

**CITY OF ALBANY
ANNUAL BUDGET
For The
Fiscal Year
Ending June 30, 2009**

CITY OF ALBANY

Mayor and Board of City Commissioners

Dr. Willie Adams - Mayor

Jon B. Howard - Mayor Pro Tem/Commissioner Ward I

Dorothy Hubbard - Commissioner Ward II

Morris Gurr - Commissioner Ward III

Roger B. Marietta - Commissioner Ward IV

Robert B. Langstaff, Jr. - Commissioner Ward V

Tommie Postell - Commissioner Ward VI

Alfred D. Lott - City Manager

James Taylor - Assistant City Manager for Public Service

Wes Smith - Assistant City Manager for Customer Service & Support

Budget Preparation Staff

Krista Newton - Director of Finance

Larry L. Johnson - Management/Budget Officer

Victoria Bowman - Management/Budget Analyst

Andrea Brown - Management/Budget Analyst

Finance Department Staff

Paula M. Schmitt - Print Shop Supervisor

John E. Carr - Printer

Winnie Hart - Composing and Layout Coordinator

Community Information

Origin and Growth

Situated in the Plantation Trace region, Albany is the primary trade center for Southwest Georgia. It is the county seat for Dougherty County, Georgia. The city lies at the head of the Flint River, 182 miles south of Atlanta. Incorporated in 1841, the city was laid out in 1836 by Alexander Shotwell and named for Albany, New York. The City of Albany was originally incorporated by an Act of the General Assembly of Georgia on December 27, 1838.

The chief farm products are cotton, peanuts, corn, and tobacco, and to a lesser extent, paper-shell pecans, and forest products. Albany has developed a diversified industrial economy, which includes companies such as Procter & Gamble, Merck & Company, Miller Brewing, and Master Foods USA-a Mars Incorporated Company. Since 1994 over \$800 million has been invested in Albany by local industries.

The nation's top corporate and economic development publications are talking about Albany, Georgia as well. In 2007, Albany was voted one of the Top 10 Best Places to Retire, by Retire in Georgia Magazine. Inc. Magazine ranked Albany, Georgia 129th in its 2005 list of "Best Places" and as the #19 Small Metro Areas in its 25 Cities for Doing Business in America in 2004. The Forbes & Milken Institute placed Albany in its "Top 96 Small Metro Areas".

Government and Organization

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

Educational Facilities

For higher education, Albany has four hometown colleges, a progressive technical college, and a job corps center. Albany State University is a senior unit of the University System of Georgia. With more than 40 major fields of study, the college offers undergraduate and graduate degree programs. The university maintains flexible scheduling for the growing number of non-traditional students. Darton College is a two-year unit of the University System of Georgia. Students can pursue 73 two-year transfer and career associate degrees. Lagrange College and Troy State University maintain satellite campuses. Albany Technical College is a unit of the Georgia Department of Technical and Adult Education. Turner Job Corps Center also serves the Albany area as a fully accredited Vocational Education Institute, providing high quality academic and vocational training programs to prepare students (ages 16-24) to take their places in today's technical work force. Turner has over 20 vocational trades from which the 930-member student body may choose. The City is also served by 15 public elementary schools, 10 public secondary schools, 1 public alternative school and a number of private schools.

Source: Albany Chamber of Commerce

DEMOGRAPHICS

GENDER

| | |
|--------------|-----|
| Male | 47% |
| Female | 53% |

AGE COMPOSITION (ALBANY MSA)

| | |
|----------------------|-------|
| Under 5 Years | 9.9% |
| Under 18 Years | 20.9% |
| 18 - 24 Years | 1.4% |
| 25 - 44 Years | 31.0% |
| 45 - 64 Years | 17.2% |
| 64 - 74 Years | 6.1% |
| 75+ Years | 4.1% |

RACE/ ETHNIC ORIGIN (2000 Estimate)

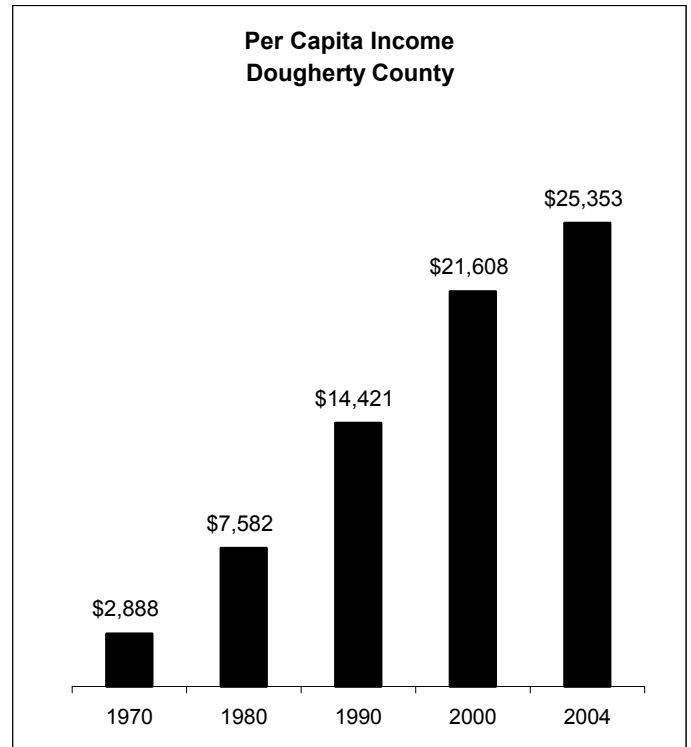
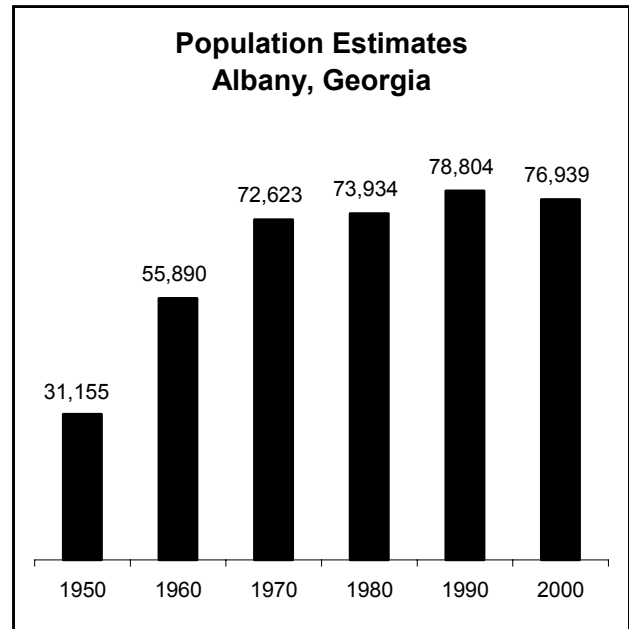
| | |
|---------------------------------------|-------|
| Black | 64.3% |
| White | 33.8% |
| Hispanic | 1.5% |
| Asian/American Indian/ Other | 1.2% |

AREA

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

OCCUPATIONAL COMPOSITION

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



Source: Georgia Department of Labor, 2005
U.S. Census Bureau, 2000

COMMUNITY INFORMATION

MUNICIPAL SERVICES

| | |
|---------------------|--|
| Fire Protection ... | 11 stations; 188 fire personnel and officers |
| Police Protection | 223 city officers 42 county officers 230 member sheriff's department provides protection outside the city limits |
| Garbage | Services provided by the City's Solid Waste division |

RECREATIONAL FACILITIES

| | |
|--------------------------------|----|
| Public tennis courts | 40 |
| Parks | 70 |
| Area golf courses | 7 |
| Municipal swimming pools | 1 |
| Country clubs | 2 |
| Playgrounds | 44 |
| Community centers | 8 |
| Boat ramps | 4 |
| Municipal gymnasiums | 7 |

CITY FACILITIES & SERVICES

| | |
|-------------------------------|--------|
| Miles of Streets | 550 |
| Number of Street Lights | 10,472 |

EDUCATION

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

SCENIC ATTRACTIONS

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

HEALTH

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

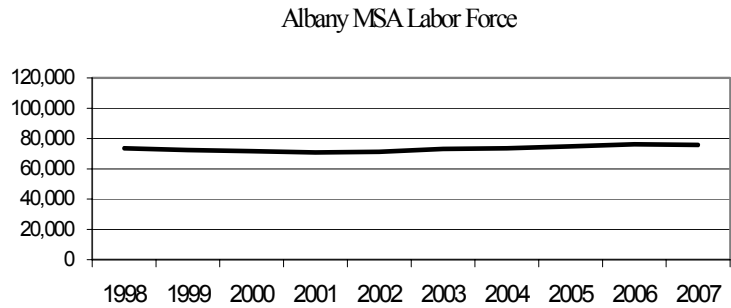
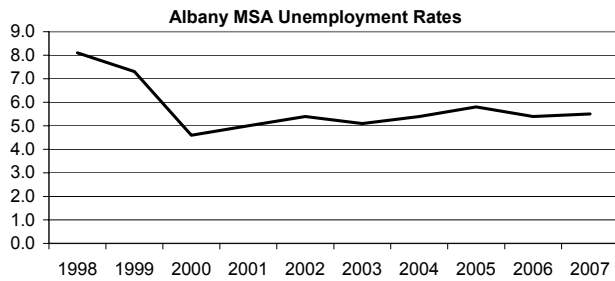
Source: Georgia Dept. of Industry, Trade & Tourism

LOCAL ECONOMY

TEN LARGEST EMPLOYERS

| <u>Company</u> | <u>Sector</u> | <u># of Employees</u> |
|---------------------------------|----------------------|-----------------------|
| Phoebe Putney Memorial Hospital | Healthcare | 3,400 |
| U.S.M.C. Logistics Base | Federal Government | 3,081 |
| Dougherty County Board of Ed. | Education | 2,934 |
| Proctor & Gamble | Paper Goods | 1,394 |
| Cooper Tire & Rubber Co. | Manufacturer | 1,290 |
| City of Albany | Municipal Government | 1,387 |
| Dougherty County | Municipal Government | 669 |
| SAB/ Miller Brewing Co. | Beverage | 642 |

Source: Albany Chamber of Commerce



Source: Georgia Dept. of Labor

TRANSPORTATION

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

Source: Georgia Dept. of Industry, Trade & Tourism

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Albany
Georgia**

For the Fiscal Year Beginning

July 1, 2007

Handwritten signature of Charles S. Cox in cursive.

President

Handwritten signature of Jeffrey R. Emswiler in cursive.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to **The City of Albany, Georgia** for its annual budget for the fiscal year beginning **July 1, 2007**.

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

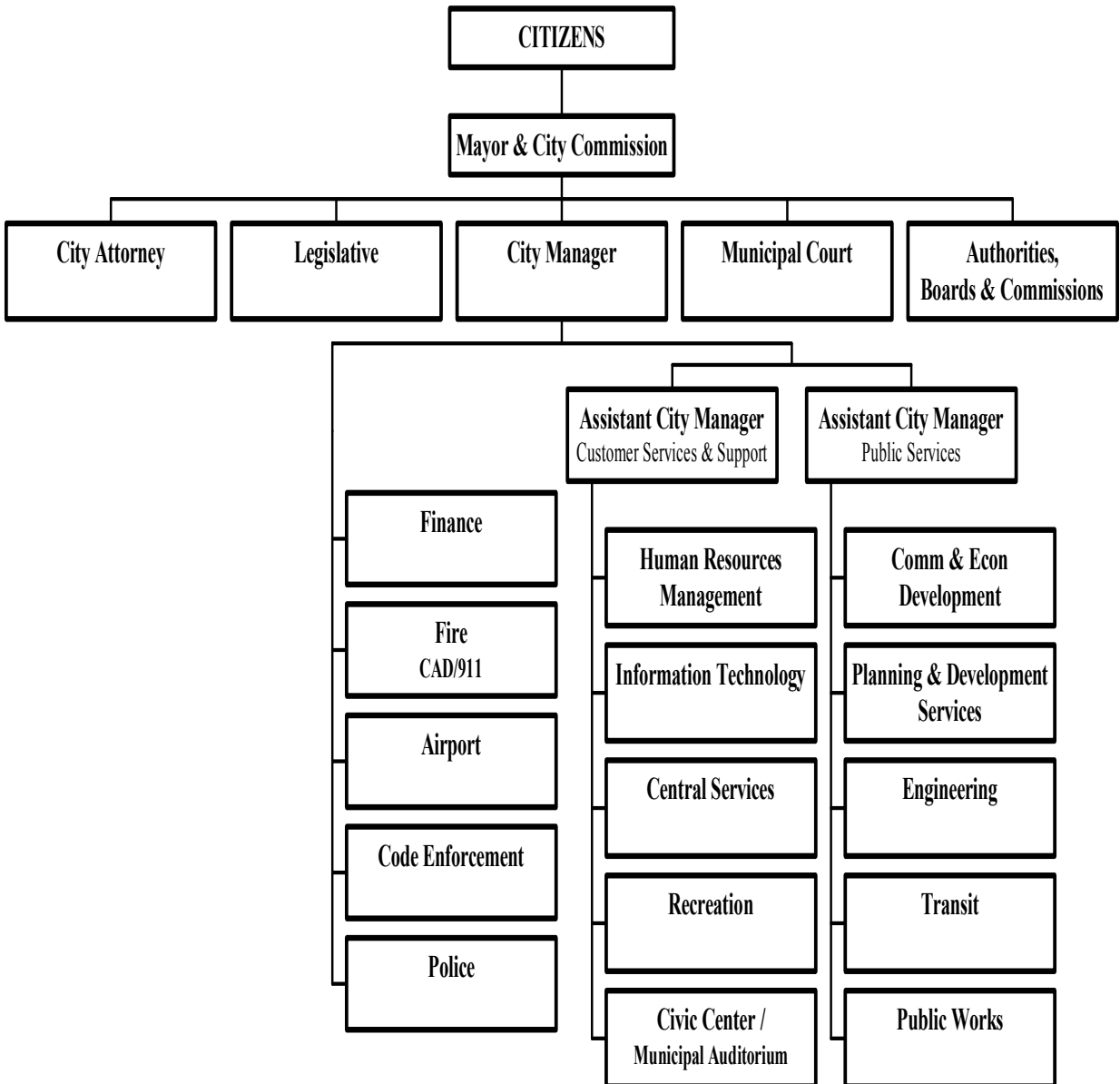
The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

City of Albany

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

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

CITY OF ALBANY



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

GENERAL GOVERNMENT

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

DEPARTMENT HEADS

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

BUDGET GUIDE

There are nineteen (19) departments, which are divided into nine sections. These sections include General Government, Public Safety, Public Works, Recreation, Airport, Municipal Auditorium/Civic Center, Transit, Community Development, and the Enterprise Funds.

The 2008 - 2009 Annual Budget is divided into fourteen (14) sections whose contents are explained below. This Budget Guide is provided to summarize the information contained in each section and to assist the reader in finding information.

Section I - City Manager’s Message

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

Section II - Policies and Procedures

This section outlines the policies used to guide the preparation and management of the City’s annual budget. This section also provides detailed information on budget development, budget adoption, the accounting policies and procedures for Fund Accounting, Governmental Funds, Debt Services, Central Services, and Revenue and Expenditure policies. In addition, this section includes FY 08/09 budget calendar and budget hearings.

Section III - Revenue and Expenditures

This section begins with a chart showing the relationship between funds, in addition to a chart showing the percentages of expenditures as it relates to personal services, operating expenses, and capital improvement. Included in this section is a summary of the revenue sources and expenditure categories for the 2008 - 2009 budget. This information is categorized by the following fund accounts:

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

Section IV - Supplemental Information

Pertinent information is reported in this section on the budget that analyzes trends and outlines the recent policy decisions that have impacted the City’s budget, and its financial position. This section provides the reader with an overview of the current budget using charts and graphs on revenue/expenditures, main revenue sources, and general fund information.

Section V - General Fund Expenditure Detail

The General Fund is the City’s major operating fund. It accounts for all financial resources and expenditures that are not accounted for in specific purpose funds. The General Fund finances most of the regular day-to-day operations and accounts for approximately 52% or \$52,484,898

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

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

Section VI - Special Fund Expenditure Detail

About 19% or \$18,993,707 of the FY 09 Budget is allocated to Special Fund activities. The approved program and line item expenditure plan is recorded in this section. Included in the Special Funds are CAD 911, Hotel/Motel, Community & Economic Development, and SPLOST Funds. The Albany Chamber of Commerce/Convention and Visitors Bureau receive 50% of prior year's actual Hotel/Motel tax revenue to promote tourism and growth in Albany.

Also housed under Special Funds are the Debt Fund and Capital Improvement Fund. These funds receive revenues from the General Fund in order to make debt payments and to finance the Capital Improvement Program.

Section VII - Sanitary Sewer Fund Expenditure Detail

The Sanitary Sewer Fund is an Enterprise Fund and is self-supporting. It is projected to generate \$15,006,000 in revenue primarily through user fees. This fund represents about 15% of the total budget.

Included under the Sanitary Sewer Fund are Wastewater Treatment, Wastewater Treatment/Lift Station, Wastewater Sampling, and Sanitary Sewer Maintenance. This Division of Public Works is responsible for the treatment of the City's wastewater and for disposal of sewage sludge in accordance with Environmental Protection Division's guidelines. This division is also responsible for the maintenance of all sanitary and storm sewers and for the installation of new taps and sewer extensions within the city limits of Albany.

Section VIII - Solid Waste Fund Expenditure Detail

The Solid Waste Fund is another Enterprise Fund that is self-supporting. It is expected to generate \$8,591,195 in revenue through service charges. This fund represents about 9% of the total budget.

Included under the Solid Waste Fund are Solid Waste Administration, Solid Waste Removal/Residential East, Solid Waste Removal/Residential West, Solid Waste Removal/Commercial and Street Sweeping. This division is responsible for collecting and properly disposing of solid waste and recyclables generated by both residential and commercial customers. This division serves approximately 13,278 residential customers. A private contractor is also used who serves approximately 11,722 residential customers.

Section IX - Non-Major Enterprise Funds

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

Section X - Capital Improvement Program

This section includes all of the approved FY 2009 Capital Outlay/Improvement requests for the General/Special Funds, the Sanitary Sewer Fund, and the Solid Waste Fund. The capital outlay expenditure plan is listed by Department/Division. Also included in this section are the Georgia Municipal Association Lease Pool (GMA) capital requests.

Section XI - SPLOST V

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

Section XII - Sponsored Operations

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

Section XIII - Utilities/WG&L Commission

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

Section XIV - Appendix

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



City of Albany

POST OFFICE BOX 447

Albany, Georgia

31702-0447

ALFRED D. LOTT
CITY MANAGER

OFFICE: (229) 431-3234
FAX: (229) 431-3223

September 18, 2008

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

Dear Mayor, Commissioners, and Citizens:

Transmitted herewith is the City of Albany's Adopted Budget for fiscal year 2009 (FY 2009). This budget, which totals \$100,648,000, represents an increase of \$671,813 (less than one percent) over the FY 2008 Amended Budget of \$99,976,187.

We believe this budget incorporates the best plan in meeting the operational needs of the City for the coming year. This budget incorporates significant Code Enforcement efforts to improve City beautification, with emphasis on downtown to improve economic development and long-term growth, as well as other major components of the Board's top priorities.

Developing this budget was particularly challenging given the turbulence in the economy, the increasing needs of our community, stagnant revenue growth, and the increasing cost of health care. It is crucial to the well-being of our community that we, as service providers, scrutinize our resources in this troubling economy and, with that in mind, we have prepared this budget to protect public safety, to improve economic development, and to maintain basic services.

The Property Tax reevaluation resulted in a millage rate rollback that cost the City more than \$1 million in FY 2008 revenues. Because greater attention must be paid to our finances, I set goals and committed myself to make our government finances more transparent and to formalize the process of Quarterly Financial Reviews (QFR). Sound financial management is essential in a time of unpredictable economy, taxpayer resistance, the increased cost of providing government services, and a stagnant revenue stream.

The QFR is part of my continuing efforts to review and improve our control of City finances and to improve operational effectiveness and efficiency. The results summarize financial conditions, reveal economic trends, inform policy implications, and guide recommendations for corrective action.

In January 2008, the Board approved the first budget amendment for FY 2008 that realigned costs among several departments in the General Fund. That amendment did not change the total General Fund budget of \$49,335,551 or the total City budget of \$98,528,639. However, in fourth quarter FY 2008, the second budget amendment was passed to fund the following measures enacted by the Board during the fiscal year with the awareness that they would increase expenditures or reduce revenues:

- Property tax millage rate rollback
- Group health plan shortfall
- RiverQuarium subsidy
- Labor audit
- Additional demolition/code enforcement expenditures

In addition to the previously approved items, there have been several unanticipated expenditures that were also included in the amended budget:

- Fuel expenditures due to oil industry cost increases
- Increased expenditures in several areas of the Police Department budget, including personal services costs
- Increased expenditures in personal services for Transit Department.

The total of all the additional planned and unanticipated expenditures was \$3,274,746. To partially offset the additional expenditures, thirteen departments were projected to complete the fiscal year with budget savings were reduced by a total of \$1,827,198. The remainder of the shortfall came from the City's unreserved Fund Balance.

The amendment to the General Fund budget increases expenditures from \$49,335,511 to \$50,682,059, an increase of \$1,346,548. The amendment to the Transit budget increases expenditures from \$2,241,155 to \$2,342,155. The total amendment represented an increase in expenditures of \$1,447,548 from \$98,528,639 to \$99,976,187.

In addition to the increase in expenditures, there was a reduction in revenue of \$1,635,813 due to the millage rate rollback. To compensate for the \$3,083,361 combined total of higher expenditures and lower revenues, the Fund Balance will be reduced by that amount when the fiscal year closes.

Mayor and Board of City Commissioners

September 18, 2008

We faced similar challenges in preparing this year's budget. The Property Tax reevaluation and the Board's vote for a small millage rate rollback resulted in a significant amount of unrealized revenue this year. The high cost of oil has driven the cost of consumer goods and fuel higher. To sustain our service levels and to continue to meet the needs of our citizens without increasing property taxes this year, we have chosen to use a portion of our unreserved fund balance to balance our FY 2009 budget. This is not an option that we plan to exercise often, as the regular depletion of our fund balance could send an unfavorable message to bond rating agencies and to the public. We are satisfied that we have sufficient unreserved fund balance available for our future needs and for any unforeseen emergencies. However, alternative revenue sources and/or cost reductions must be identified to continue our service delivery at the current level in future budgets.

This budget includes:

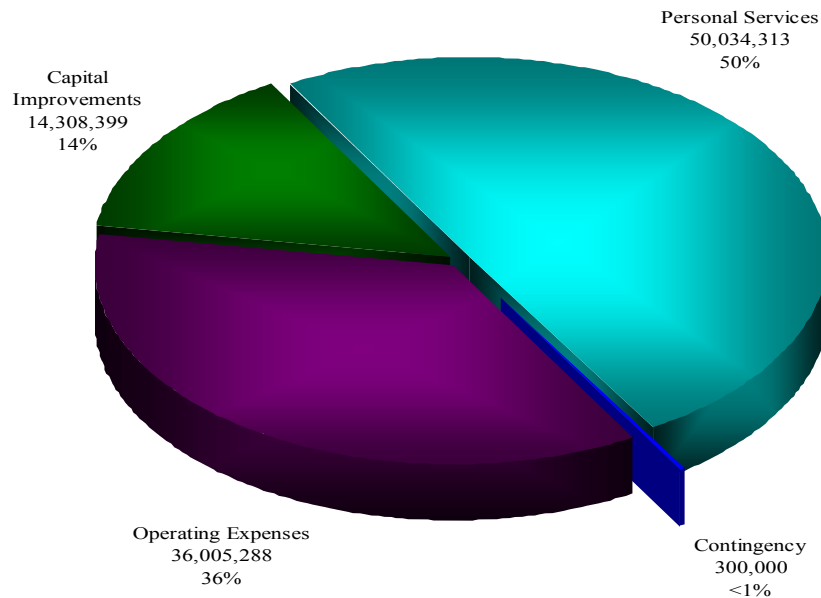
- 3% Cost of Living Adjustment (COLA) effective July 2008
- Property Tax millage rate rollback
- 15% Group Health Plan increase
- Reduction in funding for Workers Compensation
- Additional \$50,000 for EDC
- Increased fuel costs
- \$150,000 for demolition costs
- Increased subsidies to the non-major Enterprise Funds
- 2.9% rate increase for Solid Waste
- 2.9% rate increase for Sanitary Sewer
- Additional \$750,000 transfer from WG&L
- \$150,000 for ATI
- \$25,000 for State Lobbyist
- \$50,000 for GIS Site License
- \$50,000 in operating and promotional funding for downtown development efforts
- \$250,000 subsidy for RiverQuarium

The total number of Full Time Equivalents or FTE has, increased by an additional 12 new positions:

- City Manager's Office (1)Administrative Assistant
- Attorney's Office (1) Assistant City Attorney
- Information Technology (2) System Analysts
- Code Enforcement Office (2) Code Enforcement Officers
(2)Housing/Code Inspectors
- Recreation (3)Groundskeepers
- Transit (1) Customer Services Specialist

Revenues – In preparing revenue projections, staff analyzed five years of historical trends, the FY 2008 operating budget, the state of the National, State and local economies, and other changes that might affect the City's revenue sources. Revenues increased by \$671,813 over the FY 2008 Amended Budget revenues of \$99,946,187. This increase is primarily attributable to a 3.6% increase in funding from reserves of the General Fund due to property tax millage rate rollback and sluggish revenue growth from a downturn in the economy.

Budget Overview - The chart below shows the total operating budget of \$100,648,000 by category:



Personal Services – These services are the largest expenditures of the overall budget and represent \$50,034,313, or 50%, of the total budget. A 3% Cost of Living Adjustment (COLA) for all City employees effective July 1, 2008 was approved and incorporated into this budget.

Operating Expenditures - This is the City's second largest expenditure and represents 36%, or \$36,005,288, of the total budget.

Contingency – A total of \$300,000 has been set aside in the General Funds contingency account. This dollar amount is set aside for unbudgeted emergencies. These funds are used at the City Manager's discretion.

Capital Improvement Program (CIP) –A portion of the total budget, \$14,308,399, has been allocated for capital, equipment, and system improvements. The Capital Improvement Program (CIP) is a five-year planning instrument used by the City of Albany to identify needed capital projects. The CIP accounts for expenditures that exceed \$5,000 and have a useful life of one year or more. The General and Non-Major Enterprise Funds capital projects are funded from 7.9% of sales tax revenue and \$325,000, from Water, Gas & Light (WG&L). The Enterprise Funds' capital needs are funded through budgeted capital replacement.

The CIP is reviewed and updated each year to reflect the changing priorities of the organization. The City's 10% matching local shares for Transit and the Airport are usually housed under the CIP as well; however, the Airport Fund's 10% matching local share will be funded through Passenger Facility Charge (PFC) funds in FY '09.

Debt Service Fund – This fund was established to comply with the Uniform Chart of Accounts and totals \$700,000. This fund accounts for debt service payments for the GMA lease pool

agreement. In 1998, the City entered into a lease agreement with Georgia Municipal Association (GMA) for \$9,000,000 to be spent over 5 years. Through the lease pool, the City has been able to upgrade its information technology infrastructure and replace outdated rolling stock. The City has appropriated \$700,000, or 7.7%, of sales tax revenue to fund the annual GMA debt payment. Currently, we are paying down the GMA debt and exercising a pay-as-you-go method for vehicle purchases in the General Fund and Non-Major Funds. The Civic Center debt payment is scheduled to be retired in fiscal year 2011 as part of the most recent Special Purpose Local Option Sales Tax series approved by the Citizens of Albany.

House Bill (HB) 489 – The City continues its delineation of service agreement (HB 489) initiatives with Dougherty County. This initiative includes funding from Dougherty County for the following City departments: Fire, Information Technology, Planning, Traffic Engineering, Central Services, Emergency Management and Recreation. Through these joint agreements, the City anticipates receiving \$4,137,331, from Dougherty County.

Risk Management Program – The Mayor and Board of City Commissioners voted that the City of Albany would become self-funded for liability beginning May 1, 2005. The City had previously contracted these services with the Georgia Interlocal Risk Management Agency (GIRMA). The City's Risk Management Program is managed by both the City Attorney's office and the Human Resource Management Department's Risk Management Division. These two units work together to contain costs associated with liability issues for the City. This coverage includes airport liability, automobile liability, automobile physical damage, boiler and machinery, crime, electronic data processing, fiduciary liability, general liability, law enforcement liability, property damage, public officials' liability, extended reporting period, travel accident and unlicensed equipment. The Risk Management Division's budget includes \$822,600 to cover expenses associated with the City of Albany's Liability Reserve program.

Workers' Compensation Fund – The City's Workers' Compensation fund continues to be a viable and solvent fund. Through aggressive claims management, the number of claims continues to decline. Due to the high level of reserves in this fund, workers' compensation was not funded for FY 2009. The City's main objective continues to be: (1) to assure that the injured employee gets the best and most efficient medical care available, and (2) to get the injured worker whole and back to work as quickly as possible.

General Fund – Accounting for 50% of the City's total budget, this is the City's largest fund. The General Fund for FY 2009 totals \$52,484,898, an increase of approximately 4%, or \$1,802,839, from FY 2008's General Fund Amended budget of \$50,682,059. Revenue for Sales Tax, Insurance Taxes, Fines and Forfeitures, and Occupational Taxes collections rose slightly, while Property Tax declined greatly with the millage rate rollback. The small natural growth in the tax digest and help from the General Fund reserves are the major reasons for the overall increase. The City of Albany is reviewing all fee structures to realign rates with cost of providing services. The General Fund finances the operations of General Government, Public Safety, Recreation & Parks, Engineering, Planning Services, Independent Agencies, Public Works Administration, and Public Works Street Maintenance.

Special Funds – Collectively, the City's Special Funds are the second largest fund. Altogether, they total \$18,993,707, or 19% of the FY 2009 Budget. However, it is a decrease of \$1,396,898, over the FY 2008 Amended Special Funds total of \$20,390,605. This 7.4% overall decrease is attributable to a change in philosophy to pay for vehicles as we go rather than create additional

debt as well as a reduction in grant funding. Included in this category are CAD 911, Hotel/Motel, Community & Economic Development, and SPLOST Funds. Additionally, the Debt and Capital Improvement Fund are included and receive funding from the General Fund to cover their costs. More detail about some of the funds included in the Special Funds category follows.

Community Development – Community Development is a special revenue fund, totaling \$2,567,691, a decrease of \$156,416, or approximately 6%, from the FY 2008 budget of \$2,724,107. The funds allocated to the City by the U. S. Department of Housing and Urban Development (HUD) and income received from repayment of loans, rents, etc., represent this fund's revenue sources. Community Development is designed to expand economic opportunities, to provide decent housing for and to meet the other needs of persons of low-to-moderate income.

Hotel/Motel Fund- This fund is a Special Fund that was established to comply with the Uniform Chart of Accounts. This fund totals \$699,428. The Hotel/Motel Fund increased by \$69,037, or 11%, compared to fiscal year 2008's budget of \$630,391. These funds are allocated annually to the Chamber of Commerce and the Albany Convention and Visitors Bureau to promote tourism, conventions, and trade shows.

Sponsored Operations – The Grant Fund is a special revenue fund that provides for the administrative accounting for funds received from local, state, and federal sources for entitlement programs and discretionary projects. The fund totals \$832,677, which is \$429,377 less than the amended fund total of \$1,262,054 in fiscal year 2008. This substantial decrease is attributable to completion of grants for capital projects. The appropriations for grant projects do not lapse at the end of each fiscal year, but remain in force for the life of the grant by means of re-appropriations contained in this budget document.

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

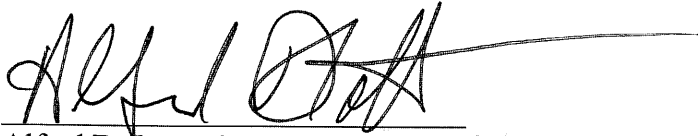
Enterprise Funds – Sanitary Sewer System and Solid Waste are the two major Enterprise Funds. As the third and fourth largest funds, the funds are self-supporting since they generate enough revenue through service charges to cover their costs. The City increased rates for both of these funds by 2.9% for its residential customers in FY 2009 effective July 1, 2008. Management for these funds is making a concerted effort to control expenditures in order to maintain its rate structure. However, due to the economy and high fuel cost, rates had to be increased to defray costs. The Sanitary Sewer System, which totals \$15,006,000, represents a minor increase of 1.5% over the FY 2008 adopted Sanitary Sewer System revenue of \$14,791,125. The Solid Waste Fund totals \$8,591,195, a decrease 3.4% from the FY '08 Amended Budget of \$8,896,982.

Non-Major Enterprise Funds – These enterprise funds do not generate enough revenue to cover their operational costs; therefore, the General Fund subsidizes these funds. The Transit System, Municipal Auditorium, Civic Center, and Airport Fund are not self-supporting and receive \$3,060,754, or 5.8% assistance from the General Fund. This is increase of \$402,806, over FY 2008 allocation of \$2,657,948.

Mayor and Board of City Commissioners
September 18, 2008

The adopted FY 2009 budget was a concerted effort by the Board, Department Heads and their staffs, the Finance Department budget staff, and citizens of our great community. I appreciate everyone's efforts and contribution toward this budget and I look forward to working with staff in delivering the highest level of service possible to our citizens.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Alfred D. Lott", with a long horizontal line extending to the right from the end of the signature.

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

STRATEGIC PLAN UPDATE 2009

The City of Albany, under the leadership of the City Manager and the Board of City Commissioners, has committed itself to continually improving the efficiency and effectiveness of the organization. The organization’s leaders adopted the City of Albany’s first strategic plan in FY 2006. Staff updated the City’s original strategic plan to reflect modifications from the first application year as well as respond to new demands. This section discusses staff’s methodologies for updating the plan and measuring the plans progress. The results of the FY 2009 update are forthcoming.

Strategic Plan Update Process

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

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

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

Strengths:

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

Opportunities:

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

Weaknesses:

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

Threats:

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

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

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

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

These are the five goals set by staff:

GOAL #1: TO ATTRACT AND RETAIN QUALIFIED EMPLOYEES

- To develop a career track for all employees
- To establish and maintain a wellness program for employees
- To develop employee incentives for performance
- To establish competitive comparisons for pay and benefits
- To provide adequate professional training for all employees
- To establish and reinforce SMART standards for employees (specific, measurable, attainable, realistic, and timely)

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

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

GOAL #3: TO CREATE AND MAINTAIN CUSTOMER SERVICE AWARENESS

- To establish minimum expectation service standards
- To identify our customers
- To find ways to more effectively serve our customers
- To develop and establish a standard operating procedure for every function
- To maintain an internal customer service training program
- To create an internal bulletin board or intranet for employee communications
- To provide for communication linkage between related departments
- To educate citizenry of services provided and the importance and value of those services

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

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

GOAL # 5: TO DEVELOP A HEALTH-CONSCIOUS ATMOSPHERE

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

Measurement

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

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

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

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

AN ORDINANCE
ENTITLED 08-123

AN ORDINANCE ADOPTING BUDGET AND
APPROPRIATIONS FROM THE PERIOD OF
JULY 1, 2008, THROUGH JUNE 30, 2009;
REPEALING PRIOR ORDINANCES IN
CONFLICT AND FOR OTHER PURPOSES.

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

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


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

SECTION 1. The proposed budget and appropriations for the period July 1, 2008, through June 30, 2009, are hereby adopted, and the estimated receipts of expenditures therein contained are approved. A copy of said budget is on file in the office of the City Clerk and a summary of same is attached hereto in the form of a budget summary marked Exhibit "A" and made a part of this Ordinance and incorporated herein by reference as fully as if set forth verbatim. The sums of money set out in the budget are hereby appropriated to be paid out of the respective funds of the City of Albany designated in the exhibit for the Fiscal Year beginning July 1, 2008, through June 30, 2009. The Finance Director is hereby authorized and directed to issue her warrants for the same as the several items shall respectively become due.

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


MAYOR

ATTEST:


CITY CLERK

Adopted: June 25, 2008

Introduced By Commissioner: Postell

Date(s) read: June 25, 2008

EXHIBIT A
FY 2008 / 2009 BUDGET

**REVENUE & EXPENDITURE RECAP
FISCAL YEAR 2008/2009**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|--|---------------------------|--------------------------|---------------------------|
| REVENUE | | | |
| GENERAL & SPECIAL FUNDS: | | | |
| General Fund | 48,260,120 | 50,682,059 | 52,484,898 |
| Public Improvement | 2,495,730 | 1,304,095 | 1,042,300 |
| Debt/Sinking Fund | 25,180 | 1,093,000 | 700,000 |
| CAD 911 | 1,565,781 | 1,727,849 | 1,728,886 |
| Hotel/Motel Fund | 716,562 | 630,391 | 699,428 |
| Community & Economic Development | 4,555,480 | 2,724,107 | 2,567,691 |
| Grant Fund | 1,645,734 | 1,262,054 | 832,677 |
| SPLOST | <u>25,629,060</u> | <u>11,649,109</u> | <u>11,422,725</u> |
| General & Special Funds Subtotal: | 84,893,647 | 71,072,664 | 71,478,605 |
| ENTERPRISE FUNDS: | | | |
| Sanitary Sewer Enterprise | 11,420,939 | 14,791,125 | 15,006,000 |
| Solid Waste Enterprise | 8,311,907 | 8,896,982 | 8,591,195 |
| Airport | 5,724,419 | 1,275,921 | 1,356,948 |
| Municipal Auditorium | 179,590 | 87,052 | 93,657 |
| Albany Civic Center | 1,430,447 | 1,510,288 | 1,558,882 |
| Transit System | <u>3,210,688</u> | <u>2,342,155</u> | <u>2,562,713</u> |
| Enterprise Funds Subtotal: | 30,277,990 | 28,903,523 | 29,169,395 |
| TOTAL GENERAL/SPECIAL & ENTERPRISE FUNDS: | <u>115,171,637</u> | <u>99,976,187</u> | <u>100,648,000</u> |
| EXPENDITURE | | | |
| GENERAL & SPECIAL FUNDS: | | | |
| General Fund | 45,722,129 | 50,682,059 | 52,484,898 |
| Public Improvement | 1,674,333 | 1,304,095 | 1,042,300 |
| Debt/Sinking Fund | 25,165 | 1,093,000 | 700,000 |
| CAD 911 | 1,464,743 | 1,727,849 | 1,728,886 |
| Hotel/Motel Fund | 653,671 | 630,391 | 699,428 |
| Community & Economic Development | 4,084,282 | 2,724,107 | 2,567,691 |
| Grant Fund | 1,473,066 | 1,262,054 | 832,677 |
| SPLOST | <u>15,796,148</u> | <u>11,649,109</u> | <u>11,422,725</u> |
| General & Special Funds Subtotal: | 70,893,537 | 71,072,664 | 71,478,605 |
| ENTERPRISE FUNDS: | | | |
| Sanitary Sewer Enterprise | 8,911,023 | 14,791,125 | 15,006,000 |
| Solid Waste Enterprise | 7,547,503 | 8,896,982 | 8,591,195 |
| Airport | 1,528,711 | 1,275,921 | 1,356,948 |
| Municipal Auditorium | 160,738 | 87,052 | 93,657 |
| Albany Civic Center | 1,710,825 | 1,510,288 | 1,558,882 |
| Transit System | <u>3,200,533</u> | <u>2,342,155</u> | <u>2,562,713</u> |
| Enterprise Funds Subtotal: | 23,059,333 | 28,903,523 | 29,169,395 |
| TOTAL GENERAL/SPECIAL & ENTERPRISE FUNDS: | <u>93,952,870</u> | <u>99,976,187</u> | <u>100,648,000</u> |

MAJOR REVENUE SOURCE SUMMARY

The General Fund estimated \$52,484,898 revenue accounts for 52% of the total FY 2009 estimated revenue of \$100,648,000. It represents an increase of approximately 1.04%, or \$1,802,839, of the previous year's Amended General Fund Revenue. These estimates are based on historical revenue collection trends as well as current economic trends in the national, state, and local economies. Revenue and expenditure estimates are conservative and assume no growth.

This general operating fund for the City is used to account for all financial resources traditionally associated with governmental functions that are not legally required or by sound financial management required to be accounted for in another fund. The most significant General Fund revenue components are property taxes, sales taxes, and the Water, Gas & Light transfer. Trends for these revenue sources are highlighted in the following section.

Property Taxes - Property Taxes are the largest and the most significant source of revenue to the City. It provides \$14,342,103, approximately 27% of the General Fund Revenue. These taxes are calculated using a state approved tax digest at millage rates set by the Mayor and Board of Commission.

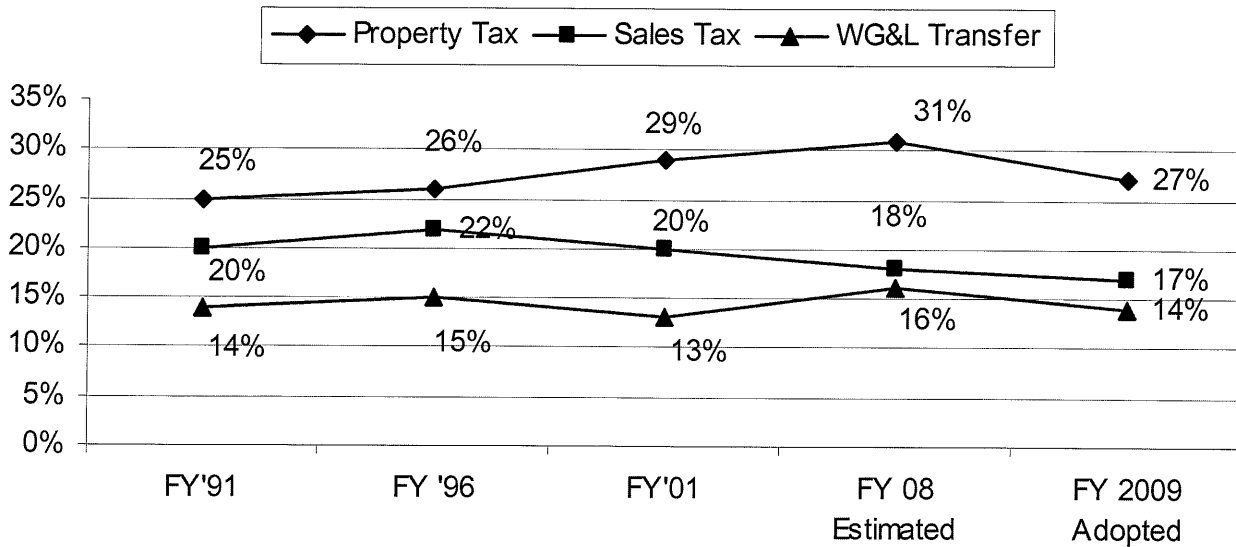
In 2006, Tyler Technologies CLT, of Dayton Ohio, was contracted to perform the first countywide property revaluation in more than 40 years. The tax digest for FY 2007 increased 17.68% from 2006. Protests over many of the assessments led to more than 5,500 appeals to the County's Board of Tax Assessors. This delayed approval of the new tax digest. In response, the City chose to roll back the millage rate to 9.159 mills which would negate the effect of the tax increase. The Dougherty Taxpayers Association was formed in June 2007 and filed a class action lawsuit in Superior Court in January of 2008 citing 18 complaints against the Tax Director and individual members of the Board of Tax Assessors.

One mill represents one dollar of tax for every \$1,000 of taxable value. Ad valorem taxes, current taxes, prior year taxes, and penalties and interests are included in property taxes.

Sales Tax - Sales Tax is the second largest revenue source, with estimated revenue of \$9,100,000, or 17% of the General Fund Revenue. Sales Taxes are projected based on economic indicators and are collected at 1% of the State sales taxes. The City shares sales tax revenue with the County on a 60:40 basis of countywide collections. The State of Georgia limits jurisdiction to one cent for general purpose.

Water, Gas & Light Transfer (WG&L) - This is the third largest revenue source for the City of Albany and is estimated at \$7,088,128, or 14% of General Fund Revenue. In July of 1993, the City of Albany and WG&L Commission entered into an agreement whereby an amount equal to 7.5% of total metered revenue for the preceding year will be transferred to the City of Albany on an annual basis. This year's transfer includes an additional \$750,000 over the amount established in that agreement, which approximates 7.5% of unmetered revenue.

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



The Sanitary Sewer Enterprise Fund is a division of the Public Works Department. It represents approximately 15% of the City of Albany’s FY 2009 Adopted Budget. This fund is projected to generate \$15,006,000 in FY 2009. User fees comprise 96% of that revenue, which is expected to increase moderately due to an increase in user fee rates. City Ordinance 97-154 allows the Sanitary Sewer Enterprise Fund annual user fee rate increases based on the Consumer Price Index. The increase for FY 2009 is 2.9%.

The Solid Waste Enterprise Fund is a division of the Public Works Department. This division is responsible for generating approximately 9% or \$8,591,195 of the City’s FY 2009 revenue. User fees comprising of residential garbage collection represent about 96% of this fund’s projected revenue. The user fees increased based on the Consumer Price Index of 2.9%.

**GENERAL FUND
REVENUE & EXPENDITURES**

**FY 2009
GENERAL FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|-----------------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| Sales Tax | 9,177,213 | 9,000,000 | 9,100,000 |
| Property Tax | | | |
| Current Taxes | 14,480,335 | 13,414,187 | 14,342,103 |
| Prior Taxes | 147,469 | 120,000 | 120,000 |
| State of Georgia-Railroad Eq | 20,350 | 0 | 0 |
| Intangible Tax | 132,252 | 130,066 | 130,000 |
| Penalties and Interest | 36,425 | 33,969 | 30,000 |
| Other Taxes | | | |
| Real Estate Transfer Tax | 45,071 | 31,988 | 45,000 |
| Payment in Lieu of Taxes | 130,201 | 116,037 | 130,000 |
| Licenses and Taxes | | | |
| Occupational Taxes | 1,459,572 | 1,600,000 | 1,500,000 |
| Admin-Do. Co. HB 489 | 23,101 | 21,000 | 22,000 |
| AT&T | 18,344 | 100,000 | 18,344 |
| Motor Vehicle License and Permits | 290 | 373 | 0 |
| Bell South License | 550,493 | 600,000 | 550,000 |
| Georgia Power | 478,904 | 430,000 | 470,000 |
| Alcohol Beverage License | 314,340 | 315,000 | 318,000 |
| Training - Alcohol to Minors | 1,680 | 0 | 0 |
| Liquor and Wine Tax | 241,315 | 215,000 | 220,000 |
| Beer Tax | 1,048,736 | 1,056,000 | 1,062,000 |
| Mixed Drink Tax | 112,814 | 107,426 | 102,157 |
| Alcoholic I/D Cards | 10,578 | 16,289 | 11,000 |
| Casualty Insurance | 83,934 | 80,000 | 85,000 |
| Insurance Taxes | 4,042,768 | 4,200,000 | 4,390,000 |
| Franchise Fees | | | |
| Cable Television | 800,943 | 604,663 | 787,263 |
| Haulers Fee | 253,645 | 269,201 | 297,600 |
| Fines and Forfeitures | | | |
| Fines and Forfeitures | 771,188 | 1,133,371 | 1,242,315 |
| Animal Control Fines | 5,080 | 6,805 | 2,852 |
| Municipal Court | 85,680 | 120,000 | 90,838 |
| Permits and Fees | | | |
| Building Permits | 242,805 | 250,000 | 270,000 |
| Electrical Permits | 34,699 | 37,601 | 33,550 |
| Plumbing Permits | 27,313 | 31,485 | 26,299 |
| Gas Permits | 4,269 | 7,975 | 4,850 |

**FY 2009
GENERAL FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|-----------------------------|-----------------------------|------------------------------|------------------------------|
| HVAC Permits | 29,090 | 32,347 | 26,000 |
| Gas Certificates | 535 | 184 | 150 |
| Plan Review | 9,532 | 4,674 | 20,000 |
| Zoning Fees | 77,789 | 59,000 | 52,382 |
| Planning Misc Fees | 1,098 | 1,351 | 2,000 |
| Examination Fees (Gas) | 100 | 100 | 0 |
| Charges for Services | | | |
| Recreation | | | |
| Green Fees | 111,418 | 112,088 | 110,000 |
| Annual Memberships | 67,336 | 77,700 | 69,020 |
| Golf Merchandise | 15,824 | 15,000 | 15,000 |
| Golf Concessions | 23,748 | 30,000 | 23,000 |
| Hand Carts | 373 | 100 | 300 |
| Power Rentals | 80,620 | 73,295 | 127,330 |
| Golf Miscellaneous | 0 | 0 | 0 |
| Range Ball | 3,166 | 3,000 | 2,000 |
| Rental Club | 286 | 450 | 450 |
| Beer Sales | 8,942 | 5,000 | 9,000 |
| James H Gray Sr Center | 25,000 | 0 | 0 |
| Turner Gym Concessions | 55 | 0 | 0 |
| Carver Pool Admissions | 43 | 300 | 300 |
| Basketball | 5,950 | 5,950 | 6,300 |
| Football | 9,550 | 10,000 | 10,000 |
| Dixie League Baseball | 25,000 | 0 | 0 |
| Softball, Adult | 25,692 | 24,150 | 19,825 |
| Tennis | 1,500 | 0 | 0 |
| Ceramic Supplies | 2,178 | 2,000 | 0 |
| Softball, Youth | 0 | 3,000 | 1,950 |
| Cheerleading | 1,425 | 1,500 | 1,500 |
| Flag Football - Adult | 4,050 | 4,500 | 5,400 |
| Kickball | 1,100 | 1,100 | 0 |
| Recreation Rentals | 2,925 | 2,000 | 2,100 |
| George Ort Banquet Hall | 10,375 | 9,625 | 10,175 |
| South Coast League | 18,000 | 0 | 0 |
| Gordon Complex Concessions | 129 | 0 | 500 |
| Souvenirs, Gordon | 1,308 | 0 | 0 |
| Blaylock Concessions | 111 | 0 | 650 |
| Other Concessions | 100 | 0 | 0 |
| Special Events | 0 | 1,300 | 500 |
| Ceramics | 590 | 600 | 2,455 |

**FY 2009
GENERAL FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|--|-----------------------------|------------------------------|------------------------------|
| Other Charges | | | |
| Garnishment Fees | 8,180 | 3,000 | 3,000 |
| Attorney Fees | 2,150 | 15,000 | 5,000 |
| Cemetery | | | |
| Graves | 106,444 | 93,500 | 118,250 |
| Lots | 34,588 | 20,900 | 16,500 |
| INTER GOVERNMENTAL REVENUE | | | |
| Federal Government | | | |
| AFD Sprinkler Permit | 3,100 | 2,000 | 3,000 |
| AFD Re-inspection Fee | 300 | 300 | 300 |
| AFD Tank Removal & Install Fee | 900 | 300 | 300 |
| AFD Commercial Burn Permit | 1,150 | 2,700 | 2,700 |
| Emergency Management | 0 | 26,858 | 26,858 |
| Highway Maintenance Contract | 148,960 | 141,230 | 141,230 |
| Dougherty County | | | |
| GIS Maintenance Contracts | 48,343 | 0 | 0 |
| Fire Protection | 2,611,933 | 2,495,483 | 2,848,219 |
| Information Technology | 421,804 | 755,532 | 538,766 |
| Planning & Development | 448,199 | 471,299 | 401,388 |
| Traffic Engineering | 11,738 | 45,000 | 45,000 |
| Central Services | 91,722 | 94,469 | 111,450 |
| Emergency Management | 30,864 | 18,797 | 38,385 |
| Recreation | 132,749 | 150,000 | 154,123 |
| Other Governments | | | |
| Indirect Cost Allocation | 1,438,447 | 1,480,000 | 1,713,616 |
| TRANSFERS FROM WG&L | 7,085,674 | 7,266,277 | 7,088,128 |
| Other Revenues | | | |
| Interest Income/GMA Lease | 420,575 | 200,000 | 100,000 |
| Interest Income-Certificate of Deposit | 526,107 | 300,000 | 250,000 |
| Comm Dev Finance Employees | 79,418 | 0 | 0 |
| Gasoline Sales | 4,160 | 5,160 | 5,000 |
| Shop Charges-Labor | 533,938 | 446,340 | 556,730 |
| Shop-Outside Repairs | 16,574 | 10,695 | 18,002 |
| Printing & Reproduction-Internal | 165,516 | 179,128 | 170,775 |
| Gains Loss on Sales | 31,498 | 0 | 100,000 |
| Proceeds/Sale of Asset | 68,986 | 50,000 | 50,000 |

**FY 2009
GENERAL FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|---|-----------------------------|------------------------------|------------------------------|
| Ins. Reimb. Prop. Damage | 53,180 | 0 | 0 |
| Discounts Earned | 980 | 0 | 0 |
| Risk Management | 79,240 | 97,132 | 100,290 |
| Sediment/Erosion Control | 11,758 | 0 | 0 |
| Miscellaneous Revenue | 32,837 | 15,000 | 15,000 |
| Handling Fee (Returned Check) | 1,772 | 0 | 0 |
| Timber Sales | 397 | 0 | 0 |
| Miscellaneous Police Receipts | 16,436 | 0 | 0 |
| Penalty Lot Cleaning | 1,644 | 5,000 | 0 |
| False Alarms | 0 | 60,000 | 60,000 |
| Miscellaneous Assessments | 1,587 | 1,200 | 1,200 |
| Transfer from Fund Balance | 0 | 3,083,361 | 3,598,150 |
| General Fund Rev. Subtotal: | 50,020,593 | 52,064,411 | 54,201,018 |
| Transfers to General Fund | | | |
| Hotel Motel Fund | 601,190 | 630,391 | 699,428 |
| Capital Improvement Fund | 0 | 645,205 | 645,205 |
| Transfer to General Fund Subtotal: | 601,190 | 1,275,596 | 1,344,633 |
| Subtotal | 50,621,783 | 53,340,007 | 55,545,651 |
| Transfers from General Fund | | | |
| Municipal Auditorium | (24,862) | (63,352) | (75,882) |
| Civic Center | (896,654) | (1,116,313) | (1,266,841) |
| Transit System | (851,410) | (952,630) | (1,160,349) |
| Airport Fund | (412,375) | (525,653) | (557,682) |
| Workers Comp Fund | 230 | 0 | 0 |
| Debt/Sinking Fund | (176,589) | 0 | 0 |
| Transfers from General Fund Subtotal | (2,361,660) | (2,657,948) | (3,060,754) |
| GENERAL FUND REVENUE: | 48,260,120 | 50,682,059 | 52,484,898 |

**FY 2009
GENERAL FUND EXPENDITURES**

| Description | Audited 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|---|------------------------------|------------------------------|------------------------------|
| Legislative | 211,778 | 274,445 | 269,531 |
| Elected Officials | 105,464 | 159,350 | 194,957 |
| City Manager | 923,365 | 943,284 | 1,186,024 |
| City Attorney | 349,300 | 397,036 | 546,151 |
| Municipal Court | 470,204 | 539,786 | 546,258 |
| Human Resources | 3,252,111 | 3,597,277 | 1,881,823 |
| Risk Management | 901,129 | 933,707 | 922,290 |
| Central Services - Administrative/Procurement | 648,282 | 638,741 | 656,951 |
| Central Services - Printing Division | 228,393 | 202,358 | 209,696 |
| Central Services - Material Management Div. | 231,276 | 248,234 | 284,555 |
| Central Services - Fleet Management | 718,975 | 815,653 | 883,746 |
| Central Services - Fleet Pool Management | 6,354 | 10,000 | 10,000 |
| Finance - Administration & Accounting | 683,647 | 930,843 | 967,471 |
| Finance - Office of Management/Budget | 227,212 | 200,500 | 206,930 |
| Finance - Treasurer | 775,648 | 588,691 | 702,036 |
| Enforcement - Administration | 565,910 | 676,686 | 853,775 |
| Enforcement - Services | 190,756 | 251,163 | 391,051 |
| Information Technology (IT) | 1,025,812 | 1,143,738 | 1,535,032 |
| Planning & Development Services | 1,157,820 | 1,141,910 | 1,545,688 |
| Police - Administration | 2,086,507 | 2,954,807 | 2,643,015 |
| Police - Uniform | 7,279,469 | 7,616,703 | 7,768,881 |
| Police - Support Services | 1,721,981 | 1,936,311 | 1,980,412 |
| Police - Investigative | 2,037,724 | 2,287,048 | 2,552,455 |
| Police - COP | 292,552 | 311,262 | 309,905 |
| Fire - Administration | 361,482 | 392,800 | 448,661 |
| Fire - Suppression | 8,170,845 | 9,060,453 | 9,299,870 |
| Fire - Prevention | 330,480 | 351,393 | 393,701 |
| Fire - Training | 131,297 | 246,100 | 329,813 |
| Fire -Emergency Management | 76,594 | 81,069 | 104,335 |
| Fire - Communications | 599,340 | 640,592 | 653,391 |
| Engineering | 3,184,473 | 3,324,897 | 3,767,438 |
| PW Administration | 252,005 | 328,752 | 267,999 |
| PW Street Maintenance | 168,107 | 204,528 | 212,050 |
| PW Street Maintenance - Right of Way | 679,828 | 787,245 | 879,536 |
| PW Street Maintenance - Asphalt/Concrete | 297,427 | 358,350 | 366,724 |
| PW Street Maintenance - Grading/Construction | 573,098 | 711,968 | 715,372 |
| PW Street Maintenance - Tree Maintenance | 195,442 | 224,381 | 315,890 |
| Recreation - Administration | 245,090 | 285,428 | 305,216 |
| Recreation - Centers & Gyms | 774,297 | 798,656 | 807,087 |
| Recreation - Parks/Playgrounds | 58,347 | 59,230 | 80,352 |
| Recreation - Aquatics | 94,107 | 108,489 | 113,621 |
| Recreation - Athletics | 492,503 | 508,440 | 559,672 |
| Recreation - Flint River Golf | 397,150 | 358,689 | 420,806 |
| Recreation - Parks Maintenance | 659,522 | 789,353 | 803,912 |
| Recreation - Cemeteries | 261,357 | 299,854 | 304,329 |
| Recreation - Special Services | 66,562 | 98,501 | 96,791 |
| Recreation - Park Development & Management | 67,111 | 76,451 | 312,792 |
| Independent Agencies | 1,494,000 | 1,786,907 | 1,876,907 |
| Total General Fund Expenditure: | 45,722,129 | 50,682,059 | 52,484,898 |

**SPECIAL FUNDS
REVENUE & EXPENDITURES**

**FY 2009
PUBLIC IMPROVEMENT FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|-------------------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| Dougherty County Computer Equipment | 185,983 | 0 | 0 |
| GMA Lease Pool-Proceeds | 281,308 | 1,300,000 | 645,205 |
| Recreation Jackson Heights | 80,000 | 0 | 0 |
| Tree Ordinance: Construction | (6,105) | 0 | 0 |
| Transfers from WG&L | 321,250 | 325,000 | 325,000 |
| Transfers In | 1,274,925 | 0 | 0 |
| Transfers (Out) | 0 | (645,205) | (645,205) |
| Sales Tax | 358,369 | 324,300 | 717,300 |
| | ===== | ===== | ===== |
| PUBLIC IMPROVEMENT REVENUE | 2,495,730 | 1,304,095 | 1,042,300 |
| | ===== | ===== | ===== |

**FY 2009
DEBT SERVICE/SINKING FUND
REVENUE:**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|--------------------|-----------------------------|------------------------------|------------------------------|
|--------------------|-----------------------------|------------------------------|------------------------------|

Revenues

| | | | |
|------------------------|-------------|-----------|---------|
| Sales Tax | 1,098,501 | 1,093,000 | 700,000 |
| Interest Income | 15 | 0 | 0 |
| Other Revenue | 25,000 | 0 | 0 |
| Operating Transfer Out | (1,274,925) | 0 | 0 |
| Operating Transfers In | 176,589 | 0 | 0 |
| | ===== | ===== | ===== |

**DEBT SERVICE/SINKING FUND
REVENUE:**

| | | | |
|--|---------------|------------------|----------------|
| | 25,180 | 1,093,000 | 700,000 |
| | ===== | ===== | ===== |

FY 2009
911 CAD REVENUE

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|--------------------|-----------------------------|------------------------------|------------------------------|
|--------------------|-----------------------------|------------------------------|------------------------------|

Revenues

| | | | |
|--------------------------|------------------------------------|------------------------------------|------------------------------------|
| Interest Income | 86,612 | 0 | 65,000 |
| Dougherty County Revenue | 70,630 | 89,046 | 91,717 |
| 911 Fees | 1,408,539 | 1,638,803 | 1,572,169 |
| | <u><u> </u></u> | <u><u> </u></u> | <u><u> </u></u> |
| 911 CAD REVENUE: | <u><u>1,565,781</u></u> | <u><u>1,727,849</u></u> | <u><u>1,728,886</u></u> |

FY 2009
HOTEL/MOTEL FUND REVENUE

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|----------------------------------|---------------------|----------------------|----------------------|
| Revenues | | | |
| Hotel/Motel Tax | 1,307,342 | 1,260,781 | 1,398,856 |
| Operating Transfers Out | (590,780) | (630,390) | (699,428) |
| | <u>=====</u> | <u>=====</u> | <u>=====</u> |
| HOTEL/MOTEL FUND REVENUE: | 716,562 | 630,391 | 699,428 |
| | <u>=====</u> | <u>=====</u> | <u>=====</u> |

**FY 2009
COMMUNITY DEVELOPMENT REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|---|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| Operating Revenue | | | |
| Grant Revenue CDBG | 849,074 | 1,184,107 | 1,140,328 |
| Grant Revenue Enterprise Comm. | (10,000) | 0 | 0 |
| Grant Revenue Weatherization | 134,863 | 0 | 0 |
| Grant Revenue Home | 417,426 | 607,272 | 593,026 |
| Grant Revenue Housing Counsel | 41,161 | 0 | 0 |
| Grant Revenue OwnHome | 3,100 | 0 | 0 |
| Grant Revenue ESGP | 42,863 | 0 | 0 |
| Grant Revenue EDI | 86,193 | 0 | 0 |
| Income-Rental Properties | 906,219 | 570,000 | 471,609 |
| Income-Sale of Properties | 382,220 | 0 | 0 |
| Income-Misc. | 385,971 | 0 | 0 |
| Proceeds/Sale of Asset | 4,582 | 0 | 0 |
| Note Rev-CDBG AHOP | 7,050 | 11,003 | 11,003 |
| Note Rev-HS | 13,623 | 32,728 | 32,728 |
| Note Rev-Redevelopment | 475,598 | 140,000 | 140,000 |
| Note Rev-Heat Assistance | 8,145 | 4,523 | 4,523 |
| Note Rev-Flood | 586,381 | 174,474 | 174,474 |
| Note Rev Revolving | 71,262 | 0 | 0 |
| Note Rev Home | 37,610 | 0 | 0 |
| Note Rev Rental Rehab | 2,543 | 0 | 0 |
| Note Rev DCA | 18,199 | 0 | 0 |
| Income BTC | 83,263 | 0 | 0 |
| Interest Income | 8,134 | 0 | 0 |
| | ===== | ===== | ===== |
| COMMUNITY DEVELOPMENT REVENUE: | 4,555,480 | 2,724,107 | 2,567,691 |
| | ===== | ===== | ===== |

FY 2009
 SPLOST FUND REVENUE

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|--------------------------------|---------------------|----------------------|----------------------|
| Revenues | | | |
| Special Local Option Sales Tax | 10,779,646 | 11,649,109 | 11,422,725 |
| Bond Proceeds | 14,236,361 | 0 | 0 |
| Interest Income | 613,053 | 0 | 0 |
| | ===== | ===== | ===== |
| SPLOST FUND | 25,629,060 | 11,649,109 | 11,422,725 |
| | ===== | ===== | ===== |

**FY 2009
GRANTS FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| DOT PL Grant | 178,427 | 125,650 | 127,650 |
| Sect. #8 FTA Grant | 17,834 | 52,377 | 52,377 |
| Police Grants and Sponsored Events | 190,676 | 100,000 | 70,000 |
| Traffic Safety Grants | 794,742 | 30,400 | 30,400 |
| Red Light Running Camera | 0 | 70,000 | 0 |
| Slapppy Signal System Upgrade | 0 | 50,000 | 0 |
| Traffic Controller Center | 121,641 | 0 | 0 |
| Storm Drainage Improvements | 0 | 600,000 | 433,000 |
| Recreation Grants | 157,823 | 233,627 | 119,250 |
| Interest Income | 3,320 | 0 | 0 |
| EDA/Hazard Mitigation Grants | 0 | 0 | 0 |
| Miscellaneous | 181,271 | 0 | 0 |
| GRANTS FUND REVENUE: | 1,645,734 | 1,262,054 | 832,677 |

FY 2009

SPECIAL FUNDS EXPENDITURES

| Description | Audited 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|----------------------|----------------------|----------------------|
| Public Improvement | 1,674,333 | 1,304,095 | 1,042,300 |
| Debt/Sinking Fund | 25,165 | 1,093,000 | 700,000 |
| CAD 911 | 1,464,743 | 1,727,849 | 1,728,886 |
| Hotel/Motel Fund | 653,671 | 630,391 | 699,428 |
| Community & Economic Development | 4,084,282 | 2,724,107 | 2,567,691 |
| SPLOST Fund | 15,796,148 | 11,649,109 | 11,422,725 |
| Grant Fund | 1,473,066 | 1,262,054 | 832,677 |
| TOTAL SPECIAL FUNDS: | 25,171,408 | 20,390,605 | 18,993,707 |
| Total General/Special Funds | 70,893,537 | 71,072,664 | 71,478,605 |

SANITARY SEWER FUND REVENUE & EXPENDITURES

**FY 2009
SANITARY SEWER FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|----------------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| Charges for Services | | | |
| Tap Fees | 822,980 | 32,000 | 32,000 |
| Septic Tank Dumps | 39,600 | 38,000 | 40,000 |
| Maint. A.S.U. Pump Station | 2,500 | 2,550 | 2,500 |
| Sanitary Sewer Fees City | 12,910,317 | 14,066,725 | 14,350,000 |
| Sanitary Sewer Fees MCLB | 183,151 | 165,000 | 180,000 |
| Industrial Sampler Fees | 165,440 | 190,000 | 200,000 |
| Annual Permit Fees | 800 | 1,150 | 800 |
| Income Local Gov't | 346,304 | 100,000 | 10,000 |
| Penalties on Assessments | 80 | 0 | 0 |
| Interest on Assessments | 187 | 200 | 200 |
| Miscellaneous Assessments | 1,166 | 0 | 0 |
| Interest Income | 4,950 | 4,000 | 4,000 |
| Sewer Bad Debt Recov. | 1,439 | 1,500 | 1,500 |
| Miscellaneous Revenue | 5,728 | 10,000 | 5,000 |
| Net Book Value | (254,500) | 0 | 0 |
| Proceeds/Sale of Asset | 199,063 | 0 | 0 |
| Insurance Reimb. Property Damage | 2,723 | 0 | 0 |
| Development Fees | 85,045 | 80,000 | 80,000 |
| Capital Contributions | 876,306 | 0 | 0 |
| Operating Transfers In (WG&L) | 100,000 | 100,000 | 100,000 |
| Operating Transfers Out | (4,072,340) | 0 | 0 |
| | ===== | ===== | ===== |
| SANITARY SEWER REVENUE: | 11,420,939 | 14,791,125 | 15,006,000 |
| | ===== | ===== | ===== |

**FY 2009
SANITARY SEWER FUND EXPENDITURES**

| Description | Audited 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|--|------------------------------|------------------------------|------------------------------|
| Wastewater Treatment | 4,271,910 | 4,764,997 | 4,599,496 |
| Wastewater Treatment/Lift Station | 499,181 | 618,200 | 720,900 |
| Wastewater Sampling & Utility Location | 308,527 | 354,145 | 429,820 |
| Sanitary Sewer Administration | 709,715 | 5,570,762 | 5,692,009 |
| Sewer Maintenance | 1,177,679 | 1,281,907 | 1,274,084 |
| Sewer Construction | 637,848 | 747,526 | 807,843 |
| Review and Inspect | 138,922 | 134,789 | 164,721 |
| Sweepings | 587,864 | 703,250 | 913,401 |
| Storm Maintenance | 579,377 | 615,549 | 403,726 |
| TOTAL SANITARY SEWER: | 8,911,023 | 14,791,125 | 15,006,000 |

**SOLID WASTE FUND
REVENUE & EXPENDITURES**

**FY 2009
SOLID WASTE FUND REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|----------------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| Solid Waste Fees - City | 8,005,851 | 8,083,266 | 8,282,693 |
| Tipping Fees | 109,330 | 130,000 | 130,000 |
| Roll Off | 0 | 528,716 | 53,502 |
| Landfill (Street Division) | 0 | 20,000 | 20,000 |
| Special Pickups - Trash | 28,869 | 35,000 | 5,000 |
| Garbage Bad Debt | 1,439 | 0 | 0 |
| Operating Transfers In (WG&L) | 100,000 | 100,000 | 100,000 |
| Gain/Loss on Sales | 66,418 | 0 | 0 |
| SOLID WASTE FUND REVENUE: | 8,311,907 | 8,896,982 | 8,591,195 |

**FY 2009
SOLID WASTE FUND EXPENDITURES**

| Description | Audited 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------|------------------------------|------------------------------|------------------------------|
| Solid Waste Administration | 647,949 | 910,072 | 688,000 |
| Solid Waste Residential East | 3,246,859 | 4,003,145 | 3,786,724 |
| Solid Waste Residential West | 2,626,077 | 2,632,164 | 2,773,844 |
| Solid Waste Commercial | 884,673 | 1,191,420 | 1,153,858 |
| Solid Waste Street Sweeping | 141,945 | 160,181 | 188,769 |
| TOTAL SOLID WASTE: | 7,547,503 | 8,896,982 | 8,591,195 |

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

**FY 2009
AIRPORT REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| ASA | 115,918 | 115,224 | 115,224 |
| Non-Scheduled | 10,193 | 11,280 | 11,280 |
| United Parcel Service | 187,671 | 187,222 | 187,250 |
| Landmark | 0 | 97,246 | 93,000 |
| Avis | 83,421 | 75,904 | 93,000 |
| CARS (Hertz) Rentals | 63,472 | 67,317 | 70,000 |
| Thrifty Car Rental | 927 | 648 | 2,000 |
| Enterprise Car Rental | 42,722 | 37,824 | 54,000 |
| Budget Car Rentals | 40,480 | 43,817 | 52,000 |
| FAA Rental | 11,462 | 10,580 | 10,580 |
| Airport Parking | 70,641 | 75,000 | 85,000 |
| Hawthorne Aviation | 101,152 | 0 | 0 |
| Airport Lounge | 1,595 | 1,320 | 2,500 |
| Airport Miscellaneous | 4,115 | 4,110 | 4,110 |
| House Rental | 4,935 | 6,000 | 4,500 |
| Concessions Revenue | 257 | 1,200 | 2,000 |
| Interspace Advertising | 6,293 | 6,672 | 3,918 |
| TSA Rental | 9,646 | 8,904 | 8,904 |
| PFC Revenue Earned | 80,363 | 0 | 0 |
| CFC Revenue Earned | 32,962 | 0 | 0 |
| Interest Earned PFC2 | 366 | 0 | 0 |
| Interest Earned PFC 3 | 715 | 0 | 0 |
| Interest Earned PFC | 1,039 | 0 | 0 |
| Capital Contributions | 4,441,699 | 0 | 0 |
| Operating Transfers In | 412,375 | 525,653 | 557,682 |
| | <u><u>5,724,419</u></u> | <u><u>1,275,921</u></u> | <u><u>1,356,948</u></u> |
| AIRPORT REVENUE | 5,724,419 | 1,275,921 | 1,356,948 |

**FY 2009
MUNICIPAL AUDITORIUM REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|--------------------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| Operating Revenue | | | |
| Auditorium Rent | 17,986 | 15,000 | 11,250 |
| Artscape Admissions | 72 | 0 | 0 |
| Parking Income | 728 | 500 | 375 |
| Box Office Income | 1,193 | 1,500 | 1,125 |
| Novelty Sales | 450 | 500 | 375 |
| Miscellaneous Income | 331 | 200 | 150 |
| Gain on Staffing | 0 | 0 | 0 |
| Other Direct Cost Reimbursement | (312) | 0 | 0 |
| Misc. Rental & Services | 6,285 | 6,000 | 4,500 |
| Interest Income | 89 | 0 | 0 |
| Capital Contributions | 127,906 | 0 | 0 |
| Transfer from General Fund | 24,862 | 63,352 | 75,882 |
| | ===== | ===== | ===== |
| MUNICIPAL AUDITORIUM REVENUE: | 179,590 | 87,052 | 93,657 |
| | ===== | ===== | ===== |

**FY 2009
ALBANY CIVIC CENTER REVENUE**

| Description | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|-------------------------------------|-----------------------------|------------------------------|------------------------------|
| Revenues | | | |
| Operating Revenue | | | |
| Arena Rent | 158,663 | 130,000 | 97,500 |
| Amphitheater | 450 | 1,000 | 750 |
| Meeting Room Rent | 8,295 | 10,500 | 7,875 |
| Concession Income | 56,129 | 54,940 | 50,000 |
| Parking Income | 42,138 | 40,000 | 30,000 |
| Box Office Income | 67,575 | 32,721 | 24,541 |
| Agency Fees | 0 | 500 | 375 |
| Program/T-shirts & Novelties | 9,956 | 10,000 | 7,500 |
| Catering Income | 259 | 0 | 0 |
| Miscellaneous Income | 5,198 | 3,000 | 2,250 |
| Staffing Reimbursement | 18,897 | 35,000 | 26,250 |
| Advertising | 23,713 | 16,314 | 0 |
| Other Direct Costs | 5,574 | 0 | 0 |
| Miscellaneous Rentals/Service | 49,973 | 60,000 | 45,000 |
| Proceeds/Sale of Asset | 1,250 | 0 | 0 |
| Capital Contribution | 84,886 | 0 | 0 |
| Transfers (In) | 896,654 | 1,116,313 | 1,266,841 |
| Interest Income | 837 | 0 | 0 |
| | ===== | ===== | ===== |
| ALBANY CIVIC CENTER REVENUE: | 1,430,447 | 1,510,288 | 1,558,882 |
| | ===== | ===== | ===== |

FY 2009
TRANSIT SYSTEM REVENUE

| Description | Actual 2006/2007 | Amended 2007/20087 | Adopted 2008/2009 |
|-----------------------------------|---------------------|-----------------------|----------------------|
| Revenues | | | |
| Operating Revenue | | | |
| Bus Fares | 377,696 | 391,636 | 408,912 |
| Bus Paratransit | 38,589 | 38,253 | 33,816 |
| Net Book Value | (2,500) | 0 | 0 |
| Proceeds/Sale of Asset | 2,174 | 0 | 0 |
| Ins. Reimb. Prop. Damage | 8,363 | 0 | 0 |
| Private Advertising Fees | 20,704 | 20,004 | 20,004 |
| State Grants-Operating Assistance | 839,824 | 859,632 | 859,632 |
| State Grants-Capital Improvement | 1,074,428 | 80,000 | 80,000 |
| Transfers (In) | 851,410 | 952,630 | 1,160,349 |
| | ===== | ===== | ===== |
| TRANSIT SYSTEM REVENUE: | 3,210,688 | 2,342,155 | 2,562,713 |
| | ===== | ===== | ===== |

FY 2009

NON-MAJOR ENTERPRISE FUND EXPENDITURES

| Description | Audited 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|---|----------------------|----------------------|----------------------|
| Airport | 1,528,711 | 1,275,921 | 1,356,948 |
| Municipal Auditorium | 160,738 | 87,052 | 93,657 |
| Albany Civic Center | 1,710,825 | 1,510,288 | 1,558,882 |
| Transit Fund | 3,200,533 | 2,342,155 | 2,562,713 |
| TOTAL NON-MAJOR ENTERPRISE FUNDS | 6,600,807 | 5,215,416 | 5,572,200 |
| GRAND TOTAL | 93,952,870 | 99,976,187 | 100,648,000 |

POLICIES AND PROCEDURES

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

BUDGET DEVELOPMENT AND ADOPTION

The budget process began in January 2008 with the Office of Management/Budget (OMB) preparing the FY 2008/2009 revenue projections and updating the budget request forms and the instructions to be used by City departments. The zero-based budgeting format (ZBB), introduced by the City Manager in 2007, was used during the budget process. ZBB typically require departments to make three expenditure estimates for each service or program: one for a reduced service estimate, a second for maintaining the status quo, and a third for an enhanced level of service. The minimum services package was defined as that level of service that would meet only the most urgent needs. For the enhanced level, departments were required to reflect requests for additional funding due to increases in service levels above those that were offered in the FY 2008 Adopted Budget. This includes requests for new positions.

Once these tasks were completed, the annual budget meeting was held in February 2008 and each department was given its FY 2009 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 2009 budgetary needs. These presentations provided the Mayor and the Board of Commissioners with a great deal of insight as to how priorities might be met.

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

The recommended budget was submitted to the Mayor and Board of City Commissioners on May 27th for approval. In order to promote citizen participation, a public hearing for the budget was advertised and held June 25th. This hearing was designed to allow public input into the FY 2009 budget before its adoption.

After extensive work by the City Manager and the budget preparation staff, the FY 2009 budget was adopted on June 25, 2008. Notification of the budget adoption was advertised in the local newspaper and a copy was placed on file in the City Clerk's office as required by State law. The approved budget, which is controlled and maintained by the Office of Management/Budget, was then added to the computerized budgetary and actual financial reporting system on June 30, 2008. The new fiscal year began July 1, 2008.

BUDGET MANAGEMENT PROCESS

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

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

BASE BUDGETING

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

FUND ACCOUNTING

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

GOVERNMENTAL FUNDS

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

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

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

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

PROPRIETARY FUNDS

Enterprise Funds - Enterprise Funds are used to account for operations: (1) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general

public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, or accountability of other purposes.

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

BASIS OF ACCOUNTING

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

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

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

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

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

BASIS OF BUDGETING

The City of Albany employs the cash plus encumbrance method as its basis of budgeting for governmental funds. Revenue for the governmental funds is recognized when it is actually received in cash and encumbered amounts are treated as expenditures under this method. The City uses the accrual method as its basis of budgeting for proprietary funds. Under this method, revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they occur. The City deviates from Generally Accepted Accounting Principles (GAAP), and its basis of accounting stated in its audited financial statements, in the following areas as well:

- The fair value of investments is not treated as adjustments to revenue
- Some component units are excluded in this budget document- Albany-Dougherty Inner City Authority (ADICA) and Chehaw Wild Animal Park (CWAP) Authority
- Some funds are excluded in this budget document- the Gortatowsky Special Revenue Fund, Self Administered Insurance Program Fund, Long Term Disability Fund, and Workers' Compensation Fund
- The Sanitary Sewer Fund's debt service payment is included in the fund's operation
- The Non-Major Enterprise funds which include: Airport, Municipal Auditorium, Albany Civic Center, and the Transit System do not budget for depreciation.

BUDGET AMENDMENT

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

BUDGET TRANSFERS

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

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

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

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

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

CAPITAL IMPROVEMENT PROGRAM

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

- (a) 7.88 % transfer of total sales tax
- (b) \$325,000 transfer from WG&L
- (c) CAD 911 sets aside funds for its capital needs.

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

Vehicles for the City are purchased through the Capital Improvement Fund. Most are purchased with the funds on hand. If financing is necessary, vehicles can be purchased through a lease pool agreement with the Georgia Municipal Association (GMA). The GMA offers a program to governmental entities whereby they can borrow funds from the Bank of New York to finance rolling stock equipment for a maximum of five years. This pool covers new equipment purchases and does not offer reimbursements for previously purchased equipment. Items other than rolling stock may be approved by submitting an application to the Bank of New York prior to requesting funds. The City of Albany is currently participating in the 1998 GMA Lease Pool Agreement.

DEBT SERVICE POLICY

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

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

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

PURCHASING POLICY

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

Section 2.287 of the City Code gives the City Manager the authority to make purchases up to \$40,000 and repair and maintenance expenditures of up to \$40,000. Over this amount, the City Commission

must grant approval. This section of the code also gives the City Manager the authority to sell surplus property up to \$5,000. The sale of surplus property valued over that amount requires prior Commission approval.

REVENUE AND EXPENDITURE POLICIES

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

In 1993, an informal policy was formulated which stated that revenue and expenditures should be accounted for in the budget just as they would be set forth in the year-end audit. The result of this policy was to include non-cash revenue and expenditure items previously not included in adopted budgets but included in year-end audits. Included in this category are the Water, Gas & Light non-cash transfer and related expense for streetlights in the General Fund, and recorded depreciation expenses for Sanitary Sewer and Solid Waste Enterprise Fund. An exception to this informal policy was that there was not a change in the past practice for including depreciation for Non-Major Facilities. In the fiscal year 1999 budget even though the audit for several years has expensed depreciation, staff determined that budgeting depreciation for these facilities is not appropriate in the Non-Major Enterprise Funds, as these funds are heavily subsidized by the General Fund.

CASH STABILIZATION POLICY

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

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

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

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

FY 2008/2009 BUDGET CALENDAR

| Budget Activity | Action By | Completion Date |
|---|---|--------------------------------|
| 1. Revenue Projections | Finance Department | January 18 |
| 2. Budget Issues and Concerns | City Manager/Office of Mgmt & Budget | January 31 |
| 3. Budget Planning Session (Rm 100) | City Manager/Office of Mgmt & Budget | February 8 |
| 4. Completion of Budget Requests | Department/Division Heads | February 22 |
| 5. Verification & Audit of Departmental Requests | Office of Mgmt & Budget | March 7 |
| 6. Review Analysis of Departmental Requests with Departmental Officials Wrap up | City Manager/Office of Mgmt & Budget | March 12-22 |
| 7. Budget Overview Presentation (Rm 120) | City Manager/Finance Committee | April 1 |
| 8. Review Analysis of Departmental Requests with Departmental Officials (Rm 120) | City Manager/ Mayor/City Commission/Office of Mgmt & Budget | April 12,22,29 May 13 |
| 9. Budget Discussion (Rm 120) | City Manager/ Mayor/City Commission/Office of Mgmt & Budget | April 12,22,29 May 06,20,27 |
| 10. Submit Proposed Budget to Mayor/Commission | City Manager | May 6 |
| 11. Public Notices of: a. Hearing of Proposed Budget b. Meeting to Adopt Budget | City Clerk | April 1 and June 3 |
| 12. Public Hearing of Proposed Budget (Rm 100) | Mayor/City Commission/City Clerk | May 27 |
| 13. Preparation of Budget Ordinance, Incorporating Final Changes by Mayor and City Commission | City Clerk | June 10 |
| 14. Adoption of 2008/2009 Budget | Mayor/City Commission | June 25 |

FY 2008/2009 BUDGET HEARINGS

| Department | Staff Review | Commission Review |
|---|-----------------------|--|
| Budget Overview (Room 120) | | April 1, 8:30 am |
| Review Analysis of Departmental Requests with Departmental Officials | | April 12,22,29 & May 13 |
| Budget Discussions (Room 120) | | April 12,22,29 May 06, 20, 27 |
| General Government | March 12, 2008 | |
| Legislative | 9:00 | |
| City Manager | 9:30 | |
| City Attorney | 10:00 | |
| Municipal Court | 10:30 | |
| Human Resources Management | 11:00 | |
| Administration | March 12, 2008 | |
| Central Services | 2:00 | |
| Information Technology (IT) | 2:30 | |
| Finance | 3:00 | |
| Public Works | March 14, 2008 | |
| General Operations | 8:00 | |
| Sanitary Sewer (Enterprise Fund) | 8:30 | |
| Solid Waste (Enterprise Fund) | 9:30 | |
| Public Safety | March 14, 2008 | |
| Fire | 1:30 | |
| Police | 2:30 | |
| Transportation | March 17, 2008 | |
| Airport | 11:00 | |
| Transit | 11:30 | |
| Leisure/Convention Services | March 20, 2008 | |
| Recreation | 10:00 | |
| City Auditorium/Civic Center | 11:00 | |
| Planning & Development | March 20, 2008 | |
| Planning & Development | 2:00 | |
| Engineering | 2:30 | |
| Enforcement | 3:00 | |
| Community Development | 3:30 | |

FY 2008/2009 BUDGET HEARINGS

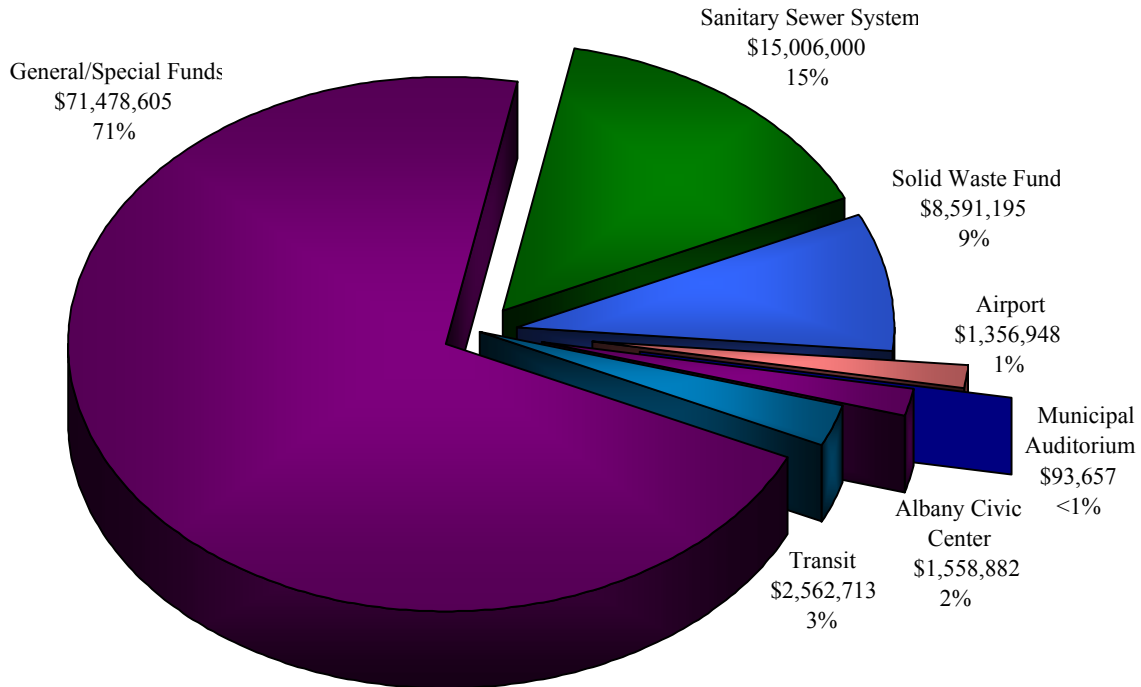
| Department | Staff Review | Commission Review |
|---|--------------------------------|----------------------------------|
| Other Debt Service/ Contingency | March 25, 2008 10:00 | |
| Wrap Up | March 25, 2008 | |
| Public Hearing (Room 120) | | April 15, 2008 8:30 am |
| Commission Consideration & Vote (Room 100) | | June 25, 2008 8:00 pm |

City of Albany

FY 2009

Adopted Operating Budget

| | FY 2009 Budget | % of Total Budget |
|-----------------------|--------------------|----------------------|
| General/Special Funds | 71,478,605 | 71% |
| Sanitary Sewer System | 15,006,000 | 15% |
| Solid Waste Fund | 8,591,195 | 9% |
| Airport | 1,356,948 | 1% |
| Municipal Auditorium | 93,657 | <1% |
| Civic Center | 1,558,882 | 2% |
| Transit | 2,562,713 | 3% |
| TOTAL | 100,648,000 | 100% |



Total Budget \$100,648,000

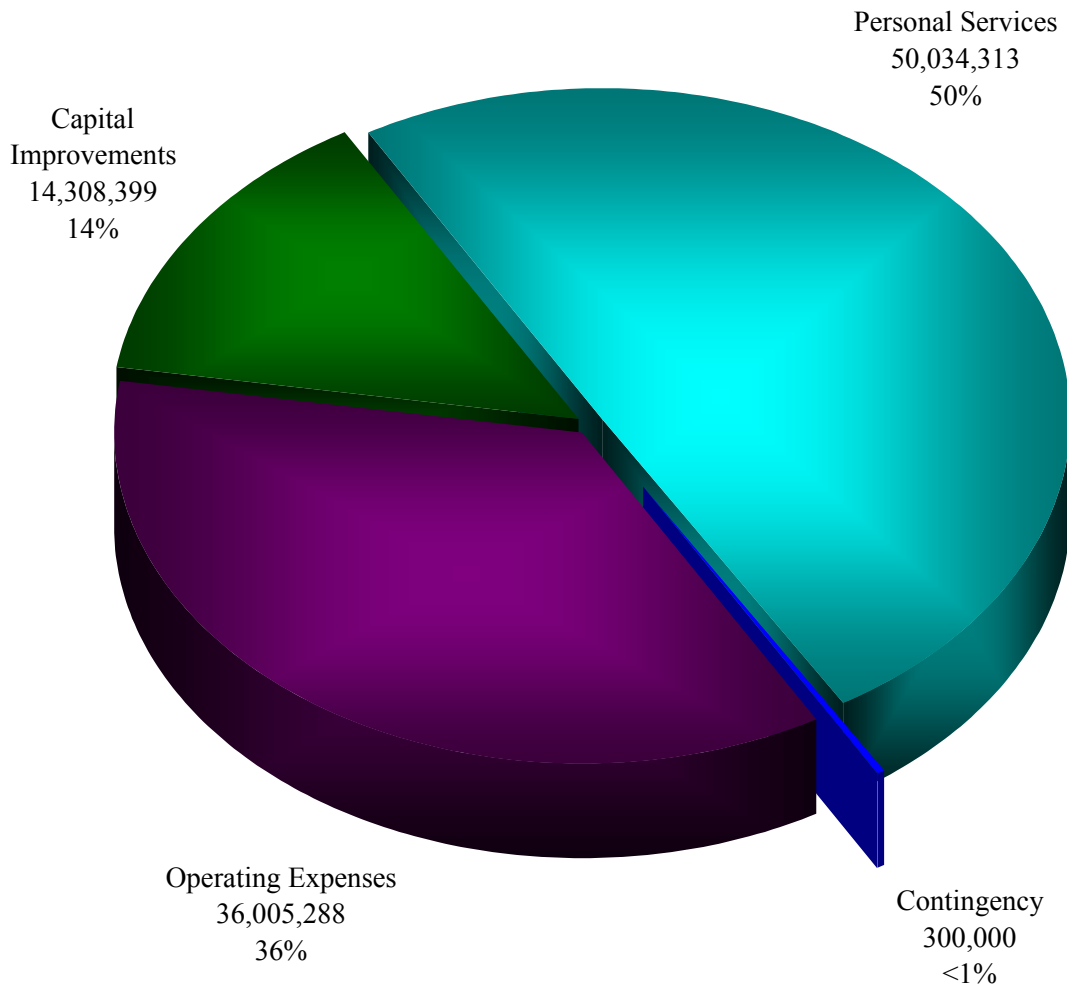
CITY OF ALBANY
FY 2009
Estimated Revenues

| | General/Special Funds | | Enterprise Funds | | | Total |
|---|------------------------------|-------------------|-------------------------|------------------|------------------|--------------------|
| | General Fund | Special Funds | Sanitary Sewer Fund | Solid Waste Fund | Non Major Funds | |
| Property Tax | 14,622,103 | | | | | 14,622,103 |
| Other Taxes | 6,045,157 | 1,398,856 | | | | 7,444,013 |
| Sales Taxes | 9,100,000 | 1,417,300 | | | | 10,517,300 |
| Business License & Taxes | 3,244,893 | | | | | 3,244,893 |
| Federal & State Grants | 168,088 | 2,566,031 | | | 939,632 | 3,673,751 |
| Service Charges | 2,943,105 | 1,728,886 | 14,814,500 | 8,491,195 | 664,173 | 28,641,859 |
| Fines & Forfeitures | 1,336,005 | | | | | 1,336,005 |
| Rentals & Franchises | 1,226,918 | 1,116,814 | | | 875,031 | 3,218,763 |
| Miscellaneous Revenues | 691,140 | 362,728 | 91,500 | | 32,610 | 1,177,978 |
| WG & L Transfers | 7,088,128 | 325,000 | 100,000 | 100,000 | | 7,613,128 |
| Charges For Services Dougherty County | 4,137,331 | | | | | 4,137,331 |
| Special Purpose Local Option Sales Tax | | 11,422,725 | | | | 11,422,725 |
| Transfer In | 1,344,633 | | | | 3,060,754 | 4,405,387 |
| Transfer from Fund Balance | 3,598,150 | | | | | 3,598,150 |
| Transfer Out | (3,060,754) | (1,344,633) | | | | (4,405,387) |
| Totals | 52,484,897 | 18,993,707 | 15,006,000 | 8,591,195 | 5,572,200 | 100,648,000 |
| | General/Special Funds | | Enterprise Funds | | | |
| | 71,478,605 | | 29,169,395 | | | |

CITY OF ALBANY
FY 2009
Estimated Expenditures

| | General/Special Funds | | Enterprise Funds | | | Total |
|-----------------------------|------------------------------|-------------------|-------------------------|------------------|------------------|--------------------|
| | General Fund | Special Funds | Sanitary Sewer Fund | Solid Waste Fund | Non Major Funds | |
| General Government | | 18,993,707 | 15,006,000 | 8,591,195 | 5,572,200 | 48,163,102 |
| Legislative | 464,488 | | | | | 464,488 |
| City Manager | 1,186,024 | | | | | 1,186,024 |
| City Attorney | 546,151 | | | | | 546,151 |
| Municipal Court | 546,258 | | | | | 546,258 |
| Human Resource Mgmt | 2,804,113 | | | | | 2,804,113 |
| Central Services | 2,044,948 | | | | | 2,044,948 |
| Finance | 1,876,437 | | | | | 1,876,437 |
| Information Technology | 1,535,032 | | | | | 1,535,032 |
| Engineering | 3,767,438 | | | | | 3,767,438 |
| Public Safety | | | | | | |
| Police | 15,254,668 | | | | | 15,254,668 |
| Fire | 11,229,771 | | | | | 11,229,771 |
| Enforcement | 1,244,826 | | | | | 1,244,826 |
| Planning & Development Svc | 1,545,688 | | | | | 1,545,688 |
| Public Works | | | | | | |
| P.W. Administration | 267,999 | | | | | 267,999 |
| Street Maintenance | 2,489,572 | | | | | 2,489,572 |
| Recreation | 3,804,578 | | | | | 3,804,578 |
| Other Appropriations | | | | | | |
| Independent Agencies | 1,876,907 | | | | | 1,876,907 |
| Totals | 52,484,898 | 18,993,707 | 15,006,000 | 8,591,195 | 5,572,200 | 100,648,000 |
| | General/Special Funds | | Enterprise Funds | | | |
| | 71,478,605 | | 29,169,395 | | | |

City of Albany FY 2008/2009 Total Operating Budget



**Total Budget
\$100,648,000**

**FY 2008/2009
ADOPTED BUDGET**

| DEPARTMENT | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL IMPROVEMENT | TOTAL |
|------------------------------------|--------------------------|---------------------------|----------------------------|-------------------|
| Legislative | 140,856 | 128,675 | 0 | 269,531 |
| City Commission | 139,957 | 55,000 | 0 | 194,957 |
| City Manager | 607,528 | 578,496 | 0 | 1,186,024 |
| City Attorney | 431,776 | 114,375 | 0 | 546,151 |
| Municipal Court | 223,461 | 322,797 | 0 | 546,258 |
| Human Resources | 1,537,037 | 344,786 | 0 | 1,881,823 |
| Risk Management | 40,431 | 881,859 | 0 | 922,290 |
| Central Services-Procurement | 422,878 | 234,073 | 0 | 656,951 |
| Central Services-Printing | 139,332 | 70,364 | 0 | 209,696 |
| Central Services-Material Mgmt. | 249,805 | 34,750 | 0 | 284,555 |
| Central Services-Fleet Maint. | 769,880 | 113,866 | 0 | 883,746 |
| Central Services-Fleet Pool Maint. | 0 | 10,000 | 0 | 10,000 |
| Finance-Administration & Acctg. | 689,425 | 278,046 | 0 | 967,471 |
| Finance-Office of Mgmt./Budget | 194,239 | 12,691 | 0 | 206,930 |
| Finance-Treasurer | 260,895 | 441,141 | 0 | 702,036 |
| Enforcement-Administration | 632,825 | 220,950 | 0 | 853,775 |
| Enforcement-Services | 315,353 | 75,698 | 0 | 391,051 |
| Information Technology (IT) | 927,602 | 607,430 | 0 | 1,535,032 |
| Planning & Development Services | 1,212,771 | 332,917 | 0 | 1,545,688 |
| Police-Administration | 1,749,175 | 893,840 | 0 | 2,643,015 |
| Police-Uniform | 6,947,655 | 821,226 | 0 | 7,768,881 |
| Police-Support Services | 1,673,940 | 306,472 | 0 | 1,980,412 |
| Police-Investigative | 2,413,424 | 139,031 | 0 | 2,552,455 |
| Police-COP | 41,236 | 268,669 | 0 | 309,905 |
| Fire-Administration | 409,291 | 39,370 | 0 | 448,661 |
| Fire-Suppression | 8,917,580 | 382,290 | 0 | 9,299,870 |
| Fire-Prevention | 371,201 | 22,500 | 0 | 393,701 |
| Fire-Training | 310,213 | 19,600 | 0 | 329,813 |
| Fire-Emergency Management | 76,405 | 27,930 | 0 | 104,335 |
| Fire-Communications | 609,822 | 43,569 | 0 | 653,391 |
| Engineering | 1,874,143 | 1,893,295 | 0 | 3,767,438 |
| Public Works-Administration | 217,993 | 50,006 | 0 | 267,999 |
| Public Works-Street Maintenance | 150,385 | 61,665 | 0 | 212,050 |
| Public Works-Right of Way | 513,216 | 366,320 | 0 | 879,536 |
| Public Works-Asphalt/Concrete | 291,457 | 75,267 | 0 | 366,724 |
| Public Works-Grading/Construction | 455,888 | 259,484 | 0 | 715,372 |
| Public Works-Tree Maintenance | 257,298 | 58,592 | 0 | 315,890 |
| Recreation-Administration | 241,466 | 63,750 | 0 | 305,216 |
| Recreation-Centers & Gyms | 605,937 | 201,150 | 0 | 807,087 |
| Recreation-Parks & Playgrounds | 32,295 | 48,057 | 0 | 80,352 |
| Recreation-Aquatics | 73,561 | 40,060 | 0 | 113,621 |
| Recreation-Athletics | 307,653 | 252,019 | 0 | 559,672 |
| Recreation-Flint River Golf | 283,069 | 137,737 | 0 | 420,806 |
| Recreation-Parks Maintenance | 681,216 | 122,696 | 0 | 803,912 |
| Recreation-Cemeteries | 273,598 | 30,731 | 0 | 304,329 |
| Recreation-Special Services | 34,735 | 62,056 | 0 | 96,791 |
| Recreation-Park Dev. & Mgmt. | 160,864 | 151,928 | 0 | 312,792 |
| Independent Agencies | 0 | 1,876,907 | 0 | 1,876,907 |
| SUBTOTAL GENERAL FUND | 38,910,767 | 13,574,131 | 0 | 52,484,898 |

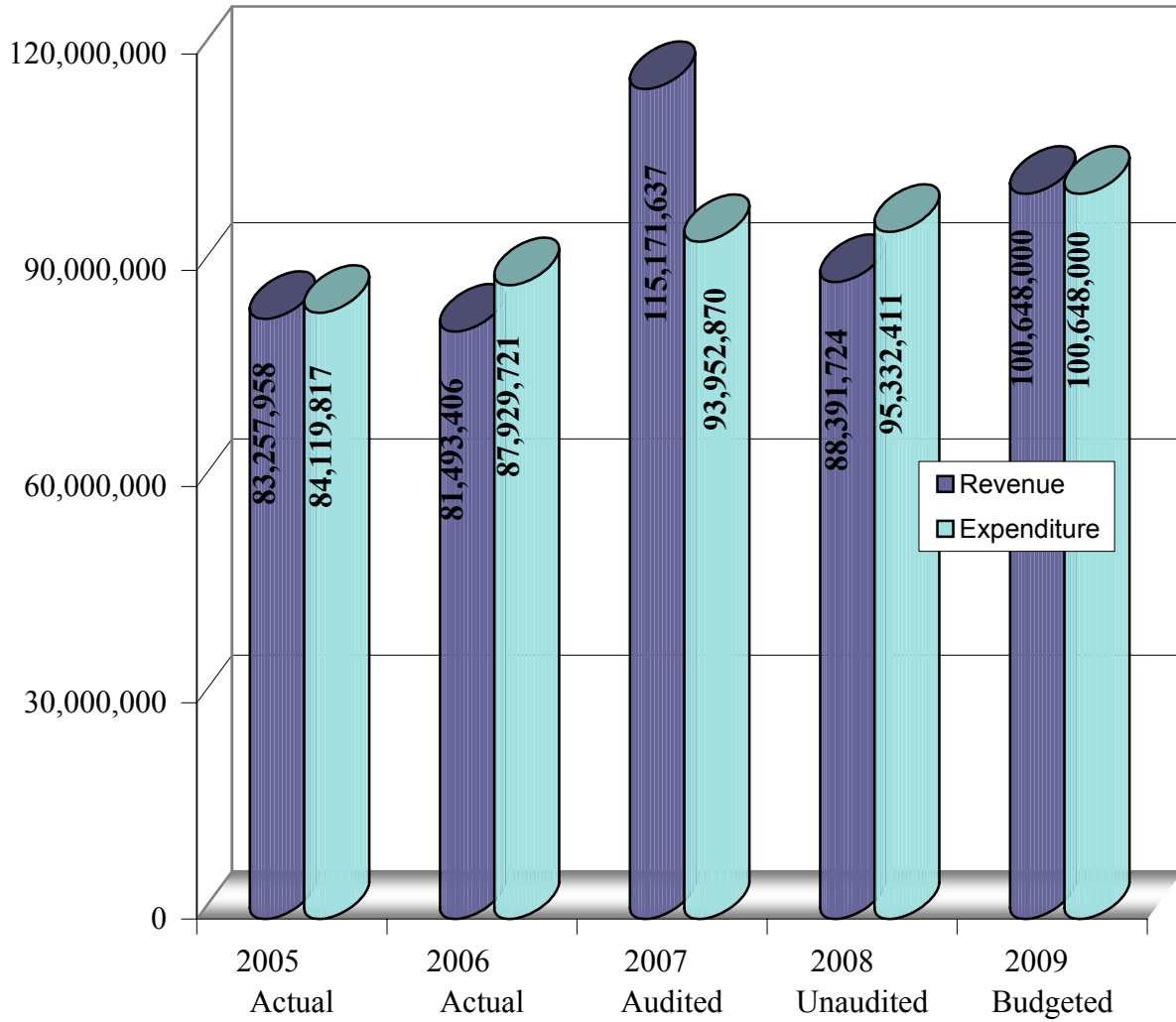
ADOPTED BUDGET

| DEPARTMENT | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL IMPROVEMENT | TOTAL |
|---|--------------------------|---------------------------|----------------------------|--------------------|
| Capital Improvement Fund | 0 | 0 | 1,042,300 | 1,042,300 |
| Debt/Sinking Fund | 0 | 700,000 | 0 | 700,000 |
| CAD 9-1-1 | 1,165,098 | 563,788 | 0 | 1,728,886 |
| Hotel/Motel Fund | 0 | 699,428 | 0 | 699,428 |
| Community & Economic Development | 413,468 | 2,154,223 | 0 | 2,567,691 |
| SPLOST Fund | 0 | 0 | 11,422,725 | 11,422,725 |
| Grant Fund | 0 | 832,677 | 0 | 832,677 |
| Subtotal, Special Funds | 1,578,566 | 4,950,116 | 12,465,025 | 18,993,707 |
| TOTAL, GENERAL/SPECIAL FUNDS | 40,489,333 | 18,524,247 | 12,465,025 | 71,478,605 |
| Sewer Systems-Wastewater Treatment | 966,855 | 3,089,506 | 543,135 | 4,599,496 |
| Waste Water Treatment-Lift Station | 0 | 520,900 | 200,000 | 720,900 |
| Sewer Systems-Administration | 395,380 | 5,012,656 | 283,973 | 5,692,009 |
| Sewer Systems-Maintenance | 845,701 | 428,383 | 0 | 1,274,084 |
| Sewer Systems-Construction | 504,964 | 302,879 | 0 | 807,843 |
| Sewer Systems-Review & Inspect - Eng. Dept. | 160,539 | 4,182 | 0 | 164,721 |
| Sewer Systems-Street Sweeping | 447,911 | 248,709 | 216,781 | 913,401 |
| Sewer Systems-Storm Maintenance | 46,694 | 347,000 | 10,032 | 403,726 |
| Wastewater Sampling & Utility Location | 284,739 | 145,081 | 0 | 429,820 |
| Subtotal, Sanitary Sewer Systems | 3,652,783 | 10,099,296 | 1,253,921 | 15,006,000 |
| Public Works-Solid Waste Administration | 442,219 | 239,491 | 6,290 | 688,000 |
| Solid Waste-Residential East | 1,617,796 | 1,762,894 | 406,034 | 3,786,724 |
| Solid Waste-Residential West | 0 | 2,773,844 | 0 | 2,773,844 |
| Solid Waste-Commercial | 316,030 | 660,699 | 177,129 | 1,153,858 |
| Solid Waste-Special Services | 117,819 | 70,950 | 0 | 188,769 |
| Subtotal, Solid Waste Fund | 2,493,864 | 5,507,878 | 589,453 | 8,591,195 |
| Airport | 941,331 | 415,617 | 0 | 1,356,948 |
| Municipal Auditorium | 5,705 | 87,952 | 0 | 93,657 |
| Albany Civic Center | 959,363 | 599,519 | 0 | 1,558,882 |
| Transit System | 1,491,934 | 1,070,779 | 0 | 2,562,713 |
| Enterprise Funds Subtotal | 9,544,980 | 17,781,041 | 1,843,374 | 29,169,395 |
| Grand Total | 50,034,313 | 36,305,288 | 14,308,399 | 100,648,000 |

City Of Albany

FY 2005 - FY 2009

Revenue / Expenditure Trends



HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

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

Like many local governments throughout the United States, the City of Albany has wrestled with budget constraints in recent years. A situation of skyrocketing health care costs for employees coupled with lackluster growth in the major revenue sources posed many issues for the City's budget. The City's cash reserves are healthy (more than 10% of General Fund revenues). The cash reserve was established for emergencies and to eventually be used for cash flow purposes.

A brief synopsis of revenues and expenditures from FY 2005 through FY 2009 is discussed below:

- The FY 2005 budget totaled \$77,236,000, an increase of \$316,500 over the FY 2004 budget of \$76,919,500. That budget included a \$600 across the board pay increase for all regular, full time employees effective 7/01/04; a .87% reduction in the City's Property Tax Digest; allocating \$275,000 for maintenance on the Local Law Enforcement Center; a \$600,000 allocation for insurance premium for retirees; \$148,671 in funding for Small & Disadvantaged Business Unit; \$879,316 for general liability insurance with GIRMA; a 100% increase in Fleet Maintenance Labor Costs (rates had not been adjusted in over 14 years); a 20% increase in Printing charges; un-funding of 7 Police and 6 Fire Positions; eliminating 3 positions (Central Services/Fleet Maintenance: Fire Mechanic, Planning: Building Inspector, and P/W Street Maintenance: Crew Supervisor, Sr.); adding 3 positions (Municipal Court-2 Office Assistants and Police-1 Secretary for the Albany-Dougherty Drug Unit); increased fuel cost; reallocating Non-Departmental budgeted line items to each appropriate department; a 25% (\$397,857) reduction in funding Worker's Compensation Fund; a \$30,000 reduction in Independent Agency Funding (Boys' Club CIP); cross charging a portion of Engineering Department salaries (\$49,999) to SPLOST and Community Development projects; Transferring 4 positions from Street Maintenance to Solid Waste and Sanitary Sewer. The millage rate remained at 10.80.

The FY 2005 budget had an audited year-end surplus of \$1,543,615 for all funds. The General Fund, the largest fund, had a surplus of \$3,079,663 compared to FY 2004 audited surplus of \$2,599,382. This increase can mainly be attributed to increases in revenue from sales taxes by \$480,649 over budget. The Sanitary Sewer Fund had an audited year-end surplus of \$1,232,503. The Solid Waste Enterprise Fund had an audited year-end surplus of \$971,753. These are City's second and third largest funds.

- The FY 2006 budget totaled \$79,429,340, an increase of \$1,978,340 over the FY 2005 budget of \$79,429,340. That budget included a 2% Cost of Living Adjustment (COLA) for all regular, full time employees effective 7/01/05; a 2.5% Merit increase effective 1/01/06; pay raises to bring parity to grossly underpaid employees (Public Works, Recreation, Transit, Police civilian staff, and various clerical support staff employees); a small decrease in the millage rate from 10.80 to 10.792; 50% reduction in funding the Workers' Compensation Fund; cutting operating budgets by approximately 10% across the board; cross-charging approx. \$170,000 of Engineering salaries to SPLOST; un-funding of 7 Police positions; a 10% health insurance premium increase for all categories effective 7/01/05; budgeting \$1,400,000 for retiree health insurance; moving Street Sweeping from the General Fund to the Sanitary Sewer

HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

Fund; moving Storm Maintenance from the General Fund to the Sanitary Sewer Fund; a \$750,000 additional contribution to the WG&L transfer; and establishing a self-funded liability program.

The FY 2006 budget had an audited year-end surplus of \$34,476,818 for all funds. Of that amount, \$21,644,116 is related to Capital contributions in the Enterprise Funds. General Fund, the largest fund, had a surplus of \$3,829,682 compared to FY 2005 audited surplus of \$3,079,663. Transit, Municipal Auditorium, Civic Center, and Airport, which are considered Non-Major Enterprise Funds for budgetary purposes, had a combined audited year-end surplus of \$353,171. The Sanitary Sewer Fund has an audited year-end surplus of \$18,983,181. The Solid Waste Enterprise Fund has an audited year-end surplus of \$656,470.

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

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

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

The FY 2008 has an unaudited year-end deficit of \$2,097,716 for all funds. The General Fund, the largest fund, has a deficit of \$2,030,872. This deficit can be attributed to the following items: a property tax millage rate roll-back resulting in a \$1,635,813 dollar loss in revenue, Group Health Plan shortfall of \$1,486,545, a labor audit resulting in back pay of \$514,201 in wages and benefits to employees of various departments, \$300,000 subsidy to the Flint

HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

RiverQuarium, increased fuel costs and demolition expenditures. A budget amendment was adopted on June 25th. The amendment included reducing the appropriations for thirteen departments by \$1,827,198 to partially compensate for the additional expenditures. The remainder of the shortfall came from the City's Unreserved Fund Balance. The Sanitary Sewer Fund had an unaudited year-end surplus of \$4,156,742. The Solid Waste Enterprise Fund had an unaudited year-end surplus of \$5,372.

- The FY 2009 budget totals \$100,648,000, and represents an increase of <1% (\$671,813) over the FY 2008 Amended Budget of \$99,976,187; however it is a \$2,119,362 increase over the FY 2008 adopted budget. This increase is largely due to several factors: a 3% COLA effective July 2008, 15% Group Health Plan contribution increase for employees, increased fuel costs, new positions (Administrative Assistant to the Downtown Manager, Assistant City Attorney, two System Analysts, two Code Enforcement Officers, two Housing/Code Inspectors, three Groundskeepers, and a Customer Service Specialist), \$150,000 for demolition costs, \$50,000 for GIS site license, \$50,000 in operating and promotional funding for downtown development efforts, and 2.9 rate increases for Solid Waste and Sanitary Sewer.

Fund Balances/Equities for All Budgeted Funds

Included in the following section is a five-year history of fund balance/fund equity for General and Special Funds, Sanitary Sewer Fund, Solid Waste Fund, Hotel/ Motel Fund, Grant Fund, and Community & Economic Development. These fund balances and fund equities are carried forward from the previous fiscal year. Fund balance/equity usually consists of two basic components; cash carried forward and contributed capital carried forward. Currently, the largest source of fund equity carried forward comes from Sanitary Sewer Fund which was audited at \$58,728,485 for fiscal year ending 2007. The audited fund balance for the General Fund for fiscal year ending 2007 was \$24,265,593. A positive number ensures that the City's cash exceeds its obligations, and this "positive cash flow" is always enough to meet payroll, fulfill contracts, and pay expenses.

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

| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
|---|--------------------------|--------------------------|--------------------------|---------------------------|---------------------------|
| REVENUES: | | | | | |
| Property Taxes | 14,226,948 | 14,581,340 | 14,794,429 | 14,072,273 | 14,622,103 |
| Sales Taxes | 8,403,226 | 9,201,702 | 9,177,213 | 8,861,509 | 9,100,000 |
| Other Taxes | 0 | 7,269,409 | 6,691,046 | 7,878,398 | 6,045,157 |
| Licenses & Permits | 8,699,716 | 2,318,314 | 2,320,724 | 953,633 | 3,244,893 |
| Intergovernmental | 3,385,682 | 5,308,381 | 5,390,208 | 3,856,142 | 4,137,331 |
| Charges for Services | 2,573,062 | 514,679 | 530,157 | 560,496 | 2,943,105 |
| Fines, Forfeitures & Penalties | 1,277,489 | 917,565 | 776,268 | 943,412 | 1,336,005 |
| Rentals & Franchise | 1,153,117 | 415,623 | 1,140,268 | 808,067 | 1,226,918 |
| Miscellaneous/Other | 1,102,014 | 1,629,767 | 2,084,317 | 3,567,854 | 859,228 |
| WG&L Transfer | 6,163,609 | 7,138,566 | 7,085,674 | 5,893,250 | 7,088,128 |
| Proceeds from sale of assets | 0 | 111,318 | 68,404 | 0 | 0 |
| Transfer In/(Out) | (1,964,634) | (3,389,548) | (1,910,470) | (1,281,352) | 1,882,029 |
| TOTAL | 45,020,229 | 46,017,116 | 48,148,238 | 46,113,682 | 52,484,898 |
| EXPENDITURES: | | | | | |
| General Government | 7,399,130 | 4,020,261 | 4,248,756 | 6,996,245 | 11,967,245 |
| Human Resources Mangement | 1,288,241 | 2,201,564 | 3,252,110 | 4,447,781 | 2,804,113 |
| Finance | 1,638,486 | 3,197,063 | 3,258,085 | 1,652,722 | 1,876,437 |
| Public Safety | 25,396,227 | 23,449,711 | 24,439,671 | 30,800,814 | 29,274,953 |
| Public Works | 2,649,526 | 4,150,883 | 5,916,288 | 2,433,012 | 2,757,571 |
| Parks & Recreation | 3,574,689 | 4,681,306 | 4,118,046 | 3,362,745 | 3,804,578 |
| Community Service | 0 | 272,044 | 341,999 | 0 | 0 |
| TOTAL | 41,946,299 | 41,972,832 | 45,574,955 | 49,693,319 | 52,484,898 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | 3,073,930 | 4,044,284 | 2,573,283 | (3,579,637) | 0 |
| FUND BALANCE | | | | | |
| Beginning of year July 1, | <u>14,574,096</u> | <u>17,648,026</u> | <u>21,692,310</u> | <u>24,265,593</u> | <u>20,685,956</u> |
| FUND BALANCE | | | | | |
| End of year June 30, | <u><u>17,648,026</u></u> | <u><u>21,692,310</u></u> | <u><u>24,265,593</u></u> | <u><u>20,685,956</u></u> | <u><u>20,685,956</u></u> |

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

| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
|---|-------------------------|-------------------------|--------------------------|---------------------------|---------------------------|
| CAPITAL IMPROVEMENT | | | | | |
| REVENUES: | | | | | |
| Sales Tax | 35,396 | 372,955 | 358,369 | 289,727 | 717,300 |
| Other | 1,879,220 | 829,807 | 581,128 | 368,632 | 0 |
| Transfers In | | 1,329,251 | 1,274,924 | 0 | 325,000 |
| Transfers Out | (650,000) | 0 | 0 | (645,205) | 0 |
| Net Proceeds from Capital Leases | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 1,264,616 | 2,532,013 | 2,214,422 | 13,154 | 1,042,300 |
| EXPENDITURES: | | | | | |
| Cap. Outlay | 66,517 | 1,812,217 | 984,835 | 1,813,965 | 1,042,300 |
| TOTAL | 66,517 | 1,812,217 | 984,835 | 1,813,965 | 1,042,300 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | | | | | |
| | 1,198,099 | 719,796 | 1,229,587 | (1,800,811) | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | <u>7,926,495</u> | <u>9,124,594</u> | <u>9,844,390</u> | <u>11,073,977</u> | <u>9,273,166</u> |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | <u><u>9,124,594</u></u> | <u><u>9,844,390</u></u> | <u><u>11,073,977</u></u> | <u><u>9,273,166</u></u> | <u><u>9,273,166</u></u> |
| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
| DEBT SERVICE FUND | | | | | |
| REVENUES: | | | | | |
| Sales Tax | 1,404,632 | 1,142,443 | 1,098,501 | 968,512 | 700,000 |
| Interest | 15 | 15 | 15 | 22 | 0 |
| Intergovernmental | 0 | 0 | 0 | 0 | 0 |
| Transfers In | 1,007,270 | 1,515,771 | 176,589 | 0 | 0 |
| Transfers Out | 0 | (1,329,251) | (1,274,925) | 0 | 0 |
| TOTAL | 2,411,917 | 1,328,978 | 180 | 968,534 | 700,000 |
| EXPENDITURES: | | | | | |
| Principal | 2,058,292 | 1,403,963 | 25,165 | 1,860,179 | 700,000 |
| Interest | 368,764 | | 0 | 0 | 0 |
| Other | 3,000 | 0 | 0 | 0 | 0 |
| TOTAL | 2,430,056 | 1,403,963 | 25,165 | 1,860,179 | 700,000 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | | | | | |
| | (18,139) | (74,985) | (24,985) | (891,645) | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | <u>(24,869)</u> | <u>(43,008)</u> | <u>(117,993)</u> | <u>(142,978)</u> | <u>(1,034,623)</u> |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | <u><u>(43,008)</u></u> | <u><u>(117,993)</u></u> | <u><u>(142,978)</u></u> | <u><u>(1,034,623)</u></u> | <u><u>(1,034,623)</u></u> |

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

| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
|---|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| CAD911 | | | | | |
| REVENUES: | | | | | |
| Charges for Services | 1,451,561 | 1,470,104 | 1,479,167 | 1,290,441 | 1,572,169 |
| Other | 32,948 | 60,018 | 86,612 | 67,510 | 156,717 |
| TOTAL | 1,484,509 | 1,530,122 | 1,565,779 | 1,357,951 | 1,728,886 |
| EXPENDITURES: | | | | | |
| Personal Services | 703,128 | 727,725 | 701,760 | 734,172 | 1,165,098 |
| Operating Expense | 573,268 | 509,940 | 508,037 | 672,649 | 563,788 |
| Non-Operating Expense | 470,444 | 20,100 | 254,945 | 0 | 0 |
| Depreciation & Amortization | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 1,746,840 | 1,257,765 | 1,464,743 | 1,406,821 | 1,728,886 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | (262,331) | 272,357 | 101,036 | (48,870) | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | <u>1,643,882</u> | <u>1,381,551</u> | <u>1,653,908</u> | <u>1,754,944</u> | <u>1,706,074</u> |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | <u><u>1,381,551</u></u> | <u><u>1,653,908</u></u> | <u><u>1,754,944</u></u> | <u><u>1,706,074</u></u> | <u><u>1,706,074</u></u> |
| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
| HOTEL/MOTEL FUND | | | | | |
| REVENUES: | | | | | |
| Hotel/Motel Tax | 843,972 | 895,252 | 1,307,342 | 1,232,679 | 1,398,856 |
| Operating Transfers Out | (415,737) | (461,862) | (590,780) | (630,391) | (699,428) |
| TOTAL | 428,235 | 433,390 | 716,562 | 602,288 | 699,428 |
| EXPENDITURES: | | | | | |
| Operating Expense | 277,158 | 458,021 | 653,671 | 636,133 | 699,428 |
| TOTAL | 277,158 | 458,021 | 653,671 | 636,133 | 699,428 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | 151,077 | (24,631) | 62,891 | (33,845) | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | <u>76,754</u> | <u>227,831</u> | <u>203,200</u> | <u>266,091</u> | <u>232,246</u> |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | <u><u>227,831</u></u> | <u><u>203,200</u></u> | <u><u>266,091</u></u> | <u><u>232,246</u></u> | <u><u>232,246</u></u> |

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

| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
|---|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| COMMUNITY AND ECONOMIC DEVELOPMENT | | | | | |
| REVENUES: | | | | | |
| Intergovernmental | 5,893,570 | 2,875,117 | 1,564,680 | 1,816,872 | |
| Charges for Services | 804,199 | 90,021 | 136,681 | 231,471 | 834,337 |
| Other | 2,816,224 | 2,699,075 | 2,471,399 | 2,436,650 | 1,733,354 |
| TOTAL | 9,513,993 | 5,664,213 | 4,172,760 | 4,484,993 | 2,567,691 |
| EXPENDITURES: | | | | | |
| Personal Services | 398,270 | 561,150 | 675,756 | 620,279 | 413,468 |
| Operating Expense | 13,681,205 | 5,098,974 | 3,541,414 | 4,156,327 | 2,154,223 |
| Depreciation & Amortization | 0 | 0 | 0 | | 0 |
| TOTAL | 14,079,476 | 5,660,124 | 4,217,170 | 4,776,606 | 2,567,691 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | (4,565,483) | 4,089 | (44,410) | (291,613) | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | <u>7,399,021</u> | <u>2,833,538</u> | <u>2,837,627</u> | <u>2,793,217</u> | <u>2,501,604</u> |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | <u><u>2,833,538</u></u> | <u><u>2,837,627</u></u> | <u><u>2,793,217</u></u> | <u><u>2,501,604</u></u> | <u><u>2,501,604</u></u> |
| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
| GRANT FUND | | | | | |
| REVENUES: | | | | | |
| Intergovernmental | 3,227,640 | 2,670,581 | 1,645,734 | 1,262,054 | 832,677 |
| Other | 1,911 | 2,464 | 0 | 0 | 0 |
| TOTAL | 3,229,551 | 2,673,045 | 1,645,734 | 1,262,054 | 832,677 |
| EXPENDITURES: | | | | | |
| Personal Services | 0 | 0 | 0 | 0 | 0 |
| Operating Expense | 2,978,063 | 2,782,533 | 1,332,437 | 1,262,054 | 832,677 |
| TOTAL | 2,978,063 | 2,782,533 | 1,332,437 | 1,262,054 | 832,677 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | 251,488 | (109,488) | 313,297 | 0 | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | <u>(510,992)</u> | <u>(259,504)</u> | <u>(368,992)</u> | <u>(55,695)</u> | <u>(55,695)</u> |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | <u><u>(259,504)</u></u> | <u><u>(368,992)</u></u> | <u><u>(55,695)</u></u> | <u><u>(55,695)</u></u> | <u><u>(55,695)</u></u> |

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

| | 2005 | 2006 | 2007 | 2008 | 2009 |
|---|-------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| | ACTUAL | ACTUAL | ACTUAL | UNAUDITED | ESTIMATED |
| SPLOST | | | | | |
| REVENUES: | | | | | |
| Sales Tax | 8,429,044 | 16,792,123 | 12,380,536 | 9,566,924 | 11,422,725 |
| Other | 0 | 214,508 | 613,051 | 770,604 | 0 |
| Transfers In | 0 | 0 | 0 | 0 | 0 |
| Transfers Out | (359,290) | (1,475,591) | (1,323,306) | 0 | 0 |
| Issuance of Bond | 0 | 0 | 14,000,000 | 0 | 0 |
| Premium on Bond Issuance | 0 | 0 | 236,362 | 0 | 0 |
| TOTAL | 8,069,754 | 15,531,040 | 25,906,643 | 10,337,528 | 11,422,725 |
| EXPENDITURES: | | | | | |
| Cap. Outlay | 5,593,111 | 7,025,729 | 15,626,588 | 13,627,723 | 11,422,725 |
| Interest cost | 0 | 0 | 198,333 | 0 | 0 |
| Bond Issuance Cost | 0 | 0 | 216,642 | 0 | 0 |
| TOTAL | 5,593,111 | 7,025,729 | 16,041,563 | 13,627,723 | 11,422,725 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | | | | | |
| | 2,476,643 | 8,505,311 | 9,865,080 | (3,290,195) | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | <u>(237,098) *</u> | <u>2,239,545</u> | <u>10,744,856</u> | <u>20,609,936</u> | <u>17,319,741</u> |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | <u><u>2,239,545</u></u> | <u><u>10,744,856</u></u> | <u><u>20,609,936</u></u> | <u><u>17,319,741</u></u> | <u><u>17,319,741</u></u> |

*restated

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

| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
|---|------------------------|------------------------|------------------------|---------------------------|---------------------------|
| SANITARY SEWER FUND | | | | | |
| REVENUES: | | | | | |
| Charges for Services | 12,431,805 | 13,784,756 | 14,211,264 | 13,926,418 | 14,805,300 |
| Other | 250,166 | 528,553 | 751,635 | 314,449 | 100,700 |
| Transfers In / (Out) | 100,000 | 100,000 | 100,000 | (1,898,716) | 100,000 |
| TOTAL | 12,781,971 | 14,413,309 | 15,062,899 | 12,342,151 | 15,006,000 |
| EXPENDITURES: | | | | | |
| Personal Services | 2,387,429 | 3,163,744 | 2,990,259 | 3,293,235 | 3,652,783 |
| Operating Expense | 3,867,609 | 4,497,083 | 4,494,399 | 3,431,891 | 10,099,296 |
| Non-Operating Expense | 2,387,136 | 2,288,939 | 2,495,331 | 0 | 0 |
| Depreciation & Amortization | 2,907,294 | 3,711,566 | 3,449,587 | 1,260,968 | 1,253,921 |
| TOTAL | 11,549,468 | 13,661,332 | 13,429,576 | 7,986,094 | 15,006,000 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | | | | | |
| | 1,232,503 | 751,977 | 1,633,323 | 4,356,057 | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | 34,883,574 | 36,148,139 | 56,218,856 | 58,728,485 | 63,084,542 |
| Contributed Capital | 32,062 | 19,318,740 | 876,306 | 0 | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | 36,148,139 | 56,218,856 | 58,728,485 | 63,084,542 | 63,084,542 |
| | 2005 ACTUAL | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 ESTIMATED |
| SOLID WASTE FUND | | | | | |
| REVENUES: | | | | | |
| Charges for Services | 7,208,963 | 7,673,397 | 8,144,050 | 6,769,586 | 8,491,195 |
| Other | 3,791 | 2,133 | 67,857 | 0 | 0 |
| Transfers In / (Out) | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| TOTAL | 7,312,754 | 7,775,530 | 8,311,907 | 6,869,586 | 8,591,195 |
| EXPENDITURES: | | | | | |
| Personal Services | 1,801,593 | 1,943,332 | 2,132,361 | 2,234,247 | 2,493,864 |
| Operating Expense | 4,211,254 | 4,776,434 | 5,031,338 | 4,870,367 | 5,507,878 |
| Non-Operating Expense | 18,178 | 50,455 | 8,765 | 0 | 0 |
| Depreciation & Amortization | 309,976 | 348,836 | 374,940 | 309,274 | 589,453 |
| TOTAL | 6,341,001 | 7,119,057 | 7,547,404 | 7,413,888 | 8,591,195 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | | | | | |
| | 971,753 | 656,473 | 764,503 | (544,302) | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| Beginning of year July 1, | 995,499 | 1,967,252 | 2,623,725 | 3,388,228 | 2,843,926 |
| Contributed Capital | 0 | 0 | 0 | 0 | 0 |
| FUND BALANCE (DEFICIT) | | | | | |
| End of year June 30, | 1,967,252 | 2,623,725 | 3,388,228 | 2,843,926 | 2,843,926 |

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

| 2005 | 2006 | 2007 | 2008 | 2009 |
|---------------|---------------|---------------|------------------|------------------|
| ACTUAL | ACTUAL | ACTUAL | UNAUDITED | ESTIMATED |

MUNICIPAL AUDITORIUM

REVENUES:

| | | | | | |
|----------------------|----------------|---------------|---------------|----------------|---------------|
| Charges for Services | 33,720 | 34,693 | 26,732 | 42,002 | 17,775 |
| Other | 73 | 87 | 89 | 0 | 0 |
| Transfers In | 93,082 | 49,442 | 24,862 | 63,352 | 75,882 |
| TOTAL | 126,875 | 84,222 | 51,683 | 105,354 | 93,657 |

EXPENDITURES:

| | | | | | |
|-----------------------------|----------------|----------------|----------------|---------------|---------------|
| Personal Services | 38,435 | 28,130 | 3,614 | | 5,705 |
| Operating Expense | 81,521 | 62,747 | 42,541 | 37,665 | 87,952 |
| Non-Operating Expense | 116,890 | 0 | 0 | | |
| Depreciation & Amortization | | 114,583 | 114,583 | | |
| TOTAL | 236,846 | 205,460 | 160,738 | 37,665 | 93,657 |

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

| | | | | |
|------------------|------------------|------------------|---------------|----------|
| (109,971) | (121,238) | (109,055) | 67,689 | 0 |
|------------------|------------------|------------------|---------------|----------|

FUND BALANCE (DEFICIT)

| | | | | | |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| Beginning of year July 1, | <u>3,097,365</u> | <u>2,987,394</u> | <u>2,866,156</u> | <u>2,885,007</u> | <u>2,952,696</u> |
|---------------------------|------------------|------------------|------------------|------------------|------------------|

Contributed Capital

| | | | | |
|----------|----------|----------------|----------|----------|
| <u>0</u> | <u>0</u> | <u>127,906</u> | <u>0</u> | <u>0</u> |
|----------|----------|----------------|----------|----------|

FUND BALANCE (DEFICIT)

| | | | | | |
|----------------------|------------------|------------------|------------------|------------------|------------------|
| End of year June 30, | <u>2,987,394</u> | <u>2,866,156</u> | <u>2,885,007</u> | <u>2,952,696</u> | <u>2,952,696</u> |
|----------------------|------------------|------------------|------------------|------------------|------------------|

| 2005 | 2006 | 2007 | 2008 | 2009 |
|---------------|---------------|---------------|------------------|------------------|
| ACTUAL | ACTUAL | ACTUAL | UNAUDITED | ESTIMATED |

CIVIC CENTER

REVENUES:

| | | | | | |
|----------------------|------------------|------------------|------------------|------------------|------------------|
| Charges for Services | 376,831 | 419,460 | 446,822 | 240,351 | 292,041 |
| Other | 790 | (14) | 2,087 | 0 | 0 |
| Transfers In | 1,045,174 | 723,575 | 896,654 | 1,116,313 | 1,266,841 |
| TOTAL | 1,422,795 | 1,143,021 | 1,345,563 | 1,356,664 | 1,558,882 |

EXPENDITURES:

| | | | | | |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|
| Personal Services | 673,050 | 692,314 | 709,792 | 693,649 | 959,363 |
| Operating Expense | 380,785 | 537,184 | 582,979 | 648,995 | 599,519 |
| Non-Operating Expense | 0 | 0 | | | |
| Depreciation & Amortization | 470,427 | 410,499 | 418,055 | | |
| TOTAL | 1,524,262 | 1,639,997 | 1,710,826 | 1,342,644 | 1,558,882 |

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

| | | | | |
|------------------|------------------|------------------|---------------|----------|
| (101,467) | (496,976) | (365,263) | 14,020 | 0 |
|------------------|------------------|------------------|---------------|----------|

FUND BALANCE (DEFICIT)

| | | | | | |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Beginning of year July 1, | <u>10,669,394</u> | <u>10,567,927</u> | <u>11,226,270</u> | <u>10,945,894</u> | <u>10,959,914</u> |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

Contributed Capital

| | | | | |
|----------|------------------|---------------|----------|----------|
| <u>0</u> | <u>1,155,319</u> | <u>84,887</u> | <u>0</u> | <u>0</u> |
|----------|------------------|---------------|----------|----------|

FUND BALANCE (DEFICIT)

| | | | | | |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| End of year June 30, | <u>10,567,927</u> | <u>11,226,270</u> | <u>10,945,894</u> | <u>10,959,914</u> | <u>10,959,914</u> |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

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

| 2005 | 2006 | 2007 | 2008 | 2009 |
|---------------|---------------|---------------|------------------|------------------|
| ACTUAL | ACTUAL | ACTUAL | UNAUDITED | ESTIMATED |

TRANSIT

REVENUES:

| | | | | | |
|----------------------|------------------|------------------|------------------|------------------|------------------|
| Charges for Services | 397,691 | 417,598 | 436,988 | 384,576 | 442,728 |
| Other | 1,213,429 | 858,069 | 1,922,289 | 1,459,577 | 959,636 |
| Transfers In | 1,015,370 | 1,106,954 | 851,410 | 851,630 | 1,160,349 |
| TOTAL | 2,626,490 | 2,382,621 | 3,210,687 | 2,695,783 | 2,562,713 |

EXPENDITURES:

| | | | | | |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|
| Personal Services | 1,200,353 | 1,438,909 | 1,487,307 | 1,511,300 | 1,491,934 |
| Operating Expense | 626,425 | 1,299,751 | 1,376,228 | 1,342,628 | 1,070,779 |
| Non-Operating Expense | 428,078 | 23,361 | 11,987 | 0 | 0 |
| Depreciation & Amortization | 417,700 | 290,440 | 325,011 | 0 | 0 |
| TOTAL | 2,672,556 | 3,052,461 | 3,200,533 | 2,853,928 | 2,562,713 |

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

| | | | | | |
|--|-----------------|------------------|---------------|------------------|----------|
| | (46,066) | (669,840) | 10,154 | (158,145) | 0 |
|--|-----------------|------------------|---------------|------------------|----------|

FUND BALANCE (DEFICIT)

| | | | | | |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| Beginning of year July 1, | 2,048,277 | 2,002,211 | 1,810,004 | 1,820,158 | 1,662,013 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|

Contributed Capital

| | | | | | |
|--|----------|----------------|----------|----------|----------|
| | 0 | 477,633 | 0 | 0 | 0 |
|--|----------|----------------|----------|----------|----------|

FUND BALANCE (DEFICIT)

| | | | | | |
|----------------------|------------------|------------------|------------------|------------------|------------------|
| End of year June 30, | 2,002,211 | 1,810,004 | 1,820,158 | 1,662,013 | 1,662,013 |
|----------------------|------------------|------------------|------------------|------------------|------------------|

| 2005 | 2006 | 2007 | 2008 | 2009 |
|---------------|---------------|---------------|------------------|------------------|
| ACTUAL | ACTUAL | ACTUAL | UNAUDITED | ESTIMATED |

AIRPORT FUND

REVENUES:

| | | | | | |
|----------------------|------------------|------------------|------------------|------------------|------------------|
| Charges for Services | 722,969 | 713,386 | 757,547 | 765,767 | 799,266 |
| Other | 367,289 | 2,184,052 | 3,660,823 | 3,560,534 | 0 |
| Transfers In | 319,475 | 305,668 | 412,375 | 525,653 | 557,682 |
| TOTAL | 1,409,733 | 3,203,106 | 4,830,745 | 4,851,954 | 1,356,948 |

EXPENDITURES:

| | | | | | |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|
| Personal Services | 795,838 | 747,121 | 739,527 | 889,585 | 941,331 |
| Operating Expense | 305,861 | 352,581 | 377,067 | 483,321 | 415,617 |
| Non-Operating Expense | 518,744 | 0 | 0 | | |
| Depreciation & Amortization | | 693,903 | 447,727 | | |
| TOTAL | 1,620,443 | 1,793,605 | 1,564,321 | 1,372,906 | 1,356,948 |

**DEFICIENCY OF REVENUE
OVER EXPENDITURES**

| | | | | | |
|--|------------------|------------------|------------------|------------------|----------|
| | (210,710) | 1,409,501 | 3,266,424 | 3,479,048 | 0 |
|--|------------------|------------------|------------------|------------------|----------|

FUND BALANCE (DEFICIT)

| | | | | | |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Beginning of year July 1, | 11,930,451 | 11,719,741 | 13,821,666 | 21,529,789 | 25,008,837 |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

Contributed Capital

| | | | | | |
|--|----------|----------------|------------------|----------|----------|
| | 0 | 692,424 | 4,441,699 | 0 | 0 |
|--|----------|----------------|------------------|----------|----------|

FUND BALANCE (DEFICIT)

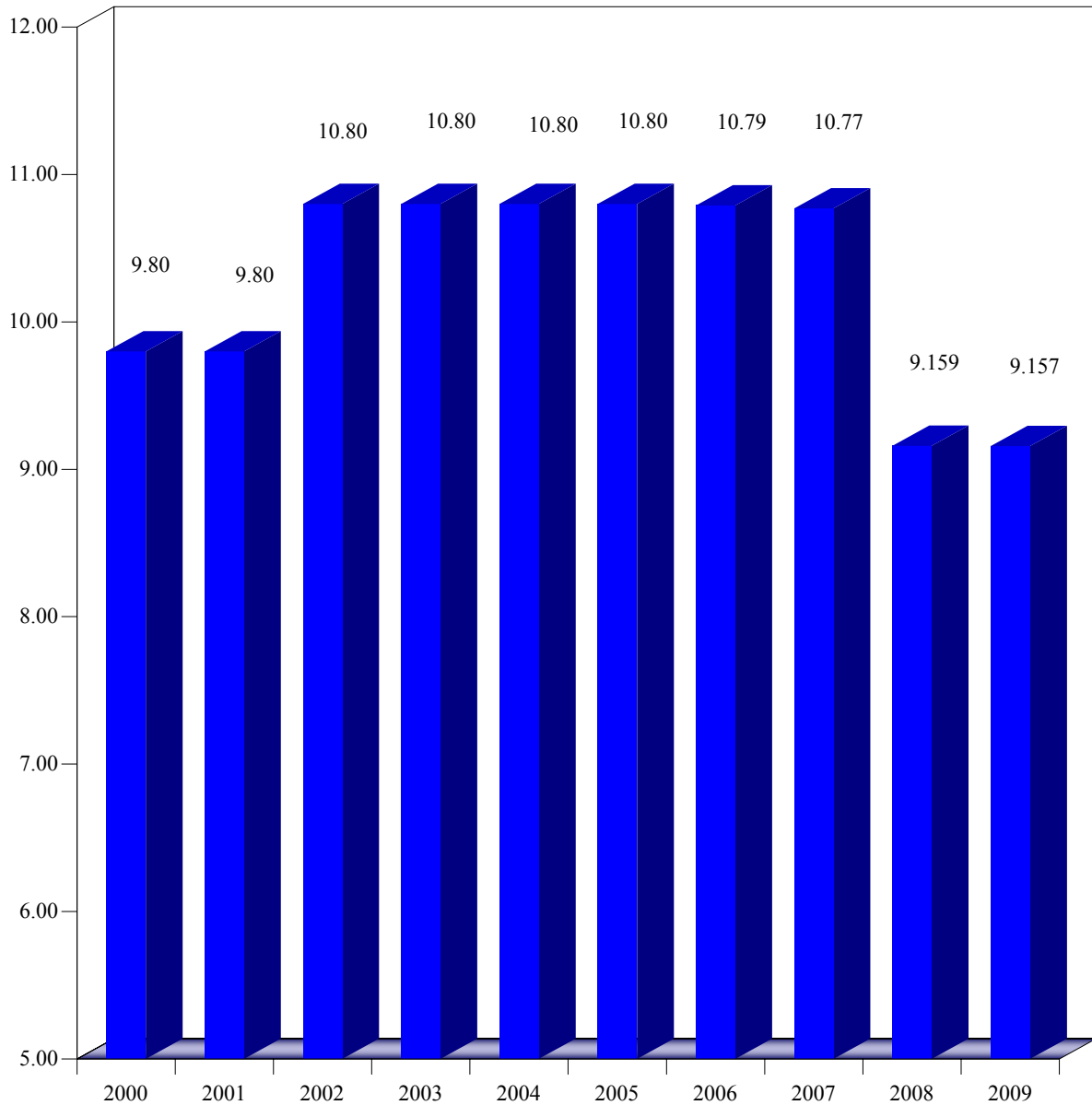
| | | | | | |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| End of year June 30, | 11,719,741 | 13,821,666 | 21,529,789 | 25,008,837 | 25,008,837 |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

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

| FISCAL YEAR | CITY OF ALBANY MILLAGE* | | | DOUGHERTY COUNTY MILLAGE* | | | BOARD OF EDUCATION MILLAGE* | | | OTHER (STATE OF GA) | TOTAL |
|----------------|----------------------------|-----------------|---------------|------------------------------|-----------------|-----------------|--------------------------------|-----------------|-----------------|---------------------------|--------|
| | OPERATING | DEBT SERVICE | TOTAL CITY | OPERATING | DEBT SERVICE | TOTAL COUNTY | OPERATING | DEBT SERVICE | TOTAL SCHOOL | | |
| 2000 | 9.340 | 0.46 | 9.800 | 11.100 | 0.00 | 11.10 | 17.700 | 0.00 | 17.700 | 0.25 | 38.850 |
| 2001 | 9.800 | 0.00 | 9.800 | 11.100 | 0.00 | 11.10 | 17.700 | 0.00 | 17.700 | 0.25 | 38.850 |
| 2002 | 10.800 | 0.00 | 10.800 | 11.100 | 0.00 | 11.10 | 17.700 | 0.00 | 17.700 | 0.25 | 38.850 |
| 2003 | 10.800 | 0.00 | 10.800 | 10.658 | 0.00 | 10.658 | 17.550 | 0.00 | 17.550 | 0.25 | 39.258 |
| 2004 | 10.800 | 0.00 | 10.800 | 10.658 | 0.00 | 10.658 | 19.000 | 0.00 | 19.000 | 0.25 | 40.708 |
| 2005 | 10.800 | 0.00 | 10.800 | 13.158 | 0.00 | 13.158 | 19.000 | 0.00 | 19.000 | 0.25 | 43.208 |
| 2006 | 10.790 | 0.00 | 10.790 | 13.158 | 0.00 | 13.158 | 19.000 | 0.00 | 19.000 | 0.25 | 43.198 |
| 2007 | 10.777 | 0.00 | 10.777 | 13.147 | 0.00 | 13.147 | 18.984 | 0.00 | 18.984 | 0.25 | 43.158 |
| 2008 | 9.159 | 0.00 | 9.159 | 11.897 | 0.00 | 11.897 | 18.450 | 0.00 | 18.450 | 0.25 | 39.756 |
| 2009 | 9.157 | 0.00 | 9.157 | 11.894 | 0.00 | 11.894 | 18.445 | 0.00 | 18.445 | 0.25 | 39.746 |

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

City Of Albany FY 2000 - FY 2009 Property Tax Millage Rates



1 Mill = Approximately \$1,608,623

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

| | 2005 | 2006* | 2007* | 2008* | 2009* |
|--|------------|------------|------------|------------|------------|
| Transfer (cash & street lighting) | 6,099,029 | 7,058,771 | 7,165,657 | 7,266,277 | 7,088,128 |
| Prior Calendar Year Metered Revenue | 81,523,527 | 84,750,330 | 86,394,726 | 87,942,716 | 88,628,008 |
| Transfer Expressed as % of Revenue | 7.5 | 7.5 | 7.5 | 7.5 | 7.5 |
| Net Income (after Transfer) | 596,859 | (66,060) | 1,719,179 | 182,343 | 275,439 |

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

* Includes \$750,000 of unmetered revenue

DEBT AND TAX DIGEST INFORMATION

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

Principal and Interest Requirements on City's General Obligation Debt

Following are the estimated principal and interest requirements on the City's outstanding general obligation bonds and the previously issued outstanding general obligation bonds of the City for the fiscal years ending June 30, 2008 and thereafter.

Series 2002 Bonds (Civic Center)

| FYE | Principal | Interest | Total |
|-----------|--------------|------------|--------------|
| June 30th | | | |
| 2009 | 1,190,000 | 142,750 | 1,332,750 |
| 2010 | 1,240,000 | 98,720 | 1,338,720 |
| 2011 | 1,290,000 | 51,600 | 1,341,600 |
| | \$ 3,720,000 | \$ 293,070 | \$ 4,013,320 |

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

Series 2007 Bonds (SPLOSTV)

| Period Ending | Principal | Interest | Total |
|---------------|---------------|--------------|---------------|
| 12/01/2008 | | 297,500 | 297,500 |
| 06/01/2009 | 4,510,000 | 297,500 | 4,807,500 |
| 12/01/2009 | | 201,663 | 201,663 |
| 06/01/2010 | 6,655,000 | 201,663 | 6,856,663 |
| 12/01/2010 | | 102,531 | 102,531 |
| 06/01/2011 | 4,825,000 | 102,531 | 4,927,531 |
| | \$ 15,990,000 | \$ 1,203,387 | \$ 17,193,388 |

Long-Term Lease Payments

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

| FYE | Total |
|------|---------------------|
| 2009 | 2,076,956 |
| 2010 | 1,344,080 |
| 2011 | 1,347,870 |
| | <u>\$ 4,768,906</u> |

Debt Limitation

The present constitutional limit on direct general obligation debt for the City is equivalent to ten percent of assessed valuation of taxable property for debt service purposes. The unused legal debt margin for the City after the issuance of the bonds is computed below for FY 2007 (in thousands):

| | | |
|--|-------------|-----------------|
| Assessed Value of Taxable Property | \$1,348,495 | |
| Add Back Exempt Property | 99,744 | \$1,448,239 |
| | ===== | ===== |
| Debt Limit--10% of Assessed Value (Article IX, Section VII of the Constitution of Georgia) | | \$144,824 |
| Amount of Debt applicable to Constitutional Debt Limit, Total General Obligation Bond Debt | \$ 4,870 | |
| Less: Assets Available for Bond Service (1) | <u>7</u> | <u>\$ 4,863</u> |
| Legal Debt Margin pursuant to Article IX, Section III of the Constitution of Georgia | | \$ 139,961 |
| | | ===== |
| Percent of Debt Limit Used | | <u>3.36%</u> |
| | | ===== |

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

(1) Source: City of Albany 2007 Comprehensive Annual Financial Report (CAFR), p. 152

Assessed and Estimated Fair Market Taxable Property Values

| | | |
|------|--|------------------|
| 2008 | Estimated Fair Market Value of Taxable Property | \$ 4,021,557,063 |
| 2008 | Net Assessed Valuation of Taxable Property for Bond Purposes | \$ 1,608,622,825 |

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

| <u>Jurisdiction</u> | <u>Net General Obligation Bond Debt Outstanding 6/30/08</u> | <u>Percentage Applicable to City of Albany</u> | <u>Amount Applicable to City of Albany</u> |
|---------------------|---|--|--|
| Direct | | | |
| City of Albany (1) | \$4,013,310 | 100.00% | \$4,013,320 |
| Overlapping: | | | |
| Board of Education | 0 | 0.00% | 0 |
| | ----- | ----- | ----- |
| Total | <u>\$4,013,310</u> | | <u>\$4,013,320</u> |

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

Debt and Assessed Value per Capita

| | |
|---|----------|
| Total City Debt per Capita (2) | \$ 52 |
| Total City and Overlapping Debt per Capita (3) | \$ 42 |
| Fair Market Value of City Taxable Property per Capita | \$52,269 |

 (2) Based on 2000 census population of 76,939 for the City
 (3) Based on 2000 census population of 96,065 for the County.

Tax Collection Procedure

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

Largest Taxpayers

The following table lists the ten largest taxpayers based on their 2007 assessed value in the City of Albany and their respective percentage of the City's total assessed valuation.

| <u>Taxpayer</u> | <u>Type of Business</u> | <u>2007 Assessed Valuation</u> | <u>Percentage of Total Assessed Valuation (1)</u> |
|----------------------------|-------------------------|--|---|
| 1. Miller Brewing Company | Brewery | 57,588,673 | 3.60% |
| 2. M & M Mars-Div Mars Inc | Confectioner | 16,935,046 | 1.06 |
| 3. Bell South | Utility | 16,758,195 | 1.05 |
| 4. Coats & Clark | Textile | 15,473,864 | 0.97 |
| 5. Palmyra Medical Center | Hospital | 15,243,966 | 0.95 |
| 6. Albany Mall LLC/Aronov | Mall Developer | 12,461,940 | 0.78 |
| 7. BFS North American Tire | Retailer | 9,086,519 | 0.57 |
| 8. Georgia Pacific Corp | Manufacturer | 8,087,273 | 0.51 |
| 9. Lowe's of Albany | Building Supplies | 6,677,838 | 0.42 |
| 10. Yancy Brothers | Heavy Equipment | 6,070,812 | 0.38 |

(1) Based on 2007 estimated net tax digest for maintenance and operation purposes of \$ 1,600,740,442

SOURCE: Dougherty County Tax Department

Property Tax Digest Trend

The property tax digests of the City for the calendar years 2003 through 2008 are outlined on the following table. Values for real property represent all real estate less the exempt property in the city, and personal property includes motor vehicles, bank shares, inventories, aircraft, pleasure boats, industrial machinery, fixtures and equipment, farm machinery and equipment, livestock, mobile homes and public utilities. State law requires that all property assessments be at a uniform 40 percent of current market value.

| Property Type | <u>2008</u> | <u>2007</u> | <u>2006</u> |
|----------------------|--------------------|--------------------|--------------------|
| Real & Personal | 1,576,708,244 | 1,567,126,321 | 1,313,189,390 |
| Motor Vehicles | 135,044,160 | 131,387,780 | 128,298,840 |
| Mobile Homes | 4,924,971 | 5,386,164 | 5,367,064 |
| Timber - 100% | 0 | 63,230 | 144,317 |
| Heavy Duty Equipment | <u>1,063,930</u> | <u>295,125</u> | <u>1,240,984</u> |
| Gross Digest | 1,717,741,305 | 1,704,258,620 | 1,448,240,595 |
| less: | | | |
| Exemptions (1) | <u>109,118,480</u> | <u>103,518,178</u> | <u>99,744,927</u> |
| Net Digest: | 1,608,622,825 | 1,600,740,442 | 1,348,495,668 |
| | | | |
| Property Type | <u>2005</u> | <u>2004</u> | <u>2003</u> |
| Real & Personal | 1,289,459,081 | 1,261,840,820 | 1,248,355,554 |
| Motor Vehicles | 133,040,960 | 138,322,290 | 143,000,000 |
| Mobile Homes | 5,338,255 | 5,484,171 | 6,031,875 |
| Timber - 100% | 0 | 111,646 | 86,669 |
| Heavy Duty Equipment | <u>1,729,718</u> | <u>524,263</u> | <u>984,342</u> |
| Gross Digest | 1,429,568,014 | 1,323,796,748 | 1,398,458,540 |
| less: | | | |
| Exemptions (1) | <u>85,823,728</u> | <u>82,486,442</u> | <u>72,112,131</u> |
| Net Digest: | 1,343,744,286 | 1,323,796,748 | 1,328,346,409 |

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

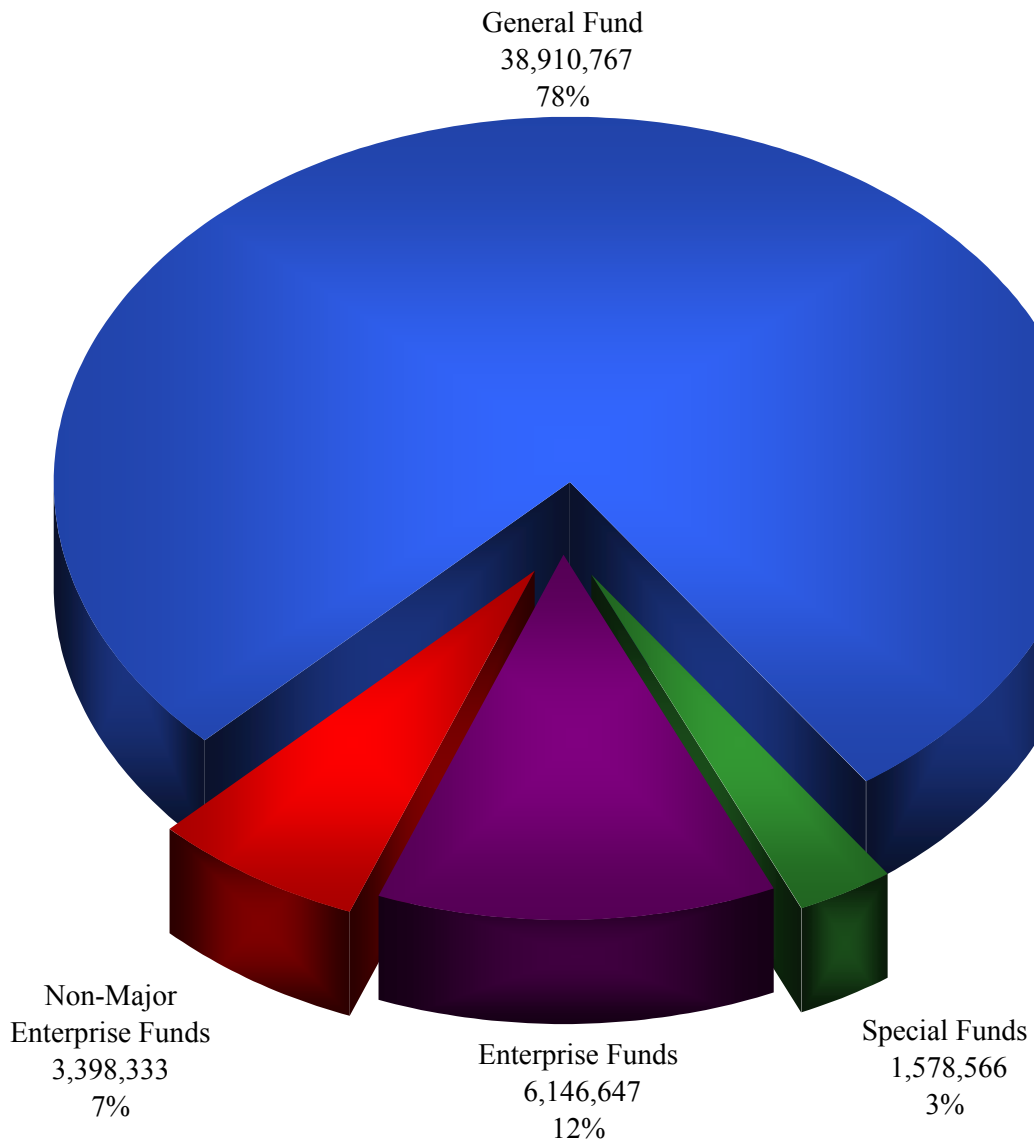
Source: Dougherty County Tax/Tag Office

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

| Fiscal Year | Total Tax Levy | Current Tax Collections | Delinquent Tax Collection | Total Tax Collections | Ratio of Total Tax Collections to Total Levy % |
|-------------|----------------|-------------------------|---------------------------|-----------------------|--|
| 2007 | \$ 13,077 | \$ 12,901 | \$ 0 | \$ 12,901 | 98.65 % |
| 2006 | \$ 12,988 | \$ 12,791 | \$ 95 | \$ 12,791 | 98.48 % |
| 2005 | \$ 12,736 | \$ 12,505 | \$ 123 | \$ 12,627 | 99.14 % |
| 2004 | \$ 12,684 | \$ 12,535 | \$ 63 | \$ 12,596 | 99.31 % |
| 2003 | \$ 12,750 | \$ 11,616 | \$ 109 | \$ 11,724 | 91.95 % |
| 2002 | \$ 12,261 | \$ 11,896 | \$ 152 | \$ 12,048 | 98.26 % |
| 2001 | \$ 10,836 | \$ 10,886 | \$ 91 | \$ 10,977 | 101.30 % |
| 2000 | \$ 10,533 | \$ 10,498 | \$ 93 | \$ 10,591 | 100.55 % |
| 1999 | \$ 10,369 | \$ 10,185 | \$ 152 | \$ 10,337 | 99.69 % |
| 1998 | \$ 10,940 | \$ 10,371 | \$ 106 | \$ 10,477 | 95.77 % |

 Source: City of Albany 2007 CAFR, Statistical Section

City Of Albany FY 2009 Personal Services



Total Personal Services
\$50,034,313

FY 2009 Personal Services

The City of Albany's number one priority is to provide the most effective and efficient services to the citizens of Albany. The City has a dedicated work force, which consists of 904 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 | Cafeteria Plan |
| Retirement Plan with Pension and Vesting Benefits | Social Security (FICA) |
| Deferred Compensation Plan | Workers' Compensation |
| Health and Dental Insurance | Sick and Vacation Pay |
| Life Insurance | Employee Assistance Program |
| Long Term Disability | Tuition Reimbursement Program |
| | Paid Holidays |

Salaries & Wages

Salaries and fringe benefits account for approximately 50% of the total operating budget. Included in the salary account are overtime pay, holiday pay, and part time help.

Retirement Plan with Pension and Vesting Benefits

A retirement plan is provided for all regular, full-time employees. All general employees contribute 4% of their gross income to the plan and the city contributes 8.9% on their behalf to the pension plan. Public Safety employees contribute 7% of their gross salary to the pension plan and the city contributes 11.9% on their behalf to the pension plan. Full-time employees are eligible for this coverage effective with their date of employment, and are also eligible for vested benefits upon completion of 10 years of service.

Deferred Compensation Plan

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

Health and Dental Insurance

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

Life Insurance

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

Long Term Disability

The City of Albany provides all full-time employees who are not eligible for disability retirement, an important income protection plan to help replace the regular income if an employee becomes disabled, and the disability is not as a result of or arising out of the employee's employment. In order to be eligible to receive long-term disability benefits, the employee must have completed 5 years of continuous employment and be disabled in excess of 180 days. The benefit is 60% of the employee's monthly wage, less any eligible offsets.

Cafeteria Plan

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

Social Security (FICA)

All employees are enrolled in the Social Security Act. The City contributes the employer share of 7.65% (6.20% of an employee's salary to a maximum salary of \$102,000 for Social Security and 1.45% of all earnings for employees for Medicare).

Workers' Compensation

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

Sick and Vacation Pay

Sick Leave and Vacation Leave are accrued only by full-time employees in budgeted positions. All employees receive the same amount of sick leave accrual each pay period (12 days per year). Vacation leave accumulation per week is dependent upon the employees' exempt or non-exempt status along with the length of employment.

Employee Assistance Program

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

Tuition Reimbursement Program

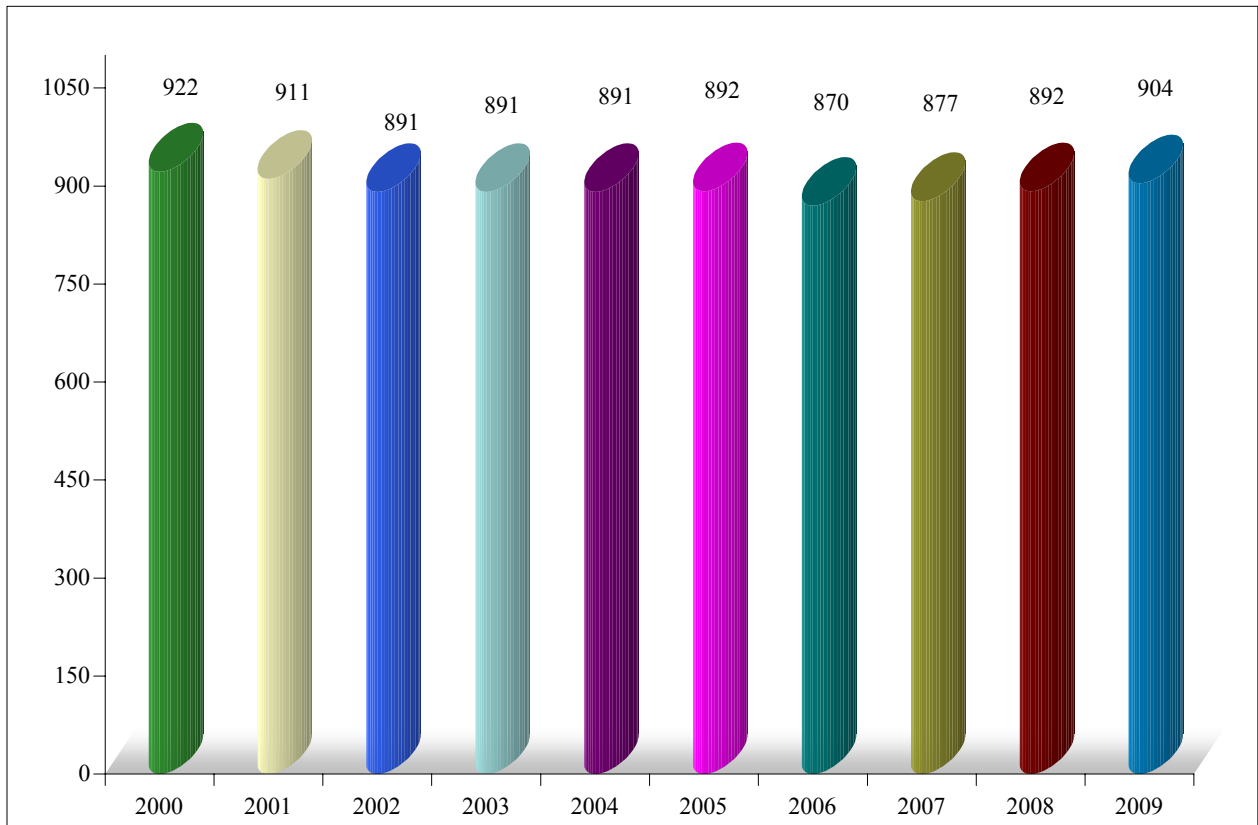
The Tuition Reimbursement Program of the City of Albany is designed to encourage employees of the City to improve their job-related knowledge, skills, and abilities through training and/or education. Reimbursement for education that is job related shall be on a tuition reimbursable basis each year, not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

Paid Holidays

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

Source: City of Albany, Human Resources Management

City Of Albany FY 2000 - FY 2009 Summary Of Personnel Positions



**PERSONNEL SUMMARY
FY 2000 - FY 2009**

| DEPARTMENT | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 |
|---|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| General Government | 7 | 7 | 7 | 7 | 7 | 7 | 5 | 8 | 7 | 8 |
| City Attorney/Municipal Court | 7 | 6 | 6 | 6 | 6 | 8 | 11 | 11 | 11 | 12 |
| Human Resources Mgmt | 12 | 12 | 12 | 12 | 12 | 12 | 11 | 11 | 11 | 12 |
| Central Services Department | 40 | 70 | 65 | 65 | 64 | 65 | 67 | 35 | 35 | 35 |
| Finance | 18 | 18 | 17 | 17 | 18 | 18 | 21 | 23 | 21 | 20 |
| Information Technology Dept. | 18 | 17 | 17 | 17 | 14 | 14 | 14 | 14 | 14 | 16 |
| Police | 242 | 245 | 234 | 234 | 234 | 235 | 222 | 222 | 223 | 223 |
| Fire | 165 | 162 | 174 | 174 | 174 | 172 | 172 | 204 | 212 | 212 |
| Planning & Development Svc. | 34 | 32 | 28 | 28 | 24 | 22 | 20 | 20 | 21 | 21 |
| Code Enforcement | 0 | 0 | 0 | 0 | 6 | 7 | 8 | 10 | 14 | 18 |
| Engineering | 36 | 35 | 31 | 31 | 32 | 32 | 31 | 31 | 31 | 31 |
| Communications ⁽²⁾ | 33 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Public Works | 167 | 166 | 164 | 164 | 165 | 165 | 160 | 160 | 160 | 160 |
| Recreation | 61 | 61 | 60 | 60 | 60 | 60 | 57 | 57 | 57 | 60 |
| Airport | 18 | 17 | 18 | 18 | 17 | 17 | 14 | 14 | 17 | 17 |
| Municipal Aud./Civic Center | 18 | 17 | 17 | 17 | 17 | 17 | 16 | 16 | 17 | 17 |
| Chehaw ⁽¹⁾ | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transit | 33 | 33 | 29 | 29 | 29 | 29 | 29 | 29 | 29 | 30 |
| Community & Economic Dev. | 13 | 13 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 |
| Total | 922 | 911 | 891 | 891 | 891 | 892 | 870 | 877 | 892 | 904 |
| Population (Estimate) ⁽³⁾ | 77,545 | 77,545 | 76,939 | 76,939 | 76,325 | 76,325 | 76,325 | 76,325 | 76,325 | 76,325 |
| Employees/1000 | 11.9 | 11.7 | 11.6 | 11.6 | 11.7 | 11.7 | 11.4 | 11.5 | 11.7 | 11.8 |

General Government consists of:

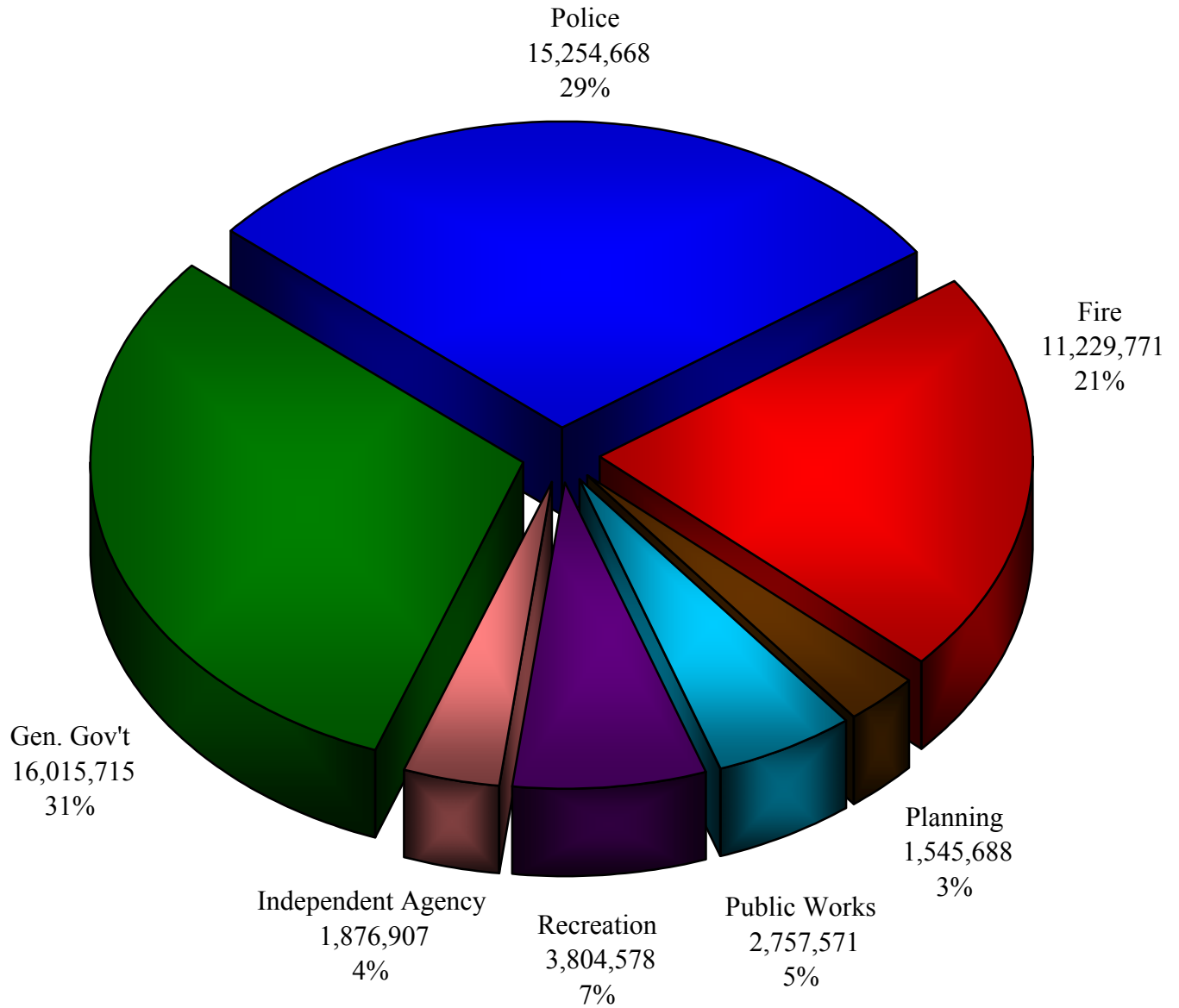
| | | | | | | | | | | |
|------------------------------|---|---|---|---|---|---|---|---|---|---|
| City Manager's Office | 5 | 5 | 5 | 5 | 5 | 5 | 3 | 6 | 5 | 6 |
| City Clerk's Office | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |

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

(2) Effective 7/1/2007, Communications became a division of the Fire Department.

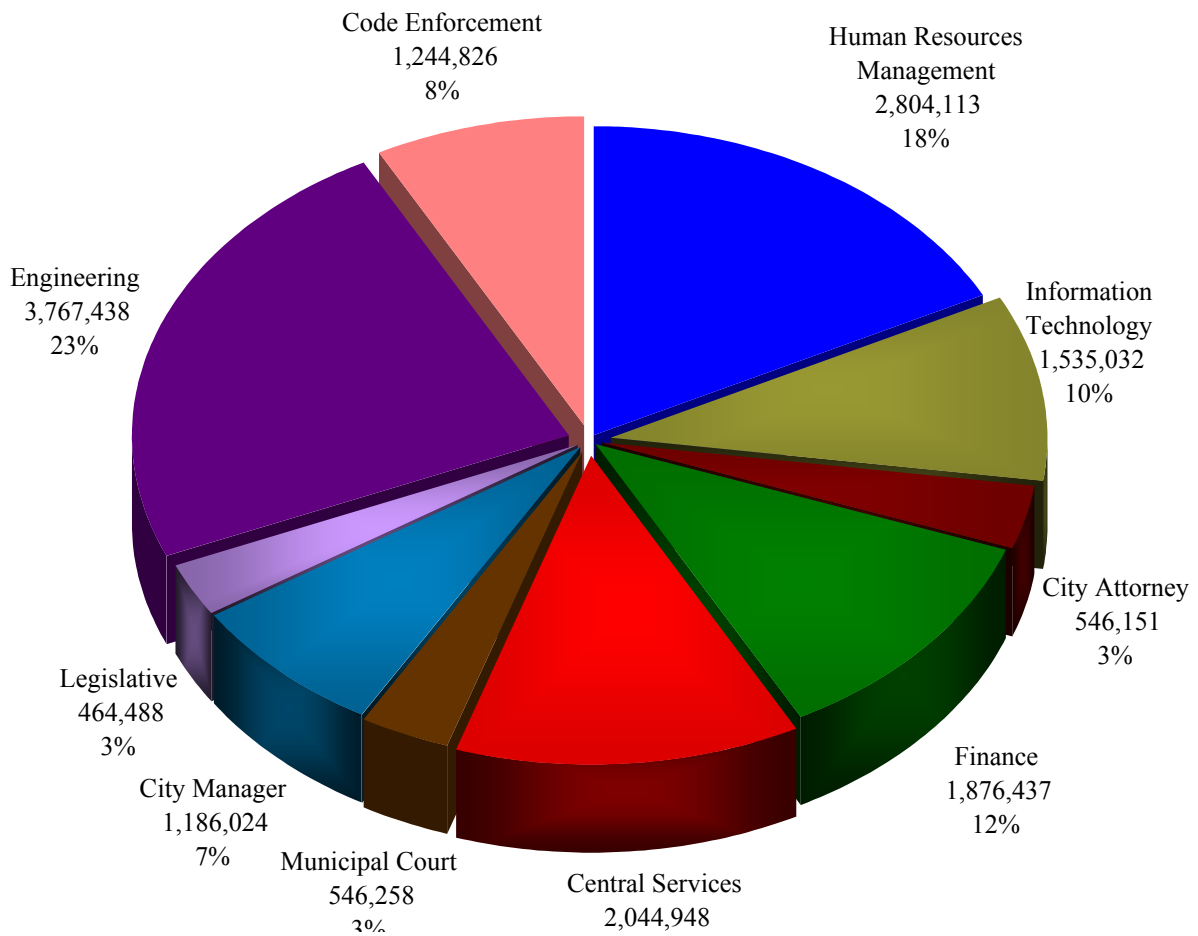
(3) Source: Population Estimates Program, Population Division, U.S. Census Bureau, Washington, DC 22023, www.census.gov/population/estimates/metro-city

City of Albany FY 2009 General Fund Expenditures



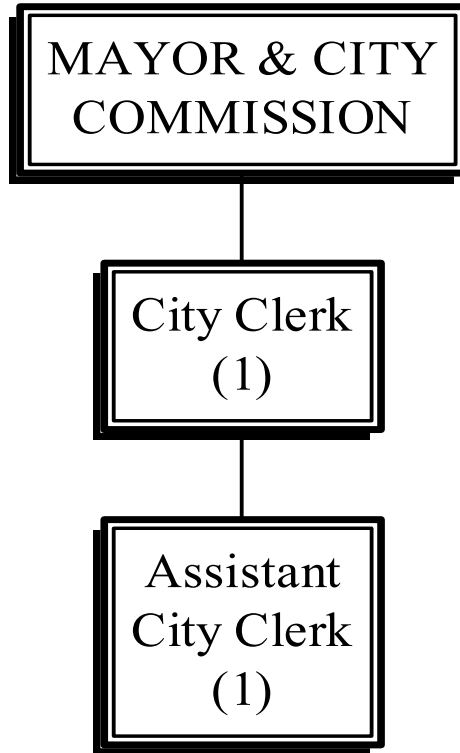
Total General Fund Expenditures
\$52,484,898

City of Albany FY 2009 General Government



Total Expenditures
\$16,015,715

Legislative
Dept 1



LEGISLATIVE

DESCRIPTION

The City Clerk’s principal duty is to keep and maintain an index of the original ordinances and resolutions adopted by the Board of City Commissioners on file. The City clerk attends all of the Board of City Commissioners’ meetings to keep the minutes and records. The City Commission meets on the fourth Tuesday of the month at 8:00 p.m. in Room 100. All meetings are held in the Government Center at 222 Pine Avenue, Albany, Georgia. This office also has custody and charge of all records, books, and papers belonging to the City. The Clerk attests to and affixes the City’s Official Seal to all deeds, leases, and other instruments executed by the Board.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 109,497 | 112,295 | 140,856 |
| OPERATING EXPENSE | 102,281 | 162,150 | 128,675 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 211,778 | 274,445 | 269,531 |
| FULL TIME POSITIONS | 2 | 2 | 2 |

Class Title

| | | | |
|----------------------|----------|----------|----------|
| City Clerk | 1 | 1 | 1 |
| Assistant City Clerk | 1 | 1 | 1 |
| TOTAL | 2 | 2 | 2 |

| LEGISLATIVE | | | | |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 100 | | | | |
| 7110 | Regular Wages | 82,027 | 88,081 | 91,850 |
| 7130 | Temporary Help | 0 | 0 | 20,280 |
| 7210 | W/C Insurance | 441 | 274 | 0 |
| 7220 | Tuition Reimbursement | 0 | 0 | 1,500 |
| 7260 | FICA Matching | 9,636 | 6,537 | 8,578 |
| 7270 | Pension Matching | 2,780 | 7,605 | 8,174 |
| 7280 | Insurance Matching | 9,363 | 9,798 | 10,474 |
| 7285 | LTD Insurance | 5,250 | 0 | 0 |
| 7510 | Professional Services | 9,914 | 52,500 | 15,500 |
| 7512 | Technical Services | 12,100 | 1,500 | 13,000 |
| 7550 | Communications | 1,997 | 3,000 | 3,500 |
| 7570 | Advertising | 2,946 | 4,200 | 4,000 |
| 7600 | Travel | 5,645 | 10,000 | 6,500 |
| 7630 | Train/Cont. Education | 3,149 | 2,000 | 2,000 |
| 7880 | Maint: Mach/Imp/Tools | 2,491 | 3,500 | 3,500 |
| 7990 | Dues and Fees | 26,162 | 31,225 | 33,000 |
| 8010 | Supplies | 4,477 | 10,000 | 8,000 |
| 8016 | Small Equipment | 2,834 | 7,000 | 5,000 |
| 8017 | Printing | 1,175 | 3,000 | 2,500 |
| 8018 | Books & Subscriptions | 261 | 550 | 500 |
| 8020 | Photography | 0 | 1,000 | 500 |
| 8052 | Rent | 25,701 | 25,175 | 25,175 |
| 8150 | Food | 3,429 | 7,500 | 6,000 |
| | TOTAL, GENERAL FUND: | 211,778 | 274,445 | 269,531 |

CITY COMMISSION

DESCRIPTION

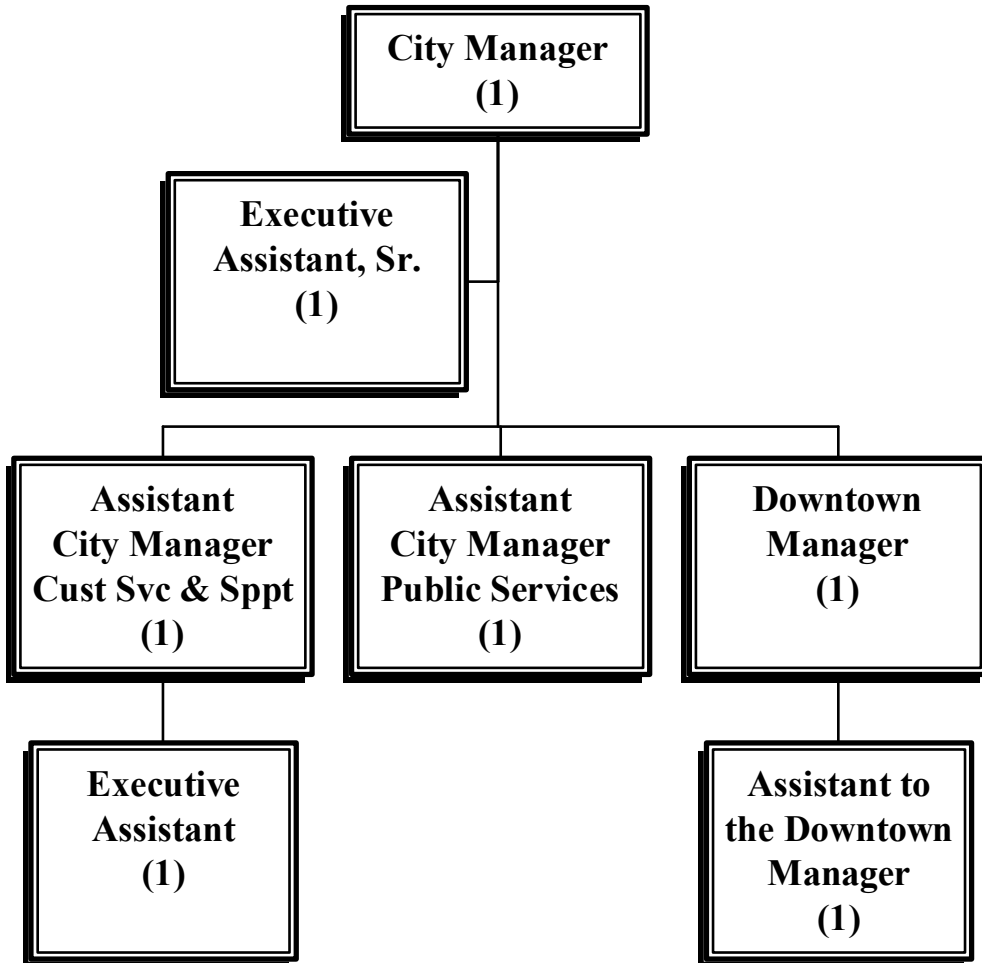
The Board of City Commissioners consists of seven elected members, a Mayor and six Commissioners. The Mayor is elected at-large while the Commissioners are elected by wards. The City Commission makes policy decisions concerning all City Departments, passes ordinances and resolutions, and raises revenue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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 71,649 | 104,350 | 139,957 |
| OPERATING EXPENSE | 33,815 | 55,000 | 55,000 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 105,464 | 159,350 | 194,957 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

| CITY COMMISSION | | | | |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 101 | | | | |
| 7132 | Elected Officials | 51,400 | 83,200 | 115,000 |
| 7280 | Insurance Matching | 20,249 | 21,150 | 24,957 |
| 7550 | Communications | 4,408 | 0 | 0 |
| 7570 | Advertising | 506 | 0 | 0 |
| 7600 | Travel | 14,917 | 0 | 0 |
| 7630 | Train/Cont. Education | 6,580 | 0 | 0 |
| 7990 | Dues and Fees | 422 | 0 | 0 |
| 7999 | Comm. Exp Allocation | 4,222 | 55,000 | 55,000 |
| 8010 | Supplies | 1,437 | 0 | 0 |
| 8017 | Printing | 594 | 0 | 0 |
| 8018 | Books & Subscriptions | 624 | 0 | 0 |
| 8150 | Food | 105 | 0 | 0 |
| | TOTAL, GENERAL FUND: | 105,464 | 159,350 | 194,957 |

City Manager's Office

Dept 2



CITY MANAGER'S OFFICE

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 449,352 | 549,199 | 607,528 |
| OPERATING EXPENSE | 474,013 | 394,085 | 578,496 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 923,365 | 943,284 | 1,186,024 |
| FULL TIME POSITIONS | 5 | 5 | 7 |

Class Title

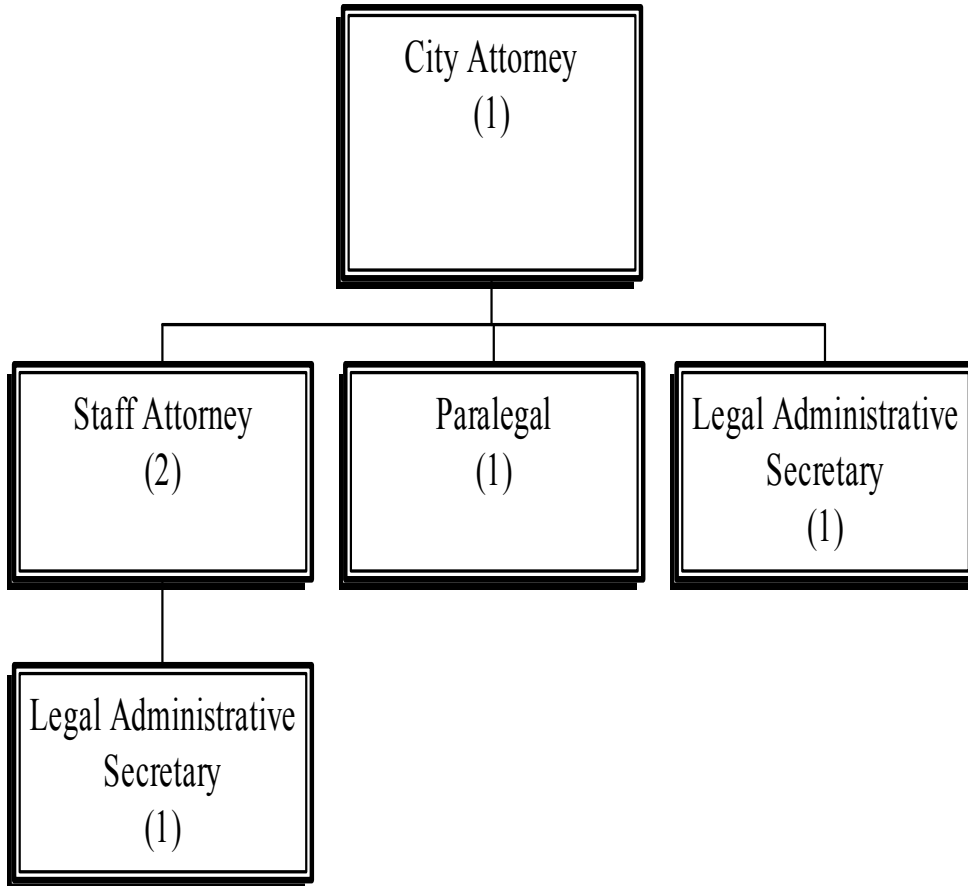
| | | | |
|--|----------|----------|----------|
| City Manager | 1 | 1 | 1 |
| Asst. City Manager, Customer Service & Support | 0 | 1 | 1 |
| Asst. City Manager, Public Services | 0 | 1 | 1 |
| Executive Assistant, Sr. | 1 | 1 | 1 |
| Executive Assistant | 0 | 1 | 1 |
| Program Management Assistant | 1 | 0 | 0 |
| Assistant to the City Manager (internal) | 1 | 0 | 0 |
| Assistant to the City Manager (external) | 1 | 0 | 0 |
| Assistant to the Downtown Manager | 0 | 0 | 1 |
| Downtown Manager | 0 | 0 | 1 |
| TOTAL | 5 | 5 | 7 |

CITY MANAGER'S OFFICE

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 201. | | | | |
| 7110 | Regular Wages | 371,417 | 439,113 | 495,012 |
| 7120 | Overtime | 0 | 1,395 | 0 |
| 7210 | W/C Insurance | 1,638 | 300 | 0 |
| 7220 | Tuition Reimbursement | 1,181 | 3,000 | 0 |
| 7260 | FICA Matching | 26,990 | 33,592 | 37,868 |
| 7270 | Pension Matching | 23,164 | 39,081 | 44,056 |
| 7280 | Insurance Matching | 24,962 | 32,718 | 30,592 |
| 7510 | Professional Services | 120,312 | 106,159 | 171,150 |
| 7512 | Technical Services | 141 | 0 | 0 |
| 7550 | Communications | 6,369 | 6,250 | 6,250 |
| 7570 | Advertising | 0 | 1,000 | 1,000 |
| 7600 | Travel | 8,471 | 4,880 | 4,880 |
| 7630 | Train/Cont. Education | 3,019 | 2,500 | 2,500 |
| 7860 | Maint: Buildings | 103,145 | 66,200 | 35,000 |
| 7880 | Maint: Mach/Imp/Tools | 4,820 | 10,180 | 8,000 |
| 7990 | Dues and Fees | 4,491 | 4,065 | 6,565 |
| 7995 | Contingency | 183,334 | 150,000 | 300,000 |
| 8009 | Licenses (CDL,CPA,Etc.) | 1,113 | 2,300 | 2,300 |
| 8010 | Supplies | 3,236 | 4,500 | 4,500 |
| 8016 | Small Equipment | 1,956 | 1,500 | 1,500 |
| 8017 | Printing | 4,170 | 8,136 | 8,136 |
| 8018 | Books and Subscriptions | 469 | 540 | 540 |
| 8050 | Equipment Rental | 165 | 0 | 0 |
| 8052 | Rent | 25,701 | 25,175 | 25,175 |
| 8110 | Motor Fuel | 20 | 0 | 0 |
| 8150 | Food | 3,081 | 700 | 1,000 |
| | TOTAL, GENERAL FUND: | 923,365 | 943,284 | 1,186,024 |

City Attorney

Dept 3



CITY ATTORNEY

DESCRIPTION

To promote and protect the interests of the City of Albany by providing quality legal services to the Mayor and Board of Commissioners as well as to the City Manager and Department Heads. The City Attorney is available to review and/or draft contracts, leases, ordinances, resolutions, to conduct real estate closings, and to handle condemnations and annexations. In May 2005, Ordinance 06-103 began to apply a new State Law on nuisance abatements. Those matters are now part of the City Attorney's Office.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 304,880 | 335,346 | 431,776 |
| OPERATING EXPENSE | 44,420 | 61,690 | 114,375 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 349,300 | 397,036 | 546,151 |
| FULL TIME POSITIONS | 5 | 5 | 6 |

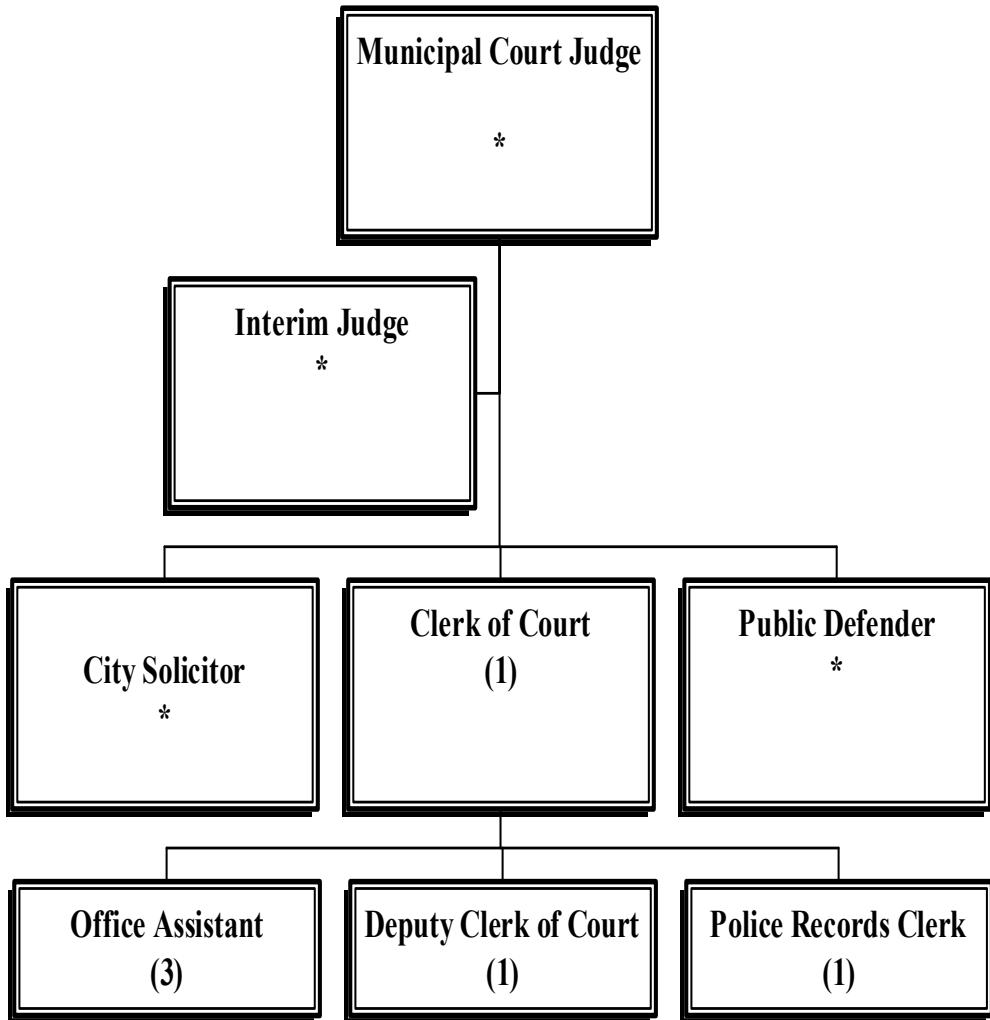
Class Title

| | | | |
|--------------------------------|----------|----------|----------|
| City Attorney | 1 | 1 | 1 |
| Staff Attorney | 1 | 1 | 2 |
| Paralegal | 1 | 1 | 1 |
| Legal Administrative Secretary | 2 | 2 | 2 |
| TOTAL | 5 | 5 | 6 |

CITY ATTORNEY

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 300. | | | | |
| 7110 | Regular Wages | 248,072 | 272,153 | 345,317 |
| 7210 | W/C Insurance | 693 | 728 | 0 |
| 7220 | Tuition Reimbursement | 0 | 2,000 | 2,000 |
| 7260 | FICA Matching | 18,839 | 20,820 | 26,417 |
| 7270 | Pension Matching | 22,153 | 24,222 | 30,733 |
| 7280 | Insurance Matching | 15,123 | 15,423 | 27,309 |
| 7510 | Professional Services | 2,446 | 8,400 | 40,000 |
| 7512 | Technical Services | 1,685 | 4,100 | 2,500 |
| 7550 | Communications | 1,921 | 3,000 | 4,000 |
| 7570 | Advertising | 2,355 | 4,000 | 4,000 |
| 7600 | Travel | 1,699 | 7,000 | 10,000 |
| 7610 | Auto Allowance | 2,400 | 2,400 | 2,400 |
| 7630 | Train/Cont. Education | 1,099 | 10,000 | 7,000 |
| 7880 | Maint: Mach/Imp/Tools | 1,353 | 2,350 | 4,000 |
| 7990 | Dues and Fees | 1,799 | 5,000 | 5,000 |
| 8010 | Supplies | 2,686 | 3,000 | 4,000 |
| 8016 | Small Equipment | 20,402 | 4,000 | 21,735 |
| 8017 | Printing | 392 | 1,200 | 1,500 |
| 8018 | Books and Subscriptions | 4,057 | 7,000 | 8,000 |
| 8150 | Food | 126 | 240 | 240 |
| | TOTAL, GENERAL FUND: | 349,300 | 397,036 | 546,151 |

**MUNICIPAL COURT OFFICE
DEPT 4**



* Appointed

MUNICIPAL COURT

DESCRIPTION

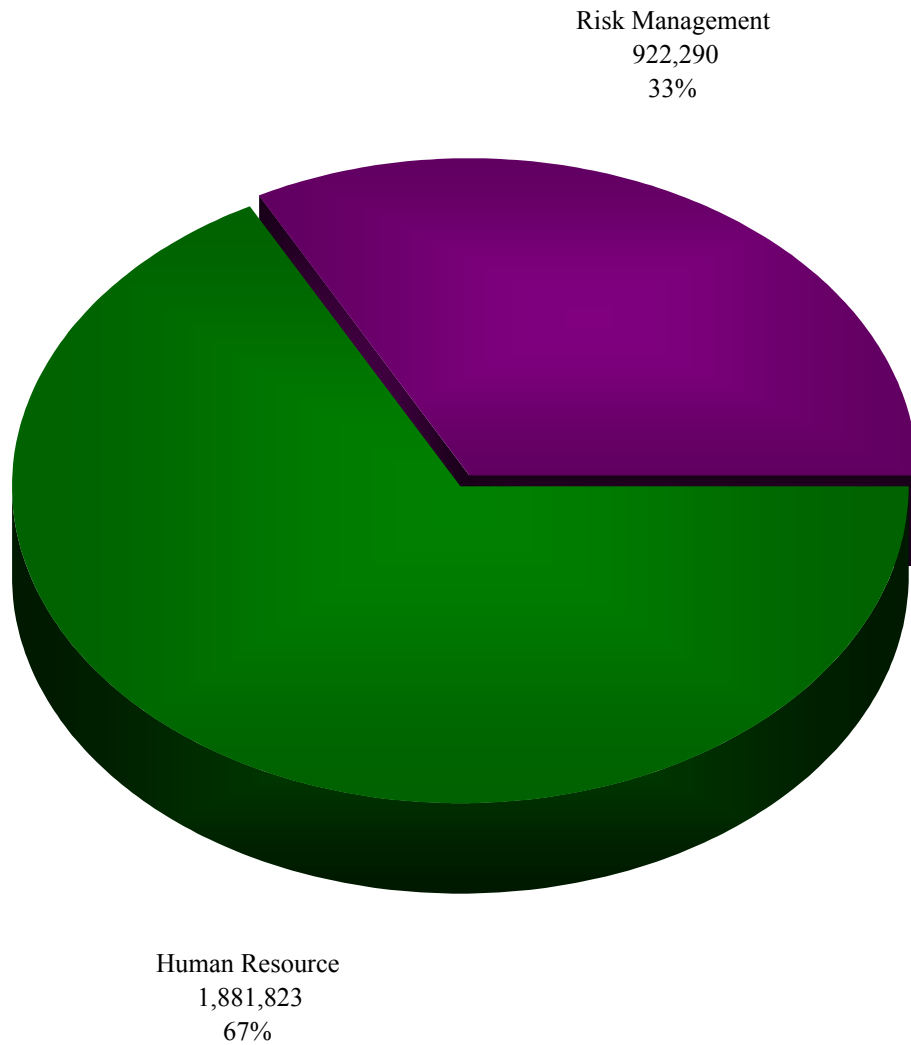
The Municipal Court is a misdemeanor court that has jurisdiction over City Ordinance violations and State and Local traffic offenses. Specific type cases handled by the court include routine traffic offenses, driving under the influence of alcohol, possession and consumption by a minor, truancy and curfew violations, possession of marijuana less than an ounce, firearms violations, nuisance and abatement cases, animal control citations, false alarm, and lot cleaning cases. The court is also responsible for entering citations and case dispositions and forwarding entries to the Department of Public Safety. Court sessions begin at 8:30 a.m. and are held Monday, Wednesday, Thursday, and Friday. Animal Control, Lot Cleaning, and False Alarm Cases are held on the fourth Tuesday of each month. Nuisance and Abatement dockets are heard on the fourth Thursday of each month. Jail arraignments are held on Monday, Wednesday, and Friday at 7:30 a.m. at the Dougherty County Jail. The court contracts with a probation office to supervise programs on probation that require probation revocation hearings, signing of arrest warrants, and probation violation petitions.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 172,817 | 214,824 | 223,461 |
| OPERATING EXPENSE | 297,387 | 324,962 | 322,797 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 470,204 | 539,786 | 546,258 |
| FULL TIME POSITIONS | 6 | 6 | 6 |

| Class Title | | | |
|-----------------------|----------|----------|----------|
| Municipal Court Clerk | 1 | 1 | 1 |
| Deputy Clerk of Court | 1 | 1 | 1 |
| Police Records Clerk | 1 | 1 | 1 |
| Office Assistant | 3 | 3 | 3 |
| TOTAL | 6 | 6 | 6 |

| MUNICIPAL COURT | | | | |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 400. | | | | |
| 7110 | Regular Wages | 119,218 | 149,991 | 144,216 |
| 7120 | Overtime Wages | 6,239 | 5,000 | 5,000 |
| 7130 | Temporary Help | 221 | 13,572 | 5,850 |
| 7210 | W/C Insurance | 409 | 772 | 0 |
| 7220 | Tuition Reimbursement | 0 | 1,000 | 1,000 |
| 7260 | FICA Matching | 9,264 | 12,130 | 11,863 |
| 7270 | Pension Matching | 11,151 | 12,904 | 12,834 |
| 7280 | Insurance Matching | 26,315 | 19,455 | 42,698 |
| 7510 | Professional Services | 137,462 | 157,005 | 167,005 |
| 7513 | Administrative Services | 89,284 | 84,124 | 96,449 |
| 7550 | Communications | 476 | 2,500 | 2,500 |
| 7570 | Advertising | 0 | 160 | 1,000 |
| 7600 | Travel | 833 | 1,500 | 3,860 |
| 7630 | Train/Cont. Education | 550 | 1,500 | 1,810 |
| 7880 | Maint: Mach/Imp/Tools | 4,579 | 7,970 | 7,970 |
| 7990 | Dues and Fees | 0 | 500 | 500 |
| 8010 | Supplies | 4,120 | 29,000 | 4,000 |
| 8016 | Small Equipment | 26,978 | 7,000 | 4,000 |
| 8017 | Printing | 1,456 | 2,000 | 2,000 |
| 8018 | Books & Subscription | 286 | 200 | 200 |
| 8052 | Rent | 31,363 | 31,338 | 31,338 |
| 8110 | Fuel | 0 | 165 | 40 |
| 8150 | Food | 0 | 0 | 125 |
| | TOTAL, GENERAL FUND: | 470,204 | 539,786 | 546,258 |

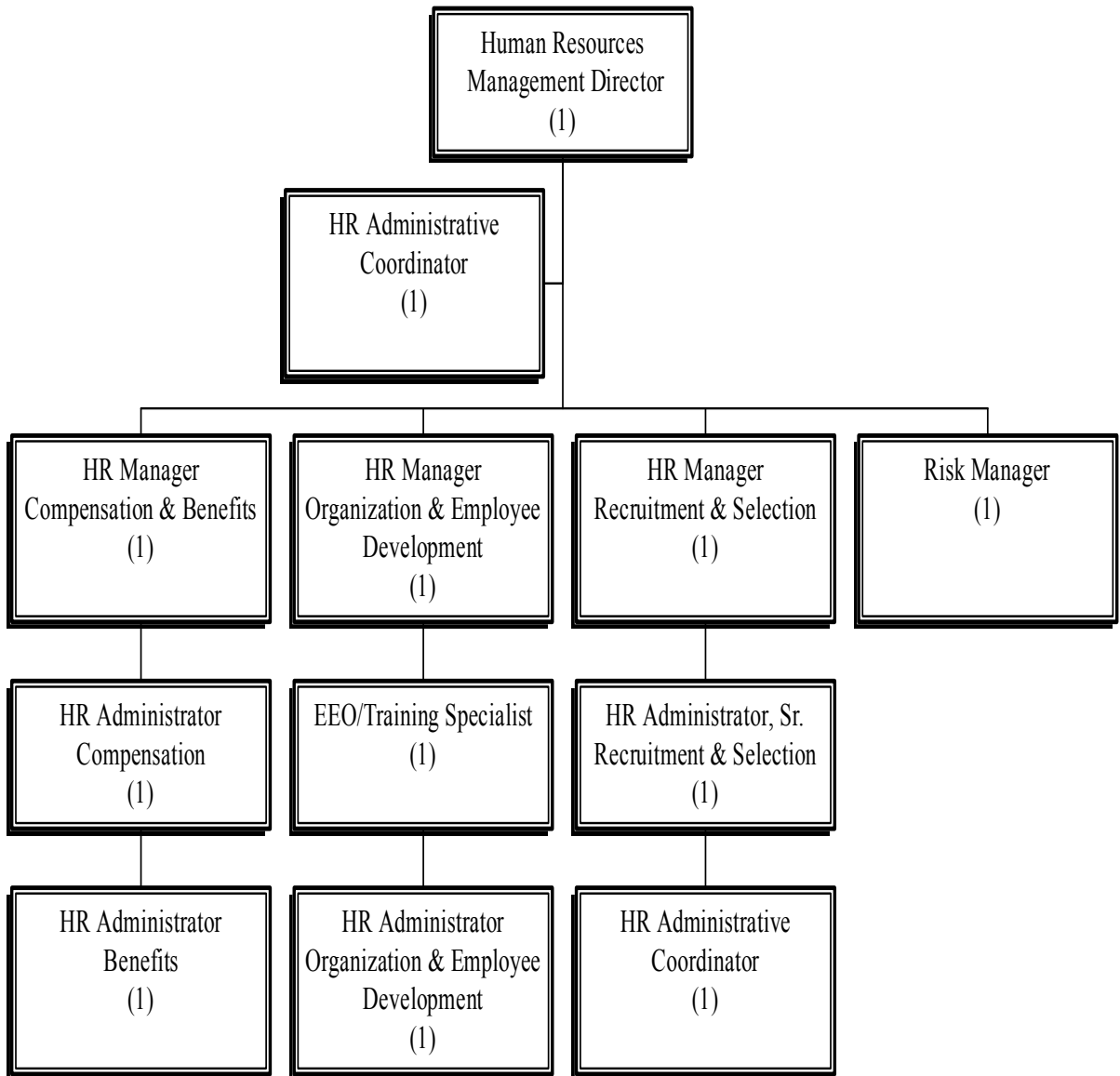
City Of Albany
Adopted Budget
FY 2009
Human Resource Department



Total Expenditures
\$2,804,113

Human Resources Management Department

Dept 10



HUMAN RESOURCES MANAGEMENT DEPARTMENTAL SUMMARY

DESCRIPTION

The Human Resources Management Department is a centralized unit which formulates, maintains, administers, implements, and monitors the Human Resources Management System (HRMS) which governs the Policies and Procedures affecting all employees and retirees of the City of Albany and the Water, Gas and Light Commission. Risk Management was previously housed in the Finance Department and is now governed by the Human Resource Director. This department plans, organizes, implements, and monitors a comprehensive loss control program for the City of Albany.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,455,663 | 1,699,827 | 1,577,468 |
| OPERATING EXPENSE | 2,697,577 | 2,831,157 | 1,226,645 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 4,153,240 | 4,530,984 | 2,804,113 |
| FULL TIME POSITIONS | 12 | 12 | 12 |

HUMAN RESOURCES MANAGEMENT

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,418,320 | 1,664,692 | 1,537,037 |
| OPERATING EXPENSE | 1,833,791 | 1,932,585 | 344,786 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 3,252,111 | 3,597,277 | 1,881,823 |
| FULL TIME POSITIONS | 11 | 11 | 11 |

Class Title

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

HUMAN RESOURCES MANAGEMENT

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|------------------------------|-----------------------------|------------------------------|------------------------------|
| 1000 | | | | |
| 7110 | Regular Wages | 396,913 | 464,102 | 491,587 |
| 7130 | Temporary Help | 6,899 | 12,480 | 12,480 |
| 7210 | W/C Insurance | 1,337 | 1,253 | 0 |
| 7220 | Tuition Reimbursement | 1,957 | 6,000 | 3,000 |
| 7260 | FICA Matching | 29,145 | 35,228 | 38,561 |
| 7270 | Pension Matching | 34,159 | 40,985 | 43,751 |
| 7275 | Retiree Insurance | 836,877 | 1,000,000 | 800,000 |
| 7280 | Insurance Matching | 46,452 | 32,644 | 75,658 |
| 7285 | LTD Insurance Matching | 64,581 | 72,000 | 72,000 |
| 7510 | Professional Services | 79,102 | 141,570 | 77,140 |
| 7513 | Admin Services | 19,145 | 20,700 | 33,600 |
| 7550 | Communications | 5,490 | 10,940 | 10,940 |
| 7570 | Advertising | 212 | 0 | 2,500 |
| 7600 | Travel | 8,584 | 6,840 | 6,840 |
| 7630 | Train/Cont. Education | 5,819 | 11,900 | 11,900 |
| 7640 | Training Development | 27,359 | 23,000 | 27,000 |
| 7700 | Insurance | 1,628,463 | 1,643,855 | 100,000 |
| 7870 | Maintenance: Motor Equipment | 1,958 | 1,200 | 1,200 |
| 7880 | Maint: Mach/Imp/Tools | 6,221 | 10,081 | 10,081 |
| 7990 | Dues & Fees | 713 | 1,525 | 1,525 |
| 8010 | Supplies | 5,539 | 14,350 | 17,000 |
| 8016 | Small Equipment | 1,372 | 6,551 | 4,500 |
| 8017 | Printing and Binding | 1,483 | 2,000 | 2,000 |
| 8018 | Books and Subscriptions | 2,566 | 1,013 | 1,500 |
| 8052 | Rent | 36,791 | 34,010 | 34,010 |
| 8110.01 | Motor Fuel - Gasoline | 664 | 400 | 400 |
| 8150 | Food | 2,310 | 2,650 | 2,650 |
| | TOTAL, GENERAL FUND: | 3,252,111 | 3,597,277 | 1,881,823 |

RISK MANAGEMENT

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 37,343 | 35,135 | 40,431 |
| OPERATING EXPENSE | 863,786 | 898,572 | 881,859 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 901,129 | 933,707 | 922,290 |
| FULL TIME POSITIONS | 1 | 1 | 1 |

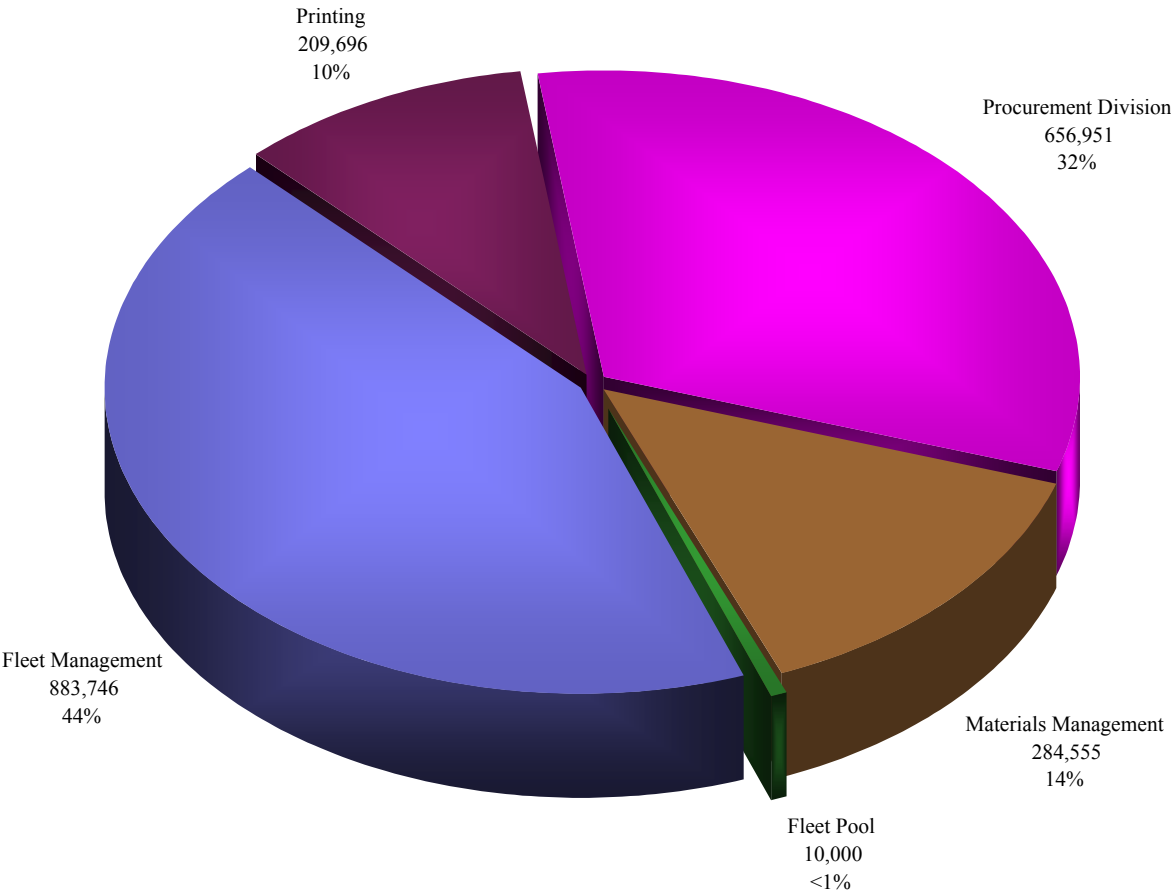
Class Title

| | | | |
|--------------|----------|----------|----------|
| Risk Manager | 1 | 1 | 1 |
| TOTAL | 1 | 1 | 1 |

RISK MANAGEMENT

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 1003 | | | | |
| 7110 | Regular Wages | 31,916 | 29,783 | 30,676 |
| 7130 | Temporary Help | 0 | 0 | 0 |
| 7210 | W/C Insurance | 106 | 191 | 0 |
| 7260 | FICA Matching | 2,443 | 2,278 | 2,347 |
| 7270 | Pension Matching | 2,763 | 2,651 | 2,730 |
| 7280 | Insurance Matching | 115 | 232 | 4,678 |
| 7285 | LTD Insurance Matching | 0 | 0 | 0 |
| 7510 | Professional Services | 0 | 23,310 | 156 |
| 7512 | Technical Services | 6,970 | 100 | 0 |
| 7514 | Contract Labor | 5,487 | 0 | 0 |
| 7550 | Communications | 1,854 | 1,940 | 1,990 |
| 7600 | Travel | 281 | 2,000 | 1,800 |
| 7630 | Train/Cont. Education | 0 | 2,000 | 3,650 |
| 7700 | Insurance | 822,000 | 822,600 | 822,600 |
| 7870 | Maint: Motor Equipment | 0 | 200 | 300 |
| 7880 | Main: Mach/Imp/Tools | 179 | 2,965 | 3,465 |
| 7990 | Dues and Fees | 4,394 | 1,700 | 2,820 |
| 8009 | Licenses | 0 | 0 | 30 |
| 8010 | Supplies | 1,960 | 19,840 | 19,000 |
| 8016 | Small Equipment | 0 | 0 | 1,500 |
| 8017 | Printing | 169 | 200 | 250 |
| 8018 | Books and Subscriptions | 0 | 0 | 481 |
| 8020 | Photography | 0 | 0 | 0 |
| 8052 | Rent | 19,950 | 19,717 | 19,717 |
| 8110 | Motor Fuel | 0 | 600 | 600 |
| 8150 | Food | 542 | 1,400 | 3,500 |
| | TOTAL, GENERAL FUND: | 901,129 | 933,707 | 922,290 |

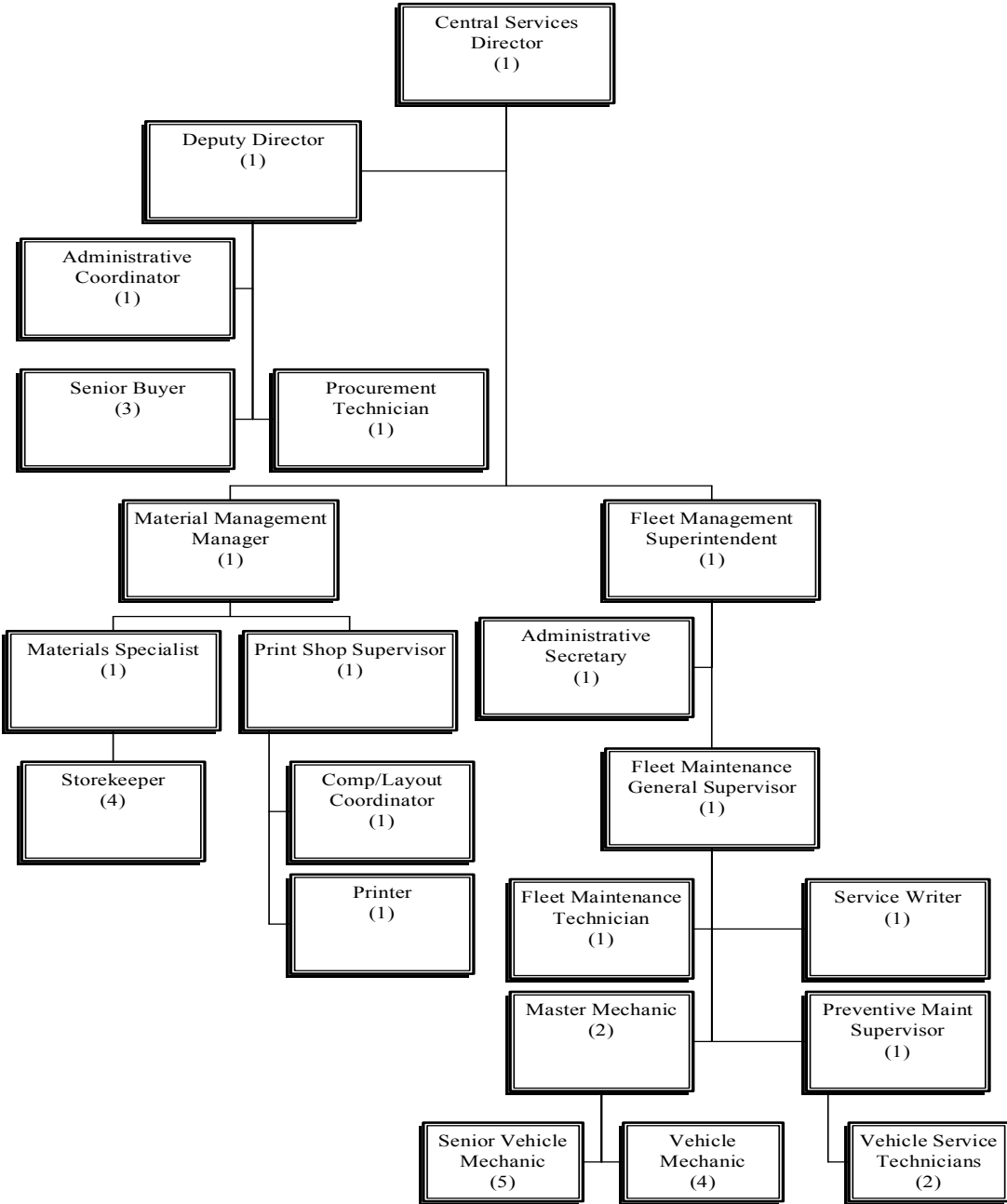
City of Albany
Adopted Budget
FY 2009
Central Services Department



Total Expenditures
\$2,044,948

Central Services Department

Dept 11



CENTRAL SERVICES DEPARTMENTAL SUMMARY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,390,646 | 1,460,040 | 1,581,895 |
| OPERATING EXPENSE | 442,634 | 454,946 | 463,053 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 1,833,280 | 1,914,986 | 2,044,948 |
| FULL TIME POSITIONS | 35 | 35 | 35 |

PERFORMANCE MEASURES

See individual divisions for performance measures.

CENTRAL SERVICES DEPARTMENT
ADMINISTRATION AND PROCUREMENT DIVISION

MISSION

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

Goals And Objectives

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

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

Objective 2: Increase standardization of repetitive items.

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

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

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

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

Objective 5: Continue to coordinate activities with SDBU office

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

CENTRAL SERVICES DEPARTMENT
ADMINISTRATION AND PROCUREMENT DIVISION

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Value of all purchase orders (millions) | 25 | 43 | 32 | 25 | 30 |
| ❑ Value of formal bid awards (millions) | 16 | 18 | 12 | 15 | 15 |
| ❑ Quantity bid invitations sent to DBE vendors | 600 | 1,058 | 570 | 1,400 | 1400 |
| ❑ Quantity purchase requisitions completed | 1,100 | 1,011 | 1,000 | 1,200 | 1000 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Quantity purchase orders issued by Procurement | 1,500 | 1,511 | 1,500 | 1,500 | 1500 |
| ❑ Quantity blanket PO usage | 6,100 | 15,734 | 11,500 | 8,600 | 8600 |
| ❑ Quantity field PO usage | 1,775 | 2,252 | 2,300 | 1,800 | 1800 |
| ❑ Quantity formal bid requests issued | 90 | 90 | 80 | 70 | 70 |
| ❑ Average time in days to complete purchase requisition | 4 | 4 | 4 | 4 | 4 |
| ❑ Quantity DBE vendor response | 70 | 77 | 40 | 80 | 80 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Estimated savings from formal bidding (millions) | 2.0 | 1.6 | 2.0 | 1.5 | 1.5 |
| ❑ Quantity of contracts in force | 200 | 216 | 350 | 235 | 235 |
| ❑ Purchase requisition completion time: | | | | | |
| Percentage 3 days or less | 85 | 82 | 80 | 85 | 85 |
| Percentage 10 days or less | 95 | 90 | 90 | 93 | 93 |
| ❑ Quantity DBE vendor bid awards | 18 | 21 | 22 | 18 | 18 |

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 420,857 | 406,798 | 422,878 |
| OPERATING EXPENSE | 227,425 | 231,943 | 234,073 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 648,282 | 638,741 | 656,951 |
| FULL TIME POSITIONS | 7 | 7 | 7 |

Class Title

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

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-------------------|----------------------------|---------------------|----------------------|----------------------|
| 1100 | | | | |
| 7110 | Regular Wages | 299,580 | 309,383 | 318,664 |
| 7120 | Overtime | 50 | 0 | 0 |
| 7210 | W/C Insurance | 1,901 | 1,908 | 0 |
| 7260 | FICA Matching | 21,996 | 23,668 | 24,378 |
| 7270 | Pension Matching | 53,501 | 27,535 | 28,361 |
| 7280 | Insurance Matching | 43,829 | 44,304 | 51,475 |
| 7510 | Professional Services | 5,018 | 100 | 100 |
| 7512 | Technical Services | 0 | 500 | 2,500 |
| 7513 | Administrative Services | 163,743 | 169,981 | 169,981 |
| 7550 | Communications | 4,235 | 4,135 | 4,000 |
| 7570 | Advertising | 2,880 | 1,000 | 3,000 |
| 7600 | Travel | 2,711 | 2,500 | 3,500 |
| 7630 | Train/Cont. Education | 3,974 | 3,775 | 4,200 |
| 7880 | Maint: Mach/Imp/Tools | 0 | 3,560 | 3,700 |
| 7990 | Dues and Fees | 807 | 1,810 | 1,335 |
| 8009 | Licenses | 1,855 | 2,000 | 400 |
| 8010 | Supplies | 2,223 | 2,000 | 2,000 |
| 8016 | Small Equipment | 754 | 700 | 1,000 |
| 8017 | Printing and Binding | 698 | 600 | 400 |
| 8018 | Books and Subscriptions | 183 | 225 | 200 |
| 8052 | Rent | 37,693 | 36,557 | 36,557 |
| 8110 | Gasoline | 26 | 300 | 200 |
| 8150 | Food | 625 | 2,200 | 1,000 |
| | TOTAL, GENERAL FUND | 648,282 | 638,741 | 656,951 |

CENTRAL SERVICES PRINTING DIVISION**MISSION**

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

Goals and Objectives

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

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

Objective 2: Conduct cost-effectiveness survey with area print shops.

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

Objective 3: To insure that personnel are kept updated on technological advances in the printing industry.

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

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

CENTRAL SERVICES PRINTING DIVISION

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 Base |
|---|----------------|---------------|----------------|------------------|------------------------|
| | Adopted | Actual | Adopted | Projected | |
| ❑ Average number of jobs produced per month | 96 | 90 | 100 | 97 | 100 |
| ❑ New forms designed | 1,300 | 915 | 1,050 | 1,049 | 1050 |
| ❑ Press reproductions (millions) | 2,150,115 | 2,078,324 | 2,131,867 | 2,140,644 | 2,140,000 |
| ❑ Ikon 1050 reproductions (millions) | 1,128,524 | 766,375 | 800,000 | 850,000 | 850,000 |
| ❑ Color copies | 13,277 | 24,165 | 30,780 | 17,000 | 20,000 |
| ❑ Punched 3 hole / 2 hole | 235,835 | 136,266 | 153,537 | 180,102 | 154,000 |
| ❑ Collated by hand or machine | 69,357 | 69,517 | 68,000 | 97,500 | 75,000 |
| ❑ Xante Negatives | 175 | 125 | 150 | 80 | 80 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Average number of days to complete job | 3 | 3 | 3 | 3 | 3 |
| ❑ Computer training classes attended | 2 | 9 | 4 | 4 | 3 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Percentage of jobs completed by deadline | 100 | 100 | 100 | 96 | 100 |
| ❑ Number of work-related accidents | 0 | 0 | 0 | 0 | 0 |
| ❑ Cost Comparison vs. Private Sector Results of survey % lower | 10 | 7.2 | 5 | 6.5 | 6.5 |

CENTRAL SERVICES - PRINTING DIVISION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 129,877 | 135,301 | 139,332 |
| OPERATING EXPENSE | 98,516 | 67,057 | 70,364 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 228,393 | 202,358 | 209,696 |
| FULL TIME POSITIONS | 3 | 3 | 3 |

Class Title

| | | | |
|--------------------------------|----------|----------|----------|
| Print Shop Supervisor | 1 | 1 | 1 |
| Composing & Layout Coordinator | 1 | 1 | 1 |
| Printer | 1 | 1 | 1 |
| TOTAL | 3 | 3 | 3 |

CENTRAL SERVICES - PRINTING DIVISION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 1102. | | | | |
| 7110 | Regular Wages | 100,913 | 105,118 | 108,271 |
| 7210 | W/C Insurance | 1,465 | 1,476 | 0 |
| 7260 | FICA Matching | 7,496 | 8,042 | 8,283 |
| 7270 | Pension Matching | 9,002 | 9,356 | 9,635 |
| 7280 | Insurance Matching | 11,001 | 11,309 | 13,143 |
| 7510 | Professional Services | 86 | 150 | 150 |
| 7550 | Communications | 201 | 400 | 400 |
| 7600 | Travel | 96 | 600 | 1,030 |
| 7630 | Train/Cont. Education | 238 | 800 | 1,500 |
| 7880 | Maint: Mach/Imp/Tools | 11,867 | 16,265 | 17,306 |
| 7990 | Dues and Fees | 207 | 240 | 240 |
| 8009 | Licenses | 557 | 810 | 0 |
| 8010 | Supplies | 407 | 1,600 | 500 |
| 8016 | Small Equipment | 1,100 | 441 | 3,487 |
| 8018 | Books and Subscriptions | 199 | 225 | 225 |
| 8050 | Rental of Equipment | 13,688 | 19,050 | 19,050 |
| 8052 | Rent | 25,270 | 26,476 | 26,476 |
| 8080 | Supplies for Resale | 44,600 | 0 | 0 |
| | TOTAL, GENERAL FUND: | 228,393 | 202,358 | 209,696 |

CENTRAL SERVICES MATERIALS MANAGEMENT DIVISION

MISSION

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

Goals and Objectives

Goal 1: Provide prompt, efficient service.

Objective 1: Satisfy customer demands in a timely manner.

Goal 2: Stock appropriate materials and parts.

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

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

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

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

Goal 4: Properly manage surplus property.

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

CENTRAL SERVICES MATERIALS MANAGEMENT DIVISION

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Number of tickets – Auto Parts | 16,884 | 10,999 | 13,527 | 11,218 | 11,218 |
| ❑ Number of tickets – Storeroom | 1,709 | 1,485 | 1,425 | 1,514 | 1,514 |
| ❑ Number of line items issued – Auto Parts | 16,884 | 10,999 | 13,527 | 11,218 | 11,218 |
| ❑ Number of line items issued – Storeroom | 4,441 | 3,633 | 3,586 | 3,705 | 3,705 |
| ❑ Number of receiving reports – Auto Parts | 9,338 | 6,000 | 7,140 | 6,100 | 200 |
| ❑ Number of receiving reports – Storeroom | 405 | 640 | 3,060 | 2000 | 100 |
| ❑ Number of surplus items sold | 275 | 82 | 50 | 50 | 50 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Value of issues – Auto Parts (thousands) | 995 | 793 | 846 | 808 | 808 |
| ❑ Value of issues – Storeroom (thousands) | 206 | 169 | 161 | 172 | 172 |
| ❑ Value of receipts – Auto Parts (thousands) | 955 | 793 | 846 | 808 | 808 |
| ❑ Value of receipts – Storeroom (thousands) | 206 | 169 | 161 | 172 | 172 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Number of items stocked – Auto Parts | 4,198 | 1,224 | 16,660 | 1,199 | 1,199 |
| ❑ Number of items stocked – Storeroom | 300 | 212 | 209 | 207 | 207 |
| ❑ Value of items stocked – Auto Parts (thousands) | 250 | 132 | 149 | 129 | 129 |
| ❑ Value of items stocked - Storeroom (thousands) | 85 | 56 | 56 | 54 | 54 |
| ❑ Value of surplus sold (thousands) | 225 | 517 | 380 | 330 | 330 |

CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 213,270 | 217,154 | 249,805 |
| OPERATING EXPENSE | 18,006 | 31,080 | 34,750 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 231,276 | 248,234 | 284,555 |
| FULL TIME POSITIONS | 6 | 6 | 6 |

Class Title

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

CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|----------------------------|-------------------------|--------------------------|--------------------------|
| 1104. | | | | |
| 7110 | Regular Wages | 149,802 | 153,225 | 171,576 |
| 7120 | Overtime Wages | 132 | 2,000 | 2,000 |
| 7210 | W/C Insurance | 3,573 | 1,903 | 0 |
| 7230 | Uniforms | 1,337 | 2,000 | 2,000 |
| 7260 | FICA Matching | 10,806 | 11,446 | 13,279 |
| 7270 | Pension Matching | 13,395 | 14,061 | 15,448 |
| 7280 | Insurance Matching | 34,225 | 32,519 | 45,502 |
| 7510 | Professional Services | 295 | 400 | 500 |
| 7550 | Communications | 2,106 | 4,000 | 4,000 |
| 7600 | Travel | 0 | 600 | 1,000 |
| 7630 | Train/Cont. Education | 522 | 1,100 | 2,100 |
| 7860 | Maint: Buildings | 245 | 400 | 1,000 |
| 7870 | Maint: Motor Equipment | 2,264 | 5,000 | 8,000 |
| 7880 | Maint: Mach/Imp/Tools | 1,336 | 3,200 | 3,950 |
| 7900 | Utilities | 4,459 | 6,000 | 6,000 |
| 8009 | Licenses | 742 | 1,080 | 0 |
| 8010 | Supplies | 1,013 | 1,300 | 2,300 |
| 8016 | Small Equipment | 1,616 | 1,900 | 200 |
| 8110 | Motor Fuel | 2,979 | 5,000 | 5,000 |
| 8150 | Food | 429 | 1,100 | 700 |
| | TOTAL, GENERAL FUNI | 231,276 | 248,234 | 284,555 |

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

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

Goals and Objectives

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

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

Goal 2: Cross training of all personnel.

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

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

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

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

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

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

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

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

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

CENTRAL SERVICES FLEET MANAGEMENT DIVISION - MAINTENANCE

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Number of repairs | 8,000 | 5,579 | 8,000 | 6,000 | 6,000 |
| ❑ Number of outside repairs | 2,000 | 1,632 | 2,000 | 1,520 | 1,520 |
| ❑ Number of performed P. M's. | 1,500 | 1,081 | 1,500 | 1,200 | 1,200 |
| ❑ Number of service calls | 180 | 231 | 180 | 280 | 280 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Average down-time of vehicles (minutes) | 60 | 90 | 60 | 45 | 45 |
| ❑ Average billable hours per day per mechanic (4.0 hours) | 5.5 | 4.6 | 5 | 6 | 5 |
| ❑ Average time per service call (minutes) | 90 | 90 | 60 | 45 | 45 |
| ❑ Number of unscheduled repairs | 6,000 | 5,600 | 6,000 | 5,400 | 5,400 |
| ❑ In house labor savings in dollars | 220,000 | 245,000 | 225,000 | 293,000 | 293,000 |
| ❑ Total billable hours (dollars) | 420,776 | 550,000 | 450,000 | 560,000 | 560,000 |
| ❑ Outside repair cost | 542,368 | 598,000 | 400,000 | 396,000 | 396,000 |

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - MAINTENANCE

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 626,642 | 700,787 | 769,880 |
| OPERATING EXPENSE | 92,333 | 114,866 | 113,866 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 718,975 | 815,653 | 883,746 |
| FULL TIME POSITIONS | 19 | 19 | 19 |

Class Title

| | | | |
|-------------------------------------|-----------|-----------|-----------|
| Vehicle Service Technician | 2 | 2 | 2 |
| Vehicle Mechanic | 1 | 4 | 4 |
| Vehicle Mechanic, Sr. | 9 | 6 | 5 |
| Master Vehicle Mechanic | 1 | 1 | 2 |
| Preventive Maintenance Supervisor | 1 | 1 | 1 |
| Administrative Secretary | 1 | 1 | 1 |
| Fleet Maintenance General Superviso | 1 | 1 | 1 |
| Fleet Management Superintendent | 1 | 1 | 1 |
| Service Writer | 1 | 1 | 1 |
| Fleet Management Technician | 1 | 1 | 1 |
| TOTAL | 19 | 19 | 19 |

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - MAINTENANCE

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-------------------------------|-------------------------|--------------------------|--------------------------|
| 1107. | | | | |
| 7110 | Regular Wages | 463,103 | 511,896 | 587,604 |
| 7120 | Overtime Wages | 0 | 2,000 | 1,800 |
| 7210 | W/C Insurance | 15,077 | 15,539 | 0 |
| 7230 | Uniforms | 6,324 | 8,000 | 8,000 |
| 7220 | Tuition Assistance | 0 | 2,000 | 2,000 |
| 7260 | FICA Matching | 33,927 | 38,849 | 45,089 |
| 7270 | Pension Matching | 41,314 | 46,014 | 52,457 |
| 7280 | Insurance Matching | 66,897 | 76,489 | 72,930 |
| 7510 | Professional Services | 779 | 1,066 | 1,066 |
| 7514 | Contract Labor | 9,130 | 0 | 0 |
| 7550 | Communications | 2,542 | 4,000 | 4,000 |
| 7600 | Travel | 4,419 | 3,500 | 2,000 |
| 7630 | Train/Cont.Education | 3,036 | 4,500 | 6,000 |
| 7860 | Maint: Buildings | 8,699 | 8,500 | 9,000 |
| 7870 | Maint: Motor Equipment | 2,594 | 4,000 | 4,000 |
| 7880 | Maint: Mach/Imp/Tools | 12,363 | 19,250 | 22,000 |
| 7900 | Utilities | 19,841 | 20,000 | 20,000 |
| 7990 | Dues and Fees | 440 | 1,000 | 1,000 |
| 8009 | Licenses | 1,349 | 2,000 | 0 |
| 8010 | Supplies | 5,699 | 8,800 | 8,800 |
| 8016 | Small Equipment (\$1,000 Max) | 12,925 | 27,750 | 25,000 |
| 8017 | Printing | 933 | 900 | 900 |
| 8018 | Books & Subscriptions | 745 | 600 | 600 |
| 8110 | Motor Fuel | 5,419 | 7,500 | 8,000 |
| 8150 | Food | 1,420 | 1,500 | 1,500 |
| | TOTAL, GENERAL FUND: | 718,975 | 815,653 | 883,746 |

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS

DESCRIPTION

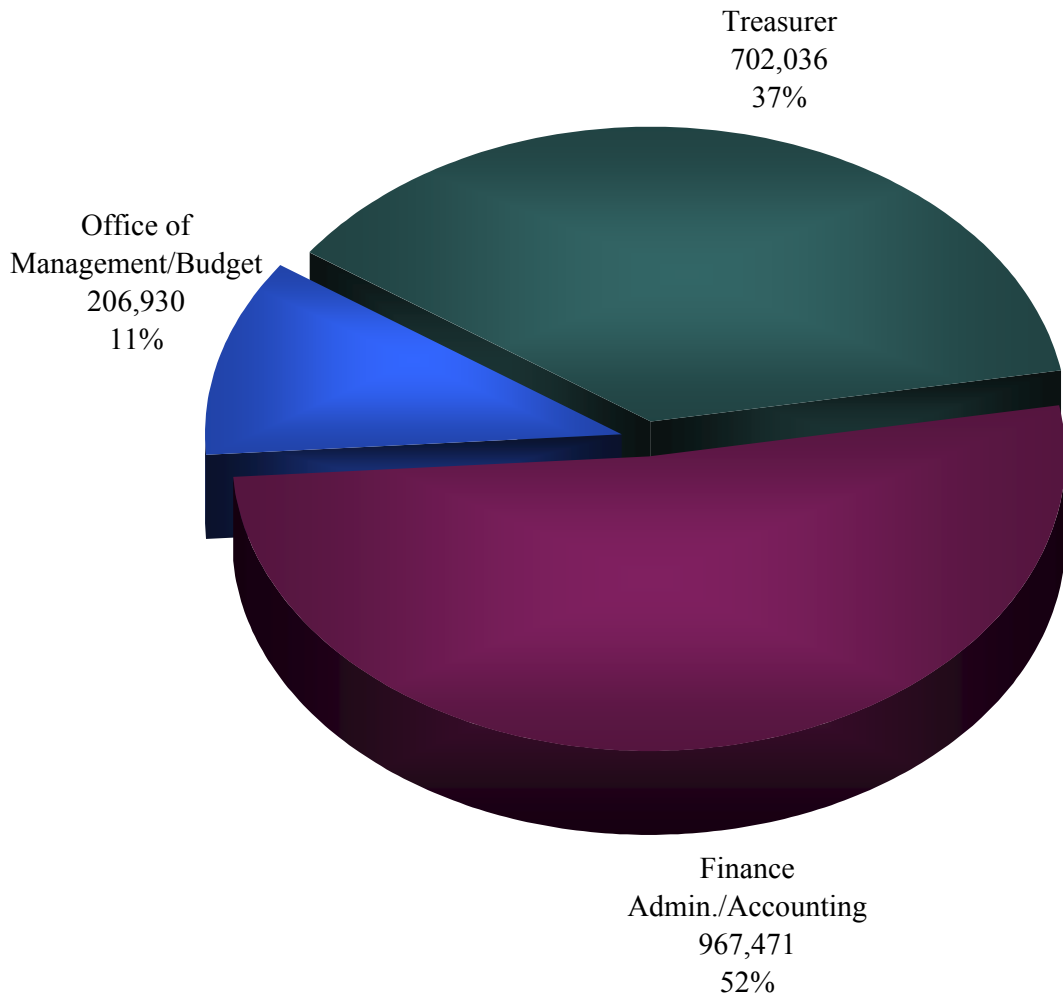
The Motor Vehicle Pool's function is to provide the City with a centrally located pool of vehicles and equipment for special or occasional use including out-of-town travel, special projects, and programs.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 6,354 | 10,000 | 10,000 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 6,354 | 10,000 | 10,000 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

CENTRAL SERVICES - FLEET MANAGEMENT DIVISION - POOL CARS

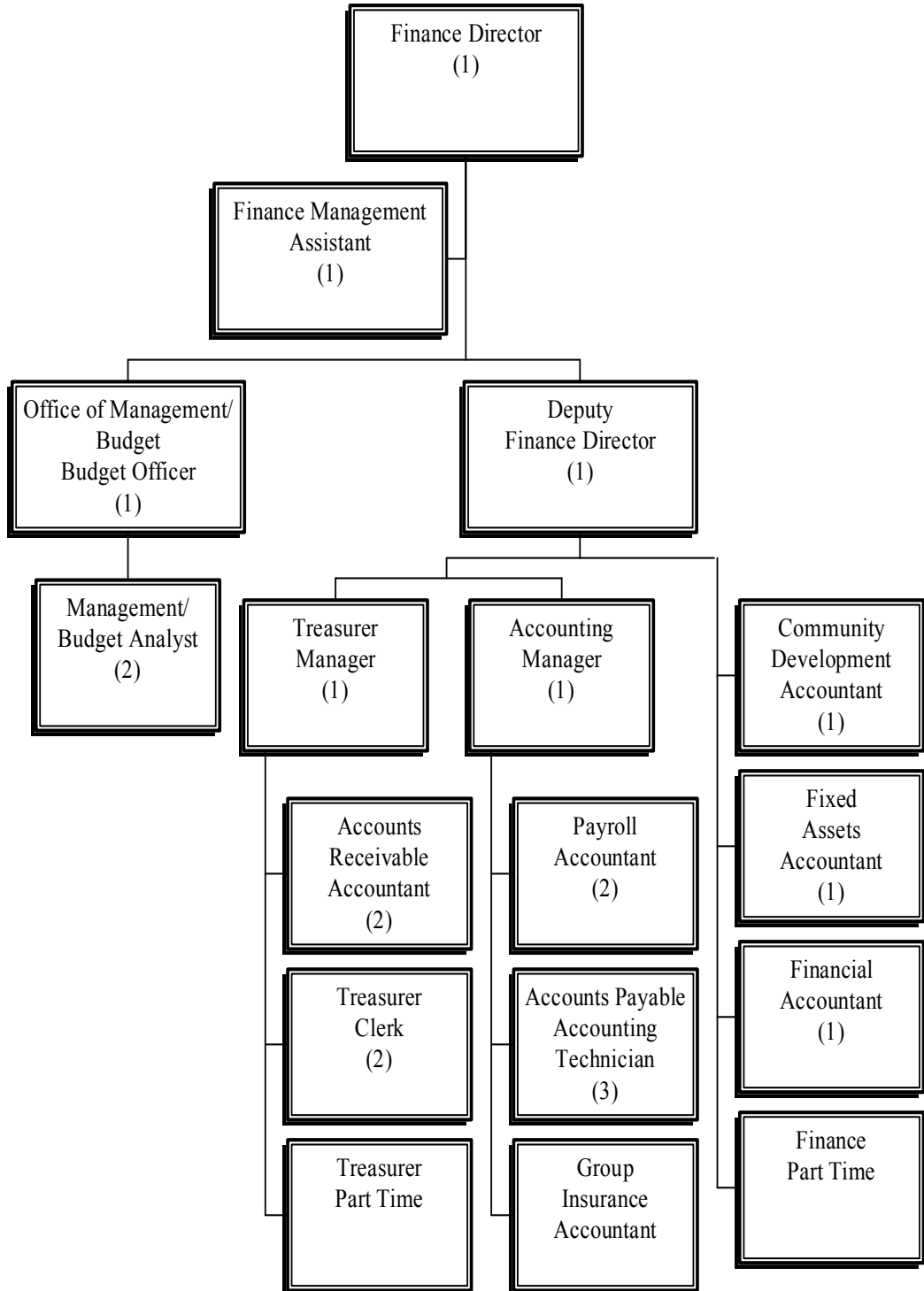
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 1108. | | | | |
| 7870 | Maint: Pool Vehicle | 3,731 | 5,000 | 5,000 |
| 8110 | Motor Fuel | 2,623 | 5,000 | 5,000 |
| | TOTAL, GENERAL FUND: | 6,354 | 10,000 | 10,000 |

City of Albany
Adopted Budget
FY 2009
Finance Department



Total Expenditures
\$1,876,437

Finance Department Dept 15



FINANCE DEPARTMENTAL SUMMARY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 858,766 | 1,000,973 | 1,144,559 |
| OPERATING EXPENSE | 827,741 | 719,061 | 731,878 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 1,686,507 | 1,720,034 | 1,876,437 |
| FULL TIME POSITIONS | 19 | 20 | 20 |

FINANCE/ ADMINISTRATION-ACCOUNTING DIVISION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 398,762 | 594,270 | 689,425 |
| OPERATING EXPENSE | 284,885 | 336,573 | 278,046 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 683,647 | 930,843 | 967,471 |
| FULL TIME POSITIONS | 10 | 11 | 12 |

Class Title

| | | | |
|------------------------------|-----------|-----------|-----------|
| Finance Director | 1 | 1 | 1 |
| Deputy Finance Director | 1 | 1 | 1 |
| Finance Management Assistant | 1 | 1 | 1 |
| Accounting Technician, Sr. | 1 | 1 | 2 |
| Accounting Technician | 1 | 1 | 1 |
| Internal Auditor | 0 | 1 | 0 |
| Accountant, Sr.* | 2 | 2 | 1 |
| Accountant | 1 | 1 | 2 |
| Accounting Manager - City | 1 | 1 | 1 |
| Group Insurance Accountant | 1 | 1 | 1 |
| Fixed Assets Accountant* | 0 | 0 | 1 |
| TOTAL | 10 | 11 | 12 |

*Transferred from other cost centers

| FINANCE/ ADMINISTRATION-ACCOUNTING DIVISION | | | | |
|--|-------------------------|-------------------------|--------------------------|--------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 1501. | | | | |
| 7110 | Regular Wages | 288,757 | 456,893 | 507,322 |
| 7120 | Overtime Wages | 5,145 | 9,000 | 4,160 |
| 7130 | Temporary Help | 16,354 | 4,000 | 16,000 |
| 7210 | W/C Insurance | 1,021 | 1,295 | 0 |
| 7220 | Tuition Reimbursement | 2,563 | 1,500 | 3,000 |
| 7260 | FICA Matching | 21,821 | 33,119 | 40,352 |
| 7270 | Pension Matching | 21,857 | 38,170 | 45,522 |
| 7280 | Insurance Matching | 41,244 | 50,293 | 73,069 |
| 7510 | Professional Services | 118,361 | 108,500 | 123,000 |
| 7513 | Administrative Services | 64,215 | 21,000 | 65,500 |
| 7514 | Contract Labor | 15,892 | 15,000 | 0 |
| 7550 | Communications | 2,372 | 7,300 | 5,000 |
| 7570 | Advertising | 150 | 0 | 0 |
| 7600 | Travel | 7,401 | 5,000 | 6,000 |
| 7630 | Train/Cont. Education | 3,370 | 8,000 | 3,000 |
| 7870 | Maint: Motor Equipment | 5,120 | 3,000 | 4,800 |
| 7880 | Maint: Mach/Imp/Tools | 6,897 | 12,880 | 13,000 |
| 7990 | Dues and Fees | 955 | 92,365 | 2,000 |
| 8009 | Licenses | 0 | 50 | 0 |
| 8010 | Supplies | 8,726 | 10,000 | 10,000 |
| 8016 | Small Equipment | 5,659 | 7,000 | 3,000 |
| 8017 | Printing | 2,874 | 4,800 | 3,000 |
| 8018 | Books & Subscriptions | 261 | 500 | 500 |
| 8050 | Equipment Rental | 2,559 | 4,268 | 2,336 |
| 8052 | Rent | 35,009 | 34,010 | 34,010 |
| 8110 | Motor Fuel | 2,418 | 900 | 900 |
| 8150 | Food | 2,646 | 2,000 | 2,000 |
| TOTAL, GENERAL FUND: | | 683,647 | 930,843 | 967,471 |

FINANCE/ OFFICE OF MANAGEMENT/BUDGET DIVISION

DESCRIPTION

The Office of Management/Budget (OMB), a division of the Finance Department, administers broad responsibilities in two critical areas: budget and management analysis with the overall objective of enhancing departmental productivity and performances. The OMB assists the City Manager in the preparation and administration of the annual operating budget. This includes developing budget procedures, analyses of all departmental budget requests, monitoring revenue collection and departmental spending. To improve operational effectiveness and efficiency, the OMB also conducts various types of operational analysis and appraisals including operational reviews, staffing studies, research and work on special projects as designated by the City Manager.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 215,966 | 187,933 | 194,239 |
| OPERATING EXPENSE | 11,246 | 12,567 | 12,691 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 227,212 | 200,500 | 206,930 |
| FULL TIME POSITIONS | 4 | 4 | 3 |

Class Title

| | | | |
|-------------------------------|----------|----------|----------|
| Management/Budget Officer | 1 | 1 | 1 |
| Management/Budget Analyst, Sr | 1 | 1 | 0 |
| Management/Budget Analyst | 1 | 1 | 2 |
| Property Control Officer | 1 | 1 | 0 |
| TOTAL | 4 | 4 | 3 |

FINANCE/ OFFICE OF MANAGEMENT/BUDGET

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------------|-------------------------|------------------|-------------------|-------------------|
| 1502 | | | | |
| 7110 | Regular Wages | 164,473 | 140,985 | 140,639 |
| 7130 | Temporary Help | 4,487 | 5,000 | 0 |
| 7210 | W/C Insurance | 584 | 872 | 0 |
| 7220 | Tuition Assistance | 0 | 1,500 | 4,500 |
| 7260 | FICA Matching | 12,226 | 11,575 | 10,759 |
| 7270 | Pension Matching | 14,442 | 12,482 | 12,517 |
| 7280 | Insurance Matching | 19,754 | 15,519 | 25,825 |
| 7510 | Professional Services | 181 | 485 | 1,141 |
| 7512 | Technical Services | 0 | 2,500 | 0 |
| 7514 | Contract Labor | 792 | 0 | 0 |
| 7550 | Communications | 921 | 790 | 1,050 |
| 7600 | Travel | 2,281 | 2,000 | 2,000 |
| 7630 | Train/Cont. Education | 820 | 1,000 | 1,000 |
| 7880 | Maint: Mach/Imp/Tools | 0 | 32 | 0 |
| 7990 | Dues and Fees | 580 | 260 | 600 |
| 8010 | Supplies | 1,373 | 1,000 | 1,500 |
| 8016 | Small Equipment | 781 | 0 | 900 |
| 8017 | Printing | 2,916 | 4,500 | 4,500 |
| 8018 | Books and Subscriptions | 277 | 0 | 0 |
| 8110 | Motor Fuel | 25 | 0 | 0 |
| 8150 | Food | 299 | 0 | 0 |
| TOTAL, GENERAL FUND: | | 227,212 | 200,500 | 206,930 |

FINANCE/ TREASURER DIVISION

DESCRIPTION

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

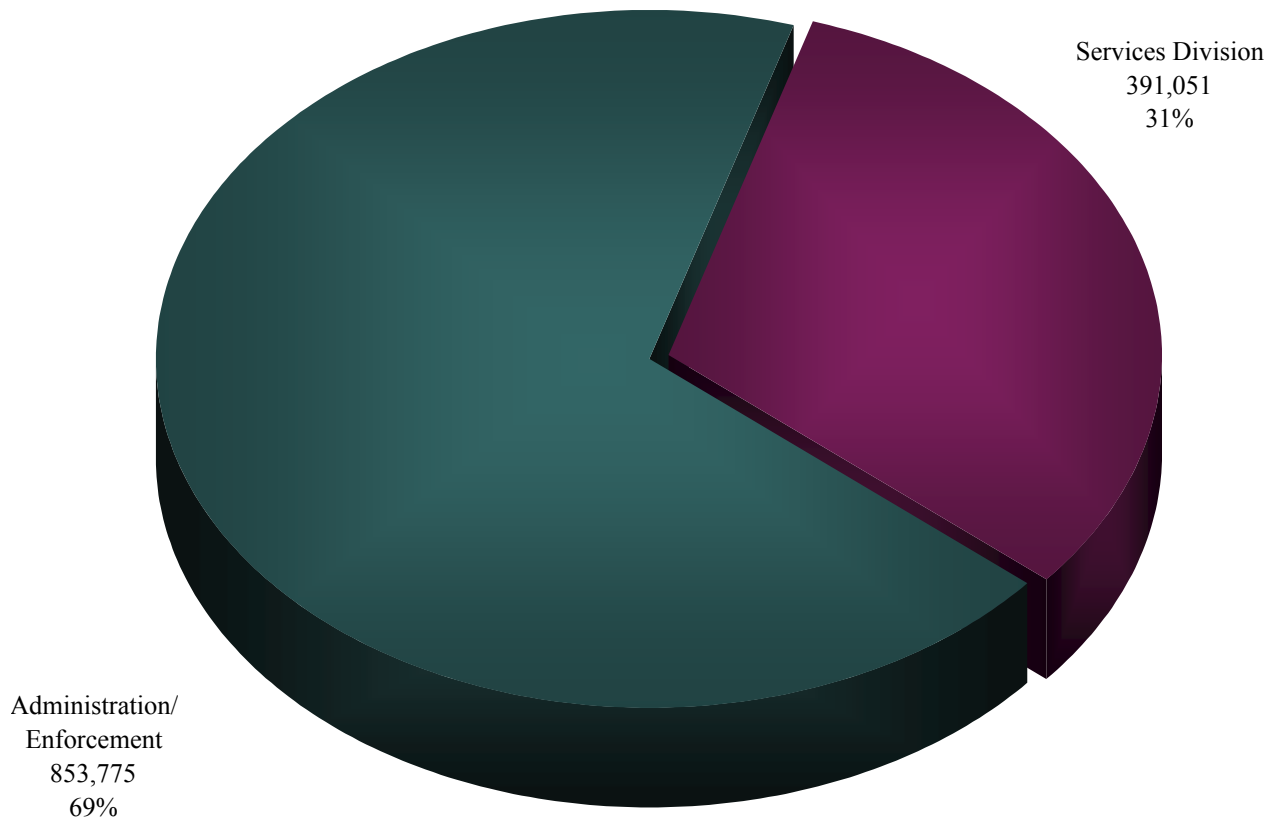
| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 244,038 | 218,770 | 260,895 |
| OPERATING EXPENSE | 531,610 | 369,921 | 441,141 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 775,648 | 588,691 | 702,036 |
| FULL TIME POSITIONS | 5 | 5 | 5 |

Class Title

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

| FINANCE/ TREASURER DIVISION | | | | |
|------------------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 1504. | | | | |
| 7110 | Regular Wages | 176,961 | 159,444 | 183,809 |
| 7120 | Overtime Wages | 2,870 | 1,500 | 1,500 |
| 7130 | Temporary Help | 13,112 | 8,040 | 14,040 |
| 7210 | W/C Insurance | 648 | 675 | 0 |
| 7220 | Tuition Assistance | 0 | 0 | 1,500 |
| 7260 | FICA Matching | 12,818 | 12,625 | 15,250 |
| 7270 | Pension Matching | 14,684 | 14,159 | 16,493 |
| 7280 | Insurance Matching | 22,945 | 22,327 | 28,303 |
| 7510 | Professional Services | 35 | 250 | 0 |
| 7512 | Technical Services | 7,200 | 11,250 | 15,000 |
| 7513 | Administrative Services | 455,235 | 285,223 | 305,648 |
| 7550 | Communications | 431 | 6,500 | 7,500 |
| 7570 | Advertising | 0 | 500 | 0 |
| 7600 | Travel | 0 | 600 | 1,000 |
| 7630 | Train/Cont. Education | 0 | 1,000 | 1,000 |
| 7700 | Insurance | 100 | 100 | 100 |
| 7880 | Maint: Mach/Imp/Tools | 6,162 | 6,500 | 7,000 |
| 7960 | Bad Debt | 18,131 | 13,000 | 63,000 |
| 7990 | Dues and Fees | 882 | 2,000 | 2,000 |
| 8010 | Supplies | 5,676 | 5,000 | 5,000 |
| 8016 | Small Equipment | 384 | 3,400 | 0 |
| 8017 | Printing | 2,556 | 3,000 | 3,000 |
| 8018 | Books & Subscriptions | 464 | 205 | 500 |
| 8050 | Equipmental Rental | 4,056 | 6,000 | 5,000 |
| 8052 | Rent | 30,298 | 25,393 | 25,393 |
| | TOTAL, GENERAL FUND: | 775,648 | 588,691 | 702,036 |

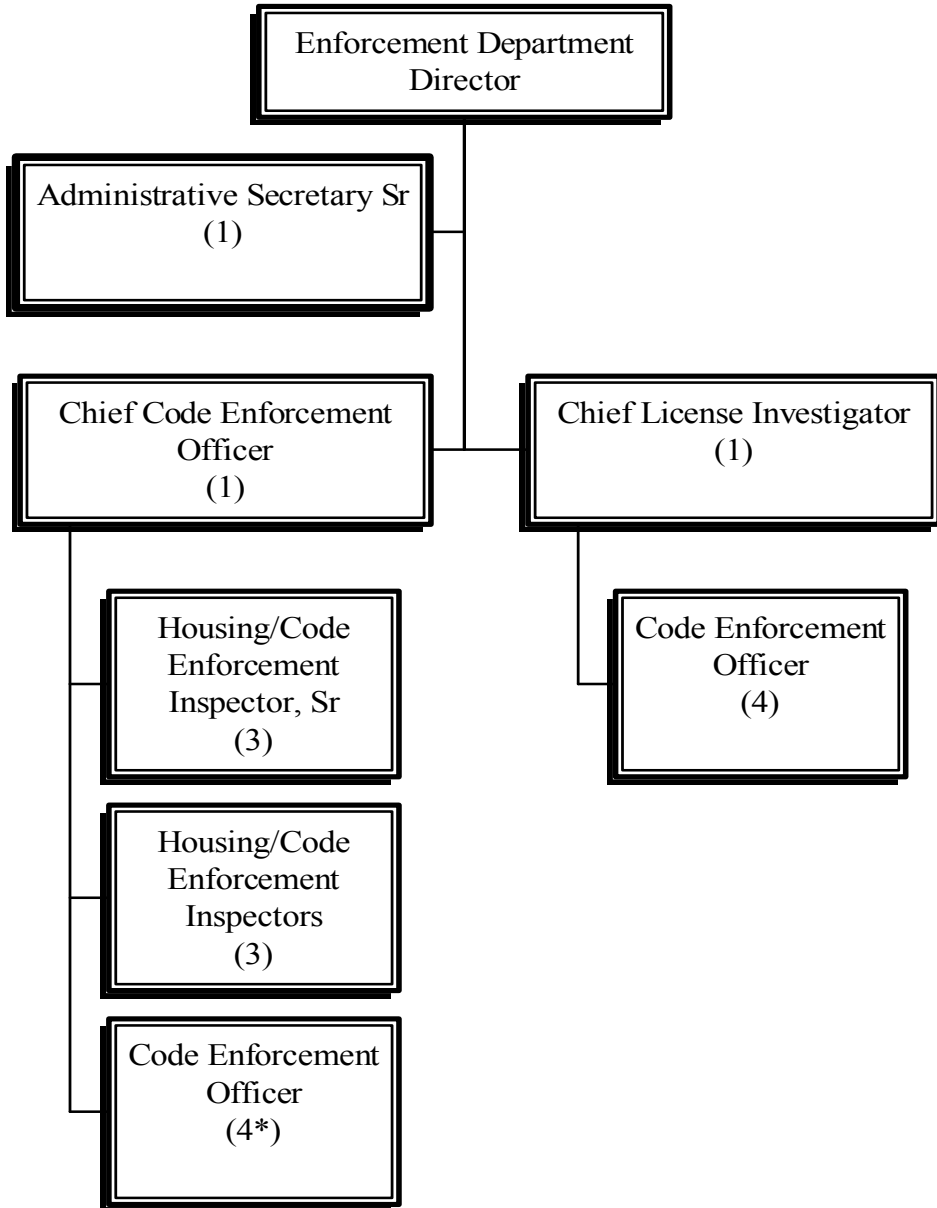
City Of Albany
Adopted Budget
FY 2009
Code Enforcement Department



Total Expenditures
\$1,244,826

Code Enforcement Department

Dept 17



* Two positions funded by the Solid Waste Fund

CODE ENFORCEMENT DEPARTMENTAL SUMMARY

DESCRIPTION

The Administration/Enforcement Division of the Albany Code Enforcement Department is responsible for the life-safety, general health and welfare of the public within the boundaries of the City of Albany and Dougherty County as they relate to the construction, occupancy and maintenance of buildings, structures and property. The Services Division is primarily responsible for maintaining the best interest of the citizens of Albany as it relates to conducting business.

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 625,547 | 774,049 | 948,178 |
| OPERATING EXPENSE | 131,119 | 153,800 | 296,648 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 756,666 | 927,849 | 1,244,826 |
| FULL TIME POSITIONS | 11 | 13 | 18 |

ADMINISTRATION/ ENFORCEMENT DIVISION

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 446,611 | 566,056 | 632,825 |
| OPERATING EXPENSE | 119,299 | 110,630 | 220,950 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 565,910 | 676,686 | 853,775 |
| FULL TIME POSITIONS | 8 | 11 | 13 |

Class Title

| | | | |
|---------------------------------------|----------|-----------|-----------|
| Director, Enforcement | 0 | 1 | 1 |
| Administrative Secretary, Sr. | 0 | 0 | 1 |
| Chief Code Enforcement Officer | 1 | 1 | 1 |
| *Code Enforcement Officer | 2 | 4 | 4 |
| Housing/Code Enforcement Inspector Sr | 3 | 3 | 3 |
| Housing/Code Enforcement Inspector | 1 | 1 | 3 |
| Secretary | 1 | 1 | 0 |
| TOTAL | 8 | 11 | 13 |

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

ADMINISTRATION/ENFORCEMENT DIVISION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------------|---------------------------------|------------------|-------------------|-------------------|
| 1700 | | | | |
| 7110 | Regular Wages | 325,494 | 407,370 | 465,120 |
| 7120 | Overtime | 541 | 12,950 | 4,000 |
| 7210 | Insurance - W/C | 13,354 | 16,637 | 0 |
| 7220 | Tuition Reimbursement | 0 | 0 | 4,500 |
| 7230 | Uniforms | 5,950 | 5,000 | 7,000 |
| 7260 | FICA Matching | 23,830 | 32,154 | 35,888 |
| 7270 | Pension Contributions | 29,134 | 43,923 | 49,023 |
| 7280 | Insurance Matching | 48,308 | 48,022 | 67,294 |
| 7510 | Purchased Professional Services | 280 | 500 | 500 |
| 7512 | Technical Svcs | 0 | 42,370 | 0 |
| 7512.01 | Demolition Costs | 0 | 0 | 150,000 |
| 7514 | Contract Labor | 15,956 | 0 | 0 |
| 7550 | Communications | 9,355 | 10,100 | 13,000 |
| 7570 | Advertising | 1,128 | 0 | 0 |
| 7600 | Travel | 2,175 | 3,884 | 3,900 |
| 7630 | Training and Development | 202 | 2,770 | 2,750 |
| 7860 | Maint: Bldgs & Other Structures | 0 | 1,500 | 1,500 |
| 7870 | Maint: Motor Equipment | 11,419 | 6,300 | 7,300 |
| 7880 | Maint: Mach/Imp/Tools | 257 | 3,890 | 5,000 |
| 7990 | Dues and Fees | 305 | 360 | 480 |
| 8009 | Licenses | 100 | 450 | 0 |
| 8010 | Supplies | 4,044 | 3,750 | 3,070 |
| 8016 | Small Equipment | 62,271 | 9,216 | 5,000 |
| 8017 | Printing & Binding | 2,212 | 1,800 | 1,800 |
| 8018 | Books & Subscriptions | 1,055 | 2,400 | 1,230 |
| 8052 | Rent | 0 | 14,000 | 13,920 |
| 8110 | Motor Fuel | 8,519 | 6,840 | 11,000 |
| 8150 | Food | 21 | 500 | 500 |
| TOTAL, GENERAL FUND: | | 565,910 | 676,686 | 853,775 |

SERVICES DIVISION

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 178,936 | 207,993 | 315,353 |
| OPERATING EXPENSE | 11,820 | 43,170 | 75,698 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 190,756 | 251,163 | 391,051 |
| FULL TIME POSITIONS | 3 | 3 | 5 |

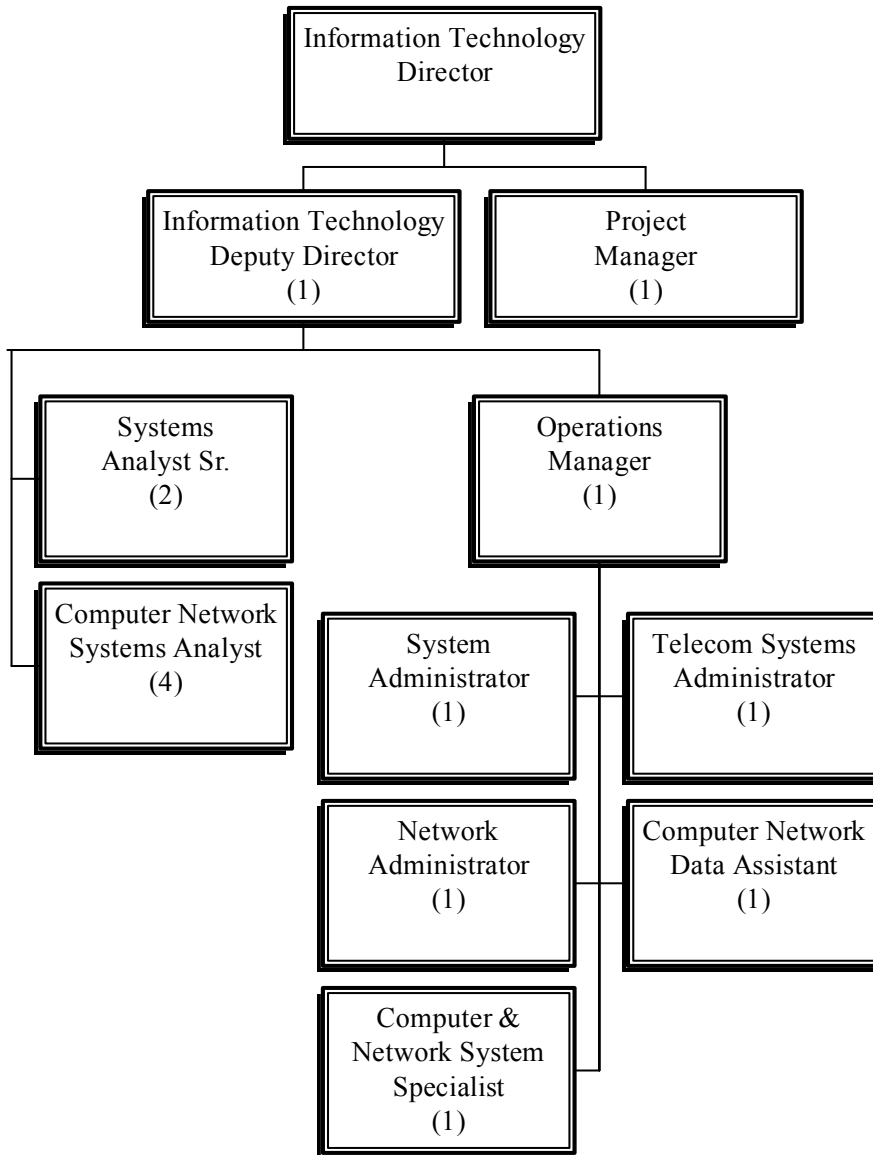
Class Title

| | | | |
|----------------------------|----------|----------|----------|
| Chief License Investigator | 1 | 1 | 1 |
| Code Enforcement Officer | 2 | 2 | 4 |
| TOTAL | 3 | 3 | 5 |

| SERVICES DIVISION | | | | |
|-----------------------------|--------------------------|------------------|-------------------|-------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 1701 | | | | |
| 7110 | Regular Wages | 122,542 | 138,645 | 218,235 |
| 7120 | Overtime | 1,107 | 950 | 1,950 |
| 7210 | Insurance - W/C | 4,627 | 9,672 | 0 |
| 7220 | Tuition Reimbursement | 1,409 | 1,500 | 1,500 |
| 7230 | Uniforms | 3,448 | 3,000 | 7,020 |
| 7260 | FICA Matching | 8,919 | 10,679 | 16,844 |
| 7270 | Pension Contributions | 11,010 | 16,598 | 26,202 |
| 7280 | Insurance Matching | 25,874 | 26,949 | 43,602 |
| 7510 | Professional Services | 40 | 11,000 | 12,195 |
| 7514 | Contract Labor | 0 | 19,164 | 38,100 |
| 7550 | Communications | 1,080 | 341 | 5,500 |
| 7600 | Travel | 1,881 | 2,000 | 2,300 |
| 7630 | Training and Development | 620 | 1,500 | 1,525 |
| 7870 | Maint: Motor Equipment | 789 | 1,900 | 1,900 |
| 7880 | Maint: Mach/Imp/Tools | 2,030 | 0 | 500 |
| 7990 | Dues and Fees | 250 | 200 | 500 |
| 8009 | Licenses | 0 | 0 | 2,233 |
| 8010 | Supplies | 1,672 | 3,320 | 4,445 |
| 8016 | Small Equipment | 2,297 | 1,000 | 1,000 |
| 8017 | Printing & Binding | 8 | 500 | 1,200 |
| 8018 | Books and Subscriptions | 48 | 45 | 200 |
| 8110 | Motor Fuel | 1,105 | 2,200 | 4,100 |
| TOTAL, GENERAL FUND: | | 190,756 | 251,163 | 391,051 |

Information Technology Department

Dept 18



INFORMATION TECHNOLOGY DEPARTMENT

MISSION

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

Goals and Objectives

GOAL #1: TO ATTRACT AND RETAIN QUALIFIED EMPLOYEES

G1.1 Identify training goals for each position by FY09

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

G2.1 Develop and promulgate the use of E-Gov capabilities by FY09

G2.2 Provide enhanced Web capability and ease of navigation by 12/31/10

G2.3 Enhance network infrastructure with wireless by FY10

GOAL #3: TO CREATE AND MAINTAIN CUSTOMER SERVICE AWARENESS

G3.1 Form a committee of functional managers from each department by 1/01/09

G3.2 Publish FAQ and self-help for common problems on Web page by June 2009

G3.3 Create an Intranet for improving employee communications by 12/31/08

G3.4 To reduce the use of printed materials through the use of technology by 12/31/09

G3.5 Bring the number of customer service techs to industry standards by 12/31/08

G3.6 Research CRM software for City/County service tracking by FY10

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

G4.1 Maintain a limited inventory of IT equipment (desktops, printers) by 12/31/08

G4.2 Explore leasing options for desktops and printers by 12/31/08

G4.3 Develop a secondary "warm site" by FY10

G4.4 Move IT to its own secured building by FY11

INFORMATION TECHNOLOGY DEPARTMENT

Performance Measures

| <u>Workload Measures:</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Application development project to be completed | 6 | 6 | 6 | 3 | 3 |
| ❑ Application maintenance projects to be completed | 7 | 7 | 6 | 6 | 6 |
| ❑ Trouble calls reported | 3443 | 2949 | 2949 | 2161 | 2161 |
| ❑ Computer installations to be completed | 448 | 400 | 411 | 411 | 411 |
| ❑ Computer moves to be completed | N/A | 221 | 221 | 221 | 221 |
| ❑ Telephone adds, moves & changes to be completed | 250 | 0 | 0 | 0 | 0 |
| ❑ Major telephone installation projects to be performed | 4 | 2 | 24 | 20 | 20 |
| ❑ Major infrastructure projects to be performed | N/A | 0 | 1 | 2 | 2 |
| ❑ Help Desk calls received | 3443 | 2949 | 2949 | 2164 | 2161 |
| ❑ Work stoppage ticket requests | 164 | 164 | 174 | 94 | 0 |
| ❑ PC's supported | 944 | 1200 | 1200 | 1400 | 1400 |
| ❑ Servers supported | 52 | 44 | 44 | 54 | 54 |
| ❑ Telephone defined devices supported | 1,200 | 994 | 994 | 1200 | 1200 |
| ❑ IT training hours provided | 200 | 3000 | 3000 | 100 | 100 |

Efficiency Measures:

| | | | | | |
|---|--------|----------|----------|---------|-----|
| ❑ Development projects completed on time | N/A | 0 | 1 | 1 | 1 |
| ❑ Maintenance projects completed on time | N/A | 0 | 1 | 0 | 0 |
| ❑ Trouble calls handled in a timely manner | 80% | 95% | 95% | 80% | 80% |
| ❑ Computer installations completed on time | N/A | 0 | 0 | 70% | 70% |
| ❑ Telephone projects completed in time | 4 | 3 | 1 | 1 | 1 |
| ❑ Major infrastructure projects completed on time | N/A | 0 | 1 | 1 | 1 |
| ❑ Average PC install time | 3 days | 5.2 days | 5.2 days | 14 days | 14 |
| ❑ Help Desk calls resolved while on the phone | 1640 | 0 | N/A | N/A | 0 |

Effectiveness Measures:

| | | | | | |
|-------------------------------|-----|-----|-----|-----|---|
| ❑ Number of MOS Users | 11 | 0 | 0 | 0 | 0 |
| ❑ Number of A+ Technicians | 10 | 0 | 0 | 1 | 1 |
| ❑ Number of MCP Technicians | 10 | 0 | 0 | 0 | 0 |
| ❑ Number of MCSE Technicians | 4 | 4 | 4 | 4 | 0 |
| ❑ Number of PMP Certification | N/A | N/A | N/A | N/A | 1 |

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

INFORMATION TECHNOLOGY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 699,452 | 727,810 | 927,602 |
| OPERATING EXPENSE | 326,360 | 415,928 | 607,430 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 1,025,812 | 1,143,738 | 1,535,032 |
| FULL TIME POSITIONS | 14 | 14 | 16 |

Class Title

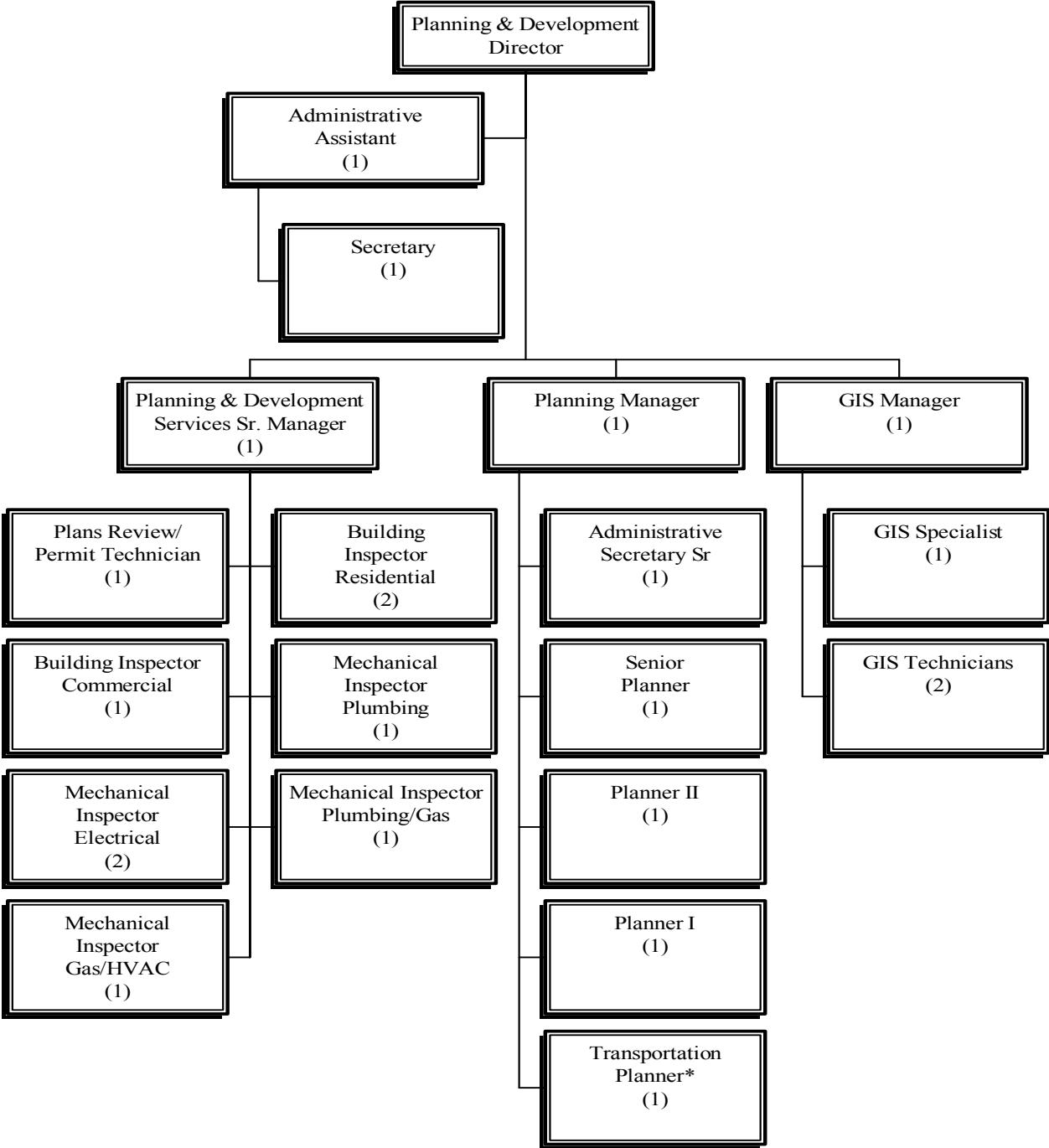
| | | | |
|------------------------------------|-----------|-----------|-----------|
| Director of Information Technology | 1 | 1 | 1 |
| Project Manager, IT | 1 | 1 | 1 |
| Applications Support Manager | 1 | 1 | 1 |
| Operations Manager | 1 | 1 | 1 |
| Computer & Network Sys. Analyst | 2 | 2 | 2 |
| Systems Analyst/Programmer | 0 | 0 | 2 |
| Systems Analyst/Programmer Sr. | 2 | 2 | 2 |
| IT Systems Administrator | 1 | 1 | 1 |
| Telecommunications System Admin. | 1 | 1 | 1 |
| Computer & Network Systems Spec. | 2 | 2 | 2 |
| Computer & Network Sys. Data Asst. | 1 | 1 | 1 |
| Training and Development Manager | 0 | 0 | 0 |
| Tele/Data Comm. Serviceworker | 0 | 0 | 0 |
| Help Desk Technician | 0 | 0 | 0 |
| Communications Technician | 0 | 0 | 0 |
| Technical Support Manager | 0 | 0 | 0 |
| Local Area Network (LAN) Adm. | 0 | 1 | 1 |
| Administrative Secretary | 1 | 0 | 0 |
| TOTAL | 14 | 14 | 16 |

INFORMATION TECHNOLOGY

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 1800. | | | | |
| 7110 | Regular Wages | 547,833 | 558,591 | 695,264 |
| 7130 | Temporary Help | 540 | 14,040 | 14,040 |
| 7210 | W/C Insurance | 1,818 | 1,838 | 0 |
| 7220 | Tuition Reimbursement | 1,500 | 1,500 | 1,500 |
| 7260 | FICA Matching | 40,326 | 42,541 | 54,262 |
| 7270 | Pension Matching | 48,519 | 49,636 | 61,878 |
| 7280 | Insurance Matching | 58,916 | 59,664 | 100,658 |
| 7510 | Professional Services | 250 | 650 | 650 |
| 7512 | Technical Services | 30,391 | 48,000 | 122,500 |
| 7514 | Contract Labor | 11,407 | 11,800 | 12,480 |
| 7550 | Communications | 28,186 | 31,930 | 56,000 |
| 7600 | Travel | 1,619 | 5,500 | 16,320 |
| 7630 | Train/Cont. Education | 10,998 | 7,175 | 16,090 |
| 7870 | Maint: Motor Equipment | 848 | 2,000 | 2,000 |
| 7880 | Maint: Mach/Imp/Tools | 186,073 | 218,948 | 302,900 |
| 7990 | Dues and Fees | 2,797 | 2,635 | 2,300 |
| 8010 | Supplies | 5,717 | 10,000 | 10,000 |
| 8016 | Small Equipment | 8,028 | 36,000 | 26,300 |
| 8017 | Printing & Binding | 63 | 1,100 | 100 |
| 8018 | Books & Subscriptions | 883 | 1,325 | 1,125 |
| 8052 | Rent | 37,187 | 35,765 | 35,765 |
| 8110 | Motor Fuel | 705 | 1,000 | 1,300 |
| 8150 | Food | 1,208 | 2,100 | 1,600 |
| | TOTAL, GENERAL FUND: | 1,025,812 | 1,143,738 | 1,535,032 |

Planning & Development Services

Dept 21



* Grant Funded Position

PLANNING & DEVELOPMENT SERVICES

MISSION

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

- Goal 1:** Complete Zoning Ordinance Revisions and Update the Subdivision Regulations
 - Objective 1:** Adopt a Zoning Ordinance that supports the vision of the Comprehensive Plan.
 - Objective 2:** Adopt Subdivision Regulations that promote good planning practice; ensure orderly growth and development; and protect the public health, safety and general welfare of the citizens of Albany Dougherty County.

- Goal 2:** Implement ArcGIS Server
 - Objective 1:** Purchase Enterprise GIS License agreement from ESRI.
 - Objective 2:** Train GIS Staff
 - Objective 3:** Purchase and install hardware. Configure ArcGIS Server Application.
 - Objective 4:** Transition from flat file based GIS to browser based GIS to be served initially as intranet.
 - Objective 5:** Implement Albany Police Department CrimeView Upgrade
 - Objective 6:** Train City/County users.

- Goal 3:** Continue to develop and maintain optimal productivity and customer service to the public
 - Objective 1:** Provide a balance of continuing education, experience, knowledge and professionalism that benefit our internal and external customers.
 - Objective 2:** Continue to look for new and innovative ways to stream line the development process.
 - Objective 3:** Retain a state qualified professional building inspection firm to provide building inspection services for the city and county on an as needed basis.

- Goal 4:** Provide technical assistance and support to the public, internal and external customers as it relates to Georgia state building codes and other requirements.
 - Objective 1:** Have staff members attend International Code Council (ICC) sponsored training events or conferences in an effort to cross train existing employees in other building inspection trades.
 - Objective 2:** Continue to coordinate and sponsor local chapter functions to benefit our contracting professionals and to provide connectivity to the local staff and the development community.

PLANNING & DEVELOPMENT SERVICES

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|--|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Number of rezoning applications processed | 40 | 26 | 28 | 30 | 27 |
| ❑ Number of special approval applications | 15 | 11 | 11 | 17 | 11 |
| ❑ Number of other (site plans, sign variances, variances, historic, etc.) | 52 | 48 | 30 | 50 | 39 |
| ❑ Number of subdivisions processed | 70 | 88 | 97 | 88 | 93 |
| ❑ Number of preview applications | 135 | 64 | 135 | 135 | 135 |
| ❑ Number of site plan applications | 135 | 64 | 135 | 135 | 135 |
| ❑ Number of building plan applications | 1,850 | 1,198 | 1,920 | 1,500 | 1,900 |
| ❑ Number of permits requiring inspections | 5,200 | 3,844 | 5,700 | 5,200 | 5,700 |
| ❑ Number of inspections performed | 1,700 | 1,104 | 1,600 | 1,300 | 1,700 |
| ❑ Number of commercial building reviews | 360 | 267 | 360 | 400 | 400 |
| <u>Efficiency Measures (man hours)</u> | | | | | |
| ❑ Time spent processing preview applications | 270 | 128 | 374 | 374 | 374 |
| ❑ Time spent processing site plan applications | 270 | 128 | 374 | 374 | 270 |
| ❑ Time spent processing building plan apps | 120 | 555 | 125 | 97 | 125 |
| ❑ Time spent per inspection | 4,000 | 1,560 | 4000 | 1560 | 1560 |
| ❑ Time spent issuing a permit | 300 | 5,460 | 300 | 5460 | 5460 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Accuracy & completeness of rezoning, special approvals, subdivisions, variances, site plans and historic application files | 100% | 100% | 100% | 100% | 100% |
| ❑ Accuracy & completeness in process preview, site plans, building , permits, inspections | 100% | 100% | 100% | 100% | 100% |

PLANNING & DEVELOPMENT SERVICES

DESCRIPTION

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

Planning and Zoning is responsible for the governing of all uses of land and developments within the city limits of the City of Albany and the unincorporated limits of Dougherty County. This includes 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 is to provide the highest quality of public service while ensuring compliance with the Georgia state building code and other applicable local codes and ordinances. We serve as a resource of information for our residents, design professionals, contractors, builders and developers to ensure that the built environment is constructed and maintained in a safe, energy efficient, and accessible manner. We strive to set the standard for excellence in public service with relation to construction and development needs for the citizens of Albany and Dougherty County.

GIS is a computer technology that combines geographic data (the locations of man-made and natural features on the earth’s surface) and other types of information (names, classifications, addresses, and much more) to generate visual maps and reports. The GIS division currently maintains more than fifty GIS layers including aerial photos, parcels, street centerlines, zoning, and flood information. City/County Departments have access to these geofiles over the network.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 971,717 | 963,583 | 1,212,771 |
| OPERATING EXPENSE | 186,103 | 178,327 | 332,917 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 1,157,820 | 1,141,910 | 1,545,688 |
| FULL TIME POSITIONS | 21 | 23 | 23 |

Class Title

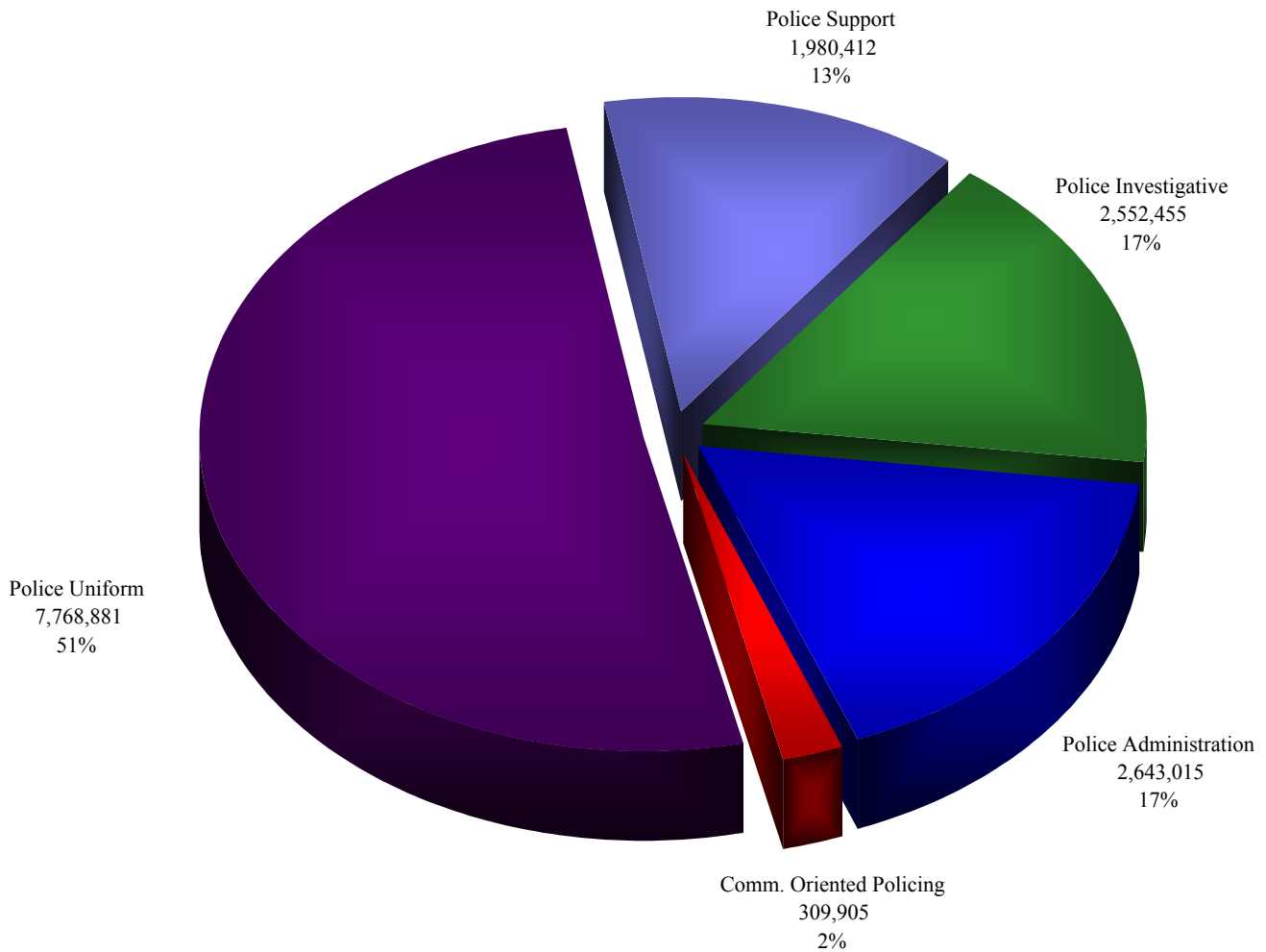
| | | | |
|-------------------------------------|-----------|-----------|-----------|
| Administrative Assistant | 1 | 1 | 1 |
| Building Inspector | 3 | 3 | 3 |
| GIS Manager | 0 | 1 | 1 |
| GIS Specialist | 1 | 1 | 1 |
| GIS Technician | 2 | 2 | 2 |
| Mechanical Inspector - Electric | 2 | 2 | 2 |
| Mechanical Inspector - Gas/HVAC | 1 | 1 | 1 |
| Mechanical Inspector - Plumbing | 1 | 1 | 1 |
| Mechanical Inspector - Plumbing/Gas | 1 | 1 | 1 |
| P & D Services Sr. Manager | 1 | 1 | 1 |
| Planner I | 1 | 1 | 1 |
| Planner II | 1 | 1 | 1 |
| Senior Planner | 1 | 1 | 1 |
| Planning Manager | 1 | 1 | 1 |
| Plans Review / Permit Technician | 1 | 1 | 1 |
| Secretary | 0 | 1 | 1 |
| Administrative Secretary, Sr. | 1 | 1 | 1 |
| Development Services Manager | 1 | 0 | 0 |
| Transportation Planner* | 1 | 1 | 1 |
| Director of Planning | 0 | 1 | 1 |
| TOTAL | 21 | 23 | 23 |

* Administered in Grant Fund

PLANNING & DEVELOPMENT SERVICES

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|------------------------------|-----------------------------|------------------------------|------------------------------|
| 2100. | | | | |
| 7110 | Regular Wages | 741,512 | 726,616 | 889,012 |
| 7120 | Overtime | 132 | 0 | 10,000 |
| 7130 | Temporary Help | 6,539 | 0 | 0 |
| 7210 | W/C Insurance | 16,870 | 19,053 | 0 |
| 7220 | Tuition Reimbursement | 0 | 1,000 | 3,000 |
| 7230 | Uniforms | 3,026 | 3,335 | 5,181 |
| 7260 | FICA Matching | 55,453 | 52,504 | 68,774 |
| 7270 | Pension Matching | 61,880 | 64,024 | 80,012 |
| 7280 | Insurance Matching | 86,305 | 97,051 | 156,791 |
| 7510 | Professional Services | 27,117 | 34,812 | 112,906 |
| 7512 | Purchased Technical Services | 0 | 0 | 15,000 |
| 7514 | Contract Labor | 8,456 | 0 | 0 |
| 7550 | Communications | 6,812 | 6,709 | 7,102 |
| 7570 | Advertising | 7,336 | 8,508 | 9,364 |
| 7600 | Travel | 9,112 | 11,500 | 17,500 |
| 7630 | Train/Cont. Education | 3,796 | 7,368 | 14,360 |
| 7870 | Maint: Motor Equipment | 12,663 | 9,561 | 9,561 |
| 7880 | Maint: Mach/Imp/Tools | 16,185 | 19,040 | 61,112 |
| 7990 | Dues and Fees | 1,222 | 1,974 | 3,409 |
| 8009 | Licenses | 1,185 | 825 | 825 |
| 8010 | Supplies | 8,574 | 10,609 | 10,903 |
| 8016 | Small Equipment | 1,129 | 7,200 | 8,000 |
| 8017 | Printing | 2,921 | 2,878 | 2,878 |
| 8018 | Books & Subscriptions | 3,176 | 3,181 | 3,681 |
| 8052 | Rent | 65,005 | 40,482 | 40,562 |
| 8110 | Motor Fuel | 10,745 | 13,000 | 14,700 |
| 8150 | Food | 669 | 680 | 1,054 |
| | TOTAL, GENERAL FUND: | 1,157,820 | 1,141,910 | 1,545,688 |

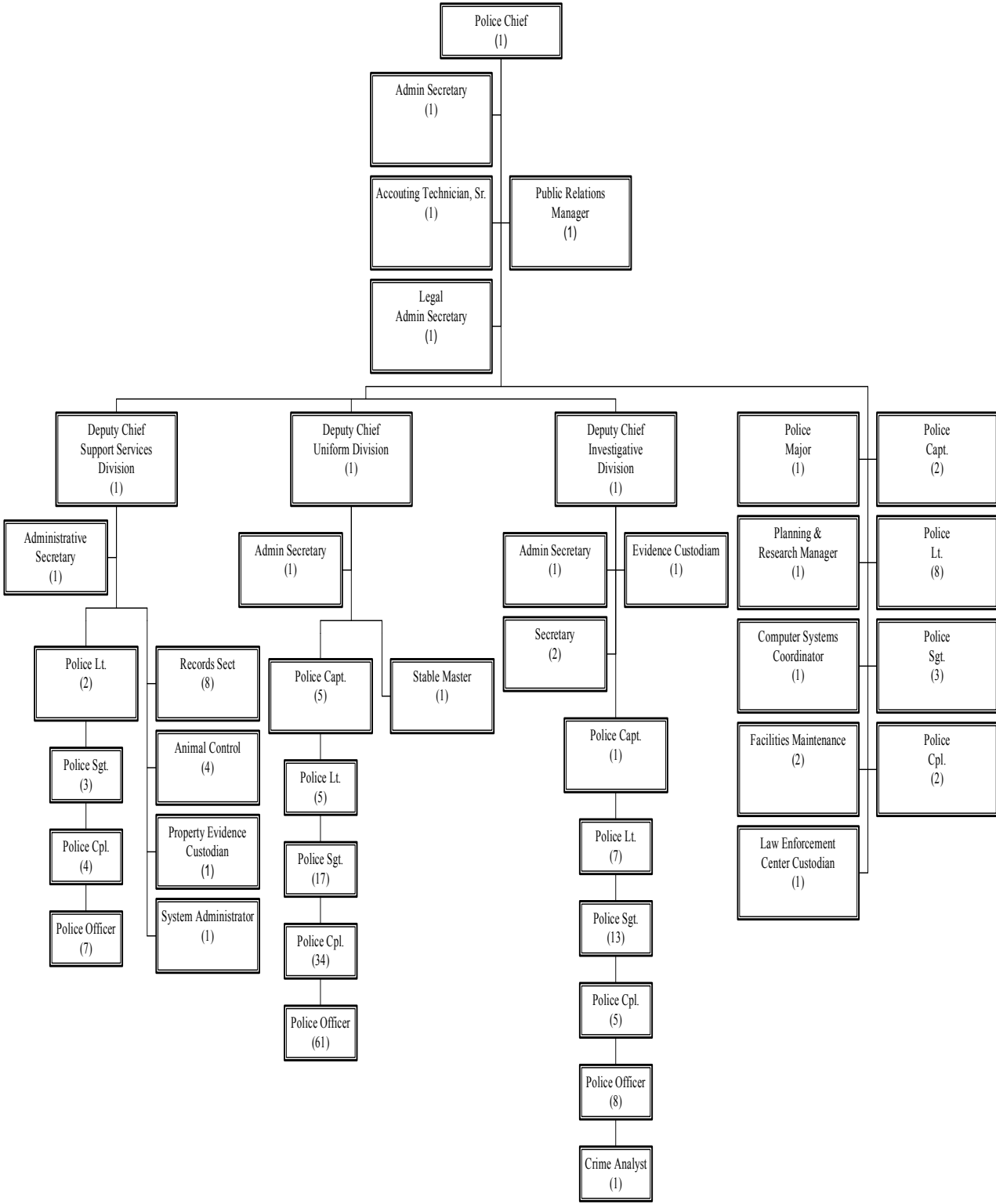
City of Albany Adopted Budget FY 2009 Police Department



Total Expenditures
\$15,254,668

Police Department

Dept 22



POLICE DEPARTMENTAL SUMMARY

DESCRIPTION

The Albany Police Department is responsible for safeguarding lives and property in the City of Albany. The Department is responsible for the enforcement of laws, prevention of crime, promotion of safety, education and implementation of programs to reduce crimes, to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder. In our endeavoring efforts to accomplish these mandates the Albany Police Department has embraced the philosophies of "Community Oriented Policing". The goal of Community Oriented Policing is the reduction of crime and disorder by carefully examining the characteristics of problems in the neighborhoods, and then applying appropriate problem-solving remedies. The "Community" for which a patrol officer is given responsibility is a small, well-defined geographical area. Beats are configured in a manner that preserves, as much as possible, the unique geographical and social characteristics of neighborhoods while still allowing efficient service. Effective community policing is generated by optimizing positive daily contacts between our citizens and the police. Assignment of officers to "Districts" enable them to work long term assignments in the same areas, thus becoming familiar figures to community members and enabling them to stay aware of the day-to-day working of their community.

| MAJOR OBJECT OF EXPENDITURE | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 11,407,050 | 12,709,538 | 12,825,430 |
| OPERATING EXPENSE | 2,011,183 | 2,396,593 | 2,429,238 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 13,418,233 | 15,106,131 | 15,254,668 |
| FULL TIME POSITIONS | 222 | 222 | 223 |

POLICE DEPARTMENT

MISSION

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

Goals and Objectives

Goal 1: To attract and retain qualified employees.

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

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

Goal 2: Continue applying problem solving strategies to address crime and quality of life issues:

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

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

Objective 3: Engage the community in collaborative problem solving (SARA).

Goal 3: To Create and Maintain Customer Service Awareness.

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

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

Goal 4: Improve law enforcement operations.

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

Objective 2: Provide additional in-service legal training.

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

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

Goal 6: To develop a Health — Conscious Atmosphere.

Objective 1: Establish a physical fitness program and incentives.

POLICE DEPARTMENT

| <u>Workload Measures</u> | <u>Performance Measures</u> | | | | |
|---|------------------------------------|---------------|----------------|---------------|---------------|
| | FY '07 | | FY '08 | | FY '09 |
| | Adopted | Actual | Adopted | Actual | Base |
| ❑ Percentage of officers receiving minimum of 40 hours of training (Calendar Yr.) | 35% | 94.3% | 55% | 95% | 55% |
| ❑ Total Revenue Generated | \$1,500,000 | \$755,581 | \$1,700,000 | 1,346,756 | 1,700,000 |
| ❑ Citizen Assisted Calls | 139,000 | 134,610 | 130,000 | 138,243 | 130,000 |
| ❑ Non-moving Traffic Violations | 15,000 | 5,205 | 14,000 | 5216 | 14,000 |
| ❑ Total Violations (Moving & Non) | 25,000 | 10,552 | 20,000 | 12,100 | 20,000 |
| ❑ Municipal Warrants | 700 | 1,122 | 1,000 | 856 | 1000 |
| ❑ State Warrants | 2,400 | 1,812 | 2,200 | 1358 | 2,200 |
| ❑ Juvenile Arrests | 1,130 | 998 | 1,000 | 626 | 1000 |
| ❑ Juvenile Petitions | 900 | 438 | 920 | 528 | 900 |
| ❑ Civic Talks/Tours Conducted | 280 | 242 | 290 | 242 | 290 |
| ❑ Total Part I Crimes (Calendar Yr.) | 5,577 | 5,565 | 5,700 | 6718 | 6000 |
| ❑ Total Narcotics Arrests | 700 | 810 | 680 | 715 | 700 |
| ❑ Total Narcotics Cases | 1,020 | 1,333 | 1,050 | 1105 | 1100 |
| ❑ Animal Control Citations Issued | 500 | 179 | 350 | 98 | 300 |
| ❑ Animals to the Humane Society | 5,000 | 2411 | 2,500 | 1971 | 2000 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Clearance rate (Part I UCR Offenses) (%). (Calendar Yr.) | 5% | +37.5% | 5% | +44% | 10% |
| ❑ Violent Crime Reduction (%) (Calendar Yr.) | 5% | +14.08% | <10% | +119.23% | <10% |
| ❑ Property Crime Reduction (%) (Calendar Yr.) | 5% | +4.49 | <6% | +9.86% | <10% |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Number of Citizen's Academy attendees that graduate. (Calendar Yr.) | 70 | 34 | 12 | 0 | 10 |
| ❑ Reduction in Customer Service Complaints (Calendar Yr.) | 10% | 4 | 10% | 10% | <10% |
| ❑ Reduction in sworn turnover rate/excluding retirements (%) (Calendar Yr.) | 6% | 2% | <6% | 4% | <6% |

POLICE ADMINISTRATION

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,400,899 | 2,097,637 | 1,749,175 |
| OPERATING EXPENSE | 685,608 | 857,170 | 893,840 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 2,086,507 | 2,954,807 | 2,643,015 |
| FULL TIME POSITIONS | 27 | 29 | 27 |

Class Title

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

POLICE ADMINISTRATION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2201. | | | | |
| 7110 | Regular Wages | 997,863 | 1,575,914 | 1,220,768 |
| 7120 | Overtime Wages | 42,193 | 45,946 | 45,946 |
| 7130 | Temporary Help | 6,269 | 6,240 | 6,240 |
| 7210 | W/C Insurance | 30,305 | 24,676 | 0 |
| 7220 | Tuition Reimbursement | 4,500 | 3,000 | 0 |
| 7230 | Uniforms | 15,938 | 14,850 | 14,850 |
| 7260 | FICA Matching | 77,150 | 100,969 | 97,381 |
| 7270 | Pension Matching | 87,175 | 157,063 | 150,739 |
| 7280 | Insurance Matching | 139,506 | 168,979 | 213,251 |
| 7510 | Professional Services | 41,301 | 58,500 | 58,500 |
| 7512 | Technical Services | 163,595 | 215,428 | 215,428 |
| 7550 | Communications | 18,069 | 17,500 | 17,500 |
| 7570 | Advertising | 793 | 4,000 | 2,400 |
| 7600 | Travel | 4,171 | 8,300 | 8,300 |
| 7630 | Training and Development | 1,390 | 10,870 | 1,370 |
| 7700 | Insurance | 0 | 100 | 100 |
| 7870 | Maint: Motor Equipment | 12,102 | 12,500 | 12,500 |
| 7880 | Maint: Mach/Imp/Tools | 16,013 | 20,856 | 20,856 |
| 7980 | Metro Drug Squad | 124,292 | 115,000 | 154,870 |
| 7981 | Dougherty County Jail | 252,131 | 325,000 | 325,000 |
| 7990 | Dues and Fees | 1,499 | 2,646 | 2,646 |
| 7995 | Contingency | 0 | 500 | 500 |
| 8009 | Licenses | 23,373 | 35,500 | 45,000 |
| 8010 | Supplies | 14,407 | 15,860 | 15,860 |
| 8016 | Small Equipment | 0 | 2,500 | 0 |
| 8018 | Books & Subscriptions | 1,845 | 710 | 710 |
| 8110 | Motor Fuel | 9,210 | 10,500 | 11,400 |
| 8150 | Food | 1,417 | 900 | 900 |
| | TOTAL, GENERAL FUND: | 2,086,507 | 2,954,807 | 2,643,015 |

POLICE UNIFORM

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 6,578,508 | 6,823,477 | 6,947,655 |
| OPERATING EXPENSE | 700,961 | 793,226 | 821,226 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 7,279,469 | 7,616,703 | 7,768,881 |
| FULL TIME POSITIONS | 126 | 123 | 125 |

Class Title

| | | | |
|--------------------------|------------|------------|------------|
| Police Major | 1 | 1 | 0 |
| Deputy Chief | 0 | 0 | 1 |
| Police Captain | 4 | 4 | 5 |
| Police Lieutenant | 6 | 6 | 5 |
| Police Sergeant | 18 | 16 | 17 |
| Police Corporal | 31 | 25 | 34 |
| Police Officer | 63 | 69 | 61 |
| Administrative Secretary | 1 | 1 | 1 |
| Secretary | 1 | 0 | 0 |
| Stable Master | 1 | 1 | 1 |
| TOTAL | 126 | 123 | 125 |

POLICE UNIFORM

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2202. | | | | |
| 7110 | Regular Wages | 4,361,778 | 4,336,090 | 4,667,455 |
| 7120 | Overtime Wages | 516,380 | 505,000 | 280,000 |
| 7130 | Temporary Help | 11,489 | 0 | 0 |
| 7210 | W/C Insurance | 176,536 | 173,229 | 0 |
| 7220 | Tuition Reimbursement | 12,664 | 10,500 | 10,500 |
| 7230 | Uniforms | 48,638 | 36,820 | 38,994 |
| 7260 | FICA Matching | 362,419 | 400,852 | 378,480 |
| 7270 | Pension Matching | 425,839 | 616,967 | 588,747 |
| 7280 | Insurance Matching | 662,765 | 744,019 | 983,478 |
| 7510 | Professional Services | 3,121 | 9,500 | 9,500 |
| 7512 | Technical Services | 2,679 | 3,150 | 3,150 |
| 7550 | Communications | 7,758 | 6,776 | 6,776 |
| 7630 | Training and Development | (1,003) | 0 | 0 |
| 7870 | Maint: Motor Equipment | 357,465 | 340,000 | 340,000 |
| 7880 | Maint: Mach/Imp/Tools | 5,527 | 17,555 | 17,555 |
| 7990 | Dues and Fees | 160 | 750 | 750 |
| 8010 | Supplies | 9,571 | 9,250 | 9,250 |
| 8016 | Small Equipment | 3,379 | 0 | 0 |
| 8018 | Books & Subscriptions | 261 | 245 | 245 |
| 8020 | Photography | 107 | 0 | 0 |
| 8050 | Rental of Equipment | 51 | 0 | 0 |
| 8110 | Motor Fuel | 306,768 | 401,000 | 429,000 |
| 8150 | Food | 5,117 | 5,000 | 5,000 |
| | TOTAL, GENERAL FUND: | 7,279,469 | 7,616,703 | 7,768,881 |

POLICE SUPPORT SERVICES

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,463,969 | 1,594,839 | 1,673,940 |
| OPERATING EXPENSE | 258,012 | 341,472 | 306,472 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 1,721,981 | 1,936,311 | 1,980,412 |
| FULL TIME POSITIONS | 31 | 31 | 31 |

Class Title

| | | | |
|-------------------------------|-----------|-----------|-----------|
| Police Major | 1 | 1 | 0 |
| Police Lieutenant | 2 | 2 | 2 |
| Police Sergeant | 3 | 3 | 3 |
| Police Corporal | 6 | 6 | 4 |
| Police Officer | 5 | 4 | 7 |
| Police Systems Administrator | 1 | 1 | 1 |
| Administrative Secretary | 0 | 1 | 1 |
| Police Records Supervisor | 1 | 1 | 1 |
| Animal Control Superintendent | 1 | 1 | 1 |
| Police Records Clerk | 7 | 7 | 7 |
| Animal Control Agent | 3 | 3 | 3 |
| Property Evidence Custodian | 0 | 0 | 1 |
| Quartermaster | 1 | 1 | 0 |
| TOTAL | 31 | 31 | 31 |

POLICE SUPPORT SERVICES

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2203. | | | | |
| 7110 | Regular Wages | 964,062 | 1,054,965 | 1,113,776 |
| 7120 | Overtime Wages | 48,513 | 35,000 | 35,000 |
| 7130 | Temporary Help | 49,058 | 19,812 | 20,812 |
| 7210 | W/C Insurance | 25,414 | 21,604 | 0 |
| 7220 | Tuition Reimbursement | 0 | 1,000 | 0 |
| 7230 | Uniforms | 93,659 | 100,000 | 100,000 |
| 7260 | FICA Matching | 75,908 | 83,562 | 89,473 |
| 7270 | Pension Matching | 82,171 | 129,986 | 136,705 |
| 7280 | Insurance Matching | 125,184 | 148,910 | 178,174 |
| 7510 | Professional Services | 8,629 | 4,100 | 4,100 |
| 7550 | Communications | 3,072 | 6,500 | 6,500 |
| 7600 | Travel | 53,733 | 90,000 | 60,000 |
| 7630 | Training and Development | 37,650 | 37,500 | 30,000 |
| 7870 | Maint: Motor Equipment | 10,735 | 10,000 | 10,000 |
| 7880 | Maint: Mach/Imp/Tools | 5,207 | 12,000 | 12,000 |
| 8010 | Supplies | 62,175 | 74,505 | 77,005 |
| 8016 | Small Equipment | 26,522 | 25,000 | 25,000 |
| 8017 | Printing | 25,117 | 44,000 | 44,000 |
| 8018 | Books & Subscriptions | 612 | 492 | 492 |
| 8020 | Photography | 10,096 | 13,300 | 13,300 |
| 8110 | Motor Fuel | 14,682 | 24,075 | 24,075 |
| 8150 | Food | (218) | 0 | 0 |
| | TOTAL, GENERAL FUND: | 1,721,981 | 1,936,311 | 1,980,412 |

POLICE INVESTIGATIVE

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,938,742 | 2,150,992 | 2,413,424 |
| OPERATING EXPENSE | 98,982 | 136,056 | 139,031 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 2,037,724 | 2,287,048 | 2,552,455 |
| FULL TIME POSITION | 38 | 39 | 40 |

| Class Title | | | |
|--------------------------|-----------|-----------|-----------|
| Police Major | 1 | 1 | 0 |
| Deputy Chief | 0 | 0 | 1 |
| Police Captain | 2 | 2 | 1 |
| Police Lieutenant | 7 | 6 | 7 |
| Police Sergeant | 12 | 13 | 13 |
| Police Corporal | 12 | 11 | 5 |
| Police Officer | 0 | 1 | 8 |
| Police Crime Analyst | 0 | 1 | 1 |
| Administrative Secretary | 1 | 1 | 1 |
| Secretary | 2 | 2 | 2 |
| Evidence Custodian | 1 | 1 | 1 |
| TOTAL | 38 | 39 | 40 |

POLICE INVESTIGATIVE

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2204. | | | | |
| 7110 | Regular Wages | 1,263,683 | 1,545,085 | 1,585,238 |
| 7120 | Overtime Wages | 142,866 | 100,000 | 100,000 |
| 7130 | Temporary Help | 2,778 | 25,838 | 31,325 |
| 7210 | W/C Insurance | 46,446 | 42,235 | 0 |
| 7220 | Tuition Reimbursement | 8,677 | 9,300 | 6,000 |
| 7230 | Uniforms | 30,789 | 31,000 | 36,500 |
| 7260 | FICA Matching | 104,189 | 123,748 | 131,317 |
| 7270 | Pension Matching | 123,009 | 192,497 | 200,543 |
| 7280 | Insurance Matching | 216,305 | 81,289 | 322,500 |
| 7512 | Technical Services | 0 | 6,050 | 6,050 |
| 7550 | Communications | 10,015 | 18,290 | 18,290 |
| 7600 | Travel | 647 | 450 | 450 |
| 7630 | Training and Development | 0 | 150 | 150 |
| 7860 | Maint: Buildings | 998 | 0 | 0 |
| 7870 | Maint: Motor Equipment | 31,370 | 42,000 | 42,000 |
| 7880 | Maint: Mach/Imp/Tools | 8,067 | 11,136 | 11,136 |
| 7980 | Metro Drug Squad | 9,121 | 0 | 0 |
| 7990 | Dues and Fees | 340 | 815 | 815 |
| 7995 | Contingency | 0 | 1,500 | 1,500 |
| 8010 | Supplies | 11,246 | 12,665 | 12,665 |
| 8018 | Books & Subscriptions | 522 | 500 | 500 |
| 8110 | Motor Fuel | 26,656 | 42,500 | 45,475 |
| | TOTAL, GENERAL FUND: | 2,037,724 | 2,287,048 | 2,552,455 |

POLICE BUILDINGS

DESCRIPTION

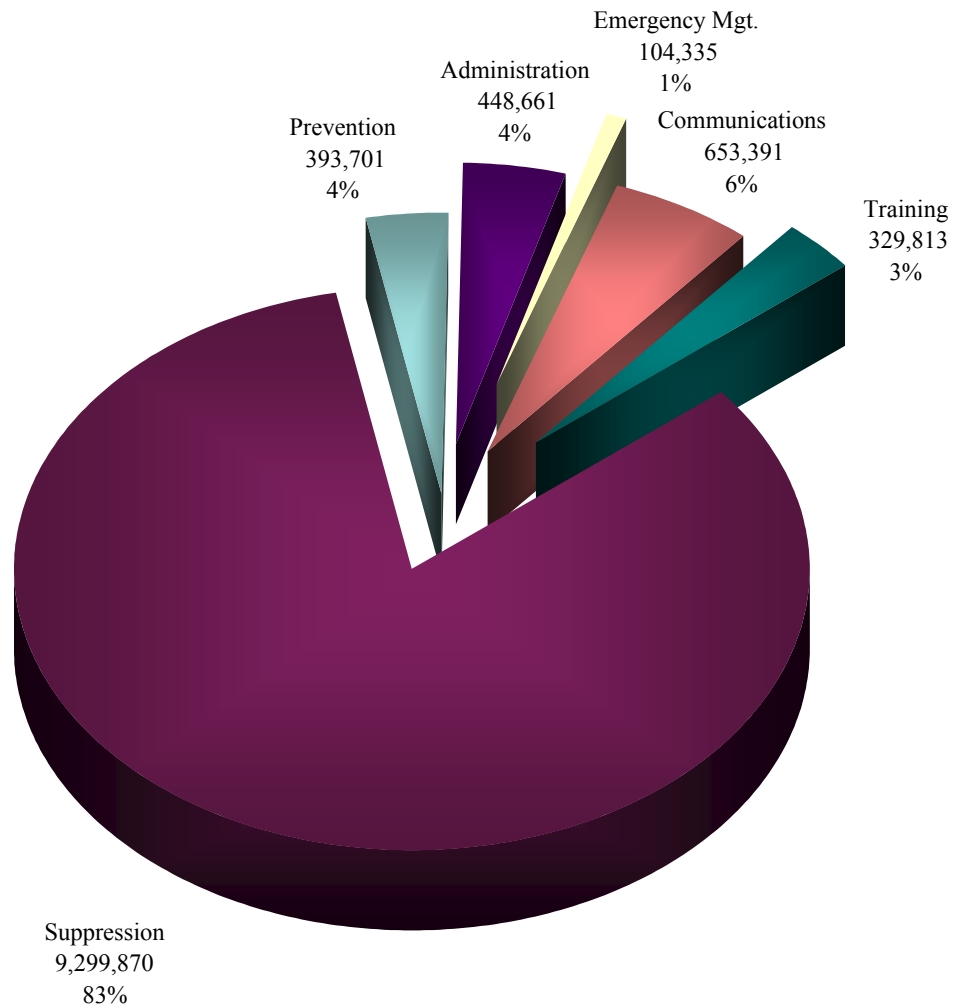
Having adopted the Community Oriented Policing philosophy the Albany Police Department operates four Community Policing Centers, which are strategically located within each of our four geographical Community Policing Districts. These centers give the citizens a sense of public safety presence within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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 24,932 | 42,593 | 41,236 |
| OPERATING EXPENSE | 267,620 | 268,669 | 268,669 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 292,552 | 311,262 | 309,905 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

POLICE BUILDINGS

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 2211. | | | | |
| 7110 | Regular Wages | (78) | 0 | 0 |
| 7120 | Overtime | 31 | 0 | 0 |
| 7130 | Temporary Help | 23,127 | 38,262 | 38,262 |
| 7210 | W/C Insurance | 93 | 1,357 | 0 |
| 7260 | FICA Matching | 1,759 | 2,974 | 2,974 |
| 7512 | Technical Services | 280 | 576 | 576 |
| 7550 | Communications | 17,008 | 15,663 | 15,663 |
| 7860 | Maint: Buildings | 48,810 | 60,000 | 60,000 |
| 7880 | Maint: Mach/Imp/Tools | 354 | 4,200 | 4,200 |
| 7900 | Utilities | 183,649 | 171,000 | 171,000 |
| 8009 | Licenses | 100 | 100 | 100 |
| 8010 | Supplies | 16,339 | 16,150 | 16,150 |
| 8018 | Books & Subscriptions | 1,044 | 980 | 980 |
| 8050 | Rental of Equipment | 36 | 0 | 0 |
| | TOTAL, GENERAL FUND: | 292,552 | 311,262 | 309,905 |

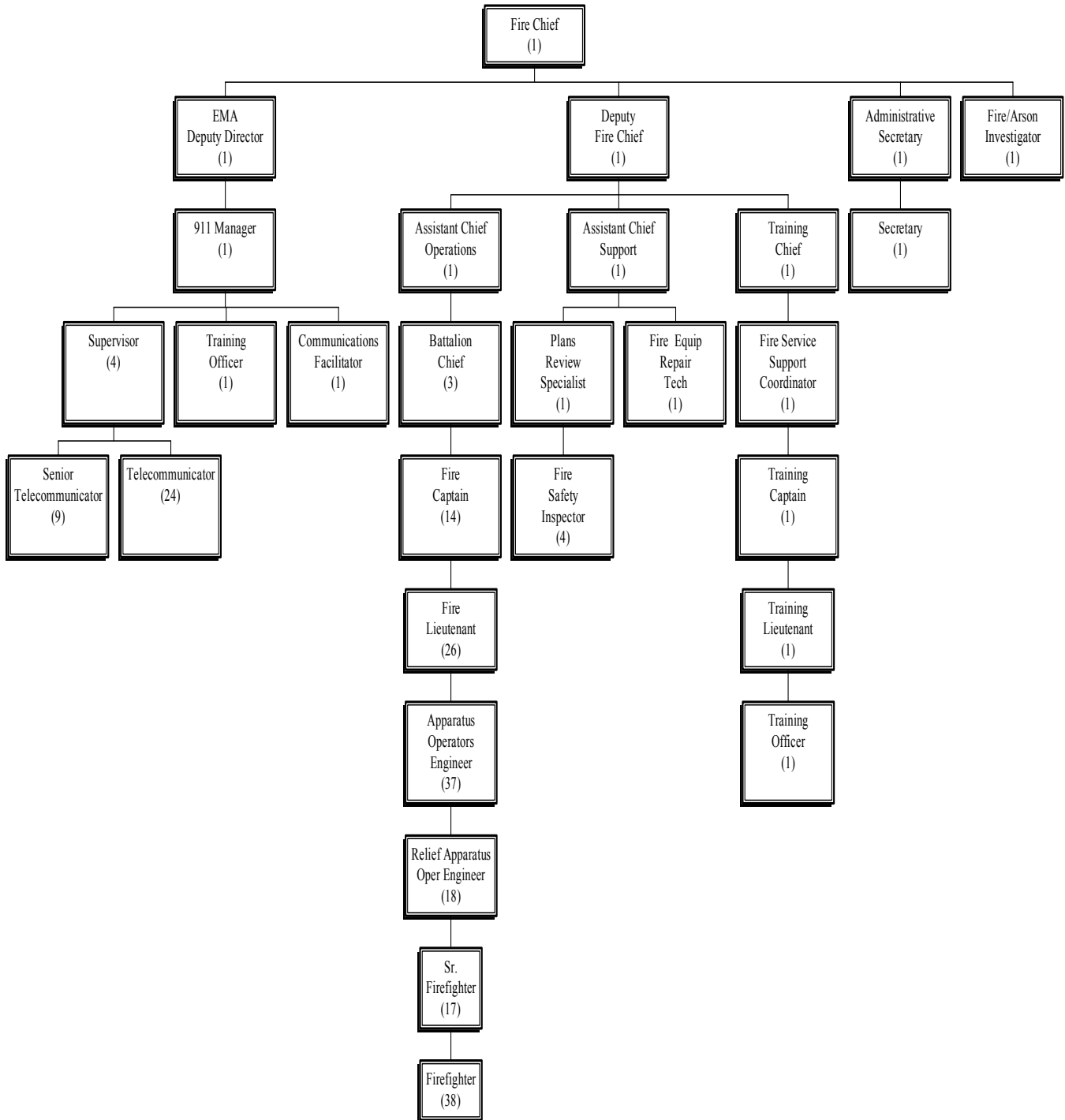
City of Albany Adopted Budget FY 2009 Fire Department



Total Expenditures
\$11,229,771

Fire Department

Dept 23



FIRE DEPARTMENTAL SUMMARY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 9,171,029 | 10,320,171 | 10,694,513 |
| OPERATING EXPENSE | 499,009 | 452,236 | 535,259 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 9,670,038 | 10,772,407 | 11,229,772 |
| FULL TIME POSITION(S) | 188 | 188 | 188 |

PERFORMANCE MEASURES

See individual divisions for performance measures.

FIRE ADMINISTRATION

MISSION

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

Goals and Objectives

Goal 1: Attract and retain qualified employees.

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

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

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

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

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

Goal 4: To obtain maximum team performance.

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

Performance Measures

| <u>Workload Measures</u> | FY ‘07 | | FY ‘08 | | FY ‘09 Base |
|--|----------------|---------------|----------------|------------------|------------------------|
| | Adopted | Actual | Adopted | Projected | |
| ❑ Monthly Reports (WG&L, State, etc) | N/A | 36 | 36 | 36 | 36 |
| ❑ Payroll processing | N/A | 26 | 26 | 26 | 26 |
| ❑ Tours/Programs (Fire Safety) | N/A | 152 | 150 | 200 | 200 |
| ❑ Daily Activity Reporting | N/A | 750 | 750 | 750 | 750 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ High quality, quantity, and error free | N/A | 100% | 100% | 100% | 100% |
| ❑ Meet deadlines | N/A | 100% | 100% | 100% | 100% |
| ❑ High productivity | N/A | 100% | 95% | 95% | 100% |

FIRE ADMINISTRATION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 310,919 | 359,560 | 409,291 |
| OPERATING EXPENSE | 50,563 | 33,240 | 39,370 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 361,482 | 392,800 | 448,661 |
| FULL TIME POSITIONS | 5 | 5 | 6 |

Class Title

| | | | |
|----------------------------------|----------|----------|----------|
| Deputy Fire Chief | 1 | 1 | 1 |
| Administrative Secretary, Sr. | 1 | 1 | 1 |
| Fire Equipment Repair Technician | 1 | 1 | 1 |
| Fire Chief | 1 | 1 | 1 |
| Secretary | 1 | 1 | 1 |
| Arson Investigator | 0 | 0 | 1 |
| TOTAL | 5 | 5 | 6 |

FIRE ADMINISTRATION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2300. | | | | |
| 7110 | Regular Wages | 244,791 | 274,750 | 313,894 |
| 7210 | W/C Insurance | 3,266 | 3,017 | 0 |
| 7260 | FICA Matching | 18,202 | 20,711 | 24,013 |
| 7270 | Pension Matching | 21,860 | 32,217 | 37,353 |
| 7280 | Insurance Matching | 22,800 | 28,865 | 34,031 |
| 7510 | Professional Services | 507 | 0 | 0 |
| 7550 | Communications | 3,304 | 3,570 | 3,570 |
| 7600 | Travel | 4,211 | 4,900 | 3,650 |
| 7630 | Train/Cont. Education | 2,429 | 2,400 | 3,650 |
| 7870 | Maint: Motor Equipment | 207 | 0 | 0 |
| 7880 | Maint: Mach/Imp/Tools | 4,494 | 5,000 | 8,200 |
| 7990 | Dues and Fees | 480 | 500 | 1,000 |
| 8010 | Supplies | 3,546 | 3,570 | 6,000 |
| 8016 | Small Equipment | 183 | 0 | 0 |
| 8017 | Printing | 290 | 1,000 | 1,000 |
| 8052 | Rent | 30,474 | 11,800 | 11,800 |
| 8150 | Food | 438 | 500 | 500 |
| | TOTAL, GENERAL FUND: | 361,482 | 392,800 | 448,661 |

FIRE SUPPRESSION

MISSION

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

Goals and Objectives

Goal 1: Achieve minimum response times.

Objective 1: Respond to calls in corporate city limits in 5 minutes or less. Respond to calls outside city limits in 12 minutes or less.

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

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

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|--|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| □ Respond to calls in Albany/Dougherty County | 3,500 | 3,490 | 3,600 | 3,600 | 3,600 |
| □ Inspect and test fire hydrants in Albany/Dougherty County X2 | 3,600 | 8,934 | 4467 | 8,934 | 8,934 |
| <u>Effectiveness Measures</u> | | | | | |
| □ Calls under 5 minutes | 75% | 64% | 75% | 75% | 80% |
| □ Members completing (hours) | 99% | 99% | 99% | 100% | 100% |
| □ Hydrants tested | 100% | 100% | 100% | 100% | 100% |

FIRE SUPPRESSION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 7,802,739 | 8,722,856 | 8,917,580 |
| OPERATING EXPENSE | 368,106 | 337,597 | 382,290 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 8,170,845 | 9,060,453 | 9,299,870 |
| FULL TIME POSITIONS | 159 | 157 | 154 |

Class Title

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

FIRE SUPPRESSION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2301. | | | | |
| 7110 | Regular Wages | 5,243,513 | 5,725,990 | 5,893,095 |
| 7120 | Overtime Wages | 489,027 | 658,237 | 508,237 |
| 7130 | Temporary Help | 49,230 | 0 | 0 |
| 7210 | W/C Insurance | 128,011 | 144,785 | 0 |
| 7220 | Tuition Assistance | 0 | 1,500 | 1,500 |
| 7230 | Uniforms | 54,939 | 70,000 | 90,000 |
| 7260 | FICA Matching | 420,584 | 462,497 | 489,702 |
| 7270 | Pension Matching | 507,971 | 773,234 | 761,118 |
| 7280 | Insurance Matching | 909,464 | 886,613 | 1,173,928 |
| 7510 | Professional Services | 28,273 | 31,490 | 31,490 |
| 7550 | Communications | 6,899 | 11,300 | 11,300 |
| 7860 | Maint: Buildings | 11,018 | 13,200 | 19,000 |
| 7870 | Maint: Motor Equipment | 117,457 | 78,932 | 92,000 |
| 7880 | Maint: Mach/Imp/Tools | 8,923 | 10,000 | 10,000 |
| 7900 | Utilities | 85,348 | 82,000 | 90,000 |
| 7990 | Due and Fees | 39 | 0 | 0 |
| 8010 | Supplies | 16,667 | 14,500 | 16,500 |
| 8016 | Small Equipment | 8,676 | 23,175 | 15,000 |
| 8017 | Printing | 1,566 | 1,000 | 1,000 |
| 8018 | Books & Subscriptions | 264 | 0 | 0 |
| 8030 | Janitorial Supplies | 2,565 | 2,000 | 3,000 |
| 8060 | Laundry | 8,543 | 10,000 | 10,000 |
| 8110 | Motor Fuel | 71,868 | 60,000 | 83,000 |
| | TOTAL, GENERAL FUND: | 8,170,845 | 9,060,453 | 9,299,870 |

FIRE PREVENTION

MISSION

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

Goals and Objectives

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

Objective 1: Perform fire safety inspections.

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

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

Goal 3: Increase the overall effectiveness of fire prevention personnel by providing educational opportunities.

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

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Perform annual inspections | 4,000 | 2,600 | 4,000 | 4,000 | 4,000 |
| ❑ Perform business licenses inspections | 400 | 737 | 800 | 800 | 800 |
| ❑ Perform plans review | 400 | 249 | 300 | 300 | 300 |
| ❑ Number of kids attending fire prevention | 10,200 | 3,618 | 8,200 | 8,200 | 8,200 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Percentage of employees completing 40 hrs of outside training | 100% | 100% | 100% | 100% | 100% |

FIRE PREVENTION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 314,565 | 333,893 | 371,201 |
| OPERATING EXPENSE | 15,915 | 17,500 | 22,500 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 330,480 | 351,393 | 393,701 |
| FULL TIME POSITIONS | 5 | 6 | 6 |

Class Title

| | | | |
|---------------------------|----------|----------|----------|
| Assistant Chief - Support | 0 | 1 | 1 |
| Plans Review Specialist | 1 | 1 | 1 |
| Fire Safety Inspector | 4 | 4 | 4 |
| TOTAL | 5 | 6 | 6 |

FIRE PREVENTION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 2302. | | | | |
| 7110 | Regular Wages | 229,915 | 230,520 | 263,766 |
| 7120 | Overtime Wages | 178 | 4,500 | 4,500 |
| 7210 | W/C Insurance | 9,825 | 11,216 | 0 |
| 7260 | FICA Matching | 16,419 | 18,140 | 20,522 |
| 7270 | Pension Matching | 20,548 | 29,330 | 31,897 |
| 7280 | Insurance Matching | 37,680 | 40,187 | 50,516 |
| 7550 | Communcations | 1,496 | 1,500 | 1,500 |
| 7600 | Travel | 0 | 0 | 3,000 |
| 7630 | Training and Development | 50 | 0 | 2,000 |
| 7880 | Maint: Mach/Imp/Tools | 0 | 500 | 500 |
| 7900 | Utilities | 67 | 0 | 0 |
| 7990 | Dues & Fees | 20 | 0 | 0 |
| 8010 | Supplies | 7,982 | 8,000 | 8,000 |
| 8016 | Small Equipment | 4,742 | 5,000 | 5,000 |
| 8017 | Printing | 576 | 1,500 | 1,500 |
| 8018 | Books & Subscriptions | 982 | 1,000 | 1,000 |
| | TOTAL, GENERAL FUND: | 330,480 | 351,393 | 393,701 |

FIRE TRAINING

MISSION

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

Goals and Objectives

Goal 1: Meet all state-mandated training requirements.

Objective 1: 24 continuing education training hours per certified firefighter annually.

Goal 2: Meet all ISO mandated training requirements.

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

Conduct eight 3-hour company drills annually.

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Total continuing education hours State required (per firefighter) | 20,200 | 20,200 | 20,200 | 20,200 | 20,200 |
| ❑ Total in-service hours ISO required (per firefighter) | 40,400 | 40,398 | 40,400 | 40,400 | 37,680 |
| ❑ Total drill hours ISO required (per firefighter) | 3,825 | 3,672* | 3600 | 3,600** | 3,600 |
| ❑ Total continuing education hour State required (24 hours per firefighter for recertification) | 0 | 0 | 1,632 | 1,632 | 4,008 |

* Reflects reduction in suppression personnel.

** Reflects conversion of personnel in divisions.

Effectiveness Measures

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

FIRE TRAINING

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 128,630 | 240,700 | 310,213 |
| OPERATING EXPENSE | 2,667 | 5,400 | 19,600 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 131,297 | 246,100 | 329,813 |
| FULL TIME POSITIONS | 2 | 3 | 5 |

Class Title

| | | | |
|---------------------|----------|----------|----------|
| Fire Captain | 1 | 1 | 1 |
| Fire Lieutenant | 1 | 1 | 1 |
| Training Officer | 0 | 0 | 1 |
| Support Coordinator | 0 | 0 | 1 |
| Training Chief | 0 | 1 | 1 |
| TOTAL | 2 | 3 | 5 |

FIRE TRAINING

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2303. | | | | |
| 7110 | Regular Wages | 97,726 | 181,339 | 231,754 |
| 7210 | W/C Insurance | 2,197 | 2,272 | 0 |
| 7260 | FICA Matching | 7,138 | 14,188 | 17,729 |
| 7270 | Pension Matching | 8,727 | 21,625 | 27,556 |
| 7280 | Insurance Matching | 12,842 | 21,276 | 33,174 |
| 7510 | Professional Services | 80 | 0 | 0 |
| 7550 | Communications | 772 | 1,500 | 1,500 |
| 7600 | Travel | 85 | 0 | 3,000 |
| 7630 | Training and Development | 0 | 0 | 2,000 |
| 7880 | Maint: Mach/Imp/Tools | 60 | 300 | 2,500 |
| 7900 | Utilities | 192 | 800 | 5,000 |
| 8010 | Supplies | 1,419 | 1,500 | 2,500 |
| 8017 | Printing | 59 | 500 | 1,400 |
| 8018 | Books and Subscriptions | 0 | 800 | 1,700 |
| | TOTAL, GENERAL FUND: | 131,297 | 246,100 | 329,813 |

FIRE/EMERGENCY MANAGEMENT

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 61,014 | 66,139 | 76,405 |
| OPERATING EXPENSE | 15,580 | 14,930 | 27,930 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 76,594 | 81,069 | 104,335 |
| FULL TIME POSITIONS | 1 | 1 | 1 |

Class Title

| | | | |
|--------------------------------------|----------|----------|----------|
| Emergency Management Deputy Director | 1 | 1 | 1 |
| TOTAL | 1 | 1 | 1 |

FIRE/EMERGENCY MANAGEMENT

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 2305. | | | | |
| 7110 | Regular Wages | 52,063 | 54,742 | 63,610 |
| 7210 | W/C Insurance | 172 | 351 | 0 |
| 7260 | FICA Matching | 3,993 | 4,188 | 4,866 |
| 7270 | Pension Matching | 4,649 | 6,514 | 7,570 |
| 7280 | Insurance Matching | 137 | 344 | 359 |
| 7550 | Communications | 2,090 | 4,130 | 9,130 |
| 7870 | Maint: Motor Equipment | 139 | 0 | 0 |
| 7880 | Maint: Mach/Imp/Tools | 10,245 | 5,200 | 13,200 |
| 7990 | Dues and Fees | 50 | 500 | 500 |
| 8010 | Supplies | 1,365 | 1,500 | 1,500 |
| 8016 | Small Equipment | 886 | 600 | 600 |
| 8110 | Motor Fuel | 428 | 2,000 | 2,000 |
| 8150 | Food | 377 | 1,000 | 1,000 |
| | TOTAL, GENERAL FUND: | 76,594 | 81,069 | 104,335 |

FIRE – ALBANY PUBLIC SAFETY COMMUNICATIONS DIVISION

MISSION

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

Goals and Objectives

Goal 1: To provide quality service to our citizens.

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

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

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

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

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

Goal 2: Improve the performance of employees.

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

Objective 7: Develop/Implement an EMD Training Program for all Telecommunicators.

FIRE – ALBANY PUBLIC SAFETY COMMUNICATIONS DIVISION

Performance Measures

| <u>Workload Measures:</u> | FY '07 | | FY '08 | | FY'09 |
|--|----------------|---------------|----------------|------------------|--------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Number of dispatches completed | 190,569 | 196,150 | 217,524 | 196,150 | 196,150 |
| ❑ Number of EMS dispatches completed | 21,904 | 22,507 | 23,027 | 22,507 | 22,507 |
| ❑ Number of Fire dispatches completed | 5,871 | 6,221 | 6,225 | 6,221 | 6,221 |
| ❑ Number of Police dispatches completed | 162,794 | 167,422 | 188,272 | 167,422 | 167,422 |
| ❑ Number of 911 calls received | 123,340 | 139,633 | 124,086 | 139,633 | 139,633 |
| <u>Efficiency Measures:</u> | | | | | |
| ❑ Complete call intake and response review per quarter (%) | 95 | 95 | 95 | 95 | 95 |
| ❑ Review fire calls dispatched (%) | 95 | 95 | 95 | 95 | 95 |
| ❑ Review EMS calls dispatched (%) | 95 | 95 | 95 | 95 | 95 |
| ❑ Review EMD preformed calls (%) | 95 | 95 | 95 | 95 | 95 |
| ❑ Track employee-training (%) | 100 | 100 | 100 | 100 | 100 |
| <u>Effectiveness Measures:</u> | | | | | |
| ❑ Percentage of acceptable call intake response reviewed by Shift Supervisor | 95 | 95 | 95 | 95 | 95 |
| ❑ Percentage of dispatched fire calls within two minutes | 95 | 95 | 95 | 95 | 95 |
| ❑ Percentage of dispatched EMS calls within two minutes | 95 | 95 | 95 | 95 | 95 |
| ❑ Percentage of approved/reviewed EMD calls by EMD Committee | 95 | 95 | 95 | 95 | 95 |

FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 553,162 | 597,023 | 609,822 |
| OPERATING EXPENSE | 46,178 | 43,569 | 43,569 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 599,340 | 640,592 | 653,391 |
| FULL TIME POSITIONS | 16 | 16 | 16 |

Class Title

| | | | |
|-----------------------|-----------|-----------|-----------|
| Telecommunicator, Sr* | 5 | 5 | 4 |
| Telecommunicator | 11 | 11 | 12 |
| TOTAL | 16 | 16 | 16 |

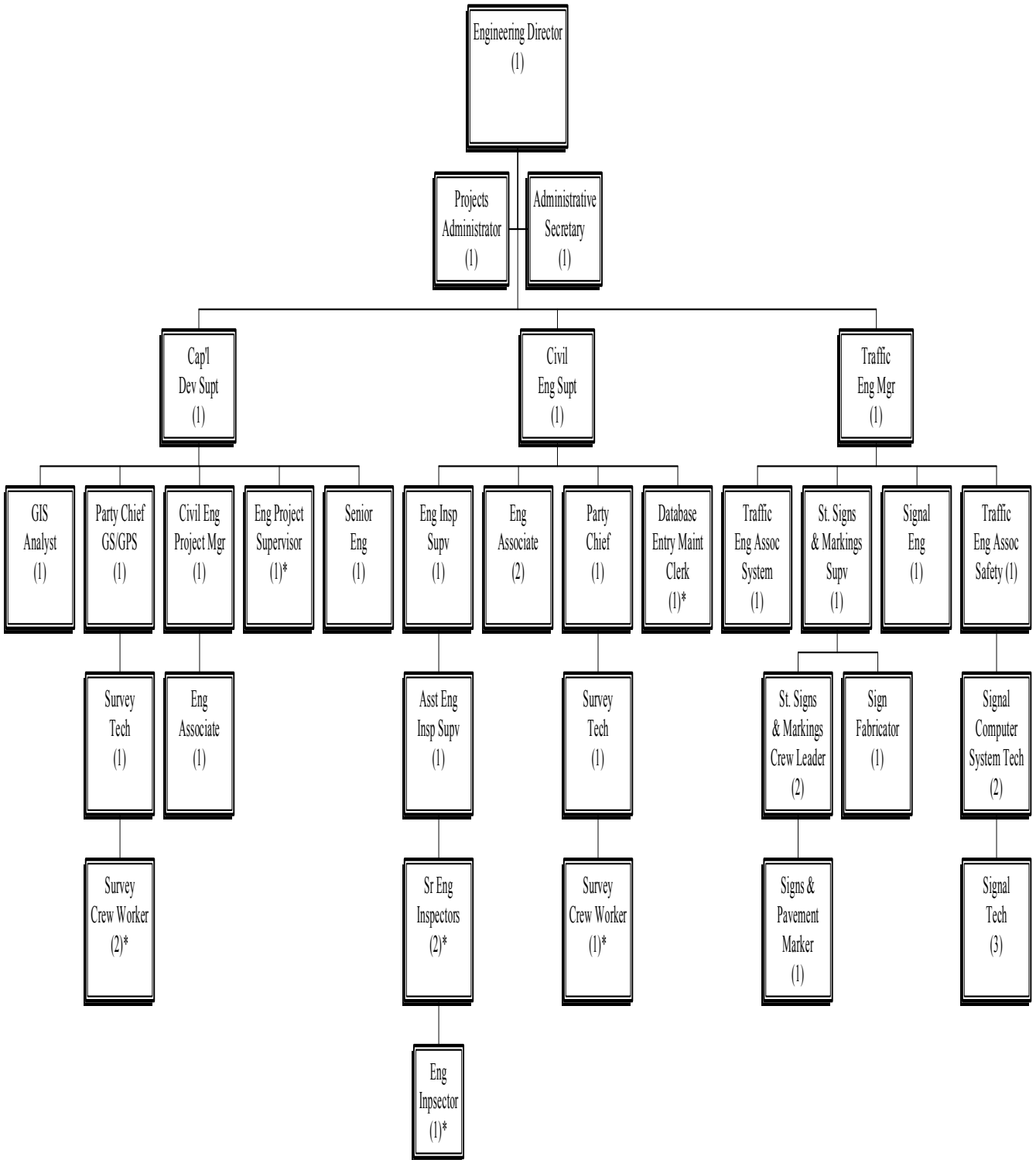
*Moved to Special Fund, CAD 911.

FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 2307 | | | | |
| 7110 | Regular Wages | 339,361 | 432,668 | 439,293 |
| 7120 | Overtime Wages | 85,926 | 0 | 0 |
| 7210 | W/C Insurance | 1,314 | 1,373 | 0 |
| 7260 | FICA Matching | 30,491 | 33,099 | 33,606 |
| 7270 | Pension Matching | 37,866 | 51,488 | 52,276 |
| 7280 | Insurance Matching | 58,204 | 78,395 | 84,647 |
| 7630 | Train/Cont. Education | (294) | 0 | 0 |
| 8052 | Rent | 46,472 | 43,569 | 43,569 |
| | TOTAL, GENERAL FUND: | 599,340 | 640,592 | 653,391 |

Engineering Department

Dept 24



* Positions funded by SPLOST

ENGINEERING DEPARTMENT**MISSION**

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

Goals and Objectives

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

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

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

Objective 3: To provide SPLOST expenditure tracking.

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

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

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

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

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

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

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

ENGINEERING DEPARTMENT

Performance Measures

| | FY '07 | | FY '08 | | FY '09 |
|--|------------------|--------|------------------|-----------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| <u>Workload Measures</u> | | | | | |
| ❑ Provide plans and specifications for alleys | 6 | 7 | 6 | 6 | 6 |
| ❑ Provide plans and specs for Sales Tax III, Holloway VI | 1 | 0 | 1 | 0 | 0 |
| ❑ Storm Drainage NPDES Annual Report | 1 | | 1 | | 1 |
| ❑ Provide plans, specs and project management of EPA grant | 2 | 0 | 1 | 1 | 1 |
| ❑ Project Management of Capital Development Projects (above ground) | 9 | 19 | 14 | 23 | 23 |
| ❑ Administration of Sales Tax Projects | 11 | 36 | 29 | 45 | 45 |
| ❑ Requests for Service processed | 300 | 250 | 300 | 245 | 245 |
| ❑ Signs/Pavement Markings installed/maintained including roadway miles striped | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| ❑ Signs fabricated | 1500 | 1400 | 1400 | 1425 | 1425 |
| ❑ Traffic sign service calls | 350 | 350 | 350 | 616 | 616 |
| ❑ Traffic signal service calls | 700 | | 700 | 644 | 644 |
| ❑ Traffic signal installations/upgrades | 1 | 19 | 12 | 17 | 17 |
| ❑ Project Management of Transportation Projects | 20 | 15 | 11 | 7 | 7 |
| State Mandated Utility Locates | | | | 4704 | 5080 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Response to citizen requests/inspection of sites and Public Works' requests for assistance within 24 hours | 30 | 35 | 35 | 40 | 40 |
| ❑ Trouble call response – traffic signals/signs (percentage within 30 min.) | 90/80 | 90/80 | 90/80 | 90/80 | 90/80 |
| ❑ Response to citizen requests (traffic) % w/in 1 wk. | 45 | 45 | 45 | 47 | 47 |
| ❑ Complete site plan review (average response time in days) | 10 | 10 | 10 | 10 | 10 |
| ❑ Submit Contract Documents for Agency review (percentage of times agency deadlines met) | 100% | 100% | 100% | 100% | 100% |
| ❑ Inspection of traffic control devices to meet standards set by MUTCD (times per year) | 2 | 2 | 2 | 2 | 2 |
| ❑ Project contracts/no more than 1 change order (%) | 80 | 80 | 80 | 80 | 80 |
| ❑ Projects/no claims filed against contractor (%) | 100 | 100 | 100 | 100 | 100 |
| ❑ Projects/no liquidation damages charged (%) | 100 | 100 | 100 | 100 | 100 |
| ❑ Projects completed within schedule established (%) | 100 | 100 | 100 | 100 | 100 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Providing plans for alley construction (million) | \$1 | \$1.3 | \$1 | \$1 | \$1 |
| ❑ Providing plans to maintain a steady flow of construction projects funded by Sales Tax III & IV/EPA/General Fund/Transit (million) | \$2 | \$2 | \$1 | \$2 | \$1 |
| ❑ Maintenance of acceptable Level of Service for our community (of 46 signalized intersections, 43 equal level "C" or above) | level "C" min | 43 | level "C" min | 32 | Level "C" |
| ❑ Accident rate per 100 million vehicle miles | under >500 | 508.6 | under >500 | 508.6 | Under >500 |

ENGINEERING

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,444,746 | 1,645,577 | 1,874,143 |
| OPERATING EXPENSE | 1,739,727 | 1,679,320 | 1,893,295 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 3,184,473 | 3,324,897 | 3,767,438 |
| FULL TIME POSITIONS | 31 | 31 | 31 |

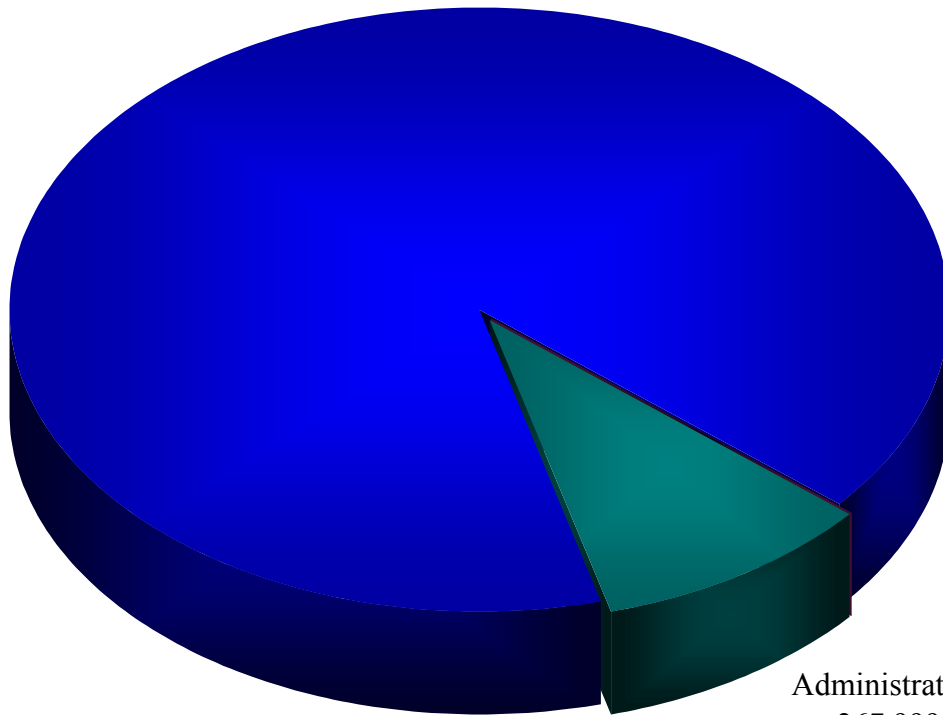
Class Title

| | | | |
|--|-----------|-----------|-----------|
| Projects Administrator | 1 | 1 | 1 |
| Traffic Engineering Manager | 1 | 1 | 1 |
| Signs & Pavement Marker | 1 | 1 | 1 |
| Sign Fabricator | 1 | 1 | 1 |
| Signal Computer System Technician | 2 | 2 | 2 |
| Engineering Associate | 7 | 6 | 5 |
| Signal Technician | 3 | 3 | 3 |
| St/Signs/Mark Crew Leader | 2 | 2 | 2 |
| St/Signs & Mark Supervisor | 1 | 1 | 1 |
| Director of Engineering | 1 | 1 | 1 |
| Signal Engineer | 1 | 1 | 1 |
| Administrative Secretary Sr | 1 | 1 | 1 |
| GIS Analyst | 0 | 0 | 1 |
| Surveying Technician | 2 | 2 | 2 |
| Engineering Inspection Supervisor | 1 | 1 | 1 |
| Party Chief | 2 | 2 | 2 |
| Engineering Inspector | 0 | 0 | 0 |
| Assistant Engineering Inspection Superviso | 1 | 1 | 1 |
| Senior Engineer | 1 | 1 | 1 |
| Capital Development Supt. | 1 | 1 | 1 |
| Civil Eng. Superintendent | 1 | 1 | 1 |
| Civil Engineering Projects Manager | 0 | 1 | 1 |
| TOTAL | 31 | 31 | 31 |

| ENGINEERING | | | | |
|-----------------------|----------------------------------|-------------------------|--------------------------|--------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 2400 | | | | |
| 7110 | Regular Wages | 1,019,237 | 1,153,090 | 1,308,632 |
| 7120 | Overtime Wages | 29,732 | 32,000 | 32,000 |
| 7130 | Temporary Help | 31,424 | 36,000 | 42,120 |
| 7210 | W/C Insurance | 34,191 | 36,093 | 0 |
| 7220 | Tuition Reimbursement | 0 | 1,500 | 6,000 |
| 7230 | Uniforms | 8,848 | 11,500 | 12,000 |
| 7260 | FICA Matching | 77,576 | 101,056 | 105,781 |
| 7270 | Pension Matching | 91,986 | 105,464 | 119,316 |
| 7280 | Insurance Matching | 151,752 | 168,874 | 248,294 |
| 7510 | Professional Services | 5,125 | 70,300 | 90,000 |
| 7512 | Technical Services (Surveys, DP) | 3,399 | 4,000 | 4,500 |
| 7514 | Contract Labor | 0 | 500 | 500 |
| 7550 | Communications | 22,527 | 27,000 | 27,000 |
| 7570 | Advertising | 1,689 | 3,600 | 500 |
| 7600 | Travel | 7,072 | 9,000 | 7,650 |
| 7630 | Train/Cont. Education | 6,613 | 18,500 | 12,500 |
| 7860 | Maint: Buildings | 7,322 | 6,400 | 3,000 |
| 7870 | Maint: Motor Equipment | 43,798 | 50,000 | 50,000 |
| 7880 | Maint: Mach/Imp/Tools | 23,213 | 37,700 | 42,300 |
| 7900 | Utilities | 9,170 | 7,500 | 7,800 |
| 7910 | Street Lights | 1,380,278 | 1,161,950 | 1,390,000 |
| 7990 | Dues and Fees | 1,752 | 2,300 | 1,860 |
| 8009 | Licenses (CDL, CPA, Etc.) | 150 | 400 | 250 |
| 8010 | Supplies | 80,930 | 136,150 | 106,150 |
| 8016 | Small Equipment | 14,110 | 25,000 | 25,900 |
| 8017 | Printing (Not Std Forms) | 1,306 | 1,500 | 1,000 |
| 8018 | Books and Subscriptions | 1,456 | 750 | 1,115 |
| 8020 | Photography | 0 | 200 | 200 |
| 8030 | Janitorial Supplies | 0 | 300 | 300 |
| 8050 | Equipmental Rental | 138 | 400 | 400 |
| 8052 | Rent | 90,017 | 69,370 | 69,370 |
| 8110 | Motor Fuel | 38,481 | 45,000 | 50,000 |
| 8150 | Food | 1,181 | 1,500 | 1,000 |
| | TOTAL, GENERAL FUND: | 3,184,473 | 3,324,897 | 3,767,438 |

City Of Albany
Adopted Budget
FY 2009
Public Works Department
(General Operations)

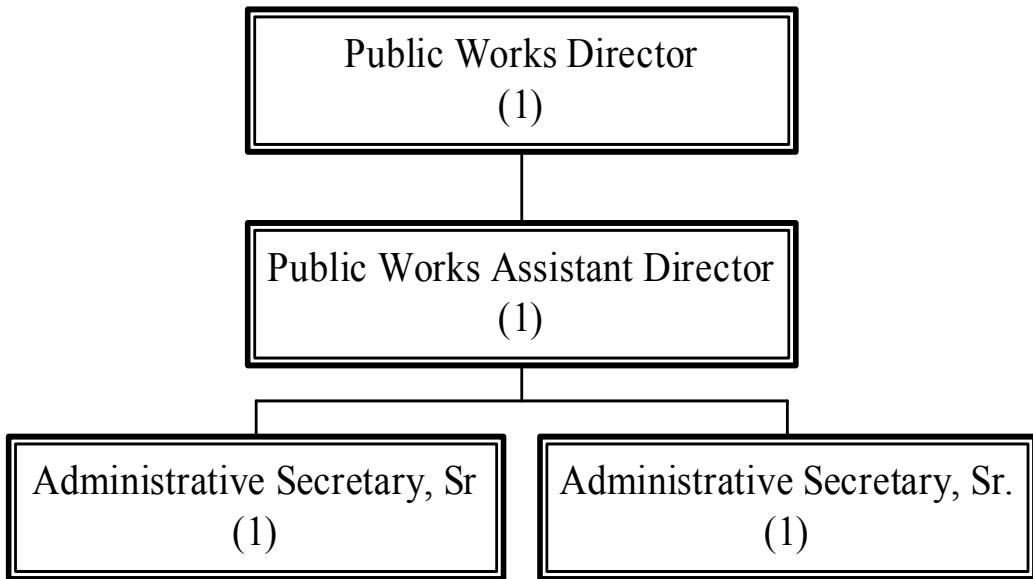
Street Maintenance
2,489,572
90%



Administration
267,999
10%

Total Expenditures
\$2,757,571

Public Works - Administration
Dept 30



PUBLIC WORKS DEPARTMENTAL SUMMARY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Recommended 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|----------------------------------|
| PERSONAL SERVICES | 1,474,209 | 1,539,249 | 1,886,237 |
| OPERATING EXPENSE | 691,698 | 878,023 | 871,334 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 2,165,907 | 2,417,272 | 2,757,571 |
| FULL TIME POSITIONS | 37 | 37 | 38 |

PERFORMANCE MEASURES

See individual divisions for performance measures.

PUBLIC WORKS DEPARTMENT/ADMINISTRATION DIVISION

MISSION

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

Goals and Objectives

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

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

Objective 1: Rapid Response

Objective 2: Quality Service Delivery

Objective 3: Turning complaints into compliments

Goal 2: Be proactive in the PREVENTION of Accidents

Objective 1: To lower the rate of Personal Injuries

Objective 2: To lower the rate of Vehicular Incidents

Objective 3: To lower the rate of Property Damage.

PUBLIC WORKS DEPARTMENT/ADMINISTRATION DIVISION

Performance Measures

| <u>Workload Measures:</u> | FY '07 | | FY '08 | | FY '09 |
|--|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Number of Work Orders generated from distribution to completion (Int./Ext.) | 15,900 | 13,046 | 16,125 | 15,558 | 12,300 |
| ❑ CMO Requests | 32 | 19 | 26 | 22 | 20 |
| ❑ Customer Service Initiative W/O Tracking Report | 52 | 52 | 52 | 52 | 52 |
| ❑ Chargeable Personal Injury/Vehicular Accident/ Property Damage Tracking Report | 12 | 97 | 12 | 26 | 20 |

Efficiency Measures:

| | | | | | |
|--|--------|--------|--------|--------|--------|
| ❑ Total Department W/O Closed (Int./Ext) | 15,700 | 13,046 | 16,000 | 12,988 | 12,300 |
| ❑ Total Department W/O Open | 150 | 2 | 100 | 8 | 1,044 |
| ❑ Number of Customers Called Back | 4,000 | 8,452 | 3,550 | 5,494 | 5,078 |
| ❑ Number Unable to Contact | 1,550 | 1,700 | 1,550 | 2,182 | 1,600 |
| ❑ Number Satisfied Customers | 3,970 | 8,649 | 3,485 | 5,494 | 5,075 |
| ❑ Number Dissatisfied Customers | 27 | 2 | 88 | 5 | 3 |

Effectiveness Measures:

| | | | | | |
|--|-----|-----|-----|-----|-----|
| ❑ Percentage of W/O Closed (Int./Ext.) | 99% | 94% | 99% | 95% | 98% |
| ❑ Percentage of Customer Callbacks | 28% | 76% | 23% | 75% | 54% |
| ❑ Percentage Satisfied Customers | 99% | 99% | 98% | 98% | 99% |
| ❑ Percentage Dissatisfied Customers | 1% | 1% | 2% | 2% | 1% |

Efficiency/Effectiveness Measures:

| | | | | | |
|---|--------|--------|-------|--------|--------|
| ❑ Total Department W/O Closed External | 10,300 | 10,711 | 9,250 | 12,576 | 10,434 |
| ❑ Total Do Not Call Back (DNC) | 5,230 | 4,168 | 4,715 | 4,926 | 2,006 |
| ❑ Total Actual Dept. External W/O's | 5,070 | 6,543 | 4,535 | 7,650 | 11,472 |
| ❑ Number of Customers Called Back | 3,300 | 8,669 | 3,500 | 5,494 | 5,078 |
| ❑ Percentage of Customer Callbacks | 65% | 81% | 78% | 85% | 49% |

PUBLIC WORKS ADMINISTRATION

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 205,912 | 274,246 | 217,993 |
| OPERATING EXPENSE | 46,093 | 54,506 | 50,006 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 252,005 | 328,752 | 267,999 |
| FULL TIME POSITION | 3 | 5 | 4 |

Class Title

| | | | |
|------------------------------------|----------|----------|----------|
| Administrative Secretary, Sr | 1 | 2 | 2 |
| Public Works Director | 1 | 1 | 1 |
| Arborist | 0 | 1 | 0 |
| Assistant to Public Works Director | 1 | 1 | 1 |
| TOTAL | 3 | 5 | 4 |

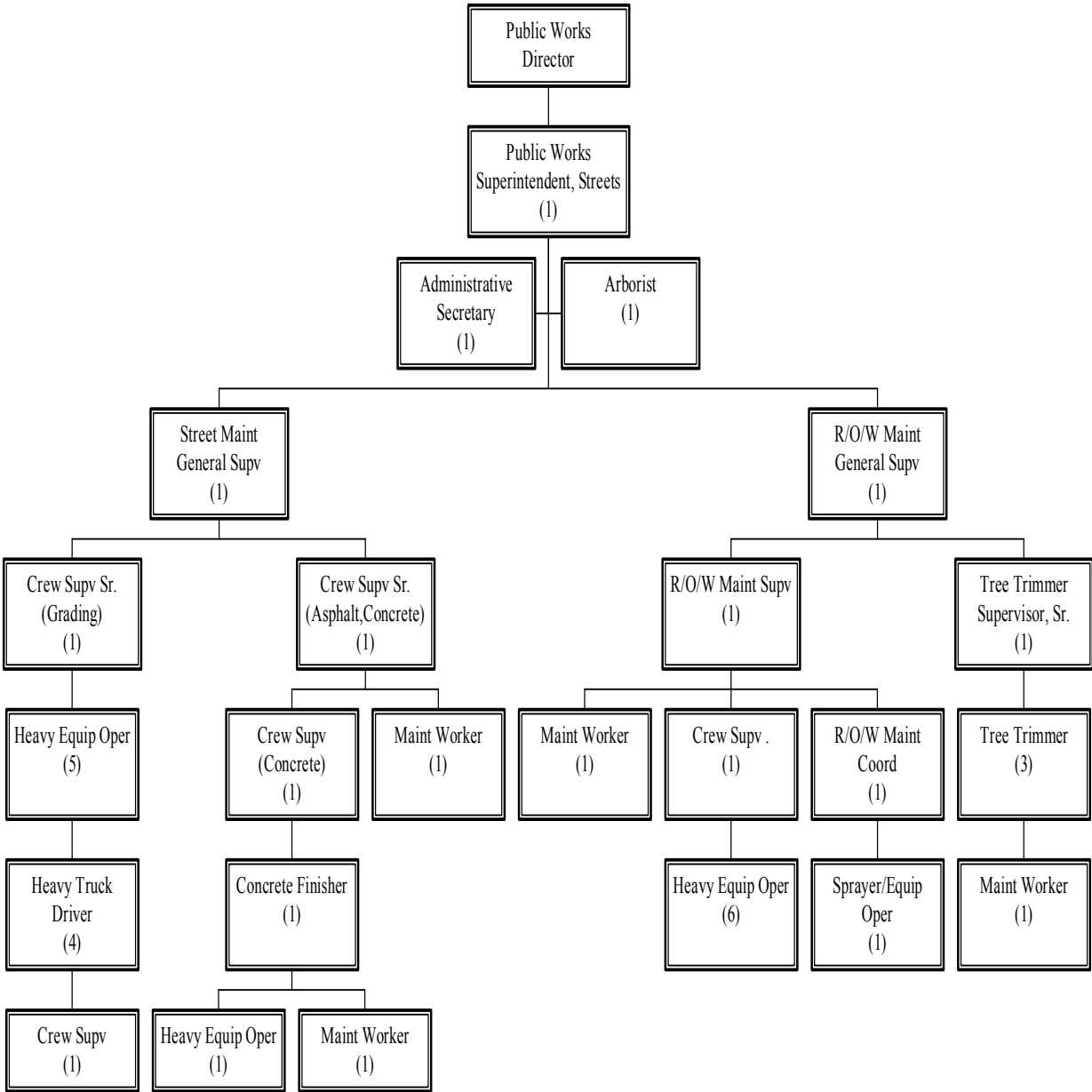
*Assistant to Public Works Director
Salary charged to 3409

PUBLIC WORKS ADMINISTRATION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 3000. | | | | |
| 7110 | Regular Wages | 155,017 | 208,248 | 155,449 |
| 7120 | Overtime Wages | 109 | 500 | 500 |
| 7210 | W/C Insurance | 4,943 | 4,523 | 0 |
| 7230 | Uniforms | 163 | 0 | 0 |
| 7260 | FICA Matching | 11,810 | 14,898 | 11,930 |
| 7270 | Pension Matching | 14,133 | 17,333 | 13,879 |
| 7280 | Insurance Matching | 19,737 | 28,744 | 36,234 |
| 7510 | Professional Services | 1,292 | 580 | 580 |
| 7550 | Communications | 3,303 | 5,500 | 4,900 |
| 7600 | Travel | 99 | 0 | 0 |
| 7600.01 | Travel/Safety | 0 | 1,000 | 2,000 |
| 7630 | Train/Cont. Education | 436 | 0 | 0 |
| 7860 | Maint: Buildings | 9,046 | 7,500 | 10,500 |
| 7870 | Maint: Motor Equipment | 1,939 | 3,300 | 2,500 |
| 7880 | Maint: Mach/Imp/Tools | 5,223 | 8,400 | 3,000 |
| 7900 | Utilities | 10,344 | 9,000 | 10,000 |
| 7990 | Dues and Fees | 1,749 | 1,000 | 750 |
| 8009 | Licenses | 35 | 1,300 | 1,000 |
| 8010 | Supplies | 4,317 | 3,922 | 4,572 |
| 8016 | Small Equipment | 1,778 | 4,500 | 1,500 |
| 8017 | Printing & Binding | 0 | 300 | 200 |
| 8018 | Books & Subscriptions | 464 | 400 | 200 |
| 8030 | Janitorial Supplies | 3,647 | 3,204 | 4,804 |
| 8050 | Equipment Rental | 0 | 0 | 0 |
| 8110.01 | Motor Fuel | 1,906 | 3,800 | 3,000 |
| 8150 | Food | 515 | 800 | 500 |
| | TOTAL, GENERAL FUND: | 252,005 | 328,752 | 267,999 |

Public Works - Street Maintenance

Dept 33



PUBLIC WORKS/STREET MAINTENANCE - SUMMARY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,268,297 | 1,539,254 | 1,668,244 |
| OPERATING EXPENSE | 645,605 | 878,023 | 821,328 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 1,913,902 | 2,417,277 | 2,489,572 |
| FULL TIME POSITIONS | 36 | 37 | 38 |

STREET ADMINISTRATION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 131,648 | 142,763 | 150,385 |
| OPERATING EXPENSE | 36,459 | 61,765 | 61,665 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 168,107 | 204,528 | 212,050 |
| FULL TIME POSITION | 1 | 2 | 2 |

| <u>Class Title</u> | | | |
|---------------------------|----------|----------|----------|
| Administrative Secretary | 0 | 1 | 1 |
| PW Superintendent, Street | 1 | 1 | 1 |
| TOTAL | 1 | 2 | 2 |

STREET ADMINISTRATION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-------------------|---------------------------------|---------------------|----------------------|----------------------|
| 3300. | | | | |
| 7110 | Regular Wages | 88,095 | 91,907 | 98,437 |
| 7120 | Overtime Wages | 200 | 500 | 500 |
| 7210 | W/C Insurance | 5,170 | 10,288 | 0 |
| 7220 | Tuition Reimbursement | 994 | 3,000 | 3,000 |
| 7230 | Uniforms | 12,222 | 17,085 | 17,100 |
| 7260 | FICA Matching | 6,502 | 7,069 | 7,569 |
| 7270 | Pension Matching | 7,914 | 8,224 | 8,805 |
| 7280 | Insurance Matching | 10,551 | 4,690 | 14,974 |
| 7510 | Purchased Professional Services | 450 | 1,500 | 1,500 |
| 7512 | Purchased Technical Services | 218 | 0 | 0 |
| 7550 | Communications | 3,051 | 6,000 | 6,000 |
| 7600 | Travel | 315 | 0 | 500 |
| 7630 | Training and Development | 300 | 2,000 | 1,000 |
| 7860 | Maint: Buildings | 10,202 | 25,500 | 25,500 |
| 7870 | Maint: Motor Equipment | 496 | 650 | 650 |
| 7880 | Maint: Mach/Imp/Tools | 3,597 | 2,600 | 2,600 |
| 7900 | Utilities | 10,343 | 13,000 | 13,000 |
| 7990 | Dues and Fees | 101 | 1,250 | 250 |
| 8009 | Licenses | 94 | 1,800 | 1,800 |
| 8010 | Supplies | 2,314 | 3,000 | 3,000 |
| 8016 | Small Equipment | 1,106 | 0 | 0 |
| 8017 | Printing | 0 | 65 | 65 |
| 8020 | Photography | 0 | 200 | 200 |
| 8110 | Motor Fuel | 3,491 | 3,800 | 5,200 |
| 8150 | Food | 381 | 400 | 400 |
| | TOTAL, GENERAL FUND: | 168,107 | 204,528 | 212,050 |

STREET MAINTENANCE - RIGHT OF WAY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 391,539 | 445,925 | 513,216 |
| OPERATING EXPENSE | 288,289 | 341,320 | 366,320 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 679,828 | 787,245 | 879,536 |
| FULL TIME POSITION | 12 | 12 | 12 |

Class Title

| | | | |
|-------------------------------|-----------|-----------|-----------|
| Heavy Equipment Operator | 6 | 6 | 6 |
| R/O/W Maintenance Supervisor | 1 | 1 | 1 |
| R/O/W Maintenance Coordinator | 1 | 1 | 1 |
| Sprayer/Equipment Operator | 1 | 1 | 1 |
| Crew Supervisor | 1 | 1 | 1 |
| PW General Supervisor | 1 | 1 | 1 |
| Maintenance Worker | 1 | 1 | 1 |
| TOTAL | 12 | 12 | 12 |

| STREET MAINTENANCE - RIGHT OF WAY | | | | |
|--|---------------------------------|-----------------------------|------------------------------|------------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 3301. | | | | |
| 7110 | Regular Wages | 283,835 | 330,549 | 374,496 |
| 7120 | Overtime Wages | 1,950 | 3,000 | 3,000 |
| 7210 | W/C Insurance | 14,362 | 12,691 | 0 |
| 7260 | FICA Matching | 20,970 | 24,124 | 28,878 |
| 7270 | Pension Matching | 25,411 | 28,066 | 33,597 |
| 7280 | Insurance Matching | 45,011 | 47,495 | 73,244 |
| 7510 | Purchased Professional Services | 190 | 0 | 0 |
| 7600 | Travel | 120 | 0 | 0 |
| 7630 | Train/Cont. Education | 400 | 500 | 500 |
| 7870 | Maint: Motor Equipment | 181,583 | 167,960 | 167,960 |
| 7880 | Maint: Mach/Imp/Tools | 23,358 | 35,000 | 35,000 |
| 7995 | Contingency | 0 | 0 | 25,000 |
| 8009 | Licences | 26 | 0 | 0 |
| 8010 | Supplies | 38,666 | 82,360 | 82,360 |
| 8016 | Small Equipment | 2,540 | 1,500 | 1,500 |
| 8110 | Motor Fuel | 41,406 | 54,000 | 54,000 |
| | TOTAL, GENERAL FUND: | 679,828 | 787,245 | 879,536 |

STREET MAINTENANCE - ASPHALT/CONCRETE

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 237,462 | 282,585 | 291,457 |
| OPERATING EXPENSE | 59,965 | 75,765 | 75,267 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 297,427 | 358,350 | 366,724 |
| FULL TIME POSITIONS | 7 | 7 | 7 |

Class Title

| | | | |
|--------------------------|----------|----------|----------|
| Concrete Finisher | 1 | 1 | 1 |
| Heavy Equipment Operator | 1 | 1 | 1 |
| PW General Supervisor | 1 | 1 | 1 |
| Maintenance Worker | 1 | 1 | 1 |
| Crew Supervisor Sr. | 1 | 1 | 1 |
| Crew Supervisor | 1 | 1 | 1 |
| Maintenance Worker, Sr. | 1 | 1 | 1 |
| TOTAL | 7 | 7 | 7 |

STREET MAINTENANCE - ASPHALT/CONCRETE

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 3303. | | | | |
| 7110 | Regular Wages | 167,517 | 199,926 | 201,066 |
| 7120 | Overtime Wages | 59 | 1,000 | 1,000 |
| 7210 | W/C Insurance | 12,138 | 10,854 | 0 |
| 7260 | FICA Matching | 12,376 | 18,431 | 15,458 |
| 7270 | Pension Matching | 13,510 | 21,442 | 17,984 |
| 7280 | Insurance Matching | 31,862 | 30,932 | 55,949 |
| 7510 | Professional Services | 534 | 1,500 | 1,500 |
| 7870 | Maint: Motor Equipment | 26,894 | 30,098 | 30,100 |
| 7880 | Maint: Mach/Imp/Tools | 381 | 1,000 | 1,000 |
| 8010 | Supplies | 28,881 | 27,667 | 27,667 |
| 8012 | Supplies: Driveways | (6,738) | 0 | 0 |
| 8050 | Rental of Equipment | 0 | 500 | 0 |
| 8110 | Motor Fuel | 10,013 | 15,000 | 15,000 |
| | TOTAL, GENERAL FUND: | 297,427 | 358,350 | 366,724 |

STREET MAINTENANCE - GRADING/CONSTRUCTION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 349,437 | 456,891 | 455,888 |
| OPERATING EXPENSE | 223,661 | 255,077 | 259,484 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 573,098 | 711,968 | 715,372 |
| FULL TIME POSITION | 11 | 11 | 11 |

Class Title

| | | | |
|--------------------------|-----------|-----------|-----------|
| Heavy Equipment Operator | 5 | 5 | 5 |
| Heavy Truck Operator | 4 | 4 | 4 |
| Crew Supervisor | 1 | 1 | 1 |
| Crew Supervisor, Sr. | 1 | 1 | 1 |
| TOTAL | 11 | 11 | 11 |

STREET MAINTENANCE - GRADING/CONSTRUCTION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|-----------------------------|-------------------------|--------------------------|--------------------------|
| 3304. | | | | |
| 7110 | Regular Wages | 255,090 | 333,256 | 344,970 |
| 7120 | Overtime Wages | 1,428 | 12,000 | 3,000 |
| 7210 | W/C Insurance | 12,234 | 13,817 | 0 |
| 7260 | FICA Matching | 18,710 | 24,806 | 26,620 |
| 7270 | Pension Matching | 22,660 | 28,859 | 30,969 |
| 7280 | Insurance Matching | 39,315 | 44,153 | 50,329 |
| 7510 | Professional Services | 140 | 1,500 | 1,500 |
| 7870 | Maint: Motor Equipment | 128,476 | 134,000 | 134,000 |
| 7880 | Maint: Mach/Imp/Tools | 0 | 1,400 | 0 |
| 8009 | Licenses(CDL,CPA,Etc.) | 50 | 0 | 0 |
| 8010 | Supplies | 35,481 | 51,844 | 51,844 |
| 8017 | Printing | 351 | 140 | 140 |
| 8110 | Motor Fuel | 59,163 | 66,193 | 72,000 |
| | TOTAL, GENERAL FUND: | 573,098 | 711,968 | 715,372 |

STREET MAINTENANCE -TREE MAINTENANCE

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 158,211 | 186,285 | 257,298 |
| OPERATING EXPENSE | 37,231 | 46,096 | 58,592 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 195,442 | 232,381 | 315,890 |
| FULL TIME POSITION | 5 | 5 | 6 |

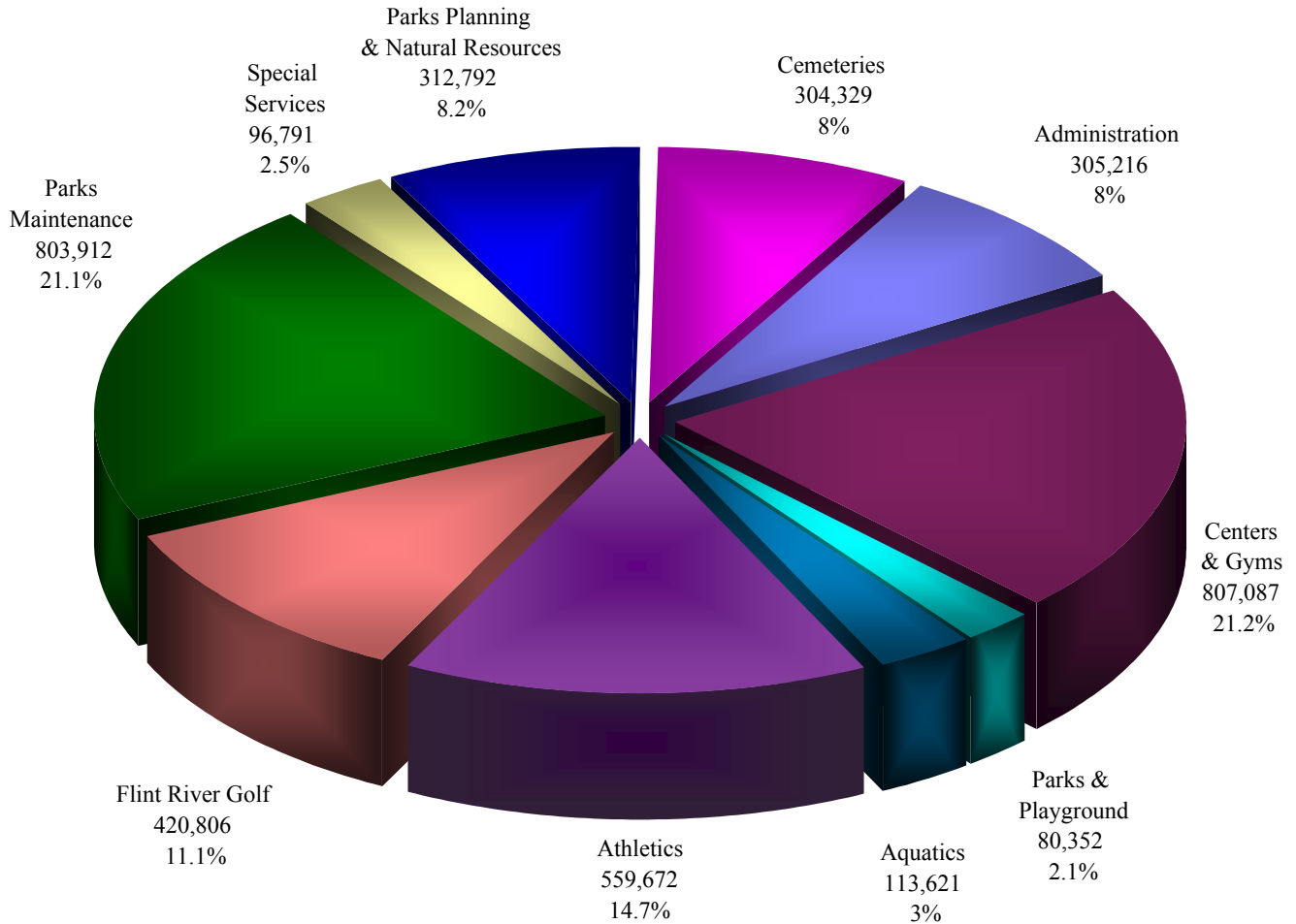
Class Title

| | | | |
|------------------------|----------|----------|----------|
| Maintenance Worker Sr. | 1 | 1 | 1 |
| Tree Trimmer | 3 | 3 | 3 |
| Senior Crew Supervisor | 1 | 1 | 1 |
| Arborist | 0 | 0 | 1 |
| TOTAL | 5 | 5 | 6 |

STREET MAINTENANCE -TREE MAINTENANCE

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 3305. | | | | |
| 7110 | Regular Wages | 109,042 | 125,704 | 191,784 |
| 7120 | Overtime Wages | (102) | 1,000 | 1,000 |
| 7210 | W/C Insurance | 4,665 | 3,261 | 0 |
| 7260 | FICA Matching | 7,701 | 9,693 | 14,748 |
| 7270 | Pension Matching | 9,648 | 11,277 | 17,158 |
| 7280 | Insurance Matching | 27,257 | 35,350 | 32,608 |
| 7510 | Professional Services | 126 | 1,500 | 1,500 |
| 7550 | Communications | 0 | 0 | 600 |
| 7630 | Train/Cont. Education | 0 | 0 | 500 |
| 7870 | Maint: Motor Equipment | 17,271 | 27,100 | 27,100 |
| 7880 | Maint: Mach/Imp/Tools | 5,852 | 3,150 | 3,150 |
| 7990 | Dues and Fees | 0 | 0 | 250 |
| 8009 | Licenses | 0 | 432 | 732 |
| 8010 | Supplies | 1,364 | 2,500 | 3,500 |
| 8016 | Small Equipment | 1,534 | 700 | 1,200 |
| 8018 | Books & Subscriptions | 0 | 0 | 200 |
| 8110 | Motor Fuel | 11,084 | 10,714 | 19,860 |
| | TOTAL, GENERAL FUND: | 195,442 | 232,381 | 315,890 |

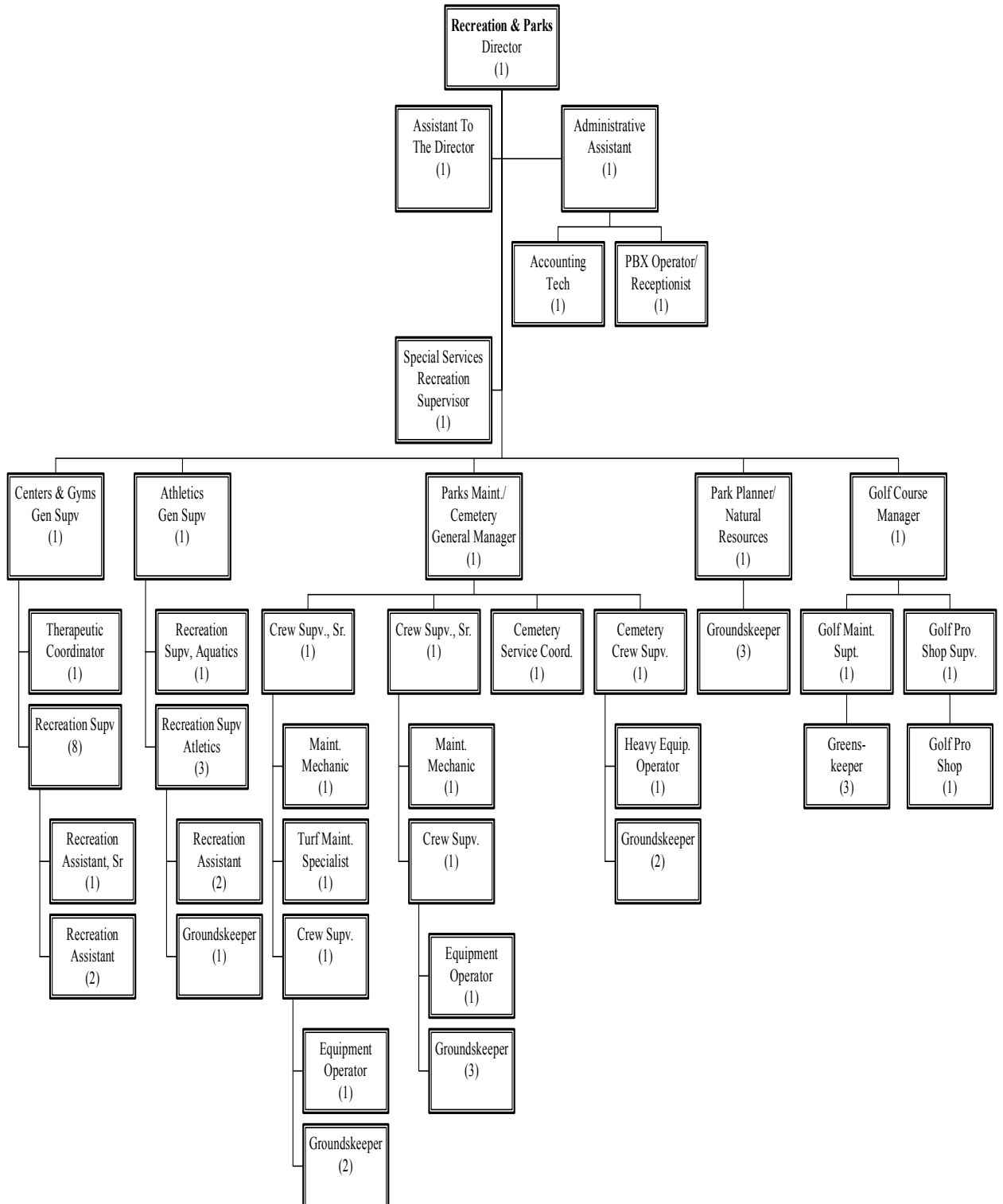
City of Albany Adopted Budget FY 2009 Recreation Department



**Total Expenditure
\$3,804,578**

Recreation & Parks Department

Dept 61



RECREATION DEPARTMENTAL SUMMARY

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 2,068,851 | 2,442,076 | 2,694,394 |
| OPERATING EXPENSE | 1,047,195 | 892,126 | 1,110,184 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 3,116,046 | 3,334,202 | 3,804,578 |
| FULL TIME POSITIONS | 57 | 57 | 60 |

PERFORMANCE MEASURES

See individual divisions for performance measures.

RECREATION DEPARTMENT / ADMINISTRATION

MISSION

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

Goals and Objectives

Goal 1: Provide effective and efficient external communication

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

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

Goal 2: Provide quality internal and external customer service

Objective 2.1: Provide in-service training and team work sessions, to include customer service training, to all staff by June 2009.

Goal 3: Enhance the Department's Public Image

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

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

Goal 4: Enhance employee moral & interdepartmental collaborations.

Objective 4.1: Host quarterly full-staff meetings.

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

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

RECREATION DEPARTMENT / ADMINISTRATION

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|--|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Host division manager & full-staff meetings to maintain accurate communication (total hours per year) | 104 | 80 | 80 | 80 | 0 |
| ❑ Host weekly division manager's meeting to maintain accurate communication (# of meetings per year) – FY2007 Actual was reported from January through June only. | 52 | 20 | 48 | 48 | 52 |
| ❑ Host quarterly staff in-service risk management & staff development training opportunities (# of meetings per year) | 4 | 4 | 4 | | 12 |
| ❑ Number of pavilion & park rentals processed each year. | N/A | N/A | 80 | 80 | 80 |

Efficiency Measures

| | | | | | |
|--|-----|-----|-----|-----|-----|
| ❑ Percentage of average time spent for Administrative Staff processing reports, paperwork, invoices and payroll, etc. | 57% | 60% | 60% | 60% | 60% |
| ❑ Percentage of time spent for Administrative Staff processing customer calls. | 43% | 40% | 40% | 40% | 40% |
| ❑ Percentage of time spent processing citizen requests and/or maintenance work orders. (# of work orders processed by Admin. Staff per year) | 682 | | 745 | | |

RECREATION ADMINISTRATION

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 176,220 | 233,786 | 241,466 |
| OPERATING EXPENSE | 68,870 | 51,642 | 63,750 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 245,090 | 285,428 | 305,216 |
| FULL TIME POSITION | 5 | 5 | 5 |

Class Title

| | | | |
|-----------------------------------|----------|----------|----------|
| Accounting Technician | 1 | 1 | 1 |
| Assistant to Director, Recreation | 1 | 1 | 1 |
| Director, Recreation | 1 | 1 | 1 |
| PBX Operator/Receptionist | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 |
| TOTAL | 5 | 5 | 5 |

RECREATION ADMINISTRATION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|----------------------------|-----------------------------|------------------------------|------------------------------|
| 6100. | | | | |
| 7110 | Regular Wages | 135,388 | 176,271 | 189,839 |
| 7130 | Temporary Help | 515 | 0 | 0 |
| 7210 | W/C Insurance | 470 | 1,777 | 0 |
| 7230 | Uniforms | 396 | 625 | 625 |
| 7260 | FICA Matching | 9,922 | 13,485 | 14,523 |
| 7270 | Pension Matching | 11,984 | 15,688 | 16,896 |
| 7280 | Insurance Matching | 17,545 | 25,916 | 19,584 |
| 7510 | Professional Services | 745 | 24 | 240 |
| 7550 | Communications | 8,134 | 4,724 | 7,889 |
| 7570 | Advertising | 1,898 | 0 | 0 |
| 7600 | Travel | 2,310 | 1,525 | 1,525 |
| 7630 | Train/Cont. Education | 838 | 1,650 | 710 |
| 7860 | Maint: Buildings | 9,403 | 6,109 | 6,734 |
| 7870 | Maint: Motor Equipment | 4,143 | 1,000 | 1,000 |
| 7880 | Maint: Mach/Imp/Tools | 3,971 | 3,100 | 6,600 |
| 7900 | Utilities | 13,717 | 14,600 | 14,600 |
| 7990 | Dues and Fees | 2,092 | 1,860 | 1,890 |
| 8009 | License | 4,825 | 5,200 | 5,838 |
| 8010 | Supplies | 8,038 | 5,800 | 5,800 |
| 8016 | Small Equipment | 3,766 | 3,000 | 3,000 |
| 8017 | Printing | 1,665 | 500 | 500 |
| 8018 | Books and Subscriptions | 171 | 274 | 274 |
| 8020 | Photography | 16 | 300 | 300 |
| 8030 | Janitorial Supplies | 408 | 0 | 500 |
| 8050 | Equipment Rental | 68 | 0 | 0 |
| 8110 | Motor Fuel | 2,224 | 1,500 | 4,000 |
| 8150 | Food | 438 | 500 | 2,350 |
| | TOTAL, GENERAL FUND | 245,090 | 285,428 | 305,216 |

RECREATION / CENTERS AND GYMS - 6101**MISSION**

The Centers and Gyms division provides citizens who utilize indoor facilities, leisure service and recreation needs through organized and supervised programs. These programs include educational, cultural, and art for youth and adults in the community as well as therapeutic programs for special populations. Centers and Gyms help to encourage and incorporate recreation and leisure activities as part of a citizen's healthy lifestyle.

Goals and Objectives

Goal 1: Continue to provide quality programs for participants of all ages.

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

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

Goal 2: Increase community awareness of programs offered by ARPD Gyms & Centers Division

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

Goal 3: Certify two staff in a specialized health & wellness field.

Objective 3.1 : Have staff trained in a specialized field to inform and demonstrate to participants the correct way of using different equipment and proper breathing techniques.

Goal 4: Implement two new programs in the arts.

Objective 4.1 : Help bring out hidden or unknown talent (s) in youth and to refer them to organizations, teachers for help in development of these skills and talent(s).

Goal 5: Provide a variety of intergenerational offerings in an effort to develop positive mentoring relationships.

Objective 5.1: Generate a better relationship between ARPD participants of all ages.

Objective 5.2: Provide various historical and educational intergenerational trips/events in an effort to develop mentoring possibilities.

Objective 5.3: Host an event with a professional athlete or distinguished professional in the business field, who will come and speak with youth and adults about pursuing obtainable goals.

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

Objective 6.1: Help instill self-confidence, self-worth and self-esteem in youth through mentoring and encouraging them to participate in school events such as school clubs and extracurricular activities in addition to keeping their grades up.

RECREATION / CENTERS AND GYMS - 6101

Performance Measures

| | FY '08 | FY '09 |
|---|----------------|---------------|
| <u>Workload Measures</u> | Adopted | Actual |
| | | Base |
| ☐ Number of events/ special programs offered for all ages | 75 | 43 |
| ☐ Number of classes/workshops/seminars offered for seniors | 0 | 6 |
| ☐ Number of teen specific programs/events offered | 0 | 16 |
| ☐ Number of female specific/specialized programs and events offered | 1 | 1 |
| | | 6 |
| <u>Efficiency Measures</u> | | |
| ☐ Number of promotional flyers distributed | 5,000 | 25,000 |
| ☐ Total Number of staff training hours performed | 13 | 30 |
| | | 25 |
| <u>Effectiveness Measures</u> | | |
| ☐ Total youth participation (total daily attendance) | 98,000 | 60,727 |
| ☐ Total adult – over 18 - participation (total daily attendance) | 0 | 37,434 |
| ☐ Number of staff successfully certified | 0 | 0 |
| | | 2 |

RECREATION/CENTERS AND GYMS

DESCRIPTION

The Centers and Gyms division provides citizens who utilize indoor facilities, leisure service and recreation needs through organized and supervised programs. These programs include educational, cultural, and art for youth and adults in the community as well as therapeutic programs for special populations. Centers and Gyms help to encourage and incorporate recreation and leisure activities as part of a citizen's healthy lifestyle.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 538,824 | 570,942 | 605,937 |
| OPERATING EXPENSE | 235,473 | 227,714 | 199,650 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 774,297 | 798,656 | 805,587 |
| FULL TIME POSITION | 13 | 13 | 13 |

| <u>Class Title</u> | | | |
|---------------------------------|-----------|-----------|-----------|
| Recreation Assistant | 1 | 3 | 3 |
| Recreation General Supervisor | 1 | 1 | 1 |
| Recreation Supervisor | 8 | 8 | 8 |
| Recreation Assistant, Sr. | 2 | 0 | 0 |
| Therapeutic Program Coordinator | 1 | 1 | 1 |
| TOTAL | 13 | 13 | 13 |

RECREATION/CENTERS AND GYMS

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|----------------|-----------------------------|------------------|-------------------|-------------------|
| 6101. | | | | |
| 7110 | Regular Wages | 352,317 | 364,157 | 375,756 |
| 7210 | Overtime Wages | 262 | 12,000 | 0 |
| 7130 | Temporary Help | 49,957 | 48,000 | 69,347 |
| 7210 | W/C Insurance | 7,115 | 11,060 | 0 |
| 7260 | FICA Matching | 29,049 | 27,858 | 34,050 |
| 7270 | Pension Matching | 30,119 | 32,410 | 33,442 |
| 7280 | Insurance Matching | 70,005 | 75,457 | 93,341 |
| 7285 | LTD Insurance Matching | 0 | 0 | 0 |
| 7510 | Professional Services | 50,435 | 60,400 | 25,690 |
| 7514 | Contract Labor | 375 | 1,100 | 0 |
| 7550 | Communications | 3,024 | 3,500 | 3,550 |
| 7570 | Advertising | 0 | 0 | 0 |
| 7600 | Travel | 2,886 | 500 | 2,200 |
| 7630 | Train/Cont. Education | 1,051 | 500 | 1,750 |
| 7860 | Maint: Buildings | 34,956 | 29,100 | 32,000 |
| 7870 | Maint: Motor Equipment | 243 | 1,500 | 1,500 |
| 7880 | Maint: Mach/Imp/Tools | 326 | 1,200 | 3,700 |
| 7900 | Utilities | 105,665 | 78,000 | 78,000 |
| 7990 | Dues and Fees | 600 | 700 | 700 |
| 8010 | Supplies | 14,338 | 18,034 | 25,080 |
| 8016 | Small Equipment | 725 | 12,500 | 3,500 |
| 8017 | Printing | 568 | 800 | 800 |
| 8018 | Books and Subscriptions | 80 | 0 | 600 |
| 8020 | Photography | 109 | 200 | 200 |
| 8030 | Janitorial Supplies | 5,963 | 3,480 | 3,480 |
| 8050 | Rental of Equipment | 254 | 0 | 0 |
| 8052 | Rental of Office Space | 13,200 | 14,400 | 14,400 |
| 8060 | Laundry | 0 | 500 | 500 |
| 8110 | Motor Fuel | 587 | 1,300 | 2,000 |
| 8150 | Food | 88 | 0 | 0 |
| | TOTAL, GENERAL FUND: | 774,297 | 798,656 | 805,587 |

RECREATION / PARKS AND PLAYGROUNDS

MISSION

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

Goals and Objectives

Goal 1: To provide health, fitness, environmental and cultural programs and amenities for youth & adults.

Objective 1: To enhance educational and learning opportunities through collaborative enrichment programs.

Goal 2: To provide safe age-appropriate play systems.

Objective 1: Maintain NPSI certified staff and perform site inspections, per NPSI guidelines.

Goal 3: To provide free lunches for youth and individuals with disabilities during the summer months, as per USDA guidelines.

Objective 4: To enhance the lives of youth and individuals with disabilities through proper nutritional offerings.

RECREATION/PARKS AND PLAYGROUNDS

DESCRIPTION

This division provides leisure services and activities through a city-wide parks and playgrounds program. The playground program, which focuses on health, wellness, and educational enrichment, is implemented through supervised seasonal playground sites throughout the city. The playground program provides free lunches to youth and individuals with disabilities through the USDA/Bright from the Start Summer Lunch Program

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 16,442 | 33,764 | 32,295 |
| OPERATING EXPENSE | 41,905 | 29,977 | 48,057 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 58,347 | 63,741 | 80,352 |
| FULL TIME POSITION | 0 | 0 | 0 |

RECREATION/PARKS AND PLAYGROUNDS

| ACCT. | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|--------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 6102. | | | | |
| 7110 | Regular Wages | 238 | 0 | 0 |
| 7130 | Temporary Help | 14,461 | 29,800 | 30,000 |
| 7210 | W/C Insurance | 563 | 1,684 | 0 |
| 7260 | FICA Matching | 1,128 | 2,280 | 2,295 |
| 7270 | Pension Matching | 52 | 1,684 | 0 |
| 7280 | Insurance Matching | 0 | 174 | 0 |
| 7510 | Professional Fees | 1,032 | 2,652 | 0 |
| 7550 | Communications | 106 | 66 | 257 |
| 7570 | Advertising | 0 | 0 | 1,000 |
| 7600 | Travel | 340 | 0 | 200 |
| 7630 | Training & Development | 0 | 0 | 200 |
| 7860 | Maint: Buildings | 2,330 | 0 | 10,000 |
| 7870 | Maint: Motor Equipment | 0 | 0 | 100 |
| 7880 | Maint: Mach/Imp/Tools | 2,089 | 2,100 | 0 |
| 7900 | Utilities | 20,111 | 5,000 | 12,000 |
| 8010 | Supplies | 1,190 | 17,900 | 20,800 |
| 8017 | Printing | 0 | 200 | 200 |
| 8020 | Photography | 0 | 200 | 600 |
| 8030 | Janitorial Supplies | 724 | 0 | 500 |
| 8050 | Rental of Equipment | 250 | 0 | 0 |
| 8150 | Food | 13,733 | 0 | 2,200 |
| | TOTAL, GENERAL FUND: | 58,347 | 59,230 | 80,352 |

RECREATION / AQUATICS

MISSION

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

Goals and Objectives

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

Objective 1: Conduct two sessions of lifeguard training.

Objective 2: Conduct five two-week sessions of Learn to Swim/basic swimming lessons.

Objective 3: Conduct ARPD summer Gyms & Centers participant learn to swim/basic swim instruction and open swim program.

Objective 4: Conduct daily open swim program.

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

Objective 4: Coordinate and provide health & safety training to ARPD staff and the community.

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

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

Objective 7: Provide specific therapeutic recreation aquatic programming and self-directly swim opportunities to accommodate the needs of special populations.

RECREATION / AQUATICS

Performance Measures

| <u>Workload Measures</u> | FY '07 Adopted Actual | FY '08 Adopted Projected | FY '09 Base |
|--|----------------------------------|-------------------------------------|------------------------|
| □ Number of program offered | 8 0 | 8 6 | 2 |
| □ Number of training program hours | 250 0 | 60 60 | 60 |
| □ Number of participants | 350 0 | 750 750 | 750 |
| <u>Efficiency Measures</u> | | | |
| □ Number of trained lifeguards/WSI instructors | 10 0 | 2 2 | 4 |
| □ Number of youth in learn to swim program | 26 0 | 50 50 | 50 |
| □ Number of participants in adaptive aquatics programs | 0 0 | 20 0 | 0 |
| □ Number of participants in open swim program | 800 738 | 800 800 | 800 |
| <u>Effectiveness Measures</u> | | | |
| □ Increase % of individuals in all aquatic programs | 1% 0% | 10% 15% | 0% |

RECREATION/AQUATICS

DESCRIPTION

The Aquatics Division provides aquatics programs for children, youth and adults which meet the needs and interests of the community. This division also provides water safety education programs/activities and open swim activities on a seasonal basis.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 59,970 | 69,064 | 73,561 |
| OPERATING EXPENSE | 34,137 | 39,425 | 40,060 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 94,107 | 108,489 | 113,621 |
| FULL TIME POSITION | 1 | 1 | 1 |

Class Title

| | | | |
|-----------------------|----------|----------|----------|
| Recreation Supervisor | 1 | 1 | 1 |
| TOTAL | 1 | 1 | 1 |

RECREATION/AQUATICS

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|----------------|-----------------------------|------------------|-------------------|-------------------|
| 6103. | | | | |
| 7110 | Regular Wages | 29,356 | 30,469 | 31,388 |
| 7120 | overtime | 0 | 0 | 2,000 |
| 7130 | Temporary Help | 19,726 | 27,700 | 27,770 |
| 7210 | W/C Insurance | 938 | 1,295 | 0 |
| 7230 | Uniforms | 0 | 275 | 275 |
| 7260 | FICA Matching | 3,597 | 2,331 | 4,679 |
| 7270 | Pension Matching | 2,628 | 2,712 | 2,972 |
| 7280 | Insurance Matching | 3,725 | 4,282 | 4,478 |
| 7510 | Purchased Professional Ser | 116 | 270 | 355 |
| 7514 | Contract Labor | 0 | 6,000 | 6,500 |
| 7550 | Communications | 809 | 475 | 535 |
| 7600 | Travel | 0 | 300 | 300 |
| 7630 | Train/Cont. Education | 0 | 870 | 470 |
| 7860 | Maint: Buildings | 16,712 | 15,000 | 15,000 |
| 7880 | Maint: Mach/Imp/Tools | 0 | 50 | 50 |
| 7900 | Utilities | 14,662 | 6,000 | 6,000 |
| 7990 | Dues and Fees | 425 | 60 | 150 |
| 8010 | Supplies | 908 | 7,300 | 9,700 |
| 8016 | Small Equip (\$1000.Max) | 0 | 2,250 | 250 |
| 8017.01 | Print (Carver Pool) | 229 | 500 | 500 |
| 8018 | Books & Subscriptions | 0 | 100 | 0 |
| 8020 | Photography | 0 | 50 | 50 |
| 8030 | Janitorial Supplies | 276 | 200 | 200 |
| | TOTAL, GENERAL FUND: | 94,107 | 108,489 | 113,621 |

RECREATION / ATHLETICS

MISSION

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

Goals and Objectives

Goal 1: Provide adequate well maintained recreation athletic facilities.

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

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

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

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

Goal 3: Become fiscally accountable for athletic budget.

Objective 4: Maximize use of allocated funds.

Objective 5: Comply with department budgetary policies.

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

Objective 6: Complete standard/guidelines handbook.

RECREATION / ATHLETICS

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 Base |
|---|----------------|---------------|----------------|---------------|------------------------|
| | Adopted | Actual | Adopted | Actual | |
| □ Number of programs offered | 18 | 18 | 18 | 18 | 18 |
| □ Number of participants | 3000 | 2080 | 3000 | 3000 | 3000 |
| <u>Efficiency Measures</u> | | | | | |
| □ Average youth participant cost/program | \$25 | \$22 | \$22 | \$22 | \$22 |
| □ Average adult team cost/program | \$318 | \$343 | \$343 | \$343 | \$343 |
| <u>Effectiveness Measures</u> | | | | | |
| □ Number of Customer Service Survey per program | 50 | 50 | 75 | | 75 |

RECREATION/ATHLETICS

DESCRIPTION

The Athletic Division plans, organizes and implements sports programs, leagues and activities for the citizens of our community. Additionally, we host tournaments, facilitate the use of athletic facilities for use by local parent run volunteer organizations and train volunteer coaches.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 218,620 | 266,598 | 307,653 |
| OPERATING EXPENSE | 273,883 | 241,842 | 252,019 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 492,503 | 508,440 | 559,672 |
| FULL TIME POSITION | 0 | 8 | 8 |

Class Title

| | | | |
|-------------------------------|----------|----------|----------|
| Recreation Assistant | 2 | 2 | 2 |
| Recreation General Supervisor | 1 | 1 | 1 |
| Recreation Supervisor | 4 | 4 | 4 |
| Recreation Assistant, Sr. | 0 | 0 | 0 |
| Groundskeeper | 1 | 1 | 1 |
| TOTAL | 8 | 8 | 8 |

RECREATION/ATHLETICS

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-------------------|-----------------------------|---------------------|----------------------|----------------------|
| 6104. | | | | |
| 7110 | Regular Wages | 153,549 | 181,055 | 198,347 |
| 7120 | Overtime | 68 | 0 | 2,400 |
| 7130 | Temporary Help | 11,743 | 14,430 | 35,750 |
| 7210 | W/C Insurance | 4,507 | 34,380 | 0 |
| 7230 | Uniforms | 0 | 0 | 450 |
| 7260 | FICA Matching | 12,065 | 13,851 | 18,092 |
| 7270 | Pension Matching | 13,563 | 16,114 | 17,866 |
| 7280 | Insurance Matching | 23,125 | 6,768 | 34,747 |
| 7510 | Professional Services | 244 | 250 | 250 |
| 7514 | Contract Labor | 65,069 | 39,500 | 43,500 |
| 7550 | Communications | 3,119 | 4,500 | 6,378 |
| 7570 | Advertising | 0 | 0 | 500 |
| 7600 | Travel | 783 | 1,900 | 900 |
| 7630 | Train/Cont. Education | 290 | 600 | 600 |
| 7860 | Maint: Buildings | 39,991 | 26,822 | 35,000 |
| 7870 | Maint: Motor Equipment | 2,479 | 1,300 | 1,300 |
| 7880 | Maint: Mach/Imp/Tools | 2,537 | 1,000 | 1,000 |
| 7900 | Utilities | 121,009 | 129,400 | 130,000 |
| 7990 | Dues and Fees | 1,609 | 3,970 | 3,970 |
| 8009 | Licenses | 0 | 0 | 371 |
| 8010 | Supplies | 19,961 | 19,950 | 21,750 |
| 8016 | Small Equipment | 378 | 1,300 | 500 |
| 8017 | Printing | 1,665 | 500 | 500 |
| 8018 | Books & Subscriptions | 0 | 100 | 0 |
| 8020 | Photography | 42 | 50 | 0 |
| 8030 | Janitorial Supplies | 1,288 | 750 | 2,100 |
| 8060 | Laundry | 0 | 0 | 0 |
| 8050 | Equipment Rental | 355 | 250 | 250 |
| 8070 | Concession for Resale | 32 | 0 | 0 |
| 8080 | Supplies for Resale | 1,056 | 1,000 | 1,000 |
| 8110 | Motor Fuel | 1,250 | 1,700 | 1,700 |
| 8150 | Food | 488 | 0 | 200 |
| 8710 | Special Events | 10,238 | 7,000 | 250 |
| | TOTAL, GENERAL FUND: | 492,503 | 508,440 | 559,672 |

RECREATION / FLINT RIVER GOLF

MISSION

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

Goals and Objectives

- Goal 1:** Follow up the Turf Grass Maintenance Program with Turner Job Corps.
Objective: To assist Turner Job Corps Landscaping/horticulture department with turf grass program (internship)

- Goal 2:** To host a Take Your Daughter To Golf Day Program.
Objective: To further promote youth programs for the area.

- Goal 3:** To offer special purchase items and seasonal promotions on golf apparels in the Pro-Shop.
Objective: To increase revenue on merchandises sold in the Pro-Shop.

- Goal 4:** To network with local hotels offering a golf package with their room rates. (Wingate Inn, Holiday Inn and the Hilton Garden Inn)
Objective: To attract out-of-town guests and businesses to the Flint River Municipal Golf Course.

- Goal 5:** Offer a conference room and lunch to a Bridge Club during the week days
Objective: To promote the conference room rental and concession sales.

- Goal 6:** To offer golf tournament lunch package.
Objective: To promote the concession and the golf course.

- Goal 7:** Partner with TV, Radio Stations and local Business for advertising.
Objective: To promote the clubhouse and the golf course facility throughout the surrounding areas.

- Goal 8:** The development of three new tees boxes on the Golf Course.
Objective: To provide a flexible and challenging Golf Course offering a quality golfing experience.

- Goal 9:** To expand Golf Clinics to the community.
Objective: To offer golf satellite clinics to the community. (Jr, Women, and Social Clinics)

- Goal 10:** To promoting the banquet room through the membership and the public.
Objective: To make the banquet room available to the community for personal usage with their caterer.

RECREATION / FLINT RIVER GOLF

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|---------------|--------|---------------|-----------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Conduct youth golf clinics | 3 | 3 | 3 | 3 | 3 |
| ❑ Number of special population participants | 2 | 2 | 2 | 2 | 2 |
| ❑ Number of hotels informed | 2 | 2 | 3 | 2 | 3 |
| ❑ Number of student participants | 100 | 100 | 420 | 300 | 110 |

Efficiency Measures

| | | | | | |
|---|---------|---------|---------|---------|---------|
| ❑ Number of clinics | 3 | 3 | 3 | 3 | 3 |
| ❑ Cost of clinics | \$1,000 | \$1,000 | \$1,200 | \$1,200 | \$1,000 |
| ❑ Cost for participants | 0 | 0 | 0 | 0 | 0 |
| ❑ Percentage of hotels participating | 0 | 0 | 3 | 3 | 3 |
| ❑ Percentage of students completing program | 100% | 100% | 100% | 100% | 100% |

Effectiveness Measures

| | | | | | |
|-------------------------------------|----|-------|-------|-------|-------|
| ❑ Total number of clinics conducted | 3 | 3 | 3 | 3 | 3 |
| ❑ Number of participants | 80 | 80 | 100 | 100 | 110 |
| ❑ Total number of rounds played | | 25000 | 25000 | 25250 | 25250 |
| ❑ Number of students | 80 | 80 | 100 | 100 | 110 |

RECREATION/FLINT RIVER MUNICIPAL GOLF

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 251,275 | 245,180 | 283,069 |
| OPERATING EXPENSE | 145,875 | 113,509 | 137,737 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 397,150 | 358,689 | 420,806 |
| FULL TIME POSITION | 7 | 7 | 7 |

Class Title

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

RECREATION/FLINT RIVER MUNICIPAL GOLF

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-------------------|-------------------------------|---------------------|----------------------|----------------------|
| 6105. | | | | |
| 7110 | Regular Wages | 170,395 | 178,938 | 182,978 |
| 7120 | Overtime Wages | 1,302 | 0 | 2,500 |
| 7130 | Temporary Help | 13,694 | 0 | 29,632 |
| 7210 | W/C Insurance | 5,138 | 5,757 | 0 |
| 7230 | Uniforms | 1,697 | 0 | 3,000 |
| 7260 | FICA Matching | 13,370 | 13,589 | 16,455 |
| 7270 | Pension Matching | 15,390 | 15,810 | 16,508 |
| 7280 | Insurance Matching | 30,289 | 31,086 | 31,996 |
| 7510 | Professional Services | 88 | 120 | 120 |
| 7550 | Communications | 1,392 | 1,500 | 2,700 |
| 7570 | Advertising | 0 | 0 | 500 |
| 7600 | Travel | 1,982 | 2,500 | 2,500 |
| 7630 | Train/Cont. Education | 1,005 | 1,100 | 1,100 |
| 7860 | Maint: Buildings | 34,405 | 39,000 | 45,000 |
| 7870 | Maint: Motor Equipment | 11,447 | 5,000 | 5,000 |
| 7880 | Maint: Mach/Imp/Tools | 1,787 | 1,000 | 1,500 |
| 7900 | Utilities | 39,264 | 30,000 | 35,000 |
| 7990 | Dues and Fees | 6,031 | 2,000 | 2,000 |
| 8009 | Licenses (CDL, CPA, etc) | 0 | 300 | 1,042 |
| 8010 | Supplies | 10,948 | 7,480 | 7,500 |
| 8016 | Small Equipment | 0 | 1,500 | 1,500 |
| 8017 | Printing (not standard forms) | 108 | 300 | 300 |
| 8018 | Books and Subscriptions | 0 | 200 | 200 |
| 8030 | Janitorial Supplies | 67 | 300 | 300 |
| 8050 | Equipment Rental | 583 | 476 | 475 |
| 8070 | Concession for Resale | 13,298 | 4,800 | 10,000 |
| 8080 | Supplies for Resale | 12,085 | 7,880 | 10,000 |
| 8110 | Motor Fuel | 11,204 | 7,053 | 9,000 |
| 8150 | Food | 0 | 1,000 | 2,000 |
| 8495 | Cash Over/ Short | 181 | 0 | 0 |
| | TOTAL, GENERAL FUND: | 397,150 | 358,689 | 420,806 |

RECREATION / PARKS MAINTENANCE

MISSION

Provide safe and attractive grounds and facilities for the enjoyment of all citizens and rehabilitate and maintain the city of Albany and Dougherty County's parks and green spaces.

Goals and Objectives

Goal 1: Development and implement a Vehicle, Equipment and Tool Management Program.

Objective 1: Create a check in/out form and a computer database to monitor and track all equipment and tools for usage and accountability.

Increase purchasing percentage/power through programs such as GMA Lease and other funding sources to secure large ticket equipment (large tractors, truck, etc.)

Goal 2: Increase citizen knowledge of available park resources.

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

Objective 2.2: Establish park photograph database for growth, planning and replacement, and serve as a documented tool for playground amenities.

Goal 3: Address all baseball fields, softball fields, T-ball fields to conform to required standards and field dimensions.

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

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

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

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

RECREATION / PARKS MAINTENANCE

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|---------------|------------------|
| | Adopted | Actual | Adopted | Actual | Projected |
| ❑ Park Inspections performed | 0 | 0 | 52 | 53 | 50 |
| ❑ Acres mowed | 250 | 0 | 250 | 1300 | 1300 |
| ❑ Positions filled successfully | 1 | 0 | 2 | 0 | 0 |
| ❑ Number of work orders received | 8160 | 0 | 850 | 686 | 745 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Average number of hours per work order | 2.0 | 0 | 2.0 | 2.5 | 2 |
| ❑ Man hours per inspection | 1 | 0 | 1 | 1 | 1 |
| ❑ Man hours spent mowing per month | 650 | 0 | 800 | 800 | 725 |
| ❑ Percent of work orders closed per month | 83% | 0% | 79% | 59% | 68% |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Number of acres mowed per month | 200 | 0 | 500 | 400 | 479 |
| ❑ Number of vacancies | 2 | 0 | 2 | 5 | 5 |

RECREATION/PARKS MAINTENANCE - 6106

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 506,292 | 665,014 | 681,216 |
| OPERATING EXPENSE | 153,230 | 124,339 | 122,696 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 659,522 | 789,353 | 803,912 |
| FULL TIME POSITION | 17 | 16 | 16 |

Class Title

| | | | |
|---------------------------|-----------|-----------|-----------|
| Equipment Operator | 3 | 3 | 3 |
| Groundskeeper | 5 | 5 | 5 |
| Maintenance Mechanic | 2 | 2 | 2 |
| Parks Planner | 1 | 0 | 0 |
| Crew Supervisor, Sr. | 2 | 2 | 2 |
| Turf Management Specialis | 1 | 1 | 1 |
| Crew Supervisor | 3 | 3 | 3 |
| TOTAL | 17 | 16 | 16 |

RECREATION/PARKS MAINTENANCE

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|----------------|-----------------------------|------------------|-------------------|-------------------|
| 6106. | | | | |
| 7110 | Regular Wages | 306,663 | 402,076 | 417,969 |
| 7120 | Overtime Wages | 3,571 | 1,752 | 2,000 |
| 7130 | Temporary Help | 43,835 | 48,000 | 58,000 |
| 7210 | W/C Insurance | 15,879 | 14,216 | 0 |
| 7230 | Uniforms | 5,735 | 6,860 | 8,000 |
| 7260 | FICA Matching | 25,469 | 30,893 | 36,565 |
| 7270 | Pension Matching | 26,914 | 35,941 | 37,377 |
| 7280 | Insurance Matching | 78,226 | 125,276 | 121,305 |
| 7510 | Professional Services | 319 | 228 | 228 |
| 7512 | Technical Services | 883 | 0 | 0 |
| 7550 | Communications | 1,645 | 1,500 | 2,640 |
| 7600 | Travel | (20) | 0 | 200 |
| 7630 | Train/Cont. Education | 75 | 0 | 200 |
| 7700 | Insurance | 0 | 300 | 0 |
| 7860 | Maint: Buildings | 8,929 | 5,136 | 5,136 |
| 7870 | Maint: Motor Equipment | 61,775 | 55,811 | 55,811 |
| 7880 | Maint: Mach/Imp/Tools | 20,613 | 14,200 | 14,200 |
| 7900 | Utilities | 10,349 | 7,000 | 7,000 |
| 7990 | Dues & Fees | 0 | 494 | 494 |
| 8009 | Licenses | 0 | 123 | 740 |
| 8010 | Supplies | 12,800 | 10,400 | 10,400 |
| 8016 | Small Equipment | 2,864 | 5,480 | 1,980 |
| 8017 | Printing | 0 | 50 | 50 |
| 8030 | Janitorial Supplies | 42 | 0 | 0 |
| 8050 | Rental of Equipment | 146 | 250 | 250 |
| 8070 | Concessions for Resale | 109 | 0 | 0 |
| 8110 | Motor Fuel | 32,701 | 23,367 | 23,367 |
| | TOTAL, GENERAL FUND: | 659,522 | 789,353 | 803,912 |

RECREATION /CEMETERIES

MISSION

To provide the most elegant and dignified personal service during internment and perform all functions necessary for the operation of the city-owned cemeteries. *“We pledge to treat each family as though they were our very own.”*

Objectives

- Goal 1:** Explore potential funding sources to offset the existing budget impact.
Objective: Examine through websites/internet resources whereby, potential grants and/or partnership programs to obtain funding.
- Goal 2:** Install a central name signage at each of the three entrances to our cemetery complex.
Objective: Signage will serve as directional knowledge for visitors to our various sections of the Riverside/Oakview Cemetery complex.
- Goal 3:** Develop a web page for Riverside/Oakview Cemeteries which can be linked to/from our departmental existing web site.
Objective: Web site will serve as both a marketing and promotional tool for the cemetery division.

RECREATION /CEMETERIES

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 Base |
|--|----------------|---------------|----------------|---------------|------------------------|
| | Adopted | Actual | Adopted | Actual | |
| ❑ Number of burial services arranged | 185 | 0 | 179 | 236 | 200 |
| ❑ Number of supplement labor programs established | 2 | 0 | 2 | 1 | 1 |
| ❑ Monitoring of expenditures for accuracy (weekly) | 50 | 0 | 51 | 50 | 51 |
| ❑ Analyze methods of increasing revenue annually | 0 | 0 | 1 | 0 | 1 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Increase in part-time salary accounts | 5% | 0 | 1% | 0 | 50% |
| ❑ Enhance participation in cemetery management, team meeting, and luncheons. | 5% | 0 | 5% | 50% | 65% |
| ❑ Quantity of personnel for supplement labor programs | 4 | 0 | 5 | 3 | 2 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Increase budget account control for accountability and accuracy | 12% | 0 | 10% | 0 | 0 |
| ❑ Reduction in complaint/concerns received. | 7% | 0 | 10% | 6% | 10% |
| ❑ Increase in division moral, commitment, and pride | 95% | 0 | 90% | 0 | 20% |
| ❑ Percentage of customer satisfaction from surveys. | 88% | 0 | 85% | 89% | 80% |

RECREATION/CEMETERIES

DESCRIPTION

The Cemetery Division performs the functions necessary for the operation of approximately 80 acres known as the Riverside and Oakview Cemeteries. This operation includes all facets of cemetery management such as lot sales, burial records, grave excavation , funeral arrangements, grounds maintenance, and various other duties necessary for maintaining an active municipal cemetery.

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 212,936 | 268,378 | 273,598 |
| OPERATING EXPENSE | 48,421 | 31,476 | 30,731 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 261,357 | 299,854 | 304,329 |
| FULL TIME POSITIONS | 6 | 6 | 6 |

Class Title

| | | | |
|-------------------------------|----------|----------|----------|
| Cemetery Manager | 1 | 1 | 1 |
| Coordinator-Cemetery Services | 1 | 1 | 1 |
| Groundskeeper | 2 | 2 | 2 |
| Heavy Equipment Operator | 1 | 1 | 1 |
| Crew Supervisor | 1 | 1 | 1 |
| TOTAL | 6 | 6 | 6 |

RECREATION/CEMETERIES

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------------|--------------------------|------------------|-------------------|-------------------|
| 6107. | | | | |
| 7110 | Regular Wages | 124,555 | 167,001 | 172,218 |
| 7120 | Overtime Wages | 14,091 | 1,800 | 1,800 |
| 7130 | Temporary Help | 10,811 | 20,000 | 21,789 |
| 7210 | W/C Insurance | 5,247 | 5,206 | 0 |
| 7230 | Uniforms | 1,871 | 2,000 | 2,000 |
| 7260 | FICA Matching | 10,848 | 12,913 | 14,979 |
| 7270 | Pension Matching | 12,378 | 15,023 | 15,488 |
| 7280 | Insurance Matching | 33,135 | 44,435 | 45,324 |
| 7510 | Professional Services | 158 | 90 | 330 |
| 7550 | Communications | 979 | 1,300 | 1,300 |
| 7600 | Travel | 60 | 100 | 100 |
| 7630 | Train/Cont. Education | 0 | 0 | 100 |
| 7860 | Maint: Buildings | 1,904 | 1,250 | 1,250 |
| 7870 | Maint: Motor Equipment | 15,760 | 10,750 | 10,750 |
| 7880 | Maint: Mach/Imp/Tools | 7,211 | 3,000 | 3,000 |
| 7900 | Utilities | 4,788 | 3,500 | 3,500 |
| 7990 | Dues and Fees | 0 | 0 | 100 |
| 8009 | Licenses | 0 | 0 | 186 |
| 8010 | Supplies | 4,879 | 1,121 | 1,821 |
| 8016 | Small Equipment | 1,128 | 1,994 | 1,994 |
| 8017 | Printing(Not Std. Forms) | 0 | 50 | 50 |
| 8052 | Rent | 3,945 | 4,020 | 0 |
| 8110 | Motor Fuel | 7,609 | 4,301 | 6,000 |
| 8150 | Food | 0 | 0 | 250 |
| TOTAL, GENERAL FUND: | | 261,357 | 299,855 | 304,329 |

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

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

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

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

Objective 1.2: Promote our image with the media by increasing the public's understanding of departmental objectives, functions, and accomplishments – Schedule monthly spots on television (WALB) and radio (“Wake Up Albany” show), speak to civic groups and organizations, etc.

Objective 1.3: Prepare and submit an annual report for the department highlighting events, programs, and facilities.

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

Goal 2: Improve internal departmental communications

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

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

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

Objective 2.4: Continue to develop new marketing initiatives. Promote the new departmental tag line to promote health and wellness: “Get Up, Get Out, and Get Healthy,” which will be used with all methods of communication.

Goal 3: Plan and Implement Special Events

Objective 3.1: Plan and supervise recreation-based, city-wide special events including Independence Day Fireworks, City Employee Picnic, Art in the Park, Easter Eggstravaganza, Mayors' Christmas Motorcade, and cultural arts programs.

Objective 3.2: Work with other organizations on city-wide events such as the Albany Marathon, International Festival, and Kids Expo.

Objective 3.3: Assist fellow employees within the Recreation & Parks Department with their programs and special events.

Goal 4: Strategic and MasterPlan Updates

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

RECREATION DEPARTMENT / MARKETING AND SPECIAL SERVICES

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|--|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Average # of monthly press releases on events and projects (per month) | 12-15 | 12 | 15 | 15 | 15 |
| ❑ Average # of Departmental events & programs displayed on Channel 16, city website, and WALB Community Calendar (per month) | 22-28 | 25 | 25 | 25 | 25 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Average time spent designing and writing flyers, brochures, and press releases (hours per month) | 20-22 | 20 | 22 | 22 | 22 |
| ❑ Average time spent updating information on website, other media outlets and Channel 16 monthly (hours per month) | 20-22 | NA | 22 | 22 | 22 |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Average # of yearly media coverage of the Recreation Department's projects/events in response to press releases | 15 | N/A | 15 | 15 | 15 |

RECREATION - SPECIAL SERVICES

DESCRIPTION

The Special Services Division provides the citizens of Albany with community oriented special events through supervised programs including but not limited to cultural arts, educational offerings, festivals, and fireworks. The Special Services Division also coordinates all marketing efforts for the Albany Recreation & Parks Department, including the Leisure Guide and monthly newsletter.

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 31,652 | 33,725 | 34,735 |
| OPERATING EXPENSE | 34,910 | 64,776 | 62,056 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 66,562 | 98,501 | 96,791 |
| FULL TIME POSITION | 0 | 1 | 1 |

Class Title

| | | | |
|-----------------------|----------|----------|----------|
| Recreation Supervisor | 0 | 1 | 1 |
| TOTAL | 0 | 1 | 1 |

RECREATION - SPECIAL SERVICES

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|----------------------------|-------------------------|--------------------------|--------------------------|
| 6109 | | | | |
| 7110 | Regular Wages | 26,337 | 28,507 | 29,363 |
| 7210 | W/C Insurance | 247 | 183 | 0 |
| 7230 | Uniforms | 0 | 0 | 175 |
| 7260 | FICA Matching | 2,593 | 2,181 | 2,246 |
| 7270 | Pension Matching | 2,352 | 2,537 | 2,613 |
| 7280 | Insurance Matching | 123 | 317 | 337 |
| 7510 | Professional Services | 0 | 0 | 20 |
| 7550 | Communications | 203 | 325 | 325 |
| 7570 | Advertising | 2,999 | 7,000 | 4,000 |
| 7600 | Travel | 388 | 500 | 500 |
| 7630 | Train/Cont. Education | 0 | 650 | 650 |
| 7860 | Maint: Buildings | 218 | 0 | 0 |
| 7870 | Maint: Motor Equipment | 258 | 400 | 400 |
| 7880 | Maint: Mach/Imp/Tools | 0 | 1,000 | 1,000 |
| 7990 | Dues and Fees | 45 | 165 | 225 |
| 8009 | License | 0 | 186 | 186 |
| 8010 | Supplies | 2,267 | 450 | 450 |
| 8016 | Small Equipment | 0 | 300 | 300 |
| 8017 | Printing | 2,978 | 1,000 | 1,000 |
| 8020 | Photography | 53 | 0 | 0 |
| 8040 | Fireworks | 23,985 | 0 | 0 |
| 8040 | Fireworks | 0 | 50,000 | 50,000 |
| 8110 | Motor Fuel | 86 | 300 | 500 |
| 8710 | Special Events | 1,430 | 2,500 | 2,500 |
| | TOTAL, GENERAL FUND | 66,562 | 98,501 | 96,791 |

RECREATION DEPARTMENT / PARKS PLANNING AND NATURAL RESOURCES

MISSION

To provide planning, development, and management services to all parks, playgrounds, and recreation facilities. To work with other departments to enhance the appearance of the city through general improvement efforts and beautification projects.

Goals and Objectives

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

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

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

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

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

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

RECREATION / PARKS PLANNING AND DEVELOPMENT

Performance Measures

| | <u>FY '08</u> | <u>FY '09</u> |
|--|--------------------------------|------------------|
| | <u>Adopted</u> <u>Actual</u> | <u>Projected</u> |
| Number of playground inspections taken on a biannual basis | 90 90 | 90 |
| Number of collaborative beautification events/ projects. | 0 2 | 12 |
| Number of park adoptions/adoption renewals. | 2 2 | 4 |

RECREATION/PARKS PLANNING AND NATURAL RESOURCES

DESCRIPTION

The Parks Planning & Natural Resource Division provides planning, development, and management services to all parks, playgrounds, and recreation facilities. This division also coordinates all park beautification program, environmental education programs, and community park clean-up events.

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 56,620 | 69,025 | 160,864 |
| OPERATING EXPENSE | 10,491 | 7,426 | 151,928 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 67,111 | 76,451 | 312,792 |
| FULL TIME POSITIONS | 1 | 1 | 4 |

Class Title

| | | | |
|---------------|----------|----------|----------|
| Park Planner | 1 | 1 | 1 |
| Groundskeeper | 0 | 0 | 3 |
| TOTAL | 1 | 1 | 4 |

RECREATION/PARKS PLANNING AND NATURAL RESOURCES

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|----------------|------------------------------|------------------|-------------------|-------------------|
| 6110 | | | | |
| 7110 | Regular Wages | 39,333 | 50,477 | 109,873 |
| 7130 | Temporary Help | 1,830 | 0 | 0 |
| 7210 | W/C Insurance | 1,014 | 1,203 | 0 |
| 7230 | Uniforms | 141 | 0 | 485 |
| 7260 | FICA Matching | 2,919 | 3,861 | 8,405 |
| 7270 | Pension Matching | 3,676 | 4,492 | 9,779 |
| 7280 | Insurance Matching | 7,707 | 8,991 | 32,322 |
| 7285 | LTD Insurance Matching | 0 | 0 | 0 |
| 7510 | Professional Services | 6,096 | 30 | 34,560 |
| 7512 | Purchased Technical Services | 0 | 50 | 0 |
| 7550 | Communications | 268 | 396 | 732 |
| 7600 | Travel | 250 | 850 | 850 |
| 7630 | Train/Cont. Education | 905 | 1,350 | 1,350 |
| 7860 | Maint: Buildings | 111 | 500 | 31,700 |
| 7870 | Maint: Motor Equipment | 1,065 | 2,000 | 2,000 |
| 7880 | Maint: Mach/Imp/Tools | 266 | 400 | 400 |
| 7900 | Utilities | 0 | 0 | 1,300 |
| 7990 | Dues and Fees | 354 | 625 | 625 |
| 7995 | Contingency | 0 | 0 | 75,000 |
| 8009 | Licenses | 0 | 125 | 186 |
| 8010 | Supplies | 198 | 400 | 400 |
| 8016 | Small Equipment | 0 | 0 | 1,700 |
| 8020 | Photography | 0 | 50 | 50 |
| 8030 | Janitorial Supplies | 0 | 50 | 225 |
| 8050 | Rental of Equipment | 0 | 50 | 0 |
| 8110 | Motor Fuel | 978 | 500 | 800 |
| 8150 | Food | 0 | 50 | 50 |
| | TOTAL, GENERAL FUND: | 67,111 | 76,451 | 312,792 |

INDEPENDENT AGENCIES

DESCRIPTION

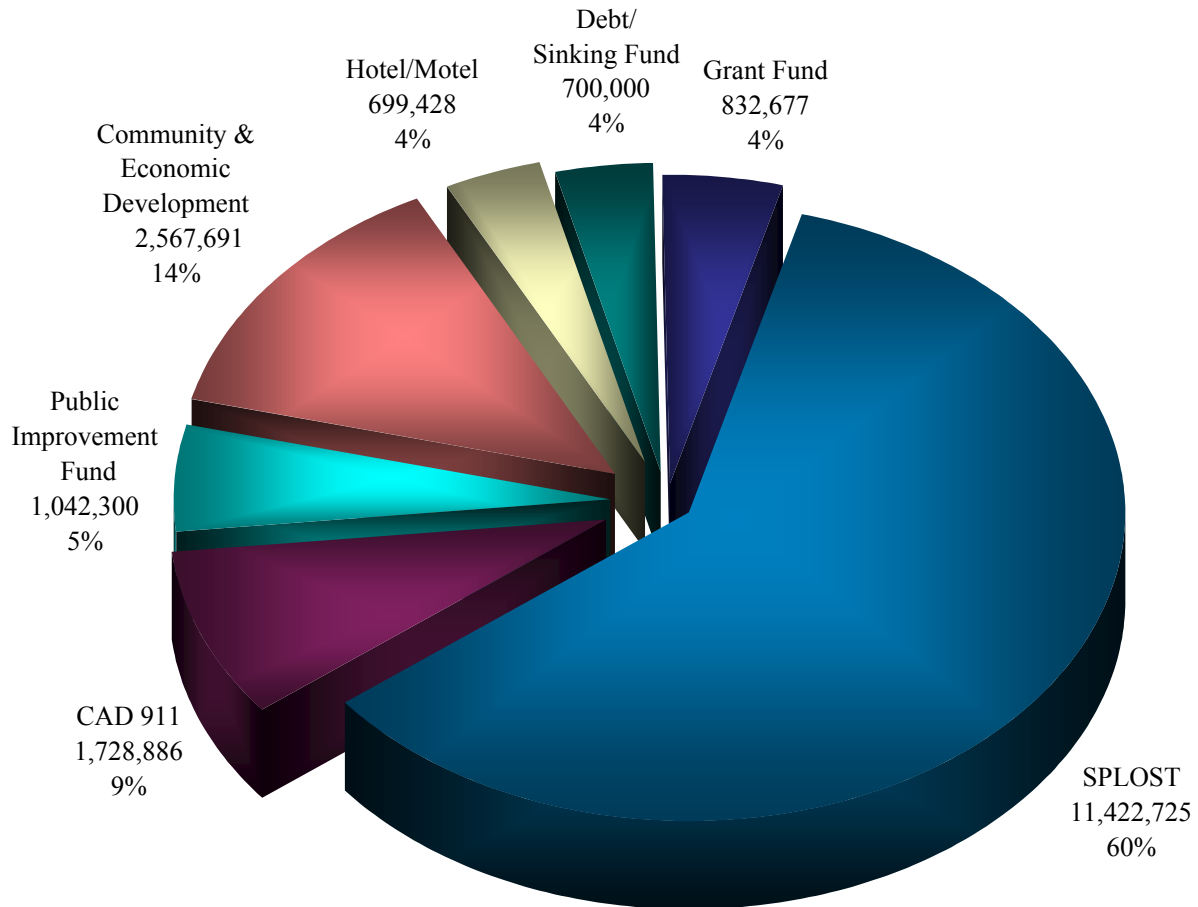
The Board of City Commissioners funds a number of independent agencies involved in enhancing the quality of live in Albany. The services provided by the Agencies range from the Boys' Club for youth, the Chamber of Commerce and Economic Development Commission for marketing and promotion of the City, to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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 1,494,000 | 1,786,907 | 1,876,907 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 1,494,000 | 1,786,907 | 1,876,907 |
| FULL TIME POSITION | 0 | 0 | 0 |

INDEPENDENT AGENCIES

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|---------------------------------------|-----------------------------|------------------------------|------------------------------|
| 7100. | | | | |
| 7999.70 | Boys Club | 40,000 | 40,000 | 40,000 |
| 7999.74 | ADICA | 0 | 300,000 | 250,000 |
| 7999.75 | Albany Area Arts Council | 50,000 | 50,000 | 50,000 |
| 7999.78 | Keep Albany-Dougherty Beautiful | 5,251 | 6,000 | 6,000 |
| 7999.82 | Sowega RDC | 38,751 | 38,907 | 38,907 |
| 7999.92 | Albany/Dougherty Economic Development | 199,998 | 200,000 | 250,000 |
| 7999.93 | National Youth Sports Program (NYSP) | 0 | 0 | 15,000 |
| 7999.94 | Albany Tomorrow | 150,000 | 150,000 | 150,000 |
| 7999.96 | Chehaw Park | 1,002,000 | 1,002,000 | 1,002,000 |
| 7999.105 | Community Improvement Task Force | 8,000 | 0 | 75,000 |
| | TOTAL, GENERAL FUND: | 1,494,000 | 1,786,907 | 1,876,907 |

City of Albany Adopted Budget FY 2009 Special Funds



Total Expenditures
\$18,993,707

COMMUNITY DEVELOPMENT

The City of Albany is an entitlement community, which means that it qualifies as a metropolitan city with a population of at least 50,000. Entitlement communities automatically receive an annual allocation under the Community Development Block Grant Program. Since May 1975, the City of Albany has participated in this program.

The Department of Community Development manages the Community Development Block Grant (CDBG) received by the City. The funding provided can be utilized to carry out a wide range of community development activities directed toward community facilities and services. Each activity undertaken must meet one of the three national objectives, which are:

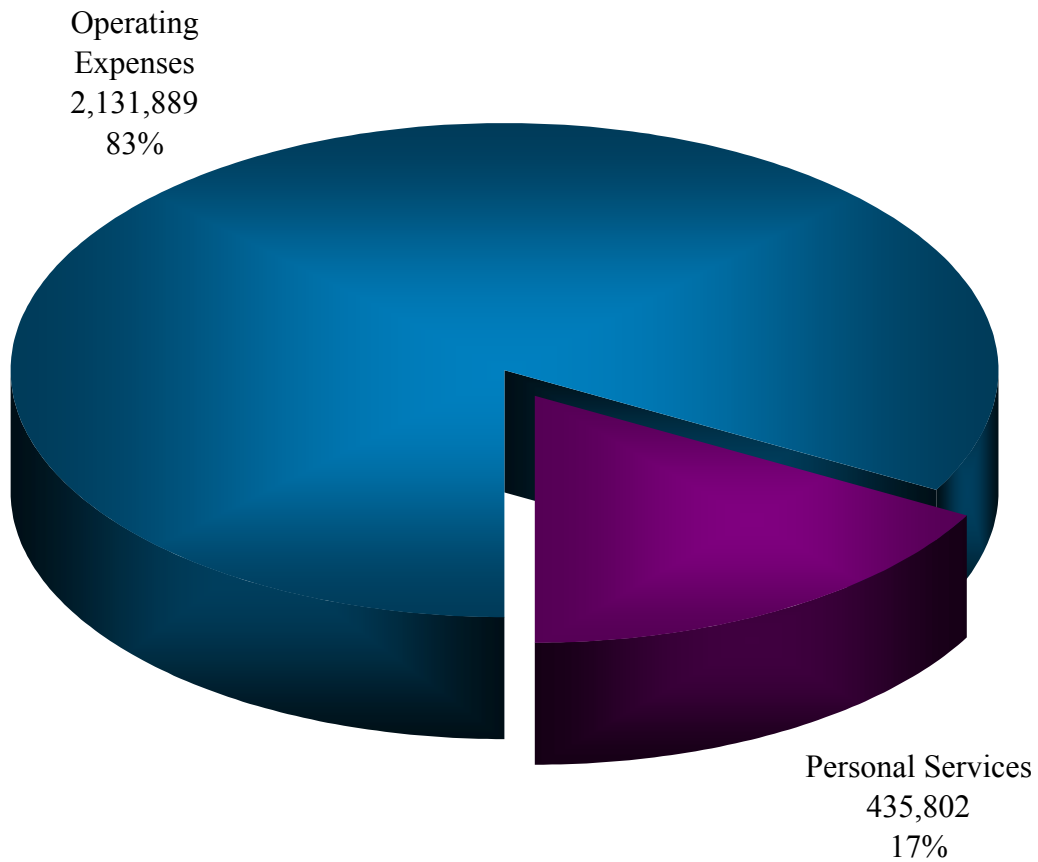
1. The activity must principally benefit low and moderate income persons. The principal benefit test is met when at least 70% of all expenditures during a fiscal year benefits persons who qualify as low to moderate-income based on their annual income and family size.
2. The activity must address an urgent need within the community, which is urgent because the existing conditions pose a serious or immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.
3. The activity aids in the preparation or elimination of slums and blight.

The City has also administered a Weatherization Program since 1988, with funding provided by the State of Georgia's Environmental Facilities Authority Division of Energy Resources. This program provides repairs that make the home more energy efficient and targets very low-income persons.

A Rental Rehabilitation Program is also administered by the City with funds provided by a grant from the U.S. Department of Housing and Urban Development (HUD). This program was created by HUD, to increase the supply of decent, sanitary and affordable housing available to low and moderate-income renters.

The City administers the HOME Program through funding received from HUD. The HOME Program was created to increase home ownership and affordable housing opportunities for low and very low-income persons.

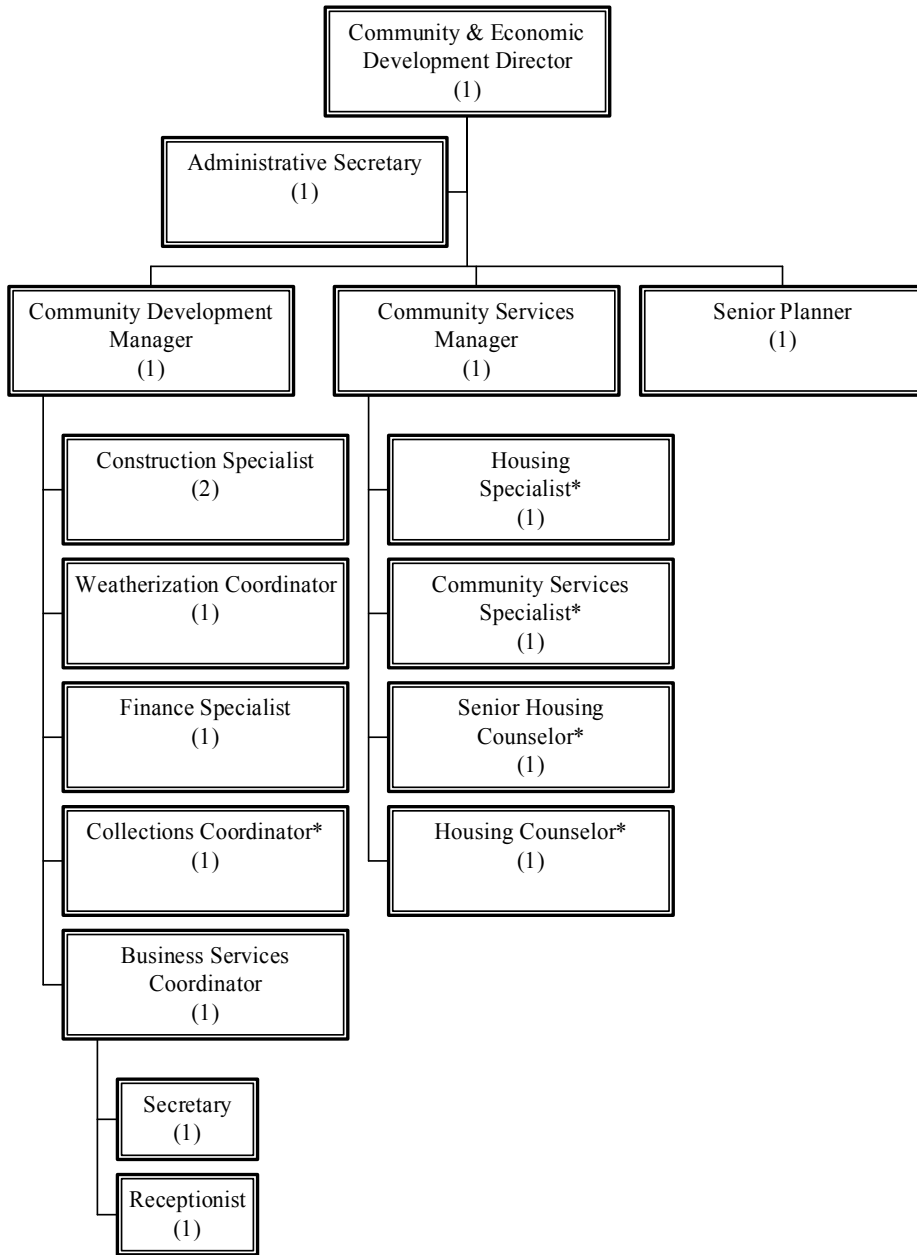
City of Albany
FY 2009
Community
Development



Total Budget
\$2,567,691

Community Development

Dept 76



* Positions are grant funded and are not part of ordinary operating expenses

COMMUNITY DEVELOPMENT

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 414,545 | 429,782 | 381,215 |
| OPERATING EXPENSE | 1,859,895 | 1,611,754 | 1,690,763 |
| CAPITAL OUTLAY | 17,743 | 42,571 | 0 |
| TOTAL | 2,292,182 | 2,084,107 | 2,071,978 |
| FULL TIME POSITIONS | 12 | 12 | 10 |

Class Title

| | | | |
|--|-----------|-----------|-----------|
| Accounting Manager- City | 1 | 0 | 0 |
| Dir., Comm & Economic Development | 1 | 1 | 1 |
| Community Development Manager | 1 | 1 | 1 |
| Community Development Planner | 1 | 1 | 1 |
| Manager, Community Services | 1 | 1 | 1 |
| Compliance Monitor | 0 | 1 | 0 |
| Receptionist | 0 | 1 | 1 |
| Construction Specialist | 0 | 1 | 1 |
| Coordinator- Business & Tech. Services | 1 | 1 | 1 |
| Community Services Technician | 1 | 0 | 0 |
| Finance Specialist | 1 | 1 | 1 |
| Minority Procurement Coordinator | 1 | 0 | 0 |
| Secretary | 1 | 1 | 1 |
| Administrative Secretary | 2 | 1 | 1 |
| TOTAL | 12 | 11 | 10 |

COMMUNITY DEVELOPMENT

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|----------------|-------------------------------|------------------|-------------------|-------------------|
| 7603. | | | | |
| 7110 | Regular Wages | 316,559 | 333,043 | 288,661 |
| 7120 | Overtime Wages | 414 | 0 | 1,200 |
| 7130 | Temporary Help | 2,936 | 0 | 8,000 |
| 7210 | W/C Insurance | 2,404 | 2,198 | 0 |
| 7220 | Tuition Assistance | 987 | 1,500 | 0 |
| 7260 | FICA Matching | 23,370 | 25,478 | 21,032 |
| 7270 | Pension Matching | 27,550 | 29,641 | 24,469 |
| 7280 | Insurance Matching | 40,324 | 36,690 | 36,836 |
| 7285 | LTD Insurance Matching | 0 | 1,232 | 1,017 |
| 7510 | Professional Services | 13,088 | 6,274 | 14,015 |
| 7512 | Technical Services | 7,796 | 9,297 | 1,200 |
| 7513 | Administrative Services | 13,470 | 0 | 0 |
| 7520 | Advertising(Public Info) | 3,956 | 1,500 | 6,900 |
| 7550 | Communications | 43,347 | 23,000 | 19,500 |
| 7560 | Postage | 0 | 0 | 6,300 |
| 7600 | Travel | 11,410 | 13,000 | 15,000 |
| 7630 | Train/Cont. Education | 3,822 | 2,500 | 2,400 |
| 7630.99 | Job Training Program | 0 | 0 | 100,000 |
| 7860 | Maint: Buildings | 49,242 | 50,000 | 60,000 |
| 7870 | Maint: Motor Equipment | 5,027 | 13,200 | 7,200 |
| 7880 | Maint: Machinery/Tools | 4,535 | 4,700 | 7,200 |
| 7900 | Utilities | 64,925 | 56,000 | 60,000 |
| 7990 | Dues and Fees | 3,166 | 1,975 | 2,600 |
| 7995 | Contingency | 0 | 36,809 | 3,119 |
| 7999.GMA | GMA Purchases | 5,271 | 0 | 0 |
| 8010 | Supplies | 12,038 | 14,000 | 14,400 |
| 8016 | Small Equipment | 3,945 | 2,000 | 12,000 |
| 8017 | Printing & Binding | 87 | 550 | 1,260 |
| 8018 | Books & Subscriptions | 1,040 | 500 | 660 |
| 8030 | Janitorial Supplies | 1,235 | 700 | 1,200 |
| 8050 | Rentals | 12,982 | 11,466 | 12,000 |
| 8110 | Motor Fuel | 5,382 | 6,000 | 6,600 |
| 8200.02 | CDBG - Loan Servicing | 107,447 | 0 | 0 |
| 8211 | Home Owner Rehab | 48,552 | 100,000 | 300,000 |
| 8218 | Relocation | 243,729 | 85,000 | 12,000 |
| 8219 | Beautification | 0 | 0 | 6,000 |
| 8220 | Acquisition | 87,524 | 125,000 | 0 |
| 8221 | Demolition | 45,255 | 25,000 | 100,000 |
| 8223 | Historical Preservation | 0 | 25,000 | 0 |
| 8226 | Public Facilities | 203,240 | 100,000 | 0 |
| 8228 | Disposition | 64,785 | 49,000 | 66,000 |
| 8320 | CDBG-Public Services | 172,183 | 220,000 | 120,000 |
| 8410 | Loan Program | 3,328 | 20,000 | 27,500 |
| 8411 | Albany Comm. Together | 50,000 | 50,000 | 40,000 |
| 8425 | Section 108 Interest/Loan | 568,086 | 559,283 | 545,709 |
| 8510 | Cap. O/Lay: Office | 0 | 2,500 | 0 |
| 8511 | Cap. O/Lay: Computers | 17,743 | 1,400 | 0 |
| 8512 | Cap. O/Lay: Office Equip | 0 | 35,000 | 0 |
| 8520 | Cap. O/Lay: Motor | 0 | 3,671 | 0 |
| | TOTAL, COM. DEV. FUND: | 2,292,182 | 2,084,107 | 1,951,978 |

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).

| | 2006/2007 | 2007/2008 | 2008/2009 |
|-------------------|------------------|------------------|------------------|
| PERSONAL SERVICES | 140,711 | 133,280 | 54,586 |
| OPERATING EXPENSE | 491,289 | 494,978 | 561,127 |
| CAPITAL OUTLAY | 0 | 0 | 0 |

| COMMUNITY DEVELOPMENT / HOME PROGRAM | | | | |
|---|-------------------------------|-------------------------|--------------------------|--------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 7620 | | | | |
| 7110 | Regular Wages | 110,798 | 106,713 | 42,495 |
| 7210 | W/C Insurance | 713 | 704 | 0 |
| 7260 | FICA Matching | 8,476 | 8,164 | 3,251 |
| 7270 | Pension Matching | 9,861 | 9,497 | 3,782 |
| 7280 | Insurance Matching | 10,453 | 7,807 | 4,901 |
| 7285 | LTD Insurance Matching | 410 | 395 | 157 |
| 7510 | Professional Services | 0 | 0 | 1,280 |
| 7512 | Technical Services | 0 | 0 | 1,000 |
| 7600 | Travel | 2,500 | 500 | 1,000 |
| 7630 | Train/Cont. Education | 500 | 239 | 250 |
| 7995 | Contingency | 6,289 | 0 | 2,643 |
| 8010 | Supplies | 0 | 0 | 1,000 |
| 8211.002 | Home Owner Rehab | 100,000 | 400,000 | 465,000 |
| 8411 | Competitive Award | 255,600 | 0 | 0 |
| 8450 | CHDO | 126,400 | 94,239 | 88,954 |
| | TOTAL, COM. DEV. FUND: | 632,000 | 628,258 | 615,713 |

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.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 701,760 | 1,167,459 | 1,165,098 |
| OPERATING EXPENSE | 508,038 | 560,390 | 563,788 |
| CAPITAL OUTLAY | 254,945 | 0 | 0 |
| TOTAL | 1,464,743 | 1,727,849 | 1,728,886 |
| FULL TIME POSITIONS | 16 | 16 | 24 |

Class Title

| | | | |
|---------------------------------|-----------|-----------|-----------|
| Communications Facilitator | 1 | 1 | 1 |
| Communications Manager | 1 | 1 | 1 |
| Communications Officer | 0 | 0 | 0 |
| Communications Training Officer | 1 | 1 | 1 |
| Communications Shift Supervisor | 4 | 4 | 4 |
| Telecommunicator, Senior | 6 | 6 | 5 |
| Telecommunicator | 3 | 3 | 12 |
| TOTAL | 16 | 16 | 24 |

FIRE - PUBLIC SAFETY COMMUNICATIONS DIVISION

| | | CAD 9-1-1 | | |
|----------------|---------------------------------|------------------|-------------------|-------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 22 | | | | |
| 7110 | Regular Wages | 426,049 | 725,023 | 760,569 |
| 7120 | Overtime Wages | 77,734 | 85,620 | 85,620 |
| 7130 | Temporary Help | 49,356 | 49,079 | 59,701 |
| 7210 | W/C Insurance | 1,740 | 2,000 | 0 |
| 7220 | Tuition Assistance | 201 | 0 | 0 |
| 7260 | FICA Matching | 40,534 | 65,769 | 69,301 |
| 7270 | Pension Matching | 44,900 | 96,467 | 100,696 |
| 7280 | Insurance Matching | 61,246 | 141,001 | 86,711 |
| 7285 | LTD Insurance Matching | 0 | 2,500 | 2,500 |
| 7510 | Purchased Professional Services | 8,395 | 6,590 | 6,600 |
| 7514 | Contract Labor | 9,066 | 0 | 0 |
| 7550 | Communications | 259,457 | 302,000 | 295,247 |
| 7600 | Travel | 3,054 | 6,500 | 6,500 |
| 7630 | Train/Cont. Education | 3,483 | 11,000 | 6,754 |
| 7860 | Maint: Buildings | 0 | 1,500 | 1,500 |
| 7870 | Maint: Motor Equipment | 19 | 500 | 500 |
| 7880 | Maint: Machinery, Imp & Too | 191,404 | 200,000 | 202,391 |
| 7900 | Utilities | 8,906 | 9,200 | 10,491 |
| 7990 | Dues and Fees | 431 | 600 | 610 |
| 8010 | Supplies | 9,937 | 10,000 | 10,000 |
| 8016 | Small Equipment | 8,757 | 6,000 | 17,495 |
| 8017 | Printing & Binding | 1,738 | 2,500 | 2,200 |
| 8018 | Books & Subscriptions | 684 | 500 | 500 |
| 8110 | Gas | 371 | 1,000 | 500 |
| 8150 | Food | 2,336 | 2,500 | 2,500 |
| 8511 | Cap O/Lay: Office Equip | 254,945 | 0 | 0 |
| | TOTAL CAD FUND: | 1,464,743 | 1,727,849 | 1,728,886 |

HOTEL/MOTEL FUND

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 653,671 | 630,390 | 699,428 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 653,671 | 630,390 | 699,428 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

HOTEL/MOTEL FUND

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 2902 | | | | |
| 7999.77 | Chamber of Commerce | 653,671 | 630,390 | 699,428 |
| | TOTAL, GENERAL FUND: | 653,671 | 630,390 | 699,428 |

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 3% sales tax revenue and \$325,000 from Water, Gas & Light.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 0 | 0 | 0 |
| CAPITAL OUTLAY | 1,674,333 | 1,304,095 | 1,042,300 |
| TOTAL | 1,674,333 | 1,304,095 | 1,042,300 |
| FULL TIME POSITION | 0 | 0 | 0 |

PUBLIC/CAPITAL IMPROVEMENT FUND

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 32 | | | | |
| 8550 | Cap O/L: Other | 1,674,333 | 1,304,095 | 1,042,300 |
| | TOTAL, PUB/CIP FUND: | 1,674,333 | 1,304,095 | 1,042,300 |

DEBT SERVICE FUND

DESCRIPTION

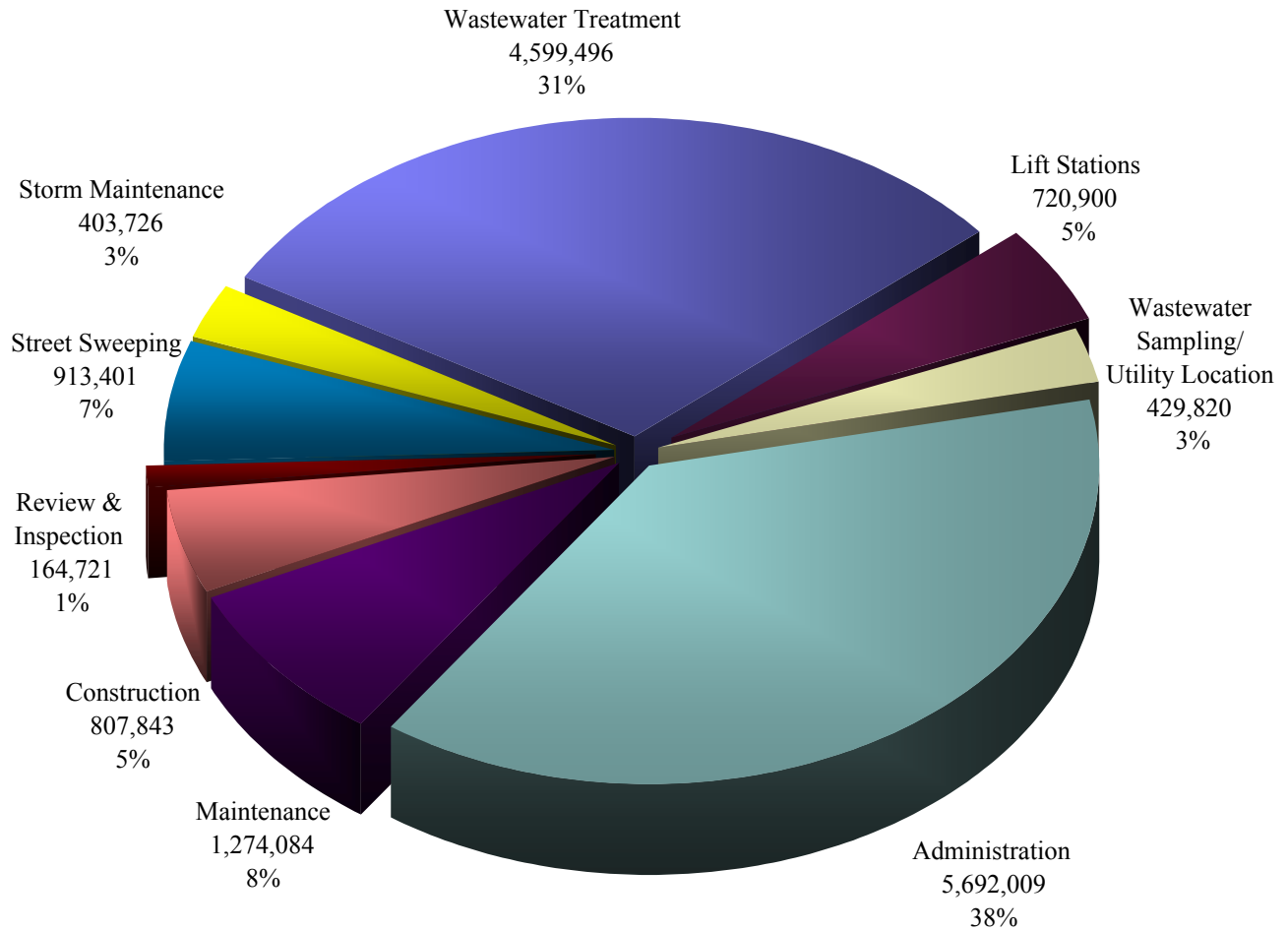
The Debt Service fund was established to be in compliance with the Uniform Chart of Accounts. In FY 09, it accounts for debt service payments for the the GMA lease pool.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 25,165 | 1,093,000 | 700,000 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 25,165 | 1,093,000 | 700,000 |
| FULL TIME POSITION | 0 | 0 | 0 |

DEBT SERVICE FUND

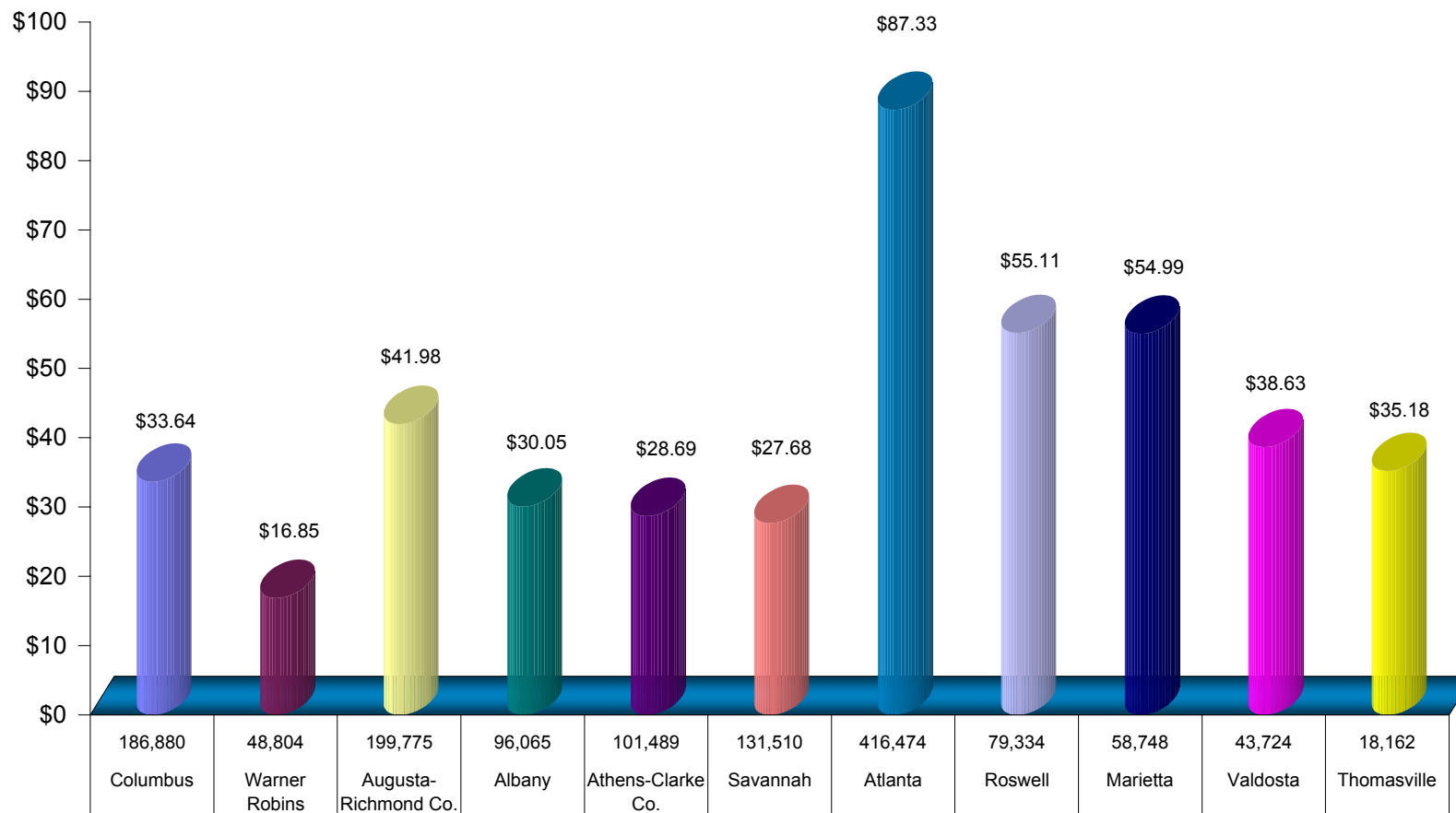
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|----------------------------------|-----------------------------|------------------------------|------------------------------|
| 62 | | | | |
| 7511 | Principal on Bonds | 25,000 | 0 | 0 |
| 7511.98GMA | GMA Principal | 0 | 1,016,490 | 700,000 |
| 7521.98GMA | GMA Interest | 0 | 76,510 | 0 |
| 7530 | Paying Agents Fee | 75 | 0 | 0 |
| 8010 | Supplies | 90 | 0 | 0 |
| | TOTAL, DEBT SERVICE FUND: | 25,165 | 1,093,000 | 700,000 |

City of Albany Adopted Budget FY 2009 Sanitary Sewer System



Total Expenditures
\$15,006,000

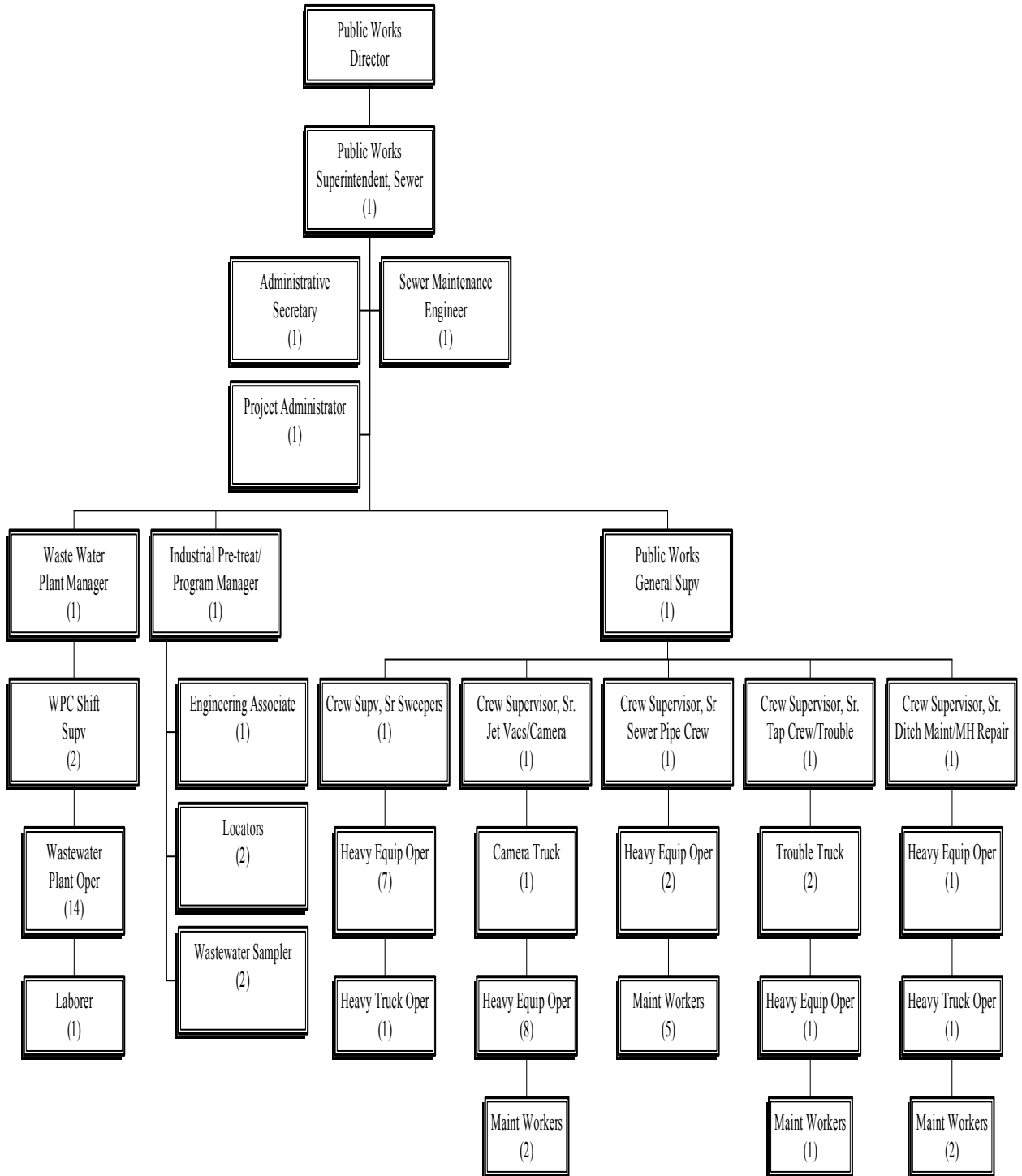
City Of Albany FY 2009 Sewer Rate Comparison Survey



Monthly Rate (9,000 Gal.)

Public Works - Sewer Systems

Dept 34



SANITARY SEWER ENTERPRISE FUND

MISSION

The Sanitary Sewer Enterprise Fund Budget supports the maintenance and construction of sewer infrastructure, monitors industrial wastewater discharges, and provides safe, effective treatment of the City’s wastewater.

The joint mission of Sewer Systems Division is to monitor, collect, convey, treat and dispose of the City’s wastewater in a manner which prevents the treated wastewater from adversely impacting public health, the environment or wildlife.

Goals and Objectives

Goal 1: Maintain customer service program

Objective 1: Provide courteous and efficient service to customers

Objective 2: Continue to implement the “repeat call” program to improve on customer service.

Goal 2: Implement a proactive system for completing necessary maintenance and repair.

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

Objective 2: Provide accurate utility “locates” in a timely manner.

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

Goal 3: Improve employee qualifications and performance

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

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

Objective 3: Cross-train employees within the Division.

Objective 4: Continue with the Wastewater Collector Certification program

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

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

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

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

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

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

SANITARY SEWER ENTERPRISE FUND

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|--|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Volume (MGD) of wastewater collected, conveyed and treated | 19.0 | 16.23 | 18.0 | 15.66 | 17.0 |
| ❑ Quantity (in wet tons) of bio-solids removed | 19,000 | 16,520 | 19,000 | 15,000 | 17,000 |
| ❑ Number of quantitative samples to evaluate treatment efficiency (TSS and BOD) | 560 | 560 | 600 | 560 | 600 |
| ❑ Number of sewer trouble calls received | 2,700 | 3,695 | 3,000 | 3,200 | 3,000 |
| ❑ Number of sewer locates requested | 7,000 | 6,784 | 7,100 | 6,896 | 7,000 |
| ❑ Number of Watershed Assessment samples | 1,400 | 1,400 | 1,400 | 1,400 | 1,400 |
| <u>Efficiency Measures</u> | | | | | |
| ❑ Job-related training (hours/ yr) completed by employees | 400 | 400 | 600 | 1200 | 800 |
| ❑ Gauging public perception of Sewer Systems Division professionalism and efficiency as a result of public interactions (per year) | 3,800 | 3,631 | 3,800 | 3,268 | 3,800 |
| ❑ Number of emergency sewer locates completed | N/A | 591 | 600 | 630 | 600 |
| ❑ Percentage of sewer locates completed within time limit | 98% | 99% | 99% | 99% | 99% |
| <u>Effectiveness Measures</u> | | | | | |
| ❑ Per gallon cost of wastewater collected and treated | \$.0023 | \$.0025 | \$.0025 | \$.0026 | \$.0028 |
| ❑ Percentage of applicable employees receiving job-related training | 100% | 100% | 100% | 100% | 100% |
| ❑ Ratio of citizens gaining improved perception of Sewer Systems purpose and scope | 98% | 98% | 98% | 98% | 98% |

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

DESCRIPTION

The Sewer Systems Division operates and maintains the Wastewater Treatment Plant, Sanitary Sewer Lift Stations, Storm Stations, Wastewater Sampling Program, Utility Locates, Street Sweeping Program, and the Sanitary Sewer Maintenance and Construction Sections. The Sewer Systems Division, which is a part of the Public Works Department, is responsible for the maintenance of all Sanitary Sewers and Storm Sewers within the City of Albany Sewer System and for the operation of the main Water Pollution Control Plant and 100 Pump/Lift Stations.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 2,974,636 | 3,384,874 | 3,652,783 |
| OPERATING EXPENSE | 4,464,856 | 9,972,252 | 10,099,296 |
| CAPITAL OUTLAY | 1,621,289 | 1,434,000 | 1,253,921 |
| TOTAL | 9,060,781 | 14,791,126 | 15,006,000 |
| FULL TIME POSITIONS | 68 | 68 | 68 |

**SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT**

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 834,063 | 933,192 | 966,855 |
| OPERATING EXPENSE | 2,559,336 | 2,972,405 | 3,089,506 |
| CAPITAL OUTLAY | 878,510 | 830,000 | 543,135 |
| TOTAL | 4,271,909 | 4,735,597 | 4,599,496 |
| FULL TIME POSITIONS | 18 | 18 | 18 |

Class Title

| | | | |
|--------------------------------|-----------|-----------|-----------|
| Laborer | 1 | 1 | 1 |
| Wastewater Plant Manager | 1 | 1 | 1 |
| Wastewater Plant Operator | 12 | 12 | 14 |
| Wastewater Plant Operator, Sr. | 2 | 2 | 0 |
| WPC Shift Supervisor | 2 | 2 | 2 |
| TOTAL | 18 | 18 | 18 |

**SANITARY SEWER ENTERPRISE FUND
WASTEWATER TREATMENT**

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|------------------------------|-----------------------------|------------------------------|------------------------------|
| 3200. | | | | |
| 7110 | Regular Wages | 575,333 | 635,597 | 660,492 |
| 7120 | Overtime Wages | 33,654 | 43,000 | 43,800 |
| 7210 | W/C Insurance | 14,834 | 13,929 | 0 |
| 7230 | Uniforms | 5,754 | 6,000 | 6,000 |
| 7260 | FICA Matching | 45,362 | 51,913 | 53,878 |
| 7270 | Pension Matching | 52,973 | 60,395 | 62,682 |
| 7280 | Insurance Matching | 106,153 | 120,007 | 137,559 |
| 7285 | LTD Insurance | 0 | 2,352 | 2,444 |
| 7510 | Professional Services | 57,762 | 60,000 | 74,041 |
| 7512 | Technical Services | 1,357,349 | 1,663,725 | 1,770,000 |
| 7550 | Communications | 2,185 | 3,250 | 3,500 |
| 7600 | Travel | 1,305 | 1,000 | 800 |
| 7630 | Training and Development | 1,860 | 14,600 | 2,500 |
| 7860 | Maint: Buildings | 40,320 | 51,200 | 45,000 |
| 7870 | Maint: Motor Equipment | 5,431 | 7,000 | 6,000 |
| 7880 | Maint: Mach/Imp/Tools | 208,495 | 200,000 | 220,400 |
| 7900 | Utilities | 543,237 | 620,000 | 620,000 |
| 7990 | Dues and Fees | 1,901 | 2,200 | 2,400 |
| 8009 | Licenses | 830 | 800 | 1,050 |
| 8010 | Supplies | 205,396 | 326,930 | 332,315 |
| 8016 | Small Equipment | 2,108 | 4,100 | 5,000 |
| 8017 | Printing | 1,154 | 1,000 | 1,000 |
| 8018 | Books & Subscription | 0 | 150 | 150 |
| 8050 | Rental of Equipment | 3,143 | 5,000 | 1,000 |
| 8110 | Motor Fuel | 6,976 | 11,100 | 4,000 |
| 8150 | Food | 0 | 350 | 350 |
| 8900 | Depreciation | 878,510 | 830,000 | 500,000 |
| 8925 | Capital Replacement/GMA | 0 | 0 | 43,135 |
| 8951 | Indirect Cost | 119,884 | 0 | 0 |
| | TOTAL, W/W TREATMENT: | 4,271,909 | 4,735,597 | 4,599,496 |

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

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 460,046 | 556,000 | 520,900 |
| CAPITAL OUTLAY | 39,134 | 72,000 | 200,000 |
| TOTAL | 499,180 | 628,000 | 720,900 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

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

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|----------------------------------|-----------------------------|------------------------------|------------------------------|
| 3201. | | | | |
| 7512 | Technical Services | 2,855 | 5,000 | 0 |
| 7514 | Contract Labor | 0 | 8,000 | 8,000 |
| 7860 | Maint: Buildings | 6,194 | 55,000 | 40,000 |
| 7880 | Maint: Mach/Imp/Tools | 158,609 | 160,000 | 151,400 |
| 7900 | Utilities | 270,533 | 304,000 | 300,000 |
| 8010 | Supplies | 16,105 | 20,000 | 19,500 |
| 8050 | Rental of Equipment | 5,750 | 4,000 | 2,000 |
| 8900 | Depreciation | 39,134 | 72,000 | 200,000 |
| | TOTAL, W/W LIFT STATIONS: | 499,180 | 628,000 | 720,900 |

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

DESCRIPTION

The Industrial Wastewater Sampling and Utility Location Section monitors industry to insure compliance with the City's Comprehensive Solid Waste, Wastewater and Sewer Pretreatment Ordinance and takes necessary action to correct violations. The Section also checks on reported violations, inspects each Industry to insure all reported chemicals are stored properly to protect City collection and treatment systems, and monitors POTW for priority pollutants as required by EPD. This Section has also handles the grease monitoring program, CSO inspections, the Watershed Protection program as required by the State and all sewer utility "locates" within the City of Albany as required by the Utility Protection Center.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 176,968 | 209,945 | 284,739 |
| OPERATING EXPENSE | 127,196 | 139,200 | 145,081 |
| CAPITAL OUTLAY | 4,364 | 5,000 | 0 |
| TOTAL | 308,528 | 354,145 | 429,820 |
| FULL TIME POSITIONS | 5 | 5 | 6 |

| <u>Class Title</u> | | | |
|---------------------------|----------|----------|----------|
| Ind. Sampling Manager | 1 | 1 | 1 |
| Engineering Associate | 0 | 0 | 1 |
| Wastewater Sampler | 2 | 2 | 2 |
| Locate Technicians | 2 | 2 | 2 |
| TOTAL | 5 | 5 | 6 |

| SANITARY SEWER ENTERPRISE FUND | | | | |
|---|-----------------------------|-----------------------------|------------------------------|------------------------------|
| WASTEWATER SAMPLING & UTILITY LOCATION | | | | |
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 3600. | | | | |
| 7110 | Regular Wages | 129,994 | 151,862 | 209,180 |
| 7120 | Overtime Wages | 2,407 | 3,000 | 3,800 |
| 7210 | W/C Insurance | 3,228 | 2,826 | 0 |
| 7260 | FICA Matching | 9,585 | 11,847 | 16,293 |
| 7270 | Pension Matching | 11,781 | 13,783 | 18,955 |
| 7280 | Insurance Matching | 19,973 | 26,065 | 35,737 |
| 7285 | LTD Insurance | 0 | 562 | 774 |
| 7510 | Professionanl Services | 0 | 0 | 3,950 |
| 7512 | Purchased Technical Service | 73,094 | 91,700 | 99,131 |
| 7600 | Travel | 293 | 0 | 0 |
| 7630 | Training and Development | 275 | 0 | 0 |
| 7870 | Maint: Motor Equipment | 4,440 | 5,000 | 3,000 |
| 7880 | Maint: Mach/Imp/Tools | 0 | 10,000 | 2,000 |
| 8010 | Supplies | 1,306 | 8,500 | 9,000 |
| 8016 | Small Equipment | 14,194 | 14,000 | 16,000 |
| 8110 | Motor Fuel | 8,067 | 10,000 | 12,000 |
| 8900 | Depreciation | 4,364 | 5,000 | 0 |
| 8951 | Indirect Cost | 25,527 | 0 | 0 |
| | TOTAL, SS/SAMPLING: | 308,528 | 354,145 | 429,820 |

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS/ADMINISTRATION**

DESCRIPTION

The Sewer Systems Administration Section is responsible for scheduling all work tasks for the Division, monitoring expenditures, preparing and administering the budget, preparing weekly and monthly reports, maintaining permit compliance, scheduling training programs and completing all other administrative duties as necessary. Debt service, indirect costs and GMA payments for maintenance and construction equipment are also included within this cost center.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 386,270 | 382,965 | 395,380 |
| OPERATING EXPENSE | 168,404 | 5,126,797 | 5,012,656 |
| CAPITAL OUTLAY | 67,543 | 61,000 | 283,973 |
| TOTAL | 622,217 | 5,570,762 | 5,692,009 |
| FULL TIME POSITIONS | 5 | 5 | 5 |

Class Title

| | | | |
|----------------------------------|----------|----------|----------|
| Administrative Secretary, Senior | 1 | 1 | 1 |
| PW General Supervisor | 2 | 1 | 1 |
| PW Sewer Superintendent | 1 | 1 | 1 |
| Sewer Maintenance Engineer | 1 | 1 | 1 |
| Project Administrator | 0 | 1 | 1 |
| TOTAL | 5 | 5 | 5 |

SANITARY SEWER ENTERPRISE FUND

SEWER SYSTEMS/ADMINISTRATION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-------------------|----------------------------------|---------------------|----------------------|----------------------|
| 3400. | | | | |
| 7110 | Regular Wages | 260,088 | 269,017 | 288,812 |
| 7120 | Overtime Wages | 86 | 0 | 800 |
| 7210 | W/C Insurance | 12,722 | 13,048 | 0 |
| 7220 | Tuition Reimbursement | 0 | 500 | 675 |
| 7230 | Uniforms | 13,916 | 16,900 | 17,200 |
| 7260 | FICA Matching | 17,921 | 20,580 | 22,155 |
| 7270 | Pension Matching | 21,697 | 23,943 | 25,775 |
| 7280 | Insurance Matching | 59,840 | 37,982 | 38,893 |
| 7285 | LTD Insurance Matching | 0 | 995 | 1,069 |
| 7510 | Professional Services | 51,962 | 59,700 | 73,804 |
| 7512 | Technical Services | 1,713 | 20,000 | 5,000 |
| 7514 | Contract Labor | 487 | 0 | 0 |
| 7550 | Communications | 8,251 | 11,000 | 11,500 |
| 7570 | Advertising | 461 | 0 | 0 |
| 7600 | Travel | 666 | 2,440 | 2,500 |
| 7630 | Training and Development | 7,206 | 9,000 | 10,500 |
| 7860 | Maint: Buildings | 1,269 | 1,750 | 5,000 |
| 7870 | Maint: Motor Equipment | 9,519 | 13,000 | 9,000 |
| 7880 | Maint: Mach/Imp/Tools | 5,371 | 8,829 | 5,200 |
| 7900 | Utilities | 9,284 | 9,000 | 9,000 |
| 7960 | Reserve for Debt | 0 | 4,435,636 | 4,207,940 |
| 7970 | GEFA Loan | 5,573 | 57,602 | 41,890 |
| 7971 | Miscellaneous Expenses | 706 | 0 | 0 |
| 7990 | Dues and Fees | 570 | 900 | 1,200 |
| 7995 | Contingency | 0 | 40,000 | 40,000 |
| 8009 | Licenses | 693 | 700 | 950 |
| 8010 | Supplies | 4,676 | 7,550 | 7,550 |
| 8016 | Small Equip | 6,645 | 8,000 | 8,000 |
| 8017 | Printing | 1,211 | 2,700 | 3,000 |
| 8018 | Subscriptions | 261 | 200 | 200 |
| 8020 | Photography | 154 | 250 | 750 |
| 8110 | Motor Fuel | 476 | 1,000 | 1,000 |
| 8150 | Food | 750 | 800 | 900 |
| 8900 | Depreciation | 67,543 | 61,000 | 0 |
| 8925 | Capital Replacement Fund | 0 | 0 | 283,973 |
| 8951 | Indirect Cost | 50,500 | 436,740 | 567,772 |
| | TOTAL, SS ADMINISTRATION: | 622,217 | 5,570,762 | 5,692,009 |

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS - MAINTENANCE**

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 723,567 | 800,158 | 845,701 |
| OPERATING EXPENSE | 391,884 | 376,750 | 428,383 |
| CAPITAL OUTLAY | 62,229 | 105,000 | 0 |
| TOTAL | 1,177,680 | 1,281,908 | 1,274,084 |
| FULL TIME POSITIONS | 16 | 18 | 17 |

Class Title

| | | | |
|--------------------------|-----------|-----------|-----------|
| Maintenance Worker Sr. | 1 | 2 | 0 |
| Maintenance Worker | 3 | 2 | 3 |
| Crew Supervisor, Senior | 1 | 2 | 2 |
| TV Truck Technician | 1 | 1 | 1 |
| Jet Vac Operator | 0 | 8 | 0 |
| Sewer Systems Operator | 2 | 2 | 2 |
| Heavy Equipment Operator | 8 | 1 | 9 |
| TOTAL | 16 | 18 | 17 |

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS/SEWER MAINTENANCE**

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-------------------------|-----------------------------|------------------------------|------------------------------|
| 3404. | | | | |
| 7110 | Regular Wages | 467,452 | 513,898 | 560,600 |
| 7120 | Overtime Wages | 47,250 | 50,000 | 50,000 |
| 7210 | W/C Insurance | 28,587 | 24,617 | 0 |
| 7260 | FICA Matching | 39,102 | 43,138 | 46,711 |
| 7270 | Pension Matching | 45,092 | 50,187 | 54,343 |
| 7280 | Insurance Matching | 96,084 | 116,416 | 131,973 |
| 7285 | LTD Insurance | 0 | 1,901 | 2,074 |
| 7510 | Professional Services | 0 | 0 | 26,133 |
| 7512 | Technical Services | 48,402 | 62,000 | 69,500 |
| 7514 | Contract Labor | 2,583 | 8,000 | 8,000 |
| 7630 | Train/Cont. Education | (15) | 0 | 0 |
| 7870 | Maint: Motor Equipment | 90,927 | 90,000 | 80,000 |
| 7880 | Maint: Mach/Imp/Tools | 9,693 | 12,000 | 14,500 |
| 8010 | Supplies | 58,528 | 101,500 | 104,000 |
| 8016 | Small Equipment | 5,560 | 6,250 | 6,250 |
| 8110 | Motor Fuel | 75,384 | 97,000 | 120,000 |
| 8900 | Depreciation | 62,229 | 105,000 | 0 |
| 8951 | Indirect Cost | 100,822 | 0 | 0 |
| | TOTAL, SS MAINT: | 1,177,680 | 1,281,908 | 1,274,084 |

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

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 389,579 | 475,626 | 504,964 |
| OPERATING EXPENSE | 204,362 | 215,700 | 302,879 |
| CAPITAL OUTLAY | 43,906 | 66,000 | 0 |
| TOTAL | 637,847 | 757,326 | 807,843 |

| | | | |
|----------------------------|-----------|-----------|-----------|
| FULL TIME POSITIONS | 14 | 13 | 13 |
|----------------------------|-----------|-----------|-----------|

| Class Title | | | |
|--------------------------|-----------|-----------|-----------|
| Heavy Equipment Operator | 4 | 3 | 3 |
| Heavy Truck Driver | 1 | 1 | 1 |
| Maintenance Worker Sr | 2 | 3 | 0 |
| Maintenance Worker | 4 | 4 | 7 |
| Crew Supervisor | 2 | 0 | 0 |
| Crew Supervisor Sr | 0 | 2 | 2 |
| Project Administrator | 1 | 0 | 0 |
| TOTAL | 14 | 13 | 13 |

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

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|--------------------------------|-----------------------------|------------------------------|------------------------------|
| 3408. | | | | |
| 7110 | Regular Wages | 278,057 | 331,063 | 365,920 |
| 7120 | Overtime Wages | 4,190 | 6,000 | 6,800 |
| 7210 | W/C Insurance | 18,577 | 19,258 | 0 |
| 7260 | FICA Matching | 21,171 | 25,785 | 28,513 |
| 7270 | Pension Matching | 24,320 | 29,999 | 33,172 |
| 7280 | Insurance Matching | 43,264 | 62,296 | 69,205 |
| 7285 | LTD Insurance | 0 | 1,225 | 1,354 |
| 7510 | Professional Services | 0 | 0 | 19,179 |
| 7514 | Contract Labor | 1,834 | 3,000 | 3,000 |
| 7870 | Maint: Motor Equipment | 54,070 | 45,000 | 110,000 |
| 7880 | Maint: Mach/Imp/Tools | 414 | 5,000 | 4,000 |
| 8010 | Supplies | 57,515 | 113,000 | 112,000 |
| 8016 | Small Equipment | 2,193 | 8,700 | 8,700 |
| 8050 | Rental of Equipment | 0 | 1,000 | 1,000 |
| 8110 | Motor Fuel | 29,840 | 40,000 | 45,000 |
| 8900 | Depreciation | 43,906 | 66,000 | 0 |
| 8951 | Indirect Cost | 58,496 | 0 | 0 |
| | TOTAL, SS CONSTRUCTION: | 637,847 | 757,326 | 807,843 |

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS/ASSESSMENT & INSPECTION**

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 121,594 | 134,489 | 160,539 |
| OPERATING EXPENSE | 17,327 | 300 | 4,182 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 138,921 | 134,789 | 164,721 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

Class Title

| | | | |
|-----------------------|----------|----------|----------|
| Engineering Associate | 0 | 0 | 0 |
| Party Chief | 0 | 0 | 0 |
| Surveying Technician | 0 | 0 | 0 |
| TOTAL | 0 | 0 | 0 |

**SANITARY SEWER ENTERPRISE FUND
SEWER SYSTEMS/ASSESSMENT & INSPECTION**

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-------------------------------------|-----------------------------|------------------------------|------------------------------|
| 3409. | | | | |
| 7110 | Regular Wages | 62,869 | 110,000 | 135,000 |
| 7110.01 | Salaries Engineering Svcs. | 27,069 | 0 | 0 |
| 7120 | Overtime Wages | 2,117 | 0 | 900 |
| 7210 | W/C Insurance | 1,533 | 3,877 | 0 |
| 7260 | FICA Matching | 6,559 | 8,415 | 10,396 |
| 7270 | Pension Matching | 8,213 | 9,790 | 12,095 |
| 7280 | Insurance Matching | 13,234 | 2,000 | 1,648 |
| 7285 | LTD Insurance | 0 | 407 | 500 |
| 7510 | Professional Service | 0 | 0 | 3,882 |
| 8010 | Supplies | 323 | 300 | 300 |
| 8951 | Indirect Cost | 17,004 | 0 | 0 |
| | TOTAL, ASSESS & INSPECT: | 138,921 | 134,789 | 164,721 |

SANITARY SEWER ENTERPRISE FUND - STREET SWEEPING

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 329,175 | 390,150 | 447,911 |
| OPERATING EXPENSE | 206,374 | 208,100 | 248,709 |
| CAPITAL OUTLAY | 52,315 | 105,000 | 216,781 |
| TOTAL | 587,864 | 703,250 | 913,401 |
| FULL TIME POSITIONS | 9 | 9 | 9 |

Class Title

| | | | |
|--------------------------|----------|----------|----------|
| Heavy Equipment Operator | 5 | 7 | 7 |
| Heavy Truck Operator | 3 | 1 | 1 |
| Crew Supervisor, Sr. | 1 | 1 | 1 |
| TOTAL | 9 | 9 | 9 |

| SANITARY SEWER - STREET SWEEPING | | | | |
|---|---------------------------------|-----------------------------|------------------------------|------------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 3410 | | | | |
| 7110 | Regular Wages | 223,735 | 262,822 | 302,950 |
| 7120 | Overtime Wages | 830 | 3,000 | 6,000 |
| 7210 | W/C Insurance | 9,883 | 10,897 | 0 |
| 7260 | FICA Matching | 16,501 | 20,335 | 23,635 |
| 7270 | Pension Matching | 20,689 | 23,658 | 27,497 |
| 7280 | Insurance Matching | 57,537 | 68,466 | 86,709 |
| 7285 | LTD Insurance Matching | 0 | 972 | 1,121 |
| 7510 | Professional Services | 0 | 0 | 11,709 |
| 7870 | Maint:Motor Equipment | 84,925 | 100,000 | 110,000 |
| 7880 | Maint: Mach/Imp/Tools | 23,089 | 40,000 | 30,000 |
| 8010 | Supplies | 632 | 3,100 | 2,000 |
| 8110 | Motor Fuel | 54,409 | 65,000 | 95,000 |
| 8900 | Depreciation | 52,315 | 105,000 | 0 |
| 8925 | Capital Replacement | 0 | 0 | 216,781 |
| 8951 | Indirect Cost | 43,319 | 0 | 0 |
| | TOTAL, STREET SWEEPINGS: | 587,864 | 703,250 | 913,401 |

SANITARY SEWER ENTERPRISE FUND/ STORM MAINTENANCE

DESCRIPTION

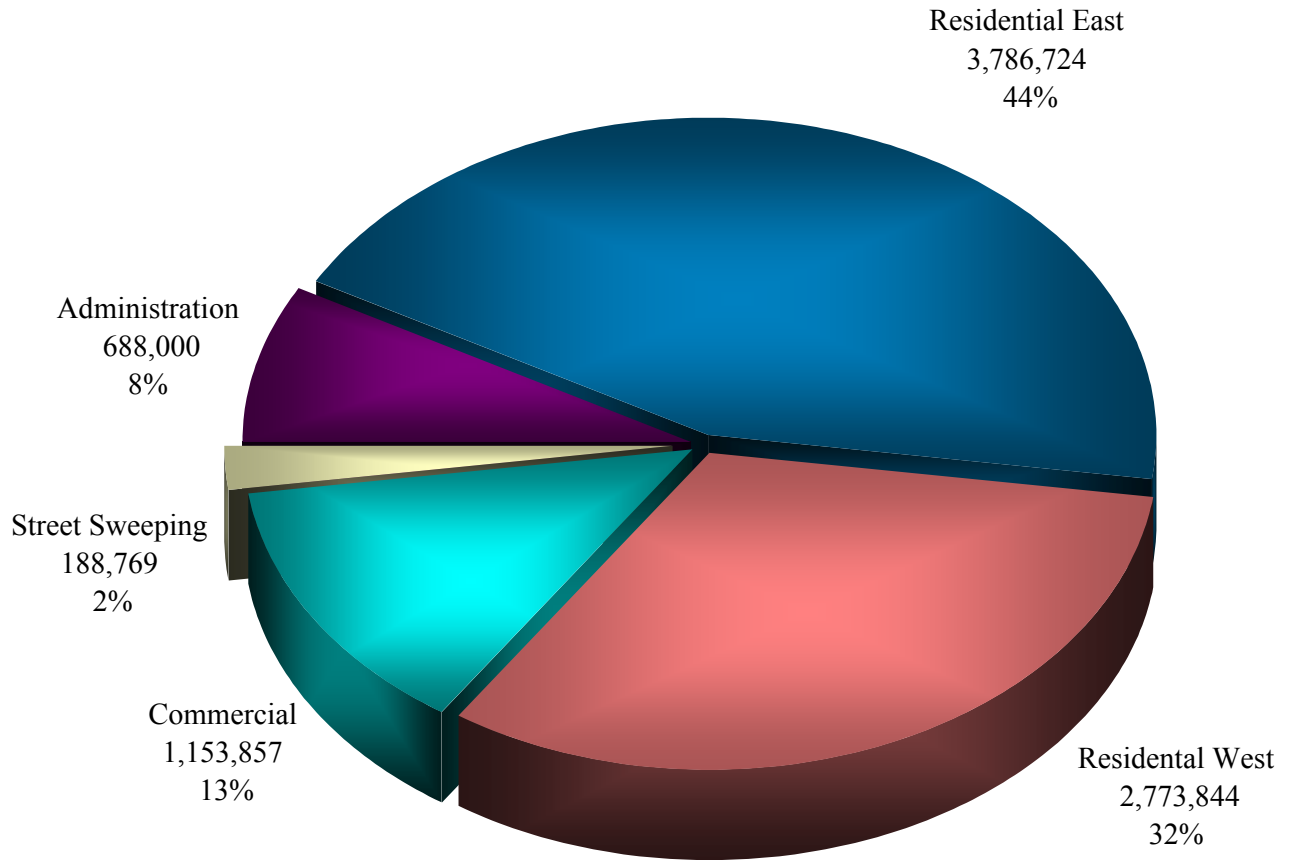
The Storm Maintenance Section maintains all storm pump stations, flood control structures, drainage ditches, drainage easements and holding ponds under the review of the City. During storm events Sewer System Division employees assist Public Works and Emergency personnel to protect citizens from flash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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 13,420 | 58,349 | 46,694 |
| OPERATING EXPENSE | 329,927 | 377,000 | 347,000 |
| CAPITAL OUTLAY | 236,031 | 190,000 | 10,032 |
| TOTAL | 579,378 | 625,349 | 403,726 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

SANITARY SEWER STORM MAINTENANCE

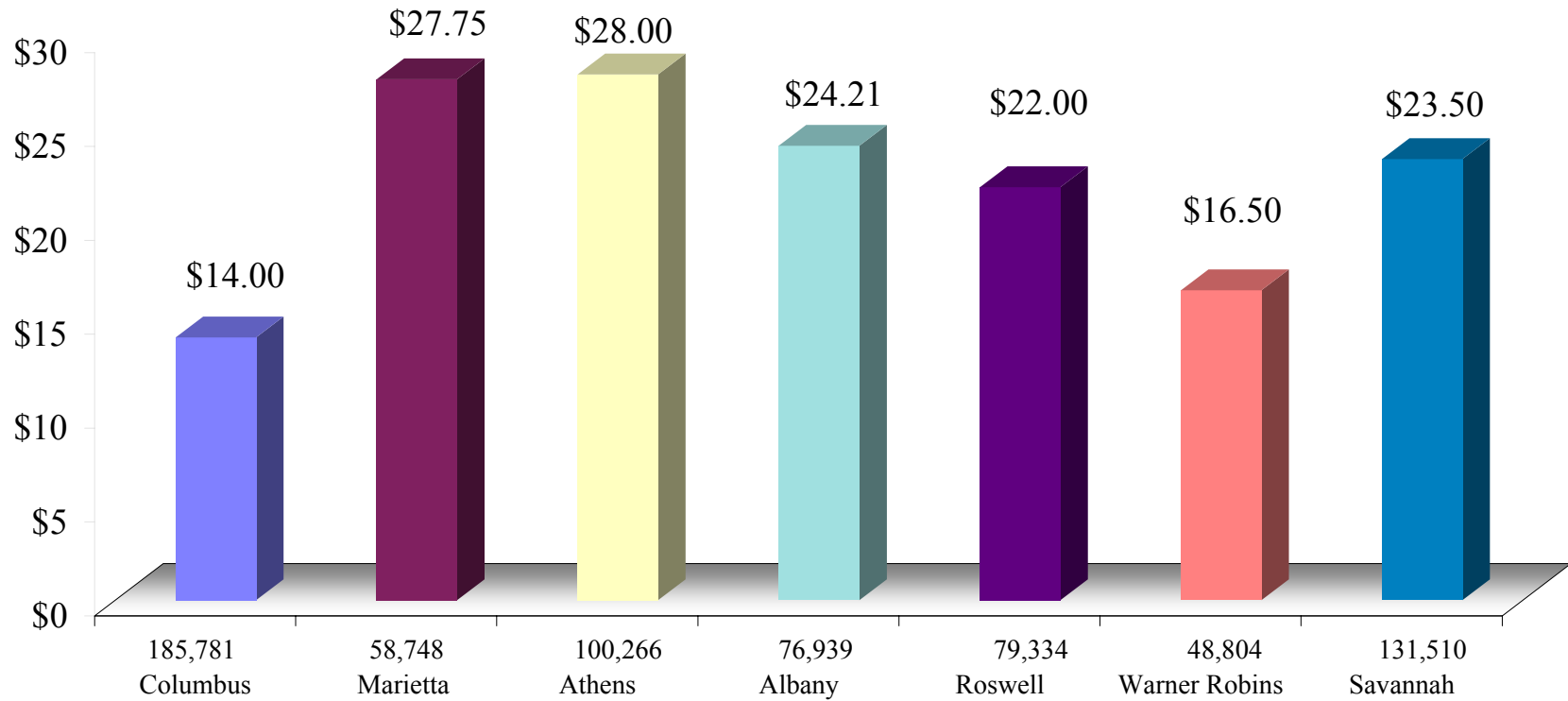
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|----------------------------|-----------------------------|------------------------------|------------------------------|
| 3411 | | | | |
| 7110 | Regular Wages | 9,007 | 20,000 | 20,000 |
| 7120 | Overtime Wages | 703 | 30,000 | 20,000 |
| 7210 | W/C Insurance | 542 | 0 | 0 |
| 7260 | FICA Matching | 712 | 3,825 | 3,060 |
| 7270 | Pension Matching | 901 | 4,450 | 3,560 |
| 7280 | Insurance Matching | 1,555 | 0 | 0 |
| 7285 | LTD Insurance | 0 | 74 | 74 |
| 7512 | Technical Services | 181,453 | 200,000 | 200,000 |
| 7860 | Maint: Building | 0 | 12,000 | 12,000 |
| 7870 | Maint: Motor | 805 | 0 | 0 |
| 7880 | Maint: Mach/Imp/Tools | 65,586 | 50,000 | 25,000 |
| 7900 | Utilities | 70,411 | 95,000 | 95,000 |
| 8010 | Supplies | 10,446 | 20,000 | 15,000 |
| 8900 | Depreciation | 236,031 | 190,000 | 0 |
| 8925 | Capital Replacement/GMA | 0 | 0 | 10,032 |
| 8951 | Indirect Cost | 1,226 | 0 | 0 |
| | TOTAL, STORM MAINT: | 579,378 | 625,349 | 403,726 |

City of Albany FY 2009 Solid Waste Fund



Total Expenditures
\$8,591,194

City of Albany FY 2009 Garbage Rate Comparison Survey

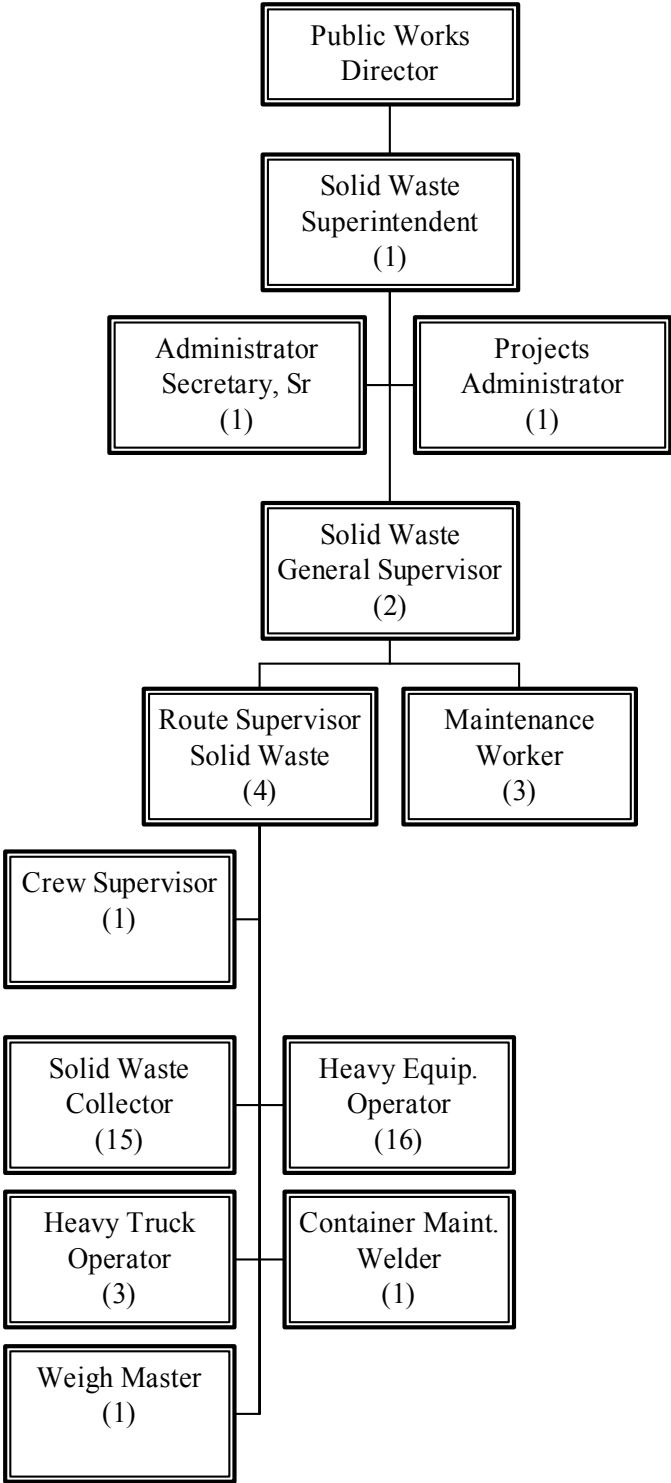


Monthly Garbage Rate

The charges above relate to different levels of service provided.

Public Works - Solid Waste

Dept 39



PUBLIC WORKS - SOLID WASTE SUMMARY

DESCRIPTION

The Solid Waste Division, which is part of the Public Works Department, ensures that solid waste generated by both residential and commercial customers is collected and disposed of properly. The division also performs special clean-up projects, removing garbage, trash and litter from public property, streets and rights-of-way. In addition, the division provides support for neighborhood clean-up projects. The division is comprised of five sections - Administration, Residential East, Residential West, Commercial, and Street Sweeping Disposal.

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 2,132,361 | 2,387,792 | 2,493,863 |
| OPERATING EXPENSE | 5,040,205 | 5,582,347 | 5,507,878 |
| CAPITAL OUTLAY | 374,940 | 926,843 | 589,453 |
| TOTAL | 7,547,506 | 8,896,982 | 8,591,194 |
| FULL TIME POSITIONS | 49 | 49 | 49 |

PERFORMANCE MEASURES

See individual divisions for performance measures.

PUBLIC WORKS DEPARTMENT / SOLID WASTE DIVISION

MISSION

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

Goals and Objectives

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

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

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

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

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

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

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

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

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

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

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

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

PUBLIC WORKS DEPARTMENT / SOLID WASTE DIVISION

Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|--|----------------|---------------|----------------|------------------|---------------|
| | Adopted | Actual | Adopted | Projected | Base |
| ❑ Number of Work orders Received | 10,000 | 8,500 | 8,200 | 8,500 | 8,500 |
| ❑ Number of Commission/City Manager requests | 20 | 20 | 20 | 20 | 20 |
| ❑ Tonnage reports of Drop off sites | 1,000 | 165 | 500 | 200 | 200 |
| ❑ Container replacement program | 400 | 606 | 400 | 500 | 500 |
| ❑ Number of Households serviced | 25,000 | 25407 | 25,000 | 26,000 | 26,000 |
| ❑ Annual Commercial Tonnage Collected | N/A | 10,435 | 10,000 | 10,000 | 10,000 |

Efficiency Measures

| | | | | | |
|--|---------|--------|--------|--------|--------|
| ❑ Average time spent per citizen follow-up (minutes) | 5 | 5 | 5 | 5 | 5 |
| ❑ Cost for recycling disposal | 39,000 | 18,060 | 39,000 | 20,000 | 20,000 |
| ❑ Cost analysis on fleet maintenance (downtime) | 130,000 | 89,264 | 90,000 | 90,000 | 90,000 |
| ❑ Cost per container rebuilt | 150 | 286 | 150 | 250 | 250 |
| ❑ Cost per container painted | 50 | 26 | 50 | 30 | 30 |
| ❑ Community clean-up project cost analysis | 15,000 | 10,500 | 15,000 | 12,000 | 12,000 |

Effectiveness Measures

| | | | | | |
|--|-----|-----|-----|-----|-----|
| ❑ Percentage of increase in recyclable materials | 13% | 10% | 13% | 10% | 13% |
| ❑ Reduction of overtime | 5% | 2% | 5% | 5% | 5% |
| ❑ Percentage of container rebuilt | 18% | 18% | 18% | 20% | 18% |

SOLID WASTE ADMINISTRATION

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 380,489 | 455,906 | 442,219 |
| OPERATING EXPENSE | 209,771 | 412,333 | 239,491 |
| CAPITAL OUTLAY | 57,690 | 41,833 | 6,290 |
| TOTAL | 647,950 | 910,072 | 688,000 |
| FULL TIME POSITIONS | 7 | 8 | 8 |

Class Title

| | | | |
|-------------------------------|----------|----------|----------|
| Administrative Secretary, Sr. | 1 | 1 | 1 |
| PW General Supervisor | 1 | 2 | 2 |
| Solid Waste Superintendent | 1 | 1 | 1 |
| Maintenance Worker | 1 | 1 | 3 |
| Litter Coordinator | 1 | 0 | 0 |
| Maintenance Worker Sr. | 2 | 2 | 0 |
| Projects Administrator | 0 | 1 | 1 |
| Total | 7 | 8 | 8 |

SOLID WASTE ADMINISTRATION

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|-----------------------|----------------------------------|-------------------------|--------------------------|--------------------------|
| 3902. | | | | |
| 7110 | Regular Wages | 278,225 | 292,917 | 316,080 |
| 7120 | Overtime Wages | 7,004 | 6,100 | 6,100 |
| 7130 | Temporary Help | 0 | 24,288 | 0 |
| 7210 | W/C Insurance | 14,256 | 12,875 | 0 |
| 7220 | Tuition Assistance | 381 | 4,500 | 750 |
| 7230 | Uniforms | 1,458 | 1,957 | 2,187 |
| 7260 | FICA Matching | 19,793 | 22,875 | 24,647 |
| 7270 | Pension Matching | 22,166 | 26,613 | 28,674 |
| 7280 | Insurance Matching | 37,206 | 62,876 | 62,876 |
| 7285 | LTD Matching | 0 | 905 | 905 |
| 7510 | Professional Services | 103,109 | 110,900 | 118,080 |
| 7550 | Communications | 3,378 | 4,578 | 5,178 |
| 7570 | Advertising | 0 | 0 | 1,250 |
| 7600 | Travel | 752 | 2,000 | 2,500 |
| 7630 | Train/Cont. Education | 525 | 1,500 | 2,500 |
| 7700 | Insurance | 0 | 1,250 | 1,250 |
| 7870 | Maint: Motor Equipment | 5,094 | 4,600 | 4,600 |
| 7880 | Maint: Mach/Imp Tools | 1,275 | 1,000 | 4,110 |
| 7900 | Utilities | 9,801 | 11,102 | 10,000 |
| 7955 | Interest Expense | 8,765 | 0 | 0 |
| 7966 | Debt Payment | 0 | 200,000 | 0 |
| 7971 | Miscellaneous | 706 | 0 | 0 |
| 7990 | Dues and Fees | 101 | 500 | 0 |
| 8010 | Supplies | 1,921 | 3,006 | 3,006 |
| 8016 | Small Equipment | 3,744 | 3,162 | 1,500 |
| 8017 | Printing | 0 | 500 | 0 |
| 8018 | Books & Subscriptions | 261 | 500 | 0 |
| 8110 | Motor Fuel | 2,575 | 6,664 | 6,664 |
| 8900 | Depreciation | 57,690 | 35,543 | 0 |
| 8925 | Capital Replacement Funding | 0 | 6,290 | 6,290 |
| 8951 | Indirect Cost | 67,764 | 61,071 | 78,853 |
| | TOTAL, SW/ADMINISTRATION: | 647,950 | 910,072 | 688,000 |

SOLID WASTE/RESIDENTIAL EAST

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,414,785 | 1,619,179 | 1,617,796 |
| OPERATING EXPENSE | 1,576,878 | 1,744,616 | 1,762,894 |
| CAPITAL OUTLAY | 255,196 | 639,350 | 406,034 |
| TOTAL | 3,246,859 | 4,003,145 | 3,786,724 |
| FULL TIME POSITIONS | 38 | 36 | 35 |

Class Title

| | | | |
|------------------------------|-----------|-----------|-----------|
| Heavy Equipment Operator | 12 | 12 | 12 |
| Heavy Truck Driver | 3 | 3 | 3 |
| Solid Waste Route Supervisor | 2 | 3 | 3 |
| Weigh Master | 1 | 1 | 1 |
| Solid Waste Collector | 11 | 11 | 15 |
| Solid Waste Collector Sr. | 9 | 5 | 0 |
| Crew Supervisor | 0 | 1 | 1 |
| TOTAL | 38 | 36 | 35 |

SOLID WASTE/RESIDENTIAL EAST

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 3903. | | | | |
| 7110 | Regular Wages | 848,928 | 932,264 | 964,115 |
| 7120 | Overtime Wages | 160,409 | 200,000 | 200,000 |
| 7210 | W/C Insurance | 69,053 | 62,213 | 0 |
| 7230 | Uniforms | 12,008 | 16,689 | 13,000 |
| 7260 | FICA Matching | 70,911 | 86,618 | 89,055 |
| 7270 | Pension Matching | 86,804 | 100,771 | 103,606 |
| 7280 | Insurance Matching | 166,672 | 217,111 | 244,508 |
| 7285 | LTD Insurance | 0 | 3,512 | 3,512 |
| 7510 | Professional Services | 24,945 | 29,106 | 75,575 |
| 7512 | Technical Services | 345,573 | 474,867 | 400,000 |
| 7514 | Contract Labor | 266,813 | 214,918 | 261,003 |
| 7550 | Communications | 1,071 | 0 | 0 |
| 7630 | Training & Development | 513 | 5,000 | 2,000 |
| 7700 | Insurance | 240 | 17,075 | 17,075 |
| 7860 | Building Maintenance | 2,434 | 1,980 | 5,900 |
| 7870 | Maint: Motor Equipment | 453,895 | 316,750 | 316,750 |
| 7880 | Maint: Mach/Imp/Tools | 8,856 | 18,788 | 9,000 |
| 7965 | Debt Payment (Land Fill) | 0 | 34,862 | 16,753 |
| 8009 | Licenses | 0 | 2,085 | 500 |
| 8010 | Supplies | 11,815 | 14,682 | 14,682 |
| 8016 | Small Equipment | 17,734 | 13,500 | 7,500 |
| 8110 | Motor Fuel | 201,384 | 268,975 | 300,000 |
| 8150 | Food | 377 | 500 | 500 |
| 8900 | Depreciation | 255,196 | 233,316 | 0 |
| 8925 | Capital Replacement Funding | 0 | 406,034 | 406,034 |
| 8951 | Indirect Cost | 241,228 | 331,528 | 335,656 |
| | TOTAL, SW/RES. EAST: | 3,246,859 | 4,003,145 | 3,786,724 |

SOLID WASTE/RESIDENTIAL WEST

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 2,626,077 | 2,632,164 | 2,773,844 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 2,626,077 | 2,632,164 | 2,773,844 |
| FULL TIME POSITIONS | 0 | 0 | 0 |

SOLID WASTE/RESIDENTIAL WEST

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| 3904. | | | | |
| 7510 | Professional Services | 2,626,077 | 2,632,164 | 2,734,756 |
| 7965 | Debt Payment (Land Fill) | 0 | 0 | 39,088 |
| | TOTAL, SW/RES. WEST: | 2,626,077 | 2,632,164 | 2,773,844 |

SOLID WASTE/COMMERCIAL

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 233,489 | 312,707 | 316,029 |
| OPERATING EXPENSE | 589,132 | 633,053 | 660,699 |
| CAPITAL OUTLAY | 62,054 | 245,660 | 177,129 |
| TOTAL | 884,675 | 1,191,420 | 1,153,857 |
| FULL TIME POSITIONS | 6 | 6 | 6 |

Class Title

| | | | |
|------------------------------|----------|----------|----------|
| Container Maintenance Welder | 1 | 1 | 1 |
| Heavy Equipment Operator | 4 | 4 | 4 |
| Solid Waste Route Supervisor | 1 | 1 | 1 |
| TOTAL | 6 | 6 | 6 |

SOLID WASTE/COMMERCIAL

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|------------------------------|-----------------------------|------------------------------|------------------------------|
| 3905. | | | | |
| 7110 | Regular Wages | 143,160 | 183,691 | 190,450 |
| 7120 | Overtime Wages | 25,417 | 36,900 | 36,900 |
| 7210 | W/C Insurance | 8,144 | 7,716 | 0 |
| 7230 | Uniforms | 2,015 | 3,237 | 3,237 |
| 7260 | FICA Matching | 12,365 | 16,875 | 17,392 |
| 7270 | Pension Matching | 14,964 | 19,633 | 20,234 |
| 7280 | Insurance Matching | 27,424 | 43,976 | 47,105 |
| 7285 | LTD Insurance | 0 | 680 | 711 |
| 7510 | Professional Services | 246 | 1,000 | 2,901 |
| 7512 | Technical Services | 244,210 | 307,823 | 300,000 |
| 7630 | Train/Cont. Education | 0 | 500 | 500 |
| 7700 | Insurance | 0 | 6,975 | 6,975 |
| 7870 | Maint: Motor Equip | 134,428 | 129,260 | 129,260 |
| 8009 | Licenses | 0 | 500 | 0 |
| 8010 | Supplies | 5,943 | 6,000 | 6,000 |
| 8016 | Small Equipment | 72,939 | 27,561 | 27,561 |
| 8017 | Printing | 2,979 | 1,000 | 300 |
| 8110 | Motor Fuel | 79,548 | 90,588 | 112,702 |
| 8900 | Depreciation | 62,054 | 68,531 | 0 |
| 8925 | Capital Replacement Funding | 0 | 177,129 | 177,129 |
| 8951 | Indirect Cost | 40,723 | 52,346 | 65,000 |
| | TOTAL, SW/COMMERCIAL: | 884,675 | 1,191,420 | 1,153,857 |

SOLID WASTE/SPECIAL SERVICES

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 103,598 | 0 | 117,819 |
| OPERATING EXPENSE | 38,347 | 160,181 | 70,950 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 141,945 | 160,181 | 188,769 |
| FULL TIME POSITION | 0 | 2 | 2 |

Class Title

| | | | |
|----------------------------|----------|----------|----------|
| *Code Enforcement Officers | 0 | 2 | 2 |
| Total | 0 | 2 | 2 |

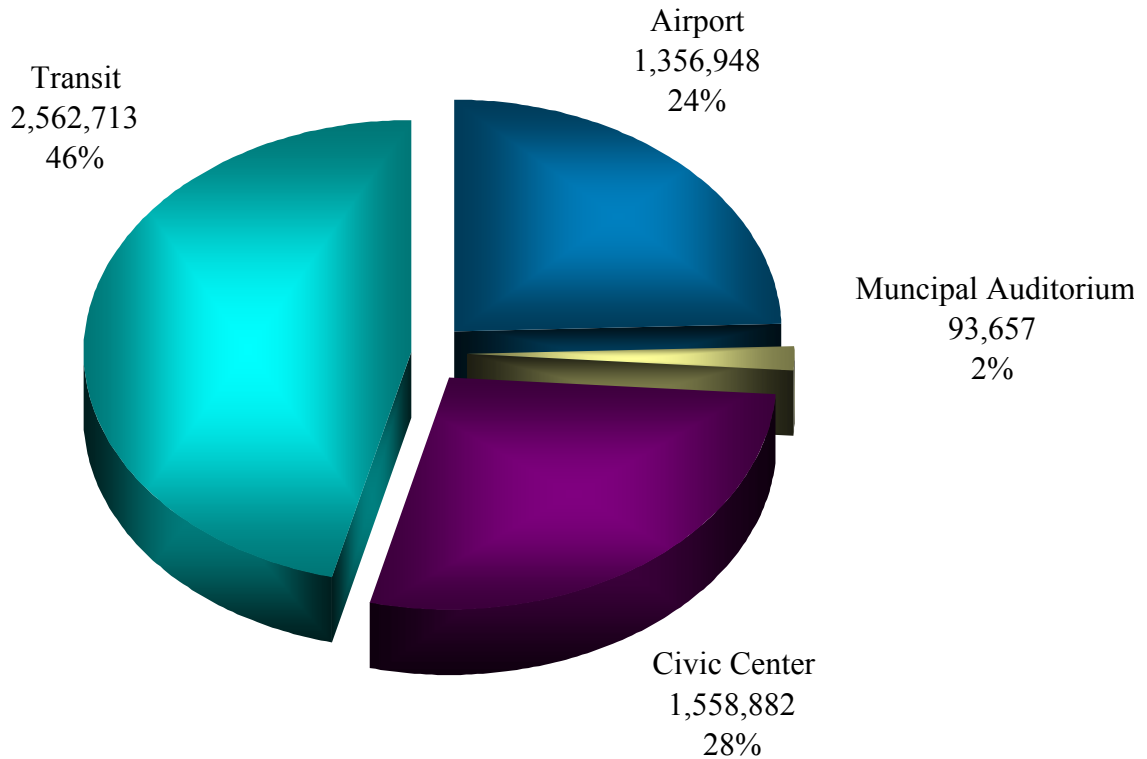
**Positions accounted for in Enforcement Department*

SOLID WASTE/SPECIAL SERVICES

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|---------------------------|-----------------------------|------------------------------|------------------------------|
| 3906. | | | | |
| 7110 | Regular Wages | 79,213 | 0 | 83,331 |
| 7120 | Overtime Wages | 438 | 0 | 0 |
| 7210 | W/C Insurance | 2,559 | 0 | 0 |
| 7230 | Uniforms | 0 | 0 | 800 |
| 7260 | FICA Matching | 4,932 | 0 | 6,375 |
| 7270 | Pension Matching | 6,085 | 0 | 7,416 |
| 7280 | Insurance Matching | 10,371 | 0 | 19,507 |
| 7285 | LTD Insur Matching | 0 | 0 | 390 |
| 7510 | Professional Services | 38,347 | 160,181 | 69,950 |
| 8010 | Supplies | 0 | 0 | 1,000 |
| | TOTAL, SW/SWEEPING | 141,945 | 160,181 | 188,769 |

City of Albany Adopted Budget FY 2009

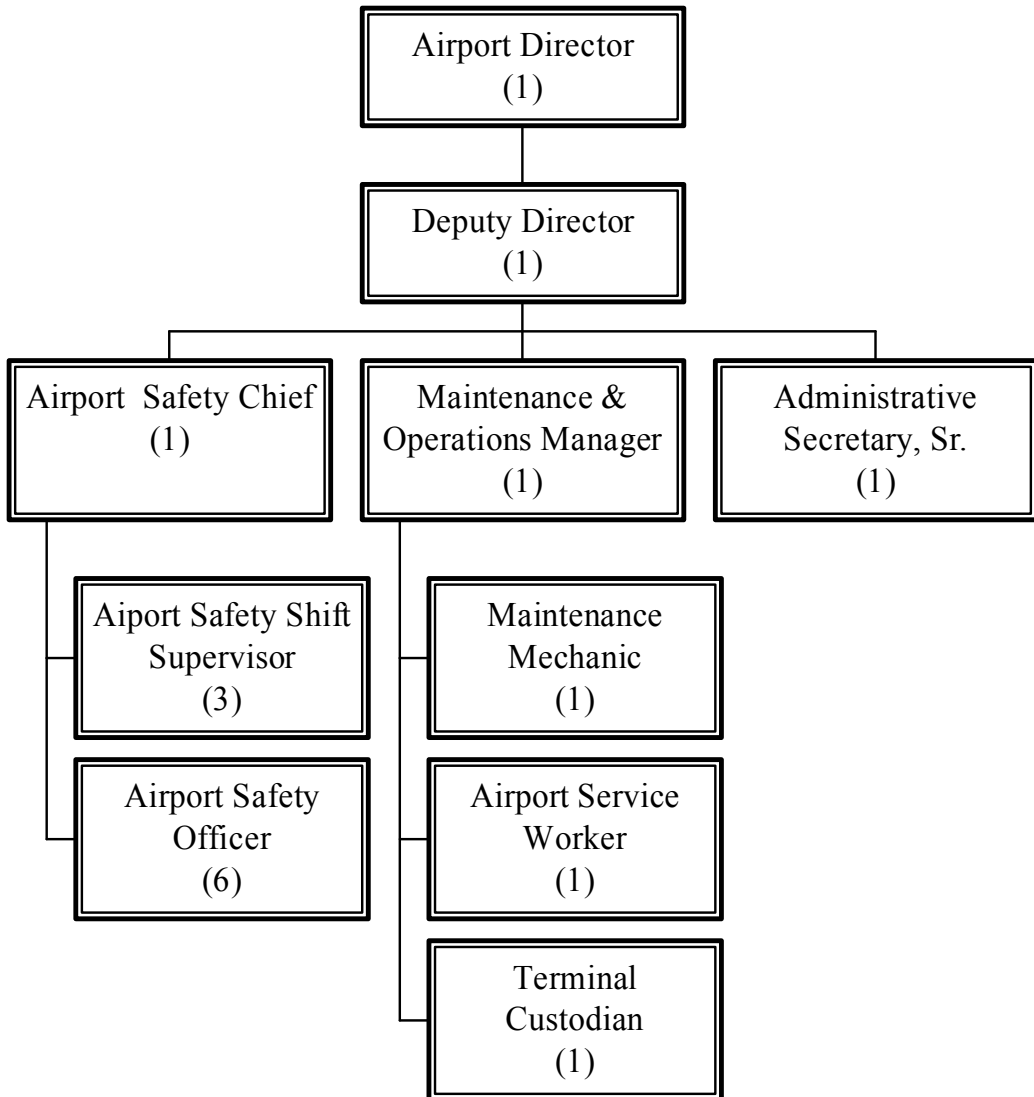
Non Major Enterprise Funds



Total Expenditures
\$5,572,200

Southwest GA Regional Airport

Dept 76



SOUTHWEST GEORGIA REGIONAL AIRPORT

MISSION

To provide a safe and secure environment to all air travelers in Southwest Georgia and provide users a level of service exceeding liked-sized airports and communities. The ultimate intent of this facility is to provide the environment described above while continuing to provide the best customer service possible within budget constraints.

Goals and Objectives

Goal 1: Provide safe and secure travel environment.

Objective 1: Promptly respond to all accidents/incidents on airport.

Objective 2: Close any work order within 30 days.

Objective 3: Complete construction on rehabilitation of Taxiway “B”, which serves as the primary taxiway that serves the cross-wind runway.

Objective 4: Aggressively seek FY09 FAA funding to acquire a new fire fighting vehicle.

Goal 2: Increase capacity of Airport facilities.

Objective 6: Complete construction on a new rental car vehicle wash facility.

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

Objective 7: Continue to monitor Albany’s fare structure with Delta revenue management team and notifying them of fares that seem to be higher than surrounding communities.

Objective 8: Utilize local media to advertise the convenience of using the Airport.

SOUTHWEST GEORGIA REGIONAL AIRPORT
Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|------------------------------------|----------------|---------------|----------------|---------------|---------------|
| | Adopted | Actual | Adopted | Actual | Base |
| ❑ Number of accidents/alerts | 80 | 24 | 50 | 13 | 50 |
| ❑ Number of work orders | 500 | 250 | 300 | 262 | 300 |
| ❑ Number of passenger enplanements | 37,000 | 38,000 | 38,760 | 42,558 | 38,400 |
| ❑ Number of aircraft operations | 47,000 | 50,000 | 50,000 | 33,466 | 40,000 |

Efficiency Measures

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

Effectiveness Measures

| | | | | | |
|---|------|------|------|------|-----|
| ❑ Response times to accidents/alerts less than 5 minutes. | 95% | 100% | 95% | 100% | 99% |
| ❑ Average number of work orders open under 30 days per month. | 20 | 20 | 20 | 20 | 20 |
| ❑ Passenger Facility Charges Collected (hundreds of thousands of dollars) | 1 | 1.7 | 1 | 1.4 | 1.4 |
| ❑ Federal Grants Obtained (millions of dollars) | 1.25 | 3.46 | 1.25 | 1.3 | 2.0 |

AIRPORT FUND

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Amended 2007/2008 | Adopted 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 743,661 | 895,196 | 941,331 |
| OPERATING EXPENSE | 337,326 | 380,725 | 415,617 |
| CAPITAL OUTLAY | 447,727 | 0 | 0 |
| TOTAL | 1,528,714 | 1,275,921 | 1,356,948 |
| FULL TIME POSITION | 14 | 17 | 17 |

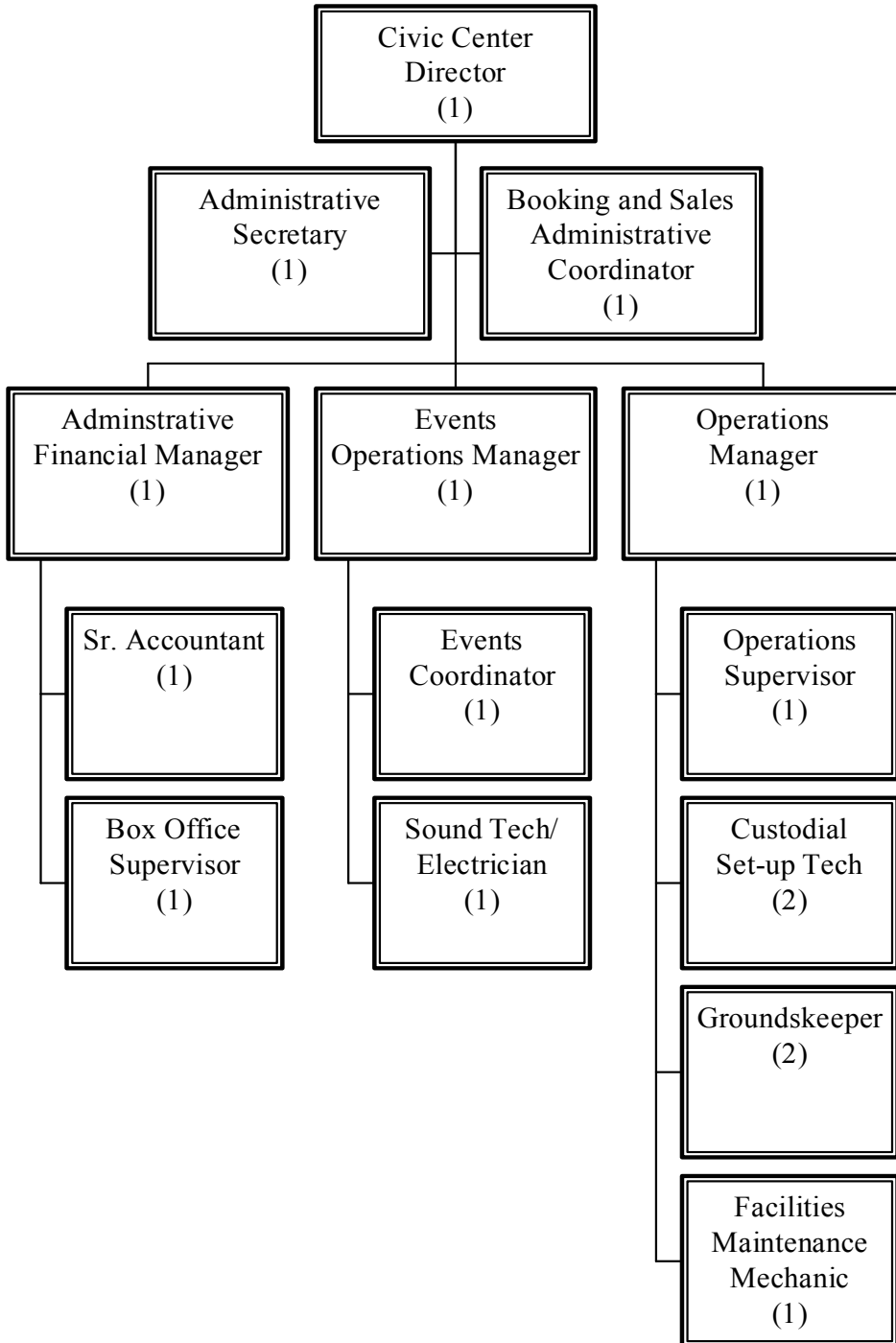
Class Title

| | | | |
|---------------------------------|-----------|-----------|-----------|
| Administrative Secretary Sr | 1 | 1 | 1 |
| Airport Maintenance Supervisor | 1 | 1 | 1 |
| Director, Airport | 1 | 1 | 1 |
| Airport Safety Officer | 3 | 6 | 6 |
| Airport Serviceworker | 1 | 1 | 1 |
| Airport Safety Shift Supervisor | 3 | 3 | 3 |
| Airport Safety Chief | 1 | 1 | 1 |
| Maintenance Mechanic | 1 | 1 | 1 |
| Airport/Management Assistant | 1 | 0 | 0 |
| Deputy Director, Airport | 0 | 1 | 1 |
| Airport Custodian | 1 | 1 | 1 |
| TOTAL | 14 | 17 | 17 |

| AIRPORT FUND | | | | |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 7003 | | | | |
| 7110 | Regular Wages | 488,729 | 614,725 | 654,887 |
| 7120 | Overtime Wages | 60,790 | 25,000 | 25,000 |
| 7130 | Temporary Help | 19,634 | 20,498 | 20,498 |
| 7210 | W/C Insurance | 14,473 | 17,357 | 0 |
| 7230 | Uniforms | 4,133 | 7,631 | 8,412 |
| 7260 | FICA Matching | 41,037 | 48,939 | 52,011 |
| 7270 | Pension Matching | 54,340 | 66,691 | 70,878 |
| 7280 | Insurance Matching | 60,525 | 92,678 | 107,967 |
| 7285 | LTD Insurance Matching | 0 | 1,677 | 1,677 |
| 7510 | Professional Services | 1,411 | 6,975 | 6,975 |
| 7512 | Technical Services | 612 | 0 | 0 |
| 7550 | Communications | 10,873 | 13,240 | 13,140 |
| 7570 | Advertising | 1,000 | 6,000 | 6,000 |
| 7600 | Travel | 2,180 | 5,000 | 4,000 |
| 7630 | Train/Cont. Education | 2,083 | 6,025 | 6,625 |
| 7700 | Insurance | 29,000 | 29,000 | 30,000 |
| 7860 | Maint: Buildings | 24,607 | 30,000 | 30,000 |
| 7870 | Maint: Motor Equipment | 22,385 | 30,195 | 33,295 |
| 7880 | Maint: Mach/Imp/Tools | 23,964 | 29,000 | 32,490 |
| 7900 | Utilities | 78,407 | 83,000 | 83,000 |
| 7990 | Dues and Fees | 1,837 | 3,380 | 3,380 |
| 7995 | Contingency | 0 | 10,000 | 5,000 |
| 8009 | Licenses | 1,997 | 1,800 | 1,800 |
| 8010 | Supplies | 8,257 | 7,880 | 7,880 |
| 8016 | Small Equipment | 2,043 | 2,300 | 2,300 |
| 8017 | Printing | 74 | 420 | 360 |
| 8030 | Janitorial Supplies | 3,808 | 5,800 | 5,800 |
| 8050 | Rental of Equipment | 19 | 100 | 100 |
| 8110 | Motor Fuel | 11,616 | 14,265 | 17,676 |
| 8150 | Food | 1,981 | 2,190 | 2,100 |
| 8900 | Depreciation | 447,727 | 0 | 0 |
| 8951 | Indirect Cost | 109,172 | 94,155 | 123,696 |
| | TOTAL, AIRPORT FUND: | 1,528,714 | 1,275,921 | 1,356,948 |

Civic Center Complex

Dept 73



CIVIC CENTER

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 709,792 | 926,254 | 959,363 |
| OPERATING EXPENSE | 582,979 | 584,034 | 599,519 |
| CAPITAL OUTLAY | 418,054 | 0 | 0 |
| TOTAL | 1,710,825 | 1,510,288 | 1,558,882 |
| FULL TIME POSITION | 16 | 17 | 17 |

Class Title

| | | | |
|---------------------------------------|-----------|-----------|-----------|
| Senior Accountant | 1 | 1 | 1 |
| Administrative Financial Manager | 1 | 1 | 1 |
| Box Office Supervisor | 1 | 1 | 1 |
| Director, Civic Center | 1 | 1 | 1 |
| Sales & Booking Assistant | 0 | 1 | 1 |
| Events Coordinator | 2 | 2 | 2 |
| Groundskeeper | 2 | 2 | 2 |
| Operations Supervisor | 1 | 1 | 1 |
| Operations Manager | 1 | 1 | 1 |
| Administrative Secretary | 1 | 1 | 1 |
| Housekeeping/Set-up | 2 | 2 | 2 |
| Sound Technican/Electrician | 1 | 1 | 1 |
| Facilities Maintenance Mechanic (Aud) | 1 | 1 | 1 |
| Events Manager | 0 | 1 | 1 |
| Promotion/Mrktng Mgr | 1 | 0 | 0 |
| TOTAL | 16 | 17 | 17 |

CIVIC CENTER

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|---------------------------|----------------------------------|-----------------------------|------------------------------|------------------------------|
| 7303. | | | | |
| 7110 | Regular Wages | 474,711 | 598,681 | 635,326 |
| 7120 | Overtime Wages | 12,377 | 16,500 | 16,500 |
| 7130 | Temporary Help | 51,298 | 77,208 | 68,000 |
| 7210 | W/C Insurance | 10,792 | 30,052 | 0 |
| 7220 | Tuition Reimbursement | 0 | 1,500 | 1,500 |
| 7230 | Uniforms | 1,211 | 3,000 | 6,500 |
| 7260 | FICA Matching | 44,597 | 47,061 | 55,067 |
| 7270 | Pension Matching | 43,891 | 54,751 | 58,013 |
| 7280 | Insurance Matching | 70,914 | 97,501 | 118,458 |
| 7510 | Professional Services | 2,315 | 700 | 700 |
| 7512 | Technical Services | 816 | 800 | 800 |
| 7514 | Contract Labor (Temp) | 4,807 | 8,000 | 8,000 |
| 7520 | Advertising Expense | 0 | 373 | 373 |
| 7550 | Communications | 16,362 | 25,000 | 25,000 |
| 7570 | Advertising | 6,758 | 15,000 | 15,000 |
| 7600 | Travel | 11,462 | 5,000 | 6,500 |
| 7630 | Training/Cont. Education | 1,733 | 1,500 | 2,000 |
| 7860 | Maint: Buildings | 53,793 | 64,000 | 64,000 |
| 7870 | Maint: Motor Equipment | 9,944 | 10,000 | 15,000 |
| 7880 | Maint: Mach/Imp/Tools | 8,261 | 7,000 | 10,000 |
| 7900 | Utilities | 203,177 | 186,000 | 186,000 |
| 7990 | Dues and Fees | 9,048 | 8,730 | 8,730 |
| 7995 | Bad Debt Expense | 20 | 1,500 | 1,500 |
| 8009 | Licenses | 0 | 2,250 | 2,250 |
| 8010 | Supplies | 13,041 | 13,408 | 13,408 |
| 8016 | Small Equipment (\$1,000 max) | 13,985 | 12,892 | 11,602 |
| 8017 | Printing | 2,085 | 800 | 2,000 |
| 8018 | Books & Subscriptions | 1,664 | 525 | 1,500 |
| 8020 | Promotional | 1,750 | 5,000 | 5,000 |
| 8030 | Janitorial Supplies | 9,315 | 10,000 | 10,000 |
| 8050 | Rental of Equipment | 2,769 | 2,500 | 2,500 |
| 8052 | Rent | 16,793 | 8,600 | 13,200 |
| 8110 | Motor Fuel | 6,003 | 7,500 | 7,500 |
| 8150 | Food | 334 | 500 | 500 |
| 8495 | Cash Over/Short | 518 | 0 | 0 |
| 8900 | Depreciation | 418,054 | 0 | 0 |
| 8951 | Indirect Cost | 186,228 | 186,456 | 186,456 |
| | TOTAL, CIVIC CENTER FUND: | 1,710,826 | 1,510,288 | 1,558,882 |

MUNICIPAL AUDITORIUM

DESCRIPTION

The Municipal Auditorium is a cultural entertainment center of the City of Albany. It serves people of Southwest Georgia and it is home for the Albany Arts Council groups. The goals are to increase income and attendance by providing a well-rounded calendar of events to be presented throughout the year at affordable prices.

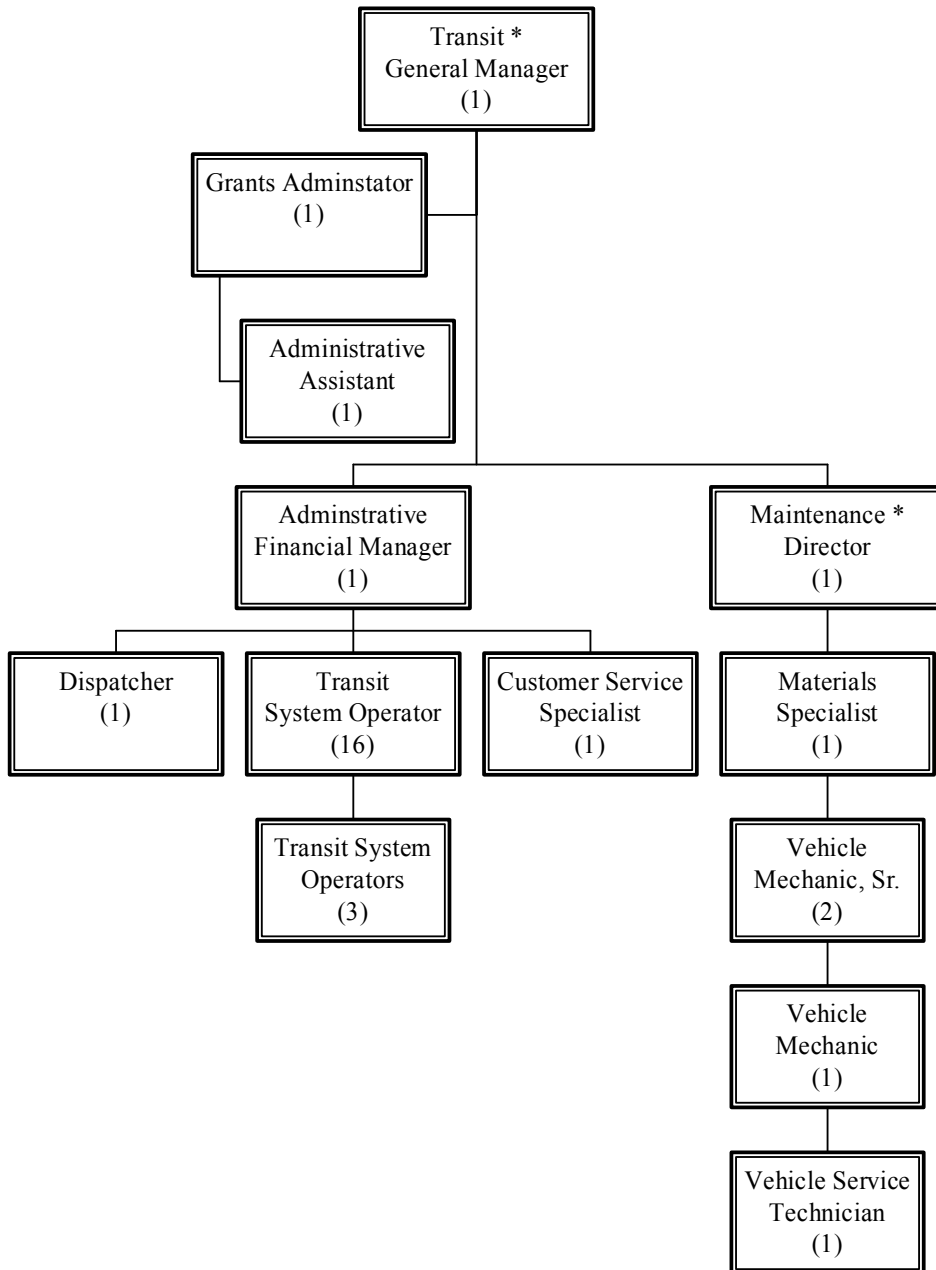
| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 3,614 | 5,300 | 5,705 |
| OPERATING EXPENSE | 42,541 | 81,752 | 87,952 |
| CAPITAL OUTLAY | 114,583 | 0 | 0 |
| TOTAL | 160,738 | 87,052 | 93,657 |
| FULL TIME POSITION | 1 | 0 | 0 |
| <u>Class Title</u> | | | |
| Facilities Maintenance Mechanic | 1 | 0 | 0 |
| TOTAL | 1 | 0 | 0 |

MUNICIPAL AUDITORIUM

| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|----------------|--------------------------------|------------------|-------------------|-------------------|
| 7202. | | | | |
| 7110 | Regular Wages | 2,265 | 0 | 0 |
| 7120 | Overtime Wages | 217 | 0 | 0 |
| 7130 | Temporary Help | 0 | 5,300 | 5,300 |
| 7210 | W/C Insurance | 55 | 0 | 0 |
| 7260 | FICA Matching | 166 | 0 | 405 |
| 7270 | Pension Matching | 213 | 0 | 0 |
| 7280 | Insurance Matching | 698 | 0 | 0 |
| 7510 | Professional Services | 626 | 0 | 0 |
| 7550 | Communications | 707 | 1,000 | 5,000 |
| 7570 | Advertising | 229 | 500 | 500 |
| 7630 | Train/Cont. Education | 0 | 150 | 150 |
| 7860 | Maint: Buildings | 9,227 | 32,700 | 35,000 |
| 7880 | Maint: Mach/Imp/Tools | 105 | 800 | 800 |
| 7900 | Utilities | 28,684 | 29,100 | 29,100 |
| 8010 | Supplies | 0 | 1,400 | 1,400 |
| 8010.01 | Office Supplies | 91 | 0 | 0 |
| 8010 | Miscellaneous Supplies | 605 | 0 | 0 |
| 8016 | Small Equipment | 579 | 2,850 | 2,750 |
| 8017 | Printing | 0 | 100 | 100 |
| 8030 | Janitorial Supplies | 500 | 800 | 800 |
| 8050 | Rental of Equipment | 170 | 200 | 200 |
| 8495 | Cash Over/Short | 81 | 0 | 0 |
| 8900 | Depreciation | 114,583 | 0 | 0 |
| 8951 | Indirect Cost | 937 | 12,152 | 12,152 |
| | TOTAL, MUN. AUDITORIUM: | 160,738 | 87,052 | 93,657 |

Albany Transit System

Dept 77



*Contract Positions

TRANSIT SYSTEM

MISSION

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

Goals and Objectives

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

Objective 1: To provide a Safety Committee

Objective 2: To provide passenger newsletters & employee safety newsletters

Objective 3: To provide refresher training for all vehicle operators

Goal 2: Provide reliable transportation for our passengers

Objective 4: To provide on-time schedule adherence

Objective 5: To eliminate missed trips within our control

Objective 6: To implement the Transit Development Plan

Goal 3: Provide cost efficient public transportation

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

Objective 7: To annually review the passenger fare structure

Objective 8: Maintain a vehicle preventative maintenance program

TRANSIT SYSTEM
Performance Measures

| <u>Workload Measures</u> | FY '07 | | FY '08 | | FY '09 |
|---|----------------|---------------|----------------|---------------|---------------|
| | Adopted | Actual | Adopted | Actual | Base |
| Number of road checks reported | 3,840 | 2,397 | 2000 | 2000 | 2000 |
| Number of road calls performed | 95 | 94 | 95 | 43 | 50 |
| Number of accidents/incidents reviewed | 100% | 100% | 100% | 100% | 100% |
| <u>Efficiency Measures</u> | | | | | |
| Vehicles serviced on schedule | 100% | 85% | 100% | 90% | 100% |
| Operators in refresher training | 30 | 30 | 30 | 30 | 100% |
| Number of Safety Committee Meetings | 12 | 8 | 12 | 10 | 6 |
| Number of Company Safety Meetings | 4 | 4 | 4 | 4 | 4 |
| <u>Effectiveness Measures</u> | | | | | |
| Chargeable complaints | 12 | 12 | 10 | 10 | 10 |
| Miles between road calls | 6,000 | 8,687 | 8,500 | 8,143 | 8,000 |
| Provide Transit Time via radios | 8 x per day | 8 x per day | 8 x per day | 10 x per day | 10 x per day |
| Provide passenger & employee safety newsletters | NA | NA | 4 | 4 | 4 |

TRANSIT SYSTEM

DESCRIPTION

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

| Major Object of Expenditure | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
|------------------------------------|-----------------------------|------------------------------|------------------------------|
| PERSONAL SERVICES | 1,487,306 | 1,389,383 | 1,491,934 |
| OPERATING EXPENSE | 938,542 | 952,772 | 1,070,779 |
| CAPITAL OUTLAY | 325,011 | 0 | 0 |
| TOTAL | 2,750,859 | 2,342,155 | 2,562,713 |

| | | | |
|---------------------------|-----------|-----------|-----------|
| FULL TIME POSITION | 29 | 29 | 30 |
|---------------------------|-----------|-----------|-----------|

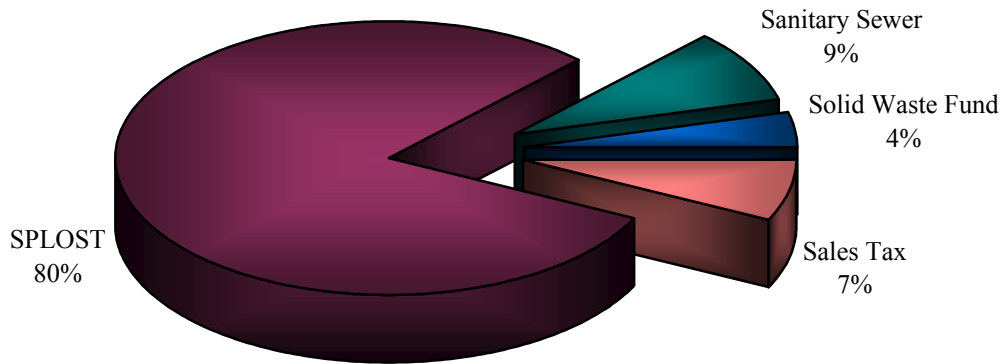
Class Title

| | | | |
|-------------------------------|-----------|-----------|-----------|
| Materials Specialist | 1 | 1 | 1 |
| Grants Administrator | 1 | 1 | 1 |
| Dispatcher - Transit | 1 | 1 | 1 |
| Vehicle Mechanic, Sr. | 1 | 1 | 2 |
| Vehicle Mechanic | 2 | 2 | 1 |
| Master Vehicle Mechanic | 0 | 0 | 0 |
| Vehicle Service Technician | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 |
| Transit Operations Supervisor | 2 | 2 | 2 |
| Transit System Operator I | 5 | 4 | 3 |
| Transit System Operator Sr. | 14 | 15 | 16 |
| Customer Service Specialist | 0 | 0 | 1 |
| TOTAL | 29 | 29 | 30 |

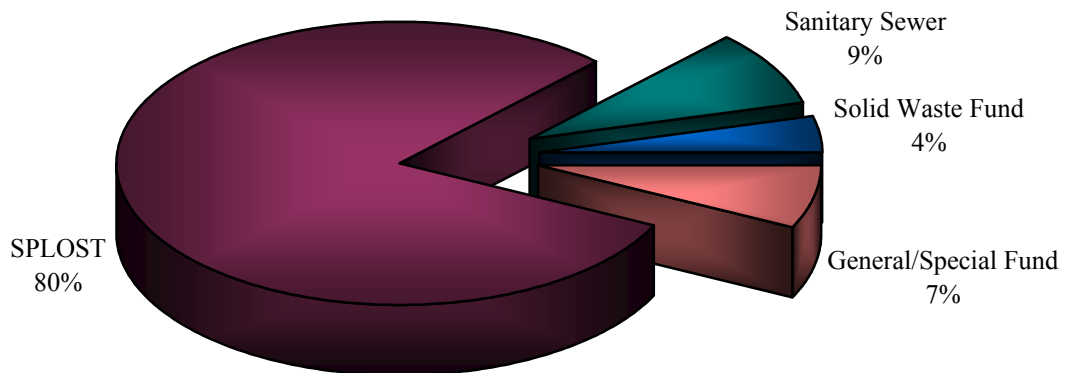
| TRANSIT SYSTEM | | | | |
|---------------------------|-----------------------------|-----------------------------|------------------------------|------------------------------|
| ACCOUNT NUMBER | ACCOUNT NAME | ACTUAL 2006/2007 | AMENDED 2007/2008 | ADOPTED 2008/2009 |
| 7702. | | | | |
| 7110 | Regular Wages | 775,306 | 779,803 | 846,690 |
| 7120 | Overtime Wages | 211,457 | 120,548 | 123,601 |
| 7130 | Temporary Help | 115,867 | 128,755 | 131,191 |
| 7210 | W/C Insurance | 49,970 | 41,778 | 0 |
| 7230 | Uniforms | 13,568 | 15,000 | 16,500 |
| 7260 | FICA Matching | 80,975 | 68,877 | 84,263 |
| 7270 | Pension Matching | 87,596 | 80,131 | 86,356 |
| 7280 | Insurance Matching | 152,567 | 154,491 | 203,333 |
| 7510 | Professional Services | 1,960 | 2,100 | 2,350 |
| 7512 | Technical Services | 1,492 | 2,750 | 2,750 |
| 7513 | Administrative Services | 180,773 | 187,535 | 193,161 |
| 7550 | Communications | 6,128 | 8,182 | 8,182 |
| 7570 | Advertising | 332 | 1,695 | 1,000 |
| 7600 | Travel | 1,004 | 3,635 | 4,330 |
| 7630 | Train/Cont. Education | 1,381 | 2,000 | 2,000 |
| 7700 | Insurance - Accident Repair | 0 | 10,000 | 10,000 |
| 7860 | Maint: Buildings | 7,375 | 8,000 | 9,000 |
| 7870 | Maint: Motor Equipment | 15,646 | 14,000 | 20,000 |
| 7880 | Maint: Mach/Imp/Tools | 13,419 | 15,000 | 15,000 |
| 7900 | Utilities | 18,772 | 20,000 | 21,000 |
| 7990 | Dues and Fees | 2,139 | 1,296 | 1,350 |
| 8009 | Licenses | 100 | 4,031 | 4,031 |
| 8010 | Supplies | 3,616 | 4,000 | 4,310 |
| 8016 | Small Equipment | 95 | 950 | 2,600 |
| 8017 | Printing | 9,702 | 12,000 | 12,000 |
| 8018 | Books & Subscriptions | 0 | 307 | 325 |
| 8030 | Janitorial Supplies | 4,784 | 6,625 | 7,461 |
| 8110 | Motor Fuel | 294,231 | 389,639 | 460,000 |
| 8150 | Food | 26 | 1,210 | 1,750 |
| 8900 | Depreciation | 325,011 | 0 | 0 |
| 8951 | Indirect Cost | 375,567 | 257,817 | 288,179 |
| | TOTAL, SPECIAL FUND: | 2,750,859 | 2,342,155 | 2,562,713 |

City of Albany FY 2009 Capital Improvement Program

All Funds: Where The Money Comes From . . .



Where The Money Goes...



Total \$ 14,308,399

FY 2009 CAPITAL BUDGET
AND
CAPITAL IMPROVEMENT PROGRAM
FY 2009- 2013

The Capital Improvement Program (CIP) is a multi-year planning instrument used by the City of Albany to identify needed capital projects and to coordinate the financing and timing of these projects to enhance the development of facilities and the provision of services. Capital projects will be undertaken to: (a) preserve infrastructure and public facilities; (b) promote economic development and enhance the quality of life; (c) improve the delivery of services; (d) preserve community and historical assets; and (e) improve economically depressed areas and those areas with low and moderate income households. For purposes of budgeting and accounting, a "capital project" is defined as a major expenditure for an individual asset or project in excess of \$5,000 and which has an estimated useful life of one or more years.

The first year of the Capital Improvement Program is the "Capital Budget". When adopted by the Mayor and Board of City Commissioners, the capital budget formally authorizes the expenditure of funds for the capital projects. Projects included in the remaining four years of the Capital Improvement Program are approved for planning purposes only and are not authorized until included in the Capital Budget. Appropriations for Capital Budget Projects are retained from one fiscal year to the next until the appropriation is expended, the project is completed, or the budget is amended.

The CIP will be funded through the following sources:

1. General/Special Funds – A 7.88% designation of sales tax revenue and \$325,000 transfer from Water, Gas and Light for capital improvement funds.
2. Enterprise Funds - Monies provided for in the Sewer Fund and Solid Waste Fund as depreciation or capital replacement expenses.
3. SPLOST V – Revenue generated by the SPLOST V Referendum

Requests for this year's Capital Budget totaled over \$5,000,000. Of this amount, \$1,042,300 was approved for the General/Special Funds. Sanitary Sewer and Solid Waste, the City's largest two Enterprise Funds, are allocating \$1,253,921 and \$589,453 respectively for capital replacement expenses including their participation in the debt payment for GMA Lease Pool Funds. The proposed Capital Improvement Program for FY 2009 has a total cost of \$2,885,674. Some capital projects will be added and deleted as we proceed. As with the Operating Budget, the projects for each fund have to be balanced with the resources available in that fund. This Budget provides the total resources and projects for each fund. A summary of the FY 2009 Capital Budget by Fund and a summary of the five-year Capital Improvement Program are listed on the following pages.

**FY 2008/2009 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds**

| Department | Description | Justification(s) | Total Project Cost | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|-------------------------------|--|---|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| City Attorney | Digital Copier | Current copier bought in 2000 - needs to be replaced due to normal wear & tear of machine | 8,000 | 8,000 | 0 | 0 | 0 | 0 |
| | | Total Municipal Cout | 8,000 | 8,000 | 0 | 0 | 0 | 0 |
| Central Services | Network Copier | current Procurement Division copier purchased in 2004; replacement recommended at 5 years | 16,200 | 0 | 0 | 16,200 | 0 | 0 |
| | Rehabilitation of Old Storeroom Building | To create an aarchive file room to store and maintain city files | 70,000 | 70,000 | 0 | 0 | 0 | 0 |
| | Repair and paint Auto Parts Room | To repair leaking roof, re-tile floor, upgrade lighting | 5,000 | 5,000 | 0 | 0 | 0 | 0 |
| | PW-7 Shop Doors | Worn out/Hard to open | 30,000 | 30,000 | 0 | 0 | 0 | 0 |
| | Security Fencing | Fence needs repair for security | 11,500 | 0 | 11,500 | 0 | 0 | 0 |
| | Crew Quarter Building | Old building falling down | 40,000 | 40,000 | 0 | 0 | 0 | 0 |
| | Tire Machine for Big Trucks | Labor and Risk reduction | 28,000 | 28,000 | 0 | 0 | 0 | 0 |
| | Building Facia | Rotton | 30,000 | 0 | 30,000 | 0 | 0 | 0 |
| | Fuel System Upgrade | New Fuel Dispensers | 35,000 | 35,000 | 0 | 0 | 0 | 0 |
| | | Total Central Services | 265,700 | 208,000 | 41,500 | 16,200 | 0 | 0 |
| Information Technology | Avaya JDS Switch Software Upgrade | Telephone Switch Softward Upgrade | 89,000 | 89,000 | 0 | 0 | 0 | 0 |
| | Name Server and DHCP Server for APD | Server Replacement | 5,275 | 5,275 | 0 | 0 | 0 | 0 |
| | File Server for IT Dept | Server Replacement | 8,875 | 8,875 | 0 | 0 | 0 | 0 |
| | WebLink/Laserfiche Document/Gen. Pub | Server Replacement | 5,275 | 5,275 | 0 | 0 | 0 | 0 |
| | DCP File Server | Server Replacement | 8,875 | 8,875 | 0 | 0 | 0 | 0 |
| | HCP/Harris Database Server | Server Replacement | 8,875 | 8,875 | 0 | 0 | 0 | 0 |
| | LECLAS/ Laserfiche Server for APD | Server Replacement | 7,650 | 7,650 | 0 | 0 | 0 | 0 |
| J-3 | Domain Controller/City-County Network | Server Replacement | 5,275 | 5,275 | 0 | 0 | 0 | 0 |
| | 36 DF Fiber Installation | Fiber Replacement | 37,500 | 37,500 | 0 | 0 | 0 | 0 |
| | Appasure Replay for Exchange | Backup/Open Records Act Software | 31,400 | 31,400 | 0 | 0 | 0 | 0 |
| | Replay for Exchange Server | Server for Software | 8,875 | 8,875 | 0 | 0 | 0 | 0 |
| | Add't Mail Server/ City-County Network | Server for Software | 8,875 | 8,875 | 0 | 0 | 0 | 0 |
| | | Total IT | 225,750 | 225,750 | 0 | 0 | 0 | 0 |
| Recreation | Fitness Equipment (replacement of weight machines, purchase of treadmills & ellipticals) | Increased focus on health & wellness | 30,000 | 0 | 15,000 | 15,000 | 0 | 0 |
| | Replace windows (Carver Gym) | Enhance energy efficiency of facility | 10,000 | 0 | 10,000 | 0 | 0 | 0 |
| | Replace Gym Floor (Carver Gym) | Floor has numerous holes and is causing increased liability/decrease in programming opportunities | 40,000 | 40,000 | 0 | 0 | 0 | 0 |
| | Renovate participant restrooms(Carver Gym) | Enhance appearance of facility | 20,000 | 0 | 0 | 20,000 | 0 | 0 |
| | Renovate Gym Floor (Henderson) | Floor has numerous holes and is causing increased liability/decrease in programming opportunities | 10,000 | 10,000 | 0 | 0 | 0 | 0 |
| | Install floor mount Volleyball System | Enhance appearance of facility | 8,000 | 0 | 8,000 | 0 | 0 | 0 |

FY 2008/2009 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds

| Department | Description | Justification(s) | Total Project | FY | FY | FY | FY | FY |
|--|--|--|---------------|----------------|----------------|----------------|----------------|---------------|
| | | | Cost | 2008/2009 | 2009/2010 | 2010/2011 | 2011/2012 | 2012/2013 |
| Recreation (con't) | Renovate gym floor (Thornton) | Upgrade, enhance appearance | 8,000 | 0 | 0 | 8,000 | 0 | 0 |
| | Renovate Participant restrooms (BM) | Upgrade, enhance appearance | 20,000 | 0 | 20,000 | 0 | 0 | 0 |
| | Renovate Participant restrooms (H) | Upgrade, enhance appearance | 20,000 | 0 | 0 | 20,000 | 0 | 0 |
| | Renovate participant restrooms (Thornton) | bathrooms are in terrible shape and need constant repair | 20,000 | 20,000 | 0 | 0 | 0 | 0 |
| | Slab and Overhang | Keep water out of building | 9,000 | 9,000 | 0 | 0 | 0 | 0 |
| | Repair roof at Henderson | Roof leaks during inclement weather | 20,000 | 20,000 | 0 | 0 | 0 | 0 |
| | Walking Trail (BM & Th) | Increase community fitness opportunities | 20,000 | 0 | 10,000 | 10,000 | 0 | 0 |
| | Auto Attendance System (7) | Record Participation registration and attendance with tracking software system | 30,000 | 0 | 10,000 | 10,000 | 10,000 | 0 |
| | Upgrade Pool | Carver, meet health and safety needs | 30,000 | 0 | 10,000 | 10,000 | 10,000 | 0 |
| | Chemical Wash Station | Clean vehicles, tractors, chemical sprayer | 20,000 | 0 | 20,000 | 0 | 0 | 0 |
| | Computer, printers for new office | | 7,500 | 0 | 0 | 7,500 | 0 | 0 |
| | Office Furniture and Fixtures for new office | | 19,000 | 0 | 500 | 0 | 18,000 | 500 |
| | Telephone system | purchase AVAYA Network phone system | 5,000 | 0 | 0 | 5,000 | 0 | 0 |
| | Hand held radios (6) | Digital hand held radios/chargers | 8,000 | 0 | 25,000 | 0 | 8,000 | 0 |
| | MLK Park Walking Track | Exisiting one is in poor condition | 25,000 | 0 | 0 | 0 | 0 | 0 |
| | | Total Recreation | | 379,500 | 99,000 | 128,500 | 105,500 | 46,000 |
| Fire | New Copier | End of Life expectancy | 11,000 | 11,000 | 0 | 0 | 0 | 0 |
| | Replace Roof on Fire Station 1 | End of Life expectancy | 500,000 | 500,000 | 0 | 0 | 0 | 0 |
| | HVAC Station #2 | End of Life expectancy | 20,000 | 0 | 20,000 | 0 | 0 | 0 |
| | HVAC Station #3 | End of Life expectancy | 20,000 | 0 | 0 | 0 | 0 | 20,000 |
| | HVAC Station #7 | End of Life expectancy | 20,000 | 20,000 | 0 | 0 | 0 | 0 |
| | Replace Shed Doors Station #3 | End of Life expectancy | 16,500 | 0 | 0 | 0 | 16,500 | 0 |
| | Replace Shed Doors Station #7 | End of Life expectancy | 16,500 | 0 | 0 | 16,500 | 0 | 0 |
| | | Total Fire | | 604,000 | 531,000 | 20,000 | 16,500 | 16,500 |
| Police | Wood Fence/Mt. Patrol | To provide better horse environment | 17,000 | 0 | 5,500 | 0 | 0 | 11,500 |
| | New Computers | Update Systems for Districts | 18,669 | 0 | 18,669 | 0 | 0 | 0 |
| | Mobile Computers | Computers for Police Patrol Units | 378,885 | 0 | 145,725 | 116,580 | 58,290 | 58,290 |
| | New Replacement Computers | New Computers for LEC Repl 10 that crashed | 20,800 | 0 | 10,400 | 0 | 0 | 10,400 |
| | Computer Tracking System | AVL Tracking System | 400,000 | 400,000 | 0 | 0 | 0 | 0 |
| | Upgrade Crimeview Software | To assist officers with tracking criminal activity | 17,395 | 17,395 | 0 | 0 | 0 | 0 |
| | | Total Police | | 852,749 | 417,395 | 180,294 | 116,580 | 58,290 |
| Planning & Development Srv. | Copier | Replace 8 year old copier in front office | 8,000 | 8,000 | | | | |
| | Digital Network Copier | Replace | 11,000 | 0 | 0 | 11,000 | 0 | 0 |
| | Plotter | 650 Replacement (out of service) | 17,500 | 17,500 | 0 | 0 | 0 | 0 |
| | | Total Planning & Development | | 36,500 | 25,500 | 0 | 11,000 | 0 |

**FY 2008/2009 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds**

| Department | Description | Justification(s) | Total Project Cost | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------|---|---|-----------------------|-----------------|------------------|-----------------|-----------------|-----------------|
| Engineering | | | | | | | | |
| | Toshiba E-Studio 352 High Speed Commercial Digital Copier/Printer | Copier in office is 10+ years old and will soon no longer be covered under a maintenance contract | 6,200 | 6,200 | 0 | 0 | 0 | 0 |
| | Sign Shop Renovation | Repaint and repair outside of building, renovate restroom and repair damage inside of building due to leaks | 25,000 | 25,000 | 0 | 0 | 0 | 0 |
| | Storage Shelter | Protection for supplies (traffic paint) at Sign Shop 2210 Habersham | 20,000 | 0 | 20,000 | 0 | 0 | 0 |
| | Storage Shelter | Protection for supplies (traffic paint) at Signal Shop 1127 Highland Avenue | 20,000 | 0 | 20,000 | 0 | 0 | 0 |
| | Traffic Operations Surveillance cameras | Install traffic operations surveillance cameras along Slappy Blvd with the new GDOT Project along Oakridge Dr., Newton Rd. and Jefferson Street | 80,000 | 0 | 40,000 | 40,000 | 0 | 0 |
| | Conflict Monitor Upgrad program | Upgrade conflict monitors starting with older cabinets first. Replace 20 conflict monitors each for 5 years or until all monitors are upgraded | 800,000 | 0 | 160,000 | 160,000 | 160,000 | 160,000 |
| | Five (5) Intersection Rebuilds | Replace traffic equipment at intersections that are 20+ years old | 300,000 | 0 | 120,000 | 60,000 | 60,000 | 60,000 |
| | Three (3) controller cabinets with equipment | to replace damaged or malfunctioning equipment | 35,000 | | 35,000 | 0 | 0 | 0 |
| | Sanitary Sewer extension | to expand service area | 900,000 | 0 | 500,000 | 200,000 | 100,000 | 100,000 |
| | Storm Sewer Improvements | to improve drainage | 500,000 | 0 | 200,000 | 100,000 | 100,000 | 100,000 |
| | Curb and Gutter | to improve drainage and appearance | 500,000 | 0 | 200,000 | 100,000 | 100,000 | 100,000 |
| | | Total Engineering | 3,186,200 | 31,200 | 1,295,000 | 660,000 | 520,000 | 520,000 |
| Civic Center | | | | | | | | |
| | AUD Curtains | Existing curtains have become dry rot and brittle, fireproof rating has diminished, and curtains are falling | 0 | 0 | 0 | 0 | 0 | 0 |
| | AUD Furniture | Replace dressing rooms furniture due to wear and tear. | 50,000 | 0 | 50,000 | 0 | 0 | 0 |
| | | | 10,000 | 0 | 10,000 | 0 | 0 | 0 |
| | Theater Projector | To create/draw different shows in Business Theatre & Entertainment | 59,000 | 0 | 59,000 | 0 | 0 | 0 |
| | Chiller | Replace old outdated equipment to prevent service failure | 300,000 | 300,000 | 0 | 0 | 0 | 0 |
| | Concourse Window Sealing | Repair leakage at Gates A,C,D to prevent more damage to interior of building and for patron safety | 55,000 | 55,000 | 0 | 0 | 0 | 0 |
| | Parking Lot Lights | Enhance and install additional lights for safety reasons | 150,000 | 0 | 150,000 | 0 | 0 | 0 |
| | Civic Center Telephone System | Upgrade and interface with other City departments | 22,000 | 0 | 22,000 | 0 | 0 | 0 |
| | Aisle and seating Eco-Glow | Life Safety/Precaution/Reduce exposure for liability | 45,000 | 0 | 45,000 | 0 | 0 | 0 |
| | Arena Curtain Replacement | Drape is twenty five years old and dry rotted/has large holes in it. | 31,000 | 0 | 31,000 | 0 | 0 | 0 |
| | Arena Curtain Upgrade | Additional Drape & replace new trusses that are failing | 176,320 | 0 | 176,320 | 0 | 0 | 0 |
| | Concourse Acoustical Ceiling | Grids and tiles are falling down | 110,000 | 0 | 110,000 | 0 | 0 | 0 |

FY 2008/2009 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds

| Department | Description | Justification(s) | Total Project Cost | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 | |
|----------------------|----------------------------------|---|----------------------------|------------------|------------------|----------------|----------------|----------------|---------------|
| Civic Center (con't) | Enhance Concourse Lighting | Lighting system needs upgrading | 55,000 | 0 | 55,000 | 0 | 0 | 0 | |
| | Resurface Parking lot | Cracked concrete, pot holes, becoming a safety hazard | 655,500 | 0 | 655,500 | 0 | 0 | 0 | |
| | Renovate Upstairs Box Offices | Paint, Install bullet proof glass, add microphones, dip trays, lighting and signage | 55,000 | 0 | 55,000 | 0 | 0 | 0 | |
| | Resurface Arena Floor | Concrete is cracked and broken-liability | 110,000 | 0 | 110,000 | 0 | 0 | 0 | |
| | 800 amps 3-phase show disconnect | Additional power needed to accommodate arena events | 155,000 | 0 | 155,000 | 0 | 0 | 0 | |
| Veteran's Park | Restrooms | Renovate | 15,000 | 0 | 15,000 | 0 | 0 | 0 | |
| | Irrigation System | Replace system due to flood/vandalism | 20,000 | 0 | 20,000 | 0 | 0 | 0 | |
| | | Total Civic Center | 2,073,820 | 355,000 | 1,718,820 | 0 | 0 | 0 | |
| Transit | Purchase Office Furniture | Replace Worn Furniture | 85,000 | 15,000 | 5,000 | 20,000 | 20,000 | 20,000 | |
| | Purchase Office Equipment | Replace Various Office Equipment | 25,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | |
| | Facility Modification | Enhance & Upgrade Facility | 239,000 | 50,000 | 75,000 | 38,000 | 38,000 | 38,000 | |
| | Multi-Modal Facility | AE&D and Construction | 365,000 | 280,000 | 85,000 | 0 | 0 | 0 | |
| | Multi-Modal Facility Lease | Interim Facility Lease | 148,000 | 74,000 | 74,000 | 0 | 0 | 0 | |
| | Bus Amenities | Purchase Bus Shelters/Benches/Sign/etc. | | 100,000 | 20,000 | 35,000 | 15,000 | 15,000 | 15,000 |
| | | Purchase Computer Equipment | | 100,000 | 34,000 | 15,000 | 20,000 | 20,000 | 11,000 |
| | | | Total Transit (10%) | 1,062,000 | 478,000 | 294,000 | 98,000 | 98,000 | 89,000 |
| | | | | 106,200 | 47,800 | 29,400 | 9,800 | 9,800 | 8,900 |
| | Contingency | Contingency | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | GRAND TOTAL - General/ Special Funds | 7,738,419 | 1,948,645 | 3,413,514 | 935,580 | 650,590 | 629,590 | |

Transit includes City matching of 10% for approved projects.
**80% Federal 10% State

* Any projects that exceed the amount of appropriated funding in the General/Special and Non-Major Enterprise categories will be paid for out of cash reserves.

FY 2008/2009 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds

| Department | Description | Justification(s) | Total Project Cost | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|-----------------------------------|-------------------------------|---------------------------------------|--------------------|----------------|--------------|--------------|--------------|--------------|
| Central Services | | | | | | | | |
| | 4 door midsize sedan | Rotate Car to Engineering | 18,000 | 18,000 | 0 | 0 | 0 | 0 |
| | 4 door midsize sedan | Rotate Car to Civic Center | 18,000 | 18,000 | 0 | 0 | 0 | 0 |
| | 4 door small truck | Rotate Car to Purchasing | 21,000 | 21,000 | 0 | 0 | 0 | 0 |
| | | Total Central Services | 57,000 | 57,000 | 0 | 0 | 0 | 0 |
| Code Enforcement | | | | | | | | |
| | small truck | replacement (2) | 28,000 | 28,000 | 0 | 0 | 0 | 0 |
| | 4 door midsize sedan | (3) New to fleet (approved by CM) | 54,000 | 54,000 | 0 | 0 | 0 | 0 |
| | | Total Code Enforcement | 82,000 | 82,000 | 0 | 0 | 0 | 0 |
| Planning & Development | | | | | | | | |
| | small truck | Replacement | 14,000 | 14,000 | 0 | 0 | 0 | 0 |
| | 4 door midsize sedan | Replacement | 18,000 | 18,000 | 0 | 0 | 0 | 0 |
| | | Total Planning and Development | 32,000 | 32,000 | 0 | 0 | 0 | 0 |
| Police | | | | | | | | |
| | Crown Vic Interceptor | Replacement (8) | 224,000 | 224,000 | 0 | 0 | 0 | 0 |
| | Impala Interceptors | Replacement (10) | 180,000 | 180,000 | 0 | 0 | 0 | 0 |
| | T-3 Electric Scooter | Environmentally sound (2) | 20,000 | 20,000 | 0 | 0 | 0 | 0 |
| | Arson van | Replacement | 23,000 | 23,000 | 0 | 0 | 0 | 0 |
| | CSI ident van | Replacement | 23,000 | 23,000 | 0 | 0 | 0 | 0 |
| | 4x4 4-door truck F150 | transfer of street truck to APD | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Police | 470,000 | 470,000 | 0 | 0 | 0 | 0 |
| Fire | | | | | | | | |
| | 4 door mid-size sedan | Replacement | 18,000 | 18,000 | 0 | 0 | 0 | 0 |
| | Impala Interceptors | Replacement | 24,000 | 24,000 | 0 | 0 | 0 | 0 |
| | Impala Interceptors | New to fleet (approved by CM) | 24,000 | 24,000 | 0 | 0 | 0 | 0 |
| | F-150 4 door w/cover & lights | New to fleet (approved by CM) | 25,000 | 25,000 | 0 | 0 | 0 | 0 |
| | | Total Fire | 91,000 | 91,000 | 0 | 0 | 0 | 0 |
| Civic Center | | | | | | | | |
| | Gator all terrain vehicle | Replacement | 10,000 | 10,000 | 0 | 0 | 0 | 0 |
| | 60 inch riding mowers | rotation (2) | 16,000 | 16,000 | 0 | 0 | 0 | 0 |
| | 4 door small truck | Replacement | 21,000 | 21,000 | 0 | 0 | 0 | 0 |
| | 4 door mid-size sedan | transfer car from fleet | 0 | 0 | 0 | 0 | 0 | 0 |
| | | Total Civic Center | 47,000 | 47,000 | 0 | 0 | 0 | 0 |
| Engineering | | | | | | | | |
| | F-150 4 door w/cover | Replacement | 22,000 | 22,000 | 0 | 0 | 0 | 0 |
| | Small truck | Replacement | 14,000 | 14,000 | 0 | 0 | 0 | 0 |
| | Stake body truck/4200 INT | Replacement | 65,000 | 65,000 | 0 | 0 | 0 | 0 |
| | 4 door mid-size sedan | transfer car from fleet | 0 | 0 | 0 | 0 | 0 | 0 |
| | Small truck | Replacement (2) | 30,000 | 30,000 | 0 | 0 | 0 | 0 |
| | | Total Engineering | 131,000 | 131,000 | 0 | 0 | 0 | 0 |

FY 2008/2009 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
General/Special/Non-Major Enterprise Funds

| Department | Description | Justification(s) | Total Project Cost | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|-------------------------------|-------------------------------|------------------------------------|--------------------|------------------|--------------|--------------|--------------|--------------|
| PW - Street Department | | | | | | | | |
| | 4 door small truck | Replacement | 21,000 | 21,000 | 0 | 0 | 0 | 0 |
| | 4 door F-250 crew cab truck | Replacement | 21,000 | 21,000 | 0 | 0 | 0 | 0 |
| | F-35- flat bed dump truck | Replacement (2) | 64,000 | 64,000 | 0 | 0 | 0 | 0 |
| | small truck | Replacement (2) | 28,000 | 28,000 | 0 | 0 | 0 | 0 |
| | right of way tractor | Replacement (2) | 90,000 | 90,000 | 0 | 0 | 0 | 0 |
| | Kut Kwick slope mower | Replacement | 80,000 | 80,000 | 0 | 0 | 0 | 0 |
| | 410 backhoe | Older unit was surplusd in 2008 | 110,000 | 110,000 | 0 | 0 | 0 | 0 |
| | 7400 International dump truck | Replacement | 95,000 | 95,000 | 0 | 0 | 0 | 0 |
| | Tree chipper | Replacement | 35,000 | 35,000 | 0 | 0 | 0 | 0 |
| | arrow boards for traffic | Replacement | 22,000 | 22,000 | 0 | 0 | 0 | 0 |
| | | Total Street Department | 566,000 | 566,000 | 0 | 0 | 0 | 0 |
| Recreation | | | | | | | | |
| | 60 inch mowers | rotation (4) | 32,000 | 32,000 | 0 | 0 | 0 | 0 |
| | stakebed truck | Replacement | 65,000 | 65,000 | 0 | 0 | 0 | 0 |
| | 4 door small truck | Replacement | 21,000 | 21,000 | 0 | 0 | 0 | 0 |
| | 12 yard pull dump trailer | Older unit was surplusd in 2008 | 25,000 | 25,000 | 0 | 0 | 0 | 0 |
| | four wheeler for ball fields | Older unit was surplusd in 2008(2) | 15,000 | 15,000 | 0 | 0 | 0 | 0 |
| | gator all terrain vehicle | Replacement | 10,000 | 10,000 | 0 | 0 | 0 | 0 |
| | | Total Recreation | 168,000 | 168,000 | 0 | 0 | 0 | 0 |
| | | Total GENERAL FUND | 1,644,000 | 1,644,000 | 0 | 0 | 0 | 0 |

* Any projects that exceed the amount of appropriated funding in the General/Special and Non-Major Enterprise categories will be paid for out of cash reserves.

FY 2008/2009 CAPITAL BUDGET
AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
Series 1998 GMA Lease Pool Funds

| Department | Description | Justification(s) | Total Project Cost | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------------|-----------------------------|--|--------------------|------------------|--------------|--------------|--------------|--------------|
| P/W Sanitary Sewer | | | | | | | | |
| | Small truck - WPC | Replacement | 14,000 | 14,000 | 0 | 0 | 0 | 0 |
| | All terrain mule | Replacement | 10,000 | 10,000 | 0 | 0 | 0 | 0 |
| | | TOTAL - 3200 | 24,000 | 24,000 | 0 | 0 | 0 | 0 |
| | 410 John Deere 4x4 back hoe | replacement (2) | 250,000 | 250,000 | 0 | 0 | 0 | 0 |
| | 624G loader | Rotation | 155,000 | 155,000 | 0 | 0 | 0 | 0 |
| | Air Sweeper | Rotation | 155,000 | 155,000 | | | | |
| | 4 door small truck | Multiple rotation (3) | 63,000 | 63,000 | 0 | 0 | 0 | 0 |
| | Diesel E-350 Van Trble trk. | Replacement | 38,000 | 38,000 | 0 | 0 | 0 | 0 |
| | F-250 Crew Cab | Replacement | 22,000 | 22,000 | 0 | 0 | 0 | 0 |
| | Ingersol air compressor | Multiple rotation (2) | 30,000 | 30,000 | 0 | 0 | 0 | 0 |
| | Low boy Flat bed trailer | Replacement | 50,000 | 50,000 | 0 | 0 | 0 | 0 |
| | Tractor Trailer truck | Rotate to WPC | 85,000 | 85,000 | 0 | 0 | 0 | 0 |
| | 25 ton back hoe trailer | Replacement | 30,000 | 30,000 | 0 | 0 | 0 | 0 |
| | Trouble truck van | Replacement | 38,000 | 38,000 | | | | |
| | | TOTAL - 3400 | 916,000 | 916,000 | 0 | 0 | 0 | 0 |
| | | GRANDTOTAL - P/W Sanitary Sewer | 940,000 | 940,000 | 0 | 0 | 0 | 0 |
| P/W Solid Waste | | | | | | | | |
| | P/W Solid Waste | | | | | | | |
| | Front loader garbage truck | Replacement Schedule | 175,000 | 175,000 | 0 | 0 | 0 | 0 |
| | D-6 high track bulldozer | Replacement Schedule | 250,000 | 250,000 | 0 | 0 | 0 | 0 |
| | Rearloader garbage truck | Replacement Schedule | 165,000 | 165,000 | 0 | 0 | 0 | 0 |
| | Limb loader truck | Replacement Schedule | 75,000 | 75,000 | 0 | 0 | 0 | 0 |
| | Sway car trailer | Replacement Schedule | 10,000 | 10,000 | 0 | 0 | 0 | 0 |
| | | GRANDTOTAL - P/W Solid Waste | 675,000 | 675,000 | 0 | 0 | 0 | 0 |
| | | Grand Total - Public Works | 1,615,000 | 1,615,000 | 0 | 0 | 0 | 0 |

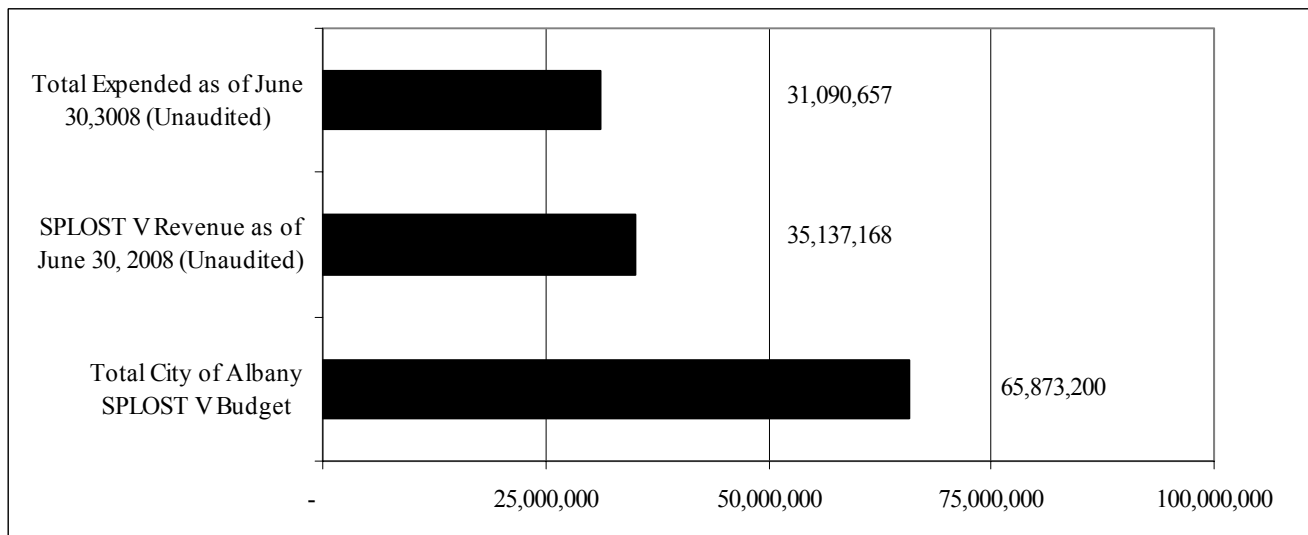
SPECIAL PURPOSE LOCAL OPTION SALES TAX V PROJECTS

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

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

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

The information below exhibits how much of these funds have been expended as of June 30, 2008:



FY 2009 SPLOST V Revenue: \$11,422,725

FY 2009 SPLOST V Expenses: \$11,422,725

SUMMARY OF SPONSORED OPERATIONS REVENUE

DESCRIPTION

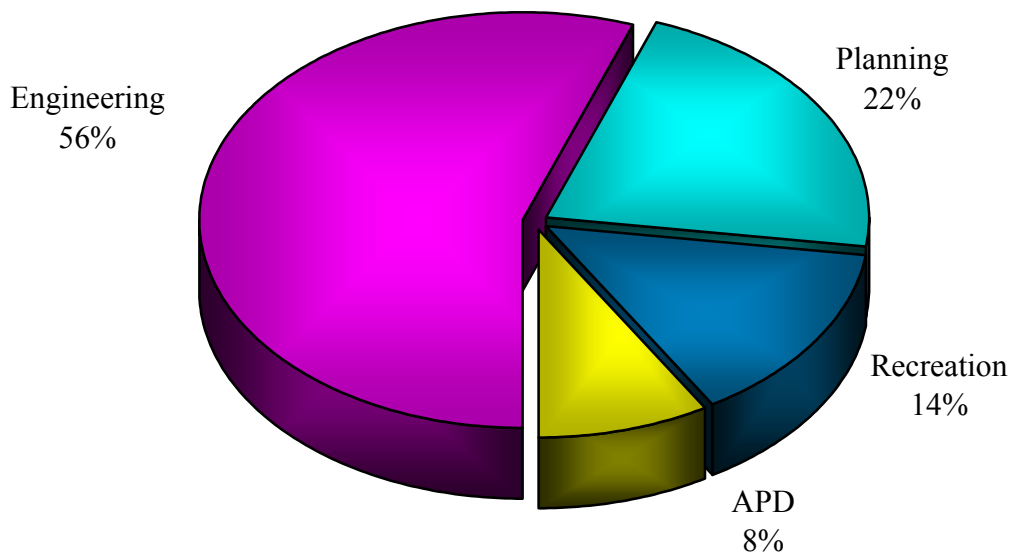
The Grants Fund is a special revenue fund that provides for the administrative accounting of funds received from State and Federal sources for some entitlement programs and discretionary projects. The Grants Fund consists of Federal, State and local funding. Local funding includes contracts for reimbursed services, which are considered sponsored operations. The Police Department is the primary recipient of reimbursed services.

This budget is used to account for grant programs awarded to the City. The appropriations for grant projects do not lapse at the end of each fiscal year, but remain in force for the life of the grant by means of re-appropriations contained in this budget unit.

| Major Object of Expenditure | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| Planning | 106,831 | 178,027 | 180,027 |
| Recreation | 163,164 | 233,627 | 119,250 |
| APD | 198,601 | 100,000 | 70,000 |
| AFD | 63,844 | 0 | 0 |
| Engineering | 794,846 | 750,400 | 463,400 |
| Pass Thru Grants | 5,000 | 0 | 0 |
| TOTAL | 1,332,286 | 1,262,054 | 832,677 |
| FULL TIME POSITIONS | 6 | 6 | 6 |

WORK ACTIVITY DATA

**GRANT FUND
Summary of Appropriations**



SUMMARY OF SPONSORED OPERATIONS REVENUE

| ACCOUNT NUMBER | ACCOUNT NAME | AWARDED 2008/2009 |
|---------------------------|-----------------------------|------------------------------|
| 2702 | | |
| 5806 | PL Grant | 127,650 |
| 5807 | Sect #8 FTA Grant | 52,377 |
| 5811.01 | Summer Lunch Bag Program | 119,250 |
| 5819 | Police Grants | 70,000 |
| 5820.01 | Safe Communities | 30,400 |
| 5820.21 | Storm Drainage Improvements | 433,000 |
| | TOTAL, GRANT FUND: | 832,677 |

PL Grant

DESCRIPTION

The Metropolitan Transportation Planning Services contract (or PL Grant) is an agreement between the City of Albany's Planning & Development Services department, the Georgia Department of Transportation (GDOT) and the U. S. Department of Transportation (DOT) to provide cooperative, comprehensive, and continuing transportation planning in carrying out the provisions of the Intermodal Surface Transportation Efficiency Act of 1991. Both state and federal governments reimburse the City for work done according to the agreement- 80% federal and 10% state. The City of Albany provides 10% of the funding for projects outlined in the agreement.

| Major Object of Expenditure | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 40,304 | 40,686 | 40,686 |
| OPERATING EXPENSE | 65,567 | 84,964 | 86,964 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 105,871 | 125,650 | 127,650 |
| FULL TIME POSITION | 0 | 1 | 1 |

Class Title

| | | | |
|------------------------|---|---|---|
| Transportation Planner | 0 | 1 | 1 |
|------------------------|---|---|---|

FTA GRANT

DESCRIPTION

The City of Albany's Planning & Development Services department has entered into an agreement with the Georgia Department of Transportation (GDOT) and the Federal Transit Administration (FTA) to assist in transportation planning that has a profound impact upon the development of the total organized transportation services in the State of Georgia. Both state and federal governments reimburse the City for work done according to the agreement- 80% federal and 10% state. The City of Albany provides 10% of the funding for assisting these two entities in transportation planning.

| Major Object of Expenditure | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 960 | 52,377 | 52,377 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 960 | 52,377 | 52,377 |
| FULL TIME POSITION | 0 | 0 | 0 |

RECREATION GRANTS

DESCRIPTION

The City of Albany participates in the Summer Lunchbag Program sponsored by the Georgia Office of School Readiness. The program provide nutritious meals (lunch) to needy children 18 years of age and under (or persons 19 and over who are mentally or physically disabled and participating in a public or private nonprofit school program for the mentally or physically disabled). The program ensures that low-income children continue to receive nutritious meals during the summer months from May through September when school is not in session. Free meals, that meet Federal nutrition guidelines, are provided to all children at approved SFSP (Summer Food Service Program) sites in Albany areas with significant concentrations of low-income children.

This program has 19 City Recreation sites and 24 other approved sites throughout the Albany area serving 1200 to 1500 meals daily.

| Major Object of Expenditure | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 1,033 | 40,705 | 0 |
| OPERATING EXPENSE | 137,131 | 192,922 | 119,250 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 138,164 | 233,627 | 119,250 |
| FULL TIME POSITION | 0 | 0 | 0 |

DOMESTIC VIOLENCE

DESCRIPTION

The Domestic Violence Response Teams provides for follow-up services for victims of domestic violence and sexual assault incidents. These personnel provide needed resource information for the victim to assure they have access to all the resources that are available to them. They also act as a liaison between the victim and the Criminal Justice System. This unit is funded by statutorily mandated add ons to bonds and fines.

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 70,388 | 0 | 0 |
| OPERATING EXPENSE | 521 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 70,908 | 0 | 0 |
| FULL TIME POSITIONS | 2 | 1 | 1 |

Class Title

| | | | |
|-------------------------------|---|---|---|
| Crime Response Specialist, Sr | 1 | 1 | 1 |
| Crime Response Specialist | 1 | 1 | 0 |

Note: The two positions are sponsored and are not considered authorized budgeted positions.

GOHS H.E.A.T. Grant

DESCRIPTION

The Governor's Office of Highway Safety (GOHS) Highway Enforcement Aggressive Traffic Team (H.E.A.T.) grant is designed to educate the public and enforce laws related to impaired and aggressive driving by increasing Albany Police Department's traffic enforcement by conducting highly visible and highly publicized traffic enforcement tactics and strategies to reduce highway safety crashes, injuries, and fatalities, especially those related to impaired driving, speeding, and occupant safety.

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 84,807 | 56,458 | 0 |
| OPERATING EXPENSE | 7,398 | 43,542 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 92,205 | 100,000 | 0 |
| FULL TIME POSITION | 2 | 2 | 0 |

Class Title

| | | | |
|-----------------|----------|----------|----------|
| Police Officer | 1 | 1 | 0 |
| Police Corporal | 1 | 1 | 0 |
| TOTAL | 2 | 2 | 0 |

EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2005

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Projected 2007/2008 | Awarded 2007/2008 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 14,583 | 0 | 45,075 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 14,583 | 0 | 45,075 |
| FULL TIME POSITION | 0 | 0 | 0 |

EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2006

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 21,243 | 0 | 9,774 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 21,243 | 0 | 9,774 |
| FULL TIME POSITION | 0 | 0 | 0 |

EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2007

DESCRIPTION

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

| MAJOR OBJECT OF EXPENDITURE | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 0 | 0 | 31,386 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 0 | 0 | 31,386 |
| FULL TIME POSITION | 0 | 0 | 0 |

SAFE COMMUNITIES GOVERNOR'S OFFICE OF HIGHWAY SAFETY GRANT

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 46,465 | 18,215 | 18,215 |
| OPERATING EXPENSE | 6,800 | 12,185 | 12,185 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 53,265 | 30,400 | 30,400 |
| FULL TIME POSITION | 1 | 1 | 1 |

Class Title

| | | | |
|-------------------------------|---|---|---|
| Safe Communities Coordinator* | 1 | 1 | 1 |
|-------------------------------|---|---|---|

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

SIGNAL SYSTEM UPGRADE

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | (94,304) | 0 | 0 |
| CAPITAL OUTLAY | 413,935 | 0 | 0 |
| TOTAL | 319,631 | 0 | 0 |
| FULL TIME POSITION | 0 | 0 | 0 |

EPA STORM DRAINAGE GRANT

DESCRIPTION

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

| Major Object of Expenditure | Actual 2005/2006 | Projected 2006/2007 | Awarded 2007/2008 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 433,000 |
| TOTAL | 0 | 0 | 433,000 |
| FULL TIME POSITION | 0 | 0 | 0 |

ASSISTANCE TO FIREFIGHTERS GRANT

DESCRIPTION

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

| Major Object of Expenditure | Actual 2006/2007 | Projected 2007/2008 | Awarded 2008/2009 |
|------------------------------------|-----------------------------|--------------------------------|------------------------------|
| PERSONAL SERVICES | 0 | 0 | 0 |
| OPERATING EXPENSE | 63,844 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 |
| TOTAL | 63,844 | 0 | 0 |
| FULL TIME POSITION | 0 | 0 | 0 |

WATER GAS & LIGHT COMMISSION
TOTAL SYSTEM
2008 - 2009 BUDGET
Approved by the Board of Commissioners
May 29, 2008

| DESCRIPTION | BUDGET 2007 - 2008 | BUDGET 2008 - 2009 | INCREASE (DECREASE) |
|---|-----------------------|-----------------------|------------------------|
| Estimated Revenues | <u>\$101,695,712</u> | <u>\$106,647,809</u> | 4.87% |
| Less Estimated Expenses | | | |
| Cost of Sales | 67,486,381 | 70,805,480 | 4.92% |
| Operating & Maintenance Expenses | 12,145,663 | 12,755,540 | 5.02% |
| G & A Expenses (Net) | 8,834,325 | 9,127,361 | 3.32% |
| Depreciation Departments | 4,041,706 | 4,083,521 | 1.03% |
| Depreciation G & A | <u>1,674,285</u> | <u>1,724,514</u> | 3.00% |
| Total Expenses | <u>94,182,360</u> | <u>98,496,416</u> | 4.58% |
| NET INCOME | 7,513,352 | 8,151,394 | 8.49% |
| Transfer to City of Albany | 7,787,194 | 7,831,738 | 0.57% |
| Transfer to other agencies | 44,217 | <u>44,217</u> | 0.00% |
| Total transfers | <u>7,831,411</u> | <u>7,875,955</u> | 0.57% |
| Net income after transfer | (318,059) | 275,439 | -186.60% |
| Add back depreciation | <u>5,715,991</u> | <u>5,808,035</u> | 1.61% |
| Cash available for capital expenditures | 5,397,932 | 6,083,474 | 12.70% |
| Subtract Vehicles & Equipment | 1,150,626 | 1,896,106 | 64.79% |
| Subtract Vehicles & Equipment G & A | 305,464 | 726,731 | 137.91% |
| Subtract Improvements | 3,247,000 | 3,177,000 | -2.16% |
| Subtract Principal Payments - Bonds | 910,000 | 985,000 | 8.24% |
| Subtract Principal Payments | 1,262,205 | 1,094,642 | -13.28% |
| Subtract Cleanup for Manufactured Gas Plant | 500,000 | 500,000 | 0.00% |
| Add Draw Down Reserves | 0 | 296,005 | 0.00% |
| Add Propane Gas Sales | <u>2,000,000</u> | <u>2,000,000</u> | 0.00% |
| Funds available to transfer to reserves | <u>\$22,637</u> | <u>(\$0)</u> | -100.00% |

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WATER GAS & LIGHT COMMISSION
DISTRIBUTION OF TRANSFERS TO OTHER AGENCIES
2008 - 2009 BUDGET

| Transfer to City of Albany | <u>2007 - 2008</u> | <u>2008 - 2009</u> |
|--|-------------------------------|-------------------------------|
| City of Albany General Fund | \$5,431,277 | \$5,475,821 |
| City of Albany Street and Traffic Lights | 1,055,000 | 1,055,000 |
| City of Albany Christmas Decorations | 25,000 | 25,000 |
| City of Albany Eternal Flame | <u>5,000</u> | <u>5,000</u> |
| Total based on metered revenue | 6,516,277 | 6,560,821 |
| City of Albany - Addition to transfer by agreement | 750,000 | 750,000 |
| City of Albany Capital Improvement Fund | 320,917 | 320,917 |
| City of Albany Sewer and Garbage Billing | 200,000 | 200,000 |
| Total other transfers to City of Albany | <u>1,270,917</u> | <u>1,270,917</u> |
| Total contributions to the City of Albany | 7,787,194 | 7,831,738 |
| Transfers to Others | | |
| Dougherty County Street and Traffic Lights | 22,117 | 22,117 |
| Payroll Development Authority | <u>22,100</u> | <u>22,100</u> |
| Total to Other agencies | <u>44,217</u> | <u>44,217</u> |
| TOTAL TRANSFER TO OTHER AGENCIES | <u><u>\$7,831,411</u></u> | <u><u>\$7,875,955</u></u> |

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WATER GAS & LIGHT COMMISSION
DISTRIBUTION OF TRANSFERS TO OTHER AGENCIES
2008 - 2009 BUDGET

Metered Revenue

| Calendar Year 2007 | Water | Transport Gas | Gas | Light | Total |
|---|------------------|------------------|------------------|--------------------|--------------------|
| Month of January | \$661,457 | \$93,704 | \$865,702 | \$5,467,113 | \$7,087,976 |
| Month of February | 643,513 | 90,713 | 1,228,349 | 5,576,096 | 7,538,671 |
| Month of March | 611,117 | 97,212 | 928,513 | 5,254,472 | 6,891,314 |
| Month of April | 713,532 | 95,171 | 475,802 | 4,350,004 | 5,634,509 |
| Month of May | 814,124 | 91,028 | 383,646 | 5,586,325 | 6,875,123 |
| Month of June | 865,715 | 89,788 | 295,106 | 6,410,921 | 7,661,530 |
| Month of July | 805,456 | 83,775 | 264,975 | 7,445,840 | 8,600,046 |
| Month of August | 797,702 | 82,362 | 276,157 | 7,705,515 | 8,861,736 |
| Month of September | 802,018 | 87,377 | 288,509 | 8,091,452 | 9,269,356 |
| Month of October | 721,212 | 85,369 | 248,503 | 5,801,192 | 6,856,276 |
| Month of November | 692,057 | 87,276 | 461,091 | 5,376,219 | 6,616,643 |
| Month of December | 696,904 | 95,031 | 689,633 | 5,253,260 | 6,734,828 |
| Total | 8,824,807 | 1,078,806 | 6,405,986 | 72,318,409 | 88,628,008 |
| Subtract amts greater than \$80 million | (859,102) | (105,023) | (623,628) | (7,040,255) | (8,628,008) |
| | 7,965,705 | 973,783 | 5,782,358 | 65,278,154 | 80,000,000 |
| Transfer % for amts up to \$80 million | 7.5% | 7.5% | 7.5% | 7.5% | 7.5% |
| Transfer on first \$80 million | 597,428 | 73,034 | 433,677 | 4,895,862 | 6,000,000 |
| Amounts greater than \$80 million | 859,102 | 105,023 | 623,628 | 7,040,255 | 8,628,008 |
| Transfer % for amts greater than \$80 million | 6.5% | 6.5% | 6.5% | 6.5% | 6.5% |
| Transfer on amts greater than \$80 million | 55,842 | 6,826 | 40,536 | 457,617 | 560,821 |
| Total transfer based on percentage | 653,270 | 79,860 | 474,213 | 5,353,478 | 6,560,821 |
| Other City Transfers | 128,106 | 0 | 92,993 | 1,049,818 | 1,270,917 |
| Total Transfers to City | 781,376 | 79,860 | 567,206 | 6,403,296 | 7,831,738 |
| Other Transfers | 4,457 | 0 | 3,235 | 36,525 | 44,217 |
| Total Transfers | <u>\$785,833</u> | <u>\$79,860</u> | <u>\$570,441</u> | <u>\$6,439,820</u> | <u>\$7,875,955</u> |

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**WATER GAS & LIGHT COMMISSION
WATER DEPARTMENT
2008 - 2009 BUDGET**

| DESCRIPTION | BUDGET 2007 - 2008 | BUDGET 2008 - 2009 | INCREASE (DECREASE) |
|---|-----------------------------|-----------------------------|------------------------|
| Estimated Revenues | <u>\$9,738,129</u> | <u>\$10,176,914</u> | 4.51% |
| Less Estimated Expenses | | | |
| Cost of Sales | 597,227 | 570,347 | -4.50% |
| Operating & Maintenance Expenses | 4,943,671 | 5,124,913 | 3.67% |
| G & A Expenses (Net) | 2,208,581 | 2,281,840 | 3.32% |
| Depreciation Water Department | 2,160,000 | 2,160,000 | 0.00% |
| Depreciation G & A | <u>418,571</u> | <u>431,128</u> | 3.00% |
| Total Expenses | <u>10,328,050</u> | <u>10,568,229</u> | 2.33% |
| NET INCOME | (589,921) | (391,315) | 33.67% |
| Transfer to City of Albany | 755,272 | 781,376 | 3.46% |
| Transfer to other agencies | <u>4,334</u> | <u>4,457</u> | 2.84% |
| Total transfers | <u>759,606</u> | <u>785,833</u> | 3.45% |
| Net income after transfer | (1,349,527) | (1,177,148) | 12.77% |
| Add back depreciation | <u>2,578,571</u> | <u>2,591,128</u> | 0.49% |
| Cash available for capital expenditures | 1,229,044 | 1,413,981 | 15.05% |
| Subtract Vehicles & Equipment | 553,453 | 687,500 | 24.22% |
| Subtract Vehicles & Equipment G & A | 76,366 | 181,683 | 137.91% |
| Subtract Improvements | 700,000 | 600,000 | -14.29% |
| Principal Payments | 1,251,801 | 1,258,660 | 0.55% |
| Add Draw Down Reserves | <u>0</u> | <u>0</u> | 0.00% |
| Funds available to transfer to reserves | <u><u>(\$1,352,576)</u></u> | <u><u>(\$1,313,862)</u></u> | 2.86% |

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**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| WATER DEPARTMENT INCOME | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|------------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Residential Sales | \$5,425,389 | \$5,721,412 | \$6,435,439 | \$4,587,450 | 6,116,600 | \$6,844,299 | 111.90% |
| Commercial Sales | 2,193,597 | 2,711,051 | 2,342,563 | 1,811,226 | 2,414,969 | 2,702,280 | 111.90% |
| Miscellaneous Sales | 10,916 | 17,806 | 41,569 | 6,132 | 8,176 | 18,939 | 231.66% |
| Laboratory Sales | 103,865 | 104,062 | 106,503 | 57,244 | 76,325 | 76,325 | 100.00% |
| Miscellaneous Income | 40,630 | 1,429 | (518) | 531 | 708 | 8,457 | 0.00% |
| Tapping Fees | 684,222 | 473,535 | 329,591 | 399,894 | 533,192 | 520,614 | 97.64% |
| Rental Income | 6,000 | 6,000 | 6,000 | 4,500 | 6,000 | 6,000 | 100.00% |
| Total Water Income | <u>\$8,464,620</u> | <u>\$9,035,295</u> | <u>\$9,261,146</u> | <u>\$6,866,977</u> | <u>\$9,155,970</u> | <u>\$10,176,914</u> | <u>111.15%</u> |

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WATER, GAS & LIGHT COMMISSION

WATER DEPARTMENT

Calculation of Revenues and Cost of Sales

2008 - 2009 BUDGET

| | BUDGET MGAL | AVG SALES PRICE | BUDGET \$ | AVG COST TO PUMP | TOTAL COGS | PUMPING ELECTRIC | CHEMICALS |
|---------------|-------------------------|-----------------------|---------------------------|------------------------|-------------------------|-------------------------|------------------------|
| July-07 | 512,500 | 1.83 | \$936,338 | \$0.11003 | \$56,391 | \$53,338 | \$3,026 |
| August-07 | 490,000 | 1.83 | 895,230 | 0.11003 | 53,915 | 50,996 | 2,893 |
| September-07 | 482,500 | 1.83 | 881,528 | 0.11003 | 53,090 | 50,215 | 2,849 |
| October-07 | 436,500 | 1.83 | 797,486 | 0.11003 | 48,029 | 45,428 | 2,577 |
| November-07 | 412,500 | 1.83 | 753,638 | 0.11003 | 45,388 | 42,930 | 2,436 |
| December-07 | 401,500 | 1.83 | 733,541 | 0.11003 | 44,178 | 41,785 | 2,371 |
| January-08 | 362,500 | 1.83 | 662,288 | 0.11003 | 39,886 | 37,727 | 2,141 |
| February-08 | 352,500 | 1.83 | 644,018 | 0.11003 | 38,786 | 36,686 | 2,081 |
| March-08 | 356,500 | 1.83 | 651,326 | 0.11003 | 39,226 | 37,102 | 2,105 |
| April-08 | 382,500 | 1.83 | 698,828 | 0.11003 | 42,087 | 39,808 | 2,259 |
| May-08 | 456,500 | 1.83 | 834,026 | 0.11003 | 50,229 | 47,509 | 2,696 |
| June-08 | 537,500 | 1.83 | 982,013 | 0.11003 | 59,142 | 55,939 | 3,174 |
| TOTALS | <u>5,183,500</u> | | <u>\$9,470,255</u> | | <u>\$570,347</u> | <u>\$539,464</u> | <u>\$30,608</u> |

Prior five year history at a glance....

| F.Y.E. | mgal | REVENUE |
|----------------------|-------------------------|---------------------------|
| 2009 budget | 5,183,500 | \$9,470,255 |
| Last 12 mos. | 5,267,129 | 8,792,046 |
| 2007 | 5,130,268 | 8,796,808 |
| 2006 | 5,265,907 | 8,150,104 |
| 2005 | 4,862,231 | 7,701,595 |
| 2004 | 4,920,614 | 6,616,167 |
| 2003 | 5,018,100 | 6,678,640 |
| 5 Yr. Average | <u>5,039,424</u> | <u>\$7,588,663</u> |

| | |
|----------------------------------|-----------|
| Projected Sales Volume | 5,183,500 |
| Average Cost to Pump | 0.11003 |
| <u>Cost of Water Sold</u> | |
| MGAL sold for last 9 months | 3,827,673 |
| Cost of Sales for last 9 months | 421,164 |
| Average Cost to Pump | 0.11003 |

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**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| WATER DEPARTMENT COST OF SALES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|---|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Pumping Electric | \$720,910 | \$522,764 | \$505,084 | \$517,681 | \$397,887 | \$530,516 | \$539,464 | 101.69% |
| Natural Gas | 340 | 339 | 341 | 326 | 276 | 369 | 276 | 74.76% |
| Chemicals | 110,351 | 65,573 | 59,917 | 75,264 | 31,101 | 41,467 | 30,608 | 73.81% |
| TOTAL COST OF SALES | \$831,601 | \$588,676 | \$565,343 | \$593,271 | \$429,264 | \$572,352 | \$570,347 | 99.65% |

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**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| WATER DEPARTMENT OPERATING EXPENSES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|---|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Salaries and Wages | | | | | | | | |
| Department Supervision | \$112,494 | \$95,270 | \$128,425 | \$167,329 | \$162,971 | \$217,295 | \$227,725 | 104.80% |
| Service and Trouble | 204,451 | 175,177 | 174,238 | 134,393 | 107,301 | 143,067 | 149,935 | 104.80% |
| Meter Shop | 277 | 968 | 210 | 84,088 | 62,460 | 83,279 | 87,277 | 104.80% |
| Operations | 38,644 | 12,449 | 3,961 | 16,635 | 16,482 | 21,976 | 23,031 | 104.80% |
| Jury Duty | 2,833 | 3,500 | 258 | 1,007 | 446 | 595 | 623 | 104.80% |
| Bad Weather / Rain | 3,058 | 728 | 110 | 483 | 0 | 0 | 0 | 0.00% |
| Accident on Duty | 176 | 298 | 2,547 | 627 | 687 | 917 | 961 | 104.80% |
| Training / School | 7,712 | 9,141 | 8,439 | 17,324 | 13,676 | 18,235 | 19,111 | 104.80% |
| Conference | 1,372 | 606 | 765 | 717 | 1,101 | 1,467 | 1,538 | 104.80% |
| Holiday | 59,054 | 59,819 | 69,168 | 75,979 | 62,377 | 83,169 | 87,161 | 104.80% |
| Compensated Absences | 79,629 | 98,945 | 110,225 | 127,888 | 86,710 | 115,613 | 121,163 | 104.80% |
| Sick Leave | 59,625 | 80,105 | 54,103 | 141,249 | 80,816 | 107,755 | 112,927 | 104.80% |
| Other Labor | 2,595 | 1,191 | 9,349 | 2,977 | 36,754 | 49,006 | 51,358 | 104.80% |
| Lab | 138,156 | 208,947 | 4,786 | 35,599 | 22,489 | 29,986 | 31,425 | 104.80% |
| Total salaries and wages | \$710,073 | \$747,144 | \$566,583 | \$806,296 | \$654,271 | \$872,362 | \$914,235 | 104.80% |
| Other Expenses | | | | | | | | |
| Small Hand Tools | \$30,887 | \$13,653 | \$34,716 | \$17,403 | \$18,084 | \$24,112 | \$24,413 | 101.25% |
| Uniform Rental and Expense | 14,109 | 16,799 | 13,224 | 16,347 | 11,379 | 15,171 | 15,361 | 101.25% |
| Street Repair - Maintenance | 17,408 | 20,424 | 48,371 | 31,651 | 17,755 | 23,673 | 23,969 | 101.25% |
| Motor Vehicle Repairs | 33,886 | 35,425 | 58,944 | 56,301 | 42,540 | 56,720 | 57,429 | 101.25% |
| Motor Vehicle Expenses - Fuel | 68,899 | 82,690 | 89,591 | 68,809 | 61,642 | 82,190 | 83,217 | 101.25% |
| Motorized Equipment Repairs | 104,468 | 57,382 | 22,658 | 36,958 | 34,955 | 46,607 | 47,189 | 101.25% |
| Motorized Equipment Expenses | 28,416 | 8,669 | 14,030 | 14,732 | 11,605 | 15,474 | 15,667 | 101.25% |
| Lab Test | 125,479 | 115,097 | 131,889 | 148,166 | 82,825 | 110,433 | 111,814 | 101.25% |
| Wells | 14,478 | 18,344 | 184 | 22,544 | 0 | 0 | 0 | 0.00% |
| Equipment | 25,998 | 30,191 | 91,663 | 43,469 | 36,465 | 48,620 | 49,228 | 101.25% |
| Mains | 4,982 | 9,912 | 1,160 | 13,945 | 10,779 | 14,372 | 14,552 | 101.25% |
| Service Lines | 18,047 | 9,334 | 12,040 | 50,903 | 13,651 | 18,201 | 18,428 | 101.25% |
| Employee Group Insurance | 232,665 | 289,104 | 328,227 | 379,139 | 329,599 | 439,465 | 483,411 | 110.00% |
| Damage Claim Expense | 4,436 | 1,707 | 1,586 | (29,436) | (16,300) | (21,733) | 0 | 0.00% |
| Company Pension Plan Expense | 152,048 | 150,719 | 212,409 | 173,679 | 130,594 | 174,125 | 182,483 | 104.80% |
| Payroll Tax Expense | 112,289 | 107,278 | 131,959 | 151,466 | 103,467 | 137,956 | 144,578 | 104.80% |
| Company LTD Plan | 25,929 | 25,086 | 14,518 | 5,750 | 4,276 | 5,701 | 5,975 | 104.80% |
| Office Supplies and Expense | 15,084 | 10,538 | 35,737 | 8,190 | 1,334 | 1,779 | 1,801 | 101.25% |
| Seminars and Continuing Education | 9,582 | 14,979 | 8,287 | 8,579 | 34,328 | 45,770 | 46,342 | 101.25% |
| Professional Services Other | 18,493 | 45,797 | 137,849 | 113,337 | 41,734 | 55,646 | 56,341 | 101.25% |
| US Geological Survey | 101,340 | 83,124 | 83,124 | 120,550 | 70,071 | 62,500 | 62,500 | 100.00% |
| Interest Expense Bonds | 983,375 | 1,013,657 | 873,440 | 807,518 | 631,175 | 882,425 | 814,727 | 92.33% |
| Investment (Mgmt fee) Expense | 4,500 | 2,603 | 70 | 110 | 89 | 119 | 120 | 101.25% |
| Water Bond Issue Expense | 26,813 | 26,813 | 49,533 | 65,762 | 49,321 | 65,762 | 66,584 | 101.25% |
| Utilities | 22,945 | 23,883 | 252,317 | 185,902 | 131,178 | 174,904 | 177,090 | 101.25% |
| Communications | 8,733 | 9,599 | 8,590 | 11,409 | 5,914 | 7,885 | 7,984 | 101.25% |
| Building Repairs and Maintenance | 7,791 | 13,915 | 7,436 | 45,554 | 36,124 | 48,165 | 48,767 | 101.25% |
| Miscellaneous Expense | 4,050 | 11,520 | 9,026 | 14,583 | 18,159 | 24,212 | 24,514 | 101.25% |
| Other Supplies | 3,003 | 10,197 | 2,875 | 5,411 | 11,404 | 15,205 | 15,395 | 101.25% |
| Dues and Subscriptions | 1,767 | 2,916 | 2,169 | 2,155 | 1,854 | 2,472 | 2,503 | 101.25% |
| Lab Expenses | 99,047 | 121,258 | 47,662 | 114,042 | 149,164 | 198,885 | 207,371 | 101.25% |
| Total Other Expenses | \$2,320,945 | \$2,382,611 | \$2,725,281 | \$2,704,928 | \$2,075,165 | \$2,776,816 | \$2,809,756 | 101.19% |
| Total Operating Expenses less Depreciation | 3,031,018 | 3,129,755 | 3,291,864 | 3,511,224 | 2,729,436 | 3,649,178 | 3,723,991 | 102.05% |
| Depreciation Expense | 1,347,743 | 2,045,643 | 2,089,654 | 2,071,541 | 1,569,428 | 2,092,571 | 2,160,000 | 103.22% |
| TOTAL OPERATING EXPENSE | \$4,378,761 | \$5,175,398 | \$5,381,518 | \$5,582,765 | \$4,298,864 | \$5,741,749 | \$5,883,991 | 102.48% |

M-8

**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| WATER DEPARTMENT MAINTENANCE EXPENSES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|--|----------------------|----------------------|----------------------|----------------------|----------------------------------|-----------------------------------|----------------------|--------------------------------|
| Salaries | | | | | | | | |
| Building | \$11,862 | \$1,178 | \$2,112 | \$39,204 | \$15,240 | \$20,321 | \$21,199 | 104.32% |
| Equipment | 458,899 | 435,863 | 653,628 | 543,918 | 260,111 | 346,814 | 361,809 | 104.32% |
| Service Lines | 113,713 | 132,198 | 166,298 | 149,029 | 99,619 | 132,826 | 138,569 | 104.32% |
| Valves | 27,723 | 52,804 | 50,120 | 100,690 | 32,633 | 43,511 | 45,392 | 104.32% |
| Mains | 43,982 | 30,599 | 15,093 | 35,797 | 42,824 | 57,099 | 59,567 | 104.32% |
| Meters | 223,297 | 218,002 | 215,604 | 173,136 | 114,001 | 152,002 | 158,574 | 104.32% |
| Wells | 433 | 0 | 0 | 98,321 | 258,119 | 344,159 | 359,039 | 0.00% |
| Street Repair | 35,626 | 47,704 | 67,584 | 63,092 | 32,116 | 42,822 | 44,673 | 104.32% |
| Total | \$915,536 | \$918,349 | \$1,170,440 | \$1,203,188 | \$854,664 | \$1,139,552 | \$1,188,823 | 104.32% |
| Materials and other maintenance | | | | | | | | |
| Meters | \$14,688 | \$16,941 | \$42,296 | \$38,694 | \$15,803 | \$21,070 | 21,334 | 101.25% |
| Street Repair | 26,716 | 18,654 | 17,818 | 30,326 | 24,377 | 32,502 | 32,909 | 101.25% |
| Maint of Structures - Materials & Equipment | 153,557 | 147,889 | 184,704 | 650 | 13,084 | 17,445 | 17,663 | 101.25% |
| Miscellaneous Maint - Materials | 66,540 | 64,125 | 60,856 | 27,841 | 41,529 | 55,371 | 56,064 | 101.25% |
| Service Lines | 71,870 | 52,823 | 40,518 | 55,403 | 42,255 | 56,340 | 57,044 | 101.25% |
| Valves | 1,246 | 7,930 | 29,065 | 18,283 | 18,351 | 24,468 | 24,773 | 101.25% |
| Building Repair and Maintenance | 7,332 | 20,494 | 314 | 6,100 | 1,713 | 2,284 | 2,313 | 101.25% |
| Miscellaneous | 3,290 | 1,956 | 461 | 6,954 | 0 | 0 | 0 | 0.00% |
| Total | \$345,241 | \$330,813 | \$376,031 | \$184,252 | \$157,111 | \$209,481 | \$212,099 | 101.25% |
| TOTAL MAINTENANCE EXPENSE | \$1,260,777 | \$1,249,163 | \$1,546,470 | \$1,387,440 | \$1,011,775 | \$1,349,033 | \$1,400,922 | 103.85% |
| Salaries and Wages - Water Department | | | | | | | | |
| Operating Expense Salaries & Wages | \$710,073 | \$747,144 | \$566,583 | \$806,296 | \$654,271 | \$872,362 | \$914,235 | 104.80% |
| Maintenance Expense Salaries & Wages | 915,536 | 918,349 | 1,170,440 | 1,203,188 | 854,664 | 1,139,552 | 1,188,823 | 104.32% |
| Improvement Salaries & Wages | 376,395 | 401,501 | 344,192 | 395,744 | 53,367 | 71,156 | 80,000 | 112.43% |
| Total Salaries and Wages | \$2,002,005 | \$2,066,995 | \$2,081,215 | \$2,405,228 | \$1,562,303 | \$2,083,070 | \$2,183,057 | 104.80% |

M-6

**WATER GAS & LIGHT COMMISSION
WATER DEPARTMENT
Vehicles & Equipment 2008 - 2009**

Vehicles

| | |
|---|------------------------|
| Replace truck #207 & #222 with a 1 Crew Cab 6500 series truck | \$50,000 |
| Total Vehicle | <u>\$50,000</u> |

Equipment

| | |
|--|-------------------------|
| Purchase 8' x 10' Aluminum Trench box | 8,200 |
| Purchase used Asphalt saw with 24' cutting blade | 10,000 |
| Replace Asphalt Kettle | 30,000 |
| Purchase PVC Pipe Locator | 8,800 |
| Up-date 5 Well houses to meet GaEPD Minimum Standards @ \$22,000 each | 110,000 |
| Purchase fencing for 5 distribution well sites @ \$10,000 each | 50,000 |
| 20' x 24' Block building for Water Treatment Plant equipment and parts storage | 24,000 |
| Water Department Yard Storage & Equipment Buildings | 50,000 |
| Purchase Electronic Altitude control valves | 56,000 |
| Purchase 2 Generators for Distribution Wells @ \$40,000 each | 80,000 |
| Purchase trailer/valve exercising equipment | 35,000 |
| Purchase water distribution modeling software | 15,000 |
| Purchase necessary equipment to bring deep well on-line at well field | 150,000 |
| Purchase 5 #9800 auto flushers @ \$2,100 | 10,500 |
| Total Equipment | <u>\$637,500</u> |
| Grand Total Vehicle & Equipment | <u>\$687,500</u> |

Improvements 2007 - 2008

| Other Items: | <u>Labor</u> | <u>Material</u> | <u>Total</u> |
|---------------------|--------------|-----------------|-------------------------|
| Rehabilitate Wells | \$20,000 | \$100,000 | \$120,000 |
| New Services | \$80,000 | \$400,000 | \$480,000 |
| Total Other | | | <u>\$600,000</u> |

M-10

**WATER GAS & LIGHT COMMISSION
GAS DEPARTMENT
2008 - 2009 BUDGET**

| DESCRIPTION | BUDGET 2007 - 2008 | BUDGET 2008 - 2009 | INCREASE (DECREASE) |
|---|-----------------------|-----------------------|------------------------|
| Estimated Revenues | <u>\$16,515,863</u> | <u>\$17,565,084</u> | 6.35% |
| Less Estimated Expenses | | | |
| Cost of Sales | 12,454,507 | 13,503,622 | 8.42% |
| Operating & Maintenance Expenses | 1,617,585 | 1,572,031 | -2.82% |
| G & A Expenses (Net) | 1,766,865 | 1,825,472 | 3.32% |
| Depreciation Gas Department | 190,000 | 199,936 | 5.23% |
| Depreciation G & A | <u>334,857</u> | <u>344,903</u> | 3.00% |
| Total Expenses | <u>16,363,814</u> | <u>17,445,964</u> | 6.61% |
| NET INCOME | 152,049 | 119,120 | -21.66% |
| Transfer to City of Albany | 716,433 | 647,066 | -9.68% |
| Transfer to other agencies | <u>3,641</u> | <u>3,235</u> | -11.14% |
| Total transfers | <u>720,074</u> | <u>650,301</u> | -9.69% |
| Net income after transfer | (568,025) | (531,181) | -6.49% |
| Add back depreciation | <u>524,857</u> | <u>544,839</u> | 3.81% |
| Cash available for capital expenditures | (43,168) | 13,657 | -131.64% |
| Subtract Vehicles & Equipment | 32,173 | 181,000 | 462.58% |
| Subtract Vehicles & Equipment G & A | 61,093 | 145,346 | 137.91% |
| Subtract Improvements | 20,000 | 50,000 | 150.00% |
| Principal Payments | 245,441 | 218,928 | -10.80% |
| Add Propane Gas Sales | 2,000,000 | 2,000,000 | 0.00% |
| Add Draw Down Reserves | <u>0</u> | <u>0</u> | 0.00% |
| Funds available to transfer to reserves | <u>\$1,598,125</u> | <u>\$1,418,383</u> | -11.25% |

M-11

**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| GAS DEPARTMENT INCOME | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|---|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Residential Sales | \$4,090,754 | \$4,039,251 | \$3,580,857 | 3,373,365 | 3,070,019 | 3,446,327 | \$3,225,148 | 93.58% |
| Commercial Sales | 2,762,234 | 2,813,737 | 4,395,484 | 3,412,472 | 1,139,638 | 1,706,170 | 2,423,389 | 142.04% |
| Large Industrial Sales | 1,573,471 | 1,566,805 | 1,324,980 | 1,324,980 | 990,778 | 1,209,549 | 555,028 | 45.89% |
| Purchase Gas Adjustment | 4,688,640 | 4,695,306 | 7,498,633 | 5,183,819 | 4,159,945 | 5,568,827 | 9,123,043 | 163.82% |
| BTU Adjustment | 204,640 | 203,590 | 204,642 | 202,849 | 136,277 | 166,374 | 166,374 | 100.00% |
| Miscellaneous Sales | 9,606 | 11,002 | 8,058 | 5,734 | 586,170 | 781,560 | 781,560 | 100.00% |
| Miscellaneous Income | 35,630 | 48,285 | 40,615 | 49,582 | 30,808 | 41,077 | 41,077 | 100.00% |
| Gas transported for others (Transport Fees) | 996,316 | 1,029,883 | 1,073,214 | 1,072,371 | 805,015 | 1,073,353 | 1,073,353 | 100.00% |
| Capacity Release Credit | 266,382 | 372,429 | 136,398 | 212,105 | 93,585 | 124,780 | 124,780 | 100.00% |
| Tapping Fees | 33,150 | 46,473 | 47,686 | 15,795 | 38,499 | 51,332 | 51,332 | 100.00% |
| Gain (Loss) - Sale of Fixed Assets | 1,501 | 2,100 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| TOTAL INCOME | \$14,662,325 | \$14,828,862 | \$18,310,567 | \$14,853,073 | \$11,050,733 | \$14,169,348 | \$17,565,084 | 123.97% |

M-12

WATER, GAS & LIGHT COMMISSION
 GAS DEPARTMENT
 Calculation of Budgeted Revenues
 2008 - 2009 BUDGET

| | RESIDENTIAL | | | COMMERCIAL | | | INTERRUPTIBLE | | | PURCHASED GAS ADJUSTMENT | | | TOTAL | | | |
|-----------------|----------------|---------------|--------------------|----------------|---------------|--------------------|----------------|---------------|------------------|--------------------------|---------------|--------------------|----------------|----------------|---------------------|--------------|
| | Volume | Unit Price | Monthly Revenue | Volume | Unit Price | Monthly Revenue | Volume | Unit Price | Monthly Revenue | Volume | Unit Price | Monthly Revenue | Volume | Unit Price | Monthly Revenue | |
| July-08 | 8,730 | \$13.000 | \$113,494 | 21,933 | \$6.200 | \$135,985 | 6,298 | \$4.420 | \$27,837 | 36,961 | \$9.240 | \$341,523 | 36,961 | \$16.743 | \$618,839 | July-08 |
| August-08 | 7,691 | 13.000 | 99,979 | 20,921 | 6.200 | 129,709 | 11,200 | 4.420 | 49,503 | 39,811 | 9.370 | 373,031 | 39,811 | 16.383 | 652,221 | August-08 |
| September-08 | 7,352 | 13.000 | 95,578 | 22,274 | 6.200 | 138,100 | 11,683 | 4.420 | 51,638 | 41,309 | 9.430 | 389,545 | 41,309 | 16.337 | 674,862 | September-08 |
| October-08 | 7,008 | 13.000 | 91,098 | 23,454 | 6.200 | 145,415 | 7,167 | 4.420 | 31,676 | 37,628 | 9.450 | 355,585 | 37,628 | 16.577 | 623,773 | October-08 |
| November-08 | 13,525 | 8.000 | 108,200 | 26,691 | 6.200 | 165,484 | 14,810 | 4.420 | 65,461 | 55,026 | 9.510 | 523,300 | 55,026 | 15.673 | 862,445 | November-08 |
| December-08 | 41,533 | 6.500 | 269,961 | 34,078 | 6.100 | 207,876 | 15,287 | 4.420 | 67,569 | 90,898 | 9.710 | 882,615 | 90,898 | 15.710 | 1,428,020 | December-08 |
| January-09 | 72,903 | 6.450 | 470,223 | 44,517 | 6.100 | 271,554 | 11,586 | 4.420 | 51,211 | 129,006 | 10.080 | 1,300,381 | 129,006 | 16.227 | 2,093,370 | January-09 |
| February-09 | 88,683 | 6.450 | 572,005 | 55,458 | 6.100 | 338,292 | 14,313 | 4.420 | 63,262 | 158,454 | 10.290 | 1,630,487 | 158,454 | 16.434 | 2,604,046 | February-09 |
| March-09 | 83,251 | 7.000 | 582,758 | 55,018 | 6.100 | 335,611 | 10,693 | 4.420 | 47,262 | 148,962 | 10.260 | 1,528,352 | 148,962 | 16.742 | 2,493,983 | March-09 |
| April-09 | 57,186 | 7.500 | 428,898 | 32,654 | 6.200 | 202,456 | 5,200 | 4.420 | 22,983 | 95,040 | 9.970 | 947,552 | 95,040 | 16.855 | 1,601,889 | April-09 |
| May-09 | 27,329 | 8.500 | 232,294 | 30,849 | 6.200 | 191,264 | 9,928 | 4.420 | 43,881 | 68,105 | 8.100 | 551,654 | 68,105 | 14.963 | 1,019,092 | May-09 |
| June-09 | 13,388 | 12.000 | 160,660 | 26,072 | 6.200 | 161,643 | 7,409 | 4.420 | 32,746 | 46,868 | 6.380 | 299,020 | 46,868 | 13.955 | 654,069 | June-09 |
| BUDGET | 428,579 | \$7.53 | \$3,225,148 | 393,919 | \$6.15 | \$2,423,389 | 125,572 | \$4.42 | \$555,028 | 948,069 | \$9.62 | \$9,123,043 | 948,069 | \$16.17 | \$15,326,609 | |
| APR-MAR | 415,026 | \$7.49 | \$3,108,023 | 396,512 | \$6.07 | \$2,406,287 | 82,705 | \$4.42 | \$365,308 | 894,243 | \$6.15 | \$5,501,566 | 894,243 | \$12.73 | \$11,381,184 | |
| VARIANCE | 13,553 | | 117,124 | (2,593) | | 17,102 | 42,867 | | 189,721 | 53,826 | | 3,621,477 | 53,826 | | 3,945,425 | |
| | 3.16% | | 3.63% | -0.66% | | 0.71% | 34.14% | | 34.18% | 5.68% | | 39.70% | 5.68% | | 25.74% | |

Prior five year history at a glance....

| F.Y.E. | MCF | REVENUE |
|---------------|-----------|--------------|
| 2008 | 948,069 | \$15,326,609 |
| Last 12 mos. | 894,243 | 11,381,184 |
| 2007 | 979,971 | 12,096,675 |
| 2006 | 1,117,092 | 17,234,252 |
| 2005 | 1,237,910 | 14,197,866 |
| 2004 | 1,326,264 | 13,585,685 |
| 2003 | 1,450,812 | 12,864,051 |
| 5 Yr. Average | 1,222,410 | \$13,995,706 |

M-13

**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| GAS DEPARTMENT COST OF SALES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|---|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Natural Gas | \$10,774,785 | \$11,302,261 | \$13,613,833 | \$9,182,899 | \$7,674,726 | \$10,328,067 | \$13,183,683 | 127.65% |
| Peak Shaving, Pumping | 5,545 | 9,027 | 4,796 | 8,601 | 5,023 | 6,698 | 6,698 | 100.00% |
| ANR Transportation NG | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| ANR Storage | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| CSS Storage Charges | 273,588 | 275,095 | 275,300 | 277,805 | 208,184 | 277,578 | 277,242 | 99.88% |
| Other (agency fee) | 0 | 0 | 0 | 0 | 0 | 0 | 36,000 | 0.00% |
| TOTAL COST OF SALES | \$11,053,918 | \$11,586,383 | \$13,893,928 | \$9,469,304 | \$7,887,932 | \$10,612,343 | \$13,503,622 | 127.24% |

M-14

WATER, GAS & LIGHT COMMISSION

GAS DEPARTMENT

Budgeted Annual Gas Costs

2008 - 2009 BUDGET

| Volume Sold | Volume Purchased | Futures Prices | Sur charges SNG | Total Cost per MCF | Total Volume Cost | SNG Reser. FT & FTNN | Reser. Charge per MCF | Total Reser. Charge | Total Gas Charges | CSS Storage Costs | Monthly Agency Fee | GRAND TOTAL CHARGES | FY 2008 AVERAGE | Purchased Gas Adjustment |
|----------------|------------------|----------------|-----------------|--------------------|-------------------|----------------------|-----------------------|---------------------|---------------------|-------------------|--------------------|---------------------|------------------|--------------------------|
| 36,961 | July-08 | 38,070 | \$11.09 | \$0.0945 | \$11,1845 | 11595 | \$10.940 | \$126,849 | \$552,645 | \$23,104 | \$3,000 | \$578,748 | \$15,6582 | 9,2400 |
| 39,811 | August-08 | 41,006 | 11.22 | 0.0945 | 11,3145 | 11595 | 10.940 | 126,849 | 590,806 | 23,104 | 3,000 | 616,909 | 15,4959 | 9,3700 |
| 41,309 | September-08 | 42,548 | 11.28 | 0.0945 | 11,3745 | 11595 | 10.940 | 126,849 | 610,816 | 23,104 | 3,000 | 636,919 | 15,4184 | 9,4300 |
| 37,628 | October-08 | 38,757 | 11.30 | 0.0945 | 11,3945 | 11710 | 10.940 | 187,840 | 629,454 | 23,104 | 3,000 | 655,558 | 17,4221 | 9,4500 |
| 55,026 | November-08 | 56,677 | 11.36 | 0.0945 | 11,4545 | 11710 | 10.940 | 187,840 | 837,046 | 23,104 | 3,000 | 863,150 | 15,6861 | 9,5100 |
| 90,898 | December-08 | 93,624 | 11.56 | 0.0945 | 11,6545 | 1,091,145 | 10.940 | 187,840 | 1,278,984 | 23,104 | 3,000 | 1,305,088 | 14,3578 | 9,7100 |
| 129,006 | January-09 | 132,876 | 11.93 | 0.0945 | 12,0245 | 1,597,769 | 10.940 | 187,840 | 1,785,609 | 23,104 | 3,000 | 1,811,712 | 14,0436 | 10,0800 |
| 158,454 | February-09 | 163,207 | 12.14 | 0.0945 | 12,2345 | 1,996,755 | 10.940 | 187,840 | 2,184,595 | 23,104 | 3,000 | 2,210,699 | 13,9517 | 10,2900 |
| 148,962 | March-09 | 153,431 | 12.11 | 0.0945 | 12,2045 | 1,872,547 | 10.940 | 187,840 | 2,060,387 | 23,104 | 3,000 | 2,086,490 | 14,0068 | 10,2600 |
| 95,040 | April-09 | 97,892 | 11.82 | 0.0945 | 11,9145 | 1,166,328 | 10.940 | 126,849 | 1,293,177 | 23,104 | 3,000 | 1,319,280 | 13,8813 | 9,9700 |
| 68,105 | May-09 | 70,149 | 9.95 | 0.0945 | 10,0445 | 704,606 | 10.940 | 126,849 | 831,456 | 23,104 | 3,000 | 857,559 | 12,5916 | 8,1000 |
| 46,868 | June-09 | 48,274 | 8.23 | 0.0945 | 8,3245 | 401,859 | 10.940 | 126,849 | 528,709 | 23,104 | 3,000 | 554,812 | 11,8377 | 6,3800 |
| 948,069 | | 976,511 | \$11.17 | | 11,5672 | \$11,295,548 | | \$1,888,135 | \$13,183,683 | \$277,242 | \$36,000 | \$13,496,925 | \$14,2362 | |

Total Commodity \$11,227,192
Total Transportation \$2,269,732

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

Actual Comparison

M-15

| | | | | | | | | | | | | | | |
|--------------|----------------|---------------|----------------|---------------|--------------------|-------|--------|--------------------|--------------------|------------------|-----------------|--------------------|--|--|
| July-07 | 75,756 | 6.90 | 0.053 | \$6,9566 | \$527,007 | 11595 | 10.940 | \$126,849 | \$653,856 | \$22,970 | \$3,000 | \$679,826 | | |
| August-07 | 65,853 | 6.27 | 0.052 | 6,3224 | 416,353 | 11595 | 10.940 | 126,849 | 543,202 | 22,914 | \$3,000 | 569,116 | | |
| September-07 | 44,562 | 5.68 | 0.088 | 5,7732 | 257,266 | 11595 | 10.940 | 126,849 | 384,115 | 23,074 | \$3,000 | 410,189 | | |
| October-07 | 46,048 | 6.66 | 0.107 | 6,7688 | 311,685 | 17170 | 10.940 | 187,840 | 499,525 | 23,111 | \$3,000 | 525,636 | | |
| November-07 | 89,125 | 7.55 | 0.098 | 7,6437 | 681,241 | 17170 | 10.940 | 187,840 | 869,081 | 23,165 | \$3,000 | 895,246 | | |
| December-07 | 122,891 | 7.50 | 0.069 | 7,5738 | 930,746 | 17170 | 10.940 | 187,840 | 1,118,586 | 23,180 | \$3,000 | 1,144,766 | | |
| January-08 | 154,056 | 7.85 | 0.112 | 7,9631 | 1,226,771 | 17170 | 10.940 | 187,840 | 1,414,611 | 23,208 | \$3,000 | 1,440,819 | | |
| February-08 | 121,763 | 8.51 | 0.111 | 8,6188 | 1,049,450 | 17170 | 10.940 | 187,840 | 1,237,290 | 23,153 | \$3,000 | 1,263,443 | | |
| March-08 | 76,746 | 9.32 | 0.081 | 9,4046 | 721,764 | 17170 | 10.940 | 187,840 | 909,604 | 23,216 | \$3,000 | 935,820 | | |
| April-07 | 59,416 | 7.85 | 0.105 | 7,9590 | 472,894 | 11595 | 10.940 | 126,849 | 599,743 | 23,051 | \$3,000 | 625,794 | | |
| May-07 | 46,048 | 7.81 | 0.109 | 7,9221 | 364,793 | 11595 | 10.940 | 126,849 | 491,642 | 23,144 | \$3,000 | 517,786 | | |
| June-07 | 44,562 | 7.90 | 0.148 | 8,0426 | 358,396 | 11595 | 10.940 | 126,849 | 485,245 | 23,056 | \$3,000 | 511,301 | | |
| | 946,826 | \$7.48 | \$0.094 | 7,7294 | \$7,318,365 | | | \$1,888,135 | \$9,206,500 | \$277,242 | \$36,000 | \$9,519,742 | | |

**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| GAS DEPARTMENT OPERATING EXPENSES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|---|----------------------|----------------------|----------------------|----------------------|----------------------------------|-----------------------------------|----------------------|--------------------------------|
| Salaries and Wages | | | | | | | | |
| Department Supervision | \$54,774 | \$59,125 | \$58,445 | \$56,227 | \$50,817 | \$67,756 | \$71,008 | 104.80% |
| Service and Trouble | 15,357 | 15,094 | 20,405 | 15,896 | 11,088 | 14,783 | 15,493 | 104.80% |
| Meter Shop | 70,025 | 74,834 | 83,632 | 94,878 | 70,307 | 93,743 | 98,243 | 104.80% |
| Operations | 69,152 | 35,363 | 32,785 | 36,747 | 40,322 | 53,763 | 56,343 | 104.80% |
| Jury Duty | 186 | 255 | 500 | 362 | 99 | 133 | 139 | 104.80% |
| Bad Weather / Rain | 12,705 | 11,443 | 6,364 | 5,922 | 11,062 | 14,750 | 15,458 | 104.80% |
| Accident on Duty | 139 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Compensated Absences | 79,086 | 95,767 | 104,335 | 106,198 | 85,701 | 114,268 | 119,753 | 104.80% |
| Charts | 10,715 | 13,376 | 13,962 | 14,102 | 11,589 | 15,451 | 16,193 | 104.80% |
| Conference | 792 | 853 | 672 | 1,406 | 885 | 1,180 | 1,236 | 104.80% |
| Sick Leave | 41,556 | 40,846 | 36,957 | 66,030 | 32,250 | 43,001 | 45,065 | 104.80% |
| Other Labor | 1,651 | 479 | 1,008 | 7,581 | 5,108 | 6,811 | 7,138 | 104.80% |
| Directors / Managers | 64,797 | 67,797 | 70,593 | 69,669 | 53,528 | 71,371 | 74,796 | 104.80% |
| Total salaries and wages | \$420,936 | \$415,230 | \$429,661 | \$475,018 | \$372,757 | \$497,009 | \$520,866 | 104.80% |
| Other Expenses | | | | | | | | |
| Small Hand Tools | \$7,205 | \$15,410 | \$9,506 | \$7,885 | \$4,536 | \$6,048 | \$6,124 | 101.25% |
| Uniform Rental and Expense | 6,157 | 8,314 | 6,104 | 7,507 | 4,328 | 5,771 | 5,843 | 101.25% |
| Motor Vehicle Expenses | 2,418 | 7,090 | 41,084 | 16,536 | 9,872 | 13,163 | 13,327 | 101.25% |
| Motor Vehicle - Fuel | 17,511 | 27,882 | 14,357 | 20,975 | 29,020 | 38,694 | 39,177 | 101.25% |
| Motorized Equipment Repairs | 17,128 | 13,990 | 5,192 | 9,731 | 14,832 | 19,775 | 20,023 | 101.25% |
| Motorized Equipment Expenses | 975 | 7,386 | 3,452 | 4,408 | 3,995 | 5,326 | 5,393 | 101.25% |
| Meter Expenses | 5,563 | 6,237 | 38,884 | 10,049 | 448 | 597 | 605 | 101.25% |
| Operation Supplies | 5,426 | 2,516 | 8,456 | 13,243 | 3,370 | 4,493 | 4,549 | 101.25% |
| Equipment | 1,189 | (27) | 3,453 | 540 | 0 | 0 | 0 | 0.00% |
| Service Lines | 5,706 | 37,334 | 9,087 | 3,620 | 0 | 0 | 0 | 0.00% |
| Employee Group Insurance | 124,450 | 143,770 | 157,510 | 150,187 | 127,671 | 170,227 | 187,250 | 110.00% |
| Company Pension Plan Expense | 71,478 | 72,826 | 124,137 | 86,762 | 64,722 | 86,296 | 90,439 | 104.80% |
| Payroll Tax Expense | 60,260 | 61,349 | 71,882 | 70,851 | 50,918 | 67,891 | 71,149 | 104.80% |
| Company LTD Plan | 14,529 | 7,080 | 7,786 | 3,076 | 2,170 | 2,893 | 3,032 | 104.80% |
| Office Supplies and Expense | 1,015 | 7,763 | 6,043 | 11,209 | 917 | 1,222 | 1,238 | 101.25% |
| Seminars and Continuing Education | 939 | 0 | 3,615 | 1,410 | 1,240 | 1,654 | 1,674 | 101.25% |
| Legal Fees | 5,711 | 27,627 | 6,200 | 3,900 | 11,730 | 15,640 | 15,836 | 101.25% |
| Professional Services Other | 1,400 | 6,937 | 22,186 | 33,973 | 1,016 | 1,355 | 1,372 | 101.25% |
| Utilities | 6,012 | 5,779 | 7,572 | 10,659 | 10,068 | 13,424 | 13,592 | 101.25% |
| Communications | 14,241 | 19,539 | 12,057 | 0 | 3,979 | 5,305 | 5,372 | 101.25% |
| Building Repairs and Maintenance | 1,352 | 133 | 0 | 39,722 | 992 | 1,322 | 1,339 | 101.25% |
| Miscellaneous | 9,277 | 10,798 | 2,669 | 7,634 | 1,217 | 1,622 | 1,642 | 101.25% |
| Dues and Subscriptions | 600 | 540 | 540 | 565 | 650 | 867 | 878 | 101.25% |
| Total Other Expenses | \$380,541 | \$490,274 | \$561,771 | \$514,440 | \$347,689 | \$463,586 | \$489,852 | 105.67% |
| Total Operating Expenses less Depreciation | 801,477 | 905,503 | 991,432 | 989,458 | 720,446 | 960,595 | 1,010,718 | 105.22% |
| Depreciation Expense | 147,199 | 177,864 | 178,514 | 187,532 | 145,584 | 194,113 | 199,936 | 103.00% |
| TOTAL OPERATING EXPENSE | \$948,676 | \$1,083,367 | \$1,169,946 | \$1,176,989 | \$866,031 | \$1,154,708 | \$1,210,653 | 104.85% |

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WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET

| GAS DEPARTMENT | F.Y.E. | F.Y.E. | F.Y.E. | F.Y.E. | 9 Months | Projected | BUDGET | % of |
|--|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|--------------------|------------------|
| MAINTENANCE EXPENSES | 06/30/2004 | 06/30/2005 | 06/30/2006 | 06/30/2007 | Ending | F.Y.E. | 06/30/2009 | Budget to |
| | | | | | 03/31/2008 | 06/30/2008 | | Projected |
| Salaries | | | | | | | | |
| Cathodic Protection | \$33,705 | \$56,378 | \$39,852 | \$48,686 | \$45,201 | \$60,268 | \$63,547 | 105.44% |
| Equipment | 201 | 3,617 | 2,945 | 4,751 | 991 | 1,322 | 1,393 | 105.44% |
| L.P. Plant 1 | 248 | 825 | 1,650 | 776 | 6,034 | 8,046 | 8,483 | 105.44% |
| L.P. Plant 2 | 1,412 | 1,019 | 250 | 1,515 | 1,115 | 1,487 | 1,568 | 105.44% |
| Service lines | 98,773 | 70,220 | 80,506 | 70,170 | 76,913 | 102,550 | 108,130 | 105.44% |
| Mains | 168,563 | 228,902 | 270,831 | 233,056 | 166,819 | 222,425 | 234,527 | 105.44% |
| Meters | 96,907 | 102,513 | 114,991 | 162,556 | 76,676 | 102,235 | 107,797 | 105.44% |
| Total | \$399,810 | \$463,475 | \$511,024 | \$521,510 | \$373,749 | \$498,332 | \$525,445 | 105.44% |
| Materials and other maintenance | | | | | | | | |
| Meter Expenses | \$38,646 | \$11,679 | \$19,334 | (\$28,191) | \$2,994 | \$3,992 | \$4,052 | 101.50% |
| Tools and Implements | 12,445 | 7,415 | 204 | 76 | 23 | 31 | 32 | 101.50% |
| Valves & Regulators | 25,776 | 10,991 | 0 | 5,264 | 1,936 | 2,581 | 2,620 | 101.50% |
| Miscellaneous Maint - Materials | 885 | 90 | 4,686 | 722 | 0 | 0 | 0 | 0.00% |
| Freight | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Mains | 247 | 0 | 336 | 14,417 | 4,500 | 6,000 | 6,090 | 0.00% |
| Service Lines | 23,460 | 24,994 | 30,389 | 16,436 | 17,050 | 22,733 | 23,074 | 101.50% |
| Building Repair and Maintenance | 6,812 | 1,188 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Miscellaneous | 225 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$108,495 | \$56,357 | \$54,950 | \$8,724 | \$26,503 | \$35,338 | \$35,868 | 101.50% |
| TOTAL MAINTENANCE EXPENSE | \$508,306 | \$519,832 | \$565,974 | \$530,234 | \$400,253 | \$533,670 | \$561,313 | 105.18% |
| Salaries and Wages - Gas Department | | | | | | | | |
| Operating Expense Salaries & Wages | \$420,936 | \$415,230 | \$429,661 | \$475,018 | \$372,757 | \$497,009 | \$520,866 | 104.80% |
| Maintenance Expense Salaries & Wages | 399,810 | 463,475 | 511,024 | 521,510 | 373,749 | 498,332 | 525,445 | 105.44% |
| Improvement Salaries & Wages | 5,222 | 25,180 | 10,901 | 14,334 | 20,176 | 26,902 | 25,000 | 92.93% |
| Total Salaries and Wages | \$825,969 | \$903,885 | \$951,585 | \$1,010,862 | \$766,682 | \$1,022,243 | \$1,071,311 | 104.80% |

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**WATER GAS & LIGHT COMMISSION
GAS DEPARTMENT
Vehicles & Equipment 2008 - 2009**

Vehicles

| | |
|---|--------------------------------|
| Replace truck #171, 1995 Ford 3/4 ton w/service body, 190,000 miles | \$22,000 |
| Replace truck #163, 2003 GMC 3/4 ton w/service body, 140,000 miles | 22,000 |
| Replace truck #124, 1993 John Deere 410 Backhoe | 67,000 |
| Dump truck 5 yard | 45,000 |
| Total Vehicle | <u><u>\$156,000</u></u> |
| | |
| Other: | |
| Vehicle and Equipment sheds at 1726 Lily Pond | <u><u>\$25,000</u></u> |
| Grand Total Vehicle, Equipment & Other | <u><u>\$181,000</u></u> |

Improvements 2007 - 2008

| New Services: | <u>Labor</u> | <u>Material</u> | <u>Total</u> |
|---------------------------|-------------------------------|-------------------------------|-------------------------------|
| Total Improvements | <u><u>\$25,000</u></u> | <u><u>\$25,000</u></u> | <u><u>\$50,000</u></u> |

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**WATER GAS & LIGHT COMMISSION
LIGHT DEPARTMENT
2008 - 2009 BUDGET**

| DESCRIPTION | BUDGET 2007 - 2008 | BUDGET 2008 - 2009 | INCREASE (DECREASE) |
|---|-----------------------|-----------------------|------------------------|
| Estimated Revenues | <u>\$74,397,624</u> | <u>\$77,810,318</u> | 4.59% |
| Less Estimated Expenses | | | |
| Cost of Sales | 54,206,586 | 56,457,267 | 4.15% |
| Operating & Maintenance Expenses | 4,612,310 | 5,108,765 | 10.76% |
| G & A Expenses (Net) | 4,858,879 | 5,020,049 | 3.32% |
| Depreciation Light Department | 1,414,627 | 1,420,331 | 0.40% |
| Depreciation G & A | <u>920,857</u> | <u>948,483</u> | 3.00% |
| Total Expenses | <u>66,013,259</u> | <u>68,954,894</u> | 4.46% |
| NET INCOME | 8,384,365 | 8,855,424 | 5.62% |
| Transfer to City of Albany | 6,315,489 | 6,403,296 | 1.39% |
| Transfer to other agencies | <u>36,242</u> | <u>36,525</u> | 0.78% |
| Total transfers | <u>6,351,731</u> | <u>6,439,820</u> | 1.39% |
| Net income after transfer | 2,032,634 | 2,415,604 | 18.84% |
| Add back depreciation | <u>2,335,484</u> | <u>2,368,814</u> | 1.43% |
| Cash available for capital expenditures | 4,368,118 | 4,784,418 | 9.53% |
| Subtract Vehicles & Equipment | 565,000 | 909,000 | 60.88% |
| Subtract Vehicles & Equipment G & A | 168,006 | 399,702 | 137.91% |
| Subtract Improvements | 2,200,000 | 2,200,000 | 0.00% |
| Principal Payments | 674,962 | 602,053 | -10.80% |
| Add Draw Down Reserves | <u>0</u> | <u>0</u> | 0.00% |
| Funds available to transfer to reserves | <u>\$760,150</u> | <u>\$673,662</u> | -11.38% |

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**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| LIGHT DEPARTMENT INCOME | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|------------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Sales - Light Department | \$48,895,606 | \$53,377,749 | \$66,033,936 | \$66,217,790 | \$50,844,633 | \$67,792,844 | \$66,445,957 | 98.01% |
| Power Purchase Adjustment | 9,417,464 | 7,495,640 | 83,813 | 1,216,582 | 1,976,371 | 2,635,162 | 6,592,149 | 250.16% |
| Demand Component | 7,678,593 | 6,235,194 | 4,187,419 | 4,240,468 | 3,063,187 | 4,084,249 | 4,235,195 | 103.70% |
| Miscellaneous Sales | 203,063 | 321,022 | 626,302 | 669,708 | 342,330 | 456,440 | 456,440 | 100.00% |
| Temporary Service Fees | 10,615 | 8,550 | 7,915 | 6,600 | 4,450 | 5,933 | 8,420 | 141.91% |
| Security Lights - Installation | 102,270 | 46,598 | 19,580 | 120,180 | 12,773 | 17,031 | 72,157 | 423.67% |
| TOTAL INCOME | \$66,307,613 | \$67,484,753 | \$70,958,965 | \$72,471,327 | \$56,243,745 | \$74,991,659 | \$77,810,318 | 103.76% |

Prior five year history at a glance....

| F.Y.E. | kWh | REVENUE |
|----------------------|--------------------|---------------------|
| 2008 budget | 1,030,023,274 | \$77,273,301 |
| Last 12 mos. | 1,017,390,636 | 72,436,146 |
| 2007 | 1,019,851,265 | 71,399,816 |
| 2006 | 1,010,435,249 | 70,166,050 |
| 2005 | 968,757,646 | 67,152,458 |
| 2004 | 949,376,017 | 65,457,183 |
| 2003 | 964,384,592 | 65,839,457 |
| 5 Yr. Average | 982,560,954 | \$68,002,993 |

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WATER, GAS & LIGHT COMMISSION

LIGHT DEPARTMENT

Power Sales

2008 - 2009 BUDGET

| | Residential kWh | General kWh | Large Industrials kWh | Water Plant kWh | Propane Plant kWh | Traffic Signals kWh | Street Lights kWh | Security Lights kWh | Unmetered kWh | Sub Total kWh | Line loss kWh | Required Purchases kWh |
|------------------|--------------------|--------------------|-----------------------------|-----------------------|-------------------------|---------------------------|-------------------------|---------------------------|------------------|----------------------|---------------------|------------------------------|
| July-07 | 39,690,053 | 45,923,220 | 8,178,002 | 795,583 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 96,226,722 | 5,064,564 | 101,291,286 |
| August-07 | 44,731,445 | 46,842,890 | 8,558,767 | 757,247 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 102,530,213 | 5,396,327 | 107,926,540 |
| September-07 | 46,468,952 | 48,647,161 | 8,704,995 | 726,912 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 106,187,884 | 5,588,836 | 111,776,720 |
| October-07 | 41,298,399 | 47,087,752 | 8,341,294 | 718,523 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 99,085,832 | 5,215,044 | 104,300,876 |
| November-07 | 31,095,966 | 41,551,278 | 8,082,553 | 664,051 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 83,033,712 | 4,370,195 | 87,403,907 |
| December-07 | 29,163,754 | 37,138,130 | 7,608,837 | 593,761 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 76,144,346 | 4,007,597 | 80,151,943 |
| January-08 | 33,795,935 | 36,169,194 | 6,899,550 | 578,090 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 79,082,633 | 4,162,244 | 83,244,877 |
| February-08 | 35,962,551 | 37,611,632 | 7,015,247 | 554,375 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 82,783,669 | 4,357,035 | 87,140,704 |
| March-08 | 33,765,141 | 34,586,148 | 7,023,507 | 494,206 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 77,508,866 | 4,079,414 | 81,588,280 |
| April-08 | 29,256,693 | 31,698,233 | 7,128,144 | 629,296 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 70,352,230 | 3,702,749 | 74,054,979 |
| May-08 | 27,367,853 | 35,665,938 | 7,335,942 | 719,873 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 72,729,470 | 3,827,867 | 76,557,337 |
| June-08 | 31,945,233 | 42,397,012 | 7,604,406 | 771,182 | 4,150 | 117,619 | 905,000 | 508,500 | 104,595 | 84,357,697 | 4,439,879 | 88,797,576 |
| Total kWh | 424,541,975 | 485,318,588 | 92,481,244 | 8,003,099 | 49,800 | 1,411,428 | 10,860,000 | 6,102,000 | 1,255,140 | 1,030,023,274 | 54,211,751 | 1,084,235,025 |

| | Residential Revenue | General Revenue | Large Industrials | Water Plant Revenue | Propane Plant Revenue | Traffic Signals Revenue | Street Lights Revenue | Security Lights Revenue | Unmetered Revenue | Total Revenue | | |
|----------------------|------------------------|---------------------|----------------------|---------------------------|-----------------------------|-------------------------------|-----------------------------|-------------------------------|----------------------|---------------------|--------------|---------------------|
| July-07 | \$3,599,825 | \$3,222,826 | \$355,694 | \$43,934 | \$428 | \$7,904 | \$105,420 | \$66,439 | \$10,083 | \$7,412,555 | Sales | \$66,445,957 |
| August-07 | 4,068,963 | 3,285,741 | 372,255 | 43,934 | 428 | 7,904 | 105,420 | 61,113 | 10,083 | 7,955,843 | PPA | 6,592,149 |
| September-07 | 4,233,257 | 3,331,391 | 378,249 | 43,934 | 428 | 7,904 | 105,420 | 66,885 | 10,083 | 8,177,553 | Demand | 4,235,195 |
| October-07 | 3,187,567 | 3,455,625 | 362,446 | 43,934 | 428 | 7,904 | 105,420 | 66,891 | 10,083 | 7,240,299 | | |
| November-07 | 2,501,507 | 2,954,767 | 351,203 | 43,934 | 428 | 7,904 | 105,420 | 65,472 | 10,107 | 6,040,743 | Total | \$77,273,301 |
| December-07 | 2,287,961 | 2,794,500 | 330,619 | 43,934 | 428 | 7,904 | 105,420 | 66,997 | 10,061 | 5,647,825 | | |
| January-08 | 2,581,241 | 2,808,439 | 299,799 | 43,934 | 428 | 7,904 | 105,420 | 67,168 | 10,061 | 5,924,394 | | |
| February-08 | 2,750,182 | 2,752,197 | 304,827 | 43,934 | 428 | 7,904 | 105,420 | 67,920 | 10,061 | 6,042,872 | | |
| March-08 | 2,644,012 | 2,756,987 | 305,185 | 43,934 | 428 | 7,904 | 105,420 | 67,482 | 10,061 | 5,941,414 | | |
| April-08 | 2,360,163 | 2,149,914 | 325,219 | 43,934 | 428 | 7,904 | 105,420 | 68,122 | 10,028 | 5,071,132 | | |
| May-08 | 2,166,369 | 2,513,296 | 334,699 | 43,934 | 428 | 7,904 | 105,420 | 69,325 | 10,029 | 5,251,405 | | |
| June-08 | 2,909,069 | 3,074,625 | 346,948 | 43,934 | 428 | 7,904 | 105,420 | 68,908 | 10,029 | 6,567,266 | | |
| Total Revenue | \$35,290,117 | \$35,100,308 | \$4,067,144 | \$527,205 | \$5,141 | \$94,853 | \$1,265,040 | \$802,723 | \$120,770 | \$77,273,301 | | |

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**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| LIGHT DEPARTMENT COST OF SALES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 |
|---|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|
| Cost of Sale - MEAG Supplemental | (\$786,983) | (\$1,851,277) | (\$1,909,834) | (\$1,362,902) | (\$1,477,692) | (\$1,970,257) | (\$1,581,603) |
| Cost of Sale - MEAG Project No. 1 | 29,204,904 | 29,496,693 | 32,194,578 | 32,212,901 | 24,756,285 | 33,008,381 | 33,748,479 |
| Cost of Sale - MEAG Project No. 2 | 4,387,722 | 4,584,394 | 5,515,582 | 5,989,907 | 4,490,953 | 5,987,937 | 5,565,717 |
| Cost of Sale - MEAG Project No. 3 | 6,267,684 | 6,068,619 | 6,607,860 | 7,646,117 | 5,064,976 | 6,753,301 | 8,331,659 |
| Cost of Sale - MEAG Project No. 4 | 7,646,352 | 7,415,366 | 7,252,710 | 7,370,945 | 5,546,385 | 7,395,180 | 7,049,870 |
| Cost of Sale - SEPA | 4,376,528 | 4,587,902 | 4,493,360 | 5,047,236 | 4,723,585 | 6,298,113 | 5,593,144 |
| MEAG -Yr end stimnt & TEA sale marg | (3,724,258) | (4,276,981) | (3,621,195) | (3,041,240) | (1,586,891) | (3,015,855) | (2,250,000) |
| TOTAL COST OF SALES | <u>\$47,371,949</u> | <u>\$46,024,716</u> | <u>\$50,533,061</u> | <u>\$53,862,962</u> | <u>\$41,517,601</u> | <u>\$54,456,801</u> | <u>\$56,457,267</u> |

M-22

WATER, GAS & LIGHT COMMISSION
LIGHT DEPARTMENT
Budgeted Annual Power Costs
2008 - 2009 Budget

M-23

| | MEAG Total Budget \$ | MEAG Fixed Budget \$ | MEAG Variable Budget \$ | MEAG Total System Budget kWh | MEAG Variable Budget \$/kWh | WGL Estimate of Required Purchases Total System kWh | WGL Estimate of Required Purchases Total System \$ | SEPA Purchases \$ | MEAG Purchases \$ |
|-------------------------------------|-------------------------------|-------------------------------|----------------------------------|--|--------------------------------------|--|---|-------------------------|-------------------------|
| July-07 | 5,868,583 | 4,209,635 | 1,658,948 | 101,657,000 | 0.01632 | 101,291,286 | 5,862,615 | 469,106 | 5,393,509 |
| August-07 | 5,801,706 | 4,203,098 | 1,598,608 | 100,511,000 | 0.01590 | 107,926,540 | 5,919,649 | 491,212 | 5,428,437 |
| September-07 | 5,167,505 | 3,553,581 | 1,613,924 | 96,859,000 | 0.01666 | 111,776,720 | 5,416,073 | 461,061 | 4,955,012 |
| October-07 | 4,188,733 | 3,073,394 | 1,115,339 | 87,998,000 | 0.01267 | 104,300,876 | 4,395,365 | 450,304 | 3,945,061 |
| November-07 | 4,098,201 | 3,219,071 | 879,130 | 82,320,000 | 0.01068 | 87,403,907 | 4,152,494 | 446,409 | 3,706,085 |
| December-07 | 4,280,732 | 3,316,649 | 964,083 | 91,552,000 | 0.01053 | 80,151,943 | 4,160,684 | 451,094 | 3,709,590 |
| January-08 | 4,284,081 | 3,277,897 | 1,006,184 | 89,433,000 | 0.01125 | 83,244,877 | 4,214,460 | 476,358 | 3,738,102 |
| February-08 | 4,788,844 | 3,765,359 | 1,023,485 | 72,901,000 | 0.01404 | 87,140,704 | 4,988,761 | 472,467 | 4,516,294 |
| March-08 | 4,961,768 | 3,568,450 | 1,393,318 | 78,772,000 | 0.01769 | 81,588,280 | 5,011,582 | 498,195 | 4,513,387 |
| April-08 | 4,804,987 | 3,695,454 | 1,109,533 | 71,583,000 | 0.01550 | 74,054,979 | 4,843,303 | 482,340 | 4,360,963 |
| May-08 | 4,730,504 | 3,378,649 | 1,351,855 | 93,477,000 | 0.01446 | 76,557,337 | 4,485,814 | 454,520 | 4,031,294 |
| June-08 | 5,432,922 | 3,628,947 | 1,803,975 | 98,425,000 | 0.01833 | 88,797,576 | 5,256,466 | 440,078 | 4,816,388 |
| Totals | \$58,408,566 | \$42,890,184 | \$15,518,382 | 1,065,488,000 | 0.01456 | 1,084,235,025 | \$58,707,267 | \$5,593,144 | \$53,114,123 |
| Per KWH | 0.05482 | 0.04025 | 0.01456 | | | | 0.05415 | 0.00516 | 0.04899 |
| Prior year Budget Totals | \$53,939,944 | \$41,418,031 | \$12,521,913 | 971,987,000 | | 1,071,648,092 | \$55,206,586 | \$4,661,442 | \$50,545,144 |
| Last 12 Months Actual | | | | | | 1,061,649,000 | \$55,826,374 | \$5,947,557 | \$49,878,817 |

**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| LIGHT DEPARTMENT OPERATING EXPENSES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|---|----------------------|----------------------|----------------------|----------------------|----------------------------------|-----------------------------------|----------------------|--------------------------------|
| Salaries and Wages | | | | | | | | |
| Department Supervision | \$66,871 | \$71,676 | \$64,206 | \$64,919 | \$34,521 | \$46,028 | \$49,710 | 108.00% |
| Service and Trouble | 203,344 | 328,034 | 309,197 | 233,929 | 208,986 | 278,648 | 300,940 | 108.00% |
| Meter Shop | 96,884 | 108,649 | 113,361 | 90,981 | 79,887 | 106,516 | 115,038 | 108.00% |
| Operations | 59,767 | 67,440 | 17,465 | 19,658 | 22,690 | 30,253 | 32,673 | 108.00% |
| Jury Duty | 1,922 | 2,350 | 3,590 | 3,283 | 2,343 | 3,125 | 3,375 | 108.00% |
| Bad Weather / Rain | 6,261 | 2,855 | 1,916 | 6,298 | 0 | 0 | 0 | 0.00% |
| Accident on Duty | 3,130 | 0 | 289 | 710 | 961 | 1,281 | 1,384 | 108.00% |
| Training / Schools | 3,631 | 4,238 | 4,570 | 9,318 | 7,195 | 9,593 | 10,360 | 108.00% |
| Conference | 671 | 504 | 1,878 | 4,037 | 6,003 | 8,003 | 8,644 | 108.00% |
| Holiday | 85,663 | 85,607 | 93,028 | 94,301 | 76,380 | 101,840 | 109,987 | 108.00% |
| Compensated Absences | 141,500 | 149,095 | 143,969 | 173,528 | 120,986 | 161,314 | 174,219 | 108.00% |
| Sick Leave | 99,014 | 122,128 | 88,890 | 218,048 | 90,314 | 120,418 | 130,052 | 108.00% |
| Other | 4,289 | 0 | 0 | 1,198 | 292 | 390 | 421 | 108.00% |
| Directors / Managers | 61,607 | 59,389 | 66,107 | 50,779 | 27,961 | 37,281 | 40,263 | 108.00% |
| Primary Lines | 379 | 1,045 | 3,091 | 1,667 | 31,650 | 42,201 | 45,577 | 108.00% |
| Total salaries and wages | \$834,932 | \$1,003,011 | \$911,558 | \$972,655 | \$710,168 | \$946,891 | \$1,022,642 | 108.00% |
| Other Expenses | | | | | | | | |
| Small Hand Tools | \$16,449 | \$41,295 | \$62,125 | \$9,923 | \$31,894 | \$42,525 | \$35,000 | 82.30% |
| Office Supplies and Expense | 17,329 | 15,007 | 39,807 | 55,118 | 48,057 | 64,077 | 55,000 | 85.83% |
| Uniform Rental and Expense | 25,107 | 21,679 | 17,584 | 18,747 | 12,502 | 16,669 | 16,878 | 101.25% |
| Computer Equipment Maintenance | 6,671 | 1,479 | 3,354 | 310 | 0 | 0 | 0 | 0.00% |
| Equipment Rental | 3,564 | 22,221 | 25,008 | 24,786 | 386 | 515 | 521 | 101.25% |
| Building Repairs and Maintenance | 20,431 | 13,473 | 9,721 | 3,535 | 25,963 | 34,617 | 30,000 | 86.66% |
| Motor Vehicle Repairs | 89,979 | 86,924 | 97,565 | 134,141 | 133,105 | 177,473 | 175,000 | 98.61% |
| Motor Vehicle - Fuel | 64,869 | 81,696 | 125,144 | 98,583 | 102,369 | 136,492 | 138,198 | 101.25% |
| Motor Vehicle - Other | 31,900 | 30,939 | 23,089 | 5,853 | 4,829 | 6,438 | 6,519 | 101.25% |
| Motorized Equipment Repairs | 46,332 | 35,554 | 21,919 | 34,830 | 33,139 | 44,185 | 44,737 | 101.25% |
| Motorized Equipment Expenses | 6,660 | 3,452 | 233,651 | 28,680 | 12,093 | 16,124 | 16,326 | 101.25% |
| System Control | 33,036 | 13,103 | 11,699 | 6,819 | 11,599 | 15,465 | 15,658 | 101.25% |
| Employee Group Insurance | 367,298 | 422,586 | 456,926 | 461,537 | 424,430 | 565,906 | 622,497 | 110.00% |
| Company Pension Plan Expense | 204,031 | 205,692 | 210,487 | 200,107 | 176,416 | 235,222 | 254,040 | 108.00% |
| Payroll Tax Expense | 150,552 | 153,713 | 163,507 | 166,873 | 131,332 | 175,110 | 189,119 | 108.00% |
| Company LTD Plan | 36,224 | 36,050 | 15,673 | 16,888 | 5,634 | 7,512 | 8,113 | 108.00% |
| Seminars and Continuing Education | 400 | 12,406 | 24,803 | 24,595 | 5,615 | 7,487 | 7,580 | 101.25% |
| Legal Fees | 19,236 | 7,500 | 0 | 6,539 | 13,304 | 17,738 | 17,960 | 101.25% |
| Professional Services Other | 8,992 | 7,098 | 15,291 | 125,770 | 8,174 | 10,899 | 11,036 | 101.25% |
| Utilities | 38,451 | 38,559 | 46,634 | 42,659 | 48,661 | 64,882 | 65,693 | 101.25% |
| Communications | 31,354 | 32,676 | 22,913 | 32,314 | 16,051 | 21,401 | 21,668 | 101.25% |
| Loss on Disposals | 0 | 193,300 | 1,302 | 1,336 | 7,258 | 0 | 0 | 0.00% |
| Marketing & Distribution - MEAG | 176,756 | 144,172 | 152,675 | 191,160 | 144,054 | 192,072 | 175,000 | 91.11% |
| Tools and Implements | 7,993 | 22,532 | 17,128 | 46,403 | 44,764 | 59,685 | 60,431 | 101.25% |
| Total Other Expenses | \$1,403,613 | \$1,643,106 | \$1,798,005 | \$1,737,505 | \$1,441,629 | \$1,912,495 | \$1,966,974 | 102.85% |
| Total Operating Expenses less Depreciation | 2,238,545 | 2,646,116 | 2,709,563 | 2,710,160 | 2,151,798 | 2,859,386 | 2,989,616 | 104.55% |
| Depreciation Expense | 1,139,779 | 1,212,206 | 1,297,252 | 1,386,234 | 1,034,222 | 1,378,962 | 1,420,331 | 103.00% |
| TOTAL OPERATING EXPENSE | \$3,378,324 | \$3,858,322 | \$4,006,815 | \$4,096,394 | \$3,186,019 | \$4,238,348 | \$4,409,947 | 104.05% |

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**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| LIGHT DEPARTMENT MAINTENANCE EXPENSES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|--|----------------------|----------------------|----------------------|----------------------|----------------------------------|-----------------------------------|----------------------|--------------------------------|
| Salaries | | | | | | | | |
| Equipment | \$0 | \$1,935 | \$3,998 | \$14,996 | \$21,290 | \$28,386 | \$28,237 | 99.47% |
| Load Control | 1,668 | 0 | 486 | 2,362 | 27,154 | 36,205 | 36,014 | 99.47% |
| Poles | 34,862 | 2,544 | 0 | 0 | 79,701 | 106,268 | 105,707 | 99.47% |
| Service Lines | 62,461 | 906 | 1,533 | 0 | 47,179 | 62,905 | 62,573 | 99.47% |
| Primary Lines | 659,801 | 645,453 | 825,445 | 1,004,047 | 866,138 | 1,154,851 | 1,148,752 | 99.47% |
| Secondary Lines | 171,228 | 168,335 | 156,178 | 70,691 | 79,750 | 106,333 | 105,771 | 99.47% |
| Street Lights | 114,804 | 114,895 | 149,152 | 110,726 | 130,766 | 174,355 | 173,434 | 99.47% |
| Transformers | 131,379 | 166,798 | 143,293 | 123,691 | 1,913 | 2,551 | 2,538 | 99.47% |
| Total | \$1,176,202 | \$1,100,865 | \$1,280,087 | \$1,326,513 | \$1,253,890 | \$1,671,854 | \$1,663,024 | 99.47% |
| Materials and other maintenance | | | | | | | | |
| Meter Expenses | \$18,820 | \$2,711 | \$22,425 | \$18,159 | \$16,221 | \$21,629 | \$21,899 | 101.25% |
| Street Repair - Maintenance | 402 | 1,864 | 2,320 | 0 | 0 | 0 | 0 | 0.00% |
| Maint Station Equip - Materials | 3,171 | 1,381 | 2,625 | 130 | 0 | 0 | 0 | 0.00% |
| Tools & Implements | 1,116 | 1,418 | 3,346 | 13,986 | 0 | 0 | 0 | 0.00% |
| Equipment | 5,095 | 13,805 | 680 | 0 | 0 | 0 | 0 | 0.00% |
| Load Control | 43,321 | 39,407 | 93,679 | 44,163 | 25,608 | 34,144 | 34,571 | 101.25% |
| Poles | 86,321 | 86,419 | 73,816 | 51,229 | 22,274 | 29,698 | 30,070 | 101.25% |
| Primary Lines - Overhead | 140,905 | 135,486 | 72,697 | 46,359 | 20,518 | 27,357 | 27,699 | 101.25% |
| Secondary Lines - Overhead | 72,322 | 60,864 | 51,986 | 37,122 | 28,907 | 38,542 | 39,024 | 101.25% |
| Service Lines - Overhead | 30,792 | 51,102 | 45,879 | 38,752 | 34,137 | 45,516 | 46,085 | 101.25% |
| Primary Lines - Underground | 718,352 | 453,833 | 182,516 | 83,630 | 23,025 | 30,699 | 31,083 | 101.25% |
| Secondary Lines - Underground | 2,652 | 8,481 | (1,205) | 1,038 | 1,374 | 1,832 | 1,855 | 101.25% |
| Service Lines - Underground | 19,039 | 441 | 2,053 | 171 | 95 | 127 | 128 | 101.25% |
| Transformers | 171,547 | 115,457 | 158,735 | 67,949 | 54,075 | 72,100 | 73,002 | 101.25% |
| Maint of Street Lights - Materials | 136,861 | 416 | 144,717 | 141,456 | 84,798 | 113,063 | 114,477 | 101.25% |
| Security Lights - Materials | 29,575 | 34,394 | 54,933 | 30,833 | 26,839 | 35,786 | 36,233 | 101.25% |
| Miscellaneous Maint - Materials | 633 | 10,606 | 994 | 9,373 | 0 | 0 | 0 | 0.00% |
| Miscellaneous | 468 | 1,080 | 3,278 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$1,481,392 | \$1,019,164 | \$915,474 | \$584,350 | \$337,871 | \$450,494 | \$456,125 | 101.25% |
| TOTAL MAINTENANCE EXPENSE | \$2,657,594 | \$2,120,029 | \$2,195,561 | \$1,910,862 | \$1,591,761 | \$2,122,348 | \$2,119,150 | 99.85% |
| Salaries and Wages - Light Department | | | | | | | | |
| Operating Expense Salaries & Wages | \$834,932 | \$1,003,011 | \$911,558 | \$972,655 | \$710,168 | \$946,891 | \$1,022,642 | 108.00% |
| Maintenance Expense Salaries & Wages | 1,176,202 | 1,100,865 | 1,280,087 | 1,326,513 | 1,253,890 | 1,671,854 | 1,663,024 | 99.47% |
| Improvement Salaries & Wages | 902,463 | 1,044,108 | 686,616 | 643,890 | 74,599 | 99,465 | 250,000 | 251.35% |
| Total Salaries and Wages | \$2,913,596 | \$3,147,984 | \$2,878,261 | \$2,943,057 | \$2,038,657 | \$2,718,210 | \$2,935,666 | 108.00% |

M-25

**WATER GAS & LIGHT COMMISSION
LIGHT DEPARTMENT
Vehicles & Equipment 2008 - 2009**

Vehicles

| | |
|---|--------------------------------|
| Replace car #3 (1999, 84,579 miles) - repair costs \$2,248 with small SUV | \$25,000 |
| Replace bucket truck #5 (1995, 169,568 miles) - repair costs \$38,065 | 115,000 |
| Replace bucket truck #13 (1996, Unknown miles) - repair costs \$30,842 | 145,000 |
| Replace bucket truck #14 (1989, 97,745 miles) - repair costs \$28,929 | 145,000 |
| Replace pickup truck #16 (2000, 101,000 miles) - repair costs \$5,174 | 14,000 |
| Replace pickup truck #18 (1997, 145,490 miles) - repair costs \$6,644 | 14,000 |
| Replace follow-up #33 (1994, 91,072 miles) - repair costs \$33,346 | 60,000 |
| Replace bucket truck #34 (1997, Stripped and in bone yard, bad engine) | 105,000 |
| Replace flate bed truck #37 (1985, 42,974 miles) - repair costs \$3,798 | 45,000 |
| Replace one ton #49 (1999, 102,033 miles) - repair costs \$11,319 | 21,000 |
| Replace one ton #63 (1997, 123,358 miles) - repair costs \$11,984 | 25,000 |
| Replace chipper #77 (1998, 1,612 hrs) - repair costs \$22,957 | 43,000 |
| Total Vehicle | <u><u>\$757,000</u></u> |

Equipment

| | |
|--|--------------------------------|
| Silt fence plow to use with small back hoe | 4,000 |
| Additional air compressor | 14,000 |
| PVC conduit bender | 2,500 |
| 2 - EA blue ox secondary wire pullers | 4,000 |
| 1 - additional arc reflection fault finder | 20,000 |
| 1 - additional 1 reel wire trailer (URD maintenance) | 7,500 |
| Equipment sheds (with one enclosed bay) | 40,000 |
| Transformer vat | 30,000 |
| Pole transfer station | 30,000 |
| Total Equipment | <u><u>\$152,000</u></u> |
| Total Vehicle & Equipment | <u><u>\$909,000</u></u> |

M-26

WATER GAS & LIGHT COMMISSION
LIGHT DEPARTMENT
Improvements 2007 - 2008

| | <u>Labor</u> | <u>Material</u> | <u>Total</u> |
|--------------------|------------------|--------------------|--------------------|
| Total Improvements | <u>\$250,000</u> | <u>\$1,950,000</u> | <u>\$2,200,000</u> |

M-27

**WATER GAS & LIGHT COMMISSION
TELE-COMMUNICATIONS DEPARTMENT
2008 - 2009 BUDGET**

| DESCRIPTION | BUDGET 2007 - 2008 | BUDGET 2008 - 2009 | INCREASE (DECREASE) |
|---|---------------------------|---------------------------|------------------------|
| Estimated Revenues | <u>\$1,044,096</u> | <u>\$1,095,492</u> | 4.92% |
| Less Estimated Expenses | | | |
| Cost of Sales | 228,062 | 274,243 | 20.25% |
| Operating & Maintenance Expenses | 714,030 | 691,763 | -3.12% |
| G & A Expenses | 258,067 | 258,067 | 0.00% |
| Depreciation Tel-Com Department | <u>277,079</u> | <u>303,254</u> | 9.45% |
| Total Expenses | <u>1,477,238</u> | <u>1,527,328</u> | 3.39% |
| NET INCOME | (433,142) | (431,836) | -0.30% |
| Add back depreciation | <u>277,079</u> | <u>303,254</u> | 9.45% |
| Cash available for capital expenditures | (156,063) | (128,582) | -17.61% |
| Subtract Vehicles & Equipment | 0 | 118,606 | n/a |
| Subtract Improvements | <u>327,000</u> | <u>327,000</u> | n/a |
| Funds available to transfer to reserves | <u><u>(\$483,063)</u></u> | <u><u>(\$574,188)</u></u> | 18.86% |

M-28

**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| TELE-COM DEPARTMENT INCOME | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|-------------------------------|---------------------------|---------------------------|---------------------------|----------------------------------|-----------------------------------|---------------------------|--------------------------------|
| Non-reoccurring | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% |
| Reoccurring | <u>1,359,942</u> | <u>1,389,295</u> | <u>1,561,980</u> | <u>682,367</u> | <u>809,823</u> | <u>1,095,492</u> | <u>135.28%</u> |
| TOTAL INCOME | <u>\$1,359,942</u> | <u>\$1,389,295</u> | <u>\$1,561,980</u> | <u>\$682,367</u> | <u>\$809,823</u> | <u>\$1,095,492</u> | <u>135.28%</u> |

| <u>Customer</u> | <u>Monthly</u> | <u>Annually</u> |
|-----------------|------------------------|---------------------------|
| DCSS | \$35,609 | \$427,308 |
| Other Customers | 39,260 | 471,120 |
| Internal | 6,422 | 77,064 |
| Growth | <u>10,000</u> | <u>120,000</u> |
| Total | <u>\$91,291</u> | <u>\$1,095,492</u> |

M-29

**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| TELE-COM DEPARTMENT COST OF SALES | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|--|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Cost of Sales | <u>\$272,742</u> | <u>\$137,532</u> | <u>\$247,294</u> | <u>\$205,683</u> | <u>\$274,243</u> | <u>\$274,243</u> | <u>100.00%</u> |
| TOTAL COST OF SALES | <u>\$272,742</u> | <u>\$137,532</u> | <u>\$247,294</u> | <u>\$205,683</u> | <u>\$274,243</u> | <u>\$274,243</u> | <u>100.00%</u> |

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WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET

| TELE-COM DEPARTMENT OPERATING EXPENSES | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|---|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Salaries and Wages | | | | | | | |
| Department Supervision | \$52,808 | \$56,536 | \$56,780 | \$52,776 | \$70,368 | \$73,745 | 104.80% |
| Accident on Duty | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Training/Schools | 0 | (2,454) | 0 | 0 | 0 | 0 | 0.00% |
| Holiday | 14,808 | 15,192 | 14,424 | 11,976 | 15,967 | 16,734 | 104.80% |
| Compensated Absences | 19,878 | 27,500 | 24,650 | 16,039 | 21,385 | 22,411 | 104.80% |
| Telecommunications | 215,691 | 245,248 | 214,754 | 160,757 | 214,342 | 224,631 | 104.80% |
| Sick Leave | 14,799 | 7,500 | 15,755 | 8,213 | 10,950 | 11,476 | 104.80% |
| Directors / Managers | 60,657 | 66,355 | 68,425 | 47,350 | 63,133 | 66,164 | 104.80% |
| Total salaries and wages | \$378,641 | \$415,876 | \$394,790 | \$297,110 | \$396,146 | \$415,161 | 104.80% |
| Other Expenses | | | | | | | |
| Small Hand Tools | \$354 | \$1,346 | \$879 | \$176 | \$234 | \$237 | 101.25% |
| Uniform Rental and Expense | 1,896 | 1,690 | 1,542 | 0 | 0 | 0 | 0.00% |
| Pole Attachment Fee | 4,944 | 4,944 | 4,944 | 0 | 4,944 | 5,006 | 101.25% |
| Computer Equipment Maintenance | 4,679 | 2,063 | 0 | 808 | 1,077 | 1,091 | 101.25% |
| Motor Vehicle Repairs | 1,823 | 3,414 | 5,966 | 10,987 | 14,649 | 14,832 | 101.25% |
| Motor Vehicle - Fuel | 34 | 2,693 | 12,049 | 12,323 | 16,431 | 16,636 | 101.25% |
| Motor Vehicle - Other | 1,423 | 1,809 | 353 | 305 | 407 | 412 | 101.25% |
| Motorized Equipment Expense | 13,580 | 6,965 | 3,528 | 7,710 | 10,280 | 10,408 | 101.25% |
| Operational Supplies | 44 | 2,485 | 711 | 384 | 512 | 518 | 101.25% |
| Buildings | 0 | 0 | 1,694 | 2,065 | 2,753 | 2,787 | 101.25% |
| Tools and Implements | 3,636 | 0 | 1,279 | 0 | 0 | 0 | 0.00% |
| Equipment | 0 | 417 | 3,903 | 0 | 0 | 0 | 0.00% |
| Fiber Optic | 7,360 | 6,100 | 1,156 | 12,848 | 17,131 | 17,345 | 101.25% |
| Miscellaneous Maint - Materials | 0 | 1,299 | 0 | 0 | 0 | 0 | 0.00% |
| Freight | 386 | 683 | 505 | 155 | 206 | 209 | 101.25% |
| G&A Management & Admin Fee | 120,000 | 120,000 | 120,000 | 90,000 | 120,000 | 120,000 | 100.00% |
| Employee Group Insurance | 52,846 | 58,542 | 60,920 | 54,281 | 72,375 | 79,613 | 110.00% |
| Injuries and Damages | 100 | 514 | 300 | 0 | 0 | 0 | 0.00% |
| Company Pension Plan | (18,495) | 41,480 | 34,255 | 25,898 | 34,531 | 36,188 | 104.80% |
| Payroll Taxes | 23,178 | 30,737 | 29,927 | 20,164 | 26,886 | 28,176 | 104.80% |
| Company LTD Plan | 7,097 | 3,593 | 991 | 897 | 1,196 | 1,253 | 104.80% |
| Office Supplies | 9,236 | 7,211 | 13,502 | 5,013 | 6,684 | 6,767 | 101.25% |
| Other Professional Service | 316 | 1,271 | 3,136 | 1,741 | 2,322 | 2,351 | 101.25% |
| G&A Interest expense | 158,249 | 189,825 | 189,683 | 155,642 | 207,523 | 138,067 | 66.53% |
| Utilities | 2,887 | 3,307 | 6,110 | 5,972 | 7,963 | 8,062 | 101.25% |
| Communications | 75,684 | 35,684 | 76,143 | 32,913 | 43,884 | 44,433 | 101.25% |
| Building Repair & Maintenance | 1,148 | 3,855 | 6,226 | 184 | 245 | 248 | 101.25% |
| Total Other Expenses | \$472,406 | \$531,927 | \$579,703 | \$440,465 | \$592,230 | \$534,639 | 90.28% |
| Total Operating Expenses less Depreciation | 851,047 | 947,803 | 974,492 | 737,574 | 988,376 | 949,800 | 96.10% |
| Depreciation Expense | 183,835 | 214,034 | 284,967 | 220,816 | 294,421 | 303,254 | 103.00% |
| TOTAL OPERATING EXPENSE | \$1,034,882 | \$1,161,837 | \$1,259,459 | \$958,390 | \$1,282,798 | \$1,253,054 | 97.68% |

M-31

**WATER GAS & LIGHT COMMISSION
 TELE-COMMUNICATIONS DEPARTMENT
 Vehicles & Equipment 2008 - 2009**

Vehicle & Equipment

| | |
|--|--------------------------------|
| Lucent DMX Metro High Cap Shelf for new Transport Building | \$74,000 |
| Precase OldCastle building 11 1/2' x 20' (Delivered to Albany) | 21,000 |
| Marelli Generator Set with 200 amp Transfer Switch for new Precast Old Castle building at the Hanover 3 location | <u>23,606</u> |
| Total Vehicle & Equipment | <u><u>\$118,606</u></u> |

Improvements 2007 - 2008

| | <u>Labor</u> | <u>Material</u> | <u>Total</u> |
|---------------------------|------------------------|-------------------------|-------------------------|
| Total Improvements | <u><u>\$81,750</u></u> | <u><u>\$245,250</u></u> | <u><u>\$327,000</u></u> |

M-32

**WATER GAS & LIGHT COMMISSION
GENERAL & ADMINISTRATIVE DEPARTMENT
2008 - 2009 BUDGET**

| DESCRIPTION | BUDGET 2007 - 2008 | BUDGET 2008 - 2009 | INCREASE (DECREASE) |
|---|-----------------------|-----------------------|------------------------|
| Estimated Revenues | <u>\$3,352,880</u> | <u>\$3,523,204</u> | 5.08% |
| Less Estimated Expenses | | | |
| Cost of Sales | 0 | 0 | 0.00% |
| Operating Expenses | 12,187,205 | 12,650,565 | 3.80% |
| Depreciation G & A | <u>1,674,285</u> | <u>1,724,514</u> | 3.00% |
| Total Expenses | <u>13,861,490</u> | <u>14,375,079</u> | 3.71% |
| NET INCOME | (10,508,610) | (10,851,875) | 3.27% |
| Transfer to City of Albany | 0 | 0 | 0.00% |
| Transfer to other agencies | <u>0</u> | <u>0</u> | 0.00% |
| Total transfers | <u>0</u> | <u>0</u> | 0.00% |
| Net income after transfer | (10,508,610) | (10,851,875) | 3.27% |
| Add back depreciation | <u>1,674,285</u> | <u>1,724,514</u> | 3.00% |
| Net G & A Expenses | <u>(8,834,325)</u> | <u>(9,127,361)</u> | 3.32% |
| Water Department Portion (25%) | (2,208,581) | (2,281,840) | 3.32% |
| Gas Department Portion (20%) | (1,766,865) | (1,825,472) | 3.32% |
| Light Department Portion (55%) | <u>(4,858,879)</u> | <u>(5,020,049)</u> | 3.32% |
| | (8,834,325) | (9,127,361) | 3.32% |
| Subtract Vehicles & Equipment G & A | <u>305,465</u> | <u>726,731</u> | 137.91% |
| Subtract Cleanup for Manufactured Gas Plant | <u>500,000</u> | <u>500,000</u> | |
| Total G & A transferred to departments | <u>(\$9,639,790)</u> | <u>(\$10,354,092)</u> | 7.41% |

M-33

WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET

| G & A DEPARTMENT INCOME | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|--|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| Miscellaneous Sales | \$1,818 | \$5,516 | \$7,538 | \$4,232 | \$2,162 | \$2,883 | \$2,883 | 100.00% |
| Miscellaneous Income | 199,803 | 328,537 | 281,917 | 1,523,011 | 164,765 | 219,686 | 219,686 | 100.00% |
| Tele-Com Management & Admin Inc | 120,000 | 120,000 | 120,000 | 120,000 | 90,000 | 120,000 | 120,000 | 100.00% |
| Maintenance shop income | 0 | 0 | 46,171 | 231,341 | 180,815 | 241,086 | 265,195 | 110.00% |
| Misc. Income - Sales Tax Vendor | 22,864 | 23,673 | 25,040 | 17,891 | 19,725 | 26,300 | 26,300 | 100.00% |
| Gain (loss) Sale of Fixed Assets | 5,778 | 1,500 | 233 | 0 | 0 | 0 | 0 | 0.00% |
| Pulled Meter Charge | 1,800 | 3,710 | 10,275 | 9,500 | 6,775 | 9,033 | 9,033 | 100.00% |
| Late Fees | 598,832 | 614,211 | 614,040 | 635,998 | 497,729 | 663,639 | 663,639 | 100.00% |
| Bad Check Charge | 122,750 | 97,500 | 108,000 | 94,575 | 86,525 | 115,367 | 115,367 | 100.00% |
| New Customer Charge | 256,176 | 269,424 | 282,474 | 314,763 | 216,286 | 288,381 | 288,381 | 100.00% |
| Cut - off Work Orders / Penalty | 1,024,216 | 1,061,633 | 1,101,888 | 1,124,415 | 913,822 | 1,218,430 | 1,218,430 | 100.00% |
| Meter Test | 240 | 60 | 95 | 120 | 100 | 133 | 133 | 100.00% |
| Relocate Meter Fee | 60,495 | 14,972 | 8,947 | 1,620 | 14,300 | 19,067 | 19,067 | 100.00% |
| Upgrade Meter Fee | 28,563 | 16,079 | 24,759 | 7,600 | 4,412 | 5,883 | 5,883 | 100.00% |
| Underground Service Fee | 0 | 492,137 | 20,700 | 15,050 | 8,400 | 11,200 | 11,200 | 100.00% |
| Deposit & Small Balance Forfeitures | 2,635 | 8 | (109) | (550) | (275) | (367) | (367) | 100.00% |
| Interest Income - Customer Deposits | 3,176 | 7,682 | 66,867 | 14,616 | 13,392 | 17,856 | 17,856 | 100.00% |
| Interest Income - General Fund | 220,875 | 177,016 | 189,825 | 255,143 | 183,352 | 244,469 | 244,469 | 100.00% |
| Interest Income - Water Bonds | 20,565 | 19,825 | 172 | 260 | 31 | 31 | 31 | 100.00% |
| Cash over (short) | (2,377) | (3,720) | (4,222) | (3,054) | 3,825 | 5,100 | \$5,100 | 100.00% |
| Miscellaneous Income | 6,712 | 4,111 | 21,857 | 15,644 | 6,086 | 8,115 | 8,115 | 100.00% |
| Total G & A Income | 2,694,922 | 3,253,874 | 2,926,467 | 4,382,175 | 2,412,226 | 3,216,291 | 3,240,400 | 100.75% |
| Interest Income from MEAG | 12,176 | 13,077 | 16,305 | 21,149 | 26,570 | 35,427 | 35,427 | 100.00% |
| Interest Income from Reserves | 51,195 | 112,761 | 210,278 | 222,324 | 185,533 | 247,378 | 247,378 | 100.00% |
| Grand Total G & A Income | 2,758,292 | 3,379,713 | 3,153,050 | 4,625,648 | 2,624,329 | 3,499,095 | 3,523,204 | 100.69% |
| Grand Total G & A Expenses | 10,275,307 | 11,465,400 | 12,226,773 | 12,697,772 | 9,279,712 | 12,372,949 | 12,650,565 | 102.24% |
| Net G & A Expenses | 7,517,015 | 8,085,687 | 9,073,722 | 8,072,125 | 6,655,383 | 8,873,854 | 9,127,361 | 102.86% |
| Water Department Portion (25%) | 1,879,254 | 2,021,422 | 2,268,431 | 2,018,031 | 1,663,846 | 2,218,464 | 2,281,640 | 102.86% |
| Gas Department Portion (20%) | 1,503,403 | 1,617,137 | 1,814,744 | 1,614,425 | 1,331,077 | 1,774,771 | 1,825,472 | 102.86% |
| Light Department Portion (55%) | 4,134,358 | 4,447,128 | 4,990,547 | 4,439,669 | 3,660,461 | 4,880,620 | 5,020,049 | 102.86% |
| Net G & A Expenses | \$7,517,015 | \$8,085,687 | \$9,073,722 | \$8,072,125 | \$6,655,383 | \$8,873,854 | \$9,127,361 | 102.86% |

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**WATER GAS & LIGHT COMMISSION
2008 - 2009 BUDGET**

| G & A DEPARTMENT OPERATING EXPENSES | F.Y.E. 06/30/2004 | F.Y.E. 06/30/2005 | F.Y.E. 06/30/2006 | F.Y.E. 06/30/2007 | 9 Months Ending 03/31/2008 | Projected F.Y.E. 06/30/2008 | BUDGET 06/30/2009 | % of Budget to Projected |
|--|------------------------------|------------------------------|------------------------------|------------------------------|---|--|------------------------------|---|
| <u>Salaries and Wages</u> | | | | | | | | |
| General Managers Office | \$296,508 | \$319,562 | \$346,927 | \$384,259 | \$288,128 | \$384,170 | \$402,610 | 104.80% |
| Energy Control | 373,455 | 371,866 | 364,923 | 380,890 | 297,408 | 396,544 | 415,579 | 104.80% |
| Director of Fiscal Affairs | 114,751 | 129,702 | 136,103 | 138,935 | 105,364 | 140,485 | 147,228 | 104.80% |
| Accounting | 232,735 | 245,097 | 259,861 | 269,281 | 188,545 | 251,394 | 263,461 | 104.80% |
| Engineering | 474,991 | 501,938 | 553,332 | 600,518 | 416,348 | 555,130 | 581,777 | 104.80% |
| Safety Loss Control | 26,821 | 27,613 | 25,088 | 22,535 | 75,680 | 100,907 | 105,750 | 104.80% |
| Administrative | 95,660 | 100,140 | 105,310 | 140,609 | 122,696 | 163,594 | 171,447 | 104.80% |
| Tellers | 209,961 | 232,171 | 250,882 | 268,045 | 204,697 | 272,929 | 286,030 | 104.80% |
| Special Services | 188,193 | 199,390 | 240,339 | 230,975 | 177,786 | 237,049 | 248,427 | 104.80% |
| Service Technicians | 692,272 | 697,633 | 748,462 | 731,105 | 565,390 | 753,854 | 790,039 | 104.80% |
| Customer Service | 275,414 | 303,151 | 255,561 | 266,855 | 218,762 | 291,683 | 305,683 | 104.80% |
| Mailroom | 18,838 | 19,864 | 16,294 | 15,782 | 11,513 | 15,351 | 16,088 | 104.80% |
| Audit Control | 147,712 | 146,981 | 153,778 | 145,137 | 104,197 | 138,929 | 145,598 | 104.80% |
| Meter Readers | 439,283 | 307,269 | 314,416 | 272,696 | 184,214 | 245,619 | 257,409 | 104.80% |
| Data Processing | 318,100 | 336,362 | 307,619 | 302,998 | 225,662 | 300,883 | 315,325 | 104.80% |
| Purchasing | 307,038 | 325,976 | 350,556 | 368,230 | 278,305 | 371,073 | 388,884 | 104.80% |
| Investigations | 105,120 | 109,267 | 115,951 | 120,390 | 91,528 | 122,037 | 127,895 | 104.80% |
| Collections | 83,712 | 86,434 | 91,432 | 80,044 | 64,006 | 85,341 | 89,438 | 104.80% |
| Maintenance | 112,236 | 326,532 | 446,054 | 558,648 | 438,377 | 584,503 | 612,559 | 104.80% |
| Human Resource | 0 | 0 | 0 | 0 | 0 | 0 | 50,000 | 104.80% |
| Total Salaries and Wages | <u>\$4,512,800</u> | <u>\$4,786,947</u> | <u>\$5,082,888</u> | <u>\$5,297,933</u> | <u>\$4,058,606</u> | <u>\$5,411,475</u> | <u>\$5,721,226</u> | <u>104.80%</u> |

M-SS

**WATER GAS & LIGHT COMMISSION
G & A DEPARTMENT
Asset Additions 2008 - 2009**

Administrative Service Department

ACS/SCADA System, hardware & software (have not upgraded since 1990)

\$93,530

Meter Readers

9 FC200 handhelds and software

\$45,000

MIS

Ventyx time and materials estimate for migrating utility billing to ver 4.x

\$362,726

Oracle 10G application server license 70 named users

42,983

HP Proliant DL380 G5 servers

32,660

HP EVA 440 storage enclosure

90,740

Brocade 16 port switches

34,592

Replace MIS laptop computer

2,500

Upgrade/replace 5 PC's @ \$2,000.00 each

10,000

\$576,201

Maintenance

Equipment and Material

\$12,000

Grand Total General & Administrative Asset Additions

\$726,731

Water Department Portion (25%)

181,683

Gas Department Portion (20%)

145,346

Light Department Portion (55%)

399,702

M-36

CITY OF ALBANY
ANNUAL BUDGET - 2008/2009
GLOSSARY OF TERMS USED IN THIS BUDGET

The following is an abbreviated list of the specialized governmental budgeting and accounting terms used in this budget.

ACCOUNT NUMBER – A line item code defining an appropriation.

ACCRUAL ACCOUNTING – a basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they occur.

AD VALOREM TAXES – Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

AMORTIZATION – The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

APD – Albany Police Department

APPROPRIATION – A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

APPROPRIATION ORDINANCE – The formal budgetary document enacted by the legislative body, which contains all approved appropriations for the fiscal year.

ASSESSED VALUATION – A valuation set upon real estate or other property by a government as a basis for levying taxes.

BALANCED BUDGET – A budget in which the estimated current expenditures are equal to or less than the estimated current revenues.

BASE BUDGET – The base budget consists of personal services only. Price and quantity changes are reflected in the base budget but only to the extent that they are in support of personal services. Program and/or capital improvements are not included in the base budget.

BASIS OF BUDGETING – A system used by an individual government to determine when budgetary revenues have been realized and when budgetary expenditures have been incurred.

BOND – A written promise to pay a specified sum of money, called the per value or principal, at a specified date or dates in the future, together with periodic interest at a specified rate.

BONDED DEBT – That portion of indebtedness represented by outstanding bonds.

BUDGET – A service plan for a given period embodying estimated expenditures for providing services and the proposed means of financing them. A balanced budget limits expenditures to available resources.

BUDGET ADJUSTMENT – A revision to the adopted budget that occurs during the affected fiscal year as approved by the Board of Commissioners via an amendment or a transfer.

BUDGET CALENDAR – The schedule of key dates that a government follows in the preparation and adoption of its budget.

BUDGET MESSAGE – A general discussion of the proposed budget as presented in writing by the budget making authority to the legislative body.

BUDGETARY BASIS – This refers to the basis of budgeting used to estimate financing sources and uses in the budget.

BUDGETARY CONTROL – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAD 911 – Computer Aided Dispatch 911-call handling.

CAFR – Comprehensive Annual Financial Report

CAPITAL IMPROVEMENTS/ASSETS– Construction, renovation, physical improvement projects, vehicles or tangible items such as tools, desks, machinery and equipment costing more than \$5000 each and having a use-life of more than one year.

CDBG – Community Development Block Grant

CIP – Capital Improvement Program

COLA – Cost of Living Adjustment

COMBINED SEWER OVERFLOW PROJECT (CSO) – A \$38 million project mandated by the state and federal governments requiring Albany to separate its storm drainage and sanitary sewer systems.

COMPLEXITY OF WORK PROCESS/ACTIVITIES – Measures of levels of difficulty associated with work process or activities.

CONTINGENCY – Those funds included in the base budget for the purpose of providing a means to cover minor unexpected costs during the budget year.

DEBT – An obligation resulting from the borrowing of money or from the purchase of goods and services over a period of time. Debts of government include bonds, time warrants, notes, and floating debts.

- A. **General Obligation Debt** is secured by the pledge of the issuer's full faith, credit, and taxing power.
- B. **A Revenue Debt** is a bond, debt, or obligation for which principal and interest are payable exclusively for the earnings of a government enterprise. This term can refer more broadly to any state or local government debt that is not a general obligation.

DEBT LIMIT – The maximum amount of debt that a municipality is permitted by law to incur – also known as “Debt Ceiling.”

DEBT SERVICE – Payment of principal and interest to lenders or creditors on outstanding debt.

DEFICIT – The excess of an entity’s liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

DEPRECIATION – Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

EFFECTIVENESS – Depicts the degree to which performance objectives are being achieved or otherwise reflects the quality of local government performance.

EFFICIENCY – Reflects the relationship between work performed and the resources required to perform it; Compares outputs to input.

ENCUMBRANCE – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

ENTERPRISE FUND – Enterprise funds are used "to account for operations that are financed and operated in a manner similar to private business enterprises . . . where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed primarily through user charges". Services accounted for in enterprise funds are tangible, and it is possible to determine the extent to which they benefit individual service consumers.

ENTITLEMENT – The amount of payment to which a state or local government is entitled as determined by the federal government.

EQUITY AND AVAILABILITY OF SERVICE TO USERS – Measures referring to fair or equitable distribution of service in different locations or populations.

EXPENDITURES – Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service, and capital outlays.

EXPENSES – Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

EXTERNAL CUSTOMER SATISFACTION – measures of quality from external sources.

FINANCIAL INDICATORS – Comparison of planned vs. actual expenditures, cost, obligations, receipts, allocations or losses.

FISCAL YEAR –The twelve month period to which the annual operating budget applies and at the end of which the city government determines its financial position and the results of its operations.

In Albany, the fiscal year runs from July 1 to June 30 of the following year.

FIXED ASSETS – Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery, and equipment.

FUND – Governmental accounting systems are organized and operated on a fund basis. A fund is an independent financial and accounting entity. It has a balanced set of accounts and records, cash and other resources together with all related liabilities and residual equities or balances which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Though funds are independent entities within the financial records of a government, there need not be physical segregation of assets.

FUND ACCOUNTS – All accounts necessary to set forth the financial position and results of operations of a fund

FUND BALANCE – This is the unencumbered balances of appropriation from the prior fiscal year.

GASB – Governmental Accounting Standards Board.

GENERAL FUND – The General Fund provides general-purpose governmental services such as Police, Fire, and Street Maintenance. This fund accounts for the revenues and activities not required by law or administrative decision to be accounted for in a special fund. Ordinarily, the General Fund has a great variety of revenues and is used to finance many more activities than any other fund.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) – The accounting rules and procedures adopted by the accounting profession to facilitate uniformity in preparing financial statements.

GENERAL REVENUE – The revenue of a government other than those derived from and retained in an enterprise. If a portion of the net income in an Enterprise Fund is contributed to another non-

enterprise fund, such as the General Fund, the amount transferred constitutes general revenue to the government.

GFOA – Georgia Finance Officers Association.

GIRMA – Georgia Interlocal Risk Management Agency.

GMA – Georgia Municipal Association.

GOALS – A longer-term broader statement of intent.

GOHS – Governor’s Office of Highway Safety

INTERNAL MEASURES OF QUALITY OF PRODUCT SERVICES – Measures of quality from internal sources.

INVESTMENTS – Securities and real estate held for production of revenue in the form of interest, dividend, rentals or lease payments. The term does not include fixed assets used in governmental operations.

JOB FAMILY – Occupational categories that group together positions that have certain common characteristics. Treatment of groups of jobs in this manner provides a more concise and accurate method of evaluating individual jobs.

LEVY – To impose taxes, special assessments of service charges for the support of governmental activities.

LONG-TERM DEBT – Debt with a maturity of more than one year after the date of issuance.

MSA – Metropolitan Statistical Area

MISSION – The reason or purpose for the organizational unit’s existence.

MODIFIED ACCRUAL ACCOUNTING – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due..

NET INCOME – Proprietary fund in excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating expenses and operating transfers-out.

OBJECTIVES – The specified end result expected and can include the time at which it will be achieved.

OMB – Office of Management and Budget.

OPERATING EXPENSES – Proprietary fund expenses that are directly related to the fund's primary service activities.

OPERATING INCOME – The excess of proprietary fund operating revenues over operating expenses.

OPERATING RATIOS – Efficiency measures such as cost per unit, productivity measures and ratios of direct to indirect cost.

OPERATING REVENUES – Proprietary fund revenues that are directly related to the fund's primary service activities. They consist primarily of user charges for services.

OUTCOMES OF PRODUCT OR SERVICE – Direct results achieved through the provision of goods and services by the City.

OUTPUTS OR FINAL PRODUCTS – Products or services produced, distributed or provided to clients.

PENSION TRUST FUND – The trust fund used to account for public employee retirement systems. Pension trust funds are accounted for in essentially the same manner as proprietary funds, but with an important expanded emphasis on required fund balance reserves.

PERFORMANCE INDICATORS – A particular value or characteristic used to measure efficiency or effectiveness.

PERFORMANCE MEASUREMENT – The regular collection and reporting of a range of data useful in the management and operation of programs.

PROGRAM BUDGET – A budget wherein expenditures are based primarily on programs of work and secondarily on character and object class.

REVENUES – The income attributable to a designated fiscal accounting period that will affect the balance (surplus) or deficit resulting from the operations of that period.

SAIP – Self-Administered Insurance Program

SINKING FUND – Schedule of annual payments required on General Obligation Bonds Payable. Principal and interest are payable from an ad valorem tax upon all property of the City.

SPLOST IV – Special Local Option Sales Tax, the fourth implementation of a one percent sales tax for special projects to help build and maintain the City's infrastructure.

TAX DIGEST – The total assessed value of all real estate property, motor vehicles, mobile homes, timber and heavy-duty equipment in the city of Albany, Georgia.

TAX LEVY ORDINANCE – An ordinance by means of which taxes are levied.

TAX RATE LIMIT – The maximum rate at which a government may levy a tax. Overall tax rate limits usually restrict levies for all purposes and of all governments, state or local, having jurisdiction in a given area.

TAXES – Compulsory charges levied by a government for the purpose of financing services performed for a common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

TIMELINESS OF PRODUCT OR SERVICE – Measures of timeliness, which may be based on specific standards or past trends.

UNIFORM CHART OF ACCOUNTS – State mandated financial reporting format for governments.

WG&L – Water, Gas and Light

WORK/ACTIVITY LEVEL – Work measure that assesses intermediate steps in producing outputs.

WORKLOAD – The amount of work compared to capability.