



Adopted

# BUDGET

Fiscal Year 2021

"WE ARE IN THIS TOGETHER"







**ANNUAL BUDGET  
For The  
Fiscal Year  
Ending June 30, 2021**

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# PREFACE





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Albany  
Georgia**

For the Fiscal Year Beginning

**July 1, 2019**

*Christopher P. Morrell*

Executive Director





## **VISION STATEMENT**

The City of Albany is a collaborative regional leader delivering exceptional services and enhancing quality of life, while fostering an atmosphere where citizens and businesses can thrive.

## **MISSION STATEMENT**

The City of Albany delivers fiscally responsible, highly dependable services to the citizens in the community and the region with integrity and professionalism.

# **CITY OFFICIALS**



## **CITY OF ALBANY BOARD OF COMMISSIONERS**

MAYOR BO DOROUGH (top left)

JON HOWARD – WARD I (Mayor Pro Tem)

DEMETRIUS YOUNG – WARD VI

ROBERT LANGSTAFF, JR – WARD V

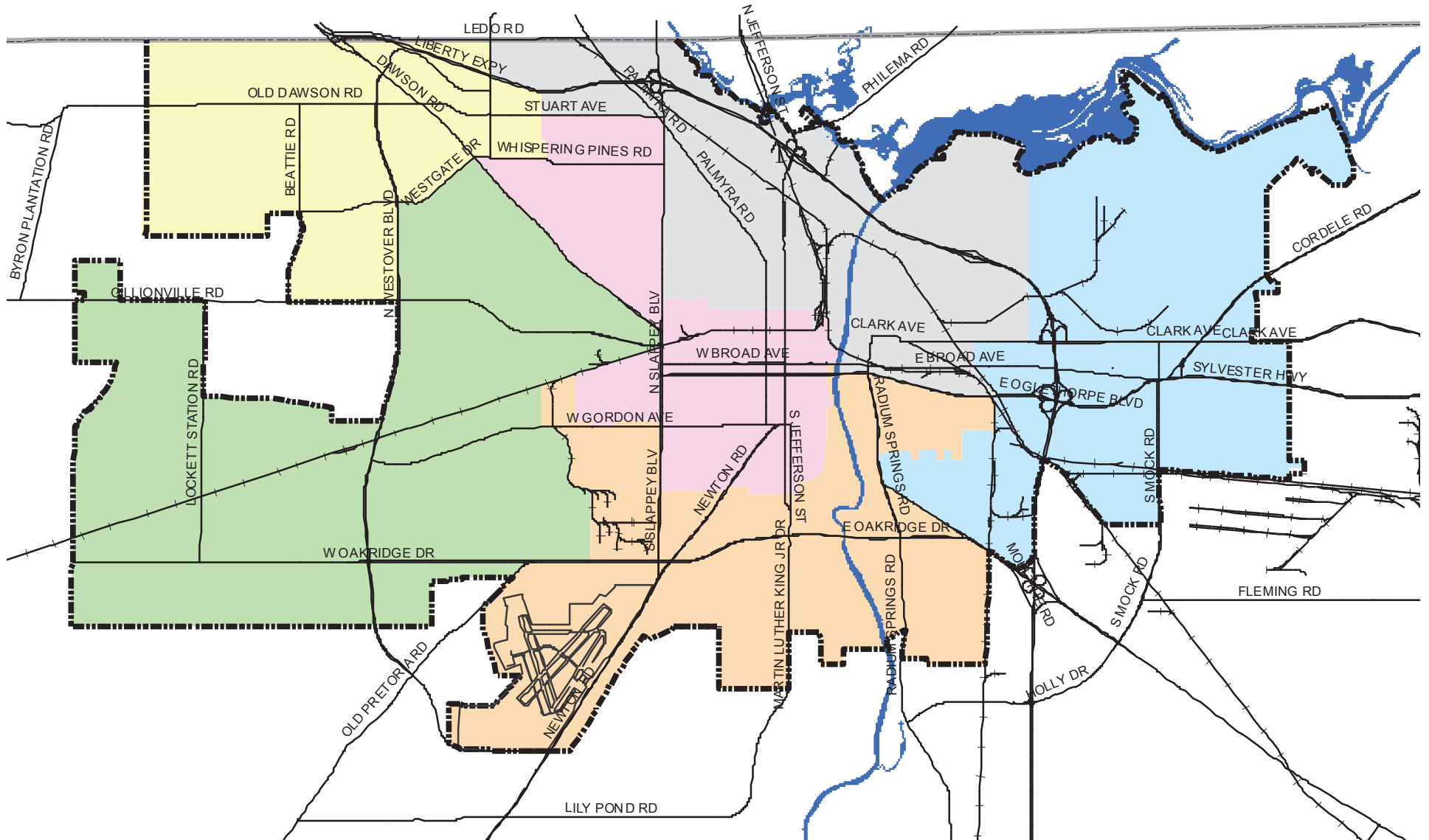
CHAD WARBINGTON – WARD IV

BJ FLETCHER – WARD III

MATT FULLER – WARD II

(Commissioners are listed Top Left to Right then Bottom Left to Right)

# Albany, Georgia City Commission Wards 2010 Census Redistricting Map



Bo Dorough, Mayor

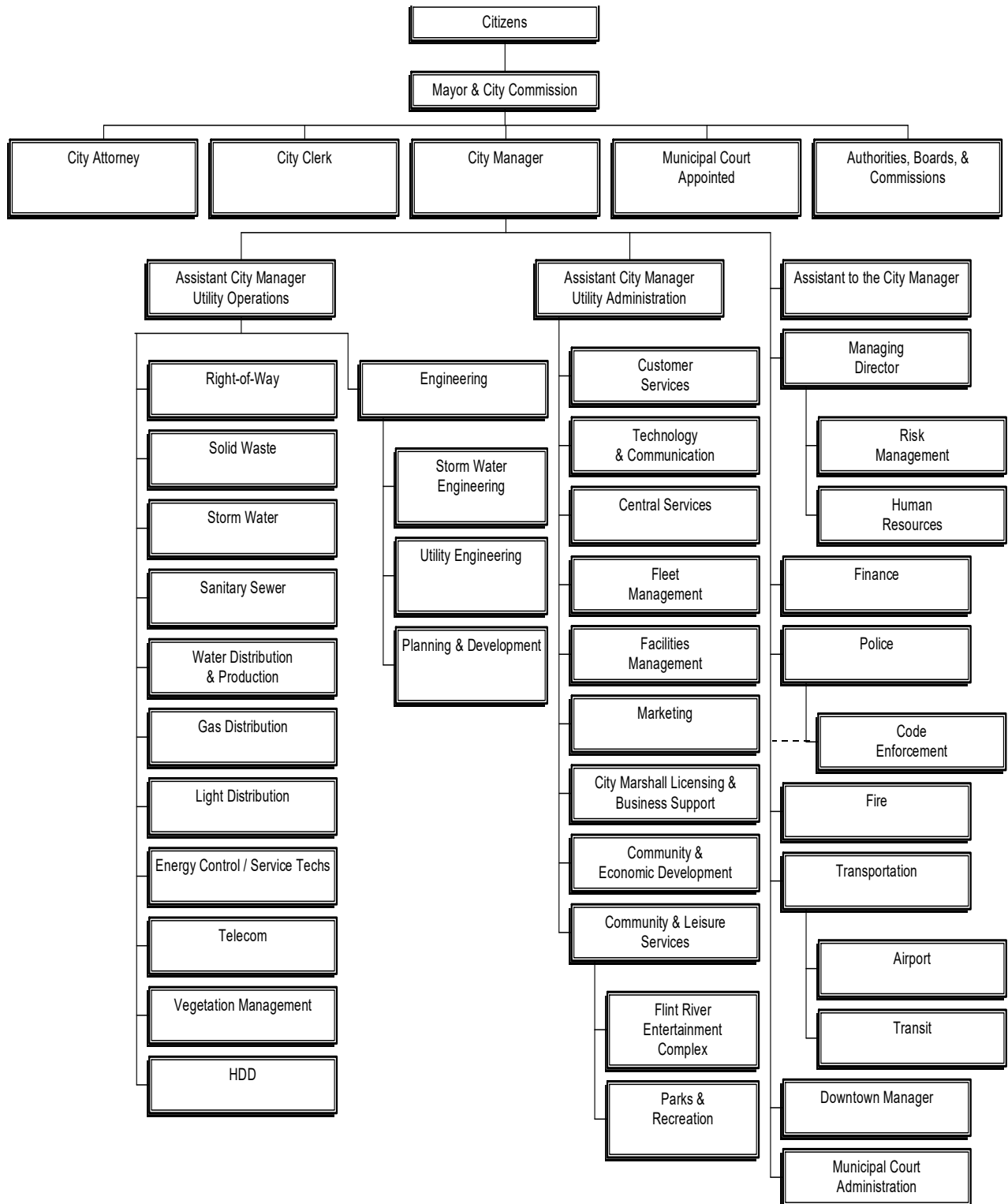


- |  |  |
|--|--|
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #ADD8E6; border: 1px solid black;"></span> Ward 1 - Jon Howard  | <span style="display: inline-block; width: 20px; height: 10px; background-color: #90EE90; border: 1px solid black;"></span> Ward 4 - Chad Warbington   |
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #D3D3D3; border: 1px solid black;"></span> Ward 2 - Matt Fuller | <span style="display: inline-block; width: 20px; height: 10px; background-color: #FFFFE0; border: 1px solid black;"></span> Ward 5 - Bob Langstaff, Jr |
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #FFB6C1; border: 1px solid black;"></span> Ward 3 - BJ Fletcher | <span style="display: inline-block; width: 20px; height: 10px; background-color: #FFDAB9; border: 1px solid black;"></span> Ward 6 - Demetrius Young   |

0 0.5 1 Miles







# **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 members to various Boards, Authorities, and Commissions. The Commission also appoints the City Manager, City Clerk, City Attorney, Assistant City Attorneys, 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 with these responsibilities.

## **GENERAL GOVERNMENT**

Sharon D. Subadan - City Manager  
Barry Brooks – Assistant to the City Manager  
Kenneth Stock - Assistant City Manager for Utility Operations  
Stephen Collier - Assistant City Manager for Utility Administration  
Sonja Tolbert - City Clerk  
C. Nathan Davis - City Attorney  
Willie Weaver - Municipal Court Judge

## **DEPARTMENT HEADS**

Dwight Baker - Director of Human Resources Management  
Yvette Fields - Director of Central Services  
Derrick L. Brown - Director of Finance  
Peter Bednar – Director of Fleet Management  
Steven Carter - Chief Information Officer  
Paul Forgey - Director of Planning & Development  
Michael Persley - Police Chief  
(Vacant) – Code Enforcement Director  
Cedric Scott - Fire Chief  
Shelena Hawkins - Director of Community & Economic Development  
Kenneth Maples - Managing Director of Engineering & Planning  
Stacey Rowe - Director of Utility Operations  
Joel Holmes - Director of Community and Leisure Services  
David Hamilton - Director of Transportation  
Jimmy Norman - Director of Utility Operations  
Donald Gray - Director of Facilities Management  
Nathaniel Norman - Director/Marshall of License and Business Support  
Veronica Wright – Managing Director of Risk Management & HR  
Mary Ann Petty - Director of Administrative Services  
Lequrica Gaskins - Downtown Manager

***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 1853, 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. 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 City of Albany makes available the Albany Job Investment Fund to companies that meet funding criteria and are considered to be long-term beneficial investments for the community. With awards of up to \$6 million, the City of Albany is an attractive destination for companies to expand or begin.

***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, Assistant 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 a hometown college, a progressive technical college, and a job corps center. Albany State University, a proud member institution of the University System of Georgia, elevates its community and region by offering a broad array of graduate, baccalaureate, associate, and certificate programs at its main campuses in Albany as well as at strategically-placed branch sites and online. 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. The City is also served by 21 schools (14 elementary, 4 middle, and 3 high schools), along with 1 career academy, 1 public alternative school, and a number of private schools.

Sources: [Georgia.gov/cities-counties/albany](http://Georgia.gov/cities-counties/albany)  
[Dougherty.k12.ga.us](http://Dougherty.k12.ga.us)

**DEMOGRAPHICS****GENDER (2010 Estimate)**

Male .....	46.1%
Female .....	53.9%

**AGE COMPOSITION (2010 Estimate)**

Under 5 Years .....	7.9%
Under 18 Years .....	22.9%
18 - 24 Years .....	9.8%
25 - 44 Years .....	25.4%
45 - 64 Years .....	22.7%
64 - 74 Years .....	5.9%
75+ Years .....	5.4%

**RACE/ ETHNIC ORIGIN (2020 Estimate)**

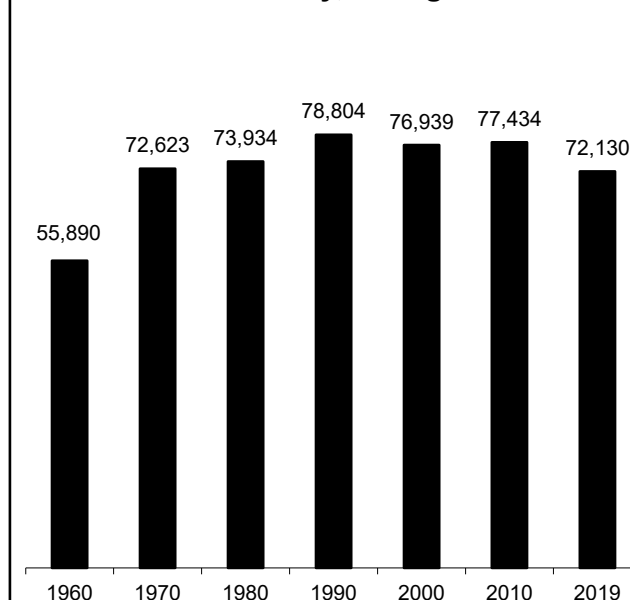
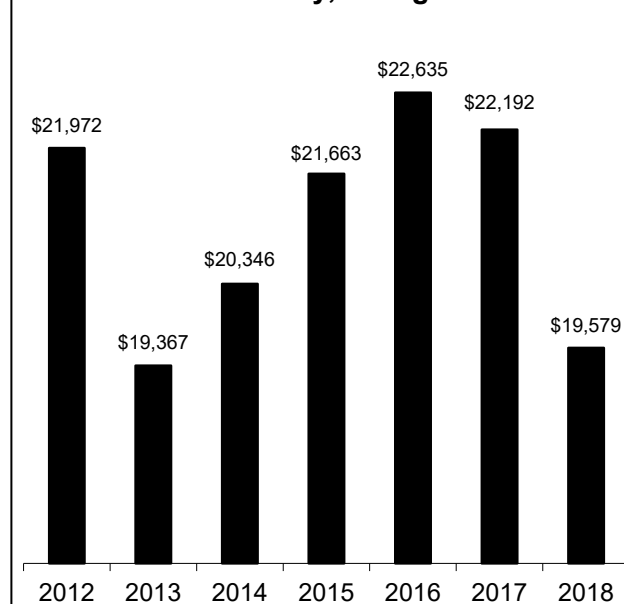
Black .....	73.5%
White .....	22.7%
Hispanic .....	2.3%
Asian/American .....	0.9%
Indian/Hawaiian .....	
Other .....	.6%

**AREA (2010 Estimate)**

Land Area .....	57 square miles
Elevation .....	212 ft. above sea level
Rainfall .....	51.4 inches
Avg. Annual Temp.....	66° F

**OCCUPATIONAL COMPOSITION**

Management, Business, Science and Arts Service Occupations	29.3%
Sales and Office Occupations	23.1%
Production, Transportation and Material Moving Occupations	22.7%
Natural Resources, Construction and Maintenance Occupations	17.5%
	7.4%

**Population Estimates  
Albany, Georgia****Per Capita Income  
Albany, Georgia**

Sources: U.S. Census Bureau, Quick Facts  
<https://www.census.gov/quickfacts> and Fact Finder  
<http://factfinder.census.gov>

**COMMUNITY INFORMATION**

**MUNICIPAL SERVICES**

Fire Protection ...	11 stations; 171 fire personnel and officers
Police Protection	259 personnel and officers
	42 county officers
	230 member sheriff's department provides protection outside the city limits
Garbage .....	Services provided by the City's Solid Waste division

**CITY FACILITIES & SERVICES**

Miles of Streets .....	571
Number of Street Lights .....	11,295

**EDUCATION**

Elementary Schools .....	14
Middle Schools .....	4
High Schools .....	3
Number of area colleges .....	3
(Troy University maintains a satellite campus)	

**HEALTH**

Hospital.....	1 (690 beds)
MD's .....	506
Dentists .....	49
Nursing homes .....	3 (509 beds)

**RECREATIONAL FACILITIES**

Public tennis courts .....	7
Parks .....	75
Area golf courses .....	1
Municipal swimming pools .....	3
Walking Tracks .....	4
Playgrounds .....	35
Community centers .....	4
Boat ramps .....	4

**SCENIC ATTRACTIONS**

Albany Museum of Art
Albany Municipal Auditorium
Weatherbee Planetarium
Chehaw Park
Thronateeska Heritage Foundation Museum
Albany Civil Rights Institute
Quail Hunting Preserves
Flint Riverquarium
Riverfront Park
Radium Springs Gardens

Sources: Choosealbany.com

**LOCAL ECONOMY**

Major Employers:

**Name of Business**

Phoebe Putney Memorial Hospital  
 Marine Corps Logistics Base – Albany  
 Dougherty County Board of Education  
 City of Albany  
 Albany State University  
 Albany Electric/Metro Power  
 Dougherty County  
 Procter & Gamble  
 MolsonCoors (Miller)  
 Aspire Behavior Health

**Type of Business**

Healthcare  
 Federal Government  
 Education  
 Municipal Government  
 Education  
 Electric Services  
 County Government  
 Paper Goods  
 Beverage  
 Medical/Mental Health

**TRANSPORTATION**

Motor Freight Carriers .....

- 5 interstate
- 24 inter/ intrastate
- 6 terminals
- Overnight service to Atlanta, Birmingham, Charlotte, Chattanooga, Columbia, Jacksonville and Knoxville

Rail .....

- Albany-Dougherty County served by Norfolk-Southern Corp. and Georgia & Florida Railway
- Switching service provided seven days per week by Norfolk-Southern and six days per week, to customer specs, by Georgia & Florida Railway
- Georgia offers 5,000 miles of track, the most extensive system in the Southeast

Water .....

Navigable River, Flint (9 ft. channel depth)

Air .....

Southwest Georgia Regional Airport (ABY) in Albany is the state's second-largest cargo airport by landed weight. The airport offers three nonstop, daily, 35-minute Delta flights to Hartsfield-Jackson International Airport (ATL) in Atlanta utilizing regional jet equipment. On site at the airport is a UPS sorting facility. Airport amenities include a 6,601-foot grooved asphalt runway; aircraft tie downs; hangar rentals; lighted runways; precision and non-precision approaches; and an additional 5,219-foot cross-wind grooved asphalt runway.

Source: Choosealbany.com

## **BUDGET GUIDE**

The 2020 - 2021 Annual Budget is divided into thirteen (13) 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, Self-Sustaining Enterprise Funds, Supplemented Enterprise Funds, and the Utility Internal Service Fund.

### **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 the FY 21 budget calendar.

### **Section III - Revenue and Expenditures / Expenses**

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 personnel services, operating expenses, cost of goods sold, and capital improvement. Included in this section is a summary of the General Fund revenue sources and expenditure/expense categories for the 2020 - 2021 budget. This information is categorized by the following fund accounts:

- General Fund
- Special Funds
- Self-Sustaining Enterprise Funds
- Supplemented Enterprise Funds
- Utility Internal Service Fund

### **Section IV - Supplemental Information**

In this section pertinent information is reported 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 revenues/expenditures, debt and tax digest information, and personnel 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 22% or \$63,768,825 of the budgeted appropriation. It consists of the following departments: Legislative, City Manager's Office, Law Department, Municipal Court, Human Resources, Central Services,



Finance, License & Business Support, Technology & Communication, Planning/Code Enforcement, Police, Fire, Engineering, Recreation, and Facilities/Grounds Management. It also contains appropriations to independent agencies. The General Fund depends on revenues generated from such sources as property taxes, sales taxes, utility transfers, service charges, business licenses and permits, insurance taxes, and other revenue to cover its operating costs.

## **Section VI - Special Funds 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 6% or \$17,488,641 of the FY 21 Budget is allocated to Special Fund activities. Included in the Special Funds are Community & Economic Development, CAD 911, Hotel/Motel, Capital Improvement, Tax Allocation District (TAD), Job Investment, R3M, and Grant Funds. The Albany Convention and Visitors Bureau will receive \$800 thousand of current year's actual Hotel/Motel tax revenue to promote tourism and growth in Albany.

Also included under Special Funds is the Debt Fund. However, the City does not have any active General Obligation Bonds that require repayment. Therefore, only the Capital Improvement Fund is financed through revenues received from the General Fund.

To encourage development in the Albany Riverfront and Gateway Development Plan the Commission established a Tax Allocation District (TAD) for that area. A TAD allows the City to sell bonds to finance infrastructure and other redevelopment costs within the designated district.

The Job Investment Fund was created to provide monies to companies that meet established criteria that are considered to be long term investments in the City of Albany.

## **Section VII - Self-Sustaining Enterprise Funds (Utility Funds)**

With projected revenues of \$100,375,779, the Light Fund it is easily the largest revenue generating enterprise fund for the City of Albany. Expenses are projected to be \$96,632,283, resulting in net income of \$3,743,496. This fund represents about 33% of the total budget. Its 36,497 customers include residential, commercial, and industrial.

The Gas Fund is projected to generate \$17,090,516 in revenue through charges for service and incur \$15,651,457 in expenses, resulting in a net income of \$1,439,058. The fund represents about 5% of the total budget. It provides natural gas services to approximately 13,198 customers in Dougherty and Lee Counties.

The Sanitary Sewer Fund is projected to generate \$16,769,192 in revenue primarily through user fees and incur \$16,036,612 in expenses, resulting in a net income of \$732,580. This fund represents about 6% of the total budget. Included under the Sanitary Sewer Fund are Wastewater Treatment, Wastewater Treatment/Lift Stations, 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 sewers and for the installation of new taps and sewer extensions within the city limits of Albany.

The list of self-sustaining enterprise funds continues with the Water Fund. It is expected to generate \$12,366,386 in revenue and incur \$12,363,985 in expenses, resulting in net income of \$2,401. The fund represents about 4% of the total budget. The fund provides 14 million gallons of water per day over 35,521 customers. While Water Distribution is responsible for these figures, the fund also includes Water Production. This department is capable of producing 36 million gallons per day from 39 dry wells. This is a vital resource for future economic development.

The Solid Waste Fund is expected to generate \$10,868,349 in revenue through service charges and incur \$10,309,690 in expenses, resulting in a net income of \$558,659. This fund represents about 4% 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 Special Services. 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 23,388 residential customers, with a private contractor providing service to over 11,564 of these. The division also serves 1,338 commercial customers.

The Storm Water Fund is projected to generate \$4,347,493 in revenue through user fees, while partially being supported through Sewer Fees in the amount of \$1,260,740 totaling \$5,608,233. Budgeted expenses from the Storm Water fund are scheduled for \$6,135,800 during fiscal year 2021. The budget net loss for fiscal year 2021 is \$527,567. The Storm Water Fund represents about 2% of the total budget. Engineering Storm Water, Street Sweeping, Asphalt/Concrete, Grading/Construction and Storm Maintenance are included in this fund. The responsibility of the Storm Water Fund is to provide storm water management services to include drainage system operation and maintenance of ditches, canals and ponds, and storm water pump stations, and to provide street sweeping services necessary for the collection and disposal of storm water-related debris. Other functions include maintenance of existing storm water infrastructure and installation of new storm water conveyance systems.

The Telecommunication Fund is the last of the self-sustaining enterprise funds. Revenue is expected to be \$3,715,341 and expenses are projected to be \$3,897,447, resulting in net loss of \$182,106. The fund represents approximately 1% of the total budget. Telecom provides excellent fiber optic-based services to businesses in Albany and Dougherty County. The fund serves approximately 1,192 connections to their customers.

## **Section VIII - Supplemented Enterprise Funds**

The approved program and expense plan is recorded in this section for the Supplemented Enterprise Funds which include the following: Airport, Flint River Entertainment Complex, and the Transit System. Because these funds are not self-sustaining, they are budgeted to receive subsidies from the General Fund in the amounts of \$0, \$962,173, and \$0 respectively (CARES Act funding is supplementing the Airport and Transit System this year).

## **Section IX - Utility Internal Service Fund**

The Utility Internal Service Fund provides support for all of the utility enterprise funds (Light, Sewer, Gas, Water, Solid Waste, Storm Water, and Telecom). It is comprised of eight (8)

departments: Utility Management and Board, Investigations, Engineering, Marketing, HDD, Energy Control/ Techs, Vegetation Management, and Customer Service. The projected budget for this fund is \$13,710,209 in FY 2021.

## **Section X - Capital Improvement Program**

This section includes all of the approved FY 2021 Capital Outlay/Improvement requests for the General Fund, Special Funds, Utility Internal Service Fund, and the Enterprise Funds. The capital outlay expenditure plan is listed by Department/Division. General Fund expenditures are budgeted to be \$5,620,941, while the Utility Internal Service Fund and Enterprise Funds are expected to have \$1,064,718 and \$13,812,726 in capital expenses, respectively. Also included in this section are the Georgia Municipal Association Lease Pool (GMA) capital requests.

## **Section XI - SPLOST & TSPLOST**

The Special Purpose Local Option Sales Tax (SPLOST) VII is a referendum approved by voters in November 2016 that allows for an extra penny in sales tax to fund a diverse list of community projects. It is not a separate 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. SPLOST VII expenditures for FY 2021 are projected to be \$21,271,616.

Similarly, Transportation Special Purpose Local Option Sales Tax (TSPLOST) is a referendum approved by voters in March 2019 that allows for an extra penny in sales tax to fund a diverse list of community projects. It is not a separate tax. TSPLOST expenditures for FY 2021 are projected to be \$12,174,809.

## **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 and State Grants.

## **Section XIII - Appendix**

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



# City Manager's Message





**Sharon D. Subadan**  
**City Manager**

**Office: (229) 431-3234**  
**Fax: (229) 431-3223**

July 31, 2020

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

Dear Mayor and Commissioners:

Transmitted herewith is the fiscal year 2021 adopted budget totaling \$289.8 Million. This budget has increased from \$288.3 Million in fiscal year 2020, driven primarily by the additional focus on public safety and code enforcement. There are 1,174 positions included in the budget which increased the number of positions from 1,167 in FY 2020. Three are additional Code Enforcement positions, including a Code Enforcement Director. 32 positions (3%) are included in the Internal Service Funds; 667 positions (57%) are assigned to the General Fund with the remaining 475 (40%) assigned to Special Funds and the Enterprise Funds to include Albany Utilities.

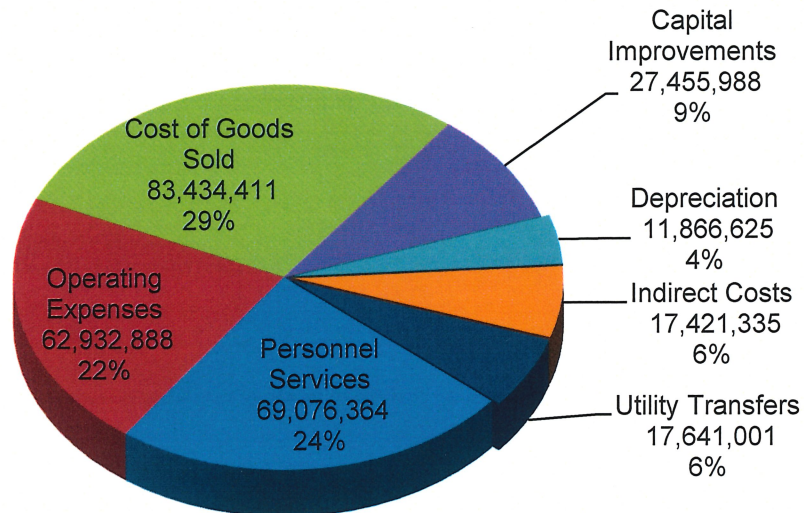
This budget does not include rate increases for any of the Utility Funds. It should be noted that this administration is particularly fiscally conservative in all revenue projections.

**Revenues** – In preparing revenue projections, staff analyzed five years of historical trends, the fiscal year 2021 operating budget, the condition of state and local economies, and other factors that might affect the City's revenue sources. Projected revenues for the General and Special Funds total \$116,204,391, an increase of 15.0% or \$15,169,046 over the prior year. This is the result of SPLOST and TSPLOST expenditures from accumulated funds. The revenue budget for Enterprise Funds totals \$176,452,515, a decrease of 6.9% or \$13,084,489 in revenues. \$5.4 Million of the overall decrease in revenue is attributable to the decrease in federal funding necessary because of the completion of the South Apron & Taxiway construction and the Runway 16/34 construction in FY 2020 for Airport. Also, \$4.9 Million of the overall decrease was due to the purchase of 6 CNG buses in FY 2020 that won't be repeated in FY 2021. The total revenue budget for all Enterprise Funds collectively exceeds budgeted expenses by \$2,828,294.



**Mayor and Board of City Commissioners**  
**July 31, 2020**

**Budget Overview** - The chart below shows the total operating budget of \$289,828,612 by category:



**Cost of Goods Sold** – COGS represents 29% of the total budget and is the largest overall expense to the organization. This is a decrease of 3.0%, or \$2,588,412, compared to FY 2020. Unfortunately, the City has very little control over these expenses. Because of this, staff must endeavor to mitigate the pass-through effect to our customers through careful long-term forecasting, planning, and risk hedging.

**Personnel Services** – Employee Wages and Benefits are another large portion of the overall budget and represents 24% of the total. This is an increase of 2.6% or \$1,727,460 compared to FY 2020, which was \$67,348,905. There are 1,174 authorized budgeted positions shown in Personnel Services.

**Operating Expenses** – Operating expenses also make up a significant part of the organization's budget representing 22% of the total. It is a decrease of 0.5% or \$336,544 over FY 2020.

**Utility Transfers** – The transfers from the Utility Funds to the General Fund amounts to \$16,380,261 (there is also a \$1,260,740 transfer from Sewer to Storm Water). This is the largest revenue source for the General Fund, accounting for 26% of its total revenue.

**Indirect Costs** – The costs of the support departments (Legislative, City Manager, City Attorney, Human Resources, Risk Management, Central Services/Procurement, Finance, License & Business Support, Technology & Communications, Facilities Management; and the Utility Internal Service Fund which includes, Customer Service, Vegetation Management, Energy Control/Service Techs, Horizontal Directional Drilling, Marketing,

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Engineering, Investigations, and Utility Management & Board) are allocated to the Enterprise Funds based on an in-depth study of the individual transactions for each department. The cost of \$17,421,335 is equitably shared by these Funds according to the level of support received.

**Capital Improvement Program (CIP)** – \$38,932,345, has been allocated for capital improvements and depreciation of prior years' capital expenses. The Capital Improvement Program (CIP) is a five-year planning instrument used by the City of Albany to identify capital requirements. The CIP plans for expenditures that exceed \$5,000 and have a useful life of more than one year. The CIP utilizes all available funding sources which include but are not limited to: Grants, SPLOST, TSPLOST, GMA financing, bonding, GEFA financing, as well as other financing alternatives and the use of cash reserves from prior years' excess revenues over expenditures.

The CIP is reviewed and updated each year to reflect the changing priorities of the organization. This program has a direct impact on the General Fund's operating budgets. The acquisition of replacement assets initially reduces operating expenditures while deferring increases in maintenance costs. The addition of new assets, such as a building, tends to decrease operational expenditures for maintenance of the building. The impact that capital acquisition has on the operating budget is anticipated and incorporated into the financial plan.

**The Capital Improvement Fund (CIF)** - The General and Special Revenue Funds' capital projects are funded from a minimum of 15% of the annual sales tax revenue, totaling \$1,291,838. Certain capital needs of supplemented Enterprise Funds are also funded through the CIF. For example, the City's 10 - 20% local matching shares for Transit and the Airport are usually paid out of the CIF. However, the self-sustaining Enterprise Funds' capital needs are funded through alternative sources as stated above in the CIP section.

**The GMA Lease Pool** – The CIF also accounts for the debt service payments of the GMA lease pool agreement. In 1998, the City entered into a 30-year lease agreement with Georgia Municipal Association (GMA) for \$10,000,000 in certificates of participation. The GMA lease pool provides flexibility to renew assets and decrease operational expenditures for all participants. The City may appropriate a percentage of sales tax revenue to fund the annual GMA debt payment, if needed. The current CIP plans to aggressively increase its utilization of this funding resource.

**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 their portion of the following City departments: Fire, Technology & Communications,



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Planning, Traffic Engineering, Procurement, Emergency Management, Recreation, CAD 911, and Code Enforcement. Through these joint agreements, the City anticipates receiving \$6,303,834, from Dougherty County for services provided.

**Internal Service Funds** – An Internal Service Fund (ISF) provides a mechanism for which expenses can be tracked for certain internal costs and properly charged to the departments and or funds that receive those benefits. Since all expenses are charged back to the benefiting fund, an ISF has no net effect on the total budget. Information presented in this book regarding ISF's is for informational purposes only. The city currently has 5 internal service funds: Risk Management, Workers' Compensation, Public Employees Group Health Plan (PEGHP), Fleet Management, and the Utility Internal Service Fund (UISF).

**Risk Management Program** – The Risk Management Department and the City Attorney's office 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. All departments are allocated a pro-rata share to contribute to the fund based on experiences. The appropriation for FY 2021 is \$2,423,298 which is a decrease of \$99,883 from last fiscal year.

**Workers' Compensation Fund** – Expected contributions for FY 2021 is \$1,638,661, an increase of \$40,725 over last fiscal year. We will continue to monitor the fund's reserves to ensure that it has adequate funding. 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.

**Public Employees Group Health Plan (PEGHP)** – The Group Health Plan is designed to meet the medical needs of the employees and their eligible dependents. The premium costs are shared between the City and its employees at a ratio of approximately 79% and 21%, respectively. These contributions are then used to pay for claims as they are submitted by a third-party administrator.

**Fleet Management** – Fiscal Year 2018 was the first year that Fleet Management operated outside of the General Fund. The related expenses are captured in the object accounts 7870, which represent Maintenance of Motor Equipment. The Fleet Management program charges the individual departments for goods and services rendered monthly. Direct costs, as well as overhead costs, are captured in its rates and mark-up on the parts managed by the department.

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**General Fund** – The General Fund budget for FY 2021 totals \$63,768,825, an increase of \$2,077,711 from the FY 2020 General Fund adopted budget of \$61,691,114. This is primarily driven by initiatives related to some of your top priorities: public safety, blight, and code enforcement. The General Fund finances the operations of General Government, Public Safety, Recreation & Parks, Engineering, Planning & Development Services, and Facilities Management. The level of service provided is our top priority. We will continue to do this while mitigating our costs.

**Special Funds** – Collectively, the City's Special Funds total \$17,509,141, a decrease of 4.3%, or \$780,090 from the FY 2020 adopted budget. The major causes for the decrease are the reduced funding for the Team-Up-To-Clean-Up initiative of \$500,000 and completion of the Brownfield projects in FY 2020 in the amount of \$300,000. Included in this category are Community & Economic Development, CAD 911, Hotel/Motel, Capital Improvement, TAD, R3M, Job Investment, Gortatowsky Park, and Grant Funds. More detail about some of the funds included in the Special Funds category follows.

**Community & Economic Development** – The Department of Community & Economic Development (DCED) is a Special Revenue Fund with a budget of \$4,825,816, which is an increase in budgeted expenditures from the FY 2020 adopted budget of \$4,604,771. The funds are allocated to the City by the U. S. Department of Housing and Urban Development (HUD) and the income received from repayment of loans, rents, etc., represent this fund's revenue sources. The Department of Community & Economic Development is designed to expand economic opportunities, provide decent housing and to meet the other needs of persons of low-to-moderate income. Although DCED does not receive a direct cash subsidy from the General Fund, it does receive a significant amount of services and assistance from the General Fund.

**Hotel/Motel Fund** - The amount expected from the 8% hotel/motel tax totals \$2,350,000, a 12.5% decrease over FY 2021. These funds are allocated annually to the Albany Convention and Visitors Bureau to promote tourism, conventions, and trade shows. Some funds are also set aside to support the Flint River Entertainment Complex directly.

**Sponsored Operations (Grants)** – The Grant Fund is a Special Revenue fund that provides for the administrative accounting of funds received from local, state, and federal sources for entitlement programs and discretionary projects. The fund totals \$529,367 in fiscal year 2021. 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.

**Special Purpose Local Option Sales Tax VII** – The City of Albany and Dougherty County entered into an intergovernmental sales tax agreement. On November 2, 2016,

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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, 2017 and March 31, 2023 is \$92,500,000. Sixty-four percent, or \$59,200,000, 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 are listed in the SPLOST VII section of this document. These estimated collections are subject to change due to the fluctuations in taxable sales in the area.

**Transportation Special Purpose Local Option Sales Tax** – On January 14, 2019, the City of Albany and Dougherty County entered into an intergovernmental agreement and proposed a list of projects focused on transportation needs. The voters approved the referendum on March 19, 2019, to initiate a 1% Transportation Special Purpose Local Option Sales Tax (TSPLOST). Collections began on July 1, 2019 and will continue for five years until June 30, 2024. Overall projections are \$80,000,000, with sixty-seven percent, or \$53,600,000, allocated to the City of Albany. The overwhelming majority of the funds will be used for roadway improvements.

**Debt Service Fund** – This fund accounts for General Fund debt service transactions for bonds and debt other than those bonds issued by Albany-Dougherty Inner City Authority (ADICA). The Debt Service Fund is funded from the General Fund to cover its costs when there are General Obligation Bonds outstanding. The City does not have any general obligation debt currently.

**Enterprise Funds** – Enterprise Funds are funds whose revenue is primarily received from fees for services instead of general tax dollars. They are not required to have a balanced budget. The City has a total of ten enterprise funds. Seven are self-sustaining and three are supplemented by the General Fund. Solid Waste, Sanitary Sewer, Storm Water, Water, Gas, Light, and Telecom are the seven self-sustaining Enterprise Funds. The funds are self-sustaining because they generate enough revenue through service charges (or combined with spendable fund balance) to cover their costs. The top five are discussed in more detail.

**Light Fund** – This is the largest revenue producer, with budgeted revenues totaling \$100,375,779. Approximately 71.5% or \$71,814,875 of the revenue is appropriated to cover its COGS. Light is expected to have net income of \$3,743,496, with a large portion being used for the debt service on Advanced Metering Infrastructure. This fund is also one of the largest contributors to the General Fund and is budgeted to transfer \$10,500,082 in fiscal year 2021. The Light Fund serves over 36,000 homes, businesses, and industries.

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**Gas Fund** – As a provider of natural gas to over 13,000 customers, the Gas Fund is budgeted to have revenues of \$17,090,516 from sales of 2,063,250 MCF (1000 cubic feet). Approximately 52.2% or \$8,923,558 of that revenue must cover its COGS. The fund is expected to have net income of \$1,439,058. There are plans for infrastructure expansion to create future revenue opportunities. This fund also contributes to the General Fund and is budgeted to transfer out \$1,794,504.

**Sanitary Sewer Fund** – This fund is responsible for all sewers, water pollution control plant, and over 100 pump/lift stations. With revenues of \$16,769,192 and expenses of \$16,036,612, the fund is projected to have a net income of \$732,580. This fund will transfer \$1,318,218 into the General Fund.

**Water Fund** – The Water Fund is expected to virtually break even with \$12,366,386 in revenue and \$12,363,985 in expenses. This fund provides 14 million gallons of water per day to over 35,000 customers and maintains hundreds of miles of water mains and services. It has the capability of producing up to 36 million gallons of water per day. This fund is budgeted to transfer \$1,051,143 dollars to the General Fund in FY 2021.

**Solid Waste Fund** – This fund is responsible for the collection and proper disposal of solid waste generated by some 25,000 residential and 1,300 commercial customers. The fund is budgeted to have \$10,868,349 in revenues with expenses of \$10,309,690, resulting in a net income of \$558,659. The goal is to increase the efficiencies of this fund and continue to explore revenue expansion opportunities. The transfer for this year is \$923,810.

**Supplemented Enterprise Funds** – These Enterprise Funds do not generate enough revenue to cover their operational costs; therefore, the General Fund subsidizes them. The Transit System, Flint River Entertainment Complex, and Airport are normally not able to sustain themselves and receive assistance from General Fund revenues. However, due to CARES Act funding, Transit and Airport will be able to supplement operations with these federal funds. Flint River Entertainment Complex will receive a combined total of \$926,173 in assistance from General Fund and Hotel/Motel Fund revenues. There is an overall decrease of \$2,281,051 below the FY 2020 allocation for all supplemented funds as a direct result of the CARES Act funding. Typically, these funds' revenues support only 50% of their cost of operation. A significant amount of funding for the Airport and the Transit System is provided by State and Federal grants.

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The focus for the upcoming budget is public safety, code enforcement, blight and recreational improvements. Police personnel (officer, corporal, sergeant, lieutenant, captain, and major positions) are budgeted to receive a 6% increase, while other City personnel, grades 1 -10, will receive a 2.5% C.O.L.A. The increase in demolition budget from \$400,000 to \$1,000,000 will enhance our ability to address blighted properties within the City.

The reallocation of SPLOST VII dollars to allow for an additional \$3 Million in recreation projects has positioned the City to become a great place to live, work, and play.

In fiscal year 2021, we anticipate the COVID-19 pandemic will continue to significantly impact our community. We believe we are well-positioned to face the challenges ahead of us. We will continue to assist the citizens of Albany during this crisis. Whether it's applying for and administering CARES Act grants to benefit our community, revising HOPE guidelines to assist utility customers with their bills, matching CDBG funds to assist small business, or coordinating distribution efforts for 25,000 masks donated by Procter & Gamble and private non-profits like United Way, everyone can rest assured that "we are in this together."

Sincerely,



Sharon D. Subadan, MPS, CPM, CPFP  
City Manager

## **EXECUTIVE SUMMARY CITY OF ALBANY STRATEGIC PLAN**

The employees of the City of Albany, under the leadership of the City Manager, the Mayor, and the Board of City Commissioners, have committed themselves 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.

Strategic Planning includes developing a vision and mission, identifying the organization's external opportunities and threats, determining internal strengths and weaknesses, establishing both long-term and annual objectives, and choosing particular strategies to pursue. This phase of strategic management is accomplished through the development of a strategic plan.

### **CITY OF ALBANY STRATEGIC PLANNING PROCESS**

#### **Priorities of the City Commission**

A mission statement is a statement of purpose that distinguishes one organization from others by identifying the scope of the organization's operations in product, service, or market terms. In other words, a mission statement is a declaration of the organization's reason for being. It answers the question, "What is our business? Who are we?"

A mission statement is more than a statement of specific details; it is a declaration of attitude and outlook. It is usually broad in scope for two major reasons. First, a good mission statement allows for the generation and consideration of a range of feasible alternative objectives and strategies without limiting management creativity. Second, a mission statement needs to be broad to effectively reconcile differences among and appeal to the City's diverse citizenship.

In reviewing the Mission Statement and later in setting goals and objectives, the team incorporated the spirit of the six priorities set by the City Commission, which are:

- 1. Safe, Sustainable, and Business Friendly*
- 2. Economic Development and Jobs*
- 3. Infrastructure and Asset Management*
- 4. Promotion of the City of Albany as a great place to live, work and play*
- 5. Effective and Excellent Service Delivery*
- 6. Fiscal Responsibility*

## **New Initiatives**

There are also some fiscal and short-term goals that have been identified to be pursued during the budget that is presented for 2020/2021. These short-term goals or initiatives are in line with the Mayor and Commission's Vision, Mission, and Strategic Priorities for the City of Albany. For the 2020/2021 budget the new initiatives are as follows:

Safe, Sustainable, and Business-Friendly initiative:

Police Recruitment & Retention: 6% increase for policing personnel (Officer, Corporal, Sergeant, Lieutenant, Captain, and Major) has been included in the fiscal year 2021 budget. Also, the partnership with Albany Tech to assist with the pre-academy for assistance in getting more properly trained officers to the Albany Police Department.

License Plate Readers & Body Cameras: This initiative to assist with protection and accountability for officers in the field was funded through SPLOST dollars for purchase in fiscal year 2021.

Police Operational Study and Assessment: Funding allocated for the overall police assessment to allow an outside agency to speak to areas of additional efficiency and areas to improve.

Live Scans for Finger Printing: One of the ways that the Police Department assessed an inefficient process is the transport to and from the Dougherty County Jail for finger printing. This initiative will allow for the same finger printing to be done by the Police Department and avoid loss of time and reduce expense.

Economic Development and Jobs initiative:

Code Enforcement Initiative: During the budget planning session the Commission highlighted a need for additional funding in the areas of demolition and code enforcement. In fiscal year 2021, there is an additional \$600K for demolition allowing for additional growth in the same areas. Also, the re-establishment of Code Enforcement as a separate department was approved in the fiscal year 2021 budget with funding for a director and 2 additional code enforcement officers.

Infrastructure and Asset Management initiative:

Redundant Fiber Hut: Telecom and technology has assessed the City's fiber infrastructure and noted the need to build or move the existing infrastructure to a new fiber hut and grow the resiliency of the overall system. Therefore, funding for the necessary capital for the project was included in the Telecom Department.

Promote the City of Albany as a Great Place to Live, Work, and Play initiative:

Home Rehab Program through DCED: Funding from the City in the amount of \$508K has been provided to expedite the rental rehabs on DCED properties in order to attract additional usage and move-in readiness.

Fiscal Responsibility initiative:

Sewer & Storm Water initiative: The 20-year Capital Plan was presented to the Commission in fiscal year 2020 and there will be a move towards setting aside funding and priorities that will continue in fiscal year 2021. There will also be a related rate study for sewer that has been funded in the fiscal year 2021 budget.





# CITY MANAGER'S REPORT 2020



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# **CITY OF ALBANY** **WORKING PROJECTS**



### UTILITY PROJECTS:

- AMI project - \$20.8M – Software integration in process
- Streetlight conversion - \$6.5M – Complete
- Streetlight & Utility underground - \$1.5M – in process
- Streetlight repairs (Hurricane) - Complete
- Underground of Utility lines – Sandy Bottom Circuit - \$10.6M – Engineering design 80% complete.
- Milestone & Utility Billing - \$1.485M – in process

**TOTAL: \$40,885,000**

### SEWER PROJECTS:

- East & Westside Interceptor project \$15M – Eastside complete; Westside 90% complete
- River station sewer project - \$1.5M – complete
- LS 81 & 83 - \$760k – complete
- Shadowlawn Area Sewer Project - \$405k – complete
- LS 17 Bar Screen Project - \$340k – in process
- SS 75 Piping Rehab - \$30k – complete
- Telemetry - \$350k – in process
- East Broad/Clark Ave Separation, Three Oaks Pond Phase I - \$2.7M – Design approximately 95% complete

**TOTAL: \$21,085,000**

### INFRASTRUCTURE – TRANSPORTATION:

- Phase 2 of asphalt resurfacing - \$5.6M – complete
- Phase 3 of asphalt resurfacing - \$6.2M – in process
- Alley paving - \$2.875M – in process
- Palmyra/N. Davis sidewalk - \$302k – complete
- E. Broad, Magnolia, & Old Dawson Sidewalks - \$561k – in process
- Habersham / Lowe Sidewalk - \$65k – design in process
- Gillionville/Westover intersection improvement - \$550k – 99% complete
- Oakridge & Westover Intersection improvement - \$368k – 10% complete
- 3rd, Magnolia & Dawson Intersection improvement - \$635k – 60% complete
- 120 crushed asphalt alleys - \$800k – 79% complete
- Residence Alley - \$133k – in process
- Connector trail - \$2.5M – complete
- Signal repairs (Hurricane) - \$356k – complete
- Signage repairs (Hurricane) - \$967k – 75% complete

**TOTAL: \$21,912,000**

### DOWNTOWN REDEVELOPMENT:

- Boutique Hotel (207 Pine) - \$13.6M - MOU signed; closing complete
- Albany Herald Properties - \$850k – Marketing for redevelopment
- ATC (Albany Transit Center) - \$11.6M – in process

**TOTAL: \$26,050,000**

### OTHER CAPITAL – CITY OWNED FACILITIES:

- Renovation of PW - \$380k (\$61.60 per sq. ft) – complete
- Pace Building
  - Relocation of COA Clinic - \$1M – in process
  - Relocation of Server Room - \$TBD – in design
- CNG compliant Fleet Facility - \$2.8M – complete
- PW Crew quarters - \$750k – in process
- Golf course sprinkler system - \$253k – complete

**TOTAL: \$5,183,000**

### SOUTHWEST GA REGIONAL AIRPORT:

- Runway 22 resurfacing - \$5.4M – complete
- Secondary runway resurfacing - \$2.8M – complete
- General Aviation Terminal \$4.4M & Hangar \$TBD – Design in process
- Passenger Boarding Bridge - \$1.6M – complete

**TOTAL: \$14,200,000**

**GRAND TOTAL OF \$129M (ROUNDED)**





# MESSAGE FROM THE CITY MANAGER





**August 31, 2020**

Honorable Mayor Bo Dorough and Board of Commissioners,

In June of this year, I completed my fifth year as your City Manager. The challenges we have faced have been legendary, but the accomplishments continue to be very rewarding. I remain encouraged by the hard and exemplary work of our team that consistently delivers results. These results have set a standard of excellence that is part of our organizational culture.

March 2020 brought an unprecedented pandemic to the City of Albany. We faced unique challenges financially, operationally, and humanely as over 170 community members battled with COVID-19 alone in hospital rooms and lost. These warriors left behind families who had to make the tough decision of determining which ten people would attend graveside only funeral services. We also lost members of our team/family, and we will never forget their dedicated service to the City of Albany. Our prayers continue to be with their families.

With information constantly changing, it became a top priority to re-familiarize citizens of the hygiene tips our mothers taught us when we were children. Please wash your hands and cover your mouth when you cough or sneeze—terms such as shelter in place and social distancing became part of our vocabulary. And, to slow the spread of the virus, the city created a “Mask-Up” slogan and campaign that would bring about a collaboration of partnerships between community leaders, government, businesses, and healthcare.

Operationally, city offices were closed, and employees adapted by working remotely to help maintain excellent customer satisfaction. Financially, the long-term impacts continue to remain mostly unknown, but we believe we are well-positioned to face the challenges ahead of us. Although we are still facing genuinely unique challenges, we will stay a results-driven team that keeps the community first.

This report highlights some of the significant accomplishments connected to-Safe, Sustainable and Business Friendly; Economic Development and Jobs; Infrastructure and Asset Management; Promotion of the City of Albany as a great place to live, work and play; Effective and Excellent Service Delivery; and Fiscal Responsibility. While it is not an all-inclusive list, this 2020 City Manager’s Report is a reminder that we are making tremendous progress in furthering the City of Albany as a “Great Place to Live, Work, and Play.”

“We are in this together.”





## DOWNTOWN DEVELOPMENT

Developer JCAR, LLC of Chicago has initiated construction activities of \$13.5 million for the boutique hotel for the historical Gordon Hotel Building, most recently occupied by Water, Gas and Light. This hotel with meeting rooms, event space, outdoor terrace, and restaurant will provide for a direct estimated economic impact of \$2.1 million annually. The hotel and a block-chain data center, planned to be housed at the site, is expected to employ over 40 associates.



## INFRASTRUCTURE DEVELOPMENT

A \$6.4 million contract for SPLOST VII Phase II Street Resurfacing was initiated to provide improvements for 49 City streets totaling approximately 18 miles.

An overhaul of the City's PW facilities was an initiative for 2020 with a complete renovation of the first floor of the PW Administration building completed along with improvements on the front exterior of the building. An effort to renovate the PW complex continues moving forward as a \$788 thousand construction project for a new crew quarters began.

LED Streetlight upgrade of over 12,500 lights is complete. Routine identification of any non-working lights is ongoing.

With \$1 million available, PW completed 72 of the 120 alleys identified as suitable for crushed asphalt.

The City's ambitious Automated Metering Infrastructure (AMI) upgrade project continues to move forward. The AMI portion of the project is in the First Article Testing Phase. A sample of every meter type is presently being tested for expected functionality. Full AMI deployment is expected to last approximately 24 months.

High priority sidewalks for Palmyra Road and North Davis Street were completed over one mile for a cost totaling \$251,411.

Progress continues for the multi-year \$13.7 million project to reline/recondition the City's critical east and west side underground sewer interceptor lines.





# CITY MANAGER'S HIGHLIGHTS

## FISCAL RESPONSIBILITY

The City partnered with CARDNO and was awarded an \$800,000 EPA Brownfield Revolving Loan grant. These funds will be used to partner with potential developers for site contamination clean-up throughout the City.

A US Department of Transportation grant, Transportation Alternatives (TA) was awarded through the Georgia Department of Transportation in an amount of \$680,000 to support preliminary engineering and design for downtown streetscape improvements. With \$170,000 from local match the total design portion of the project will be \$850,000.

The Risk Management Department partnered with Peachtree Recovery Systems in September 2019, to recover funds totaling \$395,000 on behalf of the City of Albany. Peachtree Recovery performed a four-year review of all property damages, to see if there are any potential recoveries not received previously by the City. The staff of Risk Management has continued to work on all internal recovery asset damages.

The City partnered with CARDNO and the Albany Museum of Art to apply for an EPA cleanup grant for the downtown BELK building. A grant award of \$350,000 was awarded to the museum to support its relocation downtown.

The City received a \$200,000 grant from the Georgia Department of Natural Resources (DNR) for the placement of amenities (benches, signage, bike racks, etc.) along the recently completed Downtown Connector Trail.







# CITY MANAGER REPORT: COVID-19 CITY RESPONSE

AUGUST 31, 2020

The City Leadership staff engaged in a proactive preparedness strategy upon learning about COVID-19 outbreaks in Seattle. This effort allowed for a relatively smooth transition to telework in mid-March 2020 when all city buildings were closed to the public in response to Albany being a COVID-19 hotspot and shelter in place orders at the local and State level. The majority of City departments continued to function at full operational capacity during the pandemic by transitioning to virtual conferencing for meetings to include pre-bid/pre-proposal conferences and implemented an electronic bid and proposal process. Additionally, previous efforts to automate practices and eliminate paper were further enhanced to “keep the trains running on time” during a period of unprecedented social distancing challenges.

A COVID-19 Taskforce comprised of City, County, Public Health, Public Safety, Healthcare Professionals, and local stakeholders was formed to gather information and implement strategies and to coordinate emergency response efforts with key community partners. The City provided consolidated weekly reports that allowed the Taskforce to see all testing results for Dougherty County to use as a decision-making tool.

A COVID-19 webpage was created on the City website and social media platforms with pertinent information, and the COVID-19 Taskforce hosted weekly press conferences live-streaming through Facebook, YouTube, and our local access channel to update the community on the statistics, action plans, and prevention measures.

Advocacy efforts by Taskforce members led to the testing at multiple sites facilitated by the National Guard and Augusta University at the Civic Center, the Department of Public Health, and Phoebe Putney Memorial Hospital. Over 42,000 tests were conducted at the sites from March 2020 to August 2020.

The City Manager championed “Mask Up Albany” - a grassroots effort encouraging the wearing of face coverings. A masking subcommittee assisted the COVID-19 Task Force in educating and encouraging the community as well as businesses to require employees and patrons to wear masks to prevent the spread of COVID-19.

The City received more than 200,000 masks from community partners to distribute through food drives, Chamber of Commerce events, and organizational requests. And Albany served as a Personal Protection Equipment (PPE) Point of Distribution (POD) for the State of Georgia’s Region K Emergency Management Response Team. This region includes the Columbus Area, Tifton Area, Valdosta Area, and 17 surrounding communities. In total, we are receiving supplies for 42 Counties including PPE, thermometers, and testing kits.





The City and County Commission entered a joint resolution in June 2020, requiring all staff and the public to wear masks in all city and county facilities.

The City of Albany approved 106 small business grant applications of up to \$10,000, totaling \$738,372. The funding resources included \$350,000 from the City of Albany, \$350,000 in Community Development Block Grant Funds, and \$38,372 from the Department of Economic and Community Development.

City Facilities installed hand-sanitizer stations and hygiene signage, following the CDC guidelines, in buildings and on buses. They also installed handwashing signs in all City-owned and operated restrooms.

Risk Management has worked closely with all City Departments to collect all cost-related expenses for an accurate submission to the Georgia Municipal Association 2020 CARES Act Qualified Expense Survey, which supported the City of Albany for the CARES Act Grant.

The State approved the first allocation of \$3.7M in CARES Act funding by the September 1, 2020 deadline. Additionally, the City has received CARES Act funding for public safety, the airport, and transit in the amount of \$21.2M.

Public Work's Solid Waste Division strategically placed seven roll-off containers throughout the City for the public to dispose of an average of 21 tons of additional debris per month.

The Workers' Compensation Division, in conjunction with our local physicians, coordinated TeleMed appointments and virtual physical therapy for workers' compensation claimants. This service was implemented to ensure that employees had access to medical treatment during their recovery process.

The Technology & Communication Department deployed 92 laptops and associated network support equipment for designated staff to have remote working capacity during the social distancing mandate of the City.

City Commission meetings and other meetings were held virtually and live streamed for the public. Facilities Management realigned work schedules to provide support for additional janitorial sanitizing efforts and physical barrier construction to mitigate virus transmission.

Human Resources guided employees with COVID-19 concerns, to include receiving and reporting data daily of those employees affected or taking care of affected loved ones, filing unemployment claims for employees who were unable to work remotely and who were non-essential employees. The City implemented a plan to keep all affected employees in pay status.

Risk Management and Human Resources created and instituted the City of Albany Reopening Plan as a result of the COVID-19 Global Pandemic, allowing for the safe and phased return for all City of Albany Employees.



# SAFE SUSTAINABLE AND BUSINESS FRIENDLY

## 2020 Accomplishments

**Safe neighborhoods, a sustainable community, and a business-friendly culture are the foundation blocks of great cities.** The City of Albany will focus our efforts and resources on public safety and crime prevention, business development, civic engagement and education toward creating a thriving and sustainable community.

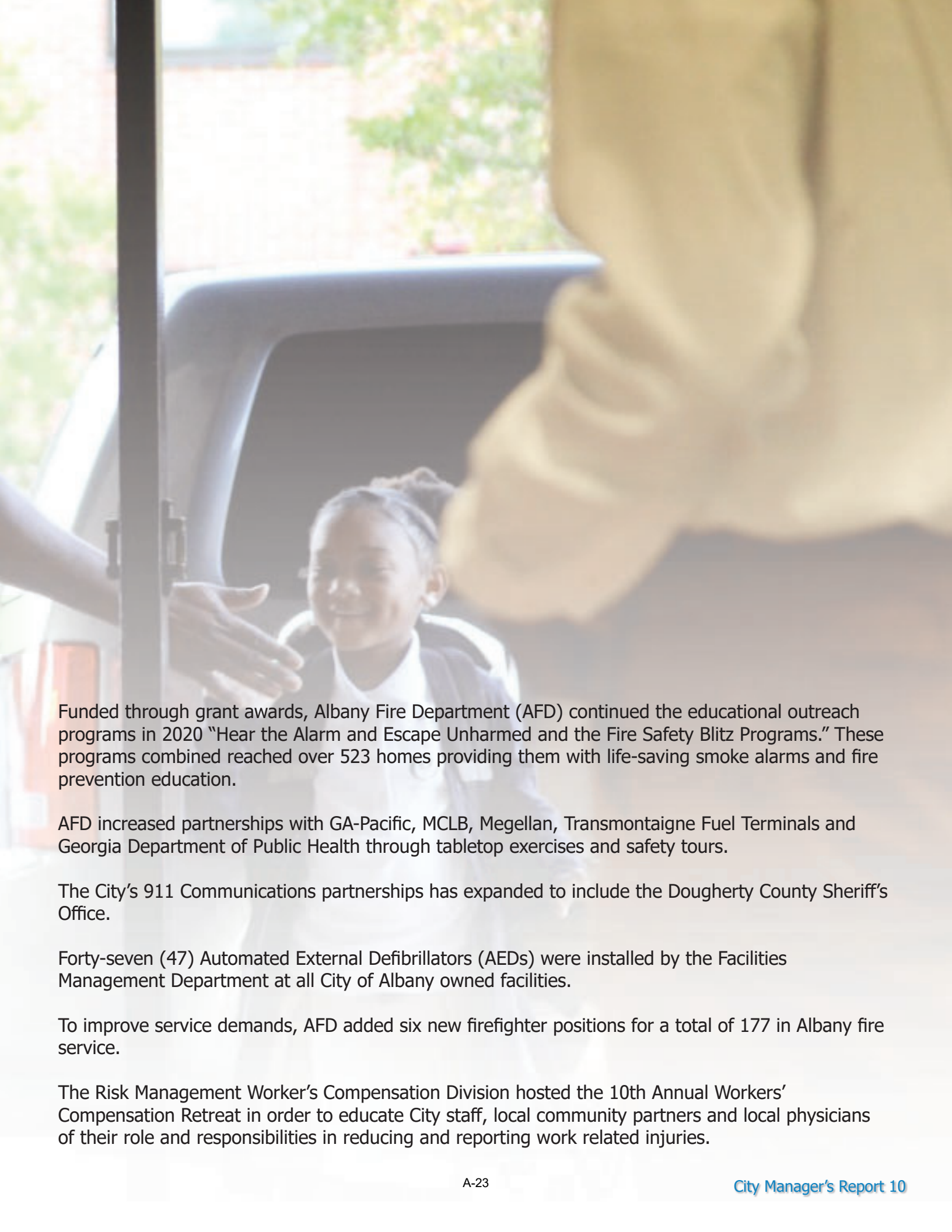
The Albany Police Department (APD) implemented the Civilian Crime Scene Technician program and hired two non-sworn personnel who had backgrounds in forensic science to support the existing Crime Scene Unit.

The Police Chaplain program was re-started (four chaplains) to help address the mental, emotional and spiritual wellness of department personnel.

A Pastoral Police Academy (five-week program) for local ministry leaders to learn about the operations of the department along with conducting engagements with department personnel was initiated.

An On-the-Job-Training (OJT) agreement with WorkSource Georgia and Albany Police Department was created to design a training program for individuals interested in Police Officer positions with the City of Albany.





Funded through grant awards, Albany Fire Department (AFD) continued the educational outreach programs in 2020 "Hear the Alarm and Escape Unharmed and the Fire Safety Blitz Programs." These programs combined reached over 523 homes providing them with life-saving smoke alarms and fire prevention education.

AFD increased partnerships with GA-Pacific, MCLB, Megellan, Transmontaigne Fuel Terminals and Georgia Department of Public Health through tabletop exercises and safety tours.

The City's 911 Communications partnerships has expanded to include the Dougherty County Sheriff's Office.

Forty-seven (47) Automated External Defibrillators (AEDs) were installed by the Facilities Management Department at all City of Albany owned facilities.

To improve service demands, AFD added six new firefighter positions for a total of 177 in Albany fire service.

The Risk Management Worker's Compensation Division hosted the 10th Annual Workers' Compensation Retreat in order to educate City staff, local community partners and local physicians of their role and responsibilities in reducing and reporting work related injuries.

## SAFE SUSTAINABLE AND BUSINESS FRIENDLY

The Workers' Compensation Division implemented the Laserfiche documentation for contact free injury reporting. This allows departments an online process to report work related injuries to enhance efficiency.

PW added a third-party biomass provider for continued recycling of yard waste and debris creating a better end-use resulting in reduced landfill costs.

For 2020 the Planning Department issued 85% of all building permits within 10 days or less.

They also held 18 Development Review Meetings with developers and design professionals to facilitate development projects.

An Environmental Protection Agency (EPA) Brownfields Assessment Grant of \$300,000 was administered by the Planning Department resulting in the identification and clean-up of several contaminated sites in and around downtown.

Vegetation Management pruned 93 miles of overhead powerlines and fiber optic lines and treated 302 miles of line with herbicides. This effort supports the reliability of the City's power distribution system.

The Utility Vegetation Management Unit has aggressively moved to support a City initiative for roadway safety. Through the implementation of a City Street Tree Trimming program, several blocks of over 30 streets have had site-restricting growth pruned to enhance roadway safety.

Three new fire pumper trucks have been ordered for the City and one for Dougherty County. This will ensure that we are in the best position possible to protect the lives and property of the citizens of Albany and Dougherty County.

Seven sets of HURST tools and cutters, better known as the Jaws of Life, have replaced older equipment in AFD's inventory. These are crucial life-saving tools in the event of an automobile accident with entrapment.

All of AFD's engines are now equipped with thermal imaging cameras. These cameras allow our crews to quickly locate trapped victims and hidden fires.

### **The Technology and Communications Department (TAC) was successful in meeting the following support requests:**

- Installed fiber at AFD Station 2 and Station 5 to bring both locations into the City voice and data network.
- Installed 16 miles of new fiber to expand the City's telecommunication network.
- Coordinated the High Definition (HD) upgrade to the City's Mediacom supported Channel 16 allowing for the enhanced sharing of information and the broadcast of Commission Meetings.
- Installed WireCast video streaming server to stream Commission Meetings and other public events to Facebook, YouTube, and Channel 16.









# ECONOMIC DEVELOPMENT AND JOBS

## 2020 Accomplishments

The City's Human Resources Department (HR) developed a streamlined hiring/orientation process to reduce the hiring time for new employees.

PW Partnered with Labor Finders to provide jobs for assisting with garbage collection, litter removal and to support the partnership with Keep Albany Dougherty Beautiful (KADB) at the City's recycling sites.

The Planning Department wrote a successful application for a \$20,000 grant to develop a revitalization plan for the historically significant Little Harlem District of downtown which is scheduled for implementation in FY2021.

The Recreation and Parks Department employed Albany State University students as interns. This helped prepare students for the work force, especially those that are majoring in the Recreation field.

TAC's Emerging Technologies Team added a Food Security Initiative in collaboration with Georgia Tech and Albany State University to document food availability issues in the Albany/Dougherty County area.

Implemented an electronic onboarding software allowing new hires to participate in 'New Hire Orientation' online.





**Economic development is the lifeblood of robust and enduring communities.** Our efforts and resources will be devoted to the retention of existing business and industry, creating new incentives for new development, and providing a professional and educated workforce to serve the changing needs of industry and commerce, all to create better jobs and better living conditions and to reduce poverty.





# INFRASTRUCTURE AND ASSET MANAGEMENT

## 2020 Accomplishments

The Utility Operations Light Division, in partnership with project vendors Triple S and Metro Services, has replaced 74,065 feet of electric underground cable that was direct buried. Underground cable has a life expectancy of approximately 20 years and the City has several miles of underground cable that exceed this life span.

PW initiated a \$340,000 bar screen installation project at sewer lift station #17. This station located on Don Cutler Drive services the Dougherty County Jail and significant and costly obstructions created a need to better screen debris to avoid system damage.

PW completed a paved alley inventory by assessing conditions and uploading the data into the City's GIS system. All alleys were ranked by condition from Good to Very Poor to produce priority lists for future alley paving projects.

Storm damage repairs to Albany Fire Department's Honeysuckle Fire Training and storage facility was completed.

Airport construction of runway 4-22 included two inches of milling, major crack repairs, two inches of asphalt pavement overlay, runway grooving, runway marking, and new blast pads on both ends of the runway was completed. The 5.2-million-dollar project was 95% grant funded.



**Albany's utilities and city infrastructure are the backbone of our service delivery system.** The city's physical plant will be nourished, protected, and encouraged to grow to continue to meet the changing needs of a growing and thriving community. The city's integrated transportation infrastructure of highways, roads, streets, bridges, and trails promotes mobility for a robust community.



Completed the mill and overlay of runway 16-34 at the Southwest Georgia Regional Airport. The 2.9-million-dollar project was 95% grant funded.

The passenger boarding bridge at the Southwest Georgia Regional Airport was completed with an access lobby from the main terminal hold room. The 1.6-million-dollar project was 90% grant funded.

Facilities Management completed interior and exterior renovations to re-open the First Tee complex to accommodate Albany Transit utilizing the facility as a temporary transfer bus station facility.

**Facilities Management supervised the completion of storm damaged roof replacements and/or repairs of sixteen (16) City of Albany Facilities:**

- The Law Enforcement Center
- Utilities Administration Main building
- Municipal Auditorium main roof
- Flint River Golf Course
- ADDU building
- Fire Station 1 lower roof
- Fire Training Center main roof
- Fire Training Center generator building
- Facilities Management upper roof
- Recreation Administrative Office
- Gaines Avenue Police Department facility
- Carver Pool bathhouse
- Highland Sports Complex main roof
- International Sports Complex main roof
- International Sports complex concessions and restrooms.
- Carnegie Library roof replacement.


Facilities installed a HVAC management system, upgrade of front entrance doors, and upgrade of elevator controls for the Community and Economic Development Microbusiness Center.

For the replacement of seven (7) diesel Albany Transit buses, the Fleet Department developed and managed the purchase and outfitting of eight (8) 35' Compressed Natural Gas (CNG) buses. These replacement buses have provided Albany Transit with an all CNG fleet.









**The City Commission and City staff are committed to elevating the image and public perception of the city** by providing innovative leadership, using emerging technologies, and offering exceptional customer service to those who live, visit, and work in Albany.



# EFFECTIVE AND EXCELLENT DELIVERY

## 2020 Accomplishments

Recreation & Parks offered a no cost 2019 Summer Camp at four facilities (Bill Miller Gym, Henderson Gym, Carver Community Center and Lockett Station) which included sports, games, reading, art, and ceramics among other activities. The camps also provided free breakfast, lunch, snacks, & dinner each day (Monday – Friday) for nine weeks. Many camp participants signed up for swim lessons at Carver Pool, and transportation to these lessons was provided from each facility by the department.

The Health, Wellness & Community Events division of Recreation & Parks partnered with the DCSS School Nutrition program in the Farm to School “Teaching Gardens” program at 16 school gardens (14 elementary schools, Pre-K, and 4C Academy). After the COVID-19 pandemic closed schools suddenly in March, the recreation team members harvested hundreds of pounds of vegetables and delivered them to our local food bank, Feeding the Valley, so the food would not go to waste.

The License and Business Support Department upgraded the online web portal, “Citizen Serve,” to allow citizens to submit payments for new and modify existing Occupational Tax Certificates (OTC).

Energy Control has implemented an Outage Management System providing customers with three methods to report outages or utility issues. Customers may call through customer service, call into the Integrated Voice Recorder (IVR), or they can go to the City Website and report the outage via the internet.

TAC made significant feature improvements to the online utility bill pay and telephone (IVR) pay processes to include late and cut off data. Additionally, a feature to allow for “text” payments of utility bills was added.

AFD has added Lexipol and Target Solutions (industry standard) to our policy and training programs. These programs have provided the ability to modernize the firefighter’s training format while helping to standardize the operating policies.

In 2020, HR successfully managed and continued the implementation of the Pay for Performance Initiative for City employees. A total of 771 annual performance appraisals were completed for non-management class paygrades.





**The City of Albany is a good steward of the dollars entrusted by our citizens.** We will manage our resources wisely, institute sound financial practices, and put systems in place that monitor spending and show the impact of dollars spent for the overall good of the city and our citizens.





# FISCAL RESPONSIBILITY

## 2020 Accomplishments

For the fifth consecutive year, the City's millage rate was "rolled back" or reduced and the City's Utility rates remained the same.

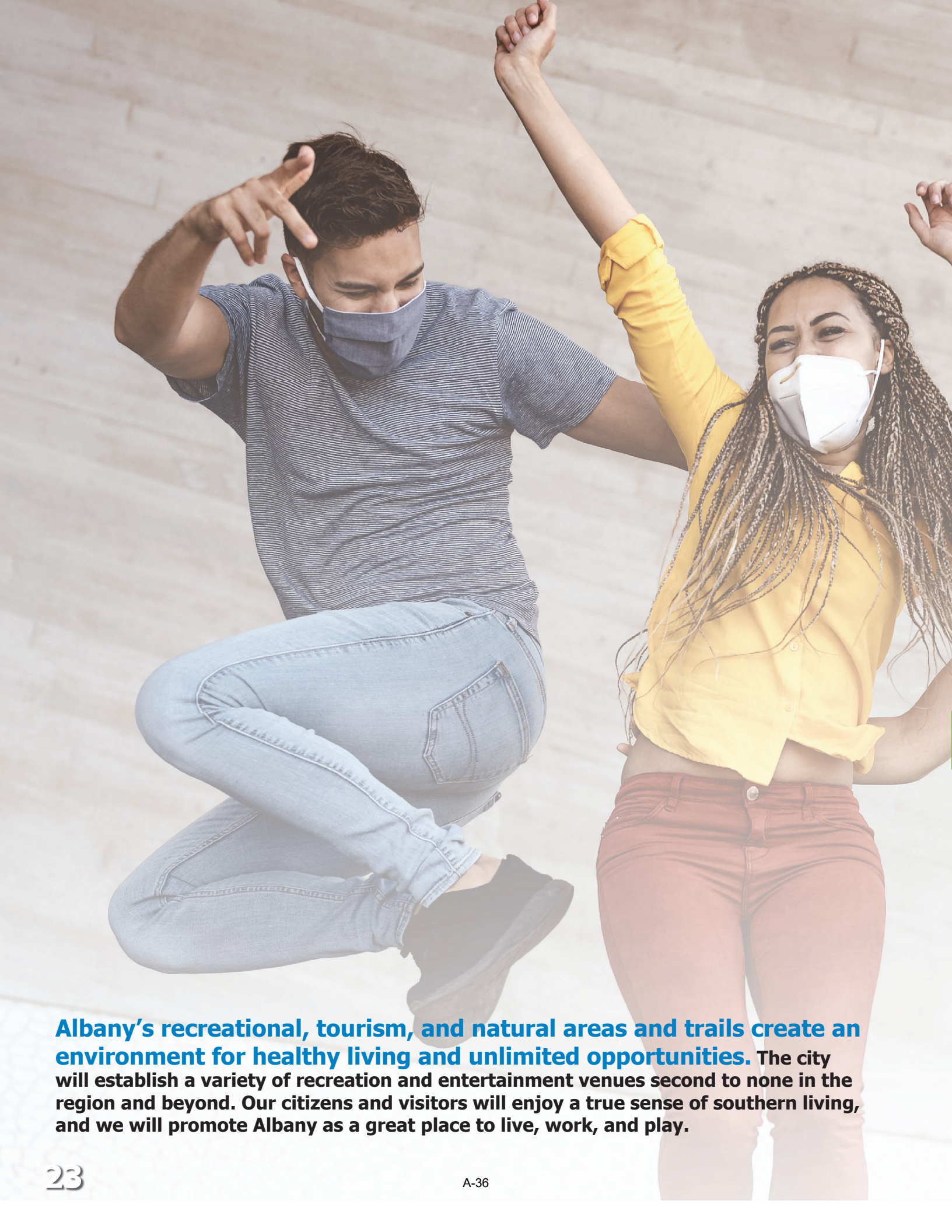
Central Services reengineered its warehouse operations by decreasing overall inventory by 15% and selling 338 surplus items for a total of \$740,189.

The Finance Department received the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award.

A Georgia Emergency Management Administration (GEMA) grant for \$440,000 was awarded for backup generators for critical facilities.

The Federal Transit Administration awarded the Albany Transit System 4.2-million-dollars in capital assistance. The grant funds were used to procure six new compressed natural gas buses and additional funding for the Albany Transportation Center.





**Albany’s recreational, tourism, and natural areas and trails create an environment for healthy living and unlimited opportunities.** The city will establish a variety of recreation and entertainment venues second to none in the region and beyond. Our citizens and visitors will enjoy a true sense of southern living, and we will promote Albany as a great place to live, work, and play.



A man and a woman are posing dynamically against a light-colored wooden background. The man, in the foreground, is wearing a blue and white striped polo shirt and a red and white checkered face mask. He has his arms outstretched. The woman, slightly behind him, is wearing a grey polo shirt and a blue patterned face mask. She has her right arm raised. The text 'PROMOTION OF ALBANY LIVE.WORK.PLAY' is overlaid on the image in large, bold, white and yellow letters.

# PROMOTION OF ALBANY LIVE.WORK.PLAY

## 2020 Accomplishments

The City and AFD served as host for the four-day 2019 Georgia Fire Service Conference. With the attendees included, this conference brought over 1,500 people from across the state to enjoy the many features of the City.

The Planning Department established and managed the Albany-Dougherty Complete Count Committee which has conducted multiple activities to bring awareness to the importance of the 2020 US Census. As of August 11, 2020, the voluntary completion rate for Dougherty County was 57%.

The Downtown Development Authority (DDA) received state-wide accreditation and was designated as an Affiliate Main Street America™ program by the National Main Street Center.

The Georgia Municipal Association (GMA) and the Georgia Cities Foundation (GCF) named Albany, Georgia - Downtown Albany as one of the freshman communities of the Georgia Placemaking Collaborative's 2019 program.



## PROMOTION OF **ALBANY LIVE.WORK.PLAY**

### **Over 117 promotional events were held downtown to include:**

- Chalkfest 2019
- The Christmas parade (over 90 entries, 30 vendors and estimated 15,000 in attendance)
- Independence Day Celebrations
- Paint the Town Pink
- Albany State University's Homecoming festivities.
- A Youth Church Basketball League that had over 90 youth participate was conducted over the summer with teams formed through different churches throughout Albany providing healthy structured activity for children during the summer months.

The City's Youth Basketball League saw a significant increase in participants in its second year. Tripling participant numbers to 170 of the City's youth.

Parks and Recreation led program "Healthy Eating from the Garden" took place at J.C Odom Fitness & Wellness Center, where food was prepared and served using vegetables grown in our community garden.

A 2019 Summer Movie Series in Riverfront Park and a fall Movie in the Park event was coordinated by Parks and Recreation with each event offering hands-on art activities for children before the movies.





# PROFESSIONAL MEMBERSHIP







# IN MEMORIAL OF ALL LIVES LOST FROM COVID

Bethenta (Bob) Terrell

Utility Operations

Larry Evans, Sr.

Utility Administration

Darrell Bryant

Public Works







**Albany Strategic Plan 2023**

As a part of establishing these goals the City has established long-range plans, including the funding mechanism, to accomplish the goals and objective established by the Commission. The progress and evaluation of these goals are stated as follows:



## Strategic Priorities Progress & Updates

Safe, Sustainable & Business Friendly				
Goal 1: Create a safe community to live, work, and play that encourages the well-being of Albany's citizens and assets.				
Objectives:		FY 19	FY 20	FY 21
1	Increase police retention rate by 20%			
a	Sworn Officers Retention Rate	72%	74%	74%
2	Survey 50% of the neighborhood to identify and develop a plan to address blighted residential & commercial structures	Complete	Complete	Complete
3	Conduct a needs assessment and develop a plan for installation of sidewalks near schools	Complete	Complete	Complete
a	Length of Sidewalk added near schools (in feet)	0	5,280	5,280
4	Enforce & strengthen blight tax for the City of Albany			
a	Nuisance Abatement Cases Processed for Demo/Rehab	138	134	240
b	% of complaints cleared within 60 days (Prpty mnt & nuisance)	80%	90%	90%
5	Educate 75% of community groups on fire & property safety	On-Going	On-Going	On-Going
6	Educate 75% of community groups on crime awareness	On-Going	On-Going	On-Going
7	Produce 10 public service announcements in an effort to promote traffic safety awareness and reduce incidents in high risk intersections	On-Going	On-Going	On-Going
a	# of Traffic citations issued	11,657	11,800	11,800
8	Upgrade downtown camera surveillance covering the riverfront for the protection of downtown investments and customers	On-Going	On-Going	On-Going
9	Implement a public-private city-wide surveillance network to be used as a crime deterrent	On-Going	On-Going	On-Going
10	Increase # of active neighborhood watch groups while increasing participation by 10%	On-Going	On-Going	On-Going
11	Hold 4 educational events yearly presented by community leaders	On-Going	On-Going	On-Going
12	Rehabilitate 10% of housing units within DCED target areas of the city annually			
a	# of Housing Units rehabilitated within NRSAs	40	40	40
b	# Households assisted with direct homebuyer assistance	3	3	3
13	Implement a program of community safety officers for special police assignments	5 FT 5 PT	5 FT 5 PT	5 FT 5 PT
14	Collaborate with stakeholders to create a Land Bank			
a	# of Developers connected with tax-delinquent properties available through Land Bank for redevelopment	34	45	55



## Strategic Priorities Progress & Updates

Goal 2: Create an environment that consistently encourages business development and educational opportunities					
Objectives:			FY 19	FY 20	FY 21
1		Increase the # of new Telecom subscribers with high speed internet service	95	100	100
2		Develop a program for business to partner with high schools & colleges to provide training for youth through summer job programs	On-Going	On-Going	On-Going
3		Demonstrate involvement with EDC in recruitment of new business to Albany			
	a	# Development Review meetings with developer, engineers, etc.	16	18	20
	b	# of new business loans attracted by DCED program	3	3	3
4		Implement <i>Albany Works!</i> initiative with community partners			
	a	# of Community Partners involved with <i>Albany Works!</i>	20	20	20
	b	# of participants in the <i>Albany Works!</i> Program	24	100	100
5		Develop a City-wide internship program	On-Going	On-Going	On-Going





## Strategic Priorities Progress & Updates

Economic Development & Jobs						
Goal 1: Expand Albany Utilities Infrastructure						
Objectives:				FY 19	FY 20	FY 21
1		Enable Metaswitch project		25%	100%	N/A
2		Expand utilities in unserved & underserved areas		On-Going	On-Going	On-Going
3		Complete the design for natural gas & telecom infrastructure along Rails-to-Trails property		Complete	Complete	Complete
4		Construct Rails-to-Trails with associated utility infrastructure		On-Going	On-Going	On-Going
Goal 2: Enhance Aviation & Transit to improve customer experience						
Objectives:				FY 19	FY 20	FY 21
1		Construct a new general aviation terminal & improve hangars at the airport		On-Going	On-Going	On-Going
a		Project is funded through SPLOST & TSPLOST to begin FY 22		On-Going	On-Going	On-Going
2		Complete GRAD certification of the airport		Yes	Yes	Yes
3		Improve parking & rental car access				
a		Gross Receipts from Parking Collected at the Airport		\$223K	\$261K	\$335K
4		Expand ridership to include new transportation routes for ASU by way of downtown		Complete	Complete	Complete
a		# of Rides on the ASU Ram Rush Route		181,259	187,000	250,000
b		Expanded Ram Rush route to handle peaks beginning FY 2020		Planned	Added	Added
Goal 3: Promote & support best practices and standards						
Objectives:				FY 19	FY 20	FY 21
1		Attain Fire ISO rating of 1 for City of Albany		II	II	II
a		Police: average response time for priority calls (in minutes)		6:53	6:30	6:30
2		Leverage the use of the Job Investment Fund for economic development activities		On-Going	On-Going	On-Going
a		Utilized the revolving loan program to assist the Flint restaurant open in FY 2019		Complete	Complete	Complete



## Strategic Priorities Progress & Updates

Infrastructure & Asset Management				
Goal 1: Develop an efficient & sustainable infrastructure management program				
Objectives:		<b>FY 19</b>	<b>FY 20</b>	<b>FY 21</b>
1	Attain Reliable Public Power Provider (RP3) Certification	On-Going	On-Going	On-Going
2	Install Advanced Metering Infrastructure System			
3	Begin the conversion to LED street lighting	95%	100%	100%
4	Strive to obtain LEED certifications on all new City of Albany buildings	On-Going	On-Going	On-Going
5	Require any new residential developments to provide sidewalks	On-Going	On-Going	On-Going
6	Improve transit amenities (i.e. shelters & benches)	0%	28%	43%
7	Develop & implement a funding plan to meet Municipal Separate Storm Sewer System (MS4) mandates	On-Going	On-Going	On-Going
a	Funded through SPLOST sewer projects	N/A	N/A	N/A
8	Develop funding plan for Combined Sewer Outfall (CSO) in the Holloway Basin	On-Going	On-Going	On-Going
Goal 2: Be recognized as the regional technology leader				
Objectives:		<b>FY 19</b>	<b>FY 20</b>	<b>FY 21</b>
1	Identify & prioritize technology needs	On-Going	On-Going	On-Going
2	Implement P25 regional communication system	Completed	Completed	Completed
3	Expand Wi-Fi capabilities to public transportation	86%	100%	100%
4	Expand high speed fiber optics			
a	# of Miles of Fiber Run	11.45	10	10
5	Deploy real-time transit app for transit tracking	Updating	Updating	Updating
6	Develop a plan to implement public Wi-Fi initiative downtown	On-Going	On-Going	On-Going
7	Install E-Car ports/charging stations downtown	On-Going	On-Going	On-Going
8	Research the feasibility of a rideshare program	On-Going	On-Going	On-Going





## Strategic Priorities Progress & Updates

Promotion of the City of Albany as a Great Place to Live, Work, and Play				
Goal 1: To have a thriving downtown				
Objectives:		FY 19	FY 20	FY 21
1	Develop a downtown masterplan	On-Going	On-Going	On-Going
2	Add 60 additional housing units to downtown	0	0	0
3	Develop a strategy to establish a university center downtown	On-Going	On-Going	On-Going
4	Develop & implement a marketing strategy for downtown Albany	On-Going	On-Going	On-Going
5	Pursue the development of a downtown conference center & hotel	On-Going	On-Going	On-Going
6	Create additional annual downtown events			
a	# of Downtown Events	148	240	240
Goal 2: To be recognized as a vibrant community & tourism destination				
Objectives:		FY 19	FY 20	FY 21
1	Redevelop Paul Eames Park to create a regional hub for youth sports			
a	# of Special Events/Programs provided by Recreation	55	65	65
b	# of Participants in these special programs	5,800	7,000	7,000
2	Recruit regional sports tournaments			
a	# of Rounds played at the Municipal Golf Course	13,200	16,000	16,000
b	# of members at the Municipal Golf Course	139	150	150
3	Complete construction of the connector for the Rails-to-Trails to Riverfront Trail	65%	100%	100%
4	Increase downtown businesses by 20%			
a	# of Businesses located downtown	245	252	252
5	Develop a marketing strategy with the CVB to increase tourism by 20%	On-Going	On-Going	On-Going
Goal 3: To be recognized as a progressive & innovative community				
Objectives:		FY 19	FY 20	FY 21
1	Pursue certifications, accreditations, and awards			
a	% of Open Government platform project complete	10%	30%	30%
2	Actively benchmark the City's programs & services			
a	Open Records Request: Processed	951	1,121	1,200
b	% of Open Records Request: Processed in 3 business days	90%	90%	90%
3	Pursue innovative funding for projects and initiatives			
a	% of Deployment of technology around Smart Cities initiative	60%	100%	100%
4	Expand public-private partnership projects and multi-sector collaborative initiatives	On-Going	On-Going	On-Going



## Strategic Priorities Progress & Updates

Effective & Excellent Service Delivery						
Goal 1: Improve the processes in the planning & development and licensing & business support departments						
Objectives:				FY 19	FY 20	FY 21
1		Become more business-friendly & effective by implementing one unified computer software system				
	a	# of businesses inspected for non-renewals		317	300	330
2		Create an interactive customer search portal for permit & project status				
	a	# of Online renewals of occupational tax		357	397	400
3		Develop a small business concierge service		On-Going	On-Going	On-Going
Goal 2: Provide customer satisfaction, not only customer service						
Objectives:				FY 19	FY 20	FY 21
1		Complete mandatory employee customer satisfaction training for all employees		Completed	Planned	Planned
2		Enhance the 311 customer experience				
	a	# of minutes to serve 311 calls		3.08	3.08	3.00
	b	# of payments through web service		51,164	55,000	60,000
3		Implement an annual customer satisfaction survey		N/A	N/A	N/A
Goal 3: Institute leadership & management development that is geared towards succession planning						
Objectives:				FY 19	FY 20	FY 21
1		Implement continuous cross-training to all managers & potential managers		On-Going	On-Going	On-Going
2		Supervisors certification first-level & mid-level supervisors		On-Going	On-Going	On-Going
3		Develop a leadership training for senior leaders		On-Going	On-Going	On-Going





## Strategic Priorities Progress & Updates

Fiscal Responsibility				
Goal 1: To have effective & consistent processes throughout the organization				
Objectives:		<b>FY 19</b>	<b>FY 20</b>	<b>FY 21</b>
1	Complete 12 process improvement initiatives	6	8	8
2	Develop strategy to use ACH with vendors & customers			
a	% of Vendors Using ACH or electronic payments	1%	20%	20%
Goal 2: Effectively manage organizational risk				
Objectives:		<b>FY 19</b>	<b>FY 20</b>	<b>FY 21</b>
1	All city employees receive annual safety training	Completed	Completed	Completed
2	Fully fund RP3	On-Going	On-Going	On-Going
3	Enhance city-wide wellness program to include incentives	Planned	Complete	Complete
4	Develop strategic options to reduce pension liability	On-Going	On-Going	On-Going
5	Develop educational strategy for TSPLOST	Completed	Continuing	Continuing
6	Review & update current financial management policies	Reviewed	Completed	Completed
Goal 3: Revenue enhancements				
Objectives:		<b>FY 19</b>	<b>FY 20</b>	<b>FY 21</b>
1	Analyze & conduct utility rate studies	On-Going	On-Going	On-Going
2	Implement advanced meter infrastructure (AMI)			
a	RFP process	100%	N/A	N/A
b	Contract Negotiations	80%	100%	N/A
c	Meter Installations (electric, water, and gas)	N/A	1%	20%
3	Expand customer base for Gas & Telecom by 20%			
a	# of New Customers with Telecom service	95	100	100

AN ORDINANCE 20-108  
ENTITLED  
AN ORDINANCE ADOPTING BUDGET AND  
APPROPRIATIONS FOR THE PERIOD JULY 1, 2020,  
THROUGH JUNE 30, 2021; REPEALING PRIOR  
ORDINANCES IN CONFLICT AND FOR OTHER  
PURPOSES.

WHEREAS, a proposed FY 2021 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; and

WHEREAS, the hearing required by O.C.G.A. § 36-81-5(f), was properly concluded,

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, 2020, through June 30, 2021, are hereby adopted, and the estimated receipts and expenditures therein contained are approved. A copy of the proposed budget for FY 2021 is on file in the office of the Finance Director and a summary of same is attached hereto in the form of a budget summary marked Exhibit "A". Said Exhibit "A" is 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 2021 budget are hereby appropriated to be paid out of the respective funds of the City of Albany designated in Exhibit "A" for the Fiscal Year beginning July 1, 2020, through June 30, 2021. The Finance Director is hereby authorized and directed to issue his warrants for the same as the several items shall respectively become due.


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

  
MAYOR

ATTEST:

  
CITY CLERK Asst.  
Adopted June 15, 2020



Introduced By Commissioner: 



**REVENUES & EXPENDITURES / EXPENSES RECAP  
FISCAL YEAR 2021**

Description	Actual 2018/2019	Adopted 2019/2020	Adopted 2020/2021
<b>REVENUES</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
<b>General Fund</b>	<b>58,924,807</b>	<b>61,691,114</b>	<b>63,768,825</b>
Community & Economic Development	3,310,628	4,604,771	4,825,816
CAD 911	2,902,806	2,702,426	2,592,877
Hotel/ Motel Fund	1,259,321	2,412,295	2,027,000
Capital Improvement	8,456,003	5,319,332	5,620,941
TAD Fund	379,883	389,165	392,640
SPLOST	18,510,312	10,335,000	22,751,616
TSPLOST	0	10,720,000	12,174,809
Job Investment Fund	830,477	0	0
R3M - Repair, Renovate, & Replace	14,313	2,000,000	1,500,000
Gortatowsky	726	32,800	20,500
Grant Fund	592,643	828,442	529,367
<b>Special Funds</b>	<b>36,257,112</b>	<b>39,344,231</b>	<b>52,435,566</b>
<b>ENTERPRISE FUNDS:</b>			
Light Operations	102,524,548	102,556,147	100,375,779
Gas Operations	17,921,762	17,906,412	17,090,516
Sanitary Sewer Enterprise	21,393,375	16,392,100	16,769,192
Water	12,291,003	12,024,084	12,366,386
Solid Waste Enterprise	10,197,150	10,586,988	10,868,349
Storm Water	8,896,391	5,608,233	5,608,233
Telecom Operations	3,196,289	3,577,531	3,715,341
Airport	3,247,411	8,946,887	2,718,185
Albany Civic Center/Auditorium	2,446,328	1,744,935	1,765,948
Transit System	4,633,568	10,193,687	5,174,586
<b>Enterprise Funds</b>	<b>186,747,825</b>	<b>189,537,004</b>	<b>176,452,515</b>
<b>TOTAL REVENUES - ALL FUNDS</b>	<b>281,929,744</b>	<b>290,572,349</b>	<b>292,656,906</b>

<b>EXPENDITURES / EXPENSES</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
<b>General Fund</b>	<b>58,891,209</b>	<b>61,691,114</b>	<b>63,768,825</b>
Community & Economic Development	4,244,729	4,604,771	4,825,816
CAD 911	2,259,191	2,702,426	2,592,877
Hotel/Motel Fund	725,000	2,412,295	2,027,000
Capital Improvement	13,098,717	5,319,332	5,620,941
TAD Fund	1,028,360	389,165	392,640
SPLOST	17,948,518	10,335,000	22,751,616
TSPLOST	0	10,720,000	12,174,809
Job Investment Fund	0	0	0
R3M - Repair, Renovate, & Replace	422,166	2,000,000	1,500,000
Gortatowsky	0	32,800	20,500
Grant Fund	592,643	828,442	529,367
<b>Special Funds</b>	<b>40,319,324</b>	<b>39,344,231</b>	<b>52,435,566</b>
<b>ENTERPRISE FUNDS:</b>			
Light Operations	102,174,542	97,995,632	96,632,283
Gas Operations	16,689,897	17,147,318	15,651,457
Sanitary Sewer Enterprise	17,337,503	15,857,092	16,036,612
Water	11,810,742	12,206,717	12,363,985
Solid Waste Enterprise	10,368,729	10,253,881	10,309,690
Storm Water	14,846,356	6,123,972	6,135,800
Telecom Operations	3,516,383	4,012,813	3,897,447
Airport	3,509,375	10,404,801	4,276,843
Albany Civic Center/Auditorium	3,192,811	2,170,525	2,247,227
Transit System	5,777,993	11,114,783	6,072,877
<b>Enterprise Funds</b>	<b>189,224,331</b>	<b>187,287,534</b>	<b>173,624,221</b>
<b>TOTAL EXPENDITURES / EXPENSES - ALL FUNDS</b>	<b>288,434,864</b>	<b>288,322,879</b>	<b>289,828,612 *</b>

<b>For Information Purposes Only</b>			
<b>INTERNAL SERVICE FUNDS:</b>			
Utility Internal Service Fund (Revenue)	13,457,144	13,845,420	13,710,209
Utility Internal Service Fund (Expense)	<u>13,336,627</u>	<u>13,845,420</u>	<u>13,710,209</u>
<b>Internal Service Funds (Net Effect)</b>	<b>120,517</b>	<b>0</b>	<b>0</b>
* The expenses incurred in the Utility Internal Service fund have been properly recorded in each fund that utilizes its services. I.E. Water, Gas, Light, Telecom, Sanitary Sewer, Storm Water, and Solid Waste Funds. Therefore, these expenses have already been included in the total budget, reported above.			

## MAJOR REVENUE SOURCE SUMMARY

**The General Fund** estimated \$63,768,825 revenue accounts for 21.8% of the total FY 2021 estimated revenue of \$292,656,906. It represents an increase of \$2,084,557 from the previous year's projected revenue. These estimates are based on historical revenue collection trends as well as current economic trends in the national, state, and local economies. While property taxes will remain about the same, a potential 15% decrease in sales taxes is planned due to COVID-19. An overall reduction in transfers out from the General Fund of over \$3.3M accounts for most of the increase in General Fund revenue.

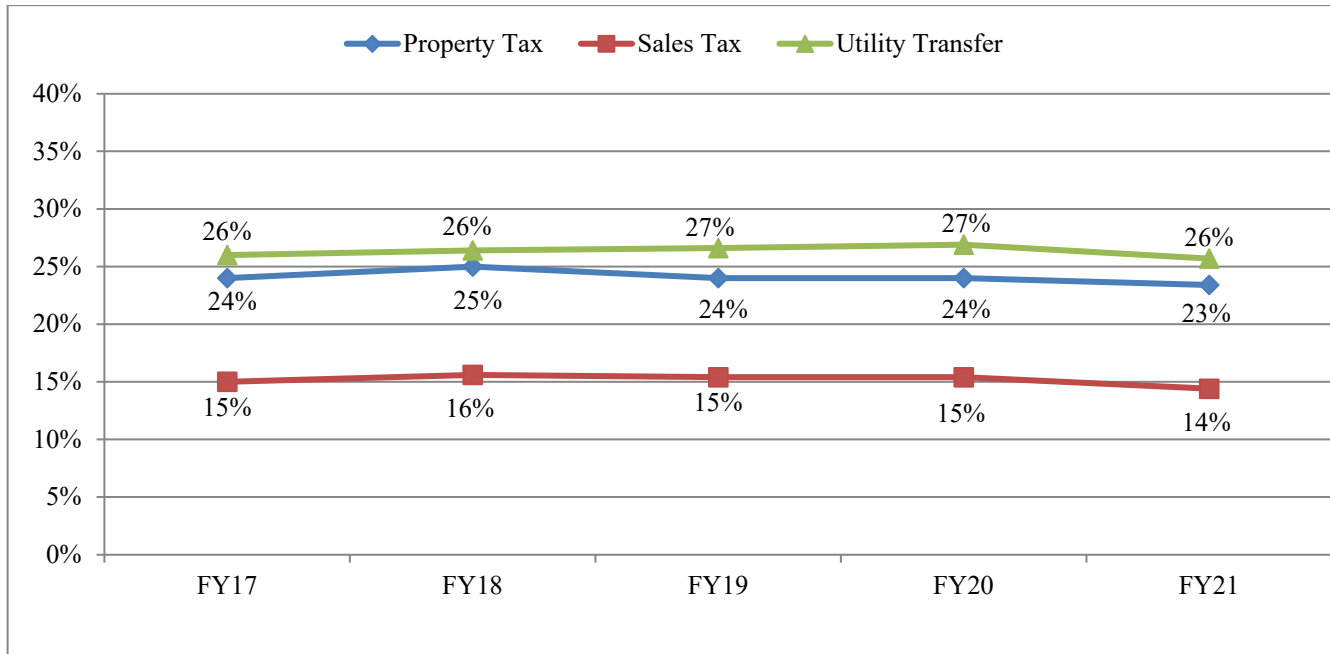
This general operating fund for the City is used to account for all financial resources traditionally associated with governmental functions that are not legally or otherwise accounted for in another fund. The most significant General Fund revenue components are property taxes, sales taxes, and the transfers from utility operations. Trends for these revenue sources are highlighted in the following section.

***Utility Transfer*** - This is the largest and most significant revenue source for the City of Albany and is estimated at \$16,598,090 or 25.7% of General Fund Revenue. The collective average of the transfer is 9.9% of all revenues. Funds are budgeted to transfer based on recorded revenues. For instance, Gas will transfer 10.5%, Light will transfer 10.5%, but all other Utility Funds will transfer 8.5%.

***Property Taxes*** - Property Taxes are the second largest source of revenue to the City. Current taxes (including Title Ad Valorem Taxes) provide \$14,894,467, approximately 23.4% of the General Fund Revenue. Property taxes are calculated using a state approved tax digest at millage rates set by the Mayor and Board of Commissioners. Presently, the millage rate for the City of Albany is 9.668 mills. One mill represents one dollar of tax for every \$1,000 of taxable value.

***Sales Taxes*** - Sales Taxes are the third largest revenue source, with estimated revenues of \$9,186,248 or 14.4% of the General Fund Revenue. Sales Taxes are projected based on economic indicators and are collected at 1% of the State sales taxes. The Sales and Use Tax Rate in Dougherty County is presently 8%, and is distributed as follows: 4% State, 1% Local Option Sales Tax, 1% Special Purpose Local Option Sales Tax, 1% Transportation Local Option Sales Tax, and 1% Education Local Option Sales Tax. The City shares sales tax revenue with the County on a 60:40 basis of countywide collections (64:36 for SPLOST; 67:33 for TSPLOST). The State of Georgia limits a jurisdiction to one cent for general purpose.

The chart on the following page illustrates trends for the General Fund's three major revenue sources. Property tax revenue percentage is down slightly as the percentage of the Utility transfer has stabilized since FY 2017. As expected, sales tax revenue will be reduced this year after several years of consistency.



**The Light Fund** is the largest of all the enterprise funds with anticipated revenues of \$100,375,779. It represents approximately 34.3% of the City of Albany's FY 2021 Adopted Budget. This is a decrease from fiscal year 2020 revenue because of the continued reduction in consumption.

**The Gas Fund** is the second largest enterprise fund revenue producer with \$17,090,516 in budgeted revenues. This is approximately 5.8% of the City of Albany's FY 2021 Adopted Budget. Decreases in revenue are anticipated in FY 2021 as a result of gas prices reduction over the past several months.

**The Sanitary Sewer Fund** is projected to generate \$16,769,192 in FY 2021. This represents 5.7% of the Adopted Budget. As a result of the annual CPI, this is an increase in revenue of \$377,092 over last year or 2.3%.

**The Water Fund** has a projected revenue of \$12,366,386 in FY 2021. This is an increase in revenue of \$342,302 over last year or 2.8%.

**The Solid Waste Fund** is responsible for generating approximately 3.7% or \$10,868,349 of the City's FY 2021 revenue, an increase of \$281,361 compared to FY 2020. The annual CPI and continued expansion of commercial services led to the increase in revenue for Solid Waste.



**FY 2021  
GENERAL FUND REVENUE**

Description	Actual 2018/2019	Adopted 2019/2020	Adopted 2020/2021
<b>Revenues</b>			
<b>General Fund</b>			
<b>Sales Tax</b>			
5100 - Sales Tax	10,717,485	9,527,920	9,186,248
<b>Property Tax</b>			
5211 - Current Year Ad Valorem Tax	13,243,280	13,197,610	13,184,310
5212 - Prior Year Ad Valorem Tax	199,639	248,883	233,567
5214 - State of Ga-Railroad Eq	17,008	15,557	17,008
5221 - Alt Ad Valorem Tax	19,937	24,851	19,937
5221 - Automobile	267,826	270,853	228,032
5221 - TAVT	1,197,647	844,282	988,710
5222 - Mobile Homes	40,227	30,000	40,000
5312 - Motor Vehicle Lic. and Permits	120	0	0
5230 - Intangible Tax	103,603	147,851	125,707
5240 - Penalties and Interest	59,376	53,172	57,196
5245 - Personal Property Audit	7,887	0	0
<b>Other Taxes</b>			
5251 - Real Estate Transfer Tax	47,934	52,441	53,346
5252 - Payment In Lieu of Taxes	899,463	900,000	947,627
<b>Licenses and Taxes</b>			
5310 - Occupational Tax	1,655,177	1,657,797	1,650,916
5310 - Admin-Do Co HB489	19,300	19,758	19,300
5310 - Penalty & Interest-Bus Lic	2,165	0	0
5313 - Right of Way Agreements	50	0	0
5313 - Windstream (ROW Agreement)	23,977	23,977	23,977
5314 - AT&T (BellSouth Telecomm)	223,754	235,374	218,266
5315 - Georgia Power	586,824	575,813	551,487
5318 - Tower Cloud R.O.W.	123,092	44,000	48,000
5319 - Cell Tower Agreement	25,240	25,305	26,319
5321 - Alcohol Beverage Licenses	459,493	448,489	459,370
5322 - Liquor and Wine Tax	266,773	268,239	267,814
5323 - Beer Tax	875,935	896,302	874,834
5324 - Mixed Drink Tax	174,001	164,411	170,692
5325 - Alcohol Servers I/D Cards	20,096	23,285	22,298
5335 - Passenger Car Rental Excise Tax	219,964	217,690	216,078
5340 - Insurance Taxes	5,550,079	5,567,291	5,580,967
5341 - Casualty Insurance	80,950	55,250	69,105
<b>Franchise Fees</b>			
5410 - Cable Television	680,031	718,086	686,050
5411 - Solid Waste Haulers Fees	243,150	235,818	240,980
5415 - Alltel Corporation	26	0	0
5440 - Radio Tower Rental	3,410	3,410	3,410
<b>Fines &amp; Forfeitures</b>			
5510 - Fines and Forfeitures	1,108,954	1,669,974	1,280,975
5510 - Fines & Forf-Fees	(189,568)	(367,460)	(260,760)
5526 - Proceeds from Confiscated Property	4,418	0	0
5849 - False Alarms	12,390	16,762	13,362
<b>Permits and Fees</b>			
5611 - Building Permits	465,018	400,000	450,000
5612 - Electrical Permits	53,396	37,305	45,593
5613 - Plumbing Permits	23,911	14,526	17,776
5614 - Gas Permits	2,241	3,490	2,000
5615 - HVAC Permits	34,127	34,176	28,898
5616 - Gas Certificates	1,290	855	1,161
5621 - Sign Permits	3,663	4,050	3,626
5643 - Zoning Fee	100	0	0
5644 - Planning Misc Fees	38,187	32,520	35,844

**FY 2021  
GENERAL FUND REVENUE**

Description	Actual 2018/2019	Adopted 2019/2020	Adopted 2020/2021
<b>Charges for Services</b>			
<b>Recreation</b>			
5731 - Green Fees	63,279	60,000	63,000
5731 - Annual Memberships	41,300	40,000	42,000
5731 - Golf Merchandise	9,244	7,000	9,000
5731 - Golf Concessions	14,371	15,000	15,000
5731 - Hand Carts	19	0	0
5731 - Power Rentals	91,806	85,000	90,000
5731 - Golf Miscellaneous	13	0	0
5731 - Range Ball	1,922	1,500	1,500
5731 - Rental Club	28	0	0
5731 - Beer Purchases	(3,177)	(2,000)	(3,000)
5733 - Carver Pool Admission	0	1,000	0
5735 - Basketball, Adult	2,100	2,800	0
5735 - Basketball, Youth	4,780	0	0
5735 - Football	(120)	5,000	0
5735 - Softball, Adult	2,450	5,000	0
5735 - Soccer	20	0	0
5735 - Tennis/Misc. Revenue	11,841	0	0
5735 - Ceramic Supplies	2,056	2,000	0
5735 - Cheerleading	0	1,000	0
5736 - Recreation Rental	4,280	5,000	5,000
5736 - George Ort Banquet Hall	11,950	13,000	13,000
5738 - Ceramic	275	500	0
<b>Other Charges</b>			
5744 - Garnishment Fees	4,609	0	0
5746 - Attorney Fees	3,100	0	0
<b>Cemetery</b>			
5751 - Graves	67,039	65,000	65,000
5752 - Perpetual Care	23,086	20,000	20,000
5753 - Lots	25,685	30,000	30,000
<b>INTER-GOVERNMENTAL REVENUE</b>			
<b>Federal Government</b>			
5813 - AFD Commercial Burn Permit	250	0	0
5813 - AFD Reinspection Fee	275	0	0
5813 - AFD Remov/Install Fee	50	0	0
5815 - SWAT Do Co Bd OF Comm	6,306	12,690	12,318
5815 - SWAT Do Co School Bd	1,537	1,586	1,586
5815 - 800 MHz - DCSS	5,220	3,480	0
5815 - 800 MHz - Thomasville	0	13,162	0
5815 - 800 MHz - Crisp County	0	5,704	0
5815 - 800 MHz - ASU	0	4,860	0
5815 - SWAT for ASU	1,537	1,586	1,586
5815 - 800 MHz - Lee County	0	3,408	0

**FY 2021  
GENERAL FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
<b>Dougherty County</b>			
5816 - Do Co Code Enforcement	52,976	62,575	69,575
5821 - Fire Protection	4,164,503	4,243,629	4,341,232
5822 - Information Technology	789,665	1,039,790	1,050,040
5823 - Planning & Development Services	407,856	302,317	407,274
5824 - Traffic Engineering	0	8,000	8,000
5825 - Central Services	75,000	75,000	75,000
5826 - Emergency Management	26,488	53,693	57,128
5829 - Recreation	180,700	180,700	180,700
<b>State of Georgia</b>			
5831 - Street Maint. & Construction	33,567	46,900	46,900
5832 - Highway Maintenance Contracts	147,007	116,290	116,295
5839 - Other Governments	11,453	0	0
<b>Other Revenues</b>			
5550 - M Lynch Unrealized Gains Gener	1,934,254	0	0
5550 - Unrealized Gains Stabilization	104,144	0	0
5845 - Indirect Allocation	4,771,711	5,303,520	5,401,645
5861 - Interest Income	1,731	0	0
5861 - M Lynch Interest - General	227,308	0	0
5861 - M Lynch Realized General	(23,069)	0	0
5861 - Interest Rev - Pooled (Accrued)	85,042	0	0
5861 - Merrill Lynch General Fees	(27,388)	0	0
5861 - M Lynch Interest Stabilization	75,893	0	0
5861 - M Lynch Realized Stabilization	(4,595)	0	0
5861 - Interest Rev - Stabilization (Accrued)	527	0	0
5861 - Merrill Lynch Stabilization Fees	(6,995)	0	0
5868 - Gain/Loss on Sales	1,723	0	0
5868 - Proceeds/ Sale of Asset	253,033	0	0
5870 - Discounts Earned	600	0	0
5873 - Risk Management-Admin	534,289	583,880	562,857
5877 - Sediment/Erosion Control	4,659	0	0
5880 - Miscellaneous Revenue	263,453	0	0
5880 - Bid Bonds	24,472	0	0
5880 - P Card Rebates	64,816	60,000	60,000
5880 - Demolition Revenue	19,650	0	0
5880 - Fireworks Distribution	741	0	0
5880 - Lot Cleaning Recovery	594	0	0
5889 - Handling Fee (Rtnd Ck Chrgd)	761	0	0
5891 - Penalty Lots/Demolitions	300	0	0
5892 - Timber Sales	0	0	0
5895 - Miscellaneous Police Receipts	364	0	0
5991 - Operating Transfers In	17,720,546	16,871,090	16,380,261
5992 - Operating Transfers Out	(13,003,149)	(6,499,459)	(3,184,098)
5998 - Transfer from Fund Balance	0	500,000	0
<b>General Fund Revenue Total</b>	<b>58,924,807</b>	<b>61,691,114</b>	<b>63,768,825</b>



**FY 2021  
GENERAL FUND REVENUE**

Description	Actual 2018/2019	Adopted 2019/2020	Adopted 2020/2021
<b>Transfers to General Fund</b>			
Hotel/Motel Fund	1,350,000	273,000	0
Utility Fund			
Light	10,743,517	10,729,020	10,500,082
Gas	1,806,761	1,880,173	1,794,504
Water	1,038,020	1,022,047	1,051,143
Sewer	1,189,384	1,286,166	1,318,218
Telecom	262,403	304,090	315,804
Solid Waste	868,447	899,894	923,810
Storm Water	462,014	476,700	476,700
<b>Transfer to General Fund Subtotal:</b>	<b><u>17,720,546</u></b>	<b><u>16,871,090</u></b>	<b><u>16,380,261</u></b>
<b>Transfers From General Fund</b>			
Civic Center	(961,936)	(962,153)	(603,173)
Transit	(1,513,217)	(1,312,202)	0
Public Improvement Fund	(7,762,852)	(1,349,904)	(1,793,839)
Airport Fund	(966,250)	(932,869)	0
Grant Fund	(72,118)	(62,228)	(75,891)
R3M Fund	0	(1,000,000)	(500,000)
PEGHP	(700,000)	0	0
CAD-911	(1,026,776)	(880,103)	(211,195)
<b>Transfers from General Fund Subtotal</b>	<b><u>(13,003,149)</u></b>	<b><u>(6,499,459)</u></b>	<b><u>(3,184,098)</u></b>
<b>GENERAL FUND REVENUE</b>	<b><u>58,924,807</u></b>	<b><u>61,691,114</u></b>	<b><u>63,768,825</u></b>

**FY 2021****GENERAL FUND EXPENDITURES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
City Clerk	445,169	603,666	486,899
City Commission	204,430	231,952	234,776
City Manager	1,157,743	1,293,144	1,391,278
City Attorney	494,088	542,706	652,995
Municipal Court-Administration	662,476	915,238	631,999
Municipal Court-Appointed	0	0	287,134
Human Resources	1,616,557	1,877,525	1,776,670
Risk Management	539,690	583,880	562,814
Central Services-Procurement	533,768	568,816	567,847
Central Services-Material Mgmt.	349,680	349,403	334,299
Finance-Administration & Acctg.	2,198,282	2,297,398	2,382,016
Finance-Office of Mgmt./Budget	418,635	550,000	450,000
License & Business Support - Enforcement Services	370,397	368,234	365,681
License & Business Support - Treasury	251,564	317,235	319,095
Technology & Communication	2,923,802	3,349,571	3,500,294
Planning & Development Services	1,547,360	1,188,846	1,562,390
Police-Administration	2,643,254	2,597,607	2,852,146
Police-Uniform	8,365,465	9,217,335	9,531,187
Police-Support Services	1,640,081	1,606,815	1,834,542
Police-Investigative	2,716,533	2,985,198	3,175,695
Police-Awarded & Seized Funds	3,098	0	0
Police-Gang Unit	573,234	800,633	860,089
Police-Albany/Dougherty Drug Unit	657,532	851,147	764,362
Police-Community Oriented Policing	224,856	244,569	210,459
Police-SWAT	34,216	39,064	39,064
Code Enforcement	1,124,420	1,252,282	1,965,312
Fire-Administration	618,314	1,017,956	1,040,732
Fire-Suppression	11,993,616	12,630,209	12,596,030
Fire-Prevention	497,447	502,337	520,552
Fire-Training	305,429	380,932	406,352
Fire-Emergency Management	114,256	127,363	126,297
Engineering	4,490,749	3,560,989	3,672,817
Public Works - Right of Way	931,630	979,137	990,355
Recreation-Administration	636,633	727,976	733,533
Recreation-Centers & Gyms	550,422	535,578	588,123
Recreation-Athletics	408,332	493,065	519,261
Recreation-Flint River Golf	683,089	722,653	841,967
Recreation-Health & Wellness	538,486	566,741	554,595
Facilities Management Administration	741,010	702,102	864,757
Parks Maintenance	1,399,065	1,496,250	1,484,112
Facility Maintenance	1,559,513	2,058,562	1,583,299
Independent Agencies	1,726,888	557,000	507,000
<b>Total General Fund Expenditures:</b>	<b>58,891,209</b>	<b>61,691,114</b>	<b>63,768,825</b>

**FY 2021****COMMUNITY AND ECONOMIC DEVELOPMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
<b><i>Charges for Services</i></b>			
5020 - TBRA-Readiness Account	(7,517)	0	0
<b><i>Rentals</i></b>			
5018 - *Rental Rev-Bus/Tech Ctr	66,490	53,978	100,000
5018 - *Rental Rev-BTC	419	0	0
5018 - *Rental Rev-CDBG	248,497	280,000	311,987
5018 - *Rental Revenue-Broadway Ct	104,838	120,000	117,762
5018 - *Rental Rev Broadway Sr.	31,741	32,000	31,646
5018 - *Rental Rev-Highland/Madison	32,619	38,000	37,267
5018 - *Rental Rev-Home-Lease Purch	4,502	0	0
5018 - *Rental Rev-Ind.Incubator	25,000	56,400	0
5018 - *Rental Rev-N.Davis	15,399	18,000	23,598
5018 - *Rental Rev Transitions House	50,615	65,000	86,940
5018 - *Rental Rev-Windsor	158,618	175,000	202,613
<b><i>Grant Revenue</i></b>			
5010 - *Grant Revenue-CDBG	918,935	853,773	890,731
5010 - *Grant Rev-Home	582,529	507,214	456,215
5010 - Grant Revenue ESGP	25,076	35,750	33,750
5010 - Grant Revneue -CHIP	0	612,000	473,434
<b><i>Other Revenue</i></b>			
5018 - Program Income-Misc Rev NSP	6,408	7,500	6,500
5020 - *Misc Rev-Bus/Tech Ctr	8,875	5,000	3,500
5020 - *Misc Rev-CDBG	7,596	6,000	9,000
5020 - *Misc Rev-Economic Dev	839	0	0
5020 - *Misc Rev-General Management	24,534	10,000	10,000
5020 - *Misc Rev-Home	2,482	1,500	1,500
5020 - *Misc-CDBG RLF	0	1,500	1,500
5020 - Misc Revenue TBRA	450	600	600
5020 - Misc Income (7603)	28	0	0
5024 - *Note Rev-CDBG AHOP	9,439	9,500	8,500
5024 - *Note Rev-Economic Dev	97,231	100,000	100,000
5024 - *Note Rev-Flood	282,561	275,000	275,000
5024 - *Note Rev-Flood	21,454	0	0
5024 - *Note Rev-Home	115,444	119,758	85,000
5024 - *Note Rev-HS	13,141	15,000	6,000
5024 - *Note Rev-Redevelopment	358,261	360,000	14,000
5024 - Note Rev-CDBG RLF	92,678	75,000	75,000
5024 - Section 108 Note Revenue	0	0	341,375
5024 - Note Revenue-NSP	5,681	5,500	5,500
<b><i>Interest Earned</i></b>			
5920 - *Interest Inc-EDA Revolving	680	0	0
5920 - Interest Income-Cutliff Grove	185	0	0
<b><i>Proceeds from Sale of Assets</i></b>			
5021 - *Sale Of Prop-CDBG	4,900	5,000	5,000
<b><i>Transfers From Fund Balance</i></b>			
5998 - Transfer from Fund Balance	0	760,798	1,111,898
<b>DCED FUND</b>	<b>3,310,628</b>	<b>4,604,771</b>	<b>4,825,816</b>



**FY 2021****CAD-911 FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5888 - Miscellaneous Income	50	96	0
5820 - Telecommunication	249,183	131,104	249,183
5885 - 911 Fees	1,626,797	1,691,123	1,630,000
5991 - Operating Transfers In	1,026,776	880,103	211,195
5998 - Transfer from Fund Balance	0	0	502,499

**CAD-911 FUND**

<b>2,902,806</b>	<b>2,702,426</b>	<b>2,592,877</b>
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**FY 2021****HOTEL/MOTEL FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5330 - Hilton Garden	327,090	320,000	300,000
5330 - Hotel/Motel Tax	2,282,231	1,980,000	2,050,000
5992 - Operating Transfers Out	(1,350,000)	(273,000)	(323,000)
5998 - Transfer from Fund Balance	0	385,295	0

**HOTEL/MOTEL FUND**

<b>1,259,321</b>	<b>2,412,295</b>	<b>2,027,000</b>
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**FY 2021****CAPITAL IMPROVEMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5500 - GMA Lease Pool	571,618	0	0
5861 - Realized Gains/Losses/Interest	121,533	0	0
5991 - Operating Transfers In	7,762,852	1,349,904	1,793,839
5998 - Transfers from Fund Balance	0	3,969,428	3,827,102

**CAPITAL IMPROVEMENT FUND**

<b>8,456,003</b>	<b>5,319,332</b>	<b>5,620,941</b>
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**FY 2021****TAX ALLOCATION DISTRICT FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5200 - Property Tax	379,883	389,165	422,135
5998 - Transfers (to)/from Fund Balance	0	0	(29,495)
<b>TAD FUND</b>	<b>379,883</b>	<b>389,165</b>	<b>392,640</b>

**FY 2021****SPLOST FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5125 - Other Municipalities	511,516	0	1,480,000
5124 - DoCo Reimbursement	690,096	0	0
5831 - LMIG	879,768	0	0
5215 - GEFA Funding	5,316,249	0	0
5500 - Interest Income	305,674	0	0
5100 - SPLOST Revenues	10,807,009	10,335,000	8,479,399
5998 - Transfer from Fund Balance	0	0	12,792,217
<b>SPLOST FUND</b>	<b>18,510,312</b>	<b>10,335,000</b>	<b>22,751,616</b>

**FY 2021****TSPLOST FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5100 - TSPLOST Revenues	0	10,720,000	8,234,076
5998 - Transfer from Fund Balance	0	0	3,940,733
<b>TSPLOST FUND</b>	<b>0</b>	<b>10,720,000</b>	<b>12,174,809</b>

**FY 2021****JOB INVESTMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5852 - MEAG Revenue	447,661	0	0
5861 - Realized Gains/Losses/Interest	382,816	0	0
<b>JOB INVESTMENT FUND</b>	<b>830,477</b>	<b>0</b>	<b>0</b>

**FY 2021  
R3M FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5861 - Interest Earned	14,313	0	0
5991 - Operating Transfers in	0	1,000,000	500,000
5998 - Transfers From Fund Balance	0	1,000,000	1,000,000
<b>R3M FUND</b>	<b>14,313</b>	<b>2,000,000</b>	<b>1,500,000</b>

**FY 2021  
GRANT FUND REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5010 - 2013 JAG	94,758	159,192	84,796
5806 - Planning (PL Grant)	66,156	218,156	271,583
5806 - PL Supplemental Grants	83,283	0	0
5807 - Section 8 FTA	61,677	69,201	71,955
5819 - 2012 JAG	0	3,000	0
5819 - Bullet Proof Vest	13,650	16,665	22,142
5819 - Pol GEMA 2012 Bomb Dog	2,375	0	3,000
5821 - Brownfield Grant	198,626	300,000	0
5991 - Operating Transfers in	72,118	62,228	75,891
<b>GRANT FUND</b>	<b>592,643</b>	<b>828,442</b>	<b>529,367</b>

**FY 2021  
GORTATOWSKY REVENUE**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
5861 - Interest Earned	726	0	0
5998 - Transfers From Fund Balance	0	32,800	20,500
<b>GORTATOWSKY FUND</b>	<b>726</b>	<b>32,800</b>	<b>20,500</b>



**FY 2021  
SPECIAL FUNDS EXPENDITURES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
<b>General Fund</b>	<b>58,891,209</b>	<b>61,691,114</b>	<b>63,768,825</b>
Community & Economic Development	4,244,729	4,604,771	4,825,816
CAD 911	2,259,191	2,702,426	2,592,877
Hotel/Motel Fund	725,000	2,412,295	2,027,000
Capital Improvement	13,098,717	5,319,332	5,620,941
Tax Allocation District	1,028,360	389,165	392,640
SPLOST Funds	17,948,518	10,335,000	22,751,616
TSPLOST Funds	0	10,720,000	12,174,809
Job Investment Fund	0	0	0
R3M Fund	422,166	2,000,000	1,500,000
Gortatowsky	0	32,800	20,500
Grant Fund	592,643	828,442	529,367
<b>TOTAL SPECIAL FUNDS:</b>	<b>40,319,324</b>	<b>39,344,231</b>	<b>52,435,566</b>
<b>TOTAL GENERAL/SPECIAL FUNDS</b>	<b>99,210,533</b>	<b>101,035,345</b>	<b>116,204,391</b>

**FY 2021  
LIGHT FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Residential	39,608,726	42,023,813	40,243,654
Commercial	28,503,064	32,052,141	31,843,168
Industrial	17,260,204	17,187,274	16,682,238
Latent Charges	3,256,914	1,683,500	2,300,000
Governmental	2,349,513	2,204,116	1,650,827
Environmental Cost Recovery	7,085,965	7,030,303	7,280,892
Interest Income	221,066	0	0
Proceeds from Sale of Assets	48,110	0	0
Capital Contributions	203,760	0	0
Miscellaneous Revenue	2,644,244	375,000	375,000
MEAG Credits	1,342,982	0	0
<b>TOTAL LIGHT FUND REVENUES</b>	<b>102,524,548</b>	<b>102,556,147</b>	<b>100,375,779</b>

**FY 2021  
LIGHT FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Cost of Goods Sold	71,170,906	73,086,363	71,814,875
Salaries and Benefits	2,998,667	3,456,411	3,577,290
Operating Expenses	9,354,125	2,937,888	2,615,336
Depreciation	1,677,551	1,688,750	1,864,818
Indirect Costs	5,782,115	6,097,200	6,259,882
Transfers Out	11,191,178	10,729,020	10,500,082
<b>TOTAL LIGHT FUND EXPENSES</b>	<b>102,174,542</b>	<b>97,995,632</b>	<b>96,632,283</b>
<b>LIGHT FUND NET INCOME (LOSS)</b>	<b>350,006</b>	<b>4,560,515</b>	<b>3,743,496</b>

**FY 2021  
GAS FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Residential	3,777,540	4,532,117	4,150,000
Commercial	6,016,889	4,844,448	6,199,500
Industrial	6,313,403	7,820,293	5,838,516
Latent Charges	1,095,268	684,205	900,000
Governmental	4,147	25,349	2,500
Other Revenue	672,214	0	0
Proceeds from Sale of Assets	13,676	0	0
Interest Earned	28,625	0	0
<b>TOTAL GAS FUND REVENUES</b>	<b>17,921,762</b>	<b>17,906,412</b>	<b>17,090,516</b>

**FY 2021  
GAS FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Cost of Goods Sold	10,258,626	10,300,000	8,923,558
Salaries and Benefits	1,404,542	1,645,807	1,674,499
Operating Expenses	454,149	413,315	466,178
Depreciation	258,378	268,591	306,988
Indirect Costs	2,507,442	2,639,432	2,485,730
Transfers Out	1,806,761	1,880,173	1,794,504
<b>TOTAL GAS FUND EXPENSES</b>	<b>16,689,897</b>	<b>17,147,318</b>	<b>15,651,457</b>
<b>GAS FUND NET INCOME (LOSS)</b>	<b>1,231,865</b>	<b>759,094</b>	<b>1,439,058</b>



**FY 2021****SANITARY SEWER FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Sanitary Sewer Fees	15,247,379	16,392,100	16,769,192
Other Revenues	401	0	0
Realized Gains/Losses/Interest	259,118	0	0
Unrealized Gains/Losses	206,246	0	0
Capital Contributions	5,680,231	0	0
<b>TOTAL SEWER FUND REVENUES</b>	<b><u>21,393,375</u></b>	<b><u>16,392,100</u></b>	<b><u>16,769,192</u></b>

**FY 2021****SANITARY SEWER FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Salaries and Benefits	3,714,117	3,522,953	3,682,838
Operating Expenses	7,566,888	6,062,461	5,913,050
Depreciation	2,450,409	2,510,800	2,564,895
Indirect Costs	1,161,680	1,213,972	1,296,871
Transfers Out	1,255,025	1,260,740	1,260,740
Storm Water Transfer Out	1,189,384	1,286,166	1,318,218
<b>TOTAL SEWER FUND EXPENSES</b>	<b><u>17,337,503</u></b>	<b><u>15,857,092</u></b>	<b><u>16,036,612</u></b>
<b>SEWER NET INCOME (LOSS)</b>	<b><u>4,055,872</u></b>	<b><u>535,008</u></b>	<b><u>732,580</u></b>

**FY 2021****WATER FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Residential	7,627,577	8,006,733	7,766,800
Commercial	2,841,531	2,996,329	3,049,586
Latent Charges	1,742,893	1,021,022	1,550,000
Other Revenue	34,394	0	0
Proceeds from Sale of Assets	22,719	0	0
Interest Earned	21,889	0	0
<b>TOTAL WATER FUND REVENUES</b>	<b>12,291,003</b>	<b>12,024,084</b>	<b>12,366,386</b>

**FY 2021****WATER FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Cost of Goods Sold	1,702,266	1,873,959	1,835,668
Salaries and Benefits	1,870,939	2,069,377	2,083,670
Operating Expenses	1,400,587	1,247,151	1,426,703
Depreciation	3,691,707	3,888,272	3,777,357
Indirect Costs	2,107,222	2,105,911	2,189,444
Transfers Out	1,038,020	1,022,047	1,051,143
<b>TOTAL WATER FUND EXPENSES</b>	<b>11,810,742</b>	<b>12,206,717</b>	<b>12,363,985</b>
<b>WATER FUND NET INCOME (LOSS)</b>	<b>480,261</b>	<b>(182,633)</b>	<b>2,401</b>

**FY 2021****SOLID WASTE FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Residential	8,758,372	9,110,000	9,288,380
Commercial	1,439,407	1,455,088	1,558,069
Industrial	385	1,900	1,900
Governmental	18,859	20,000	20,000
Realized Gains/Losses/Interest	(19,873)	0	0
<b>TOTAL SOLID WASTE REVENUES</b>	<b>10,197,150</b>	<b>10,586,988</b>	<b>10,868,349</b>

**FY 2021****SOLID WASTE FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Salaries and Benefits	1,985,052	2,156,139	2,183,621
Operating Expenses	6,147,664	5,837,608	5,711,103
Depreciation	399,341	363,518	464,589
Indirect Costs	968,225	996,722	1,026,567
Transfers Out	868,447	899,894	923,810
<b>TOTAL SOLID WASTE EXPENSES</b>	<b>10,368,729</b>	<b>10,253,881</b>	<b>10,309,690</b>
<b>SOLID WASTE NET INCOME (LOSS)</b>	<b>(171,579)</b>	<b>333,107</b>	<b>558,659</b>



**FY 2021****STORM WATER FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Storm Water Fees	4,180,435	4,347,493	4,347,493
Capital Contributions	54,743	0	0
Other Revenue	3,406,188	0	0
Transfer In	1,255,025	1,260,740	1,260,740
<b>TOTAL STORM WATER REVENUES</b>	<b>8,896,391</b>	<b>5,608,233</b>	<b>5,608,233</b>

**FY 2021****STORM WATER FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Salaries and Benefits	2,501,709	2,400,921	2,232,712
Operating Expenses	10,007,868	1,451,675	1,641,800
Depreciation	1,037,631	1,051,580	1,066,677
Indirect Costs	837,134	743,096	717,911
Transfer Out	462,014	476,700	476,700
<b>TOTAL STORM WATER EXPENSES</b>	<b>14,846,356</b>	<b>6,123,972</b>	<b>6,135,800</b>
<b>STORM WATER NET INCOME (LOSS)</b>	<b>(5,949,965)</b>	<b>(515,739)</b>	<b>(527,567)</b>

**FY 2020****TELECOM FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Reoccurring Fees	3,087,090	3,577,531	3,715,341
Other Revenue	147,337	0	0
Proceeds from Sale of Assets	(38,138)	0	0
<b>TOTAL TELECOM FUND REVENUES</b>	<b>3,196,289</b>	<b>3,577,531</b>	<b>3,715,341</b>

**FY 2020****TELECOM FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Cost of Goods Sold	675,468	888,648	860,310
Salaries and Benefits	438,218	420,516	438,395
Operating Expenses	521,131	593,998	469,541
Depreciation	435,747	436,947	469,821
Indirect Costs	1,183,415	1,368,614	1,343,576
Transfers Out	262,403	304,090	315,804
<b>TOTAL TELECOM FUND EXPENSES</b>	<b>3,516,383</b>	<b>4,012,813</b>	<b>3,897,447</b>
<b>TELECOM FUND NET INCOME (LOSS)</b>	<b>(320,094)</b>	<b>(435,282)</b>	<b>(182,106)</b>

**FY 2021  
TRANSIT FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Bus Fares	423,196	450,000	450,000
Bus Para transit	42,116	40,000	50,000
Transportation Agreement - ASU	328,073	328,073	434,196
Federal Grants	0	3,936,000	1,069,869
State Grants-Operating Assistance	1,095,785	1,183,301	1,131,073
State Grants-Capital Improvements	1,224,683	1,880,111	1,239,448
Proceeds from Sale of Asset	(1,275)	0	0
Capital Contributions	7,773	1,064,000	800,000
Operating Transfers In	1,513,217	1,312,202	0
<b>TOTAL TRANSIT FUND REVENUES</b>	<b>4,633,568</b>	<b>10,193,687</b>	<b>5,174,586</b>

**FY 2021  
TRANSIT FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Salaries and Benefits	2,356,087	2,158,937	2,288,062
Operating Expenses	1,901,831	1,703,417	1,429,023
Capital Outlay	0	6,004,703	1,121,480
Depreciation & Amortization	895,190	921,096	898,291
Indirect Costs	624,885	326,630	336,021
<b>TOTAL TRANSIT FUND EXPENSES</b>	<b>5,777,993</b>	<b>11,114,783</b>	<b>6,072,877</b>
<b>TRANSIT FUND NET INCOME (LOSS)</b>	<b>(1,144,425)</b>	<b>(921,096)</b>	<b>(898,291)</b>



**FY 2021****Flint River Entertainment Complex REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Arena Rent	1,278,784	667,782	629,691
Miscellaneous Income	6,512	115,000	210,084
Operating Transfers In	961,936	962,153	926,173
Capital Contributions	199,096	0	0
<b>TOTAL CIVIC CENTER REVENUES</b>	<b><u>2,446,328</u></b>	<b><u>1,744,935</u></b>	<b><u>1,765,948</u></b>

**FY 2021****Flint River Entertainment Complex EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Operating Expense	2,714,858	1,744,935	1,765,948
Depreciation & Amortization	477,953	425,590	481,279
<b>TOTAL CIVIC CENTER EXPENSES</b>	<b><u>3,192,811</u></b>	<b><u>2,170,525</u></b>	<b><u>2,247,227</u></b>
<b>CIVIC CENTER NET INCOME (LOSS)</b>	<b><u>(746,483)</u></b>	<b><u>(425,590)</u></b>	<b><u>(481,279)</u></b>

**FY 2021**  
**AIRPORT FUND REVENUES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Delta	182,184	160,000	226,529
Non-Scheduled	1,366	1,300	1,300
United Parcel Services	188,762	175,000	175,000
Avis Car Rental	82,374	79,000	79,000
Budget Car Rentals	61,769	58,000	58,000
Hertz	91,481	85,000	85,000
Enterprise Car Rental	135,822	100,000	100,000
TSA Rental	53,620	28,398	28,100
Airport Parking	234,017	275,000	335,000
Eagles of America	84,927	79,000	79,000
Airport Miscellaneous	2,812	2,000	2,000
House Rental	6,950	7,800	7,800
Federal Grants	776,327	2,825,000	820,726
State of Georgia	740	2,387,500	0
PFC Revenues Earned	90,482	347,500	428,440
CFC Revenues Earned	341,198	1,392,230	281,000
Interest Income PFC5	454	390	390
Interest Earned CFC	2,181	1,900	1,900
Net Book Value	(65,164)	0	0
Advertising Revenue	8,859	9,000	9,000
Operating Transfers In	966,250	932,869	0
<b>TOTAL AIRPORT FUND REVENUES</b>	<b>3,247,411</b>	<b>8,946,887</b>	<b>2,718,185</b>

**FY 2021**  
**AIRPORT FUND EXPENSES**

<b>Description</b>	<b>Actual 2018/2019</b>	<b>Adopted 2019/2020</b>	<b>Adopted 2020/2021</b>
Personal Services	1,083,628	1,124,746	1,154,018
Operating Expense	856,085	733,199	727,305
Capital Outlay	0	6,947,170	695,090
Depreciation & Amortization	1,402,181	1,457,914	1,558,658
Indirect Costs	167,481	141,772	141,772
<b>TOTAL AIRPORT FUND EXPENSES</b>	<b>3,509,375</b>	<b>10,404,801</b>	<b>4,276,843</b>
<b>AIRPORT FUND NET INCOME (LOSS)</b>	<b>(261,964)</b>	<b>(1,457,914)</b>	<b>(1,558,658)</b>



## Policies & 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. The City's complete Financial Management Policy manual is located under the Finance Department tab on the City's website <http://www.albanyga.gov/>

### **BUDGET DEVELOPMENT AND ADOPTION**

The budget process began in January 2020 with the Finance Department preparing the FY 2021 revenue projections and updating the budget request forms and the instructions to be used by City departments.

Once these tasks were completed, the annual budget meeting was held in February 2020 and each department was given its FY 2021 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 2021 budgetary needs. The presentations provide the Board with a great deal of insight as to how priorities might be met, if required.

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

In order to promote citizen participation, a public hearing for the budget was advertised and held June 2nd. This hearing was designed to allow public input into the FY 2021 budget before its adoption. The recommended budget was submitted to the Mayor and Board of City Commissioners on May 19<sup>th</sup>.

After extensive work by the City Manager and the budget preparation staff, the FY 2021 budget was adopted on June 23, 2020. 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 Finance Department, was then added to the computerized budgetary and actual financial reporting system on June 29, 2020. The new fiscal year began July 1, 2020.

**BUDGET MANAGEMENT PROCESS**

Monthly financial reports are emailed to the City's Department Heads. These reports are also published on the City of Albany's website. As the fiscal year progresses, monthly meetings are conducted to review budget to actual revenues and expenditures with those departments needing attention. 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 to 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 with 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 personnel services and operating expenses. All budgets begin with the basic cost to maintain personnel 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, 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 Funds - The Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City 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 Governmental 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), Downtown Development Authority (DDA), and Chehaw Wild Animal Park (CWAP) Authority
- Some funds are excluded in this budget document- the Public Employees Group Health Plan, Risk Management Fund, and Workers' Compensation Fund
- The Enterprise Funds are allowed to have an unbalanced budget.

### **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 Finance Department 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 Personnel Services Budget and the Operations Budget.
2. No budget transfer will be made into or out of The 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 Finance Department, which will forward requests to the City Manager, if necessary.

All appropriations lapse at fiscal year-end except for Capital Improvement Projects if it takes longer to construct.

### **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 that have a useful life of more than one year. They are funded through a minimum of 15% transfer of total sales tax from General Fund.

The capital requests for Enterprise Funds 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.

Except for Enterprise Funds, 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 Mellon 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 Mellon 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 updated its formal debt service policy in May 2018. The City shall comply with all requirements of the Official Code of Georgia Annotated (O.C.G.A.) Title 36 Chapter 82 and other legal requirements regarding the issuance of bonds and certificates of the City or its debt issuing authorities.

The City has utilized both general obligation and revenue bonds to finance capital improvements too large to be financed from current revenues. In more recent years, the City has utilized Georgia Environmental Finance Authority and direct bank loans for financing.

### **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 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 \$100,000, 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 \$100,000 and repair and maintenance expenditures of up to \$100,000. 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 is that each component of the City's overall budget should be independent and self-sufficient. While recognizing that supplemented Enterprise Funds such as the Transit System, Flint River Entertainment Complex, and Airport, would traditionally need some revenue subsidy from the General Fund, it has been determined that interfund dependency should be avoided between the General/Special Funds and the Self-Sustaining Enterprise Funds.

Another 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 is to include non-cash revenue and expenditure items previously not included in adopted budgets but included in year-end audits.

## **CASH STABILIZATION POLICY**

The scope of the cash stabilization policy is to establish a separate Cash Stabilization Fund by setting aside funds equal to 15% (5% stabilization fund, 10% working capital) of the current year's budgeted General Fund revenues. 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 working capital account to the City's General Fund operating account only with the prior approval of the City Manager, who will notify the City Commission at the next available opportunity. No withdrawals from the cash stabilization fund shall be made without a resolution by the Commission. The cash stabilization fund must be replenished within five years following the year(s) in which it is used. The working capital must be replenished to its minimum level within one year of its use.

## Fund Relationship Table

<u>Fund Description</u>	<u>Revenues</u>	<u>Funding Sources</u>								
		<u>General Fund</u>	<u>Solid Waste</u>	<u>Sewer</u>	<u>Hotel/Motel</u>	<u>Storm Water</u>	<u>Water</u>	<u>Gas</u>	<u>Light</u>	<u>Telecom</u>
<i>General Fund</i>	75.5%	-	1.4%	2.0%	0.0%	0.7%	1.6%	2.7%	15.7%	0.5%
<i>Capital Improvement Fund</i>	68.1%	31.9%	-	-	-	-	-	-	-	-
<i>Solid Waste</i>	100%	-	-	-	-	-	-	-	-	-
<i>Transit</i>	100.0%	0.0%	-	-	-	-	-	-	-	-
<i>Civic Center</i>	47.6%	34.2%	-	-	18.3%	-	-	-	-	-
<i>Sewer</i>	100%	-	-	-	-	-	-	-	-	-
<i>CAD-911</i>	91.9%	8.1%	-	-	-	-	-	-	-	-
<i>Community Development</i>	100%	-	-	-	-	-	-	-	-	-
<i>R3M Fund</i>	66.7%	33.3%	-	-	-	-	-	-	-	-
<i>Grant Fund</i>	85.7%	14.3%	-	-	-	-	-	-	-	-
<i>Airport</i>	100.0%	0.0%	-	-	-	-	-	-	-	-
<i>Hotel/Motel</i>	100%	-	-	-	-	-	-	-	-	-
<i>Job Investment Fund</i>	100%	-	-	-	-	-	-	-	-	-
<i>Tax Allocation District</i>	100%	-	-	-	-	-	-	-	-	-
<i>SPLOST Funds</i>	100%	-	-	-	-	-	-	-	-	-
<i>TSPLOST Fund</i>	100%	-	-	-	-	-	-	-	-	-
<i>Storm Water</i>	77.5%	-	-	22.5%	-	-	-	-	-	-
<i>Water</i>	100%	-	-	-	-	-	-	-	-	-
<i>Gas</i>	100%	-	-	-	-	-	-	-	-	-
<i>Light</i>	100%	-	-	-	-	-	-	-	-	-
<i>Telecom</i>	100%	-	-	-	-	-	-	-	-	-
<i>Utility Internal Service Fund</i>	-	-	4.0%	4.2%	-	3.9%	24.0%	16.3%	39.3%	8.3%

## Major Fund Descriptions

**Major Governmental Funds*****General Fund***

The city's Primary Operating Fund accounts for all financial resources of the general government, except those required to be accounted for in another fund.

***Community Development***

It accounts for the financial resources received from the HUD and loan programs which are restricted and committed to be used for the various operations of DCED.

***Job Investment Fund***

It accounts for revenues received from MEAG committed for expenditures related to economic development.

***SPLOST Fund***

It accounts for construction or acquisition of major capital facilities financed by Special Purpose Local Option Sales Tax proceeds.

**Major Enterprise Funds*****Sewer***

It accounts for the provision of Sewer services to the residents of the City.

***Airport***

It accounts for the construction, operations, and maintenance of the Albany Airport and runways.

***Water***

It accounts for the water utility operations provided to the residents of the City.

***Light***

It accounts for the electric utility operations provided to the residents of the City.

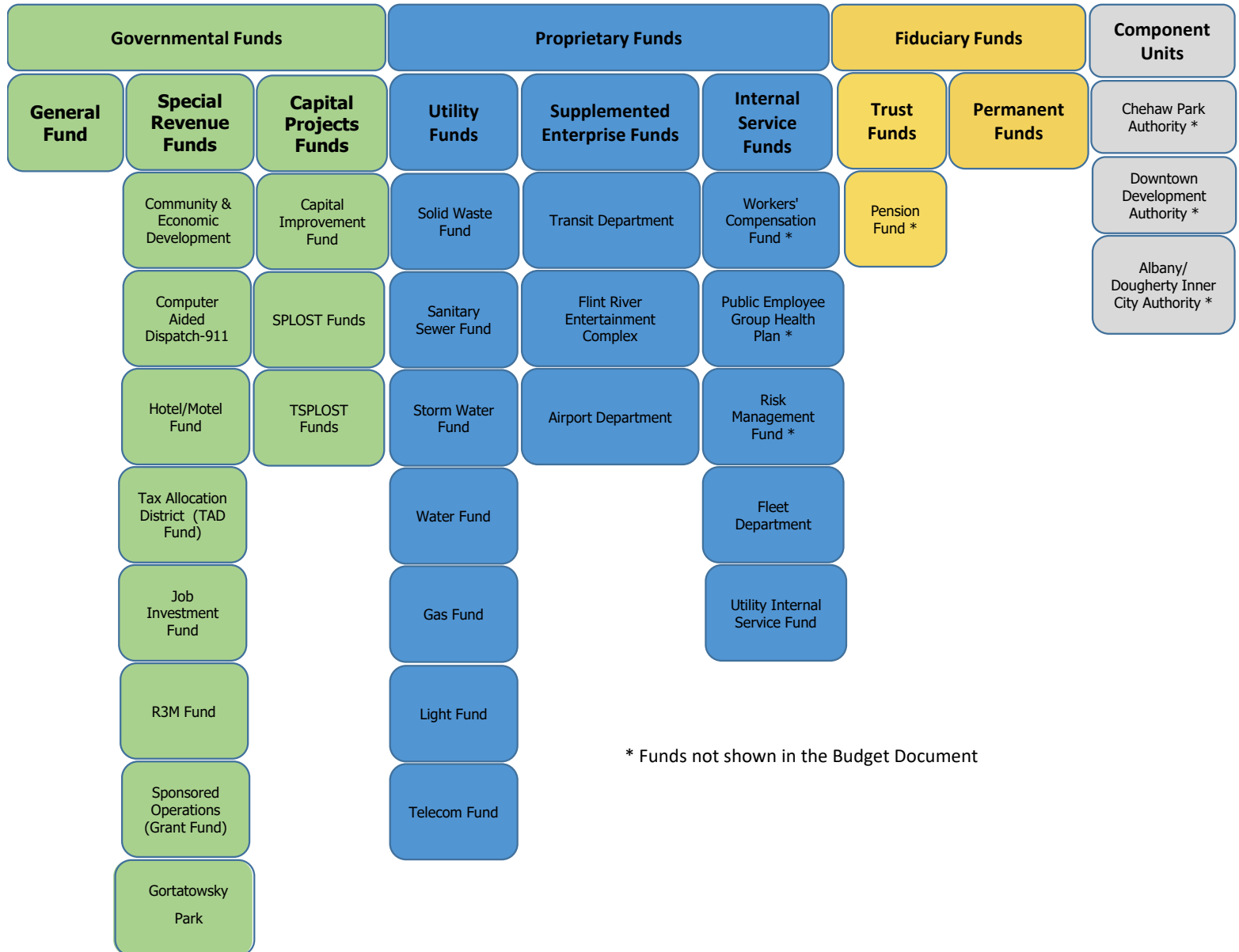
***Storm Water***

It accounts for the storm water utility operations provided to the residents of the City.





## FUND STRUCTURE



\* Funds not shown in the Budget Document



## FY 2021 BUDGET CALENDAR

Budget Activity	Action By	Completion Date
1. Budget Planning Session	City Manager/Finance Department	February 13
2. Completion of Budget Requests (including Revenue Projections)	Department/Division Heads	February 21
3. Verification & Audit of Departmental Requests	Finance Department	February 23
4. Review Analysis of Requests with Departmental Officials	City Manager/Finance Department	February 24 - March 25
5. Budget Summary	City Manager/Finance Department	March 27
6. Police Budget Workshop	City Manager/Police/Finance	April 14
7. Recreation Budget Workshop	City Manager/Recreation/Finance	April 28
8. Sewer/Storm Water Workshop	City Manager/Constantine	May 5
9. Budget Presentation	City Manager/Finance Department	May 19
10. Budget Discussion/Q&A	City Commission/City Manager/Finance Department	May 26
11. Public Notices: Hearing of Proposed Budget	Finance Department	May 17, 31
12. Public Hearing of Proposed Budget	City Commission/City Manager/Finance Department	June 2
13. Budget Discussion/Q&A	City Commission/City Manager/Finance Department	June 16
14. Preparation of Budget Ordinance, Incorporating Final Changes by Mayor and City Commission	City Attorney	June 17
15. Adoption of FY 2021 Budget	Mayor/City Commission	June 23



## FY 2021 BUDGET MEETINGS

Department	Staff Review	Commission Review
<b>General Government</b>	<b>Monday, February 24, 2020</b>	
Fleet Management	10:00	
<b>General Government (continued)</b>	<b>Tuesday, February 25, 2020</b>	
Risk Management/Workers' Comp	1:30	
Human Resources		
<b>General Government (continued)</b>	<b>Wednesday, February 26, 2020</b>	
Technology & Communications	10:00	
Facilities Management	2:30	
<b>General Government (continued)</b>	<b>Monday, March 2, 2020</b>	
City Attorney	10:00	
City Clerk	11:00	
Municipal Court	1:00	
<b>General Government (continued)</b>	<b>Tuesday, March 3, 2020</b>	
Engineering	10:00	
Planning	1:00	
<b>General Government (continued)</b>	<b>Wednesday, March 4, 2020</b>	
License & Business Support	10:00	
Central Services	11:00	
Recreation	1:30	
Venue Management	3:30	
<b>General Government (continued)</b>	<b>Thursday, March 5, 2020</b>	
Community/Economic Development	10:00	
Airport	1:30	
Transit	3:30	
<b>General Government (continued)</b>	<b>Friday, March 6, 2019</b>	
Police	9:30	
Finance	11:30	
Fire	1:30	
City Manager	4:00	



## FY 2021 BUDGET MEETINGS

Department	Staff Review	Commission Review
<b>Utility Funds</b>	<b>Tuesday, March 10, 2020</b>	
Customer Service	1:30	
Marketing	4:00	
<b>Utility Funds (continued)</b>	<b>Wednesday, March 11, 2020</b>	
Light	9:30	
Gas	1:30	
Water	3:00	
<b>Utility Funds (continued)</b>	<b>Thursday, March 12, 2020</b>	
Telecom	10:00	
<b>Utility Funds (continued)</b>	<b>Friday, March 13, 2020</b>	
Solid Waste	10:00	
Sewer	1:00	
Storm Water/R.O.W. Maint.	3:00	
<b>Utility Funds (continued)</b>	<b>Monday, March 16, 2020</b>	
Utility Management	10:00	
Vegetation Management	1:00	
HDD	2:00	
Energy Control/Service Techs	3:30	
<b>Capital/R3M Requests</b>	<b>Tue/Wed, March 24/25, 2020</b>	
Fleet Replacement	10:00	
Non-Rolling Stock/R3M	10:00	
<b>Budget Summary</b>	<b>Friday, March 27, 2020</b>	
	2:00	
<b>Budget Overview</b>		<b>May 19, 2020</b>
<b>Budget Discussion/Q&amp;A</b>		<b>May 26, 2020</b>
<b>Budget Discussion/Public Hearing</b>		<b>June 2, 2020</b>
<b>Budget Discussion/Q&amp;A</b>		<b>June 16, 2020</b>
<b>Commission Consideration &amp; Budget Adoption</b>		<b>June 23, 2020 6:00 p.m.</b>

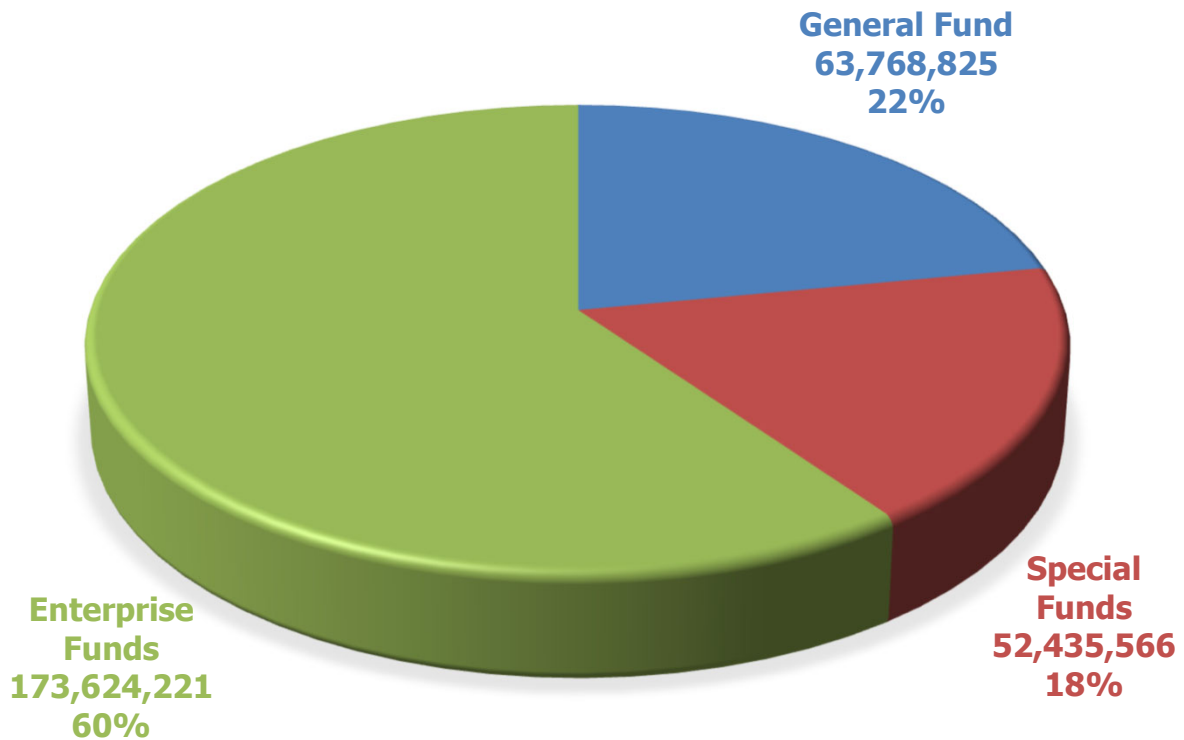




# Revenues & Expenditures

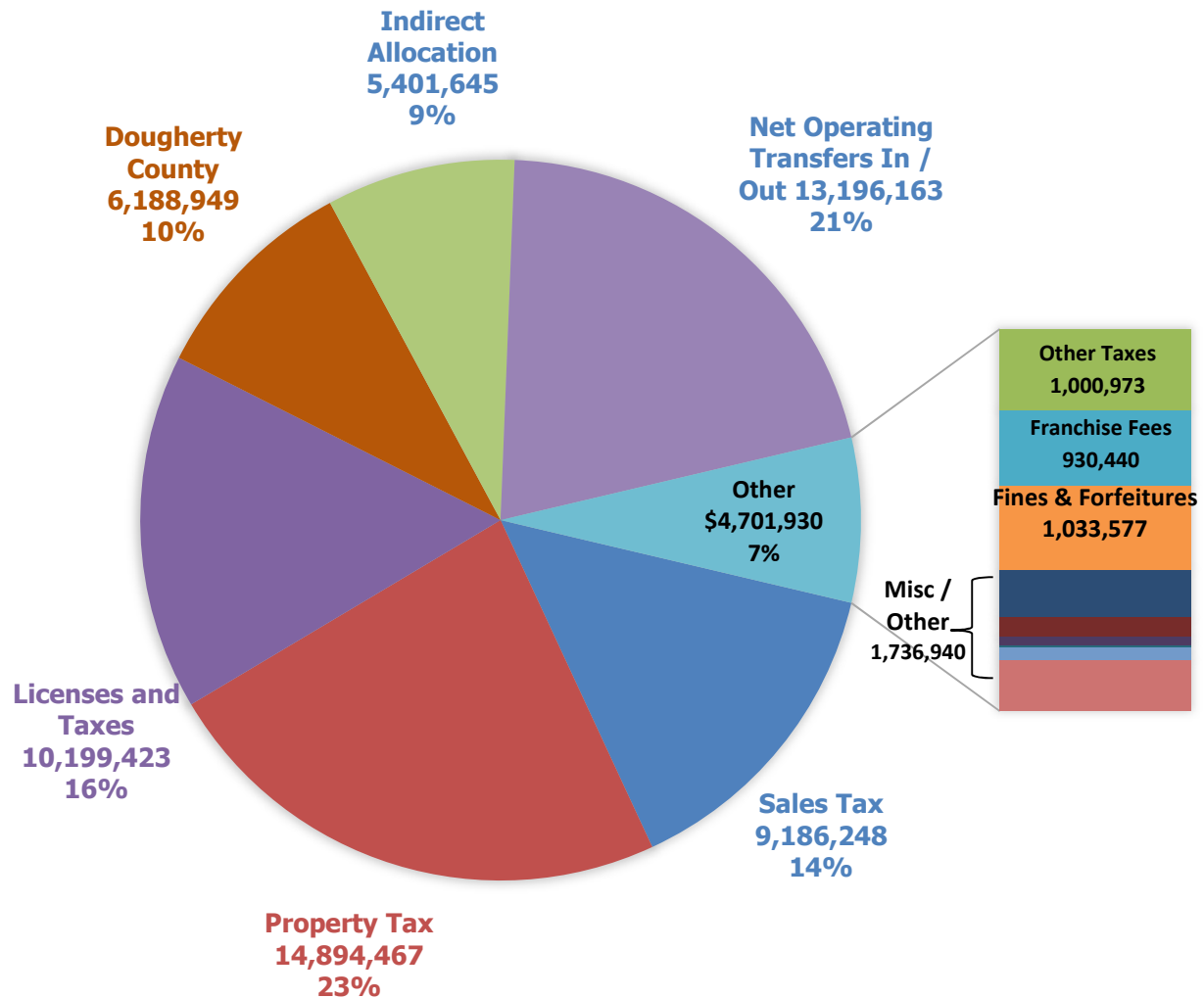


City of Albany  
FY 2021  
Adopted Operating Budget



Total Budget  
\$289,828,612

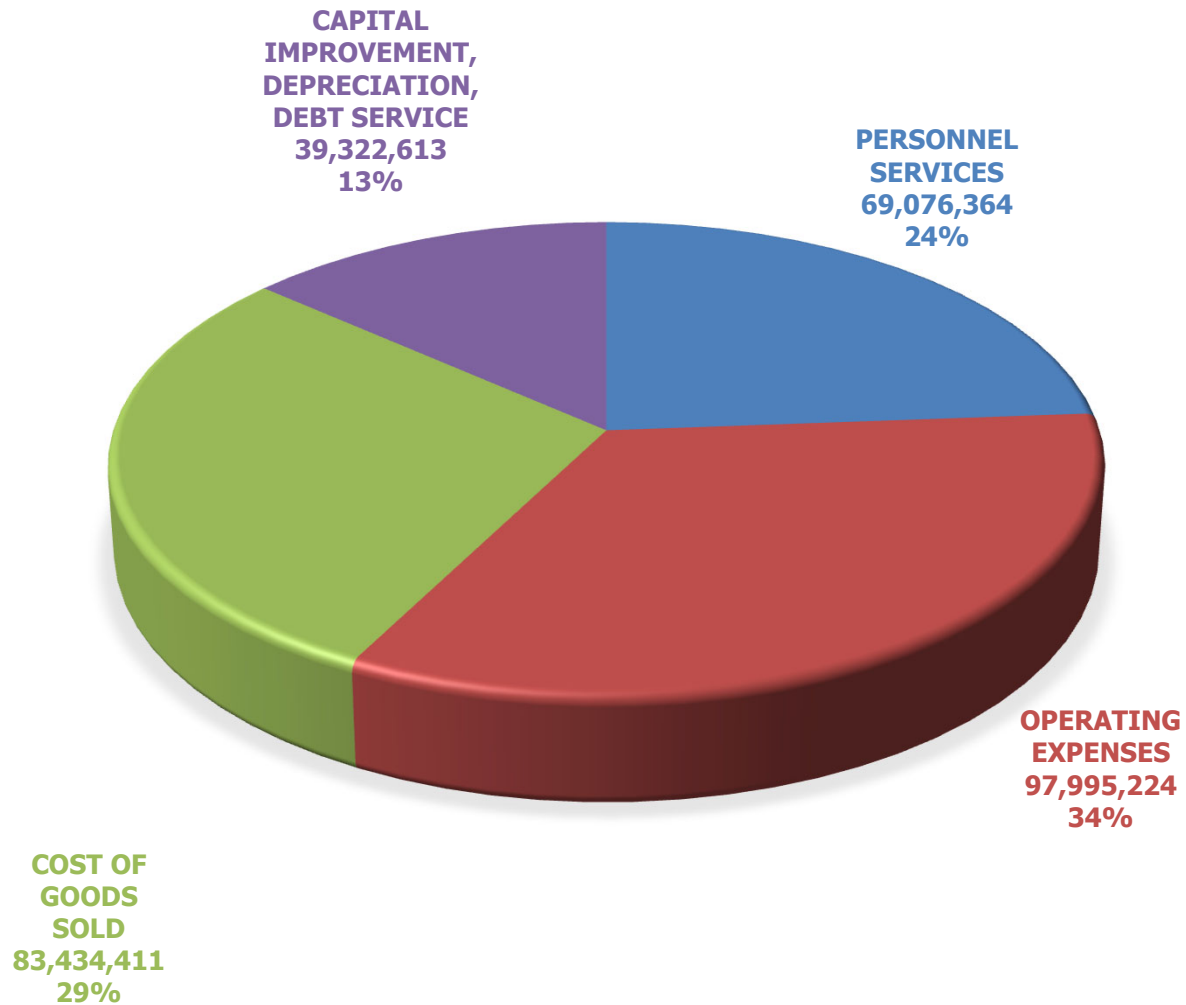
# City of Albany FY 2021 General Fund Revenues



**Total General Fund Revenues**  
**\$63,768,825**



City of Albany  
FY 2021  
Total Operating Budget



Total Budget  
\$289,828,612

**FY 2021  
ADOPTED BUDGET**

<b>DEPARTMENT</b>	<b>PERSONNEL SERVICES</b>	<b>OPERATING EXPENSES</b>	<b>CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE</b>	<b>TOTAL</b>
<b>General Fund</b>				
City Clerk	266,160	220,739	0	486,899
City Commission	179,776	55,000	0	234,776
City Manager	655,787	735,491	0	1,391,278
City Attorney	468,757	184,238	0	652,995
Municipal Court-Administration	383,679	248,320	0	631,999
Municipal Court-Appointed	277,284	9,850	0	287,134
Human Resources	1,504,194	272,476	0	1,776,670
Risk Management	409,841	152,973	0	562,814
Central Services-Procurement	492,997	74,850	0	567,847
Central Services-Material Mgmt.	260,020	74,279	0	334,299
Finance	1,607,196	774,820	0	2,382,016
Office Management & Budget	450,000	0	0	450,000
License & Business Support - Enforcement	323,617	42,064	0	365,681
License & Business Support - Treasury	206,207	112,888	0	319,095
Technology & Communication	1,761,612	1,738,682	0	3,500,294
Planning & Development Services	536,808	1,025,582	0	1,562,390
Police-Administration	1,415,660	1,436,486	0	2,852,146
Police-Uniform	8,696,435	834,752	0	9,531,187
Police-Support Services	1,420,043	414,499	0	1,834,542
Police-Investigative	2,899,325	276,370	0	3,175,695
Police-Gang Unit	790,840	69,249	0	860,089
Police-Albany/Dougherty Drug Unit	678,982	85,380	0	764,362
Police-Community Oriented Policing	32,569	177,890	0	210,459
Police-SWAT	5,000	34,064	0	39,064
Code Enforcement	836,246	1,129,066	0	1,965,312
Fire-Administration	643,525	397,207	0	1,040,732
Fire-Suppression	11,975,597	620,433	0	12,596,030
Fire-Prevention	498,372	22,180	0	520,552
Fire-Training	337,777	68,575	0	406,352
Fire-Emergency Management	83,054	43,243	0	126,297
Engineering	2,012,744	1,660,073	0	3,672,817
P/W - Right of Way Maintenance	616,809	373,546	0	990,355
Recreation-Administration	533,840	199,693	0	733,533
Recreation-Centers & Gyms	419,881	168,242	0	588,123
Recreation-Athletics	233,174	286,087	0	519,261
Recreation-Flint River Golf	546,404	295,563	0	841,967
Recreation-Health & Wellness	294,215	260,380	0	554,595
Facilities/Grounds - Administration	190,883	673,874	0	864,757
Facility Maintenance - Grounds	1,085,924	398,188	0	1,484,112
Facility Maintenance - Buildings	893,379	689,920	0	1,583,299
Independent Agencies	0	507,000	0	507,000
<b>GENERAL FUND</b>	<b>46,924,613</b>	<b>16,844,212</b>	<b>0</b>	<b>63,768,825</b>

**FY 2021  
ADOPTED BUDGET**

DEPARTMENT	PERSONNEL SERVICES	OPERATING EXPENSES	COST OF GOODS SOLD	CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE	TOTAL
<b>Special Funds</b>					
DCED - CDBG	546,465	1,207,117	0	0	1,753,582
DCED - Economic Development Agency	31,783	35,000	0	0	66,783
DCED - Rental	130,820	795,628	0	0	926,448
DCED - EDA Industrial Incubator	0	49,504	0	0	49,504
DCED - Home	115,130	1,156,662	0	0	1,271,792
DCED - CHIP	23,524	453,468	0	0	476,992
DCED - Flood Recovery	17,715	229,250	0	0	246,965
DCED - Emergency Housing	0	33,750	0	0	33,750
CAD 9-1-1	1,772,787	820,090	0	0	2,592,877
Hotel/Motel Fund	0	2,027,000	0	0	2,027,000
Capital Improvement Fund	0	31,741	0	5,589,200	5,620,941
Tax Allocation District	0	550	0	392,090	392,640
SPLOST Fund	0	12,959,682	0	9,791,934	22,751,616
TSPLOST Fund	0	2,307,450	0	9,867,359	12,174,809
R3M - Repair, Renovate, & Replace	0	1,500,000	0	0	1,500,000
Job Investment Fund	0	0	0	0	-
Gortatowsky	0	20,500	0	0	20,500
Grant Fund	198,424	330,943	0	0	529,367
<b>Special Funds</b>	<b>2,836,648</b>	<b>23,958,335</b>	<b>0</b>	<b>25,640,583</b>	<b>52,435,566</b>
<b>Enterprise Funds (Utility Funds)</b>					
Light Operations	3,577,290	19,375,300	71,814,875	1,864,818	96,632,283
<b>Light Operations</b>	<b>3,577,290</b>	<b>19,375,300</b>	<b>71,814,875</b>	<b>1,864,818</b>	<b>96,632,283</b>
Sewer Systems-Wastewater Treatment	1,146,107	3,492,315	0	1,561,238	6,199,660
Waste Water Treatment-Lift Station	0	856,500	0	586,486	1,442,986
Sewer Systems-Administration	594,768	4,552,976	0	96,277	5,244,021
Sewer Systems-Maintenance	1,066,327	561,683	0	207,379	1,835,389
Sewer Systems-Construction	548,367	204,040	0	93,115	845,522
Wastewater Sampling & Utility Location	327,269	121,365	0	20,400	469,034
<b>Sanitary Sewer Systems</b>	<b>3,682,838</b>	<b>9,788,879</b>	<b>0</b>	<b>2,564,895</b>	<b>16,036,612</b>
Gas Operations	1,674,499	4,746,412	8,923,558	306,988	15,651,457
<b>Gas Operations</b>	<b>1,674,499</b>	<b>4,746,412</b>	<b>8,923,558</b>	<b>306,988</b>	<b>15,651,457</b>
Water Distribution	2,083,670	6,129,056	0	2,189,444	10,402,170
Water Production	0	126,147	1,835,668	0	1,961,815
<b>Water Operations</b>	<b>2,083,670</b>	<b>6,255,203</b>	<b>1,835,668</b>	<b>2,189,444</b>	<b>12,363,985</b>
Solid Waste-Administration	488,345	2,201,958	0	4,665	2,694,968
Solid Waste-Residential East	1,178,848	1,328,557	0	252,840	2,760,245
Solid Waste-Residential West	0	3,208,205	0	0	3,208,205
Solid Waste-Commercial	401,289	919,960	0	207,084	1,528,333
Solid Waste-Special Services	115,139	2,800	0	0	117,939
<b>Solid Waste Fund</b>	<b>2,183,621</b>	<b>7,661,480</b>	<b>0</b>	<b>464,589</b>	<b>10,309,690</b>
Storm Water-Engineering	322,888	38,265	0	1,065	362,218
Storm Water-Sweeping	723,264	1,745,910	0	327,624	2,796,798
Storm Water-Asphalt/Concrete	363,672	131,303	0	18,653	513,628
Storm Water-Grading/Construction	674,803	306,568	0	100,261	1,081,632
Storm Water-Maintenance/Drainage	148,083	614,367	0	619,074	1,381,524
<b>Storm Water Fund</b>	<b>2,232,710</b>	<b>2,836,413</b>	<b>0</b>	<b>1,066,677</b>	<b>6,135,800</b>

**FY 2021  
ADOPTED BUDGET**

DEPARTMENT	PERSONNEL SERVICES	OPERATING EXPENSES	COST OF GOODS SOLD	CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE	TOTAL
Telecom Operations	438,395	2,128,921	860,310	469,821	3,897,447
<b>Telecom Operations</b>	<b>438,395</b>	<b>2,128,921</b>	<b>860,310</b>	<b>469,821</b>	<b>3,897,447</b>
<b>Subtotal, Utility Funds</b>	<b>15,873,023</b>	<b>52,792,608</b>	<b>83,434,411</b>	<b>8,927,232</b>	<b>161,027,274</b>
<b>Enterprise Funds (Supplemented)</b>					
Airport	1,154,018	854,727	0	1,558,658	3,567,403
Airport - Grant	0	14,350	0	695,090	709,440
Albany Civic Center	0	1,765,948	0	481,279	2,247,227
Transit System	2,288,062	1,083,753	0	898,291	4,270,106
Transit System - Grant	0	681,291	0	1,121,480	1,802,771
<b>Supplemented Enterprise Funds</b>	<b>3,442,080</b>	<b>4,400,069</b>	<b>0</b>	<b>4,754,798</b>	<b>12,596,947</b>
<b>Enterprise Funds Subtotal</b>	<b>19,315,103</b>	<b>57,192,677</b>	<b>83,434,411</b>	<b>13,682,030</b>	<b>173,624,221</b>
<b>Grand Total</b>	<b>69,076,364</b>	<b>97,995,224</b>	<b>83,434,411</b>	<b>39,322,613</b>	<b>289,828,612</b>

For Informational Purposes Only					
<b>Utility Internal Service Fund (UISF)</b>					
General Manager's Office and Commission	680,116	142,544	0	0	822,660
Investigations	210,079	125,631	0	17,830	353,540
Engineering	451,789	111,441	0	914	564,144
Marketing	300,561	326,408	0	3,306	630,275
HDD	843,685	371,713	0	114,303	1,329,701
Energy Control	2,130,881	1,071,073	0	31,947	3,233,901
Vegetation Management	601,398	1,302,660	0	105,107	2,009,165
Customer Service	2,474,755	2,180,093	0	111,975	4,766,823
<b>Subtotal, Utility Internal Service Fund</b>	<b>7,693,264</b>	<b>5,631,563</b>	<b>0</b>	<b>385,382</b>	<b>13,710,209</b>
The expenses incurred in the Utility Internal Service fund have been properly recorded in each fund that utilizes its services. I.E. Water, Gas, Light, Telecom, Sanitary Sewer, Storm Water, and Solid Waste Fund. Therefore, these expenses have already been included in the total budget, reported above.					





# Supplemental Information



## 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, Utility 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 COVID-19 pandemic. However, due to the City's diverse revenue sources, it is poised to deal with this situation successfully. In fact, this prompted the Mayor and Board of City Commissioners to implement a millage rollback for the sixth consecutive year for the citizens of Albany to offset any subsequent increases in property values.

A synopsis of revenues and expenditures from FY 2017 through FY 2021 is discussed below:

### Fiscal Year 2017

- The FY 2017 Adopted budget of \$274,082,481 represents a *decrease* of less than 1%, or \$1,100,541, from the FY 2016 Amended budget of \$275,183,022.

The General Fund for FY 2017 will not require a transfer from fund balance and does not use any of the MEAG transfer designated for operations. The fiscal year's budget includes a "pay for performance" evaluation or a comprehensive compensation package for employees. This will fund the vacation buyback program, as well as the 457-employer matching plan. Also, during the new fiscal year, there will be an additional 2% pension matching that has been budgeted in the position headcounts.

### Fiscal Year 2018

- The FY 2018 Adopted budget of \$269,888,769 represents a *decrease* of less than 2%, or \$4,193,712, from the FY 2017 Adopted budget of \$274,082,481.

The General Fund for FY 2018 will not require a transfer from fund balance and does not use any of the MEAG transfer designated for operations. The fiscal year's budget includes continued funding for the vacation buyback program. The individual departments are holding their individual portion of the 457-matching based on the average participant of the department.

One additional major shift is the move from the General Fund of the Fleet Division, which was previously underneath the Central Services Department. It is now operating as an internal service fund and all the departments are holding their individual portion of the expenses.

## HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

### Fiscal Year 2019

- The FY 2019 Adopted budget of \$272,938,742 represents an *increase* of less than 2%, or \$3,049,973, from the FY 2018 Adopted budget of \$269,888,769.

The General Fund for FY 2019 will not require a transfer from fund balance and does not use any of the MEAG transfer designated for operations. The fiscal year's budget includes continued funding for merit increases for employees that satisfy the criterion established. The individual departments are holding their individual portion of the 457 matching based on the average participant of the department. The funding for the vacation buyback program will remain in the General Fund budget.

### Fiscal Year 2020

- The FY 2020 Adopted budget of \$288,322,879 represents an *increase* of almost 6%, or \$15,384,137, from the FY 2019 Adopted budget of \$272,938,742.

The General Fund for FY 2020 will schedule the use of \$500,000 in fund balance for the purpose of the Team-Up-To-Clean-Up initiative. The major increases in the budget are primarily due to the new funding sources of TSPLOST (\$10,720,000) and federal dollars for the purchase of 8 new CNG fixed-route buses (\$3,936,000). The fiscal year's budget includes a 1.1% increase in the Pension Matching percentage from the City for full-time employees. The funding for the vacation buyback program will remain in the General Fund budget.

### Fiscal Year 2021

The FY 2021 Adopted budget of \$289,828,612 represents an *increase* of less than 1%, or \$1,505,733, from the FY 2020 Adopted budget of \$288,322,879.

The General Fund for FY 2021 will not require a transfer from fund balance. The fiscal year's budget includes a 6% increase for policing personnel and 2.5% C.O.L.A. for paygrades 1-10. Also, due to the CARES Act funding, the Airport and Transit funds will not be scheduled to receive a transfer from the General Fund.

During FY 2021, prior year collections for SPLOST VII and TSPLOST will be budgeted. Also, the reduced sales tax collections anticipated based on the COVID-19 impact is accounted for (approximately 15% reduction over FY 2019 actuals).



**Fund Balances/Net Assets for All Budgeted Funds**

Included in the following section is a three-year history of fund balance/net assets for General Fund, Community & Economic Development, CAD-911, Hotel/Motel, Capital Improvement, Tax Allocation District, Job Investment, Gortatowsky, Grant, SPLOST, TSPLOST, R3M, Light, Sanitary Sewer, Gas, Water, Solid Waste, Storm Water, Telecom, Utility Internal Service Fund, Airport, Civic Center, and Transit. These fund balances and net assets are carried forward from the previous fiscal year. Fund balance/net assets 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 the Light Fund at \$57,604,442 for fiscal year ending 2019. The fund balance for the General Fund for fiscal year ending 2019 was \$32,506,248. The City works tirelessly to build and maintain a healthy Fund Balance. Sixty-two percent of the total is cash and investments, which provides a very strong position that insures the City meets all obligations.

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

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>REVENUES:</b>			
Property Taxes	15,156,550	14,833,059	14,894,467
Sales Taxes	10,717,485	9,527,920	9,186,248
Licenses and Taxes	10,306,870	10,222,981	10,199,423
Other Taxes	947,397	952,441	1,000,973
Intergovernmental	5,904,390	6,175,370	6,367,634
Charges for Services	1,003,889	883,722	935,398
Fines, Forfeitures & Penalties	936,194	1,319,276	1,033,577
Franchise Fees	926,617	957,314	930,440
Investment Income (Loss)	2,366,852	0	0
Miscellaneous/Other	5,941,166	5,947,400	6,024,502
Transfer In	17,720,546	16,871,090	16,380,261
Transfer Out	(13,003,149)	(6,499,459)	(3,184,098)
Transfer From Fund Balance	0	500,000	0
<b>TOTAL</b>	<b>58,924,807</b>	<b>61,691,114</b>	<b>63,768,825</b>
<b>EXPENDITURES:</b>			
General Government	20,356,618	21,666,671	21,548,782
Planning	1,547,360	1,188,846	1,562,390
Public Safety	31,511,751	34,253,447	33,957,507
Public Works	931,630	979,137	990,355
Parks & Recreation	2,816,962	3,046,013	5,202,791
Community Service	1,726,888	557,000	507,000
<b>TOTAL</b>	<b>58,891,209</b>	<b>61,691,114</b>	<b>63,768,825</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>33,598</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE</b>			
Beginning of year July 1	<u><b>32,472,650</b></u>	<u><b>32,506,248</b></u>	<u><b>32,006,248</b></u>
<b>FUND BALANCE</b>			
End of year June 30	<u><u><b>32,506,248</b></u></u>	<u><u><b>32,006,248</b></u></u>	<u><u><b>32,006,248</b></u></u>

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

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT FUND</b>			
<b>REVENUES:</b>			
Grant Revenue	1,526,540	2,008,737	1,854,130
Rentals	738,738	838,378	911,813
Charges for Services	(7,517)	0	0
Other	1,052,867	996,858	947,975
Transfer from Fund Balance	0	760,798	1,111,898
<b>TOTAL</b>	<b>3,310,628</b>	<b>4,604,771</b>	<b>4,825,816</b>
<b>EXPENDITURES:</b>			
Personal Services	702,449	812,883	865,437
Operating Expense	3,515,788	3,791,888	3,960,379
Capital Outlay	26,492	0	0
<b>TOTAL</b>	<b>4,244,729</b>	<b>4,604,771</b>	<b>4,825,816</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(934,101)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>2,444,875</u>	<u>1,510,774</u>	<u>749,976</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>1,510,774</u>	<u>749,976</u>	<u>(361,922)</u>
	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>CAD-911 FUND</b>			
<b>REVENUES:</b>			
Charges for Services	1,876,030	1,822,323	1,879,183
Transfer In	1,026,776	880,103	211,195
Transfer from Fund Balance	0	0	502,499
<b>TOTAL</b>	<b>2,902,806</b>	<b>2,702,426</b>	<b>2,592,877</b>
<b>EXPENDITURES:</b>			
Personal Services	1,636,694	1,854,084	1,772,787
Operating Expense	622,497	848,342	820,090
<b>TOTAL</b>	<b>2,259,191</b>	<b>2,702,426</b>	<b>2,592,877</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>643,615</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>547,073</u>	<u>1,190,688</u>	<u>1,190,688</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>1,190,688</u>	<u>1,190,688</u>	<u>1,190,688</u>

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

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>HOTEL/MOTEL FUND</b>			
<b>REVENUES:</b>			
Hotel/Motel Tax	2,609,321	2,300,000	2,350,000
Operating Transfers Out	(1,350,000)	(273,000)	(323,000)
Transfer from Fund Balance	0	385,295	0
<b>TOTAL</b>	<b>1,259,321</b>	<b>2,412,295</b>	<b>2,027,000</b>
<b>EXPENDITURES:</b>			
Operating Expense	725,000	2,412,295	2,027,000
<b>TOTAL</b>	<b>725,000</b>	<b>2,412,295</b>	<b>2,027,000</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>534,321</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>0</u>	<u>534,321</u>	<u>534,321</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><b>534,321</b></u>	<u><b>534,321</b></u>	<u><b>534,321</b></u>
	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>CAPITAL IMPROVEMENT FUND</b>			
<b>REVENUES:</b>			
Interest Income	121,532	0	0
Intergovernmental	571,618	0	0
Transfers In	7,762,852	1,349,904	1,793,839
Transfer from Fund Balance	0	3,969,428	3,827,102
<b>TOTAL</b>	<b>8,456,002</b>	<b>5,319,332</b>	<b>5,620,941</b>
<b>EXPENDITURES:</b>			
Capital Outlay	13,094,260	5,311,338	5,589,200
Operating Expense	4,457	7,994	31,741
<b>TOTAL</b>	<b>13,098,717</b>	<b>5,319,332</b>	<b>5,620,941</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(4,642,715)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u><b>19,084,578</b></u>	<u><b>14,441,863</b></u>	<u><b>10,472,435</b></u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><b>14,441,863</b></u>	<u><b>10,472,435</b></u>	<u><b>6,645,333</b></u>



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

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>T.A.D. FUND</b>			
<b>REVENUES:</b>			
Property Tax	379,882	389,165	422,135
Transfer (to)/from Fund Balance	0	0	(29,495)
<b>TOTAL</b>	<b>379,882</b>	<b>389,165</b>	<b>392,640</b>
<b>EXPENDITURES:</b>			
Debt Service	404,810	332,993	336,468
Operating Expenses	550	0	550
Capital Outlay	623,000	56,172	55,622
<b>TOTAL</b>	<b>1,028,360</b>	<b>389,165</b>	<b>392,640</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(648,478)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT) Beginning of year July 1</b>	<b><u>(1,975,427)</u></b>	<b><u>(2,623,905)</u></b>	<b><u>(2,623,905)</u></b>
<b>FUND BALANCE (DEFICIT) End of year June 30</b>	<b><u>(2,623,905)</u></b>	<b><u>(2,623,905)</u></b>	<b><u>(2,594,410)</u></b>

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>JOB INVESTMENT FUND</b>			
<b>REVENUES:</b>			
Interest Income	382,816	0	0
Transfers In	447,661	0	0
<b>TOTAL</b>	<b>830,477</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES:</b>			
Operating Expense	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>830,477</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT) Beginning of year July 1</b>	<b><u>23,711,125</u></b>	<b><u>24,541,602</u></b>	<b><u>24,541,602</u></b>
<b>FUND BALANCE (DEFICIT) End of year June 30</b>	<b><u>24,541,602</u></b>	<b><u>24,541,602</u></b>	<b><u>24,541,602</u></b>

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

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>GORTATOWSKY FUND</b>			
<b>REVENUES:</b>			
Realized Gains/Loss/Interest	724	0	0
Transfer from Fund Balance	0	32,800	20,500
<b>TOTAL</b>	<b>724</b>	<b>32,800</b>	<b>20,500</b>
<b>EXPENDITURES:</b>			
Operating Expense	0	32,800	20,500
<b>TOTAL</b>	<b>0</b>	<b>32,800</b>	<b>20,500</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>724</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>52,167</u>	<u>52,891</u>	<u>20,091</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>52,891</u>	<u>20,091</u>	<u>0</u>

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>GRANT FUND</b>			
<b>REVENUES:</b>			
Intergovernmental	520,525	766,214	453,476
Transfers In	72,118	62,228	75,891
<b>TOTAL</b>	<b>592,643</b>	<b>828,442</b>	<b>529,367</b>
<b>EXPENDITURES:</b>			
Personnel Services	139,341	349,585	198,424
Operating Expense	441,466	478,857	330,943
Capital Outlay	11,836	0	0
<b>TOTAL</b>	<b>592,643</b>	<b>828,442</b>	<b>529,367</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>0</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>0</u>	<u>0</u>	<u>0</u>

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

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>SPLOST V, VI, VII</b>			
<b>REVENUES:</b>			
Sales Tax	10,807,009	10,335,000	8,479,399
LMIG	879,768	0	0
Other Municipalities Reimbursements	6,517,863		1,480,000
Realized Gains/Loss/Interest	305,674	0	0
Transfer from Fund Balance	0	0	12,792,217
<b>TOTAL</b>	<b>18,510,314</b>	<b>10,335,000</b>	<b>22,751,616</b>
<b>EXPENDITURES:</b>			
Personnel Services	310,464	0	0
Operating Expense	6,794,483	8,668,333	12,959,682
Capital Outlay	10,843,571	1,666,667	9,791,934
<b>TOTAL</b>	<b>17,948,518</b>	<b>10,335,000</b>	<b>22,751,616</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>561,796</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>32,621,800</u>	<u>33,183,596</u>	<u>33,183,596</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>33,183,596</u>	<u>33,183,596</u>	<u>20,391,379</u>

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>R3M Fund</b>			
<b>REVENUES:</b>			
Realized Gains/Loss/Interest	14,313	0	0
Transfers In	0	1,000,000	500,000
Transfer from Fund Balance	0	1,000,000	1,000,000
<b>TOTAL</b>	<b>14,313</b>	<b>2,000,000</b>	<b>1,500,000</b>
<b>EXPENDITURES:</b>			
Personnel Services	0	0	0
Operating Expense	422,165	2,000,000	1,500,000
<b>TOTAL</b>	<b>422,165</b>	<b>2,000,000</b>	<b>1,500,000</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(407,852)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>2,826,397</u>	<u>2,418,545</u>	<u>1,418,545</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>2,418,545</u>	<u>1,418,545</u>	<u>418,545</u>

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

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>TSPLOST</b>			
<b>REVENUES:</b>			
Sales Tax	0	10,720,000	8,234,076
Transfer from Fund Balance	0	0	3,940,733
<b>TOTAL</b>	<b>0</b>	<b>10,720,000</b>	<b>12,174,809</b>
<b>EXPENDITURES:</b>			
Personnel Services	0	0	0
Operating Expense	0	4,242,800	2,307,450
Capital Outlay	0	6,477,200	9,867,359
<b>TOTAL</b>	<b>0</b>	<b>10,720,000</b>	<b>12,174,809</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>0</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>



**ENTERPRISE FUND REVENUES, EXPENSES AND NET ASSETS**  
**FISCAL YEAR END JUNE 30TH**

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>LIGHT FUND</b>			
<b>REVENUES:</b>			
Charges for Services	98,064,386	102,181,147	100,000,779
MEAG Credits	1,342,982	0	0
Other	3,117,180	375,000	375,000
<b>TOTAL</b>	<b>102,524,548</b>	<b>102,556,147</b>	<b>100,375,779</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	71,170,906	73,086,363	71,814,875
Personal Services	2,998,667	3,456,411	3,577,290
Operating Expense	9,354,125	2,937,888	2,615,336
Depreciation & Amortization	1,677,551	1,688,750	1,864,818
Indirect Costs	5,782,115	6,097,200	6,259,882
Transfers Out	11,191,178	10,729,020	10,500,082
<b>TOTAL</b>	<b>102,174,542</b>	<b>97,995,632</b>	<b>96,632,283</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>350,006</b>	<b>4,560,515</b>	<b>3,743,496</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>57,254,436</u>	<u>57,604,442</u>	<u>62,164,957</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>57,604,442</u>	<u>62,164,957</u>	<u>65,908,453</u>
	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>SANITARY SEWER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	15,247,379	16,392,100	16,769,192
Other	6,145,996	0	0
<b>TOTAL</b>	<b>21,393,375</b>	<b>16,392,100</b>	<b>16,769,192</b>
<b>EXPENSES:</b>			
Personal Services	3,714,117	3,522,953	3,682,838
Operating Expense	7,566,888	6,062,461	5,913,050
Depreciation & Amortization	2,450,409	2,510,800	2,564,895
Indirect Costs	1,161,680	1,213,972	1,296,871
Transfers Out	2,444,409	2,546,906	2,578,958
<b>TOTAL</b>	<b>17,337,503</b>	<b>15,857,092</b>	<b>16,036,612</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>4,055,872</b>	<b>535,008</b>	<b>732,580</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>47,616,101</u>	<u>51,671,973</u>	<u>52,206,981</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>51,671,973</u>	<u>52,206,981</u>	<u>52,939,561</u>

**ENTERPRISE FUND REVENUES, EXPENSES AND NET ASSETS**  
**FISCAL YEAR END JUNE 30TH**

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>GAS FUND</b>			
<b>REVENUES:</b>			
Charges for Services	17,207,246	17,906,412	17,090,516
Other	714,516	0	0
<b>TOTAL</b>	<b>17,921,762</b>	<b>17,906,412</b>	<b>17,090,516</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	10,258,626	10,300,000	8,923,558
Personal Services	1,404,542	1,645,807	1,674,499
Operating Expense	454,149	413,315	466,178
Depreciation & Amortization	258,378	268,591	306,988
Indirect Costs	2,507,442	2,639,432	2,485,730
Transfers Out	1,806,761	1,880,173	1,794,504
<b>TOTAL</b>	<b>16,689,898</b>	<b>17,147,318</b>	<b>15,651,457</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>1,231,864</b>	<b>759,094</b>	<b>1,439,059</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>6,843,236</u>	<u>8,075,100</u>	<u>8,834,194</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><b>8,075,100</b></u>	<u><b>8,834,194</b></u>	<u><b>10,273,253</b></u>
	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>WATER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	12,212,001	12,024,084	12,366,386
Other	79,002	0	0
<b>TOTAL</b>	<b>12,291,003</b>	<b>12,024,084</b>	<b>12,366,386</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	1,702,266	1,873,959	1,835,668
Personal Services	1,870,939	2,069,377	2,083,670
Operating Expense	1,400,587	1,247,151	1,426,703
Depreciation & Amortization	2,107,222	2,105,911	2,189,444
Indirect Costs	3,691,707	3,888,272	3,777,357
Transfers Out	1,038,020	1,022,047	1,051,143
<b>TOTAL</b>	<b>11,810,741</b>	<b>12,206,717</b>	<b>12,363,985</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>480,262</b>	<b>(182,633)</b>	<b>2,401</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>23,029,555</u>	<u>23,509,817</u>	<u>23,327,184</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><b>23,509,817</b></u>	<u><b>23,327,184</b></u>	<u><b>23,329,585</b></u>

**ENTERPRISE FUND REVENUES, EXPENSES AND NET ASSETS**  
**FISCAL YEAR END JUNE 30TH**

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>SOLID WASTE FUND</b>			
<b>REVENUES:</b>			
Charges for Services	10,217,023	10,586,988	10,868,349
Other	(19,873)	0	0
<b>TOTAL</b>	<b>10,197,150</b>	<b>10,586,988</b>	<b>10,868,349</b>
<b>EXPENSES:</b>			
Personal Services	1,985,052	2,156,139	2,183,621
Operating Expense	6,147,664	5,837,608	5,711,103
Depreciation & Amortization	399,341	363,518	464,589
Indirect Costs	968,225	996,722	1,026,567
Transfers Out	868,447	899,894	923,810
<b>TOTAL</b>	<b>10,368,729</b>	<b>10,253,881</b>	<b>10,309,690</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(171,579)</b>	<b>333,107</b>	<b>558,659</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>4,408,249</u>	<u>4,236,670</u>	<u>4,569,777</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><b>4,236,670</b></u>	<u><b>4,569,777</b></u>	<u><b>5,128,436</b></u>
	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>STORM WATER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	4,180,435	4,347,493	4,347,493
Other	3,460,931	0	0
Transfers In / (Out)	1,255,025	1,260,740	1,260,740
<b>TOTAL</b>	<b>8,896,391</b>	<b>5,608,233</b>	<b>5,608,233</b>
<b>EXPENSES:</b>			
Personal Services	2,501,709	2,400,921	2,232,710
Operating Expense	10,007,868	1,451,675	1,641,802
Depreciation & Amortization	1,037,631	1,051,580	1,066,677
Indirect Costs	837,134	743,096	717,911
Transfers Out	462,014	476,700	476,700
<b>TOTAL</b>	<b>14,846,356</b>	<b>6,123,972</b>	<b>6,135,800</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(5,949,965)</b>	<b>(515,739)</b>	<b>(527,567)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>21,626,008</u>	<u>15,676,043</u>	<u>15,160,304</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><b>15,676,043</b></u>	<u><b>15,160,304</b></u>	<u><b>14,632,737</b></u>

**ENTERPRISE FUND REVENUES, EXPENSES AND NET ASSETS**  
**FISCAL YEAR END JUNE 30TH**

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>TELECOM FUND</b>			
<b>REVENUES:</b>			
Charges for Services	3,087,090	3,577,531	3,715,341
Other	109,199	0	0
<b>TOTAL</b>	<b>3,196,289</b>	<b>3,577,531</b>	<b>3,715,341</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	675,468	888,648	860,310
Personal Services	438,218	420,516	438,395
Operating Expense	521,131	593,998	469,541
Depreciation & Amortization	435,747	436,947	469,821
Indirect Costs	1,183,415	1,368,614	1,343,576
Transfers Out	262,403	304,090	315,804
<b>TOTAL</b>	<b>3,516,382</b>	<b>4,012,813</b>	<b>3,897,447</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(320,093)</b>	<b>(435,282)</b>	<b>(182,106)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>3,883,237</u>	<u>3,563,144</u>	<u>3,127,862</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><b>3,563,144</b></u>	<u><b>3,127,862</b></u>	<u><b>2,945,756</b></u>
	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>UTILITY INTERNAL SERVICE FUND</b>			
<b>REVENUES:</b>			
Charges for Services	13,501,885	13,845,420	13,710,209
Other	(44,739)	0	0
<b>TOTAL</b>	<b>13,457,146</b>	<b>13,845,420</b>	<b>13,710,209</b>
<b>EXPENSES:</b>			
Personal Services	7,865,600	7,700,048	7,693,264
Operating Expense	3,946,347	4,049,793	4,388,530
Depreciation & Amortization	538,709	913,163	385,382
Indirect Costs	985,970	1,182,416	1,243,033
<b>TOTAL</b>	<b>13,336,626</b>	<b>13,845,420</b>	<b>13,710,209</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>120,520</b>	<b>0</b>	<b>0</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>0</u>	<u>120,520</u>	<u>120,520</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><b>120,520</b></u>	<u><b>120,520</b></u>	<u><b>120,520</b></u>



**SUPPLEMENTED ENTERPRISE FUND REVENUES, EXPENSES, AND FUND BALANCES FISCAL YEAR  
END JUNE 30TH**

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>AIRPORT FUND</b>			
<b>REVENUES:</b>			
Charges for Services	1,126,084	1,050,498	1,176,729
Grants	1,208,747	6,952,230	1,530,166
Other	(53,670)	11,290	11,290
Transfers In/Out	966,250	932,869	0
<b>TOTAL</b>	<b>3,247,411</b>	<b>8,946,887</b>	<b>2,718,185</b>
<b>EXPENSES:</b>			
Personal Services	1,083,628	1,124,746	1,154,018
Operating Expense	856,085	733,199	727,305
Capital Outlay	0	6,947,170	695,090
Depreciation & Amortization	1,402,181	1,457,914	1,558,658
Indirect Costs	167,481	141,772	141,772
<b>TOTAL</b>	<b>3,509,375</b>	<b>10,404,801</b>	<b>4,276,843</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(261,964)</b>	<b>(1,457,914)</b>	<b>(1,558,658)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>35,986,088</u>	<u>35,724,124</u>	<u>34,266,210</u>
<b>NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>35,724,124</u>	<u>34,266,210</u>	<u>32,707,552</u>

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>FLINT RIVER ENTERTAINMENT COMPLEX</b>			
<b>REVENUES:</b>			
Charges for Services	1,278,784	782,782	839,775
Other	205,608	0	0
Transfers In	961,936	962,153	926,173
<b>TOTAL</b>	<b>2,446,328</b>	<b>1,744,935</b>	<b>1,765,948</b>
<b>EXPENSES:</b>			
Personal Services	0	0	0
Operating Expense	2,714,858	1,744,935	1,765,948
Depreciation & Amortization	477,953	425,590	481,279
Indirect Costs	0	0	0
<b>TOTAL</b>	<b>3,192,811</b>	<b>2,170,525</b>	<b>2,247,227</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(746,483)</b>	<b>(425,590)</b>	<b>(481,279)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>10,314,714</u>	<u>9,568,231</u>	<u>9,142,641</u>
<b>NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>9,568,231</u>	<u>9,142,641</u>	<u>8,661,362</u>

**SUPPLEMENTED ENTERPRISE FUND REVENUES, EXPENSES, AND FUND BALANCES FISCAL YEAR  
END JUNE 30TH**

	<b>2019 ACTUAL</b>	<b>2020 ADOPTED</b>	<b>2021 ADOPTED</b>
<b>TRANSIT</b>			
<b>REVENUES:</b>			
Charges for Services	793,385	818,073	934,196
Grants	2,320,468	6,999,412	3,440,390
Other	6,498	1,064,000	800,000
Transfers In	1,513,217	1,312,202	0
<b>TOTAL</b>	<b>4,633,568</b>	<b>10,193,687</b>	<b>5,174,586</b>
<b>EXPENSES:</b>			
Personal Services	2,356,087	2,158,937	2,288,062
Operating Expense	1,901,831	1,703,417	1,429,023
Capital Outlay	0	6,004,703	1,121,480
Depreciation & Amortization	895,190	921,096	898,291
Indirect Costs	624,885	326,630	336,021
<b>TOTAL</b>	<b>5,777,993</b>	<b>11,114,783</b>	<b>6,072,877</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(1,144,425)</b>	<b>(921,096)</b>	<b>(898,291)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u><b>6,500,834</b></u>	<u><b>5,356,409</b></u>	<u><b>4,435,313</b></u>
<b>NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><u><b>5,356,409</b></u></u>	<u><u><b>4,435,313</b></u></u>	<u><u><b>3,537,022</b></u></u>

**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)	
	OPERATING	DEBT SERVICE	TOTAL CITY	OPERATING	DEBT SERVICE	TOTAL COUNTY	OPERATING	DEBT SERVICE	TOTAL SCHOOL		TOTAL
2012	8.660	0.00	8.660	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.249
2013	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.20	40.529
2014	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.15	40.479
2015	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.10	40.429
2016	9.853	0.00	9.853	12.594	0.00	12.594	18.445	0.00	18.445	0.05	40.942
2017	9.808	0.00	9.808	12.577	0.00	12.577	18.445	0.00	18.445	0.00	40.830
2018	9.804	0.00	9.804	15.644	0.00	15.644	18.433	0.00	18.433	0.00	43.881
2019	9.804	0.00	9.804	15.569	0.00	15.569	18.433	0.00	18.433	0.00	43.806
2020	9.729	0.00	9.729	15.569	0.00	15.569	18.433	0.00	18.433	0.00	43.731
2021	9.668	0.00	9.668	15.569	0.00	15.569	18.433	0.00	18.433	0.00	43.670

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

# City of Albany FY 2012 - 2021 Property Tax Millage Rates



1 Mill = Approximately \$1,446,882



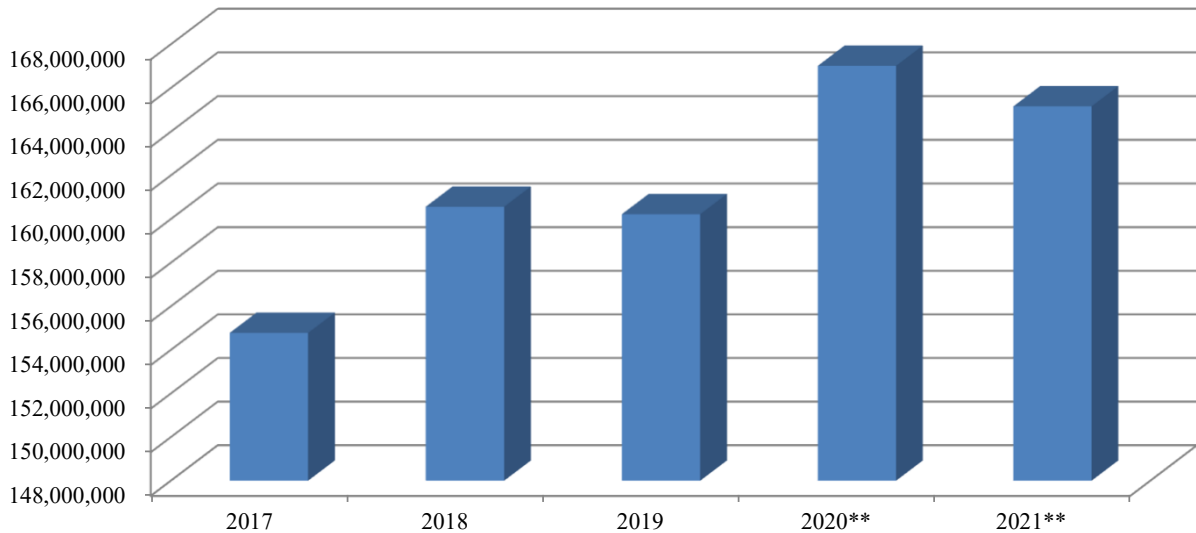
**CITY OF ALBANY  
Utility Support  
Years Ended, June 30**

	2017	2018	2019	2020**	2021**
<b>Transfers</b>	13,373,779	16,606,574	15,922,885	16,598,090	16,380,261
<b>Utility Revenue</b>	154,778,956	160,562,506	160,219,994	167,015,755	165,158,056
<b>Transfer Expressed as % of Revenue</b>	8.6	10.3	9.9	9.9	9.9

\*\* Reflects the transfer based on budgeted revenues for the seven departments that will transfer.

The monthly transfer rate is 8.5% on billed revenue for Solid Waste, Sewer, Storm Water, Water, and Telecom. The transfer rate for the Light and Gas Funds are 10.5% of billed revenue.

**Utility Charges for Services: 5-Year Trend**



## 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.

### 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
2020	0	475,000	475,000
2021	0	475,000	475,000
2022	0	475,000	475,000
2023	0	475,000	475,000
2024	0	475,000	475,000
2025 – 2028	<u>10,000,000</u>	<u>1,425,000</u>	<u>11,900,000</u>
<b>Total</b>	<b><u>\$10,000,000</u></b>	<b><u>\$3,800,000</u></b>	<b><u>\$13,800,000</u></b>

### 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 2019 (in thousands):

Assessed Value of Taxable Property	\$1,265,635	
Add Back Exempt Property	261,957	\$1,527,592
	=====	=====
Debt Limit--10% of Assessed Value (Article IX, Section VII of the Constitution of Georgia)		\$152,759
Amount of Debt applicable to Constitutional Debt Limit, Total General Obligation Bond Debt (ADICA and SPLOST)	\$ 1,550	
Less: Assets Available for Bond Service	<u>0</u>	<u>\$ 1,550</u>
Legal Debt Margin pursuant to Article IX, Section III of the Constitution of Georgia		\$151,209
		=====
Percent of Debt Limit Used		1.01%
		=====

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.

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

2019	Estimated Fair Market Value of Taxable Property	\$ 3,642,628,070
2019	Net Assessed Valuation of Taxable Property for Bond Purposes	\$ 1,457,051,228

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

<u>Jurisdiction</u>	<u>Net General Obligation Bond Debt Outstanding</u>	<u>Percentage Applicable to City of Albany</u>	<u>Amount Applicable to City of Albany</u>
Direct			
City of Albany (1)	*\$1,550,000	100%	\$1,550,000
Overlapping:			
Board of Education	**35,900,000	82%	29,438,000
Total	<u>\$37,450,000</u>		<u>\$30,988,000</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.

**Debt and Assessed Value per Capita**

Total City Debt per Capita *	\$ 21
Total Overlapping Debt per Capita **	\$ 352
Fair Market Value of City Taxable Property per Capita	\$48,904

\* Based on estimated 2019 population of 75,249 for the City

\*\* Based on estimated 2019 population of 87,956 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 2019 assessed value in the City of Albany and their respective percentage of the City's total assessed valuation.

TAXPAYER	NATURE OF BUSINESS	2019 ASSESSED VALUE	Percentage of Total Assessed Valuation (1)
MARS CHOCOLATE	CONFECTIONER	15,740,482	1.00%
GEORGIA POWER CO	UTILITY	11,554,770	0.74%
ALBANY MALL HP LLC	MALL DEVELOPER	9,560,000	0.61%
STRATEGIC EQUIPMENT	EQUIPMENT WHOLESALE	7,707,088	0.49%
FLINT RIVER ALBANY RE LLC	WAREHOUSING	7,201,080	0.46%
YANCEY BROS COMPANY	MACHINERY RETAILER	5,529,314	0.35%
MEDIACOM	TELECOMMUNICATIONS	5,384,111	0.34%
PHOEBE PUTNEY HEALTH SYSTEM	HOSPITAL/MEDICAL	5,279,835	0.34%
TZADIK GEORGIA PORFOLIO, LLC	RENTAL PROPERTY	4,644,480	0.30%
BELLSOUTH COMMUNICATIONS INC	TELECOMMUNICATIONS	4,575,873	0.51%

(1) Based on 2019 estimated net tax digest for maintenance and operation purposes of \$ 1,448,098,040.

**SOURCE:** Dougherty County Tax Department



## Property Tax Digest Trend

The property tax digests of the City for the calendar years 2015 through 2020 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.

	<b><u>2020</u></b>	<b><u>2019</u></b>	<b><u>2018</u></b>
Property Type			
Real & Personal	1,542,345,469	1,554,682,074	1,529,018,087
Motor Vehicles	24,863,760	28,408,720	33,499,490
Mobile Homes	3,661,395	3,932,198	3,875,154
Timber - 100%	38,319	0	2,808
Heavy Duty Equipment	4,899,772	4,096,461	71,466
Gross Digest	<u>1,575,808,715</u>	<u>1,591,119,453</u>	<u>1,566,467,005</u>
less: Exemptions (1)	<u>118,757,487</u>	<u>143,021,413</u>	<u>135,035,301</u>
Net Digest:	1,457,051,228	1,448,098,040	1,431,431,704
	<b><u>2017</u></b>	<b><u>2016</u></b>	<b><u>2015</u></b>
Property Type			
Real & Personal	1,518,027,356	1,508,728,470	1,524,533,637
Motor Vehicles	43,619,900	59,131,130	77,275,720
Mobile Homes	3,848,209	3,947,095	4,140,040
Timber - 100%	0	78,295	161,238
Heavy Duty Equipment	150,043	234,738	388,349
Gross Digest	<u>1,565,645,508</u>	<u>1,572,119,728</u>	<u>1,606,498,985</u>
less: Exemptions (1)	<u>118,515,189</u>	<u>107,820,454</u>	<u>114,956,133</u>
Net Digest:	1,447,130,319	1,464,299,274	1,491,542,852

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Source: Dougherty County Tax/Tag Office "5-Year History Tax Digest"

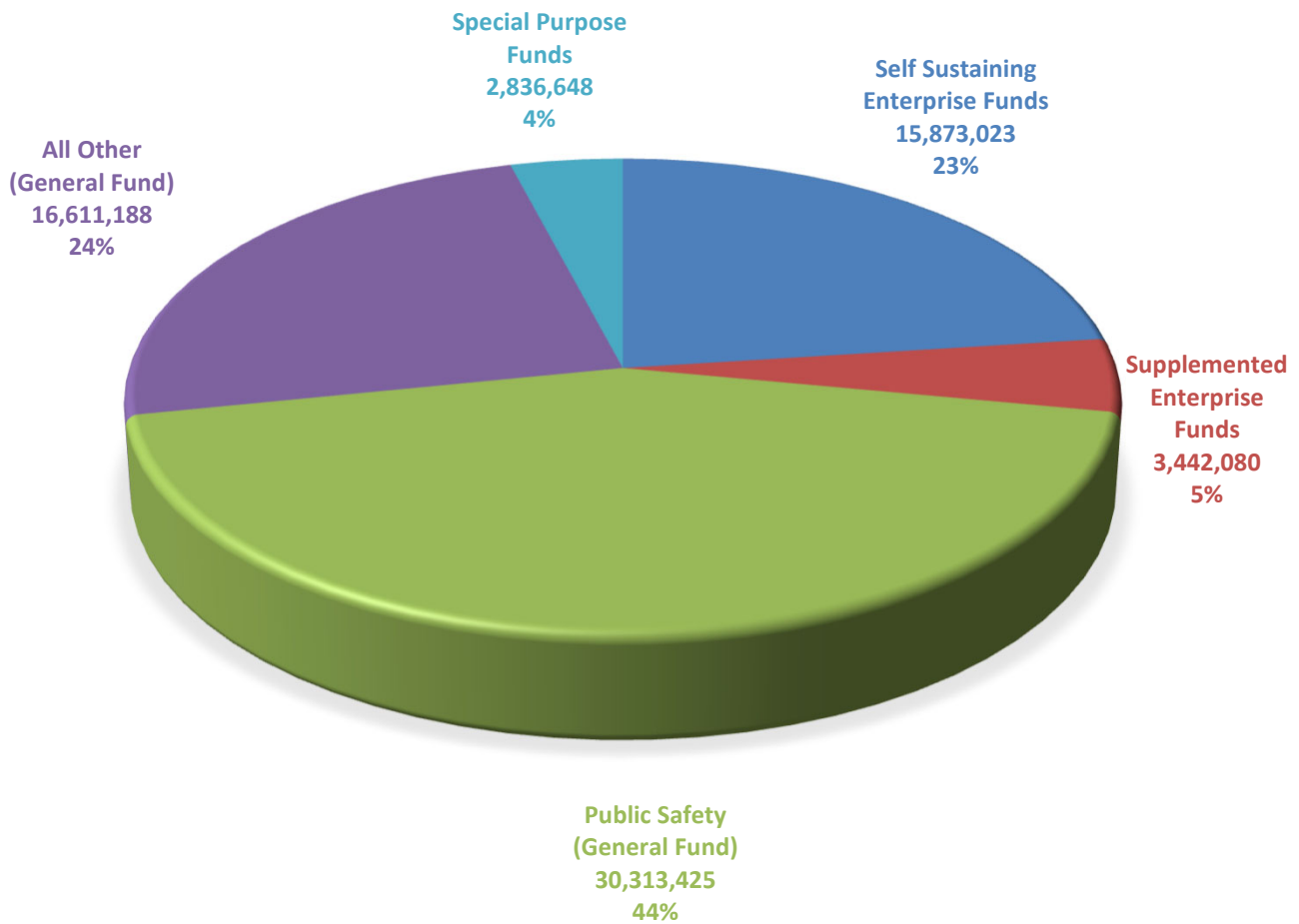
**Ad Valorem Tax Collections**

The following table summarizes ad valorem tax levies and collections in the City for the fiscal years ended 2010 through 2019 (in thousands).

Fiscal Year	Total Tax Levy	Current Tax Collections	Delinquent Tax Collection	Total Tax Collections	Ratio of Total Tax Collections to Total Levy %
2019	\$ 13,783	\$ 13,231	\$ -	\$ 13,231	98.54 %
2018	\$ 13,740	\$ 13,463	\$ 408	\$ 13,871	97.92 %
2017	\$ 13,741	\$ 13,520	\$ 122	\$ 13,642	99.63 %
2016	\$ 13,741	\$ 13,520	\$ 138	\$ 13,658	99.40 %
2015	\$ 13,834	\$ 13,496	\$ 292	\$ 13,788	99.67 %
2014	\$ 13,745	\$ 13,480	\$ 221	\$ 13,701	99.68 %
2013	\$ 13,758	\$ 13,494	\$ 233	\$ 13,727	99.75 %
2012	\$ 12,428	\$ 12,131	\$ 266	\$ 12,397	99.74 %
2011	\$ 12,388	\$ 12,168	\$ 186	\$ 12,354	99.75 %
2010	\$ 13,540	\$ 13,105	\$ 401	\$ 13,506	99.75 %

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Source: Dougherty County Tax Department

# City of Albany FY 2021 Personnel Services



Total Personnel Services  
\$69,076,364

**FY 2021 Personnel 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 1,174 full-time budgeted positions. Through these dedicated and motivated employees, the City provides a wide range of quality services to all citizens in our community.

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

Salaries & Wages  
Retirement Plan with Pension and  
Vesting Benefits  
Deferred Compensation Plan  
Health and Dental Insurance  
Life Insurance  
Cafeteria Plan

Social Security (FICA)  
Workers' Compensation  
Sick and Vacation Pay  
Employee Assistance Program  
Tuition Reimbursement Program  
Paid Holidays

**Salaries & Wages**

Salaries and fringe benefits account for approximately 24% 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 12% on their behalf to the pension plan. Public Safety employees contribute 7% of their gross salary to the pension plan and the city contributes 15% 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 a deferred compensation plan. This plan allows 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 79% and the employee pays 21% 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 \$.65 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. For part-time employees the City provides basic life insurance after one year of employment.

**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 \$137,700 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 by all full-time employees. 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**

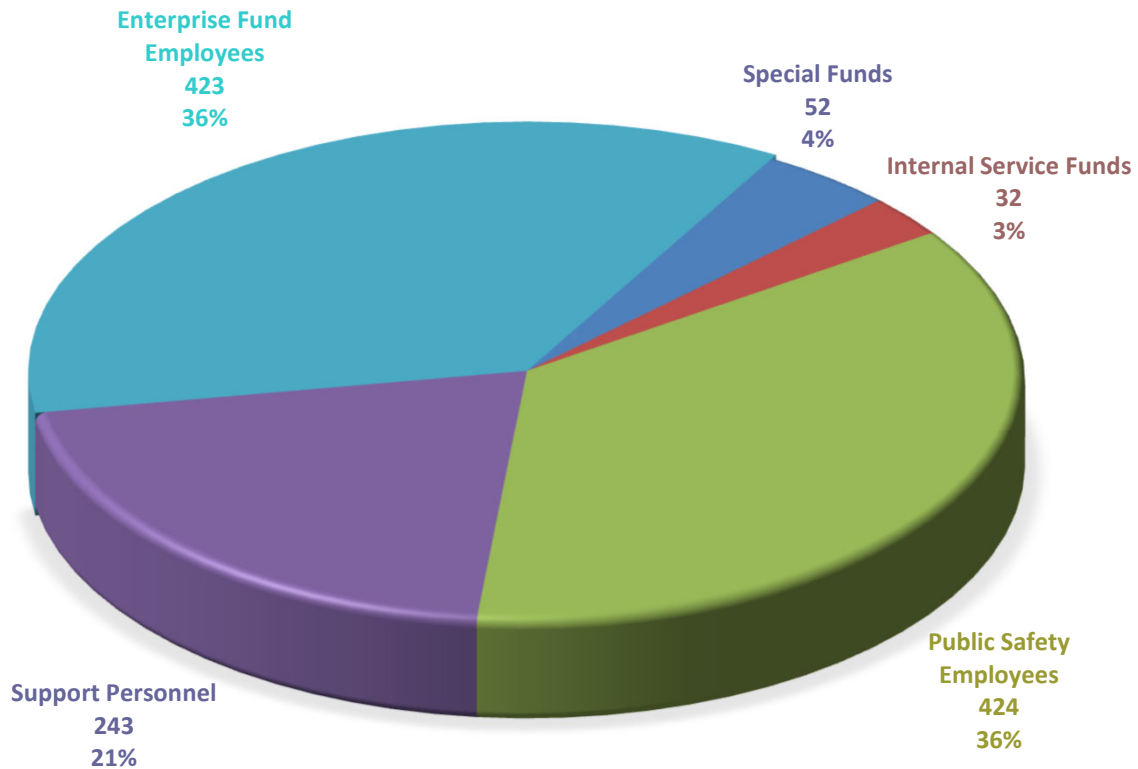
The Tuition Reimbursement Program of the City of Albany is designed to encourage employees of the City to improve their job-related knowledge, skills, and abilities through training and/or education. Reimbursement for education that is job related shall be on a tuition reimbursable basis each year, not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



# City of Albany FY 2021 Total Employees by Category

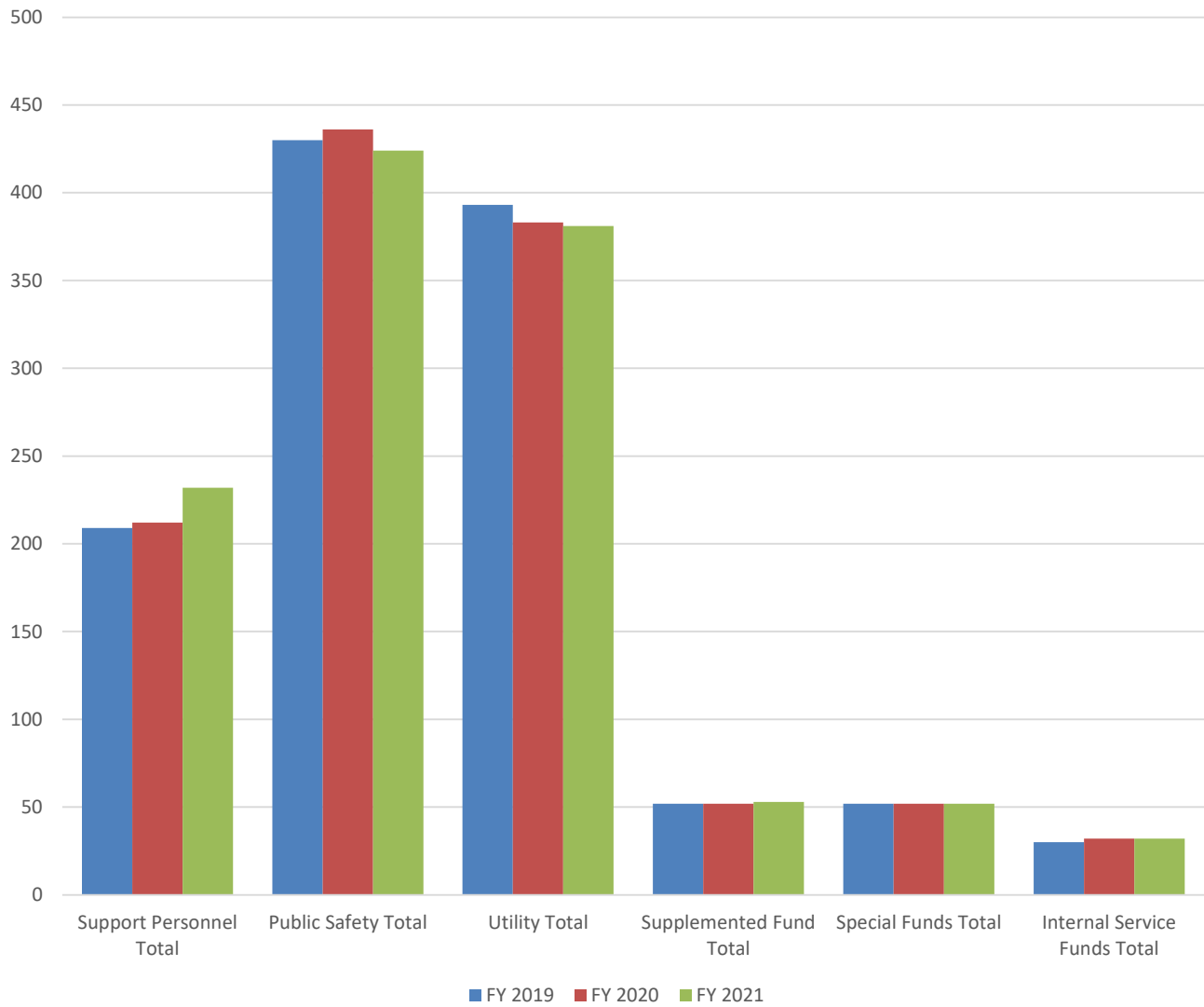


Total Positions  
1174

# City of Albany

## FY 2021

### 3 Year Trend of Positions



1,166 1,167 1,174





## General Fund

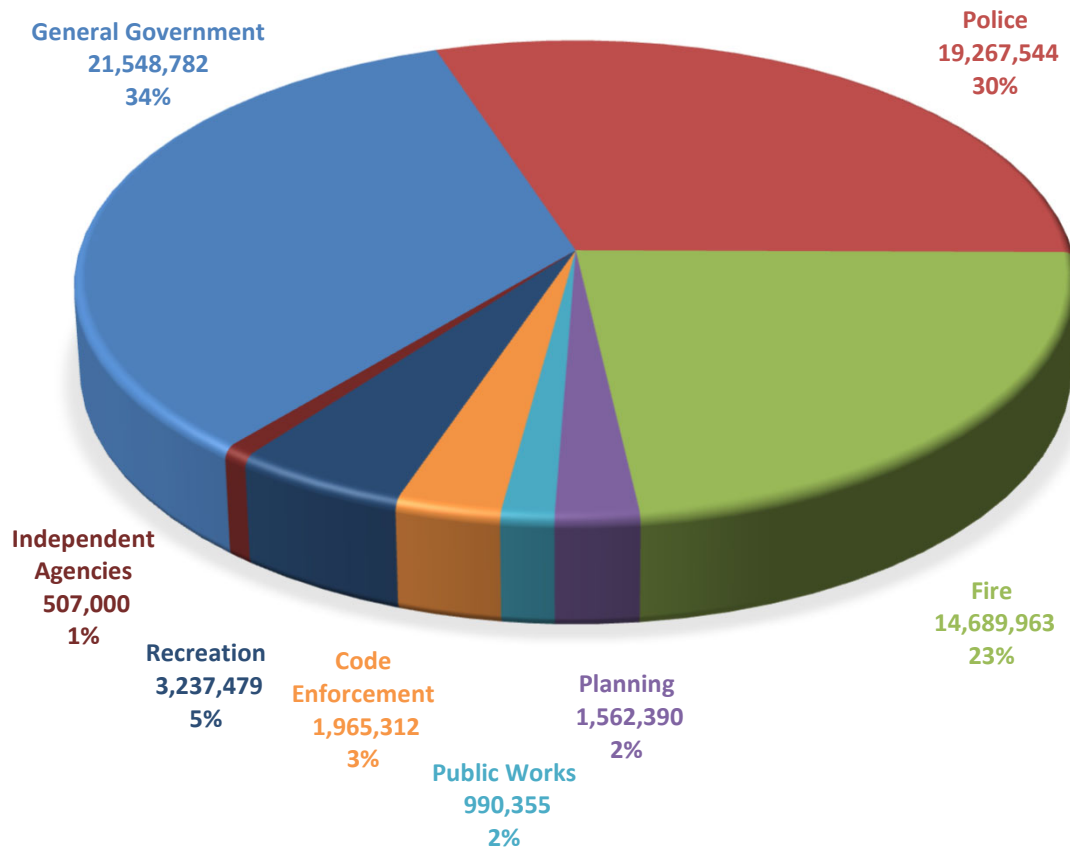






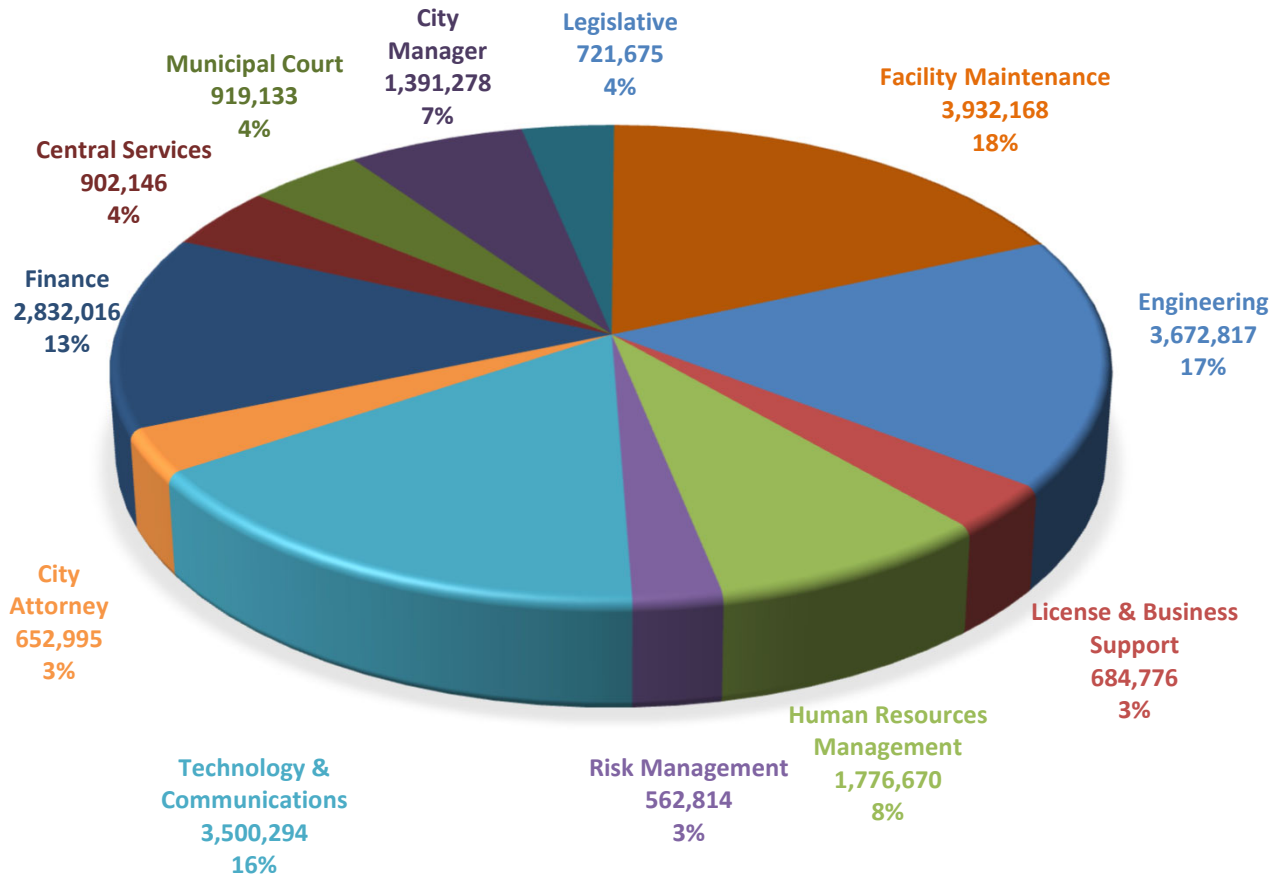
## General Fund

# City of Albany FY 2021 General Fund Expenditures



Total General Fund Expenditures  
\$63,768,825

# City of Albany FY 2021 General Government Expenditures



Total General Government Expenditures  
\$21,548,782

**CITY CLERK'S OFFICE***SUMMARY*

In accordance with the City Charter and Code of Ordinances, the Office of the City Clerk is responsible for the following functions: Serves as official custodian of the City Seal (Sec. 2.2); maintaining records management/retention of all records of the City of Albany (Sec. 2.6 a & b); maintaining the expense reports of the Mayor and Board of Commissioners including all travel functions (Sec. 2.47); maintaining the official minutes of Commission meetings and all ordinances and resolutions that are adopted by the Board of Commissioners (Sec. 2.162); in accordance with O.C.G.A. §21-5-34 (4), serves as the filing officer for municipal elections (which includes campaign and financial disclosure forms, etc.). The City Clerk is responsible for attending all Commission meetings and compiling/distributing the agenda for these meetings. The City Clerk serves as an Ex-Officio member on the Pension Board of Trustees and as liaison to the Mayor, Board of Commissioners, City Manager, Department Directors and citizens as required and requested in performing other duties not listed.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promotion of the City of Albany as a great place to live, work and play.

**GOALS & OBJECTIVES (G&O)**

SP IV, G&O 3: To Be Recognized as a Progressive and Innovative Community.

**PERFORMANCE MEASURES (PM)**

	FY 2019	FY 2020	FY 2021
SP IV, G&O 3, PM 1: # of Certifications Pursued	3	3	3
% of time Minutes sent out after Commission Meeting (5 Business Days)			
# of Town Hall Meetings			
SP IV, G&O 3, PM 4: Mayor/Commissioner Tasks > Average Time			
Average Time to respond in the measure is ( ) Hours			

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

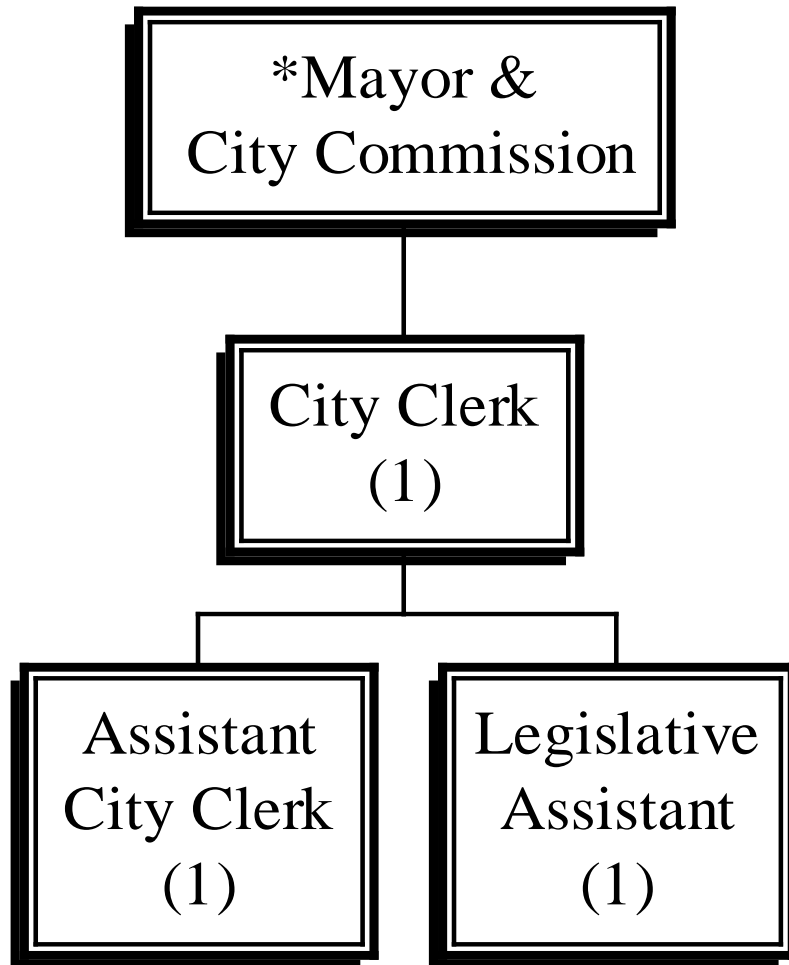
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



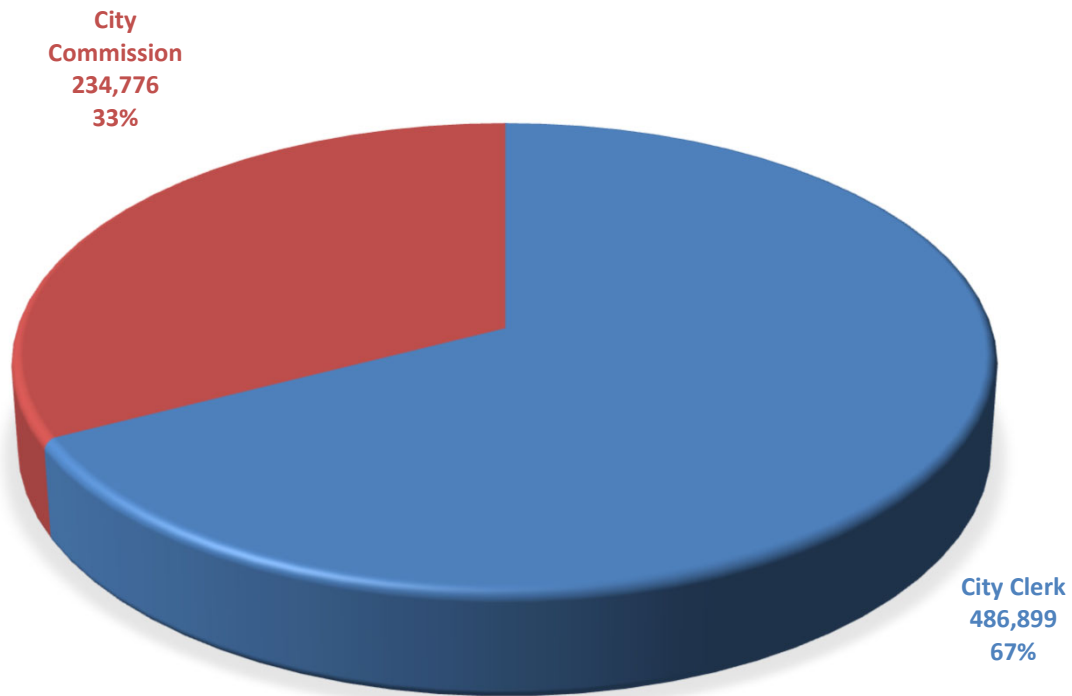
**Legislative  
and  
Office of City Clerk**



\* These are elected officials and are not full-time employees



City of Albany  
Adopted Budget  
FY 2021  
Legislative Department



Total Expenditures  
\$721,675

**LEGISLATIVE SUMMARY***SUMMARY*

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<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	413,929	429,059	445,936
OPERATING EXPENSE	235,670	406,559	275,739
<b>TOTAL</b>	<b>649,598</b>	<b>835,618</b>	<b>721,675</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>

**CITY CLERK'S OFFICE***DESCRIPTION*

In accordance with the City Charter and Code of Ordinances, the Office of the City Clerk is responsible for the following functions: Serves as official custodian of the City Seal (Sec. 2.2); maintaining records management/retention of all records of the City of Albany (Sec. 2.6 a & b); maintaining the expense reports of the Mayor and Board of Commissioners including all travel functions (Sec. 2.47); maintaining the official minutes of Commission meetings and all ordinances and resolutions that are adopted by the Board of Commissioners (Sec. 2.162); in accordance with O.C.G.A. §21-5-34 (4), serves as the filing officer for municipal elections (which includes campaign and financial disclosure forms, etc.). The City Clerk is responsible for attending all Commission meetings and compiling/distributing the agenda for these meetings. The City Clerk serves as an Ex-Officio member on the Pension Board of Trustees and as liaison to the Mayor, Board of Commissioners, City Manager, Department Directors and citizens as required and requested in performing other duties not listed.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	238,941	252,107	266,160
OPERATING EXPENSE	206,227	351,559	220,739
<b>TOTAL</b>	<b>445,169</b>	<b>603,666</b>	<b>486,899</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>

**Class Title**

City Clerk	1	1	1
Assistant City Clerk	1	1	1
Legislative Assistant	0	0	1
Administrative Assistant	1	1	0
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>

## CITY CLERK'S OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>100</b>					
7110	Regular Wages	154,886	158,804	169,567	10,763
7120	Overtime	2,221	3,500	3,500	0
7130	Part Time	16,202	22,300	22,300	0
7210	W/C Insurance	468	369	391	22
7260	FICA Matching	12,573	13,122	13,946	824
7270	Pension Matching	17,291	17,500	18,792	1,292
7280	Insurance Matching	34,260	35,012	35,012	0
7290	Contribution Matching	1,040	1,500	2,652	1,152
7510	Professional Services	124,476	245,500	130,500	-115,000
7512	Tech.Svcs(Surveys,DP)	1,240	5,000	0	-5,000
7550	Communications+Postage	3,269	3,100	3,100	0
7600	Travel	6,269	8,000	8,000	0
7630	Train/Cont. Education	4,395	3,000	3,000	0
7700	Insurance	1,128	9,113	11,320	2,207
7880	Maint: Mach/Imp/Tools	8,825	8,576	8,576	0
7990	Dues and Fees	25,600	35,700	26,700	-9,000
8010	Supplies	5,160	4,000	4,000	0
8016	Small Equip	462	2,000	2,000	0
8017	Printing(Not Std Forms)	132	500	500	0
8018	Books & Subscriptions	531	600	600	0
8020	Photography	0	1,500	0	-1,500
8052	Building Use-Govt Building	24,254	22,970	20,443	-2,527
8150	Food	486	2,000	2,000	0
<b>Total</b>		<b>445,169</b>	<b>603,666</b>	<b>486,899</b>	<b>-116,767</b>

**CITY COMMISSION***DESCRIPTION*

The Board of City Commissioners consists of seven elected members, a Mayor and six Commissioners. The Mayor is elected at-large while the Commissioners are elected by wards. The City Commission makes policy decisions concerning all City Departments, passes ordinances and resolutions, and raises revenue as necessary. The Commission meets on the second and fourth Tuesday of the month to consider and vote on agenda items. All meetings are held in Room 100 of the Government Center at 222 Pine Avenue, Albany, Georgia. The official meeting times are posted on our website at [www.albanyga.gov](http://www.albanyga.gov) and in the Government Center on the first floor.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	174,988	176,952	179,776
OPERATING EXPENSE	29,442	55,000	55,000
<b>TOTAL</b>	<b>204,430</b>	<b>231,952</b>	<b>234,776</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>



CITY COMMISSION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>101</b>					
7132	Elected Officials	115,005	115,000	115,005	5
7210	W/C Insurance	288	288	230	-58
7260	FICA Matching	7,430	8,798	7,838	-960
7280	Insurance Matching	51,665	52,266	56,103	3,837
7290	Contribution Matching	600	600	600	0
7510	Prof Svcs-Ward 5	0	0	0	0
7550	Comm & Postage	292	0	0	0
7550	Comm & Postage Ward 1	1,442	0	0	0
7550	Comm & Postage Ward 2	607	0	0	0
7550	Comm & Postage Ward 3	1,020	0	0	0
7550	Comm & Postage Ward 4	2,764	0	0	0
7550	Comm & Postage Ward 5	1,020	0	0	0
7550	Comm & Postage Ward 6	1,020	0	0	0
7550	Comm & Postage Mayor	658	0	0	0
7600	Travel-Ward 1	3,275	0	0	0
7600	Travel-Ward 2	387	0	0	0
7600	Travel-Ward 4	1,189	0	0	0
7600	Travel-Ward 6	-442	0	0	0
7600	Travel-Mayor	7,137	0	0	0
7630	Train & Ed-Ward 1	2,120	0	0	0
7630	Train/Ed-Ward 3	790	0	0	0
7630	Train/Ed-Ward 4	890	0	0	0
7630	Train/Ed-Mayor	910	0	0	0
7990	Dues & Fees-Ward 4	1,992	0	0	0
7990	Dues & Fees-Mayor	728	0	0	0
7999	Misc. Exp-Ward 1	0	7,500	7,500	0
7999	Misc. Exp-Ward 2	0	7,500	7,500	0
7999	Misc. Exp-Ward 3	0	7,500	7,500	0
7999	Misc. Exp-Ward 4	0	7,500	7,500	0
7999	Misc. Exp-Ward 5	0	7,500	7,500	0
7999	Misc. Exp-Ward 6	0	7,500	7,500	0
7999	Misc. Exp-Mayor	0	10,000	10,000	0
8010	Supplies-Ward 1	240	0	0	0
8010	Supplies-Ward 4	346	0	0	0
8010	Supplies-Mayor	54	0	0	0
8017	Printing Ward 4	66	0	0	0
8017	Printing Mayor	66	0	0	0
8018	Books & Subs Ward 4	360	0	0	0
8018	Books & Subs Ward 5	360	0	0	0
8150	Food-Mayor	151	0	0	0
<b>Total</b>		<b>204,430</b>	<b>231,952</b>	<b>234,776</b>	<b>2,824</b>

**CITY'S MANAGER'S DEPARTMENT***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.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs

SP III: Infrastructure & Asset Management

SP IV: Promotion of the City of Albany as a Great Place to Live, Work, and Play

SP V: Effective & Excellent Service Delivery

SP VI: Fiscal Responsibility

**GOALS & OBJECTIVES (G&O)**

SP II, G&O 1: Expand Albany Utilities Infrastructure

SP III, G&O 1: Develop an Efficient and Sustainable Infrastructure Management Program

SP IV, G&O 1: To Have a Thriving Downtown

SP IV, G&O 2: To Be Recognized as a Vibrant Community & Tourist Destination

SP V, G&O 2: Provide Customer Satisfaction, not only Customer Service

SP VI, G&O 3: Revenue Enhancements

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP IV, G&O 1, PM 2: # of Downtown Events	132	223	150
SP IV, G&O 1, PM 3: # of Tourist Visiting Downtown	41,211	41,800	41,800
SP IV, G&O 1, PM 4: # of Annual Downtown Events	9	9	9
SP IV, G&O 2, PM 1: # of Businesses Located Downtown	267	278	285
SP II, G&O 1, PM 1: Percentage of Metaswitch Project implemented and operational	25%	100%	100%
SP III, G&O 1 - PM 3(a): Percentage of Streetlights converted to LED.	97%	100%	100%
SP III, G&O 1 - PM 3(b): Number of Streetlights converted to LED.	12,123	12,500	12,500
SP VI, G&O 3, PM 1: # of Businesses added to Downtown	23	11	7
SP V, G&O 2, PM 1: # of Employees that have completed customer satisfaction training.	1,144	N/A	N/A
SP V, G&O 2, PM 1: % of employees that have completed customer satisfaction training.	N/A	100%	100%

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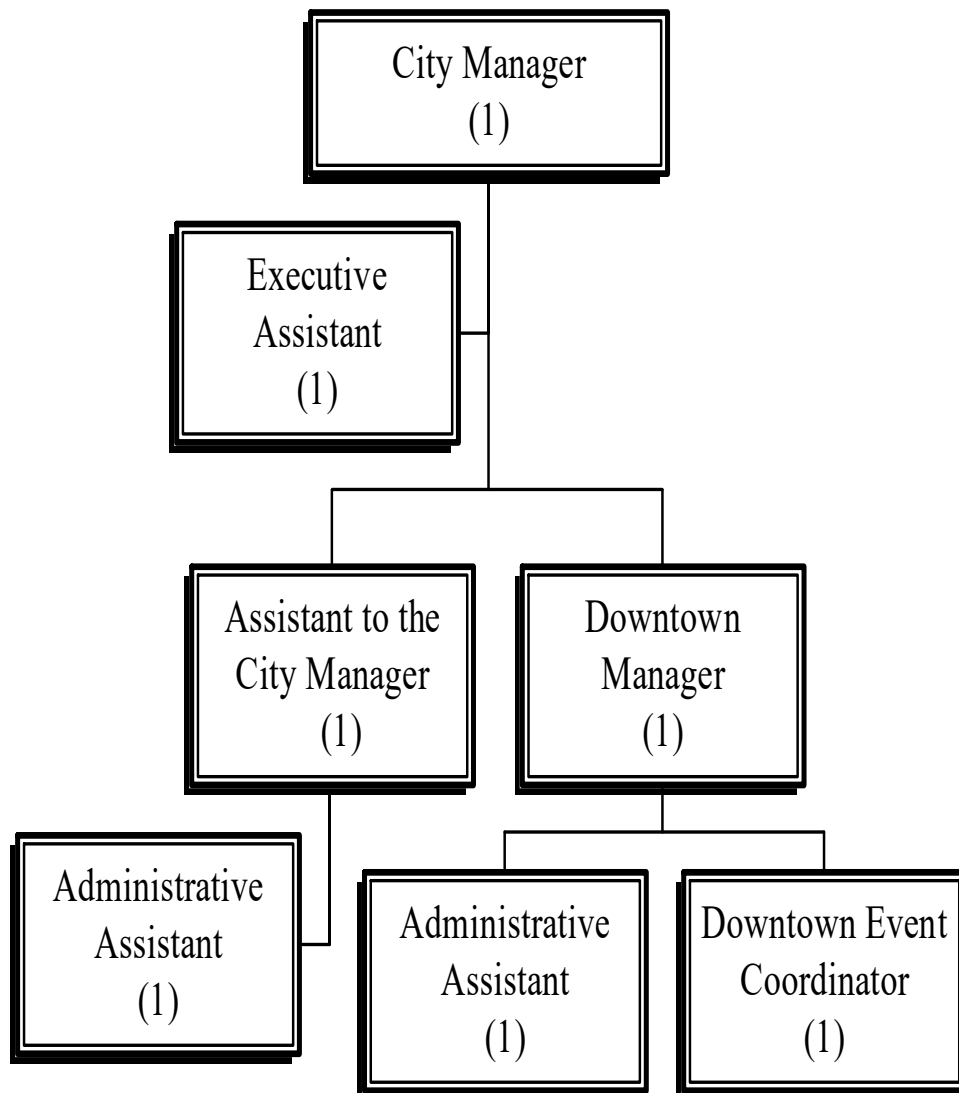
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## City Manager's Department



**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 also serves as the General Manager for Albany Utilities and oversees the Downtown Manager's Office responsible for downtown redevelopment. 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	613,207	597,764	655,787
OPERATING EXPENSE	544,537	695,380	735,491
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,157,743</b>	<b>1,293,144</b>	<b>1,391,278</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>7</b>

**Class Title**

City Manager	1	1	1
Assistant to the City Manager	1	1	1
Executive Assistant	0	1	1
Downtown Event Coordinator	0	1	1
Downtown Business Development Manager	1	0	0
Administrative Assistant	2	1	2
Downtown Manager	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>7</b>

CITY MANAGER'S OFFICE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>201</b>					
7110	Regular Wages	472,805	438,816	459,790	20,974
7120	Overtime	1,301	0	1,250	1,250
7130	Part Time	3,491	23,400	23,400	0
7210	W/C Insurance	1,272	924	969	45
7260	FICA Matching	32,811	35,360	37,060	1,700
7270	Pension Matching	50,873	52,658	55,175	2,517
7280	Insurance Matching	43,628	39,606	71,643	32,037
7290	Contribution Matching	7,026	7,000	6,500	-500
7510	Professional Services	174,565	255,000	244,240	-10,760
7510	Downtown Development	118,093	158,421	236,421	78,000
7550	Communications	7,165	8,364	6,250	-2,114
7600	Travel	15,292	18,300	18,300	0
7610	Travel/Mileage	12,250	9,000	9,000	0
7630	Train/Cont. Education	3,043	8,300	8,300	0
7700	Risk Allocation	10,668	14,838	15,577	739
7870	Vehicle Maint	416	2,255	500	-1,755
7880	Maint: Mach/Imp/Tools	2,198	1,960	2,365	405
7990	Dues and Fees	4,655	5,250	5,250	0
7995	Contingency	188,224	200,000	180,000	-20,000
8010	Supplies	3,322	7,000	3,500	-3,500
8016	Small Equipment	1,254	1,000	1,000	0
8017	Printing(Not Std Forms)	646	1,000	1,000	0
8018	Books & Subscriptions	432	500	500	0
8110	Fuel	343	192	288	96
8150	Food	1,970	4,000	3,000	-1,000
<b>Total</b>		<b>1,157,743</b>	<b>1,293,144</b>	<b>1,391,278</b>	<b>98,134</b>



**CITY ATTORNEY'S OFFICE***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, as well as conduct real estate closings. The City Attorney participates with Risk Management in initial review of Ante-Litem notices and with Animal Control in handling dangerous dog hearings. The office began work in the area of nuisance abatements in 2005 and in 2020 began work dealing with blighted property. Both matters are now part of the City Attorney's Office.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable & Business Friendly

SP IV: Promotion of the City of Albany as a Great Place to Live, Work, and Play

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets

SP IV, G&O 3: To Be Recognized as a Progressive & Innovative Community

**PERFORMANCE MEASURES (PM)**

	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: Nuisance Abatement Cases Processed for Demo/Rehab	138	134	240
SP IV, G&O 3, PM 1: Open Records Request: Processed	951	1121	1200
SP IV, G&O 3, PM 2: % of Open Records Request: Processed in 3 business days	90%	90%	90%

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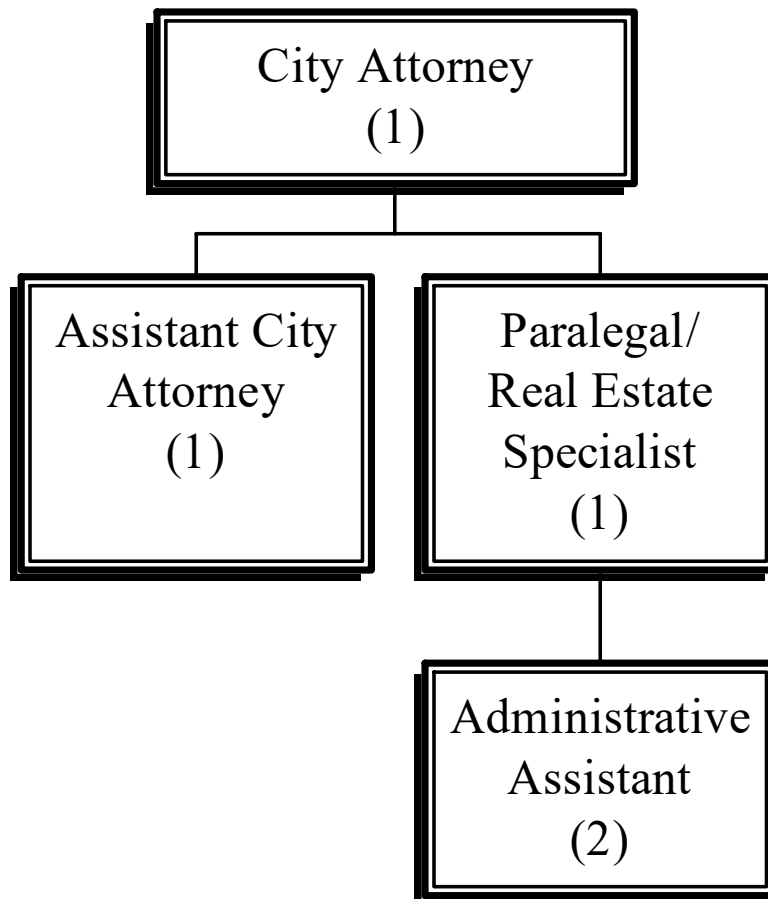
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## City Attorney's Office



**CITY ATTORNEY'S OFFICE***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, as well as conduct real estate closings. The City Attorney participates with Risk Management in initial review of Ante-Litem notices and with Animal Control in handling dangerous dog hearings. The office began work in the area of nuisance abatements in 2005 and in 2020 began work dealing with blighted property. Both matters are now part of the City Attorney's Office.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	324,596	343,191	468,757
OPERATING EXPENSE	169,492	199,515	184,238
<b>TOTAL</b>	<b>494,088</b>	<b>542,706</b>	<b>652,995</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

City Attorney	1	1	1
Assistant City Attorney	1	1	1
Paralegal/Real Estate Specialist	1	1	1
Administrative Assistant	0	0	2
Legal Administrative Specialist	2	2	0
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

## CITY ATTORNEY'S OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>300</b>					
7110	Regular Wages	244,255	256,189	350,878	94,689
7120	Overtime	118	1,000	0	-1,000
7210	W/C Insurance	677	514	702	188
7260	FICA Matching	18,201	19,675	26,842	7,167
7270	Pension Matching	27,087	30,863	42,105	11,242
7280	Insurance Matching	32,916	33,450	46,230	12,780
7290	Contribution Matching	1,341	1,500	2,000	500
7510	Professional Services	4,222	25,500	50,000	24,500
7512	Tech.Svcs(Surveys,DP)	21	0	5,500	5,500
7550	Communications	3,043	3,600	3,800	200
7570	Advertising	3,989	4,000	8,000	4,000
7600	Travel	1,567	4,300	2,400	-1,900
7610	Auto Allowance	2,400	2,400	2,400	0
7630	Train/Cont. Education	1,128	2,500	2,500	0
7700	Risk Allocation	104,976	111,638	52,719	-58,919
7880	Maint: Mach/Imp/Tools	998	1,400	1,606	206
7990	Dues and Fees	3,032	2,885	2,970	85
8010	Supplies	3,762	4,000	4,000	0
8016	Small Equip	3,060	1,500	14,432	12,932
8017	Printing(Not Std Forms)	0	200	0	-200
8018	Books & Subscriptions	12,625	11,646	12,436	790
8052	Rent, Government Center	24,484	23,446	20,975	-2,471
8150	Food/Employee Apprec.	186	500	500	0
<b>Total</b>		<b>494,088</b>	<b>542,706</b>	<b>652,995</b>	<b>110,289</b>

**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.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 2: Create an Environment that Consistently Encourages Business Development & Educational Opportunities

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: # Nuisance Abatement Cases Cleared	138	200	200
SP I, G&O 2, PM 1: # of Community Partners Involved with <i>Albany Works!</i>	20	20	N/A
SP I, G&O 2, PM 2: # Participants in the <i>Albany Works!</i> Program	24	100	N/A

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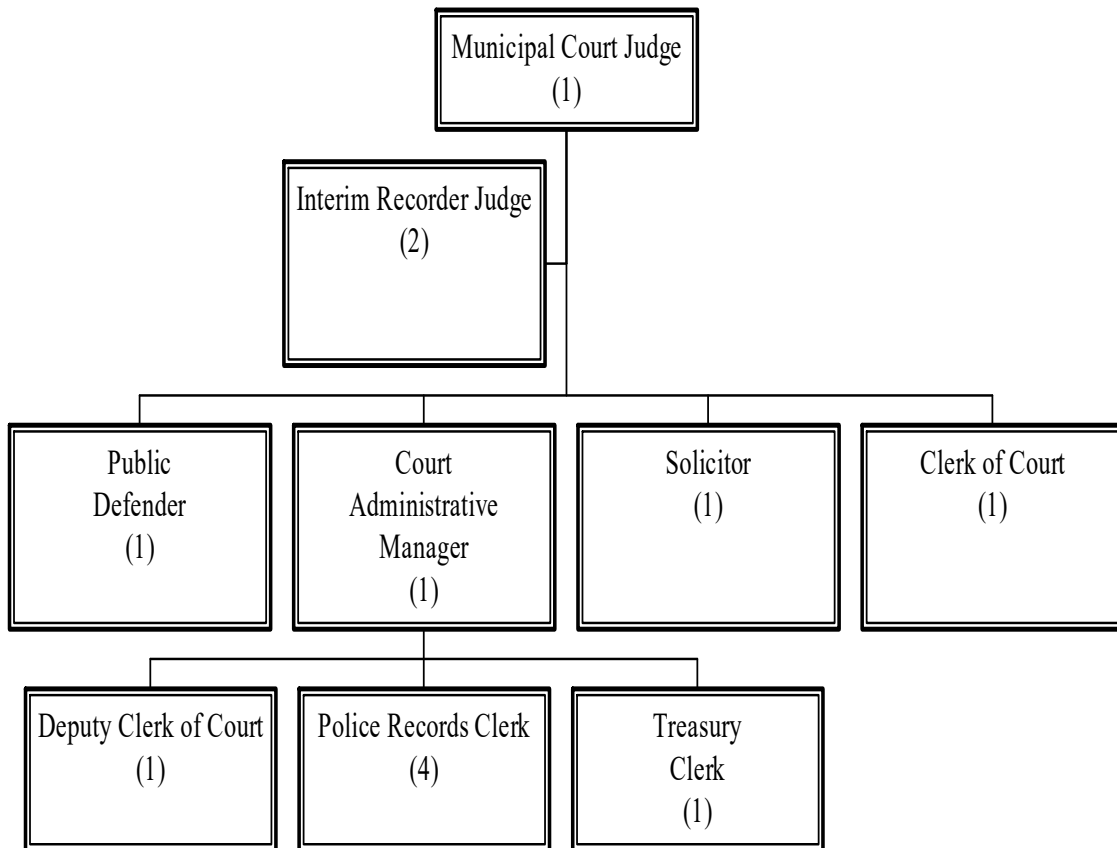
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## Municipal Court Office





**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	491,328	609,031	660,963
OPERATING EXPENSE	171,148	306,207	258,170
<b>TOTAL</b>	<b>662,476</b>	<b>915,238</b>	<b>919,133</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>13</b>	<b>13</b>

**Class Title**

Clerk of Court	1	1	1
Public Defender	1	1	1
Solicitor	1	1	1
Municipal Court Judge	1	1	1
Interim Recorder Judge	2	2	2
Deputy Clerk of Court	1	1	1
Treasury Clerk	1	1	0
Court Administrative Manager	1	1	1
Police Records Clerk	4	4	5
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>13</b>

**MUNICIPAL COURT-Administration***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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	491,328	609,031	383,679
OPERATING EXPENSE	171,148	306,207	248,320
<b>TOTAL</b>	<b>662,476</b>	<b>915,238</b>	<b>631,999</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>13</b>	<b>8</b>

**Class Title**

Clerk of Court	1	1	1
Public Defender	1	1	0
Solicitor	1	1	0
Municipal Court Judge	1	1	0
Interim Recorder Judge	2	2	0
Deputy Clerk of Court	1	1	1
Treasury Clerk	1	1	0
Court Administrative Manager	1	1	1
Police Records Clerk	4	4	5
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>8</b>

## MUNICIPAL COURT-Administration

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>400</b>					
7110.	Regular Wages	354,404	420,258	266,962	-153,296
7120.	Overtime	10,211	15,000	10,000	-5,000
7210.	W/C Insurance	901	871	554	-317
7260.	FICA Matching	26,003	33,297	21,188	-12,109
7270.	Pension Matching	19,602	20,117	33,235	13,118
7280.	Insurance Matching	79,332	117,988	50,240	-67,748
7290	Contribution Matching	875	1,500	1,500	0
7510.	Professional Services	8,712	60,000	5,000	-55,000
7513.	Adm.Svcs(Finance,Mgt)	89,817	84,975	87,733	2,758
7550.	Communications	1,842	3,740	6,145	2,405
7570	Advertising	0	1,000	1,000	0
7600.	Travel	2,706	10,000	4,500	-5,500
7630.	Train/Cont. Education	2,391	7,100	3,500	-3,600
7700.03	Risk Allocation	3,324	73,692	73,720	28
7870.	Maint: Motor Equip.	961	0	0	0
7880.	Maint: Mach/Imp/Tool	24,466	23,908	24,245	337
7990.	Dues and Fees	230	715	450	-265
8010.	Supplies	2,779	5,500	6,500	1,000
8016.	Small Equip	0	500	500	0
8017.	Printing(Not Std Forms)	847	0	0	0
8052.01	Rent Judicial Bldg	33,050	33,527	33,527	0
8110.	Motor Fuel	23	50	0	-50
8150.	Food/Employee Apprec.	0	1,500	1,500	0
<b>Total</b>		<b>662,476</b>	<b>915,238</b>	<b>631,999</b>	<b>(283,239)</b>



**MUNICIPAL COURT-Appointed***DESCRIPTION*

The Municipal Court has five appointed positions from the City Commission. This cost center will show the personnel and operating costs associated with these individuals.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	0	0	277,284
OPERATING EXPENSE	0	0	9,850
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>287,134</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>5</b>

**Class Title**

Public Defender	0	0	1
Solicitor	0	0	1
Municipal Court Judge	0	0	1
Interim Recorder Judge	0	0	2
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>5</b>

## MUNICIPAL COURT-Appointed

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>401</b>					
7110.	Regular Wages	0	0	215,080	215,080
7210.	W/C Insurance	0	0	430	430
7260.	FICA Matching	0	0	16,454	16,454
7280.	Insurance Matching	0	0	43,820	43,820
7290	Contribution Matching	0	0	1,500	1,500
7510.	Professional Services	0	0	5,000	5,000
7600.	Travel	0	0	4,000	4,000
7630.	Train/Cont. Education	0	0	650	650
7990.	Dues and Fees	0	0	200	200
<b>Total</b>		<b>0</b>	<b>0</b>	<b>287,134</b>	<b>287,134</b>

**HUMAN RESOURCES MANAGEMENT***DESCRIPTION*

The Office of Human Resources (OHR) serves as a strategic business partner ensuring that Human Resources' initiatives, policies and procedures align with the strategic direction of the City's leadership. HR is committed to providing the citizens of Albany with a diverse, competent, trained and professional workforce.

The City of Albany is an Equal Opportunity Employer and maintains an alcohol and drug-free workplace. The City of Albany is a rewarding organization to work for that provides a competitive benefits package and a stimulating work environment.

A variety of services are offered to the employees of the City of Albany through the Office of Human Resources. The Office of Human Resources is responsible for Recruitment, Employee Performance Evaluations, Benefits administration, Salary and Wage Administration, Employee Relations, Employee Training and Development, Retirement administration, Personnel Records Retention/Management and Policy Compliance and administration.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

SP IV: Promotion of the City of Albany as a great place to live, work and play.

SP V: Effective and Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 2: Create an Environment that Consistently Encourages Business Development & Educational Opportunities

SP IV, G&O 3: Be Recognized as a Progressive and Innovative Community

**PERFORMANCE MEASURES (PM)**

Measures	FY 2019	FY 2020	FY 2021
SP I, G&O 2, PM 1: # of Interns Involved in the Citywide Internship Program	4	5	5
SP IV, G&O 3, PM 1: (Internal) Length of Time for On-Boarding Process (Measured in days)	111	60	45
SP IV, G&O 3, PM 2: % of Performance Appraisals Completed On-time	60%	70%	80%

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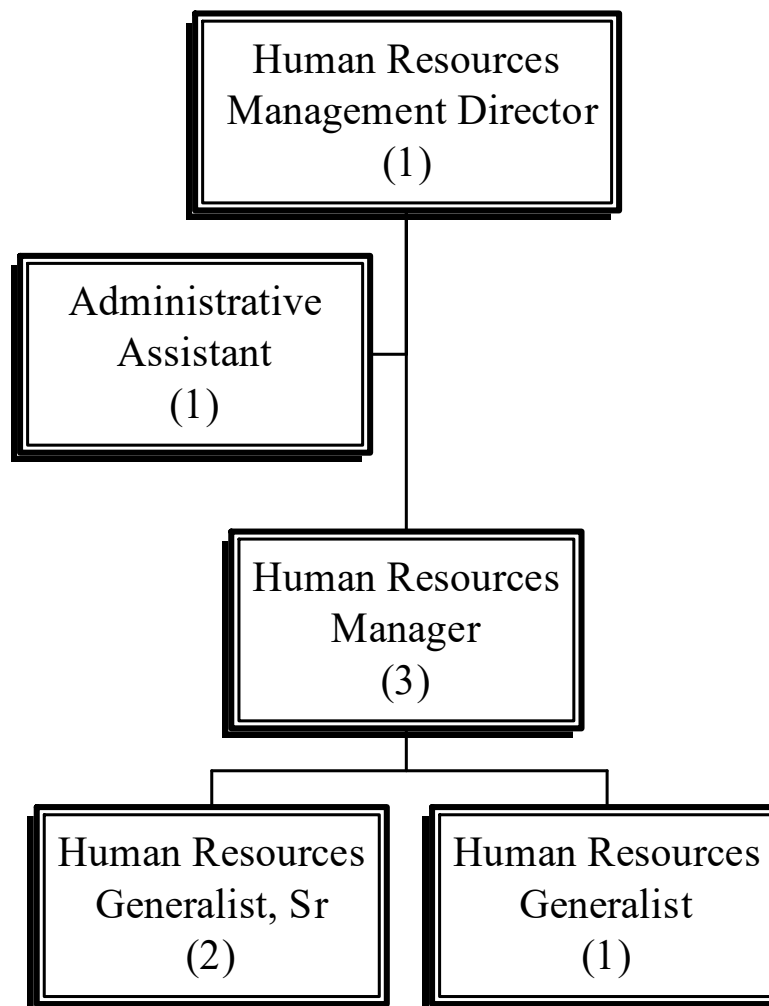
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## Human Resources Department



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<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,284,826	1,555,395	1,504,194
OPERATING EXPENSE	331,731	322,130	272,476
<b>TOTAL</b>	<b>1,616,557</b>	<b>1,877,525</b>	<b>1,776,670</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>8</b>	<b>8</b>

**Class Title**

Director, Human Resources	1	1	1
HR Manager	3	3	3
Administrative Assistant	0	1	1
HR Generalist	2	2	1
HR Generalist, Sr.	1	1	2
HR Administrative Coordinator	1	0	0
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>



## HUMAN RESOURCES MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1000</b>					
7110	Regular Wages	337,244	420,936	433,518	12,582
7120	Overtime	2,595	3,000	1,000	-2,000
7130	Part Time	0	23,500	23,500	0
7210	W/C Insurance	869	895	1,145	250
7220	Tuition Assistance	27,780	40,000	56,000	16,000
7260	FICA Matching	24,287	34,229	35,038	809
7270	Pension Matching	35,707	50,872	52,142	1,270
7275	Retiree Insurance	522,053	600,000	550,000	-50,000
7275.MEDB	Medicare B Reimb	277,054	300,000	275,000	-25,000
7280	Insurance Matching	54,436	77,963	72,851	-5,112
7290	Contribution Matching	2,802	4,000	4,000	0
7510	Professional Services	164,670	191,305	138,531	-52,774
7514	Contract Labor (Temp)	18,011	0	0	0
7570	Communications	6,426	7,340	6,980	-360
7600	Travel	2,443	8,700	5,000	-3,700
7630	Train/Cont. Education	4,069	6,221	5,000	-1,221
7640	Training Development	27,491	28,200	25,579	-2,621
7700.02	Unemployment Insurance	23,985	10,000	10,000	0
7700.03	Risk Allocation	1,512	5,263	15,734	10,471
7700.04	Group Ins.Y/E Audit Adj.	24,166	10,000	10,000	0
7880	Maint: Mach/Imp/Tools	8,614	7,465	10,569	3,104
7990	Dues and Fees	1,191	4,254	3,537	-717
8010	Supplies	7,398	8,175	6,600	-1,575
8016	Small Equip	3,897	0	2,868	2,868
8017	Printing(Not Std Forms)	974	500	500	0
8052.02	Rent Governmental Bldg	34,982	33,207	29,758	-3,449
8150	Food/Employee Apprec.	1,904	1,500	1,500	0
<b>Total</b>		<b>1,616,557</b>	<b>1,877,525</b>	<b>1,776,670</b>	<b>(100,855)</b>

**RISK MANAGEMENT DEPARTMENT SUMMARY***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.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promoting Albany as a Great Place to Live, Work, and Play

SP VI: Fiscal Responsibility

**GOALS & OBJECTIVES (G&O)**

SP IV, G&O 3: Be Recognized as a Progressive and Innovative Community

SP VI, G&O 2: Effectively Manage Organizational Risk

**PERFORMANCE MEASURES (PM)**

Measures	FY 2019	FY 2020	FY 2021
SP IV, G&O 3, PM1: FEMA Disaster Recovery *	3,857,709	13,500,000	6,700,000
SP VI, G&O 2, PM1: Subrogation recovered for damages to City property	171,041	196,698	226,202

\*FEMA submissions are dependent on the completion of all work, responsible departments submitting their documents in a timely manner and the FEMA review and allocation processing time.

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

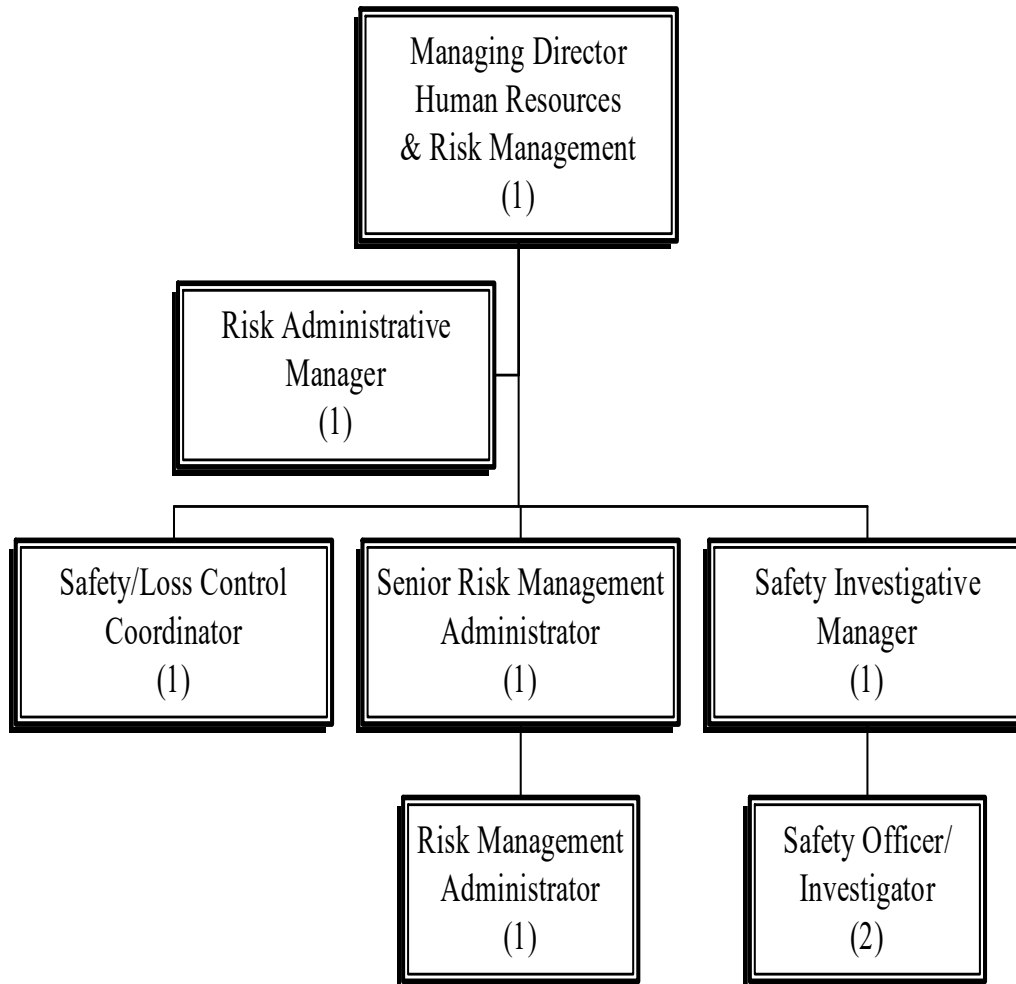
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## **Risk Management Department**



**RISK MANAGEMENT DEPARTMENT SUMMARY***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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	383,859	431,423	409,841
OPERATING EXPENSE	155,809	152,457	152,973
<b>TOTAL</b>	<b>539,668</b>	<b>583,880</b>	<b>562,814</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>7</b>	<b>8</b>

**Class Title**

Managing Director, Human Resources & Risk	1	1	1
Safety Investigative, Manager	0	0	1
Manager, Workers' Compensation	0	1	1
Administrative Manager, Risk	1	1	1
Senior Risk Management Administrator	1	0	0
Safety/Loss Control Coordinator	1	1	1
Safety Officer/Investigator	1	2	2
Risk Management Administrator	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>7</b>	<b>8</b>

## RISK MANAGEMENT DEPARTMENT OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1003</b>					
7110	Regular Wages	258,029	280,721	258,937	-21,784
7120	Overtime	17,241	19,500	8,000	-11,500
7210	W/C Insurance	865	600	534	-66
7230	Uniforms	1,813	2,000	2,500	500
7260	FICA Matching	19,594	22,967	20,421	-2,546
7270	Pension Matching	32,012	36,027	32,032	-3,995
7280	Insurance Matching	51,683	66,608	83,417	16,809
7290	Contribution Matching	2,624	3,000	4,000	1,000
7510	Professional Services	34,087	19,000	19,000	0
7550	Communications	5,600	5,904	5,904	0
7600	Travel	12,647	11,859	13,000	1,141
7630	Train/Cont. Education	4,755	7,795	7,795	0
7700	Risk Allocation	21,720	24,405	25,382	977
7870	Maint: Motor Equip.	11,963	7,426	6,470	-956
7880	Maint: Mach/Imp/Tools	43,234	45,758	51,643	5,885
7990	Dues and Fees	2,410	3,560	3,560	0
8009	Licenses(CDL,CPA,Etc)	0	60	120	60
8010	Supplies	12,706	14,000	14,250	250
8016	Small Equip	1,992	6,500	0	-6,500
8017	Printing(Not Std Forms)	0	300	300	0
8018	Books & Subscriptions	203	320	353	33
8110	Gasoline	2,270	2,890	2,516	-374
8150	Food	2,223	2,680	2,680	0
<b>Total</b>		<b>539,668</b>	<b>583,880</b>	<b>562,814</b>	<b>-21,066</b>

**CENTRAL SERVICES***SUMMARY*

The Central Services Department provides support services to all City departments and to Dougherty County departments as requested. The Department is responsible for acquisition, storekeeping, maintenance and disposal of supplies and equipment. Central Services is comprised of two divisions: Procurement, which houses Administrative employees and Materials Management, which houses the Warehouse and Surplus.

**STRATEGIC PRIORITIES (SP)**

V - Effective & Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

SP V, G&O 2: Provide Customer Satisfaction, Not Only Customer Service

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP V, G&O 2, PM 1: Total Requisitions Assigned during the FY	2,010	2,000	2,000
SP V, G&O 2, PM 2: Formal Bids advertised	74	68	65
SP V, G&O 2, PM 3: Formal Bids awarded	59	26	40
SP V, G&O 2, PM 4: RFP's advertised	16	12	10
SP V, G&O 2, PM 5: RFP's awarded	13	4	5
SP V, G&O 2, PM 6: Average days from advertisement to award	43	41	50
SP V, G&O 2, PM 7: Purchase Orders issued by Procurement	3,586	3,050	3,000
SP V, G&O 2, PM 8: # of surplus items sold	268	500	525
SP V, G&O 2, PM 9: Receipts from surplus sales	\$506,407	\$525,759	\$600,000

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SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

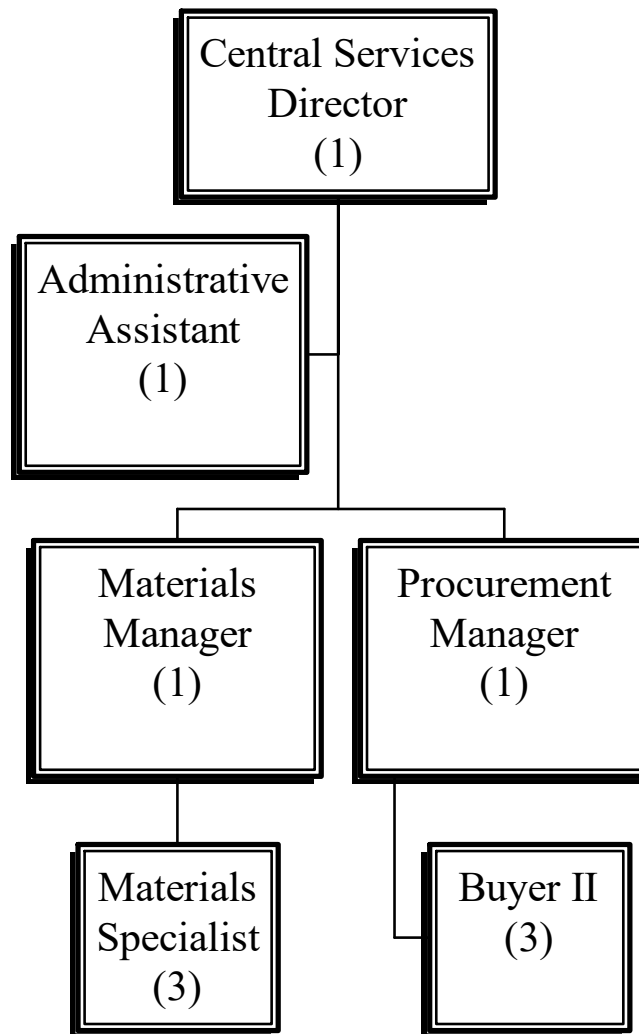
SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility

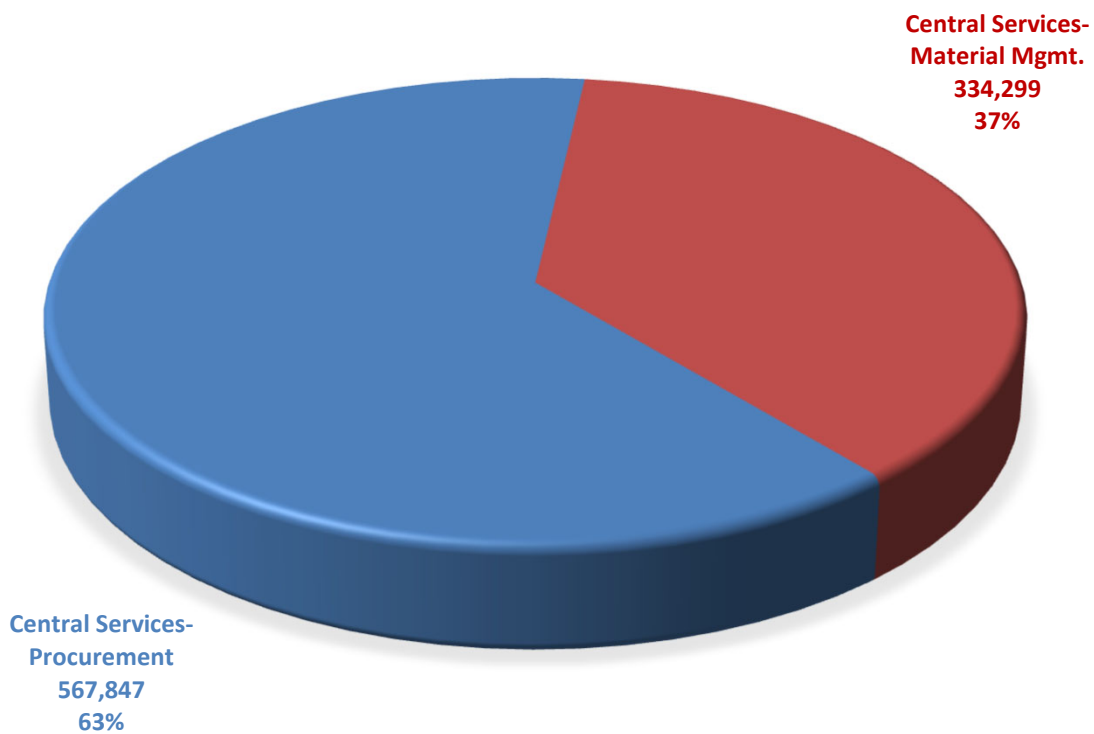




## Central Services Department



City of Albany  
Adopted Budget  
FY 2021  
Central Services Department



Total Expenditures  
\$902,146

**CENTRAL SERVICES***SUMMARY*

The Central Services Department provides support services to all City departments and to Dougherty County departments as requested. The Department is responsible for acquisition, storekeeping, maintenance and disposal of supplies and equipment. Central Services is comprised of two divisions: Procurement, which houses Administrative employees and Materials Management, which houses the Warehouse and Surplus

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	751,102	775,635	753,017
OPERATING EXPENSE	132,346	142,584	149,129
<b>TOTAL</b>	<b>883,448</b>	<b>918,219</b>	<b>902,146</b>
<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>10</b>	<b>10</b>

**CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION***DESCRIPTION*

Administration directs and furnishes support for the two 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	456,578	485,398	492,997
OPERATING EXPENSE	77,189	83,418	74,850
<b>TOTAL</b>	<b>533,768</b>	<b>568,816</b>	<b>567,847</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

Director	1	1	1
Procurement Manager	1	1	1
Buyer	2	0	0
Buyer II	1	3	3
Administrative Assistant	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1100</b>					
7110	Regular Wages	320,121	333,501	344,038	10,537
7120	Overtime	1,529	1,000	500	-500
7130	Part Time	18,447	21,656	21,060	-596
7210	W/C Insurance	889	784	804	20
7260	FICA Matching	24,486	27,246	27,968	722
7270	Pension Matching	35,082	40,140	41,345	1,205
7280	Insurance Matching	51,657	56,571	52,282	-4,289
7290	Contribution Matching	4,368	4,500	5,000	500
7510	Professional Services	25	0	0	0
7550	Communications	3,550	5,200	5,100	-100
7570	Advertising	850	650	650	0
7600	Travel	3,133	4,800	3,700	-1,100
7630	Train/Cont. Education	4,354	4,800	3,500	-1,300
7700	Risk Allocation	10,464	11,966	11,984	18
7870	Maint:Motor Equipment	0	2,364	750	-1,614
7880	Maint:Mach/Imp/Tools	3,825	4,940	5,378	438
7990	Dues and Fees	1,446	1,525	1,350	-175
8009	Licenses(CDL,CPA,Etc)	0	0	0	0
8010	Supplies	5,262	5,700	5,500	-200
8016	Small Equip	4,360	2,200	2,000	-200
8018	Books & Subscriptions	192	200	200	0
8050	Equipment Rental	0	0	0	0
8052	Rent Governmental Bldg	38,375	36,369	32,438	-3,931
8110	Motor Fuel	0	204	300	96
8150	Food/Employee Apprec.	1,385	2,500	2,000	-500
8999	Contracts	-30	0	0	0
<b>Total</b>		<b>533,768</b>	<b>568,816</b>	<b>567,847</b>	<b>-969</b>

**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 when requested. Receives, stores and disposes of surplus materials and equipment. Monitors expendable inventory throughout the City.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	294,523	290,237	260,020
OPERATING EXPENSE	55,157	59,166	74,279
<b>TOTAL</b>	<b>349,680</b>	<b>349,403</b>	<b>334,299</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

Materials Manager	1	1	1
Materials Specialist	3	3	3
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>



## CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1104</b>					
7110	Regular Wages	185,649	183,052	176,278	-6,774
7120	Overtime	20,466	15,000	5,500	-9,500
7210	W/C Insurance	5,324	4,417	4,054	-363
7230	Uniforms	1,198	3,000	2,200	-800
7260	FICA Matching	14,530	15,151	13,906	-1,245
7270	Pension Matching	22,486	23,766	21,813	-1,953
7280	Insurance Matching	42,048	42,851	34,269	-8,582
7290	Contribution Matching	2,802	3,000	2,000	-1,000
7550	Communications	3,614	4,539	10,500	5,961
7600	Travel	1,854	3,000	3,000	0
7630	Training & Education	808	1,200	1,600	400
7870	Maint: Motor Equip.	16,655	15,075	10,238	-4,837
7880	Maint: Mach/Imp/Tools	2,171	0	670	670
7900	Utilities	24,147	30,000	30,000	0
7990	Dues and Fees	83	300	460	160
8010	Supplies	3,563	1,500	800	-700
8016	Small Equip	0	1,500	15,000	13,500
8110	Motor Fuel	2,262	2,052	2,011	-41
<b>Total</b>		<b>349,680</b>	<b>349,403</b>	<b>334,299</b>	<b>-15,104</b>

**FINANCE***DESCRIPTION*

The Finance Department supervises, coordinates, and directs all of the financial operations for the City of Albany. These operations include: accounting for all disbursements and receipts, preparation and administration of the annual budget, administering the retirement system and the Public Employees Group Health Plan, and safeguarding all of the City's assets. The department also serves as advisor to the City Manager and City Commission on all financial matters. The office coordinates audits performed by Independent Certified Public Accountants, and Federal and State Auditors.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promotion of the City of Albany as a great place to live, work and play.

SP VI: Fiscal Responsibility.

**GOALS & OBJECTIVES (G&O)**

SP IV, G&O 3: To Be Recognized as a Progressive and Innovative Community.

SP VI, G&O 1: To Have Effective and Consistent Processes Throughout the Organization.

SP VI, G&O 2: Effectively Manage Organization Risk.

**PERFORMANCE MEASURES (PM)**

	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP VI, G&O 1, PM 1 - Number of Process Improvement Initiatives Being Worked.	8	9	4
SP VI, G&O 1, PM 2 - Percentage of Vendors Using ACH or Electronic	1%	20%	20%
SP VI, G&O 1, PM 3 - % Revenue/Cash Handling Policy Updated and Consistent Throughout the City	13%	50%	100%
SP VI, G&O 1, PM 4 - % Cashless Department that receive payments	N/A	88%	94%
SP VI, G&O 2, PM 1 - Financial Policies Reviewed and/or Updated.	Reviewed	Reviewed	Update
SP VI, G&O 2, PM 2 - # of Audit Recommendations or Comments (In the Year Provided, not the Audit Fiscal Year)	0	1	0

1. COA – Utilities Administration - Executions of recommended Non-Tyler Administrative Projects
2. COA Procurement – Department Administrators Formal Training & Information Network
3. COA Procurement – Enhanced P-Card Usage - Strategy & Implementation
4. COA City Attorney's Office – Civil Litigation Retention & Storage Project
5. COA Municipal Court – Redesign Strategy
6. COA Municipal Court – Strategy & Implementation Plan-Court Staff Training & "Fresh Start"
7. COA Municipal Court – Operational Procedures Manual & Clerk Training Manuals
8. COA Municipal Court – Center for Court Innovations – Community Needs Assessment Report
9. COA Municipal Court – U.S. Department of Justice – Grant Application for the planning and establishments of Community Courts

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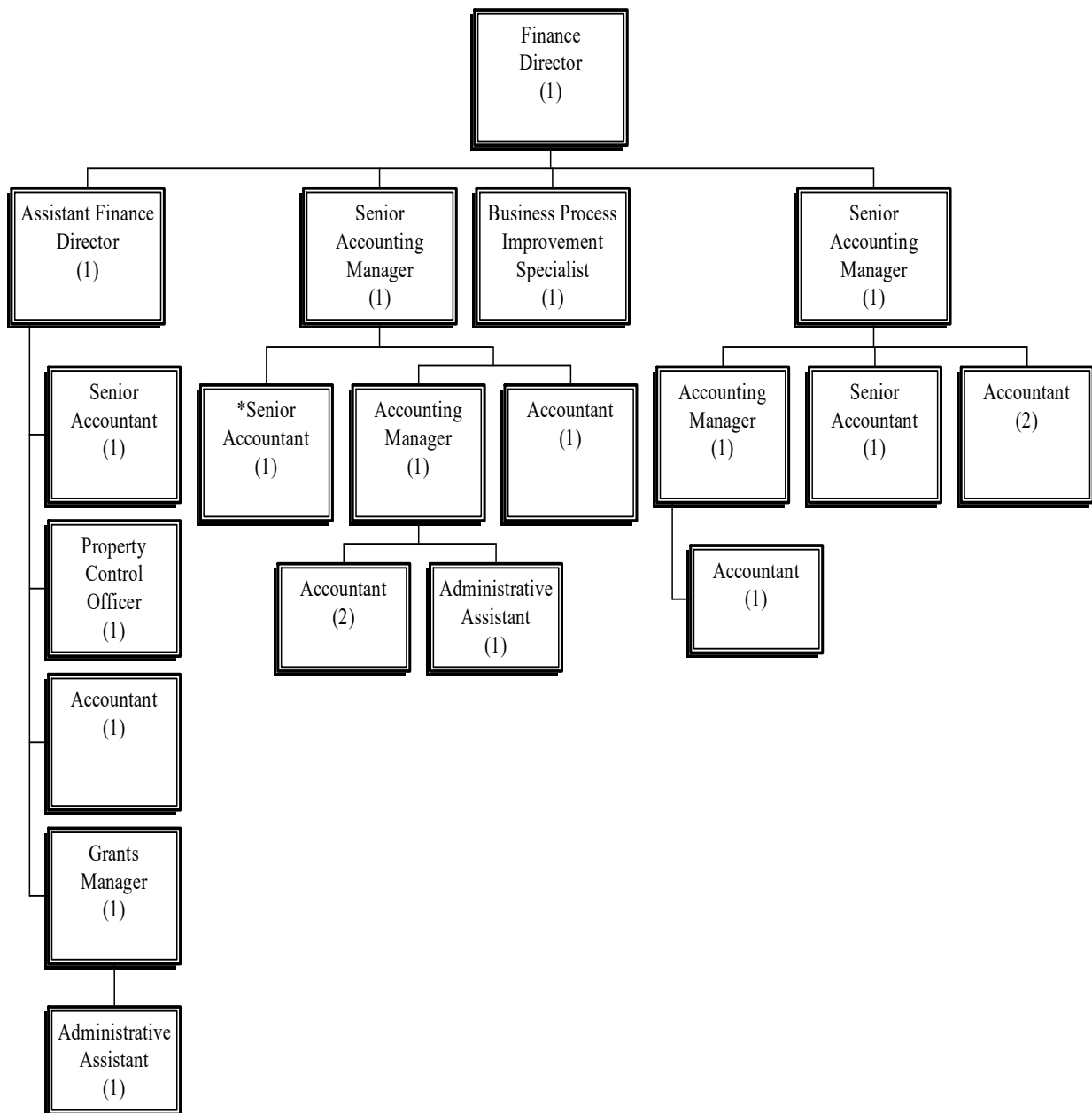
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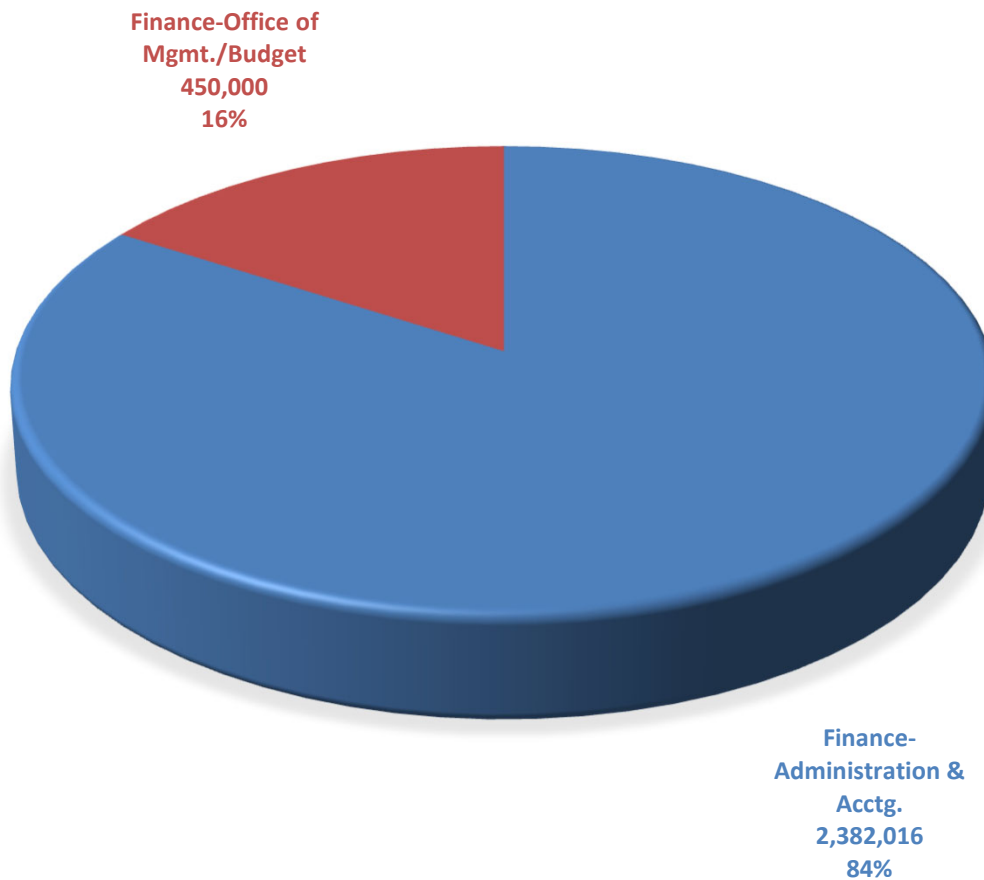


## Finance Department



\*1 Funded by Public Employees Group Health Plan

City of Albany  
Adopted Budget  
FY 2021  
Finance Department



Total Expenditures  
\$2,832,016

**FINANCE SUMMARY***DESCRIPTION*

The Finance Department supervises, coordinates, and directs all of the financial operations for the City of Albany. These operations include: accounting for all disbursements and receipts, preparation and administration of the annual budget, administering the retirement system and the Public Employees Group Health Plan, and safeguarding all of the City's assets. The department also serves as advisor to the City Manager, Utility Board and City Commission on all financial matters. The office coordinates audits performed by Independent Certified Public Accountants, and Federal and State Auditors.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,842,737	2,074,391	2,057,196
OPERATING EXPENSES	774,180	773,007	774,820
<b>TOTAL</b>	<b>2,616,917</b>	<b>2,847,398</b>	<b>2,832,016</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>21</b>	<b>21</b>

**FINANCE DEPARTMENT***DESCRIPTION*

The Finance Department supervises, coordinates, and directs all of the financial operations for the City of Albany. These operations include: accounting for all disbursements and receipts, preparation and administration of the annual budget, administering the retirement system and the Public Employees Group Health Plan, and safeguarding all of the City's assets. The department also serves as advisor to the City Manager, Utility Board and City Commission on all financial matters. The office coordinates audits performed by Independent Certified Public Accountants, and Federal and State Auditors.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,424,103	1,524,391	1,607,196
OPERATING EXPENSES	774,180	773,007	774,820
<b>TOTAL</b>	<b>2,198,282</b>	<b>2,297,398</b>	<b>2,382,016</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>21</b>	<b>21</b>

**Class Title**

Director, Finance	1	1	1
Administrative Assistant	1	2	2
Assistant Director, Finance	1	1	1
Business Process Improvement Specialist	1	1	1
Property Control Officer	1	1	1
Senior Accounting Manager	2	2	2
Senior Accounting Analyst	1	0	0
*Accountant, Senior	3	3	3
Accountant	6	7	7
Accounting Manager	2	2	2
Accounting Technician, Senior	1	0	0
Grants Manager	1	1	1
<b>TOTAL</b>	<b>21</b>	<b>21</b>	<b>21</b>

\* One Position Funded by Public Employees Group Health Plan



## FINANCE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1501</b>					
7110	Regular Wages	1,041,425	1,106,181	1,169,928	63,747
7120	Overtime	1,119	5,000	2,000	-3,000
7130	Part Time	17,908	0	0	0
7210	W/C Insurance	2,876	2,222	2,344	122
7260	FICA Matching	76,311	85,005	89,652	4,647
7270	Pension Matching	112,873	133,342	140,631	7,289
7280	Insurance Matching	162,443	182,641	192,641	10,000
7290	Contribution Matching	9,147	10,000	10,000	0
7510	Professional Services	235,470	245,000	248,500	3,500
7513	Adm.Svcs(Finance,Mgt)	345,944	347,610	347,337	-273
7550	Communications	14,726	15,462	18,538	3,076
7570	Avertising	975	2,000	2,000	0
7600	Travel	8,416	6,000	7,000	1,000
7630	Train/Cont. Education	12,314	13,000	14,000	1,000
7700.03	Risk Allocation	3,984	20,937	17,936	-3,001
7870.01	Labor	794	326	472	146
7870.02	Maintenance	1,171	1,201	306	-895
7870.03	Parts	297	88	203	115
7880	Maint: Mach/Imp/Tools	9,715	10,000	10,684	684
7990	Dues and Fees	69,228	48,900	49,300	400
8009	Licenses(CDL,CPA,Etc)	0	200	0	-200
8010	Supplies	12,420	8,000	7,500	-500
8016	Small Equip	6,345	4,000	4,200	200
8017	Printing(Not Std Forms)	2,934	2,500	2,500	0
8018	Books & Subscriptions	1,298	1,000	1,000	0
8050	Equipment Rental	6,030	6,800	6,800	0
8052.02	Building Use-Govt Building	41,205	39,357	35,912	-3,445
8110.01	Gasoline	207	126	132	6
8150	Food/Employee Apprec.	708	500	500	0
<b>Total</b>		<b>2,198,282</b>	<b>2,297,398</b>	<b>2,382,016</b>	<b>84,618</b>

**Budget Management***DESCRIPTION*

The Finance Department supervises, coordinates, and directs all of the financial operations for the City of Albany. These operations include: accounting for all disbursements and receipts, preparation and administration of the annual budget, administering the retirement system and the Public Employees Group Health Plan, and safeguarding all of the City's assets. The department also serves as advisor to the City Manager, Utility Board and City Commission on all financial matters. The office coordinates audits performed by Independent Certified Public Accountants, and Federal and State Auditors.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	418,635	550,000	450,000
OPERATING EXPENSES	0	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>418,635</b>	<b>550,000</b>	<b>450,000</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

Budget Management					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1502</b>					
7110	Regular Wages	380,175	498,414	407,792	-90,622
7210	W/C Insurance	9,710	13,457	11,012	-2,445
7260	FICA Matching	28,750	38,129	31,196	-6,933
<b>Total</b>		<b>418,635</b>	<b>550,000</b>	<b>450,000</b>	<b>(100,000)</b>

**LICENSE AND BUSINESS SUPPORT DEPARTMENTAL SUMMARY***SUMMARY*

The License & Business Support department is made up of Marshals' Office and Treasury. The Marshals are responsible for maintaining the best interest of the citizens of Albany and Dougherty County as it relates to conducting business. The primary function of the Treasury Division is to collect funds due to the city.

**STRATEGIC PRIORITIES (SP)**

SP V - Effective & Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

SP V, G&O 1: Improve the Process in the Planning & Development and License & Business Support Departments

**PERFORMANCE MEASURES (PM)**

	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
PM V, G&O 1, PM 1: # of Business Inspected for non-Renewals	317	300	330
PM V, G&O 1, PM 2: # Online renewals of Occupational Tax	357	397	400

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SP III = Infrastructure & Asset Management

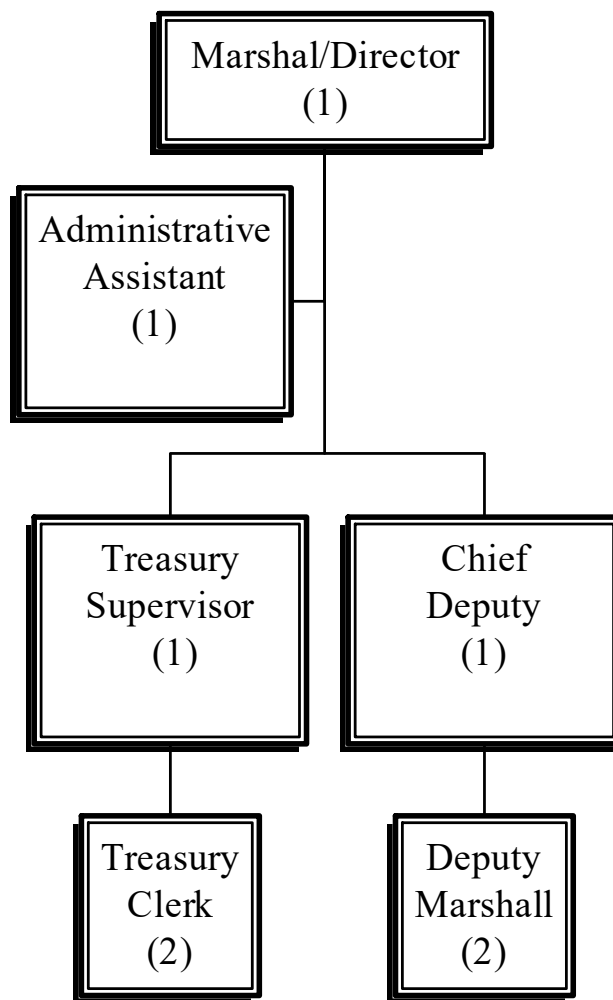
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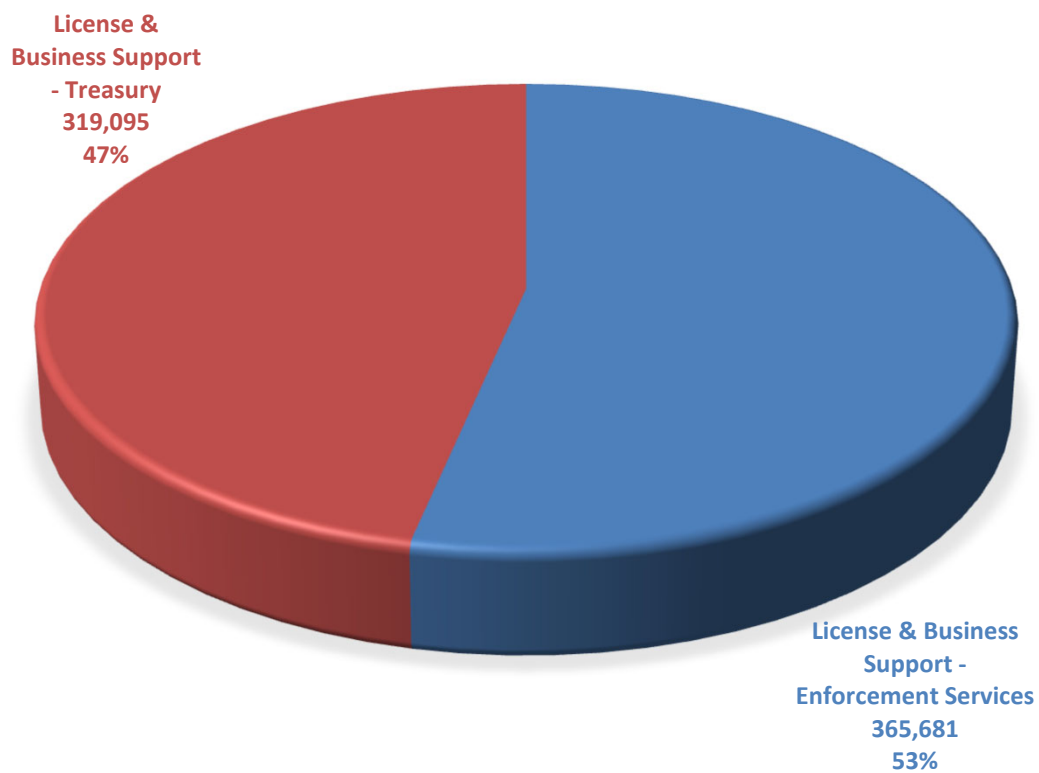
SP VI = Fiscal Responsibility



## **License & Business Support Department**



City of Albany  
Adopted Budget  
FY 2021  
License and Business Support



Total Expenditures  
\$684,776



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**LICENSE AND BUSINESS SUPPORT DEPARTMENTAL SUMMARY**


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*SUMMARY*


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The License & Business Support department is made up of Marshals' Office and Treasury. The Marshals are responsible for maintaining the best interest of the citizens of Albany and Dougherty County as it relates to conducting business. The primary function of the Treasury Division is to collect funds due to the city.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	488,313	553,721	529,824
OPERATING EXPENSE	133,648	131,748	154,952
<b>TOTAL</b>	<b>621,961</b>	<b>685,469</b>	<b>684,776</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>8</b>	<b>8</b>

**MARSHAL/LICENSE INSPECTOR***DESCRIPTION*

Dougherty County as it relates to conducting business. Their duties are to conduct investigations, regulate and approve permits, monitor alcohol establishments and businesses. To make sure that those conducting business are in possession of an Occupational Tax Certificate for the City of Albany, and Dougherty County and when applies an alcohol license. Aid in the collection of delinquent excise taxes and bad checks. They also 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. This Division also serves delinquent property tax notices, city warrants (make arrest) and deliver summons from the Municipal Court. Additionally, the division is responsible for the security of the Albany Utilities and during judicial hearings of the Municipal Court, and the meeting of the Utility Board.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	332,953	331,664	323,617
OPERATING EXPENSE	37,444	36,570	42,064
<b>TOTAL</b>	<b>370,397</b>	<b>368,234</b>	<b>365,681</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

Marshal/Director, License & Business Support	1	1	1
Code Enforcement Officer (Sworn)	2	2	0
Deputy Marshal	0	0	2
Chief Deputy/License Inspector	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>

## SERVICES DIVISION OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1701</b>					
7110	Regular Wages	230,501	227,933	220,546	-7,387
7120	Overtime	3,187	2,000	2,000	0
7210	W/C Insurance	7,808	8,324	8,056	-268
7230	Uniforms	3,082	4,300	4,000	-300
7260	FICA Matching	17,157	17,590	17,025	-565
7270	Pension Matching	32,773	34,490	33,382	-1,108
7280	Insurance Matching	35,484	34,027	36,108	2,081
7290	Contribution Matching	2,961	3,000	2,500	-500
7510	Professional Services	141	0	0	0
7550	Communications	5,628	4,700	6,302	1,602
7600	Travel	2,614	2,100	1,750	-350
7630	Train/Cont. Education	1,315	1,445	1,290	-155
7870	Maint: Motor Equip.	3,375	4,324	6,345	2,021
7880	Maint: Mach/Imp/Tools	13,830	16,160	18,098	1,938
7990	Dues and Fees	0	445	350	-95
8010	Supplies	3,943	3,200	3,000	-200
8016	Small Equip	2,178	0	1,000	1,000
8017	Printing(Not Std Forms)	235	0	0	0
8018	Books & Subscriptions	251	200	200	0
8110	Gasoline	3,775	3,496	3,229	-267
8150	Food/Employee Apprec.	158	500	500	0
<b>Total</b>		<b>370,397</b>	<b>368,234</b>	<b>365,681</b>	<b>-2,553</b>

**TREASURY DEPARTMENT***DESCRIPTION*

The primary function of the Treasury Division is to collect funds due to the city in the form of alcohol license fees, occupational taxes, miscellaneous permits, bonds & fines, Community Development loan payments, delinquent revenue accounts, and other miscellaneous income. Maintain the petty cash funds and the payment of travel vouchers. Serves as a collection point for generated revenue from other city departments. Consolidate daily transaction reports of collected revenue for bank deposits and submit them to the Finance Department. In addition we collect County Occupational Taxes and alcohol license fees.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	155,361	222,057	206,207
OPERATING EXPENSE	96,204	95,178	112,888
<b>TOTAL</b>	<b>251,564</b>	<b>317,235</b>	<b>319,095</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

Teller/Treasury Supervisor	1	1	1
Administrative Assistant	2	1	1
Treasury Clerk	1	2	2
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>

TREASURY DEPARTMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1702</b>					
7110.	Regular Wages	89,589	128,387	128,064	-323
7120.	Overtime	1,879	1,000	1,000	0
7130.	Part Time	20,381	29,760	15,476	-14,284
7210.	W/C Insurance	291	318	289	-29
7260.	FICA Matching	8,130	12,175	11,057	-1,118
7270.	Pension Matching	9,623	14,706	15,368	662
7280.	Insurance Matching	25,353	35,411	34,453	-958
7290.	Contribution Matching	114	300	500	200
7510.	Professional Services	22,840	24,000	24,000	0
7550.	Communications	302	1,000	1,500	500
7600.	Travel	0	3,450	2,950	-500
7630	Training & Development	75	700	850	150
7700	Risk Allocation	3,504	6,884	15,938	9,054
7880.	Maint: Mach/Imp/Tools	34,583	32,728	35,087	2,359
8010.	Supplies	2,801	3,300	3,300	0
8016.	Small Equip	10,301	1,000	0	-1,000
8052.03	Rent Central Square Bldg	21,859	22,116	29,263	7,147
8495	Cash Short/(Over)	(63)	0	0	0
<b>Total</b>		<b>251,564</b>	<b>317,235</b>	<b>319,095</b>	<b>1,860</b>

**TECHNOLOGY AND COMMUNICATIONS***DESCRIPTION*

The Technology and Communications (TAC) department is charged with establishing, monitoring and maintaining all information technology systems and services for Albany and Dougherty County. TAC is responsible for providing the infrastructure for innovation and automation throughout the City and County including the 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. TAC implements governance for the use of the network and auxiliary operating systems while supporting the operational units by coordinating budgetary and functional requirements with all City and County Departments.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promotion of the City of Albany as a Great Place to Live, Work, and Play

SP V: Effective & Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

SP IV, G&O 3: Be Recognized as a Progressive and Innovative Community

SP V, G&O 1: Improve the Processes in the Planning & Development and Licensing & Business Support Department

**PERFORMANCE MEASURES (PM)**

	<b>2019</b>	<b>2020</b>	<b>2021</b>
SP IV, G&O 3, PM 1: % of Deployment of Technology Around Smart Cities Initiative	60%	100%	100%
SP IV, G&O 3, PM 2: % of Metaswitch Phone System Migration from Avaya PBX	25%	100%	100%
SP V, G&O 1, PM 1: % of Open Government Platform Project Complete	10%	30%	30%
SP V, G&O 1, PM 2: # of Processes automated through the Paperless Workflow Initiative	28	65	65

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

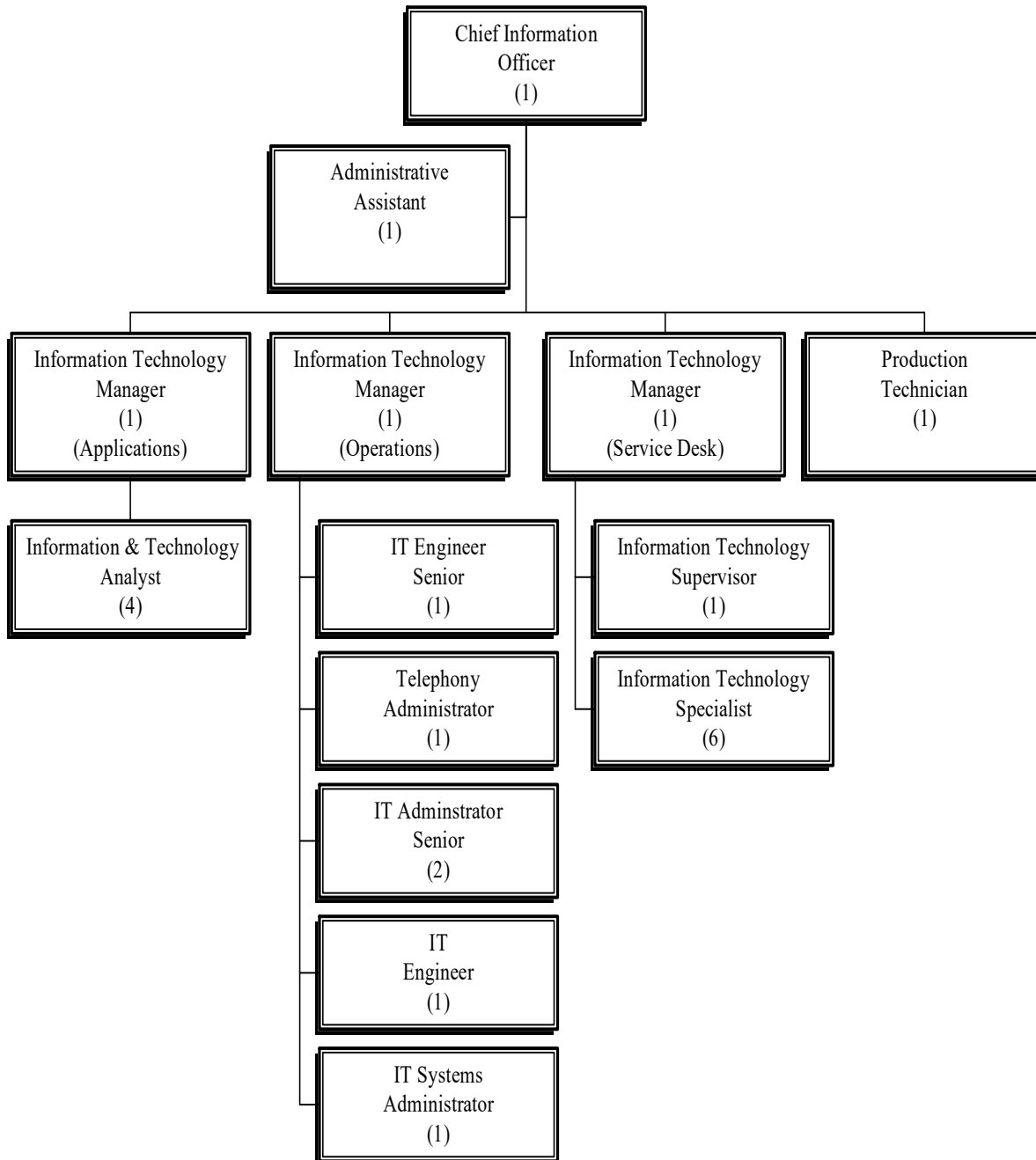
SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility





## Technology & Communications Department



**TECHNOLOGY AND COMMUNICATIONS***DESCRIPTION*

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<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,368,007	1,677,218	1,761,612
OPERATING EXPENSE	1,555,796	1,672,353	1,738,682
<b>TOTAL</b>	<b>2,923,802</b>	<b>3,349,571</b>	<b>3,500,294</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>22</b>	<b>23</b>

**Class Title**

Chief Information Officer	1	1	1
IT Analyst	3	4	4
IT Manager	3	3	3
IT Supervisor	1	1	1
IT Systems Administrator, Sr.	2	2	2
IT Systems Administrator	1	1	1
IT Specialist	4	6	6
Computer Systems Technician	1	0	0
Communications Technician	1	0	0
Production Technician	0	0	1
Telephony Administrator	0	1	1
IT Engineer, Sr.	2	1	1
Applications/RD Engineer	1	1	1
Administrative Assistant	0	1	1
Administrative Specialist	1	0	0
<b>TOTAL</b>	<b>21</b>	<b>22</b>	<b>23</b>

## TECHNOLOGY AND COMMUNICATIONS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>1800</b>					
7110	Regular Wages	991,745	1,188,437	1,270,500	82,063
7120	Overtime	32,749	30,000	22,000	-8,000
7210	W/C Insurance	2,732	2,377	2,585	208
7220	FICA Matching	74,591	93,210	98,876	5,666
7270	Pension Matching	108,713	146,212	155,100	8,888
7280	Insurance Matching	144,403	203,982	200,051	-3,931
7290	Contribution Matching	13,073	13,000	12,500	-500
7510	Professional Services	75	0	0	0
7512	Tech.Svcs(Surveys,DP)	260,324	302,000	286,300	-15,700
7514	Contract Labor(Temp)	-1,162	0	0	0
7550	Communications	282,940	226,800	312,180	85,380
7600	Travel	22,905	32,000	30,000	-2,000
7610	Auto Allowance	6,000	6,000	6,000	0
7630	Train/Cont. Education	22,626	38,500	25,000	-13,500
7700	Insurance / Risk Allocation	11,784	5,521	17,382	11,861
7870	Maint: Motor Equip.	6,215	3,965	4,275	310
7880	Maint: Mach/Imp/Tools	835,748	960,800	957,689	-3,111
7990	Dues and Fees	14,211	12,480	13,230	750
8009	Licenses(CDL,CPA,Etc)	1,811	0	500	500
8010	Supplies	7,162	11,500	9,500	-2,000
8016	Small Equip	44,569	33,500	32,000	-1,500
8018.	Books & Subscriptions	1,586	500	500	0
8052.01	Rent Judicial Bldg	34,400	34,896	34,896	0
8110.	Motor Fuel	1,378	1,391	1,730	339
8150	Food/Employee Apprec.	3,223	2,500	2,500	0
<b>Total</b>		<b>2,923,802</b>	<b>3,349,571</b>	<b>3,500,294</b>	<b>150,723</b>

**PLANNING & DEVELOPMENT***DESCRIPTION*

The Planning and Development Services Department is comprised of two Divisions: Planning & Zoning and Development Services (Inspection). 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.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Goal 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets.

SP I, G&O 2: Create an environment that consistently encourages business development and educational opportunities

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 2, PM 1: Establish a Complete Count Committee to educate the public and generate interest in the 2020 US Census	N/A	100%	N/A
SP I, G&O 2, PM 1: # of Development Review meetings Facilitated to discuss potential development projects with developers, engineers, and architects	16	18	20
SP I, G&O 1, PM 1: # of Developers and other interested citizens connected with regarding tax-delinquent properties available through the Land Bank for redevelopment	34	45	55
SP I, G&O 2, PM 4: % of building permits issued within 10 business days	80%	85%	87%

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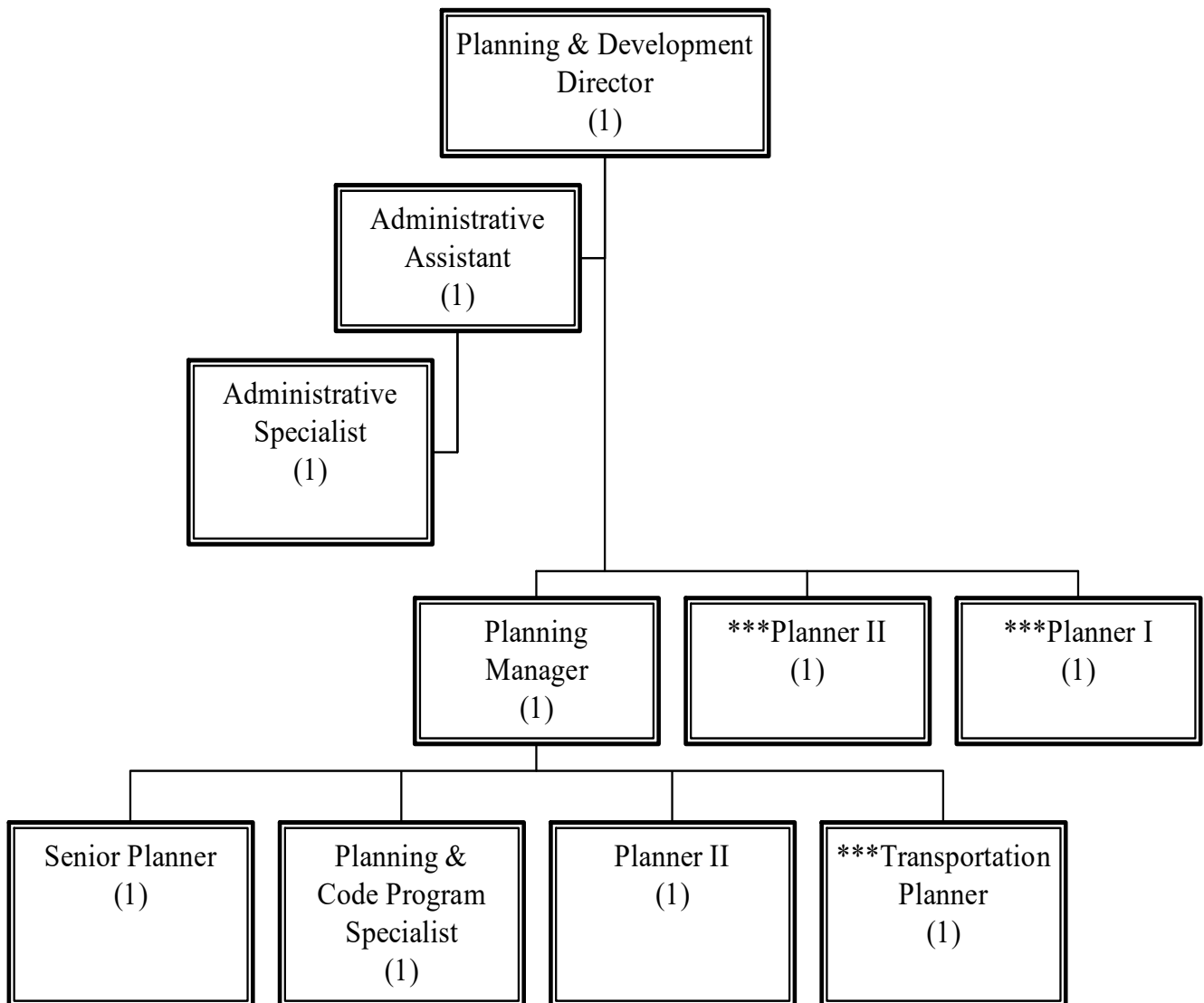
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## Planning & Development



\*\*\* Position is grant funded

**PLANNING & DEVELOPMENT SERVICES***DESCRIPTION*

The Planning and Development Services Department is comprised of two Divisions: Planning & Zoning and Development Services (Building permits and inspection). Planning and Zoning is responsible for the administration of all land use regulations within the city limits of Albany as well as unincorporated Dougherty County. This Division is responsible for management of the Comprehensive Land Use Plan, Zoning Ordinance, Floodplain Management Ordinances, and Sign Ordinances. It also provides staff support for several citizen boards, including Historic Preservation, Greenspace, Planning Commission, Land Bank and Transportation. The Development Services Division provides first-rate customer service while ensuring compliance with the Georgia State building code, local codes, and ordinances. Assistance is given to residents, design professionals, contractors, builders and developers to ensure that all construction is maintained in a safe, energy efficient, and accessible manner.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>621,933</b>	<b>526,921</b>	<b>584,898</b>
PERSONNEL SERVICES	457,288	488,087	536,808
OPERATING EXPENSE	1,090,072	700,759	1,025,582
<b>TOTAL</b>	<b>1,547,360</b>	<b>1,188,846</b>	<b>1,562,390</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>9</b>	<b>10</b>

**Class Title**

Administrative Assistant	1	1	1
* Planner II - Transportation Planner	1	1	0
* Planner III - Transportation Planner	0	0	1
* Planner I	0	0	1
**Planner II	1	2	2
Planner, Senior	1	1	1
Planning Manager	1	1	1
Planning & Code Program Specialist	1	1	1
Administrative Specialist	1	1	1
Dir, Planning, Development Services & Code Enforcement	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>9</b>	<b>10</b>

\* Grant Funded Position

\*\* 1 of the 2 positions is a Grant Funded Position



## PLANNING &amp; DEVELOPMENT SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2100</b>					
7110	Regular Wages	331,548	355,431	372,905	17,474
7120	Overtime	1,201	1,500	1,500	0
7210	W/C Insurance	914	680	695	15
7230	Uniforms	708	360	360	0
7260	FICA Matching	23,650	27,190	28,642	1,452
7270	Pension Matching	36,351	42,832	44,929	2,097
7280	Insurance Matching	59,382	56,594	83,277	26,683
7290	Contribution Matching	3,534	3,500	4,500	1,000
7510	Professional Services	945,955	580,660	870,000	289,340
7550	Communications	5,920	6,700	8,989	2,289
7570	Advertising	10,019	6,000	6,000	0
7600	Travel	12,767	13,865	15,385	1,520
7630	Train/Cont. Education	6,486	6,690	7,010	320
7700.03	Risk Allocation	17,196	16,939	27,144	10,205
7870	Maint. Motor Equip.	12,853	2,070	8,041	5,971
7880	Maint: Mach/Imp/Tools	19,292	8,960	8,686	-274
7990	Dues and Fees	2,181	2,760	2,752	-8
8010	Supplies	3,388	4,500	2,000	-2,500
8016	Small Equip	135	0	2,500	2,500
8017	Printing(Not Std Forms)	4,056	4,600	4,600	0
8018	Books & Subscriptions	585	970	640	-330
8052.30	Rent Central Square Bldg	44,273	43,350	54,393	11,043
8110.01	Gasoline	4,456	2,195	6,942	4,747
8150	Food/Employee Apprec.	511	500	500	0
<b>Total</b>		<b>1,547,360</b>	<b>1,188,846</b>	<b>1,562,390</b>	<b>373,544</b>

**POLICE DEPARTMENT***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.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

SP IV: Promotion of the City of Albany as a Great Place to Live, Work, and Play

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets.

SP IV, G&O 3: To Be Recognized as a Progressive and Innovative Community

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: Sworn Officers Retention Rate	72%	74%	74%
SP I, G&O 1, PM 3: Average Response Time for Priority Calls (I, II, III to describe the 3 different levels)	6:53	6:30	6:30
SP I, G&O 1, PM 4: # of Traffic Citations Issued	11,657	11,800	11,800
SP IV, G&O 3, PM 1: # of Drone Deployments in Support of Public Safety Operations	2	12	12

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SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

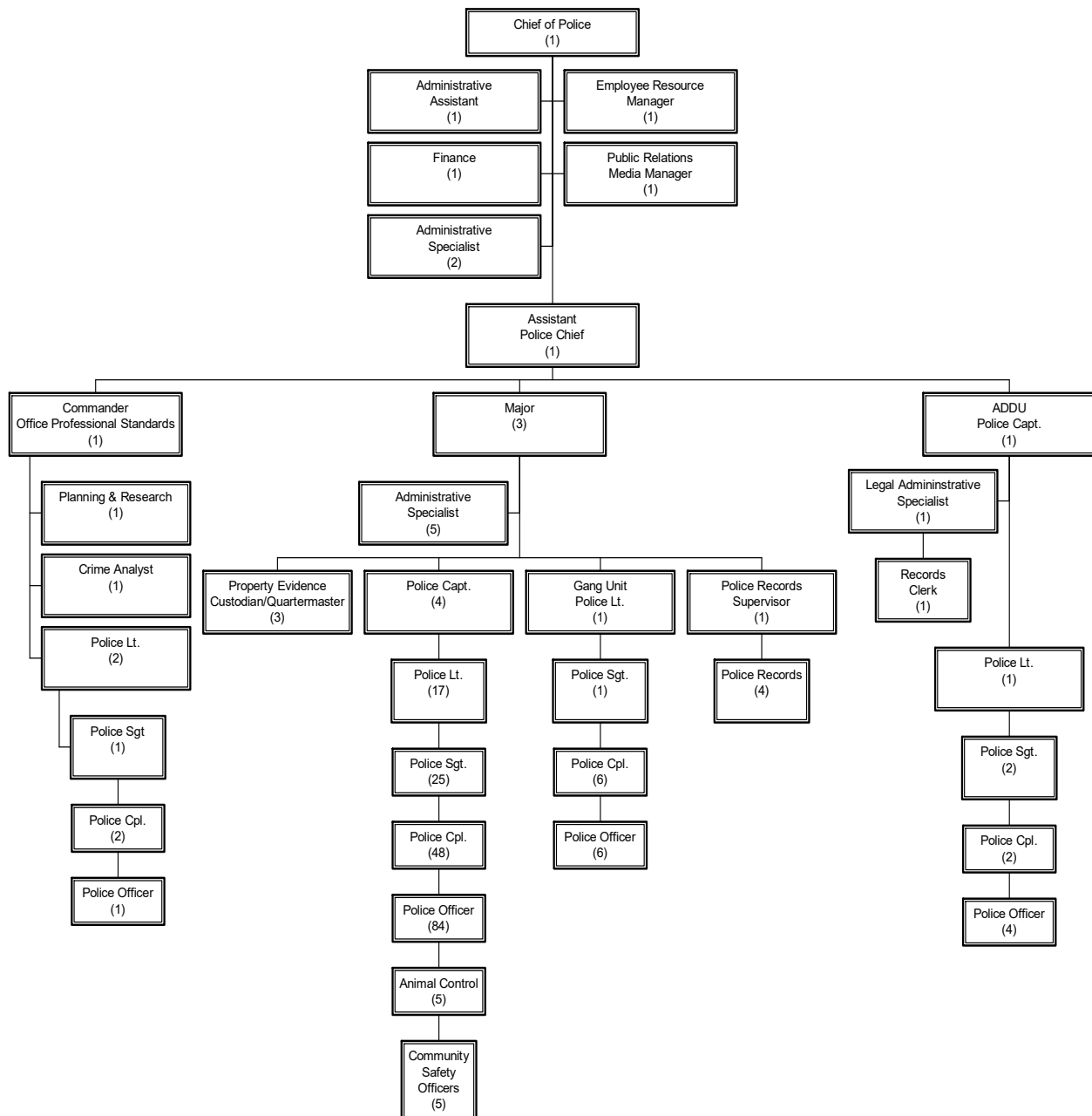
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

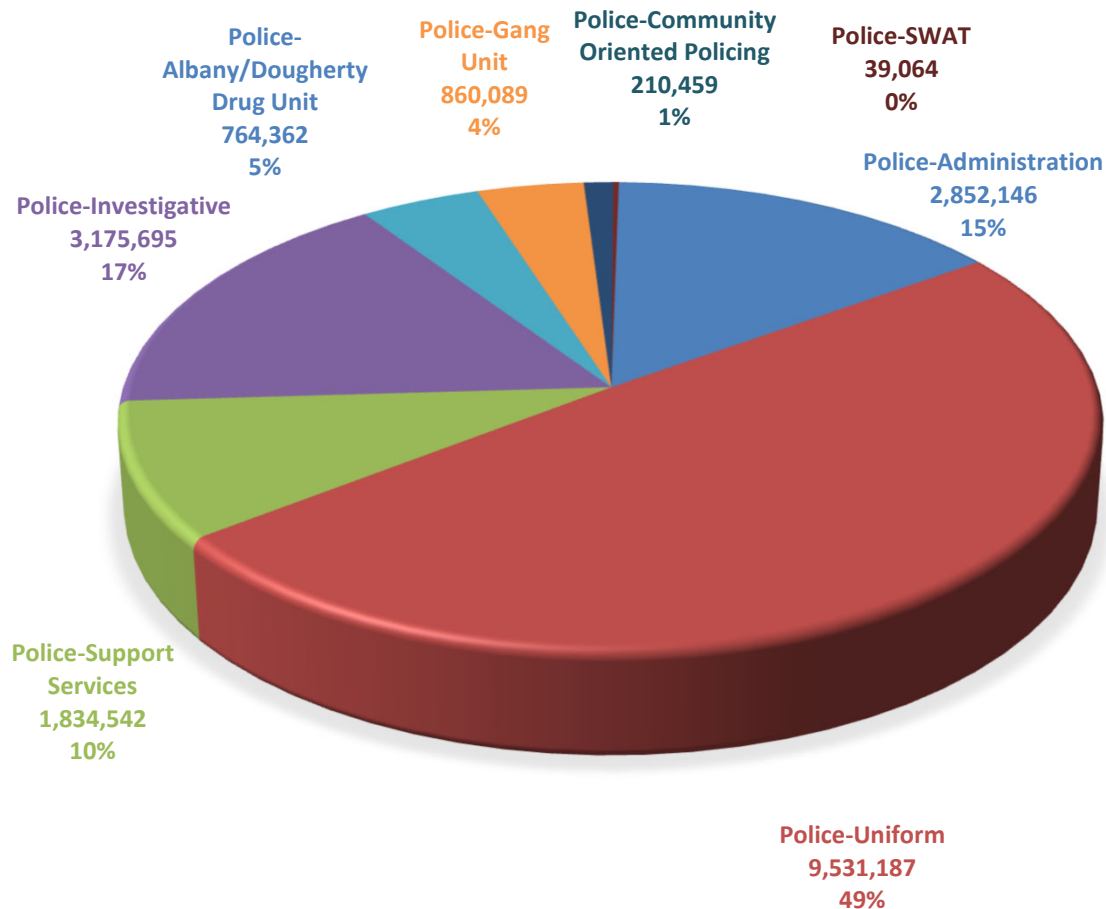
SP VI = Fiscal Responsibility



## Police Department



# City of Albany Adopted Budget FY 2021 Police Department



Total Expenditures  
\$19,267,544

**POLICE DEPARTMENTAL SUMMARY***SUMMARY*

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.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	13,480,965	15,058,560	15,938,854
OPERATING EXPENSE	3,374,206	3,283,808	3,328,690
<b>TOTAL</b>	<b>16,855,171</b>	<b>18,342,368</b>	<b>19,267,544</b>
<b>FULL TIME POSITIONS</b>	<b>247</b>	<b>247</b>	<b>247</b>

**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	4,880	5,000	5,000
OPERATING EXPENSE	29,335	34,064	34,064
<b>TOTAL</b>	<b>34,216</b>	<b>39,064</b>	<b>39,064</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

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



## ALBANY-DOUGHERTY SWAT TEAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>205</b>					
7230	Uniforms	4,880	5,000	5,000	0
7550	Communication	882	1,020	1,020	0
7600	Travel	2,245	5,000	5,000	0
7630	Train/Cont. Education	7,530	6,500	6,500	0
7870	MaintL Motor Equip	1,832	2,335	2,335	0
7880	Maint: Mach/Imp/Tools	0	750	750	0
7990	Dues and Fees	190	800	800	0
8010	Supplies	9,975	10,000	10,000	0
8016	Small Equip	4,976	6,000	6,000	0
8110	Motor Fuel	1,706	1,659	1,659	0
<b>Total</b>		<b>34,216</b>	<b>39,064</b>	<b>39,064</b>	<b>0</b>

**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.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,312,160	1,404,958	1,415,660
OPERATING EXPENSE	1,331,094	1,192,649	1,436,486
<b>TOTAL</b>	<b>2,643,254</b>	<b>2,597,607</b>	<b>2,852,146</b>
<b>FULL TIME POSITIONS</b>	<b>17</b>	<b>17</b>	<b>17</b>

**Class Title**

Police Chief	1	1	1
Assistasnt Chief of Police	1	1	1
Crisis Communication Manager	1	1	1
Police Captain	1	1	1
Police Lieutenant	1	1	1
Police Sergeant	2	2	2
Police Corporal	3	3	3
Police Planning & Research Mgr	1	1	1
Employee Resource Manager, APD	1	1	1
Management/Budget Analyst, APD	1	1	1
Police Crime Analyst	1	1	1
Administrative Assistant	1	1	1
Administrative Specialist	2	2	2
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>17</b>

POLICE ADMINISTRATION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2201</b>					
7110	Regular Wages	893,339	943,415	981,186	37,771
7120	Overtime	34,284	25,000	25,000	0
7210	W/C Insurance	12,406	14,500	10,993	-3,507
7230	Uniforms	5,263	7,500	4,700	-2,800
7260	FICA Matching	66,260	72,084	74,973	2,889
7270	Pension Matching	116,797	145,262	150,928	5,666
7280	Insurance Matching	171,960	184,197	155,880	-28,317
7290	Contribution Matching	11,851	13,000	12,000	-1,000
7510	Professional Services	114,255	20,650	95,650	75,000
7512	Tech.Svcs(Surveys,DP)	320,355	272,500	351,500	79,000
7514	Contract Labor(Temp)	10,650	20,000	10,000	-10,000
7550	Communications	12,593	16,156	52,070	35,914
7570	Advertising	0	1,000	0	-1,000
7600	Travel	23,498	30,850	30,850	0
7630	Train/Cont. Education	29,786	31,050	31,050	0
7700.03	Risk Allocation	487,200	490,658	488,883	-1,775
7870	Maint: Motor Equip.	7,485	2,388	5,071	2,683
7880	Maint: Mach/Imp/Tools	12,368	25,023	23,915	-1,108
7981	Dougherty County Jail	271,629	250,000	290,000	40,000
7990	Dues and Fees	9,306	2,110	2,260	150
8010	Supplies	18,689	15,700	15,700	0
8016	Small Equipment	4,890	5,000	5,000	0
8018	Books & Subscriptions	30	500	500	0
8052	Rent - GBI	0	0	24,720	24,720
8110	Motor Fuel	4,073	4,064	4,317	253
8150	Food/Employee Apprec.	4,286	5,000	5,000	0
<b>Total</b>		<b>2,643,254</b>	<b>2,597,607</b>	<b>2,852,146</b>	<b>254,539</b>

**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.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	7,339,519	8,157,724	8,696,435
OPERATING EXPENSE	1,025,946	955,211	834,752
<b>TOTAL</b>	<b>8,365,465</b>	<b>9,112,935</b>	<b>9,531,187</b>
<b>FULL TIME POSITIONS</b>	<b>142</b>	<b>142</b>	<b>142</b>

**Class Title**

Police Captain	2	2	2
Police Lieutenant	11	11	11
Police Major	1	1	1
Police Sergeant	17	17	17
Police Corporal	26	26	26
Police Officer	74	74	74
Community Safety Officers	5	5	5
Administrative Specialist	1	1	1
Animal Control Superintendent	1	1	1
Animal Control Agent	4	4	4
<b>TOTAL</b>	<b>142</b>	<b>142</b>	<b>142</b>

**POLICE UNIFORM**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>2202</b>					
7110	Regular Wages	4,261,528	4,815,648	5,107,582	291,934
7120	Overtime	762,396	680,000	750,000	70,000
7130	Part Time	56,765	100,500	110,500	10,000
7210	W/C Insurance	150,514	143,186	180,236	37,050
7230	Uniforms	55,184	50,000	50,000	0
7260	FICA Matching	365,605	406,105	434,558	28,453
7270	Pension Matching	673,622	743,547	797,837	54,290
7280	Insurance Matching	975,353	1,180,738	1,223,722	42,984
7290	Contribution Matching	38,554	38,000	42,000	4,000
7510	Professional Services	31,364	30,000	30,000	0
7550	Communications	21,405	23,000	3,370	-19,630
7600	Travel	19,661	20,000	20,000	0
7630	Train/Cont. Education	24,375	20,000	25,000	5,000
7870	Maint: Motor Equip.	399,552	272,245	173,675	-98,570
7880	Maint: Mach/Imp/Tools	148,736	191,775	185,950	-5,825
7990	Dues and Fees	21,028	1,000	1,000	0
8010	Supplies	23,352	18,000	18,000	0
8016	Small Equip	51,440	50,000	56,500	6,500
8050	Rental Equipment	12,009	24,000	25,000	1,000
8110	Motor Fuel	269,922	300,191	291,257	-8,934
8150	Food/Employee Apprec.	3,104	5,000	5,000	0
<b>Total</b>		<b>8,365,465</b>	<b>9,112,935</b>	<b>9,531,187</b>	<b>418,252</b>

**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,349,442	1,304,800	1,420,043
OPERATING EXPENSE	290,639	406,415	414,499
<b>TOTAL</b>	<b>1,640,081</b>	<b>1,711,215</b>	<b>1,834,542</b>
<b>FULL TIME POSITIONS</b>	<b>20</b>	<b>20</b>	<b>20</b>

**Class Title**

Police Captain	1	1	1
Police Lieutenant	2	2	2
Police Major	1	1	1
Police Sergeant	1	1	1
Police Corporal	2	2	2
Police Officer	3	3	3
Administrative Specialist	2	2	2
Police Records Supervisor	1	1	1
Police Records Clerk	4	4	4
Evidence Custodian/Quartermast	3	3	3
<b>TOTAL</b>	<b>20</b>	<b>20</b>	<b>20</b>

## POLICE SUPPORT SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2203</b>					
7110	Regular Wages	808,565	789,907	853,155	63,248
7120	Overtime	76,638	65,000	65,000	0
7130	Part Time	6,413	0	10,000	10,000
7210	W/C Insurance	22,207	22,252	22,260	8
7230	Uniforms	101,728	91,300	91,000	-300
7260	FICA Matching	64,248	65,400	71,004	5,604
7270	Pension Matching	114,891	114,036	123,523	9,487
7280	Insurance Matching	144,030	146,905	173,101	26,196
7290	Contribution Matching	10,724	10,000	11,000	1,000
7510	Professional Services	2,332	0	300	300
7550	Communications	109,981	140,550	186,900	46,350
7600	Travel	23,816	27,500	29,000	1,500
7630	Train/Cont. Education	1,733	4,500	4,000	-500
7870	Maint: Motor Equip.	44,300	12,603	32,222	19,619
7880	Maint: Mach/Imp/Tools	47,229	55,920	61,950	6,030
7990	Dues and Fees	1,763	1,900	1,900	0
8010	Supplies	28,426	65,350	65,100	-250
8016	Small Equip	13,554	80,800	14,600	-66,200
8050	Rental of Equipment	595	1,000	500	-500
8110	Motor Fuel	16,910	16,292	18,027	1,735
<b>Total</b>		<b>1,640,081</b>	<b>1,711,215</b>	<b>1,834,542</b>	<b>123,327</b>



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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	2,451,836	2,710,293	2,899,325
OPERATING EXPENSE	264,696	274,905	276,370
<b>TOTAL</b>	<b>2,716,533</b>	<b>2,985,198</b>	<b>3,175,695</b>
<b>FULL TIME POSITION</b>	<b>42</b>	<b>42</b>	<b>42</b>

**Class Title**

Police Captain	1	1	1
Police Lieutenant	4	4	4
Police Major	1	1	1
Police Sergeant	7	7	7
Police Corporal	20	20	20
Police Officer	7	7	5
Crime Scene Technician	0	0	2
Administrative Specialist	2	2	2
<b>TOTAL</b>	<b>42</b>	<b>42</b>	<b>42</b>

POLICE INVESTIGATIVE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2204</b>					
7110	Regular Wages	1,535,138	1,737,499	1,889,588	152,089
7120	Overtime	130,697	150,783	131,783	-19,000
7210	W/C Insurance	51,993	65,299	69,897	4,598
7230	Uniforms	24,980	28,000	28,000	0
7260	FICA Matching	119,184	125,254	135,435	10,181
7270	Pension Matching	230,044	231,242	271,206	39,964
7280	Insurance Matching	348,088	360,216	362,416	2,200
7290	Contribution Matching	11,710	12,000	11,000	-1,000
7510	Professional Services	1,575	500	500	0
7550	Communications	8,149	8,500	8,500	0
7600	Travel	18,746	19,760	19,760	0
7630	Train/Cont. Education	18,543	24,000	24,000	0
7870	Maint. Motor Equip.	100,571	79,617	78,755	-862
7880	Maint. Mach/Imp/Tools	27,403	30,803	35,653	4,850
7990	Dues and Fees	7,320	2,000	2,000	0
7995	Confidential Informant Pmts	800	6,300	6,300	0
8010	Supplies	17,342	24,200	24,200	0
8016	Small Equip	23,187	31,200	31,200	0
8017	Printing & Binding	469	500	500	0
8110	Motor Fuel	36,891	43,825	36,502	-7,323
8150	Food/Employee Apprec.	3,700	3,700	3,700	0
<b>Total</b>		<b>2,716,533</b>	<b>2,985,198</b>	<b>3,175,695</b>	<b>190,497</b>

**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	496,167	731,313	790,840
OPERATING EXPENSE	77,067	69,320	69,249
<b>TOTAL</b>	<b>573,234</b>	<b>800,633</b>	<b>860,089</b>
<b>FULL TIME POSITIONS</b>	<b>14</b>	<b>14</b>	<b>14</b>

**Class Title**

Police Lieutenant	1	1	1
Police Corporal	6	6	6
Police Officer	6	6	6
Police Sergeant	1	1	1
<b>TOTAL</b>	<b>14</b>	<b>14</b>	<b>14</b>

POLICE GANG UNIT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2208</b>					
7110	Regular Wages	282,492	482,573	532,628	50,055
7120	Overtime	48,898	25,000	25,000	0
7210	W/C Insurance	10,527	13,374	15,186	1,812
7230	Uniforms	3,294	10,500	10,500	0
7260	FICA Matching	23,510	30,829	34,659	3,830
7270	Pension Matching	46,240	57,136	64,644	7,508
7280	Insurance Matching	78,777	108,901	104,723	-4,178
7290	Contribution Matching	2,430	3,000	3,500	500
7510	Professional Services	0	700	700	0
7550	Communications	6,471	5,500	5,850	350
7570	Advertising	912	1,000	1,000	0
7600	Travel	8,007	7,500	7,500	0
7630	Train/Cont. Education	3,374	5,000	5,000	0
7870	Maint: Motor Equipment	34,494	19,269	27,895	8,626
7880	Maint: Mach/Imp/Tools	3,393	4,360	1,700	-2,660
7990	Dues and Fees	28	500	500	0
8010	Supplies	1,803	1,000	1,000	0
8016	Small Equipment	0	3,000	3,000	0
8110.01	Gasoline	18,585	21,491	15,104	-6,387
<b>Total</b>		<b>573,234</b>	<b>800,633</b>	<b>860,089</b>	<b>59,456</b>

**POLICE ADDU***DESCRIPTION*

The Albany/Dougherty Drug Unit was formed in 1989, as a joint effort of the City and County to combat the drug problem in the community. The Drug Unit is comprised of five (5) separate entities: City of Albany Police Department, Dougherty County Police Department, Dougherty County Sheriff's Office, Dougherty County District Attorney's Office and the Albany City Attorney's Office.

The five (5) person advisory board set the policies for the Unit's activities, which are administered through the Unit Commander who is appointed by the Board. The primary function of the Unit is the reduction of illegal narcotics being brought into the community, reduction of the number of drug dealers and the demand for their products as well as drug interaction with other related agencies. The Albany/Dougherty Drug Unit is jointly funded by the City of Albany and Dougherty County.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	514,668	711,903	678,982
OPERATING EXPENSE	142,864	139,244	85,380
<b>TOTAL</b>	<b>657,532</b>	<b>851,147</b>	<b>764,362</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

Police Captain	1	1	1
Police Lieutenant	1	1	1
Police Sergeant	2	2	2
Police Corporal	2	2	2
Police Officer	4	4	4
Administrative Specialist	1	1	1
Legal Administrative Specialist	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>

POLICE ADDU					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2209</b>					
7110	Regular Wages	328,504	466,779	452,886	-13,893
7120	Overtime	30,678	34,000	20,000	-14,000
7210	W/C Insurance	10,293	18,128	14,722	-3,406
7230	Uniforms	2,592	2,500	2,500	0
7260	FICA Matching	26,123	38,310	36,176	-2,134
7270	Pension Matching	48,075	75,117	70,933	-4,184
7280	Insurance Matching	65,918	74,069	78,765	4,696
7290	Contribution Matching	2,486	3,000	3,000	0
7980	Metro Drug Unit	142,864	139,244	85,380	-53,864
<b>Total</b>		<b>657,532</b>	<b>851,147</b>	<b>764,362</b>	<b>-86,785</b>

**POLICE BUILDINGS***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	12,292	32,569	32,569
OPERATING EXPENSE	212,565	212,000	177,890
<b>TOTAL</b>	<b>224,856</b>	<b>244,569</b>	<b>210,459</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>



***FY 2021 Budget***

<b>POLICE BUILDINGS</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>2211</b>					
7130	Part Time	11,354	30,160	30,160	0
7210	W/C Insurance	30	75	75	0
7260	FICA Matching	869	2,307	2,307	0
7280	Insurance Matching	39	27	27	0
7550	Communications	21,058	5,000	17,650	12,650
7900	Utilities	181,836	198,000	158,000	-40,000
8010	Supplies	9,670	9,000	2,000	-7,000
<b>Total</b>		<b>224,856</b>	<b>244,569</b>	<b>210,459</b>	<b>-34,110</b>

**CODE ENFORCEMENT***DESCRIPTION*

The 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 Department require frequent communication and interaction with other local, state, and federal officials.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets.

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 2: % of Complainants Cleared within 60 Days (Property Mnt & Nuisance) (Code) Abatement (Resolved); Demolition (Complete)	80%	90%	90%

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

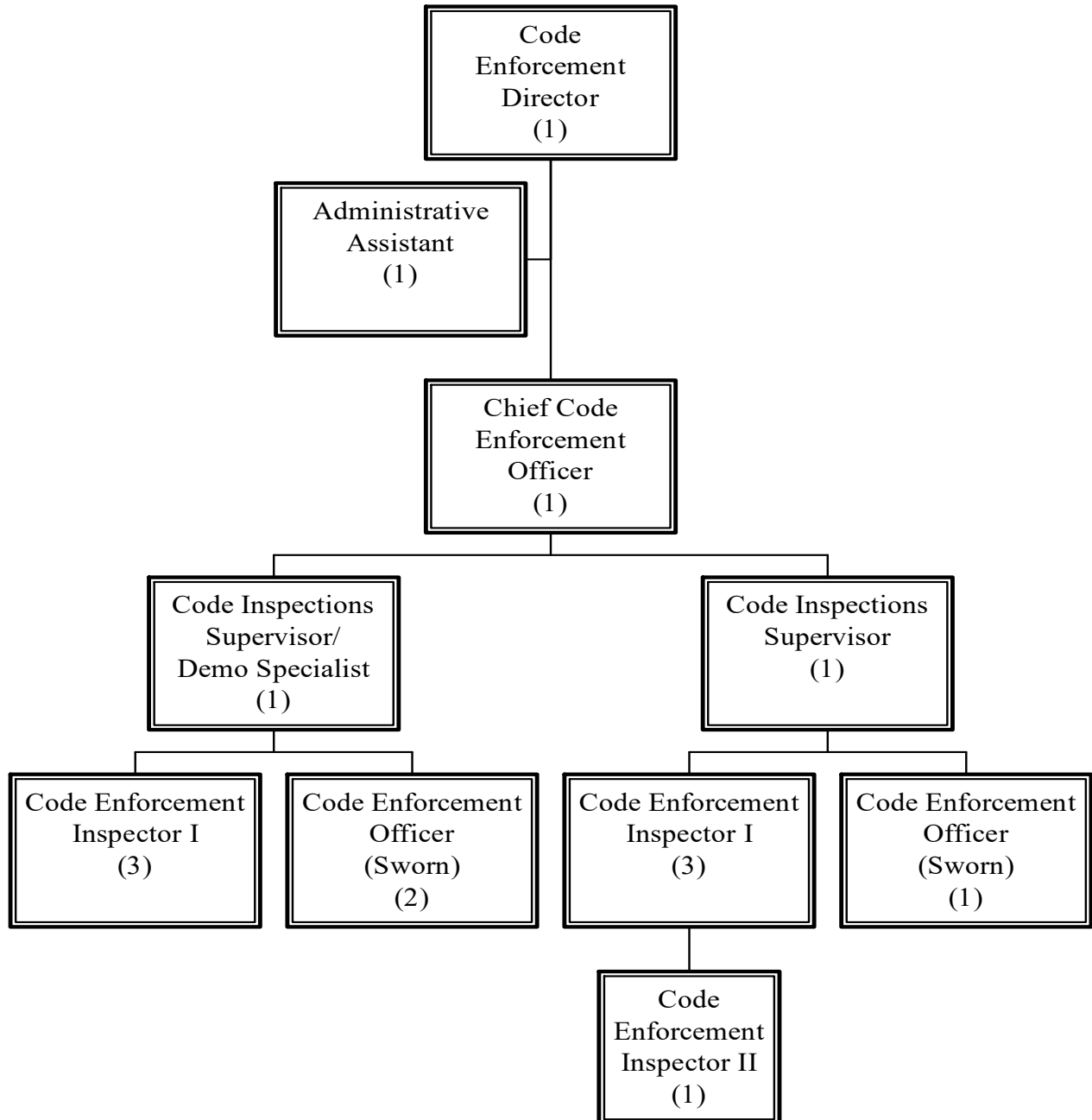
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## Code Enforcement



**CODE ENFORCEMENT DEPARTMENT***DESCRIPTION*

The 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 Department require frequent communication and interaction with other local, state, and federal officials.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	623,320	715,551	836,246
OPERATING EXPENSE	501,100	536,731	1,129,066
<b>TOTAL</b>	<b>1,124,420</b>	<b>1,252,282</b>	<b>1,965,312</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>15</b>

**Class Title**

Administrative Assistant	1	1	1
Code Enforcement Director	0	0	1
Chief Code Enforcement Officer	1	1	1
* Code Enforcement Ofcr (Sworn)	3	3	3
**Code Enforcement Inspector I	4	4	6
Code Enforcement Inspector II	1	1	1
Code Inspections Supervisor	1	1	1
Code Inspections Supervisor/Demolition Specialist	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>15</b>

\* One of the Code Enforcement Officers' position and One of the Code Enforcement Inspector I is paid for by Solid Waste Enterprise Fund

\*\*One of the Code Inspector I is paid for by Dougherty County

CODE ENFORCEMENT DEPARTMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2206</b>					
7110	Regular Wages	427,412	501,777	588,025	86,248
7120	Overtime	6,230	2,500	2,500	0
7210	W/C Insurance	12,683	14,248	21,370	7,122
7230	Uniforms	5,854	6,850	6,850	0
7260	FICA	30,597	35,577	42,175	6,598
7270	Pension Matching	50,260	56,641	69,579	12,938
7280	Insurance Matching	86,248	92,958	100,747	7,789
7290	Contribution Matching	4,036	5,000	5,000	0
7510	Professional Services	230	2,020	2,020	0
7512.01	Demolition Cost	376,036	400,000	1,000,000	600,000
7512.03	Mowing/Lot Cleaning	26,752	32,000	32,000	0
7550	Communications	15,493	18,793	19,523	730
7600	Travel	8,840	10,230	12,360	2,130
7630	Train/Cont. Education	6,699	6,500	8,450	1,950
7870	Maint. Motor Equip.	12,758	11,942	11,765	(177)
7880	Maint: Mach/Imp/Tools	19,140	20,383	21,654	1,271
7990	Dues and Fees	1,709	1,940	2,200	260
8010	Supplies	2,823	2,840	2,840	0
8016	Small Equipment	2,426	2,400	5,200	2,800
8017	Printing	1,376	1,700	1,700	0
8018	Books & Subscription	967	340	400	60
8052	Rent Central Square Bldg	17,484	17,723	0	(17,723)
8110	Gasoline	7,917	7,420	8,454	1,034
8150	Food/Employee Apprec.	450	500	500	0
<b>Total</b>		<b>1,124,420</b>	<b>1,252,282</b>	<b>1,965,312</b>	<b>713,030</b>

**FIRE DEPARTMENT***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.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business-Friendly

SP II: Economic Development & Jobs

SP III: Infrastructure & Asset Management

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets.

SP II, G&O 3: Promote & Support Best Practices and Standards

SP III, G&O 2: Be Recognized as the Regional Technology Leader

**PERFORMANCE MEASURES (PM)**

Measures	FY 2019	FY 2020	FY 2021
SP I, G&O 1, PM 1: # of Fire & Property Safety Educational Events	24,054	30,000	30,000
SP I, G&O 1, PM 2: Fire Safety Blitz - # of Homes Visited	1119	1,300	1,300
SP I, G&O 1, PM 3: "Hear the Alarm; Escape Unharmmed" - Residents Educated	18	30	30
SP I, G&O 1, PM 4: "Hear the Alarm; Escape Unharmmed" - Smoke Alarms Installed	16	40	40
SP I, G&O 1, PM 5: Emergency Preparedness & Resiliency Presentations	24	24	24

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

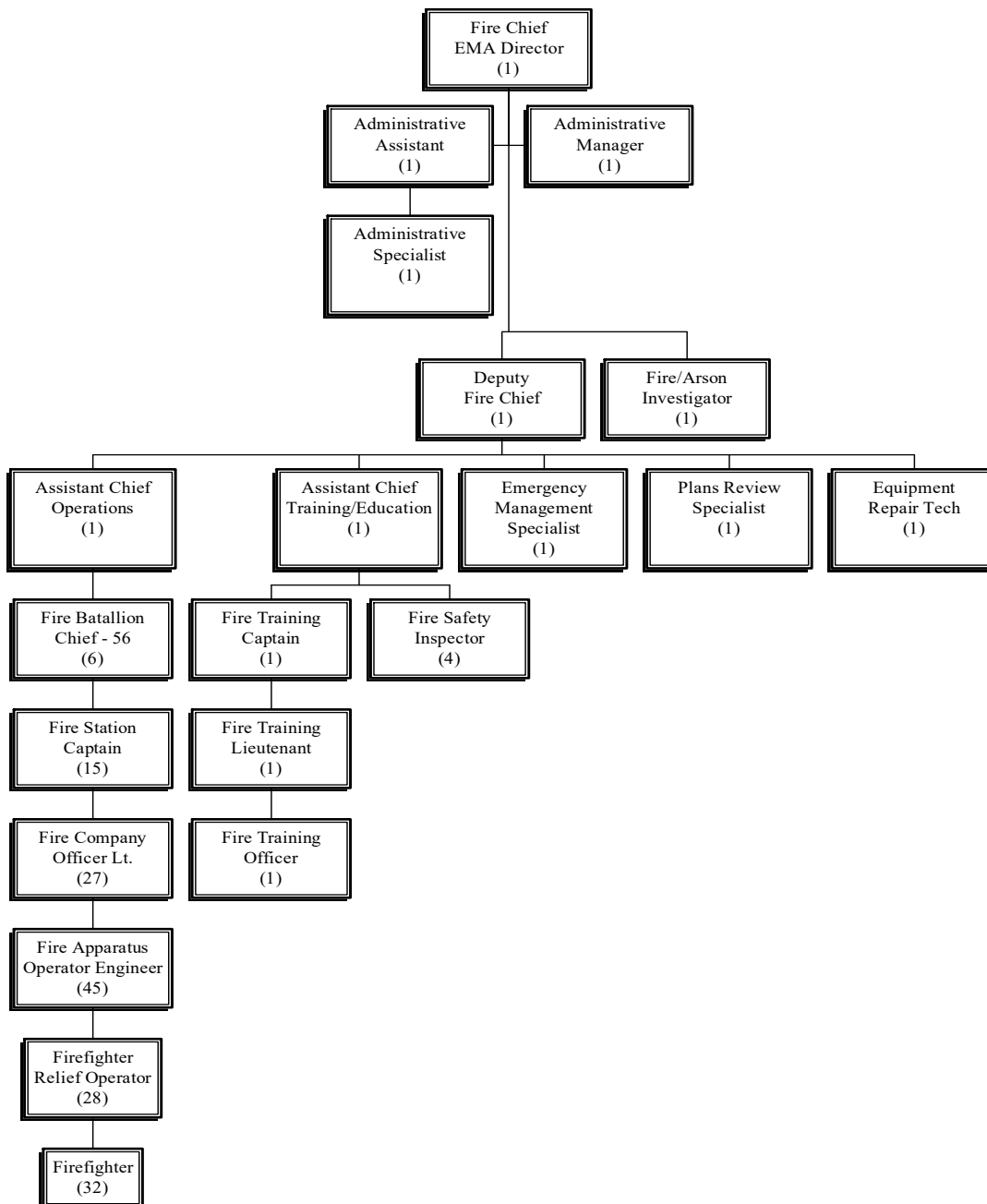
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## Fire Department





City of Albany  
Adopted Budget  
FY 2021  
Fire Department



Total Expenditures  
\$14,689,963

## FIRE DEPARTMENT SUMMARY

## COMBINED SUMMARY

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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	12,591,292	13,560,327	13,538,325
OPERATING EXPENSE	937,769	1,098,470	1,151,638
<b>TOTAL</b>	<b>13,529,062</b>	<b>14,658,797</b>	<b>14,689,963</b>
<b>FULL TIME POSITIONS</b>	<b>171</b>	<b>177</b>	<b>177</b>

**FIRE ADMINISTRATION***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	460,836	609,070	643,525
OPERATING EXPENSE	157,479	388,886	397,207
<b>TOTAL</b>	<b>618,314</b>	<b>997,956</b>	<b>1,040,732</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Class Title**

Deputy Fire Chief	1	1	1
Administrative Assistant	1	1	1
Fire Equipment Repair Technician	1	1	1
Fire Chief	1	1	1
Administrative Manager	1	1	1
Administrative Specialist	1	1	1
Fire/Arson Investigator	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>

## FIRE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2300</b>					
7110	Regular Wages	324,792	417,496	443,458	25,962
7120	Overtime	7,719	7,914	7,914	0
7210	W/C Insurance	4,216	10,089	5,213	-4,876
7260	FICA Matching	24,345	32,544	34,530	1,986
7270	Pension Matching	44,612	63,812	67,706	3,894
7280	Insurance Matching	49,894	72,215	78,704	6,489
7290	Contribution Matching	5,257	5,000	6,000	1,000
7510	Professional Services	0	40,000	15,000	-25,000
7512	Purchased Technical Service	16,671	30,000	17,170	-12,831
7514	Contract Labor	0	4,576	0	-4,576
7550	Communications	6,648	0	34,529	34,529
7600	Travel	12,842	15,000	19,300	4,300
7630	Train/Cont. Education	420	9,000	9,263	263
7700	Insurance	73,632	204,705	216,805	12,100
7880	Maint: Mach/Imp/Tools	12,610	14,612	14,612	0
7990	Dues and Fees	5,260	5,375	3,310	-2,065
8010	Supplies	0	14,000	13,200	-800
8016	Small Equip	0	20,000	20,000	0
8017	Printing(Not Std Forms)	198	0	0	0
8052	Rent	0	0	2,400	2,400
8052.1	Judicial Building	29,197	29,618	29,618	0
8150	Food/Employee Apprec.	0	2,000	2,000	0
<b>Total</b>		<b>618,314</b>	<b>997,956</b>	<b>1,040,732</b>	<b>42,776</b>

**FIRE SUPPRESSION***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	11,303,317	12,068,120	11,975,597
OPERATING EXPENSE	690,299	592,089	620,433
<b>TOTAL</b>	<b>11,993,616</b>	<b>12,660,209</b>	<b>12,596,030</b>
<b>FULL TIME POSITIONS</b>	<b>153</b>	<b>159</b>	<b>159</b>

**Class Title**

Fire Apparatus Oper Eng	45	45	45
Fire Battalion Chief	6	6	6
Fire Station Officer Captain	15	18	18
Fire Company Officer Lieutenan	27	24	24
Firefighter Trainee	0	0	10
Firefighter	32	38	28
Firefighter Relief Operator	28	28	28
<b>TOTAL</b>	<b>153</b>	<b>159</b>	<b>159</b>

FIRE SUPPRESSION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2301</b>					
7110	Regular Wages	6,528,166	6,960,065	6,939,764	-20,301
7120	Overtime	722,856	686,053	659,019	-27,034
7130	Part Time	194,377	180,000	180,000	0
7210	W/C Insurance	378,706	462,784	412,275	-50,509
7230	Uniforms	149,107	145,000	145,000	0
7260	FICA Matching	527,601	598,698	595,077	-3,621
7270	Pension Matching	1,000,563	1,146,918	1,139,817	-7,101
7280	Insurance Matching	1,695,056	1,778,602	1,794,645	16,043
7290	Contribution Matching	106,884	110,000	110,000	0
7510	Professional Services	36,718	5,000	11,700	6,700
7512	Tech Services	1,320	0	0	0
7550	Communications	15,245	15,840	13,850	-1,990
7600	Travel	5,754	7,000	8,000	1,000
7630	Train/Cont. Education	1,800	6,800	3,350	-3,450
7860	Maint: Buildings	1,589	10,000	10,000	0
7870	Maint: Motor Equipment	292,286	219,843	244,322	24,479
7880	Maint: Mach/Imp/Tools	43,959	21,174	22,366	1,192
7900	Utilities	101,738	99,000	99,000	0
7990	Dues and Fees	4,385	4,400	4,400	0
8010	Supplies	38,631	33,000	23,000	-10,000
8016	Small Equip	40,336	64,700	65,500	800
8060	Laundry	10,715	11,250	11,250	0
8110	Motor Fuel	95,796	94,082	103,695	9,613
8150	Food/Employee Apprec.	26	0	0	0
<b>Total</b>		<b>11,993,590</b>	<b>12,660,209</b>	<b>12,596,030</b>	<b>-64,179</b>

**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 plan reviews of all new construction. The division is responsible for investigating all fires of suspicious, incendiary or undetermined fires with a high dollar loss or fatality. Division personnel are also responsible for fire safety education to all the citizens of Albany/Dougherty County.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	486,365	483,337	498,372
OPERATING EXPENSE	11,082	19,000	22,180
<b>TOTAL</b>	<b>497,447</b>	<b>502,337</b>	<b>520,552</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

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



FIRE PREVENTION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2302</b>					
7110	Regular Wages	321,236	313,108	309,789	-3,319
7120	Overtime	6,945	4,050	8,100	4,050
7210	W/C Insurance	11,994	18,141	18,183	42
7260	FICA Matching	22,900	24,263	24,319	56
7270	Pension Matching	45,314	47,574	47,683	109
7280	Insurance Matching	74,147	71,701	85,798	14,097
7290	Contribution Matching	3,829	4,500	4,500	0
7550	Communications	759	3,500	4,780	1,280
7600	Travel	2,972	6,000	7,900	1,900
7630	Train/Cont. Education	455	3,000	3,000	0
8010	Supplies	6,742	6,500	6,500	0
8017	Printing(Not Std Forms)	154	0	0	0
<b>Total</b>		<b>497,447</b>	<b>502,337</b>	<b>520,552</b>	<b>18,215</b>

**FIRE TRAINING***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	248,219	310,932	337,777
OPERATING EXPENSE	57,210	60,000	68,575
<b>TOTAL</b>	<b>305,429</b>	<b>370,932</b>	<b>406,352</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

Fire Training Captain	1	1	1
Fire Lieutenant	1	1	1
Fire Training Officer	1	1	1
Assistant Fire Chief, Training	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>

FIRE TRAINING					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2303</b>					
7110	Regular Wages	160,279	205,969	217,348	11,379
7120	Overtime	9,096	2,000	2,000	0
7210	W/C Insurance	610	1,664	1,755	91
7260	FICA Matching	12,536	15,910	16,780	870
7270	Pension Matching	23,519	31,195	32,902	1,707
7280	Insurance Matching	39,147	50,194	62,992	12,798
7290	Contribution Matching	3,032	4,000	4,000	0
7510	Professional Services	0	0	4,800	4,800
7550	Communications	2,619	3,000	3,500	500
7600	Travel	5,384	3,000	6,000	3,000
7630	Train/Cont. Education	1,308	3,000	1,000	-2,000
7860	Maint: Buildings	0	1,000	1,000	0
7880	Maint: Mach/Imp/Tools	12,457	10,000	10,000	0
7900	Utilities	27,725	31,000	31,000	0
7990	Dues & Fees	405	1,500	775	-725
8010	Supplies	5,651	4,500	4,500	0
8016	Small Equip	1,661	3,000	6,000	3,000
<b>Total</b>		<b>305,429</b>	<b>370,932</b>	<b>406,352</b>	<b>35,420</b>

**FIRE/EMERGENCY MANAGEMENT***DESCRIPTION*

The Emergency Management organization has the responsibility for the development and continuous review and update of plans designed to provide for the continuity of local government prior to and/or during times of high stress, emergencies, or disasters. This responsibility includes (without limitation): the necessary coordination, training, resources and guidelines needed to enable the city and county departments, volunteers or other agencies to operate as a total organization during periods of high stress or emergency/disaster situations and support such operations with manpower, supplies and equipment as economically as possible. This division has been tasked with the management of the 911 Communications Division.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	92,556	88,868	83,054
OPERATING EXPENSE	21,700	38,495	43,243
<b>TOTAL</b>	<b>114,256</b>	<b>127,363</b>	<b>126,297</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>

**Class Title**

Emergency Management Specialist	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>

FIRE / EMERGENCY MANAGEMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2305</b>					
7110	Regular Wages	66,253	60,463	61,589	1,126
7210	W/C Insurance	175	166	154	-12
7260	FICA Matching	4,719	4,625	4,712	87
7270	Pension Matching	7,235	9,069	7,391	-1,678
7280	Insurance Matching	12,973	13,245	7,908	-5,337
7290	Contribution Matching	1,202	1,300	1,300	0
7512	Technical Services	19	0	0	0
7550	Communications	4,581	13,000	12,590	-410
7600	Travel	1,545	2,000	2,000	0
7630	Training & Development	60	1,000	1,000	0
7870	Maint: Motor Equipment	3,620	295	5,953	5,658
7880	Maint: Mach/Imp/Tools	3,863	9,200	9,200	0
7990	Dues and Fees	500	500	500	0
8010	Supplies	2,171	3,000	3,000	0
8016	Small Equip	4,976	8,000	8,000	0
8050	Rental of Equipment	365	500	0	-500
8150	Food/Employee Apprec.	0	1,000	1,000	0
<b>Total</b>		<b>114,256</b>	<b>127,363</b>	<b>126,297</b>	<b>-1,066</b>

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**ENGINEERING**  
*DESCRIPTION*


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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.

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**STRATEGIC PRIORITIES (SP)**


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SP I: Safe, Sustainable & Business Friendly

SP II: Economic Development & Jobs

SP IV: Promotion of the City of Albany as a Great Place to Live, Work & Play

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**GOALS & OBJECTIVES (G&O)**


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SP I, G&O 1: Create a safe community to live, work, and play that encourages the well-being of Albany's citizens & assets

SP II, G&O 1: Expand Albany Utilities infrastructure

SP IV, G&O 3: To be recognized as a vibrant community & tourism destination

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**PERFORMANCE MEASURES (PM)**


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Measures	FY 2019	FY 2020	FY 2021
SP I, G&O 1, PM 1: Needs Assessment for Sidewalks - % Complete	N/A	N/A	100%
SP III, G&O 2, PM 1: Design Rails-to-Trails Connector to Riverfront Trail - % Complete	100%	N/A	N/A
SP III, G&O 2, PM 2: Design Rails-to-Trails - % Complete	60%	100%	N/A

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

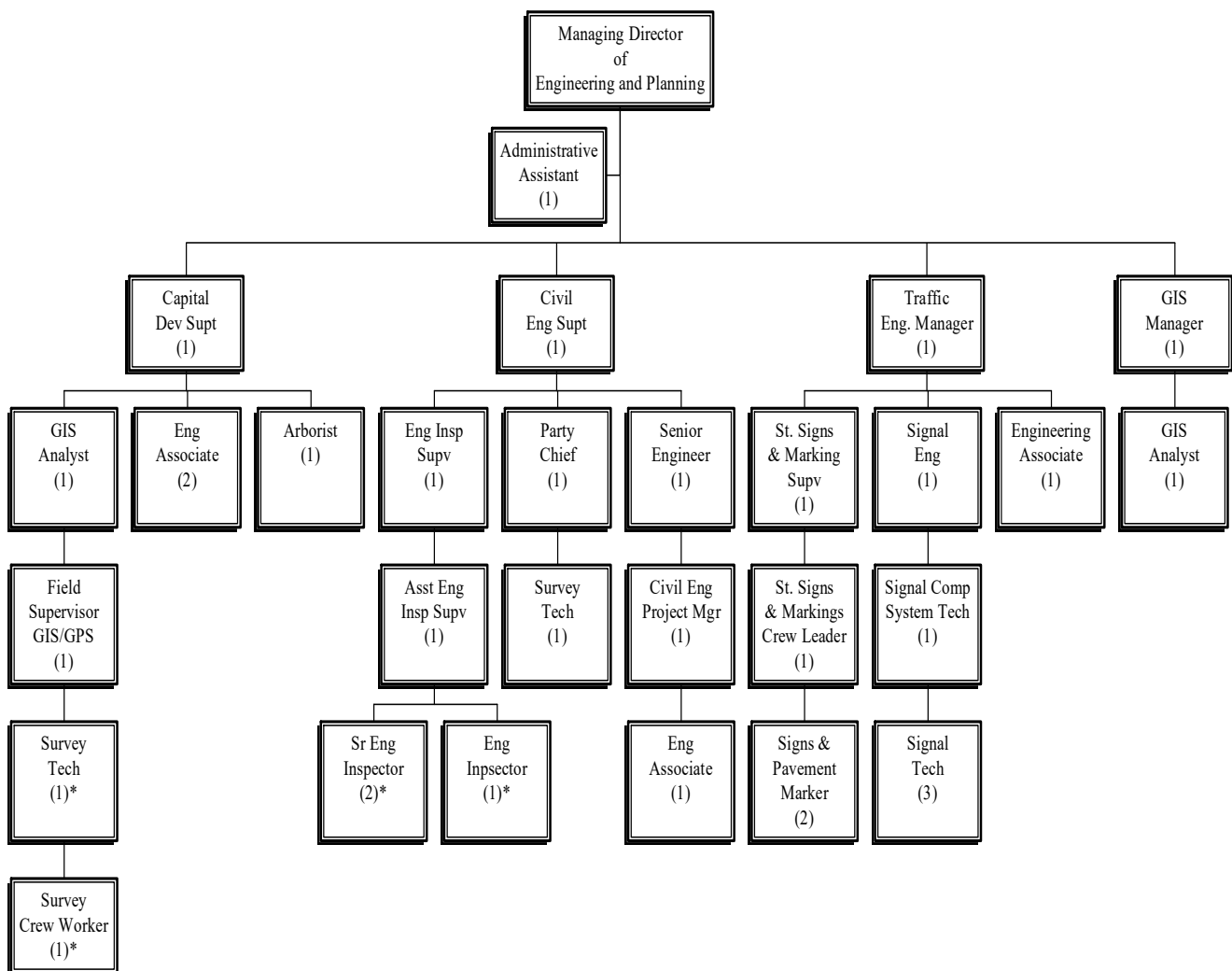
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## Engineering Department



\* Positions funded by SPLOST



**ENGINEERING***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,758,158	1,941,721	2,012,744
OPERATING EXPENSE	2,732,591	1,619,268	1,660,073
<b>TOTAL</b>	<b>4,490,749</b>	<b>3,560,989</b>	<b>3,672,817</b>
<b>FULL TIME POSITIONS</b>	<b>34</b>	<b>34</b>	<b>34</b>

**Class Title**

Managing Director of Engineering and Planning	1	1	1
Arborist	1	1	1
Administrative Assistant	1	1	1
Assistant Engineering Inspector Supervisor	1	1	1
Capital Development Supt.	1	1	1
Civil Engineer Superintendent	1	1	1
Professional Land Surveyor	0	0	1
Engineering Project Manager-Utilities	1	1	1
Project Engineer	0	0	1
Engineering Associate	4	4	4
Engineering Inspection Supervisor	1	1	1
Engineering Inspector, Senior	2	2	2
Engineering Inspector	1	1	1
GIS Analyst	1	1	0
GIS Manager	1	1	1
*GIS Technician	1	1	1
Survey Party Chief	2	2	2
Senior Engineer	1	1	0
Signal Computer System Technician	1	1	1
Signal Engineer	1	1	1
Signal Technician	3	3	3
Signs & Pavement Marker	2	2	2
St/Signs & Mark Supervisor	1	1	1
St/Signs/Mark Crew Leader	1	1	1
Survey Crew Worker	1	1	1
Surveying Technician	2	2	2
Traffic Engineering Manager	1	1	1
<b>TOTAL</b>	<b>34</b>	<b>34</b>	<b>34</b>

\* One GIS Technician is paid for by Dougherty County

ENGINEERING					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2400</b>					
7110	Regular Wages	1,192,579	1,269,260	1,308,516	39,256
7120	Overtime	46,711	36,000	36,000	0
7130	Part Time	31,529	35,000	35,000	0
7210	W/C Insurance	33,630	37,797	63,127	25,330
7230	Uniforms	8,939	10,000	10,000	0
7260	FICA Matching	91,952	102,530	105,533	3,003
7270	Pension Matching	132,336	156,631	161,342	4,711
7280	Insurance Matching	206,124	278,503	279,226	723
7290	Contribution Matching	14,358	16,000	14,000	(2,000)
7510	Professional Services	9,424	21,220	21,470	250
7512	Tech.Svcs(Surveys,DP)	6,426	1,500	1,500	0
7550	Communications	23,150	26,600	39,322	12,722
7600	Travel	8,916	6,050	13,550	7,500
7630	Train/Cont. Education	4,064	12,984	12,030	(954)
7700	Risk Allocation	37,740	37,143	20,588	(16,555)
7860	Maint: Buildings	64	0	0	0
7870	Maint: Motor Equip	64,838	58,069	55,063	(3,006)
7880	Maint: Mach/Imp/Tools	191,552	244,333	148,021	(96,312)
7900	Utilities	26,834	13,500	25,000	11,500
7910	Street Lights	1,999,846	911,572	1,022,008	110,436
7990	Dues and Fees	1,800	9,575	11,200	1,625
8009	Licenses(CDL,CPA,Etc)	340	1,800	1,850	50
8010	Supplies	226,668	132,256	138,956	6,700
8016	Small Equip	20,684	22,000	26,300	4,300
8017	Printing(Not Std Forms)	72	1,500	1,500	0
8018	Books & Subscriptions	895	2,602	2,572	(30)
8020	Photography	0	100	0	(100)
8050	Equipment Rental	1,483	500	500	0
8052	Rent Central Square Bldg	67,668	68,517	83,263	14,746
8110	Motor Fuel	38,577	46,247	33,380	(12,867)
8150	Food/Employee Apprec.	1,550	1,200	2,000	800
<b>Total</b>		<b>4,490,749</b>	<b>3,560,989</b>	<b>3,672,817</b>	<b>111,828</b>

**RIGHT-OF-WAY MAINTENANCE***DESCRIPTION*

The Right-of-Way Maintenance Section is responsible for herbicide application, mowing rights of way, side parks, Dawson Rd. & Slappey Welcome Sign area, holding ponds, and City maintained ditches within the City. The department also cuts overgrown bushes in alleys and edge trimming streets. The ROW maintenance section participates in numerous projects.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promotion of the City of Albany as a Great Place to Live, Work, and Play

**GOALS & OBJECTIVES (G&O)**

SP IV, G&O 2: To Be Recognized as a Vibrant Community & Tourist Destination

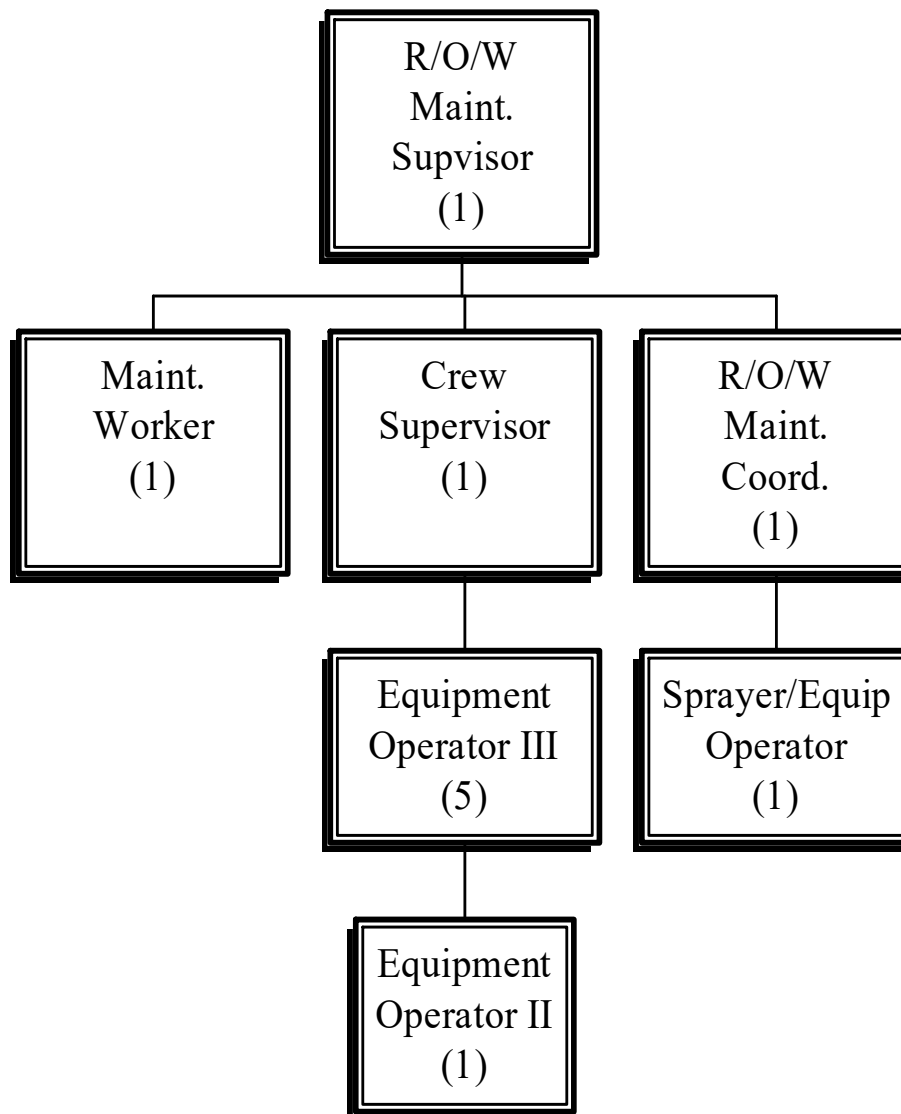
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP IV, G&O 2, PM 1: # of contractor litter bags pickups on By-pass	866	2,420	2,400
<b>(Supervised by Solid Waste personnel)</b>			
SP IV, G&O 2, PM 2: # of litter bags picked up by Inmate labor	N/A	10,400	10,400
SP IV, G&O 2, PM 3: # of litter bags picked up by Community Service Workers & In-house	2,868	2,800	2,800

SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Right-of-Way Maintenance



**RIGHT-OF-WAY MAINTENANCE***DESCRIPTION*

The Right-of-Way Maintenance Section is responsible for herbicide application, mowing rights of way, side parks, Dawson Rd. & Slappey Welcome Sign area, holding ponds, and City maintained ditches within the City. The department also cuts overgrown bushes in alleys and edge trimming streets. The ROW maintenance section participates in numerous projects.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONAL SERVICES	512,882	595,563	616,809
OPERATING EXPENSES	418,749	383,574	373,546
<b>TOTAL EXPENSES</b>	<b>931,630</b>	<b>979,137</b>	<b>990,355</b>
<b>FULL TIME POSITIONS</b>	<b>11</b>	<b>11</b>	<b>11</b>

**Class Title**

Equipment Operator III	5	6	6
Equipment Operator II	1	1	1
R/O/W Maint Supervisor	1	1	1
R/O/W Maint Coordinator	1	1	1
Crew Supervisor	1	1	1
Maintenance Worker	1	1	1
Sprayer/Equipment Operator	1	0	0
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>11</b>

## RIGHT-OF-WAY MAINTENANCE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3301</b>					
7110	Regular Wages	306,660	391,442	395,376	3,934
7120	Overtime	34,497	2,500	10,000	7,500
7210	W/C Insurance	14,213	17,980	16,207	-1,773
7260	FICA Matching	24,070	30,137	31,011	874
7270	Pension Matching	37,339	47,273	48,645	1,372
7280	Insurance Matching	94,932	104,231	114,070	9,839
7290	Contribution Matching	1,169	2,000	1,500	-500
7510	Professional Services	41	0	0	0
7512	Tech.Svcs(Surveys,DP)	14,400	74,880	83,200	8,320
7550	Communications	161	0	0	0
7600	Travel	14	200	200	0
7630	Train/Cont. Education	412	600	600	0
7700	Risk Allocation	45,216	19,599	17,458	-2,141
7870	Maint: Motor Equip.	223,133	165,813	160,270	-5,543
7880	Maint: Mach/Imp/Tools	3,168	2,000	2,000	0
7900	Utilites	464	500	500	0
8010	Supplies	85,350	70,000	66,000	-4,000
8016	Small Equipment	800	2,000	2,000	0
8110	Motor Fuel	45,590	47,982	41,318	-6,664
<b>Total</b>		<b>931,630</b>	<b>979,137</b>	<b>990,355</b>	<b>11,218</b>

**RECREATION DEPARTMENT***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.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promoting Albany as a Great Place to Live, Work, and Play

**GOALS & OBJECTIVES (G&O)**

SP IV, G&O 2: To Be Recognized as a Vibrant Community & Tourist Destination

SP IV, G&O 3: To Be Recognized as a Progressive and Innovative Community

**PERFORMANCE MEASURES (PM)**

	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP IV, G&O 2, PM 1: To Increase the # of Rounds Played & Grow Golf Membership			
- Rounds Played	13,200	16,000	16,000
- # of Members	139	150	150
SP IV, G&O 2, PM 2: To Increase the # of Special Events & Programs			
- # of Youth Events/Programs	26	28	28
- # of Participants	2,450	3,000	3,000
- # of Adult Events/Programs	30	32	32
- # of Participants	2,000	2,500	2,500
- # of Family Events/Programs	5	5	5
- # of Participants	1,350	1,500	1,500
- Total # of Events/Programs	61	65	65
- Total # of Participants	5,800	7,000	7,000

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

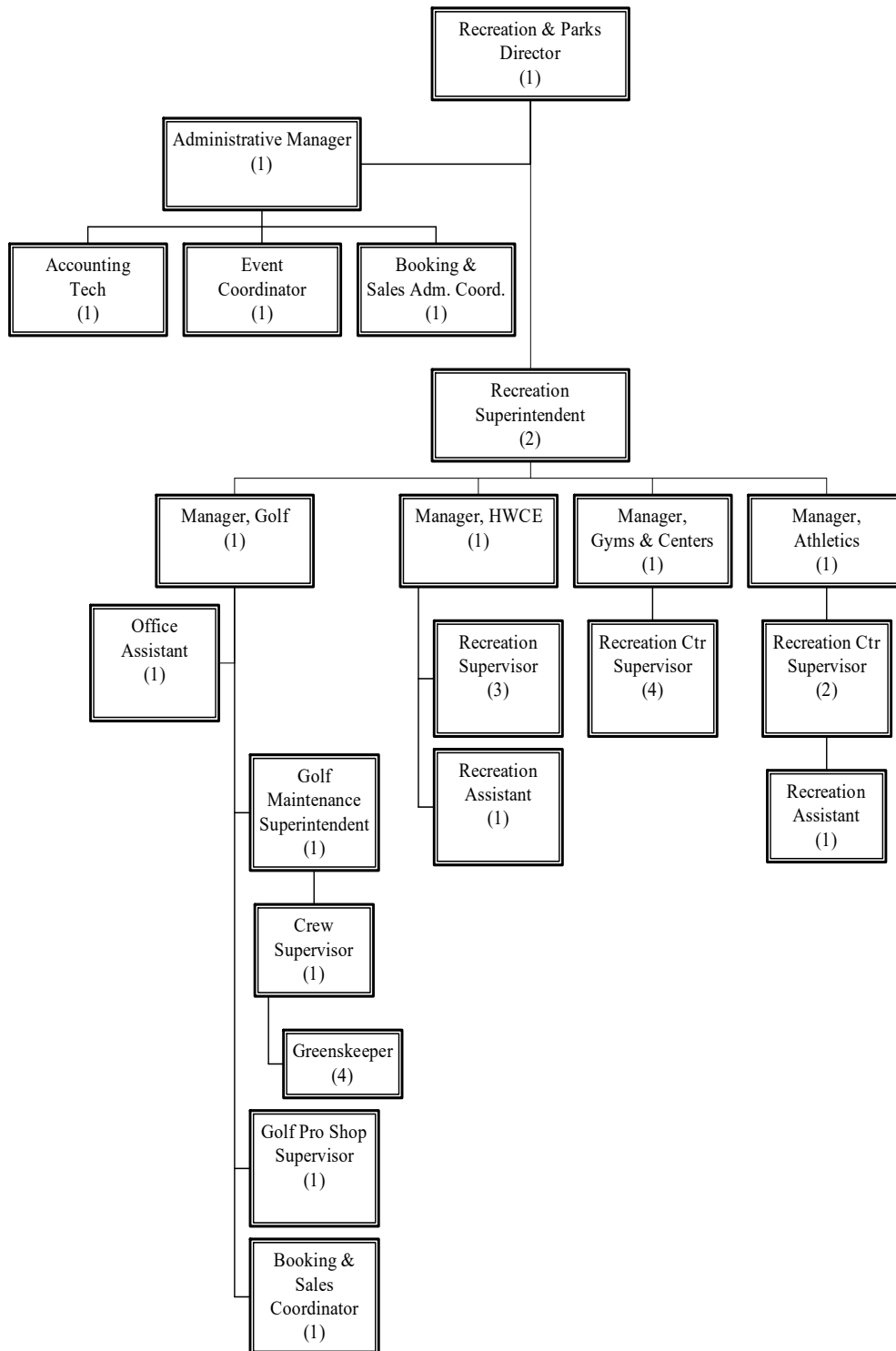
SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility

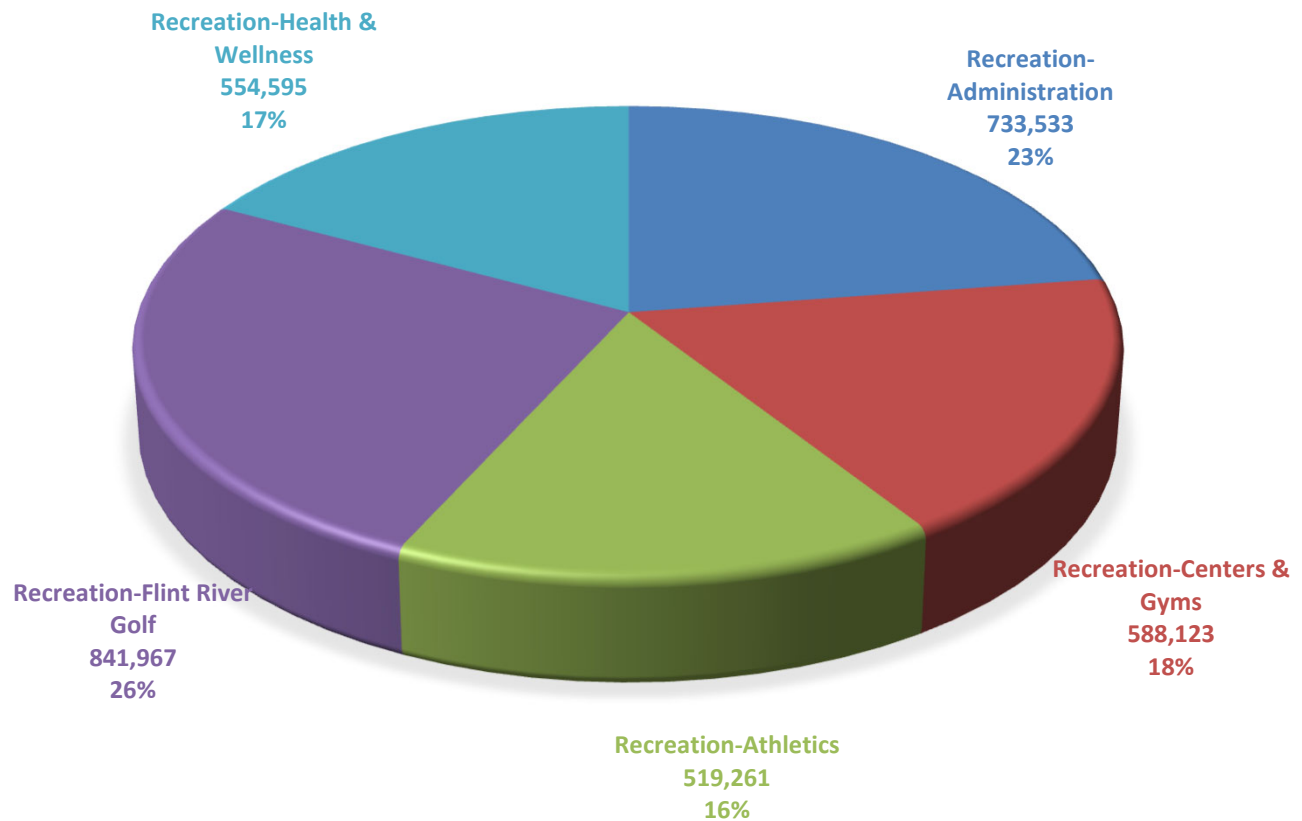




## Recreation & Parks Department



City of Albany  
Adopted Budget  
FY 2021  
Recreation Department



Total Expenditures  
\$3,237,479

## RECREATION DEPARTMENTAL SUMMARY

## SUMMARY

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 Municipal Golf Course, and Health/Wellness & Community Events.

Major Object of Expenditure	ACTUAL	ADOPTED	ADOPTED
	2018/2019	2019/2020	2020/2021
REVENUES	258,437	241,800	235,500
PERSONNEL SERVICES	1,683,615	1,889,889	2,027,515
OPERATING EXPENSE	1,133,346	1,156,124	1,209,965
<b>TOTAL</b>	<b>2,816,962</b>	<b>3,046,013</b>	<b>3,237,479</b>
<b>FULL TIME POSITION</b>	<b>30</b>	<b>31</b>	<b>31</b>

**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	415,512	513,666	533,841
OPERATING EXPENSE	221,121	214,310	199,693
<b>TOTAL</b>	<b>636,633</b>	<b>727,976</b>	<b>733,534</b>
<b>FULL TIME POSITION</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Class Title**

Accounting Technician	1	1	1
Recreation Superintendent	2	2	2
Event Coordinator	1	1	1
Administrative Manager	1	1	1
Director, Recreation	1	1	1
Booking & Sales Adm. Coord.	0	1	1
Office Assistant	1	0	0
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>

## RECREATION ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6100</b>					
7110	Regular Wages	299,909	360,468	371,402	10,934
7120	Overtime	25	200	200	0
7130	Part Time	544	1,000	2,500	1,500
7210	W/C Insurance	2,986	3,544	6,975	3,431
7230	Uniforms	1,090	2,000	2,000	0
7260	FICA Matching	21,600	27,668	28,619	951
7270	Pension Matching	32,467	43,280	44,592	1,312
7280	Insurance Matching	52,332	71,006	73,053	2,047
7290	Contribution Matching	4,559	4,500	4,500	0
7510	Professional Services	2,359	0	0	0
7550	Communications	6,398	6,620	11,880	5,260
7600	Travel	3,003	6,600	6,400	-200
7630	Train/Cont. Education	2,035	4,775	4,775	0
7700	Risk Allocation	135,000	118,719	99,760	-18,959
7860	Maint: Bldgs	353	0	0	0
7870	Maint: Motor Equipment	5,042	3,479	6,245	2,766
7880	Maint: Mach/Imp/Tools	22,435	15,435	10,925	-4,510
7900	Utilities	17,410	25,000	22,000	-3,000
7990	Dues and Fees	4,707	5,800	6,170	370
8010	Supplies	4,690	7,500	7,000	-500
8016	Small Equip	12,886	11,500	10,400	-1,100
8017	Printing(Not Std Forms)	392	2,500	0	-2,500
8018	Books & Subscriptions	0	800	0	-800
8030	Janitorial Supplies	506	1,000	1,000	0
8050	Equipment Rental	1,010	3,500	9,240	5,740
8110	Motor Fuel	2,897	1,082	3,398	2,316
8150	Food/Employee Apprec.	0	0	500	500
<b>Total</b>		<b>636,633</b>	<b>727,976</b>	<b>733,534</b>	<b>5,558</b>

**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	393,134	395,223	419,881
OPERATING EXPENSE	157,286	140,355	168,242
<b>TOTAL</b>	<b>550,421</b>	<b>535,578</b>	<b>588,123</b>
<b>FULL TIME POSITION</b>	<b>6</b>	<b>6</b>	<b>5</b>

**Class Title**

Recreation Assistant	1	1	0
Manager, Gyms & Centers	1	1	1
Recreation Center Supervisor	4	4	4
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>5</b>

## RECREATION / CENTERS AND GYMS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6101</b>					
7110	Regular Wages	185,815	221,578	202,756	-18,822
7120	Overtime	1,821	200	500	300
7130	Part Time	117,451	67,000	100,000	33,000
7210	W/C Insurance	4,857	8,022	12,902	4,880
7230	Uniforms	4,178	1,500	1,500	0
7260	FICA Matching	22,512	22,092	23,199	1,107
7270	Pension Matching	20,455	26,613	24,391	-2,222
7280	Insurance Matching	33,626	45,718	52,633	6,915
7290	Contribution Matching	2,418	2,500	2,000	-500
7510	Professional Services	3,106	0	0	0
7514	Contact Labor(Temp)	11,919	25,000	35,000	10,000
7550	Communications	4,336	6,300	8,700	2,400
7600	Travel	918	500	500	0
7630	Train/Cont. Education	1,286	1,750	1,000	-750
7870	Maint: Motor Equip.	1,522	167	1,025	858
7880	Maint: Mach/Imp/Tools	2,793	2,000	1,910	-90
7900	Utilities	94,636	90,000	80,000	-10,000
7990	Dues and Fees	275	900	250	-650
8010	Supplies	17,992	6,000	3,500	-2,500
8016	Small Equip	10,749	0	27,588	27,588
8030	Janitorial Supplies	2,775	4,700	5,500	800
8110	Motor Fuel	1,294	1,038	1,169	131
8150	Food/Employee Apprec.	2,366	2,000	2,100	100
<b>Total</b>		<b>550,421</b>	<b>535,578</b>	<b>588,123</b>	<b>52,545</b>



**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	169,932	226,309	233,174
OPERATING EXPENSE	238,400	266,756	286,087
<b>TOTAL</b>	<b>408,332</b>	<b>493,065</b>	<b>519,261</b>
<b>FULL TIME POSITION</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

Recreation Assistant	1	1	1
Manager, Athletics	1	1	1
Recreation Center Supervisor	2	2	2
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>

RECREATION / ATHLETICS					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6104</b>					
7110	Regular Wages	119,574	157,486	161,550	4,064
7120	Overtime	891	1,000	1,000	0
7130	Part Time	0	0	5,000	5,000
7210	W/C Insurance	4,980	7,535	9,264	1,729
7230	Uniforms	209	750	750	0
7260	FICA Matching	8,734	12,124	12,818	694
7270	Pension Matching	13,174	19,018	19,506	488
7280	Insurance Matching	20,378	25,896	20,786	-5,110
7290	Contribution Matching	1,992	2,500	2,500	0
7514	Contract Labor(Temp)	23,239	30,000	35,000	5,000
7550	Communications	2,111	4,500	2,800	-1,700
7600	Travel	0	500	500	0
7630	Train/Cont. Education	50	1,000	1,000	0
7860	Maint: Bldg.	-200	0	0	0
7870	Maint: Motor Equipment	10,005	11,989	7,062	-4,927
7880	Maint: Mach/Imp/Tools	1,157	1,500	700	-800
7900	Utilities	159,683	180,000	193,000	13,000
7990	Dues and Fees	1,083	820	3,000	2,180
8010	Supplies	28,715	30,000	35,000	5,000
8016	Small Equip	2,365	0	3,000	3,000
8017	Printing(Not Std Forms)	175	0	0	0
8030	Janitorial Supplies	3,817	2,000	500	-1,500
8110	Motor Fuel	4,452	4,447	4,525	78
8150	Food/Employee Apprec.	187	0	0	0
<b>Total</b>		<b>408,332</b>	<b>493,065</b>	<b>519,261</b>	<b>26,196</b>

**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>Revenues</b>	<b>201,746</b>	<b>198,295</b>	<b>219,500</b>
PERSONNEL SERVICES	380,883	438,880	546,404
OPERATING EXPENSE	302,205	283,773	295,563
<b>TOTAL EXPENSES</b>	<b>683,089</b>	<b>722,653</b>	<b>841,967</b>
<b>FULL TIME POSITION</b>	<b>8</b>	<b>9</b>	<b>10</b>

**Class Title**

Manager, Golf Course	1	1	1
Greenskeeper	3	3	4
Golf Course Maintenance Supt	1	1	1
Crew Supervisor	1	1	1
Booking & Sales Coordinator	0	1	1
Office Assistant	0	1	1
Golf Pro Shop Associate	1	0	0
Golf Pro Shop Supervisor	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>9</b>	<b>10</b>

RECREATION/FLINT RIVER GOLF COURSE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6105</b>					
7110	Regular Wages	249,986	273,433	324,448	51,015
7120	Overtime	1,535	700	1,000	300
7130	Part Time	0	21,000	21,000	0
7210	W/C Insurance	6,200	8,112	6,894	-1,218
7230	Uniforms	2,178	3,000	8,000	5,000
7260	FICA Matching	17,470	22,578	26,503	3,925
7270	Pension Matching	27,423	32,896	39,054	6,158
7280	Insurance Matching	73,995	74,161	116,505	42,344
7290	Contribution Matching	2,096	3,000	3,000	0
7510	Professional Services	80	0	0	0
7514	Contract Labor(Temp)	28,279	15,000	15,000	0
7550	Communications	6,464	3,712	7,220	3,508
7600	Travel	0	0	1,000	1,000
7630	Train/Cont. Education	449	1,500	500	-1,000
7860	Maint: Bldgs	-31	0	0	0
7870	Maint: Motor Equip	45,821	32,568	41,370	8,802
7880	Maint: Mach/Imp/Tools	35,083	31,000	12,200	-18,800
7900	Utilities	59,653	70,000	70,000	0
7990	Dues and Fees	5,925	7,920	12,000	4,080
8010	Supplies	47,361	40,000	55,000	15,000
8016	Small Equip	7,338	16,000	5,000	-11,000
8030	Janitorial Supplies	396	1,500	1,000	-500
8050	Equipment Rental	29,803	27,300	38,000	10,700
8070	Concessions for Resale	2,718	9,500	7,500	-2,000
8080	Supplies For Resale	5,838	7,000	7,000	0
8110	Motor Fuel	20,528	20,773	22,773	2,000
8150	Food/Employee Apprec	6,517	0	0	0
8495	Cash Over/Short	-18	0	0	0
<b>Total</b>		<b>683,089</b>	<b>722,653</b>	<b>841,967</b>	<b>119,314</b>

**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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	324,154	315,811	294,215
OPERATING EXPENSE	214,333	250,930	260,380
<b>TOTAL</b>	<b>538,486</b>	<b>566,741</b>	<b>554,595</b>
<b>FULL TIME POSITION</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

Recreation Assistant	1	1	1
Recreation Supervisor	3	3	3
Mgr:Health,Well,&Comm Eve	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

RECREATION/HEALTH, WELLNESS AND COMMUNITY					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6111</b>					
7110	Regular Wages	211,706	185,009	185,264	255
7120	Overtime	1,585	1,500	500	-1,000
7130	Temporary Help	23,126	46,000	30,000	-16,000
7210	W/C Insurance	4,449	4,697	6,128	1,431
7230	Uniforms	1,890	1,250	1,250	0
7260	FICA Matching	17,917	17,787	16,506	-1,281
7270	Pension Matching	24,106	22,381	22,292	-89
7280	Insurance Matching	37,972	35,187	30,275	-4,912
7290	Contribution Matching	1,403	2,000	2,000	0
7510	Professional Services	26	0	0	0
7514	Contract Labor(Temp)	49,054	55,000	55,000	0
7550	Communications	3,510	4,830	6,800	1,970
7600	Travel	2,174	3,250	2,500	-750
7630	Train/Cont. Education	2,836	1,000	1,500	500
7880	Maint: Mach/Imp/Tools	1,596	1,500	1,400	-100
7900	Utilities	90,727	85,000	85,000	0
7990	Dues and Fees	921	1,500	3,860	2,360
8010	Supplies	8,950	15,250	10,000	-5,250
8016	Small Equip	4,762	4,500	16,420	11,920
8030	Janitorial Supplies	8,492	2,100	3,000	900
8040	Fireworks	35,870	70,000	70,000	0
8050	Rental of Equipment	202	1,500	0	-1,500
8110	Fuel	60	0	0	0
8150	Food/Employee Apprec.	1,926	1,000	400	-600
8710	Special Events	3,225	4,500	4,500	0
<b>Total</b>		<b>538,486</b>	<b>566,741</b>	<b>554,595</b>	<b>-12,146</b>

## FACILITIES MANAGEMENT

## SUMMARY

The Maintenance Division provides the highest quality level of service for maintaining the facilities and property of the City/Albany Utility Board, to insure that all properties meet all current state, federal and safety regulations.

## STRATEGIC PRIORITIES (SP)

SP III: Infrastructure & Asset Management

## GOALS &amp; OBJECTIVES (G&amp;O)

SP III, G&O 1: Develop an Efficient and Sustainable Infrastructure Management Program

## PERFORMANCE MEASURES (PM)

Measures	FY 2019	FY 2020	FY 2021
SP III, G&O 1, PM 1: Percentage of Standing Infrastructure Inventoried	90%	90%	90%
SP III, G&O 1, PM 2: Vacant Lots Maintained	bi-weekly	bi-weekly	bi-weekly
SP III, G&O 1, PM 3: Compliance with Bi-weekly mowing	90%	90%	90%

**Note:**

**Buildings Division** *Percentage of Standing Infrastructure accurately inventoried and PM schedule maintenance.*  
-224 COA Buildings + 6 COA Gyms | Categories/Systems measured for facilities with applicable systems

**Grounds Division** *Goal of 90% or better schedule adherence/accomplishment weather condition dependent*  
1 City of Albany Administration Building and 311 Call Center grounds (weekly mowing weed eating, litter pickup)  
1 City of Albany Fleet Maintenance Facility (bi-weekly mowing, weed eating, litter pick up)  
46 City Parks Maintained (bi-weekly mowing, edging, weed eating, litter pick up)  
2 City Cemeteries Maintained (bi-weekly mowing, weed eating, litter pick up)  
2 Boat Landings Maintained (bi-weekly mowing, weed eating, litter pick up)  
5 Ball Parks Maintained (bi-weekly mowing, weed eating, letter pick up & seasonal field preparation and marking)  
42 Well Sites (bi-weekly mowing, weed eating, litter pick up)  
39 Electric substations/Fiber Optic Huts (bi-weekly mowing, weed eating, litter pick up)

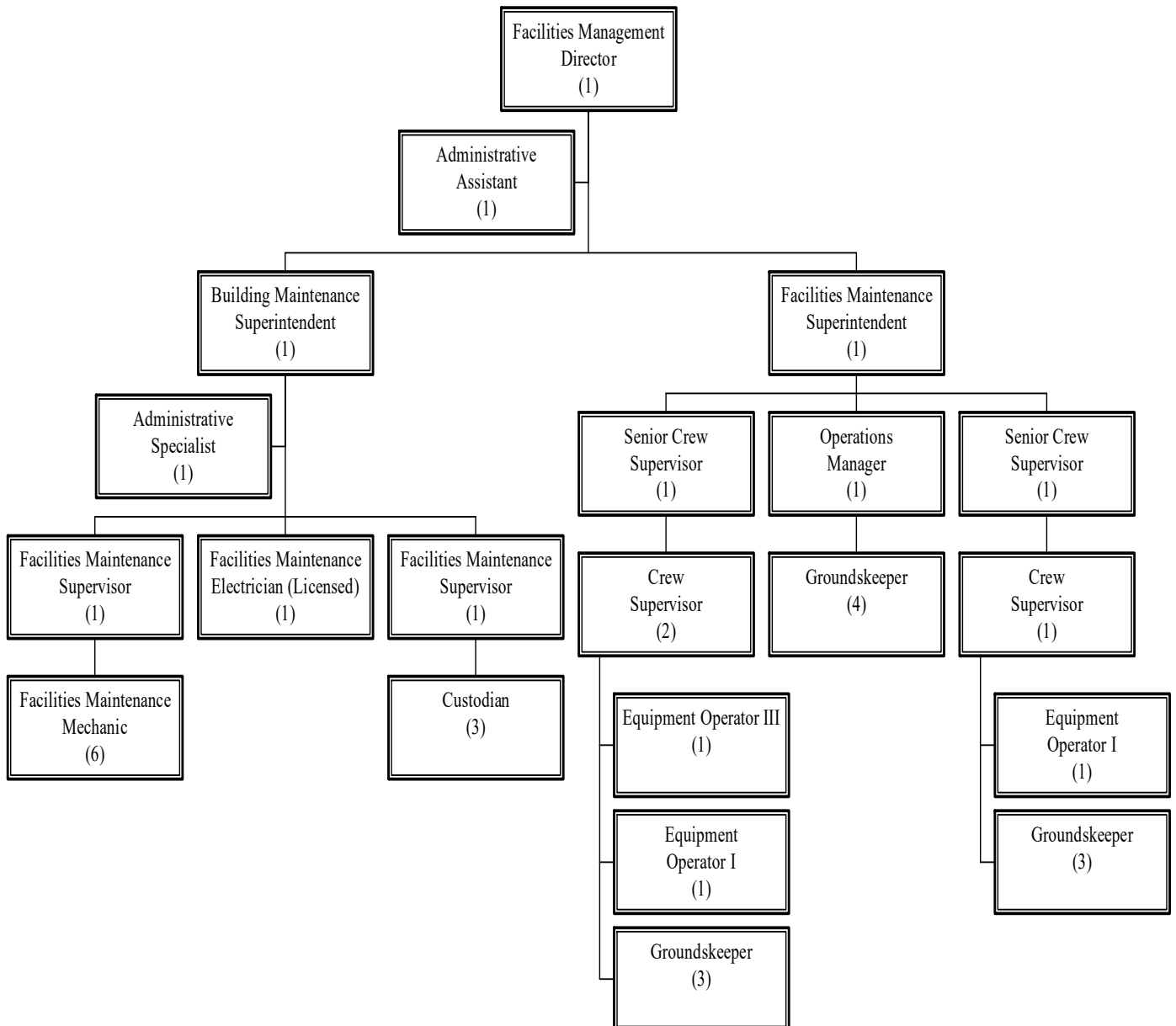
**Operations** *Goal of 90% or better schedule adherence/accomplishment weather condition dependent*  
-Maintenance of City Owned Vacant lots (bi-weekly mowing, weed eating, litter pick up)  
-Maintenance of City Owned FEMA lots (normally, bi-weekly or monthly mowing, weed eating, etc)  
-Successful response and resolution of 311 issues assigned to Facilities Management Department (track items received and resolution)

SP I = Safe, Sustainable, & Business Friendly  
SP II = Economic Development & Jobs  
SP III = Infrastructure & Asset Management  
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
SP V = Effective & Excellent Service Delivery  
SP VI = Fiscal Responsibility

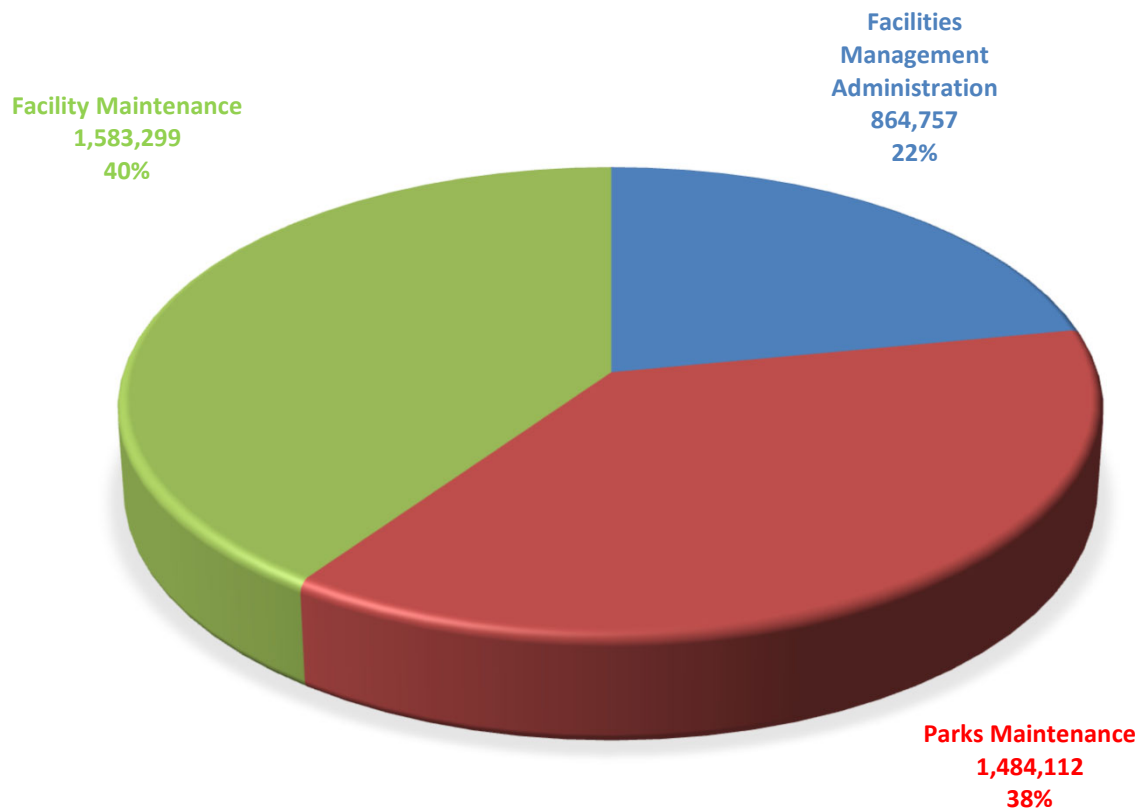




## Facilities Management



City of Albany  
Adopted Budget  
FY 2021  
Facilities Management



Total Expenditures  
\$3,932,168

**FACILITIES MANAGEMENT****SUMMARY**

The Maintenance Division provides the highest quality level of service for maintaining the facilities and property of the City/Albany Utility Board, to insure that all properties meet all current state, federal and safety regulations.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,787,100	2,080,020	2,170,186
OPERATING EXPENSE	1,912,488	2,176,894	1,761,982
<b>TOTAL</b>	<b>3,699,588</b>	<b>4,256,914</b>	<b>3,932,168</b>
<b>FULL TIME POSITION</b>	<b>36</b>	<b>36</b>	<b>36</b>

**MAINTENANCE ADMINISTRATION***DESCRIPTION*

The Administrative Division provides general overall administrative support to the Building Maintenance and Grounds Maintenance Divisions. This division prepares a variety of reports, processes invoices, payroll, coordinates correspondence, maintains files, personnel and payroll records. All preventative maintenance contracts and monthly service agreements, such as Exterminating Services, Janitorial Services, Generator Contracts and Elevator Inspections for the City / Utility Board are maintained through this division. In addition to overseeing all budgetary expenditures, this division also orders supplies and materials, as needed. This division coordinates with all internal departments and citizens to efficiently manage preventative maintenance / repairs to all city owned facilities. Prioritization of tasks is abetted through the use of internal Departmental work orders and 311 requests to maintain public facilities and properties.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	194,645	187,661	190,883
OPERATING EXPENSES	546,365	508,041	673,874
<b>TOTAL</b>	<b>741,010</b>	<b>695,702</b>	<b>864,757</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

**Class Title**

Facilities Management Director	1	1	1
Administrative Assistant	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>

MAINTENANCE ADMINISTRATION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6112</b>					
7110	Regular Wages	150,052	148,330	149,271	941
7120	Overtime	7,036	2,500	2,500	0
7210	W/C Insurance	433	402	385	(17)
7230	Uniforms	247	500	500	0
7260	FICA Matching	12,227	11,538	11,610	72
7270	Pension Matching	17,144	16,600	18,213	1,613
7280	Insurance Matching	7,499	7,591	8,404	813
7290	Contribution Matching	6	200	0	(200)
7510	Professional Services	291,178	450,601	600,101	149,500
7550	Communications	4,453	4,000	5,550	1,550
7600	Travel	240	1,500	1,500	0
7610	Auto Allowance	6,000	6,000	6,000	0
7630	Train/Cont. Education	333	2,500	1,500	(1,000)
7700	Risk Allocation	40,824	25,040	42,073	17,033
7860	Maint: Bldgs.	172,053	801	0	(801)
7870	Labor	125	0	0	0
7870	Maintenance	4,743	0	0	0
7870	Parts	723	0	0	0
7870	Outside Upkeep	0	1,900	0	(1,900)
7880	Maint: Mach/Imp/Tools	3,398	1,699	3,150	1,451
7900	Utilities	3,537	5,000	5,000	0
7990	Dues and Fees	2,297	2,500	2,500	0
8010	Supplies	6,349	6,000	6,000	0
8016	Small Equip	5,981	0	0	0
8017	Printing	1,731	500	500	0
8110	Gasoline	2,401	0	0	0
<b>Total</b>		<b>741,010</b>	<b>695,702</b>	<b>864,757</b>	<b>169,055</b>

**Building Maintenance***DESCRIPTION*

The primary function of the Building Maintenance Division is to provide the highest quality level of service for maintaining all facilities owned by the City / Utility Board to insure that all properties meet current local, state, federal and safety regulations. Responsibilities include overseeing contractors for special projects, performing all preventative maintenance duties and repairs to all properties. This division performs and/or oversees all HVAC, roofing, plumbing, painting, and electrical, safety inspections, new construction and remodeling of current facilities as well as city owned parks. This division also provides support/assistance with special projects city-wide. Coordinates with all departments/divisions to insure that all work is carried out in a safe and cost efficient manner. The Building Maintenance Division responds to emergency calls twenty-four hours a day, using an on-call rotation between the Technicians.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	694,629	883,734	893,379
OPERATING EXPENSES	864,884	1,174,828	689,920
<b>TOTAL</b>	<b>1,559,513</b>	<b>2,058,562</b>	<b>1,583,299</b>
<b>FULL TIME POSITIONS</b>	<b>15</b>	<b>15</b>	<b>14</b>

**Class Title**

Facilities Maint. Superintendent	1	1	1
Administrative Specialist	1	1	1
Facilities Maint. Supervisor	2	2	2
Facility Maintenance Electrician(Non-Licensed)	1	1	1
Facility Maintenance Mechanic	6	6	6
Equipment Operator III	1	1	0
Custodian	3	3	3
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>14</b>

## Building Maintenance

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6114</b>					
7110	Regular Wages	427,676	509,080	533,388	24,308
7120	Overtime	31,913	20,000	20,000	0
7130	Part Time	13,376	64,949	42,630	(22,319)
7210	W/C Insurance	15,344	19,403	27,137	7,734
7230	Uniforms	7,958	7,000	7,500	500
7260	FICA Matching	33,416	45,443	45,595	152
7270	Pension Matching	49,725	63,490	66,407	2,917
7280	Insurance Matching	109,625	148,869	144,722	(4,147)
7290	Contribution Matching	5,595	5,500	6,000	500
7510	Professional Services	9,286	500	500	0
7512	Tech.Svcs(Surveys,DP)	880	0	0	0
7550	Communications	8,293	10,000	9,000	(1,000)
7600	Travel	605	1,500	500	(1,000)
7630	Train/Cont. Education	1,910	3,500	2,500	(1,000)
7860	Bldg Maintenance	661,257	1,085,000	595,000	(490,000)
7870	Maint: Motor Equip.	31,283	28,453	26,378	(2,075)
7880	Maint: Mach/Imp/Tools	6,780	5,000	12,160	7,160
7900	Utilities	52	0	0	0
7990	Dues and Fees	395	500	500	0
8009	Licenses	0	500	0	(500)
8010	Supplies	11,514	5,000	5,000	0
8016	Small Equip	12,231	5,000	5,000	0
8017	Printing	431	2,000	2,000	0
8050	Rental of Equipment	94,890	7,500	7,500	0
8110	Gasoline	21,574	17,555	18,278	723
8110	Diesel Fuel	3,503	2,820	5,604	2,784
<b>Total</b>		<b>1,559,513</b>	<b>2,058,562</b>	<b>1,583,299</b>	<b>(475,263)</b>

**PARK MAINTENANCE***DESCRIPTION*

The function of Park Maintenance/Cemetery division is to: 1) provide maintenance services to all parks, playgrounds, and to provide assistance with special events; 2) provide necessary functions 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONAL SERVICES	897,826	1,008,625	1,085,924
OPERATING EXPENSES	501,239	494,025	398,188
<b>TOTAL EXPENSES</b>	<b>1,399,065</b>	<b>1,502,650</b>	<b>1,484,112</b>
<b>FULL TIME POSITIONS</b>	<b>19</b>	<b>19</b>	<b>20</b>

**Class Title**

Facilities Maint. Superintendent	1	1	1
Groundskeeper	9	10	10
Crew Supervisor, Senior	2	2	2
Crew Supervisor	3	3	3
Operations Manager	0	1	1
Equipment Operator I	3	2	2
Equipment Operator III	0	0	1
Administrative Specialist	1	0	0
<b>TOTAL</b>	<b>19</b>	<b>19</b>	<b>20</b>

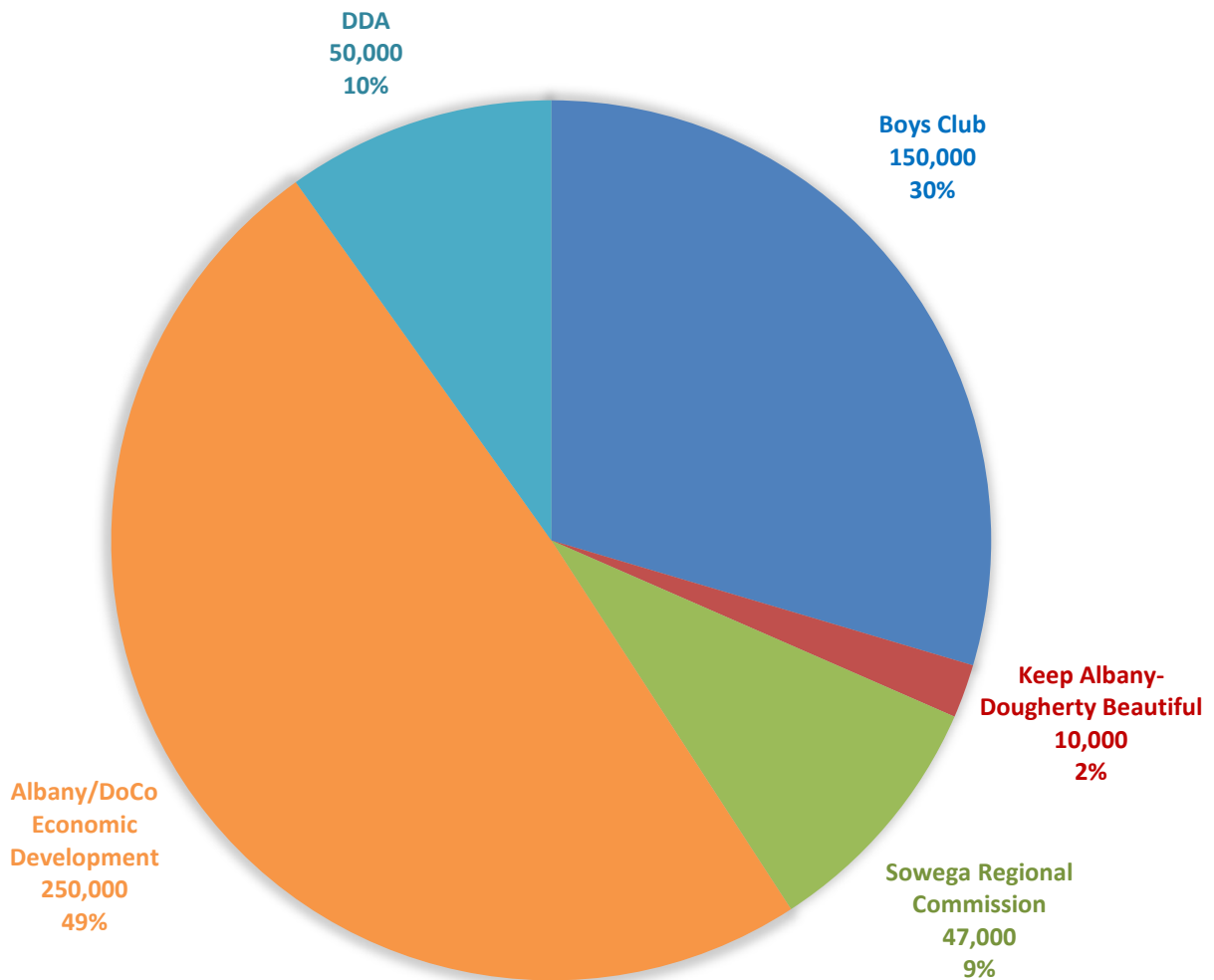


## PARK MAINTENANCE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>6106</b>					
7110	Regular Wages	546,224	602,820	636,009	33,189
7120	Overtime	42,425	21,500	21,500	0
7130	Part Time	11,437	53,563	53,563	0
7210	W/C Insurance	23,418	28,800	32,286	3,486
7230	Uniforms	10,844	9,500	10,500	1,000
7260	FICA Matching	42,572	51,858	54,397	2,539
7270	Pension Matching	64,143	70,418	78,901	8,483
7280	Insurance Matching	153,979	167,666	194,768	27,102
7290	Contribution Matching	2,784	2,500	4,000	1,500
7510	Professional Services	17,049	167,600	55,000	(112,600)
7514	Contract Labor(Temp)	20,835	0	0	0
7550	Communications	15,104	8,400	6,650	(1,750)
7600	Travel	668	1,000	500	(500)
7630	Train/Cont. Education	249	1,000	1,000	0
7860	Maint: Bldgs	(150)	0	0	0
7870	Maint: Motor Equip.	160,532	124,797	152,573	27,776
7880	Maint: Mach/Imp/Tools	30,508	11,000	13,250	2,250
7900	Utilites	81,863	90,000	80,000	(10,000)
7990	Dues and Fees	2,258	1,048	2,500	1,452
8009	Licenses(CDL,CPA,Etc)	69	500	500	0
8010	Supplies	49,294	33,500	30,000	(3,500)
8016	Small Equipment	14,121	6,000	10,000	4,000
8017	Printing	0	500	0	(500)
8030	Janitorial Supplies	0	952	0	(952)
8050	Equipment Rental	70,732	11,400	7,500	(3,900)
8110	Motor Fuel	38,107	36,328	38,715	2,387
<b>Total</b>		<b>1,399,065</b>	<b>1,502,650</b>	<b>1,484,112</b>	<b>(18,538)</b>



# City of Albany FY 2021 Independent Agencies



Total Independent Agencies  
\$507,000

## INDEPENDENT AGENCIES

## DESCRIPTION

The Board of City Commissioners funds a number of independent agencies involved in enhancing the quality of life 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 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021
OPERATING EXPENSE	1,726,888	557,000	507,000
<b>TOTAL</b>	<b>1,726,888</b>	<b>557,000</b>	<b>507,000</b>
<b>FULL TIME POSITION</b>	0	0	0

## INDEPENDENT AGENCIES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE +(-)
<b>7100.</b>					
7999.70	Boys/Girls Club	150,000	150,000	150,000	0
7999.74	DDA	50,000	50,000	50,000	0
	Riverquarium	200,000	0	0	0
	Albany Civil Rights Institute	100,000	0	0	0
7999.75	Albany Area Arts Council	45,000	0	0	0
7999.78	Keep Albany-Dougherty Beautiful	5,584	60,000	10,000	(50,000)
7999.82	Sowega Regional Commission	44,303	47,000	47,000	0
7999.92	Albany/Do Economic Development	250,000	250,000	250,000	0
7999.96	Chehaw Park	882,000	0	0	0
<b>Total</b>		<b>1,726,888</b>	<b>557,000</b>	<b>507,000</b>	(50,000)



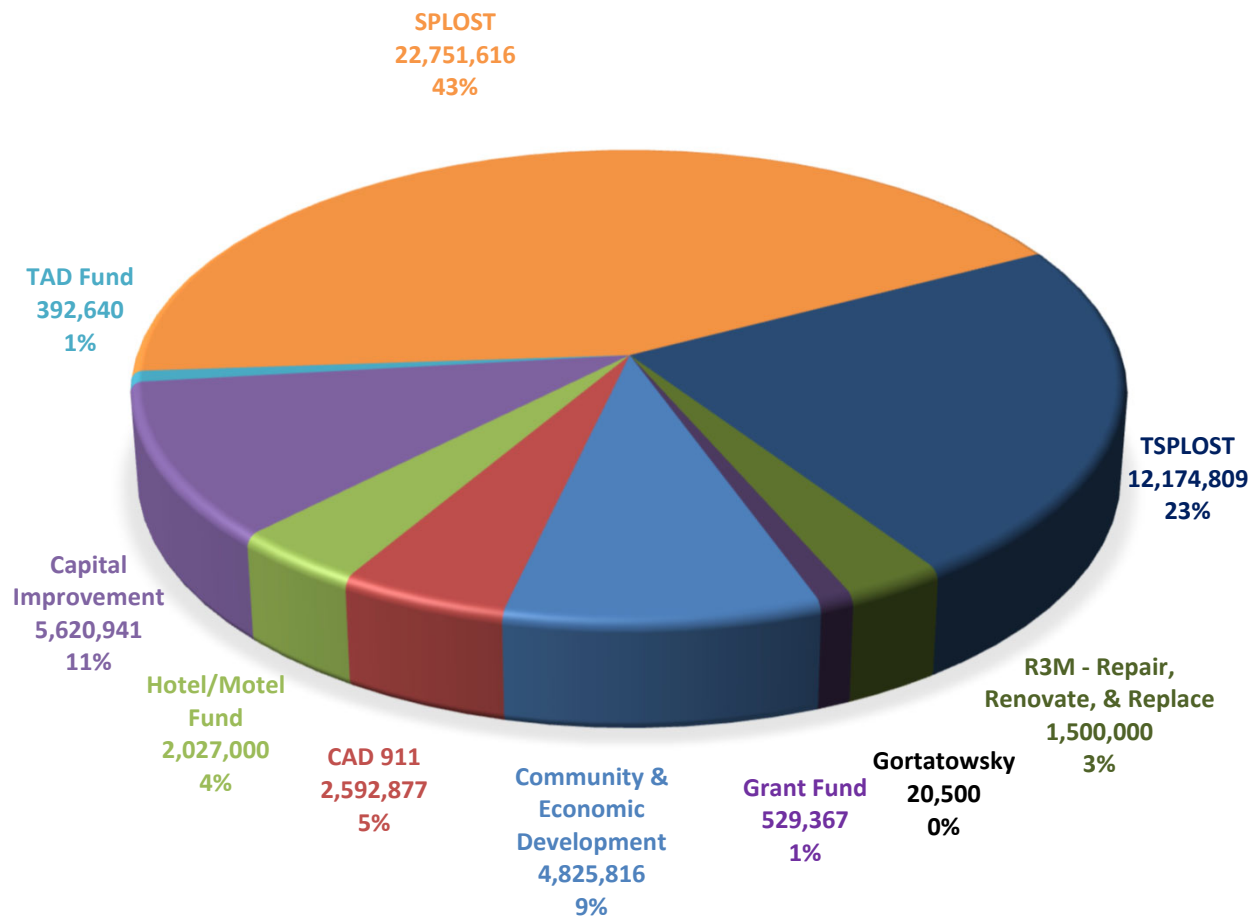


## Special Revenue Funds





# City of Albany Adopted Budget FY 2021 Special Revenue Funds



Total Expenditures  
\$52,435,566

**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.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business Friendly

SP IV: Promotion of the City of Albany as a Great Place to Live, Work, & Play

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets

SP I, G&O 2: Create an environment that consistently encourages business development & educational opportunities

SP IV, G&O 3: Be recognized as a progressive and innovative community

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: # Housing Units Rehabilitated within NRSAs	40	40	40
SP I, G&O 1, PM 2: % Rental Property Occupancy Ready for Rental	80%	79%	90%
SP I, G&O 2, PM 1: # Households Assisted with Homebuyer Assistance	3	3	3
SP I, G&O 2, PM 2: # of Rental Rehab/Renovations	N/A	N/A	35
SP IV, G&O 3, PM 1: # New Business Loans Attracted	3	3	3

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

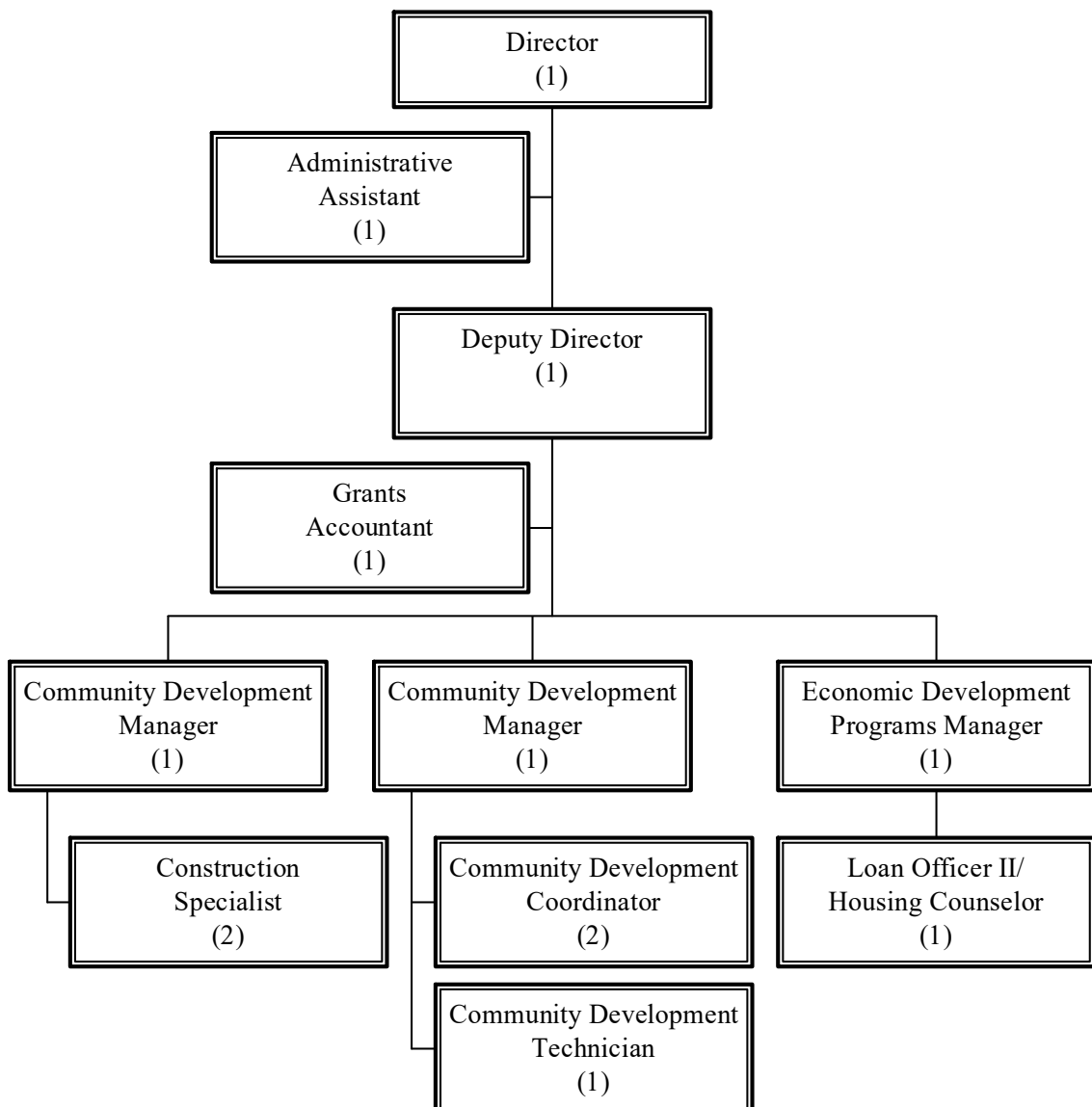
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

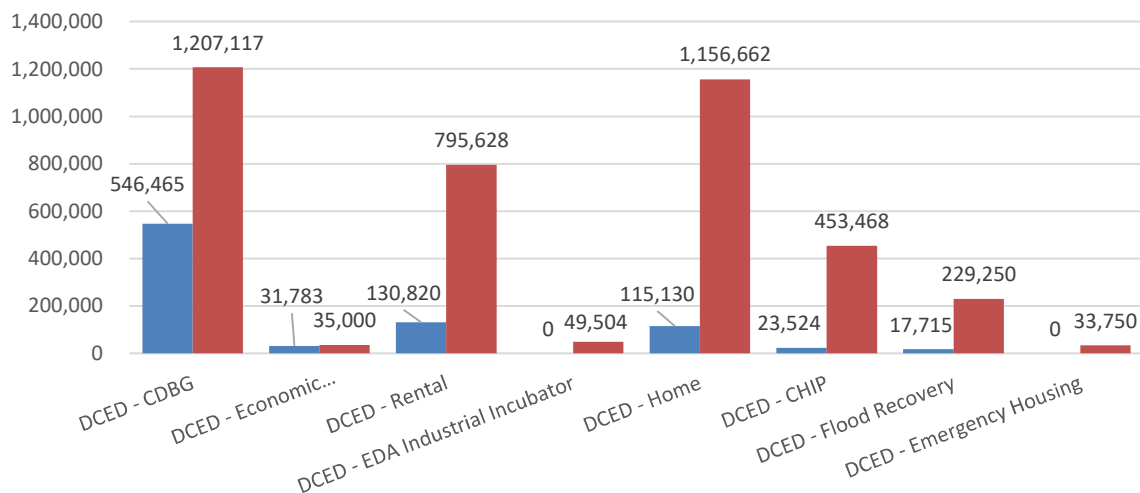
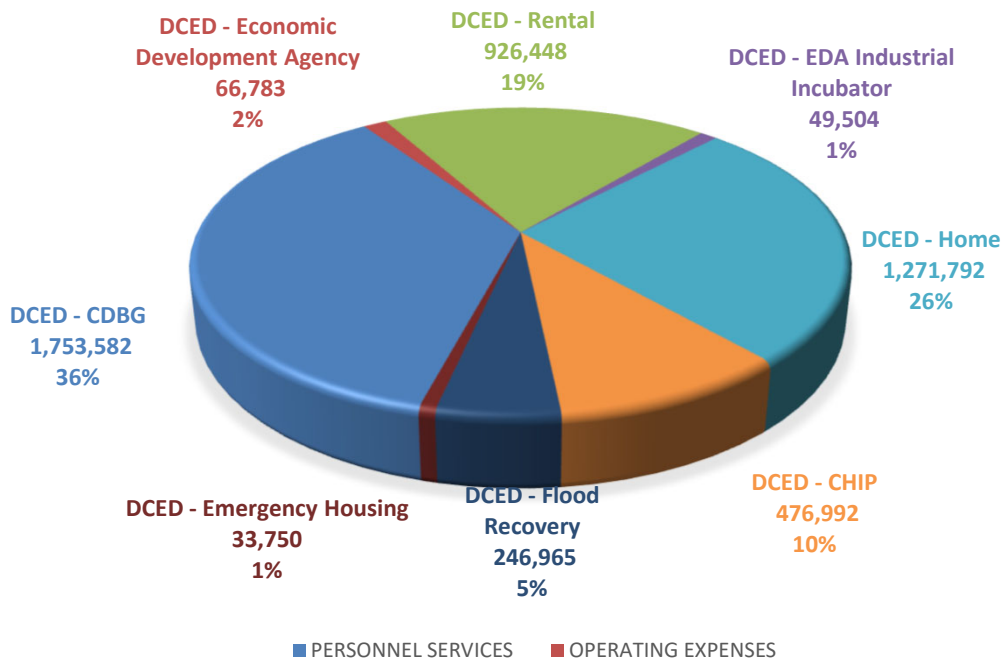
SP VI = Fiscal Responsibility



## Community & Economic Development



# City of Albany Adopted Budget FY 2021 Community Development Expenditures



**Total Expenditures  
\$4,825,816**

**COMMUNITY DEVELOPMENT***SUMMARY*

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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	3,310,628	3,843,973	3,713,918
TRANSFER (TO)/FROM FUND BALANCE	934,101	760,798	1,111,898
<b>TOTAL REVENUE</b>	<b>4,244,729</b>	<b>4,604,771</b>	<b>4,825,816</b>
PERSONNEL SERVICES	702,449	812,884	865,437
OPERATING EXPENSE	3,515,789	3,791,887	3,960,379
CAPITAL OUTLAY	26,492	0	0
<b>TOTAL EXPENSES</b>	<b>4,244,729</b>	<b>4,604,771</b>	<b>4,825,816</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>13</b>	<b>13</b>

**COMMUNITY DEVELOPMENT BLOCK GRANT***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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	1,670,228	1,583,251	1,653,106
TRANSFER (TO)/FROM FUND BALANCE	(171,245)	0	100,476
<b>TOTAL REVENUE</b>	<b>1,498,983</b>	<b>1,583,251</b>	<b>1,753,582</b>
PERSONNEL SERVICES	442,022	498,472	546,465
OPERATING EXPENSE	1,030,469	1,084,779	1,207,117
CAPITAL OUTLAY	26,492	0	0
<b>TOTAL EXPENSES</b>	<b>1,498,983</b>	<b>1,583,251</b>	<b>1,753,582</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>10</b>	<b>11</b>

**Class Title**

Community Development Manager	1	1	1
Community Development Technician	1	1	1
Loan Officer II/Housing Counselor	1	1	1
Crew Supervisor, Senior	0	0	1
Construction Specialist	2	2	1
Program Manager- Economic Development	1	1	1
Planner III	0	0	1
Deputy Director	1	1	1
Director, Comm & Economic Development	1	1	1
Administrative Assistant	1	1	1
Grants Accountant	1	1	1
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>11</b>

## COMMUNITY DEVELOPMENT BLOCK GRANT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7603</b>					
7110.	Regular Wages	334,008	361,669	389,719	28,050
7120.	Overtime	135	0	0	0
7120.8325FM	Workers Compensation	1,932	2,674	3,174	500
7230.	Uniforms	191	0	370	370
7260.	FICA Matching	24,501	27,666	29,813	2,147
7270.	Pension Matching	33,009	43,400	46,766	3,366
7280.	Insurance Matching	43,317	58,488	71,773	13,285
7290.	Contribution Matching	4,929	4,575	4,850	275
7510.	*Prof/Legal	2,306	19,500	19,480	(20)
7510.BTC	*Prof/Legal-BTC	20,017	3,000	3,500	500
7514.	Contract Labor(Temp)	19,390	20,384	11,648	(8,736)
7514.BTC	Contract Labor/Temporary	58,991	81,614	36,400	(45,214)
7520.	*Public Info Ads	2,271	3,000	3,000	0
7550.	Communications	3,484	2,700	6,598	3,898
7550.BTC	*Communications-BTC	666	1,000	1,530	530
7560.	*Postage	1,008	1,400	900	(500)
7570.BTC	*Advertising	806	1,000	3,000	2,000
7600.	*Travel	2,359	10,000	7,000	(3,000)
7630.	*Train/Cont. Education	3,008	2,000	2,000	0
7700.03	Risk Management Services	8,478	4,163	7,240	3,077
7700.03BTC	Risk Management Services BTC	6,559	7,635	9,097	1,462
7860.BTC	*Maint On BTC	51,812	79,320	75,353	(3,967)
7870.01	*Auto-Labor	298	750	350	(400)
7870.02	*Auto-Maint	2,675	1,700	1,434	(266)
7870.03	*Auto-Parts	70	0	174	174
7870.05	Outside Upkeep	935	0	0	0
7880.	*Maintenance:Machinery/Tools	3,192	4,000	4,198	198
7880.BTC	*Maintenance:Machinery/Tools	821	1,000	2,000	1,000
7900.BTC	*Utilities-BTC	91,161	90,000	90,000	0
7901.	Storm Water	477	750	750	0
7901.BTC	Storm Water Fees	1,100	1,200	1,100	(100)
7990.	Dues and Fees	1,926	2,500	2,500	0
7990.BTC	*Dues and Fees BTC	845	845	695	(150)
7990.CG	Dues And Fees Cutliff Grove	478	0	0	0
8009.	Licenses (CDL, CPA, etc)	444	0	0	0
8010.	*Supplies	8,282	10,000	9,000	(1,000)
8010.BTC	*Supplies-BTC	72	500	500	0
8016.	Small Equip	3,901	500	1,500	1,000
8016.BTC	*Small Equip BTC	5,308	500	1,500	1,000
8017.	*Printing & Binding	0	100	0	(100)
8018.	*Books & Subscriptions	418	300	300	0
8030.BTC	*Janitorial Supplies-BTC	1,668	2,000	1,000	(1,000)
8050.	*Equipment Rentals	2,663	6,228	3,500	(2,728)
8110.01	*Auto Fuel	1,856	1,500	2,009	509
8200.02	*CDBG Loan Servicing	43,122	41,108	42,000	892
8210	Housing Rehabilitation	54,891	81,056	131,963	50,907
8211.002	Emergency Repair	16,300	0	0	0
8211.13	Rehab Multi Units	42,992	0	115,614	115,614
8219.	*Beautification	2,750	0	0	0
8220.	*Acquistion	0	65,000	30,000	(35,000)
8221.	*Demolition-CDBG + EC Area	1,068	0	0	0
8224.	*Historic Area Commission	38,335	0	0	0
8228.	*Disposition	9,798	5,000	5,000	0
8299.	Project Cost Rehab	2,233	6,039	6,039	0
8320.	*Public Service	0	75,000	100,000	25,000
8320.05TAG	Technical Assistance	800	22,446	0	(22,446)
8320.101	*Open Arms, Inc	22,500	0	40,768	40,768
8320.107	Strive2Thrive	22,150	0	0	0
8320.109	*Fair Housing	7,109	10,000	5,000	(5,000)
8320.12	Rehabilitation Administration	8,340	8,736	8,736	0
8320.132	Do Co Family Literacy Council	15,000	0	0	0
8320.141	South Ga Starz ACAdeMy, inc	7,854	0	0	0
8320.25	*Homeless Programs	15,761	8,096	35,682	27,586
8320.26	ALZHEIMER'S OUTREACH CENTE	15,000	0	0	0
8320.45	Albany Works! Program	2,012	0	0	0
8320.59	Housing Counseling	2,779	3,203	2,380	(823)
8321.27	ESG Match Short & Med Term	19,771	20,000	20,000	0
8321.28	ESG Match Financial Ass	7,041	13,750	13,750	0
8400.	Commercial Rehab	0	25,000	0	(25,000)
8410.	Facade Loans	0	9,457	2,000	(7,457)
8420.003EC	Section 3 Program	8,994	0	5,000	5,000
8425.108	*Section 108 Interest Pymt	34,690	29,799	23,929	(5,870)
8425.108N	*N/P Section 108 Loan	300,000	300,000	300,000	0
8511.BTC	*Cap. O/Lay: Computers	26,492	0	0	0
9999.	Disaster Expense	F-7 19,435	0	0	0
<b>Total</b>		<b>1,498,983</b>	<b>1,583,251</b>	<b>1,753,582</b>	<b>170,331</b>

**ECONOMIC DEVELOPMENT AGENCY***DESCRIPTION*

The City of Albany was designated as an eligible area for Economic Development Administration (EDA) assistance in 1994 after major flooding associated with the Tropical Storm Alberto. In 1995 the EDA granted the City of Albany \$992,893 to which the City of Albany provided a match in the amount of \$650,000. With these funds, a revolving loan fund program was developed and implemented with the purpose of job creation and private sector leveraging. This fund targets small businesses and start up businesses with a minimum loan amount of \$25,000 and a maximum of \$200,000. Loans can be made to businesses both within the city limits of Albany as well as Dougherty County. Loan repayments are used to continuously fund the program.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	119,524	100,000	100,000
TRANSFER (TO)/FROM FUND BALANCE	597,210	(55,000)	(33,217)
<b>TOTAL REVENUE</b>	<b>716,734</b>	<b>45,000</b>	<b>66,783</b>
PERSONNEL SERVICES	6,630	0	31,783
OPERATING EXPENSE	710,104	45,000	35,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL EXPENSES</b>	<b>716,734</b>	<b>45,000</b>	<b>66,783</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>



## ECONOMIC DEVELOPMENT AGENCY

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7607</b>					
7110.	Salaries-(EDA)	5,157	0	23,688	23,688
7210.	W/C (EDA)	7	0	47	47
7260.	FICA (EDA)	380	0	1,812	1,812
7270.	Pension (EDA)	506	0	2,843	2,843
7280.	Insurance (EDA)	499	0	2,893	2,893
7290.	Contribution Matching	80	0	500	500
7510.	Prof/Legal	296	0	0	0
7990.	Dues and Fees	790	0	0	0
8409	EDA Programs	616,478	45,000	35,000	(10,000)
8410.	Revolving Loans	92,540	0	0	0
<b>Total</b>		<b>716,734</b>	<b>45,000</b>	<b>66,783</b>	<b>21,783</b>

**COMMUNITY DEVELOPMENT / RENTAL PROGRAM***DESCRIPTION*

The rental program is funded by the rent revenues collected from occupants and rent subsidy payments from the Department of Community Affairs. The primary objectives of the program is to provide decent, safe, and affordable housing for persons of very low, low and moderate income.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	666,861	738,000	821,813
TRANSFER (TO)/FROM FUND BALANCE	450,938	291,790	104,635
<b>TOTAL REVENUE</b>	<b>1,117,799</b>	<b>1,029,790</b>	<b>926,448</b>
PERSONNEL SERVICES	137,213	146,011	130,820
OPERATING EXPENSE	980,586	883,779	795,628
<b>TOTAL</b>	<b>1,117,799</b>	<b>1,029,790</b>	<b>926,448</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>1</b>

**Class Title**

Property Management Specialist	1	1	0
Construction Specialist	1	0	0
Community Development Coordinator	0	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>1</b>

## COMMUNITY DEVELOPMENT / RENTAL PROGRAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7615</b>					
7110.	Wages	103,250	107,857	95,032	-12,825
7210.	Workmen's Compensaiton	745	1,244	577	-667
7230.	Uniforms	1,068	0	800	800
7260.	Fica/Medical	7,438	8,251	7,270	-981
7270.	Pension	11,047	12,943	11,404	-1,539
7280.	Insurance	12,123	14,216	14,337	121
7290.	Contribution Matching	1,543	1,500	1,400	-100
7510.	Professional Services	16,487	0	19,000	19,000
7514.	Contract Labor (Temp)	89,163	29,120	133,952	104,832
7550.	Communication	929	600	2,100	1,500
7560.	POSTAGE	327	0	300	300
7570.	Advertisement	725	0	1,500	1,500
7600.	Travel	0	0	2,500	2,500
7630.	Training & Cont Education	0	0	2,000	2,000
7700.	Insurance Expense	0	0	47,300	47,300
7700.03	Risk Management Ins Services	70,481	51,989	53,006	1,017
7860.01	Rental Prop Maint-Windsor	181,237	150,000	170,000	20,000
7860.03	Rental Prop Main-CDBG	189,920	80,000	155,000	75,000
7860.04	Rental Prop Main-The Villas	18,385	7,500	15,000	7,500
7860.21	Rental Prop Main-Broadway	118,165	90,000	60,000	-30,000
7860.22	Rental Prop Main-High/Madis	22,597	10,000	15,000	5,000
7860.23	Rental Prop Main-N. Davis	57,952	10,000	10,000	0
7860.24	Rental Prop Main-Jefferson Pl	18,670	15,000	18,000	3,000
7861.01	Rental Prop MGMT Fees-Windsor	0	91,250	0	-91,250
7861.03	Rental Prop MGMT Fees-CDBG	0	146,000	0	-146,000
7861.04	Rental Prop MGMT Fees-Villas	0	3,650	0	-3,650
7861.21	Rental Prop MGMT Fee-Broadway	0	54,750	0	-54,750
7861.22	Rental Prop MGMT Fee-High/Madi	0	25,550	0	-25,550
7861.23	Rental Prop MGMT Fee-N Davis	0	7,300	0	-7,300
7861.24	Rental Prop MGMT Fee-Jefferson Pl	0	36,500	0	-36,500
7880.01	Maint: Software Subscription	4,403	0	10,000	10,000
7900.01	Utilities-Windsor	13,106	10,000	10,000	0
7900.03	Utilities-CDBG	12,595	9,000	9,000	0
7900.04	Utilities-The Villas	2,952	1,500	1,500	0
7900.21	Utilities-Broadway Court	6,070	5,000	6,000	1,000
7900.22	Utilities-Highland/Madison	626	100	100	0
7900.23	Utilities-N Davis/1st	263	300	100	-200
7900.24	Utilities-Jefferson Pl	12,468	8,000	12,500	4,500
7901.	Storm Water Rental	5,639	4,500	4,500	0
7990.	Dues and Fees	161	120	120	0
7999.	Reserve	0	26,550	27,150	600
8010.	Supplies	918	0	1,000	1,000
8016.	Small Equipment	2,488	0	0	0
8050.	Equipmemt Rental	5,808	6,000	3,000	-3,000
8110.01	Gasoline	4,537	1,000	3,500	2,500
8218.	Relocation	1,562	2,500	2,500	0
9999.	Disaster Expenses	121,951	0	0	0
<b>Total</b>		<b>1,117,799</b>	<b>1,029,790</b>	<b>926,448</b>	<b>(103,342)</b>

**COMMUNITY DEVELOPMENT / EDA INDUSTRIAL INCUBATOR***DESCRIPTION*

The Industrial Incubator constructed in 1995 with funding from the Economic Development Administration is located at 1536 Dougherty Avenue in Albany, GA. The primary focus of the Incubator is job creation by providing operational space for small businesses.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	119,524	100,000	0
TRANSFER (TO)/FROM FUND BALANCE	(75,172)	(26,155)	49,504
<b>TOTAL REVENUE</b>	<b>44,352</b>	<b>73,845</b>	<b>49,504</b>
PERSONNEL SERVICES	18,922	30,971	0
OPERATING EXPENSE	25,430	42,874	49,504
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>44,352</b>	<b>73,845</b>	<b>49,504</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

## COMMUNITY DEVELOPMENT / EDA INDUSTRIAL INCUBATOR

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7617</b>					
7110.	Regular Wages	14,578	23,110	0	(23,110)
7210.	W/C Insurance	19	46	0	(46)
7230	Uniforms	0	331	0	(331)
7260.	FICA/Medi	1,047	1,768	0	(1,768)
7270.	Pension Matching	1,485	2,773	0	(2,773)
7280.	Insurance Matching	1,553	2,718	0	(2,718)
7290.	Contribution Matching	240	225	0	(225)
7514	Contract Labor (Temp)	13,896	29,120	49,504	20,384
7700.03	Risk Insurance	1,062	2,853	0	(2,853)
7860.	Maint:Build	6,576	10,000	0	(10,000)
7900.	Utilities	271	0	0	0
7901.	Storm Water	926	901	0	(901)
<b>Total</b>		<b>44,352</b>	<b>73,845</b>	<b>49,504</b>	<b>(24,341)</b>

**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).

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	679,760	607,214	543,315
TRANSFER (TO)/FROM FUND BALANCE	42,137	494,842	728,477
<b>TOTAL REVENUE</b>	<b>721,897</b>	<b>1,102,056</b>	<b>1,271,792</b>
PERSONNEL SERVICES	89,350	111,650	115,130
OPERATING EXPENSE	632,547	990,406	1,156,662
<b>TOTAL</b>	<b>721,897</b>	<b>1,102,056</b>	<b>1,271,792</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Class Title</b>			
Community Development Manager	1	1	1
Community Development Coordinator	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>

COMMUNITY DEVELOPMENT / HOME PROGRAM					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7620</b>					
7110.	Regular Wages	52,677	45,478	45,740	262
7110.8411	Wages - TBRA	18,767	36,584	41,649	5,065
7210.	W/C Insurance	133	91	91	0
7210.8411	W/C (TBRA)	45	73	83	10
7260.	Fica/Medi	4,303	3,479	3,499	20
7260.8411	FICA - (TBRA)	1,125	2,799	3,186	387
7270.	Pension Matching	6,231	5,457	5,489	32
7270.8411	Pension - (TBRA)	1,049	4,390	4,998	608
7280.	Insurance Matching	1,548	873	1,152	279
7280.8411	Insurance - (TBRA)	2,653	11,501	8,318	(3,183)
7290.	Contribution Matching	705	600	600	0
7290.8411	Contribution Matching	113	325	325	0
8016.	Small Equipment	5,696	3,000	0	(3,000)
8050.	Equipment Rental	0	4,429	3,650	(779)
8210.	HOME REHAB	0	159,452	0	(159,452)
8211.	Rehab-Single Family	0	150,000	210,000	60,000
8212.02	Rehab-Multi Family	0	245,000	0	(245,000)
8212.1	Rehab-SFU-Rental	81,429	0	0	0
8221	Acquisitions/Rehab Rental Property	59,944	0	25,000	25,000
8222	Acq/Rehab Home Owner SFU	76,213	0	0	0
8410.	Affordable Home Ownership	87,700	25,000	95,000	70,000
8410.3	Downpayment Assistance	3,061	11,000	5,000	(6,000)
8411.	Tenant Based Rental Asst-TBRA	138,896	215,000	265,000	50,000
8450.	Comm Hous Dev Organ(CHDO)	144,883	152,164	212,946	60,782
8450.02	CHDO Operating	0	25,361	22,811	(2,550)
8450.62	CHDO Operating	20,400	0	0	0
9999.	Disaster Expenses	13,075	0	0	0
<b>Total</b>		<b>721,897</b>	<b>1,102,056</b>	<b>1,271,792</b>	<b>169,736</b>

## Neighborhood Stabilization Program

## DESCRIPTION

Congress established the Neighborhood Stabilization Program (NSP) in 2008 for the purpose of stabilizing communities that have suffered from foreclosures and abandonment ment. NSP is Title III of the Housing and Economic Recovery Act of 2008, H. R. 3221. The goal of this program is being realized through the purchase and redevelopment of forclosed and abandoned homes and residential properties.

Major Object of Expenditure	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021
REVENUE	12,088	13,000	12,000
TRANSFER (TO)/FROM FUND BALANCE	49,166	(13,000)	(12,000)
<b>TOTAL REVENUE</b>	<b>61,254</b>	<b>0</b>	<b>0</b>
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	61,254	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>61,254</b>	<b>0</b>	<b>0</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>



Neighborhood Stabilization Program					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7621</b>					
8211.	Rehabilitation	768	0	0	0
8220.	Acquisitions	60,486	0	0	0
<b>Total</b>		<b>61,254</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / CHIP PROGRAM***DESCRIPTION*

The purpose of the community HOME Investment Program (CHIP) is to provide safe, decent, and affordable housing in Georgia by granting funds to city and county governments, public housing authorities, and nonprofits to rehabilitate owner-occupied and build and renovate affordable single family homes for sale to eligible homebuyers. The CHIP program is funded with US Dept. of Housing and Urban Development HOME Investment Partnership Program funds.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	0	612,000	473,434
TRANSFER (TO)/FROM FUND BALANCE	19,411	(3,336)	3,558
<b>TOTAL REVENUE</b>	<b>19,411</b>	<b>608,664</b>	<b>476,992</b>
PERSONNEL SERVICES	2,983	6,164	23,524
OPERATING EXPENSE	16,428	602,500	453,468
<b>TOTAL</b>	<b>19,411</b>	<b>608,664</b>	<b>476,992</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

## COMMUNITY DEVELOPMENT / CHIP PROGRAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7622</b>					
7110.	Regular Wages	2,235	4,279	15,470	11,191
7120	Overtime	5	0	0	0
7210.	W/C Insurance	72	209	820	611
7260.	FICA Matching	133	327	1,183	856
7270.	Pension Matching	197	513	1,856	1,343
7280.	Insurance Matching	320	786	4,095	3,309
7290.	Contribution Matching	21	50	100	50
7510.	Professional Services	360	2,500	1,000	(1,500)
7520.	Advertising	2,696	0	0	0
8211.	Rehab-Single Family	13,372	600,000	452,468	(147,532)
<b>Total</b>		<b>19,411</b>	<b>608,664</b>	<b>476,992</b>	<b>(131,672)</b>

**COMMUNITY DEVELOPMENT / NON GRANT***DESCRIPTION*

The flood of 1994 brought millions of dollars to the City of Albany to address a community that found itself severely devastated by Tropical Storm Alberto. This funding was used for many purposes to include providing decent safe and affordable housing, opportunities for businesses to rebuild to create and retain jobs, invest in infrastructure, etc. The many purposes of this funding created several accounts in which to keep the funding separate. More than fifteen years after the flood, the decision was made to consolidate any and all remaining balances in these accounts. These funds were repurposed to support economic development activities in the form of a Capital Access Loan Program or the Community Development Block Grant Revolving Loan Fund (CDBG-RLF) program. Proceeds from earlier and new business loans sustains this program as they are reinvested to continue assisting small business. Approximately 15-20% of this funding also provides a means of supporting activities that are not eligible under HUD guidelines or covering unexpected overages in program activities.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	92,678	76,500	76,500
TRANSFER (TO)/FROM FUND BALANCE	(58,053)	49,865	170,465
<b>TOTAL REVENUE</b>	<b>34,625</b>	<b>126,365</b>	<b>246,965</b>
PERSONNEL SERVICES	4,081	12,565	17,715
OPERATING EXPENSE	30,544	113,800	229,250
CAPITAL OUTLAY	0	0	0
<b>TOTAL EXPENSE</b>	<b>34,625</b>	<b>126,365</b>	<b>246,965</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

COMMUNITY DEVELOPMENT / NON GRANT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7635</b>					
7110.	Regular Wages	1,633	10,000	12,245	2,245
7120	Overtime	1,314	0	0	0
7210.	W/C Insurance	85	75	24	(51)
7260.	FICA Matching	215	765	937	172
7270.	Pension Matching	321	1,200	1,469	269
7280.	Insurance Matching	487	500	2,940	2,440
7290.	Contribution Matching	26	25	100	75
7510.	Professional Services	0	0	21,750	21,750
7990.	Dues and Fees	14	0	0	0
8150.	Food	4,138	3,500	2,500	(1,000)
8200.	Operations	4,192	2,500	5,000	2,500
8201.	Services	7,200	7,800	0	(7,800)
8410.	Loan Made from revolving loan	15,000	100,000	200,000	100,000
<b>Total</b>		<b>34,625</b>	<b>126,365</b>	<b>246,965</b>	<b>120,600</b>

**COMMUNITY DEVELOPMENT / EMERGENCY HOUSING***DESCRIPTION*

The City of Albany Department of Community and Economic Development is in receipt of Emergency Solutions Grant (ESG) funds through the Georgia Department of Community Affairs. The broad purpose of the ESG program is to provide outreach, shelter, rapid re-housing, homelessness prevention and related services to persons experiencing homelessness, or for persons in danger of becoming homeless.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	25,076	35,750	33,750
TRANSFER (TO)/FROM FUND BALANCE	4,600	50	0
<b>TOTAL REVENUE</b>	<b>29,676</b>	<b>35,800</b>	<b>33,750</b>
PERSONNEL SERVICES	1,248	7,050	0
OPERATING EXPENSE	28,428	28,750	33,750
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>29,676</b>	<b>35,800</b>	<b>33,750</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

## COMMUNITY DEVELOPMENT / EMERGENCY HOUSING

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7681</b>					
7110	Regular Wages	1,170	4,620	0	(4,620)
7210	Insurance - W/C	3	9	0	(9)
7260	FICA Matching	38	354	0	(354)
7270	Pension Contributions	38	554	0	(554)
7280	Insurance Benefit	(0)	1,492	0	(1,492)
7290	Contribution Matching	0	21	0	(21)
8320.28	Resource Fair	1,618	2,000	0	(2,000)
8320.29	ESG Rapid Re-Housing Rental	19,771	20,000	18,250	(1,750)
8320.30	ESG Rapid Re Housing Financial	7,039	6,750	15,500	8,750
<b>Total</b>		<b>29,676</b>	<b>35,800</b>	<b>33,750</b>	<b>(2,050)</b>

**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 dispatchers 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.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business-Friendly

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets.

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: % of Calls Answer within 2 Minutes	87%	98%	98%
SP I, G&O 1, PM 1: % of Dispatched Calls within 2 Minutes	85%	90%	90%
County-wide Dispatch?? (Goal) [Wording]			
# of Calls			

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

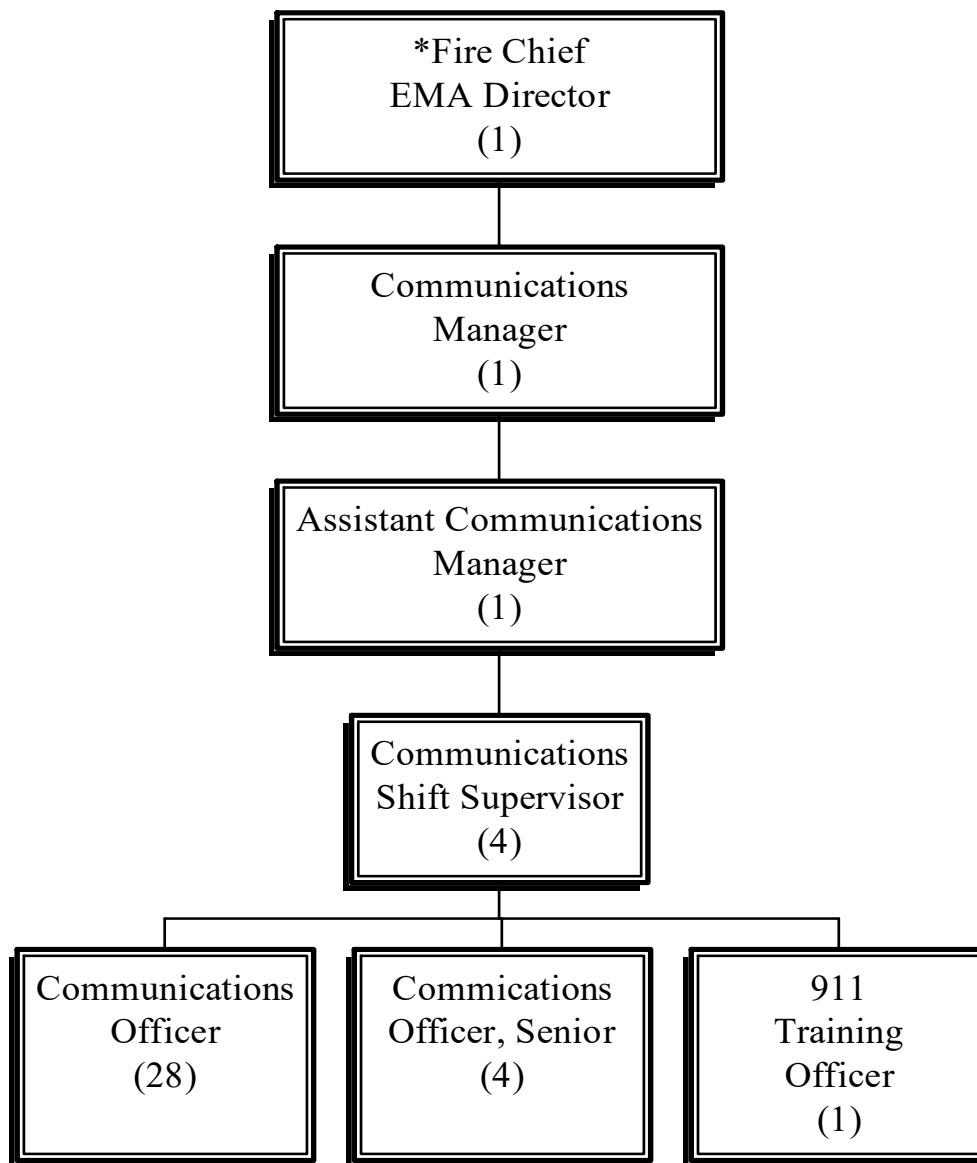
SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility





## **CAD-911 Department**



\* Position housed under General Fund (Fire Department)

**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 dispatchers 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>1,876,032</b>	<b>1,822,323</b>	<b>2,381,682</b>
PERSONNEL SERVICES	1,636,694	1,854,084	1,772,787
OPERATING EXPENSE	622,497	848,342	820,090
<b>TOTAL</b>	<b>2,259,191</b>	<b>2,702,426</b>	<b>2,592,877</b>
<b>NET INCOME (LOSS)</b>	<b>(383,159)</b>	<b>(880,103)</b>	<b>(211,195)</b>
<b>TRANSFER IN</b>	<b>1,026,776</b>	<b>880,103</b>	<b>211,195</b>
<b>FULL TIME POSITIONS</b>	<b>38</b>	<b>39</b>	<b>39</b>
<b><u>Class Title</u></b>			
Communications Manager	1	1	1
Assistant Communications Mgr	1	1	1
Communications Technician	0	0	0
911 Training Officer	0	1	1
Communications Shift Supv	4	4	4
Communications Officer, Sr	4	4	4
Communications Officer	28	28	28
<b>TOTAL</b>	<b>38</b>	<b>39</b>	<b>39</b>

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

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>22</b>					
7110	Regular Wages	944,321	1,101,222	1,042,717	-58,505
7120	Overtime	144,174	144,200	144,200	0
7130	Part Time	76,766	60,000	60,000	0
7210	W/C Insurance	2,745	2,611	2,494	-117
7260	FICA Matching	84,023	99,865	95,389	-4,476
7270	Pension Matching	149,991	186,813	178,038	-8,775
7280	Insurance Matching	226,800	251,373	243,949	-7,424
7290	Contribution Matching	7,874	8,000	6,000	-2,000
7510	Professional Services	1,860	3,300	3,300	0
7550	Communications	90,594	195,900	176,550	-19,350
7600	Travel	3,593	8,000	8,000	0
7630	Train/Cont. Education	3,049	6,000	6,000	0
7700	Risk Allocation	23,424	46,587	37,790	-8,797
7880	Maint: Mach/Imp/Tools	436,573	513,343	513,938	595
7900	Utilities	11,727	15,000	15,000	0
7990	Dues and Fees	1,648	1,730	1,730	0
8010	Supplies	1,192	8,300	8,300	0
8016	Small Equip	5,577	5,000	5,500	500
8017	Printing(Not Std Forms)	0	500	500	0
8018	Books & Subscriptions	0	600	500	-100
8052	Judicial Building	42,371	42,982	42,982	0
8110	Diesel Fuel	0	1,100	0	-1,100
8150	Food/Employee Apprec.	889	0	0	0
<b>Total</b>		<b>2,259,191</b>	<b>2,702,426</b>	<b>2,592,877</b>	<b>-109,549</b>

**HOTEL/MOTEL FUND***DESCRIPTION*

Under the provisions of the Local Hotel/Motel Tax O.C.G.A. s 48-13-51(5.1), municipalities may elect to levy a tax at the rate of eight 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 Albany Convention and Visitors Bureau is granted these funds annually to promote tourism, conventions and trade shows.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>2,609,321</b>	<b>2,685,295</b>	<b>2,350,000</b>
OPERATING EXPENSE	725,000	2,412,295	2,027,000
<b>TOTAL EXPENSES</b>	<b>725,000</b>	<b>2,412,295</b>	<b>2,027,000</b>
<b>NET INCOME/(LOSS)</b>	<b>1,884,321</b>	<b>273,000</b>	<b>323,000</b>
<b>TRANSFER OUT</b>	<b>(1,350,000)</b>	<b>(273,000)</b>	<b>(323,000)</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

HOTEL/MOTEL FUND					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>2902</b>					
7999.77	Convention & Visitor's Bureau	725,000	800,000	800,000	0
7999.80	Wayfinding Signage	0	385,295	0	(385,295)
7999.74	Riverquarium	0	200,000	200,000	0
	Albany Civil Rights Institute	0	100,000	100,000	0
7999.75	Albany Area Arts Council	0	45,000	45,000	0
7999.96	Chehaw Park	0	882,000	882,000	0
<b>Total</b>		<b>725,000</b>	<b>2,412,295</b>	<b>2,027,000</b>	<b>(385,295)</b>

**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 15% sales tax revenue.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	8,456,002	5,319,332	5,620,941
CAPITAL OUTLAY	13,094,260	5,311,338	5,589,200
INDIRECT COSTS	4,457	7,994	31,741
<b>TOTAL</b>	<b>13,098,717</b>	<b>5,319,332</b>	<b>5,620,941</b>
<b>NET GAIN/(LOSS)</b>	<b>(4,642,715)</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

## PUBLIC/CAPITAL IMPROVEMENT FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE +(-)
<b>32</b>					
7512	Technical Services	14,800	0	0	0
7950	Interest Expense	515,000	0	0	0
7990	Dues & Fees	2,655	0	0	0
8016	Small Equipment	262,517	0	53,800	53,800
8511	Cap. O/Lay Computer Equip	276,965	0	0	0
8520	Cap. O/Lay Motor	4,838,795	4,058,541	4,797,000	738,459
8530	Cap O/L: Bldg & Improvemer	935,856	1,169,154	528,259	(640,895)
8540	Cap. O/L: Tools	6,247,672	83,643	210,141	126,498
8951	Indirect Cost	4,457	7,994	31,741	23,747
<b>Total</b>		<b>13,098,717</b>	<b>5,319,332</b>	<b>5,620,941</b>	<b>301,609</b>

**TAX ALLOCATION DISTRICT (TAD)***DESCRIPTION*

The creation of the Albany Riverfront and Gateway TAD will allow the City to encourage the private redevelopment of key parcels which are currently a detriment to the perception of the area and are incompatible with the City's vision for the area. In addition, the TAD will leverage this private investment to provide public funds to address, update, improve the area's infrastructure, enhance public amenities and create additional streetscaping to assist the City in achieving the Albany Riverfront and Gateway vision.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE</b>	<b>379,883</b>	<b>389,165</b>	<b>422,135</b>
OPERATING EXPENSE	1,028,360	389,165	392,640
<b>TOTAL EXPENSES</b>	<b>1,028,360</b>	<b>389,165</b>	<b>392,640</b>
<b>NET GAIN/(LOSS)</b>	<b>(648,477)</b>	<b>0</b>	<b>29,495</b>
<b>TRANSFER FROM/(TO) FUND BALANCE</b>	<b>648,477</b>	<b>0</b>	<b>(29,495)</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>



TAX ALLOCATION DISTRICT (TAD)					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE +(-)
<b>4202</b>					
7950	Interest Expense 2012 Bond	49,375	42,993	36,468	(6,525)
7950.01	2012 Bond Principal Exp	280,000	290,000	300,000	10,000
7950	Revolving Loan Expense	75,435	56,172	55,622	(550)
7952.03	Flint Revolving Load	623,000	0	0	0
7990	Dues and Fees	550	0	550	550
<b>Total</b>		<b>1,028,360</b>	<b>389,165</b>	<b>392,640</b>	<b>3,475</b>

**JOB INVESTMENT FUND***DESCRIPTION*

The City of Albany (Economic Jobs Fund) is a fund established by the City of Albany to provide monies for the creation and encouragement of jobs for the City of Albany. The Finance Director of the City of Albany, acting on behalf of the Mayor and City Commissioners, is designated as the Investment Officer of the City of Albany and is responsible and shall establish procedures for the operation of the investment management decisions and program activities.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	830,477	0	0
OPERATING EXPENSE	0	0	0
<b>NET GAIN/(LOSS)</b>	<b>830,477</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	0	0	0

JOB INVESTMENT FUND					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE +(-)
<b>933</b>					
7510	Professional Services	0	0	0	0
8951	Indirect Cost	0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**R3M Fund***DESCRIPTION*

The City will establish a prioritized list of items that are necessary to improve the maintenance and long-term care of City-Owned buildings and infrastructure. The goal is to maintain the assets that we have in order to increase their usefulness as well as longevity for which the City will be able to utilize them.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	1,000,000	1,000,000	1,000,000
OPERATING EXPENSES	422,165	2,000,000	1,500,000
<b>TOTAL</b>	<b>422,165</b>	<b>2,000,000</b>	<b>1,500,000</b>
<b>NET GAIN/(LOSS)</b>	<b>577,835</b>	<b>(1,000,000)</b>	<b>(500,000)</b>
TRANSFER IN	0	1,000,000	500,000
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

		R3M Fund			
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE +(-)
<b>26</b>					
7860	R3M Fund Projects	0	18,977	273,093	254,116
7860.100	City Clerk	0	20,453	50,000	29,547
7860.201	City Manager	1,841	0	0	0
7860.300	City Attorney	0	4,547	50,000	45,453
7860.400	Municipal Court	4,908	25,900	0	(25,900)
7860.1003	Risk Management	2,829	0	0	0
7860.1100	Procurement	0	19,735	0	(19,735)
7860.1501	Finance	21,197	125,000	0	(125,000)
7860.22	CAD-911	9,783	0	0	0
7860.2211	Police	95,852	0	0	0
7860.2301	Fire	158,222	130,000	0	(130,000)
7860.2400	Engineering	0	0	0	0
7860.3198	Sewer	0	75,000	60,000	(15,000)
7860.4300	Storm Water	0	250,000	0	(250,000)
7860.4400	Water	0	101,000	43,000	(58,000)
7860.4500	Gas	0	23,000	12,000	(11,000)
7860.4600	Light	12,487	178,000	0	(178,000)
7860.4800	UISF	0	24,750	0	(24,750)
7860.6100	Recreation (Admin)	61,347	0	0	0
7860.6105	Recreation (Turner Golf)	14,605	0	0	0
7860.6111	Recreation (Wellnes Center)	11,444	0	0	0
7860.6114	Facilities Maintenance	0	1,000,000	500,000	(500,000)
7860.65	Fleet	27,650	0	0	0
7860.76	DCED	0	0	508,000	508,000
8951	Indirect Costs	0	3,638	3,907	269
<b>Total</b>		<b>422,165</b>	<b>2,000,000</b>	<b>1,500,000</b>	<b>(500,000)</b>

**GORTATOWSKY PARK***DESCRIPTION*

A testamentary gift presented to the City of Albany from Henry K. Gortatowsky to be used for the purpose of a municipal park and/or recreation center in the form of permanent improvements. The park was presented to the City on March 26, 1991. The park shall be known and designated as Gortatowsky Park.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUE	726	32,800	20,500
OPERATING EXPENSE	0	32,800	20,500
<b>NET GAIN/(LOSS)</b>	<b>726</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

GORTATOWSKY PARK					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE +(-)
<b>7402</b>					
7510	Professional Services	0	32,800	20,500	(12,300)
<b>Total</b>		<b>0</b>	<b>32,800</b>	<b>20,500</b>	<b>(12,300)</b>



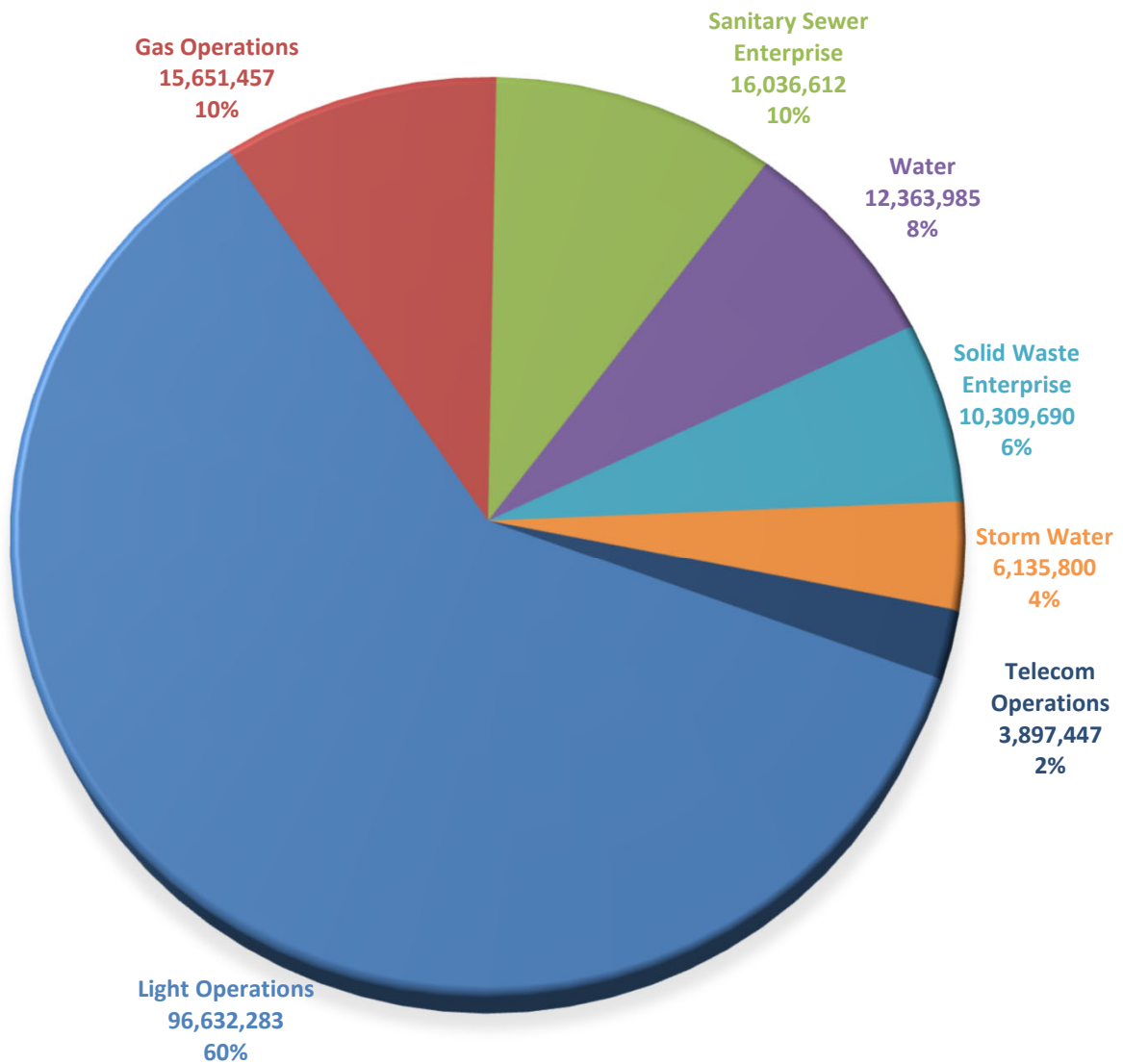




**Self-Sustaining  
Enterprise Funds  
(Utility Funds)**



# City of Albany Adopted Budget FY 2021 Utility Funds



Total Expenses  
\$161,027,274

**SOLID WASTE SUMMARY***DESCRIPTION*

The Solid Waste Division 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 Special Services.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets

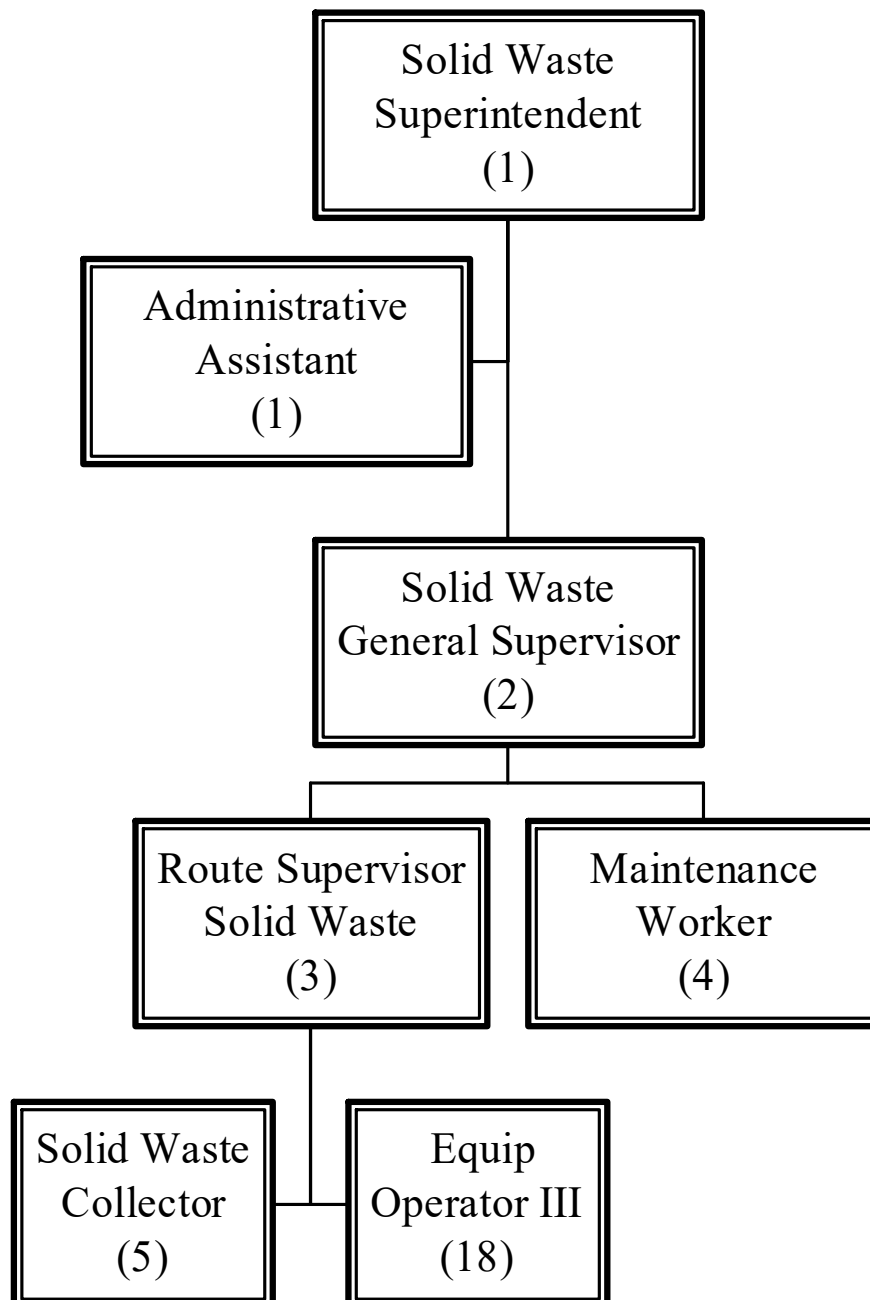
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: % On-Time Collection on Residential Pick Ups	85%	80%	90%
SP I, G&O 1, PM 2: # of New Commercial Customers	177	134	100
SP I, G&O 1, PM 3: % of Residential Barrels Audited	20%	25%	30%
SP I, G&O 1, PM 4: # of Community Events Assisted	8	8	12

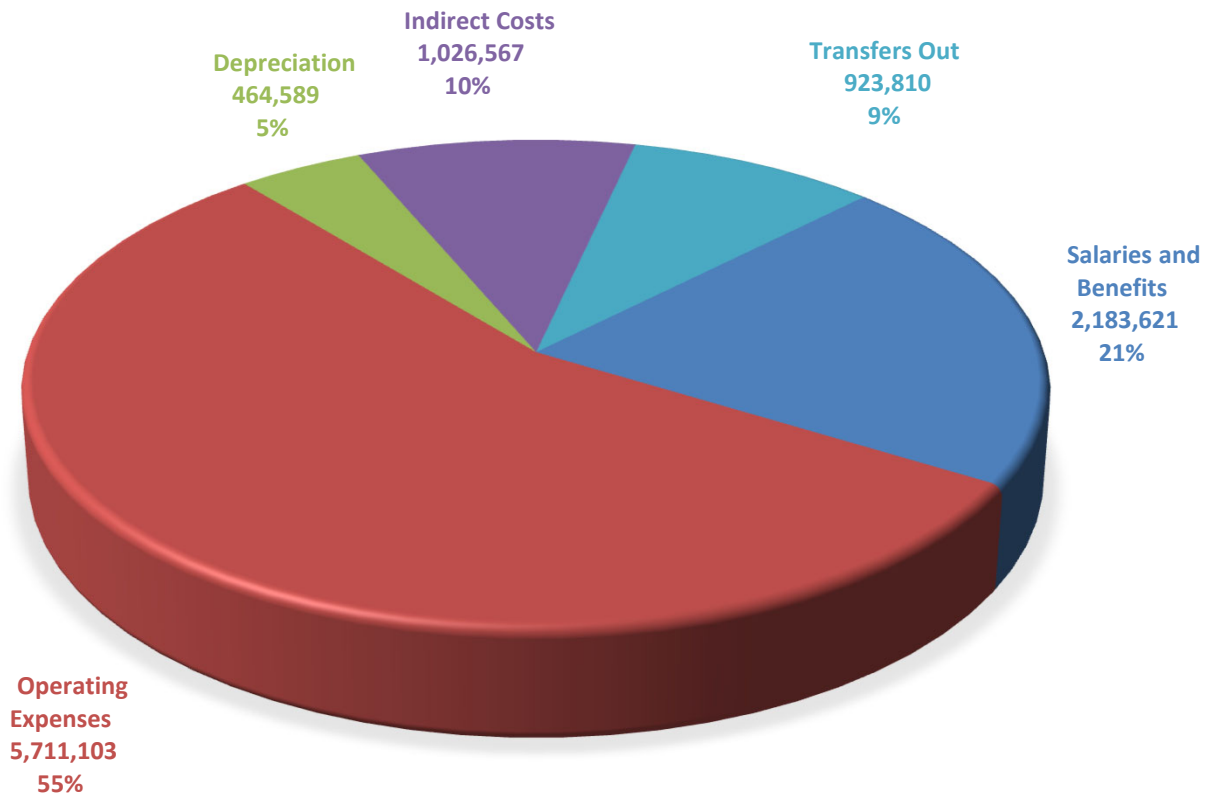
SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Solid Waste Fund



City of Albany  
Adopted Budget  
FY 2021  
Solid Waste Department



Total Expenses  
\$10,309,690

**SOLID WASTE SUMMARY***DESCRIPTION*

The Solid Waste Division 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 Special Services.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE</b>	<b>10,197,150</b>	<b>10,586,988</b>	<b>10,868,349</b>
PERSONNEL EXPENSES	1,985,052	2,156,139	2,183,621
OPERATING EXPENSES	6,147,664	5,837,608	5,711,103
DEPRECIATION EXPENSE	399,341	363,518	464,589
INDIRECT COSTS	968,225	996,722	1,026,567
TRANSFER TO GENERAL FUND	868,447	899,894	923,810
<b>TOTAL EXPENSES</b>	<b>10,368,729</b>	<b>10,253,881</b>	<b>10,309,690</b>
<b>NET INCOME/ (LOSS)</b>	<b>(171,579)</b>	<b>333,107</b>	<b>558,659</b>
<b>Capital Projects Summary</b>	510,569	1,276,163	3,030,000
<b>FULL TIME POSITIONS</b>	<b>34</b>	<b>34</b>	<b>34</b>

**SOLID WASTE ADMINISTRATION***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	602,919	489,332	488,345
OPERATING EXPENSES	270,204	212,338	251,581
DEPRECIATION EXPENSE	3,697	6,936	4,665
INDIRECT COSTS	968,225	996,722	1,026,567
TRANSFER TO GENERAL FUND	868,447	899,894	923,810
<b>TOTAL EXPENSES</b>	<b>2,713,493</b>	<b>2,605,222</b>	<b>2,694,968</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>6</b>	<b>6</b>

**Class Title**

Administrative Assistant	1	1	1
General Supervisor	2	2	2
Superintendent, Solid Waste	1	1	1
Maintenance Worker	1	2	2
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>6</b>



**SOLID WASTE ADMINISTRATION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>3902</b>					
7110	Regular Wages	278,681	319,485	320,018	533
7120	Overtime Wages	10,260	6,000	6,000	0
7210	W/C Insurance	22,383	26,619	28,045	1,426
7230	Uniforms	11,167	15,000	13,000	(2,000)
7260	FICA Matching	21,604	24,900	24,940	40
7270	Pension Matching	201,667	39,058	39,122	64
7280	Insurance Matching	52,990	54,170	52,220	(1,950)
7290	Contribution Matching	4,168	4,100	5,000	900
7510	Professional Services	25	0	0	0
7550	Communications	7,032	8,000	7,959	(41)
7600	Travel	601	2,500	1,600	(900)
7630	Train/Cont. Education	(924)	2,500	1,900	(600)
7700	Risk Allocation	96,348	16,348	55,804	39,456
7870	Maint: Motor Equip.	2,427	3,439	3,644	205
7880	Maint: Mach/Imp/Tools	1,716	1,860	4,363	2,503
7900	Utilities	4,712	5,000	5,000	0
7990	Dues and Fees	2,895	800	800	0
8010	Supplies	686	2,600	1,300	(1,300)
8016	Small Equip	1,750	2,000	2,000	0
8110	Motor Fuel	1,669	1,591	1,511	(80)
8150	Food/Employee Apprec.	619	700	700	0
8971	Bad Debt Allowance	150,647	165,000	165,000	0
8900	Depreciation	3,697	6,936	4,665	(2,271)
8951	Indirect Cost	968,225	996,722	1,026,567	29,845
5992	Operating Transfers Out	868,447	899,894	923,810	23,916
<b>Total</b>		<b>2,713,493</b>	<b>2,605,222</b>	<b>2,694,968</b>	<b>89,746</b>

**SOLID WASTE/RESIDENTIAL EAST***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	884,659	1,162,191	1,178,848
OPERATING EXPENSES	1,600,042	1,464,716	1,328,557
DEPRECIATION EXPENSE	201,030	236,913	252,840
<b>TOTAL EXPENSES</b>	<b>2,685,731</b>	<b>2,863,820</b>	<b>2,760,245</b>

<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>22</b>	<b>22</b>
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**Class Title**

Crew Supervisor	1	0	0
Maintenance Worker	1	1	2
Equipment Operator II	1	1	0
Equipment Operator III	14	15	15
Solid Waste Collector	2	3	3
Solid Waste Route Supervisor	2	2	2
<b>TOTAL</b>	<b>21</b>	<b>22</b>	<b>22</b>

**SOLID WASTE/RESIDENTIAL EAST**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>3903</b>					
7110	Regular Wages	515,072	695,530	715,506	19,976
7120	Overtime Wages	90,467	80,000	80,000	0
7210	W/C Insurance	31,273	39,720	40,323	603
7260	FICA Matching	42,679	59,328	60,856	1,528
7270	Pension Matching	64,732	93,064	95,461	2,397
7280	Insurance Matching	135,379	189,449	181,702	(7,747)
7290	Contribution Matching	5,058	5,100	5,000	(100)
7510	Professional Services	16,034	20,000	20,000	0
7512	Tech.Svcs(Surveys,DP)	638,308	602,000	402,000	(200,000)
7514	Contract Labor(Temp)	378,281	350,000	330,000	(20,000)
7870	Maint: Motor Equip.	372,695	296,121	389,829	93,708
7880	Maint: Mach/Imp/Tools	935	2,500	2,500	0
8010	Supplies	10,853	10,000	10,000	0
8016	Small Equip	46,534	40,000	40,000	0
8110	Motor Fuel	136,402	144,095	134,228	(9,867)
8900	Depreciation	201,030	236,913	252,840	15,927
<b>Total</b>		<b>2,685,731</b>	<b>2,863,820</b>	<b>2,760,245</b>	<b>(103,575)</b>

**SOLID WASTE/RESIDENTIAL WEST***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
OPERATING EXPENSES	3,195,738	3,198,157	3,208,205
<b>TOTAL EXPENSES</b>	<b>3,195,738</b>	<b>3,198,157</b>	<b>3,208,205</b>

**SOLID WASTE/RESIDENTIAL WEST**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>3904</b>					
7510	Professional Services	3,195,738	3,198,157	3,208,205	10,048
<b>Total</b>		<b>3,195,738</b>	<b>3,198,157</b>	<b>3,208,205</b>	<b>10,048</b>

**SOLID WASTE/COMMERCIAL***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	386,924	392,744	401,289
OPERATING EXPENSES	1,078,051	959,597	919,960
DEPRECIATION EXPENSE	194,613	119,669	207,084
<b>TOTAL EXPENSES</b>	<b>1,659,587</b>	<b>1,472,010</b>	<b>1,528,333</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>6</b>	<b>6</b>

**Class Title**

Equipment Operator III	3	3	3
Solid Waste Collector	4	2	2
Solid Waste Route Supervisor	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>6</b>	<b>6</b>

SOLID WASTE/COMMERCIAL					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3905</b>					
7110	Regular Wages	205,475	196,421	204,574	8,153
7120	Overtime	47,894	53,000	53,000	0
7210	W/C Insurance	16,954	17,274	17,731	457
7260	FICA Matching	17,606	19,081	19,704	623
7270	Pension Matching	27,585	29,931	30,909	978
7280	Insurance Matching	69,883	75,037	73,371	(1,666)
7290	Contribution Matching	1,527	2,000	2,000	0
7510	Professional Services	21	0	0	0
7512	Tech.Svcs(Surveys,DP)	631,449	600,000	525,000	(75,000)
7870	Maint: Motor Equip.	295,972	197,406	222,940	25,534
7880	Maint: Mach/Imp/Tools	13,640	13,000	11,797	(1,203)
8010	Supplies	3,096	5,000	5,000	0
8016	Small Equip	43,227	62,000	62,000	0
8110	Motor Fuel	90,646	82,191	93,223	11,032
8900	Depreciation	194,613	119,669	207,084	87,415
<b>Total</b>		<b>1,659,587</b>	<b>1,472,010</b>	<b>1,528,333</b>	<b>56,323</b>

**SOLID WASTE/SPECIAL SERVICES***DESCRIPTION*

The Solid Waste Special Services section is responsible for the enforcement of the Solid Waste Ordinance.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	110,550	111,872	115,139
OPERATING EXPENSES	3,630	2,800	2,800
<b>TOTAL EXPENSES</b>	<b>114,180</b>	<b>114,672</b>	<b>117,939</b>

<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**Class Title**

* Code Enforcement Inspector I	0	0	0
* Code Enforcement Ofcr (Sworn)	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Headcount for 1 Code Enforcement Inspector & 1 Code Enforcement Officer are located in Code Enforcement Budget



**SOLID WASTE/SPECIAL SERVICES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>3906</b>					
7110	Regular Wages	81,485	82,112	84,762	2,650
7120	Overtime	784	1,000	1,000	0
7210	W/C Insurance	2,752	3,009	3,105	96
7260	FICA Matching	5,903	6,358	6,561	203
7270	Pension Matching	10,133	9,973	10,291	318
7280	Insurance Matching	7,906	7,420	7,420	0
7290	Contribution Matching	1,588	2,000	2,000	0
7600	Travel	877	1,400	1,400	0
7630	Training and Development	885	900	900	0
8010	Supplies	0	500	500	0
8050	Rental of Equipment	1,868	0	0	0
<b>Total</b>		<b>114,180</b>	<b>114,672</b>	<b>117,939</b>	<b>3,267</b>

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

*DESCRIPTION*

The Sewer Systems Division operates and maintains the Wastewater Treatment Plant, Sanitary Sewer Lift Stations, Wastewater Sampling Program, Utility Locates, 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 within the City of Albany Sewer System and for the operation of the main Water Pollution Control Plant and 86 Pump/Lift Stations.

**STRATEGIC PRIORITIES (SP)**

SP VI: Fiscal Responsibility

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 3: Revenue Enhancements

**PERFORMANCE MEASURES (PM)**

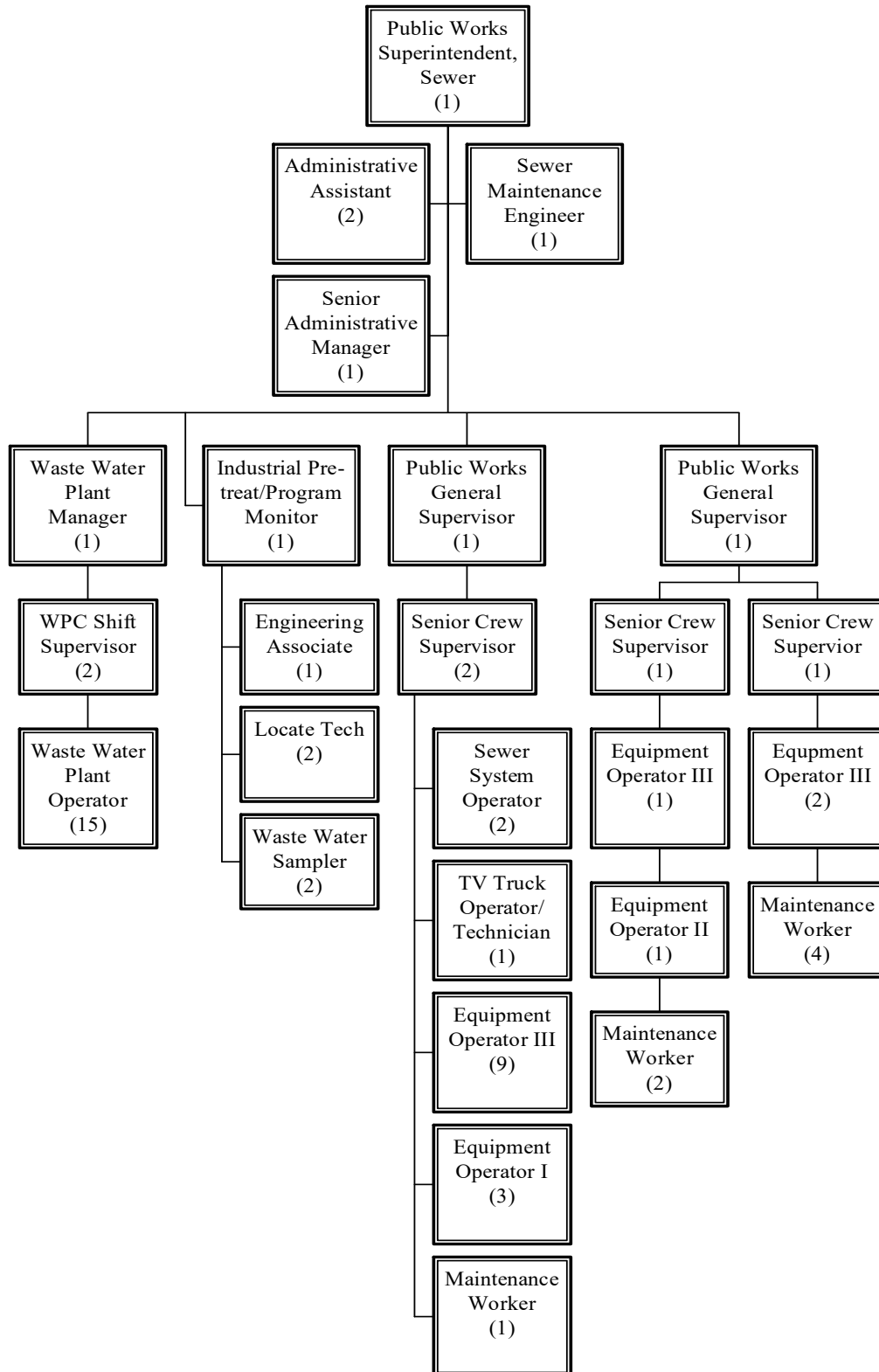
<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP VI, G&O 3, PM 1: # New Customers	25	16	30

Development and Implementation of Sewer (20 year plan-Capital Improvement Plan)

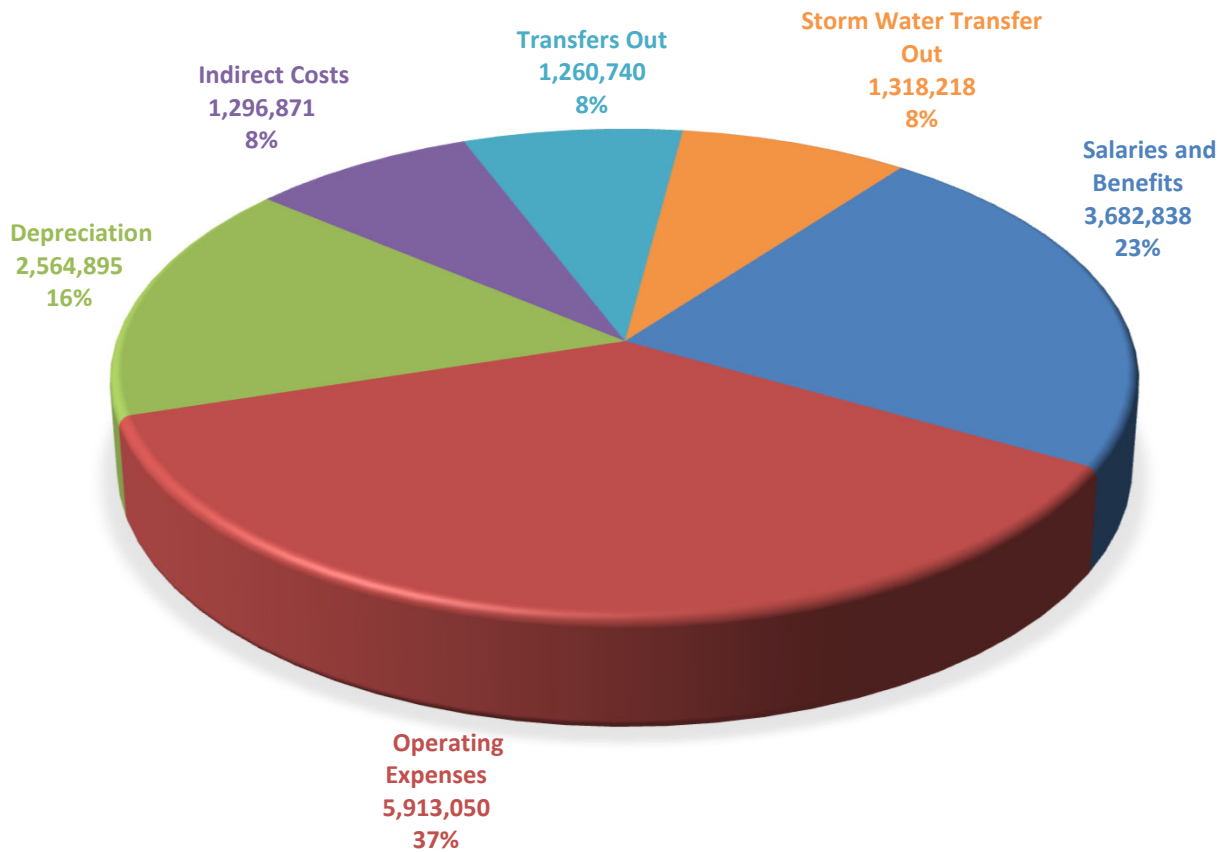
SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Sanitary Sewer Fund



City of Albany  
Adopted Budget  
FY 2021  
Sewer Department



Total Expenses  
\$16,036,612

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

*DESCRIPTION*

The Sewer Systems Division operates and maintains the Wastewater Treatment Plant, Sanitary Sewer Lift Stations, Wastewater Sampling Program, Utility Locates, 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 within the City of Albany Sewer System and for the operation of the main Water Pollution Control Plant and 86 Pump/Lift Stations.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE</b>	<b>21,393,375</b>	<b>16,392,100</b>	<b>16,769,192</b>
PERSONNEL SERVICES	3,714,117	3,522,953	3,682,838
OPERATING EXPENSES	7,566,888	6,062,461	5,913,050
DEPRECIATION EXPENSE	2,450,409	2,510,800	2,564,895
INDIRECT COSTS	1,161,680	1,213,972	1,296,871
TRANSFER OUT STORM WATER	1,255,025	1,260,740	1,260,740
TRANSFER OUT GENERAL FUND	1,189,384	1,286,166	1,318,218
<b>TOTAL EXPENSES</b>	<b>17,337,503</b>	<b>15,857,092</b>	<b>16,036,612</b>
<b>NET INCOME (LOSS)</b>	<b>4,055,872</b>	<b>535,008</b>	<b>732,580</b>
<b><u>Debt Service Summary</u></b>			
Series 2001 Principal Payment	685,000	715,000	745,000
Series 2007 Principal Payment	2,480,000	2,640,000	0
<b>Total Debt Service Payments</b>	<b>3,165,000</b>	<b>3,355,000</b>	<b>745,000</b>
<b>Capital Projects Summary</b>	<b>874,614</b>	<b>1,521,000</b>	<b>3,178,156</b>
<b>FULL TIME POSITIONS</b>	<b>61</b>	<b>61</b>	<b>61</b>

**SANITARY SEWER ENTERPRISE FUND  
WATERWASTE TREATMENT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,350,756	1,096,855	1,146,107
OPERATING EXPENSES	3,662,781	3,726,271	3,492,315
DEPRECIATION EXPENSE	1,526,653	1,506,925	1,561,238
<b>TOTAL</b>	<b>6,540,190</b>	<b>6,330,051</b>	<b>6,199,660</b>
<b>FULL TIME POSITIONS</b>	<b>19</b>	<b>19</b>	<b>19</b>

**Class Title**

Maintenance Worker	1	0	0
Administrative Assistant	0	1	1
Wastewater Plant Manager	1	1	1
Wastewater Plant Operator I	15	15	15
WPC Shift Supervisor	2	2	2
<b>Total</b>	<b>19</b>	<b>19</b>	<b>19</b>

## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3200</b>					
7110	Regular Wages	626,545	702,134	725,982	23,848
7120	Overtime	26,080	30,000	25,000	(5,000)
7210	W/C Insurance	23,050	26,484	28,185	1,701
7230	Uniforms	4,465	5,500	5,000	(500)
7260	FICA Matching	44,901	56,008	57,450	1,442
7270	Pension Matching	461,164	87,856	90,118	2,262
7280	Insurance Matching	155,259	180,373	204,372	23,999
7290	Contribution Matching	9,292	8,500	10,000	1,500
7510	Professional Services	4,530	7,000	7,000	0
7512	Tech.Svcs(Surveys,DP)	1,657,809	1,804,100	1,663,798	(140,302)
7550	Communications	9,526	8,800	28,060	19,260
7600	Travel	1,464	4,000	4,000	0
7630	Train/Cont. Education	2,457	3,000	3,000	0
7860	Maint: Buildings	3,287	0	5,000	5,000
7870	Maint: Motor Equipment	28,943	17,557	22,789	5,232
7880	Maint: Mach/Imp/Tools	635,187	485,226	485,643	417
7900	Utilities	883,675	980,000	903,000	(77,000)
7990	Dues & Fees	5,662	7,000	7,000	0
8009	Licenses(CDL,CPA,Etc)	1,300	0	0	0
8010	Supplies	177,568	263,000	282,400	19,400
8016	Small Equip	1,472	2,000	2,000	0
8017	Printing(Not Std Forms)	0	250	250	0
8050	Rental of Equipment	20,423	25,000	25,000	0
8110	Motor Fuel	2,098	1,979	2,016	37
8970	Bad Debt	19,783	0	0	0
8900	Depreciation	1,479,849	1,506,925	1,561,238	54,313
8905	Amortized Bond Cost	46,804	0	0	0
8705	Interest Expense 2007 Bonds	132,000	66,000	0	(66,000)
8706	Interest Expense 2011 Bonds	75,597	51,359	51,359	0
<b>Total</b>		<b>6,540,190</b>	<b>6,330,051</b>	<b>6,199,660</b>	<b>(130,391)</b>

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

*DESCRIPTION*

Operates and maintains (85) combination and sanitary sewer lift stations located throughout the City that provide a means of moving wastewater to the Treatment Plant.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
OPERATING EXPENSES	1,627,750	772,400	856,500
DEPRECIATION EXPENSE	560,641	596,666	586,486
<b>TOTAL</b>	<b>2,188,391</b>	<b>1,369,066</b>	<b>1,442,986</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>



## SAINTARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3201</b>					
7550	Communications	14,467	43,000	40,000	(3,000)
7630	Train/Cont. Education	850	0	0	
7880	Maint: Mach/Imp/Tools	930,551	307,000	307,000	0
7900	Utilities	484,233	373,000	460,000	87,000
8010	Supplies	12,604	9,400	9,500	100
8050	Rental of Equipment	185,046	40,000	40,000	0
8900	Depreciation	560,641	596,666	586,486	(10,180)
<b>Total</b>		<b>2,188,391</b>	<b>1,369,066</b>	<b>1,442,986</b>	<b>73,920</b>

**SANITARY SEWER ENTERPRISE FUND  
WASTEWATER TREATMENT/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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	457,257	555,789	594,768
OPERATING EXPENSES	1,347,860	798,004	677,147
DEPRECIATION	94,397	85,715	96,277
INDIRECT COSTS	1,161,680	1,213,972	1,296,871
TRANSFER OUT	2,444,409	2,546,906	2,578,958
<b>TOTAL</b>	<b>5,505,603</b>	<b>5,200,386</b>	<b>5,244,021</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

Administrative Assistant	1	1	1
Public Works General Supervisor	2	2	2
Public Works Supt., Sewer	1	1	1
Sewer Maintenance Engineer	1	1	1
Senior Administrative Manager	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3400</b>					
7110	Regular Wages	326,782	393,487	412,766	19,279
7120	Overtime	4,316	1,000	1,500	500
7210	W/C Insurance	10,047	12,375	25,974	13,599
7230	Uniforms	11,131	19,030	19,000	(30)
7260	FICA Matching	23,452	30,178	31,691	1,513
7270	Pension Matching	34,062	47,338	49,712	2,374
7280	Insurance Matching	42,347	46,881	48,625	1,744
7290	Contribution Matching	5,122	5,500	5,500	0
7510	Professional Services	395,066	33,000	33,000	0
7512	Tech.Svcs(Surveys,DP)	0	1,000	1,000	0
7550	Communications	14,366	12,200	12,840	640
7600	Travel	574	0	0	0
7630	Train/Cont. Education	375	1,000	1,000	0
7700	Insurance	580,416	573,537	454,611	(118,926)
7870	Maint: Motor Equipment	50,814	27,586	27,412	(174)
7880	Maint: Mach/Imp/Tools	129,177	11,100	10,163	(938)
7900	Utilities	34,113	37,500	38,400	900
7990	Dues and Fees	982	1,500	1,000	(500)
8009	Licenses(CDL,CPA,Etc)	650	0	0	0
8010	Supplies	3,998	8,050	8,050	0
8016	Small Equip	8,791	5,000	5,000	0
8017	Printing(Not Std Forms)	431	250	250	0
8110	Motor Fuel	9,802	10,581	7,091	(3,490)
8150	Food	619	700	700	0
8971	Bad Debt	117,110	75,000	75,000	0
8900	Depreciation	94,397	85,715	96,277	10,562
8951	Indirect Costs	1,161,680	1,213,972	1,296,871	82,899
5992	Operating Transfers Out	2,444,409	2,546,906	2,578,958	32,052
<b>Total</b>		<b>5,505,603</b>	<b>5,200,386</b>	<b>5,244,021</b>	<b>43,635</b>

**SANITARY SEWER ENTERPRISE FUND  
SEWER SYSTEMS - MAINTENANCE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,054,874	1,030,445	1,066,327
OPERATING EXPENSES	571,879	467,824	561,683
DEPRECIATION EXPENSE	191,139	236,852	207,379
<b>TOTAL</b>	<b>1,817,893</b>	<b>1,735,121</b>	<b>1,835,389</b>
<b>FULL TIME POSITIONS</b>	<b>18</b>	<b>18</b>	<b>18</b>

**Class Title**

Maintenance Worker	1	1	1
Equipment Operator I	3	3	3
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
<b>TOTAL</b>	<b>18</b>	<b>18</b>	<b>18</b>

## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3404</b>					
7110	Regular Wages	606,954	633,950	653,348	19,398
7120	Overtime	112,452	40,000	40,000	0
7210	W/C Insurance	39,219	41,948	46,303	4,355
7260	FICA Matching	51,672	51,557	53,041	1,484
7270	Pension Matching	75,013	80,874	83,202	2,328
7280	Insurance Matching	162,282	174,116	182,433	8,317
7290	Contribution Matching	7,282	8,000	8,000	0
7512	Tech.Svcs(Surveys,DP)	71,455	100,000	100,000	0
7514	Contract Labor(Temp)	0	0	0	0
7870	Maint: Motor Equipment	268,599	162,298	244,505	82,207
7880	Maint: Mach/Imp/Tools	11,779	10,000	10,000	0
8010	Supplies	81,770	100,000	100,000	0
8016	Small Equip	10,156	10,000	10,000	0
8050	Rental of Equipment	329	0	0	0
8110	Motor Fuel	127,365	85,526	97,178	11,652
8900	Depreciation	191,139	236,852	207,379	(29,473)
<b>Total</b>		<b>1,817,893</b>	<b>1,735,121</b>	<b>1,835,389</b>	<b>100,268</b>

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

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	522,467	527,922	548,367
OPERATING EXPENSES	235,201	175,762	204,040
DEPREIATION EXPENSE	74,622	79,342	93,115
<b>TOTAL</b>	<b>832,291</b>	<b>783,026</b>	<b>845,522</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

Equipment Operator III	3	3	3
Equipment Operator II	1	1	1
Maintenance Worker	6	6	6
Crew Supervisor, Senior	2	2	2
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>

## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3408</b>					
7110	Regular Wages	329,499	343,490	345,053	1,563
7120	Overtime	21,383	1,000	1,000	0
7210	W/C Insurance	18,463	18,258	18,341	83
7260	FICA Matching	24,613	26,353	26,473	120
7270	Pension Matching	37,605	41,339	41,526	187
7280	Insurance Matching	87,336	93,482	113,974	20,492
7290	Contribution Matching	3,569	4,000	2,000	-2,000
7870	Maint: Motor Equipment	130,028	76,918	98,662	21,744
7880	Maint: Mach/Imp/Tools	139	1,000	1,000	0
7990	Dues and Fees	100	0	0	0
8010	Supplies	79,276	70,000	70,000	0
8016	Small Equip	0	4,500	4,500	0
8050	Rental of Equipment	2,582	5,000	5,000	0
8110	Motor Fuel	23,075	18,344	24,878	6,534
8900	Depreciation	74,622	79,342	93,115	13,773
<b>Total</b>		<b>832,291</b>	<b>783,026</b>	<b>845,522</b>	<b>62,496</b>

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

*DESCRIPTION*

The Industrial Wastewater Sampling and Utility Location Section monitors industry to insure compliance with the City's Comprehensive Solid Waste, Wastewater and Sewer Pretreatment Ordinance and takes necessary action to correct violations. The Section also checks on reported violations, inspects each Industry to insure all reported chemicals are stored properly to protect City collection and treatment systems, and monitors POTW for priority pollutants as required by EPD. 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	328,764	311,942	327,269
OPERATING EXPENSES	121,416	122,200	121,365
DEPRECIATION EXPENSE	2,956	5,300	20,400
<b>TOTAL</b>	<b>453,136</b>	<b>439,442</b>	<b>469,034</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

Indust. Pre-Treatment Monitor,Supv.	1	1	1
Engineering Associate	1	1	1
Wastewater Sampler	2	2	2
Locate Technician	2	2	2
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>



## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>3600</b>					
7110	Regular Wages	235,032	219,565	229,278	9,713
7120	Overtime	7,611	1,000	500	(500)
7210	W/C Insurance	7,612	7,257	8,626	1,369
7260	FICA Matching	16,524	16,873	17,578	705
7270	Pension Matching	24,490	26,468	27,573	1,105
7280	Insurance Matching	35,539	38,779	41,214	2,435
7290	Contribution Matching	1,956	2,000	2,500	500
7512	Tech.Svcs(Surveys,DP)	91,973	90,000	90,000	0
7870	Maint: Motor Equipment	14,684	10,822	10,343	(479)
7880	Maint: Mach/Imp/Tools	0	3,700	4,000	300
8010	Supplies	3,900	6,400	6,400	0
8016	Small Equip	925	1,000	1,000	0
8110	Motor Fuel	9,935	10,278	9,622	(656)
8900	Depreciation	2,956	5,300	20,400	15,100
<b>Total</b>		<b>453,136</b>	<b>439,442</b>	<b>469,034</b>	<b>29,592</b>

**STORM WATER ENTERPRISE FUND  
STORM WATER DIVISION SUMMARY**

*DESCRIPTION*

The Storm Water Management consists of the following:

Engineering for reporting and record keeping for the Federal Clean Water Act. Street Sweeping for keeping gutters free from debris that can inhibit the functions of storm water management system. Asphalt/Paving for keeping the paved roadways in a condition allowing for appropriate drainage. Grading/Construction for maintaining ditches, holding ponds, and installs driveways and pipes. Storm Water maintenance for maintaining all storm pumps stations and infrastructures along with City flood control structures.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business-Friendly

SP III: Infrastructure & Asset Management

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets.

SP III, G&O 1: Develop an Efficient & Sustainable Infrastructure Management Program

**PERFORMANCE MEASURES (PM)**

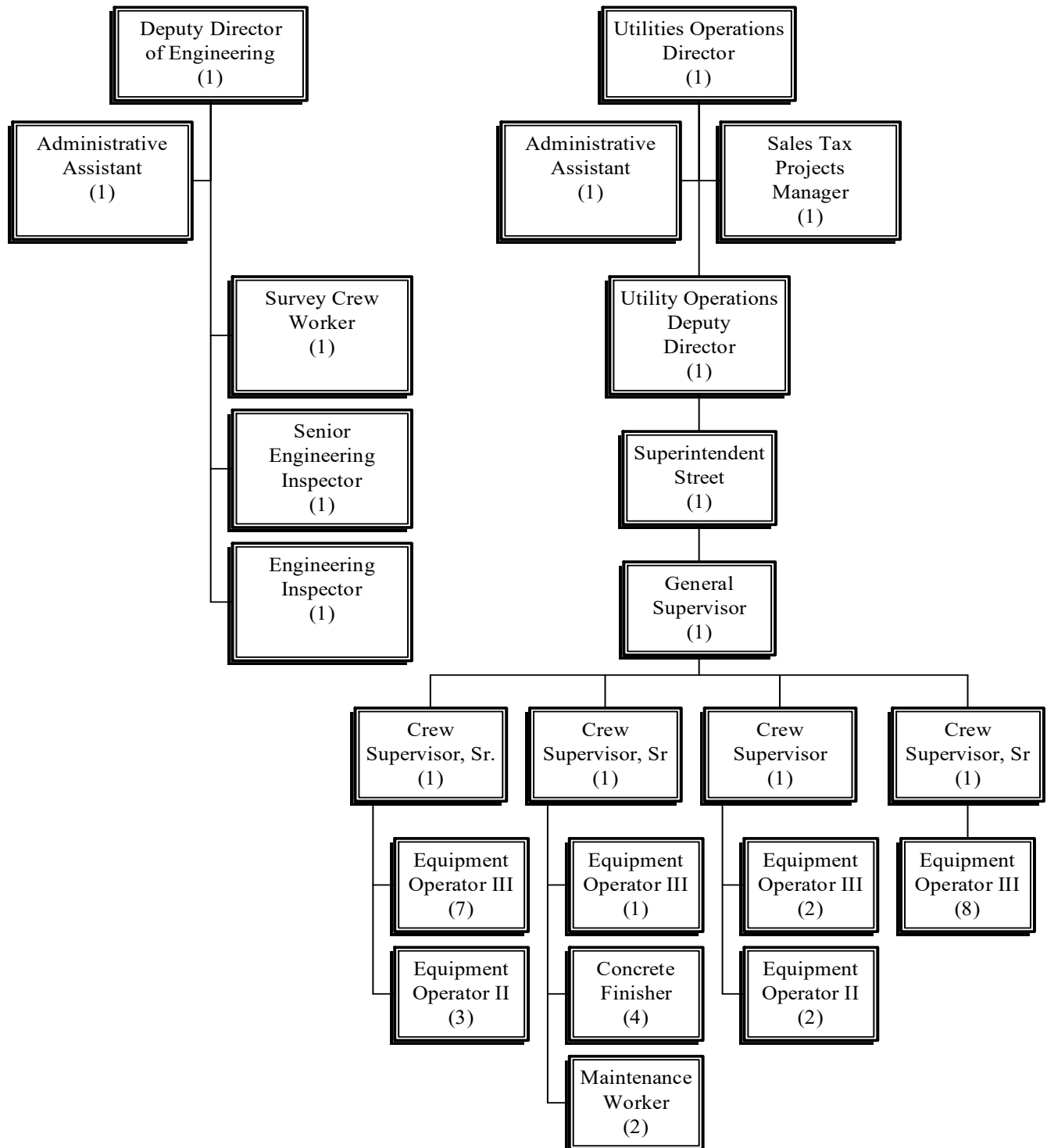
<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: Length of Sidewalk Added Near Schools (in Feet)	0	5,280	5,280
SP I, G&O 1, PM 2: Miles of Streets Swept	46,000	47,000	47,000
SP I, G&O 1, PM 3: % of City Streets Swept	88	90	90
SP I, G&O 1, PM 4: Road Miles Resurfaced	26	32	32
SP I, G&O 1, PM 5: # of Miles in Very Poor Condition **	146	114	114
SP I, G&O 1, PM 6: # of Miles in Poor Condition **	237	237	237
SP I, G&O 1, PM 7: % Complete - Assessment of Paved Alleys	N/A	N/A	100%
SP III, G&O 1, PM 1: Design of Three Oaks Pond	100%	N/A	N/A
SP III, G&O 1, PM 2: Storm Mitigation of Bellingham Pond	75%	N/A	N/A
SP III, G&O 1, PM 3: Storm Mitigation of Shannon Pond	75%	100%	N/A
SP III, G&O 1, PM 4: Design of Camp Lane Pond	75%	100%	N/A
SP III, G&O 1, PM 5: Storm Mitigation of 20 Acre Pond	N/A	50%	100%
SP III, G&O 1, PM 6: Storm Mitigation of Mitchell Pond	N/A	N/A	100%
SP III, G&O 1, PM 7: Design of Holloway Mercer Outfall	N/A	N/A	20%
SP III, G&O 1, PM 8: Construction of 3rd Ave Outfall	N/A	N/A	50%

\*\* Assessment was based on 2017 figures. This will be reevaluated in FY 2020. The resurfacing plan addresses the Very Poor Conditions first.

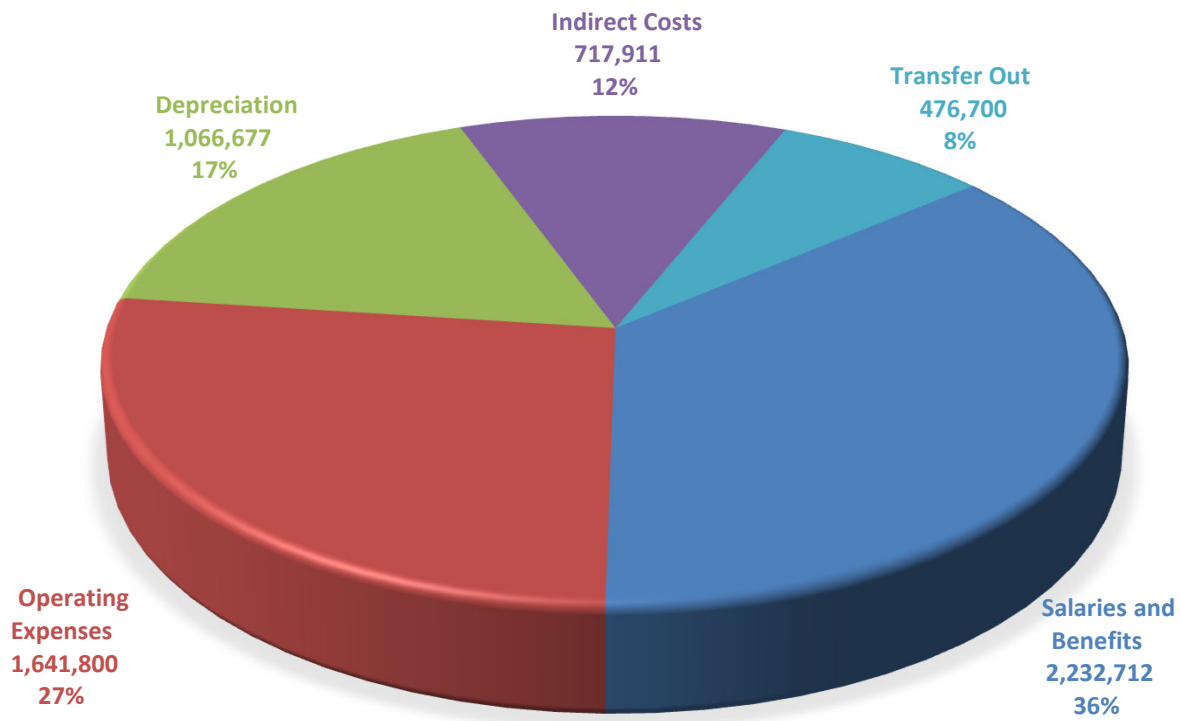
SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Storm Water Fund



City of Albany  
Adopted Budget  
FY 2021  
Storm Water Department



Total Expenses  
\$6,135,800

**STORM WATER ENTERPRISE FUND**  
**STORM WATER DIVISION SUMMARY**

*DESCRIPTION*

The Storm Water Management consists of the following:

Engineering for reporting and record keeping for the Federal Clean Water Act. Street Sweeping for keeping gutters free from debris that can inhibit the functions of storm water management system. Asphalt/Paving for keeping the paved roadways in a condition allowing for appropriate drainage. Grading/Construction for maintaining ditches, holding ponds, and installs driveways and pipes. Storm Water maintenance for maintaining all storm pumps stations and infrastructures along with City flood control structures.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE</b>	<b>4,180,435</b>	<b>4,347,493</b>	<b>4,347,493</b>
PERSONAL SERVICES	2,501,709	2,400,921	2,232,713
OPERATING EXPENSES	10,007,868	1,451,675	1,641,800
DEPRECIATION	1,037,631	1,051,580	1,065,612
INDIRECT COSTS	837,134	743,096	718,976
TRANSFER OUT	462,014	476,700	476,700
<b>TOTAL EXPENSES</b>	<b>14,846,356</b>	<b>6,123,972</b>	<b>6,135,800</b>
TRANSFERS IN	1,255,025	1,260,740	1,260,740
MISCELLANEOUS REVENUE	3,406,188	0	0
CAPITAL CONTRIBUTIONS	54,743	0	0
<b>NET INCOME/ (LOSS)</b>	<b>(5,949,965)</b>	<b>(515,739)</b>	<b>(527,567)</b>
Capital Projects Summary	1,000,329	1,685,000	1,672,500
<b>FULL TIME POSITIONS</b>	<b>44</b>	<b>44</b>	<b>44</b>

**STORM WATER ENTERPRISE FUND  
ENGINEERING**

*DESCRIPTION*

The Engineering Department Stormwater Division is a new division that is proposed to comply with the Federal Clean Water Act requirements that have been passed on to the Georgia Environmental Protection Division for enforcement in the state. The initial startup funds for this division will come from the Sewer Enterprise Fund to fund the new positions and equipment. It is proposed at this time for the division to be Comprised of five (5) new employees with existing Engineering staff providing assistance as needed to meet these new regulations.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL EXPENSES	735,513	316,183	322,888
OPERATING EXPENSES	40,714	34,778	38,265
DEPRECIATION EXPENSE	1,065	0	1,065
<b>TOTAL</b>	<b>777,292</b>	<b>350,961</b>	<b>362,218</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

Deputy Director, Engineering	1	1	1
Engineering Inspector	1	1	1
Engineering Inspector, Senior	1	1	1
Administrative Assistant	1	1	1
Survey Crew Worker	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

## STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4302</b>					
7110	Regular Wages	165,339	226,674	232,730	6,056
7120	Overtime	811	600	0	(600)
7210	W/C Insurance	5,750	11,098	11,334	236
7230	Uniforms	1,256	2,500	2,500	0
7260	FICA Matching	11,093	17,386	17,804	418
7270	Pension Matching	523,452	24,773	25,368	595
7280	Insurance Matching	27,010	32,152	32,152	0
7290	Contribution Matching	802	1,000	1,000	0
7510	Professional Services	75	0	0	0
7550	Communication	842	2,000	2,000	0
7600	Travel	771	4,750	2,000	(2,750)
7630	Train/Cont. Education	0	5,044	3,094	(1,950)
7870	Maint:Motor Equip	5,141	3,745	2,152	(1,593)
7880	Maint: Mach/Imp/Tools	571	7,736	7,736	0
8010	Supplies	2,092	2,000	2,000	0
8016	Small Equip	16,706	8,600	8,380	(220)
8110	Motor Fuel	2,456	903	903	0
8900	Depreciation	1,065	0	1,065	1,065
8970	Bad Debt	12,061	0	10,000	10,000
<b>Total</b>		<b>777,292</b>	<b>350,961</b>	<b>362,218</b>	<b>11,257</b>

**STORM WATER ENTERPRISE FUND****STREET SWEEPING***DESCRIPTION*

The Street Sweeping Section is responsible for sweeping all publicly owned curbed streets within Dougherty County / Albany city limits. The Sweeper Section is also responsible for street sweeping the Marine Corp Base monthly. The purpose is to ensure public safety and facilitate removal of debris to prevent entry into storm sewer system.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	593,713	829,734	723,264
OPERATING EXPENSES	686,511	475,388	551,297
DEPRECIATION EXPENSE	308,833	313,592	327,624
INDIRECT COSTS	836,069	743,096	717,911
TRANSFER OUT	462,014	476,700	476,700
<b>TOTAL</b>	<b>2,887,140</b>	<b>2,838,510</b>	<b>2,796,796</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>14</b>	<b>14</b>

**Class Title**

Equipment Operator III	8	8	8
Crew Supervisor, Senior	1	1	1
Project Manager	0	1	1
Administrative Assistant	1	1	1
Public Works Superintendent, Street	1	1	1
Deputy Utility Operations Director	0	1	1
Utilities Operations Director	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>14</b>	<b>14</b>



## STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4303</b>					
7110	Regular Wages	395,852	562,673	506,431	(56,242)
7120	Overtime	22,793	4,000	4,000	0
7210	W/C Insurance	11,736	13,016	12,470	(546)
7230	Uniforms	15,117	15,000	15,000	0
7260	FICA Matching	27,243	43,350	39,048	(4,302)
7270	Pension Matching	40,496	61,767	55,637	(6,130)
7280	Insurance Matching	78,021	127,228	87,978	(39,250)
7290	Contribution Matching	2,456	2,700	2,700	0
7510	Professional Services	123	0	0	0
7512	Tech.Svcs(Surveys,DP)	153,017	185,000	185,000	0
7550	Communication	6,221	6,500	9,200	2,700
7600	Travel	678	0	3,500	3,500
7630	Train/Cont. Education	0	3,000	4,000	1,000
7700	Risk	139,260	48,799	59,358	10,559
7870	Maint: Motor Equip.	273,456	100,437	171,817	71,380
7880	Maint: Mach/Imp/Tools	13,237	12,988	15,834	2,846
7900	Utilities	11,165	13,500	12,982	(518)
7990	Dues and Fees	2,215	1,615	1,615	0
8009	LICENSES	495	1,000	1,000	0
8010	Supplies	3,166	4,500	4,000	(500)
8016	Small Equip	473	2,000	2,000	0
8110	Motor Fuel	57,811	55,349	55,291	(58)
8150	Food	619	700	700	0
8970	Bad Debt	24,575	40,000	25,000	(15,000)
8900	Depreciation	308,833	313,592	327,624	14,032
8951	Indirect Cost	836,069	743,096	717,911	(25,185)
5992	Operating Transfer Out	462,014	476,700	476,700	0
<b>Total</b>		<b>2,887,140</b>	<b>2,838,510</b>	<b>2,796,796</b>	<b>(41,714)</b>

**STORM WATER ENTERPRISE FUND****ASPHALT/CONCRETE***DESCRIPTION*

The Asphalt Section is responsible for pothole repairs, asphalt overlays, utility cut repairs, and shoulder repairs on paved streets. The Concrete Section is responsible for excavating and repairing utility cuts, sidewalk, curb & gutter, driveway installation, and maintenance.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	450,134	363,965	363,672
OPERATING EXPENSES	156,339	145,274	131,303
DEPRECIATION EXPENSE	15,368	18,653	18,653
<b>TOTAL</b>	<b>621,841</b>	<b>527,892</b>	<b>513,628</b>
<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>8</b>	<b>8</b>

**Class Title**

Concrete Finisher	1	4	4
Equipment Operator, II	0	0	0
Equipment Operator, III	2	1	1
Crew Supervisor, Senior	2	1	1
Crew Supervisor	1	0	0
Maintenance Worker	3	2	2
Public Works General Supervisor	1	0	0
<b>TOTAL</b>	<b>10</b>	<b>8</b>	<b>8</b>

## STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4304</b>					
7110	Regular Wages	269,420	224,440	224,239	(201)
7120	Overtime	22,617	1,500	1,500	0
7210	W/C Insurance	19,973	19,736	19,680	(56)
7260	FICA Matching	20,569	17,284	17,269	(15)
7270	Pension Matching	30,655	24,627	24,606	(21)
7280	Insurance Matching	84,754	74,678	74,678	0
7290	Contribution Matching	2,146	1,700	1,700	0
7870	Maint: Motor Equip.	91,159	70,110	58,977	(11,133)
7880	Maint: Mach/Imp/Tools	884	2,500	2,500	0
7990	Dues and Fees	300	0	0	0
8010	Supplies	42,353	50,000	50,000	0
8016	Small Equip	2,363	2,000	2,000	0
8110	Motor Fuel	19,235	20,664	17,826	(2,838)
8900	Depreciation	15,368	18,653	18,653	0
<b>Total</b>		<b>621,841</b>	<b>527,892</b>	<b>513,628</b>	<b>(14,264)</b>

**STORM WATER ENTERPRISE FUND****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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	720,771	651,625	674,803
OPERATING EXPENSES	338,287	309,622	306,568
DEPRECIATION EXPENSE	94,356	100,261	100,261
<b>TOTAL</b>	<b>1,153,414</b>	<b>1,061,508</b>	<b>1,081,632</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

Public Works General Supervisor	1	1	1
Equipment Operator, III	6	7	7
Equipment Operator, II	3	3	3
Crew Supervisor	1	0	0
Crew Supervisor, Sr.	1	1	1
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>

## STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4305</b>					
7110	Regular Wages	444,251	430,910	449,833	18,923
7120	Overtime	58,381	4,000	4,000	0
7210	W/C Insurance	23,287	24,148	24,893	745
7260	FICA Matching	34,036	33,271	34,718	1,447
7270	Pension Matching	51,216	47,405	49,468	2,063
7280	Insurance Matching	108,958	110,891	110,891	0
7290	Contribution Matching	642	1,000	1,000	0
7512	Tech.Svcs(Surveys,DP)	20,843	25,000	25,000	0
7870	Maint: Motor Equip.	166,982	150,549	150,918	369
7990	Dues and Fees	1,000	0	0	0
8010	Supplies	82,261	65,500	65,000	(500)
8110	Motor Fuel	67,202	68,573	65,650	(2,923)
8900	Depreciation	94,356	100,261	100,261	0
<b>Total</b>		<b>1,153,414</b>	<b>1,061,508</b>	<b>1,081,632</b>	<b>20,124</b>

**STORM WATER ENTERPRISE FUND****STORM MAINTENANCE***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,577	239,414	148,086
OPERATING EXPENSES	8,786,017	486,613	614,367
DEPRECIATION EXPENSE	619,074	619,074	619,074
<b>TOTAL</b>	<b>9,406,668</b>	<b>1,345,101</b>	<b>1,381,527</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

Crew Supervisor	1	1	1
Equipment Operator II	2	2	2
Equipment Operator III	2	2	2
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

**STORM MAINTENANCE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>	<b>VARIANCE + / (-)</b>
<b>4306</b>					
7110	Regular Wages	158	151,100	75,550	(75,550)
7120	Overtime	846	1,000	1,600	600
7210	W/C Insurance	42	9,149	4,575	(4,574)
7230	Uniforms	0	0	2,100	2,100
7260	FICA Matching	70	11,636	5,902	(5,734)
7270	Pension Matching	109	16,579	8,409	(8,170)
7280	Insurance Matching	348	49,750	49,750	0
7290	Contribution Matching	3	200	200	0
7512	Tech.Svcs(Surveys,DP)	8,403,475	305,000	442,087	137,087
7870	Maint: Motor Equipment	5,122	297	0	(297)
7880	Maint: Mach/Imp/Tools	84,729	50,000	40,000	(10,000)
7900	Utilities	134,227	117,000	117,000	0
8009	Licenses(CDL,CPA,Etc)	0	316	280	(36)
8010	Supplies	16,314	9,000	10,000	1,000
8016	Small Equip	47,722	5,000	5,000	0
8050	Rental of Equipment	36,553	0	0	0
8900	Depreciation	619,074	619,074	619,074	0
<b>Total</b>		<b>9,406,668</b>	<b>1,345,101</b>	<b>1,381,527</b>	<b>36,426</b>

**WATER DEPARTMENT***DESCRIPTION*

The water department of the Albany Utility Board provides clean, reliable water services and hydrants for fire protection to City of Albany residents and some residents in Dougherty County. The water system provides approximately 14 million gallons per day to 35,023 customers and maintains hundreds of miles of water main and services. Even though this vital service is taken for granted by most of us, it is the necessary component for any economic development initiative in Albany and Dougherty County.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

**GOALS & OBJECTIVES (G&O)**

SP III, G&O 1: Develop an Efficient & Sustainable Infrastructure Management Program

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP III, G&O 1, PM 1: % of Tanks Maintained			
- Interior Renovation	55%	65%	65%
- Exterior Renovation	25%	40%	40%
SP III, G&O 1, PM 2: % of Water Wells Rehabilitated	17%	21%	32%
SP III, G&O 1, PM 3: Water Loss Recovered through leak detection	28	56	97
SP III, G&O 1, PM 4: % of ISO System Hydrant Flushing/Testing	10%	30%	50%
SP III, G&O 1, PM 5: # of Gallons Treated (in Thousands)	4,000,000	3,950,000	3,950,000
SP III, G&O 1, PM 6: # of Meters on the AMI system	0%	20%	20%
SP III, G&O 1, PM 7: # of Wells on alternative power (generators)	0%	20%	20%

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

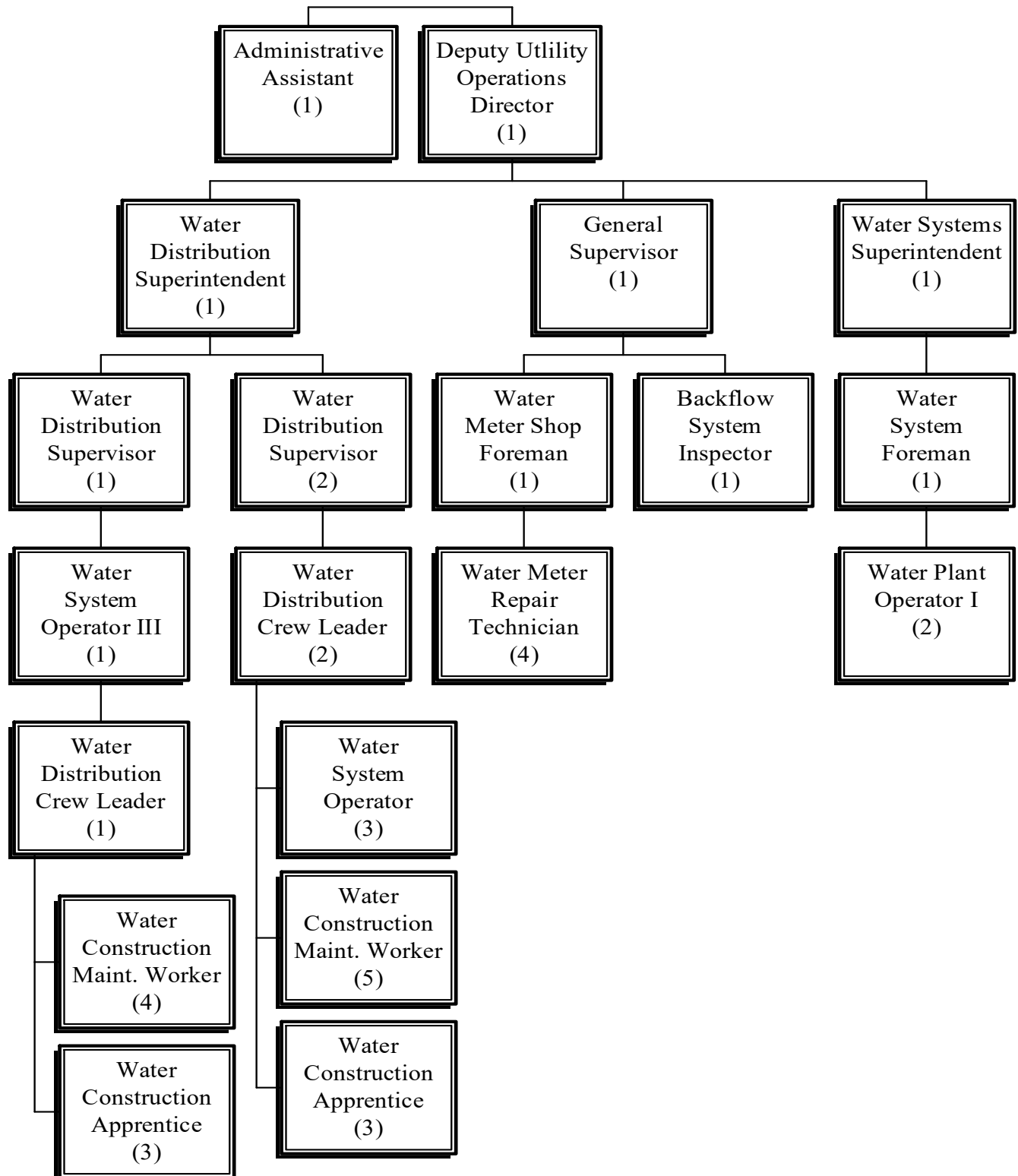
SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility

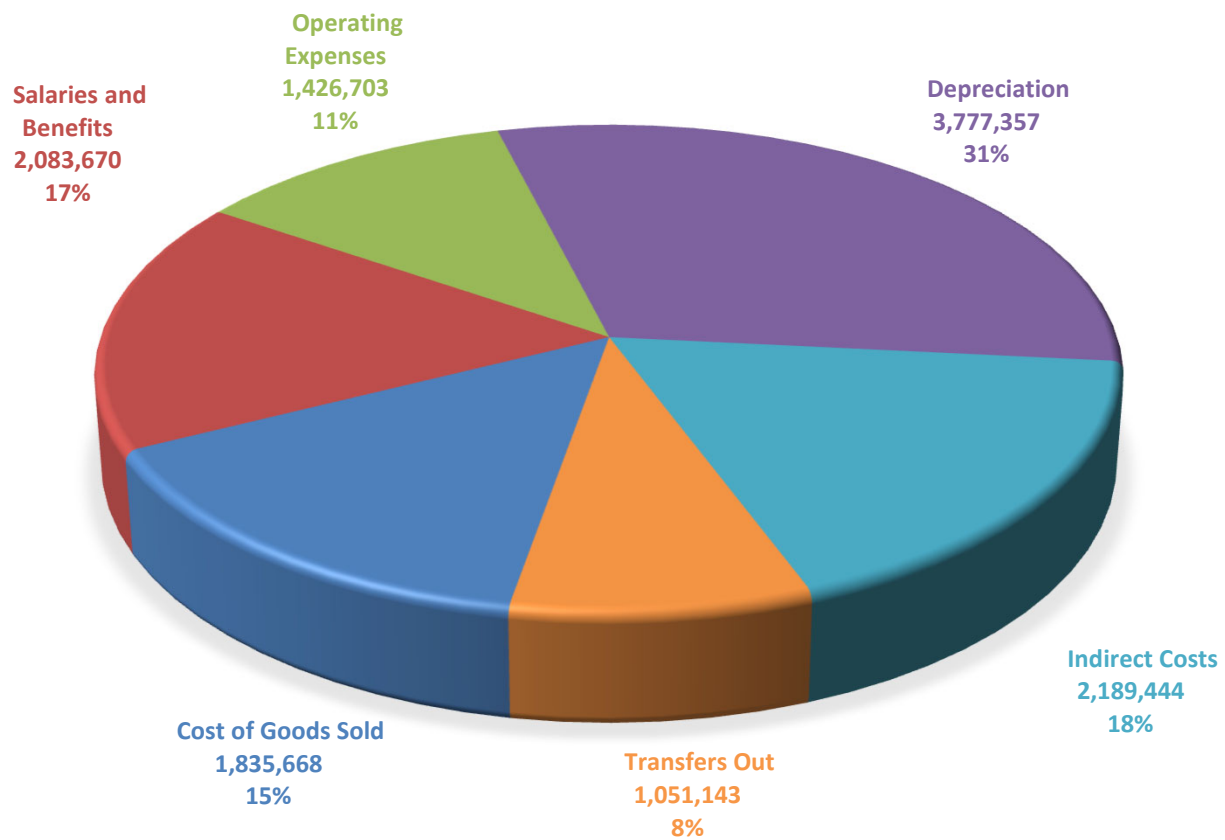




## WATER FUND



City of Albany  
Adopted Budget  
FY 2021  
Water Department



Total Expenses  
\$12,363,985

**WATER DEPARTMENT***DESCRIPTION*

The water distribution division of the Albany Utility Board provides clean, reliable water services and hydrants for fire protection to City of Albany residents and some residents in Dougherty County. The water system provides approximately 14 million gallons per day to 35,023 customers and maintains hundreds of miles of water main and services. Even though this vital service is taken for granted by most of us, it is the necessary component for any economic development initiative in Albany and Dougherty County.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE</b>	<b>12,291,003</b>	<b>12,024,084</b>	<b>12,366,386</b>
COST OF GOODS SOLD	1,702,266	1,873,959	1,835,668
PERSONNEL EXPENSES	1,870,939	2,069,377	2,083,670
OPERATING EXPENSES	1,400,587	1,247,151	1,426,703
INDIRECT EXPENSES	3,691,707	3,888,272	3,777,357
DEPRECIATION EXPENSE	2,107,222	2,105,911	2,189,444
TRANSFER TO GENERAL FUND	1,038,020	1,022,047	1,051,143
<b>TOTAL EXPENSES</b>	<b>11,810,742</b>	<b>12,206,717</b>	<b>12,363,985</b>
<b>NET INCOME / (LOSS)</b>	<b>480,261</b>	<b>(182,633)</b>	<b>2,401</b>
<b><u>Debt Service Summary</u></b>			
GEFA Principal Payment (Water Tank)	75,271	76,332	77,407
Series 2010 Principal Payment	1,045,000	1,090,000	0
Series 2005 Principal Payment	<u>390,000</u>	<u>405,000</u>	<u>425,000</u>
<b>Total Debt Service Payments</b>	<b>1,510,271</b>	<b>1,571,332</b>	<b>502,407</b>
<b><u>Capital Projects Summary</u></b>			
Total	627,272	1,352,000	1,370,500
<b>FULL TIME POSITIONS</b>	<b>38</b>	<b>38</b>	<b>38</b>

**WATER OPERATION & MAINTENANCE***DESCRIPTION*

The water distribution division of Albany Utility Board provides clean, reliable water services and hydrants for fire protection to City of Albany residents and some residents in Dougherty County. The water system provides approximately 14 million gallons per day to 35,521 customers and maintains hundreds of miles of water main and services. Even though this vital service is taken for granted by most of us, it is the necessary component for any economic development initiative in Albany and Dougherty County.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,870,939	2,069,377	2,083,670
OPERATING EXPENSES	1,400,587	1,247,151	1,300,556
INDIRECT EXPENSES	3,691,707	3,888,272	3,777,357
DEPRECIATION EXPENSE	2,107,222	2,105,911	2,189,444
TRANSFER TO GENERAL FUND	1,038,020	1,022,047	1,051,143
<b>TOTAL EXPENSES</b>	<b>10,108,476</b>	<b>10,332,758</b>	<b>10,402,170</b>
<b>FULL TIME POSITIONS</b>	<b>35</b>	<b>34</b>	<b>34</b>
<b><u>Class Title</u></b>			
Administrative Assistant	1	1	1
Backflow Systems Inspector	1	1	1
Utility General Supervisor	1	1	1
Meter Repair Technician, Water	4	4	4
Water Meter Shop Foreman	0	0	1
Water Distribution System Operator	0	0	3
Water Distribution Crew Leader	3	3	3
Water Distribution Superintendent	1	1	1
Water Distribution Supervisor	3	3	3
Deputy Utility Oper Dir, Utili	1	1	1
Water Meter Shop Supervisor	1	0	0
Water Construction Worker	9	9	5
Water Construction Apprentice	6	6	6
Water System Operator III	4	4	3
Water System Operator II	0	0	1
<b>TOTAL</b>	<b>35</b>	<b>34</b>	<b>34</b>

WATER OPERATION & MAINTENANCE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4420</b>					
7110	Regular Wages	1,235,813	1,291,318	1,339,685	48,367
7120	Overtime	93,009	55,000	55,000	0
7210	W/C Insurance	41,640	45,461	43,405	(2,056)
7230	Uniforms	15,225	25,950	25,950	0
7260	FICA Matching	89,346	102,993	106,693	3,700
7270	Pension Matching	77,798	161,558	167,362	5,804
7280	Insurance Matching	305,156	374,097	332,575	(41,522)
7290	Contribution Matching	12,953	13,000	13,000	0
7510	Professional Services	35,892	4,579	4,579	0
7512	Tech.Svcs(Surveys,DP)	338,076	345,000	345,000	0
7514	Contract Labor(Temp)	0	0	36,000	36,000
7550	Communications	16,656	16,000	14,680	(1,320)
7600	Travel	9,843	6,500	9,300	2,800
7610	Auto Allowance	0	0	1,609	1,609
7630	Train/Cont. Education	8,422	9,300	6,500	(2,800)
7700	Risk Allocation	115,020	110,543	100,996	(9,547)
7870	Maint: Motor Equip.	175,172	107,521	106,890	(631)
7880	Maint: Mach/Imp/Tools	17,252	8,517	26,166	17,649
7900	Utilities	12,654	18,500	18,100	(400)
7990	Dues and Fees	3,534	5,636	4,300	(1,336)
8004	Materials	353,453	365,000	344,000	(21,000)
8009	Licenses(CDL,CPA,Etc)	1,152	2,400	2,150	(250)
8010	Supplies	67,492	50,000	75,000	25,000
8016	Small Equip	30,627	17,700	19,500	1,800
8017	Printing(Not Std Forms)	681	1,000	700	(300)
8050	Rental of Equipment	1,519	2,500	12,500	10,000
8110	Motor Fuel	69,275	77,973	74,104	(3,869)
8150	Food	1,288	1,200	1,200	0
8705	Interest Expense	12,213	20,614	20,614	0
8970	Bad Debt	130,368	76,668	76,668	0
8900	Depreciation	2,107,222	2,105,911	2,189,444	83,533
8951	Indirect Costs	3,691,707	3,888,272	3,777,357	(110,915)
5992.	Operating Transfers Out	1,038,020	1,022,047	1,051,143	29,096
<b>Total</b>		<b>10,108,476</b>	<b>10,332,758</b>	<b>10,402,170</b>	<b>(19,446)</b>

**WATER PRODUCTION***DESCRIPTION*

The Water Production division of the Albany Utility Board produces a clean, reliable source of water to the Water Distribution system for delivery to Albany and Dougherty County citizens. The Water Production division is capable of producing approximately 36 million gallons of water per day from 39 wells. The economic development of this system capacity is an enormous benefit to the community for future economic development.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	266,552	352,115	378,839
OPERATING EXPENSES	1,435,715	1,521,844	1,582,976
<b>TOTAL</b>	<b>1,702,266</b>	<b>1,873,959</b>	<b>1,961,815</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>4</b>	<b>4</b>

**Class Title**

Water System Foreman	0	0	1
Project Manager	0	1	0
Water Systems Superintendent	1	1	1
Water Plant Operator I	2	2	2
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>

WATER PRODUCTION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4430</b>					
7110	Regular Wages	162,902	221,366	246,357	24,991
7120	Overtime	20,007	12,000	12,000	0
7210	W/C Insurance	5,394	7,162	7,929	767
7230	Uniforms	1,335	1,959	1,959	0
7260	FICA Matching	11,947	17,852	19,764	1,912
7270	Pension Matching	18,559	28,004	31,003	2,999
7280	Insurance Matching	45,295	62,272	58,327	(3,945)
7290	Contribution Matching	1,113	1,500	1,500	0
7510	Professional Services	1,853	88,000	115,000	27,000
7512	Tech.Svcs(Surveys,DP)	116,629	80,000	80,000	0
7550	Communications	57,122	60,400	79,600	19,200
7600	Travel	3,815	5,000	8,000	3,000
7630	Train/Cont. Education	3,732	6,000	4,500	(1,500)
7870	Maint: Motor Equip.	9,788	10,982	8,469	(2,513)
7880	Maint: Mach/Imp/Tools	23,865	34,182	34,217	35
7900	Utilities	867,280	925,000	925,000	0
7990	Dues and Fees	499	0	0	0
8004	Materials	109,966	95,300	114,740	19,440
8009	Licenses(CDL,CPA,Etc)	930	400	910	510
8010	Supplies	39,695	45,500	40,500	(5,000)
8016	Small Equip	31,210	36,500	36,500	0
8017	Printing(Not Std Forms)	845	350	850	500
8018	Books & Subscriptions	654	0	0	0
8110	Motor Fuel	5,906	6,883	7,343	460
8150	Food	2,477	1,200	1,200	0
8705	Interest Expense	159,449	126,147	126,147	(0)
<b>Total</b>		<b>1,702,266</b>	<b>1,873,959</b>	<b>1,961,815</b>	<b>87,856</b>





**GAS FUND***DESCRIPTION*

The natural gas division of the Albany Utility Board provides natural gas services to 13,198 customers in Dougherty and Lee Counties. The system is estimated to sell 2,063,250 MCF (1000 cubic feet) of natural gas to homes, businesses and industry in its service territory during the 2020 fiscal year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development and Jobs

**GOALS & OBJECTIVES (G&O)**

SP II, G&O 1: Expand Albany Utilities Infrastructure

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP II, G&O 1, PM 1: # of Gas Customers (Volume Increases)	13,198	13,461	13,730
SP II, G&O 1, PM 2: # of Miles Utility Pipe Lines Maintained	417 mi.	425	450
SP II, G&O 1, PM 3: % of the Length of the Rails-to-Trails Property that has Gas	50%	60%	98%
SP II, G&O 1, PM 4: % of City that has Access to Gas Line	75%	75%	76%

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

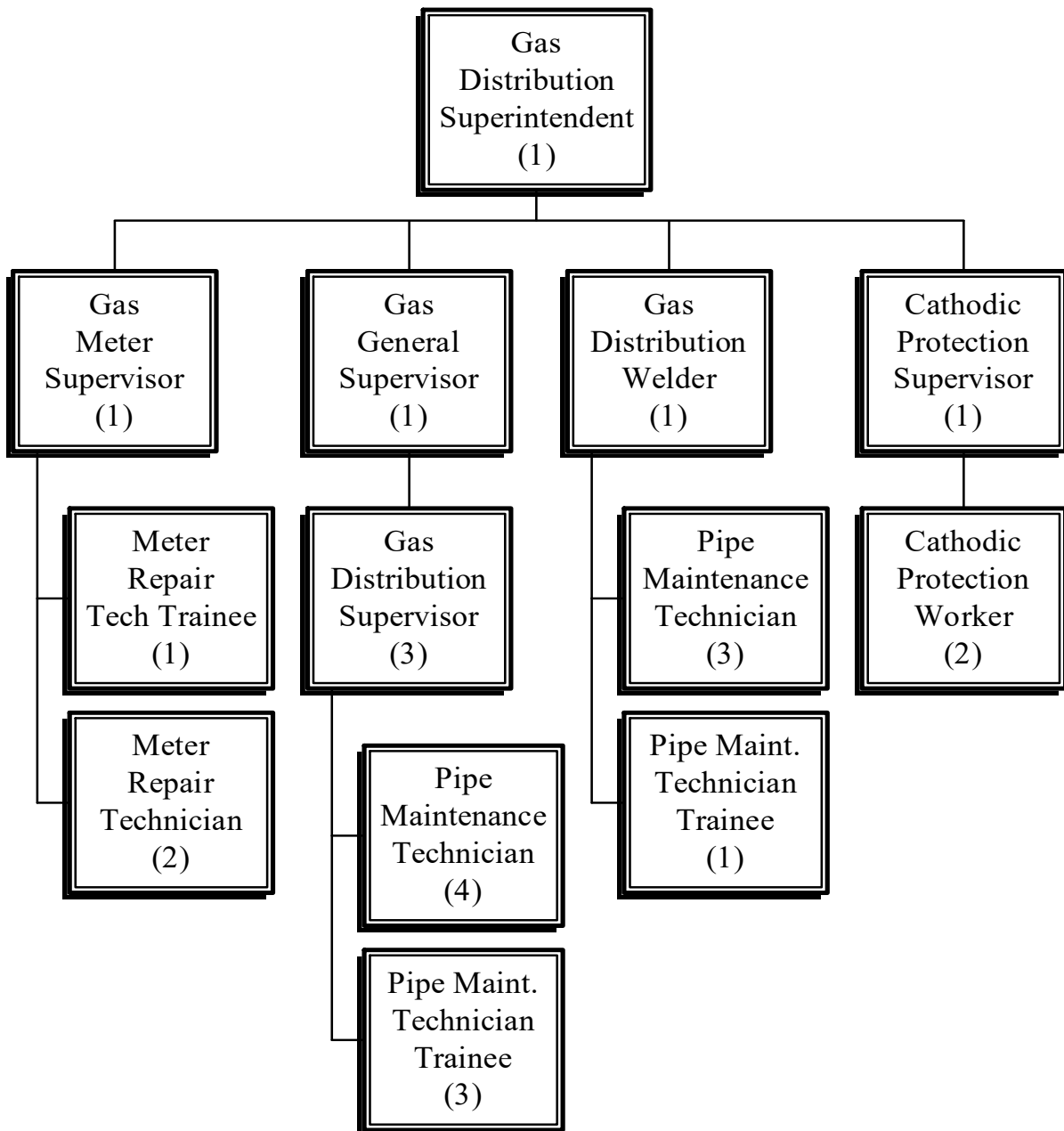
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

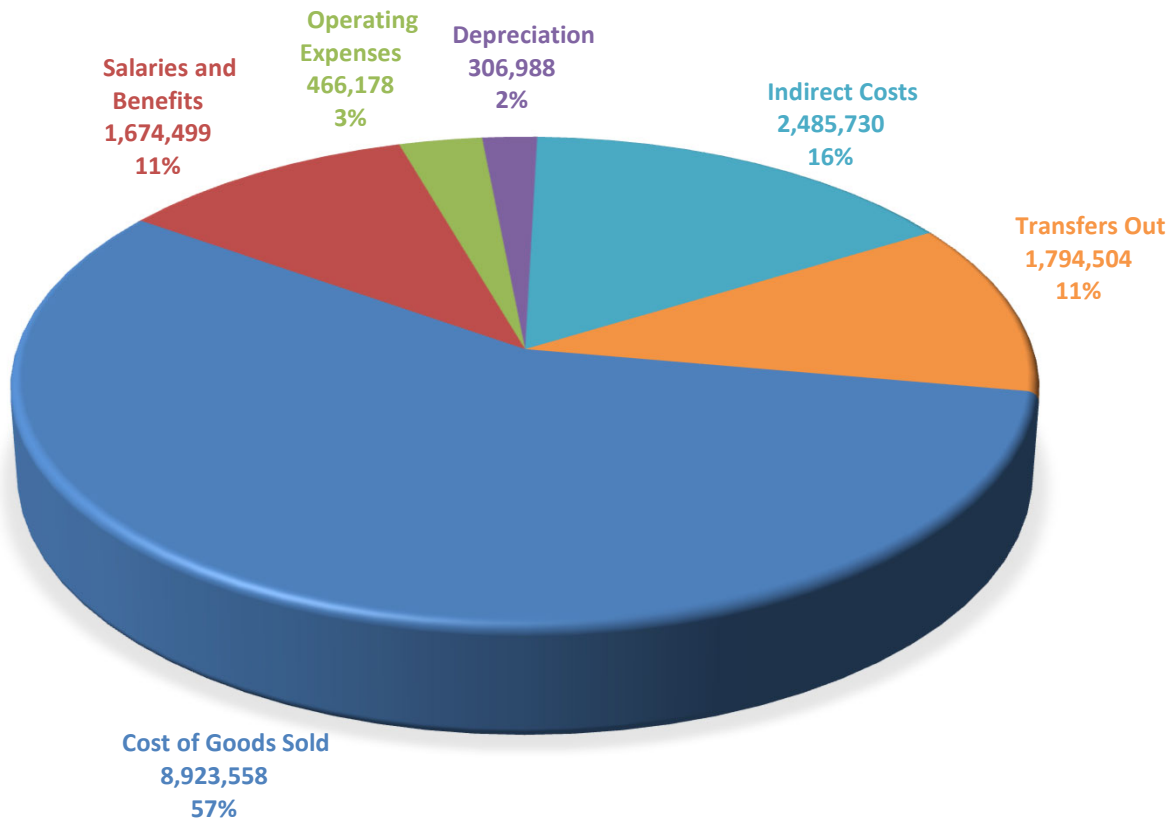
SP VI = Fiscal Responsibility



## GAS FUND



# City of Albany Adopted Budget FY 2021 Gas Department



Total Expenses  
\$15,651,457

**Gas Fund***DESCRIPTION*

The natural gas division of the Albany Utility Board provides natural gas services to 13,198 customers in Dougherty and Lee Counties. The system is estimated to sell 2,063,250 MCF (1000 cubic feet) of natural gas to homes, businesses and industry in its service territory during the 2020 fiscal year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE</b>	<b>17,921,762</b>	<b>17,906,412</b>	<b>17,090,516</b>
COST OF GOODS SOLD	10,258,626	10,300,000	8,923,558
PERSONNEL SERVICES	1,404,542	1,645,807	1,674,499
OPERATING EXPENSES	454,149	413,315	466,178
DEPRECIATION EXPENSE	258,378	268,591	306,988
INDIRECT COSTS	2,507,442	2,639,432	2,485,730
TRANSFER TO GENERAL FUND	1,806,761	1,880,173	1,794,504
<b>TOTAL EXPENSES</b>	<b>16,689,897</b>	<b>17,147,318</b>	<b>15,651,457</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>1,231,865</b>	<b>759,094</b>	<b>1,439,058</b>

<b>Capital Projects Summary</b>	257,065	1,326,180	148,000
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<b>FULL TIME POSITIONS</b>	<b>24</b>	<b>24</b>	<b>24</b>
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**Class Title**

Gas Distribution Superintendent	1	1	1
Gas Distribution Supervisor	3	3	3
Gas Metering Supervisor	1	1	1
Gas Distribution Welder	1	1	1
Utility General Supervisor	1	1	1
Meter Repair Technician Trainee	0	1	1
Meter Repair Technician, Gas	3	2	2
Heavy Equipment Operator	0	0	0
Pipe Maintenance Technician	6	7	7
Pipe Maintenance Tech Trainee	5	4	4
Cathodic Protection Supervisor	1	1	1
Cathodic Protection Worker	2	2	2
<b>TOTAL</b>	<b>24</b>	<b>24</b>	<b>24</b>

Gas Fund					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4520</b>					
8002	Materials Purchased for Resi	10,258,626	10,300,000	8,923,558	(1,376,442)
7110	Regular Wages	901,729	1,111,716	1,122,468	10,752
7120	Overtime	49,355	25,000	33,123	8,123
7210	W/C Insurance	45,710	40,808	41,486	678
7230	Uniforms	16,596	15,000	16,500	1,500
7260	FICA Matching	68,499	86,959	88,403	1,444
7270	Pension Matching	147,614	136,406	138,671	2,265
7280	Insurance Matching	164,280	219,218	222,148	2,930
7290	Contribution Mathching	10,758	10,700	11,700	1,000
7510	Professional Services	15,687	16,500	19,362	2,862
7512	Tech.Svcs(Surveys,DP)	38,658	27,500	27,500	0
7550	Communications	19,134	18,235	26,875	8,640
7580	Customer Incentive Program	600	2,000	2,000	0
7600	Travel	3,768	3,500	9,379	5,879
7610	Auto Allowance	0	0	1,609	1,609
7630	Train/Cont. Education	38,912	38,350	40,700	2,350
7700.03	Risk Allocation	41,868	28,959	21,331	(7,628)
7870	Maint: Motor Equip.	53,180	52,348	53,316	968
7880	Maint: Mach/Imp/Tools	7,300	5,491	5,652	161
7900	Utilities	17,739	17,500	17,500	0
7990	Dues and Fees	830	1,000	1,000	0
8004	Materials	64,718	50,000	89,000	39,000
8010	Supplies	53,442	50,000	50,274	274
8016	Small Equip	11,365	26,860	36,244	9,384
8018	Books & Subscriptions	0	0	0	0
8110	Motor Fuel	34,349	39,222	36,986	(2,236)
8970	Bad Debt Write-off	13,149	0	0	0
8971	Bad Debt Allowance	32,508	25,000	25,000	0
8900	Depreciation	258,378	268,591	306,988	38,397
8951	Indirect Costs	2,507,442	2,639,432	2,485,730	(153,702)
5992	Operating Transfers Out	1,806,761	1,880,173	1,794,504	(85,669)
<b>Total</b>		<b>16,689,897</b>	<b>17,147,318</b>	<b>15,651,457</b>	<b>(1,495,861)</b>



**LIGHT FUND***DESCRIPTION*

The electric division of the Albany Utility Board has proudly provided electric utility service to citizens of Albany, Ga for over 100 years. Through the Municipal Electric Authority of Georgia (MEAG) and the Southeastern Power Administration Agency (SEPA), Albany Utility Board has purchased power contracts totaling 233 megawatts of capacity. This capacity, generated from numerous power plants powered by natural gas, coal and nuclear energy, provides electric power to 37,891 homes, businesses and industry in the City of Albany. The utility board maintains the hundreds of miles of power line and 24 substations with employees who are dedicated to serving customers 24 hours per day 365 days per year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure and Asset Management

**GOALS & OBJECTIVES (G&O)**

SP III, G&O 1: Develop an Efficient and Sustainable Infrastructure Management Program

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP III, G&O 1, PM 1: % of Streetlights that are LED	N/A	97%	100%
SP III, G&O 1, PM 2: # of Streetlights Converted	N/A	12,573	12,623
SP III, G&O 1, PM 3: % of AMI system Pilot Complete	N/A	10%	100%
SP III, G&O 1, PM 4: % of AMI system Complete	N/A	1%	10%
SP III, G&O 1, PM 5: Average Outage Time per Incident (In Minutes)	N/A	N/A	90
SP III, G&O 1, PM 6: # of days to respond to streetlight complaints	N/A	N/A	1-3

\* Per contract, the contractor has 24 hours to respond to an outage report. If the contractor notes that the issue is not related to the fixture, the City will be responsible to respond with a goal of 3 days.

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

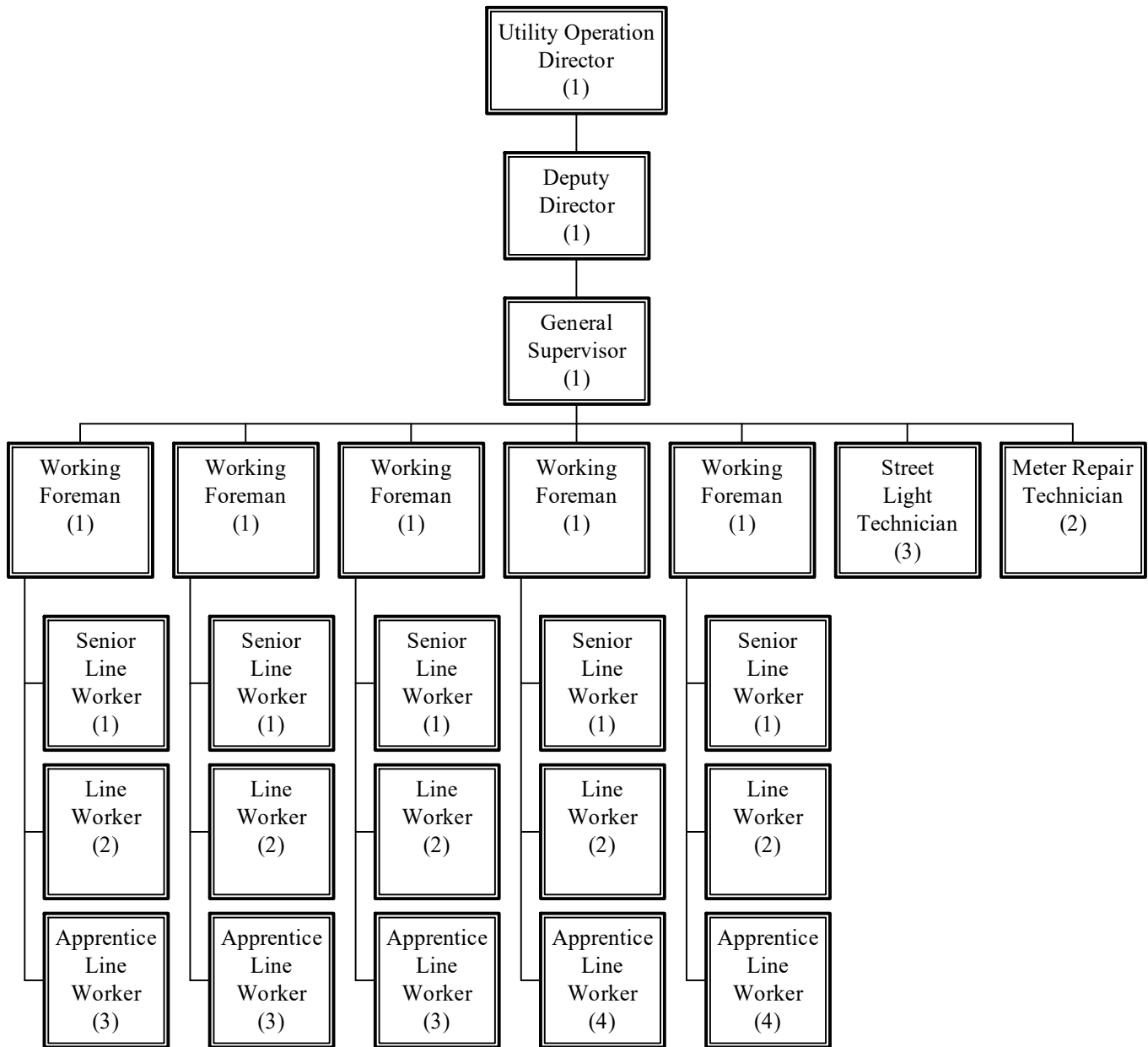
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility

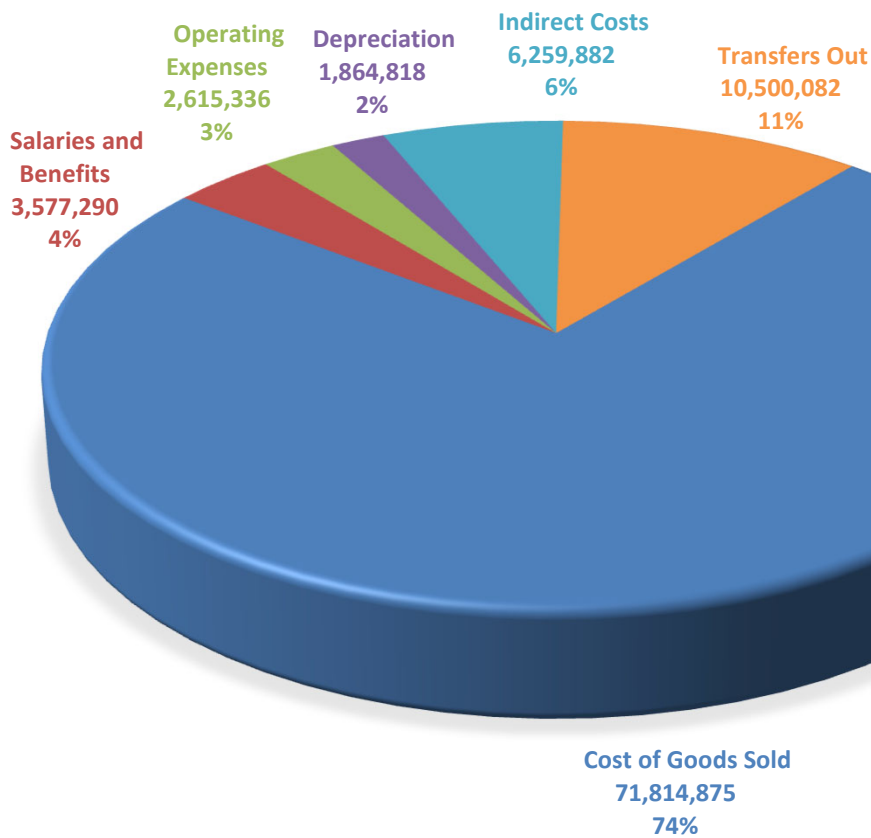


## Light Fund





City of Albany  
Adopted Budget  
FY 2021  
Light Department



Total Expenses  
\$96,632,283

**LIGHT***DESCRIPTION*

The electric division of the Albany Utility Board has proudly provided electric utility service to citizens of Albany, Ga for over 100 years. Through the Municipal Electric Authority of Georgia (MEAG) and the Southeastern Power Administration Agency (SEPA), Albany Utility Board has purchased power contracts totaling 233 megawatts of capacity. This capacity, generated from numerous power plants powered by natural gas, coal and nuclear energy, provides electric power to 36,497 homes, businesses and industry in the City of Albany. The utility board maintains the hundreds of miles of power line and 24 substations with employees who are dedicated to serving customers 24 hours per day 365 days per year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE*</b>	<b>102,524,548</b>	<b>102,556,147</b>	<b>100,375,779</b>
COST OF GOODS SOLD	71,170,906	73,086,363	71,814,875
PERSONNEL SERVICES	2,998,667	3,456,411	3,577,290
OPERATING EXPENSE	9,354,125	2,937,888	2,615,336
DEPRECIATION EXPENSE	1,677,551	1,688,750	1,864,818
INDIRECT COST	5,782,115	6,097,200	6,259,882
TRANSFER TO JOB INVESTMENT	447,661	0	0
TRANSFER TO GENERAL FUND	10,743,517	10,729,020	10,500,082
<b>TOTAL EXPENSES</b>	<b>102,174,542</b>	<b>97,995,632</b>	<b>96,632,283</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>350,006</b>	<b>4,560,515</b>	<b>3,743,496</b>
<b><u>Debt Service Summary</u></b>			
AMI Principal Payment	0	2,620,000	2,955,000
<b>Capital Projects Summary</b>	2,227,042	1,434,255	225,000
<b>INFORMATIONAL ONLY</b>			
MCT CREDIT	1,342,982	0	0
MCT CREDIT TRANSFER TO GF *	447,661	0	0
MCT CREDIT TRANSFER TO JIF	447,661	0	0
<b>FULL TIME POSITIONS</b>	<b>46</b>	<b>46</b>	<b>45</b>
<b><u>Class Title</u></b>			
Utility Operations Director	1	1	1
Utility General Supervisor	1	1	1
Deputy Director	0	0	1
Light Distribution Superintendent	1	1	0
Line Supervisor	5	0	0
Apprentice Line Worker	15	17	17
Line Worker	10	10	10
Line Worker, Senior	5	5	5
Working Foreman	0	5	5
Meter Repair Technician, Light	2	2	2
Senior Administrative Manager	0	1	0
Meter Shop Supervisor	1	0	0
Street Light Maint Technician	5	3	3
<b>TOTAL</b>	<b>46</b>	<b>46</b>	<b>45</b>

\* The Light Fund & General Fund does not include these funds  
as a part of its budgeted revenue

		LIGHT			
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4620</b>					
8002	Materials Purchased for Resale	71,170,906	73,086,363	71,814,875	(1,271,488)
7110	Regular Wages	1,682,560	2,209,637	2,331,703	122,066
7120	Overtime	296,436	175,000	190,000	15,000
7130	Part Time	59,583	0	0	0
7210	W/C Insurance	46,125	53,177	56,234	3,057
7230	Uniforms	28,403	25,000	52,500	27,500
7260	FICA Matching	145,881	182,425	192,910	10,485
7270	Pension Matching	393,385	286,156	302,604	16,448
7280	Insurance Matching	325,621	505,016	429,339	(75,677)
7290	Contribution Matching	20,673	20,000	22,000	2,000
7510	Professional Services	426,507	0	0	0
7512	Tech.Svcs(Surveys,DP)	5,678,704	233,000	233,000	0
7550	Communications	44,742	77,743	58,799	(18,944)
7600	Travel	25,307	26,000	31,000	5,000
7630	Train/Cont. Education	119,359	154,736	140,736	(14,000)
7700	Risk Allocation	82,476	0	0	0
7870	Maint: Motor Equip.	316,644	191,145	259,308	68,163
7880	Maint: Mach/Imp/Tools	53,475	46,544	46,506	(39)
7900	Utilities	61,549	65,000	65,000	0
7990	Dues and Fees	4,581	19,500	21,000	1,500
8004	Materials	1,094,368	600,000	610,000	10,000
8009	Licenses(CDL,CPA,Etc)	28	400	400	0
8010	Supplies	55,677	50,000	50,000	0
8016	Small Equip	45,726	63,000	41,000	(22,000)
8017	Printing(Not Std Forms)	850	500	500	0
8050	Rental of Equipment	39,638	17,000	30,000	13,000
8110	Motor Fuel	163,918	142,080	107,255	(34,825)
8150	Food/Employee Apprec.	213,883	4,700	4,700	0
8705	Interest Expense	258,414	746,540	416,133	(330,407)
8970	Bad Debt Write-off	123,943	100,000	100,000	0
8971	Bad Debt Allowance	544,335	400,000	400,000	0
8900	Depreciation	1,677,551	1,688,750	1,864,818	176,068
8951	Indirect Costs	5,782,115	6,097,200	6,259,882	162,682
5992	Operating Transfers out	10,743,517	10,729,020	10,500,082	(228,938)
5992	Operating Transfers out - JIF	447,661	0	0	0
<b>Total</b>		<b>102,174,542</b>	<b>97,995,632</b>	<b>96,632,284</b>	<b>(1,363,348)</b>



**TELECOMMUNICATION***DESCRIPTION*

The Telecommunications division of the Albany Utility Board is the newest city utility. The telecom system presently provides excellent, low cost, fiber optic based services to business in Albany and Dougherty County. New offerings this fiscal year will enable business customers to have access to a menu of services not available outside metro Atlanta. The existence of business level telecommunication services of this magnitude will be a major advantage to the Albany community in the competitive economic development arena.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs

**GOALS & OBJECTIVES (G&O)**

SP II, G&O 1: Expand Albany Utilities Infrastructure

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP II, G&O 1, PM 1: # of New Customers	N/A	95	100
SP II, G&O 1, PM 2: Miles of Fiber Run	N/A	11.45	12
SP II, G&O 1, PM 3: % of Fiber Edge Out Strategy Implementation	N/A	0%	20%

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

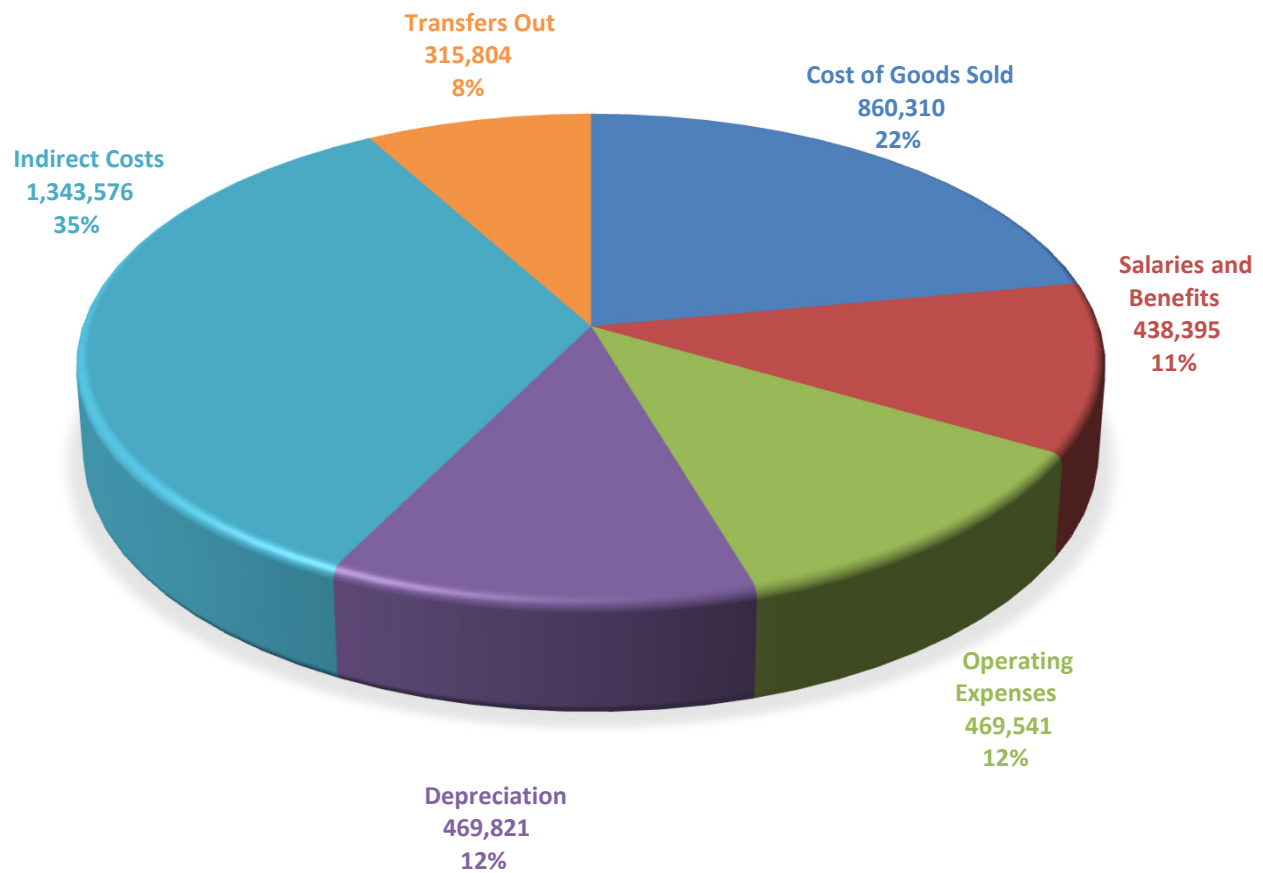
SP III = Infrastructure & Asset Management

SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility

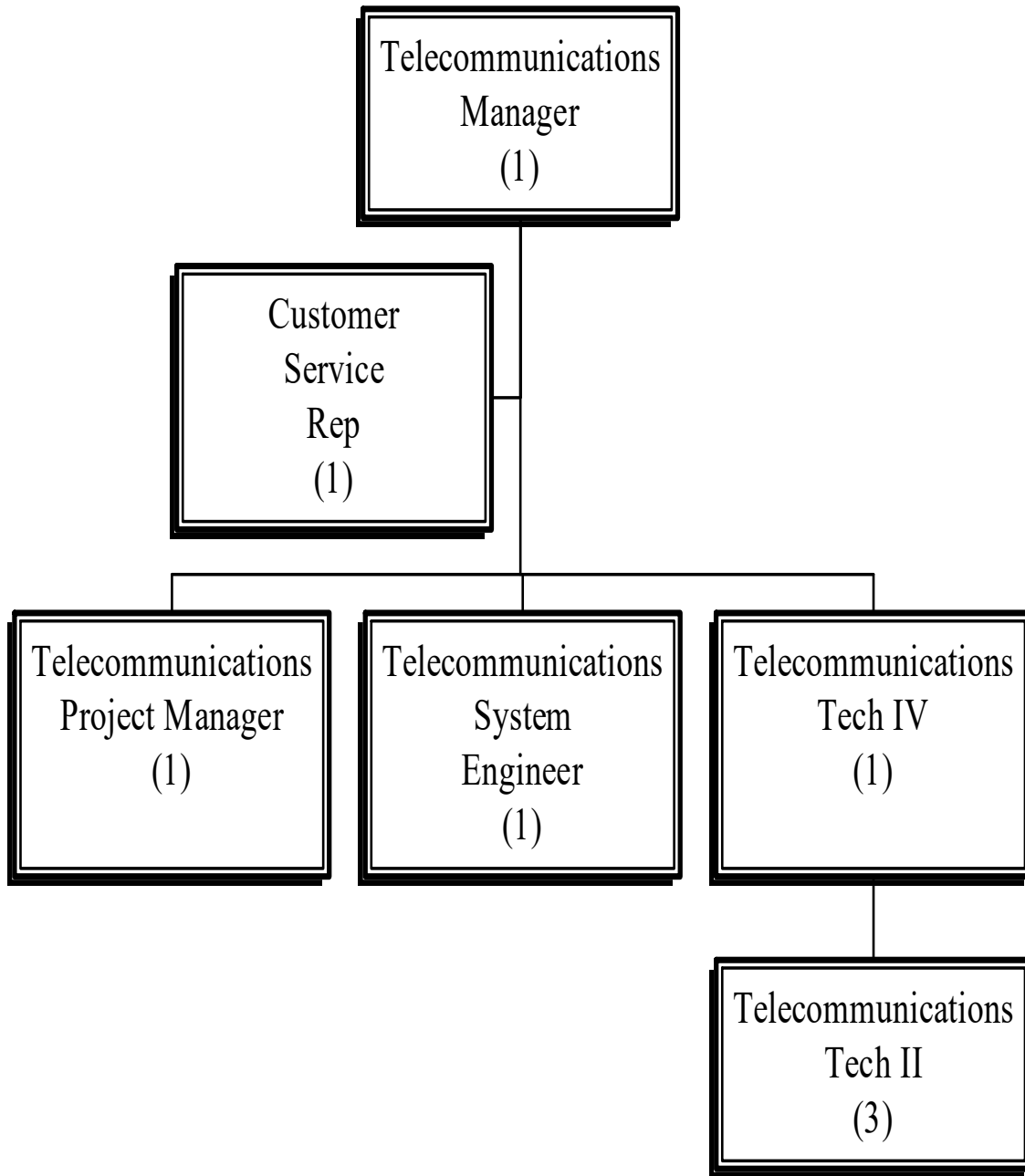
City of Albany  
Adopted Budget  
FY 2021  
Telecom Department



Total Expenses  
\$3,897,447



## Telecommunications



**TELECOMMUNICATION***DESCRIPTION*

The Telecommunications division of the Albany Utility Board is the newest city utility. The telecom system presently provides excellent, low cost, fiber optic based services to business in Albany and Dougherty County. New offerings this fiscal year will enable business customers to have access to a menu of services not available outside metro Atlanta. The existence of business level telecommunication services of this magnitude will be a major advantage to the Albany community in the competitive economic development arena.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUE</b>	<b>3,196,289</b>	<b>3,577,531</b>	<b>3,715,341</b>
COST OF GOODS SOLD	675,468	888,648	860,310
PERSONNEL SERVICES	438,218	420,516	438,395
OPERATING EXPENSES	521,131	593,998	469,541
DEPRECIATION EXPENSE	435,747	436,947	469,821
INDIRECT COSTS	1,183,415	1,368,614	1,343,576
TRANSFER TO GENERAL FUND	262,403	304,090	315,804
<b>TOTAL EXPENSES</b>	<b>3,516,383</b>	<b>4,012,813</b>	<b>3,897,447</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(320,094)</b>	<b>(435,282)</b>	<b>(182,106)</b>
<b>Capital Projects Summary</b>	<b>279,780</b>	<b>355,479</b>	<b>1,347,000</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>7</b>	<b>8</b>
Telecommunications Manager	1	1	1
Telecommunications, Project Manager	1	1	1
Telecommunications System Engineer	0	0	1
Customer Service Representative	0	1	1
Telecommunications, System Tech IV	1	1	1
Telecommunications, System Tech II	3	3	3
<b>TOTAL</b>	<b>6</b>	<b>7</b>	<b>8</b>



## TELECOMMUNICATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4720</b>					
8002	Materials Purchased for Resale	675,468	888,648	860,310	(28,338)
7110	Regular Wages	261,694	272,310	289,984	17,674
7120	Overtime	30,724	15,000	15,000	0
7210	W/C Insurance	5,570	7,671	6,801	(870)
7230	Uniforms	3,650	5,000	3,750	(1,250)
7260	FICA Matching	21,371	21,979	23,331	1,352
7270	Pension Matching	60,659	34,477	36,598	2,121
7280	Insurance Matching	50,972	60,079	58,931	(1,148)
7290	Contribution Matching	3,578	4,000	4,000	0
7510	Professional Services	31,971	40,000	35,000	(5,000)
7512	Tech.Svcs(Surveys,DP)	58,290	177,992	176,800	(1,192)
7550	Communications	13,370	89,000	26,965	(62,035)
7600	Travel	11,068	17,200	14,500	(2,700)
7630	Train/Cont. Education	12,192	25,950	17,400	(8,550)
7700	Risk Allocation	22,584	44,126	35,399	(8,727)
7870	Maint: Motor Equip.	15,097	12,766	14,464	1,698
7880	Maint: Mach/Imp/Tools	11,197	5,000	3,500	(1,500)
7900	Utilities	57,866	72,000	65,000	(7,000)
7990	Dues and Fees	1,174	1,500	7,400	5,900
8004	Materials	60,930	80,000	42,500	(37,500)
8010	Supplies	4,207	4,000	4,000	0
8016	Small Equip	3,252	5,000	7,000	2,000
8110	Motor Fuel	8,943	9,464	9,613	149
8970	Bad Debt Writeoff	14,248	0	0	0
8971	Bad Debt Allowance	194,743	10,000	10,000	0
8900	Depreciation	435,747	436,947	469,821	32,874
8951	Indirect Costs	1,183,415	1,368,614	1,343,576	(25,038)
5992	Operating Transfers Out	262,403	304,090	315,804	11,714
<b>Total</b>		<b>3,516,383</b>	<b>4,012,813</b>	<b>3,897,447</b>	<b>(115,366)</b>

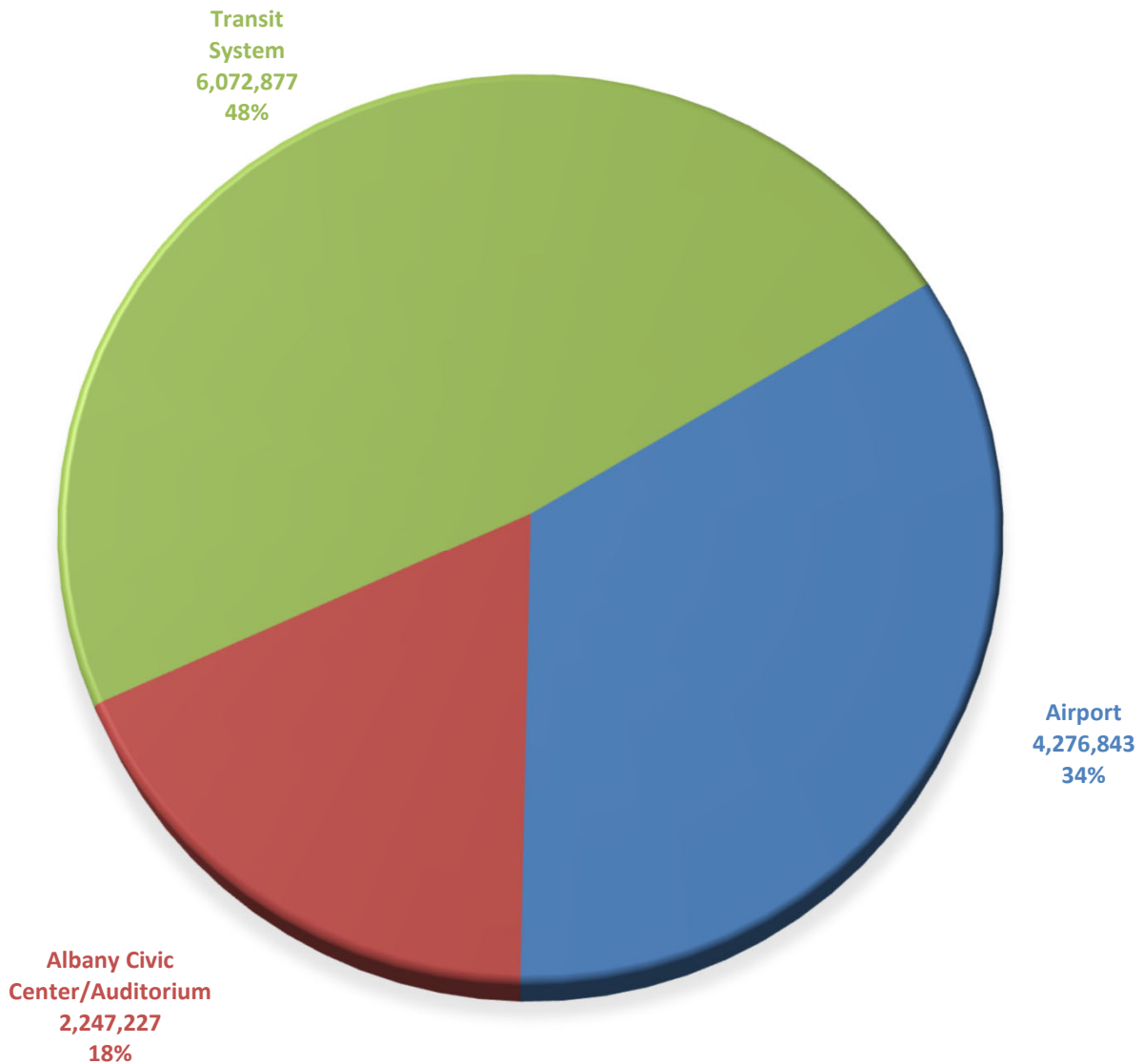




# Supplemented Enterprise Funds



City of Albany  
Adopted Budget  
FY 2021  
Supplemented Enterprise Funds



Total Expenses  
\$12,596,947

**TRANSIT DEPARTMENT***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.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs  
 SP III: Infrastructure & Asset Management  
 SP VI: Effective & Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

SP II, G&O 2: Enhance Aviation and Transit to Improve Customer Experience  
 SP III, G&O 1: Develop an Efficient & Sustainable Infrastructure Management Program  
 SP III, G&O 2: Be Recognized as the Regional Technology Leader  
 SP VI, G&O 1: To Have Effective & Consistent Processes Throughout the Organization

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP II, G&O 2, PM 1: # of Rides on the ASU Ram Route	181,259	187,000	250,000
SP III, G&O 1, PM 1: % of Transit Shelters Updated	0%	28%	43%
SP III, G&O 1, PM 2: # of Users on the Route Shout App on Albany Transit	202,299	250,000	250,000
SP III, G&O 2, PM 1: % of Buses that have Wi-Fi Capabilities	86%	100%	100%
SP % of Design Albany Transportation Center % Cashless		25%	100%

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

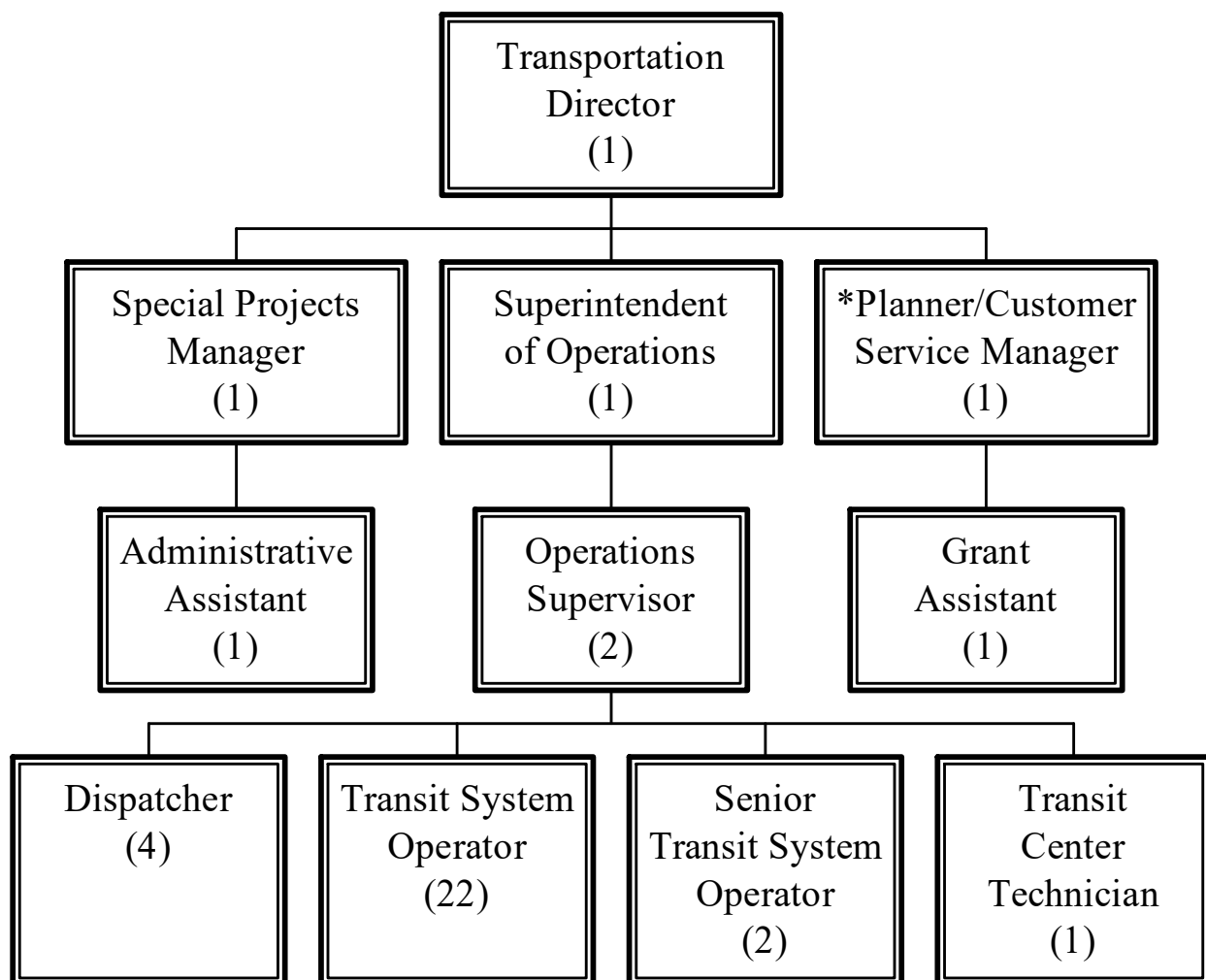
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility

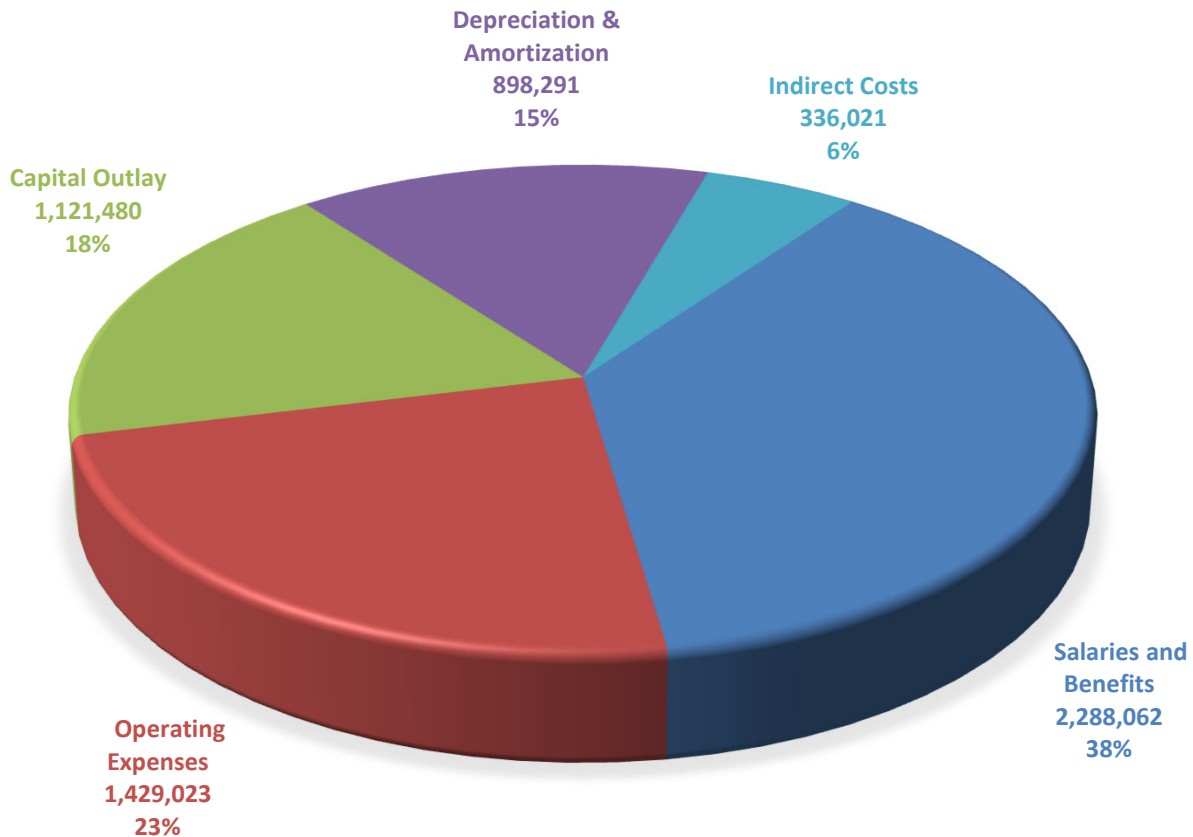


## Albany Transit System



\* GDOT Funded Position

City of Albany  
Adopted Budget  
FY 2021  
Transit Department



Total Expenses  
\$6,072,877



**TRANSIT SYSTEM SUMMARY**

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>3,120,351</b>	<b>8,881,485</b>	<b>5,174,586</b>
PERSONNEL SERVICES	2,356,087	2,158,937	2,288,062
OPERATING EXPENSE	2,526,716	2,030,047	1,765,044
CAPITAL OUTLAY	0	6,004,703	1,121,480
DEPRECIATION	895,190	921,096	898,291
<b>TOTAL EXPENSES</b>	<b>5,777,993</b>	<b>11,114,783</b>	<b>6,072,877</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,657,642)</b>	<b>(2,233,298)</b>	<b>(898,291)</b>
<b>TRANSFER IN</b>	<b>1,513,217</b>	<b>1,312,202</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>36</b>	<b>37</b>
<b><u>Capital Projects Summary</u></b>			
Motor Equipment	1,220,000	4,970,819	50,819
Tools	0	76,553	32,000
Infrastructure	0	0	0
Buildings	<u>910,950</u>	<u>1,008,150</u>	<u>1,089,480</u>
<b>Total Capital Additions</b>	<b>2,130,950</b>	<b>6,055,522</b>	<b>1,172,299</b>

**TRANSIT***DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>1,887,895</b>	<b>2,001,374</b>	<b>3,135,138</b>
PERSONNEL SERVICES	2,356,087	2,158,937	2,288,062
OPERATING EXPENSE	1,309,674	1,025,738	1,083,753
DEPRECIATION	895,190	921,096	898,291
<b>TOTAL EXPENSES</b>	<b>4,560,951</b>	<b>4,105,771</b>	<b>4,270,106</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,673,056)</b>	<b>(2,104,397)</b>	<b>(1,134,968)</b>
<b>TRANSFER IN</b>	<b>1,372,321</b>	<b>1,183,301</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>36</b>	<b>37</b>
<b><u>Class Title</u></b>			
Transit System Operator	25	24	22
Transit System Operator, Senior	0	0	2
Dispatcher - Transit	4	4	4
Transit Operations Supervisor	2	2	2
Transit Center Technician	0	0	1
Grants Assistant	0	1	1
Multi-Modal Transportation Dir	1	1	1
Superintendent of Transit Operations	1	1	1
Administrative Assistant	1	1	1
Special Projects Manager	1	1	1
Planner/Customer Service Manager *	1	1	1
<b>TOTAL</b>	<b>36</b>	<b>36</b>	<b>37</b>

\* Grant funded position

		TRANSIT			
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7702</b>					
7110.	Regular Wages	1,098,140	1,147,270	1,252,294	105,024
7120.	Overtime	173,847	95,000	95,000	0
7130.	Part Time	229,423	229,384	229,384	0
7210.	W/C Insurance	72,566	80,651	73,565	(7,086)
7230.	Uniforms	16,120	25,150	23,710	(1,440)
7260.	FICA Matching	107,007	112,582	120,616	8,034
7270.	Pension Matching	388,084	149,072	161,675	12,603
7280.	Insurance Matching	260,122	308,828	319,818	10,990
7290.	Contribution Matching	10,780	11,000	12,000	1,000
7510.	Prof.Svcs(Archit,Attny)	9,358	12,756	14,556	1,800
7513.	7513. - Adm.Svcs(Finance,I	34,779	35,000	35,000	0
7550.	Communications	19,423	23,998	24,158	160
7700.03	Risk Allocation	82,980	68,890	9,278	(59,612)
7860.	Maint: Buildings	8,390	2,170	2,470	300
7870.	Maint: Motor Equipment	-3,223	25,700	25,779	79
7880.	Maint: Mach/Imp/Tools	20,885	26,100	30,912	4,812
7900.	Utilities	33,346	35,450	55,000	19,550
7990.	Dues and Fees	950	3,280	2,825	(455)
8010.	Supplies	6,396	5,811	5,811	0
8016.	Small Equip	1,592	800	800	0
8017.	Printing(Not Std Forms)	1,526	230	230	0
8018.	8018. - Books & Subscriptic	183	191	191	0
8030.	Janitorial Supplies	5,433	5,700	5,700	0
8110.01	Gasoline	11,406	11,611	18,883	7,272
8110.02	Diesel Fuel	163,970	178,472	0	(178,472)
8110.03	CNG	285,243	260,749	493,939	233,190
8150.	Food/Employee Apprec.	2,152	2,200	2,200	0
8900.	Depreciation	895,190	921,096	898,291	(22,805)
8951.	Indirect Cost	624,885	326,630	336,021	9,391
<b>Total</b>		<b>4,560,951</b>	<b>4,105,771</b>	<b>4,270,106</b>	<b>164,335</b>

**TRANSIT SYSTEM - GRANT SUMMARY***DESCRIPTION*

The Federal Transit Administration (FTA) Section 5307 Capital & Operation Grant will provide funding assistance to ATS in delivering safe, affordable and reliable transportation services to the citizens of Albany. The grant assistance is 90% reimbursable.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>1,232,456</b>	<b>6,880,111</b>	<b>2,039,448</b>
OPERATING EXPENSE	1,217,042	1,004,309	681,291
CAPITAL OUTLAY	0	6,004,703	1,121,480
<b>TOTAL EXPENSES</b>	<b>1,217,042</b>	<b>7,009,012</b>	<b>1,802,771</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>15,414</b>	<b>(128,901)</b>	<b>236,677</b>
<b>TRANSFER IN</b>	<b>0</b>	<b>128,901</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

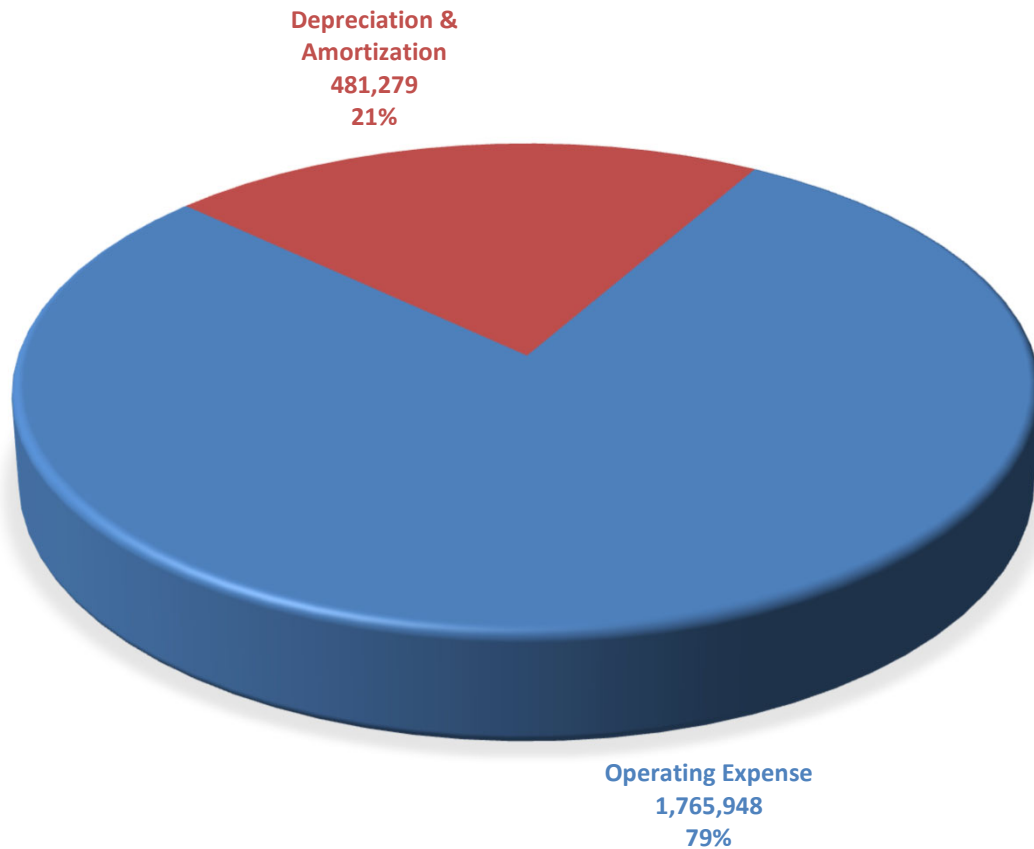
<b>Capital Projects Summary</b>	<b>Audited Capital</b>	<b>Budgeted Capital</b>	<b>Budgeted Capital</b>
Motor Equipment	3,244,065	4,970,819	50,819
Tools	175	30,000	32,000
Buildings	1,234,462	1,008,150	1,089,480
<b>Total Capital Additions</b>	<b>4,478,702</b>	<b>6,008,969</b>	<b>1,172,299</b>

## TRANSIT SYSTEM - GRANT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7703</b>					
7510.	Professional Services	43,077	500	700	200
7512.	Tech.Svcs (Surveys,DP)	58,654	87,261	88,761	1,500
7550.	Communications	14,215	21,000	14,600	-6,400
7600.	Travel	6,248	21,975	13,975	-8,000
7630.	Train/Cont. Education	3,527	9,195	13,495	4,300
7860.	Maint: Buildings	134,365	53,050	69,700	16,650
7870.01	Labor	283,367	255,877	176,602	-79,275
7870.02	Maintenance	164,916	98,366	75,880	-22,486
7870.03	Parts	313,347	292,680	180,309	-112,371
7880.	Maint: Mach/Imp/Tools	6,833	9,500	9,500	0
7990.	Dues and Fees	1,701	1,500	1,000	-500
8010.	Supplies	242	300	0	-300
8016.	Small Equip	48,238	8,105	9,200	1,095
8017.	Printing(Not Std Forms)	8,222	9,400	16,500	7,100
8052.	Rental of Building	130,090	135,600	0	-135,600
8520.	Cap. O/Lay: Motor	0	4,920,000	0	-4,920,000
8530.	Cap. O/Lay: Bldg & Improvement	0	1,008,150	1,089,480	81,330
8540.	Cap. O/Lay: Tools	0	76,553	32,000	-44,553
<b>Total</b>		<b>1,217,042</b>	<b>7,009,012</b>	<b>1,802,771</b>	<b>(5,206,241)</b>



City of Albany  
Adopted Budget  
FY 2021  
Flint River Entertainment Complex



Total Expenses  
\$2,247,227

## Flint River Entertainment Complex

## SUMMARY

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 standpoint

Major Object of Expenditure	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021
<b>REVENUES</b>	<b>1,484,392</b>	<b>782,782</b>	<b>839,775</b>
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	2,714,858	1,744,935	1,765,948
DEPRECIATION EXPENSE	477,953	425,590	481,279
<b>TOTAL EXPENSES</b>	<b>3,192,811</b>	<b>2,170,525</b>	<b>2,247,227</b>
<b>NET OPERATING INCOME/(LOSS)</b>	<b>(1,708,419)</b>	<b>(1,387,743)</b>	<b>(1,407,452)</b>
<b>TRANSFER IN</b>	<b>961,936</b>	<b>962,153</b>	<b>926,173</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Flint River Entertainment Complex

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7303</b>					
7510	Professional Services	2,667,158	1,669,118	1,765,948	96,830
7700	Risk Allocation	46,476	0	0	0
7870	Maint: Motor Equipment	2,061	0	0	0
8016	Small Equip	-881	0	0	0
8020	Promotional	0	75,817	0	-75,817
8900	Depreciation	477,953	425,590	481,279	55,689
<b>Total</b>		<b>3,192,811</b>	<b>2,170,525</b>	<b>2,247,227</b>	<b>76,702</b>

**AIRPORT DEPARTMENT***DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs

**GOALS & OBJECTIVES (G&O)**

SP II, G&O 2: Enhance Aviation & Transit to Improve Customer Experience

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP II, G&O 2, PM 1 - GRAD Certification (Yes/No)	Yes	Yes	Yes
SP II, G&O 2, PM 2 - # of Enplanement	41,747	42,212	56,392
SP II, G&O 2, PM 3 - # of Deplanements	40,919	41,322	55,062
SP II, G&O 2, PM 4 - New Passenger Boarding Bridge % Complete	85%	100%	100%
SP II, G&O 2, PM 5 - Gross Receipts from Parking Collected at the Airport	234,017	360,000	370,000

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

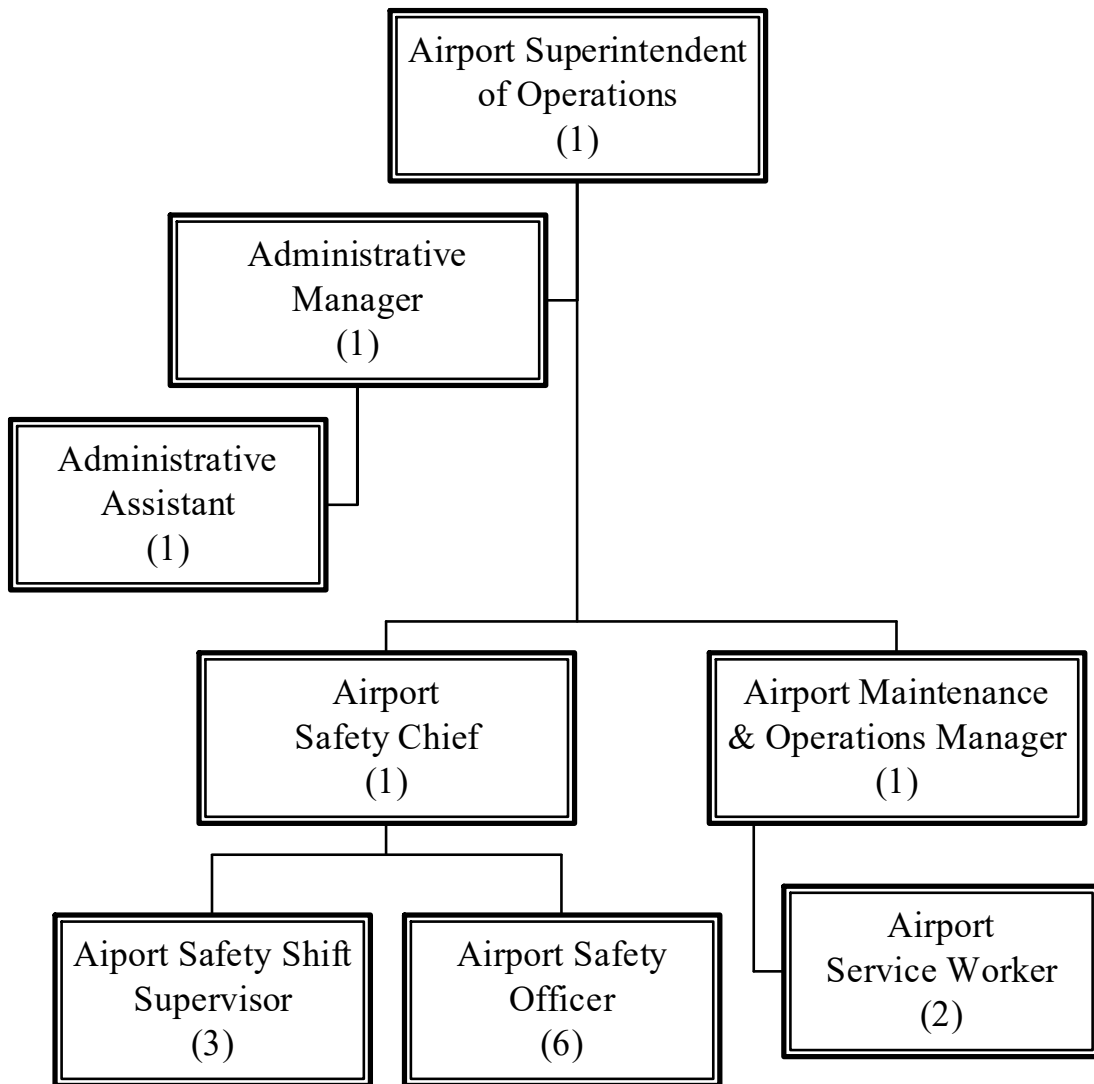
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

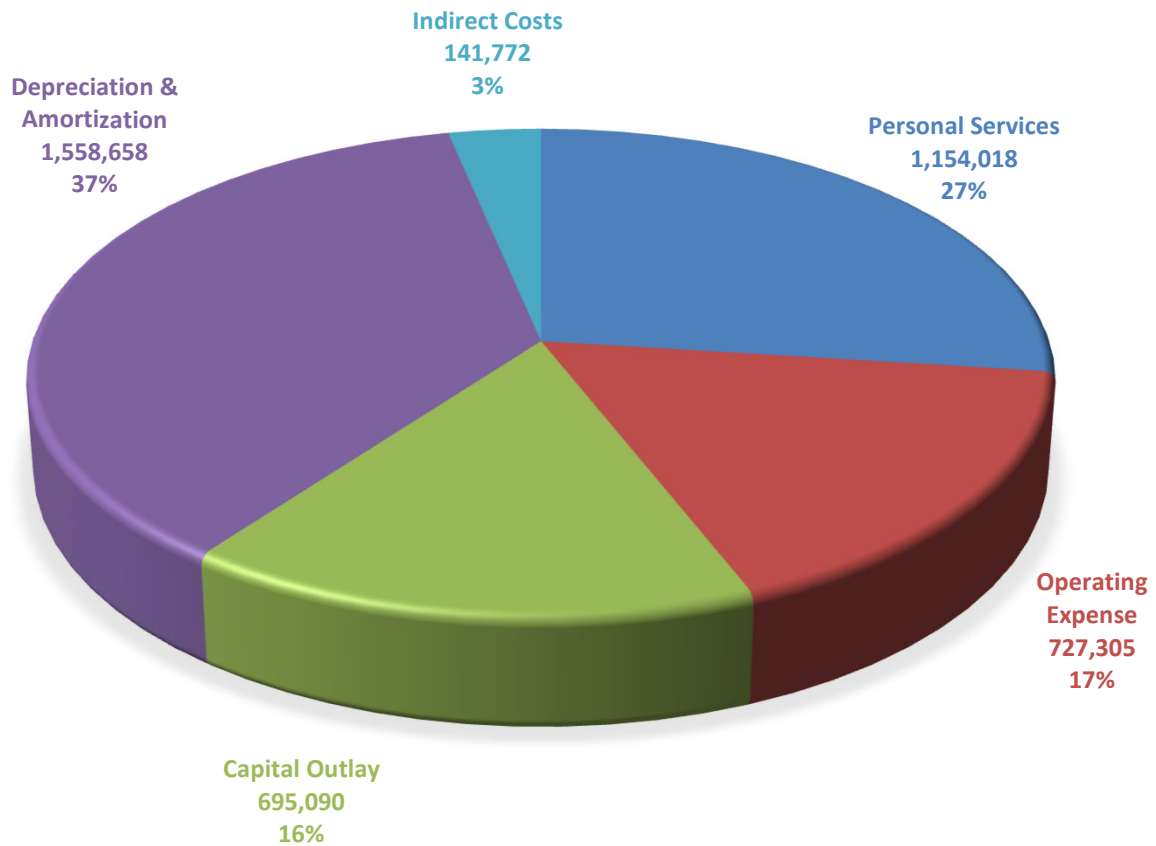
SP VI = Fiscal Responsibility



## Airport Department



City of Albany  
Adopted Budget  
FY 2021  
Airport Department



Total Expenses  
\$4,276,843

**AIRPORT DEPARTMENT SUMMARY***DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>2,281,161</b>	<b>8,014,018</b>	<b>2,718,185</b>
PERSONNEL SERVICES	1,083,628	1,124,746	1,154,018
OPERATING EXPENSE	1,023,566	874,971	869,077
CAPITAL OUTLAY	0	6,947,170	695,090
DEPRECIATION	1,402,181	1,457,914	1,558,658
<b>TOTAL EXPENSES</b>	<b>3,509,375</b>	<b>10,404,801</b>	<b>4,276,843</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(1,228,214)</b>	<b>(2,390,783)</b>	<b>(1,558,658)</b>
<b>TRANSFER IN</b>	<b>966,250</b>	<b>932,869</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>16</b>	<b>16</b>	<b>16</b>

**Capital Projects Summary**

Parking Lot Renovations	0	150,000	0
General Aviation Terminal	348,000	0	0
Runway 16-34	0	3,192,170	0
Passenger Boarding Bridge	1,410,216	385,000	0
Mill & Overlay	4,810,000	2,750,000	619,100
Hangers Design	220,000	220,000	0
Runway Design	220,000	0	0
Building Renovations	0	250,000	0
Rolling Stock	0	1,079,490	965,000
	<b>7,008,216</b>	<b>8,026,660</b>	<b>1,584,100</b>

**AIRPORT DEPARTMENT SUMMARY***DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
<b>REVENUES</b>	<b>1,072,415</b>	<b>1,061,788</b>	<b>1,189,786</b>
PERSONNEL SERVICES	1,083,628	1,124,746	1,154,018
OPERATING EXPENSE	869,320	844,911	854,727
DEPRECIATION	1,402,181	1,457,914	1,558,658
<b>TOTAL EXPENSES</b>	<b>3,355,129</b>	<b>3,427,571</b>	<b>3,567,403</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,282,714)</b>	<b>(2,365,783)</b>	<b>(2,377,617)</b>
<b>TRANSFER IN</b>	<b>966,250</b>	<b>907,869</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b><u>Class Title</u></b>			
Administrative Assistant	1	1	1
Airport Maint. & Operat. Mgr.	1	1	1
Airport Safety Chief	1	1	1
Airport Safety Officer	6	6	6
Airport Superintendent of Operations	1	1	1
Airport Safety Shift Supv	3	3	3
Airport Service Worker	2	2	2
Administrative Manager, Airpor	1	1	1
Multi-Modal Transportation Director *	0	0	0
<b>TOTALS</b>	<b>16</b>	<b>16</b>	<b>16</b>

*\*Half of the Director's Salary is budgeted in this cost center*

AIRPORT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7003</b>					
7110	Regular Wages	716,656	702,820	730,622	27,802
7120	Overtime Wages	57,092	60,000	60,000	0
7210	W/C Insurance	19,692	18,990	21,879	2,889
7230	Uniforms	8,101	6,815	8,060	1,245
7260	FICA Matching	53,697	58,356	60,483	2,127
7270	Pension Matching	59,186	103,708	107,044	3,336
7280	Insurance Matching	161,177	165,957	157,930	(8,027)
7290	Contribution Matching	8,027	8,100	8,000	(100)
7510	Professional Services	5,424	15,755	5,060	(10,695)
7550	Communications	11,818	11,327	12,499	1,172
7570	Advertising	3,083	2,800	1,985	(815)
7600	Travel	21,803	19,250	19,350	100
7630	Train/Cont. Education	9,369	19,400	19,400	0
7700	Insurance	28,079	28,000	28,000	0
7700.03	Risk Allocation	48,036	39,557	44,317	4,760
7860	Maint: Buildings	161,305	167,094	141,324	(25,770)
7870.01	Labor	9,054	3,520	8,125	4,605
7870.02	Maintenance	33,427	26,093	26,527	434
7870.03	Parts	3,562	4,491	7,278	2,787
7880	Maint: Mach/Imp/Tools	43,579	33,675	74,870	41,195
7900	Utilities	241,409	262,000	270,000	8,000
7990	Dues and Fees	11,240	13,660	18,360	4,700
8010	Supplies	10,233	6,200	11,200	5,000
8016	Small Equip	33,023	31,280	3,000	(28,280)
8017	Printing(Not Std Forms)	430	0	0	0
8018	Books &Subscriptions	218	112	114	2
8030	Janitorial Supplies	1,314	2,500	2,800	300
8050	Rental of Equipment	1,095	1,550	2,500	950
8110.02	Motor Fuel	22,737	13,375	14,746	1,371
8150	Food/Employee Apprec.	1,393	1,500	1,500	0
8900	Depreciation	1,402,181	1,457,914	1,558,658	100,744
8951	Indirect Cost	167,481	141,772	141,772	0
<b>Total</b>		<b>3,355,129</b>	<b>3,427,571</b>	<b>3,567,403</b>	<b>139,832</b>

**AIRPORT DEPARTMENT SUMMARY***DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
CFC & PFC REVENUES	431,680	1,739,730	709,440
FEDERAL GRANTS	776,327	2,825,000	818,959
STATE GRANT	740	2,387,500	0
<b>TOTAL REVENUE</b>	<b>1,208,746</b>	<b>6,952,230</b>	<b>1,528,399</b>
OPERATING EXPENSE	154,246	30,060	14,350
CAPITAL OUTLAY	0	6,947,170	695,090
<b>TOTAL EXPENSES</b>	<b>154,246</b>	<b>6,977,230</b>	<b>709,440</b>
<b>SOURCE/(USE) OF OTHER FUNDING</b>	<b>1,054,500</b>	<b>(25,000)</b>	<b>818,959</b>
PFC Deferred Revenue	372,897	644,397	1,072,837
CFC Deferred Revenue	731,986	2,124,216	2,405,216



AIRPORT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>7004</b>					
7510	Professional Services	48,398	0	14,350	14,350
7600	Travel	5,914	0	0	0
7630	Train/Cont. Education	1,710	0	0	0
7860	Maint: Buildings	11,702	0	0	0
7880	Maint: Mach/Imp/Tools	73,285	0	0	0
7990	Dues and Fees	2,520	4,060	0	(4,060)
8010	Supplies	5,272	25,000	0	(25,000)
8016	Small Equip	5,445	0	0	0
8150	Food/Employee Apprec.	0	1,000	0	(1,000)
8500	Cap. O/Lay:	0	250,000	0	(250,000)
8530	Cap. O/Lay: Bldg & Improvement	0	0	75,990	75,990
8540.CFC	Cap O/L: Tools - CFC	0	385,000	0	(385,000)
8550	Cap. O/Lay: Land & Improvement	0	6,312,170	619,100	(5,693,070)
<b>Total</b>		<b>154,246</b>	<b>6,977,230</b>	<b>709,440</b>	<b>(6,267,790)</b>

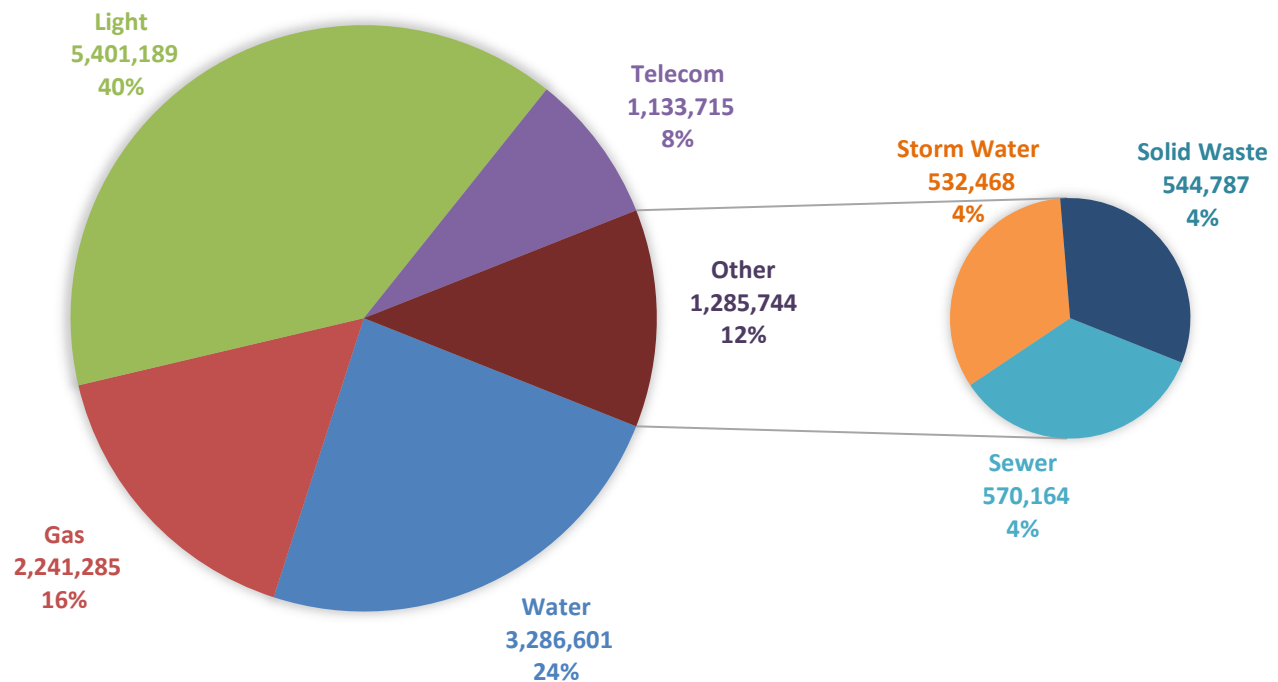




# Utility Internal Service Funds

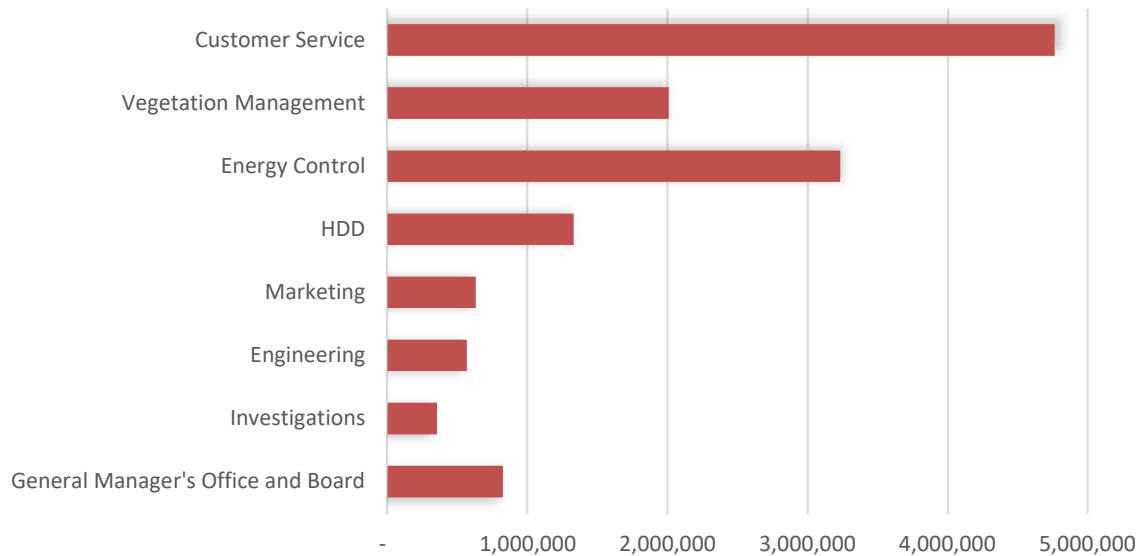
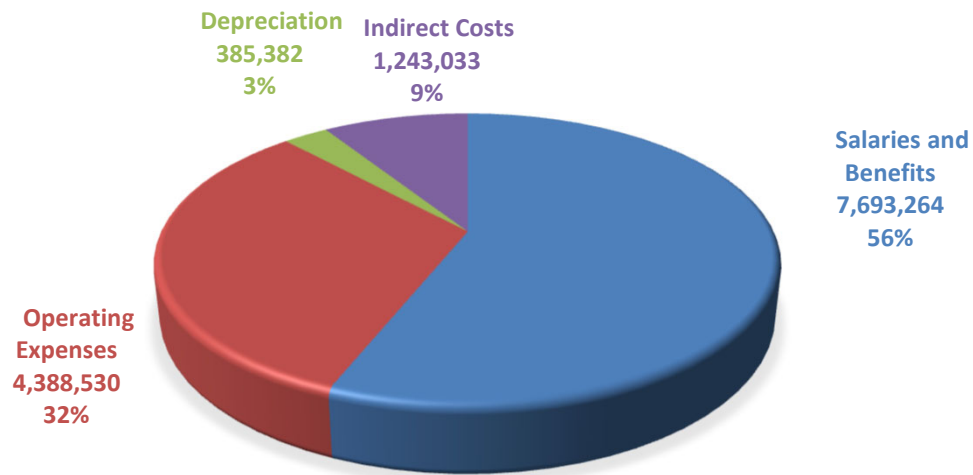


# City of Albany Adopted Budget FY 2021 Utility Internal Service Fund (UISF)



Total Revenue  
\$13,710,209

# City of Albany Adopted Budget FY 2021 Utility Internal Service Fund (UISF)



**Total Expenditures**  
**\$13,710,209**



**UTILITY MANAGEMENT***DESCRIPTION*

The Utility Management and Board is an internal service fund that will provide management services and support to all components of the Albany Utility Board.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

**GOALS & OBJECTIVES**

SP III, G&O 1: Develop an Efficient & Sustainable Infrastructure Management Program

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP III, G&O 1, PM 1: % Street Lighting Converted to LED			
- RFP & Coordination	10%	100%	100%
- Installation of LED	0%	90%	100%
SP III, G&O 1, PM 2: % AMI Project Complete			
- RFP	0%	100%	100%
- Contract Negotiations	0%	80%	100%
- Software Installations	0%	50%	100%
- Water Meters	0%	0%	20%
- Gas Meters	0%	0%	20%
- Light Meters	0%	1%	10%

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

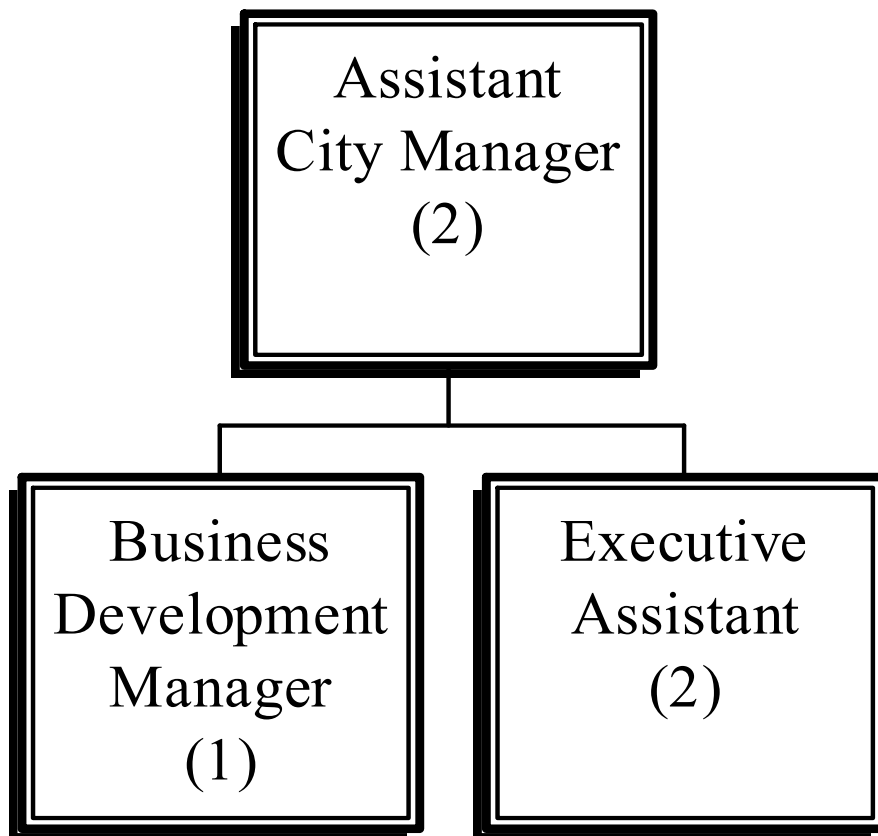
SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility





## Utility Management



**UTILITY MANAGEMENT***DESCRIPTION*

The Utility Management and Board is an internal service fund that will provide management services and support to all components of the Albany Utility Board.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	1,187,060	635,920	680,116
OPERATING EXPENSES	83,506	92,382	88,965
DEPRECIATION EXPENSE	52,810	6,401	0
INDIRECT COST	53,090	52,286	53,579
<b>TOTAL EXPENSES</b>	<b>1,376,465</b>	<b>786,989</b>	<b>822,660</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

Assistant City Manager	2	2	2
Executive Assistant	2	2	2
Business Development Manager	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

UTILITY MANAGEMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4815</b>					
7110	Regular Wages	496,915	467,106	488,857	21,751
7210	W/C Insurance	1,181	934	978	44
7230	Uniforms	477	1,000	1,000	0
7260	FICA Matching	33,378	35,734	37,398	1,664
7270	Pension Matching	581,997	56,053	58,663	2,610
7280	Insurance Matching	64,405	66,093	83,220	17,127
7290	Contribution Matching	8,707	9,000	10,000	1,000
7513	Adm.Svcs(Finance,Mgt)	11,800	12,000	12,000	0
7550	Communications	8,403	7,900	7,900	0
7600	Travel	25,497	29,715	28,665	(1,050)
7610	Auto Allowance	5,750	6,000	13,200	7,200
7630	Train/Cont. Education	9,765	10,975	10,975	0
7700	Risk Allocation	9,852	9,301	5,372	(3,929)
7870	Maint: Motor Equip.	328	433	0	(433)
7880	Manint: Mach/Imp/Tools	1,265	2,168	4,253	2,085
7990	Dues and Fees	373	800	800	0
8010	Supplies	2,873	7,000	3,500	(3,500)
8016	Small Equip	3,148	2,000	2,000	0
8018	Books & Subscriptions	517	300	300	0
8050	Rental of Equipment	2,129	2,325	0	(2,325)
8110	Motor Fuel	1,465	1,465	0	(1,465)
8150	Food/Employee Apprec.	340	0	0	0
8900	Depreciation	52,810	6,401	0	(6,401)
8951	Indirect	53,090	52,286	53,579	1,293
<b>Total</b>		<b>1,376,465</b>	<b>786,989</b>	<b>822,660</b>	<b>35,671</b>

**INVESTIGATIONS***DESCRIPTION*

The Investigations Division provides physical security for the Albany Utilities and Board when in session. This division monitors, evaluate, and maintain security cameras, access control, burglar and fire alarms. Also perform criminal investigation of theft, fraud, meter tampering, identity misrepresentation cases. Participate with other Law Enforcement agencies on combined initiatives. In addition a full time Security Officer is posted at the main collection point for Administration Department of the Albany Utility.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

**GOALS & OBJECTIVES (G&O)**

SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets.

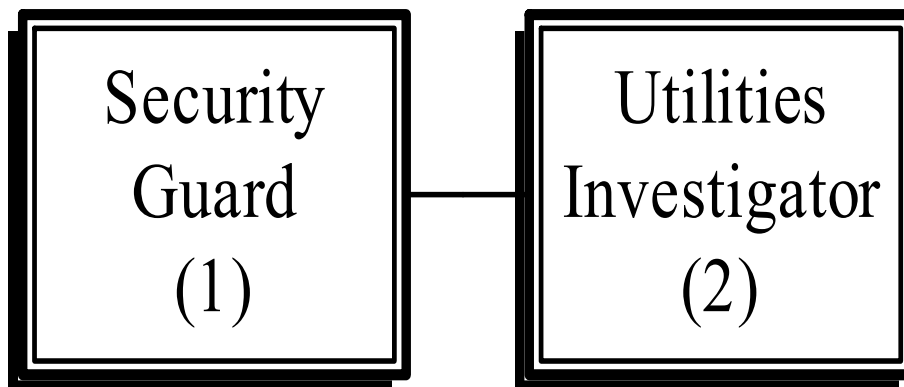
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP I, G&O 1, PM 1: # of Network Camera's Monitored on City Security System	127	165	190

SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## INVESTIGATIONS



**INVESTIGATIONS***DESCRIPTION*

The Investigations Division provides physical security for the Albany Utilities and Board when in session. This division monitors, evaluate, and maintain security cameras, access control, burglar and fire alarms. Also perform criminal investigation of theft, fraud, meter tampering, and identity misrepresentation cases. Participate with other Law Enforcement agencies on combined initiatives. In addition a full time Security Officer is posted at the main collection point for Administration Department of the Albany Utility.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	199,730	198,452	210,079
OPERATING EXPENSE	104,889	103,448	93,484
DEPRECIATION	5,938	5,938	17,830
INDIRECT COST	29,387	31,372	32,147
<b>TOTAL</b>	<b>339,944</b>	<b>339,210</b>	<b>353,540</b>

<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>
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<b>Capital Purchases</b>	<b>0</b>	<b>86,740</b>	<b>0</b>
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**Class Title**

Utilities Investigator	2	2	2
Security Guard	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>

INVESTIGATIONS					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4825</b>					
7110	Regular Wages	128,364	125,416	132,024	6,608
7120	Overtime	10,598	8,000	10,500	2,500
7210	W/C Insurance	3,687	5,415	5,717	302
7230	Uniforms	3,154	2,800	2,000	-800
7260	FICA Matching	9,788	10,206	10,903	697
7270	Pension Matching	18,002	18,626	19,001	375
7280	Insurance Matching	24,441	26,289	28,134	1,845
7290	Contribution Matching	1,695	1,700	1,800	100
7510	Professional Services	23,175	24,000	24,000	0
7512	Tech.Svcs(Surveys,DP)	0	3,200	1,950	-1,250
7550	Communications	35,585	36,600	33,130	-3,470
7600	Travel	543	1,000	1,000	0
7630	Train/Cont. Education	250	1,000	1,000	0
7700	Risk Allocation	8,796	7,114	3,466	-3,648
7860	Maint: Bldgs.	0	0	0	0
7870	Maint: Motor Equip.	4,409	6,079	1,250	-4,829
7880	Maint: Mach/Imp/Tools	12,038	10,840	15,564	4,724
8010	Supplies	2,891	1,000	1,000	0
8016	Small Equip	14,795	10,000	8,500	-1,500
8110	Gasoline	2,408	2,615	2,624	9
8900	Depreciation	5,938	5,938	17,830	11,892
8951	Indirect Cost	29,387	31,372	32,147	775
<b>Total</b>		<b>339,944</b>	<b>339,210</b>	<b>353,540</b>	<b>14,330</b>

**ENGINEERING***DESCRIPTION*

Engineering is a support department for all departments (Water, Gas, Light, Telecommunications, maintenance and downtown administration). The primary objectives of the engineering department are to review all plans approved by Albany/Dougherty Planning and Zoning, make first contacts with developers and outside engineering firms concerning developments, calculate electrical loads and size transformers and switches, calculate water and gas loads for line size, compose work orders and drawings for the installation of all utilities for residential and commercial developments and maintain postings to all water, gas, electrical and telecommunication maps and valve drawings. Other duties of the engineering department include checking overhead electrical lines for respect, department of transportation permitting, relocation of utilities on highway widening projects, meet customers about complaints, EPD permitting, security lights and street lights, etc.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

**GOALS & OBJECTIVES (G&O)**

SP III, G&O 1: Develop an Efficient & Sustainable Infrastructure Management Program

**PERFORMANCE MEASURES (PM)**

	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP III, G&O 1, PM 1: % Complete on the Manufacture Gas Plant Clean-up Project	20%	20%	50%

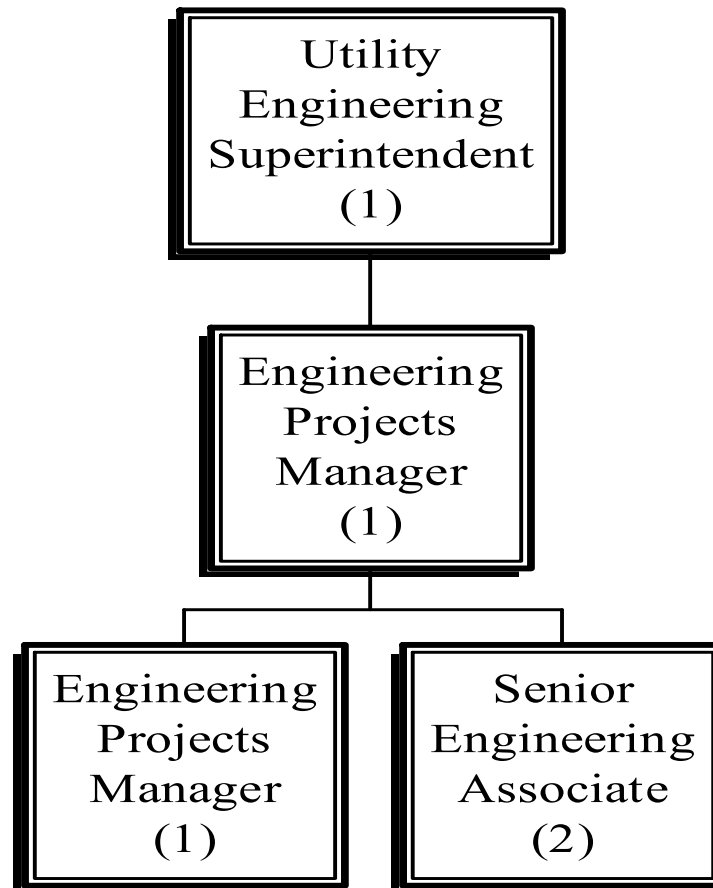
Note: Estimated completion date for the project is 2026.

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 SP VI = Fiscal Responsibility





## ENGINEERING



**ENGINEERING***DESCRIPTION*

Engineering is a support department for all departments (water, gas, light, telecommunications, maintenance and downtown administration). The primary objectives of the engineering department are to review all plans approved by Albany/Dougherty Planning and Zoning, make first contacts with developers and outside engineering firms concerning developments, calculate electrical loads and size transformers and switches, calculate water and gas loads for line size, compose work orders and drawings for the installation of all utilities for residential and commercial developments and maintain postings to all water, gas, electrical and telecommunication maps and valve drawings. Other duties of the engineering department include checking overhead electrical lines for respect, department of transportation permitting, relocation of utilities on highway widening projects, meet customers about complaints, EPD permitting, security lights and street lights, etc.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONAL SERVICES	463,528	464,229	451,789
OPERATING EXPENSE	52,172	57,730	57,862
DEPRECIATION	911	0	914
INDIRECT COST	62,340	52,286	53,579
<b>TOTAL</b>	<b>578,951</b>	<b>574,245</b>	<b>564,144</b>

**Capital Projects Summary**

Projects Totals	0	60,883	0
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<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>
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**Class Title**

Engineering Project Manager	2	2	2
Engineering Associate, Senior	2	2	2
Utility Engineering Superintendent	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

ENGINEERING					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4830</b>					
7110	Regular Wages	346,098	337,136	334,580	(2,556)
7210	W/C Insurance	963	674	669	(5)
7230	Uniforms	0	1,500	1,500	0
7260	FICA Matching	23,719	25,791	25,595	(196)
7270	Pension Matching	36,147	40,456	40,150	(306)
7280	Insurance Matching	51,135	52,672	44,295	(8,377)
7290	Contribution Matching	5,466	6,000	5,000	(1,000)
7510	Professional Services	10,750	10,962	10,992	30
7550	Communications	7,750	7,200	7,200	0
7600	Travel	1,791	2,000	2,000	0
7630	Train/Cont. Education	790	0	3,600	3,600
7700	Risk Allocation	10,512	8,112	5,938	(2,174)
7870	Maint: Motor Equip.	6,303	5,300	4,224	(1,076)
7880	Maint: Mach/Imp/Tools	3,305	12,120	10,000	(2,120)
7900	Utilities	3,741	3,500	3,500	0
8010	Supplies	1,980	2,500	2,500	0
8016	Small Equip	1,123	1,500	3,000	1,500
8110	Motor Fuel	4,126	4,536	4,408	(128)
8900	Depreciation	911	0	914	914
8951	Indirect Costs	62,340	52,286	53,579	1,293
<b>Total</b>		<b>578,951</b>	<b>574,245</b>	<b>564,144</b>	<b>(10,101)</b>

**Marketing/Sales***DESCRIPTION*

The Marketing/Sales Department is responsible for all marketing and sales for the various departments of the Albany Utility Board. Those departments are water, gas, light, solid waste, and telecommunications. The department is responsible for all aspects of the various other programs designed to inform and educate the community about public utilities and safety.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promotion of the City as a Great Place to Live, Work, and Play

**GOALS & OBJECTIVES (G&O)**

SP IV, G&O 2: To be recognized as a vibrant community & tourism destination

SP IV, G&O 3: To be recognized as a progressive & innovative community

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP IV, G&O 2, PM 1: # of Followers on Social Media sites	1,546	6,806	10,000
SP IV, G&O 2, PM 2: # of Press Releases/Media Advisory provided	58	70	130
SP IV, G&O 3, PM 1: # of Sponsorships Promoting the City and/or Utility	15	20	20

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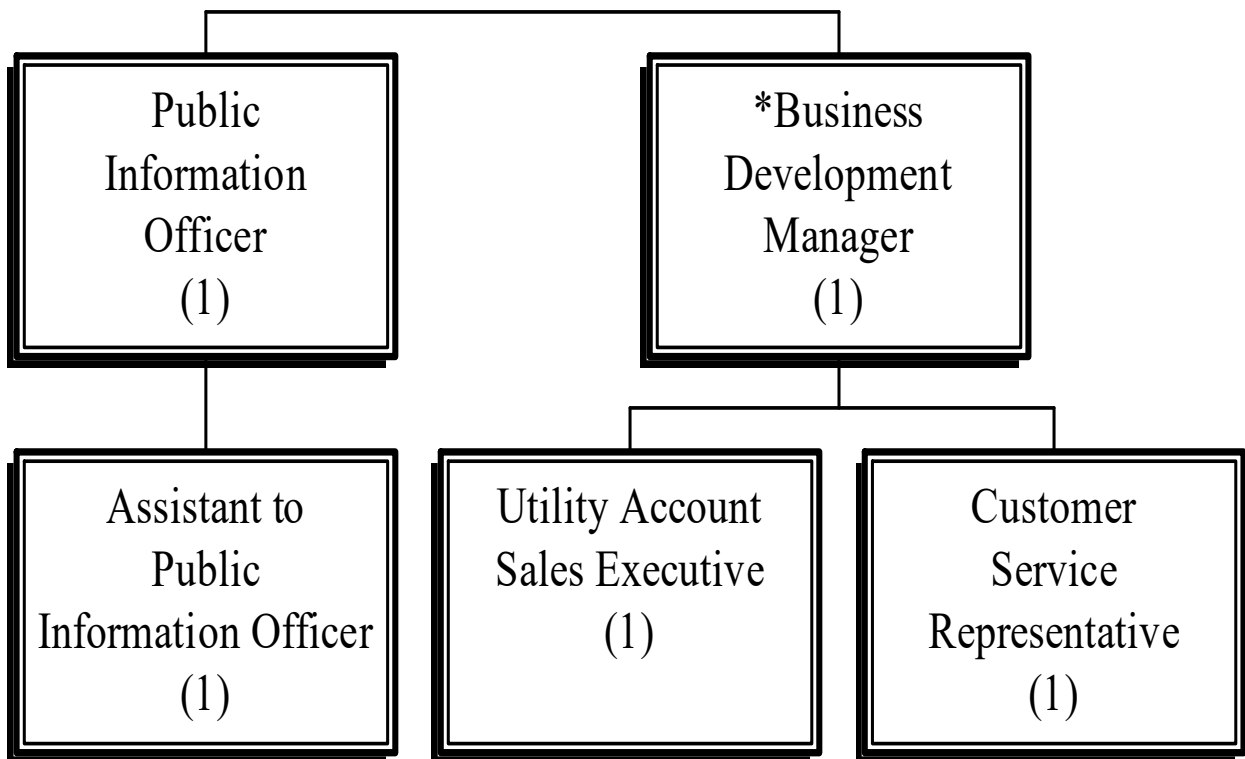
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## Marketing



\* Position housed in Utility Management

**Marketing/Sales***DESCRIPTION*

The Marketing/Sales Department is responsible for all marketing and sales for the various departments of the Albany Utility Board. Those departments are water, gas, light and telecommunications. The department is responsible for all aspects of the various other programs designed to inform and educate the community about public utilities and safety.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	315,471	289,252	300,561
OPERATING EXPENSES	283,553	356,719	283,545
DEPRECIATION EXPENSE	3,297	3,297	3,306
INDIRECT COST	50,007	41,829	42,863
<b>TOTAL EXPENSES</b>	<b>652,328</b>	<b>691,097</b>	<b>630,275</b>

<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>4</b>	<b>4</b>
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**Class Title**

Public Information Officer	1	1	1
Asst. to PIO/Graphic Designer	1	1	1
Utility Account Sales Executive	2	1	1
Customer Service Representative	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>4</b>	<b>4</b>

Marketing/Sales					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4835</b>					
7110	Regular Wages	219,775	195,912	199,870	3,958
7120	Overtime	1,904	0	2,000	2,000
7130	Part Time	15,275	15,000	15,000	0
7210	W/C Insurance	540	422	434	12
7230	Uniforms	435	1,200	1,200	0
7260	FICA Matching	17,003	16,135	16,591	456
7270	Pension Matching	22,868	23,509	24,224	715
7280	Insurance Matching	35,238	34,074	38,742	4,668
7290	Contribution Matching	2,434	3,000	2,500	(500)
7510	Professional Services	134,496	165,775	144,234	(21,541)
7514	Contract Labor (Temp)	9,000	60,000	15,000	(45,000)
7550	Communications	4,201	3,500	3,500	0
7570	Advertising	83,586	80,000	80,000	0
7600	Travel	62	2,000	2,000	0
7630	Train/Cont. Education	920	4,000	4,000	0
7700	Risk Allocation	14,184	10,192	3,863	(6,329)
7870	Maint: Motor Equip	627	85	200	115
7880	Maint: Mach/Imp/Tools	3,831	4,927	4,927	0
7990	Dues and Fees	2,274	1,000	1,000	0
8010	Supplies	19,650	17,500	17,500	0
8016	Small Equip	5,344	2,000	2,000	0
8017	Printing(Not Std Forms)	3,804	4,500	4,500	0
8018	Books and Subscriptions	10	20	70	50
8050	Rental of Equipment	681	0	0	0
8110	Motor Fuel	884	1,220	751	(469)
8900	Depreciation	3,297	3,297	3,306	9
8951	Indirect Cost	50,007	41,829	42,863	1,034
<b>Total</b>		<b>652,329</b>	<b>691,097</b>	<b>630,275</b>	<b>(60,822)</b>

**HDD/URD Protection***DESCRIPTION*

The department is responsible for locating and protecting existing utility systems. HDD also performs excavating and horizontal directional drilling to install utilities for all departments.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs

**GOALS & OBJECTIVES (G&O)**

SP II, G&O 1: Expand Albany Utilities Infrastructure

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP II, G&O 1, PM 1: # of Linear Feet Drilled for Utility Lines (Telecom, other departments work completed)	7,500'	9,000'	9,000'
SP II, G&O 1, PM 2: % Utility damages per total locates completed	2.54%	1.75%	1.75%

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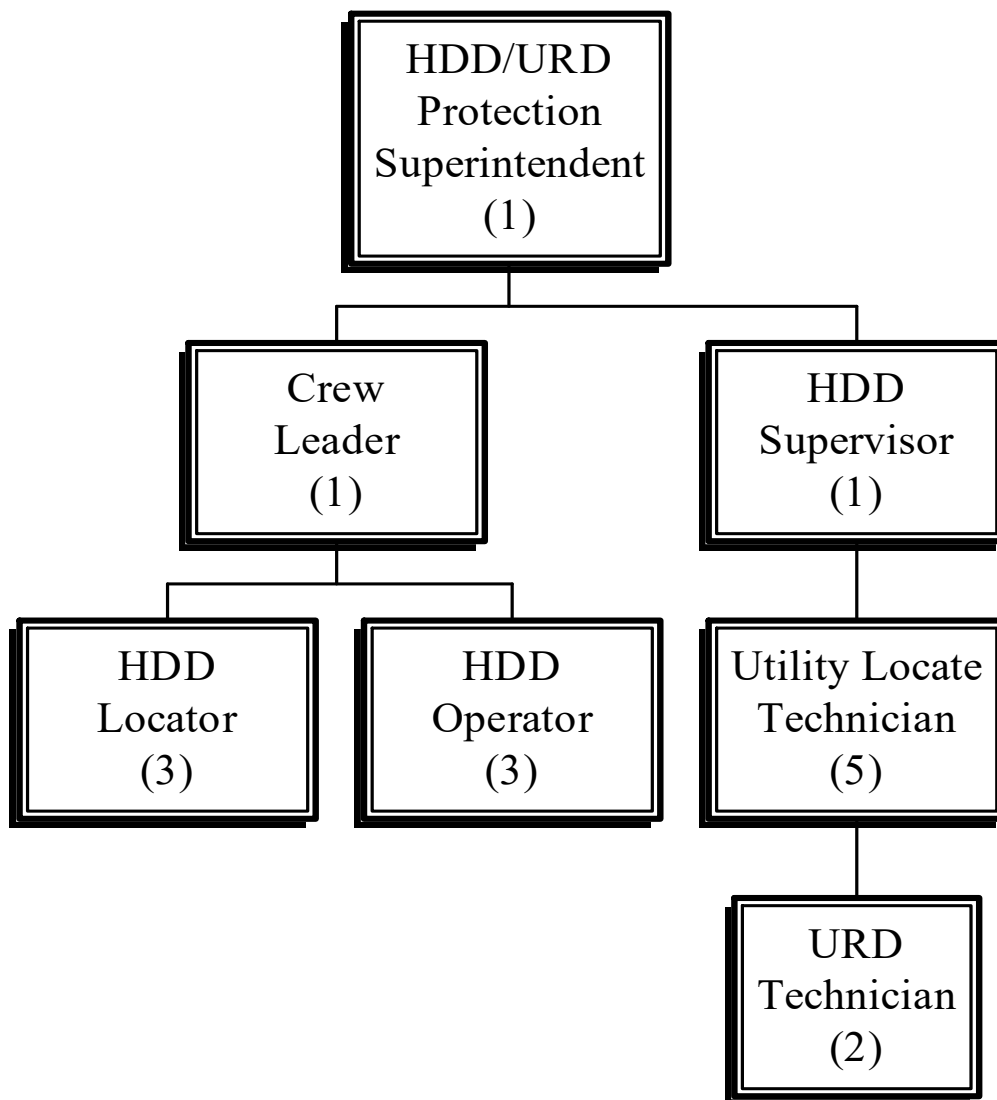
SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility





## HDD/URD PROTECTION



**HDD/URD Protection***DESCRIPTION*

The department is responsible for locating and protecting existing utility systems. HDD also performs excavating and horizontal directional drilling to install utilities for all departments.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	810,344	1,059,517	843,685
OPERATING EXPENSES	246,025	219,965	200,260
DEPRECIATION EXPENSE	31,706	37,402	114,303
INDIRECT COSTS	102,326	177,772	171,453
<b>TOTAL EXPENSES</b>	<b>1,190,402</b>	<b>1,494,656</b>	<b>1,329,701</b>

**Capital Projects Summary**

Project Totals	241,434	1,110,000	25,000
<b>FULL TIME POSITIONS</b>	<b>18</b>	<b>17</b>	<b>16</b>

**Class Title**

HDD/URD Protection Superintendent	1	1	1
URD Technician	2	2	2
HDD Operator	3	3	3
HDD Supervisor	0	1	1
HDD Locator	3	3	3
HDD Crew Leader	2	1	1
Line Worker	1	0	0
Utility Locate Technician	6	6	5
<b>TOTAL</b>	<b>18</b>	<b>17</b>	<b>16</b>

HDD/URD Protection					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4840</b>					
7110	Regular Wages	511,436	671,221	538,156	(133,065)
7120	Overtime	60,493	45,000	45,000	0
7210	W/C Insurance	15,596	17,882	14,560	(3,322)
7230	Uniforms	8,123	12,300	12,300	0
7260	FICA Matching	43,255	54,791	44,611	(10,180)
7270	Pension Matching	60,723	85,947	69,979	(15,968)
7280	Insurance Matching	103,914	163,876	115,080	(48,796)
7290	Contribution Matching	6,804	8,500	4,000	(4,500)
7510	Professional Services	189	0	0	0
7550	Communications	10,622	10,980	10,980	0
7600	Travel	1,875	2,000	2,000	0
7630	Train/Cont. Education	1,636	2,000	7,500	5,500
7700	Risk Allocation	37,932	19,387	13,983	(5,404)
7870	Maint: Motor Equip.	97,532	69,259	51,801	(17,458)
7880	Maint: Mach/Imp/Tools	5,477	18,644	18,663	19
7900	Utilities	168	500	500	0
7990	Dues and Fees	10,547	30,000	27,000	(3,000)
8009	Licenses(CDL,CPA,Etc)	0	250	0	(250)
8010	Supplies	25,167	34,700	34,700	0
8016	Small Equip	28,166	4,000	6,000	2,000
8110	Motor Fuel	26,714	28,245	27,133	(1,112)
8900	Depreciation	31,706	37,402	114,303	76,901
8951	General Fund	102,326	177,772	171,453	(6,319)
	<b>Total</b>	<b>1,190,402</b>	<b>1,494,656</b>	<b>1,329,701</b>	<b>(158,636)</b>

**ENERGY CONTROL/SCADA***DESCRIPTION*

The Energy Control internal service fund will provide support to all utility divisions. This fund will provide 24 hour monitoring and control of all utility systems through a Supervisory Control and Data Acquisition (SCADA) system. This fund will also provide afterhours response for customer needs. Electric substation relay maintenance and other technical substation activities will also be performed by this internal service fund. The service department performs work functions associated with meter reading, connecting services for new customers, disconnects utility services for nonpayment, closed accounts and reconnect once account is paid. Other work functions such as detecting gas leaks, tampered meters, water leaks, locating meters and delivering written notices for final bill payments, returned checks, delinquent priority accounts to customer sites as appropriate. There are 20 billing cycles and those cycles help determine meter reading dates, cut off dates, due dates and days of service for the year which plays a major factor with the customer receiving their bill on time. The audit control department send rereads, audit control trouble tickets and off showing consumption work orders after they audit the meter reading report and the service department go get physical reads before billing and investigate any reason for consumption being shown. The service department is essential to the company and other departments in many ways and also we strive to display great customer service because our customers makes us.

**STRATEGIC PRIORITIES (SP)**

SP V: Effective and Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

G&O 2: Provide customer satisfaction, not only customer service

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP V, G&O 2, PM 1: Open Tickets (Average per day)	16.8	28.4	15.1
SP V, G&O 2, PM 2: Closed Tickets (Average per day)	31.5	35.9	21.2
SP V, G&O 2, PM 3: # of Meters Read Remotely	N/A	N/A	5,000
SP V, G&O 2, PM 4: Reduction in Rereads	N/A	N/A	20%

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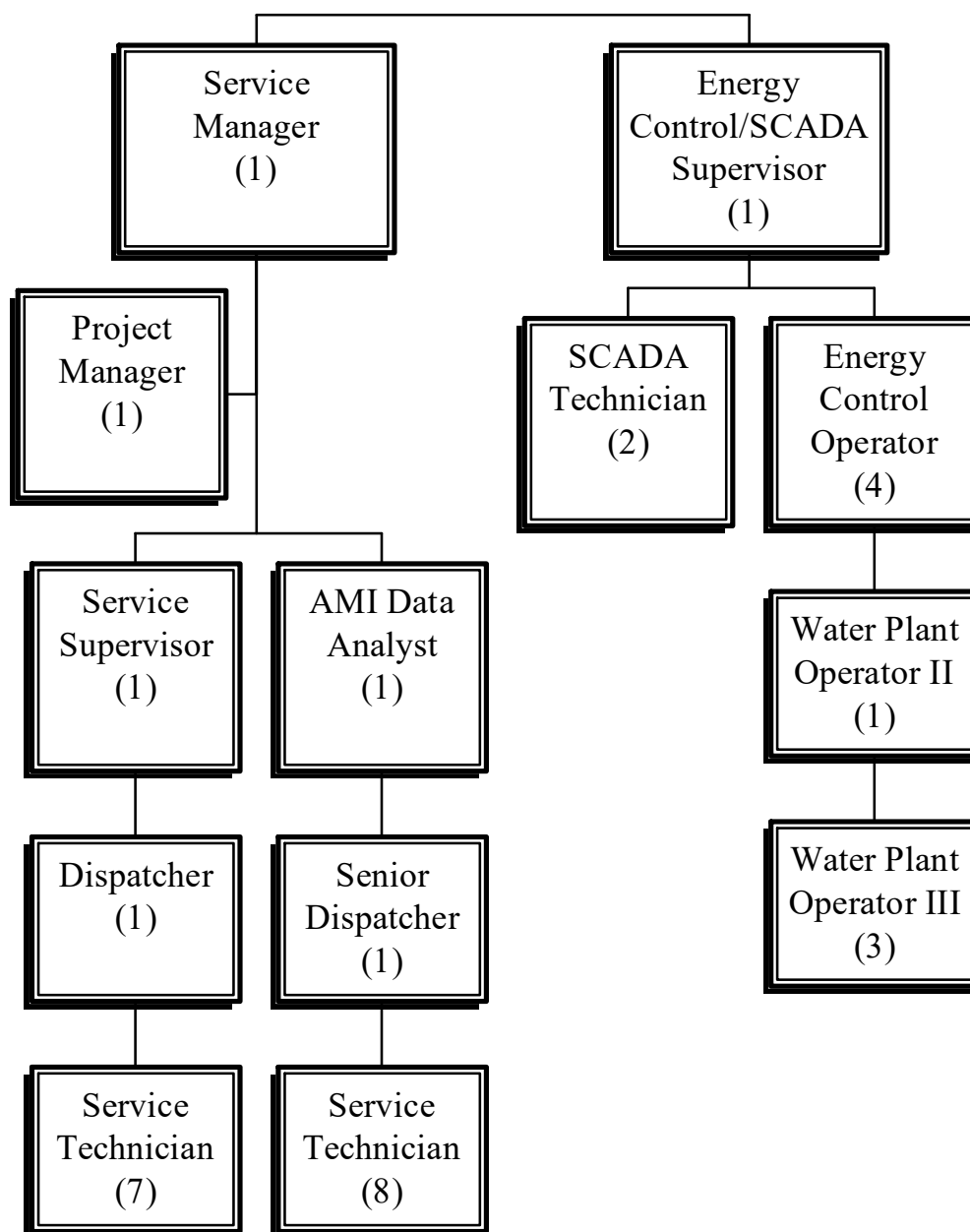
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## ENERGY CONTROL



**ENERGY CONTROL/SCADA***DESCRIPTION*

The Energy Control internal service fund will provide support to all utility divisions. This fund will provide 24 hour monitoring and control of all utility systems through a Supervisory Control and Data Acquisition (SCADA) system. This fund will also provide afterhours response for customer needs. Electric substation relay maintenance and other technical substation activities will also be performed by this internal service fund. The service department performs work functions associated with meter reading, connecting services for new customers, disconnects utility services for nonpayment, closed accounts and reconnect once account is paid. Other work functions such as detecting gas leaks, tampered meters, water leaks, locating meters and delivering written notices for final bill payments, returned checks, delinquent priority accounts to customer sites as appropriate. There are 20 billing cycles and those cycles help determine meter reading dates, cut off dates, due dates and days of service for the year which plays a major factor with the customer receiving their bill on time.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	2,045,065	2,036,654	2,130,881
OPERATING EXPENSE	384,801	388,749	738,883
DEPRECIATION EXPENSE	396,295	705,672	31,947
INDIRECT COST	230,763	324,173	332,190
<b>TOTAL EXPENSES</b>	<b>3,056,924</b>	<b>3,455,248</b>	<b>3,233,901</b>

<b>FULL TIME POSITIONS</b>	<b>31</b>	<b>31</b>	<b>31</b>
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**Class Title**

Energy Cntrl/SCADA Manager	1	1	1
AMI Project Manager	1	1	0
AMI Data Analyst	1	1	1
Projects Manager - Utilities	0	0	1
Energy Control Operator	8	8	8
SCADA Technician	2	2	2
Service Manager	1	1	1
Dispatcher, Senior	1	1	1
Service Supervisor	1	1	1
Service Technician	15	15	15
<b>TOTAL</b>	<b>31</b>	<b>31</b>	<b>31</b>

Energy Control/SCADA					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4850</b>					
7110	Regular Wages	1,260,249	1,294,698	1,326,197	31,499
7120	Overtime	144,937	65,000	65,000	0
7210	W/C Insurance	26,498	21,204	21,705	501
7230	Uniforms	17,002	22,150	17,850	(4,300)
7260	FICA Matching	95,397	104,017	106,427	2,410
7270	Pension Matching	149,294	163,164	166,944	3,780
7280	Insurance Matching	338,307	352,421	412,758	60,337
7290	Contribution Matching	13,382	14,000	14,000	0
7510	Professional Services	24,733	0	0	0
7512	Tech.Svcs(Surveys,DP)	41,562	51,990	402,310	350,320
7514	Contract Labor	0	0	35,000	35,000
7550	Communications	17,611	26,600	26,600	0
7600	Travel	13,732	18,600	18,600	0
7630	Train/Cont. Education	11,903	20,300	20,300	0
7700	Risk Allocation	63,240	56,107	40,248	(15,859)
7870	Maint: Motor Equip.	104,563	107,884	78,022	(29,862)
7880	Maint: Mach/Imp/Tools	11,079	10,716	13,437	2,721
7900	Utilities	11,762	14,000	6,250	(7,750)
7990	Dues and Fees	10	2,000	900	(1,100)
8009	Licenses (CDL, CPA, etc)	2,550	2,000	1,000	(1,000)
8010	Supplies	19,429	13,000	30,000	17,000
8016	Small Equip	10,041	6,500	6,500	0
8110	Motor Fuel	50,505	57,552	58,216	664
8150	Food/Employee Apprec.	2,081	1,500	1,500	0
8900	Depreciation	396,295	705,672	31,947	(673,725)
8915	Indirect Cost	230,763	324,173	332,190	8,017
<b>Total</b>		<b>3,056,924</b>	<b>3,455,248</b>	<b>3,233,901</b>	<b>(221,347)</b>

**Vegetation Management***DESCRIPTION*

Vegetation Management is an internal service fund providing tree and right of way maintenance services to the City of Albany.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

**GOALS & OBJECTIVES (G&O)**

SP III, G&O 1: Develop an Efficient & Sustainable Infrastructure Management Program

**PERFORMANCE MEASURES (PM)**

	<b><u>FY 2019</u></b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>
SP III, G&O 1, PM 1: % of Lines Trimmed **	12.25%	10.00%	12.25%
SP III, G&O 1, PM 2: Average # of Crews Trimming	6	5	6
SP III, G&O 1, PM 3: # of Risk Trees Responded to	1,514	171	200

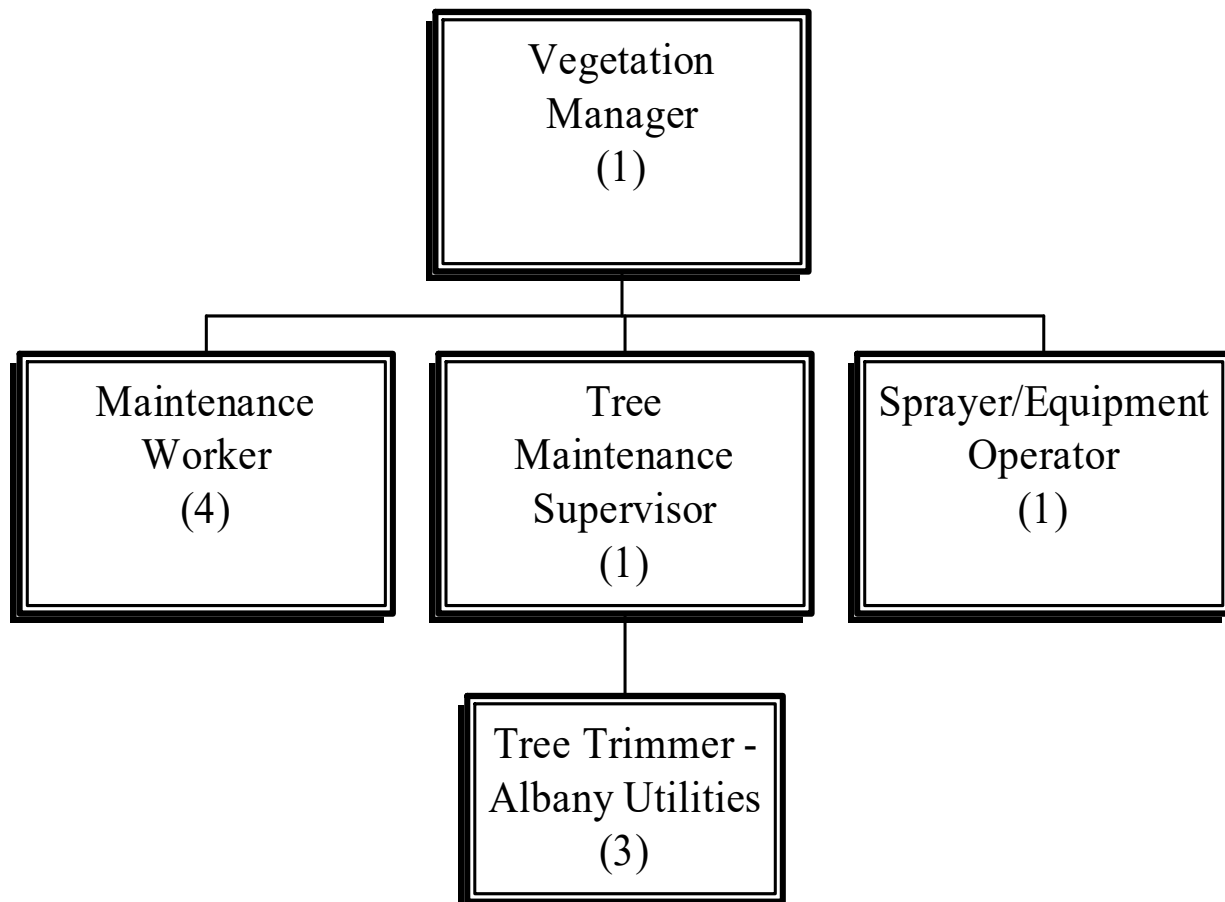
\*\* There are approximately 600 miles of Lines that Vegetation Management is responsible for trimming around

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## Vegetation Management



**Vegetation Management***DESCRIPTION*

Vegetation Management is an internal service fund providing tree and right of way maintenance services to the City of Albany.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONAL SERVICES	561,390	602,620	601,398
OPERATING EXPENSES	1,098,554	1,162,037	1,195,502
DEPRECIATION EXPENSE	25,242	25,242	105,107
INDIRECT COSTS	59,931	104,572	107,158
<b>TOTAL EXPENSES</b>	<b>1,745,116</b>	<b>1,894,471</b>	<b>2,009,165</b>

**Capital Projects Summary**

Project Totals	140,000	608,000	658,000
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<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>10</b>	<b>10</b>
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**Class Title**

Vegetation Manager	1	1	1
Tree Trimmer	5	3	3
Tree Maint. Crew Supervisor, Senior	1	1	1
Maintenance Worker	2	4	4
Sprayer/Equipment Operator	1	1	1
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>10</b>

Vegetation Management					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4860</b>					
7110	Regular Wages	333,681	361,513	356,935	(4,578)
7120	Overtime	37,271	25,000	25,000	0
7210	W/C Insurance	10,760	11,356	11,221	(135)
7230	Uniforms	7,932	9,300	12,900	3,600
7260	FICA Matching	25,780	29,568	29,218	(350)
7270	Pension Matching	40,206	46,382	45,832	(550)
7280	Insurance Matching	102,104	115,501	116,292	791
7290	Contribution Matching	3,656	4,000	4,000	0
7510	Professional Services	16,541	26,400	30,000	3,600
7512	Tech.Svcs (Surveys,DP)	852,155	895,757	935,757	40,000
7550	Communications	3,707	3,480	7,183	3,703
7600	Travel	4,266	5,140	5,610	470
7630	Train/Cont. Education	1,020	3,114	5,575	2,461
7700	Risk Allocation	21,864	18,037	16,787	(1,250)
7870	Maint: Motor Equip.	90,395	68,667	51,788	(16,879)
7880	Maint: Mach/Imp/Tools	3,799	6,892	5,678	(1,214)
7990	Dues and Fees	2,075	5,350	2,925	(2,425)
8004	Materials	51,443	87,920	88,264	344
8009	Licenses(CDL,CPA,Etc)	45	0	0	0
8010	Supplies	6,821	4,650	4,650	0
8016	Small Equip	11,404	4,000	8,000	4,000
8017	Printing (Not Std. Forms)	234	350	350	0
8110	Motor Fuel	32,656	32,280	32,935	655
8900	Depreciation	25,242	25,242	105,107	79,865
8951	Indirect Costs	59,931	104,572	107,158	2,586
<b>Total</b>		<b>1,745,116</b>	<b>1,894,471</b>	<b>2,009,165</b>	<b>114,694</b>

**CUSTOMER SERVICE***DESCRIPTION*

The Customer Service Department is responsible for providing external and internal customer service support to citizens and city departments. The department investigates and resolves customer complaints and concerns as well as collects and posts customer payments for utilities. Customer Service Department also provides free non-emergency information to the public with quick and easy access to all City of Albany, Dougherty County, and Albany Utility services. In addition, the customer service department audits and prepares billing for utility customers. The department also provides energy audits and conducts energy conservation evaluations for customers.

**STRATEGIC PRIORITIES (SP)**

SP V: Effective & Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

SP V, G&O 2: Provide Customer Satisfaction, Not Only Customer Service

**PERFORMANCE MEASURES (PM)**

	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP V, G&O 2, PM 1: # of minutes to service walk-in customers	N/A	12	9
SP V, G&O 2, PM 2: # of Minutes to Serve 311 Calls	2.22	3.08	3.00
SP V, G&O 2, PM 3: # of Minutes to Serve Customer Service Calls	2.50	2.50	2.25
SP V, G&O 2, PM 4: # of Payments Through Web Service	N/A	51,164	60,000

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

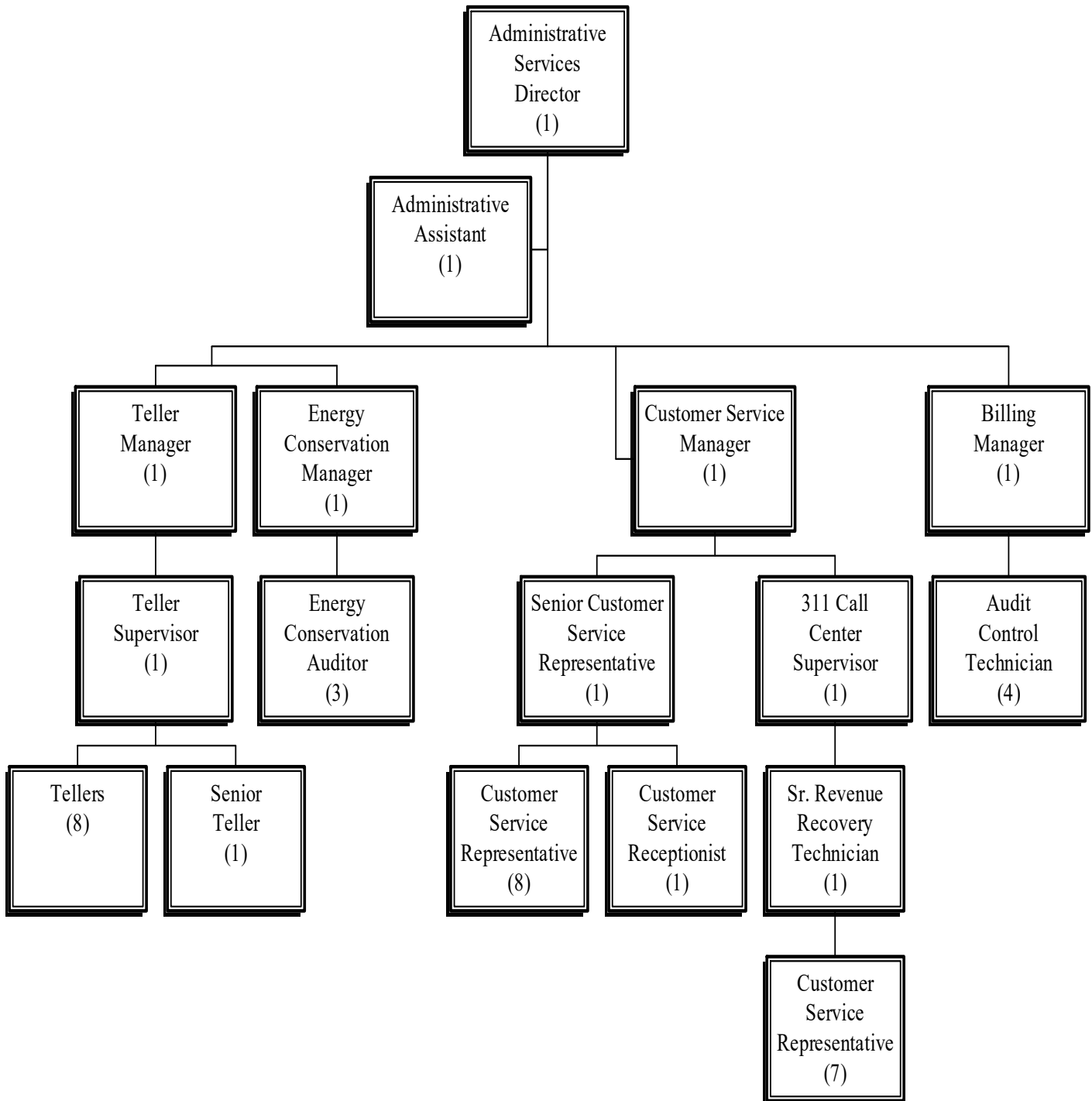
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## CUSTOMER SERVICE



**CUSTOMER SERVICE***DESCRIPTION*

The Customer Service Department is responsible for providing external and internal customer service support to citizens and city departments. The department investigates and resolves customer complaints and concerns as well as collects and posts customer payments for utilities. In addition, the customer service department audits and prepares billing for utility customers. The department also provides energy audits and conducts energy conservation evaluations for customers.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
PERSONNEL SERVICES	2,283,013	2,413,404	2,474,755
OPERATING EXPENSES	1,692,848	1,668,763	1,730,029
DEPRECIATION EXPENSE	22,509	128,300	111,975
INDIRECT COSTS	398,126	398,126	450,064
<b>TOTAL EXPENSES</b>	<b>4,396,496</b>	<b>4,608,593</b>	<b>4,766,823</b>

<b>FULL TIME POSITIONS</b>	<b>44</b>	<b>42</b>	<b>42</b>
Capital Purchases	0	35,000	27,500

**Class Title**

Director of Administrative Services	1	1	1
Administrative Assistant	1	1	1
Energy Conservation Manager	1	1	1
Energy Conservation Auditor	3	3	3
Audit Control Technician	4	4	4
311 Call Center Supervisor	1	1	1
Customer Service Receptionist	1	1	1
Customer Service Rep., Sr.	1	1	1
Customer Service Rep	17	15	15
Customer Service Manager	1	1	1
Revenue Recovery Tech. Sr.	1	1	1
Teller Manager	1	1	1
Rate & Utility Billing Manager	1	1	1
Teller, Senior	1	1	1
Teller	8	8	8
Teller Supervisor	1	1	1
<b>TOTAL</b>	<b>44</b>	<b>42</b>	<b>42</b>

## CUSTOMER SERVICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>4870</b>					
7110	Regular Wages	1,504,004	1,499,148	1,546,174	47,026
7120	Overtime	38,635	15,000	25,000	10,000
7130	Part Time	88,762	153,853	152,715	(1,138)
7210	W/C Insurance	3,881	3,403	3,448	45
7230	Uniforms	1,133	3,200	3,200	0
7260	FICA Matching	111,202	127,602	131,878	4,276
7270	Pension Matching	161,015	181,698	188,541	6,843
7280	Insurance Matching	355,371	410,500	404,299	(6,201)
7290	Contribution Matching	19,011	19,000	19,500	500
7510	Professional Services	870,044	844,188	911,686	67,498
7510	HOPE Payments	85,000	70,000	70,000	0
7514	Contract Labor (Temp)	3,274	0	0	0
7550	Communications	39,726	33,900	51,636	17,736
7600	Travel	12,605	3,000	5,200	2,200
7630	Train/Cont. Education	3,684	4,000	8,500	4,500
7700	Risk Allocation	107,868	161,520	151,736	(9,784)
7860	Maint: Bldgs.	385	0	0	0
7870	Maint: Motor Equip.	3,429	3,558	5,635	2,077
7880	Maint: Mach/Imp/Tools	41,893	30,217	31,050	833
7900	Utilities	161,123	160,000	85,000	(75,000)
7990	Dues and Fees	21,732	25,000	25,000	0
8010	Supplies	26,214	30,500	30,500	0
8016	Small Equip	6,776	11,000	5,000	(6,000)
8017	Printing(Not Std Forms)	7,018	7,500	5,000	(2,500)
8110	Motor Fuel	5,278	6,211	5,917	(294)
8150	Food/Employee Apprec.	5,126	4,000	4,000	0
8460	Weatherizaton Expense	50,670	40,000	100,000	60,000
8495	Cash Over/Short	801	0	0	0
8900	Depreciation	22,509	128,300	111,975	(16,325)
8951	Indirect Cost	398,126	398,126	450,064	51,938
8970	Bad Debt Writeoff	54,168	57,169	57,169	0
8971	Bad Debt Allowance	186,033	177,000	177,000	0
	<b>TOTAL</b>	<b>4,396,496</b>	<b>4,608,593</b>	<b>4,766,823</b>	<b>158,230</b>



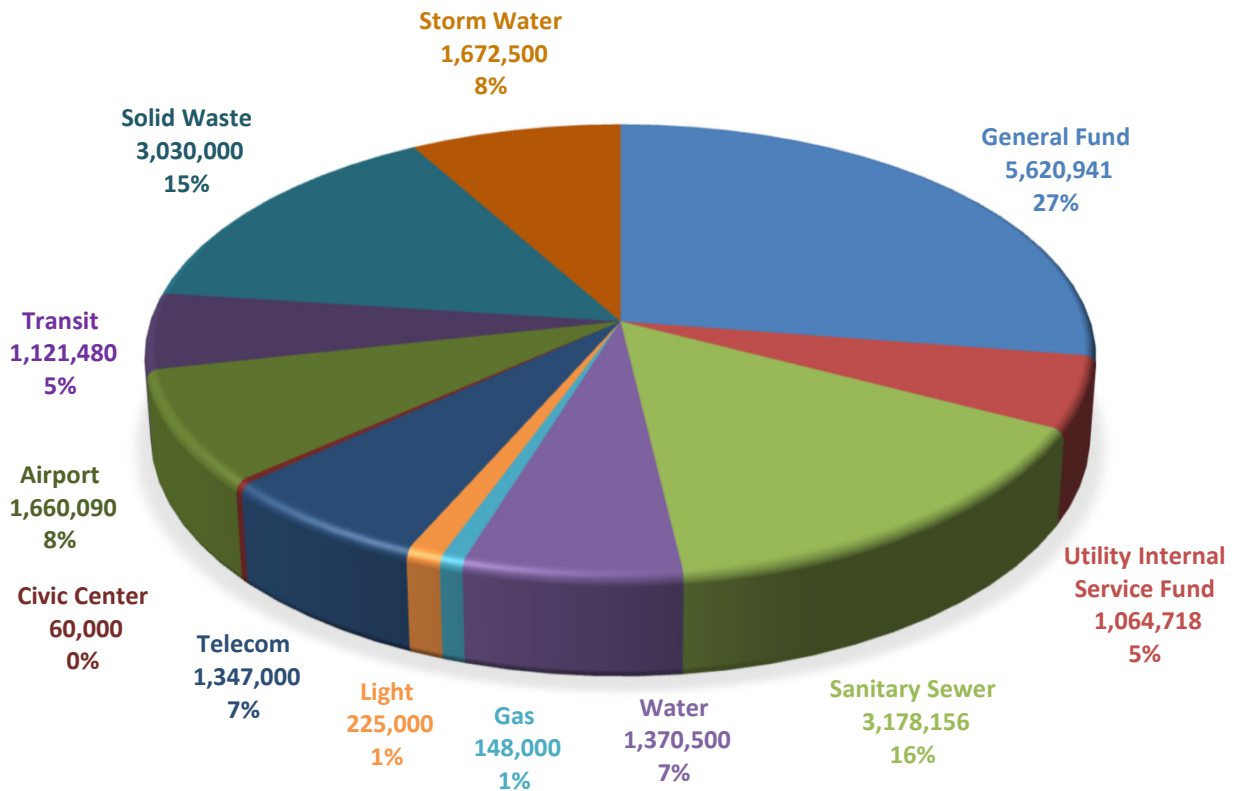




# Capital Improvement Program

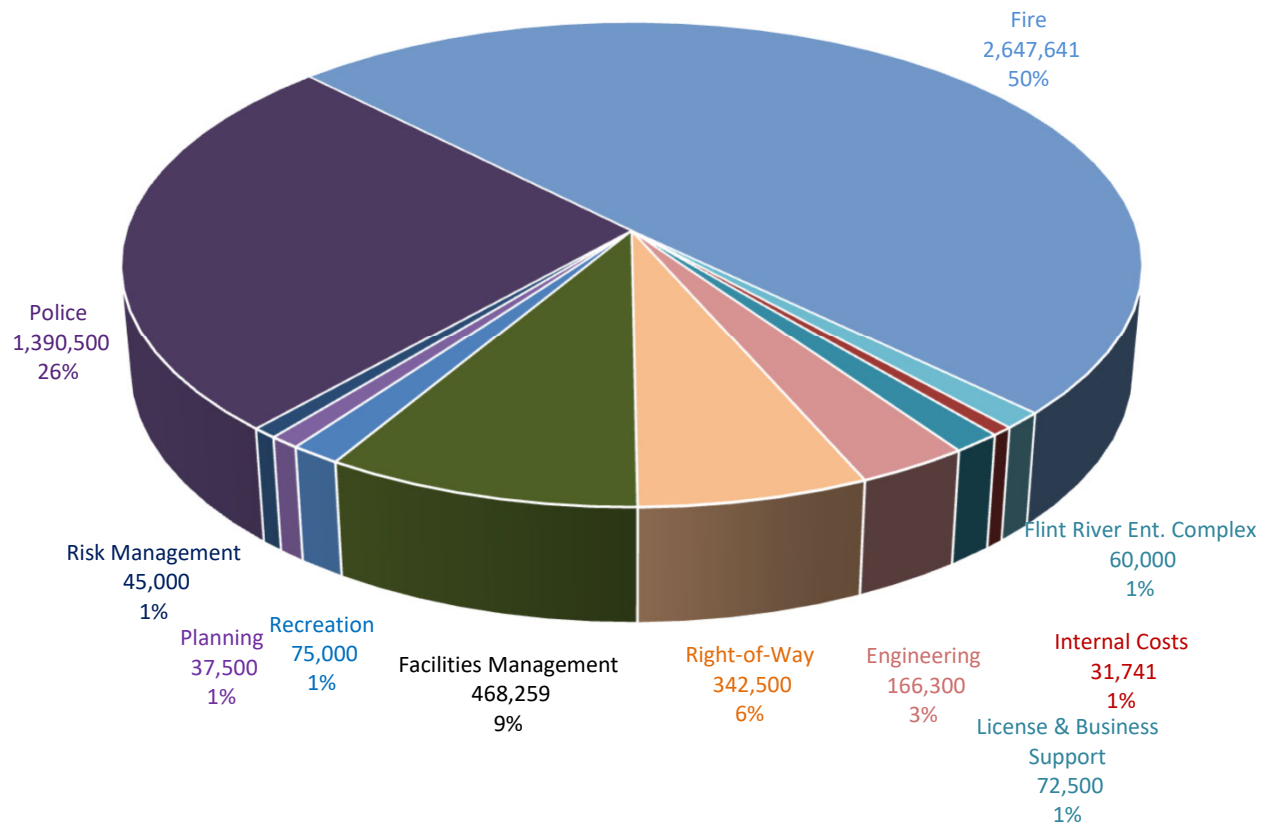


# City of Albany FY 2021 Total Capital Appropriations



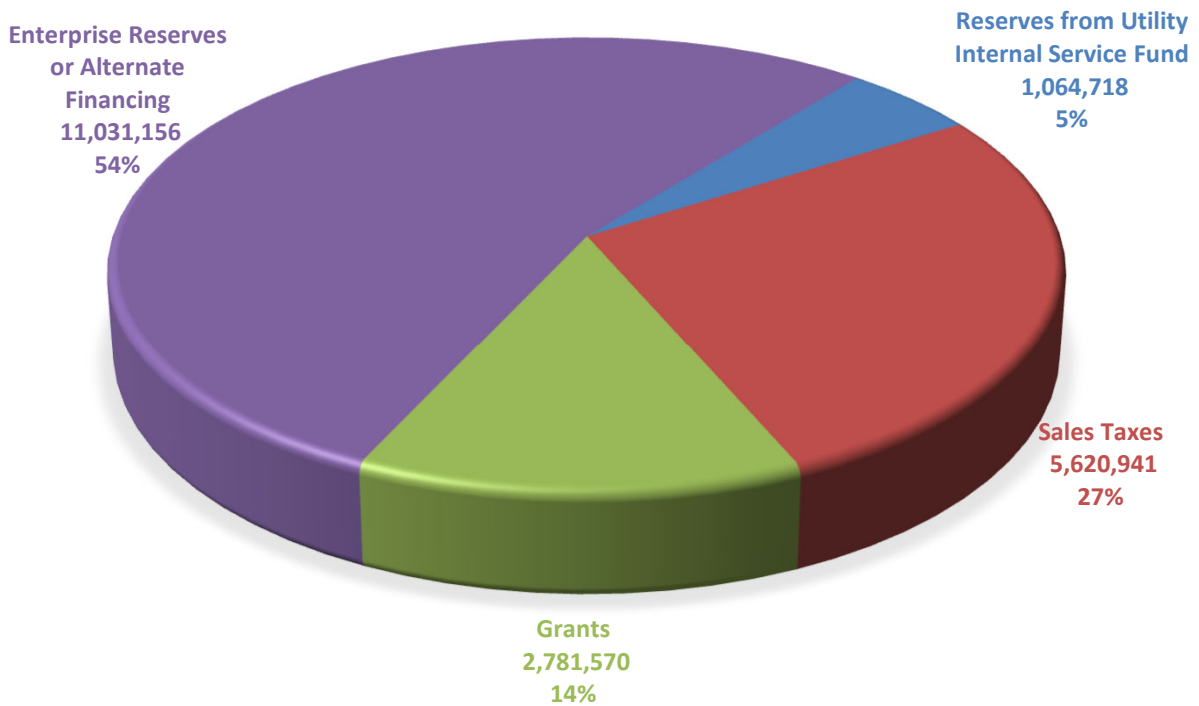
Total Appropriations  
\$20,498,385

# City of Albany FY 2021 General Fund Capital Appropriations



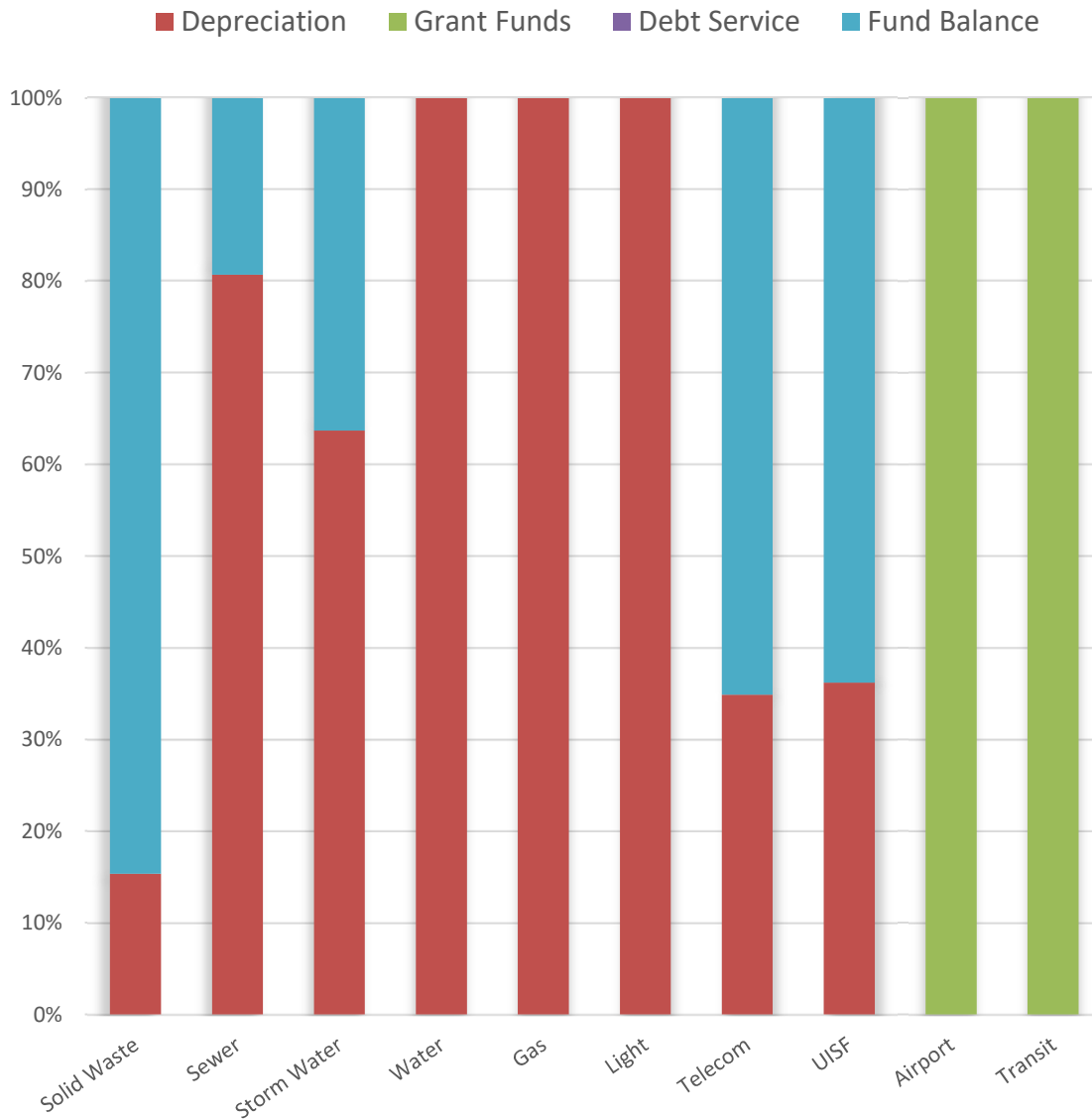
Total Appropriations  
\$5,620,941

# City of Albany FY 2021 Funding for Capital Appropriations



Total Appropriations  
\$20,498,385

# City of Albany FY 2021 Funding for Enterprise Capital



Total Appropriations  
\$14,877,444

FY 2021 CAPITAL BUDGET  
AND  
CAPITAL IMPROVEMENT PROGRAM  
FY 2021- 2025

The Capital Improvement Program (CIP) is a multi-year planning instrument used by the City of Albany to identify needed capital projects and to coordinate the financing and timing of these projects to enhance the development of facilities and the provision of services. Capital projects will be undertaken to: (a) preserve infrastructure and public facilities; (b) promote economic development and enhance the quality of life; (c) improve the delivery of services; (d) preserve community and historical assets; and (e) improve economically depressed areas and those areas with low- and moderate-income households. For purposes of budgeting and accounting, a "capital project" is defined as a major expenditure for an individual asset or project in excess of \$5,000 and which has an estimated useful life of one or more years.

Anticipated funding is accomplished through a variety of mechanisms. To begin with, the City has committed to funding the depreciation for Self-Sustaining Enterprise Funds (Utility Funds). For the Supplemented Enterprise Funds such as Transit, their capital is funded in part through capital grants and the local match is budgeted in the General Fund's transfer to the fund. Also, in the cases where the Supplemented Enterprise Fund is unable to cover the additional costs through the transfer received from the General Fund and the Fund does not receive grant reimbursement, the City will include the related costs in the Capital Improvement Fund (CIF). Governmental Funds utilize the CIF to fund the annual purchases of the capital needs for the General Government.

The CIP will be funded through the following sources:

1. General/Special Funds – A 15% designation of sales tax revenue.
2. Enterprise Funds/Utility Internal Service Fund – Monies provided for through net assets as depreciation or capital replacement expenses.
3. SPLOST VII & TSPLOST–Revenue generated by the SPLOST & TSPLOST Referendums

The first year of the Capital Improvement Program is the "Capital Budget". When adopted by the Mayor and Board of City Commissioners, the capital budget formally authorizes the expenditure of funds for the capital projects. Projects included in the remaining four years of the Capital Improvement Program are approved for planning purposes only and are not authorized until included in the Capital Budget. Appropriations for Capital Budget Projects do not expire at the end of the fiscal year *if the capital project takes longer to construct*. Appropriations for purchases will expire if not completed by the end of the fiscal year.

Requests for this year's Capital Budget totaled over \$67 million. Of this amount, \$5,620,941 was approved for the General/Special Funds. The Enterprise Funds were approved for \$13,812,726. The Utility Internal Service Funds were approved for \$1,064,718. The Capital Improvement Program for FY 2021 has a total cost of \$20,498,385. Some capital projects will be added and deleted as we proceed. As with the Operating Budget, the projects for each fund must be balanced with the resources available in that fund. This Budget provides the total resources and projects for each fund. The capital impact on the operating budget will be beneficial by decreasing expenditures with each retirement of high maintenance and inefficient equipment. The City has committed and budgeted to invest \$12,508,500 in the fleet of the City in order to reduce the expectation of unscheduled repairs and maintenance of equipment. A summary of the FY 2021 Capital Budget by Fund and a summary of the five-year Capital Improvement Program are listed on the following pages.



**City of Albany  
Capital Improvement Program  
General Fund, Special Funds and GMA**

Department	Project Title	Project Cost FY 2021	Project Cost FY 2022	Project Cost FY 2023	Project Cost FY 2024	Project Cost FY 2025	Total Project Cost
Recreation	<u>Rolling Stock</u>	75,000	-	-	-	-	75,000
	<b>Subtotal</b>	<b>75,000</b>	-	-	-	-	<b>75,000</b>
Risk Management	<u>Rolling Stock</u>	45,000	-	-	-	-	45,000
	<b>Subtotal</b>	<b>45,000</b>	-	-	-	-	<b>45,000</b>
Planning	<u>Rolling Stock</u>	37,500	-	-	-	-	37,500
	<b>Subtotal</b>	<b>37,500</b>	-	-	-	-	<b>37,500</b>
Police	<u>Rolling Stock</u>	1,390,500	-	-	-	-	1,390,500
	<b>Subtotal</b>	<b>1,390,500</b>	-	-	-	-	<b>1,390,500</b>
Fire	<u>SCBA Equipment</u>	210,141	210,141	210,141	210,141	210,142	1,050,706
	<u>Rolling Stock</u>	2,437,500	-	-	-	-	2,437,500
	<b>Subtotal</b>	<b>2,647,641</b>	210,141	210,141	210,141	210,142	<b>3,488,206</b>
Flint River Ent. Complex	<u>Facilities Upgrades</u>	60,000	-	-	-	-	60,000
	<b>Subtotal</b>	<b>60,000</b>	-	-	-	-	<b>60,000</b>
Internal Costs		31,741	-	-	-	-	31,741
	<b>Subtotal</b>	<b>31,741</b>	-	-	-	-	<b>31,741</b>
License & Business Support	<u>Rolling Stock</u>	72,500	-	-	-	-	72,500
	<b>Subtotal</b>	<b>72,500</b>	-	-	-	-	<b>72,500</b>
Engineering	<u>2 GPS Units</u>	53,800	-	-	-	-	53,800
	<u>Rolling Stock</u>	112,500	-	-	-	-	112,500
	<b>Subtotal</b>	<b>166,300</b>	-	-	-	-	<b>166,300</b>
Right-of-Way	<u>Rolling Stock</u>	342,500	-	-	-	-	342,500
	<b>Subtotal</b>	<b>342,500</b>	-	-	-	-	<b>342,500</b>
Facilities Management	<u>Cemetery Upgrades</u>	468,259	-	-	-	-	468,259
	<u>Rolling Stock</u>	284,000	-	-	-	-	284,000
	<b>Subtotal</b>	<b>752,259</b>	-	-	-	-	<b>468,259</b>
<b>GENERAL FUND TOTAL</b>		<b>5,620,941</b>	<b>210,141</b>	<b>210,141</b>	<b>210,141</b>	<b>210,142</b>	<b>6,177,506</b>
<b>GMA Lease Pool*</b>							
	<u>Current Year Purchases</u>	9,000	9,000	9,000	9,000	9,000	45,000
	<u>Prior Year Purchases</u>	64,193	49,287	30,221	-	-	143,701
<b>GMA LEASE POOL TOTAL</b>		<b>73,193</b>	<b>58,287</b>	<b>39,221</b>	<b>9,000</b>	<b>9,000</b>	<b>188,701</b>
<b>CIP FUND TOTAL PROJECT COST</b>		<b>5,620,941</b>	<b>210,141</b>	<b>210,141</b>	<b>210,141</b>	<b>210,142</b>	<b>6,177,506</b>
* Only one fifth of the total project cost will be paid in the current fiscal year due to financing options.							
UISF	<u>Investigations - Rolling Stock</u>	70,000	-	-	-	-	70,000
	<u>Utility Engineering - Rolling Stock</u>	-	58,275	-	-	-	58,275
	<u>Energy Control - SCADA Switches &amp; Fiber Ring</u>	284,218	-	-	-	-	284,218
	<u>HDD - Rolling Stock</u>	25,000	675,907	123,115	301,966	129,271	1,255,259
	<u>Vegetation Management - Rolling Stock</u>	658,000	226,685	157,104	30,682	182,682	1,255,153
	<u>Customer Service - Rolling Stock</u>	27,500	-	28,875	-	-	56,375
<b>UTILITY INTERNAL SERVICE FUND TOTAL</b>		<b>1,064,718</b>	<b>960,867</b>	<b>309,094</b>	<b>332,648</b>	<b>311,953</b>	<b>2,979,280</b>
<b>UTILITY INTERNAL SERVICE FUND TOTAL PROJECT COST</b>		<b>1,064,718</b>	<b>960,867</b>	<b>309,094</b>	<b>332,648</b>	<b>311,953</b>	<b>2,979,280</b>

\* Only one fifth of the total project cost will be paid in the current fiscal year due to financing options.

**City of Albany  
Capital Improvement Program  
Enterprise Funds and GMA**

Fund	Project Title	Project Cost FY 2021	Project Cost FY 2022	Project Cost FY 2023	Project Cost FY 2024	Project Cost FY 2025	Total Project Cost
<b>Solid Waste</b>	<u>Rolling Stock</u>	3,030,000	79,379	19,774	863,148	125,022	4,117,323
<b>SOLID WASTE FUND TOTAL</b>		<b>3,030,000</b>	<b>79,379</b>	<b>19,774</b>	<b>863,148</b>	<b>125,022</b>	<b>4,117,323</b>
<b>Sanitary Sewer</b>	<u>Sliplining or Rehab for 1 mile of 24" &amp; Larger Pipes</u>	-	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
	<u>Rehab Major Lift Station (81)</u>	-	500,000	500,000	500,000	500,000	2,000,000
	<u>Replace Pumps</u>	-	150,000	200,000	200,000	200,000	750,000
	<u>Sewer System Upgrades</u>	2,778,156	-	-	-	-	-
	<u>Rolling Stock</u>	400,000	201,378	886,571	1,331,656	1,398,239	1,500,000
<b>SANITARY SEWER FUND TOTAL</b>		<b>3,178,156</b>	<b>1,851,378</b>	<b>2,586,571</b>	<b>3,031,656</b>	<b>3,098,239</b>	<b>8,250,000</b>
<b>Storm Water</b>	<u>Rolling Stock</u>	1,672,500	1,156,251	1,313,790	1,010,925	1,061,471	6,214,937
<b>STORM WATER FUND TOTAL</b>		<b>1,672,500</b>	<b>1,156,251</b>	<b>1,313,790</b>	<b>1,010,925</b>	<b>1,061,471</b>	<b>6,214,937</b>
<b>Water</b>	<u>Rolling Stock</u>	610,500	316,308	70,156	132,179	332,123	1,461,266
	<u>Willow Wood Apts 2224 Habersham Road</u>	50,000	-	-	-	-	50,000
	<u>Well 15</u>	220,000	-	-	-	-	220,000
	<u>Well 16</u>	240,000	-	-	-	-	240,000
	<u>Well 27</u>	220,000	-	-	-	-	220,000
	<u>HVAC Water Treatment Plant</u>	30,000	-	-	-	-	30,000
<b>WATER FUND TOTAL</b>		<b>1,370,500</b>	<b>316,308</b>	<b>70,156</b>	<b>132,179</b>	<b>332,123</b>	<b>2,221,266</b>
<b>Gas</b>	<u>Expansion of Infrastructure</u>	-	675,000	710,000	660,000	660,000	2,705,000
	<u>Rolling Stock</u>	148,000	77,664	120,729	126,765	133,104	606,262
<b>GAS FUND TOTAL</b>		<b>148,000</b>	<b>752,664</b>	<b>830,729</b>	<b>786,765</b>	<b>793,104</b>	<b>3,311,262</b>
<b>Light</b>	<u>Rolling Stock</u>	75,000	193,393	97,002	16,389	203,063	584,847
	<u>Light Shelter &amp; Storage</u>	150,000	-	-	-	-	150,000
<b>LIGHT FUND TOTAL</b>		<b>225,000</b>	<b>193,393</b>	<b>97,002</b>	<b>16,389</b>	<b>203,063</b>	<b>734,847</b>
<b>Telecom</b>	<u>Edge Out Program</u>	150,000	150,000	150,000	-	-	450,000
	<u>Hillridge Fiber Build-out</u>	10,000	-	-	-	-	10,000
	<u>Network Switches</u>	32,000	-	-	-	-	32,000
	<u>Argus Replacements in Huts</u>	25,000	-	-	-	-	25,000
	<u>Datacenter Relocation</u>	1,100,000	-	-	-	-	1,100,000
	<u>Rolling Stock</u>	30,000	-	78,803	-	82,743	191,546
<b>TELECOM FUND TOTAL</b>		<b>1,347,000</b>	<b>150,000</b>	<b>228,803</b>	<b>-</b>	<b>82,743</b>	<b>1,808,546</b>
<b>PEGHP</b>	<u>Wellness Clinic Building</u>	-	-	-	-	-	-
<b>PEGHP FUND TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Civic Center</b>	<u>Elevator Modernization (SPECTRA Capital Contribution)</u>	60,000	-	-	-	-	60,000
<b>CIVIC CENTER FUND TOTAL</b>		<b>60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>
<b>Fleet</b>	<u>Exhaust Extraction Sytems in Heavy Duty 2nd Building</u>	-	-	-	-	-	-
	<u>Fall Protection Mobile Towers for Fire &amp; Transit</u>	-	-	-	-	-	-
	<u>Rolling Stock</u>	-	-	-	-	-	-
<b>FLEET FUND TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Airport</b>	<u>General Aviation Hangars</u>	310,000	-	-	-	-	310,000
	<u>New General Aviation Terminal</u>	309,100	-	-	-	-	309,100
	<u>Terminal PA System</u>	25,990	-	-	-	-	25,990
	<u>INFAX System</u>	50,000	-	-	-	-	50,000
	<u>Rolling Stock</u>	965,000	-	-	-	-	965,000
<b>AIRPORT FUND TOTAL</b>		<b>1,660,090</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,660,090</b>
<b>Transit**</b>	<u>Bus Shelters</u>	151,250	-	200,000	-	200,000	551,250
	<u>Fixed Route Buses</u>	-	500,000	-	500,000	-	1,000,000
	<u>Bay Door</u>	9,500	-	-	-	-	9,500
	<u>Benches &amp; Trash Receptacles</u>	28,730	-	-	-	-	28,730
	<u>Automatic Gate</u>	32,000	-	-	-	-	32,000
	<u>Building Design &amp; Engineering</u>	900,000	-	-	-	-	900,000
	<u>Rolling Stock</u>	-	-	-	-	-	-
<b>TRANSIT FUND TOTAL</b>		<b>1,121,480</b>	<b>500,000</b>	<b>200,000</b>	<b>500,000</b>	<b>200,000</b>	<b>2,521,480</b>
<b>GMA Lease Pool*</b>							
	<u>Current Year Purchases</u>	1,113,200	1,113,200	1,113,200	1,113,200	1,113,200	5,566,000
	<u>Prior Year Purchases</u>	35,971	-	-	-	-	35,971
<b>GMA LEASE POOL TOTAL</b>		<b>1,149,171</b>	<b>1,113,200</b>	<b>1,113,200</b>	<b>1,113,200</b>	<b>1,113,200</b>	<b>5,601,971</b>
<b>ENTERPRISE FUNDS TOTAL</b>		<b>13,812,726</b>	<b>4,999,373</b>	<b>5,346,825</b>	<b>6,341,062</b>	<b>5,895,765</b>	<b>30,899,752</b>
<b>CAPITAL IMPROVEMENT PROGRAM TOTAL COST</b>		<b>20,498,385</b>	<b>6,170,381</b>	<b>5,866,060</b>	<b>6,883,851</b>	<b>6,417,860</b>	<b>40,056,537</b>



## CAPITAL IMPROVEMENT PROJECT REQUEST

(145) SCBAs									
<b>PROJECT MANAGER:</b>	Fire Chief Cedric Scott						3/17/2020		
<b>DEPARTMENT/DIVISION:</b>	Fire Department								
<b>PRIORITY (if multiple requests) :</b>									
<b>DESCRIPTION/JUSTIFICATION:</b>	(145) SCBAs - MSA G1 SCBA FIRE SERVICE EDITION , 4500 PSI HIGH PRESSURE SYSTEM, " CGA THREADED CYLINDER CONNECTION STYLE , HARNESS & AIR FRAME ACARRIER WITH ADJUSTABLE & SWIVELING LUMBAR PAD SUPPORT , SOLID COVER SECOND STAGE REGULATOR , VOICE AMPLIFICATION SYSTEM , INTEGRATED PASS ALARM SYSTEM. RECHARGEABLE BATTERY. 2018 NFPA COMPLIANT SCBA. MSA G1 FACE MASK W/ 4 POINT ADJUSTMENT HEAD HARNESS - MEDIUM 2-19. MSA G1 FIRE SERVICE 4500 PSI 45 MIN. CYLINDER 9-18. All departmental SCBAs are scheduled to expire December 2025. (29 per year)								
<b>POSITIVE IMPACT ON SERVICES:</b> (If approved)	These air packs and face pieces are needed to provide vital oxygen to firefighters in hazardous conditions.								
<b>NEGATIVE IMPACT ON SERVICES:</b> (If not approved)	If we do not replace them, we will be jeopardizing the safety and well-being of all AFD firefighters and the citizens of Albany and Dougherty County.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
	210,141	210,141	210,141	210,141	210,141	1,050,706	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-around;"> <span>Start Date</span> <span>Completion Date</span> </div>		
						0			
						0			
						0			
<b>TOTAL</b>	210,141	210,141	210,141	210,141	210,141	1,050,706	<b>07/01/20</b> <b>12/1/25</b>		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b> <b>00.0000.0000</b>		
<b>USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

Arena Bowl Handrail Project															
<b>PROJECT MANAGER:</b>	Josh Small														
<b>DEPARTMENT/DIVISION:</b>	Flint River Entertainment Complex														
<b>PRIORITY (if multiple requests) :</b>	6														
<b>DESCRIPTION/JUSTIFICATION:</b>	Hand rails will be placed in the arena seating area where hand rails are currently not in place. The majority of the hand rails are in down aisles where patrons walk up and down to their seats in the fixed seating sections.														
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	We will have the necessary amount of hand rails to increase patron safety as they go up and down the aisles in the seating sections.														
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	We would continue to operate how we are setup currently but we would not be any safer or better off than we are now. We would continue to leave ourselves open to liability concerns if we have patrons that fall during events.														
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>									
Capital Improvement Fund	25,000					25,000	<b>PROJECT ESTIMATED</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"></td> <td style="width: 50%; border: none;"></td> </tr> <tr> <td style="border: none; text-align: center;">Start Date</td> <td style="border: none; text-align: center;">Completion Date</td> </tr> </table>					Start Date	Completion Date		
Start Date	Completion Date														
						0									
						0									
						0									
<b>TOTAL</b>	25,000	0	0	0	0	25,000									
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>														
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>							
Internal Costs						0	0								
External Costs	25,000					25,000	25,000	25,000							
<b>Total</b>	25,000	0	0	0	0	25,000	25,000	25,000							
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>								
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"></td> <td style="width: 50%; border: none;"></td> </tr> <tr> <td style="border: none; text-align: center;">Project Type:</td> <td style="border: none; text-align: center;">Please Select</td> </tr> <tr> <td style="border: none; text-align: center;">Account Number(s):</td> <td style="border: none; text-align: center;">00.0000.0000</td> </tr> </table>					Project Type:	Please Select	Account Number(s):	00.0000.0000
Project Type:	Please Select														
Account Number(s):	00.0000.0000														
Personnel						0									
Operating/Maintenance						0									
Capital Outlay						0									
<b>TOTAL</b>	0	0	0	0	0	0									
<b>DO NOT USE SECTION BELOW:    Notes:</b>															
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>															



## CAPITAL IMPROVEMENT PROJECT REQUEST

Auditorium Stage									
<b>PROJECT MANAGER:</b>	Josh Small								
<b>DEPARTMENT/DIVISION:</b>	Flint River Entertainment Complex								
<b>PRIORITY (if multiple requests) :</b>	7								
<b>DESCRIPTION/JUSTIFICATION:</b>	Replace the current pine stage at the Auditorium with a new oak stage. Current stage is original to the most recent renovation that was completed in the early 90's. The stage is in poor condition and needs to be replaced due to safety concerns with performers using the stage.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	New stage will be free of cracks, splintering and protrusions. The new stage will be a higher quality wood that should be more durable and less likely to splinter than the previous stage.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	If the stage is left in it's current condition it will continue to deteriorate and open up the possibility of talent/performers being injured while performing.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
Capital Improvement Fund	17,500					17,500	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>		
						0			
						0			
						0			
<b>TOTAL</b>	17,500	0	0	0	0	17,500			
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs	17,500					17,500	17,500	17,500	
<b>Total</b>	17,500	0	0	0	0	17,500	17,500	17,500	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div> <div style="display: flex; justify-content: space-between;"> <span>Account Number(s):</span> <span>00.0000.0000</span> </div>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0			
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
Recommended by: _____					Date: _____				
Approved by: _____					Date: _____				



## CAPITAL IMPROVEMENT PROJECT REQUEST

Exit Signs									
<b>PROJECT MANAGER:</b>	Josh Small								
<b>DEPARTMENT/DIVISION:</b>	Flint River Entertainment Complex								
<b>PRIORITY (if multiple requests) :</b>	9								
<b>DESCRIPTION/JUSTIFICATION:</b>	Chief Scott has requested that these signs be replaced. The current signs are about 15 years old and have started to lose their brightness due to the material fading.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Signage updated and to code.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Signage will still need to be updated at some point in the near future to comply with code and Chief Scott's request.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
Capital Improvement Fund	7,500					7,500	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>		
						0			
						0			
						0			
<b>TOTAL</b>	7,500	0	0	0	0	7,500			
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0	0	
External Costs	7,500					7,500	7,500	7,500	
<b>Total</b>	7,500	0	0	0	0	7,500	7,500	7,500	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div> <div style="display: flex; justify-content: space-between;"> <span>Account Number(s):</span> <span>00.0000.0000</span> </div>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0			
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

<b>Rigging Rope Replacement</b>															
<b>PROJECT MANAGER:</b>	Josh Small														
<b>DEPARTMENT/DIVISION:</b>	Flint River Entertainment Complex														
<b>PRIORITY (if multiple requests) :</b>	11														
<b>DESCRIPTION/JUSTIFICATION:</b>	The rigging ropes at the Auditorium are a part of the line set system that allows curtains, equipment, backdrops, lighting, etc. to be hung up in the air from the battens (pipes). These ropes have been kept in good working condition but are now starting to show signs of deterioration. The ropes are original to the renovation of the Auditorium in the early 90's.														
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	New ropes will help with safety of items being hung up in the air during performances and help with sustaining production of those performances in the future.														
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	The ropes will continue to deteriorate and cause potential for issues in the future in terms of ropes breaking and causing equipment loss or injury which could result in loss or business or lawsuits.														
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>									
Capital Improvement Fund	10,000					10,000	<b>PROJECT ESTIMATED</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"></td> <td style="width: 50%; border: none;"></td> </tr> <tr> <td style="border: none; text-align: center;"><b>Start Date</b></td> <td style="border: none; text-align: center;"><b>Completion Date</b></td> </tr> </table>					<b>Start Date</b>	<b>Completion Date</b>		
<b>Start Date</b>	<b>Completion Date</b>														
						0									
						0									
						0									
<b>TOTAL</b>	10,000	0	0	0	0	10,000									
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>														
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>							
Internal Costs						0	0								
External Costs	10,000					10,000	10,000	10,000							
<b>Total</b>	10,000	0	0	0	0	10,000	10,000	10,000							
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>								
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"></td> <td style="width: 50%; border: none;"></td> </tr> <tr> <td style="border: none; text-align: center;"><b>Project Type:</b></td> <td style="border: none; text-align: center;">Please Select</td> </tr> <tr> <td style="border: none; text-align: center;"><b>Account Number(s):</b></td> <td style="border: none; text-align: center;">00.0000.0000</td> </tr> </table>					<b>Project Type:</b>	Please Select	<b>Account Number(s):</b>	00.0000.0000
<b>Project Type:</b>	Please Select														
<b>Account Number(s):</b>	00.0000.0000														
Personnel						0									
Operating/Maintenance						0									
Capital Outlay						0									
<b>TOTAL</b>	0	0	0	0	0	0									
<b>DO NOT USE SECTION BELOW:    Notes:</b>															
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>															



## CAPITAL IMPROVEMENT PROJECT REQUEST

GPS Units									
<b>PROJECT MANAGER:</b>	W. Clay Miller								
<b>DEPARTMENT/DIVISION:</b>	Engineering								
<b>PRIORITY (if multiple requests) :</b>									
<b>DESCRIPTION/JUSTIFICATION:</b>	2 GPS Units								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Units will replace obsolete units that are currently being used. New units will improve accuracy of survey data. New units will provide 3 constellations, currently only have 2. Enable GIS crew to efficiently use GPS in the afternoon hours.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Will continue to lose survey crew time due to using outdated equipment. Will continue to incur cost on fixing outdated equipment.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
General Fund	26,900					26,900	<b>PROJECT ESTIMATED</b>		
General Fund	26,900					26,900			
						0	<b>Start Date</b>	<b>Completion Date</b>	
						0			
<b>TOTAL</b>	53,800	0	0	0	0	53,800	07/01/20		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0	<b>Project Type:</b>	Please Select	
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									





## CAPITAL IMPROVEMENT PROJECT REQUEST

Cemetery Upgrades									
<b>PROJECT MANAGER:</b>	Don Gray								
<b>DEPARTMENT/DIVISION:</b>	Facilities Management								
<b>PRIORITY (if multiple requests) :</b>									
<b>DESCRIPTION/JUSTIFICATION:</b>	This is the continuing effort to make capital improvements to the cemetery.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>									
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>									
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
Capital Improvement Fund	468,259					468,259	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	468,259	0	0	0	0	468,259			
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs	468,259					468,259	468,259	468,259	
External Costs						0	0	0	
<b>Total</b>	468,259	0	0	0	0	468,259	468,259	468,259	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

SCADA Switches and Fiber Ring									
<b>PROJECT MANAGER:</b>	Jack Nutt/William Anderson						4/6/2020		
<b>DEPARTMENT/DIVISION:</b>	Energy Control/Service 4850								
<b>PRIORITY (if multiple requests) :</b>	High								
<b>DESCRIPTION/JUSTIFICATION:</b>	Replacement of all switches and DMX equipment in SCADA Ring network. The Network is laid out in a ring architecture for reliability and redundancy. The switches facilitate communication between all nodes in the network and all field devices.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	The system monitors and controls the entire Utility Infrastructure. This is the connectivity to all field devices from the SCADA servers. This update will allow the system to operate properly for the next several years and provide for some necessary expansion of the system.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	This system was originally installed in the 1980's. It has surpassed its normal life expectancy and failures are occurring more regularly. If the system fails completely, connectivity will be lost to all field devices through SCADA. This would create several safety and reliability issues and concerns.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
	284,218					284,218	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	284,218	0	0	0	0	284,218	07/01/20	12/30/20	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0	0	
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW: Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

<b>Willow Wood Apts. 2224 Habersham rd.</b>									
<b>PROJECT MANAGER:</b>	Frankie Johnson / David Apperson								
<b>DEPARTMENT/DIVISION:</b>	Water Distribution.								
<b>PRIORITY (if multiple requests) :</b>	High								
<b>DESCRIPTION/JUSTIFICATION:</b>	Replace existing 2" water main with 1,200 ft. of 8"pvc water main and add fire hydrants for fire protection.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Increase pressure, flow and add fire protection in this area.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Low pressure and continuous leaks								

FUNDING SOURCE	FY 21	FY 22	FY 23	FY 24	FY 25	TOTAL						
Enterprise	50,000					50,000	<b>PROJECT ESTIMATED</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"></td> <td style="width: 50%; border: none;"></td> </tr> <tr> <td style="border: none; text-align: center;">Start Date</td> <td style="border: none; text-align: center;">Completion Date</td> </tr> </table>				Start Date	Completion Date
Start Date	Completion Date											
						0						
						0						
						0						
<b>TOTAL</b>	50,000	0	0	0	0	50,000						

PROJECT COSTS	PROJECT BUDGET							
PROJECT COMPONENTS	FY 21	FY 22	FY 23	FY 24	FY 25	Five Year Total	Total Project Cost	Total Cost at end of FY 21
Internal Costs						0	0	
External Costs						0	0	0
Total	0	0	0	0	0	0	0	0

ANNUAL OPERATING IMPACT (After completion of Project)							Additional Project Info.							
DESCRIPTION:	FY 21	FY 22	FY 23	FY 24	FY 25	Five Year Total	<b>OTHER:</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"></td> <td style="width: 50%; border: none;"></td> </tr> <tr> <td style="border: none; text-align: center;">Project Type:</td> <td style="border: none; text-align: center;">Please Select</td> </tr> <tr> <td style="border: none; text-align: center;">Account Number(s):</td> <td style="border: none; text-align: center;">00.0000.0000</td> </tr> </table>				Project Type:	Please Select	Account Number(s):	00.0000.0000
Project Type:	Please Select													
Account Number(s):	00.0000.0000													
Personnel						0								
Operating/Maintenance						0								
Capital Outlay						0								
<b>TOTAL</b>	0	0	0	0	0	0								

**DO NOT USE SECTION BELOW:**     *Notes:* \_\_\_\_\_

Recommended by: _____	Date: _____
Approved by: _____	Date: _____



## CAPITAL IMPROVEMENT PROJECT REQUEST

Well 15									
<b>PROJECT MANAGER:</b>	Kurt Anthony/Justin Wright								
<b>DEPARTMENT/DIVISION:</b>	Water Production/Quality								
<b>PRIORITY (if multiple requests) :</b>	High								
<b>DESCRIPTION/JUSTIFICATION:</b>	Total rehabilitation of well pump, motor and electrical system to include new chemical feed equipment.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	High producing well that feeds towards Slappey down palymra area.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Wells on average need rehabilitation work done every 12-15 years according to usage. This well going down would have a detrimental effect of this zone and pressure in the area. This well is betond the 15 year period of needing rehabilitation								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
	220,000					220,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	220,000	0	0	0	0	220,000	07/01/20	8/15/20	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

Well 16									
<b>PROJECT MANAGER:</b>	Kurt Anthony/Justin Wright								
<b>DEPARTMENT/DIVISION:</b>	Water Production/Quality								
<b>PRIORITY (if multiple requests) :</b>	High								
<b>DESCRIPTION/JUSTIFICATION:</b>	Total rehabilitation of well pump, motor and install new chemical feed equipment. Also the addition of a VFD to get a high production from this well								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	This well is isolated and feeds out towards Philema road and the riverpoint area. This well will also be used on our RMP in case of a natural disaster to feed towards the Hospitals.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Wells on average need rehabilitation work done every 12-15 years according to usage. This well because of the location can be used for many different areas, including the Hospital. We plan on redesigning this well to increase production if available.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
	240,000					240,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	240,000	0	0	0	0	240,000	01/01/21	3/1/21	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
Recommended by: _____					Date: _____				
Approved by: _____					Date: _____				



## CAPITAL IMPROVEMENT PROJECT REQUEST

Well 27									
<b>PROJECT MANAGER:</b>	Kurt Anthony/Justin Wright								
<b>DEPARTMENT/DIVISION:</b>	Water Production/Quality								
<b>PRIORITY (if multiple requests) :</b>	High								
<b>DESCRIPTION/JUSTIFICATION:</b>	Total rehabilitation of well pump, motor and electrical system to include new chemical feed equipment.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	High producing well that feeds the zone east of Whatley Drive towards slappey and Ledo road.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Wells on average need rehabilitation work done every 12-15 years according to usage. This well going down would have a detrimental effect of this zone and pressure in the area. This well had a rehabilaion of the pump and motor in 2005 by Layne Atlantic.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
	220,000					220,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0			
<b>TOTAL</b>	220,000	0	0	0	0	220,000	<b>Start Date</b>	<b>Completion Date</b>	
							07/01/20	8/15/20	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	<b>Project Type:</b>	Please Select	
							<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

HVAC - Water Treatment Plant									
<b>PROJECT MANAGER:</b>	Kurt Anthony								
<b>DEPARTMENT/DIVISION:</b>	Water Production								
<b>PRIORITY (if multiple requests) :</b>	Med								
<b>DESCRIPTION/JUSTIFICATION:</b>	Replace HVAC at water treatment plant								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Current system uses over 100,000 gallons per day of finished water. Would help with the water conservation plan								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Unit constantly needs repair								
<b>FUNDING SOURCE</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>TOTAL</b>			
CIP	30,000					30,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	30,000	0	0	0	0	30,000			
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY19</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

<b>Light Shelter and Storage</b>									
<b>PROJECT MANAGER:</b>	Jimmy Norman/Louise McCall						4/3/2020		
<b>DEPARTMENT/DIVISION:</b>	Light 4620								
<b>PRIORITY (if multiple requests) :</b>	High								
<b>DESCRIPTION/JUSTIFICATION:</b>	Construct an additional storage shelter with enclosed area for underground cable and pipe.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	The enclosed area will be used for meter storage during the AMI project, then used for underground cable and pipe storage. An enclosed shelter in close proximity to the meter shops will provide for the greatest security, control and efficiency in distribution of the AMI meters. The shelter portion will be used to store the hydraulic directional drilling equipment								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Currently the underground cable and pipe is stored outdoors. At times reels decay and fall apart requiring them to be rewound or disposed of. The directional drilling equipment is currently stored outdoors creating additional weathering of the equipment. Proper storage of these valuable assets will assist in maintaining and preserving their lifecycle.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
	150,000					150,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	150,000	0	0	0	0	150,000	07/01/20	9/30/20	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0	0	
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	<b>Project Type:</b>	Please Select	
							<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									





## CAPITAL IMPROVEMENT PROJECT REQUEST

Edge Out Program									
<b>PROJECT MANAGER:</b>	Steven Carter					<b>Date:</b>			
<b>DEPARTMENT/DIVISION:</b>	TAC/Telecom								
<b>PRIORITY (if multiple requests) :</b>	1								
<b>DESCRIPTION/JUSTIFICATION:</b>	Edge Out expansion for 5 phases								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	This will allow the systematic expansion of 5 preselected residential and commercial Edge Out phases.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	If not approved, further expansion is still required and would have to be funded from the Telecom's FY21 Operating Budget.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
4720	150,000	150,000	150,000			450,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	150,000	150,000	150,000	0	0	450,000	<b>07/01/20</b>	<b>6/30/21</b>	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs	25,000	25,000	25,000			75,000	75,000	25,000	
External Costs	125,000	125,000	125,000			375,000	375,000	125,000	
<b>Total</b>	150,000	150,000	150,000	0	0	450,000	450,000	150,000	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance		15,000	15,000	15,000	15,000	60,000			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	15,000	15,000	15,000	15,000	60,000	<b>Account Number(s):</b>	<b>00.0000.0000</b>	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

Hillridge Fiber Build-Out									
<b>PROJECT MANAGER:</b>	Steven Carter					<b>Date:</b>			
<b>DEPARTMENT/DIVISION:</b>	TAC/Telecom								
<b>PRIORITY (if multiple requests) :</b>	2								
<b>DESCRIPTION/JUSTIFICATION:</b>	Equipment (Optical Network Terminals) for Hillridge Subdivision service delivery.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	If approved, this will provide additional revenue.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	If not approved, the needed equipment will have to be purchased from Telecom's FY21 Budget.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
4720	10,000					10,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	10,000	0	0	0	0	10,000	<b>07/01/20</b>	<b>6/30/21</b>	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance		1,150	1,150	1,100	1,100	4,500			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	1,150	1,150	1,100	1,100	4,500	<b>Account Number(s):</b>	<b>00.0000.0000</b>	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

Network Switches									
<b>PROJECT MANAGER:</b>	Steven Carter					<b>Date:</b>			
<b>DEPARTMENT/DIVISION:</b>	TAC/Telecom								
<b>PRIORITY (if multiple requests) :</b>	1								
<b>DESCRIPTION/JUSTIFICATION:</b>	Purchase of five (5) 6860 Alcatel Lucent/Nokia Omniswitches, ten (10) 1G - SFPs and professional services for pre-configurations of the switches.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	If approved, this will allow Telecom to transition it's .5 Management Network from the existing unstable discontinued non-supported network onto a stable efficient network that is supported.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	If not approved, Telecom's .5 Management Network will become unstable on the existing discontinued non-supported DMX Network. The .5 is the Management of Telecom's Network which supports and manages Telecom's services.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
4720	32,000					32,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	32,000	0	0	0	0	32,000	<b>07/01/20</b>	<b>6/30/21</b>	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance		2,500	2,500	2,000	1,500	8,500			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	2,500	2,500	2,000	1,500	8,500	<b>Account Number(s):</b>	<b>00.0000.0000</b>	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

Argus Shelves & Batteries									
<b>PROJECT MANAGER:</b>	Steven Carter					<b>Date:</b>			
<b>DEPARTMENT/DIVISION:</b>	TAC/Telecom								
<b>PRIORITY (if multiple requests) :</b>	2								
<b>DESCRIPTION/JUSTIFICATION:</b>	Equipment & Professional Services - Replace discontinued and expired Argus shelves & batteries for Hanover 2 that are eight+ years old.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	If approved, this will provide a stable and efficient backup power source for Telecom's Hanover 2 Hut that will provide power to the equipment during a power outage to prevent interruptions in Telecom's Customers' services.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	If not approved, the existing aged equipment will eventually fail and resulting in service outages during a power outage.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
4720	25,000					25,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	25,000	0	0	0	0	25,000	<b>07/01/20</b>	<b>6/30/21</b>	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance		2,500	2,500	2,000	1,500	8,500			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	2,500	2,500	2,000	1,500	8,500	<b>Account Number(s):</b>	<b>00.0000.0000</b>	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

Datacenter Relocation									
<b>PROJECT MANAGER:</b>	Steven Carter					4/1/2020			
<b>DEPARTMENT/DIVISION:</b>	TAC/Telecom								
<b>PRIORITY (if multiple requests) :</b>	1								
<b>DESCRIPTION/JUSTIFICATION:</b>	Move all fiber and data center operations from 207 Pine Ave. The city no longer owns 207 Pine. Not only is this designed as a single point of failure, but the new owners want to reduce the size of the datacenter and move it to a different floor. Both options would cost a considerable amount to accommodate. The backbone of the entire City network, including all commercial customers,								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	This project will not only allow the city to create a redundant network connection which will drastically reduce our risk based on a single point of failure, but also regain control of the heartbeat of the City's voice and data network. We are ready to start this project immediately.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	We maintain the vulnerable position of not having a redundant network design along with our tenant status. We do not have a way to quickly reroute our communication network if there is ever a catastrophic network event.								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>			
4720	1,100,000					1,100,000	<b>PROJECT ESTIMATED</b>		
						0			
						0			
						0	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	1,100,000	0	0	0	0	1,100,000	<b>07/01/20</b>	<b>6/30/21</b>	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>	
Internal Costs	250,000					250,000	250,000	250,000	
External Costs	1,100,000					1,100,000	1,100,000	1,100,000	
<b>Total</b>	1,350,000	0	0	0	0	1,350,000	1,350,000	1,350,000	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance		25,000	25,000	25,000	25,000	100,000			
Capital Outlay						0	<b>Project Type:</b>	Please Select	
<b>TOTAL</b>	0	25,000	25,000	25,000	25,000	100,000	<b>Account Number(s):</b>	<b>00.0000.0000</b>	
<b>DO NOT USE SECTION BELOW:    Notes:</b>									
<div style="display: flex; justify-content: space-between;"> <div> Recommended by: _____   Approved by: _____ </div> <div> Date: _____   Date: _____ </div> </div>									



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - ARF Truck								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs it is recommended that the ARF Truck at the Airport be replaced (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	To Replace 92-197 (Vehicle past useful life)							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Airport	900,000					900,000	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	900,000	0	0	0	0	900,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,500	2,500	2,500	2,500	2,500	12,500	12,500	2,500
External Costs						0	0	0
<b>Total</b>	2,500	2,500	2,500	2,500	2,500	12,500	12,500	2,500
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel						0		
Operating/Maintenance	-5,000	-5,000	-5,000	-3,000	-2,000	-20,000		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-5,000	-5,000	-5,000	-3,000	-2,000	-20,000	<b>Account Number(s):</b>	00.0000.0000
<b>DO NOT USE SECTION BELOW:     Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Batwing Mower								
<b>PROJECT MANAGER:</b>	<b>Peter Bednar</b>							
<b>DEPARTMENT/DIVISION:</b>	<b>Fleet Management</b>							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Batwing Mower to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 15-582 has incurred Maintenance Costs of \$26,589							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund - Right-of-Way	20,000					20,000	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	20,000	0	0	0	0	20,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel						0		
Operating/Maintenance	-4,000	-4,000	-4,000	-4,000	-4,000	-20,000		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-4,000	-4,000	-4,000	-4,000	-4,000	-20,000	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Boom Truck								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Boom Truck to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 06-223 with \$48,796 in lifetime Maintenance on the vehicle							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Water Fund	60,000					60,000	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	60,000	0	0	0	0	60,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	3,500	3,500	3,500	3,500	3,500	17,500	17,500	3,500
External Costs						0	0	0
<b>Total</b>	3,500	3,500	3,500	3,500	3,500	17,500	17,500	3,500
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel	-1,500	-1,500	-1,500	-1,500	-1,500	-7,500		
Operating/Maintenance						0		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-1,500	-1,500	-1,500	-1,500	-1,500	-7,500	<b>Account Number(s):</b>	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			





## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Cargo Vans								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs it is recommended add Cargo Van to Facilities Management in FY 2021 (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	To Replace 03-107 with 131,012 Miles & over 15 years old							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund-Facilities Management	37,500					37,500	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	37,500	0	0	0	0	37,500		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	1,500	1,500	1,500	2,000	2,000	8,500	8,500	1,500
External Costs						0	0	0
<b>Total</b>	1,500	1,500	1,500	2,000	2,000	8,500	8,500	1,500
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel	-2,000	-2,000	-2,000	-1,500	-1,500	-9,000		
Operating/Maintenance						0		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-2,000	-2,000	-2,000	-1,500	-1,500	-9,000	<b>Account Number(s):</b>	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Chipper								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended this Chipper to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Replace 11-033D							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Utility Internal Service Fund-Vegetation	235,000					235,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	235,000	0	0	0	0	235,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	3,000	3,000	3,000	3,000	3,000	15,000	15,000	3,000
External Costs						0	0	0
<b>Total</b>	3,000	3,000	3,000	3,000	3,000	15,000	15,000	3,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel	-10,000	-5,000	-5,000	-5,000	-10,000	-35,000	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance						0		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-10,000	-5,000	-5,000	-5,000	-10,000	-35,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____ Date: _____  Approved by: _____ Date: _____								



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (25) Ford F-150								
PROJECT MANAGER:	Peter Bednar							
DEPARTMENT/DIVISION:	Fleet Management							
PRIORITY (if multiple requests) :								
DESCRIPTION/JUSTIFICATION:	Due to an aging fleet and increase in maintenance costs these are the recommended light-duty trucks to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
POSITIVE IMPACT ON SERVICES: (If approved)	To Replace 01-191, 11-704, 11-749, 11-752, 05-921, 05-384, 07-801, 07-023, 07-046, 11-588, 08-123, 09-121, 11-197, 11-587, 05-690, 03-639, 10-322, 06-238, 11-241, 09-388, 02-227, 02-247, 04-213, 10-215, 07-272 with average of over 119K Miles & over \$12K/vehicle in maintenance costs incurred							
NEGATIVE IMPACT ON SERVICES: (If not approved)								
FUNDING SOURCE	FY 21	FY 22	FY 23	FY 24	FY 25	TOTAL		
Capital Improvement Fund	570,000					570,000	PROJECT ESTIMATED	
Airport	37,500					37,500		
Light Department	75,000					75,000		
Solid Waste	75,000					75,000		
Storm Water	37,500					37,500		
Water	187,500					187,500	Start Date	Completion Date
<b>TOTAL</b>	982,500	0	0	0	0	982,500		
PROJECT COSTS	PROJECT BUDGET							
PROJECT COMPONENTS	FY 21	FY 22	FY 23	FY 24	FY 25	Five Year Total	Total Project Cost	Total Cost at end of FY 21
Internal Costs	10,000	12,000	14,000	16,000	20,000	72,000	72,000	10,000
External Costs						0	0	0
<b>Total</b>	10,000	12,000	14,000	16,000	20,000	72,000	72,000	10,000
ANNUAL OPERATING IMPACT (After completion of Project)							Additional Project Info.	
DESCRIPTION:	FY 21	FY 22	FY 23	FY 24	FY 25	Five Year Total	OTHER:	
Personnel						0		
Operating/Maintenance	-20,000	-25,000	-25,000	-30,000	-30,000	-130,000		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	-20,000	-25,000	-25,000	-30,000	-30,000	-130,000	Account Number(s):	00.0000.0000
DO NOT USE SECTION BELOW:    Notes: _____								
<div style="display: flex; justify-content: space-between;"> <div>Recommended by: _____</div> <div>Date: _____</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div>Approved by: _____</div> <div>Date: _____</div> </div>								



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Ford F-250								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the F-250 to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 09-373 has incurred Maintenance Costs of \$34,575							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund - Right-of-Way	45,000					45,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	45,000	0	0	0	0	45,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,500	3,000	3,500	4,000	15,000	15,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,500	3,000	3,500	4,000	15,000	15,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	OTHER:	
Personnel						0		
Operating/Maintenance	-5,000	-6,000	-7,000	-8,000	-9,000	-35,000		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	-5,000	-6,000	-7,000	-8,000	-9,000	-35,000	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (4) Ford F-350								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended Heavy-duty trucks to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	116,000					116,000	<b>PROJECT ESTIMATED</b>	
Gas Department	58,000					58,000		
Water Department	58,000					58,000		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
						0		
<b>TOTAL</b>	232,000	0	0	0	0	232,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	6,000	8,000	8,000	8,000	10,000	40,000	40,000	6,000
External Costs						0	0	0
<b>Total</b>	6,000	8,000	8,000	8,000	10,000	40,000	40,000	6,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel						0		
Operating/Maintenance	-2,000	-2,000	-2,000	-2,000	-2,000	-10,000	<b>Project Type:</b>	Please Select
Capital Outlay						0		
<b>TOTAL</b>	-2,000	-2,000	-2,000	-2,000	-2,000	-10,000	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:      Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Ford F-550								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Super-Duty Truck to be replaced during FY 2021. Would like the flexibility to down-size to F-350 with trailer. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 07-156 with 104,723 Miles & \$21,650 in Maintenance							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Gas Department	90,000					90,000	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	90,000	0	0	0	0	90,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	3,000	4,000	5,000	6,000	7,000	25,000	25,000	3,000
External Costs						0	0	0
<b>Total</b>	3,000	4,000	5,000	6,000	7,000	25,000	25,000	3,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>	
Operating/Maintenance	-2,000	-2,000	-1,500	-1,500	-1,500	-8,500		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-2,000	-2,000	-1,500	-1,500	-1,500	-8,500	<b>Account Number(s):</b>	00.0000.0000
<b>DO NOT USE SECTION BELOW:     Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Splice Trailer								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended this Splice Trailer to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Replace 06-428							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Utility Internal Service Fund-Vegetation	30,000					30,000	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	30,000	0	0	0	0	30,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	1,000	1,000	1,000	1,000	1,000	5,000	5,000	1,000
External Costs						0	0	0
<b>Total</b>	1,000	1,000	1,000	1,000	1,000	5,000	5,000	1,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>	
Operating/Maintenance	-3,000	-1,000	-1,000	-1,000	-1,000	-7,000		
Capital Outlay						0		
<b>TOTAL</b>	-3,000	-1,000	-1,000	-1,000	-1,000	-7,000	<b>Project Type:</b>	Please Select
							<b>Account Number(s):</b>	00.0000.0000
<b>DO NOT USE SECTION BELOW:     Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (4) Ford Escapes								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended sedans to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	55,000					55,000	<b>PROJECT ESTIMATED</b>	
Airport	27,500					27,500		
Customer Service	27,500					27,500		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
						0		
<b>TOTAL</b>	110,000	0	0	0	0	110,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel						0		
Operating/Maintenance	-3,000	-3,000	-3,000	-4,000	-4,500	-17,500	<b>Project Type:</b>	Please Select
Capital Outlay						0		
<b>TOTAL</b>	-3,000	-3,000	-3,000	-4,000	-4,500	-17,500	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:      Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			





## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Ford Explorer (Non-Public Safety)								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Crown Vic in License & Business Support to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 11-137 - 10 years old							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	45,000					45,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	45,000	0	0	0	0	45,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	OTHER:	
Personnel						0		
Operating/Maintenance	-3,000	-2,000	-2,000	-2,000	-2,000	-11,000		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	-3,000	-2,000	-2,000	-2,000	-2,000	-11,000	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:</b> <i>Notes:</i> _____								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (21) Ford Explorer (Public Safety)								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Crown Vic in License & Business Support to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 10-028, 11-054, 08-912, 09-116, 09-118, 09-120, 10-015, 10-027, 10-037, 11-056, 11-077, 14-042, 14-043 with an average of over \$14K/car in maintenance costs over the life of these vehicles.							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund-Police	630,500					630,500	<b>PROJECT ESTIMATED</b>	
Capital Improvement Fund-Police (Ordered FY20)	360,000					360,000		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	990,500	0	0	0	0	990,500		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	25,000	25,000	25,000	25,000	25,000	125,000	125,000	25,000
External Costs						0	0	0
<b>Total</b>	25,000	25,000	25,000	25,000	25,000	125,000	125,000	25,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel						0		
Operating/Maintenance	-3,000	-3,000	-3,000	-3,000	-3,000	-15,000		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-3,000	-3,000	-3,000	-3,000	-3,000	-15,000	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (3) Freightliner								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Freightliners to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 03-216; 09-207; 10-414							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Water Fund	305,000					305,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	305,000	0	0	0	0	305,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	7,000	7,500	8,000	8,500	9,000	40,000	40,000	7,000
External Costs						0	0	0
<b>Total</b>	7,000	7,500	8,000	8,500	9,000	40,000	40,000	7,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance	-5,000	-5,000	-5,000	-5,000	-5,000	-25,000		
Capital Outlay						0		
<b>TOTAL</b>	-5,000	-5,000	-5,000	-5,000	-5,000	-25,000	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (2) Front Loader								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended these front Loaders to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 11-261; 11-281 (with an average of over \$226K in lifetime maintenance per vehicle)							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Solid Waste Fund	550,000					550,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	550,000	0	0	0	0	550,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
External Costs						0	0	0
<b>Total</b>	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance	-5,000	-5,000	-5,000	-5,000	-5,000	-25,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-5,000	-5,000	-5,000	-5,000	-5,000	-25,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____ Date: _____ Approved by: _____ Date: _____								



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Grapple								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended these Grapple to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Assist with debris removal							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Utility Internal Service Fund-Vegetation	350,000					350,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	350,000	0	0	0	0	350,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
External Costs						0	0	0
<b>Total</b>	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	OTHER:	
Personnel						0		
Operating/Maintenance	-6,000	-4,000	-4,000	-4,000	-2,000	-20,000		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	-6,000	-4,000	-4,000	-4,000	-2,000	-20,000	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Gravely 60" Mower								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the gravely mower to be replaced during FY 2021. (Based on the needs on the department and current estimates the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 10-374 having already incurred \$15,868 in maintenance costs and over 10 years old							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	12,000					12,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	12,000	0	0	0	0	12,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	500	500	750	750	1,000	3,500	3,500	500
External Costs						0	0	0
<b>Total</b>	500	500	750	750	1,000	3,500	3,500	500
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Personnel						0		
Operating/Maintenance	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - ATV - John Deere Gator								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the John Deere Gator to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 10-606 being over 10 years old							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	15,000					15,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	15,000	0	0	0	0	15,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	100	100	100	100	100	500	5,000	100
External Costs						0	0	0
<b>Total</b>	100	100	100	100	100	500	500	100
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	OTHER:	
Personnel						0		
Operating/Maintenance	-500	-500	-500	-500	-500	-2,500		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-500	-500	-500	-500	-500	-2,500	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (3) John Deere Tractors								
PROJECT MANAGER:	Peter Bednar							
DEPARTMENT/DIVISION:	Fleet Management							
PRIORITY (if multiple requests) :								
DESCRIPTION/JUSTIFICATION:	Due to an aging fleet and increase in maintenance costs these are the recommended these JD Tractors to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
POSITIVE IMPACT ON SERVICES: (If approved)	Removal of 08-395 has incurred Maintenance Costs of \$73,001; Removal of 09-387 has incurred Maintenance Costs of \$74,011; Removal of 09-526 has incurred Maintenance Costs of \$82,844							
NEGATIVE IMPACT ON SERVICES: (If not approved)								
FUNDING SOURCE	FY 21	FY 22	FY 23	FY 24	FY 25	TOTAL		
Capital Improvement Fund - Right-of-Way	240,000					240,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
TOTAL	240,000	0	0	0	0	240,000		
PROJECT COSTS	PROJECT BUDGET							
PROJECT COMPONENTS	FY 21	FY 22	FY 23	FY 24	FY 25	Five Year Total	Total Project Cost	Total Cost at end of FY 21
Internal Costs	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
External Costs						0	0	0
Total	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
ANNUAL OPERATING IMPACT (After completion of Project)							Additional Project Info.	
DESCRIPTION:	FY 21	FY 22	FY 23	FY 24	FY 25	Five Year Total	OTHER:	
Personnel						0		
Operating/Maintenance	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000		
Capital Outlay						0	Project Type:	Please Select
TOTAL	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000	Account Number(s):	00.0000.0000
DO NOT USE SECTION BELOW:      Notes: _____								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			





## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Vaccon Jetvac								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Jetvac to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 06-473 has been used 11,907 hours & incurred Maintenance Costs of \$158,615							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Sewer Fund	400,000					400,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	400,000	0	0	0	0	400,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	12,000	12,000	13,000	13,000	15,000	65,000	65,000	12,000
External Costs						0	0	0
<b>Total</b>	12,000	12,000	13,000	13,000	15,000	65,000	65,000	12,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Personnel						0		
Operating/Maintenance	-5,000	-5,000	-5,000	-5,000	-5,000	-25,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-5,000	-5,000	-5,000	-5,000	-5,000	-25,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - K9 Unit Tahoe								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the K9 Unit Vehicle in the Police Department be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 10-040 164,858 miles \$47,340 in maintenance costs over the life of these vehicle.							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund (Police)	75,000					75,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	75,000	0	0	0	0	75,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	OTHER:	
Operating/Maintenance	-500	-500	-500	-500	-500	-2,500		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	-500	-500	-500	-500	-500	-2,500	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (3) Large Dump Trucks								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended these Large Dump Trucks to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 07-398 has incurred Maintenance Costs of \$57,452; Removal of 11-396 has incurred Maintenance Costs of \$72,232; Removal of 12-399 has incurred Maintenance Costs of \$48,038							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Storm Water Fund	480,000					480,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	480,000	0	0	0	0	480,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	30,000	30,000	30,000	30,000	30,000	150,000	150,000	30,000
External Costs						0	0	0
<b>Total</b>	30,000	30,000	30,000	30,000	30,000	150,000	150,000	30,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	OTHER:	
Operating/Maintenance	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Pumper Fire Truck								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Pumper Fire Truck to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 96-008 has 107,125 Miles & 6,951 Hours; Removal of 04-001 has 115,123 Miles & 8,961 Hours; Removal of 04-003 has 113,661 Miles & 6,931 Hours							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	2,307,000					2,307,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	2,307,000	0	0	0	0	2,307,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	3,000	3,000	3,000	3,000	3,000	15,000	15,000	3,000
External Costs						0	0	0
<b>Total</b>	3,000	3,000	3,000	3,000	3,000	15,000	15,000	3,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____ Date: _____  Approved by: _____ Date: _____								



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Reel Trailer								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Reel Trailer to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 03-421 over 15 years old							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Gas Department	25,000					25,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	25,000	0	0	0	0	25,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	500	500	500	500	500	2,500	2,500	500
External Costs						0	0	0
<b>Total</b>	500	500	500	500	500	2,500	2,500	500
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	OTHER:	
Operating/Maintenance	-100	-100	-100	-100	-100	-500		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	-100	-100	-100	-100	-100	-500	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (2) Small Dump Trucks								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended these Small Dump Trucks to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 08-562 has incurred Maintenance Costs of \$54,523; Removal of 09-562 has incurred Maintenance Costs of \$49,300							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Storm Water Fund	180,000					180,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	180,000	0	0	0	0	180,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
External Costs						0	0	0
<b>Total</b>	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Personnel						0		
Operating/Maintenance	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Freightliner (Genie)								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Freightliner to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 11-219							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Sewer Fund	160,000					160,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	160,000	0	0	0	0	160,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
External Costs						0	0	0
<b>Total</b>	15,000	15,000	15,000	15,000	15,000	75,000	75,000	15,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-10,000	-10,000	-10,000	-10,000	-10,000	-50,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____ Date: _____ Approved by: _____ Date: _____								



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Solid Waste Residential Grapple								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Grapples to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 11-220; 11-266; 11-267; 11-294; 11-295 (with an average of over \$140K in lifetime maintenance per vehicle)							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Sewer Fund	2,100,000					2,100,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	2,100,000	0	0	0	0	2,100,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	80,000	80,000	80,000	80,000	80,000	400,000	400,000	80,000
External Costs						0	0	0
<b>Total</b>	80,000	80,000	80,000	80,000	80,000	400,000	400,000	80,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance	-20,000	-20,000	-20,000	-20,000	-20,000	-100,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-20,000	-20,000	-20,000	-20,000	-20,000	-100,000		
<b>DO NOT USE SECTION BELOW:     Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			





## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Sway Car Unloader								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Sway Car Unloader to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 08-235							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Sewer Fund	145,000					145,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	145,000	0	0	0	0	145,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____ Date: _____ Approved by: _____ Date: _____								



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Sprayer								
<b>PROJECT MANAGER:</b>	<b>Peter Bednar</b>							
<b>DEPARTMENT/DIVISION:</b>	<b>Fleet Management</b>							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended this Sprayer to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Replace 12-063							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Utility Internal Service Fund-Vegetation	73,000					73,000	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	73,000	0	0	0	0	73,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>	
Operating/Maintenance	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000		
Capital Outlay						0		
<b>TOTAL</b>	-1,000	-1,000	-1,000	-1,000	-1,000	-5,000	<b>Project Type:</b>	Please Select
							<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:      Notes:</b>								
<div style="display: flex; justify-content: space-between;"> <div>           Recommended by: _____             Approved by: _____         </div> <div>           Date: _____             Date: _____         </div> </div>								



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Sprayer UTV								
<b>PROJECT MANAGER:</b>	<b>Peter Bednar</b>							
<b>DEPARTMENT/DIVISION:</b>	<b>Fleet Management</b>							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs it is recommended Replace Sprayer UTV for Facilities Management in FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Turning in tractor (01-659) and spray rig (06-631) for UTV sprayer like Vegetation Management has.							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Airport	20,000					20,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	20,000	0	0	0	0	20,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Personnel						0		
Operating/Maintenance	-500	-500	-500	-500	-500	-2,500		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	-500	-500	-500	-500	-500	-2,500		
<b>DO NOT USE SECTION BELOW:     Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Sprayer Walk Behind								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs it is recommended Replace Sprayer (Walk-Behind) for Facilities Management in FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	To Replace 03-368							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Airport	20,000					20,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	20,000	0	0	0	0	20,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	500	500	500	500	500	2,500	2,500	500
External Costs						0	0	0
Total	500	500	500	500	500	2,500	2,500	500
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	OTHER:	
Operating/Maintenance	-50	-50	-50	-50	-50	-250		
Capital Outlay						0	Project Type:	Please Select
TOTAL	-50	-50	-50	-50	-50	-250	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:      Notes:</b>								
Recommended by: _____						Date: _____		
Approved by: _____						Date: _____		



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - (3) Street Sweeper								
<b>PROJECT MANAGER:</b>	<b>Peter Bednar</b>							
<b>DEPARTMENT/DIVISION:</b>	<b>Fleet Management</b>							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended these Street Sweepers to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 14-362 has incurred Maintenance Costs of \$110,625; Removal of 14-367 has incurred Maintenance Costs of \$131,617; Removal of 14-368 has incurred Maintenance Costs of \$116,895;							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Storm Water Fund	975,000					975,000	<b>PROJECT ESTIMATED</b>	
						0		
						0		
						0		
						0		
						0	<b>Start Date</b>	<b>Completion Date</b>
<b>TOTAL</b>	975,000	0	0	0	0	975,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	100,000	100,000	100,000	100,000	100,000	500,000	500,000	100,000
External Costs						0	0	0
<b>Total</b>	100,000	100,000	100,000	100,000	100,000	500,000	500,000	100,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>	
Personnel						0		
Operating/Maintenance	-15,000	-15,000	-15,000	-15,000	-15,000	-75,000		
Capital Outlay						0	<b>Project Type:</b>	Please Select
<b>TOTAL</b>	-15,000	-15,000	-15,000	-15,000	-15,000	-75,000	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>DO NOT USE SECTION BELOW:     Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - SWAT Van								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the SWAT Van in the Police Department be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 88-938							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund (Police)	175,000					175,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	175,000	0	0	0	0	175,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
External Costs						0	0	0
<b>Total</b>	2,000	2,000	2,000	2,000	2,000	10,000	10,000	2,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Operating/Maintenance	500	500	500	500	500	2,500		
Capital Outlay						0	<b>Account Number(s):</b>	<b>00.0000.0000</b>
<b>TOTAL</b>	500	500	500	500	500	2,500		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Taylor Way Harrow								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Taylor Way Harrow to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 90-382 being over 30 years old							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	9,000					9,000	PROJECT ESTIMATED	
						0		
						0		
						0		
						0		
						0	Start Date	Completion Date
<b>TOTAL</b>	9,000	0	0	0	0	9,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	200	200	200	200	200	1,000	1,000	200
External Costs						0	0	0
<b>Total</b>	200	200	200	200	200	1,000	1,000	200
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>		
Personnel						0	OTHER:	
Operating/Maintenance	200	200	200	200	200	1,000		
Capital Outlay						0	Project Type:	Please Select
<b>TOTAL</b>	200	200	200	200	200	1,000	Account Number(s):	00.0000.0000
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Rolling Stock - Triton Boat								
<b>PROJECT MANAGER:</b>	Peter Bednar							
<b>DEPARTMENT/DIVISION:</b>	Fleet Management							
<b>PRIORITY (if multiple requests) :</b>								
<b>DESCRIPTION/JUSTIFICATION:</b>	Due to an aging fleet and increase in maintenance costs these are the recommended the Pumper Fire Truck to be replaced during FY 2021. (Based on the current needs of the department and current estimates, the average cost of this type of vehicle is included below)							
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	Removal of 96-008 has 107,125 Miles & 6,951 Hours; Removal of 04-001 has 115,123 Miles & 8,961 Hours; Removal of 04-003 has 113,661 Miles & 6,931 Hours							
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>								
<b>FUNDING SOURCE</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>TOTAL</b>		
Capital Improvement Fund	45,000					45,000	<b>PROJECT ESTIMATED</b>  <div style="display: flex; justify-content: space-between;"> <span>Start Date</span> <span>Completion Date</span> </div>	
						0		
						0		
						0		
						0		
<b>TOTAL</b>	45,000	0	0	0	0	45,000		
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>							
<b>PROJECT COMPONENTS</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY 21</b>
Internal Costs	1,000	1,000	1,000	1,000	1,000	5,000	5,000	1,000
External Costs						0	0	0
<b>Total</b>	1,000	1,000	1,000	1,000	1,000	5,000	5,000	1,000
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>	
<b>DESCRIPTION:</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Five Year Total</b>	<b>OTHER:</b>  <div style="display: flex; justify-content: space-between;"> <span>Project Type:</span> <span>Please Select</span> </div>	
Personnel						0		
Operating/Maintenance	1,000	1,000	1,000	1,000	1,000	5,000		
Capital Outlay						0	<b>Account Number(s):</b>	00.0000.0000
<b>TOTAL</b>	1,000	1,000	1,000	1,000	1,000	5,000		
<b>DO NOT USE SECTION BELOW:    Notes:</b>								
Recommended by: _____					Date: _____			
Approved by: _____					Date: _____			





# SPLOST & TSPLOST Funds



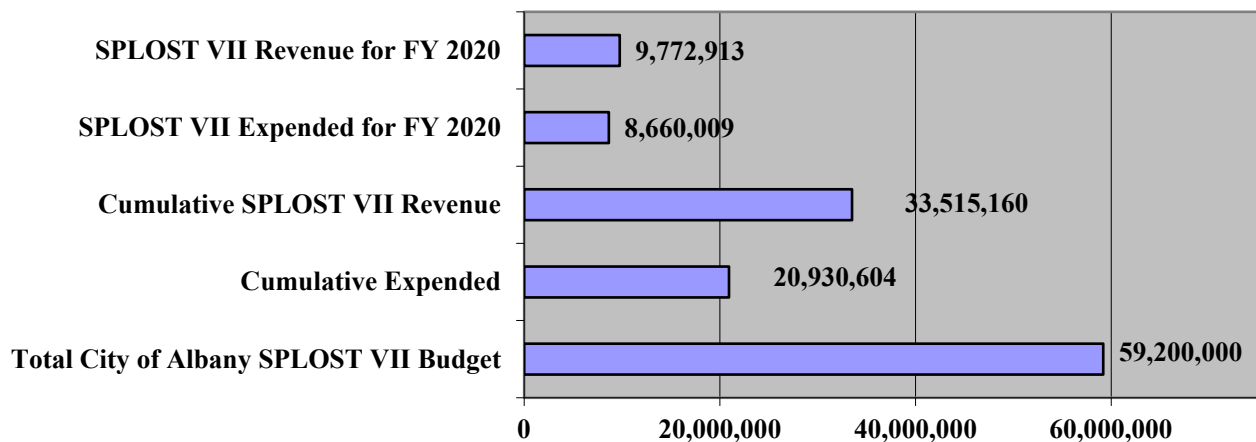
### SPECIAL PURPOSE LOCAL OPTION SALES TAX VII PROJECTS

In November 2016, Dougherty County voters approved the SPLOST (Special Purpose Local Option Sales Tax) VII referendum that allowed for the continuation of a one-cent sales tax to fund a diverse list of community projects.

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

1.	Roadway, Traffic, Sidewalk & Bridge	24,080,000
2.	Underground Utility & Street Light Upgrades	6,000,000
3.	Information Technology Upgrades	5,895,000
4.	Sanitary & Storm Drainage	5,850,000
5.	P25 Radio Project	4,600,000
6.	Recreation Improvements	3,900,000
7.	Transportation Center	2,500,000
8.	New General Aviation Terminal Building	2,300,000
9.	Pool Improvements	1,400,000
10.	Fire Station Relocation	1,250,000
11.	Chehaw Park Improvements	1,000,000
12.	Thornateeska Heritage Center Improvements	425,000

The information below exhibits how much of these funds have been expended as of June 30, 2020:



Please see Website for additional information:

<https://www.albanyga.gov/about-us/city-manager-s-office/splost-2>

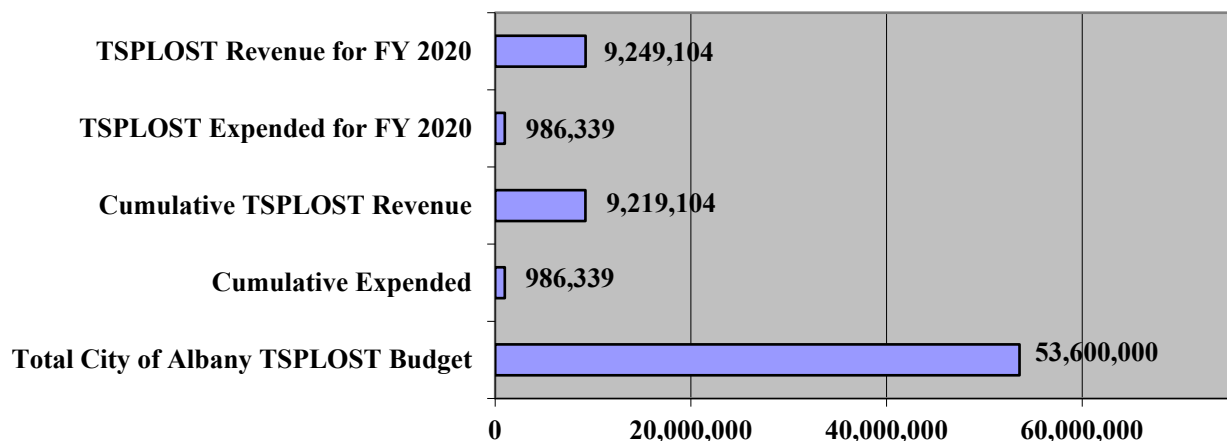
## TRANSPORTATION SPECIAL PURPOSE LOCAL OPTION SALES TAX PROJECTS

In March 2019, Dougherty County voters approved the TSPLOST (Transportation Special Purpose Local Option Sales Tax) referendum that allowed for the addition of a one-cent sales tax to fund a diverse list of community projects.

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

1.	Roadway Improvements	20,949,000
2.	Sidewalk Installation	5,000,000
3.	Alley Paving	5,000,000
4.	Multi-Purpose Trails	4,200,000
5.	Airport Improvements	3,500,000
6.	Street Paving-Unpaved Streets	700,000
7.	Railroad Crossing Improvements	265,000
8.	Intersection Improvements	5,000,000
9.	Roadway Widening	2,250,000
10.	Traffic Calming Devices	500,000
11.	Traffic Signals & Pedestrian Upgrades	4,686,000
12.	Traffic Control Center Upgrades	550,000
13.	Downtown Sidewalk Improvements	1,000,000

The information below exhibits how much of these funds have been expended as of June 30, 2020:



Please see Website for additional information:

<https://www.albanyga.gov/about-us/city-manager-s-office/splost-2/t-splst>



## Sponsored Operations (Grants)



## SUMMARY OF SPONSORED OPERATIONS

## DESCRIPTION

The Grants Fund is a special revenue fund that provides for the administrative accounting of funds received from State and Federal sources for some entitlement programs and discretionary projects. The Grants Fund consists of Federal, State and local funding. Local funding includes contracts for reimbursed services, which are considered sponsored operations. The Planning Department is the primary recipient of reimbursed services.

This budget is used to account for grant programs awarded to the City. The appropriations for some 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
Planning	283,235	349,585	419,429
APD	110,783	178,857	109,938
Brownfields	198,625	300,000	0
<b>TOTAL</b>	<b>592,643</b>	<b>828,442</b>	<b>529,367</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

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**GRANT SYNOPSIS**

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**PL Grant (Planning)**

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. The Federal government reimburses the City for work done according to the agreement at 80%. The City of Albany provides 20% of the funding for projects outlined in the agreement.

**FTA Grant (Transit)**

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.

**BVP (APD & Airport)**

The Bulletproof 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. Jurisdictions have participated in the BVP Program, with \$277 million in federal funds committed to support the purchase of an estimated 800,000 vests.

**JAG Grants (APD)**

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.

**GEMA Bomb Dog (APD)**

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 goal is having a bomb dog available within one hour anywhere in the State. 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.

**Brownfields Assessment and Cleanup Cooperative Agreements (Planning)**

This award is to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities for Brownfield sites in the Albany former rail corridor. The project will consist of Phase I and Phase II Environmental Site Assessments, cleanup, reuse, planning for the priority sites, and community engagement within the former rail corridor.



**SUMMARY OF SPONSORED OPERATIONS REVENUE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ADOPTED 2020/2021</b>
<b>2702</b>		
5806	PL Grant	271,583
5807	Sect #8 FTA Grant	71,955
5991	Local Grant Match (City's match for PL and FTA)	75,891
5819.48	Bullet ProofVest	22,142
5010A271007	JAG Grants	84,796
5919.70A280704	GEMA Bomb Dog	3,000
<b>Total</b>		<b>529,367</b>

**SUMMARY OF SPONSORED OPERATIONS EXPENSES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ADOPTED 2020/2021</b>
2741	PL Grant	339,479
2742	Sect #8 FTA Grant	79,950
2748	Bullet ProofVest	22,142
2710	JAG Grants	84,796
2807	GEMA Bomb Dog	3,000
<b>Total</b>		<b>529,367</b>





## Fleet Fund



**FLEET MANAGEMENT***SUMMARY*

The primary function of the Fleet Management Department is to provide high quality specifications for all vehicle and equipment purchases and assure the safety and serviceability of over 1,300 vehicles and equipment to support City operational efforts in a cost-effective manner. Fleet 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 three 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.

**STRATEGIC PRIORITIES (SP)**

SP V: Effective and Excellent Service Delivery

**GOALS & OBJECTIVES (G&O)**

SP V, G&O 2: Provide Customer Satisfaction, Not Only Customer Service

**PERFORMANCE MEASURES (PM)**

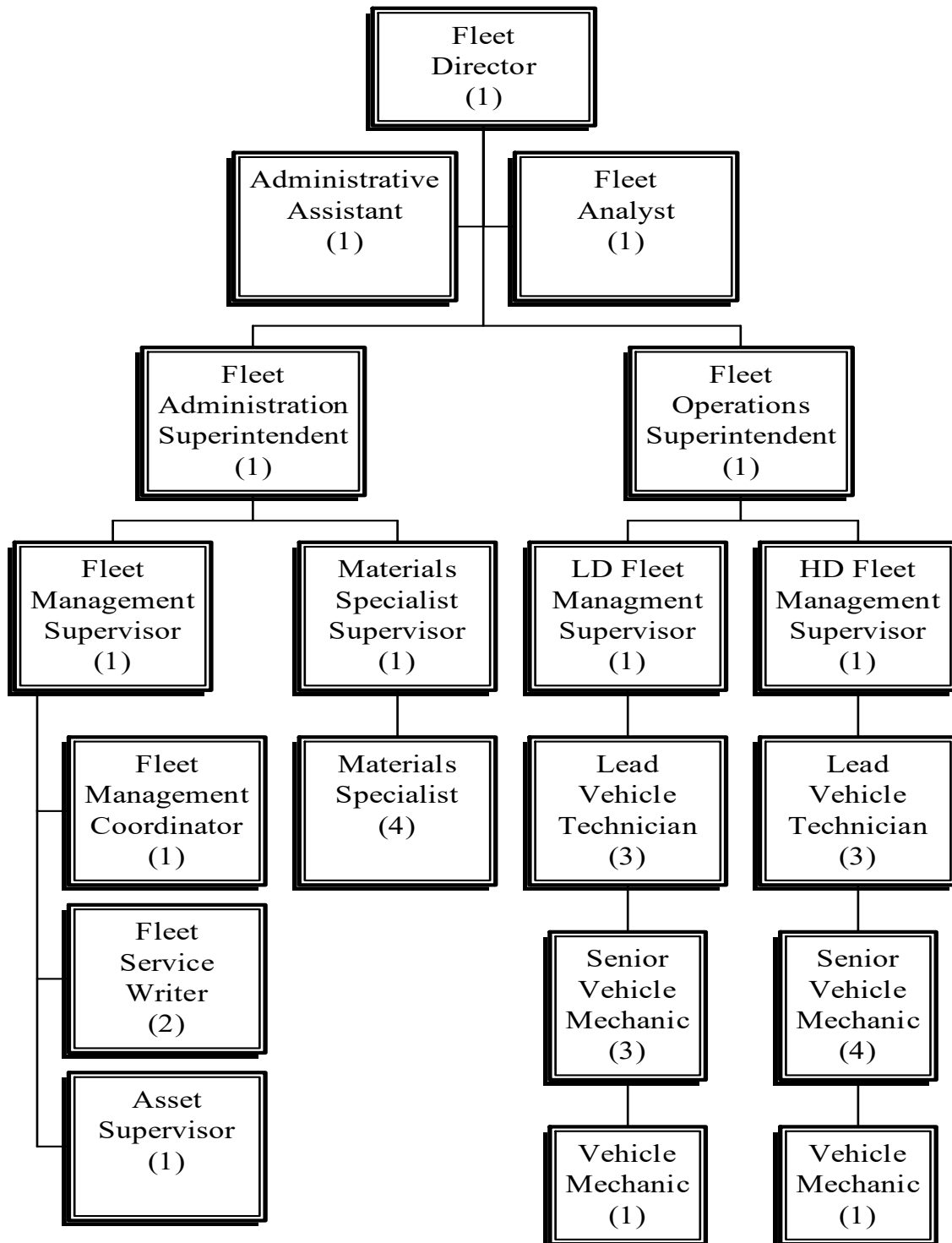
<b>Measures</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
SP V, G&O 2, PM 1: Direct Labor %	58%	72%	73%
SP V, G&O 2, PM 2: % "On-Time" Preventative Maintenance	74%	88%	90%
SP V, G&O 2, PM 3: Average Competitor's Rates are:			
- Light Duty (Hourly Rate)	\$110	\$110	\$110
- Heavy Duty (Hourly Rate)	\$130	\$130	\$130
- Road Service Call (Hourly Rate)	\$141	\$141	\$141
% In-House Repair Costs	36%	49%	58%

**Note:** Fleet's flat hourly rate is \$75/hour

SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Fleet Management





**FLEET MANAGEMENT***SUMMARY*

The primary function of the Fleet Management Department is to provide high quality specifications for all vehicle and equipment purchases and assure the safety and serviceability of over 1,300 vehicles and equipment to support City operational efforts in a cost-effective manner. Fleet 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 three 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>ADOPTED 2020/2021</b>
REVENUES	3,206,729	2,654,055	2,448,837
<b>TOTAL REVENUES</b>	<b>3,206,729</b>	<b>2,654,055</b>	<b>2,448,837</b>
PERSONNEL SERVICES	1,640,452	1,829,713	1,809,171
OPERATING EXPENSE	759,814	705,958	530,809
DEPRECIATION EXPENSE	56,627	118,384	108,857
<b>TOTAL EXPENSES</b>	<b>2,456,892</b>	<b>2,654,055</b>	<b>2,448,837</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>749,837</b>	<b>0</b>	<b>0</b>
<b>TRANSFER IN</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>32</b>	<b>32</b>	<b>32</b>
<b>Capital Purchases</b>	<b>2,487,598</b>	<b>450,048</b>	<b>0</b>

**Class Title**

Vehicle Mechanic	2	2	2
Vehicle Mechanic, Senior	7	7	7
Lead Vehicle Technician (Grade 8)	6	6	6
Administrative Assistant	1	1	1
Fleet Management Director	1	1	1
Fleet Maintenance Supervisor	3	3	3
Fleet Management Supt.	2	2	2
Asset Supervisor	1	1	1
Senior Accounting Analyst	1	1	1
Fleet Service Writer	2	2	2
Materials Specialist	4	4	4
Materials Specialist Supervisor	1	1	1
Fleet Management Coordinator	1	1	1
<b>TOTAL</b>	<b>32</b>	<b>32</b>	<b>32</b>



FLEET MANAGEMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2018/2019	ADOPTED 2019/2020	ADOPTED 2020/2021	VARIANCE + / (-)
<b>65</b>					
7110	Regular Wages	929,463	1,178,715	1,205,319	26,604
7120	Overtime	36,347	44,000	30,000	-14,000
7130	Part Time	5,212	65,707	21,902	-43,805
7210	W/C Insurance	32,170	48,574	43,052	-5,522
7230	Uniforms	9,490	21,166	15,110	-6,056
7260	FICA Matching	67,196	98,564	96,177	-2,387
7270	Pension Matching	398,233	141,446	144,638	3,192
7280	Insurance Matching	155,565	222,541	244,973	22,432
7290	Contribution Matching	6,776	9,000	8,000	-1,000
7510	Professional Services	376	3,600	0	-3,600
7512	Technical Services	47,231	0	0	0
7550	Communications	8,114	9,148	11,831	2,683
7600	Travel	11,852	20,000	15,000	-5,000
7610	Auto Allowance	6,000	5,000	6,000	1,000
7630	Train/Cont.Education	13,845	35,000	20,000	-15,000
7700	Risk Allocation	20,352	20,223	29,979	9,756
7860	Maint: Building	9,276	540	0	-540
7870	Maint: Motor Equip	340,774	33,000	49,199	16,199
7880	Maint: Mach/Imp/Tools	78,930	160,864	55,090	-105,774
7900	Utilities	48,671	55,000	63,000	8,000
7990	Dues and Fees	1,809	3,050	3,050	0
8010	Supplies	20,267	17,000	22,000	5,000
8016	Small Equip	86,955	129,659	94,495	-35,164
8017	Printining (Not Std Form)	70	0	0	0
8018	Books & Subscriptions	366	0	0	0
8110	Gasoline	64,552	5,984	7,531	1,547
8150	Food	375	3,000	2,000	-1,000
8900	Depreciation	56,627	118,384	108,857	-9,527
8951	Indirect Cost	0	204,890	151,634	-53,256
<b>Total</b>		<b>2,456,892</b>	<b>2,654,055</b>	<b>2,448,837</b>	<b>-140,055</b>





## Appendix





## **ANNUAL BUDGET 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.

**ERU** – Equivalent Residential Unit

**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 VI** – Special Local Option Sales Tax, the sixth implementation of a one percent sales tax for special projects to help build and maintain the City's infrastructure.

**TAD – Tax Allocation District**

**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.

