,117
7900	Utilities	85,789	80,000	84,000
7990	Dues and Fees	2,778	1,900	2,870
8009	Licenses	1,376	0	1,548
8010	Supplies	5,146	6,810	7,291
8016	Small Equipment	278	1,000	1,000
8017	Printing	9	300	410
8030	Janitorial Supplies	5,517	5,909	4,600
8050	Rental of Equipment	0	100	100
8110	Motor Fuel	14,873	15,908	15,908
8150	Food	1,467	80	1,000
8900	Depreciation	1,014,830	0	0
8951	Indirect Cost	200,381	89,871	90,208
	TOTAL, AIRPORT FUND:	2,286,779	1,299,179	1,339,752

Civic Center Complex

Dept 73



CIVIC CENTER**MISSION**

Provide citizens of Albany and the surrounding areas with a variety of events to be presented throughout the year, to enhance the economical growth of the community, while simultaneously promoting safe, user friendly and well-maintained facilities, supported by a skilled and experienced staff with the highest quality of customer service.

Goals and Objectives

- Goal 1:** To attract and retain qualified part-time employees.
- Objective 1:** Build Part-time employee Patron Service Staff team roster through approved contract vendor.
 - Objective 2:** Create and provide an in-house orientation and training program for patron service staff.
- Goal 2:** To improve the perception of city government in the community.
- Objective 1:** Continue to expand on existing brand awareness for Civic Center Arena and Municipal Auditorium.
 - Objective 2:** Create and produce informational handouts for use by Patron Service Staff during Pre-Event briefings.
- Goal 3:** To create and maintain customer service awareness at Civic Center Events.
- Objective 1:** Renovate upstairs box office as visual operational points of sales.
- Goal 4:** To provide an atmosphere that supports growth and revitalization.
- Objective 1:** Enhance existing concert and events in the Municipal Auditorium.
 - Objective 2:** Identify & contact regional business, trade and agribusiness Meeting planners to promote 1 day programs.
 - Objective 3:** Request entertainment/promotional fund of \$205,000 from City Commission with approval of City Manager.
- Goal 5:** To Develop a health-conscious atmosphere.
- Objective 1:** Research, identify & present a stress management program for full time staff then a follow-up with short course and day retreat meeting.

CIVIC CENTER**Performance Measures**

	FY '09		FY '10		FY '11
	Adopted	Actual	Adopted	Projected	Base
<u>Workload Measures</u>					
❑ Total Events	N/A	88	130	84	105
❑ Number of event days	N/A	126	150	121	130
❑ Number of Pre-Production to advance requirements meetings for all events	N/A	56	50	56	60
<u>Efficiency Measures</u>					
❑ % Admin time spent processing reports, invoices and paperwork	N/A	70%	70%	80%	80%
❑ % of Admin time spent per Activity Event	N/A	30%	30%	20%	20%
<u>Effectiveness Measures</u>					
❑ Quantity of Contracts	N/A	120	130	77	100
❑ Quantity of Promoters inquiring on rentals	N/A	188	200	175	150
❑ Attendance	N/A	151,283	160,000	99,686	124,607
❑ Direct Economic Impact	N/A	\$6,609,554	\$6,990,400	\$4,984,300	\$5,500,000

CIVIC CENTER*DESCRIPTION*

The Civic Center is responsible for entering into promotion agreements and/or contracts with groups, individuals, and firms for the presentation of performances in a manner that promotes the interest of the City from a financial and marketing/public relations standpoint.

Major Object of Expenditure	Actual 2007/2008	Amended 2008/2009	Adopted 2009/2010
PERSONAL SERVICES	727,438	862,659	846,185
OPERATING EXPENSE	452,259	718,975	720,707
CAPITAL OUTLAY	412,618	0	0
TOTAL	1,592,314	1,581,634	1,566,892
FULL TIME POSITION	17	17	17

Class Title

Accountant, Senior	1	1	1
Administrative Mgr., Civic Ctr	1	1	1
Box Office Supervisor	1	1	1
Director, Civic Center	1	1	1
Sales & Booking Coordinator	1	1	1
Events Coordinator-Civic Ctr	2	2	2
Groundskeeper	2	2	0
Facilities Maintenance Supervisor	1	1	1
Operations Manager, Civic Ctr	1	1	1
Administrative Secretary	1	1	1
Civic Center Technician	2	2	4
Sound, Light & Electrical Technician	1	1	1
Facilities Maintenance Mechanic	1	1	1
Events Operations Manager	1	1	1
TOTAL	17	17	17

CIVIC CENTER				
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
7303.				
7110	Regular Wages	521,618	597,555	594,806
7120	Overtime Wages	9,225	5,150	5,150
7130	Temporary Help	23,084	42,300	30,668
7210	W/C Insurance	(16)	0	0
7230	Uniforms	2,210	3,500	6,000
7260	FICA Matching	43,692	49,343	48,243
7270	Pension Matching	47,167	53,641	53,396
7280	Insurance Matching	80,457	111,170	107,922
7510	Professional Services	248	600	600
7512	Technical Services	277	600	600
7514	Contract Labor (Temp)	35,966	166,206	166,206
7550	Communications	18,296	20,000	20,000
7570	Advertising	6,566	12,000	12,000
7600	Travel	3,936	2,000	2,000
7630	Training/Cont. Education	425	1,000	1,000
7700	Insurance	0	63,587	65,510
7860	Maint: Buildings	55,679	61,000	61,000
7870	Maint: Motor Equipment	8,063	15,000	10,000
7880	Maint: Mach/Imp/Tools	7,027	6,000	6,000
7900	Utilities	177,382	183,000	183,000
7990	Dues and Fees	7,297	6,000	6,000
7995	Bad Debt Expense	(172)	500	500
8009	Licenses	0	250	250
8010	Supplies	11,494	13,500	13,500
8016	Small Equipment (\$1,000 max)	1,093	8,400	8,400
8017	Printing	2,850	3,000	3,000
8018	Books & Subscriptions	1,645	1,500	1,500
8020	Promotional	4,299	27,983	27,983
8030	Janitorial Supplies	10,390	8,000	8,000
8050	Rental of Equipment	336	2,000	2,500
8052	Rent	14,300	6,600	13,200
8110	Motor Fuel	5,765	7,000	7,000
8150	Food	488	500	500
8495	Cash Over/Short	156	0	0
8900	Depreciation	412,618	0	0
8951	Indirect Cost	78,453	102,749	100,458
	TOTAL, CIVIC CENTER FUND:	1,592,314	1,581,634	1,566,892

MUNICIPAL AUDITORIUM

DESCRIPTION

The Municipal Auditorium is a cultural entertainment center in the City of Albany. It serves people of Southwest Georgia and is managed by the Civic Center Director. 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.

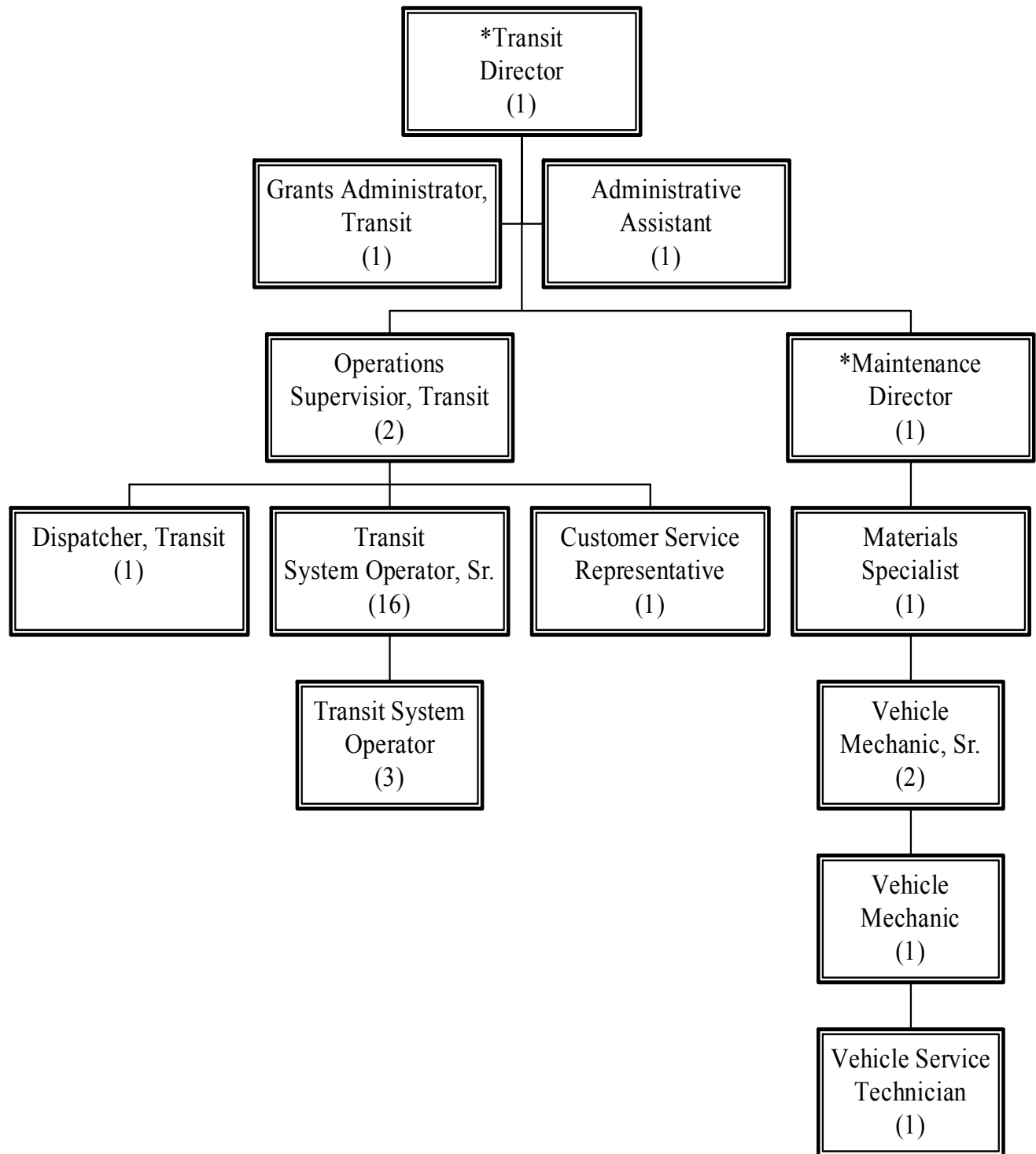
Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	0	2,153	0
OPERATING EXPENSE	57,458	71,550	71,200
CAPITAL OUTLAY	126,938	0	0
TOTAL	184,396	73,703	71,200
FULL TIME POSITION	0	0	0

MUNICIPAL AUDITORIUM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
7202.				
7130	Temporary Help	0	2,000	0
7260	FICA Matching	0	153	0
7510	Professional Services	80	0	0
7514	Contract Labor	54	0	0
7550	Communications	1,698	4,600	4,600
7570	Advertising	0	500	500
7630	Train/Cont. Education	0	150	0
7860	Maint: Buildings	20,970	32,000	32,000
7880	Maint: Mach/Imp/Tools	172	800	800
7900	Utilities	33,065	29,100	29,100
7990	Dues and Fees	315	0	500
7995	Bad Debt Expense	566	0	0
8010	Supplies	237	1,000	500
8016	Small Equipment	327	2,500	2,500
8017	Printing	0	100	100
8030	Janitorial Supplies	0	600	600
8050	Rental of Equipment	0	200	0
8495	Cash Over/Short	(26)	0	0
8900	Depreciation	126,938	0	0
	TOTAL, MUN. AUDITORIUM:	184,396	73,703	71,200

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 weekly safety bulletins and notices

Objective 2: To provide passenger newsletters & employee safety newsletters

Objective 3: To provide safety training for all new vehicle operators

Objective 4: To serve on the City Safety Committee

Goal 2: Provide reliable transportation for our passengers

Objective 5: To provide on-time schedule adherence

Objective 6: To eliminate missed trips within our control

Objective 7: To implement the Transit Development Plan

Objective 8: To implement the Strategic 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 '09		FY '10		FY'11
	Adopted	Actual	Adopted	Projected	Base
<u>Workload Measures</u>					
Number of road checks reported	2,000	2,000	2,000	2,000	2,000
Number of road calls performed	50	60	50	45	25
Number of accidents/incidents reviewed	100%	100%	100%	100%	100%
<u>Efficiency Measures</u>					
Vehicles serviced on schedule	100%	100%	95%	100%	100%
Operators in refresher training	100%	100%	100%	100%	100%
Number of Safety Committee meetings	6	4	6	6	6
Number of company safety meetings	4	4	6	6	6
Safety training for new operators	100%	100%	100%	100%	100%
Attend City Safety Committee meetings	NA	NA	100%	100%	100%
Number of weekly safety bulletins	NA	NA	52	52	52
Number of PM Inspections performed on time	30	30	40	35	40
<u>Effectiveness Measures</u>					
Chargeable complaints	10	20	10	10	10
Miles between road calls	8,000	8,000	12,000	8,000	8,000
Provide Transit Time via radios per day	10	10	12	12	12
Provide passenger & employee safety newsletters	4	4	6	3	6

*These performance measures were not implemented in FY 2008/2009 due to budget constraints

TRANSIT SYSTEM

DESCRIPTION

It is the responsibility of the Albany Transit System (AT) to provide safe, reliable and economical transportation to the citizens of Albany. AT will provide this service at the least possible cost to the city without sacrificing quality of service. AT provides fixed route transit and paratransit services.

Major Object of Expenditure	Actual 2008/2009	Amended 2009/2010	Adopted 2010/2011
PERSONAL SERVICES	1,436,368	1,495,472	1,504,135
OPERATING EXPENSE	727,573	771,874	803,145
CAPITAL OUTLAY	365,063	0	0
TOTAL	2,529,005	2,267,346	2,307,280
FULL TIME POSITION	29	30	30

Class Title

Materials Specialist	1	1	1
Grants Administrator, Transit	1	1	1
Dispatcher - Transit	1	1	1
Vehicle Mechanic, Sr.	1	2	2
Vehicle Mechanic	2	1	1
Vehicle Service Technician	1	1	1
Administrative Assistant	1	1	1
Transit Operations Supervisor	2	2	2
Transit System Operator I	5	3	3
Transit System Operator Sr.	14	16	16
Customer Service Rep, Transit	0	1	1
TOTAL	29	30	30

TRANSIT SYSTEM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2008/2009	AMENDED 2009/2010	ADOPTED 2010/2011
7702.				
7110	Regular Wages	856,642	884,642	868,369
7120	Overtime Wages	111,089	118,105	121,571
7130	Temporary Help	117,384	114,176	124,246
7210	W/C Insurance	(1)	0	0
7230	Uniforms	11,043	14,241	14,593
7260	FICA Matching	78,546	83,609	85,235
7270	Pension Matching	85,531	87,108	88,105
7280	Insurance Matching	176,135	193,591	202,016
7510	Professional Services	2,714	2,350	2,421
7512	Technical Services	700	1,750	1,838
7513	Administrative Services	158,436	180,851	193,161
7514	Contract Labor	471	0	0
7550	Communications	10,329	8,149	8,393
7570	Advertising	628	1,000	1,000
7600	Travel	0	1,000	1,050
7630	Train/Cont. Education	0	1,000	1,050
7700	Risk Allocation	0	54,684	59,056
7860	Maint: Buildings	11,304	7,500	7,875
7870	Maint: Motor Equipment	12,353	16,000	16,225
7880	Maint: Mach/Imp/Tools	4,253	9,538	9,824
7900	Utilities	23,838	19,965	20,963
7990	Dues and Fees	1,033	0	0
8009	Licenses	100	4,031	4,232
8010	Supplies	4,825	3,816	3,930
8016	Small Equipment	459	3,202	3,300
8017	Printing	12,234	11,000	7,350
8030	Janitorial Supplies	5,300	6,000	6,180
8110	Motor Fuel	329,639	392,355	406,666
8150	Food	634	250	275
8900	Depreciation	365,063	0	0
8951	Indirect Cost	148,323	47,433	48,356
	TOTAL, SPECIAL FUND:	2,529,005	2,267,346	2,307,280



City of Albany Budget FY 2011

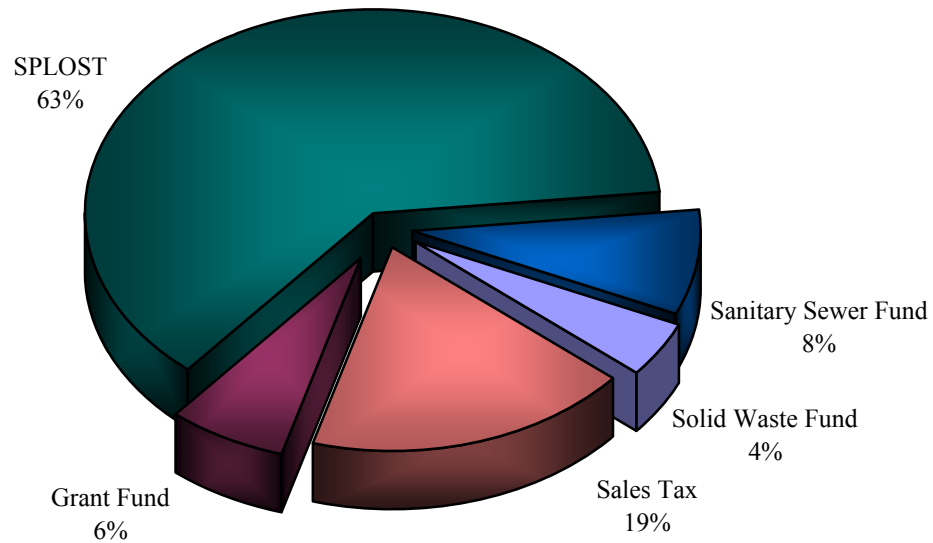


Capital Improvement Program

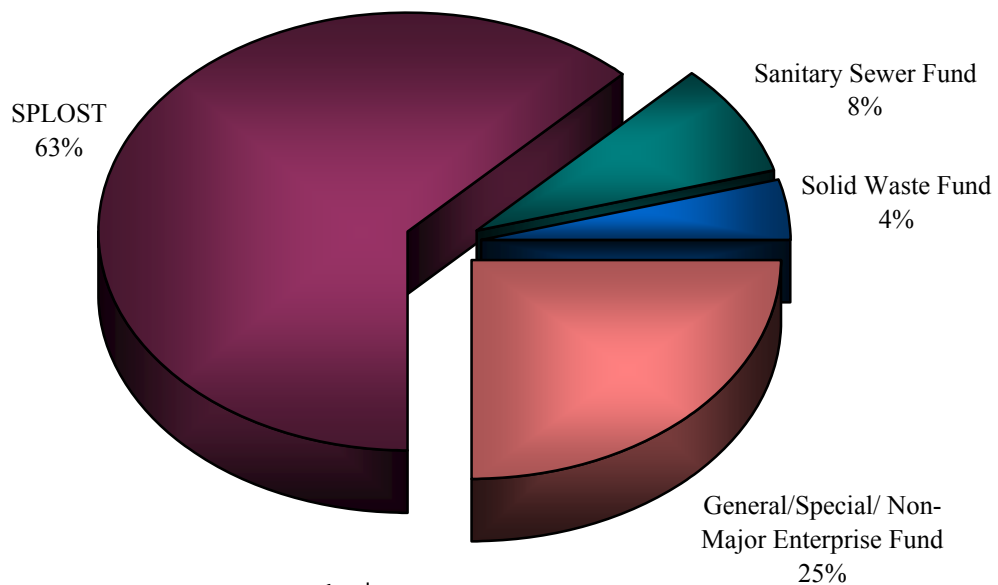


City of Albany FY 2011 Capital Improvement Program

All Funds: Where The Money Comes From . . .



Where The Money Goes...



Total \$ 13,449,409

FY 2010/2011
CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds

SOURCES/ACCOUNT NOS.

31.5100
31.5220

Local Option Sales Tax
Public Improvement Fund
Grant Fund
FY 2011 Approved Funds

2,157,315
325,000
866,000
\$3,348,315

Department	Description	Justification(s)	Total Project Cost	FY 2010/2011	FY 2011/2012	FY 2012/2013	FY 2013/2014	FY 2014/2015
CAD 911	911 40 Channel Recorder	Current System is aging as is manufacture's support. This system records all Radio, 911 Emergency Phone Lines and Non-Emergency Phone Lines for the 911 Center.	38,000	38,000	0	0	0	0
		Total CAD 911	38,000	38,000	0	0	0	0
Central Services	Vehicle Exhaust Extraction Equipment	Breathing hazard	20,000	20,000	0	0	0	0
	Basilar 1812-M-II Combination Sealer/Tunnel Shrink Fuel Pumps	To replace machine that is over 17 years old. Machine Pumps are obsolete	5,266	5,266	0	0	0	0
		Total Central Services	30,000	30,000	0	0	0	0
Civic Center			55,266	55,266	0	0	0	0
Civic Center	Refurbish Aisle and seating	Life Safety/Precautation/Reduce exposure for liability	5,000	0	5,000	0	0	0
	Arena Curtain Replacement	Drape is twenty five years old and dry rotted/has large	35,000	0	35,000	0	0	0
	Arena Curtain Upgrade	Additional Drape & replace new trusses that are failing	176,320	0	176,320	0	0	0
Civic Center	Repair Concourse Windows	Windows on concourse is leaking causing water	85,000	0	85,000	0	0	0
	Concourse Acoustical Ceiling	Grids and Tiles are falling down due to water damage	110,000	0	110,000	0	0	0
	Replace Concourse Lighting	Lighting system is 25+ years old needs upgrading for	55,000	0	55,000	0	0	0
Civic Center	Resurface Parking Lot	Cracked concrete, pot holes, becoming a safety hazard	655,000	0	655,000	0	0	0
	Resurface Arena Floor	Concrete is cracked and broken-liability	110,000	0	110,000	0	0	0
	800 amps 3-phase show disconnect	Additional power needed to accommodate arena events	155,000	0	155,000	0	0	0
Civic Center	Outside repairs	Repair and restore exterior of building	30,000	0	30,000	0	0	0
		Total Civic Center	1,416,320	0	1,416,320	0	0	0
Engineering	Provide a chemical pit/wash down station for stripping and marking equipment.	Existing structure is in need of repairs due to roof leaks and structural concerns.	306,900	0	306,900	0	0	0
	EPA STORM DRAINAGE	To separate sewer combined system replacing the Holloway IV pump station to eliminate the combined sewer system in the Flint Pond area.	866,000	866,000	0	0	0	0
Engineering	Overlay existing metal roof @ Sign Shop.	Roof is leaking throughout the bldg.	22,000	22,000	0	0	0	0
		Total Engineering	1,194,900	888,000	306,900	0	0	0
Information Technology	VM Ware Server & Software	Expansion Server for Virtualization	28,000	28,000	0	0	0	0
	SANS Storage Unit	Dell Equal Logic PS6000E SANS Storage	54,000	54,000	0	0	0	0
	SANS Intra-Connects	Dell Power Connect 6224 Switches	8,000	8,000	0	0	0	0
Information Technology	COM Vault Upgrade	COM vault Upgrade - Power Vault DL2100	53,500	53,500	0	0	0	0
	COM Vault Upgrade	COM vault Upgrade - Power Vault DL2100	65,600	65,600	0	0	0	0
	Spare	A spare server to replace any failing server	9,000	9,000	0	0	0	0
Information Technology	Spare	A spare server to replace any failing server	9,000	9,000	0	0	0	0
	Spare	A spare server to replace any failing server	9,000	9,000	0	0	0	0

FY 2010/2011
CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds

SOURCES/ACCOUNT NOS.

31.5100
31.5220

Local Option Sales Tax
Public Improvement Fund
Grant Fund
FY 2011 Approved Funds

2,157,315
325,000
866,000
\$3,348,315

Department	Description	Justification(s)	Total Project Cost	FY 2010/2011	FY 2011/2012	FY 2012/2013	FY 2013/2014	FY 2014/2015
	Switch UPS Batteries	Replacement Batteries for Closet UPS	7,500	7,500	0	0	0	0
	Cisco AP's	Expansion of Wireless Capacity	3,000	3,000	0	0	0	0
	Cisco Switch	Expansion of Switch Capacity to improve performance	6,000	6,000	0	0	0	0
	Cisco Switch	Expansion of Switch Capacity to improve performance	6,000	6,000	0	0	0	0
	Cisco Switch	Expansion of Switch Capacity to improve performance	6,000	6,000	0	0	0	0
	Total IT		264,600	264,600	0	0	0	0
Municipal Auditorium	Theater Projector	To create/draw different shows in Business Theatre & Entertainment	59,000	0	59,000	0	0	0
Planning & Development Services		Total Municipal	59,000	0	59,000	0	0	0
	Color Copier	Replace Cannon	17,166	0	17,166	0	0	0
	Color Copier	Replace Ricoh	17,166	0	0	17,166	0	0
	Total Planning & Development		34,332	0	17,166	17,166	0	0
	Replacement: Overhead Doors	The current doors have lasted more than a reasonable amount of time and replacement would allow the City of Albany to improve the appearance and functionality of the fire stations.	85,724	85,724	0	0	0	0
	Fire Training/Haz-Mat Props	To obtain the requisite knowledge, skills, and abilities to become a firefighter based on NFPA standards.	215,000	0	200,000	5,000	5,000	5,000
	Driving Simulators (AFD Training Center)	Driving simulators are necessary for training all employees of the City of Albany vehicles, specifically, those who operate emergency vehicles.	450,000	0	450,000	0	0	0
	Total Fire		750,724	85,724	650,000	5,000	5,000	5,000
Police	(25)Mobile Data Computers (4)LEC Computer System (85) In Car Cameras Mobile Data/Reporting Package Mobile Data / E-Ticketing Mobile Data/ Mapping 2 Air Conditioner Units	For Patrol Unit Dispatch & Reporting Power edge Rack Servers Patrol Units Traffic Stops, etc. Reporting Package (107 Users) Electronic Ticking Patrol Unit (10) AVL Mapping Software Replace old units at Broad Ave District	184,208 26,737 524,535 497,654 39,633 94,211 24,183 1,391,161	184,208 26,737 524,535 497,654 39,633 94,211 24,183 1,391,161	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0	

FY 2010/2011
CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds

SOURCES/ACCOUNT NOS.

Local Option Sales Tax 2,157,315
 Public Improvement Fund 325,000
 Grant Fund 866,000
 FY 2011 Approved Funds \$3,348,315

31.5100
 31.5220

Department	Description	Justification(s)	Total Project Cost	FY 2010/2011	FY 2011/2012	FY 2012/2013	FY 2013/2014	FY 2014/2015
Recreation								
	Upgrade Facilities- athletic sites Lighting	Athletic Facility (Lighting Replacement/Additions): Gillespie	25,000	25,000	0	0	0	0
	Upgrade Facilities- athletic sites Lighting	Athletic Facility (Lighting Replacement/Additions): 8th Ave, field #2	25,000	0	25,000	0	0	0
	Upgrade Facilities- athletic sites Lighting	Athletic Facility (Lighting Replacement/Additions): International	50,000	0	0	50,000	0	0
	Upgrade Facilities- athletic sites Lighting	Resurface Tift Park Tennis Courts (to include Quick Start lines)	35,000	0	35,000	0	0	0
	Athletic Fields - Infield Improvements (re-grading, sod, irrigation improvements)	Fields have lips and existing safety liabilities that could be resolved through improvements.	100,000	0	25,000	25,000	25,000	25,000
	Replacement Youth Athletic Facility Bleachers	Existing bleachers have exceeded anticipated life and repair ability.	30,000	10,000	10,000	10,000	0	0
	Chemical wash station	concrete pad for cleaning vehicle tractors, chemical sprayer Environmental chemical/wash disposable site						
	pebble peeler/sand groomer	EPD	23,000	23,000	0	0	0	0
	2 sod cutters	level baseball fields and remove stones	9,500	9,500	0	0	0	0
	genie lift	ball field maintenance	11,000	5,500	0	5,500	0	0
	2-lawn mower trailers	elimination of rental cost replacement of lights in gyms	15,000	0	15,000	0	0	0
	concrete floor bays	transport equipment to various sites	10,000	0	5,000	0	5,000	0
	leaf vacuum machine	concrete five storage bays for equipment	25,000	0	25,000	0	0	0
	land acquisition for expansion acquire land from Hebrew congregation	removes leaves from grounds	40,000	0	40,000	0	0	0
	Code Blue solar security cellular call system (4)	maintain adequate space for growth to ensure burial service for 25 years design and lay out	20,000	20,000	0	0	0	0
		In creased safety and security issues on Greenway Trail system	48,000	48,000	0	0	0	0
		Total Recreation	466,500	141,000	180,000	90,500	30,000	0
Transit								
	Facility Modification	Bus Wash/Paint Booth/Upgrade Facility	305,000	150,000	50,000	50,000	50,000	5,000
	Multi-Modal Facility	AE&D and Construction	2,500,000	1,250,000	1,250,000	0	0	0
	Multi-Modal facility Lease	Interim Facility Lease	178,000	89,000	89,000	0	0	0
	Bus Amenities	Purchase Bus Shelters/Benches/Sign	190,000	50,000	35,000	35,000	35,000	35,000
	Fare box & Related Equipment	Purchase Parts & Components	250,000	50,000	50,000	50,000	50,000	50,000
	Maint. Tools & Equip.	Purchase Parts & Components	550,000	350,000	50,000	50,000	50,000	50,000
	Radio System	Replace & Upgrade	50,000	10,000	10,000	10,000	10,000	10,000
	Driver Behavior Management	Purchase Driver Monitor & Survey	230,000	150,000	20,000	20,000	20,000	20,000
	AVL/MDT	Vehicle Locators/Mobile Data Terminal	230,000	150,000	20,000	20,000	20,000	20,000
		Total Transit	4,483,000	2,249,000	1,574,000	235,000	235,000	190,000
		10% city share	448,300	224,900	157,400	23,500	23,500	19,000
		TOTAL GENERAL/SPECIAL/Non-MAJOR	10,153,803	3,088,651	2,786,786	136,166	58,500	24,000

**FY 2010/2011 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds
GMA Lease Pool Funds**

SOURCES

* 2010 GMA Lease Pool Funds \$851,960
FY 2011 Approved Funds \$851,960

Department	Description	Justification(s)	Total Project Cost	FY 2010/2011	FY 2011/2012	FY 2012/2013	FY 2013/2014	FY 2014/2015
Central Services								
Code Enforcement	F-150 long bed/move old one down	Replace Vehicle #03-107	17,000	17,000	0	0	0	0
	heavy-duty jumper wagon	Obsolete - High maintenance	12,000	12,000	0	0	0	0
	small service truck	Replace Vehicle #01-161	14,000	14,000	0	0	0	0
		Total Central Services	43,000	43,000	0	0	0	0
Code Enforcement	small truck	Replace Vehicle #00-138	14,000	14,000	0	0	0	0
	small truck	Replace Vehicle #099-197	14,000	14,000	0	0	0	0
		Total Code Enforcement	28,000	28,000	0	0	0	0
Civic Center								
Community Development	small cargo van	Replace Vehicle #97-906	23,000	23,000	0	0	0	0
		Total Civic Center	23,000	23,000	0	0	0	0
Community Development	F-150 trucks	Need 3	51,000	51,000	0	0	0	0
		Total Community Development	51,000	51,000	0	0	0	0
Planning & Development								
Police	1/2 ton pickup	Replace Vehicle #03588	18,500	0	18,500	0	0	0
	1/2 ton pickup	Replace Vehicle #03589	18,500	0	18,500	0	0	0
	1/2 ton pickup	Replace Vehicle #09130	18,500	0	0	0	0	18,500
	1/2 ton pickup	Replace Vehicle #09132	18,500	0	0	0	0	18,500
	small truck	Replace Vehicle #00-130	14,000	14,000	0	0	0	0
	small truck	Replace Vehicle #00-587	14,000	14,000	0	0	0	0
		Total Planning & Development	102,000	28,000	37,000	0	0	37,000
Police	E-150 crime scene van	Replace Vehicle #97-984	23,000	23,000	0	0	0	0
	** Interceptor police car	Replacement Vehicles (31)	1,085,000	1,085,000	0	0	0	0
	E-150 gang surveillance van	addition-gang task force	23,000	23,000	0	0	0	0
		Total Police	1,131,000	1,131,000	0	0	0	0
Fire	F-150	Replace Vehicle #97-021	17,000	17,000	0	0	0	0
	E-250 arson van	Replace Vehicle #03-022	23,000	23,000	0	0	0	0
	E-150 van	Replace Vehicle #03-206	23,000	23,000	0	0	0	0
	mid size car	Replace Vehicle #03-204	21,000	21,000	0	0	0	0
	mid size car	Replace Vehicle #03-205	21,000	21,000	0	0	0	0
		Total Fire	105,000	105,000	0	0	0	0
Engineering	Small off road fork lift	Addition-Safety Need for Lifting	25,000	25,000	0	0	0	0
	small 4-door truck	Replace Vehicle #99-752	19,000	19,000	0	0	0	0

**FY 2010/2011 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds
GMA Lease Pool Funds**

Department	Description	Justification(s)	Total Project Cost	FY 2010/2011	FY 2011/2012	FY 2012/2013	FY 2013/2014	FY 2014/2015
PW - Street Department	F-150 trucks	Replacements (4)	68,000	68,000	0	0	0	0
	F-350 to pull saw trailer	Replace Vehicle #00-735	27,000	27,000	0	0	0	0
	sprinter van	Replace Vehicle #01-705	45,000	45,000	0	0	0	0
	F-150 long bed for signs	Replace Vehicle #01-357	17,000	17,000	0	0	0	0
	Total Engineering		201,000	201,000	0	0	0	0
	air sweepers	Replacement	750,000	750,000	0	0	0	0
	wheel loader	Replacement	160,000	160,000	0	0	0	0
	dump truck	Replacement	250,000	250,000	0	0	0	0
	tractor	Replacement	45,000	45,000	0	0	0	0
	15 ft. bush hog	Replacement	39,000	39,000	0	0	0	0
Recreation	6 foot bush hog	Replacement	24,000	24,000	0	0	0	0
	f-150 4 door 4x4	Replacement	30,000	30,000	0	0	0	0
	motor grader	Replacement	450,000	450,000	0	0	0	0
	Total Street Department		1,748,000	1,748,000	0	0	0	0
	32hp lawn mower zero turn	rotation program qty(4)	72,000	36,000	0	0	36,000	0
	Jacobsen 18hp greens Mower	Replacement	20,000	20,000	0	0	0	0
	7 blade greens mower W/Attachments	Replacement	25,000	25,000	0	0	0	0
	Self-contained Fairway reel mower	Replacement	45,000	45,000	0	0	0	0
	Cyclone Flex pull gang reel FW mower	Replacement	18,000	18,000	0	0	0	0
	John Deer Tractor 5075M	Replacement	30,000	30,000	0	0	0	0
Transit	Boom Sprayer 15 -21 Convertible	Replacement	21,000	21,000	0	0	0	0
	van for gyms	Replace Vehicle #99-891	23,000	23,000	0	0	0	0
	van for gyms	Replace Vehicle #99-892	23,000	23,000	0	0	0	0
	F-150 for mower trailer	Replace Vehicle #96-608	17,000	17,000	0	0	0	0
	F-250 crew cab	Replace Vehicle #99-884	23,000	23,000	0	0	0	0
	F-250 crew cab	Replace Vehicle #99-883	23,000	23,000	0	0	0	0
	4-door small truck	Replace Vehicle #99-877	19,000	19,000	0	0	0	0
	Total Recreation		359,000	323,000	0	0	0	0
	Purchase 30' Transit Buses	Vehicle Replacement (2)	760,000	760,000	0	0	0	0
	Purchase 30' Transit Buses	New (2)	800,000	0	800,000	0	0	0
Transit	Support Vehicles	Replace Support Vehicles	53,000	53,000	0	0	0	0
	Capital Maintenance	Bus Parts Eligible for Fed Cap Reimbursement	1,150,000	225,000	225,000	225,000	225,000	250,000
	Total Transit		2,763,000	1,038,000	1,025,000	225,000	225,000	250,000
		10% city share	276,300	103,800	102,500	22,500	22,500	25,000
	Total GENERAL FUND		4,067,300	3,784,800	139,500	22,500	22,500	62,000

* Any projects that exceed the amount of appropriated funding in the General/Special and Non-Major Enterprise categories will be paid for out of CIP cash reserves. Only one fifth of total project cost will be charged in FY 2011 due to financing options.

** Includes: lights, radio, AVL & cages

**FY 2010/2011 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM**
Enterprise Funds
GMA Lease Pool Funds

SOURCES/ACCOUNT NOS.

Sanitary Sewer Capital Replacement Funds 1,127,101
Solid Waste Capital Replacement Funds \$600,243
FY 2011 Approved Funds \$1,727,344

Department	Description	Justification(s)	Total Project Cost	* FY 2010/2011	FY 2011/2012	FY 2012/2013	FY 2013/2014	FY 2014/2015
P/W Sanitary Sewer	P/W Sanitary Sewer							
	jet vectors	Replacement	450,000	450,000	0	0	0	0
	pd vector	Replacement	225,000	225,000	0	0	0	0
	4 door f-150 trucks	Replacement	50,000	50,000	0	0	0	0
	flat bed dumps-4700 type	Replacement	120,000	120,000	0	0	0	0
	excavator	Replacement	275,000	275,000	0	0	0	0
	loader	Replacement	175,000	175,000	0	0	0	0
	Dorsey dump trailer	Replacement	45,000	45,000	0	0	0	0
	6 inch pumps	Replacement	50,000	50,000	0	0	0	0
	GRAND TOTAL - P/W Sanitary Sewer		1,390,000	1,390,000	0	0	0	0
P/W Solid Waste	P/W Solid Waste							
	side loader garbage truck	Replacement Schedule	750,000	750,000	0	0	0	0
	knuckle boom truck	Replacement Schedule	600,000	600,000	0	0	0	0
	front loader garbage truck	Replacement Schedule	440,000	440,000	0	0	0	0
	container truck	Replacement Schedule	125,000	125,000	0	0	0	0
	unloader truck	Replacement Schedule	110,000	110,000	0	0	0	0
	f-150 long bed truck	Replacement Schedule	40,000	40,000	0	0	0	0
	roll off trucks	Replacement Schedule	320,000	320,000	0	0	0	0
	GRAND TOTAL - P/W Solid Waste		2,385,000	2,385,000	0	0	0	0
Airport	Airport							
	1 large sedan w/ light package for Airport Safety	Retirement of 2 patrol vehicles - exceeded useful life	26,000	26,000	0	0	0	0
	Total Airport		26,000	26,000	0	0	0	0
* Any projects that exceed the amount of appropriated funding in the Enterprise categories will be paid for out of reserves. However, only one fifth of total project cost will be charged in FY 2011.								
Total Enterprise Funds			3,801,000	3,801,000	0	0	0	0



City of Albany Budget FY 2011



SPLOST V



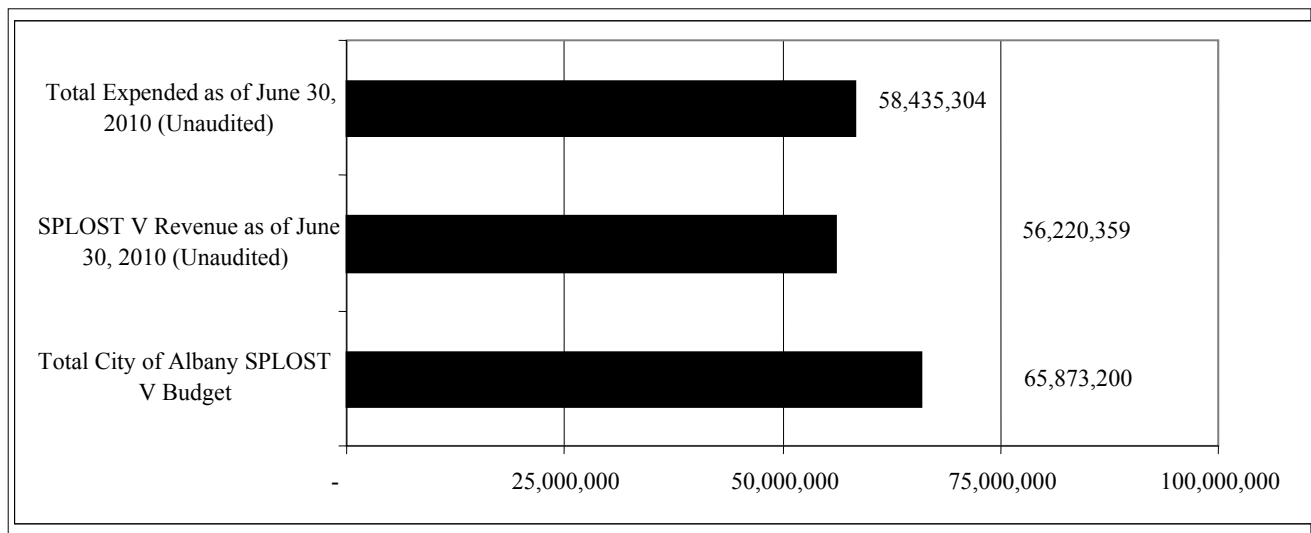
SPECIAL PURPOSE LOCAL OPTION SALES TAX V PROJECTS

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, 2010:



FY 2011 SPLOST V Revenue: \$8,373,750

FY 2011 SPLOST V Expenses: \$8,373,750



City of Albany Budget FY 2011



Sponsored Operations



SUMMARY OF SPONSORED OPERATIONS REVENUE

DESCRIPTION

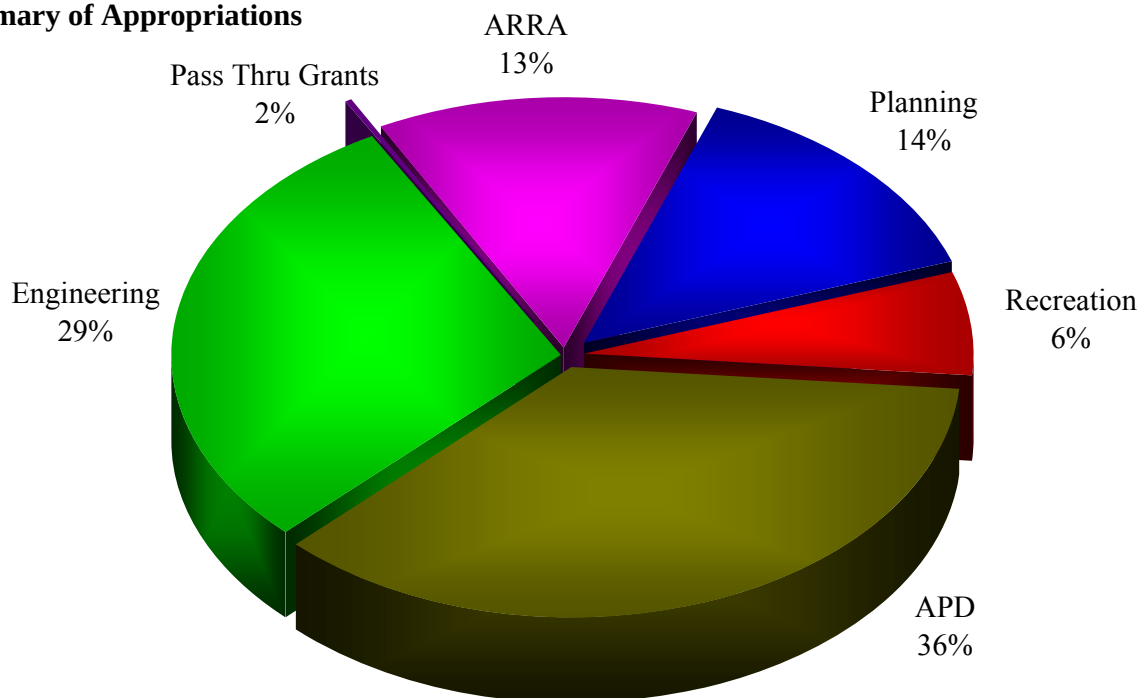
The Grants Fund is a special revenue fund that provides for the administrative accounting of funds received from State and Federal sources for some entitlement programs and discretionary projects. The Grants Fund and the ARRA consist of Federal, State and local funding. Local funding includes contracts 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 2008/2009	Projected 2009/2010	Awarded 2010/2011
Planning	125,439	364,310	364,310
Recreation	73,342	165,000	165,000
APD	72,498	354,138	923,138
Engineering	479,756	912,000	750,043
Pass Thru Grants	-	4,600	4,600
ARRA	-	1,453,953	343,000
TOTAL	751,037	3,254,001	2,550,091
FULL TIME POSITIONS	12	12	21

WORK ACTIVITY DATA

GRANT FUND
Summary of Appropriations



SUMMARY OF SPONSORED OPERATIONS REVENUE

ACCOUNT NUMBER	ACCOUNT NAME	AWARDED 2010/2011
2702		
5806	PL Grant	216,485
5807	Sect #8 FTA Grant	147,825
5811.01	Summer Lunch Bag Program	90,000
5811.63	Totally Teen Zone	75,000
5819.02	JAG ARRA	343,000
5819.04	COPS	407,043
5819.45	2007 JAG	69,757
5819.46	2008 JAG	22,925
5819.47	AmeriCorp Grant	127,693
5819.45	Bullet ProofVest	20,000
5819.49	2009 JAG	79,363
5919.62	EOD Bomb Dog	34,400
5820.01	Safe Communities GOHS	46,000
5820.74	EPA Grant	866,000
5831.11	D/Nat'l Resource 13991424201	4,600
TOTAL, GRANT FUND:		2,550,091

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 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	27,114	40,686	61,300
OPERATING EXPENSE	149,028	86,964	155,185
CAPITAL OUTLAY	0	0	0
TOTAL	176,142	127,650	216,485
FULL TIME POSITION	1	1	1

Class Title

Transportation Planner	1	1	1

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 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	56,888	52,377	147,825
CAPITAL OUTLAY	0	0	0
TOTAL	56,888	52,377	147,825
FULL TIME POSITION	0	0	0

SUMMER LUNCHBAG PROGRAM

DESCRIPTION

The City of Albany Recreation and Parks Department participates in the Summer Lunchbag Program, which is sponsored by Bright from the Start: Georgia Department of Early Care and Learning and funded through the United States Department of Agriculture. The program provides nutritious meals (lunch only) to children age 18 and under (or persons age 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 August 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 the Albany area with significant concentrations on low-income children. This program has 11 (7 indoors and 4 playgrounds) City Recreation sites and 19 other approved sites throughout the Albany area, serving 728 to 1,276

Major Object of Expenditure	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	5,772	0	0
OPERATING EXPENSE	162,965	119,250	90,000
CAPITAL OUTLAY	0	0	0
TOTAL	168,737	119,250	90,000
FULL TIME POSITION	0	0	0

TOTALLY TEEN ZONE

DESCRIPTION

The City of Albany Recreation and Parks Department received a 2009 OJJDP Appropriation through the HR1105 Omnibus Appropriation Bill to fund the Totally Teen Zone After-School Initiative. This program is open to youth ages 13 - 17 from 3:00pm to 6:00pm Monday through Friday, during the 2009 and 2010 school years, at Lockett Station Community Center, Henderson Gym and Thornton Community Center. The program addresses life skills and enrichment activities through the implementation of three "Zones." The areas addressed in the "Zone" are crime prevention, educational development and social/community involvement. The program, which began in January 2010 and will conclude in May 2011, serves 108 youth monthly.

Major Object of Expenditure	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	62,031	62,031
OPERATING EXPENSE	0	12,969	12,969
CAPITAL OUTLAY	0	0	0
TOTAL	0	75,000	75,000
FULL TIME POSITION	0	0	0

JAG ARRA*DESCRIPTION*

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows state 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 funding mechanism that will simplify the administration process for grantees. There is also additional funding from The American Recovery and Reinvestment Act of 2009 (ARRA) which was signed into law by President Obama on February 17, 2009.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	169,908	169,908
CAPITAL OUTLAY	0	173,092	173,092
TOTAL	0	343,000	343,000
FULL TIME POSITION	0	0	0

C O P S*DESCRIPTION*

The Community Oriented Policing Services office (COPS) offers grants to help law enforcement agencies to hire more community policing officers, to acquire new technologies and equipment, to hire civilians for administrative tasks and to promote innovative approaches to solving crime. The COPS office distributes funding through a wide range of programs, both as grants and cooperative agreements. COPS funding helps law enforcement agencies across America meet an ever-increasing range of challenges with community policing.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	407,043	407,043
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	0	407,043	407,043
FULL TIME POSITION	0	9	9

Class Title

Police Cadet	0	9	9
TOTAL	0	9	9

EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2007*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.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	15,677	69,757	69,757
CAPITAL OUTLAY	0	0	0
TOTAL	15,677	69,757	69,757
FULL TIME POSITION	0	0	0

EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2008*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.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	4,587	22,925	22,925
CAPITAL OUTLAY	0	0	0
TOTAL	4,587	22,925	22,925
FULL TIME POSITION	0	0	0

AMERICORP*DESCRIPTION*

The mission of the Albany Police Department AmeriCorp Cadet Program is designed to provide an exemplary level of service, ensuring a safe and a peaceful life to low income families. This program will help maintain the bridge already established by the Albany Police Department of true partnership with our fellow citizens to enhance the quality of life in the city. It will enhance public safety, reduce the fear of crime through police presence and increase civic responsibility at the neighborhood level.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	96,549	126,733	127,693
OPERATING EXPENSE	2,277	960	0
CAPITAL OUTLAY	0	0	0
TOTAL	98,826	127,693	127,693
FULL TIME POSITION	10	10	10

Class Title

Police Cadet	10	10	10
TOTAL	10	10	10

BULLET PROOF VEST*DESCRIPTION*

The Bullet proff Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique U. S. Department of Justice initiative designed to provide bullet proof vests to state and local law enforcement

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	20,000	20,000
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	0	0
TOTAL	0	20,000	20,000
FULL TIME POSITION	0	0	0
TOTAL	0	0	0

EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2009*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 ot 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.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	23,459	23,459
CAPITAL OUTLAY	0	55,904	55,904
TOTAL	0	79,363	79,363
FULL TIME POSITION	0	0	0

EOD BOMB DOG*DESCRIPTION*

GEMA has been given federal funding in order to establish a network of EOD bomb dogs for "on call" contact purposes involving various events (airshows, presidential visits, etc...). The idea of having availability of a bomb dog within one hour anywhere within the State is the goal. While a feasible network has already been established partially within the Atlanta & Savannah regions, funding has been given to the City of Albany for the development of the SWGA network.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	1,000	1,000
OPERATING EXPENSE	0	33,400	33,400
CAPITAL OUTLAY	0	0	0
TOTAL	0	34,400	34,400
FULL TIME POSITION	0	0	0

TOTAL	0	0	0

SAFE COMMUNITIES GOVERNOR'S OFFICE OF HIGHWAY SAFETY GRANT

DESCRIPTION

Albany Safe Communities is a traffic safety program, sponsored by the Governor's Office of Highway Safety, and administered through the Engineering Department/Traffic Division. Safe Communities is a program created to help communities address their own traffic safety concerns and programs.

Major Object of Expenditure	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	43,333	18,215	0
OPERATING EXPENSE	5,495	12,185	46,000
CAPITAL OUTLAY	0	0	0
TOTAL	48,828	30,400	46,000
FULL TIME POSITION	1	1	1
<u>Class Title</u>			
Safe Communities Coordinator*	1	1	1

* This position is sponsored and is not considered an authorized budgeted position. The position is administered in Engineering Department.

EPA STORM DRAINAGE GRANT

DESCRIPTION

This grant was awarded to eliminate the combined sewer system in the Flint Pond area of Albany, GA by installing a new and separate sewer system, replacing the Holloway IV pump station and eliminating storm water connections into the sanitary sewers in this area.

Major Object of Expenditure	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	866,000	866,000
TOTAL	0	866,000	866,000
FULL TIME POSITION	0	0	0

HISTORIC PRESERVATION

DESCRIPTION

The Historic Preservation Grant has been awarded to allow the City of Albany to develop a self guided tour brochure to provide information and education to all ages detailing local National Registrar sites and other significant historic resources within the City. This brochure will allow the City of Albany to take advantage of increasing popularity of Heritage Tourism and promote historic preservation.

MAJOR OBJECT OF EXPENDITURE	Actual 2008/2009	Projected 2009/2010	Awarded 2010/2011
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	0	4,600	4,600
CAPITAL OUTLAY	0	0	0
TOTAL	0	4,600	4,600
FULL TIME POSITION	0	0	0



City of Albany Budget FY 2011



Utilities/WG&L Commission



WATER GAS & LIGHT COMMISSION
TOTAL SYSTEM
2010 - 2011 BUDGET
Approved by the Board of Commissioners May 27, 2010

DESCRIPTION	BUDGET 2009 - 2010	BUDGET 2010 - 2011	INCREASE (DECREASE)
Estimated Revenues	\$105,803,063	\$107,143,042	1.27%
Less Estimated Expenses			
Cost of Sales	69,757,563	72,533,600	3.98%
Operating & Maintenance Expenses	13,832,681	13,252,077	-4.20%
G & A Expenses (Net)	9,348,369	9,274,130	-0.79%
Depreciation Departments	4,193,359	4,359,655	3.97%
Depreciation G & A	1,312,079	1,396,586	6.44%
Total Expenses	98,444,051	100,816,048	2.41%
NET INCOME	7,359,012	6,326,994	-14.02%
Transfer to City of Albany	7,988,110	8,231,745	3.05%
Transfer to other agencies	44,217	44,217	0.00%
Total transfers	8,032,327	8,275,962	3.03%
Net income after transfer	(673,315)	(1,948,968)	189.46%
Add back depreciation	5,505,438	5,756,241	4.56%
Cash available for capital expenditures	4,832,123	3,807,273	-21.21%
Subtract Vehicles & Equipment	1,333,852	1,145,321	-14.13%
Subtract Vehicles & Equipment G & A	786,451	288,887	-63.27%
Subtract Improvements	1,861,301	1,982,000	6.48%
Subtract Principal Payments - Bonds	1,020,000	925,000	-9.31%
Subtract Principal Payments - Cap Leases	968,809	1,016,917	4.97%
Subtract Cleanup for Manufactured Gas Plant	100,000	100,000	0.00%
Add Draw Down Reserves	1,298,290	1,710,853	31.78%
H.O.P.E. program (Helping Others Pay Essentials)	60,000	60,000	0.00%
Funds available to transfer to reserves	\$0	\$0	0.00%

M-1

**WATER GAS & LIGHT COMMISSION
DISTRIBUTION OF TRANSFERS TO OTHER AGENCIES
2010 - 2011 BUDGET**

Transfer to City of Albany	2009 - 2010	2010 - 2011
City of Albany General Fund	\$5,652,193	\$5,895,828
City of Albany Street and Traffic Lights	1,055,000	1,055,000
City of Albany Christmas Decorations	5,000	5,000
City of Albany Eternal Flame	5,000	5,000
Total based on metered revenue	6,717,193	6,960,828
City of Albany - Addition to transfer by agreement	750,000	750,000
City of Albany Capital Improvement Fund	320,917	320,917
City of Albany Sewer and Garbage Billing	200,000	200,000
Total other transfers to City of Albany	1,270,917	1,270,917
Total contributions to the City of Albany	7,988,110	8,231,745
Transfers to Others		
Dougherty County Street and Traffic Lights	22,117	22,117
Payroll Development Authority	22,100	22,100
Total to Other agencies	44,217	44,217
TOTAL TRANSFER TO OTHER AGENCIES	\$8,032,327	\$8,275,962

M-2

WATER GAS & LIGHT COMMISSION
DISTRIBUTION OF TRANSFERS TO OTHER AGENCIES
2010 - 2011 BUDGET

	Metered Revenue				
Calendar Year 2010	Water	Transport Gas	Gas	Light	Total
Month of January	\$694,657	\$83,988	\$916,650	\$5,738,335	\$7,433,630
Month of February	599,875	93,160	1,128,640	6,131,635	7,953,309
Month of March	607,614	86,883	895,772	5,826,291	7,416,560
Month of April	658,576	85,630	516,984	5,443,640	6,704,830
Month of May	731,440	84,046	370,409	5,723,245	6,909,140
Month of June	728,368	75,817	295,596	7,009,630	8,109,410
Month of July	908,919	80,688	306,667	8,394,800	9,691,073
Month of August	843,951	80,022	283,849	7,849,566	9,057,388
Month of September	797,839	76,841	302,537	7,642,154	8,819,371
Month of October	798,733	68,502	312,622	6,638,750	7,818,608
Month of November	752,451	74,589	612,176	5,840,586	7,279,802
Month of December	718,503	77,140	869,133	5,924,073	7,588,848
Total	8,840,924	967,304	6,811,036	78,162,704	94,781,968
Subtract amts greater than \$80 million	(1,378,809)	(150,858)	(1,062,233)	(12,190,068)	(14,781,968)
	7,462,115	816,446	5,748,803	65,972,636	80,000,000
Transfer % for amts up to \$80 million	7.5%	7.5%	7.5%	7.5%	7.5%
Transfer on first \$80 million	559,659	61,233	431,160	4,947,948	6,000,000
Amounts greater than \$80 million	1,378,809	150,858	1,062,233	12,190,068	14,781,968
Transfer % for amts greater than \$80 million	6.5%	6.5%	6.5%	6.5%	6.5%
Transfer on amts greater than \$80 million	89,623	9,806	69,045	792,354	960,828
Total transfer based on percentage	649,281	71,039	500,205	5,740,302	6,960,828
Other City Transfers	119,769	0	92,270	1,058,878	1,270,917
Total Transfers to City	769,050	71,039	592,475	6,799,180	8,231,745
Other Transfers	4,167	0	3,210	36,840	44,217
Total Transfers	\$773,217	\$71,039	\$595,685	\$6,836,020	\$8,275,962

M-3

**WATER GAS & LIGHT COMMISSION
WATER DEPARTMENT
2010 - 2011 BUDGET**

DESCRIPTION	BUDGET 2009 - 2010	BUDGET 2010 - 2011	INCREASE (DECREASE)
Estimated Revenues	<u>\$10,593,015</u>	<u>\$10,265,461</u>	-3.09%
Less Estimated Expenses			
Cost of Sales	651,213	654,530	0.51%
Operating & Maintenance Expenses	5,510,496	5,069,025	-8.01%
G & A Expenses (Net)	2,337,092	2,318,532	-0.79%
Depreciation Water Department	2,210,740	2,217,432	0.30%
Depreciation G & A	<u>328,020</u>	<u>349,147</u>	6.44%
Total Expenses	<u>11,037,561</u>	<u>10,608,666</u>	-3.89%
NET INCOME	(444,546)	(343,205)	22.80%
Transfer to City of Albany	750,312	769,050	2.50%
Transfer to other agencies	<u>4,193</u>	<u>4,167</u>	-0.62%
Total transfers	<u>754,505</u>	<u>773,217</u>	2.48%
Net income after transfer	(1,199,051)	(1,116,422)	6.89%
Add back depreciation	<u>2,538,760</u>	<u>2,566,579</u>	1.10%
Cash available for capital expenditures	1,339,709	1,450,157	8.24%
Subtract Vehicles & Equipment	499,667	577,000	15.48%
Subtract Vehicles & Equipment G & A	196,613	72,222	-63.27%
Subtract Improvements	230,248	350,000	52.01%
Principal Payments	1,262,202	1,179,229	-6.57%
Add Draw Down Reserves	<u>0</u>	<u>0</u>	0.00%
Funds available to transfer to reserves	<u><u>(\$849,021)</u></u>	<u><u>(\$728,295)</u></u>	14.22%

M-4

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

WATER DEPARTMENT INCOME	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Residential Sales	\$6,210,739	\$6,171,412	\$5,067,667	\$6,756,890	\$7,429,548	109.96%
Commercial Sales	2,342,375	2,235,132	1,822,483	2,429,977	2,671,885	109.96%
Miscellaneous Sales	6,265	5,890	309,260	412,346	6,000	1.46%
Miscellaneous Income	531	50	(419)	(558)	(558)	100.00%
Tapping Fees	458,629	233,001	114,615	152,820	152,820	100.00%
Rental Income	5,500	6,000	4,000	5,333	5,767	108.13%
Total Water Income	\$9,024,038	\$8,651,486	\$7,317,606	\$9,756,808	\$10,265,461	105.21%

M-5

WATER, GAS & LIGHT COMMISSION

WATER DEPARTMENT

Calculation of Revenues and Cost of Sales

2010 - 2011 BUDGET

M-6

	BUDGET MGAL	AVG SALES PRICE	\$ BUDGET	AVG COST TO PUMP	TOTAL COGS	PUMPING ELECTRIC	CHEMICALS	PUMPING GAS
July-10	453,000	2.09	\$946,770	\$0.13636	\$61,771	\$58,426	\$3,315	\$30
August-10	464,000	2.09	969,760	0.13636	63,271	59,845	3,395	31
September-10	421,000	2.09	879,890	0.13636	57,408	54,299	3,081	28
October-10	413,000	2.09	863,170	0.13636	56,317	53,267	3,022	27
November-10	391,000	2.09	817,190	0.13636	53,317	50,430	2,861	26
December-10	356,000	2.09	744,040	0.13636	48,544	45,916	2,605	23
January-11	356,000	2.09	744,040	0.13636	48,544	45,916	2,605	23
February-11	314,000	2.09	656,260	0.13636	42,817	40,499	2,298	21
March-11	318,000	2.09	664,620	0.13636	43,363	41,015	2,327	21
April-11	373,000	2.09	779,570	0.13636	50,862	48,108	2,730	25
May-11	439,000	2.09	917,510	0.13636	59,862	56,621	3,213	29
June-11	502,000	2.09	1,049,180	0.13636	68,453	64,746	3,674	33
TOTALS	4,800,000		\$10,032,000		\$654,530	\$619,088	\$35,126	\$316

Prior five year history at a glance....

Projected Sales Volume 4,800,000
Average Cost to Pump 0.13636

Cost of Water Sold

MGAL sold for last 9 months 3,317,056
Cost of Sales for last 9 months 452,315

Average Cost to Pump 0.13636

F.Y.E.	mgal	REVENUE	Per 1000 gal
2011 budget	4,800,000	\$10,032,000	\$2.09
Last 9 mos.	3,317,056	6,940,591	\$2.09
Last 12 mos.	4,570,086	9,160,853	\$2.00
2009	4,599,188	8,489,689	\$1.85
2008	5,119,801	8,630,040	\$1.69
2007	5,130,268	8,796,808	\$1.71
2006	5,265,907	8,150,104	\$1.55
2005	4,862,231	7,701,595	\$1.58
5 Yr. Average	4,995,479	\$8,353,647	

WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET

WATER DEPARTMENT COST OF SALES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Pumping Electric	\$513,833	\$525,591	\$384,520	\$512,693	\$619,088	120.75%
Natural Gas	354	332	260	347	316	91.08%
Chemicals	61,894	90,587	67,680	90,240	35,126	38.92%
TOTAL COST OF SALES	\$576,081	\$616,509	\$452,460	\$603,281	\$654,530	108.50%

M-7

WATER GAS & LIGHT COMMISSION

2010 - 2011 BUDGET

	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
WATER DEPARTMENT						
OPERATING EXPENSES						
<u>Salaries and Wages</u>						
Total	\$869,666	\$1,105,554	\$1,249,955	\$1,666,607	\$1,666,607	100.00%
<u>Other Expenses</u>						
Small Hand Tools	\$15,197	\$15,087	\$18,859	\$25,145	\$25,396	101.00%
Uniform Rental and Expense	17,556	22,537	11,574	15,433	15,587	101.00%
Street Repair - Maintenance	22,479	21,909	0	0	0	0.00%
Motor Vehicle Repairs	63,618	60,703	46,695	62,260	62,882	101.00%
Motor Vehicle Expenses - Fuel	105,220	89,647	61,862	82,483	83,308	101.00%
Motorized Equipment Repairs	52,346	19,955	44,154	58,872	59,461	101.00%
Motorized Equipment Expenses	30,322	15,785	9,824	13,099	13,230	101.00%
Lab Test	78,097	85,895	48,222	64,296	64,939	101.00%
Wells	31,003	69,941	53,861	71,815	72,533	101.00%
Equipment	48,666	30,237	17,316	23,088	23,319	101.00%
Mains	10,069	9,250	11,183	14,910	15,059	101.00%
Service Lines	60,342	96,388	7,527	10,036	10,136	101.00%
Employee Group Insurance	439,642	382,932	268,058	357,411	393,152	110.00%
Damage Claim Expense	(16,300)	(14,924)	(3,517)	(4,689)	0	0.00%
Company Pension Plan Expense	167,234	156,283	145,936	194,582	194,582	100.00%
Payroll Tax Expense	133,097	124,808	115,630	154,173	154,173	100.00%
Company LTD Plan	5,438	1,181	0	0	0	0.00%
Office Supplies and Expense	17,789	11,786	8,535	11,380	11,494	101.00%
Seminars and Continuing Education	9,177	5,843	188	250	253	101.00%
Professional Services Other	41,852	9,535	42,810	57,081	57,651	101.00%
US Geological Survey	133,250	136,000	113,333	62,500	63,125	101.00%
Interest Expense Bonds	1,098,831	1,058,064	487,160	649,546	617,725	100.00%
Water Bond Issue Expense	65,762	65,762	49,321	65,762	66,419	101.00%
Utilities	172,560	177,938	144,197	192,263	194,185	101.00%
Communications	9,397	8,063	4,702	6,269	6,332	101.00%
Building Repairs and Maintenance	64,182	4,526	9,629	12,839	12,968	101.00%
Miscellaneous Expense	25,637	85,373	5,159	6,878	6,947	101.00%
Other Supplies	7,769	8,936	0	0	0	0.00%
Dues and Subscriptions	4,035	18,766	1,555	2,073	2,094	101.00%
Lab Expenses	219,021	143,320	139,974	186,632	188,499	101.25%
Total Other Expenses	\$3,133,289	\$2,921,526	\$1,863,749	\$2,396,387	\$2,415,450	100.80%
Total Operating Expenses less Depreciation	4,002,955	4,027,080	3,113,704	4,062,994	4,082,057	100.47%
Depreciation Expense	2,105,888	2,150,109	1,614,635	2,152,847	2,217,432	103.00%
TOTAL OPERATING EXPENSE	\$6,108,843	\$6,177,188	\$4,728,339	\$6,215,841	\$6,299,489	101.35%

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

WATER DEPARTMENT MAINTENANCE EXPENSES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
<u>Salaries and Wages</u>						
Total	<u>\$976,661</u>	<u>\$696,921</u>	<u>\$454,712</u>	<u>\$606,282</u>	<u>\$606,282</u>	<u>100.00%</u>
<u>Materials and other maintenance</u>						
Meters	\$8,563	\$2,145	\$43,845	\$58,460	\$59,044	101.00%
Street Repair	42,242	59,182	25,179	33,572	33,907	101.00%
Maint of Structures - Materials & Equipment	2,175	51,689	26,196	34,928	35,278	101.00%
Miscellaneous Maint - Materials	6,800	41	22,080	29,440	29,734	101.00%
Service Lines	56,996	42,991	37,854	50,471	50,976	101.00%
Valves	49,777	97,774	11,272	15,029	15,179	101.00%
Building Repair and Maintenance	856	358	25	33	33	101.00%
Miscellaneous	96,728	226,466	116,238	154,984	156,534	101.00%
Total	<u>\$264,138</u>	<u>\$480,645</u>	<u>\$282,688</u>	<u>\$376,917</u>	<u>\$380,686</u>	<u>101.00%</u>
TOTAL MAINTENANCE EXPENSE	<u>\$1,240,799</u>	<u>\$1,177,566</u>	<u>\$737,399</u>	<u>\$983,199</u>	<u>\$986,968</u>	<u>100.38%</u>
<u>Salaries and Wages - Water Department</u>						
Operating Expense Salaries & Wages	\$869,666	\$1,105,554	\$1,249,955	\$1,666,607	\$1,666,607	100.00%
Maintenance Expense Salaries & Wages	976,661	696,921	454,712	606,282	606,282	100.00%
Improvement Salaries & Wages	460,235	289,661	214,935	50,000	50,000	100.00%
Total Salaries and Wages	<u>\$2,306,562</u>	<u>\$2,092,136</u>	<u>\$1,919,602</u>	<u>\$2,322,889</u>	<u>\$2,322,889</u>	<u>100.00%</u>

M-9

WATER GAS & LIGHT COMMISSION
WATER DEPARTMENT
Vehicles, Equipment, Buildings & Other 2010 - 2011

Vehicles

Repalce Dump Truck #233 with 6 ton dump bed, 1994 Chevy 4500	\$60,000
Replace Boom Truck #228, 1991 International 6500	110,000
Replace 2001 GMC 3500 Service Body Truck #222, with F750 Service Body Crew Cab	50,000
Increase Water Quality truck fleet with 3, 1/2 ton service body pick-ups	45,000
Replace 1998 2-Ton Chemical Truck 209	75,000
Total Vehicle	<u>\$340,000</u>

Buildings/Other

Self contained trailer mounted Valve Exercising Machine	\$52,000
Valve Insertion Machine	60,000
Well house up-grades in water distribution to meet Georgia EPD minimum standards	75,000
Well Field, Tank and Well site Fencing	50,000
Total Buildings & Other	<u>\$237,000</u>
Grand Total Vehicle, Equipment, Buildings & Other	<u>\$577,000</u>

Improvements 2010 - 2011

Other Items:	<u>Labor</u>	<u>Material</u>	<u>Total</u>
Rehabilitate Wells	\$25,000	\$150,000	\$175,000
New Services	\$25,000	\$150,000	\$175,000
Total Other			<u>\$350,000</u>

**WATER GAS & LIGHT COMMISSION
GAS DEPARTMENT
2010 - 2011 BUDGET**

DESCRIPTION	BUDGET 2009 - 2010	BUDGET 2010 - 2011	INCREASE (DECREASE)
Estimated Revenues	<u>\$11,902,634</u>	<u>\$12,729,246</u>	6.94%
Less Estimated Expenses			
Cost of Sales	7,365,222	7,982,796	8.39%
Operating & Maintenance Expenses	1,563,314	1,522,160	-2.63%
G & A Expenses (Net)	1,869,674	1,854,826	-0.79%
Depreciation Gas Department	207,525	209,165	0.79%
Depreciation G & A	<u>262,413</u>	<u>279,317</u>	6.44%
Total Expenses	<u>11,268,148</u>	<u>11,848,264</u>	5.15%
NET INCOME	634,486	880,982	38.85%
Transfer to City of Albany	691,337	663,514	-4.02%
Transfer to other agencies	<u>3,444</u>	<u>3,210</u>	-6.79%
Total transfers	<u>694,781</u>	<u>666,725</u>	-4.04%
Net income after transfer	(60,295)	214,257	-455.35%
Add back depreciation	<u>469,938</u>	<u>488,482</u>	3.95%
Cash available for capital expenditures	409,643	702,740	71.55%
Subtract Vehicles & Equipment	194,185	89,000	-54.17%
Subtract Vehicles & Equipment G & A	157,290	57,777	-63.27%
Subtract Improvements	91,784	105,000	14.40%
Principal Payments	193,762	203,383	4.97%
Add Propane Gas Sales	0	0	0.00%
Add Draw Down Reserves	<u>0</u>	<u>0</u>	0.00%
Funds available to transfer to reserves	<u><u>(\$227,378)</u></u>	<u><u>\$247,579</u></u>	-208.88%

M-11

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

GAS DEPARTMENT INCOME	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Residential Sales	\$3,982,277	\$3,733,216	\$4,740,442	\$5,116,750	\$3,781,014	73.89%
Commercial Sales	3,134,889	2,968,871	1,340,444	1,906,976	3,153,529	165.37%
Large Industrial Sales	89,961	-	959,172	1,177,943	311,485	26.44%
Purchase Gas Adjustment	4,702,302	5,075,649	2,748,955	4,157,837	3,901,105	93.83%
BTU Adjustment	168,110	171,365	145,267	-	0	0.00%
Miscellaneous Sales	1,173,227	555,788	34,717	46,289	550,000 *	1188.18%
Miscellaneous Income	33,686	31,161	17,567	23,422	23,422	100.00%
Gas transported for others (Transport Fees)	1,055,949	994,293	692,482	923,310	923,310	100.00%
Capacity Release Credit	126,480	86,429	30,285	40,380	40,380	100.00%
Tapping Fees	41,440	110,126	43,204	57,606	45,000	78.12%
Gain (Loss) - Sale of Fixed Assets	0	7,950	2,936	3,915	0	0.00%
TOTAL INCOME	\$14,508,321	\$13,734,849	\$10,755,472	\$13,454,428	\$12,729,246	94.61%

* WGL propane gas tank disposal sale

M-12

WATER, GAS & LIGHT COMMISSION
GAS DEPARTMENT
Calculation of Budgeted Revenues
2010 - 2011 BUDGET

	RESIDENTIAL			COMMERCIAL			INDUSTRIAL			PGA			TOTAL			Total Cost of Sales	Gross Profit
	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-10	6,480	\$14.959	\$96,934	24,931	\$6.942	\$173,070	3,388	\$5.266	\$17,842	34,800	\$2.920	\$101,604	34,800	\$11.191	\$389,451	\$335,447	\$54.0
August-10	6,982	14.384	100,436	24,664	6.973	171,977	3,110	5.369	16,696	34,756	3.022	105,044	34,756	11.340	394,152	338,971	55.1
September-10	6,673	14.493	96,713	25,907	6.936	179,693	2,987	5.396	16,120	35,568	3.094	110,050	35,568	11.319	402,576	345,272	57.3
October-10	14,585	12.194	177,855	29,824	6.876	205,054	7,133	5.759	41,076	51,541	3.135	161,590	51,541	11.361	585,576	490,352	95.2
November-10	44,266	8.173	361,797	41,373	6.821	282,204	8,193	5.710	46,778	93,832	3.669	344,238	93,832	11.031	1,035,017	737,236	297.7
December-10	78,532	7.517	590,306	54,006	6.803	367,420	5,946	5.337	31,736	138,484	4.141	573,412	138,484	11.286	1,562,874	1,035,738	527.1
January-11	98,391	7.410	729,047	62,225	6.780	421,915	6,549	5.373	35,189	167,164	4.377	731,614	167,164	11.472	1,917,765	1,238,924	678.8
February-11	95,391	7.413	707,085	61,143	6.776	414,296	5,080	5.418	27,524	161,614	4.346	702,347	161,614	11.455	1,851,252	1,201,006	650.2
March-11	59,084	7.788	460,114	47,569	6.770	322,048	3,874	5.401	20,921	110,527	4.264	471,258	110,527	11.530	1,274,342	891,888	382.4
April-11	24,180	9.202	222,500	34,802	6.801	236,702	3,725	5.292	19,715	62,707	4.110	257,717	62,707	11.747	736,634	535,423	201.2
May-11	12,199	11.342	138,360	28,954	6.825	197,604	3,547	5.357	19,004	44,700	4.141	185,087	44,700	12.082	540,055	435,654	104.4
June-11	7,422	13.456	99,867	26,522	6.845	181,546	3,544	5.329	18,882	37,487	4.192	157,145	37,487	12.203	457,440	396,886	60.5
Budget	454,184	\$8.32	\$3,781,014	461,920	\$6.83	\$3,153,529	57,076	\$5.46	\$311,485	973,179	\$4.01	\$3,901,105	973,179	\$11.45	\$11,147,133	\$7,982,796	\$3,164.3
Apr - March	517,433	\$8.32	\$4,307,066	477,364	\$6.81	\$3,249,131	70,821	\$5.64	\$399,447	1,065,618	\$3.35	\$3,573,020	1,065,618	\$10.82	\$11,528,664	\$7,837,760	\$3,690.9
Rate Increase	1.000																

M-13

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

GAS DEPARTMENT COST OF SALES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Natural Gas	\$9,417,280	\$8,850,598	\$6,575,071	\$9,228,412	\$7,646,796	82.86%
CSS Storage Charges	250,696	214,275	236,787	315,716	336,000	106.42%
TOTAL COST OF SALES	\$9,667,976	\$9,064,873	\$6,811,857	\$9,544,128	\$7,982,796	83.64%

M-14

WATER, GAS & LIGHT COMMISSION
GAS DEPARTMENT
Calculation of Cost of Sales
2010 - 2011 BUDGET

	Sales Volume MCF	Purchases Gas loss 1.5% mmbtu	Futures Cost	Commodity Cost	Fee	Total Commodity Cost	SNG Transportation & Storage	Total Cost of Sales
July-10	34,800	36,240	4.21	\$152,447	\$3,000	\$155,447	\$180,000	\$335,447
August-10	34,756	36,195	4.31	155,971	3,000	158,971	180,000	338,971
September-10	35,568	37,040	4.38	162,272	3,000	165,272	180,000	345,272
October-10	51,541	53,674	4.42	237,352	3,000	240,352	250,000	490,352
November-10	93,832	97,715	4.96	484,236	3,000	487,236	250,000	737,236
December-10	138,484	144,216	5.43	782,738	3,000	785,738	250,000	1,035,738
January-11	167,164	174,083	5.66	985,924	3,000	988,924	250,000	1,238,924
February-11	161,614	168,303	5.63	948,006	3,000	951,006	250,000	1,201,006
March-11	110,527	115,101	5.55	638,888	3,000	641,888	250,000	891,888
April-11	62,707	65,303	5.40	352,423	3,000	355,423	180,000	535,423
May-11	44,700	46,550	5.43	252,654	3,000	255,654	180,000	435,654
June-11	37,487	39,039	5.48	213,888	3,000	216,888	180,000	396,888
	<u>973,179</u>	<u>1,013,459</u>		<u>\$5,366,796</u>	<u>\$36,000</u>	<u>\$5,402,796</u>	<u>\$2,580,000</u>	<u>\$7,982,796</u>
							Gas cost and transportation Storage	<u>\$7,646,796</u> <u>336,000</u>
							Total Cost of Sales	<u>\$7,982,796</u>

M-15

WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET

GAS DEPARTMENT OPERATING EXPENSES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
<u>Salaries and Wages</u>						
Total	\$499,413	\$501,866	\$417,138	\$556,183	\$561,745	101.00%
<u>Other Expenses</u>						
Small Hand Tools	\$7,885	\$4,448	\$8,043	\$10,723	\$10,831	101.00%
Uniform Rental and Expense	7,507	7,056	5,278	7,038	7,108	101.00%
Motor Vehicle Expenses	16,536	20,966	15,004	20,006	20,206	101.00%
Motor Vehicle - Fuel	20,975	134,208	29,423	39,231	39,623	101.00%
Motorized Equipment Repairs	9,731	1,406	3,987	5,316	5,369	101.00%
Motorized Equipment Expenses	4,408	18,469	3,580	4,773	4,821	101.00%
Meter Expenses	10,049	23,246	11,582	15,442	15,597	101.00%
Operation Supplies	13,243	5,174	1,465	1,953	1,973	101.00%
Equipment	540	20,892	1,622	2,163	2,185	101.00%
Service Lines	3,620	1,946	8,400	11,200	11,312	101.00%
Employee Group Insurance	150,187	140,863	75,219	100,291	110,321	110.00%
Company Pension Plan Expense	86,762	85,990	63,526	84,701	84,701	100.00%
Payroll Tax Expense	70,851	76,523	54,773	73,031	73,031	100.00%
Company LTD Plan	3,076	517	0	0	0	0.00%
Office Supplies and Expense	11,209	4,108	879	1,172	1,183	101.00%
Seminars and Continuing Education	1,410	460	0	0	0	0.00%
Legal Fees	3,900	3,830	3,484	4,645	4,692	101.00%
Professional Services Other	33,973	8,487	11,076	14,768	14,916	101.00%
Utilities	10,659	11,075	9,290	12,387	12,511	101.00%
Communications	0	2,974	2,489	3,319	3,352	101.00%
Building Repairs and Maintenance	39,722	2,381	2	2	2	101.00%
Miscellaneous	7,634	2,551	756	1,009	1,019	101.00%
Dues and Subscriptions	565	541	1,531	2,042	2,062	101.00%
Total Other Expenses	\$514,440	\$578,111	\$311,410	\$415,213	\$426,815	102.79%
Total Operating Expenses less Depreciation	1,013,853	1,079,978	728,548	971,397	988,560	101.77%
Depreciation Expense	187,532	203,494	152,305	203,073	209,165	103.00%
TOTAL OPERATING EXPENSE	\$1,201,385	\$1,283,471	\$880,852	\$1,174,470	\$1,197,725	101.98%

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

GAS DEPARTMENT MAINTENANCE EXPENSES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
<u>Salaries and Wages</u>						
Total	<u>\$523,579</u>	<u>\$501,734</u>	<u>\$379,499</u>	<u>\$505,998</u>	<u>\$500,436</u>	<u>98.90%</u>
<u>Materials and other maintenance</u>						
Meter Expenses	\$3,148	\$23,892	\$397	\$530	\$535	101.00%
Tools and Implements	6,414	26,313	98	131	133	0.00%
Valves & Regulators	0	5,575	326	435	439	101.00%
Mains	1,936	0	5,437	7,250	7,322	0.00%
Service Lines	23,087	0	18,367	24,489	24,734	101.00%
Total	<u>\$34,585</u>	<u>\$55,781</u>	<u>\$24,626</u>	<u>\$32,835</u>	<u>\$33,164</u>	<u>101.00%</u>
TOTAL MAINTENANCE EXPENSE	<u>\$558,164</u>	<u>\$557,515</u>	<u>\$404,125</u>	<u>\$538,833</u>	<u>\$533,600</u>	<u>99.03%</u>
<u>Salaries and Wages - Gas Department</u>						
Operating Expense Salaries & Wages	\$499,413	\$501,866	\$417,138	\$556,183	\$561,745	101.00%
Maintenance Expense Salaries & Wages	523,579	501,734	379,499	505,998	500,436	98.90%
Improvement Salaries & Wages	22,142	70,149	50,430	80,000	80,000	100.00%
Total Salaries and Wages	<u>\$1,045,135</u>	<u>\$1,073,749</u>	<u>\$847,067</u>	<u>\$1,142,182</u>	<u>\$1,142,182</u>	<u>100.00%</u>

M-17

WATER GAS & LIGHT COMMISSION
GAS DEPARTMENT
Vehicles, Equipment, Buildings & Other 2010 - 2011

Vehicles

No new vehicles requested

Total Vehicle	<u><u>\$0</u></u>

Buildings/Other

Replace 1988 Leroic compressor (Air Compressor #100)	\$13,000

Replace 1995 Ditch Witch Trencher (Trencher #109)	16,000

Cathodic Protection	10,000

Regulator Station, Town Bodes & Station Improvement or Maintenance	50,000

Total Buildings & Other	<u><u>\$89,000</u></u>

Grand Total Vehicle, Equipment, Buildings & Other	<u><u>\$89,000</u></u>

Improvements 2010 - 2011

New Services:	<u>Labor</u>	<u>Material</u>	<u>Total</u>
Total Improvements	<u><u>\$80,000</u></u>	<u><u>\$25,000</u></u>	<u><u>\$105,000</u></u>

**WATER GAS & LIGHT COMMISSION
LIGHT DEPARTMENT
2010 - 2011 BUDGET**

DESCRIPTION	BUDGET 2009 - 2010	BUDGET 2010 - 2011	INCREASE (DECREASE)
Estimated Revenues	<u>\$82,053,570</u>	<u>\$83,381,967</u>	1.62%
Less Estimated Expenses			
Cost of Sales	61,386,670	63,520,143	3.48%
Operating & Maintenance Expenses	5,769,465	5,557,685	-3.67%
G & A Expenses (Net)	5,141,603	5,100,771	-0.79%
Depreciation Light Department	1,420,331	1,544,015	8.71%
Depreciation G & A	<u>721,644</u>	<u>768,123</u>	6.44%
Total Expenses	<u>74,439,713</u>	<u>76,490,737</u>	2.76%
NET INCOME	7,613,857	6,891,230	-9.49%
Transfer to City of Albany	6,546,461	6,799,180	3.86%
Transfer to other agencies	<u>36,581</u>	<u>36,840</u>	0.71%
Total transfers	<u>6,583,042</u>	<u>6,836,020</u>	3.84%
Net income after transfer	1,030,815	55,210	-94.64%
Add back depreciation	<u>2,141,975</u>	<u>2,312,137</u>	7.94%
Cash available for capital expenditures	3,172,790	2,367,347	-25.39%
Subtract Vehicles & Equipment	490,000	285,000	-41.84%
Subtract Vehicles & Equipment G & A	432,548	158,888	-63.27%
Subtract Improvements	1,212,269	1,200,000	-1.01%
Principal Payments	532,845	559,304	4.97%
Add Draw Down Reserves	<u>0</u>	<u>0</u>	0.00%
Funds available to transfer to reserves	<u><u>\$505,128</u></u>	<u><u>\$164,154</u></u>	-67.50%

M-19

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

LIGHT DEPARTMENT INCOME	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Sales - Light Department	\$66,965,460	\$65,503,060	\$49,854,200	\$66,472,266	\$82,715,742	124.44%
Power Purchase Adjustment	2,637,236	7,294,963	7,800,550	10,400,733	0	0.00%
Demand Component	4,180,735	4,329,268	3,212,261	4,283,014	0	0.00%
Miscellaneous Sales	540,089	537,153	460,564	614,085	614,085	100.00%
Temporary Service Fees	6,300	5,690	2,250	3,000	3,000	100.00%
Security Lights - Installation	17,093	39,706	8,075	10,767	49,140	456.41%
TOTAL INCOME	\$74,346,914	\$77,709,841	\$61,337,899	\$81,783,865	\$83,381,967	101.95%

Prior five year history at a glance....

<u>F.Y.E.</u>	<u>kWh</u>	<u>REVENUE</u>
2011 budget	1,028,332,844	\$82,715,742
Last 12 mos.	1,025,280,180	76,422,349
2009	1,016,280,180	75,751,507
2008	1,024,713,966	73,783,431
2007	1,019,851,265	71,399,816
2006	1,010,435,249	70,166,050
2005	968,757,646	67,152,458
5 Yr. Average	1,008,007,661	\$71,650,652

WATER, GAS & LIGHT COMMISSION

LIGHT DEPARTMENT

Power Sales

2010 - 2011 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
July-10	44,857,150	41,577,487	15,012,887	758,476	4,150	117,619	905,000	508,500	105,786	103,847,056
August-10	44,202,923	40,446,739	14,748,478	649,190	4,150	117,619	905,000	508,500	105,786	101,688,386
September-10	38,432,070	38,344,700	13,832,664	581,703	4,150	117,619	905,000	508,500	105,786	92,832,193
October-10	31,719,260	32,794,579	13,669,443	579,588	4,150	117,619	905,000	508,500	105,786	80,403,925
November-10	25,870,735	30,735,413	14,880,118	544,096	4,150	117,619	905,000	508,500	105,786	73,671,417
December-10	33,950,595	31,889,285	13,097,584	551,833	4,150	117,619	905,000	508,500	105,786	81,130,352
January-11	38,278,044	31,222,978	14,547,101	562,995	4,150	117,619	905,000	508,500	105,786	86,252,174
February-11	34,365,450	28,894,130	12,462,867	438,510	4,150	117,619	905,000	508,500	105,786	77,802,013
March-11	34,359,505	26,707,509	12,512,423	470,791	4,150	117,619	905,000	508,500	105,786	75,691,283
April-11	27,092,147	28,884,075	13,797,039	626,719	4,150	117,619	905,000	508,500	105,786	72,041,036
May-11	30,832,674	38,197,580	14,839,136	760,641	4,150	117,619	905,000	508,500	105,786	86,271,086
June-11	38,247,414	40,402,607	15,606,197	804,650	4,150	117,619	905,000	508,500	105,786	96,701,923
Total kWh	422,207,968	410,097,083	169,005,937	7,329,193	49,800	1,411,428	10,860,000	6,102,000	1,269,436	1,028,332,844

	Residential Revenue	General Revenue	Large Industrials	Water Plant Revenue	Propane Plant Revenue	Traffic Signals Revenue	Street Lights Revenue	Security Lights Revenue	Unmetered Revenue	Total Revenue
July-10	\$4,306,380	\$3,285,962	\$766,177	\$56,708	\$463	\$8,386	\$107,726	\$67,738	\$1,079	\$8,600,620
August-10	4,239,734	3,144,342	755,909	48,537	463	8,386	107,726	67,738	1,079	8,373,914
September-10	3,684,181	2,957,257	714,728	43,492	463	8,386	107,726	67,738	1,079	7,585,051
October-10	2,619,880	2,647,124	724,667	43,333	463	8,386	107,726	67,738	1,079	6,220,396
November-10	2,204,217	2,563,158	785,425	40,680	463	8,386	107,726	67,738	1,079	5,778,872
December-10	2,821,828	2,859,064	694,559	41,258	463	8,386	107,726	67,738	1,079	6,602,103
January-11	3,129,774	2,636,157	733,950	42,093	463	8,386	107,726	67,738	1,079	6,727,366
February-11	2,792,681	2,430,318	667,687	32,786	463	8,386	107,726	67,738	1,079	6,108,863
March-11	2,852,348	2,438,832	696,089	35,199	463	8,386	107,726	67,738	1,079	6,207,860
April-11	2,319,610	2,506,181	732,063	46,857	463	8,386	107,726	67,738	1,079	5,790,103
May-11	2,630,792	3,036,731	815,172	56,870	463	8,386	107,726	67,738	1,079	6,724,957
June-11	3,660,723	3,256,495	832,867	60,160	463	8,386	107,726	67,738	1,079	7,995,638
Total Revenue	\$37,262,149	\$33,761,621	\$8,919,292	\$547,974	\$5,557	\$100,632	\$1,292,709	\$812,860	\$12,948	\$82,715,742

M-21

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

LIGHT DEPARTMENT COST OF SALES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Cost of Sale - MEAG	51,740,867	55,099,621	42,321,494	56,428,659	61,965,150	109.81%
Cost of Sale - SEPA	6,294,826	6,479,920	4,301,860	5,735,813	6,281,066	109.51%
MEAG -Yr end stlmnt & TEA sale marg	<u>(4,542,259)</u>	<u>(3,011,532)</u>	<u>(975,279)</u>	<u>(1,550,372)</u>	<u>(4,726,073)</u>	<u>304.83%</u>
TOTAL COST OF SALES	<u>\$53,493,434</u>	<u>\$58,568,009</u>	<u>\$45,648,075</u>	<u>\$60,614,100</u>	<u>\$63,520,143</u>	<u>104.79%</u>

M-22

WATER, GAS & LIGHT COMMISSION
LIGHT DEPARTMENT
Power Cost of Sales
2010 - 2011 BUDGET

	Total Electric Revenue	Total Power Costs	Electric Gross Profit	MEAG Budget	SEPA	Total Power Costs
July-10	\$8,600,620	\$6,010,145	\$2,590,475	\$5,535,805	\$474,340	\$6,010,145
August-10	8,373,914	5,985,864	2,388,050	5,502,292	483,572	5,985,864
September-10	7,585,051	5,403,810	2,181,241	4,952,197	451,613	5,403,810
October-10	6,220,396	4,799,395	1,421,001	4,344,479	454,916	4,799,395
November-10	5,778,872	4,547,685	1,231,187	4,064,763	482,922	4,547,685
December-10	6,602,103	4,834,441	1,767,662	4,340,706	493,735	4,834,441
January-11	6,727,366	5,070,307	1,657,059	4,488,213	582,094	5,070,307
February-11	6,108,863	4,772,360	1,336,503	4,196,251	576,109	4,772,360
March-11	6,207,860	5,243,448	964,412	4,627,758	615,690	5,243,448
April-11	5,790,103	5,224,079	566,024	4,632,781	591,298	5,224,079
May-11	6,724,957	5,501,122	1,223,835	4,952,624	548,498	5,501,122
June-11	7,995,638	6,127,487	1,868,151	5,601,208	526,279	6,127,487
	<u>\$82,715,742</u>	<u>\$63,520,143</u>	<u>\$19,195,599</u>	<u>\$57,239,077</u>	<u>\$6,281,066</u>	<u>\$63,520,143</u>

Last Years Budget \$81,425,360 \$62,386,670 \$19,038,690

Last 12 Months Actual (WO YE Settlement) \$81,017,318 \$60,191,379 \$20,825,939

Last 12 months revenue	Actual	Rate Increase	Adjusted Revenue	Current Budget	Difference
July-09	\$8,196,983	2%	\$8,360,923	\$8,600,620	(\$239,697)
August-09	7,988,860	2%	8,148,637	8,373,914	(225,276)
September-09	7,358,142	2%	7,505,305	7,585,051	(79,746)
October-09	6,199,815	2%	6,323,811	6,220,396	103,415
November-09	5,515,876	2%	5,626,194	5,778,872	(152,679)
December-09	6,521,319	2%	6,651,745	6,602,103	49,643
January-10	6,880,751	2%	7,018,366	6,727,366	291,000
February-10	6,201,163	2%	6,325,186	6,108,863	216,323
March-10	6,004,103	2%	6,124,185	6,207,860	(83,674)
April-09	5,443,640	2%	5,552,513	5,790,103	(237,590)
May-09	6,974,365	2%	7,113,852	6,724,957	388,895
June-09	7,732,301	2%	7,886,947	7,995,638	(108,691)
	<u>\$81,017,318</u>		<u>\$82,637,664</u>	<u>\$82,715,742</u>	<u>(\$78,078)</u>

**For Information Only - WGL's Risk Exposure
Included in MEAG Budget**

Off-System Sales Margins	Supplemental (Sales) / Purch	Year end Settlement
(\$55,107)	\$165,008	(\$83,333)
(48,821)	21,131	(83,333)
(134,820)	(129,801)	(83,334)
(139,128)	(264,639)	(83,333)
(218,715)	(324,617)	(83,333)
(261,960)	(233,244)	(83,334)
(215,912)	(207,914)	(83,333)
(87,282)	(387,702)	(83,333)
(28,647)	(444,401)	(83,334)
(49,026)	(210,220)	(83,333)
(314,498)	(101,729)	(83,333)
(120,972)	66,943	(83,334)
<u>(\$1,674,888)</u>	<u>(\$2,051,185)</u>	<u>(\$1,000,000)</u>

Total reduction in power costs due to
Off-system sales margins, supplemental
& Y/E Settlement (\$4,726,073)

Other MEAG Cost of Sales \$61,965,150

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
LIGHT DEPARTMENT OPERATING EXPENSES						
<u>Salaries and Wages</u>						
Total	\$972,655	\$1,018,769	\$1,010,665	\$1,347,553	\$1,361,028	101.00%
<u>Other Expenses</u>						
Small Hand Tools	\$9,923	\$91,250	\$15,403	\$20,537	\$20,743	101.00%
Office Supplies and Expense	55,118	55,992	42,483	56,644	57,210	101.00%
Uniform Rental and Expense	18,747	24,580	14,135	18,847	19,035	101.00%
Computer Equipment Maintenance	310	5,437	7,254	9,672	9,769	0.00%
Equipment Rental	24,786	37,498	743	990	1,000	101.00%
Building Repairs and Maintenance	3,535	31,992	0	0	0	0.00%
Motor Vehicle Repairs	134,141	182,962	141,686	188,915	190,804	101.00%
Motor Vehicle - Fuel	98,583	178,669	106,045	141,393	142,807	101.00%
Motor Vehicle - Other	5,853	21,854	1,209	1,612	1,629	101.00%
Motorized Equipment Repairs	34,830	42,323	31,589	42,119	42,540	101.00%
Motorized Equipment Expenses	28,680	32,553	15,561	20,748	20,955	101.00%
System Control	6,819	2,350	3,839	5,119	5,170	101.00%
Employee Group Insurance	461,537	206,715	308,109	410,812	451,893	110.00%
Company Pension Plan Expense	200,107	89,941	185,993	247,991	247,991	100.00%
Payroll Tax Expense	166,873	76,202	141,803	189,071	189,071	100.00%
Company LTD Plan	16,888	418	0	0	0	0.00%
Seminars and Continuing Education	24,595	21,356	10,379	13,838	13,977	101.00%
Legal Fees	6,539	0	18,886	25,182	25,433	101.00%
Professional Services Other	125,770	225,613	184,442	245,923	248,382	101.00%
Utilities	42,659	24,450	20,805	27,740	28,017	101.00%
Communications	32,314	47,524	12,243	16,324	16,487	101.00%
Loss on Disposals	1,336	22,369	13,092	0	0	0.00%
Marketing & Distribution - MEAG	191,160	159,585	239,898	319,864	323,062	101.00%
Tools and Implements	46,403	107,497	10,750	14,333	14,477	101.00%
Total Other Expenses	\$1,737,505	\$1,689,132	\$1,526,347	\$2,017,673	\$2,070,453	102.62%
Total Operating Expenses less Depreciation	2,710,160	2,707,901	2,537,011	3,365,226	3,431,481	101.97%
Depreciation Expense	1,386,234	1,399,719	1,124,283	1,499,044	1,544,015	103.00%
TOTAL OPERATING EXPENSE	\$4,096,394	\$4,107,620	\$3,661,294	\$4,864,270	\$4,975,496	102.29%

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

LIGHT DEPARTMENT MAINTENANCE EXPENSES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
<u>Salaries and Wages</u>						
Total	\$1,326,513	\$1,353,355	\$1,072,720	\$1,430,293	\$1,399,644	97.86%
<u>Materials and other maintenance</u>						
Meter Expenses	\$18,159	\$24,226	\$15,960	\$21,280	\$21,493	101.00%
Street Repair - Maintenance	14,116	756	48	64	65	0.00%
Load Control	44,163	2,946	10	14	14	101.00%
Poles	51,229	46,310	28,403	37,870	38,249	101.00%
Primary Lines - Overhead	46,359	(2,020)	21,512	28,682	28,969	101.00%
Secondary Lines - Overhead	75,874	80,132	52,613	70,150	70,852	101.00%
Primary Lines - Underground	83,630	0	53,140	70,854	71,562	101.00%
Secondary Lines - Underground	1,209	0	3,105	4,140	4,181	101.00%
Transformers	67,949	141,963	96,074	128,098	129,379	101.00%
Maint of Street Lights - Materials	141,456	127,515	98,193	130,925	132,234	101.00%
Security Lights - Materials	30,833	41,193	21,952	29,269	29,562	101.00%
Miscellaneous Maint - Materials	9,373	493,190	1,711	2,281	200,000	0.00%
Total	\$584,349	\$956,211	\$392,721	\$523,627	\$726,560	138.76%
TOTAL MAINTENANCE EXPENSE	\$1,910,862	\$2,309,566	\$1,465,441	\$1,953,921	\$2,126,204	108.82%
<u>Salaries and Wages - Light Department</u>						
Operating Expense Salaries & Wages	\$972,655	\$1,018,769	\$1,010,665	\$1,347,553	\$1,361,028	101.00%
Maintenance Expense Salaries & Wages	1,326,513	1,353,355	1,072,720	1,430,293	1,399,644	97.86%
Improvement Salaries & Wages	686,616	1,002,279	512,120	682,827	#REF!	#REF!
Total Salaries and Wages	\$2,985,784	\$3,374,403	\$2,595,505	\$3,460,673	#REF!	#REF!

M-25

WATER GAS & LIGHT COMMISSION
LIGHT DEPARTMENT
Vehicles, Equipment, Buildings & Other 2010 - 2011

Vehicles

Replace 1996 Ford 2 ton bucket truck #10 - Material Handling	\$150,000
Total Vehicle	<u>\$150,000</u>

Equipment/Buildings/Other

Transformer vat with covered building	100,000
Self Propelled 24" rolling tamp (used)	15,000
1-Additional Air Compressor	20,000
Total Equipment, Buildings & Other	<u>\$135,000</u>

Grand Total Vehicle, Equipment, Buildings & Other	<u>\$285,000</u>

Improvements 2010 - 2011

New Services:	<u>Labor</u>	<u>Material</u>	<u>Total</u>
Total Improvements	<u>\$700,000</u>	<u>\$500,000</u>	<u>\$1,200,000</u>

**WATER GAS & LIGHT COMMISSION
TELE-COMMUNICATIONS DEPARTMENT
2010 - 2011 BUDGET**

DESCRIPTION	BUDGET 2009 - 2010	BUDGET 2010 - 2011	INCREASE (DECREASE)
Estimated Revenues	<u>\$1,253,844</u>	<u>\$1,629,427</u>	29.95%
Less Estimated Expenses			
Cost of Sales	354,458	376,131	6.11%
Operating & Maintenance Expenses	765,338	836,888	9.35%
G & A Management Fee & Interest Exp	224,067	266,319	18.86%
Depreciation Tel-Com Department	<u>354,762</u>	<u>389,043</u>	9.66%
 Total Expenses	 <u>1,698,625</u>	 <u>1,868,381</u>	 9.99%
NET INCOME	(444,781)	(238,953)	-46.28%
 Add back depreciation	 <u>354,762</u>	 <u>389,043</u>	 9.66%
Cash available for capital expenditures	(90,019)	150,089	-266.73%
 Subtract Vehicles & Equipment	 150,000	 194,321	 29.55%
Subtract Improvements	<u>327,000</u>	<u>327,000</u>	0.00%
Funds available to transfer to reserves	<u><u>(\$567,019)</u></u>	<u><u>(\$371,232)</u></u>	-34.53%

M-27

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

TELE-COM DEPARTMENT INCOME	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Non-reoccurring	\$0	\$0	\$0	\$0	\$0	0.00%
Reoccurring	942,789	1,151,340	1,124,980	1,399,973	1,629,427	116.39%
TOTAL INCOME	\$942,789	\$1,151,340	\$1,124,980	\$1,399,973	\$1,629,427	116.39%

<u>Customer</u>	<u>Monthly</u>	<u>Annually</u>
DCSS	\$32,526	\$390,312
Other Customers	71,922	863,059
Internal	21,338	256,056
Growth	10,000	120,000
Total	\$135,786	\$1,629,427

M-28

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

TELE-COM DEPARTMENT COST OF SALES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Cost of Sales	\$252,468	\$351,979	\$282,098	\$376,131	\$376,131	100.00%
TOTAL COST OF SALES	\$252,468	\$351,979	\$282,098	\$376,131	\$376,131	100.00%

M-29

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

TELE-COM DEPARTMENT OPERATING EXPENSES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
<u>Salaries and Wages</u>						
Total	<u>\$403,524</u>	<u>\$464,289</u>	<u>\$378,345</u>	<u>\$504,460</u>	<u>\$509,504</u>	<u>101.00%</u>
<u>Other Expenses</u>						
Small Hand Tools	\$280	\$3,011	\$4,302	\$5,736	\$5,793	101.00%
Uniform Rental and Expense	1,228	2,366	1,480	1,973	1,992	101.00%
Pole Attachment Fee	4,944	4,944	0	4,944	4,993	101.00%
Computer Equipment Maintenance	0	1,200	4,761	6,348	6,411	101.00%
Motor Vehicle Repairs	20,415	34,588	7,648	10,197	10,299	101.00%
Motor Vehicle - Fuel	28,824	21,153	12,582	16,776	16,944	101.00%
Motor Vehicle - Other	7,924	1,241	267	356	359	101.00%
Motorized Equipment Expense	633	3,126	5,853	7,804	7,882	101.00%
Operational Supplies	4,400	12,516	2,416	3,222	3,254	101.00%
Buildings	8,537	0	76	102	103	101.00%
Equipment	0	15,376	296	394	398	101.00%
Fiber Optic	7,908	33,430	29,849	39,799	40,197	101.00%
Miscellaneous Maint - Materials	0	16,065	1,431	1,908	1,927	101.00%
Employee Group Insurance	74,148	88,484	64,672	86,230	86,230	100.00%
Injuries and Damages	1,101	608	1,791	2,388	2,388	100.00%
Company Pension Plan	35,530	42,102	32,757	43,676	43,676	100.00%
Payroll Taxes	27,999	34,057	26,300	35,067	35,067	100.00%
Company LTD Plan	1,242	525	98	131	132	101.00%
Office Supplies	6,171	10,022	4,319	5,758	5,816	101.00%
Other Professional Service	3,304	6,233	940	1,254	1,266	101.00%
Utilities	7,761	7,361	9,124	12,166	12,287	101.00%
Communications	40,744	20,065	19,903	26,538	26,803	101.00%
Building Repair & Maintenance	7,374	2,395	9,777	13,036	13,166	101.00%
Total Other Expenses	<u>\$290,467</u>	<u>\$360,870</u>	<u>\$240,641</u>	<u>\$325,799</u>	<u>\$327,384</u>	<u>100.49%</u>
G & A Management Fee & Interest Exp	<u>331,863</u>	<u>355,944</u>	<u>198,653</u>	<u>264,871</u>	<u>266,319</u>	<u>100.55%</u>
Total Operating Expenses less Depreciation	<u>1,025,854</u>	<u>1,181,103</u>	<u>817,639</u>	<u>1,095,130</u>	<u>1,103,207</u>	<u>100.74%</u>
Depreciation Expense	<u>309,920</u>	<u>359,169</u>	<u>283,283</u>	<u>377,711</u>	<u>389,043</u>	<u>103.00%</u>
TOTAL OPERATING EXPENSE	<u>\$1,335,774</u>	<u>\$1,540,272</u>	<u>\$1,100,923</u>	<u>\$1,472,841</u>	<u>\$1,492,250</u>	<u>101.32%</u>

**WATER GAS & LIGHT COMMISSION
TELE-COMMUNICATIONS DEPARTMENT
Vehicles, Equipment, Buildings & Other 2010 - 2011**

Vehicle & Equipment

2 - Lucent DMX Metro High Cap Shelf for new Transport Building	140,000
1-Marelli Generator Set with 200 amp Transfer Switch for new Precast Old Castle building at the new site locations	42,000
2 - Lucent DMX Metro High Cap Shelf for new Transport Building	12,321
Total Vehicle & Equipment	<u>\$194,321</u>

Improvements 2010 - 2011

	<u>Labor</u>	<u>Material</u>	<u>Total</u>
Total Improvements	<u>\$81,750</u>	<u>\$245,250</u>	<u>\$327,000</u>

**WATER GAS & LIGHT COMMISSION
GENERAL & ADMINISTRATIVE DEPARTMENT
2010 - 2011 BUDGET**

DESCRIPTION	BUDGET 2009 - 2010	BUDGET 2010 - 2011	INCREASE (DECREASE)
Estimated Revenues	<u>\$3,628,037</u>	<u>\$3,441,640</u>	-5.14%
Less Estimated Expenses			
Cost of Sales	0	0	0.00%
Operating Expenses	12,976,406	12,715,770	-2.01%
Depreciation G & A	<u>1,312,079</u>	<u>1,396,586</u>	6.44%
Total Expenses	<u>14,288,485</u>	<u>14,112,356</u>	-1.23%
NET INCOME	(10,660,448)	(10,670,716)	0.10%
Transfer to City of Albany	0	0	0.00%
Transfer to other agencies	<u>0</u>	<u>0</u>	0.00%
Total transfers	<u>0</u>	<u>0</u>	0.00%
Net income after transfer	(10,660,448)	(10,670,716)	0.10%
Add back depreciation	<u>1,312,079</u>	<u>1,396,586</u>	6.44%
Net G & A Expenses	<u>(9,348,369)</u>	<u>(9,274,130)</u>	-0.79%
Water Department Portion (25%)	(2,337,092)	(2,318,532)	-0.79%
Gas Department Portion (20%)	(1,869,674)	(1,854,826)	-0.79%
Light Department Portion (55%)	<u>(5,141,603)</u>	<u>(5,100,771)</u>	-0.79%
	(9,348,369)	(9,274,130)	-0.79%
Subtract Vehicles & Equipment G & A	<u>786,451</u>	<u>288,887</u>	-63.27%
Subtract Cleanup for Manufactured Gas Plant	<u>500,000</u>	<u>500,000</u>	
Total G & A transferred to departments	<u>(\$10,634,820)</u>	<u>(\$10,063,017)</u>	-5.38%

WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET

G & A DEPARTMENT INCOME	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Miscellaneous Sales	\$2,707	\$219	\$242	\$323	\$323	100.00%
Miscellaneous Income	214,783	199,035	145,510	194,014	194,014	100.00%
Tele-Com Management & Admin Inc	120,000	120,000	90,000	120,000	120,000	100.00%
Maintenance shop income	235,796	317,069	297,148	396,197	435,817	110.00%
Misc. Income - Sales Tax Vendor	25,389	26,485	19,184	25,578	25,578	100.00%
Gain (loss) Sale of Fixed Assets	0	3,645	10,960	14,613	14,613	100.00%
Pulled Meter Charge	9,075	9,330	5,400	7,200	7,200	100.00%
Late Fees	661,041	701,634	537,326	716,435	716,435	100.00%
Bad Check Charge	111,675	117,400	53,575	71,433	71,433	100.00%
New Customer Charge	285,368	275,699	207,481	276,641	276,641	100.00%
Cut - off Work Orders / Penalty	1,220,382	1,336,947	994,401	1,325,868	1,325,868	100.00%
Meter Test	140	240	180	240	240	100.00%
Relocate Meter Fee	16,898	3,325	4,450	5,933	5,933	100.00%
Upgrade Meter Fee	11,817	3,555	4,230	5,640	5,640	100.00%
Underground Service Fee	11,550	36,225	2,150	2,867	2,867	100.00%
Deposit & Small Balance Forfeitures	(396)	(641)	(683)	(910)	(910)	100.00%
Interest Income - Customer Deposits	16,165	10,118	2,758	3,677	3,677	100.00%
Interest Income - General Fund	242,852	255,450	115,602	154,136	154,136	100.00%
Interest Income - Water Bonds	31	0	0	0	0	0.00%
Cash over (short)	3,389	(9,647)	1,453	1,937	\$1,937	100.00%
Miscellaneous Income	17,851	22,787	239,972	319,962	20,000	6.25%
Total G & A Income	3,206,511	3,428,875	2,731,338	3,641,784	3,381,442	92.85%
Interest Income from MEAG	38,034	12,296	0	0	0	0.00%
Interest Income from Reserves	223,561	146,947	45,149	60,199	60,199	100.00%
Grand Total G & A Income	3,468,107	3,588,118	2,776,487	3,701,983	3,441,640	92.97%
Grand Total G & A Expenses	12,652,467	13,214,938	9,385,150	12,813,533	12,715,770	99.24%
Net G & A Expenses	9,184,361	9,626,820	6,608,663	9,111,551	9,274,130	101.78%
Water Department Portion (25%)	2,296,090	2,406,705	1,652,166	2,277,888	2,318,532	101.78%
Gas Department Portion (20%)	1,836,872	1,925,364	1,321,733	1,822,310	1,854,826	101.78%
Light Department Portion (55%)	5,051,398	5,294,751	3,634,765	5,011,353	5,100,771	101.78%
Net G & A Expenses	\$9,184,361	\$9,626,820	\$6,608,663	\$9,111,551	\$9,274,130	101.78%

M-33

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

G & A DEPARTMENT OPERATING EXPENSES	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
<u>Salaries and Wages</u>						
Total	<u><u>\$5,619,931</u></u>	<u><u>\$5,612,300</u></u>	<u><u>\$4,026,148</u></u>	<u><u>\$5,668,198</u></u>	<u><u>\$5,668,198</u></u>	<u><u>100.00%</u></u>

M-34

**WATER GAS & LIGHT COMMISSION
2010 - 2011 BUDGET**

G & A DEPARTMENT OPERATING EXPENSES (Continued)	F.Y.E. 06/30/2008	F.Y.E. 06/30/2009	9 Months Ending 03/31/2010	Projected F.Y.E. 06/30/2010	BUDGET 06/30/2011	% of Budget to Projected
Other expenses						
Small Hand Tools	\$8,818	\$18,282	\$2,813	\$3,751	\$3,788	101.00%
Uniform Rental	25,362	29,249	22,351.40	29,802	30,100	101.00%
Computer Equipment Maintenance	298,653	407,897	154,375.88	205,835	207,893	101.00%
Computer Equipment Supplies	11,575	5,733	1,373.68	1,832	1,850	101.00%
Equipment Rental	19,848	4,466	10,503.74	14,005	14,145	101.00%
Motor Vehicle Repairs	39,331	133,995	147,158.68	196,212	198,174	101.00%
Motor Vehicle - Fuel	66,037	62,813	44,603.83	59,472	60,066	101.00%
Motor Vehicle - Other	176,486	207,875	125,294.64	167,060	168,730	101.00%
Motorized Equipment Repairs	6,415	27,361	38,471.74	51,296	51,809	101.00%
Motorized Equipment Expense	43,207	37,587	23,563.44	31,418	31,732	101.00%
Contract Labor	0	3,960	0.00	0	0	0.00%
Meter Expense	107,459	42,272	40,824.33	54,432	54,977	101.00%
Misc. Maintenance - Materials	22,864	10,232	4,031.27	5,375	5,429	101.00%
Employee Group Insurance	1,191,198	1,047,332	630,550.26	840,734	840,734	100.00%
Property, Liability & WC Insurance	1,342,752	1,335,629	818,828.92	1,091,772	1,091,772	100.00%
Injuries and Damages	186	(11,772)	30,080.40	40,107	40,107	100.00%
Company Pension Plan Expense	478,320	479,468	344,960.15	459,947	459,947	100.00%
Payroll Tax Expense	390,893	394,559	287,192.08	382,923	382,923	100.00%
Company LTD Plan Expense	16,109	6,611	0.00	0	0	0.00%
Office Supplies and Expense	122,143	119,291	96,220.27	128,294	129,577	101.00%
Data Processing Supplies	7,476	3,606	7,992.89	10,657	10,764	101.00%
Postage	164,041	186,230	119,942.19	159,923	161,522	101.00%
Custodial Supplies	55,334	24,705	7,819.86	10,426	10,531	101.00%
Office Machines Maintenance & Expense	25,724	25,253	17,957.38	23,943	24,183	101.00%
Seminars and Continuing Education	8,284	13,383	6,591.29	8,788	8,876	101.00%
Legal and Accounting Fees	81,371	100,308	121,420.40	161,894	163,513	101.00%
Other Professional Services	135,806	216,813	234,488.28	312,651	315,778	101.00%
Bad Debt Expense	611,720	775,515	646,924.20	862,566	871,191	101.00%
Collection Expense	132,263	143,918	92,784	123,712	124,949	101.00%
Interest Expense	361,907	353,154	191,491	255,322	214,948	84.19%
Remote Collection Expense	84,069	136,241	102,387	136,516	137,882	101.00%
Pest Control Expense	3,990	4,038	4,309	5,746	5,803	101.00%
Utilities Expense	126,543	131,655	110,595	147,460	148,934	101.00%
Communications	149,610	165,804	210,235	280,313	283,116	101.00%
Building Repairs and Maintenance	30,023	94,027	54,454	72,605	73,331	101.00%
Miscellaneous Expense	104,281	66,876	89,512	119,350	120,543	101.00%
Accts Pay Finance Service Charge	504	2,281	127	169	171	101.00%
DCFCS Reimbursement	0	0	0	0	0	0.00%
Misc. Exp Gen Construction Fund	0	0	(50)	(66)	(67)	0.00%
Misc. Exp Emergency Reserve Fund	0	0	0	0	0	0.00%
Misc. Exp Sys Imp / Ren Fund	0	0	0	0	0	0.00%
Misc. Exp Working Capital Fund	0	50	0	0	0	0.00%
MEAG & GPW Telecom	548,051	778,790	512,218	682,958	591,652	86.63%
Dues and Subscriptions	33,887	14,294	4,502	6,002	6,062	101.00%
Equipment & Supplies - Investigations	0	2,858	103	137	138	0.00%
Total Other Expenses	7,032,537	7,602,637	5,359,002	7,145,336	7,047,572	98.63%
Total Operating Expense less Depreciation	12,652,467	13,214,938	9,385,150	12,813,533	12,715,770	99.24%
Depreciation Expense	1,274,779	1,274,779	1,016,932	1,355,909	1,396,586	103.00%
Total Operating Expense	\$13,927,247	\$14,489,717	\$10,402,082	\$14,169,443	\$14,112,356	99.60%

**WATER GAS & LIGHT COMMISSION
G & A DEPARTMENT
Vehicles, Equipment, Buildings & Other 2010 - 2011**

Administrative Services:

Vehicles

Service Techs:

Replace Truck 183	Mileage	112,282	\$15,000	
Replace Truck 186	Mileage	102,869	15,000	
Replace Truck 188	Mileage	102,490	15,000	
Replace Truck 189	Mileage	109,133	15,000	<u>\$60,000</u>

MIS:

Equipment/Buildings/Other

Network switches		\$11,000	
Routers to combine 192.168 and 172.16 networks (IT and Fiber project)		10,000	
Replace 25 older Desk Top PC's @ 1,623.59 ea		40,590	<u>\$61,590</u>

Engineering:

Vehicles

Truck #304(Truck was given to water department and never replaced)		\$17,000	
Truck #305(Truck has approx. 106,000 miles)		17,000	<u>\$34,000</u>

Equipment/Buildings/Other

Autocad Upgrade		\$10,000	
Replace wide format printer		15,000	<u>\$25,000</u>

General & Administrative:

Toshiba Voice Mail system in a 2U MAS		\$19,321	
Voice Recording System		70,000	<u>\$89,321</u>

Investigators:

Vehicles

2010 Chevrolet Impala Police 4 dr Sedan 9C3, Unmarked Police Package Vehicle, Plus Equip.		\$18,977	<u>\$18,977</u>

Grand Total General & Administrative Asset Additions

\$288,887

Water Department Portion (25%)	72,222
Gas Department Portion (20%)	57,777
Light Department Portion (55%)	<u>158,888</u>



City of Albany Budget FY 2011



Appendix



CITY OF ALBANY
ANNUAL BUDGET – 2010/2011
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. Real and personal property are levied on annually according to the property's valuation and 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.

ARRA – The American Recovery and Reinvestment Act of 2009 is a direct response to the economic crisis. The recovery Act has three immediate goals: 1) Create jobs and save existing ones, 2) Spur economic activity and invest in long-term growth, 3) Foster unprecedented levels of accountability and transparency in government spending.

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/ASSETS – Construction, renovation, physical improvement projects, vehicles or tangible items such as tools, desks, machinery and equipment costing more 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.