



CITY OF  
*Albany*  
GEORGIA



**ADOPTED**

# BUDGET

Fiscal Year 2020





**ANNUAL BUDGET  
For The  
Fiscal Year  
Ending June 30, 2020**

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## Preface





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Albany  
Georgia**

For the Fiscal Year Beginning

**July 1, 2018**

*Christopher P. Morill*

Executive Director



## **VISION STATEMENT**

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

## **MISSION STATEMENT**

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

# **CITY OFFICIALS**



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

MAYOR DOROTHY HUBBARD (seated)

MATT FULLER – WARD II

JON HOWARD – WARD I

ROBERT LANGSTAFF, JR – WARD V

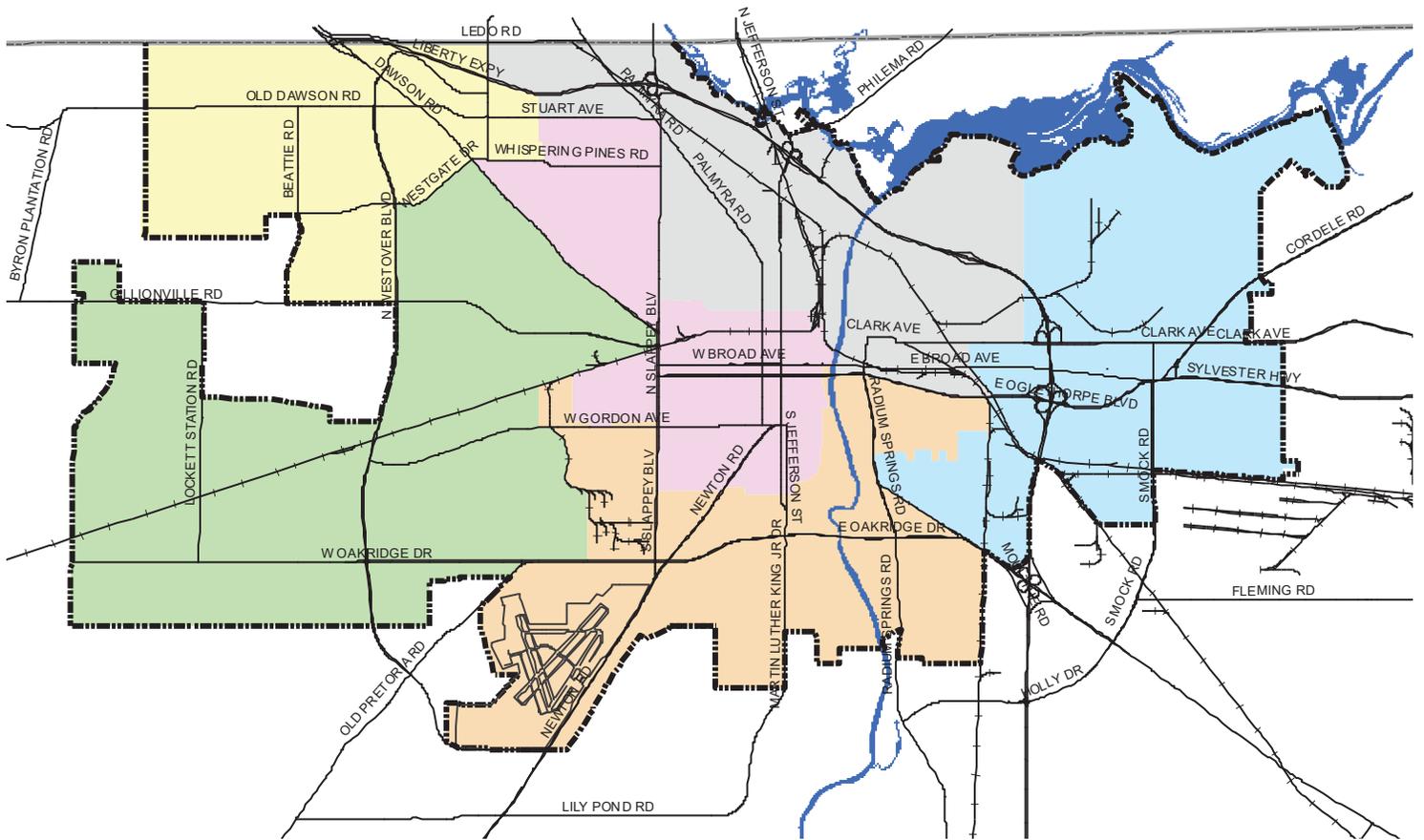
ROGER MARIETTA – WARD IV

BJ FLETCHER – WARD III

TOMMIE POSTELL – WARD VI (Mayor Pro Tem) (seated)

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

## Albany, Georgia City Commission Wards 2010 Census Redistricting Map



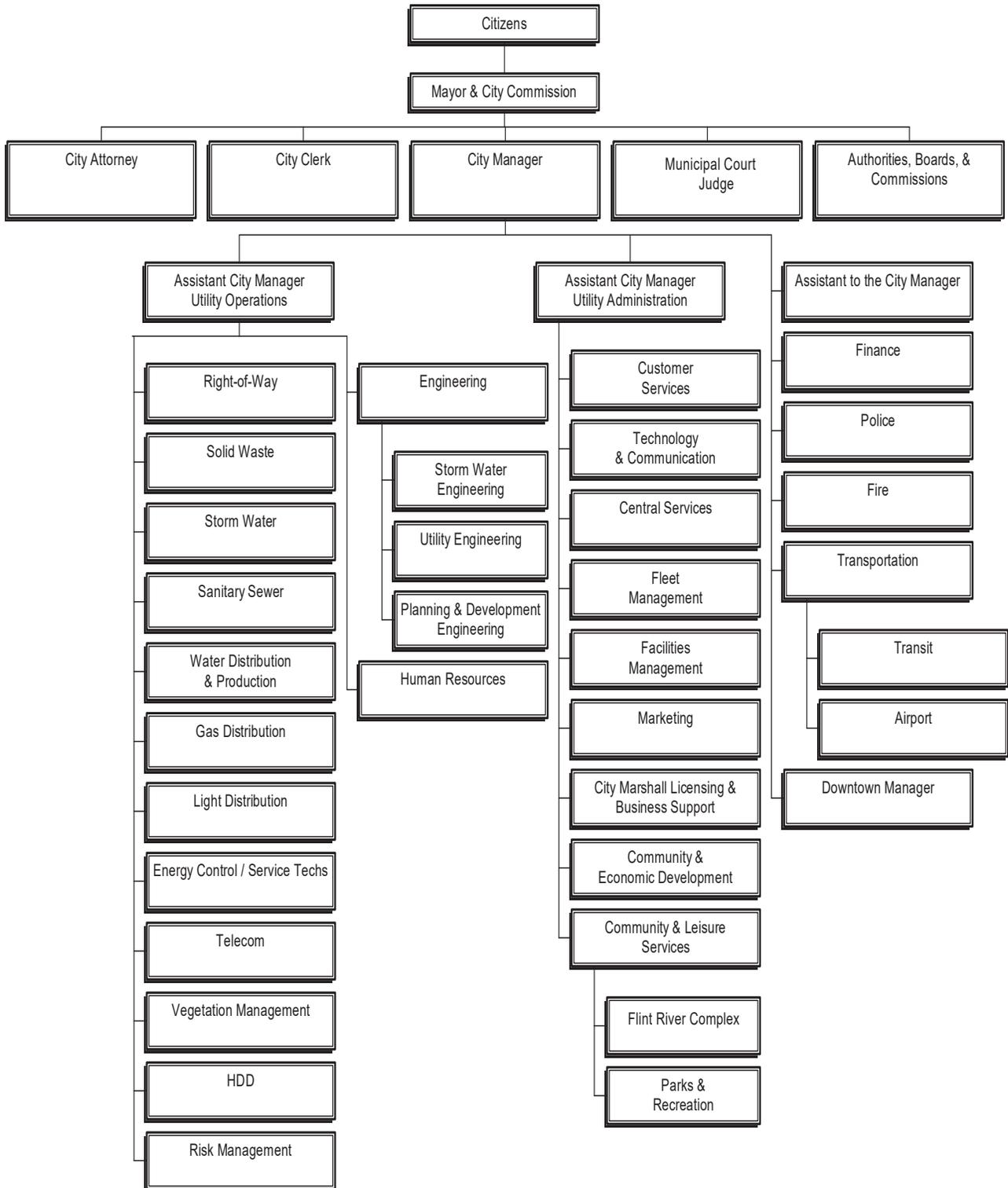
Dorothy Hubbard, Mayor



- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: lightblue; border: 1px solid black; margin-right: 5px;"></span> Ward 1 - Jon Howard</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: grey; border: 1px solid black; margin-right: 5px;"></span> Ward 2 - Matt Fuller</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: pink; border: 1px solid black; margin-right: 5px;"></span> Ward 3 - BJ Fletcher</li> </ul> | <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: green; border: 1px solid black; margin-right: 5px;"></span> Ward 4 - Roger Marietta</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: yellow; border: 1px solid black; margin-right: 5px;"></span> Ward 5 - Bob Langstaff, Jr</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: orange; border: 1px solid black; margin-right: 5px;"></span> Ward 6 - Tommie Postell</li> </ul> |
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# Government and Organization

The City of Albany has operated under the Commission-Manager form of government since January 14, 1924. The seven member Commission consists of a Mayor (*elected at large*) and six Commissioners (*elected on a ward basis*). The Commission appoints members to various Boards, Authorities, and Commissions. The Commission also appoints the City Manager, City Clerk, City Attorney, Assistant City Attorneys, and Municipal Court Judge. The City Manager, as the City's Chief Administrative Officer, is responsible for the enforcement of laws and ordinances and the implementation of policies passed by the Commission. The City Manager appoints department heads to assist with these responsibilities.

## GENERAL GOVERNMENT

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

## DEPARTMENT HEADS

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

***Community Information******Origin and Growth***

Situated in the Plantation Trace region, Albany is the primary trade center for Southwest Georgia. It is the county seat for Dougherty County, Georgia. The City lies at the head of the Flint River, 182 miles south of Atlanta. Incorporated in 1853, the City was laid out in 1836 by Alexander Shotwell and named for Albany, New York. The City of Albany was originally incorporated by an Act of the General Assembly of Georgia on December 27, 1838.

The chief farm products are cotton, peanuts, corn, tobacco, and to a lesser extent, paper-shell pecans and forest products. Albany has developed a diversified industrial economy, which includes companies such as Procter & Gamble, Miller Coors, and Master Foods USA-a Mars Incorporated Company. Also, the Marine Corps Logistics Base (MCLB) in Albany is a shining star within the Department of Defense and has established itself as a leader in the adoption of private sector business strategies to accomplish its mission.

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

***Government and Organization***

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

***Educational Facilities***

For higher education, Albany has a hometown college, a progressive technical college, and a job corps center. Albany State University, a proud member institution of the University System of Georgia, elevates its community and region by offering a broad array of graduate, baccalaureate, associate, and certificate programs at its main campuses in Albany as well as at strategically-placed branch sites and online. Albany Technical College is a unit of the Georgia Department of Technical and Adult Education. Turner Job Corps Center also serves the Albany area as a fully accredited Vocational Education Institute, providing high-quality academic and vocational training programs to prepare students (ages 16 - 24) to take their places in today's technical work force. The City is also served by 21 schools (14 elementary, 4 middle, and 3 high schools), along with 1 career academy, 1 public alternative school, and a number of private schools.

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

**DEMOGRAPHICS**

**GENDER (2010 Estimate)**

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

**AGE COMPOSITION (2010 Estimate)**

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

**RACE/ ETHNIC ORIGIN (2010 Estimate)**

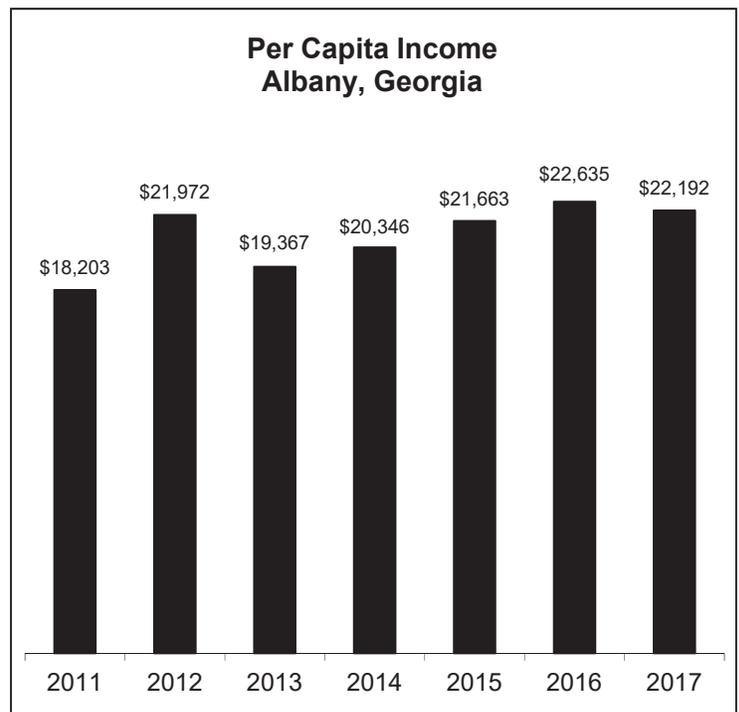
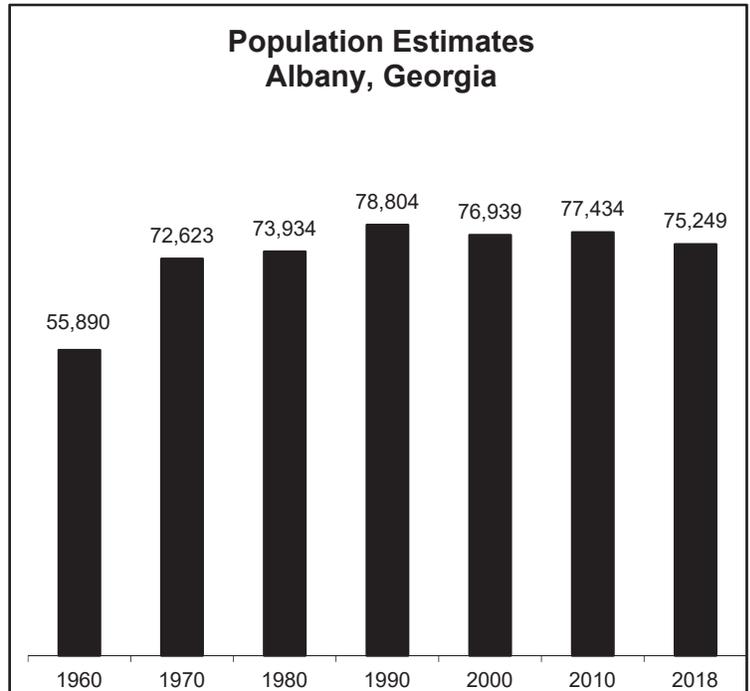
Black .....	71.6%
White .....	25.2%
Hispanic .....	2.1%
Asian/American	1.0%
Indian/Hawaiian	
Other .....	.1%

**AREA (2010 Estimate)**

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

**OCCUPATIONAL COMPOSITION**

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



Sources: U.S. Census Bureau, Quick Facts  
<https://www.census.gov/quickfacts> and Fact Finder  
<http://factfinder.census.gov>  
 Per Capita from  
<http://www.deptofnumbers.com/income/georgia/albany/>

**COMMUNITY INFORMATION**

**MUNICIPAL SERVICES**

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

**CITY FACILITIES & SERVICES**

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

**EDUCATION**

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

**HEALTH**

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

**RECREATIONAL FACILITIES**

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

**SCENIC ATTRACTIONS**

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

Sources: Choosealbany.com

**LOCAL ECONOMY**

Major Employers:

**Name of Business**

Phoebe Putney Memorial Hospital  
 Marine Corps Logistics Base – Albany  
 Dougherty County Board of Education  
 City of Albany  
 Albany State University  
 Proctor & Gamble  
 Dougherty County  
 Teleperformance USA  
 MillerCoors  
 Coats & Clark

**Type of Business**

Healthcare  
 Federal Government  
 Education  
 Municipal Government  
 Education  
 Paper Goods  
 County Government  
 Technical Support  
 Beverage  
 Textile Manufacturer

**TRANSPORTATION**

Motor Freight Carriers .....

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

Rail .....

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

Water .....

Navigable River, Flint (9 ft. channel depth)

Air .....

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

Source: Choosealbany.com

**BUDGET GUIDE**

The 2019 - 2020 Annual Budget is divided into thirteen (13) sections whose contents are explained below. This Budget Guide is provided to summarize the information contained in each section and to assist the reader in finding information.

**Section I - City Manager’s Message**

This section includes the City Manager’s transmittal letter, the strategic plan, and the adopted budget ordinance. Also included in this section are the revenue and expenditure recaps for the General Fund, Special Funds, Self-Sustaining Enterprise Funds, Supplemented Enterprise Funds, and the Utility Internal Service Fund.

**Section II - Policies and Procedures**

This section outlines the policies used to guide the preparation and management of the City’s annual budget. This section also provides detailed information on budget development, budget adoption, the accounting policies and procedures for Fund Accounting, Governmental Funds, Debt Services, Central Services, and Revenue and Expenditure policies. In addition, this section includes the FY 19 budget calendar.

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

This section begins with a chart showing the relationship between funds, in addition to a chart showing the percentages of expenditures as it relates to personnel services, operating expenses, cost of goods sold, and capital improvement. Included in this section is a summary of the General Fund revenue sources and expenditure/expense categories for the 2019 - 2020 budget. This information is categorized by the following fund accounts:

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

**Section IV - Supplemental Information**

In this section pertinent information is reported on the budget that analyzes trends and outlines the recent policy decisions that have impacted the City’s budget, and its financial position. This section provides the reader with an overview of revenues/expenditures, debt and tax digest information, and personnel information.

**Section V - General Fund Expenditure Detail**

The General Fund is the City’s major operating fund. It accounts for all financial resources and expenditures that are not accounted for in specific purpose funds. The General Fund finances most of the regular day-to-day operations and accounts for approximately 21% or \$61,691,114 of the budgeted appropriation. It consists of the following departments: Legislative, City Manager’s Office, Law Department, Municipal Court, Human Resources, Central Services,

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

## **Section VI - Special Funds Expenditure Detail**

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. About 6% or \$18,289,231 of the FY 20 Budget is allocated to Special Fund activities. Included in the Special Funds are Community & Economic Development, CAD 911, Hotel/Motel, Capital Improvement, Tax Allocation District (TAD), Job Investment, R3M, and Grant Funds. The Albany Convention and Visitors Bureau will receive \$800 thousand of current year's actual Hotel/Motel tax revenue to promote tourism and growth in Albany.

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

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

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

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

With projected revenues of \$102,556,147, the Light Fund it is easily the largest revenue generating enterprise fund for the City of Albany. Expenses are projected to be \$97,995,632, resulting in net income of \$4,560,515. This fund represents about 34% of the total budget. Its 33,008 customers include residential, commercial, and industrial.

The Gas Fund is projected to generate \$17,906,412 in revenue through charges for service and incur \$17,147,318 in expenses, resulting in a net income of \$759,094. The fund represents about 6% of the total budget. It provides natural gas services to approximately 12,598 customers in Dougherty and Lee Counties.

The Sanitary Sewer Fund is projected to generate \$16,392,100 in revenue primarily through user fees and incur \$15,857,092 in expenses, resulting in a net income of \$535,008. This fund represents about 5% of the total budget. Included under the Sanitary Sewer Fund are Wastewater Treatment, Wastewater Treatment/Lift Stations, Wastewater Sampling, and Sanitary Sewer Maintenance. This Division of Public Works is responsible for the treatment of the City's wastewater and for disposal of sewage sludge in accordance with Environmental Protection Division's guidelines. This division is also responsible for the maintenance of all sanitary sewers and for the installation of new taps and sewer extensions within the city limits of Albany.

The list of self-sustaining enterprise funds continues with the Water Fund. It is expected to generate \$12,024,082 in revenue and incur \$12,206,717 in expenses, resulting in net loss of \$182,633. The fund represents about 4% of the total budget. The fund provides 14 million gallons of water per day over 35,150 customers. While Water Distribution is responsible for these figures, the fund also includes Water Production. This department is capable of producing 36 million gallons per day from 38 dry wells. This is a vital resource for future economic development.

The Solid Waste Fund is expected to generate \$10,586,988 in revenue through service charges and incur \$10,253,881 in expenses, resulting in a net income of \$333,107. This fund represents about 4% of the total budget. Included under the Solid Waste Fund are Solid Waste Administration, Solid Waste Removal/Residential East, Solid Waste Removal/Residential West, Solid Waste Removal/Commercial and Special Services. This division is responsible for collecting and properly disposing of solid waste and recyclables generated by both residential and commercial customers. This division serves approximately 24,851 residential customers, with a private contractor providing service to over 11,000 of these. The division also serves almost 1,300 commercial customers.

The Storm Water Fund is projected to generate \$4,347,493 in revenue through user fees, while partially being supported through Sewer Fees in the amount of \$1,260,740 totaling \$5,608,233. Budgeted expenses from the Storm Water fund are scheduled for \$6,123,972 during fiscal year 2020. The budget net loss for fiscal year 2020 is \$515,739. The Storm Water Fund represents about 2% of the total budget. Engineering Storm Water, Street Sweeping, Asphalt/Concrete, Grading/Construction and Storm Maintenance are included in this fund. The responsibility of the Storm Water Fund is to provide storm water management services to include drainage system operation and maintenance of ditches, canals and ponds, and storm water pump stations, and to provide street sweeping services necessary for the collection and disposal of storm water-related debris. Other functions include maintenance of existing storm water infrastructure and installation of new storm water conveyance systems.

The Telecommunication Fund is the last of the self-sustaining enterprise funds. Revenue is expected to be \$3,577,531 and expenses are projected to be \$4,012,813, resulting in net loss of \$435,282. The fund represents approximately 1% of the total budget. Telecom provides excellent fiber optic based services to businesses in Albany and Dougherty County. The fund serves approximately 873 connections to their customers.

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

The approved program and expense plan is recorded in this section for the Supplemented Enterprise Funds which include the following: Airport, Civic Center/Municipal Auditorium, and the Transit System. Because these funds are not self-sustaining, they are budgeted to receive subsidies from the General Fund in the amounts of \$932,869, \$962,153, and \$1,312,202 respectively.

**Section IX - Utility Internal Service Fund**

The Utility Internal Service Fund provides support for all of the utility enterprise funds (Light, Sewer, Gas, Water, Solid Waste, Storm Water, and Telecom). It is comprised of eight (8) departments: Utility Management and Board, Investigations, Engineering, Marketing, HDD, Energy Control/ Techs, Vegetation Management, and Customer Service. The projected budget for this fund is \$13,845,420 in FY 2020.

**Section X - Capital Improvement Program**

This section includes all of the approved FY 2020 Capital Outlay/Improvement requests for the General Fund, Special Funds, Utility Internal Service Fund, and the Enterprise Funds. The capital outlay expenditure plan is listed by Department/Division. General Fund expenditures are budgeted to be \$5,311,338, while the Utility Internal Service Fund and Enterprise Funds are expected to have \$1,839,740 and \$25,482,307 in capital expenses, respectively. The City is funding \$18.3 Million of the Advanced Metering Infrastructure project with debt service. Also included in this section are the Georgia Municipal Association Lease Pool (GMA) capital requests.

**Section XI - SPLOST & TSPLOST**

The Special Purpose Local Option Sales Tax (SPLOST) VII is a referendum approved by voters in November 2016 that allows for an extra penny in sales tax to fund a diverse list of community projects. It is not a separate tax; Georgia law allows local jurisdictions to use SPLOST proceeds to fund capital improvement projects that would otherwise be paid for with General Fund and property tax revenues. SPLOST VII expenditures for FY 2020 are projected to be \$10,335,000.

Similarly, Transportation Special Purpose Local Option Sales Tax (TSPLOST) is a referendum approved by voters in March 2019 that allows for an extra penny in sales tax to fund a diverse list of community projects. It is not a separate tax. TSPLOST expenditures for FY 2020 are projected to be \$10,720,000.

**Section XII - Sponsored Operations**

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

**Section XIII - Appendix**

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



# City Manager's Message





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

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

July 31, 2019

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

Dear Mayor and Commissioners:

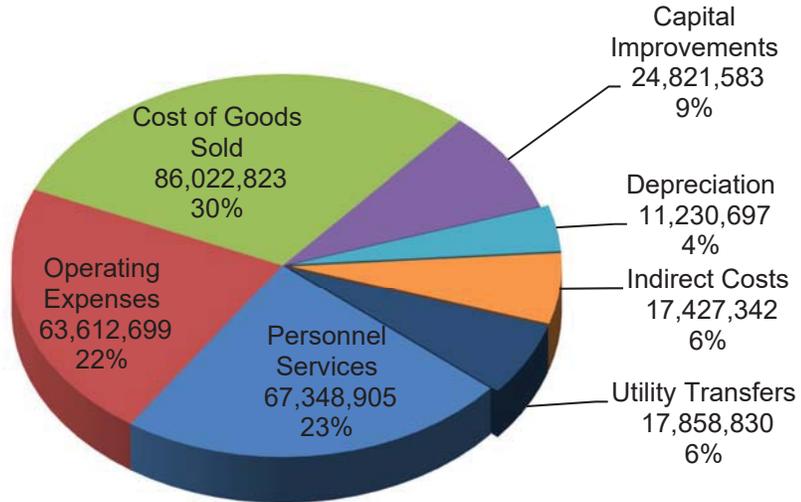
Transmitted herewith is the fiscal year 2020 adopted budget totaling \$288.3 Million. This budget has increased from \$272.9 Million in fiscal year 2019, driven primarily by the recently passed TSPLOST referendum and additional grant-funded expenditures. There are 1,167 positions included in the budget which is consistent with the number of positions from FY 2019. Thirty (32), or 3% of these positions are included in the Internal Service Funds; 658 positions (56%) are assigned to the General Fund with the remaining 477 (41%) assigned to Special Funds and the Enterprise Funds to include Albany Utilities.

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

**Revenues** – In preparing revenue projections, staff analyzed five years of historical trends, the fiscal year 2020 operating budget, the condition of state and local economies, and other factors that might affect the City's revenue sources. Projected revenues for the General and Special Funds total \$101,035,345, an increase of 15.1% or \$13,251,859 over the prior year. Again, this is primarily the result of new TSPLOST expenditures. The revenue budget for Enterprise Funds totals \$189,537,004, an increase of 2.0% or \$3,797,307 in revenues. \$3.6 Million of the overall increase in revenue is attributable to the increase in federal funding for 6 CNG buses scheduled to be purchased in FY 2020 for Transit. The total revenue budget for all Enterprise Funds collectively exceeds budgeted expenses by \$2,249,470.

**Mayor and Board of City Commissioners  
July 31, 2019**

**Budget Overview** - The chart below shows the total operating budget of \$288,322,879 by category:



**Cost of Goods Sold** – COGS represents 30% of the total budget and is the largest overall expense to the organization. This is a decrease of 2.4%, or \$2,095,960, compared to FY 2019. Unfortunately, the City has very little control over these expenses. Because of this, staff must endeavor to mitigate the pass-through effect to our customers through careful long-term forecasting, planning, and risk hedging.

**Personnel Services** – Employee Wages and Benefits are another large portion of the overall budget and represents 23% of the total. This is an increase of 0.7% or \$484,973 compared to FY 2019, which was \$66,863,932. There are 1,167 authorized budgeted positions shown in Personnel Services.

**Operating Expenses** – Operating expenses also make up a significant part of the organization’s budget representing 22% of the total. It is an increase of 9.8% or \$5,685,454 over FY 2019.

**Utility Transfers** – The transfers from the Utility Funds to the General Fund amounts to \$16,598,090 (there is also a \$1,260,740 transfer from Sewer to Storm Water). This is the largest revenue source for the General Fund, accounting for 27% of its total revenue.

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

**Mayor and Board of City Commissioners**  
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Management, Energy Control/Service Techs, Horizontal Directional Drilling, Marketing, Engineering, Investigations, and Utility Management & Board) are allocated to the Enterprise Funds based on an in-depth study of the individual transactions for each department. The cost of \$17,427,342 is equitably shared by these Funds according to the level of support received.

**Capital Improvement Program (CIP)** – \$36,052,280, has been allocated for capital improvements and depreciation of prior years' capital expenses. The Capital Improvement Program (CIP) is a five-year planning instrument used by the City of Albany to identify capital requirements. The CIP plans for expenditures that exceed \$5,000 and have a useful life of more than one year. The CIP utilizes all available funding sources which include but are not limited to: Grants, SPLOST, TSPLOST, GMA financing, bonding, GEFA financing, as well as other financing alternatives and the use of cash reserves from prior years' excess revenues over expenditures.

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

**The Capital Improvement Fund (CIF)** - The General and Special Revenue Funds' capital projects are funded from a minimum of 15% of the annual sales tax revenue, totaling \$1,349,904. Certain capital needs of supplemented Enterprise Funds are also funded through the CIF. For example, the City's 10 - 20% local matching shares for Transit and the Airport are usually paid out of the CIF. However, the self-sustaining Enterprise Funds' capital needs are funded through alternative sources as stated above in the CIP section.

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

**House Bill (HB) 489** – The City continues its delineation of service agreement (HB 489) initiatives with Dougherty County. This initiative includes funding from Dougherty County for their portion of the following City departments: Fire, Technology & Communications,

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

### **July 31, 2019**

Planning, Traffic Engineering, Procurement, Emergency Management, Recreation, CAD 911, and Code Enforcement. Through these joint agreements, the City anticipates receiving \$6,097,150, from Dougherty County for services provided.

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

**Risk Management Program** – The Risk Management Department and the City Attorney's office manage the City's Risk Management Program. These two units work together to contain costs associated with liability issues for the City. This coverage includes airport liability, automobile liability, automobile physical damage, boiler and machinery, crime, electronic data processing, fiduciary liability, general liability, law enforcement liability, property damage, public officials' liability, extended reporting period, travel, accident, and unlicensed equipment. All departments are allocated a pro-rata share to contribute to the fund based on experiences. The appropriation for FY 2020 is \$2,523,181 which is a decrease of \$98,709 from last fiscal year.

**Workers' Compensation Fund** – Expected contributions for FY 2020 is \$1,597,936, an increase of \$23,745 over last fiscal year. We will continue to monitor the fund's reserves to ensure that it has adequate funding. The City's main objective continues to be: (1) to assure that the injured employee gets the best and most efficient medical care available, and (2) to get the injured worker whole and back to work as quickly as possible.

**Public Employees Group Health Plan (PEGHP)** – The Group Health Plan is designed to meet the medical needs of the employees and their eligible dependents. The premium costs are shared between the City and its employees at a ratio of approximately 75% and 25%, respectively. These contributions are then used to pay for claims as they are submitted by a third-party administrator.

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

**Mayor and Board of City Commissioners**  
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**General Fund** – The General Fund budget for FY 2020 totals \$61,691,114, a decrease of \$443,908 from the FY 2019 General Fund adopted budget of \$62,135,022. This is primarily driven by the shift of the independent agencies’ expenses related to tourism being paid for out of the Hotel/Motel Fund, whereas it was previously funded from the General Fund. The General Fund finances the operations of General Government, Public Safety, Recreation & Parks, Engineering, Planning & Development Services, and Facilities Management. The level of service provided is our top priority. We will continue to do this while mitigating our costs.

**Special Funds** – Collectively, the City’s Special Funds total \$18,289,231, an increase of 19.4%, or \$2,975,767 from the FY 2019 adopted budget. The major cause for the increase is additional funding for the Team-Up-To-Clean-Up initiative for FY 2020 (\$1,000,000) and the funding shift for tourism independent agencies from the General Fund to the Hotel/Motel Fund (\$1,687,295). Also, there is a continued effort to invest in our rolling stock. Included in this category are Community & Economic Development, CAD 911, Hotel/Motel, Capital Improvement, TAD, R3M, Job Investment, Gortatowsky Park, and Grant Funds. More detail about some of the funds included in the Special Funds category follows.

**Community & Economic Development** – The Department of Community & Economic Development (DCED) is a Special Revenue Fund with a budget of \$4,604,771, which is a decrease in budgeted expenditures from the FY 2019 adopted budget of \$4,883,346. The funds are allocated to the City by the U. S. Department of Housing and Urban Development (HUD) and the income received from repayment of loans, rents, etc., represent this fund’s revenue sources. The Department of Community & Economic Development is designed to expand economic opportunities, provide decent housing and to meet the other needs of persons of low-to-moderate income. Although DCED does not receive a direct cash subsidy from the General Fund, it does receive a significant amount of services and assistance from the General Fund.

**Hotel/Motel Fund** - The amount expected from the 8% hotel/motel tax totals \$2,300,000, a 10.8% increase over FY 2020. These funds are allocated annually to the Albany Convention and Visitors Bureau to promote tourism, conventions, and trade shows. Some funds are also set aside to support the Civic Center directly.

**Sponsored Operations (Grants)** – The Grant Fund is a Special Revenue fund that provides for the administrative accounting of funds received from local, state, and federal sources for entitlement programs and discretionary projects. The fund totals \$828,442 in fiscal year 2020. 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 reappropriations contained in this budget document.

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**Special Purpose Local Option Sales Tax VII** – The City of Albany and Dougherty County entered into an intergovernmental sales tax agreement. On November 2, 2016, voters approved the referendum to continue the 1% Special Purpose Local Option Sales Tax (SPLOST). The amount slated for collection from the sales and use tax between April 1, 2017 and March 31, 2023 is \$92,500,000. Sixty-four percent, or \$59,200,000, of those funds are scheduled for City administered projects and non-profit organizations. The budgetary impact is determined as the projects come online and is incorporated into the operating budget. The City of Albany projects are listed in the SPLOST VII section of this document. These estimated collections are subject to change due to the fluctuations in taxable sales in the area.

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

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

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

**Light Fund** – This is the largest revenue producer, with budgeted revenues totaling \$102,556,147. Approximately 71.2% or \$73,086,363 of the revenue is appropriated to cover its COGS. Light is expected to have net income of \$4,560,515, with a large portion being used for the debt service on Advanced Metering Infrastructure. This fund is also one of the largest contributors to the General Fund and is budgeted to transfer

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\$10,729,020 in fiscal year 2020. The Light Fund serves almost 33,000 homes, businesses, and industries.

**Gas Fund** – As a provider of natural gas to some 14,000 customers, the Gas Fund is budgeted to have revenues of \$17,906,412 from sales of 2,063,250 MCF (1000 cubic feet). Approximately 57.5% or \$10,300,00 of that revenue must cover its COGS. The fund is expected to have net income of \$759,094. There are plans for infrastructure expansion to create future revenue opportunities. This fund also contributes to the General Fund and is budgeted to transfer out \$1,880,173.

**Sanitary Sewer Fund** – This fund is responsible for all sewers, water pollution control plant, and over 100 pump/lift stations. With revenues of \$16,392,100 and expenses of \$15,857,092, the fund is projected to have a net income of \$535,008. This fund will transfer \$1,286,166 into the General Fund.

**Water Fund** – The Water Fund is expected to have a slight net loss with \$12,024,084 in revenue and \$12,206,717 in expenses. This fund provides 14 million gallons of water per day to over 35,000 customers and maintains hundreds of miles of water mains and services. It has the capability of producing up to 36 million gallons of water per day. This fund is budgeted to transfer \$1,022,047 dollars to the General Fund in FY 2020.

**Solid Waste Fund** – This fund is responsible for the collection and proper disposal of solid waste generated by some 25,000 residential and 1,300 commercial customers. The fund is budgeted to have \$10,586,988 in revenues with expenses of \$10,253,881, resulting in a net income of \$333,107. The goal is to increase the efficiencies of this fund and continue to explore revenue expansion opportunities. The transfer for this year is \$899,894.

**Supplemented Enterprise Funds** – These Enterprise Funds do not generate enough revenue to cover their operational costs; therefore, the General Fund subsidizes them. The Transit System, Civic Center, and Airport are not able to sustain themselves and will collectively receive \$3,207,224 in assistance from the total General Fund revenues, a decrease of \$234,179 over the FY 2019 allocation. The primary reason for the decrease is the management outsourcing at the Civic Center, which is expected to have a significant impact on revenues. Collectively, these funds' revenues support only 50% of their cost of operation. A significant amount of funding for the Airport and the Transit System is provided by State and Federal grants.

**Mayor and Board of City Commissioners**  
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The focus for the upcoming budget is the completion of current initiatives and sustainable infrastructure management. We will also launch "Team-Up-To-Clean-Up", an enhanced beautification initiative of our major roadway corridors and upgrades to the City-owned cemeteries to add to the overall beauty of our City.

Another outstanding feature of the fiscal year 2020 budget is the incorporation of funding from the Public Employees Group Health Plan's prior years' savings to provide a more permanent location for our Health & Wellness Clinic. We recognize that the Clinic has played a tremendous role in overall claims reduction and look forward to providing a better work environment for those that serve the City through the Health & Wellness Clinic services.

In fiscal year 2020, we anticipate progress with new initiatives, an operational new fleet facility, an updated 5-year vehicle replacement plan, Advanced Metering Infrastructure Equipment (AMI), and TSPLOST funding; the City of Albany is truly "On the Road to Success"!

Sincerely,



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

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

The employees of the City of Albany, under the leadership of the City Manager, the Mayor, and the Board of City Commissioners, have committed themselves to continually improving the efficiency and effectiveness of the organization. How does city government improve the services it provides to its citizens while maintaining responsible control of revenues and spending? How, in other words, can we continue to do more for less without sacrificing quality customer service? These are challenging questions faced by cities and towns everywhere.

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

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

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

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

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

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

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

## New Initiatives

There are also some fiscal and short-term goals that have been identified to be pursued during the budget that is presented for 2019/2020. These short-term goals or initiatives are in line with the Mayor and Commission's Vision, Mission, and Strategic Priorities for the City of Albany. For the 2019/2020 budget the new initiatives are as follows:

Safe, Sustainable, and Business-Friendly initiative:

Team Up to Clean Up: A concentrated effort to clean up and beautify the corridors and thoroughfares coming into the City is planned. This initiative will include an outreach to the Community to help in this effort. Individuals, motorists, places of business, tourism, and places of worship are encouraged to "team up to clean up."

Economic Development and Jobs initiative:

Wellness Clinic Renovations: Accumulated savings in the Public Employee Group Health Plan allows the City to create a permanent facility for the Wellness Clinic through the utilization of existing fund balance.

Infrastructure and Asset Management initiative:

Cemetery Upgrades: There will be a focused effort in enhancing the City cemeteries with additional resources dedicated. Weather events and the overall aging property of the cemeteries have taken their toll, and the City has noticed and are responding to their citizens this fiscal year.

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

Public Works Complex Renovations: Building a new Public Works Crew Quarters with adequate restrooms and shower facilities and renovating the aged Administrative Building will provide a morale boost and improved effectiveness and efficiency for the dedicated men and women of the Public Works Departments.

Fiscal Responsibility initiative:

Go Pivot: As a part of an enhanced wellness program, City employees are encouraged to participate in the Go Pivot mobile application to structure a flexible plan for improved overall health & wellness.

## Albany Strategic Plan 2023

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



20  
19

UPDATED 9-2019

# ORGANIZATIONAL ACCOMPLISHMENTS

6/2015 - 9/2019

CITY OF

*Albany*

GEORGIA





- 4. MESSAGE FROM THE CITY MANAGER**
- 6. SAFE SUSTAINABLE AND BUSINESS FRIENDLY**
- 8. ECONOMIC DEVELOPMENT AND JOBS**
- 10. INFRASTRUCTURE AND ASSET MANAGEMENT**
- 12. EFFECTIVE AND EXCELLENT SERVICE DELIVERY**
- 14. FISCAL RESPONSIBILITY**
- 16. PROMOTION OF ALBANY**
- 19. PROFESSIONAL MEMBERSHIPS**



**MESSAGE FROM THE  
THE CITY MANAGER**



September 6, 2019

**H**onorable Mayor Dorothy Hubbard & Board of City Commissioners:

In June of this year, I celebrated my fourth year as your City Manager. While there have been challenges in each year, the accomplishments we have achieved despite these obstacles bring a greater sense of satisfaction.

Fiscal year 2019 challenges were highlighted by two words: Hurricane Michael. Headwinds of that magnitude were unable to stop us from delivering the results to which you have become accustomed. None of this would be possible without your unwavering support and a team that is committed to the highest levels of excellence.

This document highlights some of our major accomplishments over the past fiscal year. While not an all-inclusive list, it demonstrates that we are a results-driven organization. We are focused on efforts that will improve and enhance our community, while making our City one to be emulated by others.

As you will see in this report, we are able to connect our accomplishments to the priorities you adopted in the Strategic Plan 2023 – Safe, Sustainable, & Business Friendly; Economic Development & Jobs; Infrastructure & Asset Management; Promotion of the City of Albany as a Great Place to Live, Work, & Play; Effective & Excellent Service Delivery; and Fiscal Responsibility.

A review of our performance in FY 19 reminds me of how we continue to live out our core values of trust; effectiveness; respect; responsiveness; integrity; fun; innovation and customer satisfaction. I am grateful to be a part of this incredible team and consider it a privilege to be your City Manager.

The City of Albany is truly “On the Road to Success” and we have only just begun!



# SAFE SUSTAINABLE AND BUSINESS FRIENDLY

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



## 2019 Accomplishments

- A local Complete Count Committee was created in partnership with Dougherty County to educate the public and generate interest in the 2020 US Census in order to insure the most accurate count of the local population.
- The Albany Fire Department implemented the "Hear the Alarm and Escape Unharmed and Fire Safety Blitz Programs," supporting the City's maintenance of the Class 2 Public Protection Classification through the Insurance Service Office (ISO).
- 108 Community HOME Investment Program (CHIP) applications were received along with 33 residential units rehabilitated with Housing and Urban Development (HUD) funding and one low-income home ownership opportunity was provided.
- 16 Development Review Meetings were held to discuss potential projects with developers, engineers and architects and "Courtesy Letters" were issued to property owners of the historic district regarding code violations.
- With the consideration of 34 tax-delinquent and/or abandoned properties, the Albany-Dougherty Land Bank was more active in the fight against neighborhood blight by transferring property to new ownership.
- Assisted, promoted and hosted a two day-long workshop for area engineers and inspectors related to compliance with the Americans with Disabilities Act.



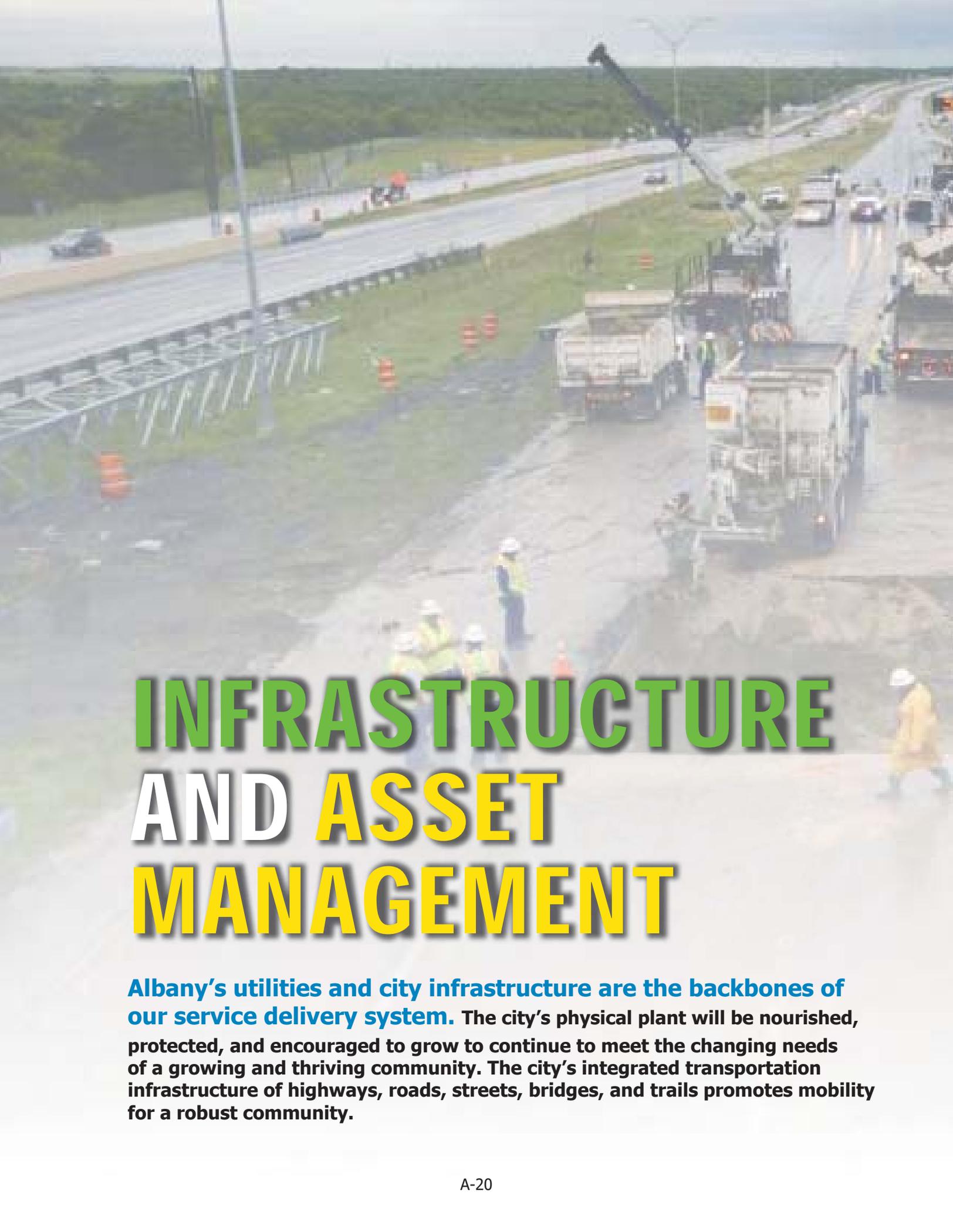
# ECONOMIC DEVELOPMENT AND JOBS

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



## 2019 Accomplishments

- Issued 5,715 permits with a construction value of over \$118 million dollars.
- Hosted the Southwest Region Small Business & Construction Conference to alert small and minority businesses to public and private contracting opportunities throughout the region.
- Supported 29 Incubator and Market Rate businesses and helped to create or retain jobs for low-income persons through the Microbusiness Center and issued a small business loan.
- Created a partnership with Turner Job Corp students to work as mechanics in the City Fleet Management and developed a Memorandum of Understanding (MOU) between the Albany Technical College to provide internship programs for two light duty mechanics and two heavy duty mechanics.
- Entered into a new five-year agreement for the provision of passenger service with Delta Airlines at the Southwest Georgia Regional Airport.
- A significant agreement for the redevelopment of a downtown property will bring an 88-room boutique hotel and state-of-the-art Blockchain Technology Data Center to Albany with an estimated infusion of \$13.5 million in the Community.
- Purchased an additional landmark downtown property for future redevelopment.

An aerial photograph of a highway construction site. In the foreground, several workers in high-visibility vests and hard hats are standing on a dirt area. A large concrete mixer truck is positioned in the middle ground, with a crane arm extending from its back. To the left, a multi-lane highway is visible, with some traffic and orange traffic cones marking the construction zone. The background shows a line of trees under a clear sky.

# INFRASTRUCTURE AND ASSET MANAGEMENT

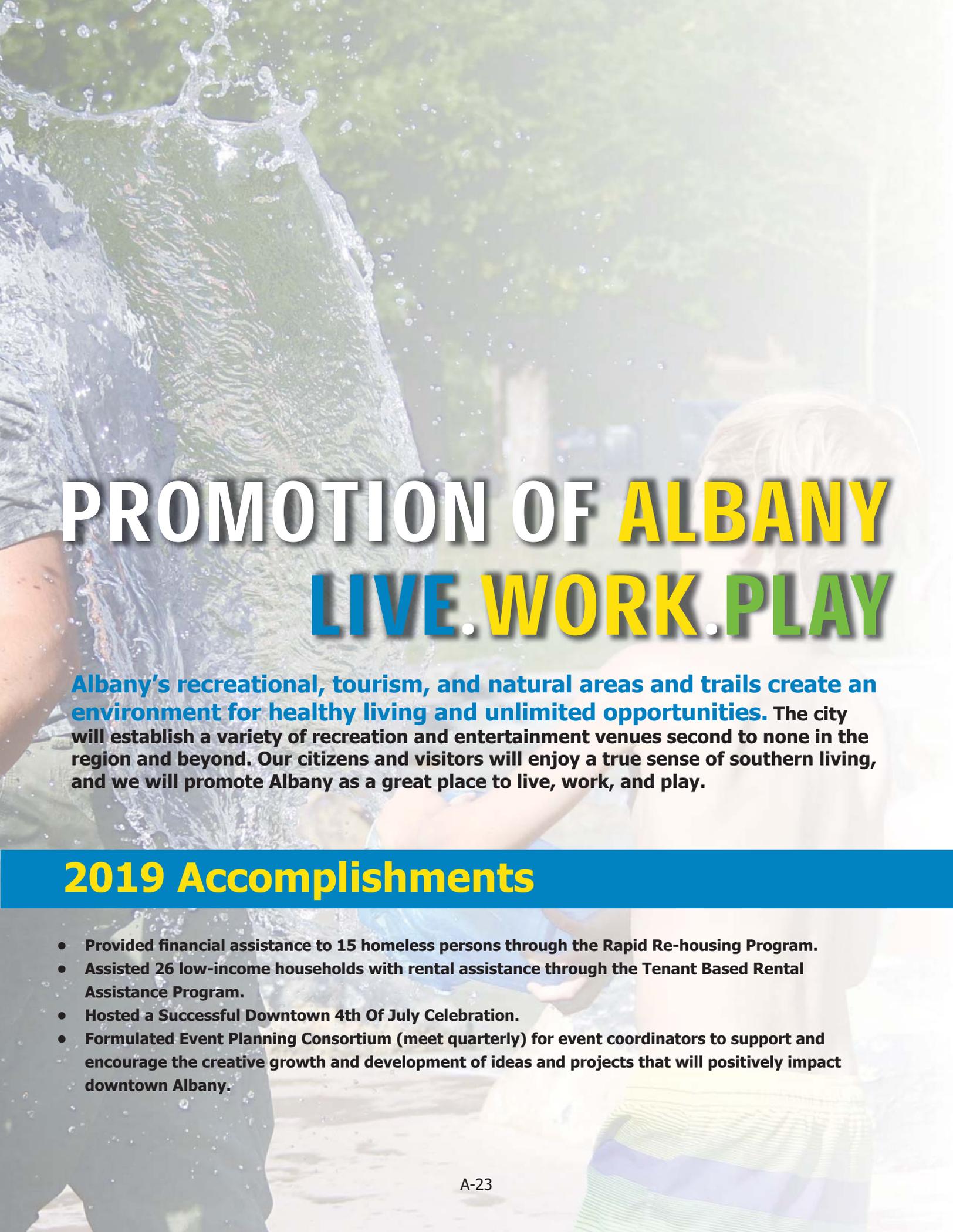
**Albany's utilities and city infrastructure are the backbones of our service delivery system.** The city's physical plant will be nourished, protected, and encouraged to grow to continue to meet the changing needs of a growing and thriving community. The city's integrated transportation infrastructure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



## 2019 Accomplishments

- **Provided the Mayor and Commissioners with appropriate information and support in the successful passage of the Transportation Special Purpose Local Option Tax (TSPLOST). This 5-year penny increase in the Albany-Dougherty sales tax should generate an estimated \$80 million for transportation infrastructure.**
- **The City Commission authorized the City Manager to proceed with contract negotiations for a \$27.3 million project to convert existing utility metering infrastructure to Advanced Metering Infrastructure (AMI) and convert streetlights to LED technology with outage management capability.**
- **Implemented a three-phase infrastructure improvement plan for sewer and stormwater management:**
  - Repairs/upgrades to 10 critical sewer lift stations.**
  - Obtained a Rehabilitation/Upgrade plan for remaining 108 storm and sanitary stations.**
  - Engaged an engineering firm to produce a comprehensive plan to address Albany's infrastructure upgrades, to include: Combined Sewer Overflow, (CSO) separation, sanitary sewer collection and treatment, and storm water management to include addressing localized rain water flooding.**
- **Selected and engaged a new Georgia based vendor for the City's sewer maintenance contract.**
- **Received a Federal Transit Administration 5339 Bus and Bus Facility grant award in the amount of \$4.25M.**
- **Applied for an \$8 million grant from the US Economic Development Administration to facilitate the burial of electrical and telecommunication infrastructure in the downtown area.**
- **Applied for over \$8.5 million in grant funding from the Federal Emergency Management Agency for a variety of storm-recovery projects including backup generators, property acquisition/ elevation, warning sirens and a community safe room.**
- **Applied for \$3.6 million in grant funding through the Georgia Department of Transportation to support improvements in downtown streetscapes.**





# PROMOTION OF ALBANY LIVE.WORK.PLAY

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

## 2019 Accomplishments

- Provided financial assistance to 15 homeless persons through the Rapid Re-housing Program.
- Assisted 26 low-income households with rental assistance through the Tenant Based Rental Assistance Program.
- Hosted a Successful Downtown 4th Of July Celebration.
- Formulated Event Planning Consortium (meet quarterly) for event coordinators to support and encourage the creative growth and development of ideas and projects that will positively impact downtown Albany.

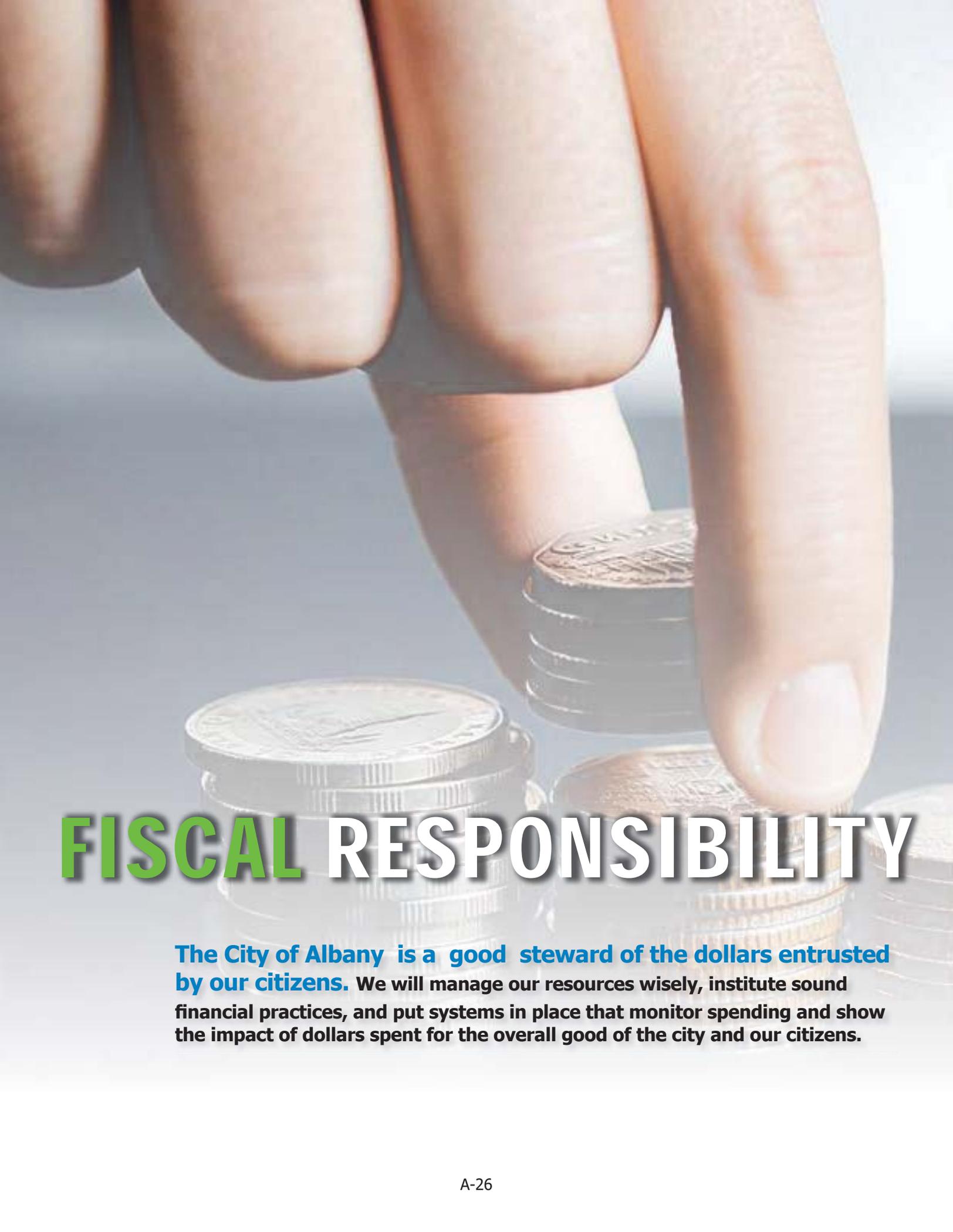


# EFFECTIVE AND EXCELLENT DELIVERY

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

## 2019 Accomplishments

- **The Public may pay by check or credit card for Planning and Development Services (zoning and building permits).**
- **The Public may pay Municipal Court fines at the Judicial Building.**
- **The City was awarded the Certificate of Achievement for Excellence in Financial Reporting.**
- **The City was the recipient of the Distinguished Budget Presentation Award.**
- **The City Manager continues to develop and maintain a cohesive and effective leadership team with the hiring of a new Downtown Manager.**



# FISCAL RESPONSIBILITY

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

The background of the slide features a blurred image of stacks of coins on the left and a calculator on the right, set against a light, airy background with soft, white clouds. A solid blue horizontal bar spans the width of the page, containing the section header in yellow text.

## 2019 Accomplishments

- **The City saved almost \$850,000 in the first year under Spectra’s management of its entertainment venues.**
- **For the fourth consecutive year the City Commission reduced the City’s millage rate.**
- **The City utility rates remained the same as the prior year.**
- **Secured an \$18.3 million loan with a favorable interest rate to finance the AMI project.**
- **Utilized \$6.5 million in MEAG credits (savings) to install LED streetlights throughout the City.**

# PROFESSIONAL MEMBERSHIP









## Strategic Priorities Progress & Updates

Safe, Sustainable & Business Friendly				
Goal 1: Create a safe community to live, work, and play that encourages the well-being of Albany's citizens and assets.				
Objectives:		FY 18	FY 19	FY 20
1	Increase police retention rate by 20%			
a	Sworn Officers Retention Rate	76%	72%	74%
2	Survey 50% of the neighborhood to identify and develop a plan to address blighted residential & commercial structures	Complete	Complete	Complete
3	Conduct a needs assessment and develop a plan for installation of sidewalks near schools	Complete	Complete	Complete
a	Length of Sidewalk added near schools (in feet)	0	0	5,280
4	Enforce & strengthen blight tax for the City of Albany			
a	Nuisance Abatement Cases Processed for Demo/Rehab	102	138	200
b	% of complaints cleared within 60 days (Prpty mnt & nuisance)	80%	80%	90%
5	Educate 75% of community groups on fire & property safety	On-Going	On-Going	On-Going
6	Educate 75% of community groups on crime awareness	On-Going	On-Going	On-Going
7	Produce 10 public service announcements in an effort to promote traffic safety awareness and reduce incidents in high risk intersections	On-Going	On-Going	On-Going
a	# of Traffic citations issued	12,571	11,657	11,800
8	Upgrade downtown camera surveillance covering the riverfront for the protection of downtown investments and customers	On-Going	On-Going	On-Going
9	Implement a public-private city-wide surveillance network to be used as a crime deterrent	On-Going	On-Going	On-Going
10	Increase # of active neighborhood watch groups while increasing participation by 10%	On-Going	On-Going	On-Going
11	Hold 4 educational events yearly presented by community leaders	On-Going	On-Going	On-Going
12	Rehabilitate 10% of housing units within DCED target areas of the city annually			
a	# of Housing Units rehabilitated within NRSAs	33	40	55
b	# Households assisted with direct homebuyer assistance	1	3	3
13	Implement a program of community safety officers for special police assignments	5 FT 5 PT	5 FT 5 PT	5 FT 5 PT
14	Collaborate with stakeholders to create a Land Bank			
a	# of Developers connected with tax-delinquent properties available through Land Bank for redevelopment	8	34	45



## Strategic Priorities Progress & Updates

Goal 2: Create an environment that consistently encourages business development and educational opportunities					
Objectives:			FY 18	FY 19	FY 20
1		Increase the # of new Telecom subscribers with high speed internet service	N/A	95	100
2		Develop a program for business to partner with high schools & colleges to provide training for youth through summer job programs	On-Going	On-Going	On-Going
3		Demonstrate involvement with EDC in recruitment of new business to Albany			
	a	# Development Review meetings with developer, engineers, etc.	12	16	18
	b	# of new business loans attracted by DCED program	1	3	3
4		Implement <i>Albany Works!</i> initiative with community partners			
	a	# of Community Partners involved with <i>Albany Works!</i>	13	20	20
	b	# of participants in the <i>Albany Works!</i> Program	94	24	100
5		Develop a City-wide internship program	On-Going	On-Going	On-Going



## Strategic Priorities Progress & Updates

Economic Development & Jobs					
Goal 1: Expand Albany Utilities Infrastructure					
Objectives:			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1		Enable Metaswitch project	10%	25%	100%
2		Expand utilities in unserved & underserved areas	On-Going	On-Going	On-Going
3		Complete the design for natural gas & telecom infrastructure along Rails-to-Trails property	100%	N/A	N/A
4		Construct Rails-to-Trails with associated utility infrastructure	On-Going	On-Going	On-Going
Goal 2: Enhance Aviation & Transit to improve customer experience					
Objectives:			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1		Construct a new general aviation terminal & improve hangars at the airport	On-Going	On-Going	On-Going
a		Project is funded through SPLOST & TSPLOST to begin FY 21	On-Going	On-Going	On-Going
2		Complete GRAD certification of the airport	No	Yes	Yes
3		Improve parking & rental car access			
a		Gross Receipts from Parking Collected at the Airport	\$259K	\$223K	\$297K
4		Expand ridership to include new transportation routes for ASU by way of downtown	Complete	Complete	Complete
a		# of Rides on the ASU Ram Rush Route	164,517	181,259	190,000
b		Expanded Ram Rush route to handle peaks beginning FY 2020	N/A	Planned	Added
Goal 3: Promote & support best practices and standards					
Objectives:			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1		Attain Fire ISO rating of 1 for City of Albany	II	II	II
a		Police: average response time for priority calls (in minutes)	6:40	6:53	6:30
2		Leverage the use of the Job Investment Fund for economic development activities	On-Going	On-Going	On-Going
a		Utilized the revolving loan program to assist the Flint restaurant open in FY 2019	Started	Complete	Complete



## Strategic Priorities Progress & Updates

Infrastructure & Asset Management				
Goal 1: Develop an efficient & sustainable infrastructure management program				
Objectives:		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	Attain Reliable Public Power Provider (RP3) Certification	On-Going	On-Going	On-Going
2	Install Advanced Metering Infrastructure System			
3	Begin the conversion to LED street lighting	10%	95%	100%
4	Strive to obtain LEED certifications on all new City of Albany buildings	On-Going	On-Going	On-Going
5	Require any new residential developments to provide sidewalks	On-Going	On-Going	On-Going
6	Improve transit amenities (i.e. shelters & benches)	22%	0%	15%
7	Develop & implement a funding plan to meet Municipal Separate Storm Sewer System (MS4) mandates	On-Going	On-Going	On-Going
a	Funded through SPLOST sewer projects	Completed	N/A	N/A
8	Develop funding plan for Combined Sewer Outfall (CSO) in the Holloway Basin	On-Going	On-Going	On-Going
Goal 2: Be recognized as the regional technology leader				
Objectives:		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	Identify & prioritize technology needs	On-Going	On-Going	On-Going
2	Implement P25 regional communication system	Completed	Completed	Completed
3	Expand Wi-Fi capabilities to public transportation	86%	86%	100%
4	Expand high speed fiber optics			
a	# of Miles of Fiber Run	N/A	11.45	10
5	Deploy real-time transit app for transit tracking	Deployed	Updating	Updating
6	Develop a plan to implement public Wi-Fi initiative downtown	On-Going	On-Going	On-Going
7	Install E-Car ports/charging stations downtown	On-Going	On-Going	On-Going
8	Research the feasibility of a rideshare program	On-Going	On-Going	On-Going



## Strategic Priorities Progress & Updates

Promotion of the City of Albany as a Great Place to Live, Work, and Play					
Goal 1: To have a thriving downtown					
Objectives:					
			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	Develop a downtown masterplan		On-Going	On-Going	On-Going
2	Add 60 additional housing units to downtown		64	0	0
3	Develop a strategy to establish a university center downtown		On-Going	On-Going	On-Going
4	Develop & implement a marketing strategy for downtown Albany		On-Going	On-Going	On-Going
5	Pursue the development of a downtown conference center & hotel		On-Going	On-Going	On-Going
6	Create additional annual downtown events				
	a # of Downtown Events		205	148	240
Goal 2: To be recognized as a vibrant community & tourism destination					
Objectives:					
			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	Redevelop Paul Eames Park to create a regional hub for youth sports				
	a #of Special Events/Programs provided by Recreation		42	55	65
	b # of Participants in these special programs		4,500	5,800	7,000
2	Recruit regional sports tournaments				
	a # of Rounds played at the Municipal Golf Course		10,800	13,200	16,000
	b # of members at the Municipal Golf Course		114	139	150
3	Complete construction of the connector for the Rails-to-Trails to Riverfront Trail		10%	65%	100%
4	Increase downtown businesses by 20%				
	a # of Businesses located downtown		244	245	252
5	Develop a marketing strategy with the CVB to increase tourism by 20%		On-Going	On-Going	On-Going
Goal 3: To be recognized as a progressive & innovative community					
Objectives:					
			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	Pursue certifications, accreditations, and awards				
	a % of Open Government platform project complete		N/A	10%	30%
2	Actively benchmark the City's programs & services				
	a Open Records Request: Processed		670	953	812
	b % of Open Records Request: Processed in 3 business days		N/A	90%	90%
3	Pursue innovative funding for projects and initiatives				
	a % of Deployment of technology around Smart Cities initiative		N/A	60%	100%
4	Expand public-private partnership projects and multi-sector collaborative initiatives		On-Going	On-Going	On-Going



## Strategic Priorities Progress & Updates

Effective & Excellent Service Delivery					
Goal 1: Improve the processes in the planning & development and licensing & business support departments					
Objectives:			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1		Become more business-friendly & effective by implementing one unified computer software system			
	a	# of businesses inspected for non-renewals	398	317	300
2		Create an interactive customer search portal for permit & project status			
	a	# of Online renewals of occupational tax	404	357	400
3		Develop a small business concierge service	On-Going	On-Going	On-Going
Goal 2: Provide customer satisfaction, not only customer service					
Objectives:			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1		Complete mandatory employee customer satisfaction training for all employees	Completed	Completed	Planned
2		Enhance the 311 customer experience			
	a	# of minutes to serve 311 calls	2.22	3.08	3.00
	b	# of payments through web service	N/A	51,164	55,000
3		Implement an annual customer satisfaction survey	N/A	N/A	N/A
Goal 3: Institute leadership & management development that is geared towards succession planning					
Objectives:			<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1		Implement continuous cross-training to all managers & potential managers	On-Going	On-Going	On-Going
2		Supervisors certification first-level & mid-level supervisors	On-Going	On-Going	On-Going
3		Develop a leadership training for senior leaders	On-Going	On-Going	On-Going



## Strategic Priorities Progress & Updates

Fiscal Responsibility				
Goal 1: To have effective & consistent processes throughout the organization				
Objectives:		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	Complete 12 process improvement initiatives	3	6	8
2	Develop strategy to use ACH with vendors & customers			
a	% of Vendors Using ACH or electronic payments	1%	1%	20%
Goal 2: Effectively manage organizational risk				
Objectives:		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	All city employees receive annual safety training	Completed	Completed	Completed
2	Fully fund RP3	On-Going	On-Going	On-Going
3	Enhance city-wide wellness program to include incentives	Started	Planned	Complete
4	Develop strategic options to reduce pension liability	On-Going	On-Going	On-Going
5	Develop educational strategy for TSP/LOST	Started	Completed	Continuing
6	Review & update current financial management policies	Started	Reviewed	Completed
Goal 3: Revenue enhancements				
Objectives:		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
1	Analyze & conduct utility rate studies	On-Going	On-Going	On-Going
2	Implement advanced meter infrastructure (AMI)			
a	RFP process	N/A	100%	N/A
b	Contract Negotiations	N/A	80%	100%
c	Meter Installations (electric, water, and gas)	N/A	N/A	20%
3	Expand customer base for Gas & Telecom by 20%			
a	# of New Customers with Telecom service	N/A	95	100

AN ORDINANCE  
ENTITLED *19-114*  
AN ORDINANCE ADOPTING BUDGET AND  
APPROPRIATIONS FOR THE PERIOD JULY 1, 2019  
THROUGH JUNE 30, 2020; REPEALING PRIOR  
ORDINANCES IN CONFLICT AND FOR OTHER PURPOSES.

WHEREAS, a proposed FY 2020 budget has heretofore been submitted to the Mayor and Board of Commissioners of the City of Albany, Georgia for their study and review; and

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

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

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

SECTION 1. The proposed budget and appropriations for the period July 1, 2019, through June 30, 2020, are hereby adopted, and the estimated receipts and expenditures therein contained are approved. A copy of the proposed budget for FY 2020 is on file in the office of the Finance Director and a summary of same is attached hereto in the form of a budget summary marked Exhibit "A". Said Exhibit "A" is made a part of this Ordinance and expressly incorporated herein by reference as fully as if set forth verbatim. The sums of money set out in the proposed FY 2020 budget are hereby appropriated to be paid out of the respective funds of the City of Albany designated in Exhibit "A" for the Fiscal Year beginning July 1, 2019, through June 30, 2020. The Finance Director is hereby authorized and directed to issue his warrants for the same as the several items shall respectively become due.

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

*Dorothy Hubbard*  
MAYOR

ATTEST:

*Sonja Delbud*  
CITY CLERK

Adopted: *June 26, 2019*



Introduced By Commissioner: *Bob Langstaff*  
Date(s) read: *June 26, 2019*

**REVENUES & EXPENDITURES / EXPENSES RECAP  
FISCAL YEAR 2020**

Description	Actual 2017/2018	Adopted 2018/2019	Adopted 2019/2020
<b>REVENUES</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
<b>General Fund</b>	<b>59,078,865</b>	<b>62,135,022</b>	<b>61,691,114</b>
Community & Economic Development	4,004,587	4,883,346	4,604,771
CAD 911	2,557,358	2,720,444	2,702,426
Hotel/ Motel Fund	725,000	725,000	2,412,295
Capital Improvement	3,093,387	4,783,150	5,319,332
TAD Fund	308,719	329,293	389,165
SPLOST	10,760,481	10,335,000	10,335,000
TSPLOST	0	0	10,720,000
Job Investment Fund	1,429,619	446,990	0
R3M - Repair, Renovate, & Replace	1,015,826	1,000,000	2,000,000
Gortatowsky	802	50,000	32,800
Grant Fund	<u>351,107</u>	<u>375,241</u>	<u>828,442</u>
<b>Special Funds</b>	<b>24,246,886</b>	<b>25,648,464</b>	<b>39,344,231</b>
<b>ENTERPRISE FUNDS:</b>			
Light Operations	108,000,560	103,631,108	102,556,147
Gas Operations	17,696,427	17,284,838	17,906,412
Sanitary Sewer Enterprise	15,881,954	15,953,100	16,392,100
Water Distribution	11,815,562	12,024,082	12,024,084
Solid Waste Enterprise	9,948,684	10,450,428	10,586,988
Storm Water Utility	6,974,482	5,651,173	5,608,233
Telecom Operations	2,997,115	3,221,791	3,577,531
Airport	2,788,046	9,031,816	8,946,887
Albany Civic Center/Auditorium	2,072,682	1,792,167	1,744,935
Transit System	<u>5,638,575</u>	<u>6,699,194</u>	<u>10,193,687</u>
<b>Enterprise Funds</b>	<b>183,814,087</b>	<b>185,739,697</b>	<b>189,537,004</b>
<b>TOTAL REVENUES - ALL FUNDS</b>	<b><u>267,139,838</u></b>	<b><u>273,523,183</u></b>	<b><u>290,572,349</u></b>
<b>EXPENDITURES / EXPENSES</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
<b>General Fund</b>	<b>56,862,402</b>	<b>62,135,022</b>	<b>61,691,114</b>
Community & Economic Development	4,398,680	4,883,346	4,604,771
CAD 911	2,062,439	2,720,444	2,702,426
Hotel/Motel Fund	725,000	725,000	2,412,295
Capital Improvement	2,660,219	4,783,150	5,319,332
TAD Fund	335,593	329,293	389,165
SPLOST	7,204,440	10,335,000	10,335,000
TSPLOST	0	0	10,720,000
Job Investment Fund	401,854	446,990	0
R3M - Repair, Renovate, & Replace	585,698	1,000,000	2,000,000
Gortatowsky	0	50,000	32,800
Grant Fund	<u>351,107</u>	<u>375,241</u>	<u>828,442</u>
<b>Special Funds</b>	<b>18,725,030</b>	<b>25,648,464</b>	<b>39,344,231</b>
<b>ENTERPRISE FUNDS:</b>			
Light Operations	100,198,862	101,478,615	97,995,632
Gas Operations	16,321,248	16,026,782	17,147,318
Sanitary Sewer Enterprise	15,025,011	15,508,754	15,857,092
Water	11,736,731	12,017,933	12,206,717
Solid Waste Enterprise	10,308,906	10,216,672	10,253,881
Storm Water	6,023,495	6,201,179	6,123,972
Telecom Operations	3,129,869	3,478,669	4,012,813
Airport	3,982,727	10,444,745	10,404,801
Albany Civic Center/Auditorium	1,467,434	2,273,390	2,170,525
Transit System	<u>5,490,040</u>	<u>7,508,517</u>	<u>11,114,783</u>
<b>Enterprise Funds</b>	<b>173,684,323</b>	<b>185,155,256</b>	<b>187,287,534</b>
<b>TOTAL EXPENDITURES / EXPENSES - ALL FUNDS</b>	<b><u>249,271,755</u></b>	<b><u>272,938,742</u></b>	<b><u>288,322,879</u></b> *

**For Information Purposes Only**

<b>INTERNAL SERVICE FUNDS:</b>			
Utility Internal Service Fund (Revenue)	14,281,180	13,613,946	13,845,420
Utility Internal Service Fund (Expense)	<u>13,853,856</u>	<u>13,613,946</u>	<u>13,845,420</u>
<b>Internal Service Funds (Net Effect)</b>	<b>427,324</b>	<b>0</b>	<b>0</b>

\* The expenses incurred in the Utility Internal Service fund have been properly recorded in each fund that utilizes its services. I.E. Water, Gas, Light, Telecom, Sanitary Sewer, Storm Water, and Solid Waste Funds. Therefore, these expenses have already been included in the total budget, reported above.

## MAJOR REVENUE SOURCE SUMMARY

**The General Fund** estimated \$61,691,114 revenue accounts for 21% of the total FY 2020 estimated revenue of \$290,572,349. It represents a decrease of \$443,908 from the previous year's projected revenue. These estimates are based on historical revenue collection trends as well as current economic trends in the national, state, and local economies. While property taxes and sales taxes will remain about the same, a decrease in the independent agencies funded from the General Fund, now being funded directly from Hotel/Motel Fund led to decrease the overall revenue for the General Fund.

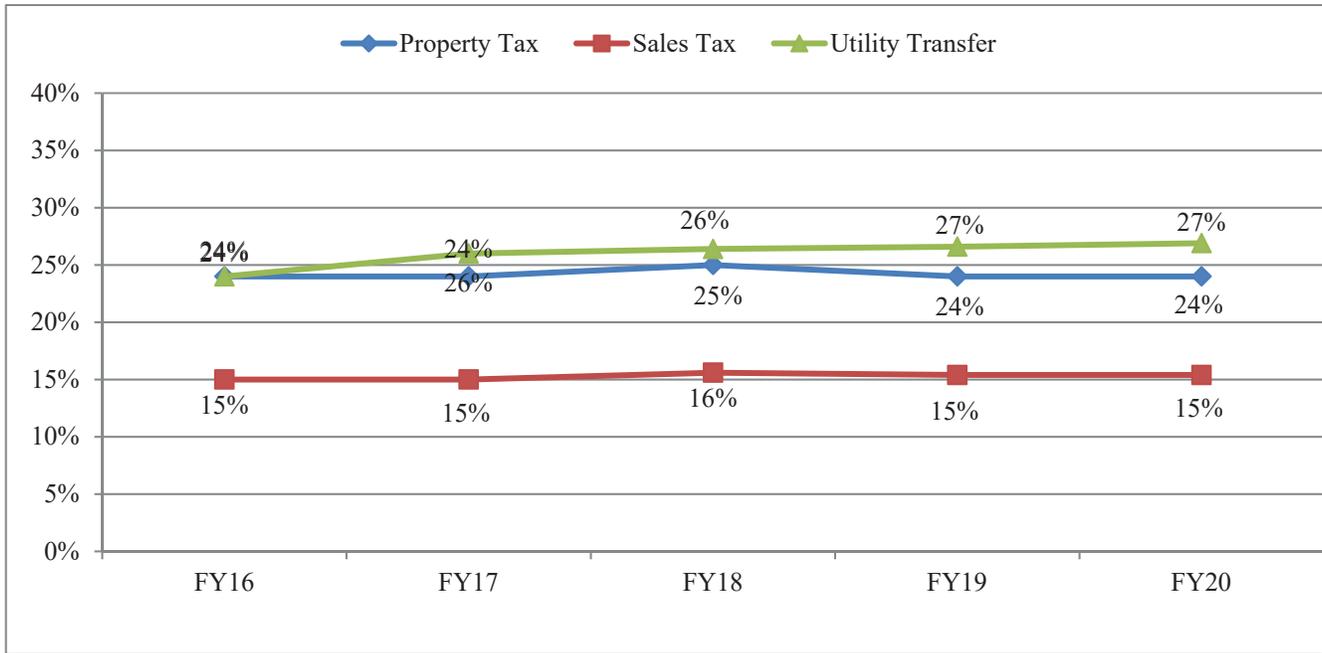
This general operating fund for the City is used to account for all financial resources traditionally associated with governmental functions that are not legally or otherwise accounted for in another fund. The most significant General Fund revenue components are property taxes, sales taxes, and the transfers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

**Utility Transfer** - This is the largest and most significant revenue source for the City of Albany and is estimated at \$16,598,090 or 26.9% of General Fund Revenue. The collective average of the transfer is 9.9% of all revenues. Funds are budgeted to transfer based on recorded revenues. For instance, Gas will transfer 10.5%, Light will transfer 10.5%, but all other Utility Funds will transfer 8.5%.

**Property Taxes** - Property Taxes are the second largest source of revenue to the City. Current taxes provide \$14,833,058, approximately 24.0% of the General Fund Revenue. Property taxes are calculated using a state approved tax digest at millage rates set by the Mayor and Board of Commissioners. Presently, the millage rate for the City of Albany is 9.729 mills. One mill represents one dollar of tax for every \$1,000 of taxable value.

**Sales Taxes** - Sales Taxes are the third largest revenue source, with estimated revenues of \$9,527,920 or 15.4% of the General Fund Revenue. Sales Taxes are projected based on economic indicators and are collected at 1% of the State sales taxes. The Sales and Use Tax Rate in Dougherty County is presently 7%, and is distributed as follows: 4% State, 1% Local Option Sales Tax, 1% Special Purpose Local Option Sales Tax, and 1% Education Local Option Sales Tax. The City shares sales tax revenue with the County on a 60:40 basis of countywide collections. The State of Georgia limits a jurisdiction to one cent for general purpose.

The chart on the following page illustrates trends for the General Fund's three major revenue sources. Property tax revenue percentage has declined as the percentage of the Utility transfer has increased since FY 2016. The percentages have begun to stabilize over the past fiscal year.



**The Light Fund** is the largest of all the enterprise funds with anticipated revenues of \$102,556,147. It represents approximately 35.3% of the City of Albany’s FY 2020 Adopted Budget. This is a decrease from fiscal year 2019 revenue because of the continued reduction in consumption.

**The Gas Fund** is the second largest enterprise fund revenue producer with \$17,906,412 in budgeted revenues. This is approximately 6.2% of the City of Albany’s FY 2020 Adopted Budget. Increases in revenue are anticipated in FY 2020 as a result of gas extensions, forecasted sales to new industrial customers, and efforts to get more residential customers.

**The Sanitary Sewer Fund** is projected to generate \$16,392,100 in FY 2020. This represents 5.6% of the Adopted Budget. This is an increase in revenue of \$439,000 over last year or 2.8%.

**The Water Fund** has a projected revenue of \$12,024,084 in FY 2020, same as FY 2019’s budgeted revenue.

**The Solid Waste Fund** is responsible for generating approximately 3.6% or \$10,586,988 of the City’s FY 2020 revenue, an increase of \$136,560 compared to FY 2019. An aggressive campaign to bring on more commercial customers will continue to be a high priority in FY 2020.

**FY 2020  
GENERAL FUND REVENUE**

Description	Actual 2017/2018	Adopted 2018/2019	Adopted 2019/2020
<b>Revenues</b>			
<b>General Fund</b>			
<b>Sales Tax</b>			
5100 - Sales Tax	9,271,522	9,584,718	9,527,920
<b>Property Tax</b>			
5211 - Current Year Ad Valorem Tax	13,275,379	13,272,121	13,197,610
5212 - Prior Year Ad Valorem Tax	203,973	209,589	248,883
5214 - State of Ga-Railroad Eq	15,557	12,448	15,557
5221 - Alt Ad Valorem Tax	24,851	0	24,851
5221 - Automobile	322,821	400,000	270,853
5221 - TAVT	908,008	800,000	844,282
5222 - Mobile Homes	36,712	30,000	30,000
5312 - Motor Vehicle Lic. and Permits	235	380	0
5230 - Intangible Tax	144,642	139,311	147,851
5240 - Penalties and Interest	52,738	50,936	53,172
5245 - Personal Property Audit	24,422	0	0
<b>Other Taxes</b>			
5251 - Real Estate Transfer Tax	61,369	42,601	52,441
5252 - Payment In Lieu of Taxes	1,036,298	900,000	900,000
<b>Licenses and Taxes</b>			
5310 - Occupational Tax	1,660,169	1,646,871	1,657,797
5310 - Admin-Do Co HB489	19,750	19,714	19,758
5310 - Penalty & Interest-Bus Lic	4,652	5,898	0
5311 - AT&T (1992 Agreement)	0	18,344	0
5313 - Windstream (ROW Agreement)	23,977	23,977	23,977
5314 - AT&T (BellSouth Telecomm)	230,004	257,644	235,374
5315 - Georgia Power	517,280	551,591	575,813
5318 - Tower Cloud R.O.W.	0	38,122	44,000
5319 - Cell Tower Agreement	24,504	24,808	25,305
5321 - Alcohol Beverage Licenses	435,435	456,486	448,489
5322 - Liquor and Wine Tax	268,157	265,110	268,239
5323 - Beer Tax	884,695	921,993	896,302
5324 - Mixed Drink Tax	157,300	156,107	164,411
5325 - Alcohol Servers I/D Cards	23,655	20,638	23,285
5335 - Passenger Car Rental Excise Tax	203,555	200,000	217,690
5340 - Insurance Taxes	5,146,339	5,352,192	5,567,291
5341 - Casualty Insurance	68,277	61,444	55,250
<b>Franchise Fees</b>			
5410 - Cable Television	705,022	742,087	718,086
5411 - Solid Waste Haulers Fees	239,302	230,034	235,818
5415 - Alltel Corporation	(19,126)	0	0
5440 - Radio Tower Rental	3,315	3,261	3,410
<b>Fines &amp; Forfeitures</b>			
5510 - Fines and Forfeitures	1,457,822	1,735,999	1,669,974
5510 - Fines & Forf-Fees	(308,478)	(417,474)	(367,460)
5526 - Proceeds from Confiscted Property	0	0	0
5849 - False Alarms	14,200	15,945	16,762
<b>Permits and Fees</b>			
5611 - Building Permits	269,410	340,250	400,000
5612 - Electrical Permits	42,086	52,511	37,305
5613 - Plumbing Permits	15,695	22,801	14,526
5614 - Gas Permits	2,742	12,923	3,490
5615 - HVAC Permits	31,189	54,888	34,176
5616 - Gas Certificates	810	395	855
5621 - Sign Permits	5,115	7,092	4,050
5643 - Zoning Fee	100	0	0
5644 - Planning Misc Fees	35,044	30,165	32,520

**FY 2020  
GENERAL FUND REVENUE**

Description	Actual 2017/2018	Adopted 2018/2019	Adopted 2019/2020
<b>Charges for Services</b>			
<b>Recreation</b>			
5731 - Green Fees	56,800	45,000	60,000
5731 - Annual Memberships	33,504	58,800	40,000
5731 - Golf Merchandise	7,229	3,075	7,000
5731 - Golf Concessions	14,402	11,300	15,000
5731 - Hand Carts	87	20	0
5731 - Power Rentals	78,003	70,000	85,000
5731 - Range Ball	1,728	1,000	1,500
5731 - Rental Club	112	100	0
5731 - Beer Purchases	(2,770)	0	(2,000)
5733 - Carver Pool Admission	1,593	975	1,000
5735 - Baseball	450	0	0
5735 - Basketball, Adult	1,520	2,800	2,800
5735 - Basketball, Youth	90	0	0
5735 - Kickball	2,430	0	0
5735 - Football	3,110	9,000	5,000
5735 - Softball, Adult	2,300	9,800	5,000
5735 - Tennis/Misc. Revenue	3,926	0	0
5735 - Ceramic Supplies	1,395	1,900	2,000
5735 - Cheerleading	745	1,400	1,000
5736 - Recreation Rental	1,950	6,500	5,000
5736 - George Ort Banquet Hall	12,650	9,000	13,000
5738 - Ceramic	428	500	500
<b>Other Charges</b>			
5744 - Garnishment Fees	2,962	0	0
5746 - Attorney Fees	300	0	0
<b>Cemetery</b>			
5751 - Graves	61,639	65,000	65,000
5752 - Perpetual Care	22,995	20,000	20,000
5753 - Lots	29,936	30,000	30,000
<b>INTER-GOVERNMENTAL REVENUE</b>			
<b>Federal Government</b>			
5813 - AFD Commercial Burn Permit	300	0	0
5813 - AFD Reinspection Fee	50	0	0
5815 - SWAT Do Co Bd OF Comm	6,637	12,690	12,690
5815 - SWAT Do Co School Bd	1,159	1,586	1,586
5815 - 800 MHz - DCSS	5,220	3,480	3,480
5815 - 800 MHz - Thomasville	0	13,162	13,162
5815 - 800 MHz - Crisp County	0	5,704	5,704
5815 - 800 MHz - ASU	0	4,860	4,860
5815 - SWAT for ASU	1,159	1,586	1,586
5815 - 800 MHz - Lee County	0	3,408	3,408

**FY 2020  
GENERAL FUND REVENUE**

Description	Actual 2017/2018	Adopted 2018/2019	Adopted 2019/2020
<b>Dougherty County</b>			
5816 - Do Co Code Enforcement	49,363	60,085	62,575
5821 - Fire Protection	4,090,868	4,164,503	4,243,629
5822 - Information Technology	841,143	997,336	1,039,790
5823 - Planning & Development Services	300,637	407,856	302,317
5824 - Traffic Engineering	18,250	8,000	8,000
5825 - Central Services	55,000	75,000	75,000
5826 - Emergency Management	31,045	26,488	53,693
5829 - Recreation	180,700	180,700	180,700
<b>State of Georgia</b>			
5831 - Street Maint. & Construction	46,900	46,900	46,900
5832 - Highway Maintenance Contracts	147,007	140,004	116,290
5839 - Other Governments	6,237	0	0
<b>Other Revenues</b>			
5550 - M Lynch Unrealized Gains Gener	(1,141,394)	0	0
5550 - Unrealized Gains Stabilization	(42,516)	0	0
5845 - Indirect Allocation	5,640,526	4,771,711	5,303,520
5861 - Interest Income	1,806	0	0
5861 - M Lynch Interest - General	132,069	0	0
5861 - M Lynch Realized General	1,216	0	0
5861 - Interest Rev - Pooled (Accrued)	76,688	0	0
5861 - Merrill Lynch General Fees	(38,385)	0	0
5861 - M Lynch Interest Stabilization	134,234	0	0
5861 - M Lynch Realized Stabilization	(13,198)	0	0
5861 - Interest Rev - Stabilization (Accrued)	(15,549)	0	0
5861 - Merrill Lynch Stabilization Fees	(7,349)	0	0
5868 - Gain/Loss on Sales	24,162	0	0
5868 - Proceeds/ Sale of Asset	53,546	0	0
5870 - Discounts Earned	541	0	0
5872 - Election Qualifying Fees	3,150	0	0
5873 - Risk Management-Admin	495,959	585,048	583,880
5877 - Sediment/Erosion Control	2,807	0	0
5880 - Miscellaneous Revenue	957,940	0	0
5880 - P Card Rebates	60,966	60,000	60,000
5880 - Demolition Revenue	27,677	0	0
5880 - Lot Cleaning Recovery	217	0	0
5889 - Handling Fee (Rtnd Ck Chrgd)	525	0	0
5892 - Timber Sales	28	0	0
5895 - Miscellaneous Police Receipts	684	0	0
5991 - Operating Transfers In	18,834,043	17,869,601	16,871,090
5992 - Operating Transfers Out	(9,773,241)	(5,944,776)	(6,499,459)
5998 - Transfer from Fund Balance	0	0	500,000
<b>General Fund Revenue Total</b>	<b><u>59,078,865</u></b>	<b><u>62,135,022</u></b>	<b><u>61,691,114</u></b>

**FY 2020  
GENERAL FUND REVENUE**

Description	Actual 2017/2018	Adopted 2018/2019	Adopted 2019/2020
<b>Transfers to General Fund</b>			
Hotel/Motel Fund	1,545,461	1,350,000	273,000
Utility Fund			
Light	11,803,690	10,794,957	10,729,020
Gas	1,788,167	1,814,908	1,880,173
Water	997,858	1,022,047	1,022,047
Sewer	1,140,301	1,245,201	1,286,166
Telecom	242,889	273,852	304,090
Solid Waste	846,607	888,286	899,894
Storm Water	469,070	480,350	476,700
<b>Transfer to General Fund Subtotal:</b>	<b><u>18,834,043</u></b>	<b><u>17,869,601</u></b>	<b><u>16,871,090</u></b>
<b>Transfers From General Fund</b>			
Civic Center	(1,806,694)	(961,936)	(962,153)
Transit	(1,308,810)	(1,513,217)	(1,312,202)
Public Improvement Fund	(2,317,074)	(1,377,708)	(1,349,904)
Airport Fund	(1,222,210)	(971,749)	(932,869)
Sewer Fund	(1,000,000)	0	0
Grant Fund	(65,461)	(93,390)	(62,228)
R3M Fund	(1,000,000)	0	(1,000,000)
CAD-911	(1,052,992)	(1,026,776)	(880,103)
<b>Transfers from General Fund Subtotal</b>	<b><u>(9,773,241)</u></b>	<b><u>(5,944,776)</u></b>	<b><u>(6,499,459)</u></b>
<b>GENERAL FUND REVENUE</b>	<b><u><u>59,078,865</u></u></b>	<b><u><u>62,135,022</u></u></b>	<b><u><u>61,691,114</u></u></b>

**FY 2020****GENERAL FUND EXPENDITURES**

Description	Actual 2017/2018	Adopted 2018/2019	Adopted 2019/2020
City Clerk	516,054	474,280	603,666
City Commission	204,170	219,505	231,952
City Manager	1,136,224	1,294,725	1,293,144
City Attorney	513,087	596,809	542,706
Municipal Court	692,319	1,003,060	915,238
Human Resources	1,759,316	1,883,361	1,877,525
Risk Management	496,114	591,045	583,880
Central Services-Procurement	532,081	560,433	568,816
Central Services-Material Mgmt.	334,779	344,132	349,403
Finance-Administration & Acctg.	2,108,247	2,259,292	2,297,398
Finance-Office of Mgmt./Budget	540,049	550,000	550,000
License & Business Support - Enforcement Services	385,907	381,118	368,234
License & Business Support - Treasury	276,936	299,325	317,235
Technology & Communication	2,724,017	3,274,471	3,349,571
Planning & Development Services	1,189,050	1,172,790	1,188,846
Police-Administration	2,368,889	2,743,334	2,597,607
Police-Uniform	8,066,393	8,913,163	9,217,335
Police-Support Services	1,636,891	1,623,868	1,606,815
Police-Investigative	2,878,426	3,065,497	2,985,198
Police-Awarded & Seized Funds	26,054	0	0
Police-Code Enforcement	1,071,280	1,197,506	1,252,282
Police-Gang Unit	711,889	819,286	800,633
Police-Albany/Dougherty Drug Unit	697,463	813,068	851,147
Police-Community Oriented Policing	231,525	242,461	244,569
Police-SWAT	25,830	36,370	39,064
Fire-Administration	533,471	735,187	1,017,956
Fire-Suppression	12,092,368	12,417,444	12,630,209
Fire-Prevention	459,491	482,231	502,337
Fire-Training	363,514	381,590	380,932
Fire-Emergency Management	107,386	117,126	127,363
Engineering	4,162,374	4,311,163	3,560,989
Public Works - Right of Way	864,232	930,453	979,137
Recreation-Administration	432,215	714,755	727,976
Recreation-Centers & Gyms	516,301	556,359	535,578
Recreation-Athletics	387,795	475,697	493,065
Recreation-Flint River Golf	632,550	724,688	722,653
Parks Maintenance	1,174,707	1,431,875	1,496,250
Recreation-Health & Wellness	419,542	577,260	566,741
Facilities Management Administration	460,081	591,652	702,102
Facility Maintenance	1,375,738	1,594,643	2,058,562
Independent Agencies	1,757,647	1,734,000	557,000
<b>Total General Fund Expenditures:</b>	<b>56,862,402</b>	<b>62,135,022</b>	<b>61,691,114</b>

**FY 2020**

**COMMUNITY AND ECONOMIC DEVELOPMENT FUND REVENUE**

Description	Actual 2017/2018	Adopted 2018/2019	Adopted 2019/2020
<b><i>Charges for Services</i></b>			
5020 - TBRA-Readiness Account	(10,779)	0	0
<b><i>Rentals</i></b>			
5018 - *Rental Rev-Bus/Tech Ctr	44,517	45,000	0
5018 - *Rental Rev-CDBG	226,499	250,000	333,978
5018 - *Rental Revenue-Broadway Ct	91,837	100,000	120,000
5018 - *Rental Rev-Highland/Madison	38,620	38,000	38,000
5018 - *Rental Rev-Home-Lease Purch	2,250	1,350	0
5018 - *Rental Rev-Ind.Incubator	37,241	45,000	56,400
5018 - *Rental Rev-N.Davis	14,408	16,000	18,000
5018 - *Rental Rev-Windsor	150,668	150,000	175,000
5018 - Rental Revenue	54,792	95,000	97,000
<b><i>Grant Revenue</i></b>			
5010 - *EDI Grant	450,000	0	0
5010 - *Grant Revenue-CDBG	1,190,161	853,775	853,773
5010 - *Grant Rev-ESGP Operations	0	40,000	0
5010 - *Grant Rev-Home	624,425	374,203	507,214
5010 - Grant Revenue ESGP	44,122	0	35,750
5010 - Grant Revenue -CHIP	0	612,000	612,000
<b><i>Other Revenue</i></b>			
5018 - Program Income-Misc Rev NSP	6,408	6,400	7,500
5020 - *Misc Rev-Bus/Tech Ctr	8,009	6,000	5,000
5020 - *Misc Rev-CDBG	6,336	6,000	6,000
5020 - *Misc Rev-Economic Dev	2,859	2,000	0
5020 - *Misc Rev-General Management	15,233	20,000	10,000
5020 - *Misc Rev-Home	33,899	2,000	1,500
5020 - *Misc-CDBG RLF	0	1,000	1,500
5020 - HOMELESS COALITION-MBER FEES	(25)	0	0
5020 - Misc Revenue TBRA	450	650	600
5020 - Misc Income (7603)	45	0	0
5024 - *Note Rev-CDBG AHOP	9,571	7,800	9,500
5024 - *Note Rev-Economic Dev	64,838	62,100	100,000
5024 - *Note Rev-Flood	315,665	303,100	275,000
5024 - *Note Rev-Home	133,003	127,000	119,758
5024 - *Note Rev-HS	14,243	10,000	15,000
5024 - *Note Rev-Redevelopment	360,516	335,000	360,000
5024 - Note Rev-CDBG RLF	67,798	54,000	75,000
5024 - Note Revenue-NSP	5,486	5,420	5,500
<b><i>Interest Earned</i></b>			
5920 - *Interest Inc-EDA Revolving	968	0	0
5920 - Interest Income-Cutliff Grove	140	0	0
<b><i>Proceeds from Sale of Assets</i></b>			
5021 - *Sale Of Prop-CDBG	0	30,000	5,000
5068 - Proceeds/ Sale of Asset	385	0	0
<b><i>Transfers From Fund Balance</i></b>			
5998 - Transfer from Fund Balance	0	1,358,324	760,798
<b>DCED FUND</b>	<b>4,004,587</b>	<b>4,957,122</b>	<b>4,604,771</b>

**FY 2020  
CAD-911 FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5888 - Miscellaneous Income	50	96	96
5820 - Telecommunication	121,476	122,449	131,104
5885 - 911 Fees	1,382,840	1,571,123	1,691,123
5991 - Operating Transfers In	1,052,992	1,026,776	880,103
5998 - Transfer from Fund Balance	0	15,282	0
<b>CAD-911 FUND</b>	<b><u>2,557,358</u></b>	<b><u>2,735,726</u></b>	<b><u>2,702,426</u></b>

**FY 2020  
HOTEL/MOTEL FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5330 - Hilton Garden	290,415	245,000	320,000
5330 - Hotel/Motel Tax	1,980,046	1,830,000	1,980,000
5992 - Operating Transfers Out	(1,545,461)	(1,350,000)	(273,000)
5998 - Transfer from Fund Balance	0	0	385,295
<b>HOTEL/MOTEL FUND</b>	<b><u>725,000</u></b>	<b><u>725,000</u></b>	<b><u>2,412,295</u></b>

**FY 2020  
CAPITAL IMPROVEMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5500 - GMA Lease Pool	364,832	0	0
5820 - Do Co Computer Equip	43,184	0	0
5861 - Realized Gains/Losses/Interest	373,603	0	0
5991 - Operating Transfers In	2,317,074	1,377,708	1,349,904
5998 - Transfers from Fund Balance	0	3,405,442	3,969,428
<b>CAPITAL IMPROVEMENT FUND</b>	<b><u>3,098,693</u></b>	<b><u>4,783,150</u></b>	<b><u>5,319,332</u></b>

**FY 2020  
TAX ALLOCATION DISTRICT FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5200 - Property Tax	308,719	329,293	389,165
<b>TAD FUND</b>	<b>308,719</b>	<b>329,293</b>	<b>389,165</b>

**FY 2020  
SPLOST FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
566.5831 - LMIG	996,245	0	0
566.5500 - Interest Income	339,885	0	0
5100 - SPLOST Revenues	9,424,350	10,335,000	10,335,000
<b>SPLOST FUND</b>	<b>10,760,480</b>	<b>10,335,000</b>	<b>10,335,000</b>

**FY 2020  
TSPLOST FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5100 - TSPLOST Revenues	0	0	10,720,000
<b>TSPLOST FUND</b>	<b>0</b>	<b>0</b>	<b>10,720,000</b>

**FY 2020  
JOB INVESTMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5550 - Unrealized Gains/Losses	59,386	0	0
5852 - MEAG Revenue	1,298,914	446,990	0
5861 - Realized Gains/Losses/Interest	71,319	0	0
<b>JOB INVESTMENT FUND</b>	<b>1,429,619</b>	<b>446,990</b>	<b>0</b>

**FY 2020  
R3M FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5861 - Interest Earned	15,826	0	0
5991 - Operating Transfers in	1,000,000	0	1,000,000
5998 - Transfers From Fund Balance	0	1,000,000	1,000,000
<b>R3M FUND</b>	<b>1,015,826</b>	<b>1,000,000</b>	<b>2,000,000</b>

**FY 2020  
GRANT FUND REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5010 - 2013 JAG	81,214	0	159,192
5806 - Planning (PL Grant)	69,885	143,462	218,156
5807 - Section 8 FTA	76,867	67,695	69,201
5819 - 2012 JAG	0	22,996	3,000
5819 - Bullet Proof Vest	15,488	15,878	16,665
5819 - Pol GEMA 2012 Bomb Dog	2,880	3,000	0
5820 - Hazard Mitigation Grants	28,861	0	0
5821 - Brownfield Grant	0	0	300,000
5823 - Performance Partnership Agree	(28,820)	28,820	0
5830 - Local Assistance Grants	39,272	0	0
5831 - D/Nat'l Res 13991424201	0	0	0
5991 - Operating Transfers in	65,461	93,390	62,228
<b>GRANT FUND</b>	<b>351,107</b>	<b>375,241</b>	<b>828,442</b>

**FY 2020  
GORTATOWSKY REVENUE**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
5861 - Interest Earned	802	0	0
5998 - Transfers From Fund Balance	0	50,000	32,800
<b>GORTATOWSKY FUND</b>	<b>802</b>	<b>50,000</b>	<b>32,800</b>

**FY 2020  
SPECIAL FUNDS EXPENDITURES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
<b>General Fund</b>	<b>56,862,402</b>	<b>62,135,022</b>	<b>61,691,114</b>
Community & Economic Development	4,398,680	4,883,346	4,604,771
CAD 911	2,062,439	2,720,444	2,702,426
Hotel/Motel Fund	725,000	725,000	2,412,295
Capital Improvement	2,660,219	4,783,150	5,319,332
Tax Allocation District	335,593	329,293	389,165
SPLOST Funds	7,204,440	10,335,000	10,335,000
TSPLOST Funds	0	0	10,720,000
Job Investment Fund	401,854	446,990	0
R3M Fund	585,698	1,000,000	2,000,000
Gortatowsky	0	50,000	32,800
Grant Fund	351,107	375,241	828,442
<b>TOTAL SPECIAL FUNDS:</b>	<b>18,725,030</b>	<b>25,648,464</b>	<b>39,344,231</b>
<b>TOTAL GENERAL/SPECIAL FUNDS</b>	<b>75,587,432</b>	<b>87,783,486</b>	<b>101,035,345</b>

**FY 2020  
LIGHT FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Residential	40,278,733	41,582,369	42,023,813
Commercial	30,138,052	32,108,911	32,052,141
Industrial	16,858,167	17,860,755	17,187,274
Latent Charges	2,732,467	1,683,500	1,683,500
Governmental	2,149,472	2,285,069	2,204,116
Environmental Cost Recovery	7,888,589	7,288,514	7,030,303
Interest Income	74,122	0	0
Unrealized Gains/Losses	12,850	0	0
Proceeds from Sale of Assets	38,321	0	0
Capital Contributions	28,518	0	0
Miscellaneous Revenue	3,904,527	375,000	375,000
MEAG Credits	3,896,742	446,990	0
<b>TOTAL LIGHT FUND REVENUES</b>	<b>108,000,560</b>	<b>103,631,108</b>	<b>102,556,147</b>

**FY 2020  
LIGHT FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Cost of Goods Sold	73,242,511	76,646,486	73,086,363
Salaries and Benefits	3,044,844	3,683,394	3,456,411
Operating Expenses	1,763,138	2,302,773	2,937,888
Depreciation	1,669,777	1,656,319	1,688,750
Indirect Costs	5,759,083	5,947,696	6,097,200
Transfers Out	14,719,509	11,241,947	10,729,020
<b>TOTAL LIGHT FUND EXPENSES</b>	<b>100,198,862</b>	<b>101,478,615</b>	<b>97,995,632</b>
<b>LIGHT FUND NET INCOME (LOSS)</b>	<b>7,801,698</b>	<b>2,152,493</b>	<b>4,560,515</b>

**FY 2020  
GAS FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Residential	4,521,800	5,101,670	4,687,643
Commercial	5,390,898	5,921,660	5,289,872
Industrial	6,214,100	5,526,061	7,219,343
Latent Charges	878,436	684,205	684,205
Governmental	24,928	51,242	25,349
Other Revenue	630,923	0	0
Proceeds from Sale of Assets	3,691	0	0
Interest Earned	31,651	0	0
<b>TOTAL GAS FUND REVENUES</b>	<b>17,696,427</b>	<b>17,284,838</b>	<b>17,906,412</b>

**FY 2020  
GAS FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Cost of Goods Sold	10,222,271	9,338,654	10,300,000
Salaries and Benefits	1,252,834	1,601,872	1,645,807
Operating Expenses	491,176	511,212	413,315
Depreciation	239,047	234,384	268,591
Indirect Costs	2,327,753	2,525,752	2,639,432
Transfers Out	1,788,167	1,814,908	1,880,173
<b>TOTAL GAS FUND EXPENSES</b>	<b>16,321,248</b>	<b>16,026,782</b>	<b>17,147,318</b>
<b>GAS FUND NET INCOME (LOSS)</b>	<b>1,375,179</b>	<b>1,258,056</b>	<b>759,094</b>

**FY 2020  
SANITARY SEWER FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Sanitary Sewer Fees	14,672,021	15,953,100	16,392,100
Other Revenues	26,487	0	0
Realized Gains/Losses/Interest	239,461	0	0
Unrealized Gains/Losses	(245,749)	0	0
Capital Contributions	189,734	0	0
Transfer In	1,000,000	0	0
<b>TOTAL SEWER FUND REVENUES</b>	<b>15,881,954</b>	<b>15,953,100</b>	<b>16,392,100</b>

**FY 2020  
SANITARY SEWER FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Salaries and Benefits	3,660,064	3,504,989	3,522,953
Operating Expenses	5,369,409	5,996,401	6,062,461
Depreciation	2,439,859	2,365,492	2,510,800
Indirect Costs	1,154,638	1,092,991	1,213,972
Transfers Out	1,140,301	1,245,201	1,286,166
Storm Water Transfer Out	1,260,740	1,303,680	1,260,740
<b>TOTAL SEWER FUND EXPENSES</b>	<b>15,025,011</b>	<b>15,508,754</b>	<b>15,857,092</b>
<b>SEWER NET INCOME (LOSS)</b>	<b>856,943</b>	<b>444,346</b>	<b>535,008</b>

**FY 2020  
WATER FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Residential	7,455,082	7,840,569	8,006,733
Commercial	2,856,206	3,162,493	2,996,329
Latent Charges	1,428,223	1,021,022	1,021,022
Other Revenue	29,220	0	0
Proceeds from Sale of Assets	35,489	0	0
Interest Earned	11,342	0	0
<b>TOTAL WATER FUND REVENUES</b>	<b>11,815,562</b>	<b>12,024,084</b>	<b>12,024,084</b>

**FY 2020  
WATER FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Cost of Goods Sold	1,495,159	1,625,652	1,747,812
Salaries and Benefits	1,925,032	2,057,861	2,069,377
Operating Expenses	1,405,207	1,428,620	1,373,298
Depreciation	2,083,348	2,095,895	2,105,911
Indirect Costs	3,830,127	3,787,858	3,888,272
Transfers Out	997,858	1,022,047	1,022,047
<b>TOTAL WATER FUND EXPENSES</b>	<b>11,736,731</b>	<b>12,017,933</b>	<b>12,206,717</b>
<b>WATER FUND NET INCOME (LOSS)</b>	<b>78,831</b>	<b>6,151</b>	<b>(182,633)</b>

**FY 2020  
SOLID WASTE FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Residential	8,672,279	9,047,778	9,110,000
Commercial	1,267,876	1,380,750	1,455,088
Industrial	633	1,900	1,900
Governmental	19,296	20,000	20,000
Realized Gains/Losses/Interest	(11,400)	0	0
Capital Contribution	0	0	0
<b>TOTAL SOLID WASTE REVENUES</b>	<b>9,948,684</b>	<b>10,450,428</b>	<b>10,586,988</b>

**FY 2020  
SOLID WASTE FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Salaries and Benefits	1,984,566	2,070,394	2,156,139
Operating Expenses	5,988,386	5,848,975	5,837,608
Depreciation	455,002	482,022	363,518
Indirect Costs	1,034,345	926,995	996,722
Transfers Out	846,607	888,286	899,894
<b>TOTAL SOLID WASTE EXPENSES</b>	<b>10,308,906</b>	<b>10,216,672</b>	<b>10,253,881</b>
<b>SOLID WASTE NET INCOME (LOSS)</b>	<b>(360,222)</b>	<b>233,756</b>	<b>333,107</b>

**FY 2020  
STORM WATER FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Storm Water Fees	4,257,725	4,347,493	4,347,493
Capital Contributions	11,150	0	0
Other Revenue	1,536,860	0	0
Net Book Value	(91,993)	0	0
Transfer In	1,260,740	1,303,680	1,260,740
<b>TOTAL STORM WATER REVENUES</b>	<b>6,974,482</b>	<b>5,651,173</b>	<b>5,608,233</b>

**FY 2020  
STORM WATER FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Salaries and Benefits	2,033,749	2,391,224	2,400,921
Operating Expenses	1,824,777	1,636,601	1,451,675
Depreciation	984,281	921,701	1,051,580
Indirect Costs	711,618	771,303	743,096
Transfer Out	469,070	480,350	476,700
<b>TOTAL STORM WATER EXPENSES</b>	<b>6,023,495</b>	<b>6,201,179</b>	<b>6,123,972</b>
<b>STORM WATER NET INCOME (LOSS)</b>	<b>950,987</b>	<b>(550,006)</b>	<b>(515,739)</b>

**FY 2020  
TELECOM FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Reoccurring Fees	2,760,561	2,884,148	3,455,245
Non-Reoccurring Fees	96,961	337,642	122,286
Other Revenue	139,393	0	0
Proceeds from Sale of Assets	201	0	0
<b>TOTAL TELECOM FUND REVENUES</b>	<b><u>2,997,116</u></b>	<b><u>3,221,790</u></b>	<b><u>3,577,531</u></b>

**FY 2020  
TELECOM FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Cost of Goods Sold	425,891	507,991	888,648
Salaries and Benefits	450,427	611,144	420,516
Operating Expenses	379,771	420,710	593,998
Depreciation	430,952	424,851	436,947
Indirect Costs	1,199,939	1,240,121	1,368,614
Transfers Out	242,889	273,852	304,090
<b>TOTAL TELECOM FUND EXPENSES</b>	<b><u>3,129,869</u></b>	<b><u>3,478,669</u></b>	<b><u>4,012,813</u></b>
<b>TELECOM FUND NET INCOME (LOSS)</b>	<b><u>(132,753)</u></b>	<b><u>(256,879)</u></b>	<b><u>(435,282)</u></b>

**FY 2020  
TRANSIT FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Bus Fares	450,921	494,000	450,000
Bus Para transit	31,235	26,853	40,000
Transportation Agreement - ASU	328,073	328,073	328,073
Federal Grants	0	0	3,936,000
State Grants-Operating Assistance	1,110,723	1,312,837	1,183,301
State Grants-Capital Improvements	2,511,434	2,901,414	1,880,111
Proceeds from Sale of Asset	(281,705)	0	0
Fuel Sales	269	800	0
Capital Contributions	178,815	122,000	1,064,000
Operating Transfers In	1,308,810	1,513,217	1,312,202
<b>TOTAL TRANSIT FUND REVENUES</b>	<b>5,638,575</b>	<b>6,699,194</b>	<b>10,193,687</b>

**FY 2020  
CIVIC CENTER REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Amphitheater Rent	400	0	0
Arena Rent	82,022	730,231	667,782
Auditorium Rent	16,693	0	0
Meeting Room Rent	29,306	0	0
Concession Income	7,328	0	0
Auditorium Parking	634	0	0
Parking Income	14,941	0	0
Auditorium	4,513	0	0
Box Office Income	28,944	0	0
Prog/T-Shirts & Novelties	5,463	0	0
Miscellaneous Income	696	100,000	115,000
Staffing Reimbursement	121,269	0	0
Other Direct Costs	(2,073)	0	0
Auditorium Misc Rentals/Svcs	15,088	0	0
Miscellaneous Rentals/Svcs	77,253	0	0
Auditorium Executive Discount	(31,746)	0	0
Executive Discount	(99,323)	0	0
Sports Team Discount	0	0	0
Operating Transfers In	1,806,694	961,936	962,153
Proceeds/ Sale of Assets	(5,420)	0	0
<b>TOTAL CIVIC CENTER REVENUES</b>	<b>2,072,682</b>	<b>1,792,167</b>	<b>1,744,935</b>

**FY 2020  
AIRPORT FUND REVENUES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
ASA	159,987	150,000	160,000
Non-Scheduled	1,392	1,250	1,300
United Parcel Services	164,035	155,000	175,000
Avis Car Rental	77,680	77,600	79,000
Budget Car Rentals	61,727	55,000	58,000
CARS Inc	71,238	68,000	85,000
Enterprise Car Rental	106,461	85,000	100,000
TSA Rental	65,834	28,100	28,398
Airport Parking	258,380	275,000	275,000
Hawthorne Aviation	81,953	75,000	79,000
Airport Miscellaneous	4,781	4,010	2,000
House Rental	7,220	7,800	7,800
Federal Grants	269,238	5,911,394	2,825,000
State of Georgia	13,768	257,900	2,387,500
PFC Revenues Earned	189,130	417,882	347,500
CFC Revenues Earned	20,482	487,630	1,392,230
Interest Income PFC5	257	0	390
Interest Earned CFC	2,243	0	1,900
Net Book Value	50	0	0
Advertising Revenue	9,980	9,000	9,000
Operating Transfers In	1,222,210	966,250	932,869
<b>TOTAL AIRPORT FUND REVENUES</b>	<b>2,788,046</b>	<b>9,031,816</b>	<b>8,946,887</b>

**FY 2020  
SUPPLEMENTED ENTERPRISE FUND EXPENSES**

<b>Description</b>	<b>Actual 2017/2018</b>	<b>Adopted 2018/2019</b>	<b>Adopted 2019/2020</b>
Airport	3,982,727	10,444,748	10,404,804
Albany Civic Center/Auditorium	1,467,434	2,273,402	2,170,537
Transit Fund	5,490,040	7,508,517	11,114,783
<b>TOTAL EXPENSES</b>	<b>10,940,201</b>	<b>20,226,667</b>	<b>23,690,124</b>



## Policies & Procedures

## **POLICIES AND PROCEDURES**

The development and management of the City of Albany's annual budget is governed by both formal policies and by accepted practices. A number of pertinent policies and practices are outlined in this section. In addition, this section includes summary information that was provided to the City Commission during the annual budget process. The City's complete Financial Management Policy manual is located under the Finance Department tab on the City's website <http://www.albanyga.gov/>

### **BUDGET DEVELOPMENT AND ADOPTION**

The budget process began in January 2019 with the Finance Department preparing the FY 2020 revenue projections and updating the budget request forms and the instructions to be used by City departments.

Once these tasks were completed, the annual budget meeting was held in February 2019 and each department was given its FY 2020 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 2020 budgetary needs. The presentations provide the Board with a great deal of insight as to how priorities might be met, if required.

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

In order to promote citizen participation, a public hearing for the budget was advertised and held June 11th. This hearing was designed to allow public input into the FY 2020 budget before its adoption. The recommended budget was submitted to the Mayor and Board of City Commissioners on May 14<sup>th</sup>.

After extensive work by the City Manager and the budget preparation staff, the FY 2020 budget was adopted on June 26, 2019. Notification of the budget adoption was advertised in the local newspaper and a copy was placed on file in the City Clerk's office as required by State law. The approved budget, which is controlled and maintained by the Finance Department, was then added to the computerized budgetary and actual financial reporting system on June 29, 2019. The new fiscal year began July 1, 2019.

**BUDGET MANAGEMENT PROCESS**

Monthly financial reports are emailed to the City’s Department Heads. These reports are also published on the City of Albany’s website. As the fiscal year progresses, monthly meetings are conducted to review budget to actual revenues and expenditures with those departments needing attention. Expenditures are projected to fiscal year end, which helps management determine if their current spending trends need to be modified in order to change their departments’ projected outcome.

Since a budget is an estimated financial plan, the existing budgetary process also allows for budget transfers throughout the fiscal year. The line item transfers do not change the amount appropriated. It is the responsibility of each department/division to control expenditures and to expend funds only for items that have been budgeted; however, due to unforeseen emergencies, a system is in place to accommodate changing needs.

**BASE BUDGETING**

Annual budgets are legally adopted for the General Fund, Special Funds, Internal Services Fund, and Enterprise Funds. This budget is balanced in accordance with Georgia law (OCGA 36-81-3(B) (3)) that states that, “a budget ordinance or resolution is balanced when the sum of estimated revenues and appropriated fund balances is equal to appropriation.” Department and division expenditures are summarized as 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, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equities, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds in this budget are grouped into generic fund types and two broad fund categories as follows:

***GOVERNMENTAL FUNDS***

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

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

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

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

***PROPRIETARY FUNDS***

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

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

**BASIS OF ACCOUNTING**

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

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

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

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

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

**BASIS OF BUDGETING**

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

- The fair value of investments is not treated as adjustments to revenue
- Some component units are excluded in this budget document- Albany-Dougherty Inner City Authority (ADICA), Downtown Development Authority (DDA), and Chehaw Wild Animal Park (CWAP) Authority
- Some funds are excluded in this budget document- the Public Employees Group Health Plan, Risk Management Fund, and Workers' Compensation Fund
- The Enterprise Funds are allowed to have an unbalanced budget.

**BUDGET AMENDMENT**

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

**BUDGET TRANSFERS**

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

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

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

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

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

### **CAPITAL IMPROVEMENT PROGRAM**

The Capital Improvement Program (CIP) is a five-year program that details anticipated expenditures as well as the proposed sources of funding. The General & Special Funds capital requests are defined as any one asset valued at \$5,000 or more that have a useful life of more than one year. They are funded through a minimum of 15% transfer of total sales tax from General Fund.

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

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

### **DEBT SERVICE POLICY**

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

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 "Aa3" rating from Moody's.

### **PURCHASING POLICY**

The City Charter and State law set forth requirements for the expenditure of local government funds for the purchase of goods and services. Section 4, paragraphs 8 and 14 of the City Charter gives the City Manager the authority to make and execute all lawful contracts for

operations under her supervision. It provides that all purchases of \$5,000 and above and all repair and maintenance expenditures of \$10,000 must be formally bid. It further states that the City Commission must approve all purchases above \$100,000, except as may be otherwise provided by law or by ordinance.

Section 2.649 of the City Code gives the City Manager the authority to make purchases up to \$100,000 and repair and maintenance expenditures of up to \$100,000. Over this amount, the City Commission must grant approval. This section of the code also gives the City Manager the authority to sell surplus property up to \$5,000. The sale of surplus property valued over that amount requires prior Commission approval.

**REVENUE AND EXPENDITURE POLICIES**

An accepted but informal policy is that each component of the City's overall budget should be independent and self-sufficient. While recognizing that supplemented Enterprise Funds such as the Transit System, Civic Center, and Airport, would traditionally need some revenue subsidy from the General Fund, it has been determined that interfund dependency should be avoided between the General/Special Funds and the Self-Sustaining Enterprise Funds.

Another policy was formulated which stated that revenue and expenditures should be accounted for in the budget just as they would be set forth in the year-end audit. The result of this policy is to include non-cash revenue and expenditure items previously not included in adopted budgets but included in year-end audits.

**CASH STABILIZATION POLICY**

The scope of the cash stabilization policy is to establish a separate Cash Stabilization Fund by setting aside funds equal to 15% (5% stabilization fund, 10% working capital) of the current year's budgeted General Fund revenues. The goal is to maintain at least three months operating cost in liquid form. These reserve funds are a prudent way of maintaining a level of financial resources necessary to protect against short term borrowing for cash flow purposes and to have adequate funds available in the event of an emergency or catastrophe. Also, credit rating agencies carefully monitor the level of fund balances and unreserved fund balances in a government's general fund when evaluating that government's credit worthiness.

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

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

Funds may be transferred from the working capital account to the City's General Fund operating account only with the prior approval of the City Manager, who will notify the City

Commission at the next available opportunity. No withdrawals from the cash stabilization fund shall be made without a resolution by the Commission. The cash stabilization fund must be replenished within five years following the year(s) in which it is used. The working capital must be replenished to its minimum level within one year of its use.

### Fund Relationship Table

<i><b>Fund Description</b></i>	<b>Revenues</b>	<b>Funding Sources</b>								
		<b>General Fund</b>	<b>Solid Waste</b>	<b>Sewer</b>	<b>Hotel/Motel</b>	<b>Storm Water</b>	<b>Water</b>	<b>Gas</b>	<b>Light</b>	<b>Telecom</b>
<i><b>General Fund</b></i>	75.3%	-	1.3%	1.9%	0.4%	0.7%	1.5%	2.8%	15.7%	0.4%
<i><b>Capital Improvement Fund</b></i>	74.6%	25.4%	-	-	-	-	-	-	-	-
<i><b>Solid Waste</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Transit</b></i>	87.1%	12.9%	-	-	-	-	-	-	-	-
<i><b>Civic Center</b></i>	44.9%	55.1%	-	-	-	-	-	-	-	-
<i><b>Sewer</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>CAD-911</b></i>	67.4%	32.6%	-	-	-	-	-	-	-	-
<i><b>Community Development</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>R3M Fund</b></i>	50.0%	50.0%	-	-	-	-	-	-	-	-
<i><b>Grant Fund</b></i>	92.5%	7.5%	-	-	-	-	-	-	-	-
<i><b>Airport</b></i>	89.6%	10.4%	-	-	-	-	-	-	-	-
<i><b>Hotel/Motel</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Job Investment Fund</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Tax Allocation District</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>SPLOST Funds</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>TSPLOST Fund</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Storm Water</b></i>	77.5%	-	-	22.5%	-	-	-	-	-	-
<i><b>Water</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Gas</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Light</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Telecom</b></i>	100%	-	-	-	-	-	-	-	-	-
<i><b>Utility Internal Service Fund</b></i>	-	-	3.9%	4.0%	-	3.8%	24.5%	16.9%	38.4%	8.5%

### Major Fund Descriptions

**Major Governmental Funds**

***General Fund***

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

***Community Development***

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

***Job Investment Fund***

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

***SPLOST Fund***

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

**Major Enterprise Funds**

***Sewer***

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

***Airport***

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

***Water***

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

***Light***

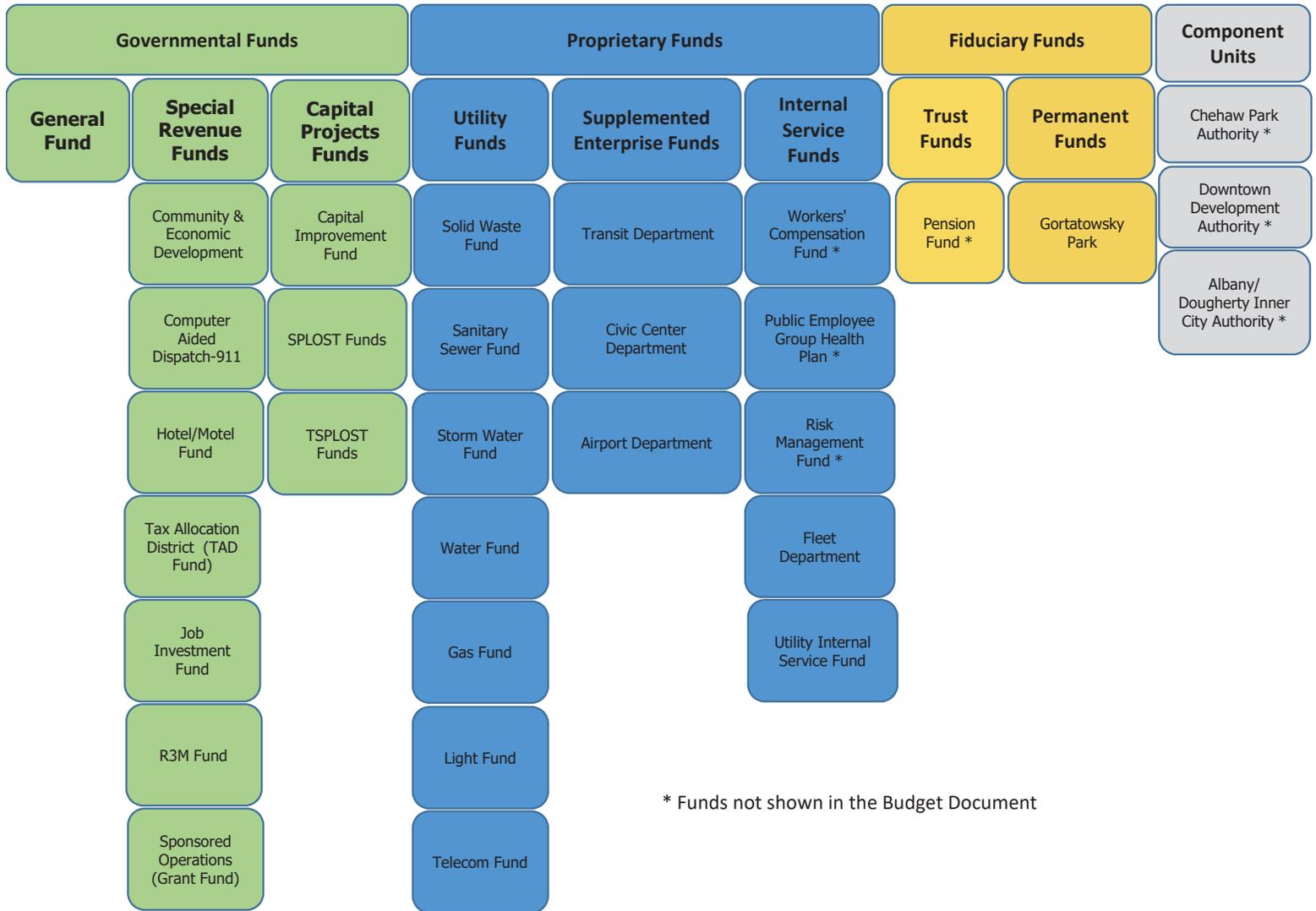
It accounts for the electric utility operations provided to the residents of the City.

***Storm Water***

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



## FUND STRUCTURE



\* Funds not shown in the Budget Document



## FY 2020 BUDGET CALENDAR

Budget Activity	Action By	Completion Date
1. Budget Planning Session	City Manager/Finance Department	January 30
2. Completion of Budget Requests (including Revenue Projections)	Department/Division Heads	February 15
3. Verification & Audit of Departmental Requests	Finance Department	February 21
4. Review Analysis of Requests with Departmental Officials	City Manager/Finance Department	February 22 - March 22
5. Budget Summary	City Manager/Finance Department	March 29
6. Budget Overview Presentation	City Manager/Finance Department	May 14
7. Review Analysis of Requests with Departmental Officials	City Manager/Mayor/City Commission/Finance Department	May 28
8. Public Notices: Hearing of Proposed Budget	Finance Department	May 26, June 9
9. Public Hearing of Proposed Budget	Mayor/City Commission/Finance Department	June 11
10. Submit Revised Recommended Budget to Mayor/Commission	City Manager/Finance Department	June 12
11. Preparation of Budget Ordinance, Incorporating Final Changes by Mayor and City Commission	City Attorney	June 14
12. Adoption of 2019/2020 Budget	Mayor/City Commission	June 26



# FY 2020 BUDGET MEETINGS

Department	Staff Review	Commission Review
<b>General Government</b> Fleet Management	<b>Friday, February 22, 2019</b> 10:00	
<b>General Government (continued)</b> Risk Management	<b>Monday, February 25, 2019</b> 10:00	
<b>General Government (continued)</b> Human Resources	<b>Tuesday, February 26, 2019</b> 9:00	
<b>General Government (continued)</b> Finance City Manager	<b>Wednesday, February 27, 2019</b> 3:30 4:00	
<b>General Government (continued)</b> Facilities Management	<b>Thursday, February 28, 2019</b> 1:00	
<b>General Government (continued)</b> Technology & Communications	<b>Monday, March 4, 2019</b> 9:00	
<b>General Government (continued)</b> City Attorney City Clerk Planning Engineering	<b>Tuesday, March 5, 2019</b> 10:00 11:00 1:30 3:00	
<b>General Government (continued)</b> License & Business Support Central Services Recreation Venue Management	<b>Wednesday, March 6, 2019</b> 9:30 11:00 1:30 3:00	
<b>General Government (continued)</b> Community/Economic Development Airport Transit	<b>Thursday, March 7, 2019</b> 10:30 1:30 3:30	
<b>General Government (continued)</b> Police Fire	<b>Friday, March 8, 2019</b> 10:00 2:00	
<b>General Government (continued)</b> Municipal Court	<b>Tuesday, March 26, 2019</b> 9:30	



# FY 2020 BUDGET MEETINGS

Department	Staff Review	Commission Review
<b>Utility Funds</b>	<b>Monday, March 11, 2019</b>	
Customer Service	10:00	
<b>Utility Funds (continued)</b>	<b>Tuesday, March 12, 2019</b>	
Telecom	2:00	
<b>Utility Funds (continued)</b>	<b>Wednesday, March 13, 2019</b>	
Water	10:00	
Gas	1:00	
Light	3:00	
<b>Utility Funds (continued)</b>	<b>Thursday, March 14, 2019</b>	
Solid Waste	10:00	
Sewer	1:00	
Storm Water/R.O.W. Maint.	3:00	
<b>Utility Funds (continued)</b>	<b>Friday, March 15, 2019</b>	
Utility Management	9:30	
Marketing	11:00	
Energy Control/Service Techs	1:00	
HDD	2:30	
Vegetation Management	4:00	
<b>Capital/R3M Requests</b>	<b>Friday, March 22, 2019</b>	
Fleet Replacement	9:30	
Non-Rolling Stock/R3M	1:30	
<b>Budget Summary</b>	<b>Friday, March 29, 2019</b>	
	2:00	
<b>Budget Overview</b> (Commission Work Session)		<b>May 14, 2019</b>
<b>Review Analysis of Requests with Departmental Officials</b>		<b>May 28, 2019</b>
<b>Budget Discussions/Public Hearing</b>		<b>June 11, 2019</b>
<b>Commission Consideration &amp; Budget Adoption</b>		<b>June 26, 2019 6:00 p.m.</b>

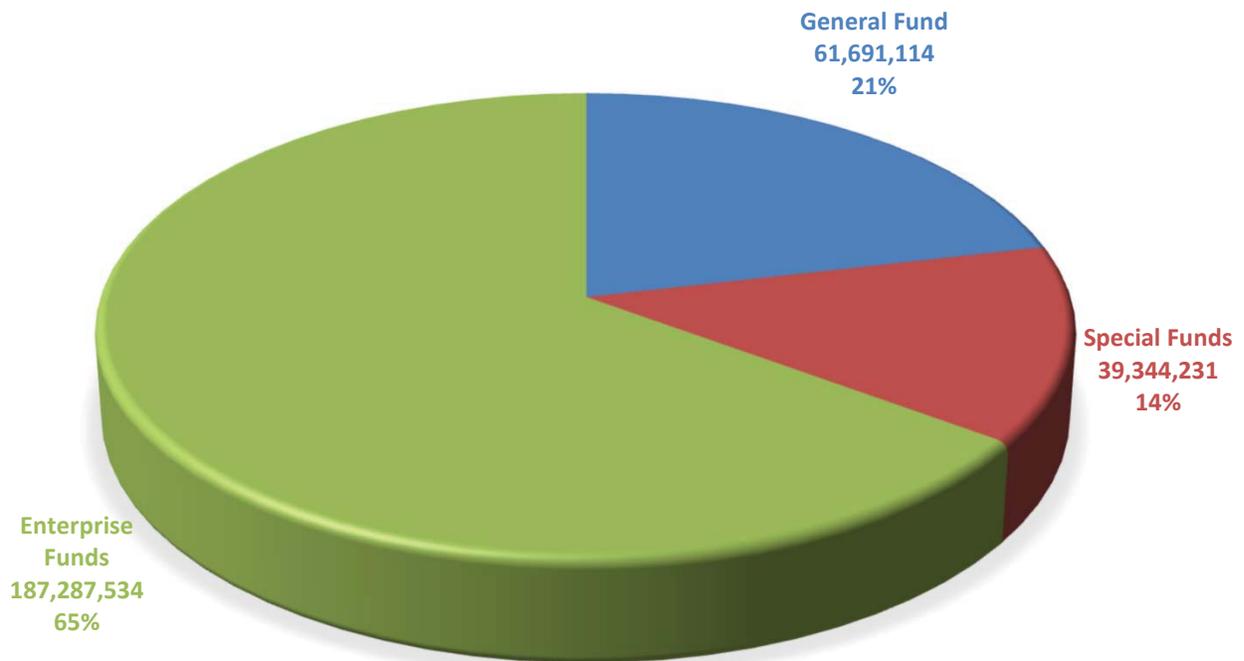




# Revenues & Expenditures

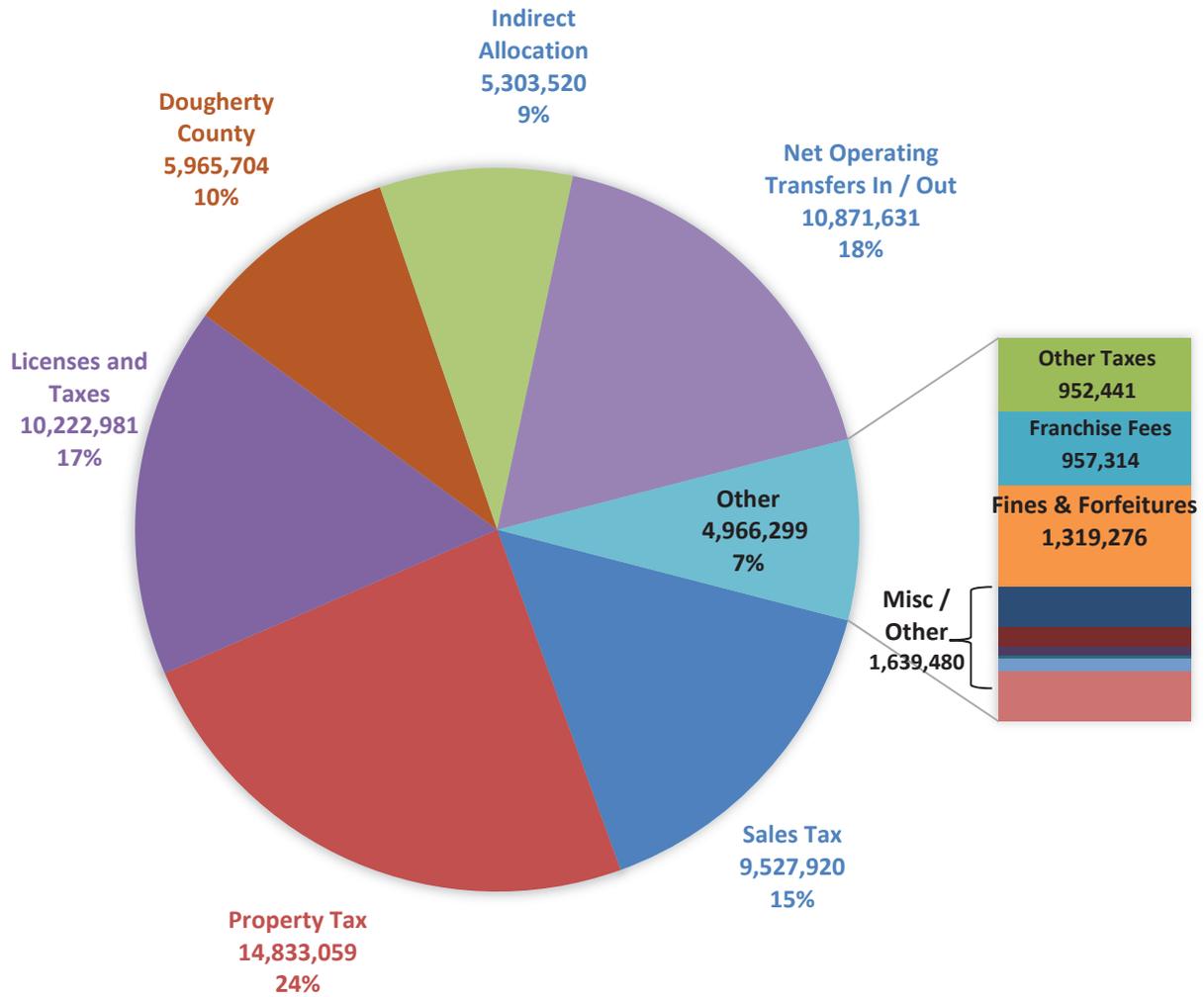


# City of Albany FY 2020 Adopted Operating Budget



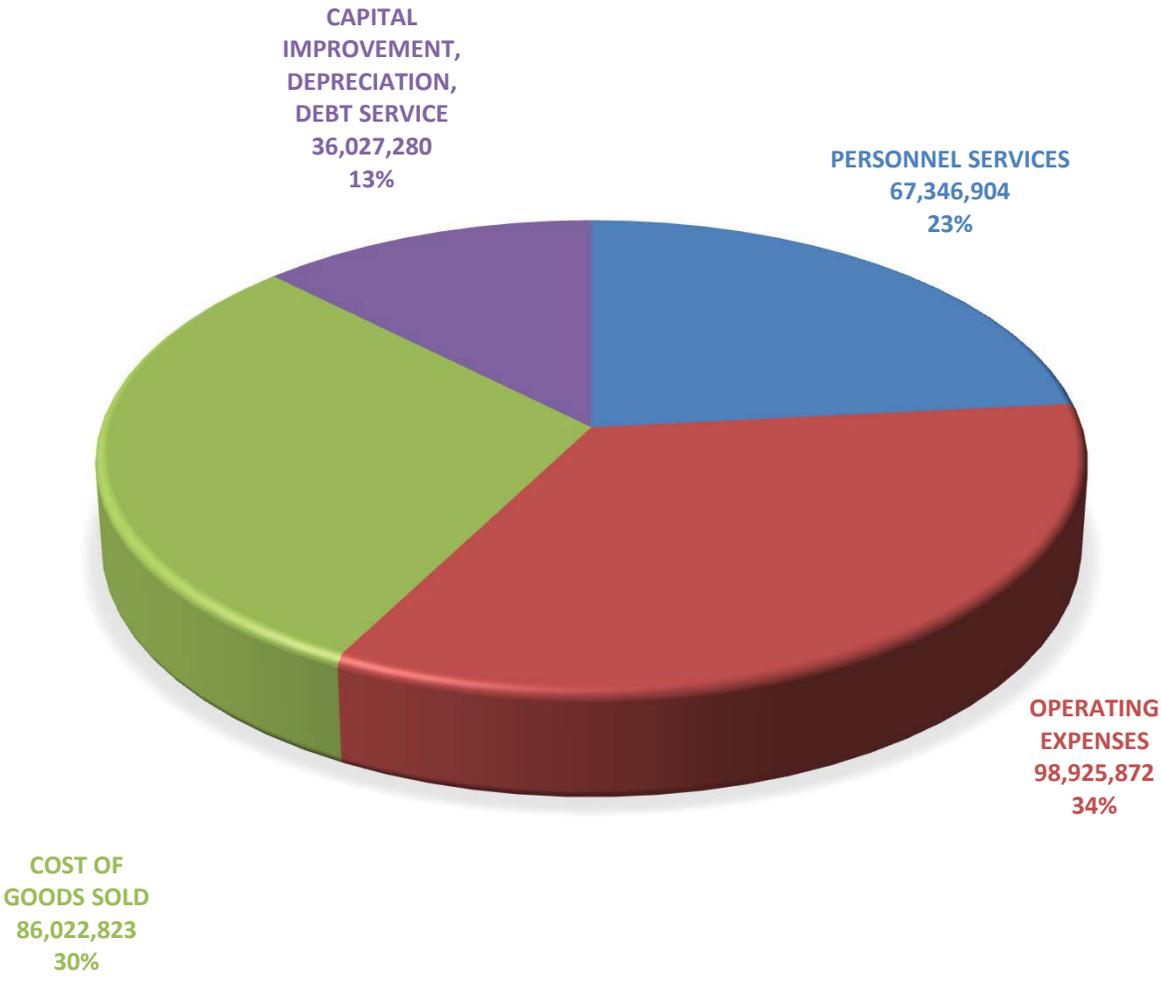
Total Budget  
\$288,322,879

# City of Albany FY 2020 General Fund Revenues



Total General Fund Revenues  
\$61,691,114

City of Albany  
FY 2020  
Total Operating Budget



Total Budget  
\$288,322,879

**FY 2020  
ADOPTED BUDGET**

<b>DEPARTMENT</b>	<b>PERSONNEL SERVICES</b>	<b>OPERATING EXPENSES</b>	<b>CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE</b>	<b>TOTAL</b>
<b>General Fund</b>				
City Clerk	252,107	351,559	0	603,666
City Commission	176,951	55,000	0	231,951
City Manager	597,764	695,380	0	1,293,144
City Attorney	343,191	199,515	0	542,706
Municipal Court	609,031	306,207	0	915,238
Human Resources	1,555,395	322,130	0	1,877,525
Risk Management	431,423	152,457	0	583,880
Central Services-Procurement	485,398	83,418	0	568,816
Central Services-Material Mgmt.	290,237	59,166	0	349,403
Finance	1,524,391	773,007	0	2,297,398
Office Management & Budget	550,000	0	0	550,000
License & Business Support - Enforcement	331,664	36,570	0	368,234
License & Business Support - Treasury	222,057	95,178	0	317,235
Technology & Communication	1,677,218	1,672,353	0	3,349,571
Planning & Development Services	486,087	702,759	0	1,188,846
Police-Administration	1,404,958	1,192,649	0	2,597,607
Police-Uniform	8,157,724	1,059,611	0	9,217,335
Police-Support Services	1,304,800	302,015	0	1,606,815
Police-Investigative	2,710,293	274,905	0	2,985,198
Police-Code Enforcement	715,551	536,731	0	1,252,282
Police-Gang Unit	731,313	69,320	0	800,633
Police-Albany/Dougherty Drug Unit	711,903	139,244	0	851,147
Police-Communiity Oriented Policing	32,569	212,000	0	244,569
Police-SWAT	5,000	34,064	0	39,064
Fire-Administration	609,070	408,886	0	1,017,956
Fire-Suppression	12,068,120	562,089	0	12,630,209
Fire-Prevention	483,337	19,000	0	502,337
Fire-Training	310,932	70,000	0	380,932
Fire-Emergency Management	88,868	38,495	0	127,363
Engineering	1,941,721	1,619,269	0	3,560,990
P/W - Right of Way Maintenance	595,563	383,574	0	979,137
Recreation-Administration	513,666	214,310	0	727,976
Recreation-Centers & Gyms	395,223	140,355	0	535,578
Recreation-Athletics	226,309	266,756	0	493,065
Recreation-Flint River Golf	438,880	283,773	0	722,653
Recreation-Parks Maintenance	1,008,625	487,625	0	1,496,250
Recreation-Health & Wellness	315,811	250,930	0	566,741
Facilities/Grounds - Administration	187,661	514,441	0	702,102
Facility Maintenance	883,734	1,174,828	0	2,058,562
Independent Agencies	0	557,000	0	557,000
<b>GENERAL FUND</b>	<b>45,374,545</b>	<b>16,316,569</b>	<b>0</b>	<b>61,691,114</b>

**FY 2020  
ADOPTED BUDGET**

<b>DEPARTMENT</b>	<b>PERSONNEL SERVICES</b>	<b>OPERATING EXPENSES</b>	<b>COST OF GOODS SOLD</b>	<b>CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE</b>	<b>TOTAL</b>
<b>Special Funds</b>					
DCED - CDBG	498,472	1,084,779	0	0	1,583,251
DCED - Economic Development Agency	0	45,000	0	0	45,000
DCED - Rental	146,011	883,779	0	0	1,029,790
DCED - EDA Industrial Incubator	30,971	42,874	0	0	73,845
DCED - Home	111,650	990,406	0	0	1,102,056
DCED - CHIP	6,164	602,500	0	0	608,664
DCED - Flood Recovery	12,565	113,800	0	0	126,365
DCED - Emergency Housing	7,050	28,750	0	0	35,800
CAD 9-1-1	1,854,084	848,342	0	0	2,702,426
Hotel/Motel Fund	0	2,412,295	0	0	2,412,295
Capital Improvement Fund	0	7,994	0	5,311,338	5,319,332
Tax Allocation District	0	332,993	0	56,172	389,165
SPLOST Fund	0	10,335,000	0	0	10,335,000
TSPLOST Fund	0	4,242,800	0	6,477,200	10,720,000
R3M - Repair, Renovate, & Replace	0	2,000,000	0	0	2,000,000
Job Investment Fund	0	0	0	0	-
Gortatowsky	0	32,800	0	0	32,800
Grant Fund	349,585	478,857	0	0	828,442
<b>Special Funds</b>	<b>3,016,552</b>	<b>24,482,969</b>	<b>0</b>	<b>11,844,710</b>	<b>39,344,231</b>
<b>Enterprise Funds (Utility Funds)</b>					
Light Operations	3,456,411	19,764,108	73,086,363	1,688,750	97,995,632
<b>Light Operations</b>	<b>3,456,411</b>	<b>19,764,108</b>	<b>73,086,363</b>	<b>1,688,750</b>	<b>97,995,632</b>
Sewer Systems-Wastewater Treatment	1,096,855	3,726,271	0	1,506,925	6,330,051
Waste Water Treatment-Lift Station	0	742,400	0	596,666	1,339,066
Sewer Systems-Administration	555,789	4,558,882	0	85,715	5,200,386
Sewer Systems-Maintenance	1,030,445	467,824	0	236,852	1,735,121
Sewer Systems-Construction	527,922	205,762	0	79,342	813,026
Wastewater Sampling & Utility Location	311,942	122,200	0	5,300	439,442
<b>Sanitary Sewer Systems</b>	<b>3,522,953</b>	<b>9,823,339</b>	<b>0</b>	<b>2,510,800</b>	<b>15,857,092</b>
Gas Operations	1,645,807	4,932,920	10,300,000	268,591	17,147,318
<b>Gas Operations</b>	<b>1,645,807</b>	<b>4,932,920</b>	<b>10,300,000</b>	<b>268,591</b>	<b>17,147,318</b>
Water Distribution	2,069,377	6,157,470	0	2,105,911	10,332,758
Water Production	0	126,147	1,747,812	0	1,873,959
<b>Water Operations</b>	<b>2,069,377</b>	<b>6,283,617</b>	<b>1,747,812</b>	<b>2,105,911</b>	<b>12,206,717</b>
Solid Waste-Administration	489,332	2,108,954	0	6,936	2,605,222
Solid Waste-Residential East	1,162,191	1,464,716	0	236,913	2,863,820
Solid Waste-Residential West	0	3,198,157	0	0	3,198,157
Solid Waste-Commercial	392,744	959,597	0	119,669	1,472,010
Solid Waste-Special Services	111,872	2,800	0	0	114,672
<b>Solid Waste Fund</b>	<b>2,156,139</b>	<b>7,734,224</b>	<b>0</b>	<b>363,518</b>	<b>10,253,881</b>
Storm Water-Engineering	316,183	34,778	0	0	350,961
Storm Water-Sweeping	829,734	1,695,184	0	313,592	2,838,510
Storm Water-Asphalt/Concrete	363,965	145,274	0	18,653	527,892
Storm Water-Grading/Construction	651,625	309,622	0	100,261	1,061,508
Storm Water-Maintenance/Drainage	239,414	486,613	0	619,074	1,345,101
<b>Storm Water Fund</b>	<b>2,400,921</b>	<b>2,671,471</b>	<b>0</b>	<b>1,051,580</b>	<b>6,123,972</b>

**FY 2020  
ADOPTED BUDGET**

<b>DEPARTMENT</b>	<b>PERSONNEL SERVICES</b>	<b>OPERATING EXPENSES</b>	<b>COST OF GOODS SOLD</b>	<b>CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE</b>	<b>TOTAL</b>
Telecom Operations	420,516	2,266,702	888,648	436,947	4,012,813
<b>Telecom Operations</b>	<b>420,516</b>	<b>2,266,702</b>	<b>888,648</b>	<b>436,947</b>	<b>4,012,813</b>
<b>Subtotal, Utility Funds</b>	<b>15,672,124</b>	<b>53,476,381</b>	<b>86,022,823</b>	<b>8,426,097</b>	<b>163,597,425</b>
<b>Enterprise Funds (Supplemented)</b>					
Airport	1,124,746	844,911	0	1,457,914	3,427,571
Airport - Grant	0	30,060	0	6,947,170	6,977,230
Albany Civic Center	0	1,744,935	0	425,590	2,170,525
Transit System	2,158,937	1,025,738	0	921,096	4,105,771
Transit System - Grant	0	1,004,309	0	6,004,703	7,009,012
<b>Supplemented Enterprise Funds</b>	<b>3,283,683</b>	<b>4,649,953</b>	<b>0</b>	<b>15,756,473</b>	<b>23,690,109</b>
<b>Enterprise Funds Subtotal</b>	<b>18,955,807</b>	<b>58,126,334</b>	<b>86,022,823</b>	<b>24,182,570</b>	<b>187,287,534</b>
<b>Grand Total</b>	<b>67,346,904</b>	<b>98,925,872</b>	<b>86,022,823</b>	<b>36,027,280</b>	<b>288,322,879</b>

<b>For Informational Purposes Only</b>					
<b>Utility Internal Service Fund (UISF)</b>					
General Manager's Office and Commission	635,920	144,668	0	6,401	786,989
Investigations	198,452	134,820	0	5,938	339,210
Engineering	464,229	110,016	0	911	575,156
Marketing	289,252	398,548	0	3,297	691,097
HDD	1,059,517	397,737	0	37,402	1,494,656
Energy Control	2,036,654	712,922	0	705,672	3,455,248
Vegetation Management	602,620	1,266,609	0	25,242	1,894,471
Customer Service	2,413,404	2,066,889	0	128,300	4,608,593
<b>Subtotal, Utility Internal Service Fund</b>	<b>7,700,048</b>	<b>5,232,209</b>	<b>0</b>	<b>913,163</b>	<b>13,845,420</b>

The expenses incurred in the Utility Internal Service fund have been properly recorded in each fund that utilizes its services. I.E. Water, Gas, Light, Telecom, Sanitary Sewer, Storm Water, and Solid Waste Fund. Therefore, these expenses have already been included in the total budget, reported above.



# Supplemental Information

## HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

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

The City, like other communities across the country, is still facing economic challenges due to the depressed economy. However, small signs of progress are anticipated in the next few years. In fact, this prompted the Mayor and Board of City Commissioners to implement a millage rollback for the fifth consecutive year for the citizens of Albany to offset any subsequent increases in property values.

A synopsis of revenues and expenditures from FY 2016 through FY 2020 is discussed below:

### Fiscal Year 2016

- The FY 2016 Adopted budget of \$268,625,091 represents an *increase* of 4%, or \$9,598,102, from the FY 2015 Adopted budget of \$259,026,989.

The General Fund for FY16 will not require transfer from fund balance and does not use any of the MEAG transfer designated for operations. The fiscal year's budget includes a "placeholder" equivalent to 10% of base salaries to fund a comprehensive compensation package for employees. This will fund the results of a position pay study, vacation buyback program, and a 457 employer matching plan. Also during the new fiscal year, there will not be an increase to the employee Group Insurance Matching.

### Fiscal Year 2017

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

The General Fund for FY17 will not require transfer from fund balance and does not use any of the MEAG transfer designated for operations. The fiscal year's budget includes a "pay for performance" evaluation or a comprehensive compensation package for employees. This will fund the vacation buyback program, as well as, the 457 employer matching plan. Also during the new fiscal year, there will be an additional 2% pension matching that has been budgeted in the position headcounts.

### Fiscal Year 2018

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

The General Fund for FY18 will not require transfer from fund balance and does not use any of the MEAG transfer designated for operations. The fiscal year's budget includes continued funding for the vacation buyback program. The individual

## HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS

departments are holding their individual portion of the 457 matching based on the average participant of the department.

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

### Fiscal Year 2019

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

The General Fund for FY19 will not require transfer from fund balance and does not use any of the MEAG transfer designated for operations. The fiscal year's budget includes continued funding for merit increases for employees that satisfy the criterion established. The individual departments are holding their individual portion of the 457 matching based on the average participant of the department. The funding for the vacation buyback program will remain in the General Fund budget.

### Fiscal Year 2020

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

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

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

Included in the following section is a three-year history of fund balance/net assets for General Fund, Community & Economic Development, CAD-911, Hotel/Motel, Capital Improvement, Tax Allocation District, Job Investment, Gortatowsky, Grant, SPLOST, TSPLOST, R3M, Light, Sanitary Sewer, Gas, Water, Solid Waste, Storm Water, Telecom, Utility Internal Service Fund, Airport, Civic Center, and Transit. These fund balances and net assets are carried forward from the previous fiscal year. Fund balance/net assets usually consists of two basic components: cash carried forward and contributed capital carried forward. Currently, the largest source of fund equity carried forward comes from the Light Fund at \$57,254,436 for fiscal year ending 2018. The fund balance for the General Fund for fiscal year ending 2018 was \$32,472,650. The City works tirelessly to build and maintain a healthy Fund Balance. Sixty-eight percent of the total is cash and investments, which provides a very strong position that insures the City meets all obligations.

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>REVENUES:</b>			
Property Taxes	15,009,338	14,914,785	14,833,059
Sales Taxes	9,271,522	9,584,718	9,527,920
Licenses and Taxes	9,667,749	10,020,939	10,222,981
Other Taxes	1,097,667	942,601	952,441
Intergovernmental	5,781,675	6,153,348	6,175,370
Charges for Services	741,705	867,195	883,722
Fines, Forfeitures & Penalties	1,163,544	1,334,470	1,319,276
Franchise Fees	928,513	975,382	957,314
Investment Income (Loss)	(912,378)	0	0
Miscellaneous/Other	7,268,728	5,416,759	5,947,400
Transfer In	18,834,043	17,869,601	16,871,090
Transfer Out	(9,773,241)	(5,944,776)	(6,499,459)
Transfer From Fund Balance			500,000
<b>TOTAL</b>	<b>59,078,865</b>	<b>62,135,022</b>	<b>61,691,114</b>
<b>EXPENDITURES:</b>			
General Government	19,392,200	20,229,014	21,666,671
Planning	1,189,050	1,172,790	1,188,846
Public Safety	31,270,870	33,588,131	34,253,447
Public Works	864,232	930,453	979,137
Parks & Recreation	2,388,403	4,480,634	3,046,013
Community Service	1,757,647	1,734,000	557,000
<b>TOTAL</b>	<b>56,862,402</b>	<b>62,135,022</b>	<b>61,691,114</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>2,216,463</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE</b>	<hr/>	<hr/>	<hr/>
Beginning of year July 1	<b>30,256,187</b>	<b>32,472,650</b>	<b>32,472,650</b>
<b>FUND BALANCE</b>	<hr/>	<hr/>	<hr/>
End of year June 30	<b>32,472,650</b>	<b>32,472,650</b>	<b>32,472,650</b>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT FUND</b>			
<b>REVENUES:</b>			
Grant Revenue	2,308,708	1,879,978	2,008,737
Rentals	660,832	740,350	838,378
Charges for Services	(10,779)	0	0
Other	1,045,826	978,470	996,858
Transfer from Fund Balance	0	1,284,548	760,798
<b>TOTAL</b>	<b>4,004,587</b>	<b>4,883,346</b>	<b>4,604,771</b>
<b>EXPENDITURES:</b>			
Personal Services	719,813	794,798	812,883
Operating Expense	3,648,546	4,088,548	3,791,888
Capital Outlay	30,320	0	0
<b>TOTAL</b>	<b>4,398,679</b>	<b>4,883,346</b>	<b>4,604,771</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(394,092)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>2,838,967</u>	<u>2,444,875</u>	<u>1,160,327</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>2,444,875</u>	<u>1,160,327</u>	<u>399,529</u>
	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>CAD-911 FUND</b>			
<b>REVENUES:</b>			
Charges for Services	1,504,366	1,693,668	1,822,323
Transfer In	1,052,992	1,026,776	880,103
<b>TOTAL</b>	<b>2,557,358</b>	<b>2,720,444</b>	<b>2,702,426</b>
<b>EXPENDITURES:</b>			
Personal Services	1,786,365	2,006,380	1,854,084
Operating Expense	276,073	714,064	848,342
<b>TOTAL</b>	<b>2,062,438</b>	<b>2,720,444</b>	<b>2,702,426</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>494,920</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>52,153</u>	<u>547,073</u>	<u>547,073</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u>547,073</u>	<u>547,073</u>	<u>547,073</u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>HOTEL/MOTEL FUND</b>			
<b>REVENUES:</b>			
Hotel/Motel Tax	2,270,461	2,075,000	2,300,000
Operating Transfers Out	(1,545,461)	(1,350,000)	(273,000)
Transfer from Fund Balance	0	0	385,295
<b>TOTAL</b>	<b>725,000</b>	<b>725,000</b>	<b>2,412,295</b>
<b>EXPENDITURES:</b>			
Operating Expense	725,000	725,000	2,412,295
<b>TOTAL</b>	<b>725,000</b>	<b>725,000</b>	<b>2,412,295</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>0</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>CAPITAL IMPROVEMENT FUND</b>			
<b>REVENUES:</b>			
Interest Income	373,603	0	0
Intergovernmental	408,016	0	0
Transfers In	2,317,074	1,377,708	1,349,904
Transfer from Fund Balance	0	3,405,442	3,969,428
<b>TOTAL</b>	<b>3,098,693</b>	<b>4,783,150</b>	<b>5,319,332</b>
<b>EXPENDITURES:</b>			
Capital Outlay	1,953,864	4,783,150	5,311,338
Operating Expense	706,355	0	7,994
<b>TOTAL</b>	<b>2,660,219</b>	<b>4,783,150</b>	<b>5,319,332</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>438,474</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>18,646,104</u>	<u>19,084,578</u>	<u>15,679,136</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>19,084,578</u></u>	<u><u>15,679,136</u></u>	<u><u>11,709,708</u></u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>T.A.D. FUND</b>			
<b>REVENUES:</b>			
Property Tax	308,719	329,293	389,165
Transfer from Fund Balance	0	0	0
<b>TOTAL</b>	<b>308,719</b>	<b>329,293</b>	<b>389,165</b>
<b>EXPENDITURES:</b>			
Debt Service	335,593	329,293	332,993
Capital Outlay	0	0	56,172
<b>TOTAL</b>	<b>335,593</b>	<b>329,293</b>	<b>389,165</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(26,874)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>(1,948,553)</u>	<u>(1,975,427)</u>	<u>(1,975,427)</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>(1,975,427)</u></u>	<u><u>(1,975,427)</u></u>	<u><u>(1,975,427)</u></u>

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>JOB INVESTMENT FUND</b>			
<b>REVENUES:</b>			
Interest Income	130,705	0	0
Transfers In	1,298,914	446,990	446,990
<b>TOTAL</b>	<b>1,429,619</b>	<b>446,990</b>	<b>446,990</b>
<b>EXPENDITURES:</b>			
Operating Expense	401,854	446,990	446,990
<b>TOTAL</b>	<b>401,854</b>	<b>446,990</b>	<b>446,990</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>1,027,765</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>22,683,360</u>	<u>23,711,125</u>	<u>23,711,125</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>23,711,125</u></u>	<u><u>23,711,125</u></u>	<u><u>23,711,125</u></u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>GORTATOWSKY FUND</b>			
<b>REVENUES:</b>			
Realized Gains/Loss/Interest	802	0	0
Transfer from Fund Balance	0	50,000	32,800
<b>TOTAL</b>	<b>802</b>	<b>50,000</b>	<b>32,800</b>
<b>EXPENDITURES:</b>			
Operating Expense	0	50,000	32,800
<b>TOTAL</b>	<b>0</b>	<b>50,000</b>	<b>32,800</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>802</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>51,365</u>	<u>52,167</u>	<u>2,167</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>52,167</u></u>	<u><u>2,167</u></u>	<u><u>0</u></u>

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>GRANT FUND</b>			
<b>REVENUES:</b>			
Intergovernmental	285,646	281,851	766,214
Transfers In	65,461	93,390	62,228
<b>TOTAL</b>	<b>351,107</b>	<b>375,241</b>	<b>828,442</b>
<b>EXPENDITURES:</b>			
Personnel Services	147,059	75,255	349,585
Operating Expense	204,048	299,986	478,857
Capital Outlay	0	0	0
<b>TOTAL</b>	<b>351,107</b>	<b>375,241</b>	<b>828,442</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>0</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>SPLOST V, VI, VII</b>			
<b>REVENUES:</b>			
Sales Tax	9,424,350	10,335,000	10,335,000
LMIG	996,245	0	0
Realized Gains/Loss/Interest	339,885	0	0
<b>TOTAL</b>	<b>10,760,480</b>	<b>10,335,000</b>	<b>10,335,000</b>
<b>EXPENDITURES:</b>			
Personnel Services	362,717	0	0
Operating Expense	4,655,162	8,668,333	8,668,333
Capital Outlay	2,186,561	1,666,667	1,666,667
<b>TOTAL</b>	<b>7,204,440</b>	<b>10,335,000</b>	<b>10,335,000</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>3,556,040</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT) Beginning of year July 1</b>	<b><u>29,068,445</u></b>	<b><u>32,624,485</u></b>	<b><u>32,624,485</u></b>
<b>FUND BALANCE (DEFICIT) End of year June 30</b>	<b><u><u>32,624,485</u></u></b>	<b><u><u>32,624,485</u></u></b>	<b><u><u>32,624,485</u></u></b>
	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>R3M Fund</b>			
<b>REVENUES:</b>			
Realized Gains/Loss/Interest	15,826	0	0
Transfers In	1,000,000	0	1,000,000
Transfer from Fund Balance	0	1,000,000	1,000,000
<b>TOTAL</b>	<b>1,015,826</b>	<b>1,000,000</b>	<b>2,000,000</b>
<b>EXPENDITURES:</b>			
Personnel Services	0	0	0
Operating Expense	585,698	1,000,000	2,000,000
<b>TOTAL</b>	<b>585,698</b>	<b>1,000,000</b>	<b>2,000,000</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>430,128</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT) Beginning of year July 1</b>	<b><u>2,826,397</u></b>	<b><u>3,256,525</u></b>	<b><u>2,256,525</u></b>
<b>FUND BALANCE (DEFICIT) End of year June 30</b>	<b><u><u>3,256,525</u></u></b>	<b><u><u>2,256,525</u></u></b>	<b><u><u>1,256,525</u></u></b>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>TSPLOST</b>			
<b>REVENUES:</b>			
Sales Tax	0	0	10,720,000
Realized Gains/Loss/Interest	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>10,720,000</b>
<b>EXPENDITURES:</b>			
Personnel Services	0	0	0
Operating Expense	0	0	4,242,800
Capital Outlay	0	0	6,477,200
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>10,720,000</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>0</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>LIGHT FUND</b>			
<b>REVENUES:</b>			
Charges for Services	100,045,480	102,809,118	102,181,147
MEAG Credits	3,896,742	446,990	0
Other	4,058,338	375,000	375,000
<b>TOTAL</b>	<b>108,000,560</b>	<b>103,631,108</b>	<b>102,556,147</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	73,242,511	76,646,486	73,086,363
Personal Services	3,044,844	3,683,394	3,456,411
Operating Expense	1,763,138	2,302,773	2,937,888
Depreciation & Amortization	1,669,777	1,656,319	1,688,750
Indirect Costs	5,759,083	5,947,696	6,097,200
Transfers Out	14,719,509	11,241,947	10,729,020
<b>TOTAL</b>	<b>100,198,862</b>	<b>101,478,615</b>	<b>97,995,632</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>7,801,698</b>	<b>2,152,493</b>	<b>4,560,515</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>49,452,738</u>	<u>57,254,436</u>	<u>59,406,929</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>57,254,436</u>	<u>59,406,929</u>	<u>63,967,444</u>
<b>SANITARY SEWER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	14,672,021	15,953,100	16,392,100
Other	209,933	0	0
Transfers In	1,000,000	0	0
<b>TOTAL</b>	<b>15,881,954</b>	<b>15,953,100</b>	<b>16,392,100</b>
<b>EXPENSES:</b>			
Personal Services	3,660,064	3,504,989	3,522,953
Operating Expense	5,369,409	5,996,401	6,062,461
Depreciation & Amortization	2,439,859	2,365,492	2,510,800
Indirect Costs	1,154,638	1,092,991	1,213,972
Transfers Out	2,401,041	2,548,881	2,546,906
<b>TOTAL</b>	<b>15,025,011</b>	<b>15,508,754</b>	<b>15,857,092</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>856,943</b>	<b>444,346</b>	<b>535,008</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>46,759,158</u>	<u>47,616,101</u>	<u>48,060,447</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>47,616,101</u>	<u>48,060,447</u>	<u>48,595,455</u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>GAS FUND</b>			
<b>REVENUES:</b>			
Charges for Services	17,030,162	17,284,838	17,906,412
Other	666,265	0	0
<b>TOTAL</b>	<b>17,696,427</b>	<b>17,284,838</b>	<b>17,906,412</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	10,222,271	9,338,654	10,300,000
Personal Services	1,252,834	1,601,872	1,645,807
Operating Expense	491,176	511,212	413,315
Depreciation & Amortization	239,047	234,384	268,591
Indirect Costs	2,327,753	2,525,752	2,639,432
Transfers Out	1,788,167	1,814,908	1,880,173
<b>TOTAL</b>	<b>16,321,248</b>	<b>16,026,782</b>	<b>17,147,318</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>1,375,179</b>	<b>1,258,056</b>	<b>759,094</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>5,468,056</u>	<u>6,843,235</u>	<u>8,101,291</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>6,843,235</u>	<u>8,101,291</u>	<u>8,860,385</u>
<b>WATER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	11,739,511	12,024,084	12,024,084
Other	76,051	0	0
<b>TOTAL</b>	<b>11,815,562</b>	<b>12,024,084</b>	<b>12,024,084</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	1,495,159	1,625,652	1,747,812
Personal Services	1,925,032	2,057,861	2,069,377
Operating Expense	1,405,207	1,428,620	1,373,298
Depreciation & Amortization	2,083,348	2,095,895	2,105,911
Indirect Costs	3,830,127	3,787,858	3,888,272
Transfers Out	997,858	1,022,047	1,022,047
<b>TOTAL</b>	<b>11,736,731</b>	<b>12,017,933</b>	<b>12,206,717</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>78,831</b>	<b>6,151</b>	<b>(182,633)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>22,950,724</u>	<u>23,029,555</u>	<u>23,035,706</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u>23,029,555</u>	<u>23,035,706</u>	<u>22,853,073</u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>SOLID WASTE FUND</b>			
<b>REVENUES:</b>			
Charges for Services	9,960,084	10,450,428	10,586,988
Other	(11,400)	0	0
<b>TOTAL</b>	<b>9,948,684</b>	<b>10,450,428</b>	<b>10,586,988</b>
<b>EXPENSES:</b>			
Personal Services	1,984,566	2,070,394	2,156,139
Operating Expense	5,988,386	5,848,975	5,837,608
Depreciation & Amortization	455,002	482,022	363,518
Indirect Costs	1,034,345	926,995	996,722
Transfers Out	846,607	888,286	899,894
<b>TOTAL</b>	<b>10,308,906</b>	<b>10,216,672</b>	<b>10,253,881</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(360,222)</b>	<b>233,756</b>	<b>333,107</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>4,768,472</u>	<u>4,408,250</u>	<u>4,642,006</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>4,408,250</b></u>	<u><b>4,642,006</b></u>	<u><b>4,975,113</b></u>
	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>STORM WATER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	4,257,725	4,347,493	4,347,493
Other	1,456,017	0	0
Transfers In / (Out)	1,260,740	1,303,680	1,260,740
<b>TOTAL</b>	<b>6,974,482</b>	<b>5,651,173</b>	<b>5,608,233</b>
<b>EXPENSES:</b>			
Personal Services	2,033,749	2,391,224	2,400,921
Operating Expense	1,824,777	1,636,601	1,451,675
Depreciation & Amortization	984,281	921,701	1,051,580
Indirect Costs	711,618	771,303	743,096
Transfers Out	469,070	480,350	476,700
<b>TOTAL</b>	<b>6,023,495</b>	<b>6,201,179</b>	<b>6,123,972</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>950,987</b>	<b>(550,006)</b>	<b>(515,739)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>20,675,021</u>	<u>21,626,008</u>	<u>21,076,002</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>21,626,008</b></u>	<u><b>21,076,002</b></u>	<u><b>20,560,263</b></u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>TELECOM FUND</b>			
<b>REVENUES:</b>			
Charges for Services	2,857,522	3,221,790	3,577,531
Other	139,594	0	0
<b>TOTAL</b>	<b>2,997,116</b>	<b>3,221,790</b>	<b>3,577,531</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	425,891	507,991	888,648
Personal Services	450,427	611,144	420,516
Operating Expense	379,771	420,710	593,998
Depreciation & Amortization	430,952	424,851	436,947
Indirect Costs	1,199,939	1,240,121	1,368,614
Transfers Out	242,889	273,852	304,090
<b>TOTAL</b>	<b>3,129,869</b>	<b>3,478,669</b>	<b>4,012,813</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(132,753)</b>	<b>(256,879)</b>	<b>(435,282)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>4,015,990</u>	<u>3,883,237</u>	<u>3,626,358</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>3,883,237</b></u>	<u><b>3,626,358</b></u>	<u><b>3,191,076</b></u>
<b>UTILITY INTERNAL SERVICE FUND</b>			
<b>REVENUES:</b>			
Charges for Services	13,040,933	13,613,946	13,845,420
Other	17,437	0	0
Transfers In	1,222,810	0	0
<b>TOTAL</b>	<b>14,281,180</b>	<b>13,613,946</b>	<b>13,845,420</b>
<b>EXPENSES:</b>			
Personal Services	7,970,815	7,692,180	7,700,048
Operating Expense	3,790,169	4,066,643	4,049,793
Depreciation & Amortization	791,025	869,137	913,163
Indirect Costs	1,301,847	985,986	1,182,416
<b>TOTAL</b>	<b>13,853,856</b>	<b>13,613,946</b>	<b>13,845,420</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>427,324</b>	<b>0</b>	<b>0</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>(427,324)</u>	<u>0</u>	<u>0</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>

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

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>AIRPORT FUND</b>			
<b>REVENUES:</b>			
Charges for Services	1,060,688	990,760	1,050,498
Grants	492,618	7,069,306	6,952,230
Other	12,530	0	11,290
Transfers In/Out	1,222,210	971,749	932,869
<b>TOTAL</b>	<b>2,788,046</b>	<b>9,031,815</b>	<b>8,946,887</b>
<b>EXPENSES:</b>			
Personal Services	1,296,257	1,097,157	1,124,746
Operating Expense	733,804	758,961	733,199
Capital Outlay	0	7,008,216	6,947,170
Depreciation & Amortization	1,391,000	1,412,930	1,457,914
Indirect Costs	561,666	167,481	141,772
<b>TOTAL</b>	<b>3,982,727</b>	<b>10,444,745</b>	<b>10,404,801</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(1,194,681)</b>	<b>(1,412,930)</b>	<b>(1,457,914)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>37,180,768</u>	<u>35,986,087</u>	<u>34,573,157</u>
<b>NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>35,986,087</b></u>	<u><b>34,573,157</b></u>	<u><b>33,115,243</b></u>

	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>CIVIC CENTER</b>			
<b>REVENUES:</b>			
Charges for Services	271,408	830,231	782,782
Other	(5,420)	0	0
Transfers In	1,806,694	961,936	962,153
<b>TOTAL</b>	<b>2,072,682</b>	<b>1,792,167</b>	<b>1,744,935</b>
<b>EXPENSES:</b>			
Personal Services	(137,298)	0	0
Operating Expense	707,695	1,792,167	1,744,935
Depreciation & Amortization	479,057	481,223	425,590
Indirect Costs	417,980	0	0
<b>TOTAL</b>	<b>1,467,434</b>	<b>2,273,390</b>	<b>2,170,525</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>605,248</b>	<b>(481,223)</b>	<b>(425,590)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>9,709,467</u>	<u>10,314,715</u>	<u>9,833,492</u>
<b>NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>10,314,715</b></u>	<u><b>9,833,492</b></u>	<u><b>9,407,902</b></u>

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

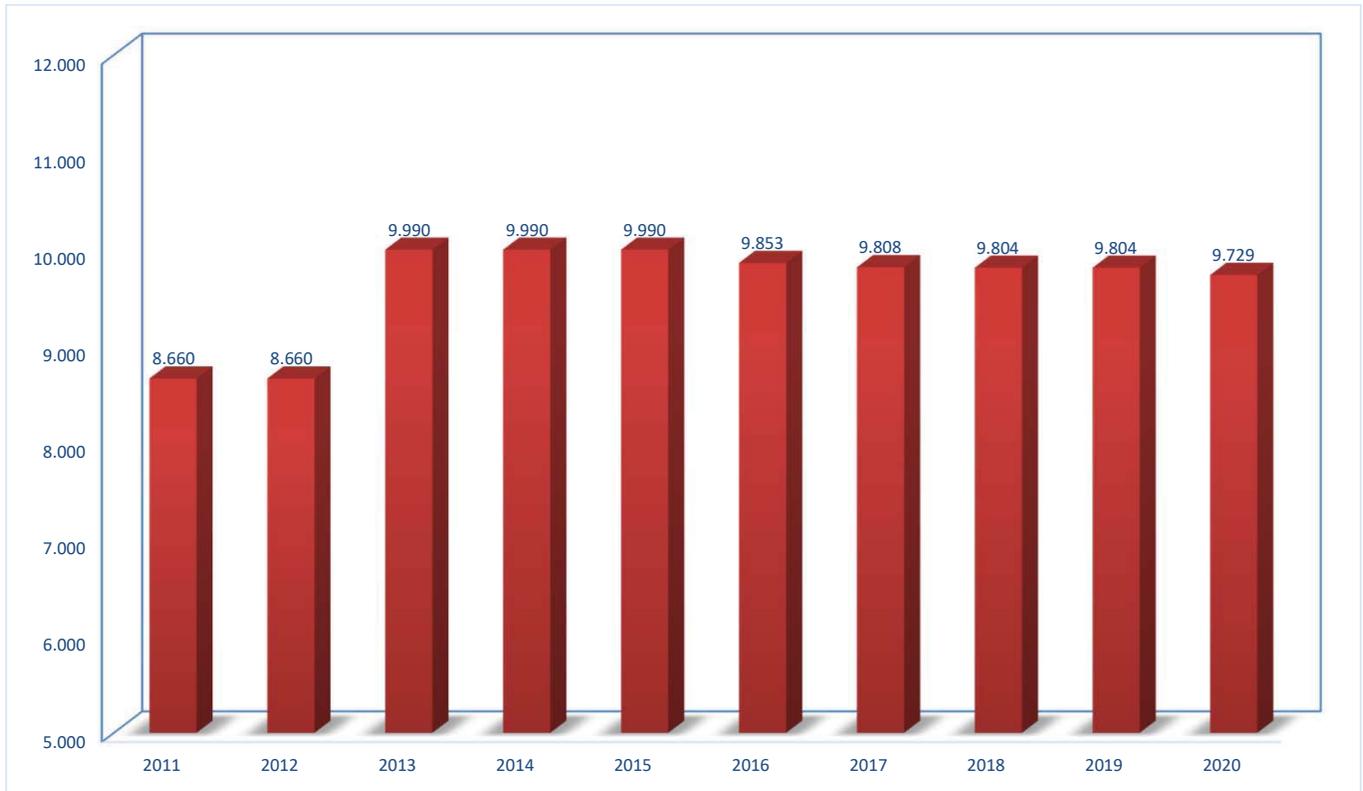
	<b>2018 ACTUAL</b>	<b>2019 ADOPTED</b>	<b>2020 ADOPTED</b>
<b>TRANSIT</b>			
<b>REVENUES:</b>			
Charges for Services	810,229	848,926	818,073
Grants	3,622,157	4,214,251	6,999,412
Other	(102,621)	122,800	1,064,000
Transfers In	1,308,810	1,513,217	1,312,202
<b>TOTAL</b>	<b>5,638,575</b>	<b>6,699,194</b>	<b>10,193,687</b>
<b>EXPENSES:</b>			
Personal Services	2,502,319	2,133,462	2,158,937
Operating Expense	1,865,709	1,809,897	1,703,417
Capital Outlay	0	2,130,950	6,004,703
Depreciation & Amortization	856,939	809,323	921,096
Indirect Costs	265,073	624,885	326,630
<b>TOTAL</b>	<b>5,490,040</b>	<b>7,508,517</b>	<b>11,114,783</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>148,535</b>	<b>(809,323)</b>	<b>(921,096)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>6,352,300</u>	<u>6,500,835</u>	<u>5,691,512</u>
<b>NET ASSETS (DEFICIT)</b> End of year June 30	<u><u>6,500,835</u></u>	<u><u>5,691,512</u></u>	<u><u>4,770,416</u></u>

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

FISCAL YEAR	CITY OF ALBANY MILLAGE*			DOUGHERTY COUNTY MILLAGE*			BOARD OF EDUCATION MILLAGE*			OTHER (STATE OF GA)	
	OPERATING	DEBT SERVICE	TOTAL CITY	OPERATING	DEBT SERVICE	TOTAL COUNTY	OPERATING	DEBT SERVICE	TOTAL SCHOOL		TOTAL
2011	8.660	0.00	8.660	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.249
2012	8.660	0.00	8.660	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.249
2013	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.20	40.529
2014	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.15	40.479
2015	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.15	40.479
2016	9.853	0.00	9.853	12.594	0.00	12.594	18.445	0.00	18.445	0.15	41.042
2017	9.808	0.00	9.808	12.577	0.00	12.577	18.445	0.00	18.445	0.15	40.980
2018	9.804	0.00	9.804	12.569	0.00	12.569	18.433	0.00	18.433	0.15	40.956
2019	9.804	0.00	9.804	15.477	0.00	15.477	18.433	0.00	18.433	0.15	43.864
2020	9.729	0.00	9.729	15.569	0.00	15.569	18.433	0.00	18.433	0.15	43.881

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

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



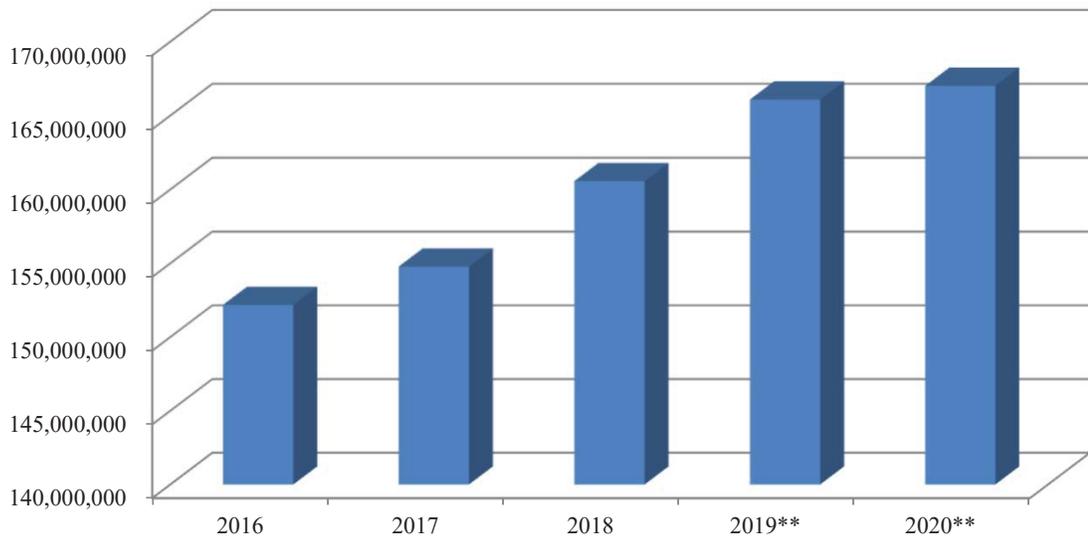
**CITY OF ALBANY  
Utility Support  
Years Ended, June 30**

	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019**</b>	<b>2020**</b>
<b>Transfers</b>	14,193,193	13,373,779	16,606,574	16,519,601	16,598,090
<b>Utility Revenue</b>	152,184,207	154,778,956	160,562,506	166,090,851	167,015,755
<b>Transfer Expressed as % of Revenue</b>	9.3	8.6	10.3	9.9	9.9

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

Beginning in Fiscal Year 2015, Solid Waste, Sewer, and Storm Water became a part of the Utility Funds. However, they did not participate in the transfer until Fiscal Year 2016. Beginning in Fiscal Year 2017, the monthly transfer rate is 8.5% on billed revenue for Solid Waste, Sewer, Storm Water, Water, and Telecom. The Transfer for the Light and Gas Funds are 10.5% of billed revenue.

**Utility Five-Year Metered Revenue Trend**



**DEBT AND TAX DIGEST INFORMATION**

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

**Certificates of Participation**

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

FYE	Principal	Interest	Total
2020	0	475,000	475,000
2021	0	475,000	475,000
2022	0	475,000	475,000
2023	0	475,000	475,000
2024	0	475,000	475,000
2025 – 2028	<u>10,000,000</u>	<u>1,900,000</u>	<u>11,900,000</u>
<b>Total</b>	<b><u>\$10,000,000</u></b>	<b><u>\$4,300,000</u></b>	<b><u>\$14,300,000</u></b>

**Debt Limitation**

The present constitutional limit on direct general obligation debt for the City is equivalent to ten percent of assessed valuation of taxable property for debt service purposes. The unused legal debt margin for the City after the issuance of the bonds is computed below for FY 2019 (in thousands):

Assessed Value of Taxable Property	\$1,378,028	
Add Back Exempt Property	118,515	\$1,496,543
	=====	=====
Debt Limit--10% of Assessed Value (Article IX, Section VII of the Constitution of Georgia)		\$149,654
Amount of Debt applicable to Constitutional Debt Limit, Total General Obligation Bond Debt (ADICA and SPLOST)	\$ 1,830	
Less: Assets Available for Bond Service	<u>0</u>	<u>\$ 1,830</u>
Legal Debt Margin pursuant to Article IX, Section III of the Constitution of Georgia		\$157,282
		=====
Percent of Debt Limit Used		1.22%
		=====

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

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

2018	Estimated Fair Market Value of Taxable Property	\$ 3,620,245,100
2018	Net Assessed Valuation of Taxable Property for Bond Purposes	\$ 1,448,098,040

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

<u>Jurisdiction</u>	<u>Net General Obligation Bond Debt Outstanding</u>	<u>Percentage Applicable to City of Albany</u>	<u>Amount Applicable to City of Albany</u>
Direct			
City of Albany (1)	*\$13,555,000	100%	\$13,555,000
Overlapping:			
Board of Education	**14,900,000	82%	12,218,000
	-----	-----	-----
Total	<u>\$28,455,000</u>		<u>\$25,773,000</u>

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

**Debt and Assessed Value per Capita**

Total City Debt per Capita *	\$ 180
Total Overlapping Debt per Capita **	\$ 343
Fair Market Value of City Taxable Property per Capita	\$48,110

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 \* Based on estimated 2019 population of 75,249 for the City  
 \*\* Based on estimated 2019 population of 91,243 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 2018 assessed value in the City of Albany and their respective percentage of the City's total assessed valuation.

TAXPAYER	NATURE OF BUSINESS	2018 ASSESSED VALUE	Percentage of Total Assessed Valuation (1)
MARS CHOCOLATE	CONFECTIONER	13,354,447	0.84%
ALBANY MALL HP LLC	MALL DEVELOPER	10,480,000	0.66%
GEORGIA POWER CO	UTILITY	8,807,769	0.55%
BELLSOUTH COMMUNICATIONS INC	TELECOMMUNICATIONS	8,055,410	0.51%
FLINT RIVER ALBANY RE LLC	WAREHOUSING	7,201,080	0.45%
YANCEY BROS COMPANY	MACHINERY RETAILER	6,046,781	0.38%
MEDIACOM	TELECOMMUNICATIONS	5,317,522	0.33%
HOME DEPOT	HARDWARE RETAILER	4,480,053	0.28%
STRATEGIC EQUIPMENT	EQUIPMENT WHOLESALER	4,332,797	0.27%
COATS & CLARK	TEXTILES	18,063,518	1.14%

(1) Based on 2018 estimated net tax digest for maintenance and operation purposes of \$ 1,591,119,453.

**SOURCE:** Dougherty County Tax Department

**Property Tax Digest Trend**

The property tax digests of the City for the calendar years 2014 through 2019 are outlined on the following table. Values for real property represent all real estate less the exempt property in the city, and personal property includes motor vehicles, bank shares, inventories, aircraft, pleasure boats, industrial machinery, fixtures and equipment, farm machinery and equipment, livestock, mobile homes and public utilities. State law requires that all property assessments be at a uniform 40 percent of current market value.

	<b><u>2019</u></b>	<b><u>2018</u></b>	<b><u>2017</u></b>
Property Type			
Real & Personal	1,554,682,074	1,529,018,087	1,518,027,356
Motor Vehicles	28,408,720	33,499,490	43,619,900
Mobile Homes	3,932,198	3,875,154	3,848,209
Timber - 100%	0	2,808	0
Heavy Duty Equipment	4,096,461	71,466	150,043
Gross Digest	<u>1,591,119,453</u>	<u>1,566,467,005</u>	<u>1,565,645,508</u>
less: Exemptions (1)	<u>143,021,413</u>	<u>135,035,301</u>	<u>118,515,189</u>
Net Digest:	1,448,098,040	1,431,431,704	1,447,130,319
	<b><u>2016</u></b>	<b><u>2015</u></b>	<b><u>2014</u></b>
Property Type			
Real & Personal	1,508,728,470	1,524,533,637	1,518,396,365
Motor Vehicles	59,131,130	77,275,720	110,522,550
Mobile Homes	3,947,095	4,140,040	4,110,248
Timber - 100%	78,295	161,238	0
Heavy Duty Equipment	234,738	388,349	379,363
Gross Digest	<u>1,572,119,728</u>	<u>1,606,498,985</u>	<u>1,633,408,526</u>
	107,820,454		
less: Exemptions (1)	<u>107,820,454</u>	<u>114,956,133</u>	<u>133,575,106</u>
Net Digest:	1,464,299,274	1,491,542,852	1,499,833,420
	<b><u>2016</u></b>		

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

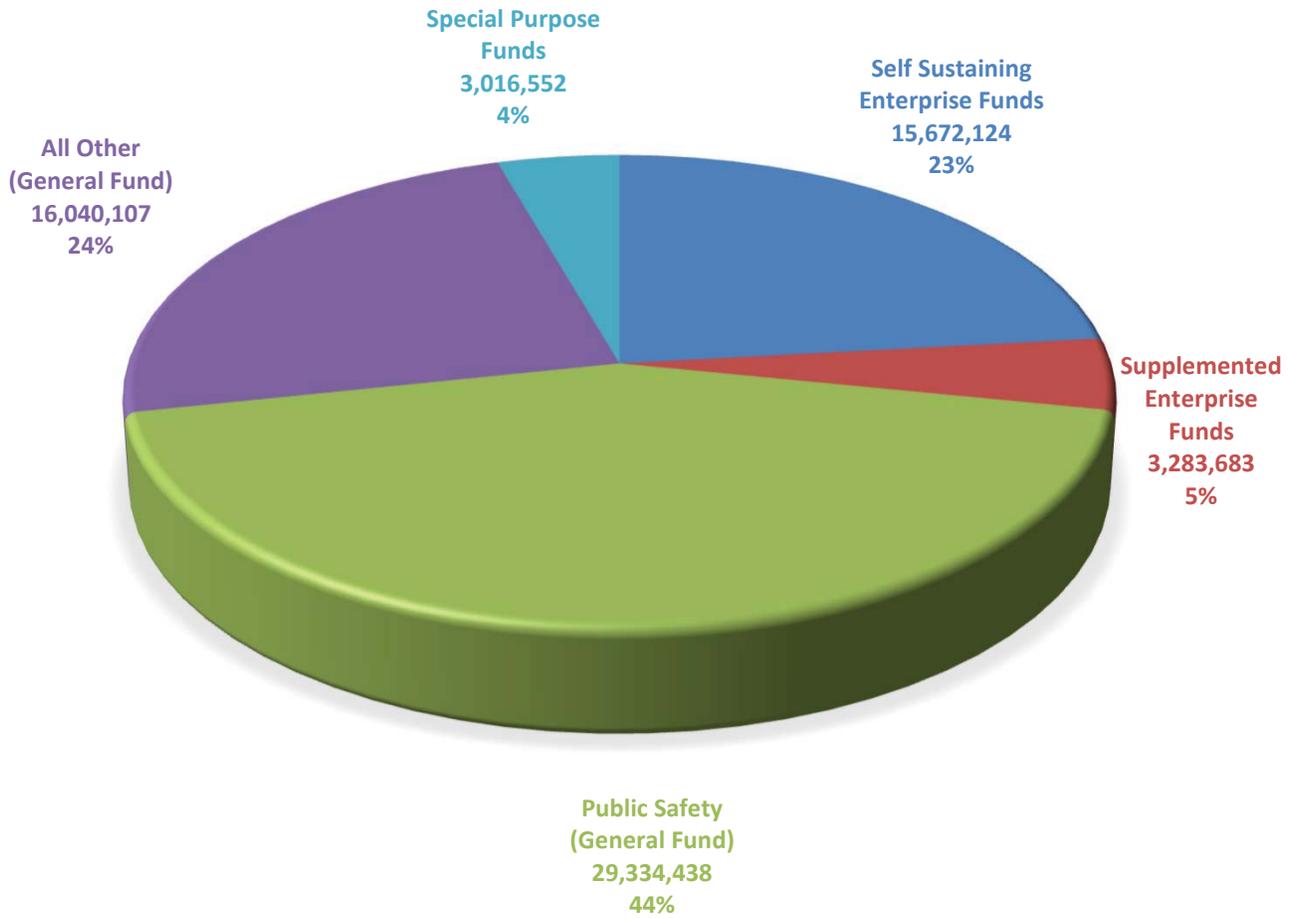
**Ad Valorem Tax Collections**

The following table summarizes ad valorem tax levies and collections in the City for the fiscal years ended 2009 through 2018 (in thousands).

Fiscal Year	Total Tax Levy	Current Tax Collections	Delinquent Tax Collection	Total Tax Collections	Ratio of Total Tax Collections to Total Levy %
2018	\$ 13,721	\$ 13,350	\$ 171	\$ 13,521	98.54 %
2017	\$ 13,740	\$ 13,338	\$ 116	\$ 13,454	97.92 %
2016	\$ 13,889	\$ 13,764	\$ 74	\$ 13,838	99.63 %
2015	\$ 13,834	\$ 13,496	\$ 255	\$ 13,751	99.40 %
2014	\$ 13,745	\$ 13,480	\$ 219	\$ 13,699	99.67 %
2013	\$ 13,758	\$ 13,494	\$ 220	\$ 13,714	99.68 %
2012	\$ 12,428	\$ 12,131	\$ 266	\$ 12,397	99.75 %
2011	\$ 12,388	\$ 12,168	\$ 188	\$ 12,356	99.74 %
2010	\$ 13,540	\$ 13,105	\$ 401	\$ 13,506	99.75 %
2009	\$ 13,400	\$ 12,329	\$1,037	\$ 13,366	99.75 %

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 Source: Dougherty County Tax Department

# City of Albany FY 2020 Personnel Services



Total Personnel Services  
\$67,346,904

**FY 2020 Personnel Services**

The City of Albany's number one priority is to provide the most effective and efficient services to the citizens of Albany. The City has a dedicated work force, which consists of 1,167 full-time budgeted positions. Through these dedicated and motivated employees, the City provides a wide range of quality services to all citizens in our community.

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

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

**Salaries & Wages**

Salaries and fringe benefits account for approximately 23% of the total operating budget. Included in the salary account are overtime pay, holiday pay, and part time help.

**Retirement Plan with Pension and Vesting Benefits**

A retirement plan is provided for all regular, full-time employees. All general employees contribute 4% of their gross income to the plan and the city contributes 12% on their behalf to the pension plan. Public Safety employees contribute 7% of their gross salary to the pension plan and the city contributes 15% on their behalf to the pension plan. Full-time employees are eligible for this coverage effective with their date of employment, and are also eligible for vested benefits upon completion of 10 years of service.

**Deferred Compensation Plan**

The City provides employees with the choice of participating in a deferred compensation plan. This plan allows an employee to make tax deferred contributions into a retirement savings account.

**Health and Dental Insurance**

The City of Albany allows full-time employees the opportunity to buy into a health plan, which offers health and dental insurance. The employee's coverage will start on the first day of the month following completion of one month's premium deduction from the employee's paycheck. The City pays 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 \$.65 per \$1,000 of coverage for the life and AD&D insurance. Employees may also purchase additional life insurance coverage for which the employee pays 100% of the cost. The premium for this coverage is based on the age of the employee. For part-time employees the City provides basic life insurance after one year of employment.

**Cafeteria Plan**

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

**Social Security (FICA)**

All employees are enrolled in the Social Security Act. The City contributes the employer share of 7.65% (6.20% of an employee's salary to a maximum salary of \$132,900 for Social Security and 1.45% of all earnings for employees for Medicare).

**Workers' Compensation**

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

**Sick and Vacation Pay**

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

**Employee Assistance Program**

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

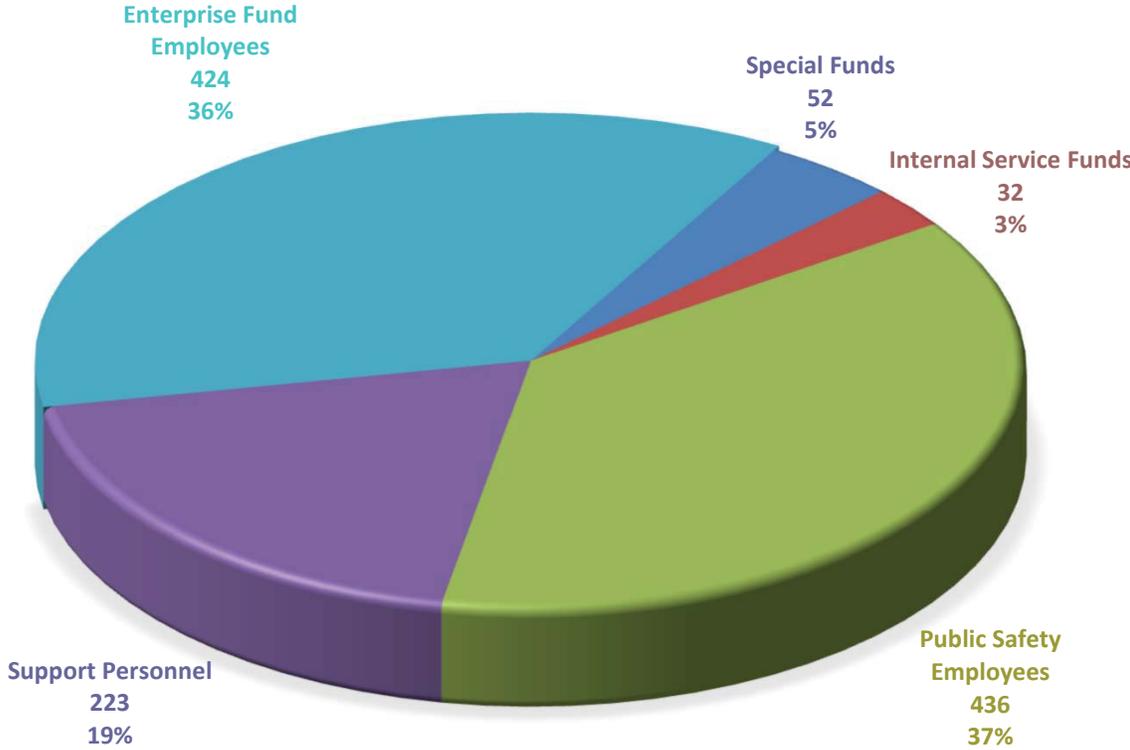
**Tuition Reimbursement Program**

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

**Paid Holidays**

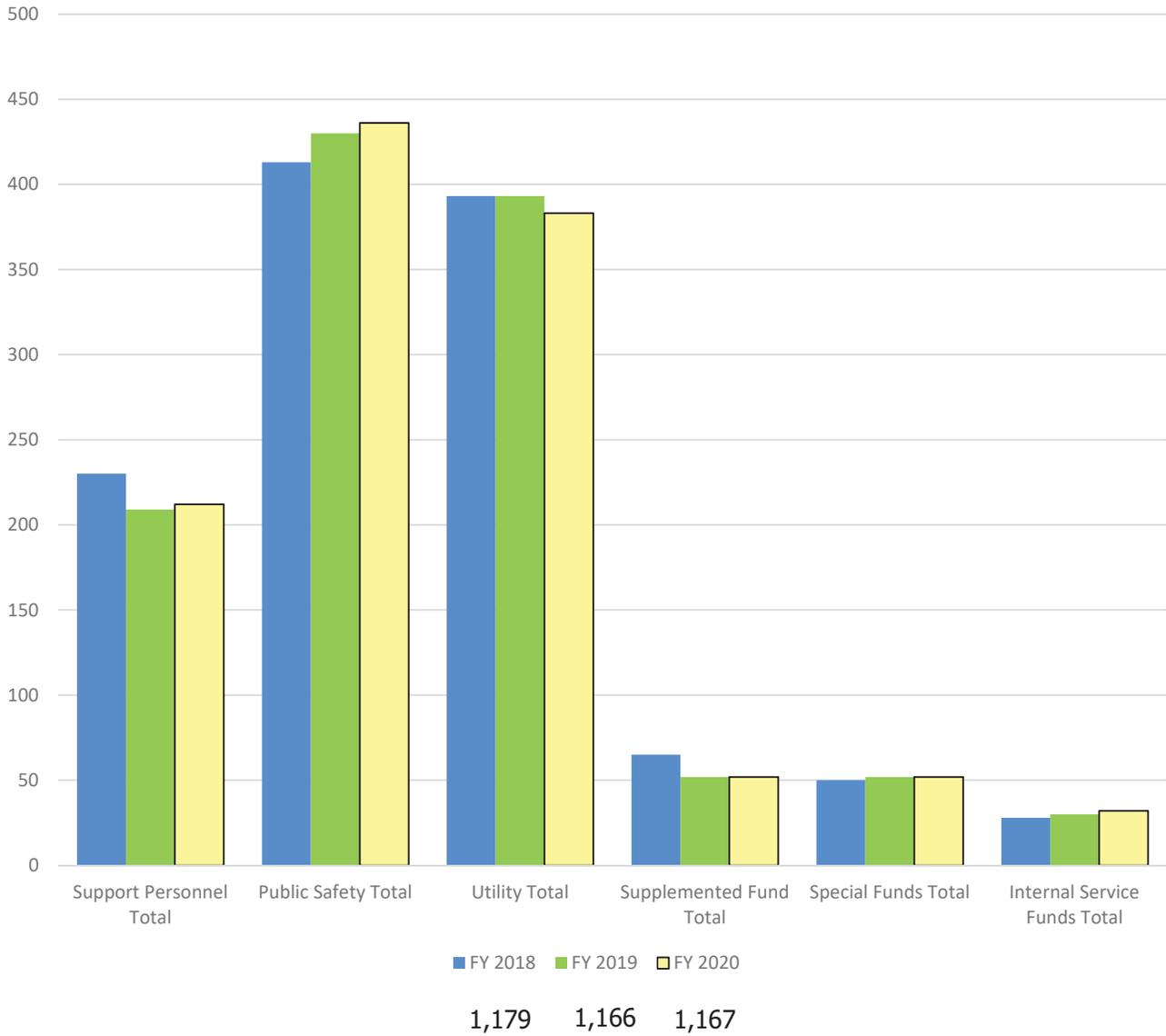
The City of Albany provides ten paid holidays each year to regular, full-time employees with benefits. These holidays include; New Year's Day (1); Martin Luther King Jr. Day (1); Memorial Day (1); Independence Day (1); Labor Day (1); Thanksgiving Day and the day after (2); Christmas Eve (1); Christmas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

# City of Albany FY 2020 Total Employees by Category



Total Positions  
1167

# City of Albany FY 2020 3 Year Trend of Positions

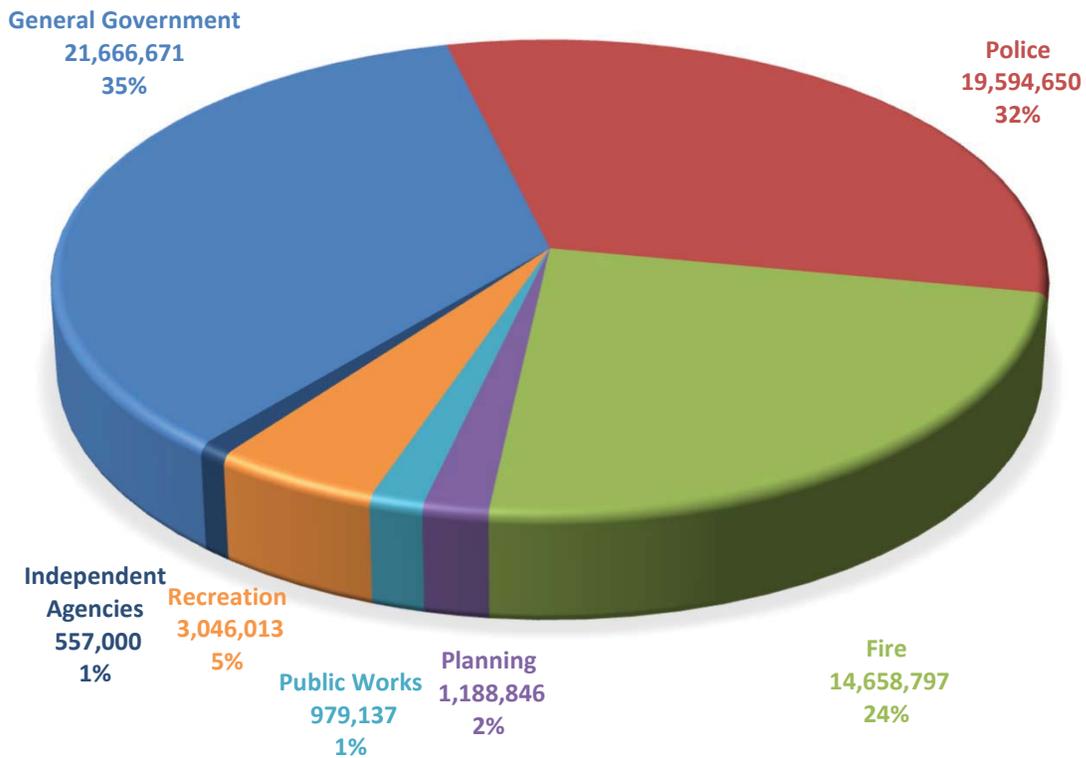




## General Fund

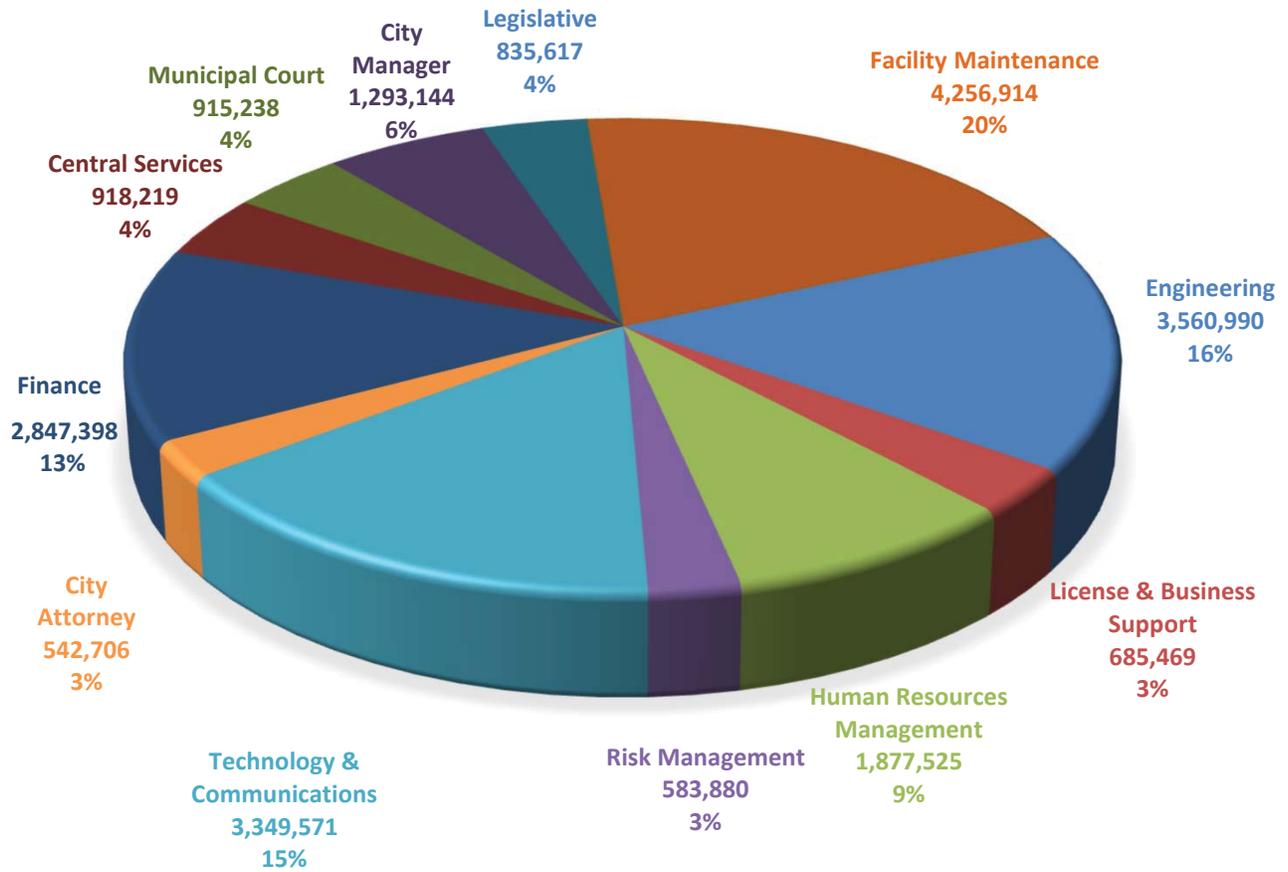


# City of Albany FY 2020 General Fund Expenditures



Total General Fund Expenditures  
\$61,691,114

# City of Albany FY 2020 General Government Expenditures



Total General Government Expenditures  
\$21,666,671

**LEGISLATIVE DEPARTMENTAL SUMMARY**

*SUMMARY*

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

**STRATEGIC PRIORITIES (SP)**

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

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

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

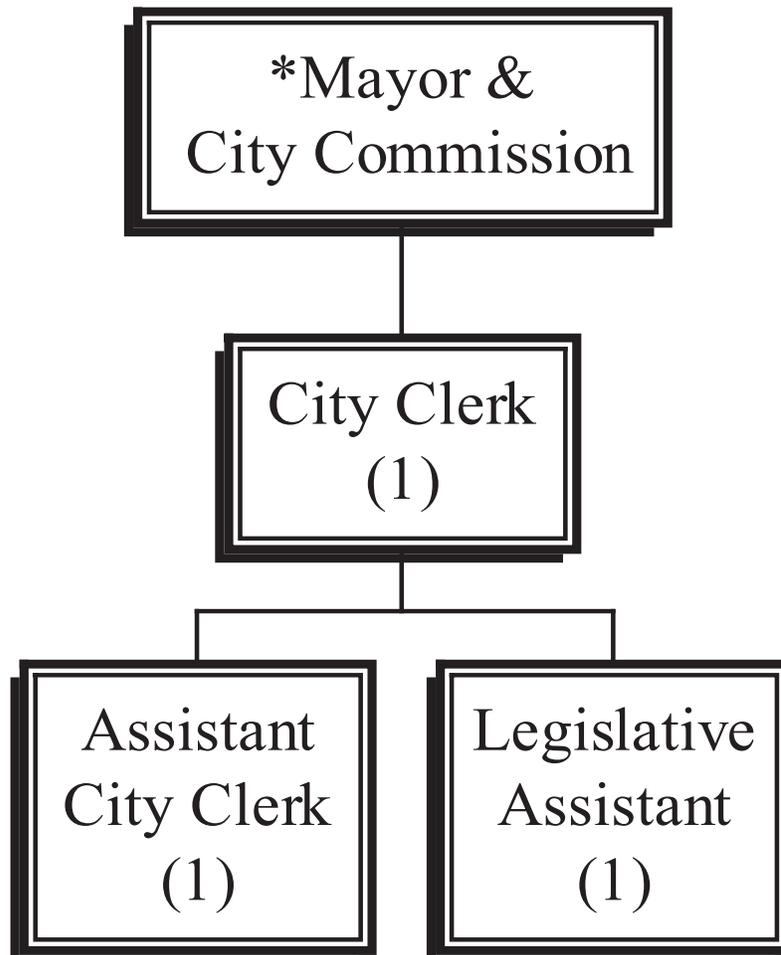
**PERFORMANCE MEASURES (PM)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP IV, G&O 3, PM 1: # of Certifications Pursued	3	3	3

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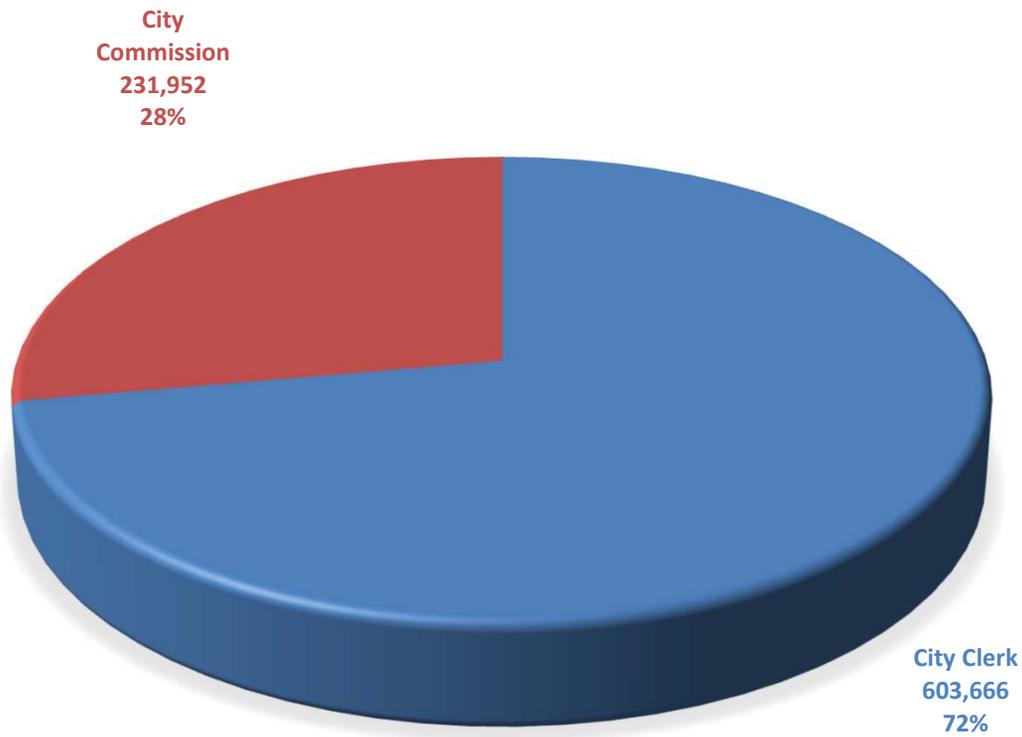


**Legislative  
and  
Office of City Clerk**



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

City of Albany  
Adopted Budget  
FY 2020  
Legislative Department



Total Expenditures  
\$835,618

**LEGISLATIVE DEPARTMENTAL SUMMARY**

*SUMMARY*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	405,845	416,486	429,059
OPERATING EXPENSE	312,939	277,299	406,559
<b>TOTAL</b>	<b>718,784</b>	<b>693,785</b>	<b>835,618</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>

**CITY CLERK'S OFFICE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	236,231	251,981	252,107
OPERATING EXPENSE	279,822	222,299	351,559
<b>TOTAL</b>	<b>516,054</b>	<b>474,280</b>	<b>603,666</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>

**Class Title**

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

CITY CLERK'S OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>100</b>					
7110	Regular Wages	155,313	158,804	158,804	0
7120	Overtime	820	3,000	3,500	500
7130	Part Time	15,472	22,300	22,300	0
7210	W/C Insurance	428	506	369	-137
7260	FICA Matching	12,347	14,084	13,122	-962
7270	Pension Matching	16,692	17,637	17,500	-137
7280	Insurance Matching	34,144	34,150	35,012	862
7290	Contribution Matching	1,015	1,500	1,500	0
7510	Professional Services	187,042	130,500	245,500	115,000
7512	Tech.Svcs(Surveys,DP)	4,182	5,000	5,000	0
7550	Communications+Postage	2,794	3,100	3,100	0
7570	Advertising	2,481	0	0	0
7600	Travel	8,498	8,000	8,000	0
7630	Train/Cont. Education	2,790	3,000	3,000	0
7700	Insurance	672	1,126	9,113	7,987
7880	Maint: Mach/Imp/Tools	10,165	10,787	8,576	-2,211
7990	Dues and Fees	25,190	27,400	35,700	8,300
8010	Supplies	4,828	4,000	4,000	0
8016	Small Equip	699	2,000	2,000	0
8017	Printing(Not Std Forms)	353	500	500	0
8018	Books & Subscriptions	531	600	600	0
8020	Photography	545	0	1,500	1,500
8052	Building Use-Govt Building	26,584	24,286	22,970	-1,316
8150	Food	2,468	2,000	2,000	0
	<b>Total</b>	<b>516,054</b>	<b>474,280</b>	<b>603,666</b>	<b>129,386</b>

**CITY COMMISSION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	169,614	164,505	176,952
OPERATING EXPENSE	33,117	55,000	55,000
<b>TOTAL</b>	<b>202,731</b>	<b>219,505</b>	<b>231,952</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>CITY COMMISSION</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>101</b>					
7132	Elected Officials	115,045	115,000	115,000	0
7210	W/C Insurance	288	288	288	0
7260	FICA Matching	7,630	8,798	8,798	0
7280	Insurance Matching	46,051	39,819	52,266	12,447
7290	Contribution Matching	600	600	600	0
7550	Comm & Postage Ward 1	1,360	0	0	0
7550	Comm & Postage Ward 2	1,178	0	0	0
7550	Comm & Postage Ward 3	1,020	0	0	0
7550	Comm & Postage Ward 5	1,020	0	0	0
7550	Comm & Postage Ward 6	1,020	0	0	0
7550	Comm & Postage Mayor	650	0	0	0
7600	Travel-Ward 1	4,404	0	0	0
7600	Travel-Ward 2	2,804	0	0	0
7600	Travel-Ward 4	1,726	0	0	0
7600	Travel-Ward 6	997	0	0	0
7600	Travel-Mayor	4,292	0	0	0
7630	Train & Ed-Ward 1	1,850	0	0	0
7630	Train & Ed-Ward 2	2,005	0	0	0
7630	Train/Ed-Ward 4	1,070	0	0	0
7630	Train/Ed-Ward 6	350	0	0	0
7630	Train/Ed-Mayor	-276	0	0	0
7999	Misc. Exp-Ward 1	0	7,500	7,500	0
7999	Misc. Exp-Ward 2	0	7,500	7,500	0
7999	Misc. Exp-Ward 3	350	7,500	7,500	0
7999	Misc. Exp-Ward 4	1,654	7,500	7,500	0
7999	Misc. Exp-Ward 5	0	7,500	7,500	0
7999	Misc. Exp-Ward 6	0	7,500	7,500	0
7999	Misc. Exp-Mayor	1,146	10,000	10,000	0
8010	Supplies-Ward 1	317	0	0	0
8010	Supplies-Ward 4	85	0	0	0
8010	Supplies-Mayor	760	0	0	0
8017	Printing Ward 3	74	0	0	0
8017	Printing Ward 4	1,739	0	0	0
8018	Books & Subs Ward 4	360	0	0	0
8018	Books & Subs Ward 5	360	0	0	0
8150	Food-Mayor	801	0	0	0
	<b>Total</b>	<b>202,731</b>	<b>219,505</b>	<b>231,952</b>	<b>12,447</b>

**CITY'S MANAGER'S DEPARTMENT**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

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

**GOALS & OBJECTIVES**

- SP I, G&O 1: Create a Safe Community to Live, Work, and Play that Encourages the Well-Being of Albany's Citizens and Assets
- SP II, G&O 1: Expand Albany Utilities Infrastructure
- SP III, G&O 1: Develop an Efficient and Sustainable Infrastructure Management Program
- SP IV, G&O 1: To Have a Thriving Downtown
- SP IV, G&O 2: To Be Recognized as a Vibrant Community & Tourist Destination
- SP V, G&O 2: Provide Customer Satisfaction, not only Customer Service
- SP VI, G&O 3: Revenue Enhancements

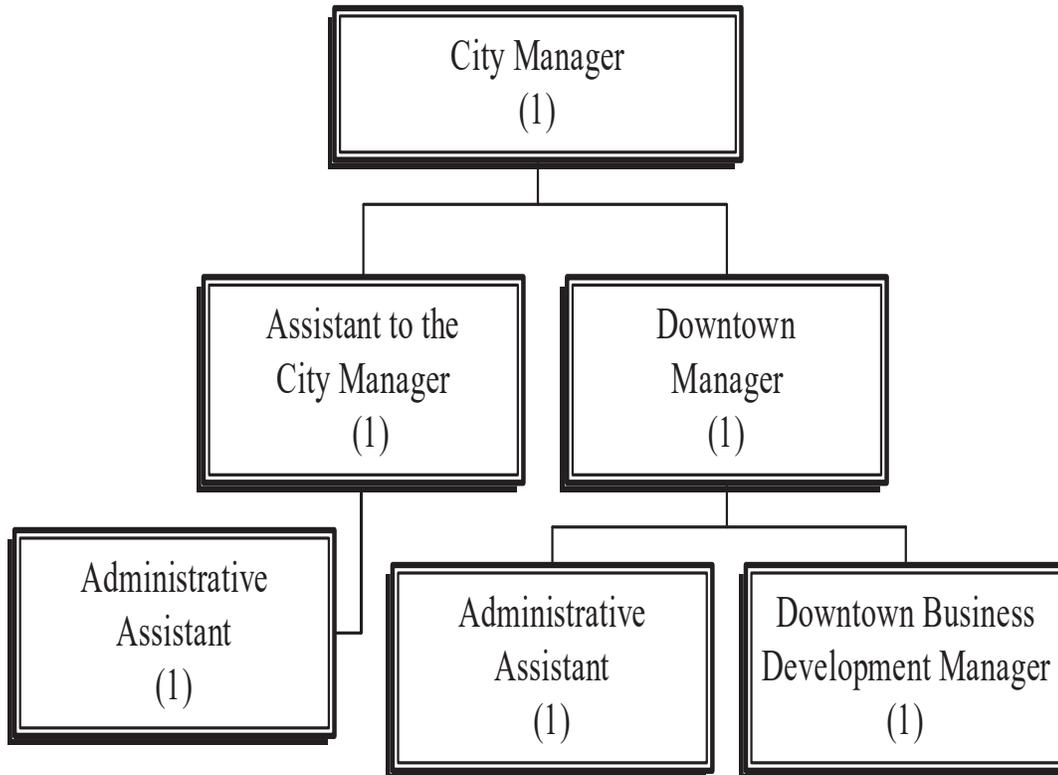
**PERFORMANCE MEASURES**

Measures	FY 2018	FY 2019	FY 2020
SP IV, G&O 1, PM 1: Housing units Added to Downtown	64	0	0
SP IV, G&O 1, PM 2: # of Downtown Events	205	148	240
SP IV, G&O 1, PM 3: # of Tourist Visiting Downtown	40,630	41,211	45,000
SP IV, G&O 2, PM 1: # of Businesses Located Downtown	244	245	252
SP IV, G&O 1/6 - PM 6(a): Number of Annual Downtown Events	51	52	58
SP IV, G&O 2/4 - PM 1(a): Number of Businesses added to Downtown	9	1	7

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



## City Manager's Department



**CITY MANAGER'S OFFICE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	510,256	679,772	597,764
OPERATING EXPENSE	625,967	614,953	695,380
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,136,224</b>	<b>1,294,725</b>	<b>1,293,144</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>6</b>	<b>6</b>

**Class Title**

City Manager	1	1	1
Assistant to the City Manager	0	1	1
Asst City Manager, Customer Service/Suppor	1	0	0
Executive Assistant	1	0	1
Downtown Business Development Manager	0	1	1
Assistant to the Downtown Manager	1	0	0
Administrative Assistant	1	2	1
Public Affairs Officer	1	0	0
Downtown Manager	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>6</b>	<b>6</b>

<b>CITY MANAGER'S OFFICE</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>201</b>					
7110	Regular Wages	385,507	498,139	438,816	-59,323
7120	Overtime	3,808	3,000	0	-3,000
7130	Part Time	15,998	24,000	23,400	-600
7210	W/C Insurance	1,010	1,313	924	-389
7260	FICA Matching	27,281	40,173	35,360	-4,813
7270	Pension Matching	41,363	54,297	52,658	-1,639
7280	Insurance Matching	30,567	53,850	39,606	-14,244
7290	Contribution Matching	4,723	5,000	7,000	2,000
7510	Professional Services	251,218	255,000	255,000	0
7510	Downtown Development	85,135	117,725	158,421	40,696
7510	Environemntal Assessment	0	0	0	0
7550	Communications	5,353	5,894	8,364	2,470
7600	Travel	10,979	12,000	18,300	6,300
7610	Travel/Mileage	9,000	9,000	9,000	0
7630	Train/Cont. Education	3,636	7,800	8,300	500
7700	Risk Allocation	1,104	10,664	14,838	4,174
7860	FEMA Lot Maint	0	0	0	0
7870	Vehicle Maint	0	0	2,255	2,255
7880	Maint: Mach/Imp/Tools	1,536	1,120	1,960	840
7990	Dues and Fees	2,417	5,250	5,250	0
7995	Contingency	222,499	180,000	200,000	20,000
8010	Supplies	2,682	6,000	7,000	1,000
8016	Small Equipment	2,008	1,000	1,000	0
8017	Printing(Not Std Forms)	228	1,000	1,000	0
8018	Books & Subscriptions	0	500	500	0
8052.02	Building Use-Govt Building	27,122	0	0	0
8110	Fuel	0	0	192	192
8150	Food	1,050	2,000	4,000	2,000
	<b>Total</b>	<b>1,136,224</b>	<b>1,294,725</b>	<b>1,293,144</b>	<b>-1,581</b>

**CITY ATTORNEY'S OFFICE**

*DESCRIPTION*

To promote and protect the interests of the City of Albany by providing quality legal services to the Mayor and Board of Commissioners, as well as to the City Manager and Department Heads. The goal is to provide unbiased, exceptional legal counsel. The City Attorney is available to review and/or draft contracts, leases, ordinances, resolutions, and to conduct real estate closings. Pursuant to a state law enacted in 2005, the office prosecutes actions against dilapidated structures. The City Attorney's position includes being the City's designated open records officer.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable & Business Friendly

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

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

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

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

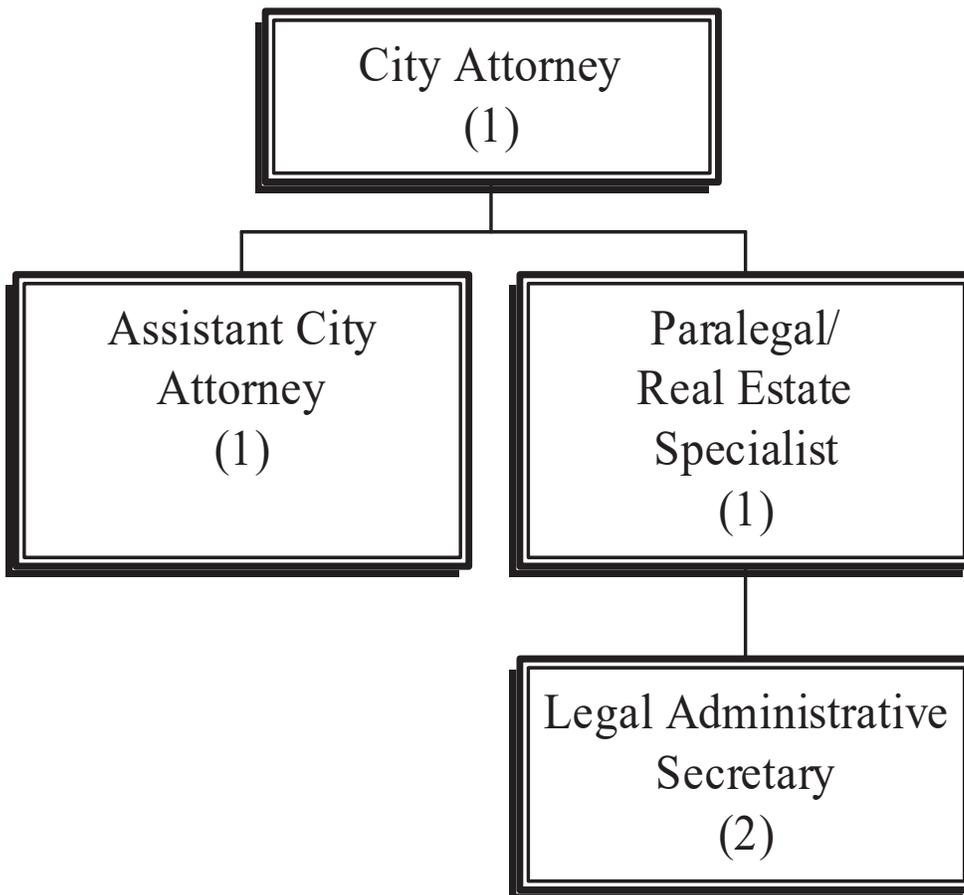
**PERFORMANCE MEASURES (PM)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: Nuisance Abatement Cases Processed for Demo/Rehab	102	138	200
SP IV, G&O 3, PM 1: Open Records Request: Processed	670	953	812
SP IV, G&O 3, PM 2: % of Open Records Request: Processed in 3 business days	N/A	90%	90%

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



## City Attorney's Office



**CITY ATTORNEY'S OFFICE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	374,493	398,834	343,191
OPERATING EXPENSE	138,594	197,975	199,515
<b>TOTAL</b>	<b>513,087</b>	<b>596,809</b>	<b>542,706</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>5</b>	<b>5</b>

**Class Title**

City Attorney	1	1	1
Assistant City Attorney	1	1	1
Paralegal/Real Estate Specialist	1	1	1
Litigation Paralegal/Investigator	1	0	0
Legal Administrative Specialist	2	2	2
<b>TOTAL</b>	<b>6</b>	<b>5</b>	<b>5</b>

**CITY ATTORNEY'S OFFICE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>300</b>					
7110	Regular Wages	284,363	292,189	256,189	-36,000
7120	Overtime	48	1,000	1,000	0
7210	W/C Insurance	711	804	514	-290
7260	FICA Matching	20,890	22,352	19,675	-2,677
7270	Pension Matching	30,437	31,849	30,863	-986
7280	Insurance Matching	36,936	49,140	33,450	-15,690
7290	Contribution Matching	1,109	1,500	1,500	0
7510	Professional Services	5,189	20,000	20,000	0
7512	Tech.Svcs(Surveys,DP)	0	5,500	5,500	0
7550	Communications	1,511	3,600	3,600	0
7570	Advertising	2,457	4,000	4,000	0
7600	Travel	2,209	4,300	4,300	0
7610	Auto Allowance	2,400	2,400	2,400	0
7630	Train/Cont. Education	450	2,500	2,500	0
7700	Risk Allocation	102,827	104,982	111,638	6,656
7880	Maint: Mach/Imp/Tools	1,474	3,000	1,400	-1,600
7990	Dues and Fees	2,713	3,530	2,885	-645
8010	Supplies	3,442	4,000	4,000	0
8016	Small Equip	1,132	3,500	1,500	-2,000
8017	Printing(Not Std Forms)	76	200	200	0
8018	Books & Subscriptions	12,474	11,196	11,646	450
8052	Rent, Government Center	0	24,767	23,446	-1,321
8150	Food	240	500	500	0
<b>Total</b>		<b>513,087</b>	<b>596,809</b>	<b>542,706</b>	<b>(54,103)</b>

**MUNICIPAL COURT**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

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

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

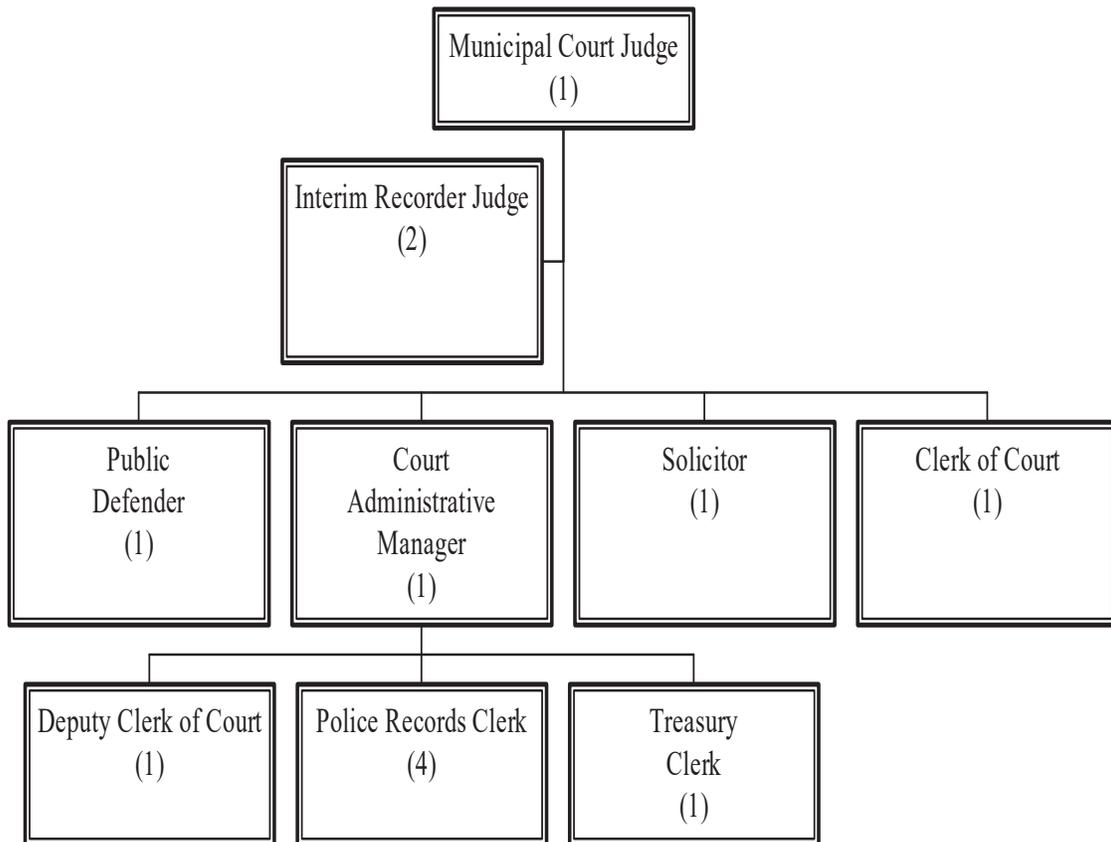
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: # Nuisance Abatement Cases Cleared	102	138	200
SP I, G&O 2, PM 1: # of Community Partners Involved with <i>Albany Works!</i>	13	20	20
SP I, G&O 2, PM 2: # Participants in the <i>Albany Works!</i> Program	94	24	100

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 SP VI = Fiscal Responsibility



## Municipal Court Office



**MUNICIPAL COURT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	506,935	799,952	609,031
OPERATING EXPENSE	185,384	203,108	306,207
<b>TOTAL</b>	<b>692,319</b>	<b>1,003,060</b>	<b>915,238</b>
<b>FULL TIME POSITIONS</b>	<b>11</b>	<b>13</b>	<b>13</b>

**Class Title**

Clerk of Court	1	1	1
Public Defender	1	1	1
Solicitor	1	1	1
Municipal Court Judge	1	1	1
Interim Recorder Judge	1	2	2
Deputy Clerk of Court	1	1	1
Treasury Clerk	0	1	1
Court Administrative Manager	0	1	1
Police Records Clerk	5	4	4
Office Assistant	0	0	0
<b>TOTAL</b>	<b>11</b>	<b>13</b>	<b>13</b>

MUNICIPAL COURT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>400</b>					
7110.	Regular Wages	364,386	630,352	420,258	-210,094
7120.	Overtime	12,955	12,000	15,000	3,000
7210.	W/C Insurance	932	1,606	871	-735
7230.	Uniforms	701	500	0	-500
7260.	FICA Matching	26,987	49,140	33,297	-15,843
7270.	Pension Matching	20,380	21,004	20,117	-887
7280.	Insurance Matching	79,420	83,850	117,988	34,138
7290	Contribution Matching	1,173	1,500	1,500	0
7510.	Professional Services	16,597	22,240	60,000	37,760
7513.	Adm.Svcs(Finance,Mgt)	87,909	89,817	84,975	-4,842
7550.	Communications	3,368	4,200	3,740	-460
7570	Advertising	0	0	1,000	1,000
7600.	Travel	4,649	11,500	10,000	-1,500
7630.	Train/Cont. Education	2,423	7,100	7,100	0
7700.03	Risk Allocation	1,920	3,325	73,692	70,367
7880.	Maint: Mach/Imp/Tool	35,890	28,076	23,908	-4,168
7990.	Dues and Fees	0	300	715	415
8010.	Supplies	317	2,500	5,500	3,000
8016.	Small Equip	366	0	500	500
8017.	Printing(Not Std Forms)	0	1,000	0	-1,000
8052.01	Rent Judicial Bldg	31,911	33,050	33,527	477
8110.	Motor Fuel	36	0	50	50
8150.	Food	0	0	1,500	1,500
<b>Total</b>		<b>692,319</b>	<b>1,003,060</b>	<b>915,238</b>	<b>(87,822)</b>

**HUMAN RESOURCES MANAGEMENT**

*DESCRIPTION*

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

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

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

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

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

SP V: Effective and Excellent Service Delivery

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

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

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

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

SP V, G&O 3: Institute Leadership & Management Development that is Geared Towards Succession Planning

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 2, PM 1: # of Interns Involved in the Citywide Internship Program	N/A	4	5
SP IV, G&O 3, PM 1: (Internal) Length of Time for On-Boarding Process (Measured in days)	N/A	111	60
SP IV, G&O 3, PM 2: % of Performance Appraisals Completed On-time	N/A	60%	70%

SP I = Safe, Sustainable, & Business Friendly

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SP III = Infrastructure & Asset Management

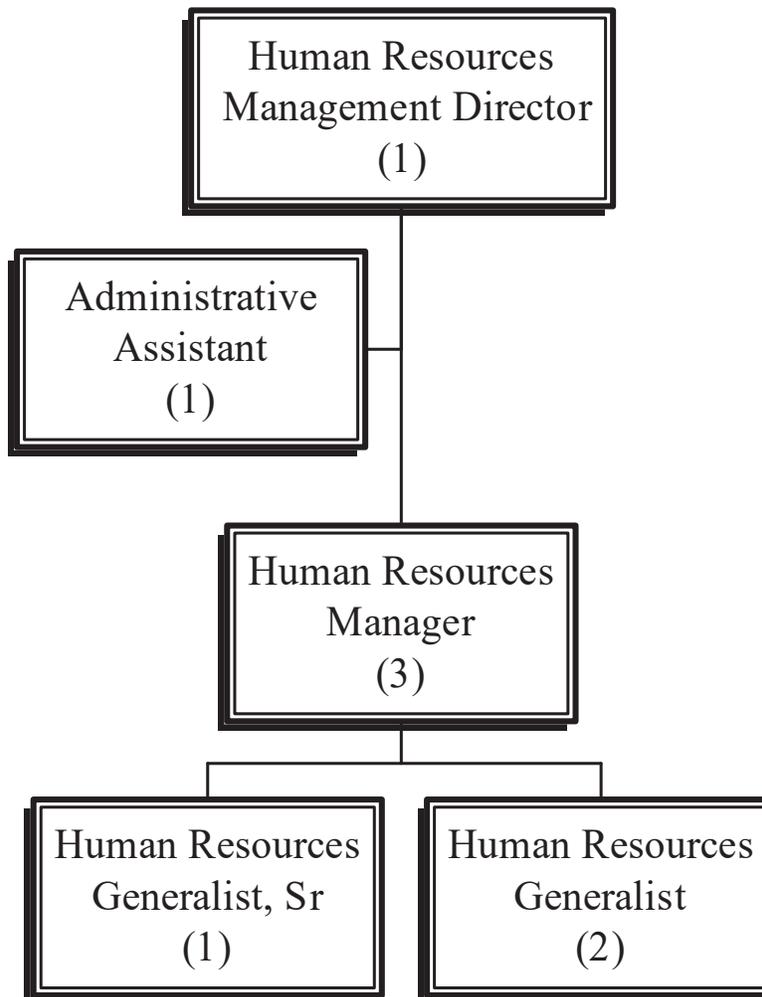
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

SP VI = Fiscal Responsibility



## Human Resources Department



**HUMAN RESOURCES MANAGEMENT**

*DESCRIPTION*

The Office of Human Resources (OHR) serves as a strategic business partner ensuring that Human Resources' initiatives, policies and procedures align with the strategic direction of the City's leadership. HR is committed to providing the citizens of Albany with a diverse, competent, trained and professional workforce. The City of Albany is an Equal Opportunity Employer and maintains an alcohol and drug-free workplace. The City of Albany is a rewarding organization to work for that provides a competitive benefits package and a stimulating work environment. A variety of services are offered to the employees of the City of Albany through the Office of Human Resources. The Office of Human Resources is responsible for Recruitment, Employee Performance Evaluations, Benefits administration, Salary and Wage Administration, Employee Relations, Employee Training and Development, Retirement administration, Personnel Records Retention/Management and Policy Compliance and Administration.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,471,850	1,586,720	1,555,395
OPERATING EXPENSE	287,466	296,641	322,130
<b>TOTAL</b>	<b>1,759,316</b>	<b>1,883,361</b>	<b>1,877,525</b>
<b>FULL TIME POSITIONS</b>	<b>9</b>	<b>8</b>	<b>8</b>

**Class Title**

Director, Human Resources	1	1	1
HR Manager	2	3	3
Administrative Assistant	0	0	1
HR Generalist	4	2	2
HR Generalist, Sr.	1	1	1
HR Administrative Coordinator	1	1	0
<b>TOTAL</b>	<b>9</b>	<b>8</b>	<b>8</b>

**HUMAN RESOURCES MANAGEMENT**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>1000</b>					
7110	Regular Wages	398,274	415,855	420,936	5,081
7120	Overtime	5,437	3,000	3,000	0
7130	Part Time	0	0	23,500	23,500
7210	W/C Insurance	1,005	1,047	895	-152
7220	Tuition Assistance	34,910	60,000	40,000	-20,000
7260	FICA Matching	28,816	32,042	34,229	2,187
7270	Pension Matching	42,027	45,655	50,872	5,217
7275	Retiree Insurance	581,946	620,000	600,000	-20,000
7275.MEDB	Medicare B Reimb	298,744	320,000	300,000	-20,000
7280	Insurance Matching	75,284	83,096	77,963	-5,133
7290	Contribution Matching	5,408	6,025	4,000	-2,025
7510	Professional Services	169,656	164,840	191,305	26,465
7514	Contract Labor (Temp)	0	10,574	0	-10,574
7570	Communications	4,438	6,950	7,340	390
7630	Travel	14,653	8,750	8,700	-50
7640	Train/Cont. Education	12,550	9,689	6,221	-3,468
7700	Training Development	7,574	20,000	28,200	8,200
7700.02	Unemployment Insurance	11,215	10,000	10,000	0
7700.03	Risk Allocation	1,404	1,512	5,263	3,751
7700.04	Group Ins.Y/E Audit Adj.	1,963	10,000	10,000	0
7880	Maint: Mach/Imp/Tools	10,022	7,465	7,465	0
7990	Dues and Fees	1,392	4,194	4,254	60
8010	Supplies	8,793	6,100	8,175	2,075
8016	Small Equip	3,572	0	0	0
8017	Printing(Not Std Forms)	1,436	0	500	500
8052.02	Rent Governmental Bldg	38,013	35,067	33,207	-1,860
8150	Food	785	1,500	1,500	0
<b>Total</b>		<b>1,759,316</b>	<b>1,883,361</b>	<b>1,877,525</b>	<b>(5,836)</b>

**RISK MANAGEMENT DEPARTMENT SUMMARY**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

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

SP VI: Fiscal Responsibility

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

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

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

**PERFORMANCE MEASURES (PM)**

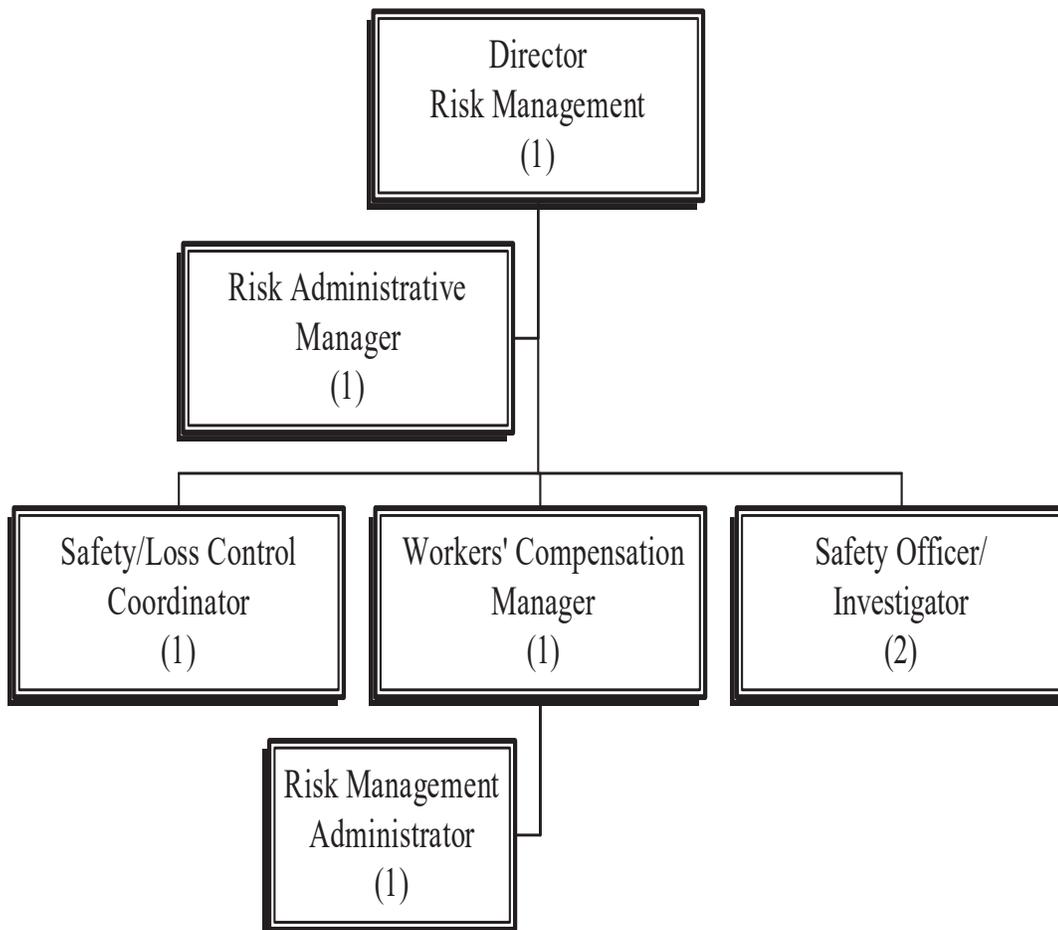
<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP IV, G&O 3, PM1: FEMA Disaster Recovery *	9,698,159	3,857,709	13,500,000
SP VI, G&O 2, PM1: Subrogation recovered for damages to City property	144,227	171,041	196,698

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

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



## Risk Management Department



**RISK MANAGEMENT DEPARTMENT SUMMARY**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	400,258	474,014	431,423
OPERATING EXPENSE	95,856	117,031	152,457
<b>TOTAL</b>	<b>496,114</b>	<b>591,045</b>	<b>583,880</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>7</b>

**Class Title**

Director, Risk Management Serv	1	1	1
Risk Management Technician	1	0	0
Manager, Workers' Compensation	0	0	1
Administrative Manager, Risk	0	1	1
Senior Risk Management Administrator	1	1	0
Safety/Loss Control Coordinator	1	1	1
Safety Officer/Investigator	1	1	2
Risk Management Administrator	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>7</b>

RISK MANAGEMENT DEPARTMENT OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>1003</b>					
7110	Regular Wages	268,346	319,770	280,721	-39,049
7120	Overtime	15,946	18,500	19,500	1,000
7210	W/C Insurance	705	846	600	-246
7230	Uniforms	1,659	2,000	2,000	0
7260	FICA Matching	20,246	25,878	22,967	-2,911
7270	Pension Matching	32,261	36,871	36,027	-844
7280	Insurance Matching	58,763	67,149	66,608	-541
7290	Contribution Matching	2,331	3,000	3,000	0
7510	Professional Services	5,140	0	25,000	25,000
7550	Communications	5,607	5,904	5,904	0
7600	Travel	11,142	11,859	11,859	0
7630	Train/Cont. Education	5,667	7,795	7,795	0
7700	Risk Allocation	2,496	21,714	24,405	2,691
7870	Maint: Motor Equip.	4,483	1,160	7,426	6,266
7880	Maint: Mach/Imp/Tools	38,239	42,959	45,758	2,799
7990	Dues and Fees	2,785	3,560	3,560	0
8009	Licenses(CDL,CPA,Etc)	0	60	60	0
8010	Supplies	12,970	15,000	14,000	-1,000
8016	Small Equip	1,978	500	500	0
8017	Printing(Not Std Forms)	403	300	300	0
8018	Books & Subscriptions	203	320	320	0
8110	Gasoline	2,692	3,220	2,890	-330
8150	Food	2,051	2,680	2,680	0
<b>Total</b>		<b>496,114</b>	<b>591,045</b>	<b>583,880</b>	<b>-7,165</b>

**CENTRAL SERVICES**

*SUMMARY*

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

**STRATEGIC PRIORITIES (SP)**

V - Effective & Excellent Service Delivery

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

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

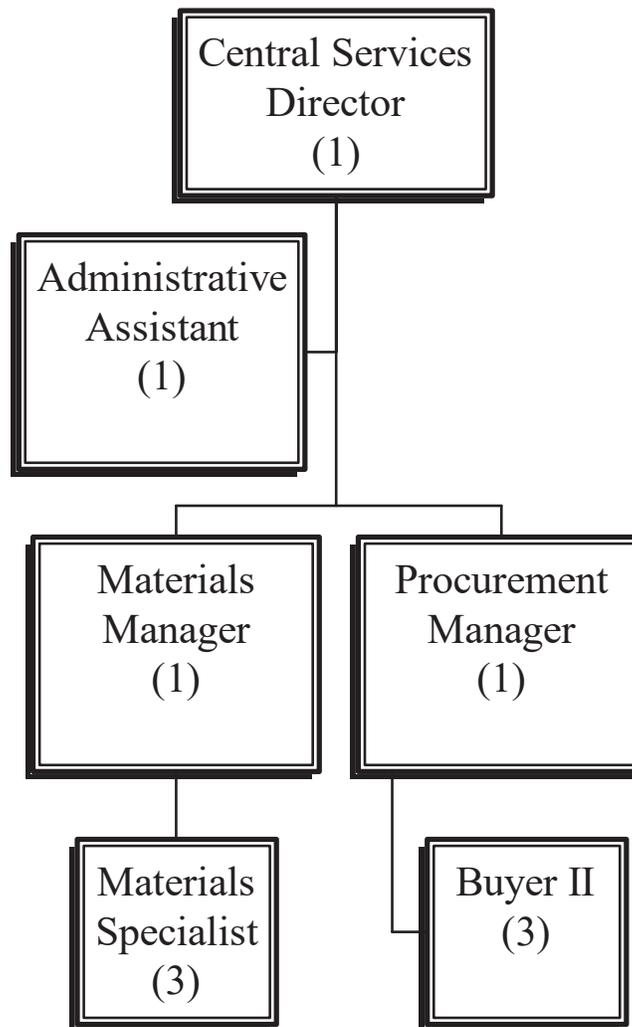
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP V, G&O 2, PM 1: Total Requisitions Assigned during the FY	1,622	2,014	2,000
SP V, G&O 2, PM 2: Formal Bids advertised	50	76	65
SP V, G&O 2, PM 3: Formal Bids awarded	39	49	40
SP V, G&O 2, PM 4: RFP's advertised	13	20	15
SP V, G&O 2, PM 5: RFP's awarded	9	15	13
SP V, G&O 2, PM 6: Average days from advertisement to award	58	42	35
SP V, G&O 2, PM 7: Purchase Orders issued by Procurement	2,627	3,586	2,900
SP V, G&O 2, PM 8: # of surplus items sold	87	131	180
SP V, G&O 2, PM 9: Receipts from surplus sales	\$494,670	\$414,460	\$500,000

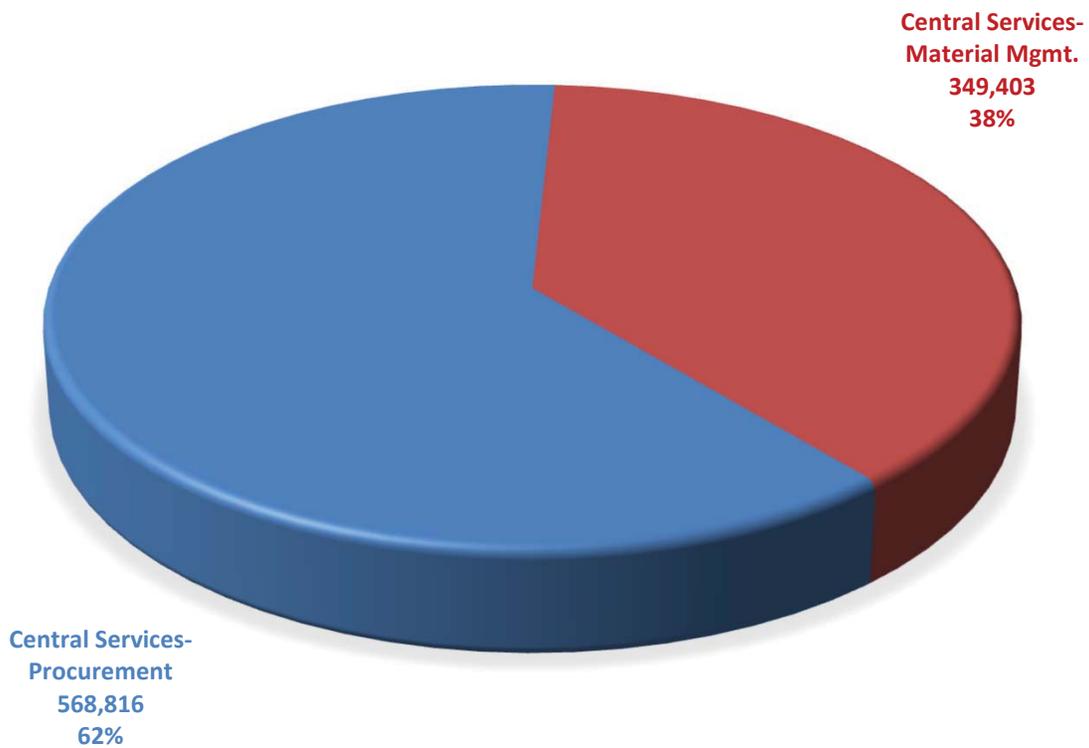
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 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Central Services Department



City of Albany  
Adopted Budget  
FY 2020  
Central Services Department



Total Expenditures  
\$918,219

**CENTRAL SERVICES**

*SUMMARY*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	736,613	772,764	775,635
OPERATING EXPENSE	130,247	131,801	145,028
<b>TOTAL</b>	<b>866,860</b>	<b>904,565</b>	<b>920,663</b>
<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>10</b>	<b>10</b>

**CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION**

*DESCRIPTION*

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

Major Object of Expenditure	ACTUAL	ADOPTED	ADOPTED
	2017/2018	2018/2019	2019/2020
PERSONNEL SERVICES	452,205	478,080	485,398
OPERATING EXPENSE	79,876	82,353	85,562
<b>TOTAL</b>	<b>532,081</b>	<b>560,433</b>	<b>570,960</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

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

**CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>1100</b>					
7110	Regular Wages	320,823	331,835	333,501	1,666
7120	Overtime	0	1,000	1,000	0
7130	Part Time	13,985	21,060	21,656	596
7210	W/C Insurance	835	970	784	-186
7260	FICA Matching	23,977	27,073	27,246	173
7270	Pension Matching	34,406	36,279	40,140	3,861
7280	Insurance Matching	53,901	55,363	56,571	1,208
7290	Contribution Matching	4,277	4,500	4,500	0
7510	Professional Services	75	50	75	25
7550	Communications	3,972	5,200	5,200	0
7570	Advertising	770	650	650	0
7600	Travel	6,097	4,800	4,800	0
7630	Train/Cont. Education	3,760	4,800	4,800	0
7700	Risk Allocation	7,752	10,462	11,966	1,504
7870	Maint:Motor Equipment	0	0	2,364	2,364
7880	Maint:Mach/Imp/Tools	3,784	5,901	4,940	-961
7990	Dues and Fees	1,144	1,525	1,525	0
8009	Licenses(CDL,CPA,Etc)	250	0	0	0
8010	Supplies	6,152	5,700	5,700	0
8016	Small Equip	2,978	1,500	2,200	700
8018	Books & Subscriptions	192	200	200	0
8050	Equipment Rental	0	2,127	0	-2,127
8052	Rent Governmental Bldg	41,904	38,438	38,438	0
8110	Motor Fuel	0	0	204	204
8150	Food	1,014	1,000	2,500	1,500
8999	Contracts	32	0	0	0
	<b>Total</b>	<b>532,081</b>	<b>560,433</b>	<b>570,960</b>	<b>10,527</b>

**CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION**

*DESCRIPTION*

The Materials Management Division maintains supplies and tools for all Departments of the City, as well as Dougherty County when requested. Receives, stores and disposes of surplus materials and equipment. Monitors expendable inventory throughout the City.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	284,408	294,684	290,237
OPERATING EXPENSE	50,371	49,448	59,466
<b>TOTAL</b>	<b>334,779</b>	<b>344,132</b>	<b>349,703</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

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

**CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>1104</b>					
7110	Regular Wages	181,220	183,052	183,052	0
7120	Overtime	13,413	15,000	15,000	0
7210	W/C Insurance	5,901	6,357	4,417	-1,940
7230	Uniforms	2,722	3,000	3,000	0
7260	FICA Matching	13,612	15,151	15,151	0
7270	Pension Matching	20,779	21,588	23,766	2,178
7280	Insurance Matching	44,038	47,536	42,851	-4,685
7290	Contribution Matching	2,723	3,000	3,000	0
7510	Professional Services	25	0	300	300
7550	Communications	3,579	4,600	4,539	-61
7600	Travel	833	3,000	3,000	0
7630	Training & Education	983	1,000	1,200	200
7870	Maint: Motor Equip.	10,928	10,000	15,075	5,075
7880	Maint: Mach/Imp/Tools	1,299	568	0	-568
7900	Utilities	22,561	25,000	30,000	5,000
7990	Dues and Fees	0	200	300	100
8010	Supplies	4,317	1,500	1,500	0
8016	Small Equip	1,441	1,500	1,500	0
8080	Inventory for Resale	2,076	0	0	0
8110	Motor Fuel	2,329	2,080	2,052	-28
	<b>Total</b>	<b>334,779</b>	<b>344,132</b>	<b>349,703</b>	<b>5,571</b>

**FINANCE**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

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

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

SP IV, G&O 3: To Be Recognized as a Progressive and Innovative Community.  
 SP VI, G&O 1: To Have Effective and Consistent Processes Throughout the Organization.  
 SP VI, G&O 2: Effectively Manage Organization Risk.

**PERFORMANCE MEASURES (PM)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP VI, G&O 1, PM 1 - Number of Process Improvement Initiatives Being Worked. (Outcomes Surrounding Process Improvement Noted Below)	*3	6	8
SP VI, G&O 1, PM 2 - Percentage of Vendors Using ACH or Electronic	1%	1%	20%
SP VI, G&O 1, PM 3 - % Cash Handling Policy Updated and Consistent Throughout the City	Started	13%	50%
SP VI, G&O 2, PM 1 - Percent of the Financial Policies Reviewed to be Updated.	Updated	Reviewed	Reviewed
SP VI, G&O 2, PM 2 - # of Audit Recommendations or Comments (In the Year Provided, not the Audit Fiscal Year)	1	0	0

**\* FY 2018**

***Municipal Court Systems:***

- Ticket & Citation posting reduced from 12 to 3 business days
- Court Warrant Integrity Increased to 94%
- Ticket & Citation Payments Assumed by Municipal Court (Treasury Clerk Added)

***Facilities Management Systems:***

- Assest Inventory Documentation Completed
- Preventative Maintenance Program Implemented

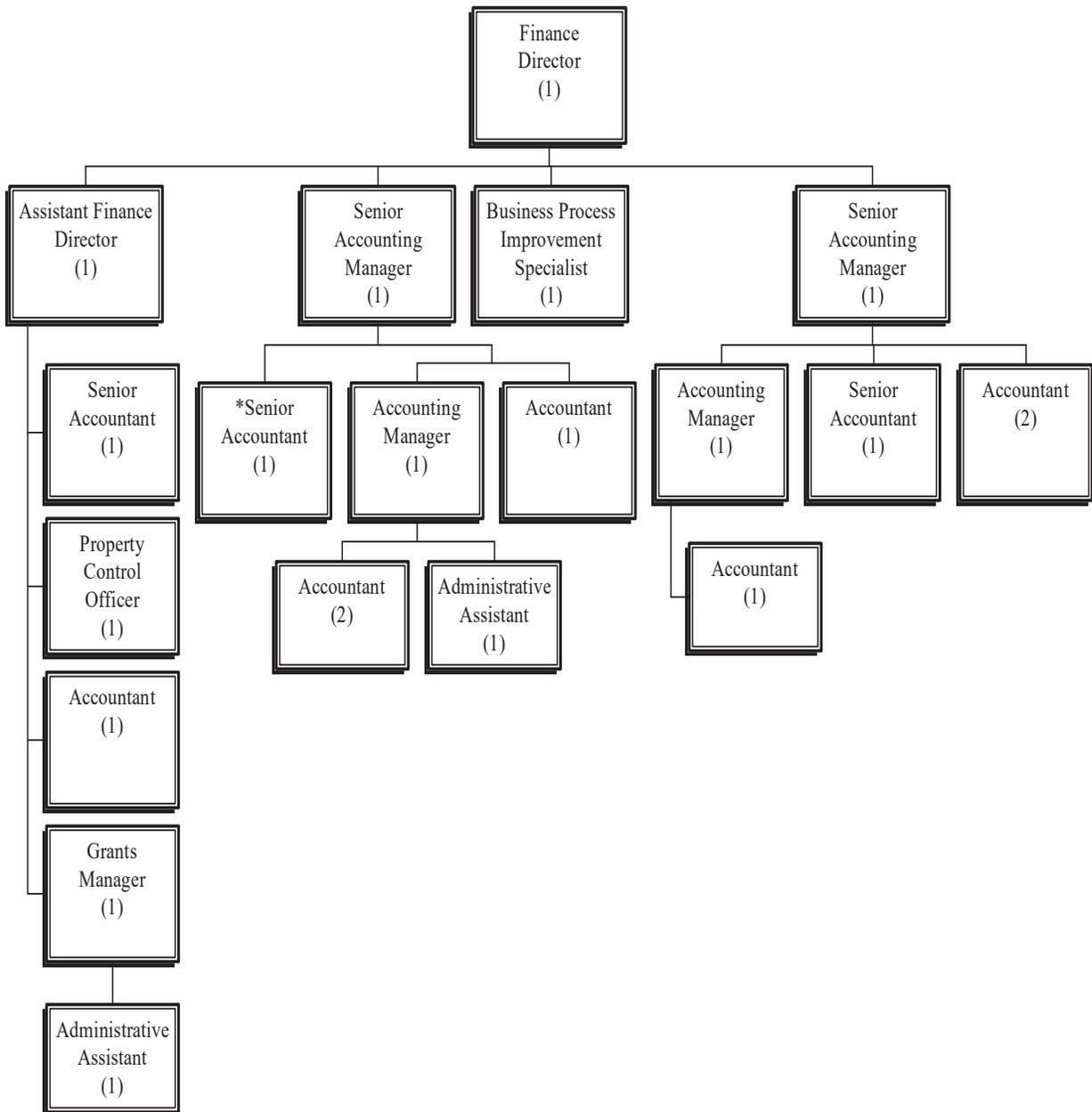
***Fleet Maintenance Systems:***

- Department Liaison Roles Established City-wide
- Began the Process of Standardization of Equipment & Parts

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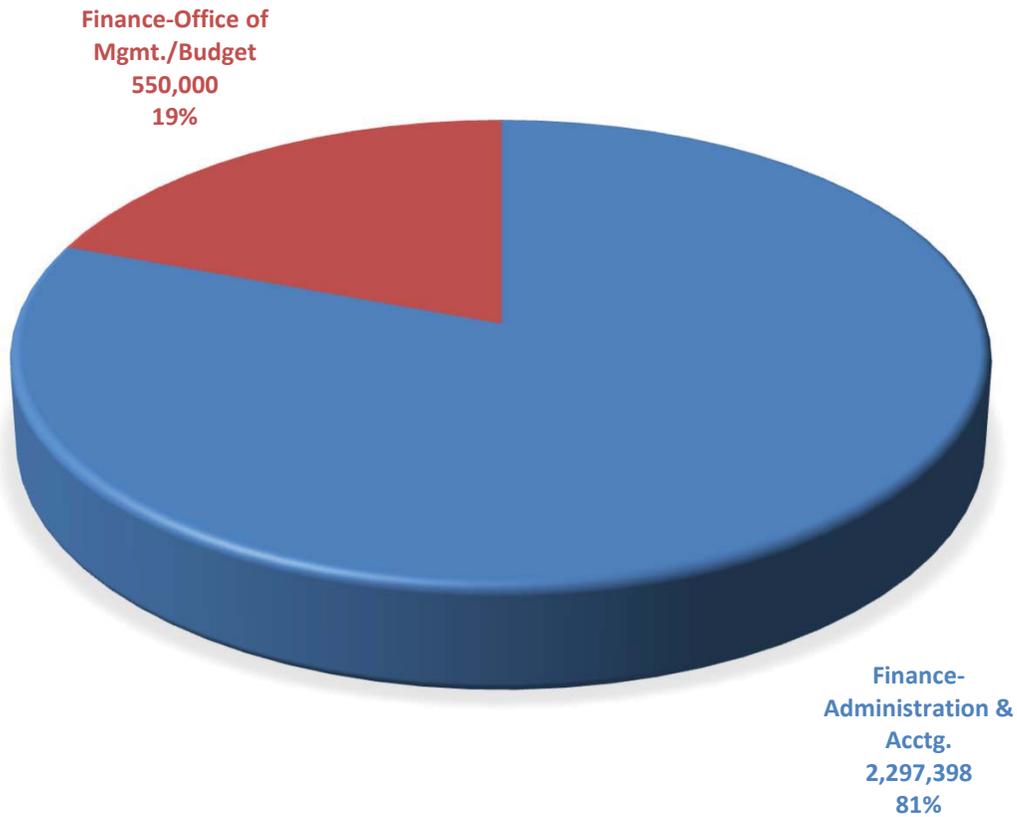


## Finance Department



\*1 Funded by Public Employees Group Health Plan

City of Albany  
Adopted Budget  
FY 2020  
Finance Department



Total Expenditures  
\$2,847,398

**FINANCE SUMMARY**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,896,414	2,068,236	2,074,391
OPERATING EXPENSES	751,883	741,056	773,007
<b>TOTAL</b>	<b>2,648,296</b>	<b>2,809,292</b>	<b>2,847,398</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>21</b>	<b>21</b>

**FINANCE DEPARTMENT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,356,365	1,518,236	1,524,391
OPERATING EXPENSES	751,883	741,056	773,007
<b>TOTAL</b>	<b>2,108,247</b>	<b>2,259,292</b>	<b>2,297,398</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>21</b>	<b>21</b>

**Class Title**

Director, Finance	1	1	1
Administrative Assistant	2	1	2
Assistant Director, Finance	1	1	1
Business Process Improvement Specialist	1	1	1
Property Control Officer	1	1	1
Senior Accounting Manager	2	2	2
Senior Accounting Analyst	0	1	0
*Accountant, Senior	3	3	3
Accountant	5	6	7
Accounting Manager	1	2	2
Accounting Technician, Senior	1	1	0
Accounting Technician	2	0	0
Grants Manager	1	1	1
<b>TOTAL</b>	<b>21</b>	<b>21</b>	<b>21</b>

\* One Position Funded by Public Employees Group Health Plan

FINANCE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>1501</b>					
7110	Regular Wages	985,167	1,108,985	1,106,181	-2,804
7120	Overtime	617	5,000	5,000	0
7210	W/C Insurance	2,506	2,785	2,222	-563
7260	FICA Matching	72,040	85,220	85,005	-215
7270	Pension Matching	105,925	121,424	133,342	11,918
7280	Insurance Matching	162,816	182,822	182,641	-181
7290	Contribution Matching	10,736	12,000	10,000	-2,000
7510	Professional Services	200,148	235,000	245,000	10,000
7513	Adm.Svcs(Finance,Mgt)	351,843	345,934	347,610	1,676
7514	Contract Labor (Temp)	22,786	0	0	0
7550	Communications	11,915	11,120	15,462	4,342
7570	Avertising	177	2,000	2,000	0
7600	Travel	10,515	6,000	6,000	0
7630	Train/Cont. Education	12,260	13,000	13,000	0
7700.03	Risk Allocation	3,612	3,986	20,937	16,951
7870.01	Labor	209	250	326	76
7870.02	Maintenance	0	125	1,201	1,076
7870.03	Parts	98	125	88	-37
7880	Maint: Mach/Imp/Tools	9,600	10,000	10,000	0
7990	Dues and Fees	58,728	48,900	48,900	0
8009	Licenses(CDL,CPA,Etc)	0	200	200	0
8010	Supplies	8,763	8,000	8,000	0
8016	Small Equip	9,721	4,000	4,000	0
8017	Printing(Not Std Forms)	1,857	2,500	2,500	0
8018	Books & Subscriptions	1,087	1,000	1,000	0
8050	Equipment Rental	4,877	6,840	6,800	-40
8052.02	Building Use-Govt Building	43,042	41,426	39,357	-2,069
8110.01	Gasoline	118	150	126	-24
8150	Food	525	500	500	0
	<b>Total</b>	<b>2,108,247</b>	<b>2,259,292</b>	<b>2,297,398</b>	<b>38,106</b>

**Budget Management**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	540,049	550,000	550,000
OPERATING EXPENSES	0	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>540,049</b>	<b>550,000</b>	<b>550,000</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Budget Management**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>1502</b>					
7110	Regular Wages	489,841	498,414	498,414	0
7210	W/C Insurance	13,453	13,457	13,457	0
7260	FICA Matching	36,755	38,129	38,129	0
<b>Total</b>		<b>540,049</b>	<b>550,000</b>	<b>550,000</b>	<b>0</b>

**LICENSE AND BUSINESS SUPPORT DEPARTMENTAL SUMMARY**

*SUMMARY*

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

**STRATEGIC PRIORITIES (SP)**

SP V - Effective & Excellent Service Delivery

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

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

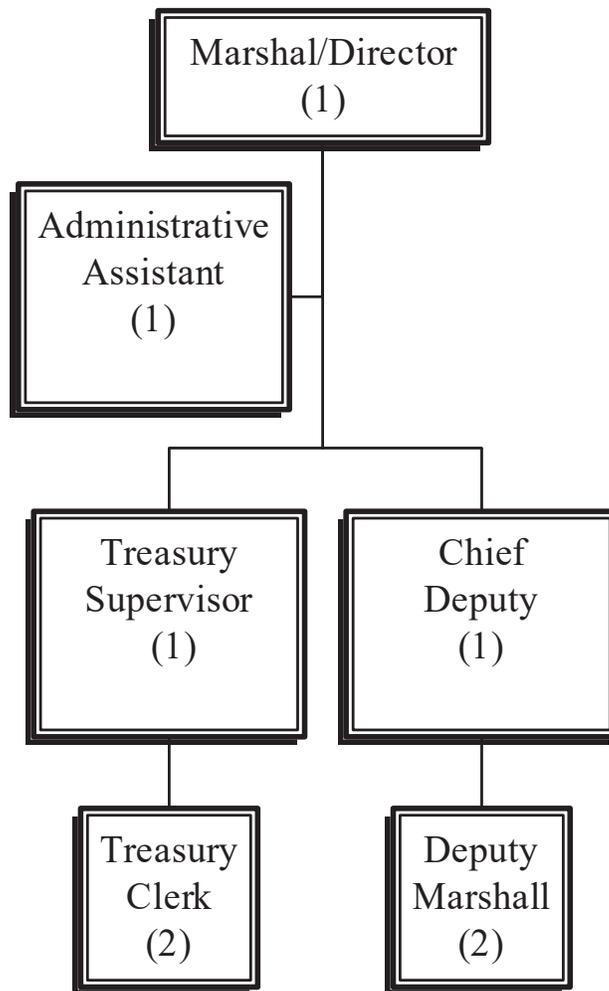
**PERFORMANCE MEASURES (PM)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
PM V, G&O 1, PM 1: # of Business Inspected for non-Renewals	398	317	300
PM V, G&O 1, PM 2: # Online renewals of Occupational Tax	404	357	400

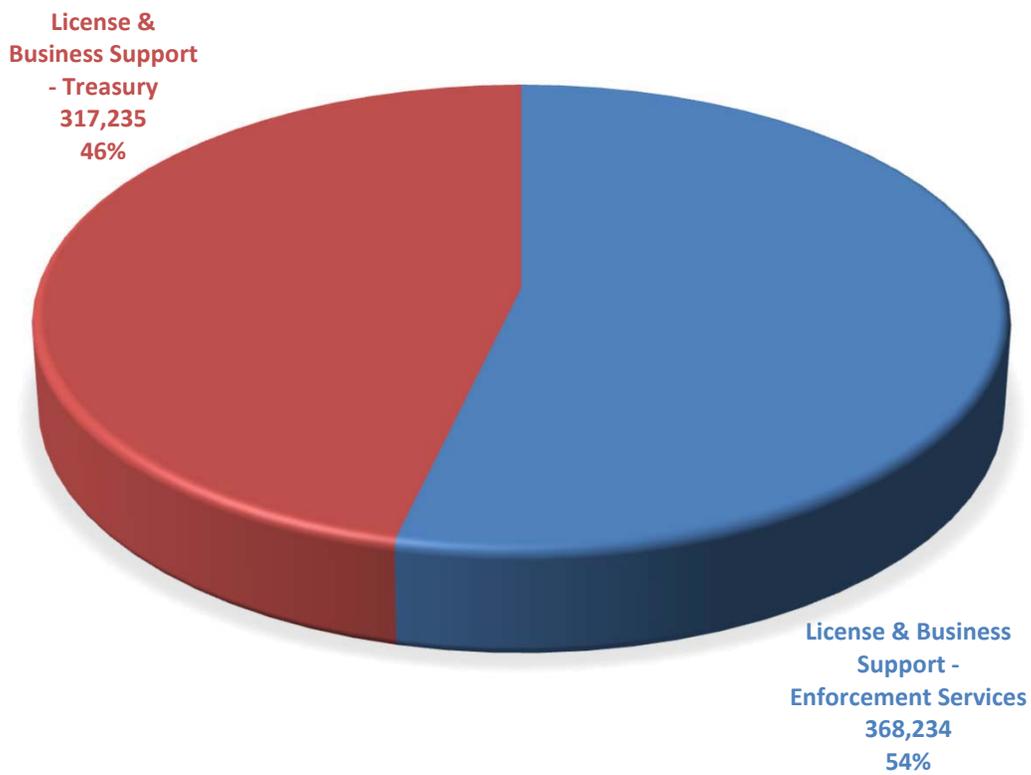
- SP I = Safe, Sustainable, & Business Friendly
- SP II = Economic Development & Jobs
- SP III = Infrastructure & Asset Management
- SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play
- SP V = Effective & Excellent Service Delivery
- SP VI = Fiscal Responsibility



## License & Business Support Department



City of Albany  
Adopted Budget  
FY 2020  
License and Business Support



Total Expenditures  
\$685,469

**LICENSE AND BUSINESS SUPPORT DEPARTMENTAL SUMMARY**

*SUMMARY*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	545,065	550,199	553,721
OPERATING EXPENSE	117,777	130,244	131,748
<b>TOTAL</b>	<b>662,842</b>	<b>680,443</b>	<b>685,469</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>8</b>	<b>8</b>

**MARSHAL/LICENSE INSPECTOR**

*DESCRIPTION*

The Marshals are responsible for maintaining the best interest of the citizens of Albany and Dougherty County as it relates to conducting business. Their duties are to conduct investigations, regulate and approve permits, monitor alcohol establishments and businesses. To make sure that those conducting business are in possession of an Occupational Tax Certificate for the City of Albany, and Dougherty County and when applies an alcohol license. Aid in the collection of delinquent excise taxes and bad checks. They also inspect all vehicles for hire to ensure safe transportation for the public; perform training to area merchants in hope to prevent the sale of alcohol to persons underage. This Division also serves delinquent property tax notices, city warrants (make arrest) and deliver summons from the Municipal Court. Additionally, the division is responsible for the security of the Albany Utilities and during judicial hearings of the Municipal Court, and the meeting of the Utility Board.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	351,372	334,928	331,664
OPERATING EXPENSE	34,534	46,190	36,570
<b>TOTAL</b>	<b>385,907</b>	<b>381,118</b>	<b>368,234</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

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

SERVICES DIVISION OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>1701</b>					
7110	Regular Wages	229,862	227,933	227,933	0
7120	Overtime	1,351	2,000	2,000	0
7130	Part Time	18,314	0	0	0
7210	W/C Insurance	7,682	7,482	8,324	842
7230	Uniforms	4,077	5,800	4,300	-1,500
7260	FICA Matching	16,694	17,590	17,590	0
7270	Pension Matching	31,719	31,961	34,490	2,529
7280	Insurance Matching	38,714	39,162	34,027	-5,135
7290	Contribution Matching	2,958	3,000	3,000	0
7510	Professional Services	0	300	0	-300
7550	Communications	5,326	4,780	4,700	-80
7600	Travel	1,502	3,300	2,100	-1,200
7630	Train/Cont. Education	759	2,300	1,445	-855
7870	Labor	1,928	3,600	531	-3,069
7870	Maintenance	3,051	2,400	3,485	1,085
7870	Parts	1,352	2,800	308	-2,492
7880	Maint: Mach/Imp/Tools	14,688	15,955	16,160	205
7990	Dues and Fees	15	0	445	445
8010	Supplies	1,934	4,200	3,200	-1,000
8016	Small Equip	206	1,000	0	-1,000
8017	Printing(Not Std Forms)	95	500	0	-500
8018	Books & Subscriptions	141	300	200	-100
8110	Gasoline	3,388	4,255	3,496	-759
8150	Food	150	500	500	0
<b>Total</b>		<b>385,907</b>	<b>381,118</b>	<b>368,234</b>	<b>-12,884</b>

**TREASURY DEPARTMENT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	193,692	215,271	222,057
OPERATING EXPENSE	83,243	84,054	95,178
<b>TOTAL</b>	<b>276,936</b>	<b>299,325</b>	<b>317,235</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>4</b>	<b>4</b>

**Class Title**

Teller/Treasury Supervisor	1	1	1
Administrative Assistant	2	2	1
Treasury Clerk	0	1	2
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>

TREASURY DEPARTMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>1702</b>					
7110.	Regular Wages	124,833	125,725	128,387	2,662
7120.	Overtime	180	1,000	1,000	0
7130.	Part Time	11,526	29,760	29,760	0
7210.	W/C Insurance	387	391	318	-73
7260.	FICA Matching	11,209	11,971	12,175	204
7270.	Pension Matching	13,044	13,704	14,706	1,002
7280.	Insurance Matching	32,188	32,220	35,411	3,191
7290.	Contribution Matching	325	500	300	-200
7510.	Professional Services	0	13,500	24,000	10,500
7550.	Communications	1,131	1,000	1,000	0
7600.	Travel	3,737	3,000	3,450	450
7630	Training & Development	1,023	2,000	700	-1,300
7700	Risk Allocation	3,660	3,507	6,884	3,377
7880.	Maint: Mach/Imp/Tools	43,212	36,043	32,728	-3,315
8010.	Supplies	5,773	3,300	3,300	0
8016.	Small Equip	3,092	0	1,000	1,000
8018	Books & Subscriptions	550	0	0	0
8050	Equipment Rental	39	0	0	0
8052.03	Rent Central Square Bldg	21,010	21,704	22,116	412
8495	Cash Short/Over	15	0	0	0
	<b>Total</b>	<b>276,936</b>	<b>299,325</b>	<b>317,235</b>	<b>17,910</b>

**TECHNOLOGY AND COMMUNICATIONS**

*DESCRIPTION*

The Technology and Communications (TAC) department is charged with establishing, monitoring and maintaining all information technology systems and services for Albany and Dougherty County. TAC is responsible for providing the infrastructure for innovation and automation throughout the City and County including the integrated telephone system servicing the Judicial Building, Government Center, Central Square, City Public Works Compound, Transit, Local Law Enforcement Center, and Albany Dougherty Drug Unit. TAC implements governance for the use of the network and auxiliary operating systems while supporting the operational units by coordinating budgetary and functional requirements with all City and County Departments.

**STRATEGIC PRIORITIES (SP)**

SP IV: Promotion of the City of Albany as a Great Place to Live, Work, and Play  
 SP V: Effective & Excellent Service Delivery

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

SP IV, G&O 3: Be Recognized as a Progressive and Innovative Community  
 SP V, G&O 1: Improve the Processes in the Planning & Development and Licensing & Business Support Department

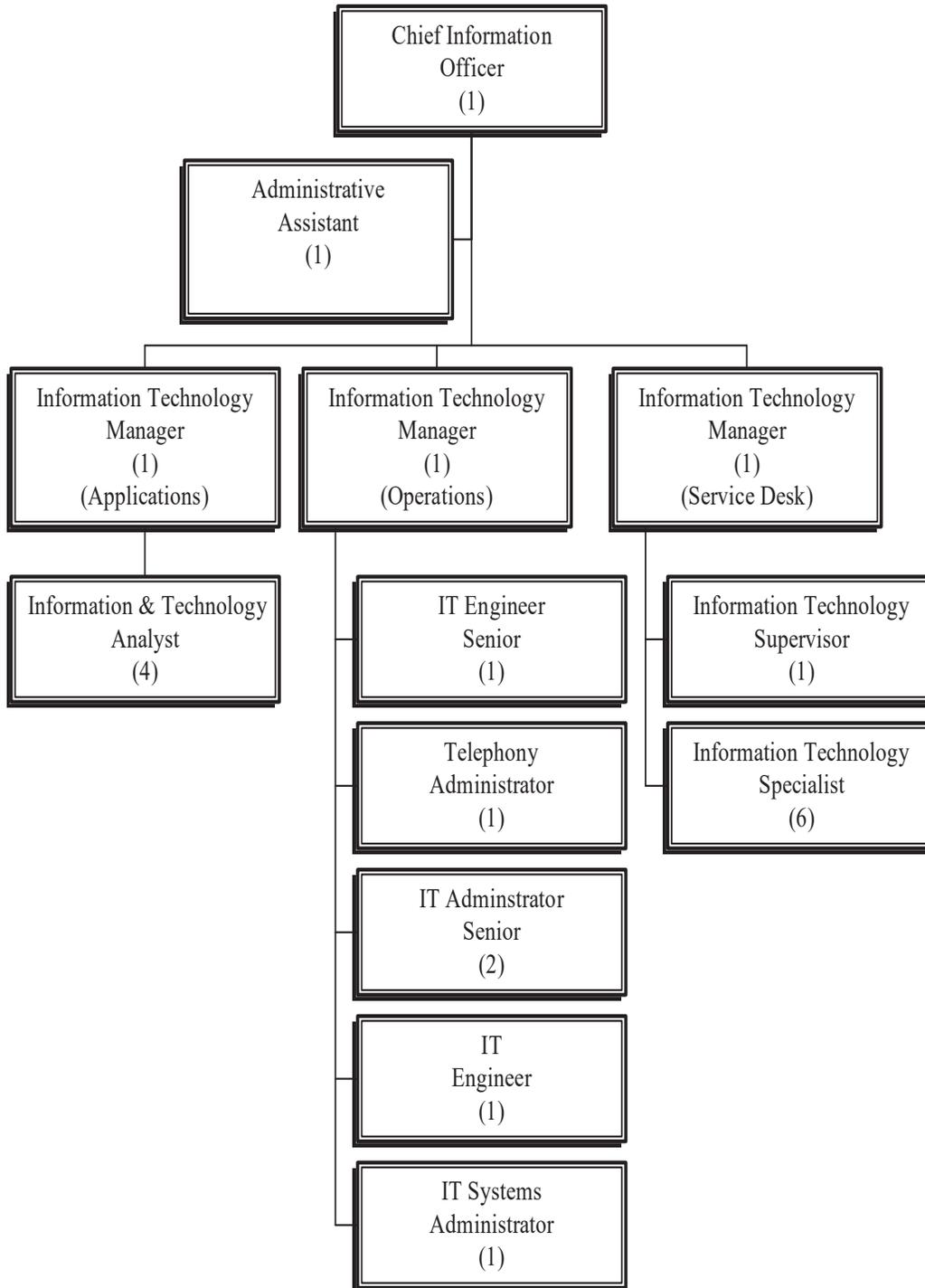
**PERFORMANCE MEASURES (PM)**

	<b>2018</b>	<b>2019</b>	<b>2020</b>
SP IV, G&O 3, PM 1: % of Deployment of Technology Around Smart Cities Initiative	N/A	60%	100%
SP IV, G&O 3, PM 2: % of Metaswitch Phone System Migration from Avaya PBX	10%	25%	100%
SP V, G&O 1, PM 1: % of Open Government Platform Project Complete	N/A	10%	30%
SP V, G&O 1, PM 2: # of Processes automated through the Paperless Workflow Initiative	N/A	28	65

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## Technology & Communications Department



**TECHNOLOGY AND COMMUNICATIONS**

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The Technology and Communications (TAC) department is charged with establishing, monitoring and maintaining all information technology systems and services for Albany and Dougherty County. TAC is responsible for providing the infrastructure for innovation and automation throughout the City and County including the integrated telephone system servicing the Judicial Building, Government Center, Central Square, City Public Works Compound, Transit, Local Law Enforcement Center, and Albany Dougherty Drug Unit. TAC implements governance for the use of the network and auxiliary operating systems while supporting the operational units by coordinating budgetary and functional requirements with all City and County Departments.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,332,316	1,584,510	1,677,218
OPERATING EXPENSE	1,391,700	1,689,961	1,672,353
<b>TOTAL</b>	<b>2,724,017</b>	<b>3,274,471</b>	<b>3,349,571</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>21</b>	<b>22</b>

**Class Title**

Chief Information Officer	0	1	1
IT Analyst	4	3	4
IT Manager	3	3	3
IT Supervisor	1	1	1
IT Systems Administrator, Sr.	2	2	2
IT Systems Administrator	1	1	1
IT Specialist	5	4	6
Computer Systems Technician	1	1	0
Communications Technician	0	1	0
Telephony Administrator	0	0	1
IT Engineer, Sr.	2	2	1
Applications/RD Engineer	1	1	1
Administrative Assistant	0	0	1
Administrative Specialist	1	1	0
<b>TOTAL</b>	<b>21</b>	<b>21</b>	<b>22</b>

**TECHNOLOGY AND COMMUNICATIONS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>1800</b>					
7110	Regular Wages	952,981	1,117,610	1,188,437	70,827
7120	Overtime	32,706	30,000	30,000	0
7130	Part Time	0	12,000	0	-12,000
7210	W/C Insurance	2,437	2,794	2,377	-417
7220	FICA Matching	71,653	88,710	93,210	4,500
7270	Pension Matching	106,018	125,089	146,212	21,123
7280	Insurance Matching	153,787	195,307	203,982	8,675
7290	Contribution Matching	12,733	13,000	13,000	0
7510	Professional Services	99	400	0	-400
7512	Tech.Svcs(Surveys,DP)	152,699	299,300	302,000	2,700
7514	Contract Labor(Temp)	-994	0	0	0
7550	Communications	289,032	225,300	226,800	1,500
7600	Travel	28,605	32,000	32,000	0
7610	Auto Allowance	6,000	6,000	6,000	0
7630	Train/Cont. Education	15,715	38,500	38,500	0
7700	Insurance / Risk Allocation	17,208	11,781	5,521	-6,260
7870	Maint: Motor Equip.	3,598	4,305	3,965	-340
7880	Maint: Mach/Imp/Tools	759,068	972,800	960,800	-12,000
7990	Dues and Fees	13,551	13,900	12,480	-1,420
8009	Licenses(CDL,CPA,Etc)	1,215	0	0	0
8010	Supplies	11,206	11,500	11,500	0
8016	Small Equip	58,115	35,500	33,500	-2,000
8018.	Books & Subscriptions	195	475	500	25
8052.01	Rent Judicial Bldg	33,214	34,400	34,896	496
8110.	Motor Fuel	1,068	1,300	1,391	91
8150	Food	2,103	2,500	2,500	0
<b>Total</b>		<b>2,724,017</b>	<b>3,274,471</b>	<b>3,349,571</b>	<b>75,100</b>

**PLANNING & DEVELOPMENT / CODE ENFORCEMENT DIVISION**

*DESCRIPTION*

The Planning and Development Services Department is comprised of two Divisions: Planning & Zoning and Development Services (Inspection). Planning and Zoning is responsible for the governing of all land usage and developments within the city limits of Albany and the unincorporated limits of Dougherty County. This Division is also responsible for the administration of the Comprehensive Land Use Plan, Zoning Ordinance, Floodplain Management Ordinances, and Sign Ordinances; and provision of staff support for several citizen boards, including Historic Preservation, Greenspace, and Transportation. Inspection provides quality public service while ensuring compliance with the Georgia State building code, local codes, and ordinances. We provide information for our residents, design professionals, contractors, builders and developers to ensure that all construction is maintained in a safe, energy efficient, and accessible manner.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

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

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

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

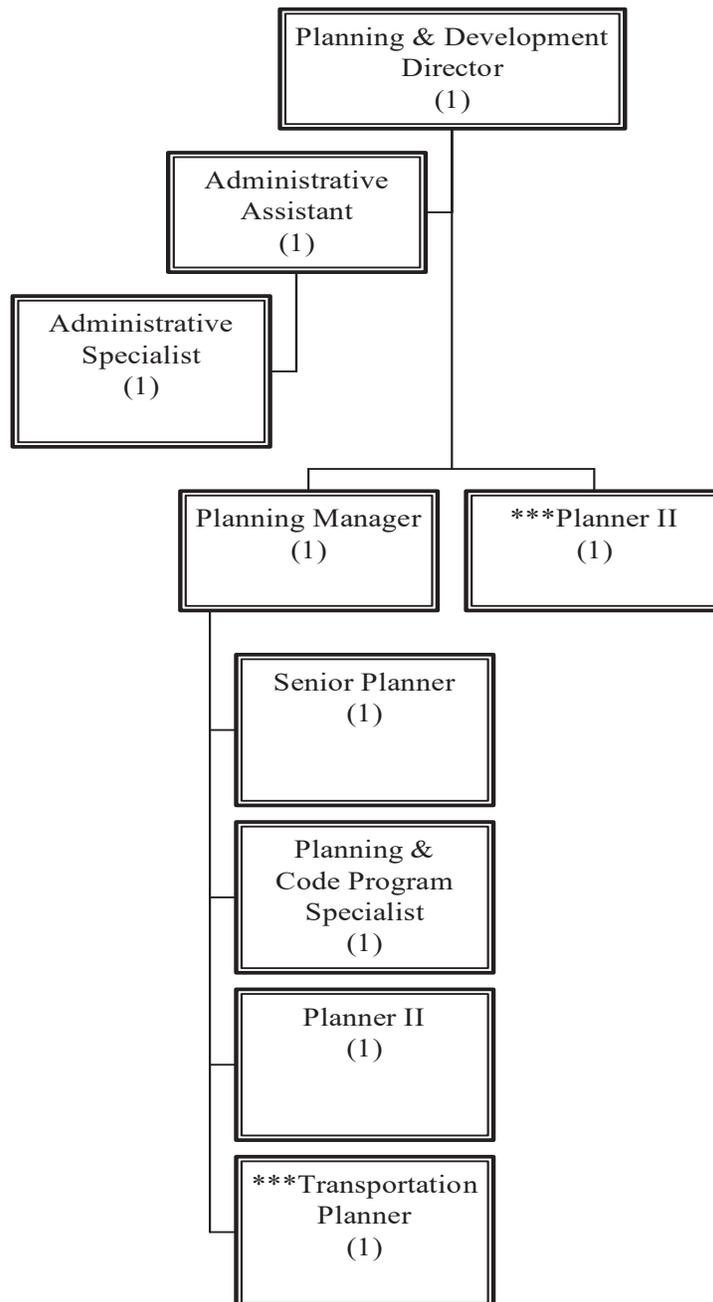
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 2, PM 1: Establish a Complete Count Committee to educate the public and generate interest in the 2020 US Census	N/A	N/A	1
SP I, G&O 2, PM 1: # of Development Review meetings Facilitated to discuss potential development projects with developers, engineers, and architects	12	16	18
SP I, G&O 1, PM 1: # of Developers and other interested citizens connected with regarding tax-delinquent properties available through the Land Bank for redevelopment	8	34	45
SP I, G&O 2, PM 4: % of building permits issued with 10 business days	N/A	80%	85%

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 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Planning & Development



\*\*\* Position is grant funded

**PLANNING & DEVELOPMENT SERVICES**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	441,696	508,553	100,773
OPERATING EXPENSE	747,355	664,237	702,759
<b>TOTAL</b>	<b>1,189,050</b>	<b>1,172,790</b>	<b>803,532</b>
<b>FULL TIME POSITIONS</b>	<b>14</b>	<b>8</b>	<b>9</b>

**Class Title**

Administrative Assistant	1	1	1
Building Inspector	1	0	0
Mechanical Inspector - Electric	1	0	0
Mechanical Inspector - Gas/HVAC	1	0	0
Mechanical Inspector - Plumbing	1	0	0
Building Official	1	0	0
* Planner II - Transportation Planner	1	1	1
@ Planner II	1	1	2
Planner, Senior	1	1	1
Planning Manager	1	1	1
Plans Review/Permit Technician	1	0	0
Planning & Code Program Specialist	1	1	1
Administrative Specialist	1	1	1
Dir, Planning, Development Services & Code Enforcem	1	1	1
<b>TOTAL</b>	<b>14</b>	<b>8</b>	<b>9</b>

\* Grant Funded Position

@ 1 Grant Funded Position

**PLANNING & DEVELOPMENT SERVICES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2100</b>					
7110	Regular Wages	327,468	353,261	31,728	-321,534
7120	Overtime	1,314	1,000	1,500	500
7210	W/C Insurance	2,479	2,192	677	-1,515
7230	Uniforms	1,357	360	360	0
7260	FICA Matching	24,809	27,101	2,427	-24,674
7270	Pension Matching	31,306	38,614	3,987	-34,627
7280	Insurance Matching	49,866	82,025	56,594	-25,431
7290	Contribution Matching	3,096	4,000	3,500	-500
7510	Professional Services	611,586	541,520	580,660	39,140
7512	Tech.Svcs(Surveys,DP)	0	0	2,000	2,000
7550	Communications	4,781	6,700	6,700	0
7570	Advertising	11,652	6,000	6,000	0
7600	Travel	14,648	14,930	13,865	-1,065
7630	Train/Cont. Education	6,233	7,180	6,690	-490
7700.03	Risk Allocation	23,472	17,191	16,939	-252
7870	Maint. Motor Equip.	1,190	2,850	2,070	-780
7880	Maint: Mach/Imp/Tools	10,867	9,020	8,960	-60
7990	Dues and Fees	2,065	2,760	2,760	0
8009	Licenses(CDL,CPA,Etc)	245	0	0	0
8010	Supplies	6,457	4,500	4,500	0
8016	Small Equip	2,516	1,750	0	-1,750
8017	Printing(Not Std Forms)	4,016	4,100	4,600	500
8018	Books & Subscriptions	1,648	970	970	0
8052.30	Rent Central Square Bldg	42,900	42,978	43,350	372
8110.01	Gasoline	2,771	1,288	2,195	907
8150	Food	308	500	500	0
8997	Local Grant Match	0	0	0	0
	<b>Total</b>	<b>1,189,050</b>	<b>1,172,790</b>	<b>803,532</b>	<b>-369,258</b>

**POLICE DEPARTMENT**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

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

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

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

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

**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: Sworn Officers Retention Rate	76%	72%	74%
SP I, G&O 1, PM 2: % of Compliants Cleared within 60 Days (Property Mnt & Nuisance)	80%	80%	90%
SP I, G&O 1, PM 3: Average Response Time for Priority Calls	6:40	6:53	6:30
SP I, G&O 1, PM 4: # of Traffic Citations Issued	12,571	11,657	11,800
SP IV, G&O 3, PM 1: # of Drone Deployments in Support of Public Safety Operations	1	2	12

SP I = Safe, Sustainable, & Business Friendly

SP II = Economic Development & Jobs

SP III = Infrastructure & Asset Management

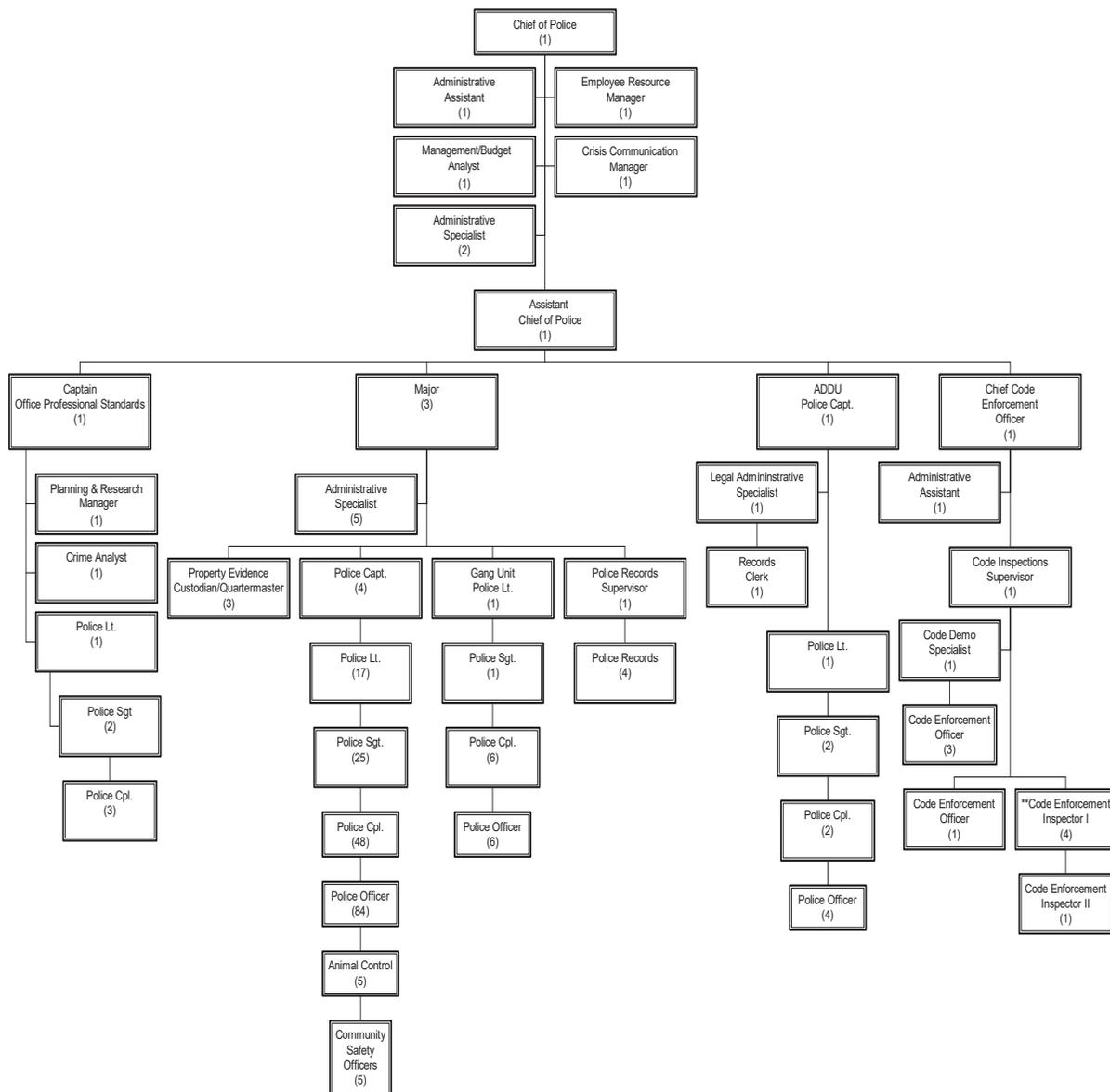
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

SP V = Effective & Excellent Service Delivery

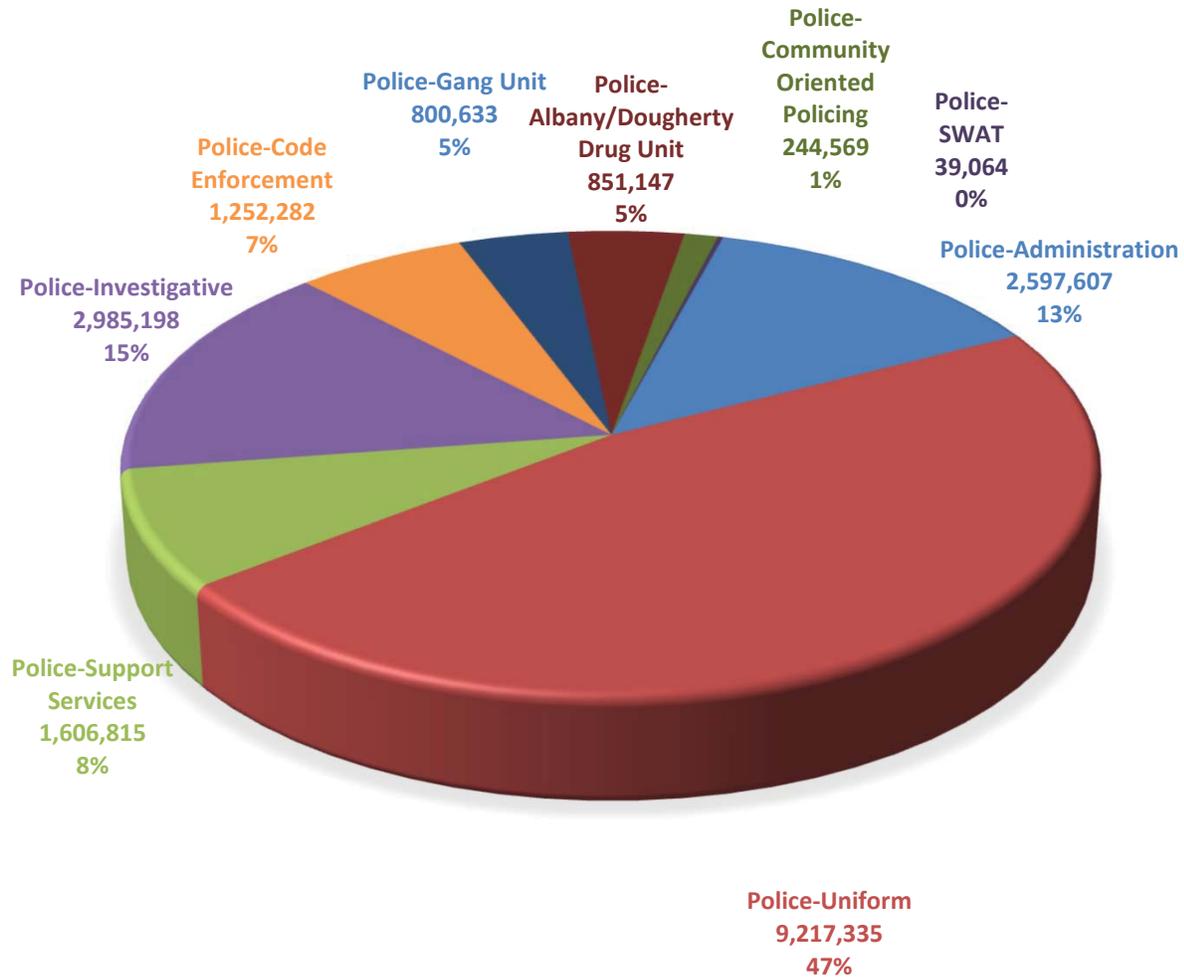
SP VI = Fiscal Responsibility



## Police Department



# City of Albany Adopted Budget FY 2020 Police Department



Total Expenditures  
\$19,594,650

**POLICE DEPARTMENTAL SUMMARY**

*SUMMARY*

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

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	13,829,671	15,383,659	15,774,112
OPERATING EXPENSE	3,858,913	4,070,894	3,820,538
<b>TOTAL</b>	<b>17,688,584</b>	<b>19,454,553</b>	<b>19,594,650</b>
<b>FULL TIME POSITIONS</b>	<b>254</b>	<b>259</b>	<b>259</b>

**ALBANY - DOUGHERTY SWAT TEAM**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	4,263	5,000	5,000
OPERATING EXPENSE	21,567	31,370	34,064
<b>TOTAL</b>	<b>25,830</b>	<b>36,370</b>	<b>39,064</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

ALBANY-DOUGHERTY SWAT TEAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>205</b>					
7230	Uniforms	4,263	5,000	5,000	0
7550	Communication	234	1,020	1,020	0
7600	Travel	2,722	5,000	5,000	0
7630	Train/Cont. Education	5,334	6,500	6,500	0
7870	MaintL Motor Equip	2,038	100	2,335	2,235
7880	Maint: Mach/Imp/Tools	112	750	750	0
7990	Dues and Fees	95	800	800	0
8010	Supplies	5,648	10,000	10,000	0
8016	Small Equip	4,031	5,900	6,000	100
8110	Motor Fuel	1,352	1,300	1,659	359
<b>Total</b>		<b>25,830</b>	<b>36,370</b>	<b>39,064</b>	<b>2,694</b>

**POLICE ADMINISTRATION**

*DESCRIPTION*

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

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,299,261	1,492,176	1,404,958
OPERATING EXPENSE	1,069,629	1,251,158	1,192,649
<b>TOTAL</b>	<b>2,368,889</b>	<b>2,743,334</b>	<b>2,597,607</b>
<b>FULL TIME POSITIONS</b>	<b>17</b>	<b>17</b>	<b>17</b>

**Class Title**

Police Chief	1	1	1
Assistasnt Chief of Police	1	1	1
Crisis Communication Manager	1	1	1
Police Captain	1	1	1
Police Lieutenant	1	1	1
Police Sergeant	2	2	2
Police Corporal	1	3	3
Accounting Technician, Senior	1	0	0
Police Planning & Research Mgr	1	1	1
Employee Resource Manager, APD	1	1	1
Management/Budget Analyst, APD	1	1	1
Police Officer	1	0	0
Police Crime Analyst	1	1	1
Administrative Assistant	1	1	1
Administrative Specialist	2	2	2
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>17</b>

**POLICE ADMINISTRATION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2201</b>					
7110	Regular Wages	875,522	1,024,368	943,415	-80,953
7120	Overtime	35,113	25,000	25,000	0
7130	Part Time	0	0	0	0
7210	W/C Insurance	13,175	12,769	14,500	1,731
7230	Uniforms	6,815	7,500	7,500	0
7260	FICA Matching	65,168	80,277	72,084	-8,193
7270	Pension Matching	112,789	145,862	145,262	-600
7280	Insurance Matching	178,923	184,400	184,197	-203
7290	Contribution Matching	11,756	12,000	13,000	1,000
7510	Professional Services	26,185	72,500	20,650	-51,850
7512	Tech.Svcs(Surveys,DP)	259,461	272,500	272,500	0
7514	Contract Labor(Temp)	16,910	20,000	20,000	0
7550	Communications	12,942	16,156	16,156	0
7570	Advertising	1,023	1,000	1,000	0
7600	Travel	23,504	34,100	30,850	-3,250
7630	Train/Cont. Education	17,464	28,500	31,050	2,550
7700.03	Risk Allocation	373,236	487,205	490,658	3,453
7870	Maint: Motor Equip.	8,653	9,725	2,388	-7,337
7880	Maint: Mach/Imp/Tools	13,714	24,092	25,023	931
7981	Dougherty County Jail	274,569	250,000	250,000	0
7990	Dues and Fees	10,036	9,000	2,110	-6,890
8010	Supplies	21,321	15,700	15,700	0
8016	Small Equipment	3,168	1,500	5,000	3,500
8018	Books & Subscriptions	153	500	500	0
8110	Motor Fuel	4,358	3,680	4,064	384
8150	Food	2,931	5,000	5,000	0
	<b>Total</b>	<b>2,368,889</b>	<b>2,743,334</b>	<b>2,597,607</b>	<b>-145,727</b>

**POLICE UNIFORM**

*DESCRIPTION*

The Uniform Bureau is the largest of the Four (4) Bureaus which comprise the Albany Police Department. It presently patrols Three (3) districts, each with a Community Policing Center. The Uniform Bureau is committed to serving our community, to enhancing quality of life and to nurturing public trust by holding itself to the highest standards of performance and ethics. These officers are determined to serve as a deterrent to crime, develop relationships with community groups, residential and business organizations and promote an environment receptive to all who visit or live in our city. We embrace a Community Oriented Policing Philosophy and rely heavily upon community input and collaborative problem solving strategies. It is through this move of heightened community involvement in public safety matters that the Uniform Bureau will effectively address the future of policing and perception of crime in our city.

<b>MAJOR OBJECT OF EXPENDITURE</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	6,760,230	7,754,468	8,157,724
OPERATING EXPENSE	1,306,163	1,158,695	1,059,611
<b>TOTAL</b>	<b>8,066,393</b>	<b>8,913,163</b>	<b>9,217,335</b>
<b>FULL TIME POSITIONS</b>	<b>137</b>	<b>142</b>	<b>142</b>

**Class Title**

Police Captain	2	2	2
Police Lieutenant	11	11	11
Police Major	1	1	1
Police Sergeant	17	17	17
Police Corporal	26	26	26
Police Officer	74	74	74
Community Safety Officers	0	5	5
Administrative Specialist	1	1	1
Animal Control Superintendent	1	1	1
Animal Control Agent	4	4	4
<b>TOTAL</b>	<b>137</b>	<b>142</b>	<b>142</b>

<b>POLICE UNIFORM</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2202</b>					
7110	Regular Wages	3,960,286	4,646,026	4,815,648	169,622
7120	Overtime	702,118	540,000	680,000	140,000
7130	Part Time	13,883	100,500	100,500	0
7210	W/C Insurance	145,315	145,175	143,186	-1,989
7230	Uniforms	29,880	40,000	50,000	10,000
7260	FICA Matching	335,882	404,419	406,105	1,686
7270	Pension Matching	615,980	720,858	743,547	22,689
7280	Insurance Matching	919,631	1,117,490	1,180,738	63,248
7290	Contribution Matching	37,254	40,000	38,000	-2,000
7510	Professional Services	27,196	21,000	30,000	9,000
7550	Communications	13,821	15,000	127,400	112,400
7600	Travel	23,119	25,000	20,000	-5,000
7630	Train/Cont. Education	9,178	15,000	20,000	5,000
7870	Maint: Motor Equip.	687,682	521,250	272,245	-249,005
7880	Maint: Mach/Imp/Tools	143,104	180,368	191,775	11,407
7990	Dues and Fees	1,183	1,000	1,000	0
8010	Supplies	19,974	16,000	18,000	2,000
8016	Small Equip	56,679	30,000	50,000	20,000
8050	Rental Equipment	7,005	12,012	24,000	11,988
8110	Motor Fuel	294,791	319,065	300,191	-18,874
8150	Food	1,893	3,000	5,000	2,000
8520	Cap. O/Lay: Motor	20,540	0	0	0
<b>Total</b>		<b>8,066,393</b>	<b>8,913,163</b>	<b>9,217,335</b>	<b>304,172</b>

**POLICE SUPPORT SERVICES**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,341,494	1,298,094	1,304,800
OPERATING EXPENSE	295,396	325,774	302,015
<b>TOTAL</b>	<b>1,636,891</b>	<b>1,623,868</b>	<b>1,606,815</b>
<b>FULL TIME POSITIONS</b>	<b>20</b>	<b>20</b>	<b>20</b>

**Class Title**

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

**POLICE SUPPORT SERVICES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2203</b>					
7110	Regular Wages	817,212	792,339	789,907	-2,432
7120	Overtime	70,046	60,000	65,000	5,000
7130	Part Time	10,187	19,900	0	-19,900
7210	W/C Insurance	21,518	21,686	22,252	566
7230	Uniforms	76,277	72,800	91,300	18,500
7260	FICA Matching	64,736	66,726	65,400	-1,326
7270	Pension Matching	112,204	118,475	114,036	-4,439
7280	Insurance Matching	158,300	135,168	146,905	11,737
7290	Contribution Matching	11,014	11,000	10,000	-1,000
7510	Professional Services	1,049	4,100	0	-4,100
7550	Communications	94,442	66,274	100,550	34,276
7600	Travel	16,261	20,000	27,500	7,500
7630	Train/Cont. Education	3,431	4,500	4,500	0
7870	Maint: Motor Equip.	52,641	51,000	12,603	-38,397
7880	Maint: Mach/Imp/Tools	58,186	56,840	55,920	-920
7990	Dues and Fees	1,792	1,000	1,900	900
8010	Supplies	63,347	64,650	65,350	700
8016	Small Equip	9,154	41,000	16,400	-24,600
8050	Rental of Equipment	762	1,000	1,000	0
8110	Motor Fuel	14,873	15,410	16,292	882
8520	Cap. O/Lay: Motor	-20,540	0	0	0
<b>Total</b>		<b>1,636,891</b>	<b>1,623,868</b>	<b>1,606,815</b>	<b>-17,053</b>

**POLICE INVESTIGATIVE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	2,637,360	2,751,821	2,710,293
OPERATING EXPENSE	241,066	313,676	274,905
<b>TOTAL</b>	<b>2,878,426</b>	<b>3,065,497</b>	<b>2,985,198</b>
<b>FULL TIME POSITION</b>	<b>42</b>	<b>42</b>	<b>42</b>

**Class Title**

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

<b>POLICE INVESTIGATIVE</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2204</b>					
7110	Regular Wages	1,632,738	1,725,198	1,737,499	12,301
7120	Overtime	145,114	135,800	150,783	14,983
7210	W/C Insurance	55,594	55,778	65,299	9,521
7230	Uniforms	32,374	28,000	28,000	0
7260	FICA Matching	127,248	142,366	125,254	-17,112
7270	Pension Matching	239,159	258,679	231,242	-27,437
7280	Insurance Matching	394,201	395,000	360,216	-34,784
7290	Contribution Matching	10,932	11,000	12,000	1,000
7510	Professional Services	1,208	2,500	500	-2,000
7550	Communications	5,510	8,500	8,500	0
7600	Travel	14,835	19,000	19,760	760
7630	Train/Cont. Education	18,207	18,000	24,000	6,000
7870	Maint. Motor Equip.	100,409	101,400	79,617	-21,783
7880	Maint. Mach/Imp/Tools	27,188	32,436	30,803	-1,633
7990	Dues and Fees	293	2,700	2,000	-700
7995	Confidential Informant Pmts	300	6,300	6,300	0
8010	Supplies	15,170	24,200	24,200	0
8016	Small Equip	12,974	50,200	31,200	-19,000
8017	Printing & Binding	346	500	500	0
8110	Motor Fuel	41,677	44,240	43,825	-415
8150	Food	2,949	3,700	3,700	0
<b>Total</b>		<b>2,878,426</b>	<b>3,065,497</b>	<b>2,985,198</b>	<b>-80,299</b>

**CODE ENFORCEMENT DIVISION**

*DESCRIPTION*

The Code Enforcement Division is responsible for the life-safety, general health and welfare of the public within the boundaries of the City of Albany and Dougherty County as they relate to the construction, occupancy and maintenance of buildings, structures and property. This is accomplished by the enforcement of Georgia State adopted building codes, laws and the local ordinances of the City of Albany and Dougherty County. The primary duties 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>
PERSONNEL SERVICES	578,762	657,614	715,551
OPERATING EXPENSE	492,517	539,892	536,731
<b>TOTAL</b>	<b>1,071,278</b>	<b>1,197,506</b>	<b>1,252,282</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

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

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

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

**ADMINISTRATION/ ENFORCEMENT DIVISION OFFICE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2206</b>					
7110	Regular Wages	398,438	456,116	501,777	18,126
7120	Overtime	1,544	2,500	2,500	0
7130	Part Time	0	0	0	0
7210	W/C Insurance	11,442	14,224	14,248	1,203
7230	Uniforms	4,803	6,850	6,850	(1,000)
7260	FICA	28,296	35,084	35,577	1,385
7270	Pension Matching	48,465	59,161	56,641	2,338
7280	Insurance Matching	81,828	77,679	92,958	0
7290	Contribution Matching	3,946	6,000	5,000	0
7510	Professional Services	27,170	2,020	2,020	(110)
7512.01	Demolition Cost	348,744	400,000	400,000	0
7512.03	Mowing/Lot Cleaning	30,019	32,000	32,000	0
7550	Communications	15,472	13,643	18,793	(5,180)
7600	Travel	4,816	10,230	10,230	2,800
7630	Train/Cont. Education	3,235	6,238	6,500	1,800
7860	Maint. Buildings	0	0	0	(200)
7870	Maint. Motor Equip.	11,970	18,050	11,942	9,350
7880	Maint: Mach/Imp/Tools	20,388	20,720	20,383	623
7990	Dues and Fees	1,089	1,940	1,940	0
8010	Supplies	1,607	2,080	2,840	(400)
8016	Small Equipment	2,421	2,400	2,400	(500)
8017	Printing	1,533	1,700	1,700	(300)
8018	Books & Subscription	50	1,100	340	0
8052	Rent Central Square Bldg	16,121	17,611	17,723	490
8110	Gasoline	7,449	9,660	7,420	2,852
8150	Food	433	500	500	0
<b>Total</b>		<b>1,071,278</b>	<b>1,197,506</b>	<b>1,252,282</b>	<b>34,022</b>

**POLICE GANG UNIT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	629,642	738,018	731,313
OPERATING EXPENSE	82,247	81,268	69,320
<b>TOTAL</b>	<b>711,889</b>	<b>819,286</b>	<b>800,633</b>
<b>FULL TIME POSITIONS</b>	<b>14</b>	<b>14</b>	<b>14</b>

**Class Title**

Police Lieutenant	1	1	1
Police Corporal	6	6	6
Police Officer	6	6	6
Police Sergeant	1	1	1
Administrative Specialist	0	0	0
<b>TOTAL</b>	<b>14</b>	<b>14</b>	<b>14</b>

<b>POLICE GANG UNIT</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2208</b>					
7110	Regular Wages	372,175	478,675	482,573	3,898
7120	Overtime	45,310	25,000	25,000	0
7210	W/C Insurance	13,399	14,000	13,374	-626
7230	Uniforms	2,929	10,500	10,500	0
7260	FICA Matching	29,396	38,531	30,829	-7,702
7270	Pension Matching	56,528	70,011	57,136	-12,875
7280	Insurance Matching	106,255	97,301	108,901	11,600
7290	Contribution Matching	3,651	4,000	3,000	-1,000
7510	Professional Services	75	700	700	0
7550	Communications	7,773	5,500	5,500	0
7570	Advertising	0	1,000	1,000	0
7600	Travel	8,791	7,500	7,500	0
7630	Train/Cont. Education	3,426	5,000	5,000	0
7870	Maint: Motor Equipment	34,728	30,350	19,269	-11,081
7880	Maint: Mach/Imp/Tools	2,829	2,528	4,360	1,832
7990	Dues and Fees	150	1,800	500	-1,300
8010	Supplies	2,183	2,500	1,000	-1,500
8016	Small Equipment	1,400	3,000	3,000	0
8110.01	Gasoline	20,892	21,390	21,491	101
<b>Total</b>		<b>711,889</b>	<b>819,286</b>	<b>800,633</b>	<b>-18,653</b>

**POLICE ADDU**

*DESCRIPTION*

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

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	566,472	670,157	711,903
OPERATING EXPENSE	130,991	142,911	139,244
<b>TOTAL</b>	<b>697,463</b>	<b>813,068</b>	<b>851,147</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

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

**POLICE ADDU**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2209</b>					
7110	Regular Wages	349,328	425,779	466,779	41,000
7120	Overtime	42,099	29,000	34,000	5,000
7210	W/C Insurance	10,686	11,568	18,128	6,560
7230	Uniforms	1,886	2,500	2,500	0
7260	FICA Matching	28,249	34,791	38,310	3,519
7270	Pension Matching	50,818	63,214	75,117	11,903
7280	Insurance Matching	80,506	100,305	74,069	-26,236
7290	Contribution Matching	2,900	3,000	3,000	0
7980	Metro Drug Unit	130,991	142,911	139,244	-3,667
<b>Total</b>		<b>697,463</b>	<b>813,068</b>	<b>851,147</b>	<b>38,079</b>

**POLICE BUILDINGS**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	12,188	16,311	32,569
OPERATING EXPENSE	219,337	226,150	212,000
<b>TOTAL</b>	<b>231,525</b>	<b>242,461</b>	<b>244,569</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FY 2020 Budget**

<b>POLICE BUILDINGS</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2211</b>					
7130	Part Time	11,259	15,080	30,160	15,080
7210	W/C Insurance	28	38	75	37
7260	FICA Matching	861	1,154	2,307	1,153
7280	Insurance Matching	39	39	27	-12
7550	Communications	19,507	17,550	5,000	-12,550
7900	Utilities	191,781	198,000	198,000	0
8010	Supplies	8,050	10,600	9,000	-1,600
	<b>Total</b>	<b>231,525</b>	<b>242,461</b>	<b>244,569</b>	<b>2,108</b>

**FIRE DEPARTMENT**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business-Friendly

SP II: Economic Development & Jobs

SP III: Infrastructure & Asset Management

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

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

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

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

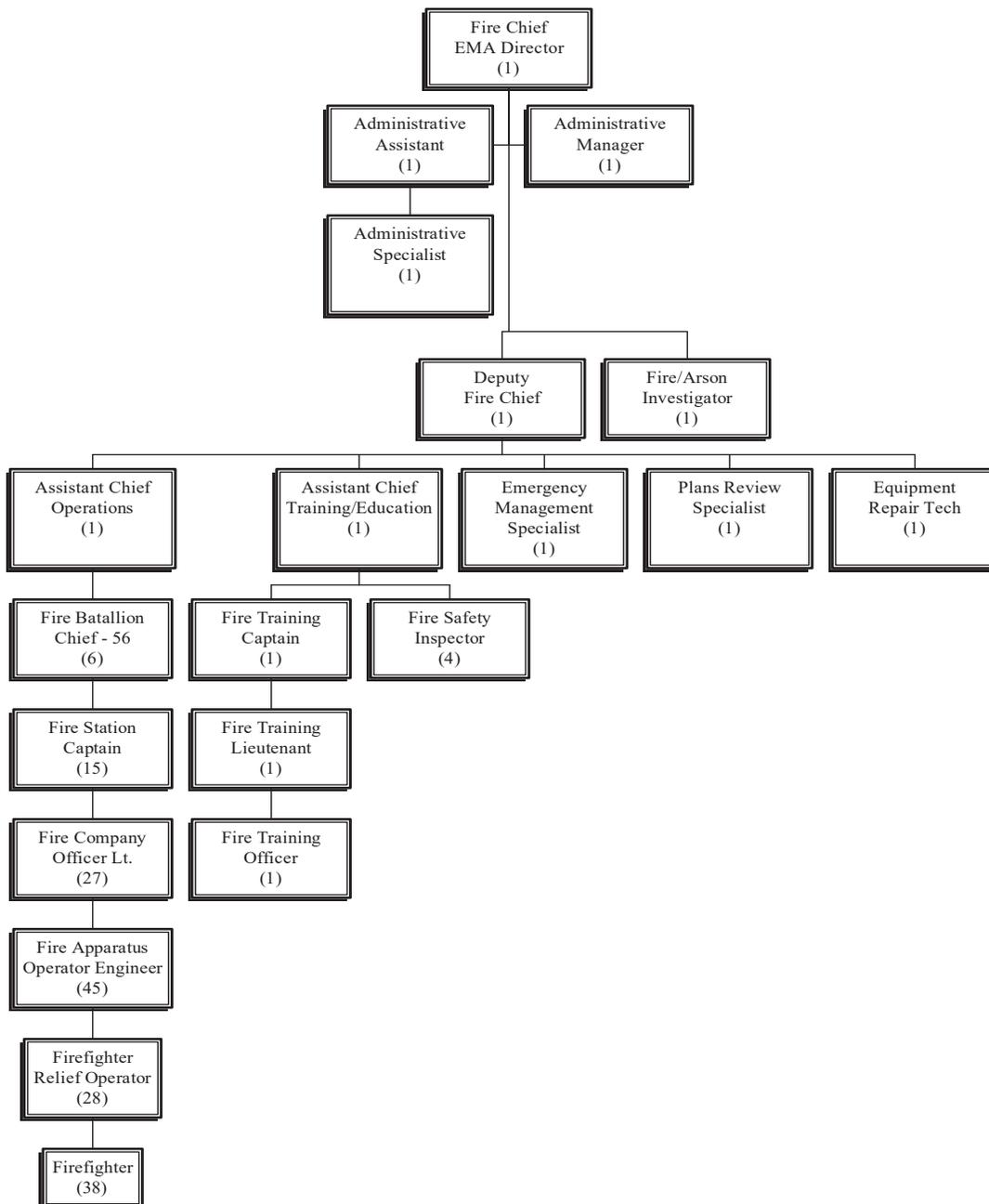
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: # of Fire & Property Safety Educational Events	16,241	24,054	30,000
SP I, G&O 1, PM 2: Fire Safety Blitz - # of Homes Visited	N/A	1,119	1,300
SP I, G&O 1, PM 3: "Hear the Alarm; Escape Unharmed" - Residents Educated	N/A	18	30
SP I, G&O 1, PM 4: "Hear the Alarm; Escape Unharmed" - Smoke Alarms Installed	N/A	16	40
SP I, G&O 1, PM 5: Emergency Preparedness & Resiliency Presentation	20	24	24

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

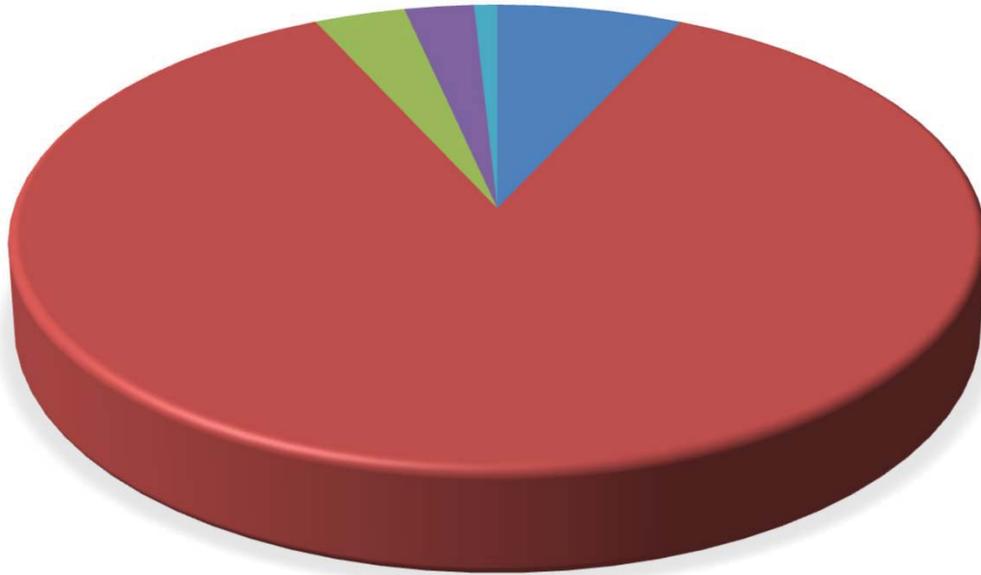


## Fire Department



# City of Albany Adopted Budget FY 2020 Fire Department

<b>Fire-Prevention</b> 502,337 3%	<b>Fire-Training</b> 380,932 3%	<b>Fire-Emergency Management</b> 127,363 1%	<b>Fire-Administration</b> 1,017,956 7%
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**Fire-Suppression**  
12,630,209  
86%

**Total Expenditures**  
**\$14,658,797**

**FIRE DEPARTMENT SUMMARY**

*COMBINED SUMMARY*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	12,719,869	13,193,959	13,560,327
OPERATING EXPENSE	836,361	939,619	1,098,470
<b>TOTAL</b>	<b>13,556,230</b>	<b>14,133,578</b>	<b>14,658,797</b>
<b>FULL TIME POSITIONS</b>	<b>171</b>	<b>171</b>	<b>177</b>

**FIRE ADMINISTRATION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	415,364	557,722	609,070
OPERATING EXPENSE	118,107	177,465	408,886
<b>TOTAL</b>	<b>533,471</b>	<b>735,187</b>	<b>1,017,956</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>7</b>	<b>7</b>

**Class Title**

Deputy Fire Chief	1	1	1
Administrative Assistant	1	1	1
Fire Equipment Repair Technician	1	1	1
Fire Chief	1	1	1
Administrative Manager	0	1	1
Administrative Specialist	1	1	1
Fire/Arson Investigator	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>7</b>	<b>7</b>

**FIRE ADMINISTRATION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2300</b>					
7110	Regular Wages	298,314	368,215	417,496	49,281
7120	Overtime	3,955	7,914	7,914	0
7210	W/C Insurance	9,930	10,527	10,089	-438
7230	Uniforms	904	0	0	0
7260	FICA Matching	21,962	28,774	32,544	3,770
7270	Pension Matching	32,303	52,282	63,812	11,530
7280	Insurance Matching	44,481	84,010	72,215	-11,795
7290	Contribution Matching	3,515	6,000	5,000	-1,000
7510	Professional Services	69	0	50,000	50,000
7512	Purchased Technical Service	0	32,000	30,000	-2,000
7550	Communications	-1,265	4,576	4,576	0
7600	Travel	7,665	3,450	15,000	11,550
7630	Train/Cont. Education	2,450	2,650	9,000	6,350
7700	Insurance	63,216	73,634	204,705	131,071
7860	Maint: Buildings	390	0	0	0
7880	Maint: Mach/Imp/Tools	7,126	23,808	24,612	804
7990	Dues and Fees	15	7,150	15,375	8,225
8010	Supplies	7,043	0	14,000	14,000
8016	Small Equip	2,234	0	10,000	10,000
8017	Printing(Not Std Forms)	558	1,000	0	-1,000
8052.1	Judicial Building	28,192	29,197	29,618	421
8150	Food	414	0	2,000	2,000
<b>Total</b>		<b>533,471</b>	<b>735,187</b>	<b>1,017,956</b>	<b>282,769</b>

**FIRE SUPPRESSION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	11,453,071	11,753,340	12,068,120
OPERATING EXPENSE	639,297	664,104	562,089
<b>TOTAL</b>	<b>12,092,368</b>	<b>12,417,444</b>	<b>12,630,209</b>
<b>FULL TIME POSITIONS</b>	<b>154</b>	<b>153</b>	<b>159</b>

**Class Title**

Fire Apparatus Oper Eng	45	45	45
Fire Battalion Chief	6	6	6
Fire Station Officer Captain	15	15	18
Fire Company Officer Lieutenan	27	27	24
Firefighter	32	32	38
Firefighter Relief Operator	28	28	28
Assistant Fire Chief	1	0	0
<b>TOTAL</b>	<b>154</b>	<b>153</b>	<b>159</b>

<b>FIRE SUPPRESSION</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2301</b>					
7110	Regular Wages	6,347,683	6,693,895	6,960,065	266,170
7120	Overtime	637,123	686,053	686,053	0
7130	Part Time	339,517	356,270	180,000	-176,270
7210	W/C Insurance	378,964	458,020	462,784	4,764
7230	Uniforms	502,541	145,000	145,000	0
7260	FICA Matching	518,664	591,821	598,698	6,877
7270	Pension Matching	941,128	1,025,813	1,146,918	121,105
7280	Insurance Matching	1,683,742	1,691,468	1,778,602	87,134
7290	Contribution Matching	103,709	105,000	110,000	5,000
7510	Professional Services	43,614	31,490	5,000	-26,490
7512	Tech Services	0	5,002	0	-5,002
7550	Communications	13,204	15,840	15,840	0
7600	Travel	5,157	5,700	7,000	1,300
7630	Train/Cont. Education	3,525	3,750	6,800	3,050
7860	Maint: Buildings	3,328	16,000	10,000	-6,000
7870	Maint: Motor Equipment	293,252	284,500	219,843	-64,657
7880	Maint: Mach/Imp/Tools	17,610	31,174	31,174	0
7900	Utilities	101,389	99,000	99,000	0
7990	Dues and Fees	8,200	4,400	4,400	0
8010	Supplies	12,532	23,000	23,000	0
8016	Small Equip	26,687	34,998	34,700	-298
8030	Janitorial Supplies	4,139	0	0	0
8060	Laundry	11,404	11,250	11,250	0
8110	Motor Fuel	95,256	98,000	94,082	-3,918
	<b>Total</b>	<b>12,092,368</b>	<b>12,417,444</b>	<b>12,630,209</b>	<b>212,765</b>

**FIRE PREVENTION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	444,969	466,731	483,337
OPERATING EXPENSE	14,522	15,500	19,000
<b>TOTAL</b>	<b>459,491</b>	<b>482,231</b>	<b>502,337</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>6</b>	<b>6</b>

**Class Title**

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

FIRE PREVENTION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>2302</b>					
7110	Regular Wages	304,479	302,124	313,108	10,984
7120	Overtime	3,406	4,050	4,050	0
7210	W/C Insurance	8,445	10,768	18,141	7,373
7260	FICA Matching	23,520	23,422	24,263	841
7270	Pension Matching	42,288	42,558	47,574	5,016
7280	Insurance Matching	58,816	79,904	71,701	-8,203
7290	Contribution Matching	4,016	3,905	4,500	595
7550	Communications	430	3,500	3,500	0
7600	Travel	2,260	3,000	6,000	3,000
7630	Train/Cont. Education	630	2,000	3,000	1,000
8010	Supplies	5,344	6,500	6,500	0
8016	Small Equip	2,369	0	0	0
8017	Printing(Not Std Forms)	2,814	500	0	-500
8018	Books & Subscriptions	675	0	0	0
<b>Total</b>		<b>459,491</b>	<b>482,231</b>	<b>502,337</b>	<b>20,106</b>

**FIRE TRAINING**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	317,159	328,190	310,932
OPERATING EXPENSE	46,355	53,400	70,000
<b>TOTAL</b>	<b>363,514</b>	<b>381,590</b>	<b>380,932</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>4</b>	<b>4</b>

**Class Title**

Fire Training Captain	1	1	1
Fire Lieutenant	1	1	1
Fire Training Officer	1	1	1
Fire Support Coordinator	1	0	0
Assistant Fire Chief, Training	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>4</b>	<b>4</b>

<b>FIRE TRAINING</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2303</b>					
7110	Regular Wages	209,186	214,855	205,969	-8,886
7120	Overtime	1,690	2,000	2,000	0
7130	Part Time	6,025	0	0	0
7210	W/C Insurance	575	607	1,664	1,057
7260	FICA Matching	15,234	16,589	15,910	-679
7270	Pension Matching	27,752	30,143	31,195	1,052
7280	Insurance Matching	52,668	58,996	50,194	-8,802
7290	Contribution Matching	4,029	5,000	4,000	-1,000
7550	Communications	1,243	3,000	3,000	0
7600	Travel	1,839	3,000	3,000	0
7630	Train/Cont. Education	1,125	2,000	3,000	1,000
7860	Maint: Buildings	775	0	1,000	1,000
7880	Maint: Mach/Imp/Tools	8,560	20,000	20,000	0
7900	Utilities	28,382	21,500	31,000	9,500
7990	Dues & Fees	105	0	1,500	1,500
8010	Supplies	2,642	2,500	4,500	2,000
8016	Small Equip	0	1,400	3,000	1,600
8018	Books & Subscriptions	1,685	0	0	0
<b>Total</b>		<b>363,514</b>	<b>381,590</b>	<b>380,932</b>	<b>-658</b>

**FIRE/EMERGENCY MANAGEMENT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	89,306	87,976	88,868
OPERATING EXPENSE	18,080	29,150	38,495
<b>TOTAL</b>	<b>107,386</b>	<b>117,126</b>	<b>127,363</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>

Class Title

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

**FIRE / EMERGENCY MANAGEMENT**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2305</b>					
7110	Regular Wages	63,600	60,463	60,463	0
7210	W/C Insurance	159	166	166	0
7260	FICA Matching	4,572	4,626	4,625	-1
7270	Pension Matching	6,823	8,404	9,069	665
7280	Insurance Matching	12,949	12,967	13,245	278
7290	Insurance Matching	1,202	1,350	1,300	-50
7550	Communications	8,715	9,130	13,000	3,870
7600	Travel	0	2,000	2,000	0
7630	Training & Development	0	1,000	1,000	0
7870	Maint: Motor Equipment	91	0	295	295
7880	Maint: Mach/Imp/Tools	1,289	13,200	13,200	0
7990	Dues and Fees	215	500	500	0
8010	Supplies	2,393	1,500	3,000	1,500
8016	Small Equip	4,327	900	4,000	3,100
8110	Motor Fuel	0	920	0	-920
8150	Food	1,050	0	1,000	1,000
<b>Total</b>		<b>107,386</b>	<b>117,126</b>	<b>126,363</b>	<b>9,237</b>

**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.

**STRATEGIC PRIORITIES (SP)**

- SP I: Safe, Sustainable & Business Friendly
- SP II: Economic Development & Jobs
- SP IV: Promotion of the City of Albany as a Great Place to Live, Work & Play

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

- SP I, G&O 1: Create a safe community to live, work, and play that encourages the well-being of Albany's citizens & assets
- SP II, G&O 1: Expand Albany Utilities infrastructure
- SP IV, G&O 3: To be recognized as a vibrant community & tourism destination

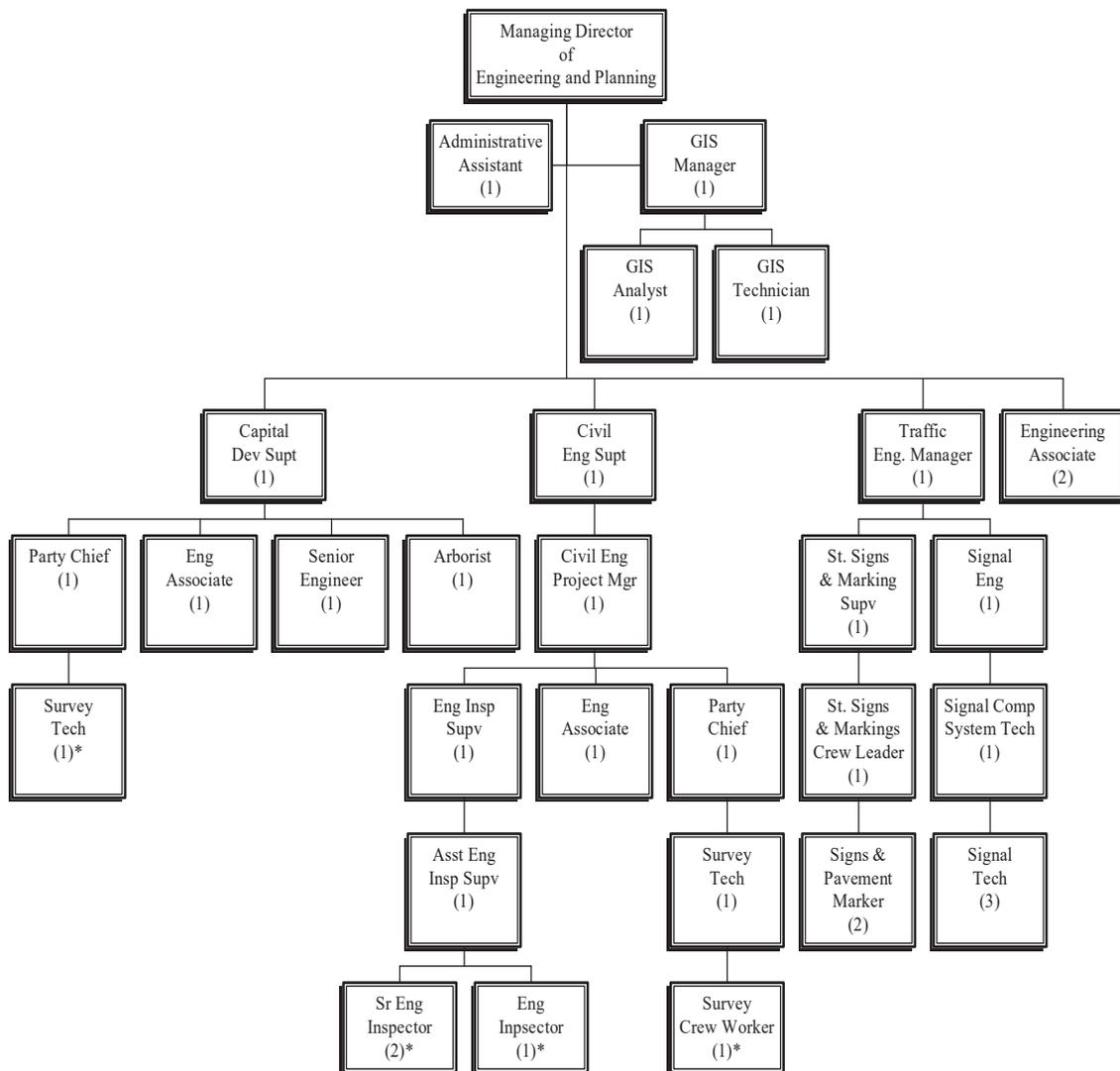
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: Needs Assessment for Sidewalks - % Complete	100%	N/A	N/A
SP II, G&O 1, PM 1: Design Rails-to-Trails with Associated Utilities - % Complete	100%	N/A	N/A
SP III, G&O 2, PM 1: Design Rails-to-Trails Connector to Riverfront Trail - % Complete	25%	100%	N/A
SP III, G&O 2, PM 2: Design Rails-to-Trails - % Complete	20%	60%	100%

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



## Engineering Department



\* Positions funded by SPLOST

**ENGINEERING**

**DESCRIPTION**

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>
PERSONNEL SERVICES	1,722,259	1,875,430	1,941,721
OPERATING EXPENSE	2,440,100	2,435,733	1,619,269
<b>TOTAL</b>	<b>4,162,359</b>	<b>4,311,163</b>	<b>3,560,989</b>

**Capital Projects Summary**

SPEED TABLES	62,773	100,000	0
<b>FULL TIME POSITIONS</b>	<b>34</b>	<b>34</b>	<b>34</b>

**Class Title**

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

\* One GIS Technician is paid for by Dougherty County

<b>ENGINEERING</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2400</b>					
7110	Regular Wages	1,160,348	1,252,407	1,269,260	16,853
7120	Overtime	41,882	36,000	36,000	0
7130	Part Time	29,256	35,000	35,000	0
7210	W/C Insurance	30,700	35,123	37,797	2,674
7230	Uniforms	9,087	12,000	10,000	(2,000)
7260	FICA Matching	88,575	101,241	102,530	1,289
7270	Pension Matching	127,540	140,436	156,631	16,195
7280	Insurance Matching	220,074	248,223	278,503	30,280
7290	Contribution Matching	14,797	15,000	16,000	1,000
7510	Professional Services	69,061	21,720	21,220	(500)
7512	Tech.Svcs(Surveys,DP)	1,090	1,500	1,500	0
7550	Communications	15,266	26,600	26,600	0
7570	Advertising	0	200	0	(200)
7600	Travel	8,272	11,050	6,050	(5,000)
7630	Train/Cont. Education	10,815	18,984	12,984	(6,000)
7700	Risk Allocation	37,356	37,736	37,143	(593)
7860	Maint: Buildings	336	0	0	0
7870	Maint: Motor Equip	71,069	78,500	58,069	(20,431)
7880	Maint: Mach/Imp/Tools	113,432	244,333	244,333	0
7900	Utilities	88,639	13,500	13,500	0
7910	Street Lights	1,727,305	1,700,000	911,572	(788,428)
7990	Dues and Fees	7,280	9,575	9,575	0
8009	Licenses(CDL,CPA,Etc)	0	1,800	1,800	0
8010	Supplies	136,969	132,256	132,256	0
8016	Small Equip	42,997	22,000	22,000	0
8017	Printing(Not Std Forms)	1,489	1,500	1,500	0
8018	Books & Subscriptions	852	2,602	2,602	0
8020	Photography	0	100	100	0
8050	Equipment Rental	214	500	500	0
8052	Rent Central Square Bldg	64,124	68,027	68,517	490
8110	Motor Fuel	43,533	42,050	46,248	4,198
8150	Food	0	1,200	1,200	0
<b>Total</b>		<b>4,162,359</b>	<b>4,311,163</b>	<b>3,560,989</b>	<b>(750,174)</b>

**RIGHT-OF-WAY MAINTENANCE**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

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

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

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

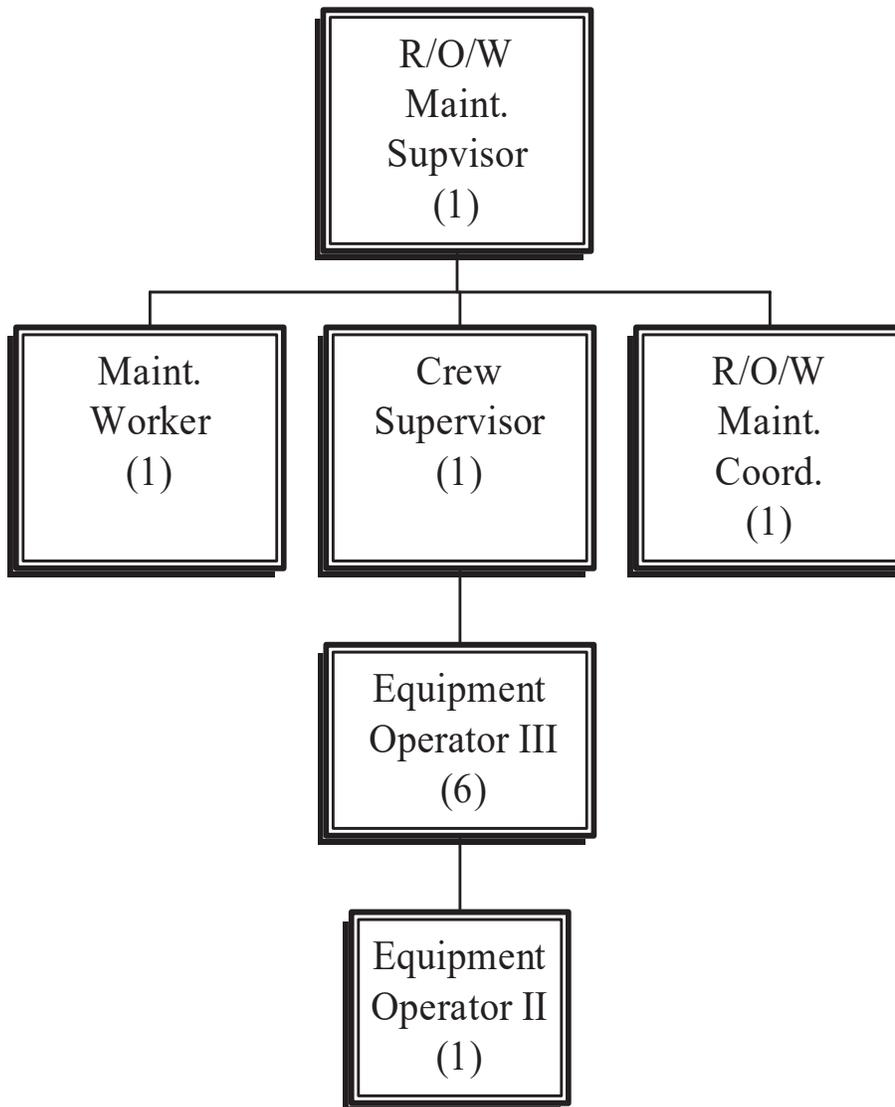
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP IV, G&O 2, PM 1: # of contractor litter bags pickups on By-pass	0	866	5,200
<b>(Supervised by Solid Waste personnel)</b>			
SP IV, G&O 2, PM 2: # of litter bags picked up by Inmate labor	N/A	N/A	10,400
SP IV, G&O 2, PM 3: # of litter bags picked up by Community Service Workers & In-house	8,450	8,450	8,450

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## Right-of-Way Maintenance



**RIGHT-OF-WAY MAINTENANCE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONAL SERVICES	519,735	586,132	595,563
OPERATING EXPENSES	344,497	344,321	383,574
<b>TOTAL EXPENSES</b>	<b>864,232</b>	<b>930,453</b>	<b>979,137</b>
<b>FULL TIME POSITIONS</b>	<b>11</b>	<b>11</b>	<b>11</b>

**Class Title**

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

**RIGHT-OF-WAY MAINTENANCE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3301</b>					
7110	Regular Wages	341,166	383,145	391,442	8,297
7120	Overtime	2,747	2,500	2,500	0
7210	W/C Insurance	15,279	18,839	17,980	-859
7230	Uniforms	0	3,700	0	-3,700
7260	FICA Matching	24,226	29,502	30,137	635
7270	Pension Matching	36,146	42,035	47,273	5,238
7280	Insurance Matching	98,813	104,411	104,231	-180
7290	Contribution Matching	1,358	2,000	2,000	0
7510	Professional Services	0	500	74,880	74,380
7550	Communications	1,609	750	0	-750
7600	Travel	729	200	200	0
7630	Train/Cont. Education	190	600	600	0
7700	Risk Allocation	48,972	45,211	19,599	-25,612
7870	Maint: Motor Equip.	186,352	163,000	165,813	2,813
7880	Maint: Mach/Imp/Tools	0	2,560	2,000	-560
7900	Utilites	275	500	500	0
8010	Supplies	61,678	85,000	70,000	-15,000
8016	Small Equipment	1,585	2,000	2,000	0
8110	Motor Fuel	43,107	44,000	47,982	3,982
<b>Total</b>		<b>864,232</b>	<b>930,453</b>	<b>979,137</b>	<b>48,684</b>

**RECREATION DEPARTMENT**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

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

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

SP IV, G&O 2: To Be Recognized as a Vibrant Community & Tourist Destination  
 SP IV, G&O 3: To Be Recognized as a Progressive and Innovative Community

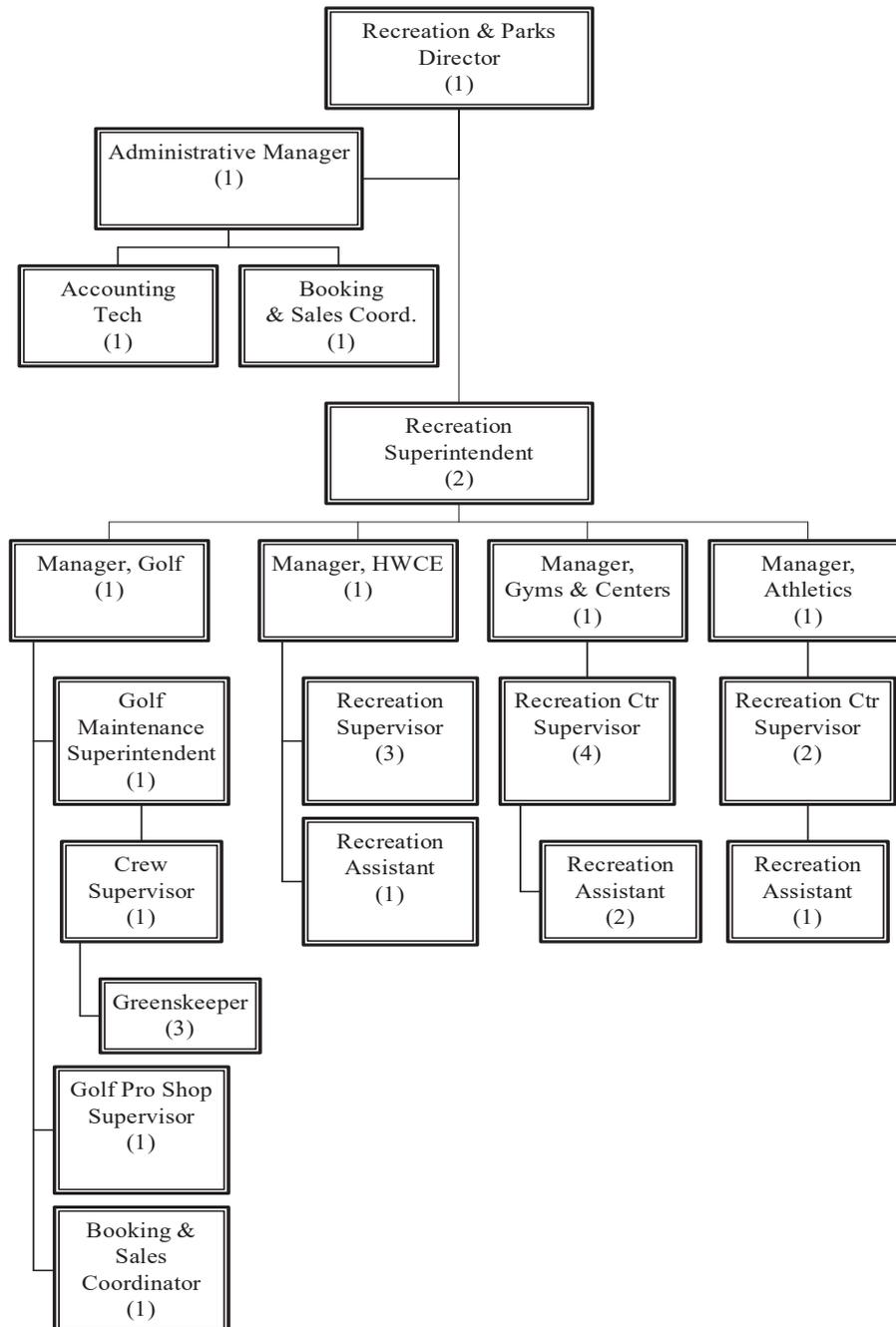
**PERFORMANCE MEASURES (PM)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP IV, G&O 2, PM 1: To Increase the # of Rounds Played & Grow Golf Membership			
- Rounds Played	10,800	13,200	16,000
- # of Members	114	139	150
SP IV, G&O 2, PM 2: To Increase the # of Special Events & Programs			
- # of Youth Events/Programs	21	26	28
- # of Participants	1,600	2,450	3,000
- # of Adult Events/Programs	17	30	32
- # of Participants	1,700	2,000	2,500
- # of Family Events/Programs	4	5	5
- # of Participants	1,200	1,350	1,500
- Total # of Events/Programs	42	61	65
- Total # of Participants	4,500	5,800	7,000

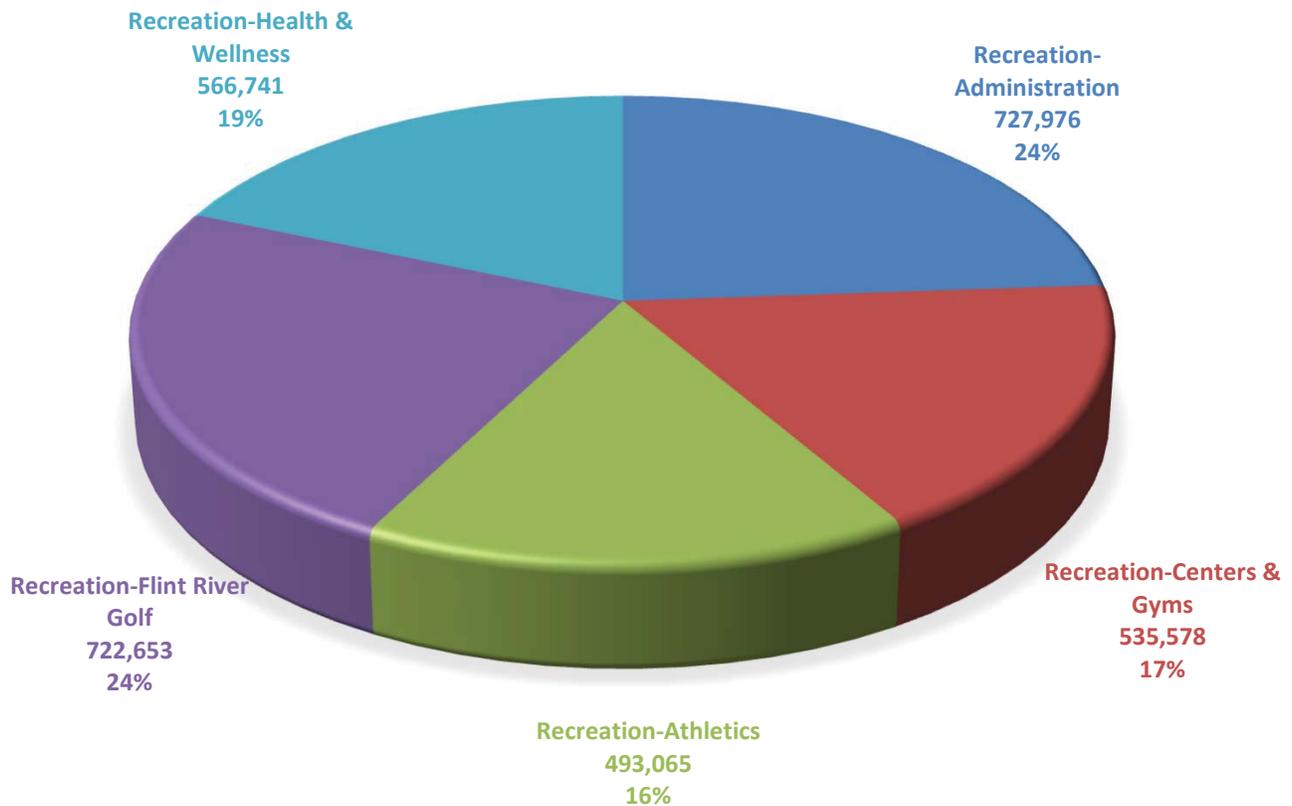
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# Recreation & Parks Department



# City of Albany Adopted Budget FY 2020 Recreation Department



Total Expenditures  
\$3,046,013

**RECREATION DEPARTMENTAL SUMMARY**

*SUMMARY*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,466,514	1,869,471	1,889,889
OPERATING EXPENSE	915,489	1,179,288	1,156,124
<b>TOTAL</b>	<b>2,382,003</b>	<b>3,048,759</b>	<b>3,046,013</b>
<b>FULL TIME POSITION</b>	<b>32</b>	<b>30</b>	<b>30</b>

**RECREATION ADMINISTRATION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	212,364	480,458	513,666
OPERATING EXPENSE	219,850	234,297	214,310
<b>TOTAL</b>	<b>432,215</b>	<b>714,755</b>	<b>727,976</b>
<b>FULL TIME POSITION</b>	<b>4</b>	<b>7</b>	<b>7</b>

**Class Title**

Accounting Technician	1	1	1
Deputy Director, Recreation	0	0	0
Recreation Superintendent	0	2	2
Event Coordinator	0	1	1
Administrative Manager	1	1	1
Director, Recreation	1	1	1
Booking & Sales Adm. Coord.	0	0	1
Office Assistant	1	1	0
<b>TOTAL</b>	<b>4</b>	<b>7</b>	<b>7</b>

RECREATION ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>6100</b>					
7110	Regular Wages	149,479	341,056	360,468	19,412
7120	Overtime	-40	200	200	0
7130	Part Time	0	3,000	1,000	-2,000
7210	W/C Insurance	374	861	3,544	2,683
7230	Uniforms	540	2,000	2,000	0
7260	FICA Matching	10,476	26,336	27,668	1,332
7270	Pension Matching	15,551	37,197	43,280	6,083
7280	Insurance Matching	33,738	66,808	71,006	4,198
7290	Contribution Matching	2,246	3,000	4,500	1,500
7510	Professional Services	212	1,525	0	-1,525
7550	Communications	6,444	7,116	6,620	-496
7600	Travel	0	4,750	6,600	1,850
7630	Train/Cont. Education	309	3,770	4,775	1,005
7700	Risk Allocation	138,612	135,000	118,719	-16,281
7860	Maint: Bldgs	904	2,000	0	-2,000
7860.91	FEMA Lot Maint	24,901	0	0	0
7870	Maint: Motor Equipment	4,245	5,720	3,479	-2,241
7880	Maint: Mach/Imp/Tools	8,506	26,844	15,435	-11,409
7900	Utilities	16,436	20,000	25,000	5,000
7901	Storm Water	0	0	0	0
7990	Dues and Fees	4,968	6,970	5,800	-1,170
8010	Supplies	3,820	5,000	7,500	2,500
8016	Small Equip	5,550	6,000	11,500	5,500
8017	Printing(Not Std Forms)	0	3,750	2,500	-1,250
8018	Books & Subscriptions	203	800	800	0
8030	Janitorial Supplies	236	1,000	1,000	0
8050	Equipment Rental	3,965	3,500	3,500	0
8110	Motor Fuel	542	552	1,082	530
<b>Total</b>		<b>432,215</b>	<b>714,755</b>	<b>727,976</b>	<b>13,221</b>

**RECREATION/CENTERS AND GYMS**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	416,032	392,419	395,223
OPERATING EXPENSE	100,269	163,940	140,355
<b>TOTAL</b>	<b>516,301</b>	<b>556,359</b>	<b>535,578</b>
<b>FULL TIME POSITION</b>	<b>9</b>	<b>6</b>	<b>6</b>

**Class Title**

Recreation Assistant	2	1	1
Manager, Gyms & Centers	1	1	1
Recreation Center Supervisor	6	4	4
<b>TOTAL</b>	<b>9</b>	<b>6</b>	<b>6</b>

RECREATION / CENTERS AND GYMS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>6101</b>					
7110	Regular Wages	208,866	221,578	221,578	0
7120	Overtime	21	200	200	0
7130	Part Time	114,993	65,000	67,000	2,000
7210	W/C Insurance	5,722	6,908	8,022	1,114
7230	Uniforms	1,354	2,500	1,500	-1,000
7260	FICA Matching	23,871	21,939	22,092	153
7270	Pension Matching	22,200	24,174	26,613	2,439
7280	Insurance Matching	37,249	48,120	45,718	-2,402
7290	Contribution Matching	1,755	2,000	2,500	500
7510	Professional Services	0	540	0	-540
7514	Contact Labor(Temp)	0	25,000	25,000	0
7550	Communications	4,393	6,300	6,300	0
7600	Travel	38	500	500	0
7630	Train/Cont. Education	120	1,750	1,750	0
7860	Maint: Bldgs	3,317	0	0	0
7870	Maint: Motor Equip.	997	5,170	167	-5,003
7880	Maint: Mach/Imp/Tools	2,331	3,700	2,000	-1,700
7900	Utilities	79,740	90,000	90,000	0
7990	Dues and Fees	110	900	900	0
8010	Supplies	2,832	10,000	6,000	-4,000
8016	Small Equip	0	10,000	0	-10,000
8030	Janitorial Supplies	3,570	4,700	4,700	0
8052	Rental of Office Space	-2,400	0	0	0
8110	Motor Fuel	1,347	1,380	1,038	-342
8150	Food	3,873	4,000	2,000	-2,000
	<b>Total</b>	<b>516,301</b>	<b>556,359</b>	<b>535,578</b>	<b>-20,781</b>

**RECREATION/ATHLETICS**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	176,424	239,727	226,309
OPERATING EXPENSE	211,371	235,970	266,756
<b>TOTAL</b>	<b>387,795</b>	<b>475,697</b>	<b>493,065</b>
<b>FULL TIME POSITION</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Class Title**

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

RECREATION / ATHLETICS					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>6104</b>					
7110	Regular Wages	122,350	159,223	157,486	-1,737
7120	Overtime	0	0	1,000	1,000
7130	Part Time	0	10,000	0	-10,000
7210	W/C Insurance	5,054	5,180	7,535	2,355
7230	Uniforms	0	750	750	0
7260	FICA Matching	8,786	12,946	12,124	-822
7270	Pension Matching	12,900	17,355	19,018	1,663
7280	Insurance Matching	25,090	31,773	25,896	-5,877
7290	Contribution Matching	2,244	2,500	2,500	0
7510	Professional Services	0	445	0	-445
7514	Contract Labor(Temp)	11,993	25,000	30,000	5,000
7550	Communications	2,931	4,500	4,500	0
7600	Travel	168	500	500	0
7630	Train/Cont. Education	74	1,175	1,000	-175
7860	Maint: Bldg.	9,031	0	0	0
7870	Maint: Motor Equipment	8,910	5,350	11,989	6,639
7880	Maint: Mach/Imp/Tools	810	1,500	1,500	0
7900	Utilities	153,388	160,000	180,000	20,000
7990	Dues and Fees	165	820	820	0
8010	Supplies	19,080	30,000	30,000	0
8016	Small Equip	0	1,500	0	-1,500
8017	Printing(Not Std Forms)	75	0	0	0
8030	Janitorial Supplies	1,154	1,500	2,000	500
8110	Motor Fuel	3,464	3,680	4,447	767
<b>Total</b>		<b>387,795</b>	<b>475,697</b>	<b>493,065</b>	<b>17,368</b>

**RECREATION/FLINT RIVER GOLF COURSE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>Revenues</b>	<b>201,746</b>	<b>198,295</b>	<b>219,500</b>
PERSONNEL SERVICES	399,991	437,527	438,880
OPERATING EXPENSE	232,559	287,161	283,773
<b>TOTAL EXPENSES</b>	<b>632,550</b>	<b>724,688</b>	<b>722,653</b>
<b>FULL TIME POSITION</b>	<b>8</b>	<b>8</b>	<b>8</b>

**Class Title**

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

RECREATION/FLINT RIVER GOLF COURSE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>6105</b>					
7110	Regular Wages	260,088	272,200	273,433	1,233
7120	Overtime	237	700	700	0
7130	Part Time	13,017	21,000	21,000	0
7210	W/C Insurance	7,345	8,078	8,112	34
7230	Uniforms	1,410	3,000	3,000	0
7260	FICA Matching	19,228	22,483	22,578	95
7270	Pension Matching	26,212	29,746	32,896	3,150
7280	Insurance Matching	70,018	77,320	74,161	-3,159
7290	Contribution Matching	2,436	3,000	3,000	0
7510	Professional Services	193	500	0	-500
7514	Contract Labor(Temp)	4,503	15,000	15,000	0
7550	Communications	3,249	4,836	3,712	-1,124
7570	Advertising	0	3,000	0	-3,000
7600	Travel	0	500	0	-500
7630	Train/Cont. Education	117	2,800	1,500	-1,300
7860	Maint: Bldgs	1,245	0	0	0
7870	Maint: Motor Equip	39,604	27,675	32,568	4,893
7880	Maint: Mach/Imp/Tools	3,303	36,120	31,000	-5,120
7900	Utilities	56,313	70,000	70,000	0
7901	Storm Water	0	0	0	0
7990	Dues and Fees	6,579	6,920	7,920	1,000
8004	Materials	73	0	0	0
8010	Supplies	38,798	40,000	40,000	0
8016	Small Equip	17,045	16,000	16,000	0
8017	Printing(Not Std Forms)	0	500	0	-500
8018	Books & Subscriptions	0	260	0	-260
8030	Janitorial Supplies	0	3,000	1,500	-1,500
8050	Equipment Rental	27,586	27,250	27,300	50
8070	Concessions for Resale	10,236	9,500	9,500	0
8080	Supplies For Resale	7,133	7,000	7,000	0
8110	Motor Fuel	16,580	16,300	20,773	4,473
8495	Cash Over/Short	0	0	0	0
	<b>Total</b>	<b>632,550</b>	<b>724,688</b>	<b>722,653</b>	<b>-2,035</b>

**RECREATION/HEALTH, WELLNESS AND COMMUNITY**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	261,703	319,340	315,811
OPERATING EXPENSE	151,439	257,920	250,930
<b>TOTAL</b>	<b>413,142</b>	<b>577,260</b>	<b>566,741</b>
<b>FULL TIME POSITION</b>	<b>7</b>	<b>5</b>	<b>5</b>

**Class Title**

Therapeutic Prog/Aqua.Act. Coord.	1	0	0
Recreation Assistant	1	1	1
Recreation Supervisor	4	3	3
Mgr:Health,Well,&Comm Eve	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>5</b>	<b>5</b>

RECREATION/HEALTH, WELLNESS AND COMMUNITY					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>6111</b>					
7110	Regular Wages	155,962	185,009	185,009	0
7120	Overtime	330	1,500	1,500	0
7130	Temporary Help	44,631	46,000	46,000	0
7210	W/C Insurance	4,667	4,418	4,697	279
7230	Uniforms	987	1,250	1,250	0
7260	FICA Matching	14,957	17,787	17,787	0
7270	Pension Matching	16,295	20,329	22,381	2,052
7280	Insurance Matching	22,569	41,047	35,187	-5,860
7290	Contribution Matching	1,303	2,000	2,000	0
7510	Professional Services	610	490	0	-490
7514	Contract Labor(Temp)	16,154	55,000	55,000	0
7550	Communications	2,987	4,830	4,830	0
7600	Travel	961	3,250	3,250	0
7630	Train/Cont. Education	120	4,500	1,000	-3,500
7860	Maint: Bldgs	1,745	0	0	0
7880	Maint: Mach/Imp/Tools	1,332	2,500	1,500	-1,000
7900	Utilities	81,320	85,000	85,000	0
7990	Dues and Fees	1,290	3,600	1,500	-2,100
8010	Supplies	10,366	15,250	15,250	0
8016	Small Equip	586	4,500	4,500	0
8030	Janitorial Supplies	1,815	2,000	2,100	100
8040	Fireworks	26,107	70,000	70,000	0
8050	Rental of Equipment	467	1,500	1,500	0
8150	Food	585	1,000	1,000	0
8710	Special Events	4,994	4,500	4,500	0
<b>Total</b>		<b>413,142</b>	<b>577,260</b>	<b>566,741</b>	<b>-10,519</b>

**FACILITIES MANAGEMENT**

SUMMARY

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

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

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

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

**PERFORMANCE MEASURES (PM)**

Measures	FY 2018	FY 2019	FY 2020
SP III, G&O 1, PM 1: Percentage of Standing Infrastructure Inventoried	N/A	N/A	90%
SP III, G&O 1, PM 2: Vacant Lots Maintained	N/A	N/A	bi-weekly
SP III, G&O 1, PM 3: Compliance with Bi-weekly mowing	N/A	N/A	90%

**Note:**

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

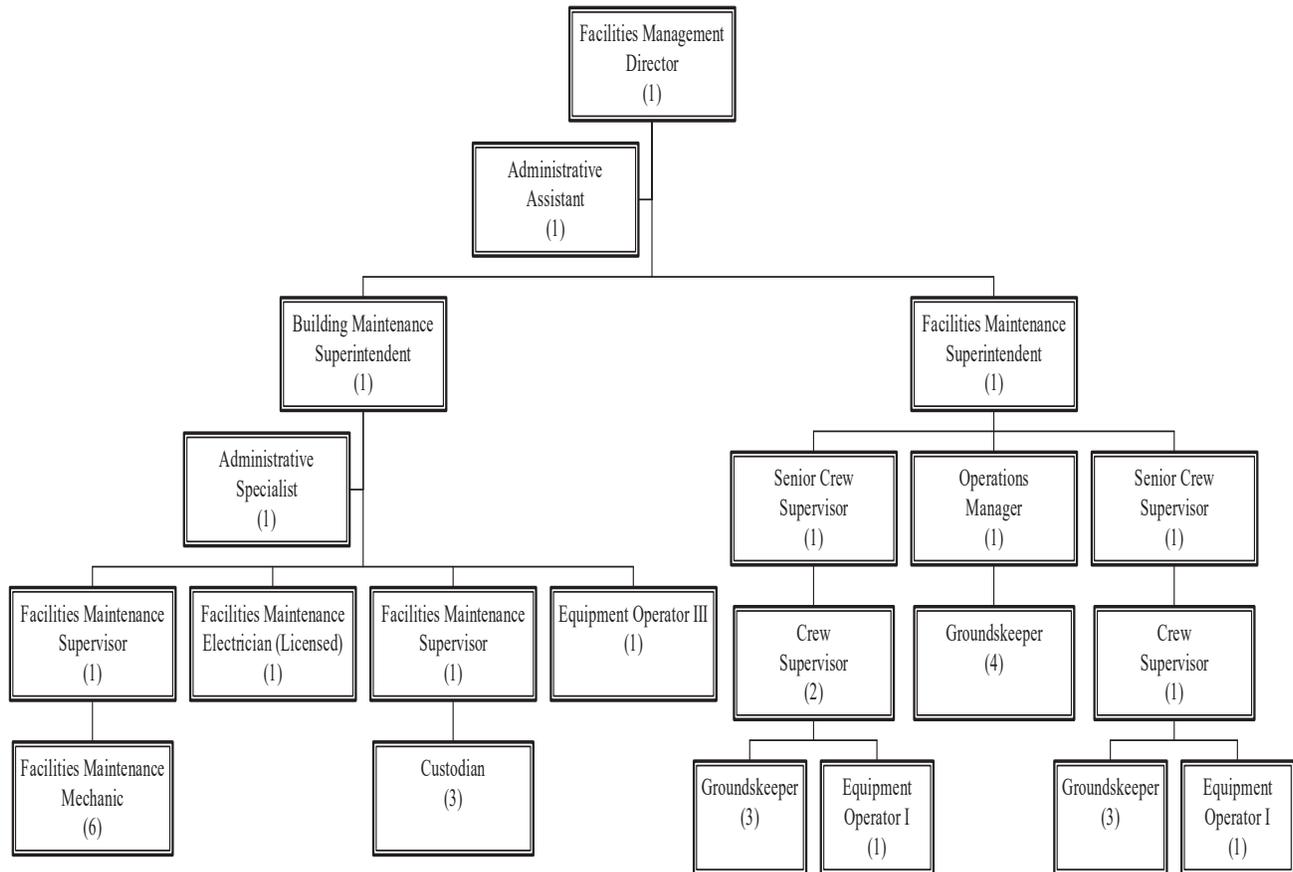
**Grounds Division** *Goal of 90% or better schedule adherence/accomplishment weather condition dependent*  
 1 City of Albany Administration Building and 311 Call Center grounds (weekly mowing weed eating, litter pickup)  
 1 City of Albany Fleet Maintenance Facility (bi-weekly mowing, weed eating,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

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

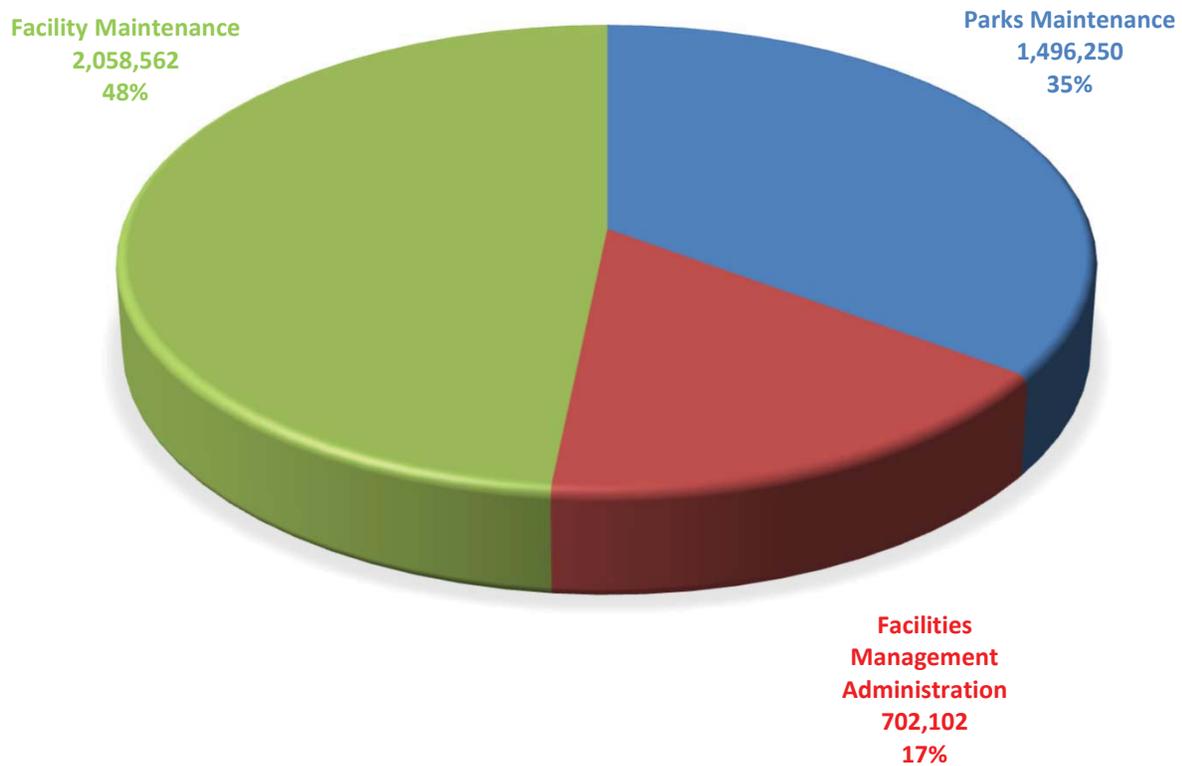
- SP I = Safe, Sustainable, & Business Friendly
- SP II = Economic Development & Jobs
- SP III = Infrastructure & Asset Management
- SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play
- SP V = Effective & Excellent Service Delivery
- SP VI = Fiscal Responsibility



## Facilities Management



City of Albany  
Adopted Budget  
FY 2020  
Facilities Management



Total Expenditures  
\$4,256,914

**FACILITIES MANAGEMENT**

SUMMARY

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,649,771	2,086,811	2,080,020
OPERATING EXPENSE	1,360,755	1,531,359	2,176,894
<b>TOTAL</b>	<b>3,010,526</b>	<b>3,618,170</b>	<b>4,256,914</b>
<b>FULL TIME POSITION</b>	<b>38</b>	<b>36</b>	<b>36</b>

**MAINTENANCE ADMINISTRATION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	181,178	187,054	187,661
OPERATING EXPENSES	278,903	404,598	514,441
<b>TOTAL</b>	<b>460,081</b>	<b>591,652</b>	<b>702,102</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

**Class Title**

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

**MAINTENANCE ADMINISTRATION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>6112</b>					
7110	Regular Wages	142,068	148,330	148,330	0
7120	Overtime	1,461	1,000	2,500	1,500
7210	W/C Insurance	1,120	1,124	402	(722)
7230	Uniforms	505	1,000	500	(500)
7260	FICA Matching	11,120	11,424	11,538	114
7270	Pension Matching	15,536	16,277	16,600	323
7280	Insurance Matching	9,211	7,399	7,591	192
7290	Contribution Matching	158	500	200	(300)
7510	Professional Services	184,975	216,100	457,001	240,901
7550	Communications	3,246	7,960	4,000	(3,960)
7600	Travel	0	2,500	1,500	(1,000)
7610	Auto Allowance	5,500	6,000	6,000	0
7630	Train/Cont. Education	1,000	2,500	2,500	0
7700	Risk Allocation	34,620	40,822	25,040	(15,782)
7860	Maint: Bldgs.	1,206	102,000	0	(102,000)
7870	Labor	31	1,050	0	(1,050)
7870	Maintenance	606	1,000	0	(1,000)
7870	Parts	83	1,700	0	(1,700)
7870	Outside Upkeep	0	0	1,900	1,900
7880	Maint: Mach/Imp/Tools	116	2,860	2,500	(360)
7900	Utilities	3,380	6,000	5,000	(1,000)
7990	Dues and Fees	757	2,250	2,500	250
8010	Supplies	25,812	6,000	6,000	0
8016	Small Equip	14,916	3,700	0	(3,700)
8017	Printing	317	500	500	0
8050	Rental Equipment	277	0	0	0
8110	Gasoline	1,342	1,656	0	(1,656)
<b>Total</b>		<b>460,081</b>	<b>591,652</b>	<b>702,102</b>	<b>110,450</b>

**Building Maintenance**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	667,675	932,908	883,734
OPERATING EXPENSES	708,062	657,735	1,174,828
<b>TOTAL</b>	<b>1,375,738</b>	<b>1,590,643</b>	<b>2,058,562</b>
<b>FULL TIME POSITIONS</b>	<b>17</b>	<b>15</b>	<b>15</b>

**Class Title**

Facilities Maint. Superintendent	2	1	1
Administrative Specialist	1	1	1
Facilities Maint. Supervisor	1	2	2
Facility Maintenance Electrician(Non-Licensed)	1	1	1
Facility Maintenance Mechanic	8	6	6
Equipment Operator III	1	1	1
Custodian	3	3	3
<b>TOTAL</b>	<b>17</b>	<b>15</b>	<b>15</b>

Building Maintenance					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>6114</b>					
7110	Regular Wages	412,359	533,589	509,080	(24,509)
7120	Overtime	36,298	33,000	20,000	(13,000)
7130	Part Time	13,350	33,930	64,949	31,019
7210	W/C Insurance	15,107	21,378	19,403	(1,975)
7230	Uniforms	5,290	15,000	7,000	(8,000)
7260	FICA Matching	34,538	45,940	45,443	(497)
7270	Pension Matching	48,394	61,758	63,490	1,732
7280	Insurance Matching	98,083	183,813	148,869	(34,944)
7290	Contribution Matching	4,256	4,500	5,500	1,000
7510	Professional Services	868	3,350	500	(2,850)
7512	Tech.Svcs(Surveys,DP)	20,406	900	0	(900)
7550	Communications	10,162	12,712	10,000	(2,712)
7600	Travel	1,310	1,000	1,500	500
7630	Train/Cont. Education	1,110	5,000	3,500	(1,500)
7860	Bldg Maintenance	618,000	549,040	1,085,000	535,960
7870	Maint: Motor Equip.	21,556	30,800	28,453	(2,347)
7880	Maint: Mach/Imp/Tools	5,528	5,200	5,000	(200)
7900	Utilities	52	0	0	0
7990	Dues and Fees	0	1,500	500	(1,000)
8009	Licenses	0	500	500	0
8010	Supplies	5,419	9,960	5,000	(4,960)
8016	Small Equip	4,916	10,000	5,000	(5,000)
8017	Printing	6	500	2,000	1,500
8050	Rental of Equipment	200	7,500	7,500	0
8110	Gasoline	13,213	11,098	17,555	6,457
8110	Diesel Fuel	5,316	8,675	2,820	(5,855)
<b>Total</b>		<b>1,375,738</b>	<b>1,590,643</b>	<b>2,058,562</b>	<b>467,919</b>

**PARK MAINTENANCE**

*DESCRIPTION*

The function of Park Maintenance/Cemetery division is to: 1) provide maintenance services to all parks, playgrounds, and to provide assistance with special events; 2) provide necessary functions for the operation of approximately 80 acres known as the Riverside and Oakview Cemeteries. This operation includes all facets of cemetery management such as lot sales, burial records, grave excavation, funeral, arrangements, and grounds maintenance.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONAL SERVICES	800,917	966,849	1,008,625
OPERATING EXPENSES	373,789	469,026	487,625
<b>TOTAL EXPENSES</b>	<b>1,174,707</b>	<b>1,435,875</b>	<b>1,496,250</b>
<b>FULL TIME POSITIONS</b>	<b>19</b>	<b>19</b>	<b>19</b>

**Class Title**

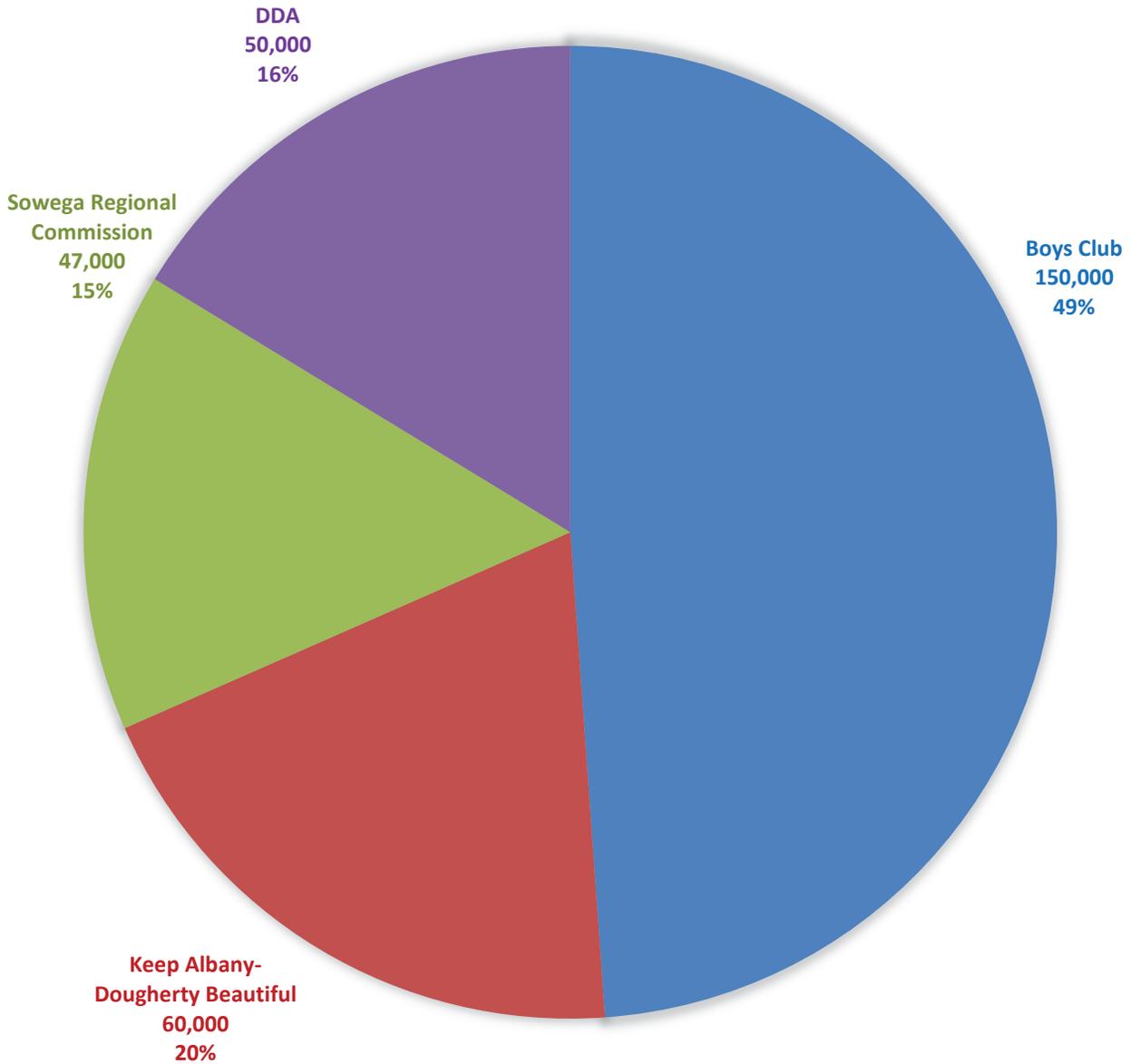
Facilities Maint. Superintendent	1	1	1
Groundskeeper	9	9	10
Crew Supervisor, Senior	2	2	2
Crew Supervisor	3	3	3
Operations Manager	0	0	1
Equipment Operator I	3	3	2
Administrative Specialist	1	1	0
<b>TOTAL</b>	<b>19</b>	<b>19</b>	<b>19</b>

**PARK MAINTENANCE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>6106</b>					
7110	Regular Wages	491,034	589,778	602,820	13,042
7120	Overtime	32,212	30,000	21,500	(8,500)
7130	Part Time	10,248	26,070	53,563	27,493
7210	W/C Insurance	24,650	20,038	28,800	8,762
7230	Uniforms	9,949	15,000	9,500	(5,500)
7260	FICA Matching	37,255	49,407	51,858	2,451
7270	Pension Matching	54,584	67,556	70,418	2,862
7280	Insurance Matching	139,214	167,000	167,666	666
7290	Contribution Matching	1,772	2,000	2,500	500
7510	Professional Services	6,603	10,500	167,600	157,100
7512	Tech. Svcs. (Surveys, DP)	2,136	0	0	0
7514	Contract Labor(Temp)	19,760	20,835	0	(20,835)
7550	Communications	4,807	8,776	8,400	(376)
7600	Travel	0	700	1,000	300
7630	Train/Cont. Education	75	3,965	1,000	(2,965)
7860	Maint: Bldgs	3,273	0	0	0
7870	Maint: Motor Equip.	157,780	198,800	124,797	(74,003)
7880	Maint: Mach/Imp/Tools	7,851	19,500	11,000	(8,500)
7900	Utilites	89,254	90,000	90,000	0
7990	Dues and Fees	705	2,450	2,500	50
8004	Materials	0	0	0	0
8009	Licenses(CDL,CPA,Etc)	0	500	500	0
8010	Supplies	19,960	40,500	33,500	(7,000)
8016	Small Equipment	14,451	9,000	6,000	(3,000)
8017	Printing	1,516	0	0	0
8030	Janitorial Supplies	116	0	0	0
8050	Equipment Rental	325	5,000	5,000	0
8110	Motor Fuel	45,177	58,500	36,328	(22,172)
<b>Total</b>		<b>1,174,707</b>	<b>1,435,875</b>	<b>1,496,250</b>	<b>60,375</b>



# City of Albany FY 2020 Independent Agencies



Total Independent Agencies  
\$557,000

**INDEPENDENT AGENCIES**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	1,757,647	1,734,000	557,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,757,647</b>	<b>1,734,000</b>	<b>557,000</b>
<b>FULL TIME POSITION</b>	0	0	0

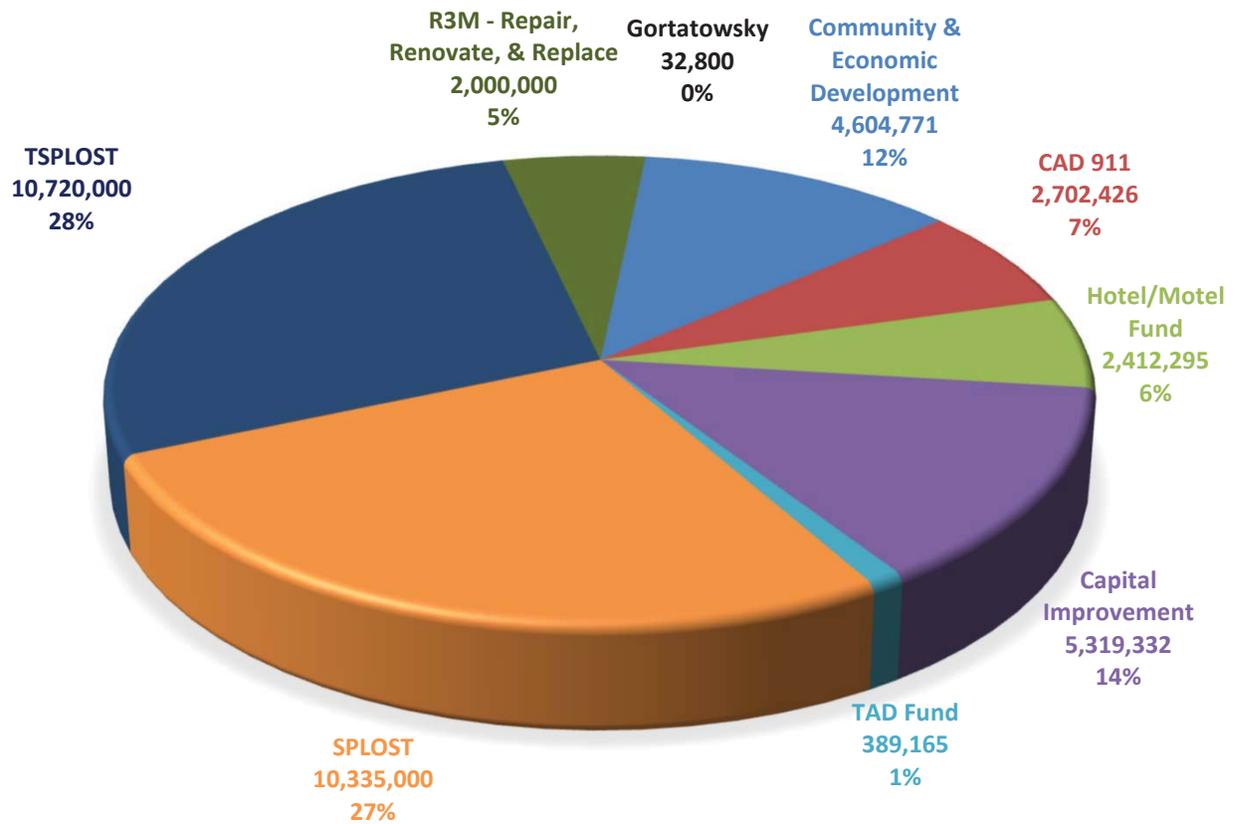
**INDEPENDENT AGENCIES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>	<b>VARIANCE +(-)</b>
<b>7100.</b>					
7999.70	Boys/Girls Club	150,000	150,000	150,000	0
7999.74	DDA	50,000	50,000	50,000	0
	Riverquarium	200,000	200,000	0	(200,000)
	Albany Civil Rights Institute	100,000	100,000	0	(100,000)
7999.75	Albany Area Arts Council	45,000	45,000	0	(45,000)
7999.78	Keep Albany-Dougherty Beautiful	6,089	10,000	60,000	50,000
7999.82	Sowega Regional Commission	44,558	47,000	47,000	0
7999.92	Albany/Do Economic Development	250,000	250,000	250,000	0
7999.96	Chehaw Park	912,000	882,000	0	(882,000)
	<b>Total</b>	<b>1,757,647</b>	<b>1,734,000</b>	<b>557,000</b>	<b>(1,177,000)</b>



## Special Revenue Funds

# City of Albany Adopted Budget FY 2020 Special Revenue Funds



Total Expenditures  
\$38,515,789

**COMMUNITY DEVELOPMENT**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business Friendly

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

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

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

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

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

**PERFORMANCE MEASURES (PM)**

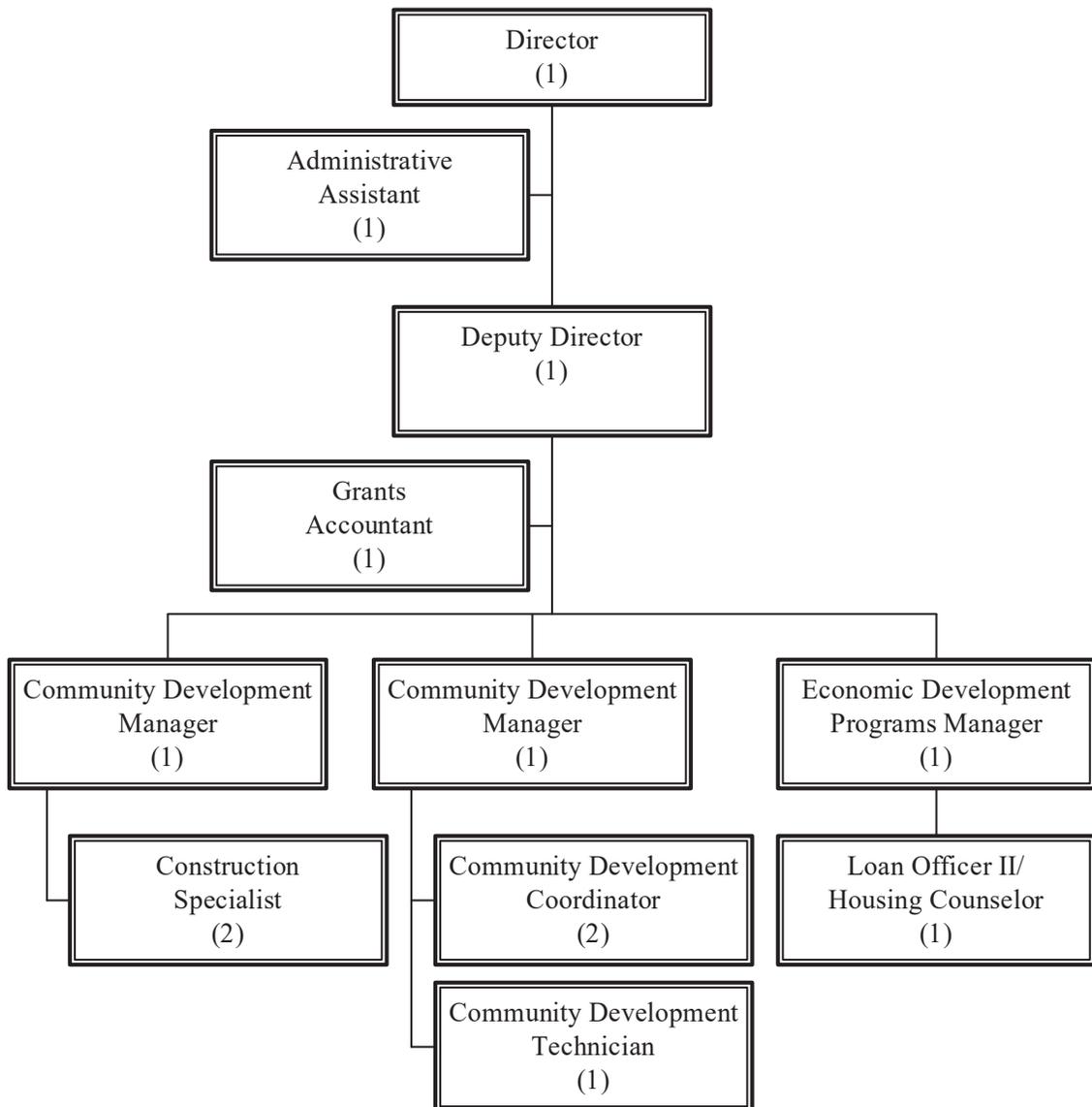
<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: # Housing Units Rehabilitated within NRSAs	33	40	**55
SP I, G&O 1, PM 2: % Rental Property Occupancy	77%	80%	85%
SP I, G&O 2, PM 1: # Households Assisted with Direct Homebuyer Assistance	1	3	3
SP IV, G&O 3, PM 1: # New Business Loans Attracted	1	3	3

\*\* Due to the use of CDBG-Disaster Recovery funding, there may be an additional 20 households served in the City of Albany during FY 2020

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

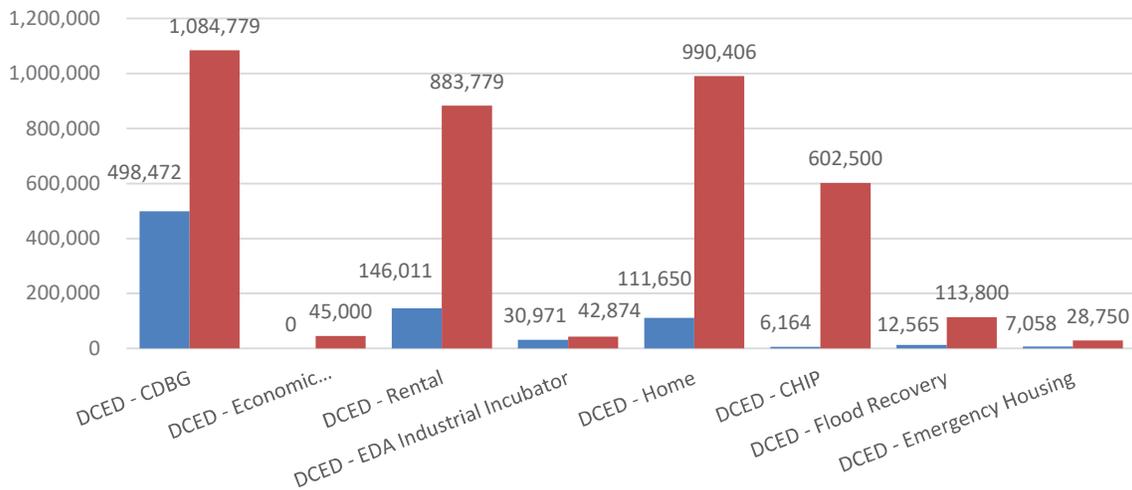
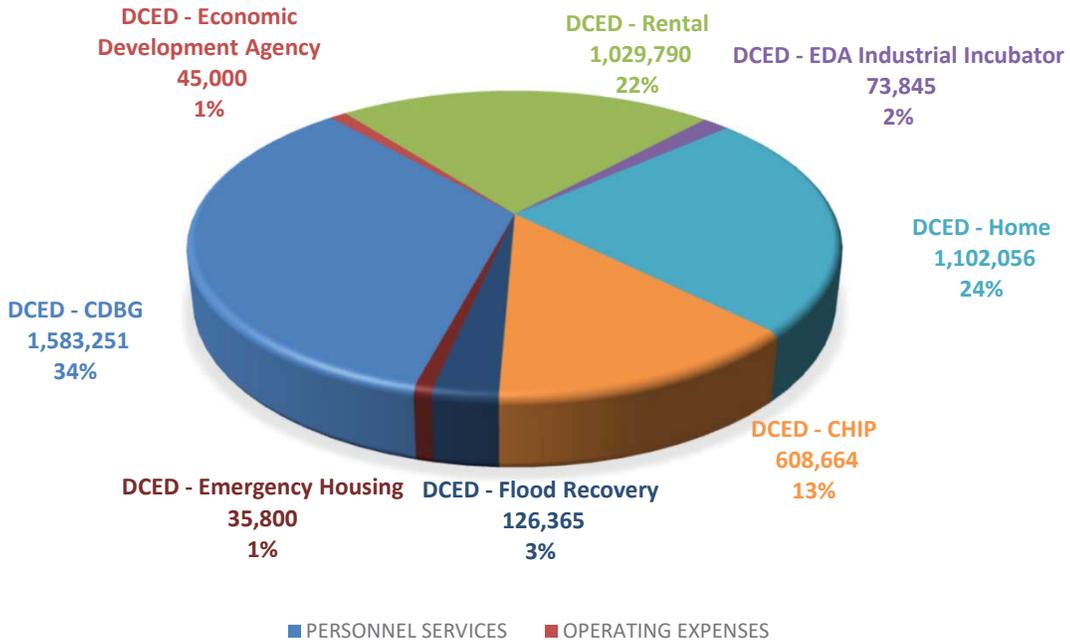


# Community & Economic Development



# City of Albany Adopted Budget FY 2020

## Community Development Expenditures



**Total Expenditures  
\$4,604,771**

**COMMUNITY DEVELOPMENT**

*SUMMARY*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	4,004,587	3,598,798	3,843,973
TRANSFER (TO)/FROM FUND BALANCE	0	1,284,548	760,798
<b>TOTAL REVENUE</b>	<b>4,004,587</b>	<b>4,883,346</b>	<b>4,604,771</b>
PERSONNEL SERVICES	702,714	779,876	812,884
OPERATING EXPENSE	3,665,646	4,103,470	3,791,887
CAPITAL OUTLAY	30,320	0	0
<b>TOTAL EXPENSES</b>	<b>4,398,680</b>	<b>4,883,346</b>	<b>4,604,771</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(394,093)</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>13</b>	<b>13</b>

**COMMUNITY DEVELOPMENT BLOCK GRANT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	1,920,292	1,568,775	1,583,251
TRANSFER FROM FUND BALANCE	55,644	171,191	0
<b>TOTAL REVENUE</b>	<b>1,975,936</b>	<b>1,739,966</b>	<b>1,583,251</b>
PERSONNEL SERVICES	488,806	491,284	498,472
OPERATING EXPENSE	1,314,718	1,248,682	1,084,779
<b>TOTAL EXPENSES</b>	<b>1,803,524</b>	<b>1,739,966</b>	<b>1,583,251</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>172,412</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>9</b>	<b>10</b>	<b>10</b>

**Class Title**

Community Development Manager	1	1	1
Community Development Technician	1	1	1
Loan Officer II/Housing Counselor	1	1	1
Construction Specialist	1	2	2
Program Manager- Economic Development	1	1	1
Deputy Director	1	1	1
Director, Comm & Economic Development	1	1	1
Administrative Assistant	1	1	1
Grants Accountant	1	1	1
Loan Servicing Specialist	0	0	0
<b>TOTAL</b>	<b>9</b>	<b>10</b>	<b>10</b>

COMMUNITY DEVELOPMENT BLOCK GRANT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>7603</b>					
7110.	Regular Wages	355,977	355,566	361,669	6,103
7210.	Workers Compensation	2,775	3,737	2,674	(1,063)
7260.	FICA Matching	25,370	27,201	27,666	465
7270.	Pension Matching	38,039	38,757	43,400	4,643
7280.	Insurance Matching	61,453	61,255	58,488	(2,767)
7290.	Contribution Matching	5,193	4,768	4,575	(193)
7510.	*Prof/Legal	11,045	19,373	19,500	127
7510.BTC	*Prof/Legal-BTC	79,792	80,000	3,000	(77,000)
7514.	Contract Labor(Temp)	12,593	22,510	20,384	(2,126)
7514.BTC	Contract Labor/Temporary	39,297	33,800	81,614	47,814
7520.	*Public Info Ads	3,074	3,475	3,000	(475)
7550.	Communications	2,932	2,700	2,700	0
7550.BTC	*Communications-BTC	0	0	1,000	1,000
7560.	*Postage	1,390	1,400	1,400	0
7570.BTC	*Advertising	0	0	1,000	1,000
7600.	*Travel	11,839	8,000	10,000	2,000
7630.	*Train/Cont. Education	2,322	1,500	2,000	500
7700.03	Risk Management Services	8,508	8,478	4,163	(4,315)
7700.03BTC	Risk Management Services BTC	6,564	6,559	7,635	1,076
7860.BTC	*Maint On BTC	63,964	35,919	79,320	43,401
7870.01	*Auto-Labor	153	1,300	750	(550)
7870.02	*Auto-Maint	1,137	1,150	1,700	550
7880.	*Maintenance:Machinery/Tools	2,498	3,928	4,000	72
7880.BTC	*Maintenance:Machinery/Tools	753	1,000	1,000	0
7900.BTC	*Utilities-BTC	87,270	86,493	90,000	3,507
7901.	Storm Water	699	750	750	0
7901.BTC	Storm Water Fees	1,100	1,100	1,200	100
7990.	Dues and Fees	2,319	2,750	2,500	(250)
7990.BTC	*Dues and Fees BTC	0	845	845	0
7990.CG	Dues And Fees Cutliff Grove	441	0	0	0
8010.	*Supplies	8,176	8,000	10,000	2,000
8010.BTC	*Supplies-BTC	0	0	500	500
8016.	Small Equip	3,452	2,000	500	(1,500)
8016.BTC	*Small Equip BTC	468	2,000	500	(1,500)
8017.	*Printing & Binding	0	100	100	0
8018.	*Books & Subscriptions	343	300	300	0
8030.BTC	*Janitorial Supplies-BTC	0	0	2,000	2,000
8050.	*Equipment Rentals	6,908	2,127	6,228	4,101
8110.01	*Auto Fuel	1,365	1,380	1,500	120
8200.02	*CDBG Loan Servicing	49,019	54,100	41,108	(12,992)
8210	Housing Rehabilitation	3,052	82,862	81,056	(1,806)
8211.002	Emergency Repair	241,473	0	0	0
8211.13	Rehab Multi Units	70,089	98,331	0	(98,331)
8219.	*Beautification	5,147	10,000	0	(10,000)
8220.	*Acquisition	0	95,521	65,000	(30,521)
8221.	*Demolition-CDBG + EC Area	0	15,000	0	(15,000)
8226.26	*PS:SHP Operations Match	12,500	0	0	0
8228.	*Disposition	11,478	10,000	5,000	(5,000)
8299.	Project Cost Rehab	1,629	1,000	6,039	5,039
8320.	*Public Service	130,954	141,841	127,481	(14,360)
8321.	Emergency Shelter Grant (ESG)	22,245	40,000	33,750	(6,250)
8325.FM	Flood Mitigation	36,466	0	0	0
8400.	Commercial Rehab	0	0	25,000	25,000
8410.	Facade Loans	24,000	21,400	9,457	(11,943)
8420.003EC	Section 3 Program	8,055	5,000	0	(5,000)
8425.108	*Section 108 Interest Pymt	38,211	34,690	29,799	(4,891)
8425.108N	*N/P Section 108 Loan	300,000	300,000	300,000	0
<b>Total</b>		<b>1,803,524</b>	<b>1,739,966</b>	<b>1,583,251</b>	<b>-186,215</b>

**ECONOMIC DEVELOPMENT AGENCY**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	96,827	92,000	100,000
TRANSFER FROM FUND BALANCE	0	181,245	0
<b>TOTAL REVENUE</b>	<b>96,827</b>	<b>273,245</b>	<b>100,000</b>
PERSONNEL SERVICES	7,183	7,212	0
OPERATING EXPENSE	179,289	261,850	45,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL EXPENSES</b>	<b>186,471</b>	<b>269,062</b>	<b>45,000</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(89,645)</b>	<b>4,183</b>	<b>55,000</b>

**ECONOMIC DEVELOPMENT AGENCY**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7607</b>					
7110.	Salaries-(EDA)	5,451	5,450	0	(5,450)
7210.	W/C (EDA)	14	14	0	(14)
7260.	FICA (EDA)	405	417	0	(417)
7270.	Pension (EDA)	594	594	0	(594)
7280.	Insurance (EDA)	664	665	0	(665)
7290.	Contribution Matching	54	72	0	(72)
7510.	Prof/Legal	1,151	10,000	0	(10,000)
7600.	Travel	823	750	0	(750)
7990.	Dues and Fees	1,015	1,100	0	(1,100)
8409	EDA Programs	0	0	45,000	45,000
8410.	Revolving Loans	176,299	250,000	0	(250,000)
<b>Total</b>		<b>186,471</b>	<b>269,062</b>	<b>45,000</b>	<b>(224,062)</b>

**REVOLVING LOAN PROGRAM**

*DESCRIPTION*

DCED administers two loan programs: Community Development Block Grant (CDBG) and Economic Development Administration (EDA) Revolving Loan Programs. DCED partners with local lenders or Albany Community Together! to assist with application review and loan underwriting. Primarily, the funding is used as gap financing for new businesses or existing businesses. Loan amounts range from \$5,000 - \$200,000 and require creation of 1 Full-time Equivalent Position for every \$35,000 loaned. Approx. 10 loans have been made.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>			
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	450,000	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL EXPENSES</b>	<b>450,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(450,000)</b>	<b>0</b>	<b>0</b>

**REVOLVING LOAN PROGRAM**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7610</b>					
8216	Industrial Grants	450,000	0	0	0
	<b>Total</b>	<b>450,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / RENTAL PROGRAM**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	592,058	669,000	738,000
TRANSFER FROM FUND BALANCE	453,399	742,100	259,023
<b>TOTAL REVENUE</b>	<b>1,045,457</b>	<b>1,411,100</b>	<b>997,023</b>
PERSONNEL SERVICES	131,755	121,889	146,011
OPERATING EXPENSE	1,060,224	806,134	883,779
<b>TOTAL</b>	<b>1,191,979</b>	<b>928,023</b>	<b>1,029,790</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(146,522)</b>	<b>483,077</b>	<b>(32,767)</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>1</b>

**Class Title**

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

COMMUNITY DEVELOPMENT / RENTAL PROGRAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>7615</b>					
7110.	Wages	108,754	101,596	107,857	6,261
7210.	Workmen's Compensaiton	875	1,447	1,244	-203
7230.	Uniforms	2,517	0	0	0
7260.	Fica/Medical	7,922	7,772	8,251	479
7270.	Pension	11,687	11,074	12,943	1,869
7280.	Insurance	15,682	13,422	14,216	794
7290.	Contribution Matching	1,417	1,500	1,500	0
7510.	Professional Services	9,735	35,000	0	-35,000
7514.	Contract Labor (Temp)	128,551	36,088	29,120	-6,968
7550.	Communication	1,215	600	600	0
7560.	POSTAGE	434	750	0	-750
7700.03	Risk Management Ins Services	65,280	70,481	51,989	-18,492
7860.	7860. - Rental Prop Maint	0	100,000	0	-100,000
7860.01	Rental Prop Maint-Windsor	182,568	190,000	150,000	-40,000
7860.03	Rental Prop Main-CDBG	274,893	80,000	80,000	0
7860.04	Rental Prop Main-Brdwy Senior	14,348	15,000	7,500	-7,500
7860.21	Rental Prop Main-Broadway	103,983	90,000	90,000	0
7860.22	Rental Prop Main-High/Madis	30,782	10,000	10,000	0
7860.23	Rental Prop Main-N. Davis	31,185	14,000	10,000	-4,000
7860.24	Rental Prop Main-Transitions	114,377	15,000	15,000	0
7861.01	Rental Prop MGMT Fees-Windsor	0	17,250	91,250	74,000
7861.03	Rental Prop MGMT Fees-CDBG	0	29,250	146,000	116,750
7861.04	Rental Prop MGMT Fees-Villas	0	3,750	3,650	-100
7861.21	Rental Prop MGMT Fee-Broadway	0	11,250	54,750	43,500
7861.22	Rental Prop MGMT Fee-High/Madi	0	4,500	25,550	21,050
7861.23	Rental Prop MGMT Fee-N Davis	0	1,500	7,300	5,800
7861.24	Rental Prop MGMT Fee-Jefferson Pl	0	7,500	36,500	29,000
7862.02	Rental Prop Sundry-Hampton Eas	86	0	0	0
7880.01	Maint: Software Subscription	4,011	5,000	0	-5,000
7900.01	Utilities-Windsor	12,487	10,000	10,000	0
7900.03	Utilities-CDBG	11,125	9,000	9,000	0
7900.04	Utilities-Broadway Sr Living	2,600	2,000	1,500	-500
7900.21	Utilities-Broadway Court	8,473	8,000	5,000	-3,000
7900.22	Utilities-Highland/Madison	0	100	100	0
7900.23	Utilities-N Davis/1st	659	300	300	0
7900.24	Utilities-Transitions	11,498	6,600	8,000	1,400
7901.	Storm Water Rental	6,056	5,500	4,500	-1,000
7990.	7990. - Dues and Fees - Rental Program	49	120	120	0
7999.	7999. - Reserve	0	0	26,550	26,550
8010.	Supplies	591	1,500	0	-1,500
8050.	Equipemnt Rental	2,625	5,873	6,000	127
8110.01	Gasoline	5,785	300	1,000	700
8218.	Relocation	19,729	5,000	2,500	-2,500
<b>Total</b>		<b>1,191,979</b>	<b>928,023</b>	<b>1,029,790</b>	<b>101,767</b>

**COMMUNITY DEVELOPMENT / EDA INDUSTRIAL INCUBATOR**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>	<b>96,827</b>	<b>92,000</b>	<b>56,400</b>
PERSONNEL SERVICES	7,183	21,618	30,971
OPERATING EXPENSE	5,108	23,382	42,874
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>12,291</b>	<b>45,000</b>	<b>73,845</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>84,536</b>	<b>47,000</b>	<b>(17,445)</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / EDA INDUSTRIAL INCUBATOR**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7617</b>					
7110.	Regular Wages	5,451	16,350	23,110	6,760
7210.	W/C Insurance	14	41	46	5
7230	Uniforms	0	0	331	331
7260.	FICA/Medi	405	1,251	1,768	517
7270.	Pension Matching	594	1,782	2,773	991
7280.	Insurance Matching	664	1,994	2,718	724
7290.	Contribution Matching	54	200	225	25
7514	Contract Labor (Temp)	0	0	29,120	29,120
7700.03	Risk Insurance	1,068	1,062	2,853	1,791
7860.	Maint:Build	2,825	21,419	10,000	(11,419)
7900.	Utilities	390	0	0	0
7901.	Storm Water	826	901	901	0
	<b>Total</b>	<b>12,291</b>	<b>45,000</b>	<b>73,845</b>	<b>28,845</b>

**COMMUNITY DEVELOPMENT / HOME PROGRAM**

*DESCRIPTION*

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

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	689,263	436,303	629,072
TRANSFER FROM FUND BALANCE	71,983	42,465	0
<b>TOTAL REVENUE</b>	<b>761,246</b>	<b>478,768</b>	<b>629,072</b>
PERSONNEL SERVICES	67,609	110,751	111,650
OPERATING EXPENSE	571,399	798,771	990,406
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>639,008</b>	<b>909,522</b>	<b>1,102,056</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>122,238</b>	<b>(430,754)</b>	<b>(472,984)</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>2</b>
<b>Class Title</b>			
Community Development Manager	1	1	1
Community Development Coordinator	0	0	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>2</b>

**COMMUNITY DEVELOPMENT / HOME PROGRAM**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7620</b>					
7110.	Regular Wages	40,461	41,613	45,478	3,865
7110.8411	Wages - TBRA	11,632	38,219	36,584	(1,635)
7210.	W/C Insurance	101	104	91	(13)
7210.8411	W/C (TBRA)	29	96	73	(23)
7260.	Fica/Medi	3,058	3,183	3,479	296
7260.8411	FICA - (TBRA)	740	2,924	2,799	(125)
7270.	Pension Matching	4,234	4,536	5,457	921
7270.8411	Pension - (TBRA)	1,268	4,166	4,390	224
7280.	Insurance Matching	201	777	873	96
7280.8411	Insurance - (TBRA)	5,182	14,258	11,501	(2,757)
7290.	Contribution Matching	552	575	600	25
7290.8411	Contribution Matching	152	300	325	25
8016.	Small Equipment	-2,419	0	3,000	3,000
8050.	8050. - Equipment Rental	0	0	4,429	4,429
8210.	8210. - *HOME REHAB	0	0	159,452	159,452
8211.	8211. - *Rehab-Single Family	0	0	150,000	150,000
8211.46	Rehab-1310 Mobile Ave	6,449	0	0	0
8211.47	Rehab-1316 Mobile Ave	550	0	0	0
8211.48	Rehab-1330 Mobile Ave	550	0	0	0
8212.02	Rehab-Multi Family	14,623	122,384	245,000	122,616
8212.1	Rehab-SFU-Rental	44,105	0	0	0
8221	Acquistions/Rehab Rental Property	171,714	242,674	0	(242,674)
8222	Acq/Rehab Home Owner SFU	0	75,000	0	(75,000)
8410.	Affordable Home Ownership	0	25,000	25,000	0
8410.3	Downpayment Assistance	0	11,095	11,000	(95)
8411.	Tenant Based Rental Asst-TBRA	249,271	251,778	215,000	(36,778)
8450.	Comm Hous Dev Organ(CHDO)	61,409	56,130	152,164	96,034
8450.02	CHDO Operating	0	14,710	25,361	10,651
8450.62	CHDO Operating	25,148	0	0	0
<b>Total</b>		<b>639,008</b>	<b>909,522</b>	<b>1,102,056</b>	<b>192,534</b>

**Neighborhood Stabilization Program**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	0	0	13,000
TRANSFER FROM FUND BALANCE	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>13,000</b>
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	3,087	111,820	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>3,087</b>	<b>111,820</b>	<b>0</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(3,087)</b>	<b>(111,820)</b>	<b>13,000</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Neighborhood Stabilization Program**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7621</b>					
8211.	Rehabilitation	0	77,450	0	(77,450)
8220.	Acquisitions	3,087	20,175	0	(20,175)
8228.	Disposition - Rehabbed Properties	0	14,195	0	(14,195)
	<b>Total</b>	<b>3,087</b>	<b>111,820</b>	<b>0</b>	<b>-111,820</b>

**COMMUNITY DEVELOPMENT / CHIP PROGRAM**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	0	612,000	612,000
<b>TOTAL REVENUE</b>	<b>0</b>	<b>612,000</b>	<b>612,000</b>
PERSONNEL SERVICES	0	12,000	6,164
OPERATING EXPENSE	0	600,000	602,500
<b>TOTAL</b>	<b>0</b>	<b>612,000</b>	<b>608,664</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>3,336</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / CHIP PROGRAM**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7622</b>					
7110.	Regular Wages	0	7,438	4,279	(3,159)
7210.	W/C Insurance	0	507	209	(298)
7260.	FICA Matching	0	569	327	(242)
7270.	Pension Matching	0	811	513	(298)
7280.	Insurance Matching	0	2,625	786	(1,839)
7290.	Contribution Matching	0	50	50	0
7510.	Professional Services	0	0	2,500	2,500
7520.	Advertising	0	0	0	0
8211.	Rehab-Single Family	0	600,000	600,000	0
<b>Total</b>		<b>0</b>	<b>612,000</b>	<b>608,664</b>	<b>(3,336)</b>

**COMMUNITY DEVELOPMENT / NON GRANT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	67,798	55,000	76,500
TRANSFER FROM FUND BALANCE	135,344	212,455	49,865
<b>TOTAL REVENUE</b>	<b>203,142</b>	<b>267,455</b>	<b>126,365</b>
PERSONNEL SERVICES	4,473	7,533	12,565
OPERATING EXPENSE	37,599	220,420	113,800
CAPITAL OUTLAY	30,320	0	0
<b>TOTAL EXPENSE</b>	<b>72,392</b>	<b>227,953</b>	<b>126,365</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>130,750</b>	<b>39,502</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / NON GRANT**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7635</b>					
7110.	Regular Wages	763	5,384	10,000	4,616
7120	Overtime	2,512	0	0	0
7210.	W/C Insurance	85	50	75	25
7260.	FICA Matching	239	412	765	353
7270.	Pension Matching	327	587	1,200	613
7280.	Insurance Matching	534	1,000	500	(500)
7290.	Contribution Matching	13	100	25	(75)
7510.	Professional Services	25,000	5,000	0	(5,000)
7860.BTC	Maint On BTC	1,593	2,000	0	(2,000)
7990.	Dues and Fees	173	120	0	(120)
8150.	Food	2,711	3,000	3,500	500
8200.	Operations	8,123	2,500	2,500	0
8201.	Services	0	7,800	7,800	0
8410.	Loan Made from revolving loan	0	200,000	100,000	(100,000)
8530.BTC	Bldgs & Structures BTC	30,320	0	0	0
<b>Total</b>		<b>72,392</b>	<b>227,953</b>	<b>126,365</b>	<b>(101,588)</b>

**COMMUNITY DEVELOPMENT / HOUSING COUNSELING**

*DESCRIPTION*

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	0	0	0
TRANSFER FROM FUND BALANCE	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>
PERSONNEL SERVICES	(4,295)	0	0
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>(4,295)</b>	<b>0</b>	<b>0</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>4,295</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / HOUSING COUNSELING**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7670</b>					
7110.	Regular Wages	-3,069	0	0	0
7210.	W/C Insurance	-8	0	0	0
7260.	FICA/Medicare	-219	0	0	0
7270.	Pension Matching	-335	0	0	0
7280.	Insurance Matching	-604	0	0	0
7290.	Contribution Matching	-61	0	0	0
	<b>Total</b>	<b>-4,295</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / EMERGENCY HOUSING**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	44,122	0	35,750
TRANSFER FROM FUND BALANCE	0	0	0
<b>TOTAL REVENUE</b>	<b>44,122</b>	<b>0</b>	<b>35,750</b>
PERSONNEL SERVICES	0	7,589	7,050
OPERATING EXPENSE	44,223	32,411	28,750
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>44,223</b>	<b>40,000</b>	<b>35,800</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(101)</b>	<b>(40,000)</b>	<b>(50)</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY DEVELOPMENT / EMERGENCY HOUSING**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7681</b>					
7110	Regular Wages	0	4,837	4,620	(217)
7210	Insurance - W/C	0	12	9	(3)
7260	FICA Matching	0	370	354	(16)
7260.26	*FICA/MEDI-Emergency Operat	0	527	0	(527)
7270	Pension Contributions	0	0	554	554
7280	Insurance Benefit	0	1,747	1,492	(255)
7290	Contribution Matching	0	96	21	(75)
8320.28	Resource Fair	1,038	0	2,000	2,000
8320.29	ESG Rapid Re-Housing Rental	16,199	18,750	20,000	1,250
8320.30	ESG Rapid Re Housing Financial	26,986	13,661	6,750	(6,911)
	<b>Total</b>	<b>44,223</b>	<b>40,000</b>	<b>35,800</b>	<b>(4,200)</b>

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

*DESCRIPTION*

The CAD 9-1-1 Fund consists of moneys collected from the citizens of Albany/Dougherty County via telephone charges (\$1.50 per wired line per month and \$1.50 per cellular phone line per month). This collection was approved by the citizens by referendum. These funds are collected and controlled by the Albany Public Safety Communications Division of the Albany Fire Department. This fund is used solely for the upgrade and enhancement of the Albany Public Safety Communications Division. Some of the enhancements to date are the addition of the computer aided dispatch (CAD) system, upgrades to the 911 Call Center to provide dispatching for Dougherty County Police, training for the 911 dispatchers to dispatch the EMS Teams, the purchase of uninterruptible power supply equipment of the 911 Call Center and the purchase of a replacement system for Enhanced 911 call handling.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business-Friendly

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

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

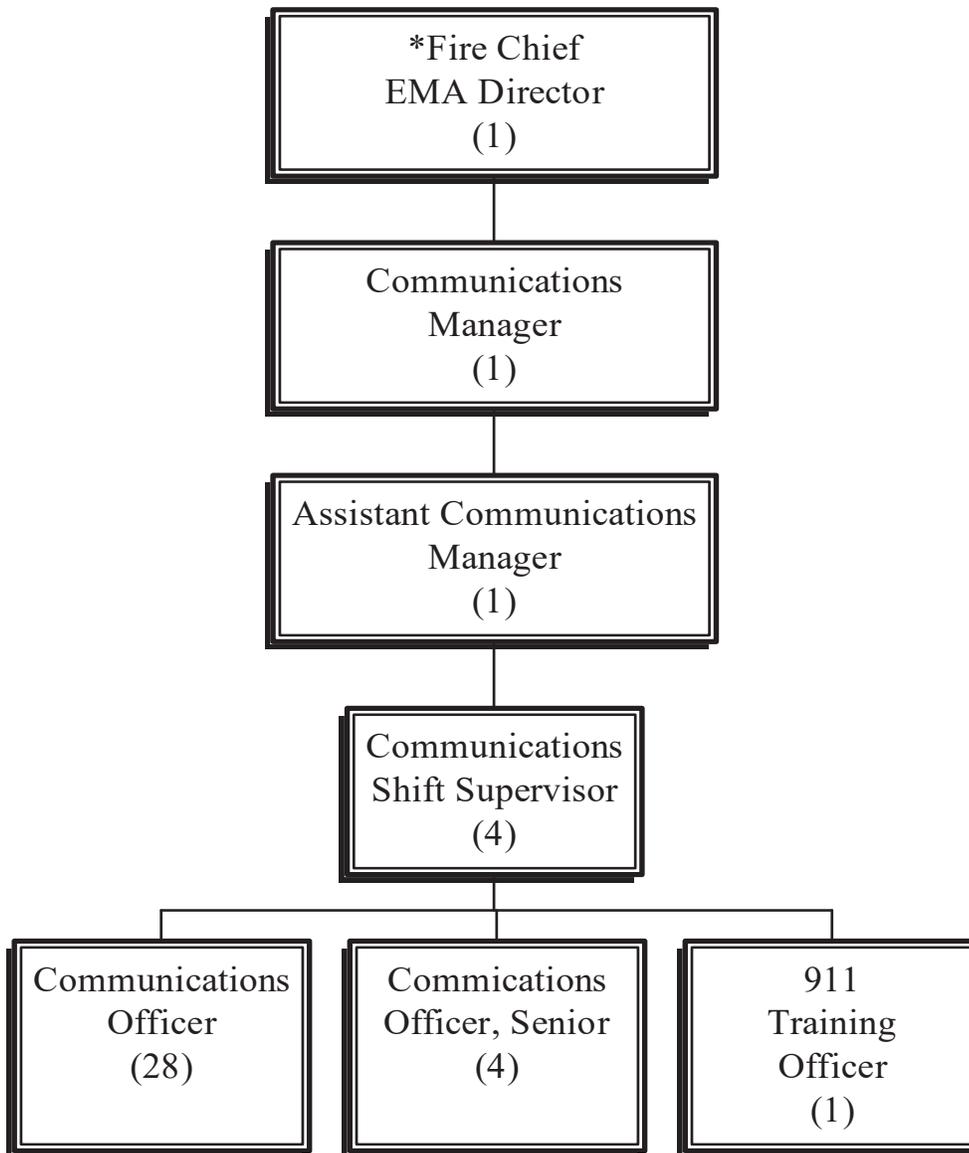
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: % of Calls Answer within 2 Minutes	91%	87%	98%
SP I, G&O 1, PM 1: % of Dispatched Calls within 2 Minutes	85%	85%	90%

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



## **CAD-911 Department**



\* Position housed under General Fund (Fire Department)

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

*DESCRIPTION*

The CAD 9-1-1 Fund consists of moneys collected from the citizens of Albany/Dougherty County via telephone charges (\$1.50 per wired line per month and \$1.50 per cellular phone line per month). This collection was approved by the citizens by referendum. These funds are collected and controlled by the Albany Public Safety Communications Division of the Albany Fire Department. This fund is used solely for the upgrade and enhancement of the Albany Public Safety Communications Division. Some of the enhancements to date are the addition of the computer aided dispatch (CAD) system, upgrades to the 911 Call Center to provide dispatching for Dougherty County Police, training for the 911 dispatchers to dispatch the EMS Teams, the purchase of uninterruptible power supply equipment of the 911 Call Center and the purchase of a replacement system for Enhanced 911 call handling.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>1,504,378</b>	<b>1,693,668</b>	<b>1,693,668</b>
PERSONNEL SERVICES	1,786,365	2,006,380	1,854,084
OPERATING EXPENSE	276,073	714,064	848,342
<b>TOTAL</b>	<b>2,062,439</b>	<b>2,720,444</b>	<b>2,702,426</b>
<b>NET INCOME (LOSS)</b>	<b>(558,061)</b>	<b>(1,026,776)</b>	<b>(1,008,758)</b>
<b>TRANSFER IN</b>	<b>1,052,992</b>	<b>1,026,776</b>	<b>1,008,758</b>
<b>FULL TIME POSITIONS</b>	<b>39</b>	<b>38</b>	<b>39</b>
<b><u>Class Title</u></b>			
Communications Manager	1	1	1
Assistant Communications Mgr	1	1	1
Communications Technician	1	0	0
911 Training Officer	0	0	1
Communications Shift Supv	4	4	4
Communications Officer, Sr	5	4	4
Communications Officer	27	28	28
<b>TOTAL</b>	<b>39</b>	<b>38</b>	<b>39</b>

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

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>22</b>					
7110	Regular Wages	1,044,722	1,203,674	1,101,222	-102,452
7120	Overtime	181,651	144,200	144,200	0
7130	Part Time	41,221	60,000	60,000	0
7210	W/C Insurance	3,019	3,520	2,611	-909
7230	Uniforms	0	0	0	0
7260	FICA Matching	91,155	107,702	99,865	-7,837
7270	Pension Matching	164,367	187,354	186,813	-541
7280	Insurance Matching	251,184	290,930	251,373	-39,557
7290	Contribution Matching	9,046	9,000	8,000	-1,000
7510	Professional Services	2,319	5,500	3,300	-2,200
7550	Communications	89,858	120,000	195,900	75,900
7600	Travel	4,060	8,000	8,000	0
7630	Train/Cont. Education	3,781	6,000	6,000	0
7700	Risk Allocation	9,588	23,419	46,587	23,168
7880	Maint: Mach/Imp/Tools	102,314	477,344	513,343	35,999
7900	Utilities	16,973	15,000	15,000	0
7990	Dues and Fees	490	1,730	1,730	0
8010	Supplies	2,523	8,300	8,300	0
8016	Small Equip	3,257	5,000	5,000	0
8017	Printing(Not Std Forms)	0	500	500	0
8018	Books & Subscriptions	0	900	600	-300
8052	Judicial Building	40,911	42,371	42,982	611
	<b>Total</b>	<b>2,062,439</b>	<b>2,720,444</b>	<b>2,702,426</b>	<b>-18,018</b>

**HOTEL/MOTEL FUND**

*DESCRIPTION*

Under the provisions of the Local Hotel/Motel Tax O.C.G.A. s 48-13-51(5.1), municipalities may elect to levy a tax at the rate of eight percent for supporting Conference center facilities owned/operated by local government for convention/trade show purposes. This is the election made by the City of Albany. All proceeds of the hotel/motel tax which exceed 3.5 percent are required to be spent to promote tourism, conventions and trade shows. The Albany Convention and Visitors Bureau is granted these funds annually to promote tourism, conventions and trade shows.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>2,270,461</b>	<b>2,075,000</b>	<b>2,685,295</b>
OPERATING EXPENSE	725,000	725,000	2,412,295
<b>TOTAL EXPENSES</b>	<b>725,000</b>	<b>725,000</b>	<b>2,412,295</b>
<b>NET INCOME/(LOSS)</b>	<b>1,545,461</b>	<b>1,350,000</b>	<b>273,000</b>
<b>TRANSFER OUT</b>	<b>(1,545,461)</b>	<b>(1,350,000)</b>	<b>(273,000)</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>HOTEL/MOTEL FUND</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>2902</b>					
7999.77	Convention & Visitor's Bureau	725,000	725,000	800,000	75,000
7999.80	Wayfinding Signage	0	0	385,295	385,295
7999.74	Riverquarium	0	0	200,000	200,000
	Albany Civil Rights Institute	0	0	100,000	100,000
7999.75	Albany Area Arts Council	0	0	45,000	45,000
7999.96	Cehaw Park	0	0	882,000	882,000
	<b>Total</b>	<b>725,000</b>	<b>725,000</b>	<b>2,412,295</b>	<b>1,687,295</b>

**PUBLIC/CAPITAL IMPROVEMENT FUND**

*DESCRIPTION*

Each year, a portion of the City of Albany's overall budget is allocated for capital, equipment, and system improvements. The Capital Improvement Program (CIP) is a five-year planning instrument used by the City of Albany to identify needed capital projects. CIP accounts for expenditures that exceed \$5,000 and have a useful life of one year or more. The General/Special Funds CIP is funded from 15% sales tax revenue.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	3,098,693	4,783,150	5,319,332
CAPITAL OUTLAY	2,654,972	4,783,150	5,311,338
INDIRECT COSTS	5,247	0	7,994
<b>TOTAL</b>	<b>2,660,219</b>	<b>4,783,150</b>	<b>5,319,332</b>
<b>NET GAIN/(LOSS)</b>	<b>438,474</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PUBLIC/CAPITAL IMPROVEMENT FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE +(-)</b>
<b>32</b>					
7512	Technical Services	37,028	0	0	0
7950	Interest Expense	515,000	0	0	0
7990	Dues & Fees	1,028	0	0	0
8016	Small Equipment	148,052	0	0	0
8510	Cap. O/Lay: Furn & Fixtures	0	0	0	0
8511	Cap. O/Lay Computer Equip	74,768	66,945	0	(66,945)
8520	Cap. O/Lay Motor	1,687,067	4,704,205	4,058,541	(645,664)
8530	Cap O/L: Bldg & Improvemer	65,269	0	1,169,154	1,169,154
8540	Cap. O/L: Tools	126,760	12,000	83,643	71,643
8550	Cap. O/L: Other	0	0	0	0
8555	Cap O/L: Trees	0	0	0	0
8951	Indirect Cost	5,247	0	7,994	7,994
	<b>Total</b>	<b>2,660,219</b>	<b>4,783,150</b>	<b>5,319,332</b>	<b>536,182</b>

**TAX ALLOCATION DISTRICT (TAD)**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>	<b>308,719</b>	<b>329,293</b>	<b>389,165</b>
OPERATING EXPENSE	336,543	329,293	389,165
<b>TOTAL EXPENSES</b>	<b>336,543</b>	<b>329,293</b>	<b>389,165</b>
<b>NET GAIN/(LOSS)</b>	<b>(27,824)</b>	<b>0</b>	<b>0</b>
<b>TRANSFER IN (FUND BAL)</b>	<b>27,824</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TAX ALLOCATION DISTRICT (TAD)</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE +(-)</b>
<b>4202</b>					
7950	Interest Expense 2012 Bond	55,593	49,293	42,993	(6,300)
7950.01	2012 Bond Principal Exp	280,000	280,000	290,000	10,000
7950	Revolving Loan Expense	0	0	56,172	56,172
7990	Dues and Fees	950	0	0	0
<b>Total</b>		<b>336,543</b>	<b>329,293</b>	<b>389,165</b>	<b>59,872</b>

**JOB INVESTMENT FUND**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	1,429,619	446,990	0
OPERATING EXPENSE	401,854	446,990	0
<b>NET GAIN/(LOSS)</b>	<b>1,027,765</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	0	0	0

<b>JOB INVESTMENT FUND</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE +(-)</b>
<b>933</b>					
7510	Professional Services	400,000	446,990	0	(446,990)
8951	Indirect Cost	1,854	0	0	0
<b>Total</b>		<b>401,854</b>	<b>446,990</b>	<b>0</b>	<b>(446,990)</b>

**R3M Fund**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	1,000,000	1,000,000	1,000,000
OPERATING EXPENSES	585,698	1,000,000	2,000,000
<b>TOTAL</b>	<b>585,698</b>	<b>1,000,000</b>	<b>2,000,000</b>
<b>NET GAIN/(LOSS)</b>	<b>414,302</b>	<b>0</b>	<b>(1,000,000)</b>
TRANSFER IN	0	0	1,000,000
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

		<b>R3M Fund</b>			
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE +(-)</b>
<b>26</b>					
7860	R3M Fund Projects	0	529,300	163,462	(365,838)
7860.100	City Clerk	0	0	25,000	
7860.201	City Manager	77,155	0	0	0
7860.400	Municipal Court	0	0	25,900	25,900
7860.1501	Finance	12,408	0	25,000	25,000
7860.2211	Police	80,509	110,000	0	(110,000)
7860.2301	Fire	54,354	0	130,000	130,000
7860.2400	Engineering	0	250,000	0	(250,000)
7860.3198	Sewer	0	0	75,000	75,000
7860.4300	Storm Water	0	0	250,000	250,000
7860.4400	Water	0	13,700	101,000	87,300
7860.4500	Gas	0	0	23,000	23,000
7860.4600	Light	0	0	178,000	178,000
7860.6100	Recreation (Admin)	11,821	0	0	0
7860.6101	Recreation (Gyms & Centers)	0	75,000	0	(75,000)
7860.6105	Recreation (Turner Golf)	264,277	0	0	0
7860.6111	Recreation (Wellnes Center)	0	0	0	0
7860.6114	Facilities Maintenance	65,079	22,000	1,000,000	978,000
7860.65	Fleet	20,095	0	0	0
8951	Indirect Costs	0	0	3,638	3,638
	<b>Total</b>	<b>585,698</b>	<b>1,000,000</b>	<b>2,000,000</b>	<b>1,000,000</b>

**GORTATOWSKY PARK**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUE	802	50,000	32,800
OPERATING EXPENSE	0	50,000	32,800
<b>NET GAIN/(LOSS)</b>	<b>802</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>0</b>	<b>0</b>

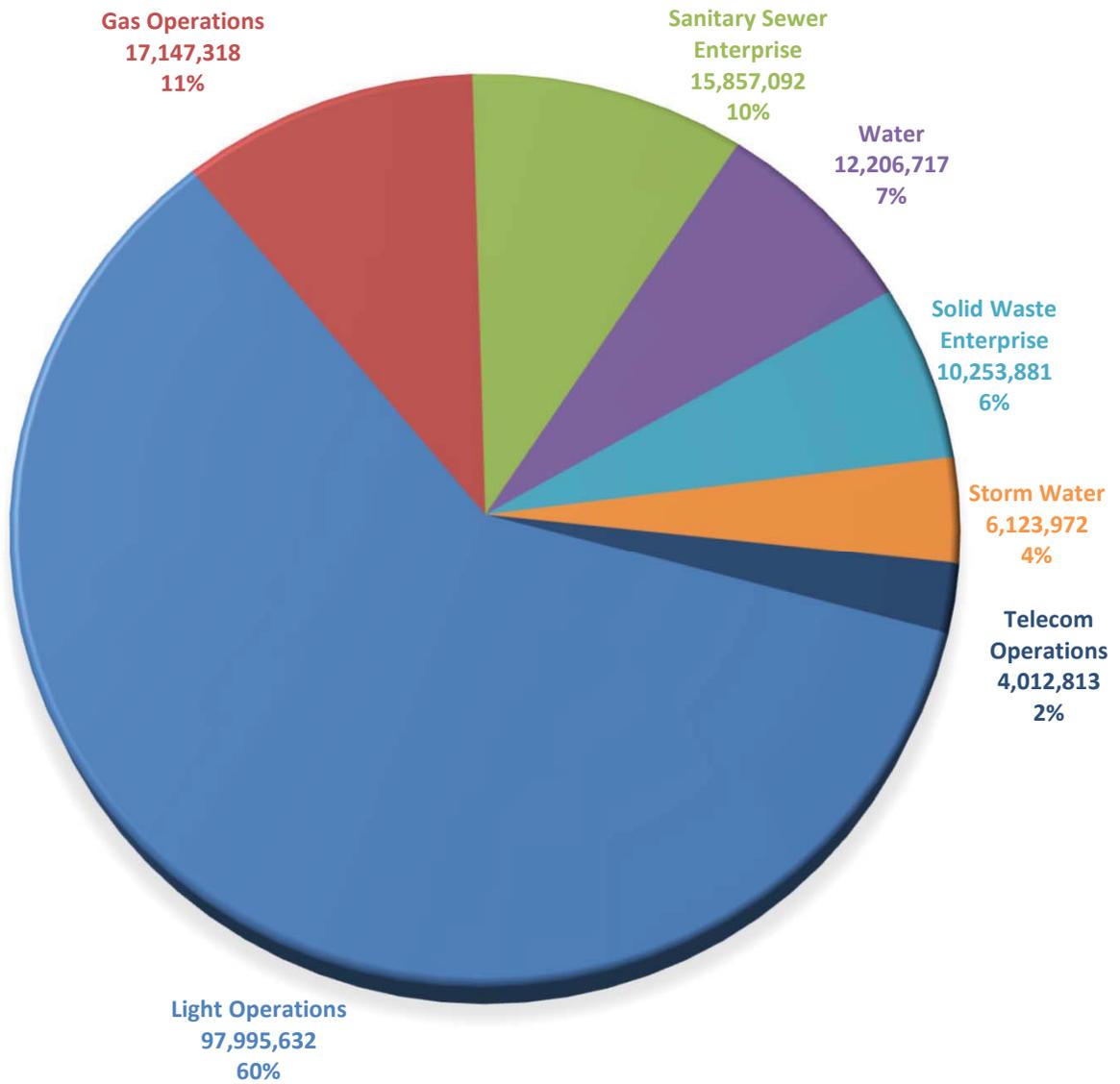
**GORTATOWSKY PARK**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>7402</b>				
7510	Professional Services	0	50,000	32,800
	<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>32,800</b>



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

# City of Albany Adopted Budget FY 2020 Utility Funds



Total Expenses  
\$163,597,425

**SOLID WASTE SUMMARY**

*DESCRIPTION*

The Solid Waste Division ensures that solid waste generated by both residential and commercial customers is collected and disposed of properly. The division also performs special clean-up projects, removing garbage, trash and litter from public property, streets and rights-of-way. In addition, the division provides support for neighborhood clean-up projects. The division is comprised of five sections - Administration, Residential East, Residential West, Commercial, and Special Services.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

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

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

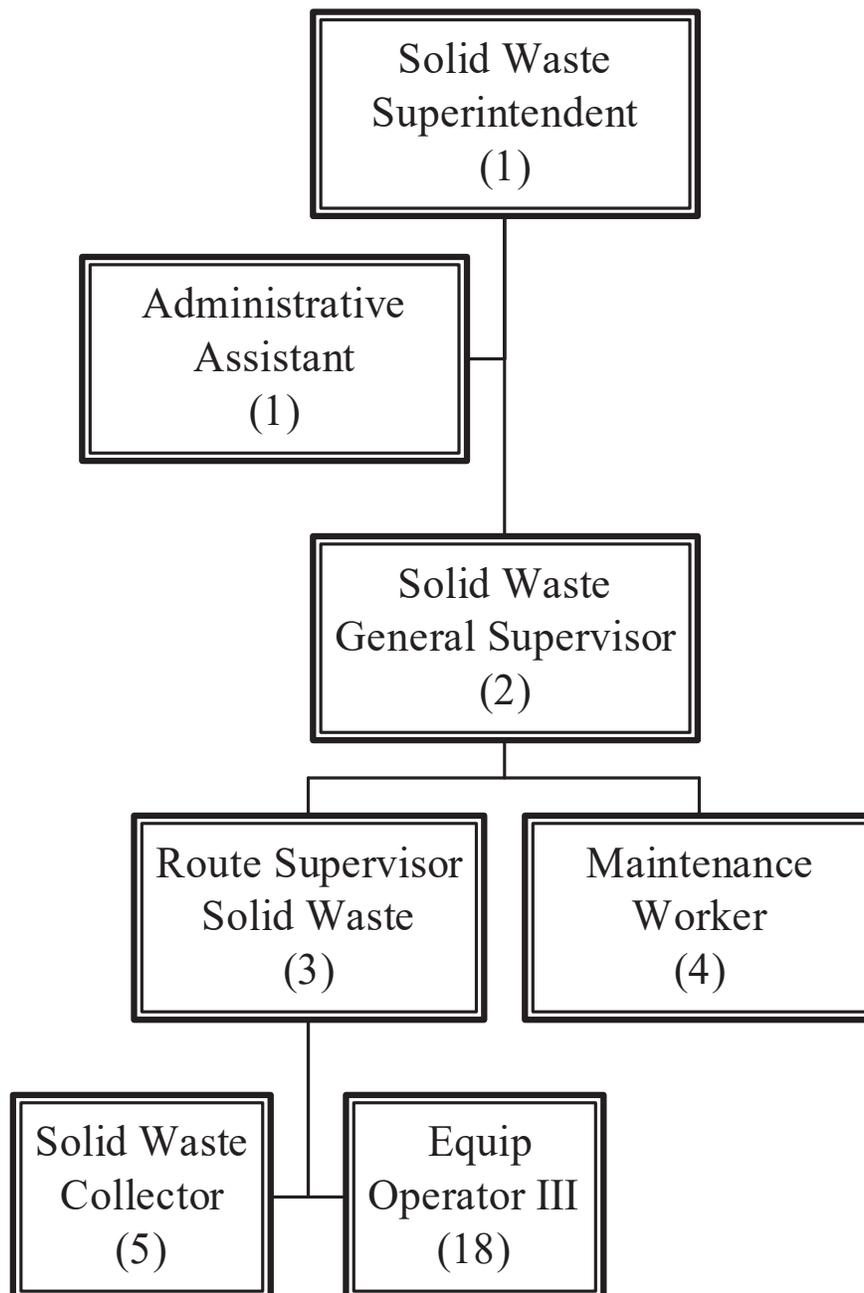
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
Performance Measure 1: % On-Time Collection on Residential Pick Ups	85	80	90
Performance Measure 2: # of New Commercial Customers (and Customer Retention)	177	134	100
Performance Measure 3: % of Residential Barrels Audited	20	25	25
Performance Measure 4: # of Community Events Assisted	8	8	8

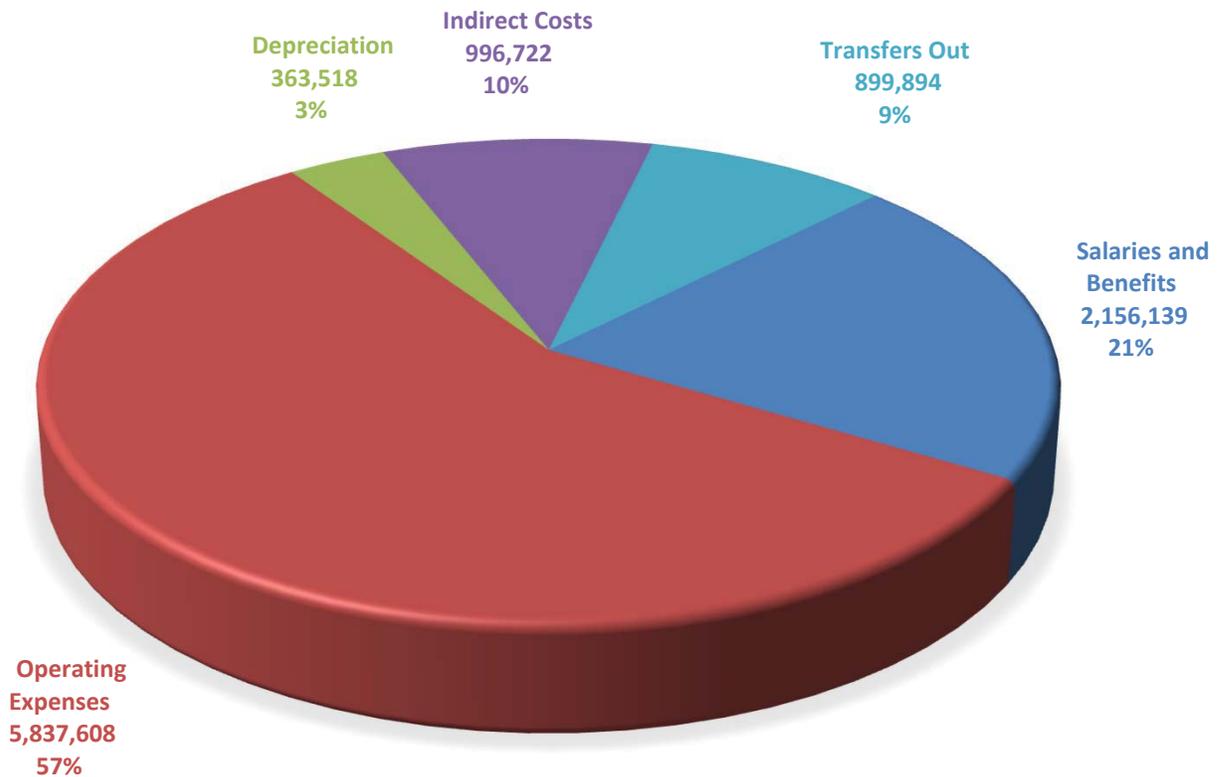
SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## Solid Waste Fund



City of Albany  
Adopted Budget  
FY 2020  
Solid Waste Department



Total Expenses  
\$10,253,881

**SOLID WASTE SUMMARY**

*DESCRIPTION*

The Solid Waste Division ensures that solid waste generated by both residential and commercial customers is collected and disposed of properly. The division also performs special clean-up projects, removing garbage, trash and litter from public property, streets and rights-of-way. In addition, the division provides support for neighborhood clean-up projects. The division is comprised of five sections - Administration, Residential East, Residential West, Commercial, and Special Services.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>	<b>9,948,684</b>	<b>10,450,428</b>	<b>10,586,988</b>
PERSONNEL EXPENSES	1,984,566	2,070,394	2,156,139
OPERATING EXPENSES	5,988,386	5,848,975	5,837,608
DEPRECIATION EXPENSE	455,002	482,022	363,518
INDIRECT COSTS	1,034,345	926,995	996,722
TRANSFER TO GENERAL FUND	846,607	888,286	899,894
<b>TOTAL EXPENSES</b>	<b>10,308,906</b>	<b>10,216,672</b>	<b>10,253,881</b>
<b>NET INCOME/ (LOSS)</b>	<b>(360,222)</b>	<b>233,756</b>	<b>333,107</b>
<b><u>Debt Service Summary</u></b>			
GMA Payment	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Debt Service Payments</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Capital Projects Summary</u></b>			
Requested Total	979,964	510,569	1,276,163
<b>FULL TIME POSITIONS</b>	<b>34</b>	<b>34</b>	<b>34</b>

**SOLID WASTE ADMINISTRATION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	515,138	452,681	489,332
OPERATING EXPENSES	123,212	281,461	212,338
DEPRECIATION EXPENSE	3,660	3,846	6,936
INDIRECT COSTS	1,034,345	926,995	996,722
TRANSFER TO GENERAL FUND	846,607	888,286	899,894
<b>TOTAL EXPENSES</b>	<b>2,522,962</b>	<b>2,553,269</b>	<b>2,605,222</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>6</b>	<b>6</b>

**Class Title**

Administrative Assistant	1	1	1
General Supervisor	2	2	2
Superintendent, Solid Waste	1	1	1
Maintenance Worker	1	2	2
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>6</b>

## SOLID WASTE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>3902</b>					
7110	Regular Wages	284,182	303,307	319,485	16,178
7120	Overtime Wages	1,770	1,000	6,000	5,000
7210	W/C Insurance	19,326	19,658	26,619	6,961
7230	Uniforms	9,887	18,000	15,000	(3,000)
7260	FICA Matching	20,998	23,279	24,900	1,621
7270	Pension Matching	129,792	33,169	39,058	5,889
7280	Insurance Matching	45,245	50,168	54,170	4,002
7290	Contribution Matching	3,938	4,100	4,100	0
7510	Professional Services	163	250	0	(250)
7550	Communications	5,168	8,000	8,000	0
7600	Travel	398	2,500	2,500	0
7630	Train/Cont. Education	2,028	2,500	2,500	0
7700	Risk Allocation	95,292	96,055	16,348	(79,707)
7860	Maint: Bldgs	9,036	0	0	0
7870	Maint: Motor Equip.	6,154	4,920	3,439	(1,481)
7880	Maint: Mach/Imp/Tools	1,572	2,076	1,860	(216)
7900	Utilities	4,191	3,600	5,000	1,400
7990	Dues and Fees	480	800	800	0
8010	Supplies	1,474	3,000	2,600	(400)
8016	Small Equip	2,014	2,000	2,000	0
8110	Motor Fuel	1,792	5,060	1,591	(3,469)
8150	Food	614	700	700	0
8971	Bad Debt Allowance	(7,165)	150,000	165,000	15,000
8900	Depreciation	3,660	3,846	6,936	3,090
8951	Indirect Cost	1,034,345	926,995	996,722	69,727
5992	Operating Transfers Out	846,607	888,286	899,894	11,608
	<b>Total</b>	<b>2,522,962</b>	<b>2,553,269</b>	<b>2,605,222</b>	<b>51,953</b>

**SOLID WASTE/RESIDENTIAL EAST**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	952,656	1,130,446	1,162,191
OPERATING EXPENSES	1,892,813	1,553,180	1,464,716
DEPRECIATION EXPENSE	251,700	278,535	236,913
<b>TOTAL EXPENSES</b>	<b>3,097,170</b>	<b>2,962,161</b>	<b>2,863,820</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>22</b>	<b>22</b>

**Class Title**

Crew Supervisor	1	0	0
Maintenance Worker	1	1	2
Equipment Operator II	1	1	0
Equipment Operator III	14	15	15
Solid Waste Collector	2	3	3
Solid Waste Route Supervisor	2	2	2
<b>TOTAL</b>	<b>21</b>	<b>22</b>	<b>22</b>

SOLID WASTE/RESIDENTIAL EAST

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>3903</b>					
7110	Regular Wages	559,579	698,010	695,530	(2,480)
7120	Overtime Wages	79,289	73,000	80,000	7,000
7210	W/C Insurance	37,840	38,250	39,720	1,470
7260	FICA Matching	47,477	58,982	59,328	346
7270	Pension Matching	67,715	84,040	93,064	9,024
7280	Insurance Matching	156,050	173,064	189,449	16,385
7290	Contribution Matching	4,707	5,100	5,100	0
7510	Professional Services	9,447	10,000	10,000	0
7512	Tech.Svcs(Surveys,DP)	897,960	602,000	602,000	0
7514	Contract Labor(Temp)	402,244	370,000	350,000	(20,000)
7550	Communications	397	0	0	0
7860	Building Maintenance	1,560	0	0	0
7870	Maint: Motor Equip.	363,563	344,880	296,121	(48,759)
7880	Maint: Mach/Imp/Tools	1,467	5,000	2,500	(2,500)
8009	Licenses(CDL,CPA,Etc)	363	0	0	0
8010	Supplies	9,986	10,000	10,000	0
8016	Small Equip	48,140	50,000	50,000	0
8110	Motor Fuel	157,685	161,300	144,095	(17,205)
8900	Depreciation	251,700	278,535	236,913	(41,622)
	<b>Total</b>	<b>3,097,170</b>	<b>2,962,161</b>	<b>2,863,820</b>	<b>(98,341)</b>

**SOLID WASTE/RESIDENTIAL WEST**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
OPERATING EXPENSES	3,158,246	3,252,094	3,198,157
<b>TOTAL EXPENSES</b>	<b>3,158,246</b>	<b>3,252,094</b>	<b>3,198,157</b>

**SOLID WASTE/RESIDENTIAL WEST**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3904</b>					
7510	Professional Services	3,158,246	3,252,094	3,198,157	(53,937)
	<b>Total</b>	<b>3,158,246</b>	<b>3,252,094</b>	<b>3,198,157</b>	<b>(53,937)</b>

**SOLID WASTE/COMMERCIAL**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	407,192	376,498	392,744
OPERATING EXPENSES	806,477	759,440	959,597
DEPRECIATION EXPENSE	199,641	199,641	119,669
<b>TOTAL EXPENSES</b>	<b>1,413,311</b>	<b>1,335,579</b>	<b>1,472,010</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>6</b>	<b>6</b>

**Class Title**

Equipment Operator III	3	3	3
Solid Waste Collector	4	2	2
Solid Waste Route Supervisor	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>6</b>	<b>6</b>

SOLID WASTE/COMMERCIAL					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>3905</b>					
7110	Regular Wages	229,070	190,515	196,421	5,906
7120	Overtime	39,575	50,000	53,000	3,000
7210	W/C Insurance	19,022	18,983	17,274	(1,709)
7260	FICA Matching	18,704	18,399	19,081	682
7270	Pension Matching	28,328	26,216	29,931	3,715
7280	Insurance Matching	70,520	70,385	75,037	4,652
7290	Contribution Matching	1,974	2,000	2,000	0
7512	Tech.Svcs(Surveys,DP)	450,893	450,000	600,000	150,000
7870	Maint: Motor Equip.	196,084	157,200	197,406	40,206
7880	Maint: Mach/Imp/Tools	17,849	15,000	13,000	(2,000)
8010	Supplies	3,169	5,000	5,000	0
8016	Small Equip	61,396	50,000	62,000	12,000
8110	Motor Fuel	77,087	82,240	82,191	(49)
8900	Depreciation	199,641	199,641	119,669	(79,972)
<b>Total</b>		<b>1,413,311</b>	<b>1,335,579</b>	<b>1,472,010</b>	<b>136,431</b>

**SOLID WASTE/SPECIAL SERVICES**

*DESCRIPTION*

The Solid Waste Special Services section is responsible for the enforcement of the Solid Waste Ordinance.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	109,580	110,769	111,872
OPERATING EXPENSES	7,638	2,800	2,800
<b>TOTAL EXPENSES</b>	<b>117,218</b>	<b>113,569</b>	<b>114,672</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Class Title</u></b>			
* Code Enforcement Inspector I	0	0	0
* Code Enforcement Ofcr (Sworn)	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Headcount for 1 Code Enforcement Inspector & 1 Code Enforcement Officer are located in Code Enforcement Budget

**SOLID WASTE/SPECIAL SERVICES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3906</b>					
7110	Regular Wages	81,709	82,112	82,112	0
7120	Overtime	13	1,000	1,000	0
7210	W/C Insurance	2,823	2,988	3,009	21
7260	FICA Matching	6,057	6,358	6,358	0
7270	Pension Matching	8,887	9,059	9,973	914
7280	Insurance Matching	8,706	7,252	7,420	168
7290	Contribution Matching	1,386	2,000	2,000	0
7510	Professional Services	6,583	0	0	0
7600	Travel	660	1,400	1,400	0
7630	Training and Development	395	900	900	0
8010	Supplies	0	500	500	0
<b>Total</b>		<b>117,218</b>	<b>113,569</b>	<b>114,672</b>	<b>1,103</b>

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

*DESCRIPTION*

The Sewer Systems Division operates and maintains the Wastewater Treatment Plant, Sanitary Sewer Lift Stations, Storm Stations, Wastewater Sampling Program, Utility Locates, and the Sanitary Sewer Maintenance and Construction Sections. The Sewer Systems Division, which is a part of the Public Works Department, is responsible for the maintenance of all Sanitary Sewers and Storm Sewers within the City of Albany Sewer System and for the operation of the main Water Pollution Control Plant and 108 Pump/Lift Stations.

**STRATEGIC PRIORITIES (SP)**

SP VI: Fiscal Responsibility

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

SP I, G&O 3: Revenue Enhancements

**PERFORMANCE MEASURES (PM)**

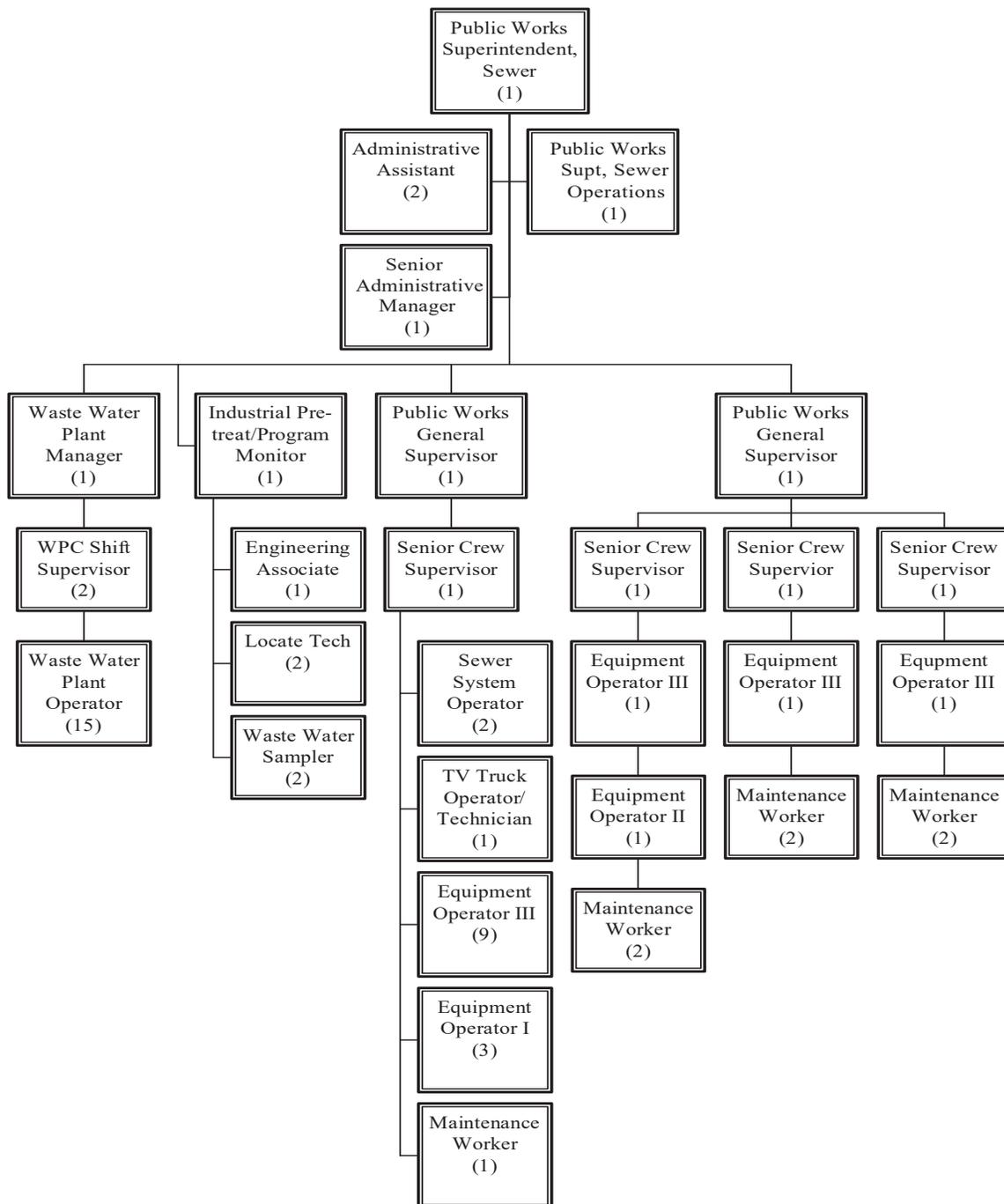
<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP VI, G&O 3, PM 1: # New Customers	25	16	30

Development and Implementation of Sewer (20 year plan-Capital Improvement Plan)

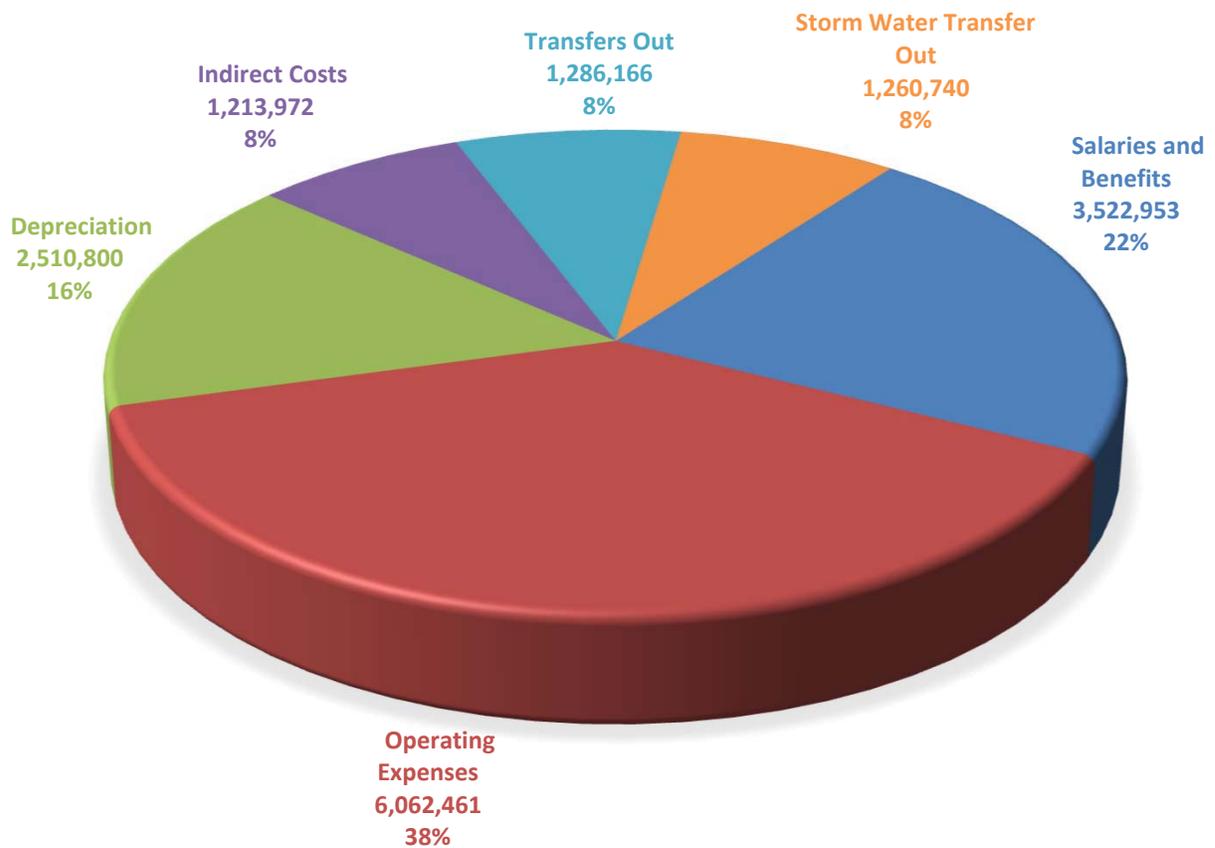
- SP I = Safe, Sustainable, & Business Friendly
- SP II = Economic Development & Jobs
- SP III = Infrastructure & Asset Management
- SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play
- SP V = Effective & Excellent Service Delivery
- SP VI = Fiscal Responsibility



## Sanitary Sewer Fund



# City of Albany Adopted Budget FY 2020 Sewer Department



Total Expenses  
\$15,857,092

**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, 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 108 Pump/Lift Stations.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>	<b>14,881,954</b>	<b>15,953,100</b>	<b>16,392,100</b>
PERSONNEL SERVICES	3,660,064	3,504,989	3,522,953
OPERATING EXPENSES	5,369,409	5,996,401	6,062,461
DEPRECIATION EXPENSE	2,439,859	2,365,492	2,510,800
INDIRECT COSTS	1,154,638	1,092,991	1,213,972
TRANSFER OUT STORM WATER	1,260,740	1,303,680	1,260,740
TRANSFER OUT GENERAL FUND	1,140,301	1,245,201	1,286,166
<b>TOTAL EXPENSES</b>	<b>15,025,011</b>	<b>15,508,754</b>	<b>15,857,092</b>
TRANSFERS IN	1,000,000	0	0
<b>NET INCOME (LOSS)</b>	<b>856,943</b>	<b>444,346</b>	<b>535,008</b>
<b>Total</b>			
Series 2001 Principal Payment	685,000	715,000	745,000
Series 2007 Principal Payment	<u>2,700,000</u>	<u>2,480,000</u>	<u>2,640,000</u>
<b>Total Debt Service Payments</b>	<b>3,385,000</b>	<b>3,195,000</b>	<b>3,385,000</b>
<b>Capital Projects Summary</b>	3,334,000	874,614	1,521,000
<b>FULL TIME POSITIONS</b>	<b>61</b>	<b>61</b>	<b>61</b>

**SANITARY SEWER ENTERPRISE FUND  
WATERWASTE TREATMENT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,372,606	1,086,766	1,096,855
OPERATING EXPENSES	3,284,809	3,528,158	3,726,271
DEPRECIATION EXPENSE	1,563,088	1,487,004	1,506,925
<b>TOTAL</b>	<b>6,220,503</b>	<b>6,101,928</b>	<b>6,330,051</b>
<b>FULL TIME POSITIONS</b>	<b>19</b>	<b>19</b>	<b>19</b>

**Class Title**

Maintenance Worker	1	0	0
Administrative Assistant	0	1	1
Wastewater Plant Manager	1	1	1
Wastewater Plant Operator I	15	15	15
WPC Shift Supervisor	2	2	2
<b>Total</b>	<b>19</b>	<b>19</b>	<b>19</b>

## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>3200</b>					
7110	Regular Wages	594,994	700,153	702,134	1,981
7120	Overtime	25,942	30,000	30,000	0
7210	W/C Insurance	22,979	22,870	26,484	3,614
7230	Uniforms	4,683	5,500	5,500	0
7260	FICA Matching	43,684	55,857	56,008	151
7270	Pension Matching	517,574	79,587	87,856	8,269
7280	Insurance Matching	154,257	184,299	180,373	(3,926)
7290	Contribution Matching	8,494	8,500	8,500	0
7510	Professional Services	4,445	7,000	7,000	0
7512	Tech.Svcs(Surveys,DP)	1,337,074	1,434,100	1,804,100	370,000
7550	Communications	9,060	8,800	8,800	0
7600	Travel	4,041	4,000	4,000	0
7630	Train/Cont. Education	3,016	6,000	3,000	(3,000)
7860	Maint: Buildings	1,335	0	0	0
7870	Maint: Motor Equipment	29,189	16,100	17,557	1,457
7880	Maint: Mach/Imp/Tools	447,173	485,840	485,226	(614)
7900	Utilities	846,487	980,000	980,000	0
7990	Dues & Fees	5,795	7,000	7,000	0
8009	Licenses(CDL,CPA,Etc)	50	1,000	0	(1,000)
8010	Supplies	170,342	263,000	263,000	0
8016	Small Equip	3,586	2,000	2,000	0
8017	Printing(Not Std Forms)	495	500	250	(250)
8050	Rental of Equipment	23,122	25,000	25,000	0
8110	Motor Fuel	1,186	6,610	1,979	(4,631)
8970	Bad Debt	43,595	0	0	0
8900	Depreciation	1,497,017	1,487,004	1,506,925	19,921
8905	Amortized Bond Cost	66,071	0	0	0
8705	Interest Expense 2007 Bonds	256,000	194,000	66,000	(128,000)
8706	Interest Expense 2011 Bonds	98,819	87,208	51,359	(35,849)
<b>Total</b>		<b>6,220,503</b>	<b>6,101,928</b>	<b>6,330,051</b>	<b>228,123</b>

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

*DESCRIPTION*

Operates and maintains (85) combination and sanitary sewer lift stations located throughout the City that provide a means of moving wastewater to the Treatment Plant.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
OPERATING EXPENSES	786,379	742,400	742,400
DEPRECIATION EXPENSE	544,792	545,518	596,666
<b>TOTAL</b>	<b>1,331,171</b>	<b>1,287,918</b>	<b>1,339,066</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SAINTARY SEWER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3201</b>					
7550	Communications	1,480	16,000	16,000	0
7880	Maint: Mach/Imp/Tools	344,667	307,000	307,000	0
7900	Utilities	423,939	400,000	400,000	0
8010	Supplies	2,887	9,400	9,400	0
8050	Rental of Equipment	13,406	10,000	10,000	0
8900	Depreciation	544,792	545,518	596,666	51,148
<b>Total</b>		<b>1,331,171</b>	<b>1,287,918</b>	<b>1,339,066</b>	<b>51,148</b>

**SANITARY SEWER ENTERPRISE FUND  
WASTEWATER TREATMENT/ADMINISTRATION**

*DESCRIPTION*

The Sewer Systems Administration Section is responsible for scheduling all work tasks for the Division, monitoring expenditures, preparing and administering the budget, preparing weekly and monthly reports, maintaining permit compliance, scheduling training programs and completing all other administrative duties as necessary. Debt service and GMA payments for maintenance and construction equipment are also included within this cost center.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	480,258	556,641	555,789
OPERATING EXPENSES	477,862	811,023	798,004
DEPRECIATION	85,151	84,586	85,715
INDIRECT COSTS	1,154,638	1,092,991	1,213,972
TRANSFER OUT	2,401,041	2,548,881	2,546,906
<b>TOTAL</b>	<b>4,598,950</b>	<b>5,094,122</b>	<b>5,200,386</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

Administrative Assistant	1	1	1
Public Works General Supervisor	2	2	2
Public Works Supt., Sewer	1	1	1
Sewer Maintenance Engineer	1	1	1
Senior Administrative Manager	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

**SANITARY SEWER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3400</b>					
7110	Regular Wages	339,480	386,887	393,487	6,600
7120	Overtime	1,215	1,000	1,000	0
7210	W/C Insurance	10,725	13,142	12,375	(767)
7230	Uniforms	12,174	16,700	19,030	2,330
7260	FICA Matching	24,514	29,673	30,178	505
7270	Pension Matching	34,286	42,280	47,338	5,058
7280	Insurance Matching	52,721	61,459	46,881	(14,578)
7290	Contribution Matching	5,142	5,500	5,500	0
7510	Professional Services	1,363	33,450	33,000	(450)
7512	Tech.Svcs(Surveys,DP)	14,556	2,500	1,000	(1,500)
7550	Communications	11,540	13,200	12,200	(1,000)
7600	Travel	38	500	0	(500)
7630	Train/Cont. Education	90	4,750	1,000	(3,750)
7700	Insurance	426,948	580,413	573,537	(6,876)
7860	Maint: Buildings	9,284	0	0	0
7870	Maint: Motor Equipment	21,394	28,280	27,586	(694)
7880	Maint: Mach/Imp/Tools	2,165	9,700	11,100	1,400
7900	Utilities	36,470	38,000	37,500	(500)
7990	Dues and Fees	450	1,500	1,500	0
8009	Licenses(CDL,CPA,Etc)	0	1,200	0	(1,200)
8010	Supplies	4,748	8,050	8,050	0
8016	Small Equip	2,363	5,000	5,000	0
8017	Printing(Not Std Forms)	0	500	250	(250)
8110	Motor Fuel	7,855	8,280	10,581	2,301
8150	Food	614	700	700	0
8971	Bad Debt	(62,016)	75,000	75,000	0
8900	Depreciation	85,151	84,586	85,715	1,129
8951	Indirect Costs	1,154,638	1,092,991	1,213,972	120,981
5992	Operating Transfers Out	2,401,041	2,548,881	2,546,906	(1,975)
	<b>Total</b>	<b>4,598,950</b>	<b>5,094,122</b>	<b>5,200,386</b>	<b>106,264</b>

**SANITARY SEWER ENTERPRISE FUND  
SEWER SYSTEMS - MAINTENANCE**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,046,957	1,030,773	1,030,445
OPERATING EXPENSES	474,700	538,500	467,824
DEPRECIATION EXPENSE	169,161	170,716	236,852
<b>TOTAL</b>	<b>1,690,818</b>	<b>1,739,989</b>	<b>1,735,121</b>
<b>FULL TIME POSITIONS</b>	<b>18</b>	<b>18</b>	<b>18</b>

**Class Title**

Maintenance Worker	1	1	1
Equipment Operator I	3	3	3
Crew Supervisor, Senior	2	2	2
TV Truck Operator/Technician	1	1	1
Sewer System Operator	2	2	2
Equipment Operator III	9	9	9
<b>TOTAL</b>	<b>18</b>	<b>18</b>	<b>18</b>

**SANITARY SEWER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3404</b>					
7110	Regular Wages	647,861	629,688	633,950	4,262
7120	Overtime	58,055	40,000	40,000	0
7210	W/C Insurance	38,947	41,220	41,948	728
7260	FICA Matching	50,002	51,231	51,557	326
7270	Pension Matching	74,250	72,996	80,874	7,878
7280	Insurance Matching	169,954	187,638	174,116	(13,522)
7290	Contribution Matching	7,889	8,000	8,000	0
7512	Tech.Svcs(Surveys,DP)	54,880	100,000	100,000	0
7514	Contract Labor(Temp)	832	0	0	0
7870	Maint: Motor Equipment	226,237	228,000	162,298	(65,702)
7880	Maint: Mach/Imp/Tools	2,551	10,000	10,000	0
Total	Supplies	113,042	100,000	100,000	0
8016	Small Equip	888	10,000	10,000	0
8110	Motor Fuel	76,270	90,500	85,526	(4,974)
8900	Depreciation	169,161	170,716	236,852	66,136
<b>Total</b>		<b>1,690,818</b>	<b>1,739,989</b>	<b>1,735,121</b>	<b>(4,868)</b>

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

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	449,753	529,784	527,922
OPERATING EXPENSES	240,139	251,950	205,762
DEPREIATION EXPENSE	72,355	72,355	79,342
<b>TOTAL</b>	<b>762,246</b>	<b>854,089</b>	<b>813,026</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

Equipment Operator III	3	3	3
Equipment Operator II	1	1	1
Maintenance Worker	6	6	6
Crew Supervisor, Senior	2	2	2
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>

**SANITARY SEWER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3408</b>					
7110	Regular Wages	305,059	344,803	343,490	-1,313
7120	Overtime	1,524	1,000	1,000	0
7210	W/C Insurance	16,353	20,039	18,258	-1,781
7260	FICA Matching	22,023	26,454	26,353	-101
7270	Pension Matching	32,221	37,693	41,339	3,646
7280	Insurance Matching	69,602	96,795	93,482	-3,313
7290	Contribution Matching	2,971	3,000	4,000	1,000
7870	Maint: Motor Equipment	77,372	103,100	76,918	-26,182
7880	Maint: Mach/Imp/Tools	0	1,000	1,000	0
7990	Dues and Fees	0	0	0	0
8010	Supplies	121,392	120,000	100,000	-20,000
8016	Small Equip	2,594	4,500	4,500	0
8050	Rental of Equipment	163	5,000	5,000	0
8110	Motor Fuel	15,986	18,350	18,344	-6
8900	Depreciation	72,355	72,355	79,342	6,987
<b>Total</b>		<b>762,246</b>	<b>854,089</b>	<b>813,026</b>	<b>-41,063</b>

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

*DESCRIPTION*

The Industrial Wastewater Sampling and Utility Location Section monitors industry to insure compliance with the City's Comprehensive Solid Waste, Wastewater and Sewer Pretreatment Ordinance and takes necessary action to correct violations. The Section also checks on reported violations, inspects each Industry to insure all reported chemicals are stored properly to protect City collection and treatment systems, and monitors POTW for priority pollutants as required by EPD. This Section has also handles the grease monitoring program, CSO inspections, the Watershed Protection program as required by the State and all sewer utility "locates" within the City of Albany as required by the Utility Protection Center.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	310,490	301,025	311,942
OPERATING EXPENSES	105,520	124,370	122,200
DEPRECIATION EXPENSE	5,313	5,313	5,300
<b>TOTAL</b>	<b>421,323</b>	<b>430,708</b>	<b>439,442</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

Indust. Pre-Treatment Monitor,Supv.	1	1	1
Engineering Associate	1	1	1
Wastewater Sampler	2	2	2
Locate Technician	2	2	2
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

**SANITARY SEWER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>3600</b>					
7110	Regular Wages	228,676	218,920	219,565	645
7120	Overtime	580	1,000	1,000	0
7210	W/C Insurance	7,254	6,759	7,257	498
7260	FICA Matching	16,992	16,824	16,873	49
7270	Pension Matching	23,600	23,971	26,468	2,497
7280	Insurance Matching	31,477	31,551	38,779	7,228
7290	Contribution Matching	1,911	2,000	2,000	0
7512	Tech.Svcs(Surveys,DP)	79,254	90,000	90,000	0
7870	Maint: Motor Equipment	10,662	14,195	10,822	(3,373)
7880	Maint: Mach/Imp/Tools	0	3,700	3,700	0
8010	Supplies	5,720	6,400	6,400	0
8016	Small Equip	265	1,000	1,000	0
8110	Motor Fuel	9,619	9,075	10,278	1,203
8900	Depreciation	5,313	5,313	5,300	(13)
<b>Total</b>		<b>421,323</b>	<b>430,708</b>	<b>439,442</b>	<b>8,734</b>

**STORM WATER ENTERPRISE FUND  
STORM WATER DIVISION 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 side park and R.O.W. maintenance, including mowing and herbicide application. Other functions include: street installation, street and alley paving, including base preparation and asphalt placement. The division also handles concrete construction, holding pond maintenance and driveway installations.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, and Business-Friendly

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

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

**PERFORMANCE MEASURES (PM)**

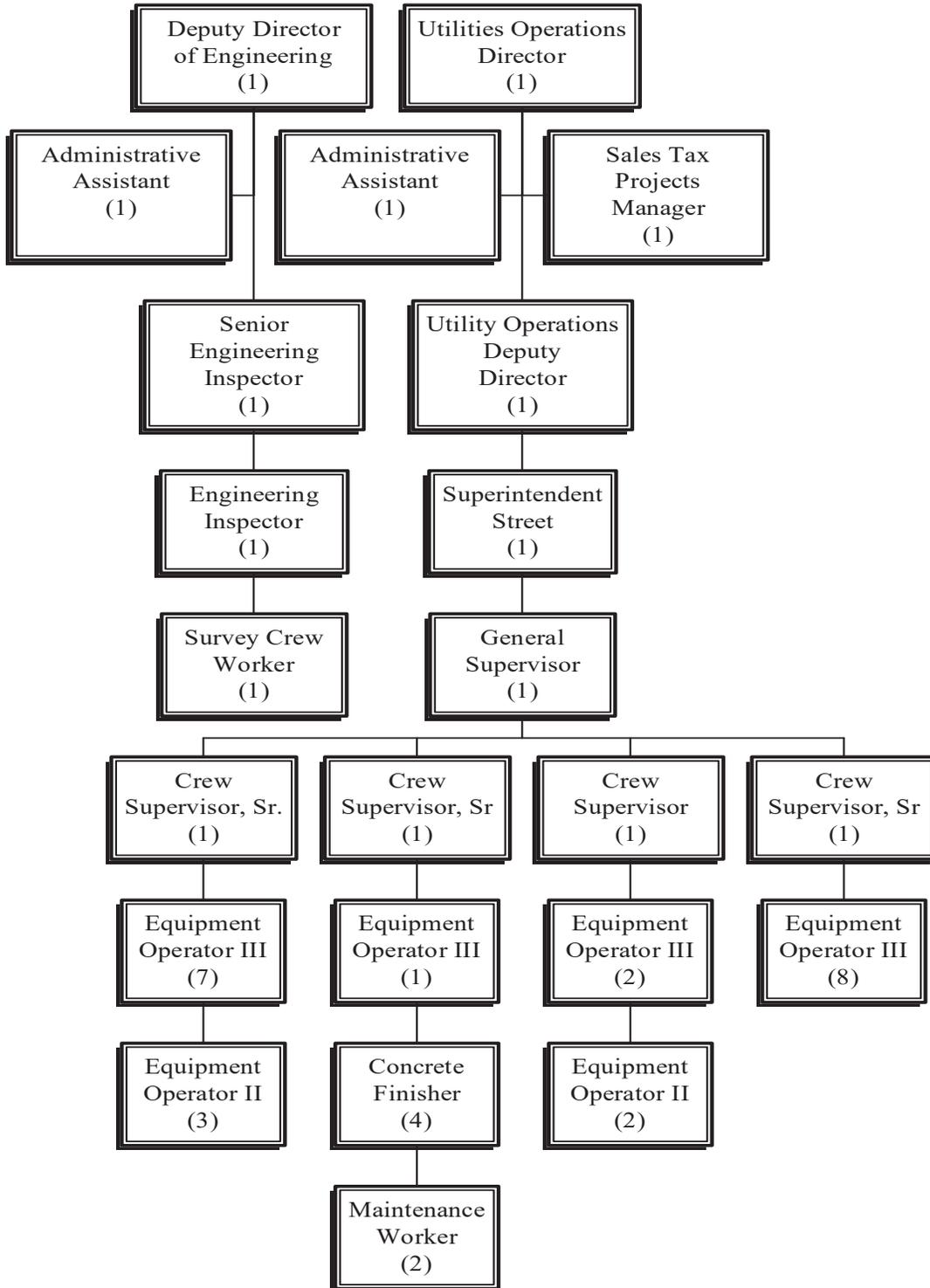
<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: Length of Sidewalk Added Near Schools (in Feet)	0	0	5,280
SP I, G&O 1, PM 2: Miles of Streets Swept	45,951	46,000	47,000
SP I, G&O 1, PM 2: % of City Streets Swept	88	88	90
SP I, G&O 1, PM 4: Road Miles Resurfaced	0	26	32
SP I, G&O 1, PM 5: # of Miles in Very Poor Condition **	172	146	114
SP I, G&O 1, PM 6: # of Miles in Poor Condition **	237	237	237
SP I, G&O 1, PM 7: % Complete - Assessment of Paved Alleys	N/A	N/A	100%

\*\* Assessment was based on 2017 figures. This will be reevaluated in FY 2020. The resurfacing plan addresses the Very Poor Conditions first.

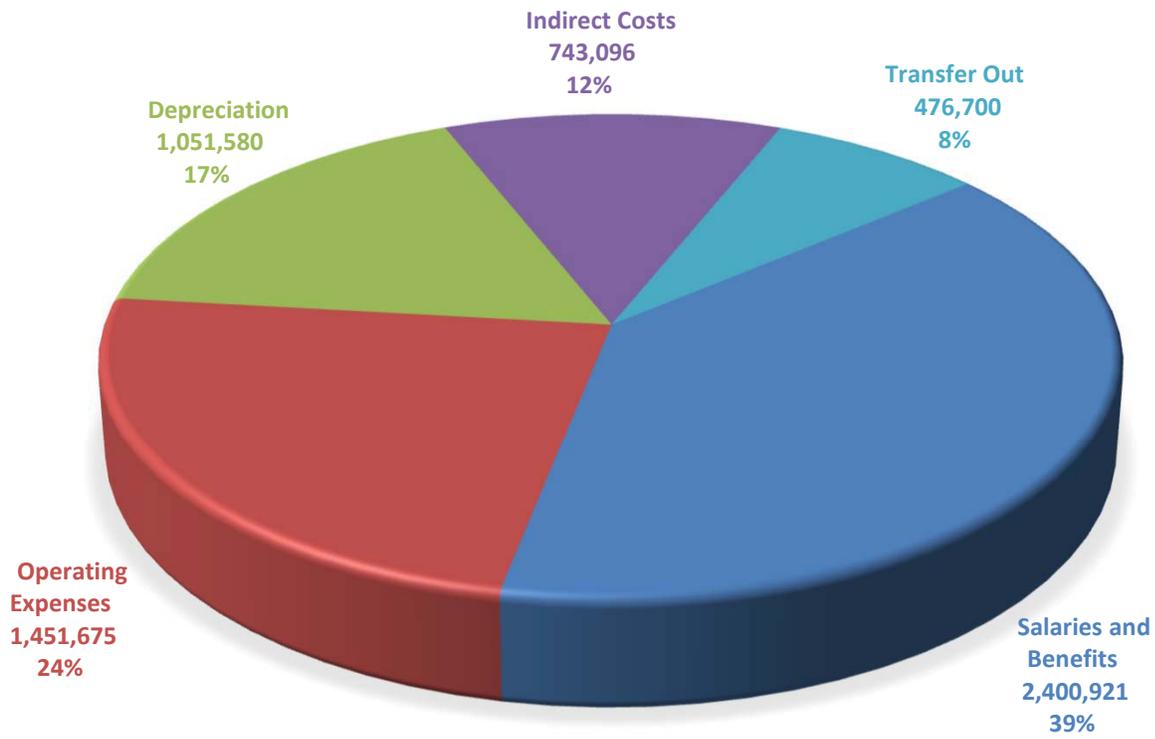
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## Storm Water Fund



City of Albany  
Adopted Budget  
FY 2020  
Storm Water Department



Total Expenses  
\$6,123,972

**STORM WATER ENTERPRISE FUND  
STORM WATER DIVISION 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 sidewalk and R.O.W. maintenance, including mowing and herbicide application. Other functions include: street installation, street and alley paving, including base preparation and asphalt placement. The division also handles concrete construction, holding pond maintenance and driveway installations.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>	<b>4,257,725</b>	<b>4,347,493</b>	<b>4,347,493</b>
PERSONAL SERVICES	2,033,749	2,391,224	2,400,921
OPERATING EXPENSES	1,824,778	1,636,601	1,451,675
DEPRECIATION	984,281	921,701	1,051,580
INDIRECT COSTS	711,618	771,303	743,096
TRANSFER OUT	469,070	480,350	476,700
<b>TOTAL EXPENSES</b>	<b>6,023,495</b>	<b>6,201,179</b>	<b>6,123,972</b>
TRANSFERS IN	1,260,740	1,303,680	1,260,740
MISCELLANEOUS REVENUE	1,536,860	0	0
CAPITAL CONTRIBUTIONS	(80,843)	0	0
<b>NET INCOME/ (LOSS)</b>	<b>950,986</b>	<b>(550,006)</b>	<b>(515,739)</b>
<b>Capital Projects Summary</b>			
Adopted Total	960,000	1,000,329	1,685,000
<b>FULL TIME POSITIONS</b>	<b>44</b>	<b>44</b>	<b>44</b>

**STORM WATER ENTERPRISE FUND  
ENGINEERING**

*DESCRIPTION*

The Engineering Department Stormwater Division is a new division that is proposed to comply with the Federal Clean Water Act requirements that have been passed on to the Georgia Environmental Protection Division for enforcement in the state. The initial startup funds for this division will come from the Sewer Enterprise Fund to fund the new positions and equipment. It is proposed at this time for the division to be comprised of five (5) new employees with existing Engineering staff providing assistance as needed to meet these new regulations.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL EXPENSES	271,260	316,518	316,183
OPERATING EXPENSES	25,977	32,130	34,778
INDIRECT COST	0	0	0
<b>TOTAL</b>	<b>297,237</b>	<b>348,648</b>	<b>350,961</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>5</b>	<b>5</b>

**Class Title**

Deputy Director, Engineering	1	1	1
Engineering Inspector	1	1	1
Engineering Inspector, Senior	0	1	1
Administrative Assistant	0	1	1
Survey Crew Worker	2	1	1
<b>Total</b>	<b>4</b>	<b>5</b>	<b>5</b>

STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>4302</b>					
7110	Regular Wages	152,967	220,519	226,674	6,155
7120	Overtime	119	600	600	0
7210	W/C Insurance	5,653	10,668	11,098	430
7230	Uniforms	1,994	2,500	2,500	0
7260	FICA Matching	11,276	16,916	17,386	470
7270	Pension Matching	71,580	24,102	24,773	671
7280	Insurance Matching	26,596	40,213	32,152	(8,061)
7290	Contribution Matching	1,074	1,000	1,000	0
7512	Technical Services	0	5,000	5,000	0
7550	Communication	1,519	2,000	2,000	0
7600	Travel	1,501	6,750	4,750	(2,000)
7630	Train/Cont. Education	0	5,044	5,044	0
7870	Maint:Motor Equip	5,964	0	3,745	3,745
7880	Maint: Mach/Imp/Tools	2,005	7,736	7,736	0
8010	Supplies	3,173	2,000	2,000	0
8016	Small Equip	7,928	3,600	3,600	0
8110	Motor Fuel	0	0	903	903
8970	Bad Debt	3,887	0	0	0
	<b>Total</b>	<b>297,237</b>	<b>348,648</b>	<b>350,961</b>	<b>2,313</b>

**STORM WATER ENTERPRISE FUND  
STREET SWEEPING**

*DESCRIPTION*

The Street Sweeping Section is responsible for sweeping all publicly owned curbed streets within Dougherty County / Albany city limits. The Sweeper Section is also responsible for street sweeping the Marine Corp Base monthly. The purpose is to ensure public safety and facilitate removal of debris to prevent entry into storm sewer system.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	586,508	681,881	829,734
OPERATING EXPENSES	486,069	595,366	475,388
DEPRECIATION EXPENSE	251,289	186,012	313,592
INDIRECT COSTS	711,618	771,303	743,096
TRANSFER OUT	469,070	480,350	476,700
<b>TOTAL</b>	<b>2,504,554</b>	<b>2,714,912</b>	<b>2,838,510</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>12</b>	<b>14</b>

**Class Title**

Equipment Operator III	9	8	8
Crew Supervisor, Senior	1	1	1
Project Manager	0	0	1
Administrative Assistant	1	1	1
Public Works Superintendent, Street	1	1	1
Deputy Utility Operations Director	0	0	1
Utilities Operations Director	1	1	1
<b>TOTAL</b>	<b>13</b>	<b>12</b>	<b>14</b>

**STORM WATER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4303</b>					
7110	Regular Wages	379,622	449,262	562,673	113,411
7120	Overtime	8,245	4,000	4,000	0
7210	W/C Insurance	15,697	12,667	13,016	349
7230	Uniforms	14,389	18,200	15,000	(3,200)
7260	FICA Matching	32,335	34,675	43,350	8,675
7270	Pension Matching	45,243	49,406	61,767	12,361
7280	Insurance Matching	88,495	110,971	127,228	16,257
7290	Contribution Matching	2,481	2,700	2,700	0
7510	Professional Services	90	375	0	(375)
7512	Tech.Svcs(Surveys,DP)	198,027	185,000	185,000	0
7550	Communication	4,751	6,600	6,500	(100)
7630	Train/Cont. Education	1,700	3,000	3,000	0
7700	Risk	43,752	139,265	48,799	(90,466)
7860	Maint:Buildings & Other Structures	9,036	0	0	0
7870	Maint: Motor Equip.	123,931	129,000	100,437	(28,563)
7880	Maint: Mach/Imp/Tools	27,395	10,736	12,988	2,252
7900	Utilities	9,688	12,000	13,500	1,500
7990	Dues and Fees	1,590	1,590	1,615	25
8009	LICENSES	480	1,000	1,000	0
8010	Supplies	4,783	4,500	4,500	0
8016	Small Equip	6,870	2,000	2,000	0
8110	Motor Fuel	58,208	59,600	55,349	(4,251)
8150	Food	614	700	700	0
8970	Bad Debt	(4,845)	40,000	40,000	0
8900	Depreciation	251,289	186,012	313,592	127,580
8951	Indirect Cost	711,618	771,303	743,096	(28,207)
5992	Operating Transfer Out	469,070	480,350	476,700	(3,650)
<b>Total</b>		<b>2,504,554</b>	<b>2,714,912</b>	<b>2,838,510</b>	<b>123,598</b>

**STORM WATER ENTERPRISE FUND  
ASPHALT/CONCRETE**

*DESCRIPTION*

The Asphalt Section is responsible for pothole repairs, asphalt overlays, utility cut repairs, and shoulder repairs on paved streets. The Concrete Section is responsible for excavating and repairing utility cuts, sidewalk, curb & gutter, driveway installation, and maintenance.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	516,386	504,757	363,965
OPERATING EXPENSES	147,629	147,950	145,274
DEPRECIATION EXPENSE	12,972	12,972	18,653
<b>TOTAL</b>	<b>676,987</b>	<b>665,679</b>	<b>527,892</b>
<b>FULL TIME POSITIONS</b>	<b>9</b>	<b>10</b>	<b>8</b>

**Class Title**

Concrete Finisher	1	1	4
Equipment Operator, II	0	0	0
Equipment Operator, III	2	2	1
Crew Supervisor, Senior	2	2	1
Crew Supervisor	0	1	0
Maintenance Worker	3	3	2
Public Works General Supervisor	1	1	0
<b>TOTAL</b>	<b>9</b>	<b>10</b>	<b>8</b>

**STORM WATER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4304</b>					
7110	Regular Wages	337,925	331,207	224,440	(106,767)
7120	Overtime	4,100	1,500	1,500	0
7210	W/C Insurance	23,298	19,284	19,736	452
7260	FICA Matching	24,707	25,452	17,284	(8,168)
7270	Pension Matching	36,800	36,265	24,627	(11,638)
7280	Insurance Matching	87,766	89,349	74,678	(14,671)
7290	Contribution Matching	1,790	1,700	1,700	0
7870	Maint: Motor Equip.	57,915	70,750	70,110	(640)
7880	Maint: Mach/Imp/Tools	0	1,000	2,500	1,500
7990	Dues and Fees	15	0	0	0
8010	Supplies	67,401	50,000	50,000	0
8016	Small Equip	904	2,000	2,000	0
8110	Motor Fuel	21,394	24,200	20,664	(3,536)
8900	Depreciation	12,972	12,972	18,653	5,681
<b>Total</b>		<b>676,987</b>	<b>665,679</b>	<b>527,892</b>	<b>(137,787)</b>

**STORM WATER ENTERPRISE FUND  
GRADING/CONSTRUCTION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	659,594	649,418	651,625
OPERATING EXPENSES	311,989	363,050	309,622
DEPRECIATION EXPENSE	99,160	100,072	100,261
<b>TOTAL</b>	<b>1,070,743</b>	<b>1,112,540</b>	<b>1,061,508</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

Public Works General Supervisor	1	1	1
Equipment Operator, III	6	6	7
Equipment Operator, II	3	3	3
Crew Supervisor	1	1	0
Crew Supervisor, Sr.	1	1	1
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>

**STORM WATER ENTERPRISE FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4305</b>					
7110	Regular Wages	427,895	431,831	430,910	(921)
7120	Overtime	24,654	4,000	4,000	0
7210	W/C Insurance	22,573	23,383	24,148	765
7260	FICA Matching	32,926	33,341	33,271	(70)
7270	Pension Matching	45,314	47,506	47,405	(101)
7280	Insurance Matching	105,570	108,357	110,891	2,534
7290	Contribution Matching	663	1,000	1,000	0
7512	Tech.Svcs(Surveys,DP)	1,560	25,000	25,000	0
7870	Maint: Motor Equip.	181,609	199,000	150,549	(48,451)
7880	Maint: Mach/Imp/Tools	0	1,000	0	(1,000)
7990	Dues and Fees	35	0	0	0
8010	Supplies	53,809	60,000	65,500	5,500
8110	Motor Fuel	74,976	78,050	68,573	(9,477)
8900	Depreciation	99,160	100,072	100,261	189
<b>Total</b>		<b>1,070,743</b>	<b>1,112,540</b>	<b>1,061,508</b>	<b>(51,032)</b>

**STORM WATER 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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	0	238,650	239,414
OPERATING EXPENSES	853,114	498,105	486,613
DEPRECIATION EXPENSE	620,860	622,645	619,074
<b>TOTAL</b>	<b>1,473,974</b>	<b>1,359,400</b>	<b>1,345,101</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>5</b>	<b>5</b>

**Class Title**

Public Works General Supervisor	1	0	0
Crew Supervisor	0	1	1
Equipment Operator I	1	0	0
Equipment Operator II	2	2	2
Equipment Operator III	2	2	2
<b>Total</b>	<b>6</b>	<b>5</b>	<b>5</b>

**STORM MAINTENANCE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4306</b>					
7110	Regular Wages	0	151,100	151,100	0
7120	Overtime	0	1,000	1,000	0
7210	W/C Insurance	0	8,885	9,149	264
7260	FICA Matching	0	11,636	11,636	0
7270	Pension Matching	0	16,579	16,579	0
7280	Insurance Matching	0	49,250	49,750	500
7290	Contribution Matching	0	200	200	0
7512	Tech.Svcs(Surveys,DP)	746,219	305,000	305,000	0
7870	Maint: Motor Equipment	265	1,825	297	(1,528)
7880	Maint: Mach/Imp/Tools	24,358	50,000	50,000	0
7900	Utilities	77,660	117,000	117,000	0
8009	Licenses(CDL,CPA,Etc)	0	280	316	36
8010	Supplies	4,612	9,000	9,000	0
8016	Small Equip	0	5,000	5,000	0
8050	Rental of Equipment	0	10,000	0	(10,000)
8900	Depreciation	620,860	622,645	619,074	(3,571)
<b>Total</b>		<b>1,473,974</b>	<b>1,359,400</b>	<b>1,345,101</b>	<b>(14,299)</b>

**WATER DEPARTMENT**

*DESCRIPTION*

The water department of the Albany Utility Board provides clean, reliable water services and hydrants for fire protection to City of Albany residents and some residents in Dougherty County. The water system provides approximately 14 million gallons per day to 35,023 customers and maintains hundreds of miles of water main and services. Even though this vital service is taken for granted by most of us, it is the necessary component for any economic development initiative in Albany and Dougherty County.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

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

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

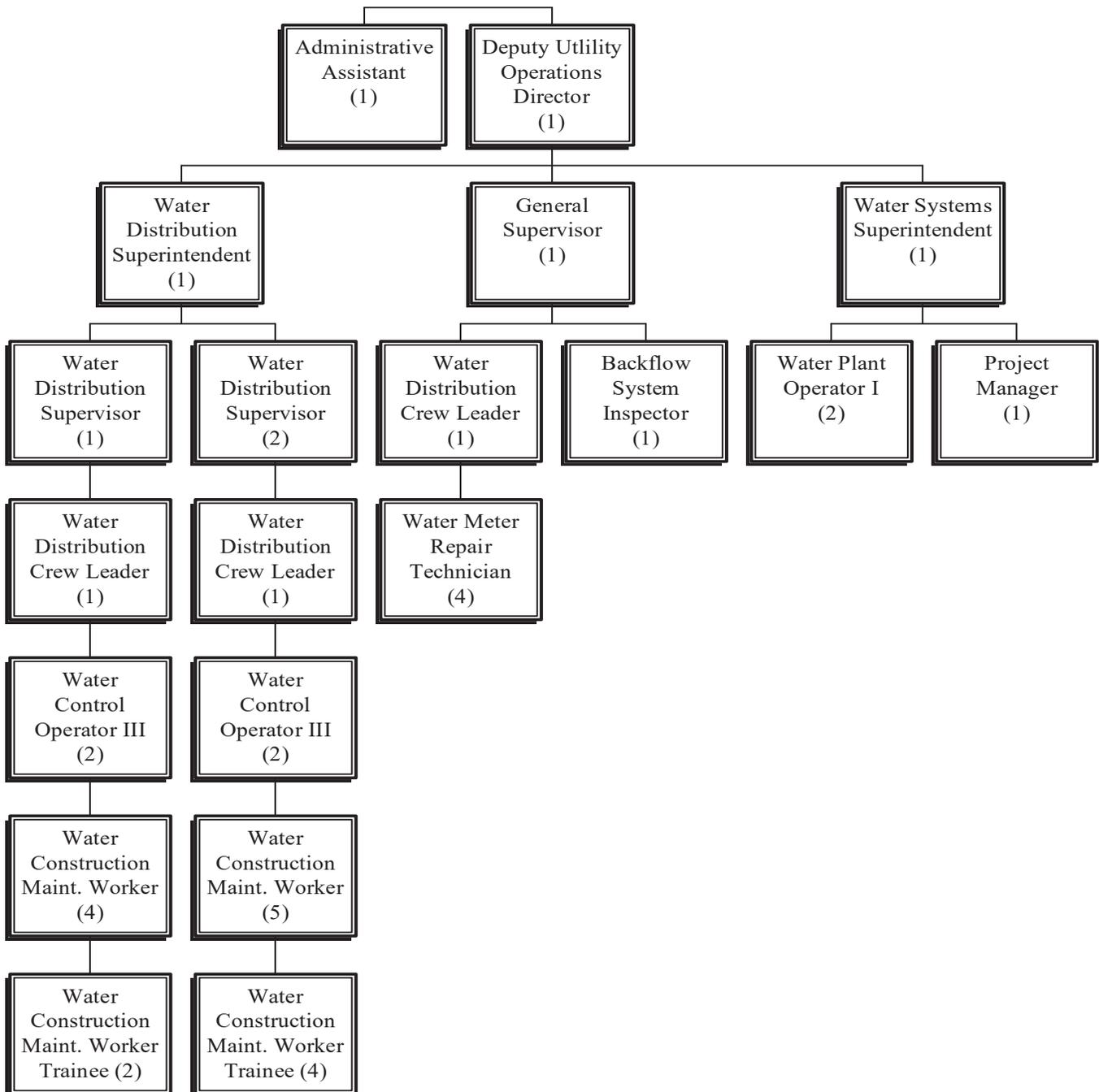
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP III, G&O 1, PM 1: % of Tanks Maintained			
- Visual Engineering Inspection	100%	100%	100%
- Washout & Disinfection	63%	90%	100%
- Interior Renovation	40%	55%	65%
- Exterior Renovation	18%	25%	40%
SP III, G&O 1, PM 2: % of Wells Maintained	100%	100%	100%
SP III, G&O 1, PM 3: # of Gallons Treated (in Thousands)	4,051,000	4,000,000	3,950,000
SP III, G&O 1, PM 4: # of Meters on the AMI system	0%	0%	20%
SP III, G&O 1, PM 5: # of Wells on alternative power (generators)	0%	0%	20%

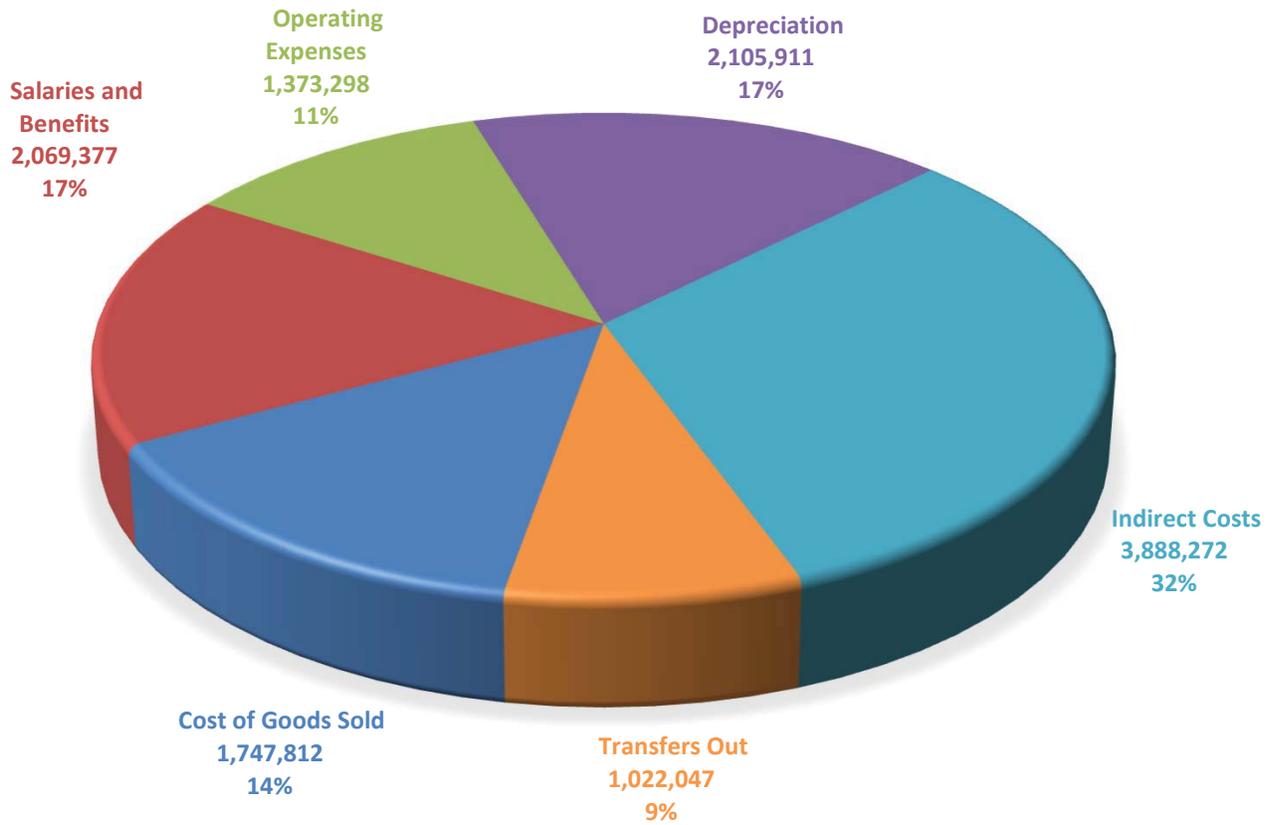
SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



## WATER FUND



# City of Albany Adopted Budget FY 2020 Water Department



Total Expenses  
\$12,206,717

**WATER DEPARTMENT**

*DESCRIPTION*

The water distribution division of the Albany Utility Board provides clean, reliable water services and hydrants for fire protection to City of Albany residents and some residents in Dougherty County. The water system provides approximately 14 million gallons per day to 35,023 customers and maintains hundreds of miles of water main and services. Even though this vital service is taken for granted by most of us, it is the necessary component for any economic development initiative in Albany and Dougherty County.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>	<b>11,815,562</b>	<b>12,024,084</b>	<b>12,024,084</b>
COST OF GOODS SOLD	1,738,247	1,785,101	1,873,959
PERSONNEL EXPENSES	1,925,032	2,057,861	2,069,377
OPERATING EXPENSES	1,147,334	1,269,171	1,247,151
INDIRECT EXPENSES	3,830,127	3,787,858	3,888,272
DEPRECIATION EXPENSE	2,098,132	2,095,895	2,105,911
TRANSFER TO GENERAL FUND	997,858	1,022,047	1,022,047
<b>TOTAL EXPENSES</b>	<b>11,736,731</b>	<b>12,017,933</b>	<b>12,206,717</b>
<b>NET INCOME / (LOSS)</b>	<b>78,830</b>	<b>6,151</b>	<b>(182,633)</b>
<b><u>Debt Service Summary</u></b>			
GEFA Principal Payment (Water Tank)	75,271	76,332	77,407
Series 2010 Principal Payment	1,045,000	1,090,000	0
Series 2005 Principal Payment	<u>390,000</u>	<u>405,000</u>	<u>425,000</u>
<b>Total Debt Service Payments</b>	<b>1,510,271</b>	<b>1,571,332</b>	<b>502,407</b>
<b><u>Capital Projects Summary</u></b>			
Total	868,870	627,272	1,352,000
<b>FULL TIME POSITIONS</b>	<b>38</b>	<b>38</b>	<b>38</b>

**WATER OPERATION & MAINTENANCE**

*DESCRIPTION*

The water distribution division of Albany Utility Board provides clean, reliable water services and hydrants for fire protection to City of Albany residents and some residents in Dougherty County. The water system provides approximately 14 million gallons per day to 35,521 customers and maintains hundreds of miles of water main and services. Even though this vital service is taken for granted by most of us, it is the necessary component for any economic development initiative in Albany and Dougherty County.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,925,032	2,057,861	2,069,377
OPERATING EXPENSES	1,147,334	1,269,171	1,247,151
INDIRECT EXPENSES	3,830,127	3,787,858	3,888,272
DEPRECIATION EXPENSE	2,098,132	2,095,895	2,105,911
TRANSFER TO GENERAL FUND	997,858	1,022,047	1,022,047
<b>TOTAL EXPENSES</b>	<b>9,998,484</b>	<b>10,232,832</b>	<b>10,332,758</b>
<b>FULL TIME POSITIONS</b>	<b>35</b>	<b>35</b>	<b>34</b>

**Class Title**

Administrative Assistant	1	1	1
Backflow Systems Inspector	1	1	1
Utility General Supervisor	1	1	1
Meter Repair Technician, Water	4	4	4
Water Distribution Crew Leader	3	3	3
Water Distribution Superintendent	1	1	1
Water Distribution Supervisor	3	3	3
Deputy Utility Oper Dir, Utili	1	1	1
Water Meter Shop Supervisor	1	1	0
Water Construction Maint. Worker	9	9	9
Water Construction Maint. Worker Trainee	6	6	6
Water Quality Control Operator III	4	4	4
<b>TOTAL</b>	<b>35</b>	<b>35</b>	<b>34</b>

WATER OPERATION & MAINTENANCE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>4420</b>					
7110	Regular Wages	1,086,917	1,273,634	1,291,318	17,684
7120	Overtime	68,990	55,000	55,000	0
7130	Part Time	17,168	0	0	0
7210	W/C Insurance	38,013	43,907	45,461	1,554
7230	Uniforms	11,582	25,950	25,950	0
7260	FICA Matching	81,976	101,641	102,993	1,352
7270	Pension Matching	321,884	144,821	161,558	16,737
7280	Insurance Matching	288,231	402,408	374,097	(28,311)
7290	Contribution Matching	10,274	10,500	13,000	2,500
7510	Professional Services	26,362	17,500	4,579	(12,921)
7512	Tech.Svcs(Surveys,DP)	315,738	340,000	345,000	5,000
7550	Communications	16,313	18,500	16,000	(2,500)
7600	Travel	5,958	6,500	6,500	0
7630	Train/Cont. Education	4,609	9,300	9,300	0
7700	Risk Allocation	91,440	115,016	110,543	(4,473)
7870	Maint: Motor Equip.	134,764	139,000	107,521	(31,479)
7880	Maint: Mach/Imp/Tools	10,489	3,350	8,517	5,167
7900	Utilities	13,349	18,500	18,500	0
7990	Dues and Fees	733	805	5,636	4,831
8004	Materials	362,567	350,000	365,000	15,000
8009	Licenses(CDL,CPA,Etc)	559	2,400	2,400	0
8010	Supplies	68,658	50,000	50,000	0
8016	Small Equip	23,537	27,700	17,700	(10,000)
8017	Printing(Not Std Forms)	515	1,000	1,000	0
8050	Rental of Equipment	617	5,000	2,500	(2,500)
8110	Motor Fuel	66,291	65,000	77,973	12,973
8150	Food	1,107	1,200	1,200	0
8705	Interest Expense	7,966	21,732	20,614	(1,118)
8970	Bad Debt	(4,239)	76,668	76,668	0
8900	Depreciation	2,098,132	2,095,895	2,105,911	10,016
8951	Indirect Costs	3,830,127	3,787,858	3,888,272	100,414
5992.	Operating Transfers Out	997,858	1,022,047	1,022,047	0
	<b>Total</b>	<b>9,998,484</b>	<b>10,232,832</b>	<b>10,332,758</b>	<b>99,926</b>

**WATER PRODUCTION**

*DESCRIPTION*

The Water Production division of the Albany Utility Board produces a clean, reliable source of water to the Water Distribution system for delivery to Albany and Dougherty County citizens. The Water Production division is capable of producing approximately 36 million gallons of water per day from 39 wells. The economic development of this system capacity is an enormous benefit to the community for future economic development.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	246,344	289,638	352,115
OPERATING EXPENSES	1,491,903	1,495,463	1,521,844
<b>TOTAL</b>	<b>1,738,247</b>	<b>1,785,101</b>	<b>1,873,959</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>4</b>

**Class Title**

General Supervisor Water Quality & Producti	1	0	0
Project Manager	0	0	1
Water Systems Superintendent	0	1	1
Water Plant Operator I	2	2	2
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>4</b>

**WATER PRODUCTION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4430</b>					
7110	Regular Wages	154,670	181,354	221,366	40,012
7120	Overtime	12,845	12,000	12,000	0
7210	W/C Insurance	4,911	5,635	7,162	1,527
7230	Uniforms	1,395	1,959	1,959	0
7260	FICA Matching	10,636	14,792	17,852	3,060
7270	Pension Matching	16,929	21,076	28,004	6,928
7280	Insurance Matching	44,649	52,322	62,272	9,950
7290	Contribution Matching	310	500	1,500	1,000
7510	Professional Services	3,229	20,850	88,000	67,150
7512	Tech.Svcs(Surveys,DP)	133,370	80,000	80,000	0
7550	Communications	57,117	65,400	60,400	(5,000)
7600	Travel	4,496	5,000	5,000	0
7630	Train/Cont. Education	2,333	6,000	6,000	0
7860	Maint: Buildings	24,958	0	0	0
7870	Maint: Motor Equip.	11,862	26,170	10,982	(15,188)
7880	Maint: Mach/Imp/Tools	3,884	39,799	34,182	(5,617)
7900	Utilities	842,854	925,000	925,000	0
7990	Dues and Fees	230	695	0	(695)
8004	Materials	114,351	78,400	95,300	16,900
8009	Licenses(CDL,CPA,Etc)	434	400	400	0
8010	Supplies	30,962	48,000	45,500	(2,500)
8016	Small Equip	37,516	26,500	36,500	10,000
8017	Printing(Not Std Forms)	75	350	350	0
8018	Books & Subscriptions	348	6,500	0	(6,500)
8110	Motor Fuel	5,756	5,750	6,883	1,133
8150	Food	0	1,200	1,200	0
8705	Interest Expense	218,129	159,449	126,147	(33,302)
<b>Total</b>		<b>1,738,247</b>	<b>1,785,101</b>	<b>1,873,959</b>	<b>88,858</b>

**GAS FUND**

*DESCRIPTION*

The natural gas division of the Albany Utility Board provides natural gas services to 13,198 customers in Dougherty and Lee Counties. The system is estimated to sell 2,063,250 MCF (1000 cubic feet) of natural gas to homes, businesses and industry in its service territory during the 2019 fiscal year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development and Jobs

**GOALS & OBJECTIVES**

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

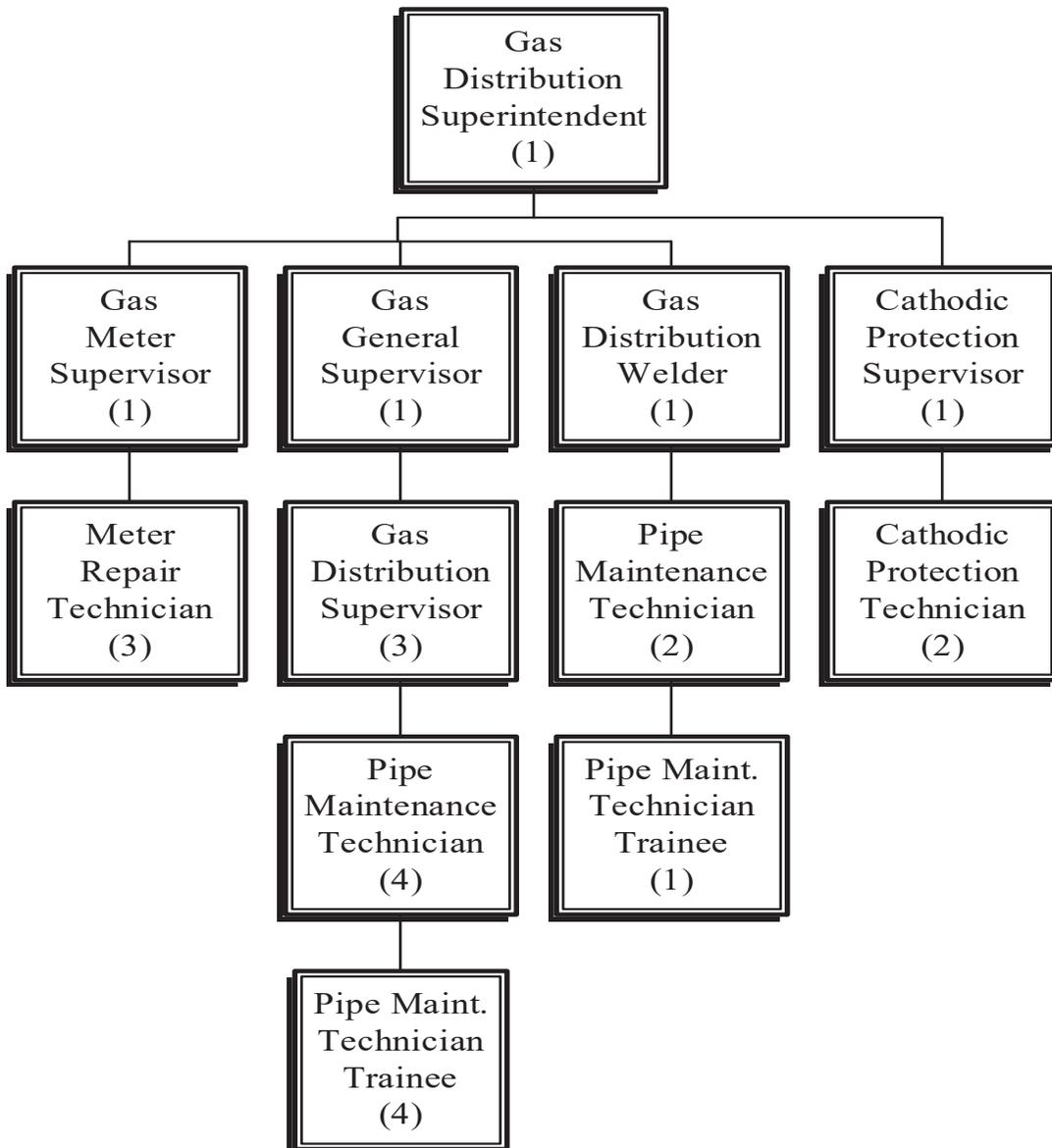
**PERFORMANCE MEASURES**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP II, G&O 1, PM 1: # of Gas Customers (Volume Increases)	13,198	13,461	13,730
SP II, G&O 1, PM 2: # of Miles Utility Pipe Lines Maintained	417 mi.	425	450
SP II, G&O 1, PM 3: % of the Length of the Rails-to-Trails Property that has Gas	50%	60%	80%
SP II, G&O 1, PM 4: % of City that has Access to Gas Line	75%	75%	76%

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

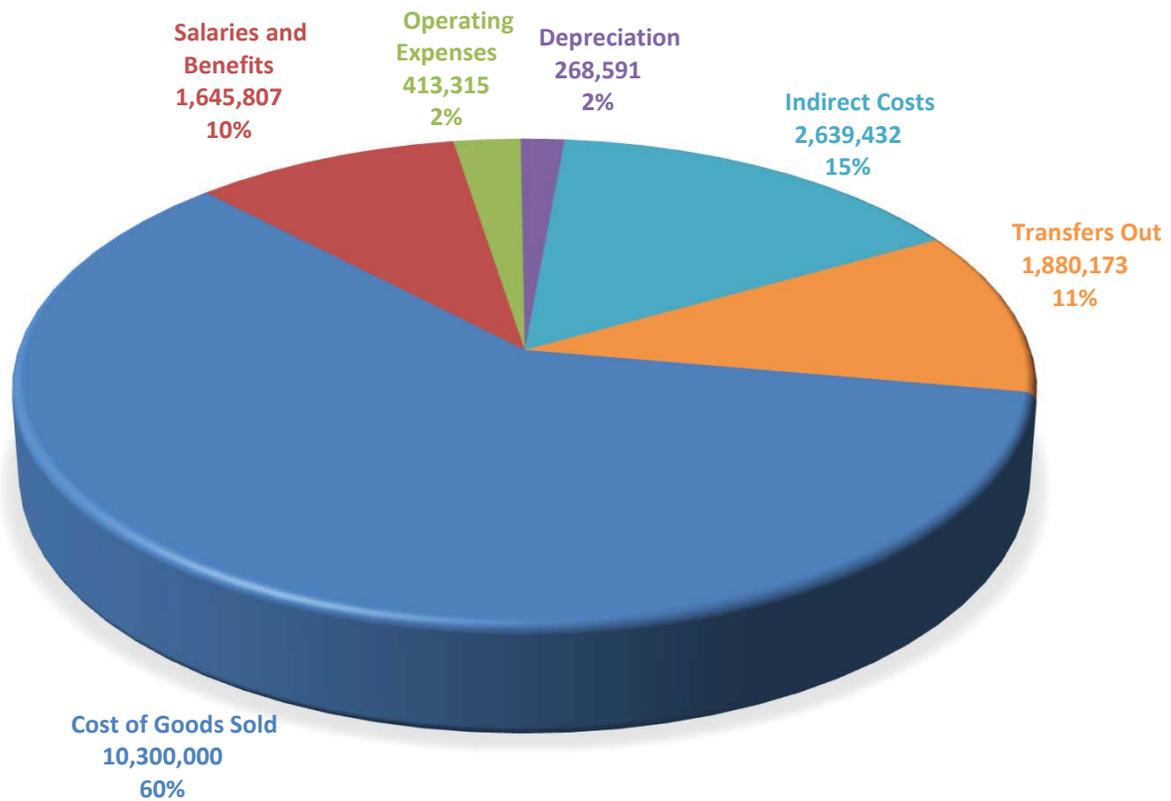


## GAS FUND





# City of Albany Adopted Budget FY 2020 Gas Department



Total Expenses  
\$17,147,318



<b>Gas Fund</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4520</b>					
8002	Materials Purchased for Res:	10,222,271	9,338,654	10,300,000	961,346
7110	Regular Wages	922,420	1,085,518	1,111,716	26,198
7120	Overtime	19,953	25,000	25,000	0
7210	W/C Insurance	18,111	57,414	40,808	(16,606)
7230	Uniforms	12,401	15,000	15,000	0
7260	FICA Matching	65,653	84,955	86,959	2,004
7270	Pension Matching	26,131	121,046	136,406	15,360
7280	Insurance Matching	177,823	202,239	219,218	16,979
7290	Contribution Mathching	10,343	10,700	10,700	0
7510	Professional Services	9,702	14,300	16,500	2,200
7512	Tech.Svcs(Surveys,DP)	51,994	47,500	27,500	(20,000)
7550	Communications	16,538	18,235	18,235	0
7580	Customer Incentive Program	1,050	10,000	2,000	(8,000)
7600	Travel	10,042	16,000	3,500	(12,500)
7630	Train/Cont. Education	32,135	28,350	38,350	10,000
7700.03	Risk Allocation	42,828	41,866	28,959	(12,907)
7870	Maint: Motor Equip.	86,807	88,200	52,348	(35,852)
7880	Maint: Mach/Imp/Tools	6,647	5,491	5,491	0
7900	Utilities	16,009	17,500	17,500	0
7990	Dues and Fees	254	635	1,000	365
8004	Materials	97,681	50,000	50,000	0
8010	Supplies	60,421	35,000	50,000	15,000
8016	Small Equip	12,213	21,000	26,860	5,860
8018	Books & Subscriptions	0	1,000	0	(1,000)
8110	Motor Fuel	35,349	40,300	39,222	(1,078)
8970	Bad Debt Write-off	(3,085)	0	0	0
8971	Bad Debt Allowance	14,555	25,000	25,000	0
8900	Depreciation	239,047	234,384	268,591	34,207
8951	Indirect Costs	2,327,753	2,525,752	2,639,432	113,680
5992	Operating Transfers (In)/Ou	1,788,167	1,814,908	1,880,173	65,265
	<b>Total</b>	<b>16,321,248</b>	<b>16,026,782</b>	<b>17,147,318</b>	<b>1,120,536</b>

**LIGHT FUND**

*DESCRIPTION*

The electric division of the Albany Utility Board has proudly provided electric utility service to citizens of Albany, Ga for over 100 years. Through the Municipal Electric Authority of Georgia (MEAG) and the Southeastern Power Administration Agency (SEPA), Albany Utility Board has purchased power contracts totaling 233 megawatts of capacity. This capacity, generated from numerous power plants powered by natural gas, coal and nuclear energy, provides electric power to 37,891 homes, businesses and industry in the City of Albany. The utility board maintains the hundreds of miles of power line and 24 substations with employees who are dedicated to serving customers 24 hours per day 365 days per year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure and Asset Management

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

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

**PERFORMANCE MEASURES (PM)**

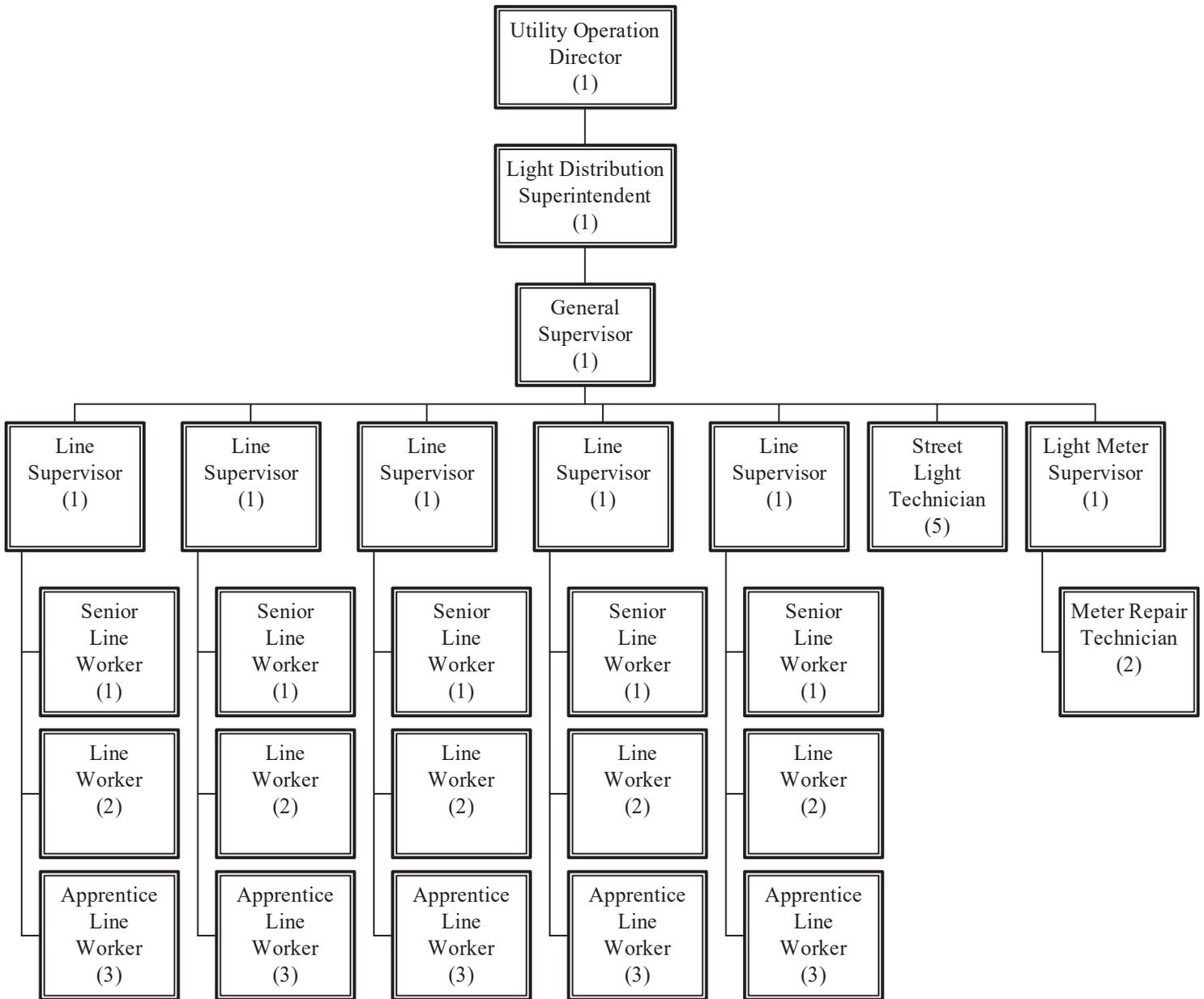
<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP III, G&O 1, PM 1: % of Streetlights that are LED	N/A	97%	100%
SP III, G&O 1, PM 2: # of Streetlights Converted	N/A	12,123	12,500
SP III, G&O 1, PM 3: % of AMI system Pilot Complete	N/A	0%	20%
SP III, G&O 1, PM 4: # of days to respond to streetlight compliants	N/A	N/A	1-3

\* Per contract, the contractor has 24 hours to respond to an outage report. If the contractor notes that the issue is not related to the fixture, the City will be responsible to respond with a goal of 3 days.

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

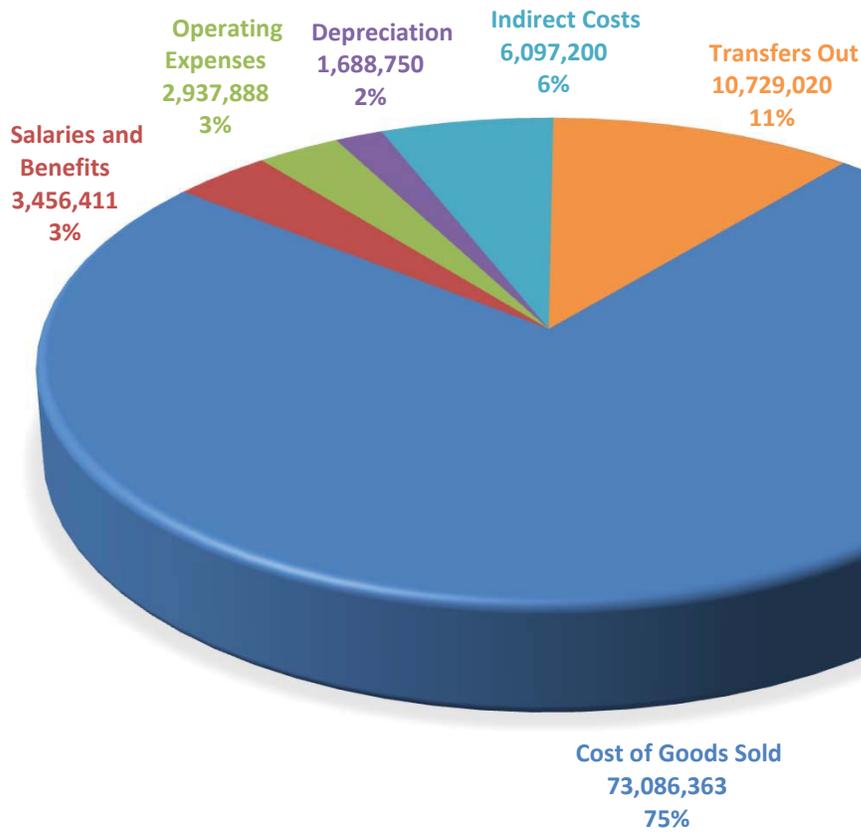


## Light Fund





# City of Albany Adopted Budget FY 2020 Light Department



Total Expenses  
\$97,995,632

**LIGHT**

*DESCRIPTION*

The electric division of the Albany Utility Board has proudly provided electric utility service to citizens of Albany, Ga for over 100 years. Through the Municipal Electric Authority of Georgia (MEAG) and the Southeastern Power Administration Agency (SEPA), Albany Utility Board has purchased power contracts totaling 233 megawatts of capacity. This capacity, generated from numerous power plants powered by natural gas, coal and nuclear energy, provides electric power to 37,891 homes, businesses and industry in the City of Albany. The utility board maintains the hundreds of miles of power line and 24 substations with employees who are dedicated to serving customers 24 hours per day 365 days per year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE*</b>	<b>107,997,539</b>	<b>103,628,667</b>	<b>102,556,147</b>
COST OF GOODS SOLD	73,242,511	76,646,486	73,086,363
PERSONNEL SERVICES	3,044,844	3,683,394	3,456,411
OPERATING EXPENSE	1,763,138	2,302,773	2,937,888
DEPRECIATION EXPENSE	1,669,777	1,656,319	1,688,750
INDIRECT COST	5,759,083	5,947,696	6,097,200
TRANSFER TO JOB INVESTMENT	1,298,914	446,990	0
TRANSFER TO GENERAL FUND	13,420,595	10,794,957	10,729,020
<b>TOTAL EXPENSES</b>	<b>100,198,862</b>	<b>101,478,615</b>	<b>97,995,632</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>7,798,677</b>	<b>2,150,052</b>	<b>4,560,515</b>
<b><u>Debt Service Summary</u></b>			
AMI Principal Payment	0	0	2,620,000
<b><u>Capital Projects Summary</u></b>			
Project Totals	1,358,668	2,227,042	1,434,255
<b>INFORMATIONAL ONLY</b>			
MCT CREDIT	4,234,442	1,342,982	0
MCT CREDIT TRANSFER TO GF *	1,411,481	447,661	0
MCT CREDIT TRANSFER TO JIF	1,411,481	447,661	0
<b>FULL TIME POSITIONS</b>	<b>46</b>	<b>46</b>	<b>46</b>

**Class Title**

Utility Operations Director	1	1	1
Utility General Supervisor	1	1	1
Light Distribution Superintendent	1	1	1
Line Supervisor	5	5	5
Apprentice Line Worker	15	15	17
Line Worker	10	10	10
Line Worker, Senior	5	5	5
Meter Repair Technician, Light	2	2	2
Senior Administrative Manager	0	0	1
Meter Shop Supervisor	1	1	0
Street Light Maint Technician	5	5	3
<b>TOTAL</b>	<b>46</b>	<b>46</b>	<b>46</b>

\* The Light Fund & General Fund does not include these funds as a part of its budgeted revenue

		<b>LIGHT</b>			
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4620</b>					
8002	Materials Purchased for Resale	73,242,511	76,646,486	73,086,363	(3,560,123)
7110	Regular Wages	1,617,795	2,403,244	2,209,637	(193,607)
7120	Overtime	272,022	175,000	175,000	0
7130	Part Time	10,377	0	0	0
7210	W/C Insurance	47,445	58,304	53,177	(5,127)
7230	Uniforms	19,517	45,500	25,000	(20,500)
7260	FICA Matching	138,422	197,236	182,425	(14,811)
7270	Pension Matching	586,808	281,029	286,156	5,127
7280	Insurance Matching	330,045	500,081	505,016	4,935
7290	Contribution Matching	22,412	23,000	20,000	(3,000)
7510	Professional Services	104,966	118,300	0	(118,300)
7512	Tech.Svcs(Surveys,DP)	115,826	233,000	233,000	0
7550	Communications	38,907	41,543	77,743	36,200
7600	Travel	16,492	26,000	26,000	0
7630	Train/Cont. Education	100,320	139,744	154,736	14,992
7700	Risk Allocation	115,428	82,196	0	(82,196)
7870	Maint: Motor Equip.	229,072	215,195	191,145	(24,050)
7880	Maint: Mach/Imp/Tools	31,542	40,000	46,544	6,544
7900	Utilities	62,820	65,000	65,000	0
7990	Dues and Fees	3,864	5,500	19,500	14,000
8004	Materials	643,418	600,000	600,000	0
8009	Licenses(CDL,CPA,Etc)	0	400	400	0
8010	Supplies	59,640	50,000	50,000	0
8016	Small Equip	16,744	25,000	75,000	50,000
8017	Printing(Not Std Forms)	286	500	500	0
8050	Rental of Equipment	1,800	5,000	5,000	0
8110	Motor Fuel	100,596	95,000	142,080	47,080
8150	Food	1,915	2,500	4,700	2,200
8705	Interest Expense	0	0	746,540	746,540
8970	Bad Debt Write-off	297,941	400,000	100,000	(300,000)
8971	Bad Debt Allowance	(178,439)	157,895	400,000	242,105
8900	Depreciation	1,669,777	1,656,319	1,688,750	32,431
8951	Indirect Costs	5,759,083	5,947,696	6,097,200	149,504
5992	Operating Transfers out	13,420,595	10,794,957	10,729,020	(65,937)
5992	Operating Transfers out - JIF	1,298,914	446,990	0	(446,990)
<b>Total</b>		<b>100,198,862</b>	<b>101,478,615</b>	<b>97,995,632</b>	<b>(3,482,983)</b>

**TELECOMMUNICATION**

*DESCRIPTION*

The Telecommunications division of the Albany Utility Board is the newest city utility. The telecom system presently provides excellent, low cost, fiber optic based services to business in Albany and Dougherty County. New offerings this fiscal year will enable business customers to have access to a menu of services not available outside metro Atlanta. The existence of business level telecommunication services of this magnitude will be a major advantage to the Albany community in the competitive economic development arena.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs

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

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

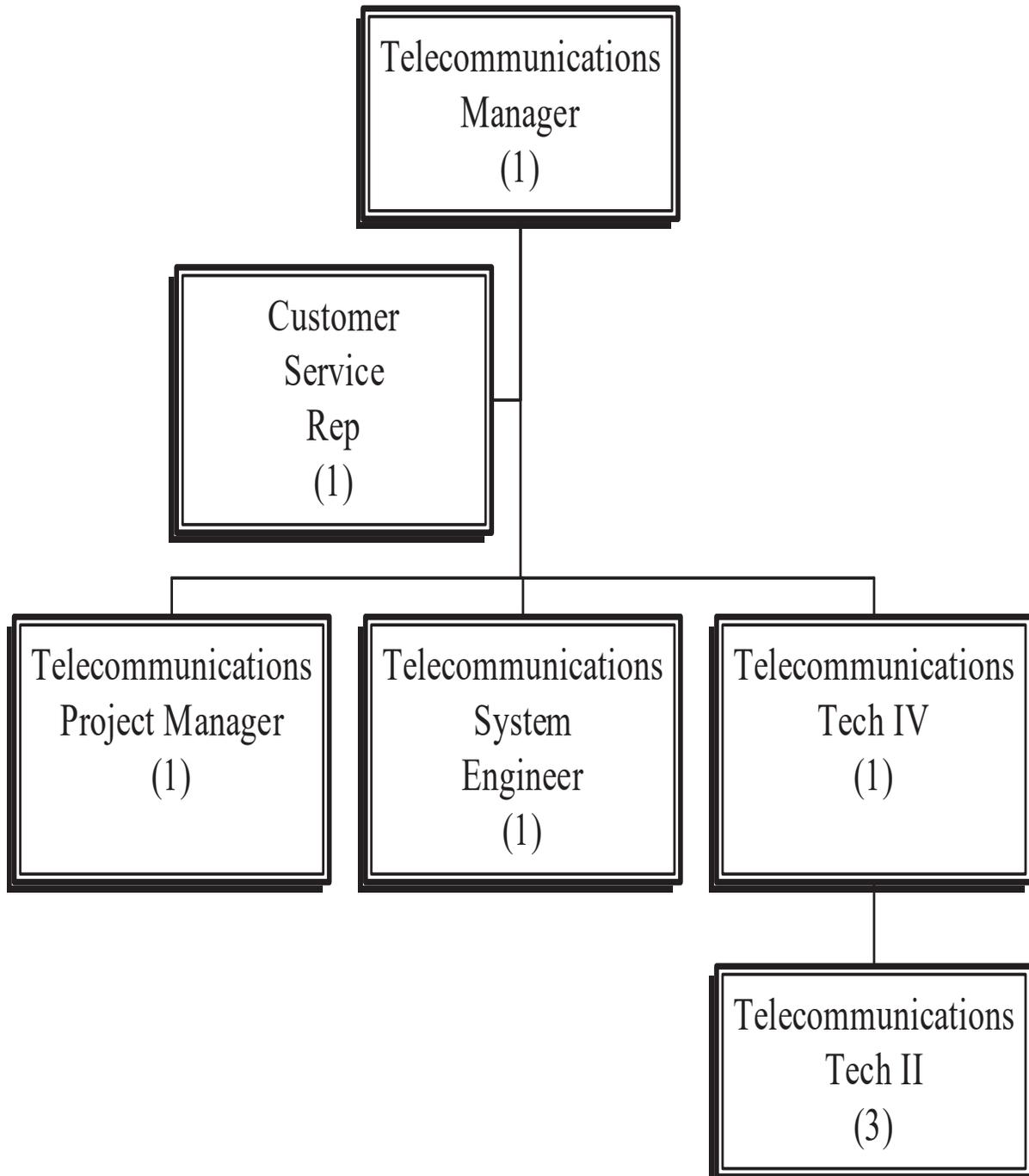
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP II, G&O 1, PM 1: # of New Customers	N/A	95	100
SP II, G&O 1, PM 2: Miles of Fiber Run	N/A	11.45	10
SP II, G&O 1, PM 3: % of Fiber Edge Out Strategy Implementation	N/A	0%	20%

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

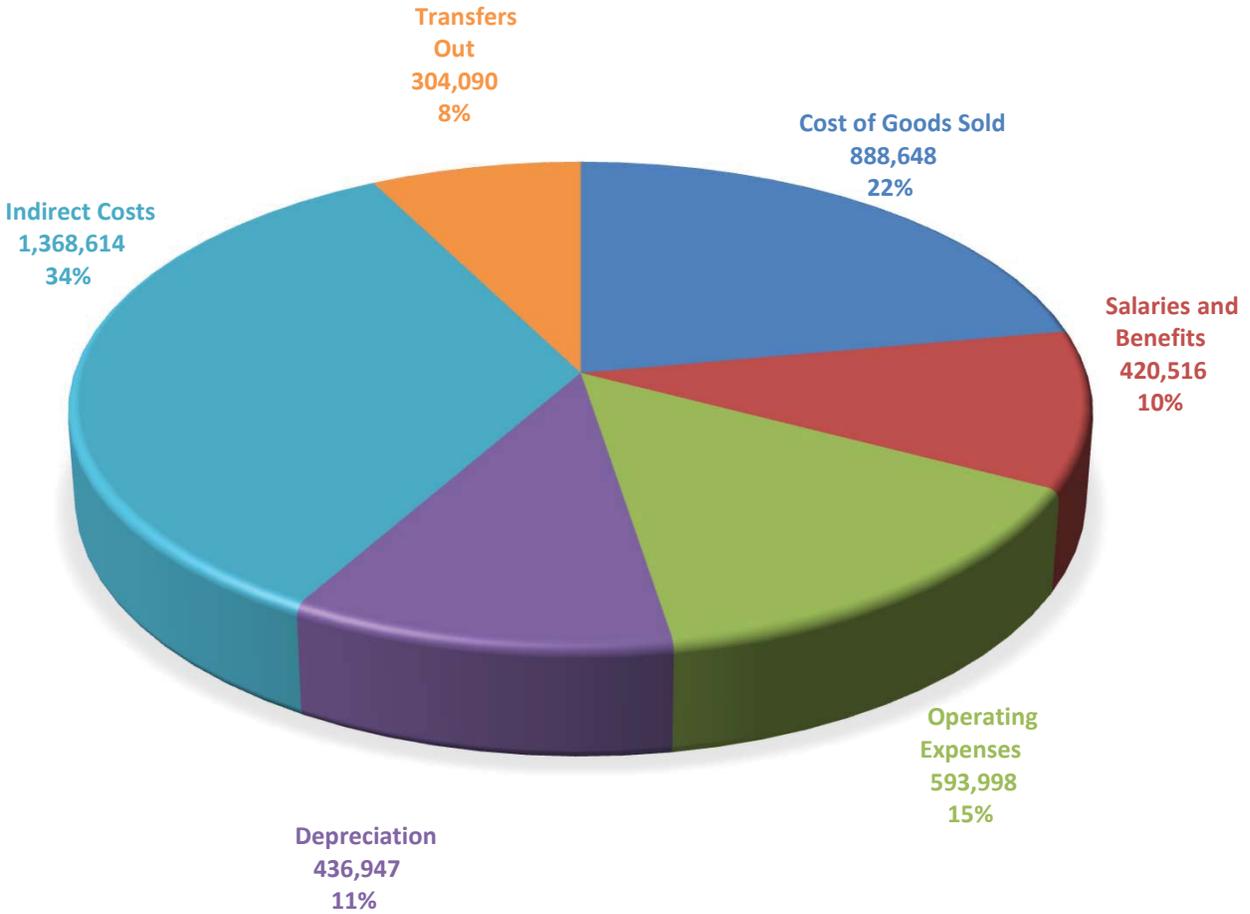


## Telecommunications





# City of Albany Adopted Budget FY 2020 Telecom Department



Total Expenses  
\$4,012,813

**TELECOMMUNICATION**

*DESCRIPTION*

The Telecommunications division of the Albany Utility Board is the newest city utility. The telecom system presently provides excellent, low cost, fiber optic based services to business in Albany and Dougherty County. New offerings this fiscal year will enable business customers to have access to a menu of services not available outside metro Atlanta. The existence of business level telecommunication services of this magnitude will be a major advantage to the Albany community in the competitive economic development arena.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUE</b>	<b>2,997,115</b>	<b>3,221,790</b>	<b>3,577,532</b>
COST OF GOODS SOLD	425,891	507,991	888,648
PERSONNEL SERVICES	450,427	611,144	420,516
OPERATING EXPENSES	379,770	420,710	593,998
DEPRECIATION EXPENSE	430,952	424,851	436,947
INDIRECT COSTS	1,199,939	1,240,121	1,368,614
TRANSFER TO GENERAL FUND	242,889	273,852	304,090
<b>TOTAL EXPENSES</b>	<b>3,129,869</b>	<b>3,478,669</b>	<b>4,012,813</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(132,753)</b>	<b>(256,879)</b>	<b>(435,282)</b>

**Capital Projects Summary**

Project Totals	<b>512,000</b>	<b>279,780</b>	<b>355,479</b>
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**FULL TIME POSITIONS**

Telecommunications, Superintendent	1	0	0
Telecommunications Manager	0	1	1
Telecommunications, Project Manager	2	2	1
Telecommunications System Engineer	0	0	1
Customer Service Representative	0	0	1
Telecommunications, System Tech IV	2	1	1
Telecommunications, System Tech II	3	3	3
<b>TOTAL</b>	<b>8</b>	<b>7</b>	<b>8</b>

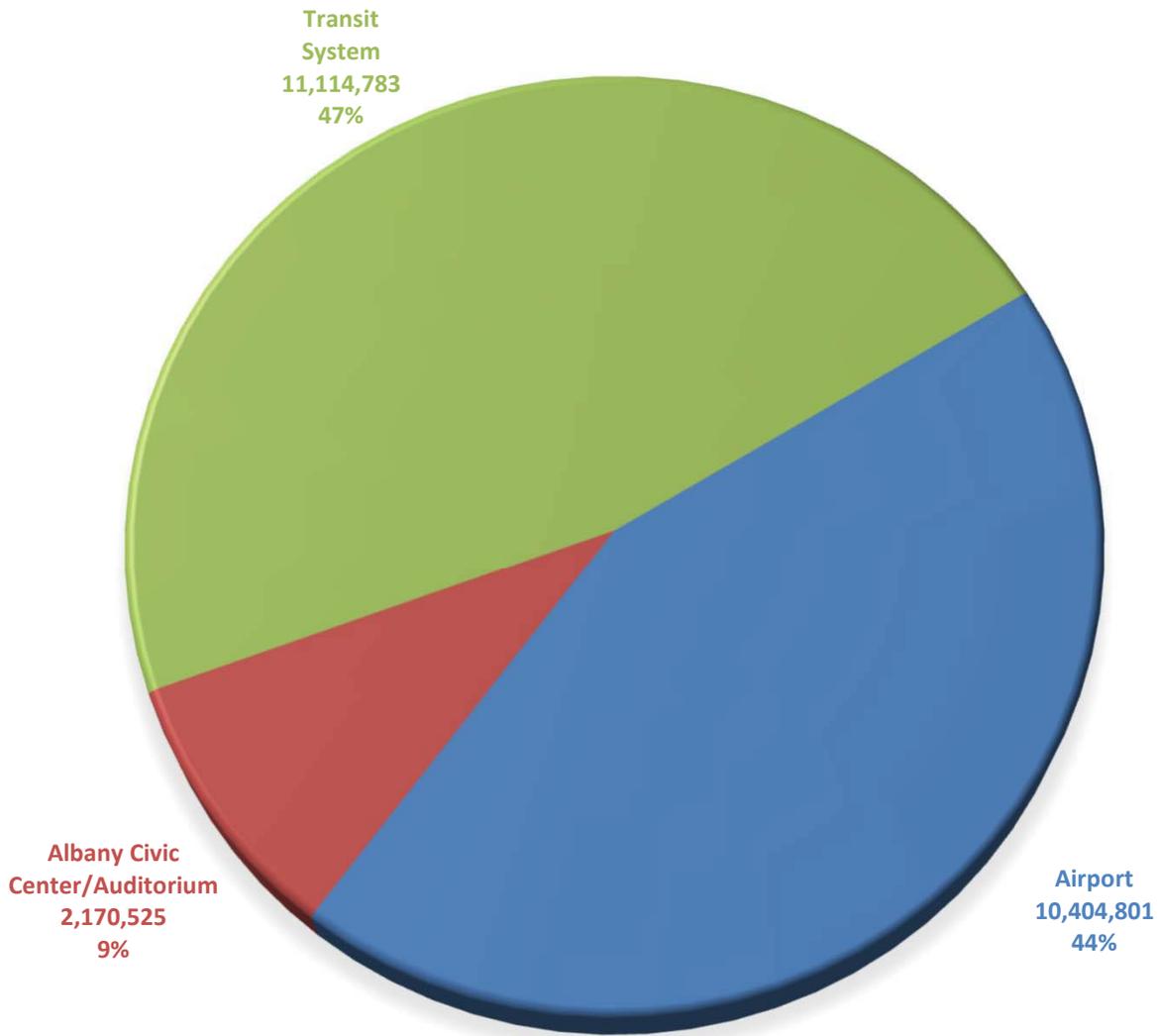
**TELECOMMUNICATION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4720</b>					
8002	Materials Purchased for Resale	425,891	507,991	888,648	380,657
7110	Regular Wages	257,301	412,669	272,310	(140,359)
7120	Overtime	27,782	15,000	15,000	0
7210	W/C Insurance	5,923	11,419	7,671	(3,748)
7230	Uniforms	3,303	5,000	5,000	0
7260	FICA Matching	21,488	32,717	21,979	(10,738)
7270	Pension Matching	67,717	46,616	34,477	(12,139)
7280	Insurance Matching	63,094	83,723	60,079	(23,644)
7290	Contribution Matching	3,818	4,000	4,000	0
7510	Professional Services	41,698	35,000	40,000	5,000
7512	Tech.Svcs(Surveys,DP)	25,393	65,800	177,992	112,192
7550	Communications	41,780	16,000	89,000	73,000
7600	Travel	4,935	14,200	17,200	3,000
7630	Train/Cont. Education	7,431	31,800	25,950	(5,850)
7700	Risk Allocation	11,100	22,585	44,126	21,541
7870	Maint: Motor Equip.	17,175	10,925	12,766	1,841
7880	Maint: Mach/Imp/Tools	3,510	5,000	5,000	0
7900	Utilities	54,391	65,000	72,000	7,000
7990	Dues and Fees	2,873	2,500	1,500	(1,000)
8004	Materials	32,697	89,800	80,000	(9,800)
8010	Supplies	(17,836)	4,000	4,000	0
8016	Small Equip	19,876	5,000	5,000	0
8018	Books & Subscriptions	200	0	0	0
8110	Motor Fuel	7,872	8,100	9,464	1,364
8970	Bad Debt Writeoff	(860)	0	0	0
8971	Bad Debt Allowance	127,535	45,000	10,000	(35,000)
8900	Depreciation	430,952	424,851	436,947	12,096
8951	Indirect Costs	1,199,939	1,240,121	1,368,614	128,493
5992	Operating Transfers Out	242,889	273,852	304,090	30,238
<b>Total</b>		<b>3,129,869</b>	<b>3,478,669</b>	<b>4,012,813</b>	<b>534,144</b>



# Supplemented Enterprise Funds

# City of Albany Adopted Budget FY 2020 Supplemented Enterprise Funds



Total Expenses  
\$23,690,109

**TRANSIT DEPARTMENT**

*DESCRIPTION*

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

**STRATEGIC PRIORITIES (SP)**

- SP II: Economic Development & Jobs
- SP III: Infrastructure & Asset Management
- SP VI: Effective & Excellent Service Delivery

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

- SP II, G&O 2: Enhance Aviation and Transit to Improve Customer Experience
- SP III, G&O 1: Develop an Efficient & Sustainable Infrastructure Management Program
- SP III, G&O 2: Be Recognized as the Regional Technology Leader
- SP VI, G&O 1: To Have Effective & Consistent Processes Throughout the Organization

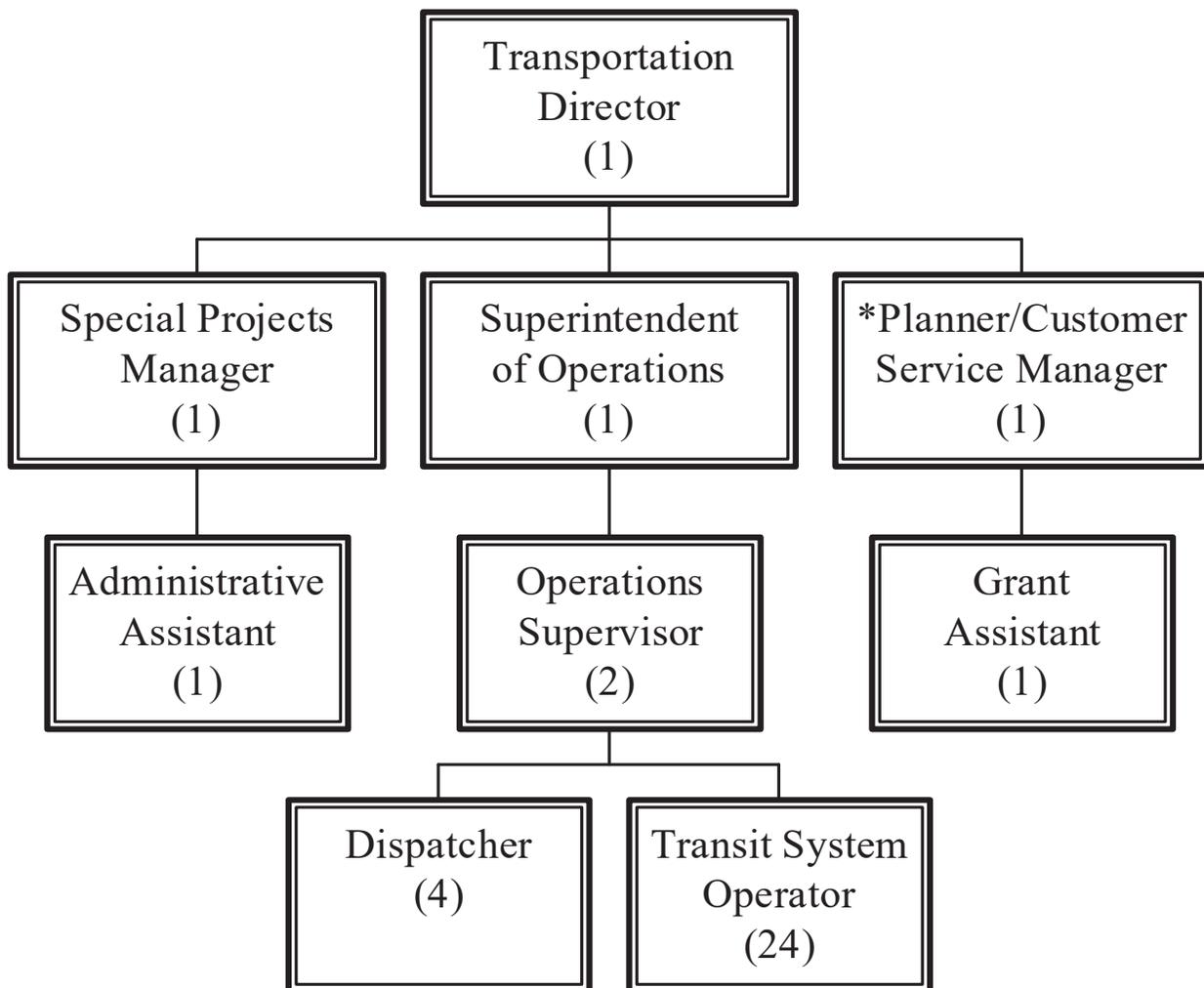
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP II, G&O 2, PM 1: # of Rides on the ASU Ram Route	164,517	181,259	190,000
SP III, G&O 1, PM 1: % of Transit Shelters Updated	22%	0%	15%
SP III, G&O 1, PM 2: # of Users on the Route Shout App on Albany Transit	434,198	202,299	250,000
SP III, G&O 2, PM 1: % of Buses that have Wi-Fi Capabilities	86%	86%	100%
SP VI, G&O 1, PM 1: % of CNG in the Bus Fleet	44%	65%	100%

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

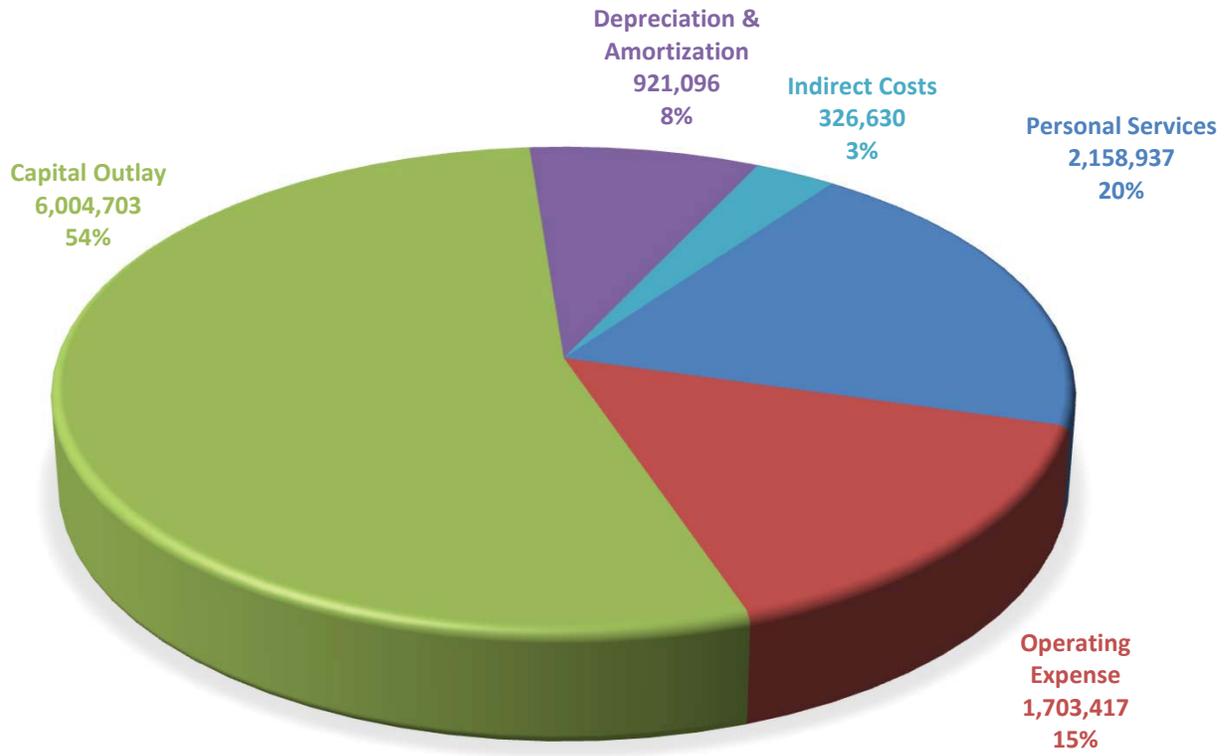


## Albany Transit System



\* GDOT Funded Position

# City of Albany Adopted Budget FY 2020 Transit Department



Total Expenses  
\$11,114,783

**TRANSIT SYSTEM SUMMARY**

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>4,329,765</b>	<b>5,185,977</b>	<b>8,881,485</b>
PERSONNEL SERVICES	2,502,319	2,133,462	2,158,937
OPERATING EXPENSE	2,130,783	2,434,782	2,030,047
CAPITAL OUTLAY	0	2,130,950	6,004,703
DEPRECIATION	856,939	809,323	921,096
<b>TOTAL EXPENSES</b>	<b>5,490,040</b>	<b>7,508,517</b>	<b>11,114,783</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(1,160,275)</b>	<b>(2,322,540)</b>	<b>(2,233,298)</b>
<b>TRANSFER IN</b>	<b>1,308,810</b>	<b>1,513,217</b>	<b>1,312,202</b>
<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>36</b>	<b>36</b>

**Capital Projects Summary**

Motor Equipment	685,224	1,220,000	4,970,819
Tools	175	0	76,553
Infrastructure	0	0	0
Buildings	<u>126,442</u>	<u>910,950</u>	<u>1,008,150</u>
<b>Total Capital Additions</b>	<b>811,841</b>	<b>2,130,950</b>	<b>6,055,522</b>

**TRANSIT**  
*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>1,639,516</b>	<b>2,162,563</b>	<b>5,937,374</b>
PERSONNEL SERVICES	2,502,319	2,133,462	2,158,937
OPERATING EXPENSE	910,060	1,361,939	1,025,738
DEPRECIATION	856,939	809,323	921,096
<b>TOTAL EXPENSES</b>	<b>4,269,318</b>	<b>4,304,724</b>	<b>4,105,771</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,629,802)</b>	<b>(2,142,161)</b>	<b>1,831,603</b>
<b>TRANSFER IN</b>	<b>1,372,321</b>	<b>1,332,838</b>	<b>(2,752,699)</b>
<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>36</b>	<b>36</b>

**Class Title**

Transit System Operator	25	25	24
Dispatcher - Transit	4	4	4
Transit Operations Supervisor	2	2	2
Transit Center Technician	0	0	0
Grants Assistant	0	0	1
Multi-Modal Transportation Dir	1	1	1
Superintendent of Transit Operations	1	1	1
Administrative Assistant	1	1	1
Special Projects Manager	1	1	1
Groundskeeper	0	0	0
<i>Planner/Customer Service Manager *</i>	<i>1</i>	<i>1</i>	<i>1</i>
<b>TOTAL</b>	<b>36</b>	<b>36</b>	<b>36</b>

*\* Grant funded position*

		<b>TRANSIT</b>			
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7702</b>					
7110.	Regular Wages	1,149,292	1,144,752	1,147,270	2,518
7120.	Overtime	142,405	95,000	95,000	0
7130.	Part Time	244,063	229,384	229,384	0
7210.	W/C Insurance	77,231	81,054	80,651	(403)
7230.	Uniforms	17,473	23,640	25,150	1,510
7260.	FICA Matching	111,114	112,389	112,582	193
7270.	Pension Matching	476,425	135,133	149,072	13,939
7280.	Insurance Matching	272,640	299,610	308,828	9,218
7290.	Contribution Matching	11,675	12,500	11,000	(1,500)
7510.	Prof.Svcs(Archit,Attny)	3,283	10,756	12,756	2,000
7513.	7513. - Adm.Svcs(Finance,I	0	35,000	35,000	0
7550.	Communications	17,161	21,948	23,998	2,050
7700.03	Risk Allocation	70,860	82,984	68,890	(14,094)
7860.	Maint: Buildings	1,386	2,326	2,170	(156)
7870.	Maint: Motor Equipment	72	33,100	25,700	(7,400)
7880.	Maint: Mach/Imp/Tools	22,259	31,370	26,100	(5,270)
7900.	Utilities	32,033	35,450	35,450	0
7990.	Dues and Fees	4,758	3,240	3,280	40
8010.	Supplies	7,521	5,811	5,811	0
8016.	Small Equip	686	1,347	800	(547)
8017.	Printing(Not Std Forms)	961	1,675	230	(1,445)
8018.	8018. - Books & Subscriptic	0	191	191	0
8030.	Janitorial Supplies	4,922	5,700	5,700	0
8110.01	Gasoline	10,288	11,500	11,611	111
8110.02	Diesel Fuel	214,523	271,956	178,472	(93,484)
8110.03	CNG	251,903	180,600	260,749	80,149
8150.	Food	2,373	2,100	2,200	100
8900.	Depreciation	856,939	809,323	921,096	111,773
8951.	Indirect Cost	265,073	624,885	326,630	(298,255)
<b>Total</b>		<b>4,269,318</b>	<b>4,304,724</b>	<b>4,105,771</b>	<b>(198,953)</b>

**TRANSIT SYSTEM - GRANT SUMMARY**

*DESCRIPTION*

The Federal Transit Administration (FTA) Section 5307 Capital & Operation Grant will provide funding assistance to ATS in delivering safe, affordable and reliable transportation services to the citizens of Albany. The grant assistance is 90% reimbursable.

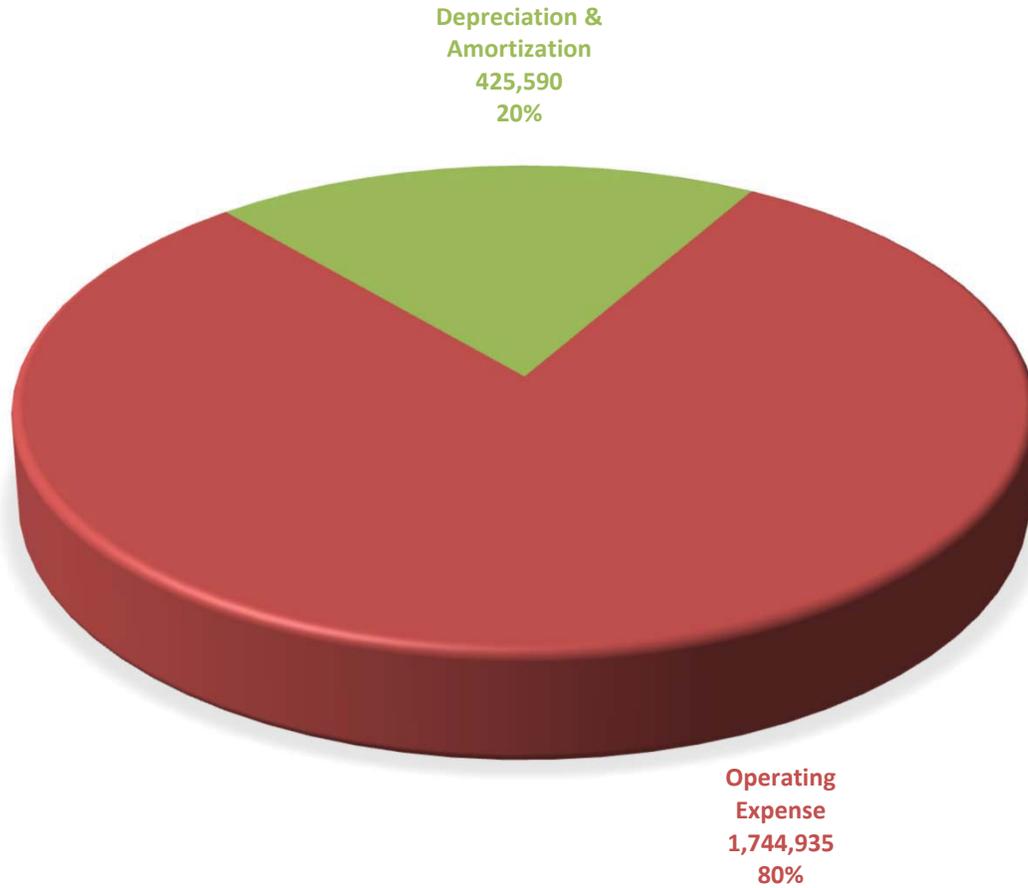
<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>2,690,249</b>	<b>3,023,414</b>	<b>2,944,111</b>
OPERATING EXPENSE	1,220,722	1,072,843	1,004,309
CAPITAL OUTLAY	0	2,130,950	6,004,703
<b>TOTAL EXPENSES</b>	<b>1,220,722</b>	<b>3,203,793</b>	<b>7,009,012</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>1,469,527</b>	<b>(180,379)</b>	<b>(4,064,901)</b>
<b>TRANSFER IN</b>	<b>0</b>	<b>180,379</b>	<b>4,064,901</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Capital Projects Summary</b>	<b>Audited Capital</b>	<b>Budgeted Capital</b>
Motor Equipment	3,244,065	4,970,819
Tools	175	30,000
Buildings	1,234,462	1,008,150
<b>Total Capital Additions</b>	<b>4,478,702</b>	<b>6,008,969</b>

**TRANSIT SYSTEM - GRANT**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7703</b>					
7510.	Professional Services	53,761	500	500	0
7512.	Tech.Svcs (Surveys,DP)	63,961	50,943	87,261	36,318
7550.	Communications	12,944	20,000	21,000	1,000
7600.	Travel	23,760	24,600	21,975	-2,625
7630.	Train/Cont. Education	5,533	7,700	9,195	1,495
7860.	Maint: Buildings	156,761	161,480	53,050	-108,430
7870.01	Labor	257,522	270,000	255,877	-14,123
7870.02	Maintenance	111,480	130,000	98,366	-31,634
7870.03	Parts	363,392	250,000	292,680	42,680
7870.503.41	Maint: Outside Repair Rev Vehi	46,543	0	0	0
7870.504.5	Maint: Mat/Supp & Parts	1,175	0	0	0
7880.	Maint: Mach/Imp/Tools	7,543	12,900	9,500	-3,400
7900.	Utilities	249	0	0	0
7990.	Dues and Fees	299	1,194	1,500	306
8010.	Supplies	457	650	300	-350
8016.	Small Equip	7,505	23,476	8,105	-15,371
8017.	Printing(Not Std Forms)	6,327	9,400	9,400	0
8052.	Rental of Building	101,510	110,000	135,600	25,600
8520.	Cap. O/Lay: Motor	0	1,220,000	4,920,000	3,700,000
8530.	Cap. O/Lay: Bldg & Improvement	0	910,950	1,008,150	97,200
8540.	Cap. O/Lay: Tools	0	0	76,553	76,553
<b>Total</b>		<b>1,220,722</b>	<b>3,203,793</b>	<b>7,009,012</b>	<b>3,805,219</b>

City of Albany  
Adopted Budget  
FY 2020  
Civic Center Department



Total Expenses  
\$2,170,525

**CIVIC CENTER & MUNICIPAL AUDITORIUM**

*SUMMARY*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>265,988</b>	<b>830,231</b>	<b>782,782</b>
PERSONNEL SERVICES	(137,298)	0	0
OPERATING EXPENSE	1,125,675	1,792,167	1,744,935
DEPRECIATION EXPENSE	479,057	481,223	425,590
<b>TOTAL EXPENSES</b>	<b>1,467,434</b>	<b>2,273,390</b>	<b>2,170,525</b>
<b>NET OPERATING INCOME/(LOSS)</b>	<b>(1,201,446)</b>	<b>(1,443,159)</b>	<b>(1,387,743)</b>
<b>TRANSFER IN</b>	<b>1,806,694</b>	<b>961,936</b>	<b>962,153</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>0</b>	<b>0</b>

**CIVIC CENTER**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	(137,298)	0	0
OPERATING EXPENSE	1,083,825	1,792,167	1,744,935
DEPRECIATION EXPENSE	479,057	481,223	425,590
<b>TOTAL</b>	<b>1,425,584</b>	<b>2,273,390</b>	<b>2,170,525</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>0</b>	<b>0</b>

**Class Title**

Accountant, Senior	1	0	0
Box Office Supervisor	1	0	0
Booking & Sales Admin Coordinator	1	0	0
Events Coordinator-Civic Ctr	2	0	0
Operations Manager, Civic Ctr	1	0	0
Administrative Secretary	1	0	0
Civic Center Technician	4	0	0
Sound, Light & Electrical Technician	1	0	0
Event Manager, Civic Center	1	0	0
<b>TOTAL</b>	<b>13</b>	<b>0</b>	<b>0</b>

CIVIC CENTER

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>7303</b>					
7110	Regular Wages	284,683	0	0	0
7120	Overtime	5,184	0	0	0
7130	Part Time	15,818	0	0	0
7210	W/C Insurance	9,167	0	0	0
7230	Uniforms	1,377	0	0	0
7260	FICA Matching	26,272	0	0	0
7270	Pension Matching	-548,559	0	0	0
7280	Insurance Matching	65,192	0	0	0
7290	Contribution Matching	3,569	0	0	0
7510	Professional Services	158,331	1,716,296	1,669,118	-47,178
7512	Tech.Svcs(Surveys,DP)	0	0	0	0
7514	Contract Labor(Temp)	142,010	0	0	0
7550	Communications	5,393	0	0	0
7570	Advertising	-833	0	0	0
7600	Travel	0	0	0	0
7630	Train/Cont. Education	149	0	0	0
7700	Risk Allocation	44,604	0	0	0
7860	Maint: Buildings	7,197	0	0	0
7870	Maint: Motor Equipment	6,811	0	0	0
7880	Maint: Mach/Imp/Tools	31,152	0	0	0
7900	Utilities	223,063	0	0	0
7901	Storm Water	0	0	0	0
7990	Dues and Fees	2,701	0	0	0
7995	Bad Debt Expense	0	0	0	0
8010	Office Supplies	12,184	0	0	0
8016	Small Equip	22,418	0	0	0
8017	Printing(Not Std Forms)	116	0	0	0
8018	Books & Subscriptions	211	0	0	0
8020	Promotional	360	75,871	75,817	-54
8030	Janitorial Supplies	5,642	0	0	0
8050	Rental of Equipment	2,589	0	0	0
8110	Motor Fuel	2,279	0	0	0
8150	Food	183	0	0	0
8495	Cash Over/Short	-718	0	0	0
8900	Depreciation	479,057	481,223	425,590	-55,633
8951	Indirect Cost	417,980	0	0	0
	<b>Total</b>	<b>1,425,584</b>	<b>2,273,390</b>	<b>2,170,525</b>	<b>-102,865</b>

**MUNICIPAL AUDITORIUM**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	41,850	0	0
<b>TOTAL</b>	<b>41,850</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**MUNICIPAL AUDITORIUM**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7304</b>					
7510	Professional Services	0	0	0	0
7550	Communications	834	0	0	0
7860	Maint Building	588	0	0	0
7880	Maint Mach/Imp/Tools	0	0	0	0
7900	Utilities	33,063	0	0	0
8010	Supplies	194	0	0	0
8016	Small Equipment	7,170	0	0	0
8030	Janitorial Supplies	0	0	0	0
<b>Total</b>		<b>41,850</b>	<b>0</b>	<b>0</b>	<b>0</b>

**AIRPORT DEPARTMENT**

*DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs

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

SP II, G&O 2: Enhance Aviation & Transit to Improve Customer Experience

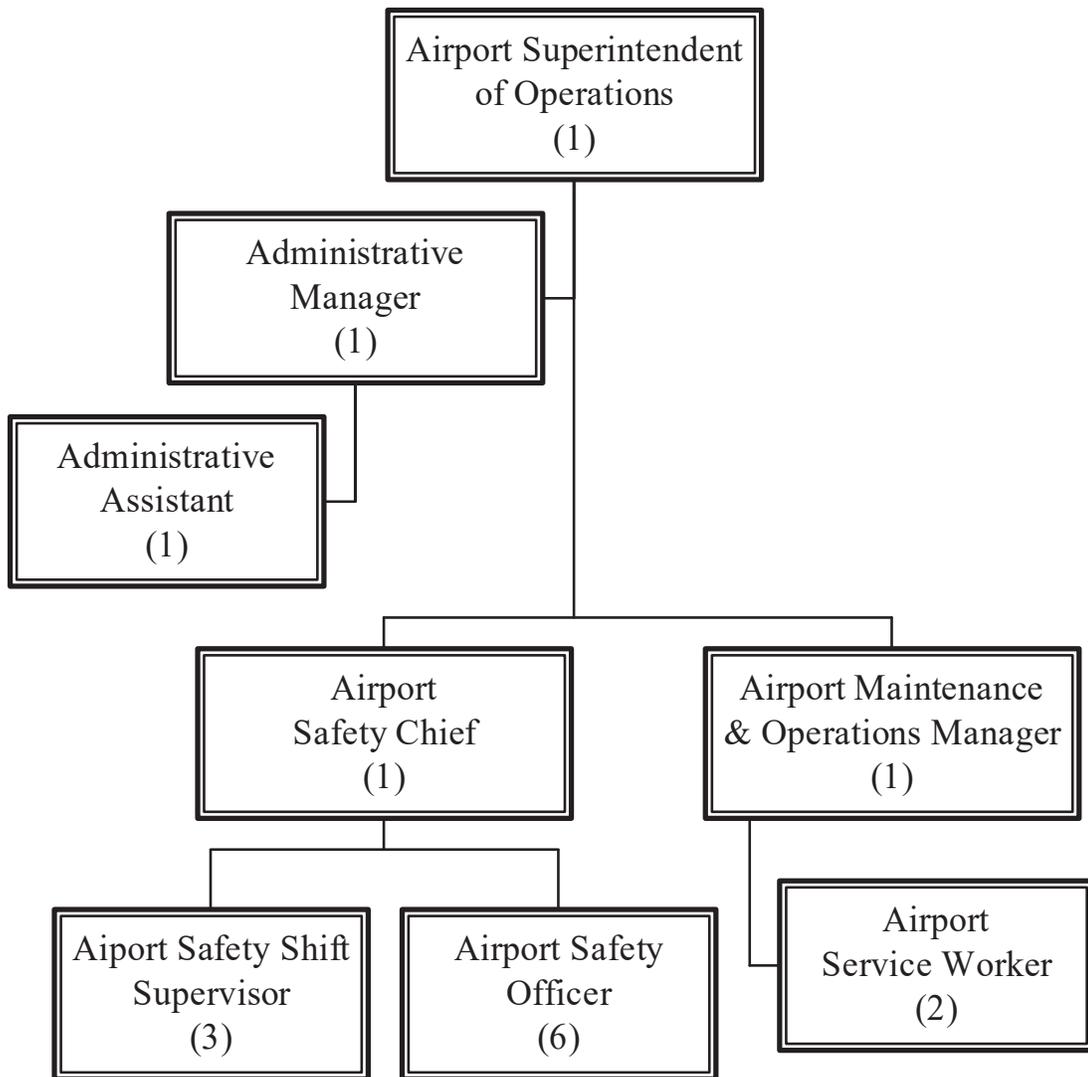
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP II, G&O 2, PM 1 - GRAD Certification (Yes/No)	No	Yes	Yes
SP II, G&O 2, PM 2 - # of Enplanement	40,028	40,000	42,400
SP II, G&O 2, PM 3 - # of Deplanements	40,875	40,000	41,300
SP II, G&O 2, PM 4 - New Passenger Boarding Bridge % Complete	10%	85%	100%
SP II, G&O 2, PM 5 - Gross Receipts from Parking Collected at the Airport	259,030	222,895	297,895

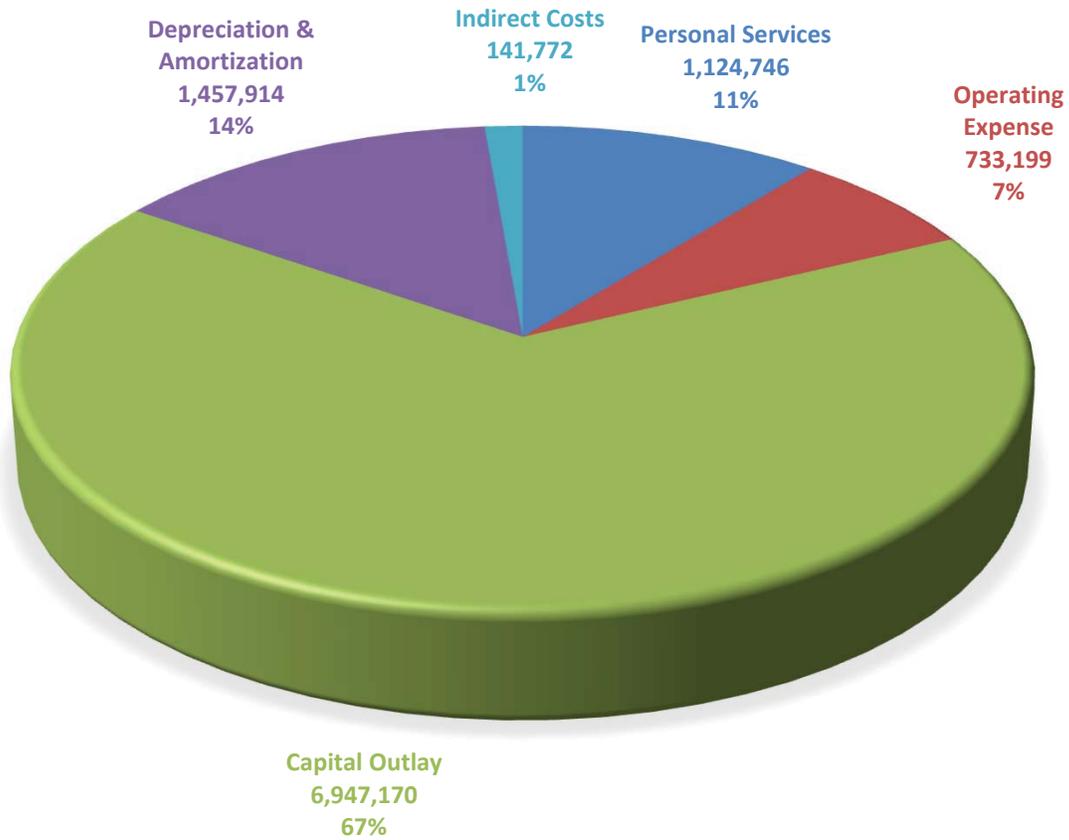
SP I = Safe, Sustainable, & Business Friendly  
 SP II = Economic Development & Jobs  
 SP III = Infrastructure & Asset Management  
 SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play  
 SP V = Effective & Excellent Service Delivery  
 SP VI = Fiscal Responsibility



# Airport Department



# City of Albany Adopted Budget FY 2020 Airport Department



Total Expenses  
\$10,404,801

**AIRPORT DEPARTMENT SUMMARY**

*DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>1,565,836</b>	<b>8,060,066</b>	<b>8,014,018</b>
PERSONNEL SERVICES	1,296,257	1,097,157	1,124,746
OPERATING EXPENSE	1,295,470	926,438	874,971
CAPITAL OUTLAY	0	7,008,216	6,947,170
DEPRECIATION	1,391,000	1,412,930	1,457,914
<b>TOTAL EXPENSES</b>	<b>3,982,727</b>	<b>10,444,741</b>	<b>10,404,801</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,416,891)</b>	<b>(2,384,675)</b>	<b>(2,390,783)</b>
<b>TRANSFER IN</b>	<b>1,222,210</b>	<b>971,749</b>	<b>932,869</b>
<b>FULL TIME POSITIONS</b>	<b>16</b>	<b>16</b>	<b>16</b>

**Capital Projects Summary**

Design South Apron	7,048	0	0
Parking Lot Renovations	364,528	0	150,000
General Aviation Terminal	0	348,000	0
Runway 16-34	0	0	3,192,170
Passenger Boarding Bridge	9,120	1,410,216	385,000
Mill & Overlay	282,985	4,810,000	2,750,000
Hangers Design	0	220,000	220,000
Runway Design	0	220,000	0
Building Renovations	103,680	0	250,000
Rolling Stock	0	0	1,079,490
	767,361	7,008,216	8,026,660

**AIRPORT DEPARTMENT SUMMARY**

*DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
<b>REVENUES</b>	<b>1,073,218</b>	<b>990,760</b>	<b>1,061,788</b>
PERSONNEL SERVICES	1,296,257	1,097,157	1,124,746
OPERATING EXPENSE	1,143,173	859,852	844,911
DEPRECIATION	1,391,000	1,412,930	1,457,914
<b>TOTAL EXPENSES</b>	<b>3,830,431</b>	<b>3,369,939</b>	<b>3,427,571</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,757,212)</b>	<b>(2,379,179)</b>	<b>(2,365,783)</b>
<b>TRANSFER IN</b>	<b>1,222,210</b>	<b>966,249</b>	<b>907,869</b>
<b>FULL TIME POSITIONS</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b><u>Class Title</u></b>			
Administrative Assistant	1	1	1
Airport Maint. & Operat. Mgr.	1	1	1
Airport Safety Chief	1	1	1
Airport Safety Officer	6	6	6
Airport Superintendent of Operations	1	1	1
Airport Safety Shift Supv	3	3	3
Airport Service Worker	2	2	2
Administrative Manager, Airpor	1	1	1
Multi-Modal Transportation Director *	0	0	0
<b>TOTALS</b>	<b>16</b>	<b>16</b>	<b>16</b>

*\*Half of the Director's Salary is budgeted in this cost center*

<b>AIRPORT</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7003</b>					
7110	Regular Wages	676,344	698,866	702,820	3,954
7120	Overtime Wages	62,180	67,000	60,000	(7,000)
7210	W/C Insurance	17,983	18,767	18,990	223
7230	Uniforms	8,790	8,240	6,815	(1,425)
7260	FICA Matching	52,366	58,589	58,356	(233)
7270	Pension Matching	313,351	88,766	103,708	14,942
7280	Insurance Matching	156,954	150,129	165,957	15,828
7290	Contribution Matching	8,287	6,800	8,100	1,300
7510	Professional Services	6,288	12,255	15,755	3,500
7550	Communications	11,970	9,550	11,327	1,777
7570	Advertising	1,890	1,970	2,800	830
7600	Travel	15,515	20,010	19,250	(760)
7630	Train/Cont. Education	3,464	12,525	19,400	6,875
7700	Insurance	27,843	30,000	28,000	(2,000)
7700.03	Risk Allocation	44,592	48,034	39,557	(8,477)
7860	Maint: Buildings	143,126	156,460	167,094	10,634
7870.01	Labor	4,350	7,700	3,520	(4,180)
7870.02	Maintenance	26,859	25,500	26,093	593
7870.03	Parts	6,903	5,650	4,491	(1,159)
7880	Maint: Mach/Imp/Tools	15,283	28,381	33,675	5,294
7900	Utilities	235,856	262,000	262,000	0
7990	Dues and Fees	11,467	14,685	13,660	(1,025)
8010	Supplies	5,864	12,450	6,200	(6,250)
8016	Small Equip	2,089	28,773	31,280	2,507
8017	Printing(Not Std Forms)	325	3,000	0	(3,000)
8018	Books &Subscriptions	0	128	112	(16)
8030	Janitorial Supplies	1,081	1,400	2,500	1,100
8050	Rental of Equipment	0	1,500	1,550	50
8110.02	Motor Fuel	15,532	8,900	13,375	4,475
8150	Food	1,082	1,500	1,500	0
8900	Depreciation	1,391,000	1,412,930	1,457,914	44,984
8951	Indirect Cost	561,666	167,481	141,772	(25,709)
<b>Total</b>		<b>3,830,431</b>	<b>3,369,939</b>	<b>3,427,571</b>	<b>57,632</b>

**AIRPORT DEPARTMENT SUMMARY**

*DESCRIPTION*

The Airport Division of the Albany Multimodal Transportation Department is charged with the responsibility for planning, directing, and controlling the operation, maintenance, and capital improvements of Southwest Georgia Regional Airport. Airport staff coordinates capital improvements through the FAA and Georgia DOT for grant-in-aid assistance for eligible projects; based upon FAA approved Airport Master Plan.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
CFC & PFC REVENUES	209,612	900,012	1,739,730
FEDERAL GRANTS	269,238	5,911,394	2,825,000
STATE GRANT	13,768	257,900	2,387,500
<b>TOTAL REVENUE</b>	<b>492,618</b>	<b>7,069,306</b>	<b>6,952,230</b>
OPERATING EXPENSE	152,297	66,586	30,060
CAPITAL OUTLAY	0	7,008,216	6,947,170
<b>TOTAL EXPENSES</b>	<b>152,297</b>	<b>7,074,802</b>	<b>6,977,230</b>
<b>SOURCE/(USE) OF OTHER FUNDING</b>	<b>340,321</b>	<b>(5,496)</b>	<b>(25,000)</b>
PFC Deferred Revenue	372,897	785,279	1,132,779
CFC Deferred Revenue	731,986	(49,578)	1,342,652

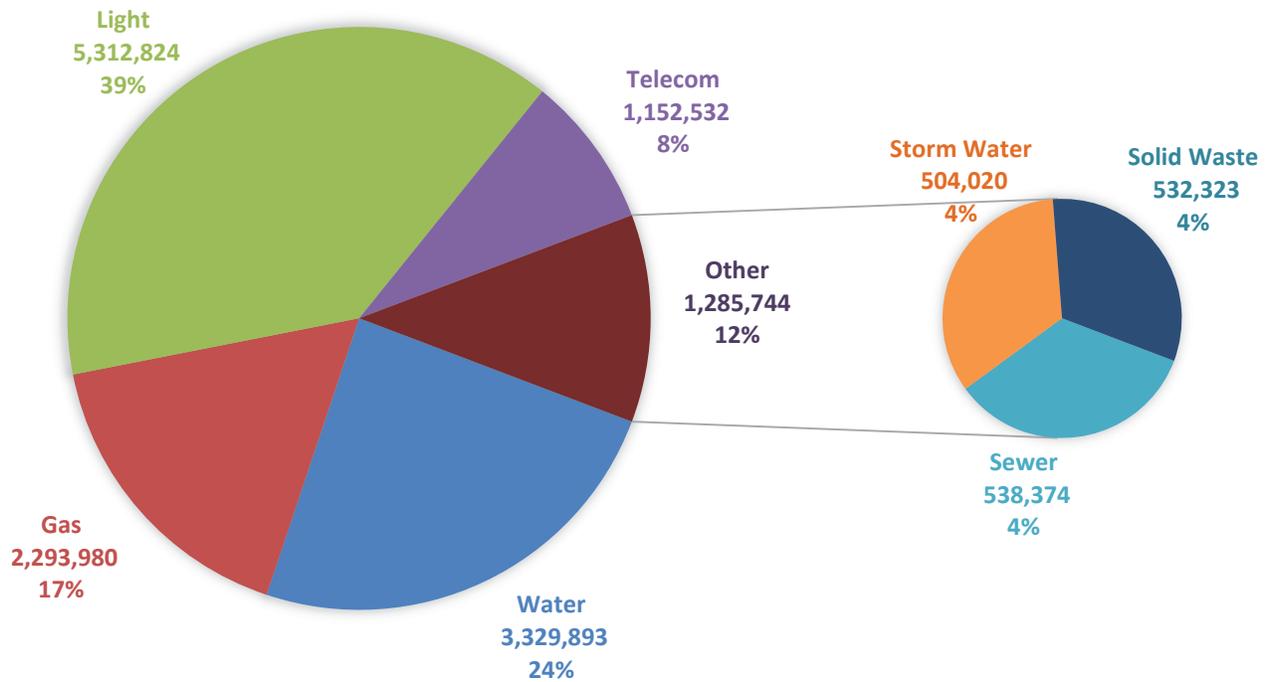
<b>AIRPORT</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>7004</b>					
7510	Professional Services	21,739	24,600	0	(24,600)
7600	Travel	5,031	10,280	0	(10,280)
7630	Train/Cont. Education	2,900	2,210	0	(2,210)
7860	Maint: Buildings	39,361	0	0	0
7880	Maint: Mach/Imp/Tools	77,519	5,000	0	(5,000)
7990	Dues and Fees	2,475	0	4,060	4,060
8010	Supplies	2,914	24,500	25,000	500
8016	Small Equip	357	0	0	0
8150	Food	0	0	1,000	1,000
8500	Cap. O/Lay:	0	0	250,000	250,000
8512	Cap. O/Lay: Office Equip	0	0	0	0
8530	Cap. O/Lay: Bldg & Improvement	0	1,410,216	0	(1,410,216)
8540.CFC	Cap O/L: Tools - CFC	0	0	385,000	385,000
8550	Cap. O/Lay: Land & Improvement	0	5,598,000	6,312,170	714,170
<b>Total</b>		<b>152,297</b>	<b>7,074,806</b>	<b>6,977,230</b>	<b>(97,576)</b>



# Utility Internal Service Funds

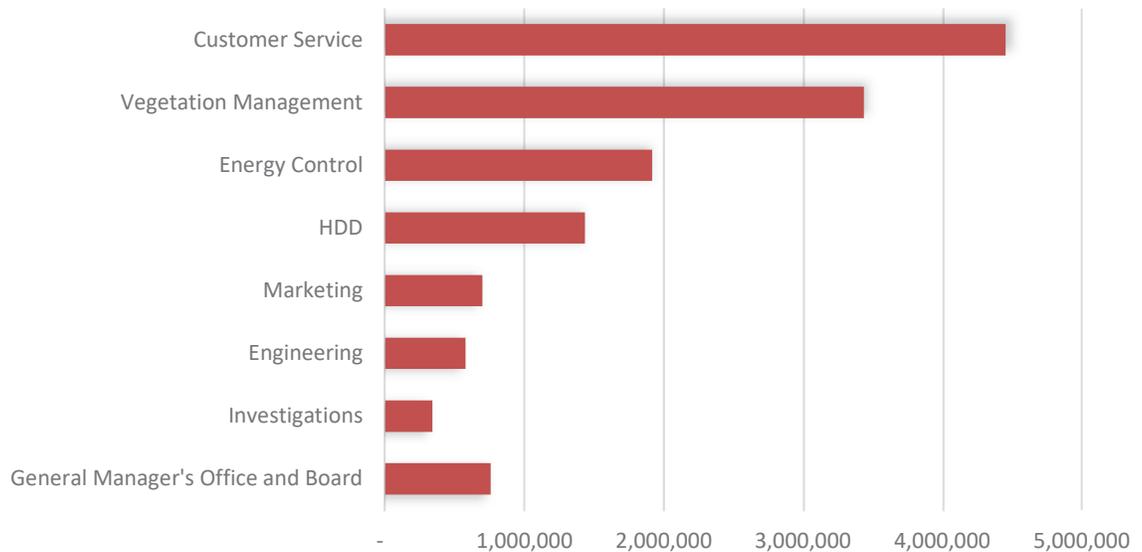
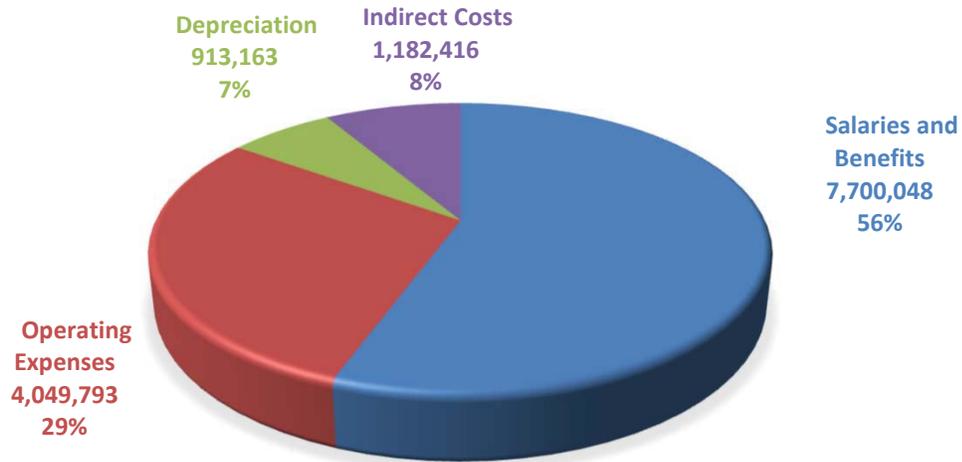


# City of Albany Adopted Budget FY 2020 Utility Internal Service Fund (UISF)



Total Revenue  
\$13,845,420

# City of Albany Adopted Budget FY 2020 Utility Internal Service Fund (UISF)



**Total Expenditures  
\$13,845,420**

**UTILITY MANAGEMENT**

*DESCRIPTION*

The Utility Management and Board is an internal service fund that will provide management services and support to all components of the Albany Utility Board.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

**GOALS & OBJECTIVES**

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

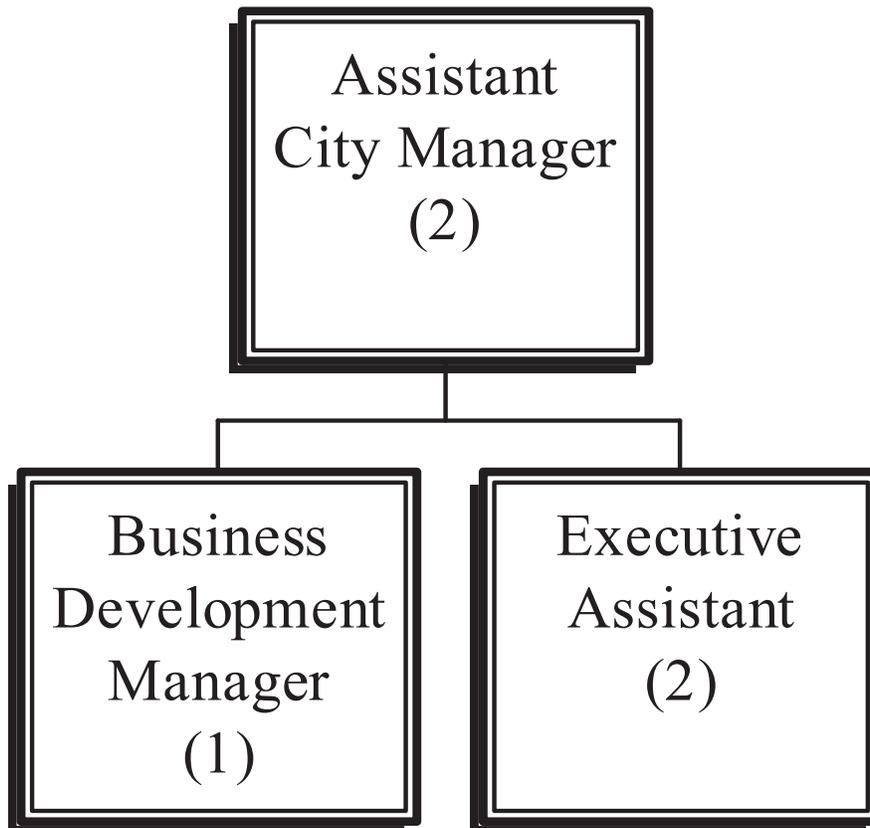
**PERFORMANCE MEASURES**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP III, G&O 1, PM 1: % Street Lighting Converted to LED			
- RFP & Coordination	10%	100%	100%
- Installation of LED	0%	90%	100%
SP III, G&O 1, PM 2: % AMI Project Complete			
- RFP	0%	100%	100%
- Contract Negotiations	0%	80%	100%
- Software Installations	0%	0%	100%
- Water Meters	0%	0%	20%
- Gas Meters	0%	0%	20%
- Light Meters	0%	0%	20%

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 SP VI = Fiscal Responsibility



## Utility Management



**UTILITY MANAGEMENT**

*DESCRIPTION*

The Utility Management and Board is an internal service fund that will provide management services and support to all components of the Albany Utility Board.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	1,404,191	607,871	635,920
OPERATING EXPENSES	87,444	92,537	92,382
DEPRECIATION EXPENSE	4,613	4,288	6,401
INDIRECT COST	66,888	53,106	52,286
<b>TOTAL EXPENSES</b>	<b>1,563,136</b>	<b>757,802</b>	<b>786,989</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b><u>Class Title</u></b>			
Assistant City Manager	2	2	2
Executive Assistant	2	2	2
Business Development Manager	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

UTILITY MANAGEMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>4815</b>					
7110	Regular Wages	437,075	447,380	467,106	19,726
7210	W/C Insurance	1,106	1,232	934	(298)
7230	Uniforms	1,148	1,500	1,000	(500)
7260	FICA Matching	30,929	34,263	35,734	1,471
7270	Pension Matching	860,539	48,819	56,053	7,234
7280	Insurance Matching	65,277	65,677	66,093	416
7290	Contribution Matching	8,117	8,500	9,000	500
7513	Adm.Svcs(Finance,Mgt)	11,600	12,000	12,000	0
7550	Communications	5,916	7,900	7,900	0
7600	Travel	29,050	30,149	29,715	(434)
7610	Auto Allowance	6,000	6,000	6,000	0
7630	Train/Cont. Education	5,745	8,915	10,975	2,060
7700	Risk Allocation	10,680	9,853	9,301	(552)
7870	Maint: Motor Equip.	2,691	1,250	433	(817)
7880	Manint: Mach/Imp/Tools	2,065	2,680	2,168	(512)
7990	Dues and Fees	715	1,000	800	(200)
8010	Supplies	2,789	7,000	7,000	0
8016	Small Equip	3,801	2,000	2,000	0
8018	Books & Subscriptions	2,255	200	300	100
8050	Rental of Equipment	2,322	2,325	2,325	0
8110	Motor Fuel	1,335	1,265	1,465	200
8900	Depreciation	4,613	4,288	6,401	2,113
8951	Indirect	66,888	53,106	52,286	(820)
<b>Total</b>		<b>1,563,136</b>	<b>757,802</b>	<b>786,989</b>	<b>29,187</b>

**INVESTIGATIONS**

*DESCRIPTION*

The Investigations Division provides physical security for the Albany Utilities and Board when in session. This division monitors, evaluate, and maintain security cameras, access control, burglar and fire alarms. Also perform criminal investigation of theft, fraud, meter tampering, identity misrepresentation cases. Participate with other Law Enforcement agencies on combined initiatives. In addition a full time Security Officer is posted at the main collection point for Administration Department of the Albany Utility.

**STRATEGIC PRIORITIES (SP)**

SP I: Safe, Sustainable, & Business Friendly

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

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

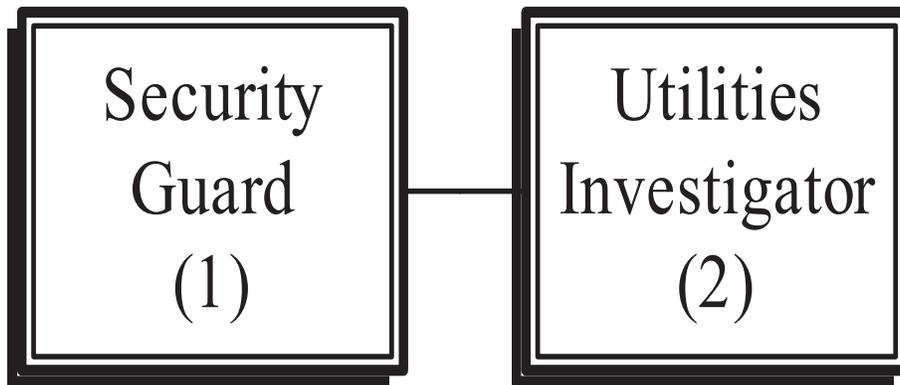
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP I, G&O 1, PM 1: # of Network Camera's Monitored on City Security System	99	127	135

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## INVESTIGATIONS



**INVESTIGATIONS**

*DESCRIPTION*

The Investigations Division provides physical security for the Albany Utilities and Board when in session. This division monitors, evaluate, and maintain security cameras, access control, burglar and fire alarms. Also perform criminal investigation of theft, fraud, meter tampering, identity misrepresentation cases. Participate with other Law Enforcement agencies on combined initiatives. In addition a full time Security Officer is posted at the main collection point for Administration Department of the Albany Utility.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	189,613	190,510	198,452
OPERATING EXPENSE	81,687	113,564	103,448
DEPRECIATION	5,938	5,938	5,938
INDIRECT COST	41,490	29,387	31,372
<b>TOTAL</b>	<b>318,728</b>	<b>339,399</b>	<b>339,210</b>

<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>
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<b>Capital Purchases</b>	0	0	86,740
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<b>Class Title</b>			
Utilities Investigator	2	2	2
Security Guard	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>

INVESTIGATIONS					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2018	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>4825</b>					
7110	Regular Wages	126,016	125,394	125,416	22
7120	Overtime	9,352	8,000	8,000	0
7210	W/C Insurance	3,691	3,690	5,415	1,725
7230	Uniforms	1,323	3,800	2,800	-1,000
7260	FICA Matching	9,919	10,205	10,206	1
7270	Pension Matching	17,540	17,752	18,626	874
7280	Insurance Matching	20,093	19,969	26,289	6,320
7290	Contribution Matching	1,679	1,700	1,700	0
7510	Professional Services	11,026	26,000	24,000	-2,000
7512	Tech.Svcs(Surveys,DP)	605	4,000	3,200	-800
7550	Communications	35,004	36,600	36,600	0
7600	Travel	606	1,000	1,000	0
7630	Train/Cont. Education	654	1,000	1,000	0
7700	Risk Allocation	7,668	8,799	7,114	-1,685
7860	Maint: Bldgs.	0	0	0	0
7870	Maint: Motor Equip.	6,436	1,800	6,079	4,279
7880	Maint: Mach/Imp/Tools	4,809	16,840	10,840	-6,000
8010	Supplies	1,087	2,000	1,000	-1,000
8016	Small Equip	11,373	14,000	10,000	-4,000
8110	Gasoline	2,419	1,525	2,615	1,090
8900	Depreciation	5,938	5,938	5,938	0
8951	Indirect Cost	41,490	29,387	31,372	1,985
<b>Total</b>		<b>318,728</b>	<b>339,399</b>	<b>339,210</b>	<b>-189</b>

**ENGINEERING**

*DESCRIPTION*

Engineering is a support department for all departments (Water, Gas, Light, Telecommunications, maintenance and downtown administration). The primary objectives of the engineering department are to review all plans approved by Albany/Dougherty Planning and Zoning, make first contacts with developers and outside engineering firms concerning developments, calculate electrical loads and size transformers and switches, calculate water and gas loads for line size, compose work orders and drawings for the installation of all utilities for residential and commercial developments and maintain postings to all water, gas, electrical and telecommunication maps and valve drawings. Other duties of the engineering department include checking overhead electrical lines for respec, department of transportation permitting, relocation of utilities on highway widening projects, meet customers about complaints, EPD permitting, security lights and street lights, etc.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

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

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

**PERFORMANCE MEASURES (PM)**

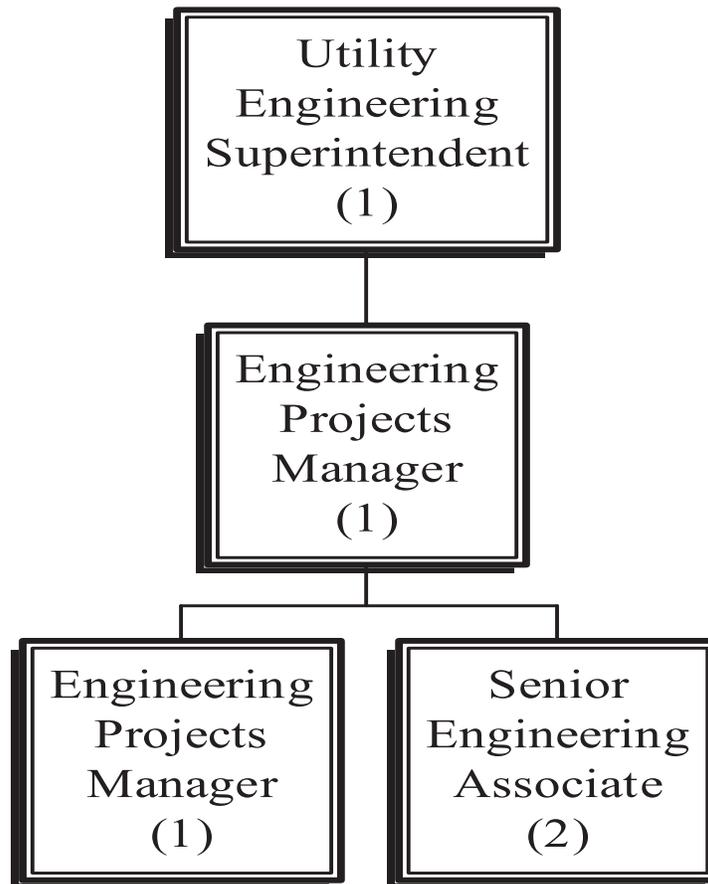
	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP III, G&O 1, PM 1: % Complete on the Manufacture Gas Plant Clean-up Project	20%	20%	20%

Note: Estimated completion date for the project is 2026.

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## ENGINEERING



**ENGINEERING**

*DESCRIPTION*

Engineering is a support department for all departments (water, gas, light, telecommunications, maintenance and downtown administration). The primary objectives of the engineering department are to review all plans approved by Albany/Dougherty Planning and Zoning, make first contacts with developers and outside engineering firms concerning developments, calculate electrical loads and size transformers and switches, calculate water and gas loads for line size, compose work orders and drawings for the installation of all utilities for residential and commercial developments and maintain postings to all water, gas, electrical and telecommunication maps and valve drawings. Other duties of the engineering department include checking overhead electrical lines for respect, department of transportation permitting, relocation of utilities on highway widening projects, meet customers about complaints, EPD permitting, security lights and street lights, etc.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>
PERSONAL SERVICES	385,758	445,792	464,229
OPERATING EXPENSE	53,138	63,043	57,730
DEPRECIATION	2,985	5,059	911
INDIRECT COST	90,644	62,340	52,286
<b>TOTAL</b>	<b>532,525</b>	<b>576,234</b>	<b>575,156</b>

**Capital Projects Summary**

Projects Totals	0	60,883	0
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<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>
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**Class Title**

Engineering Project Manager	2	2	2
Engineering Associate, Senior	2	2	2
Utility Engineering Superintendent	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b>ENGINEERING</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>REQUESTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4830</b>					
7110	Regular Wages	279,409	326,954	337,136	10,182
7210	W/C Insurance	691	817	674	(143)
7230	Uniforms	949	1,500	1,500	0
7260	FICA Matching	19,533	25,012	25,791	779
7270	Pension Matching	29,914	35,638	40,456	4,818
7280	Insurance Matching	50,574	50,871	52,672	1,801
7290	Contribution Matching	4,688	5,000	6,000	1,000
7510	Professional Services	10,835	10,835	10,962	127
7512	Tech.Svcs(Surveys,DP)	3,779	0	0	0
7550	Communications	7,739	6,500	7,200	700
7600	Travel	803	3,000	2,000	(1,000)
7630	Train/Cont. Education	0	3,000	0	(3,000)
7700	Risk Allocation	14,172	10,508	8,112	(2,396)
7870	Maint: Motor Equip.	3,619	5,900	5,300	(600)
7880	Maint: Mach/Imp/Tools	999	12,920	12,120	(800)
7900	Utilities	3,492	3,200	3,500	300
8010	Supplies	2,074	2,000	2,500	500
8016	Small Equip	2,133	1,500	1,500	0
8110	Motor Fuel	3,494	3,680	4,536	856
8900	Depreciation	2,985	5,059	911	(4,148)
8951	Indirect Costs	90,644	62,340	52,286	(10,054)
<b>Total</b>		<b>532,525</b>	<b>576,234</b>	<b>575,156</b>	<b>(1,078)</b>

**Marketing/Sales**

*DESCRIPTION*

The Marketing/Sales Department is responsible for all marketing and sales for the various departments of the Albany Utility Board. Those departments are water, gas, light, solid waste, and telecommunications. The department is responsible for all aspects of the various other programs designed to inform and educate the community about public utilities and safety.

**STRATEGIC PRIORITIES (SP)**

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

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

SP IV, G&O 2: To be recognized as a vibrant community & tourism destination

SP IV, G&O 3: To be recognized as a progressive & innovative community

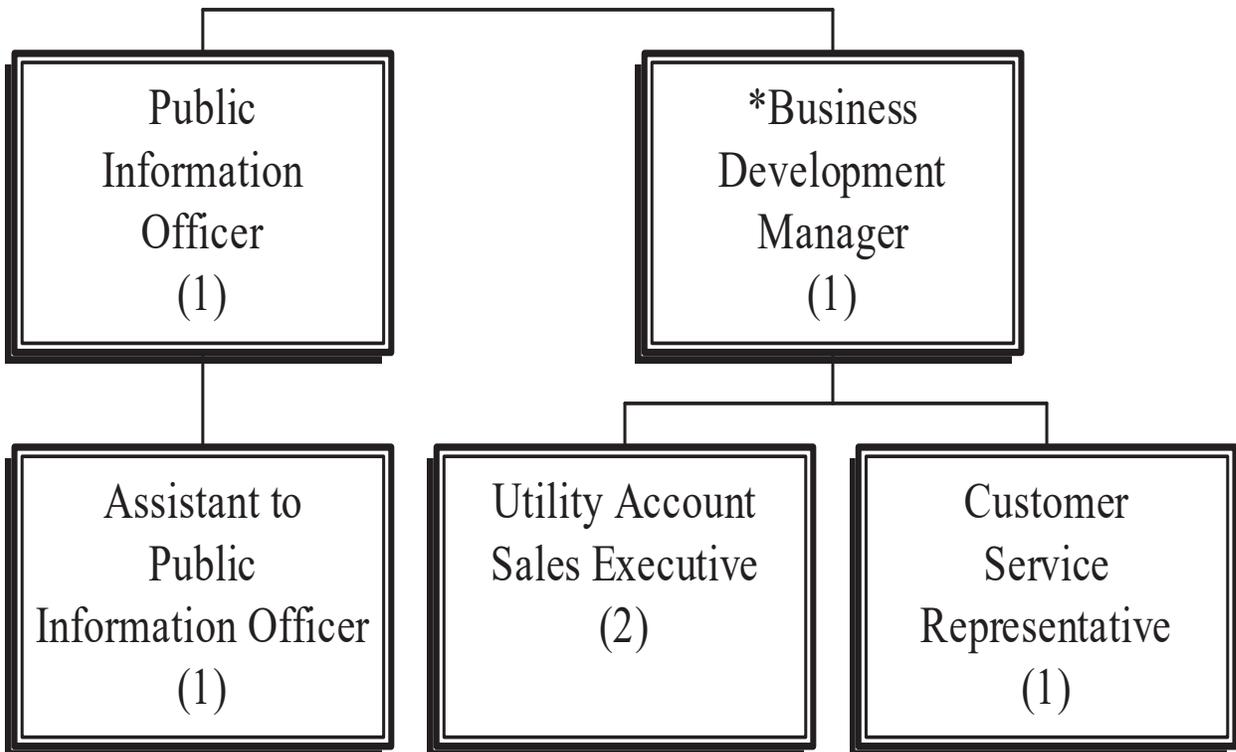
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP IV, G&O 2, PM 1: # of Followers on Social Media sites	N/A	1,546	2,319
SP IV, G&O 2, PM 2: # of Press Releases provided	N/A	58	70
SP IV, G&O 3, PM 1: # of Sponsorships Promoting the City and/or Utility	N/A	15	20

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## Marketing



\* Position housed in Utility Management

**Marketing/Sales**

*DESCRIPTION*

The Marketing/Sales Department is responsible for all marketing and sales for the various departments of the Albany Utility Board. Those departments are water, gas, light and telecommunications. The department is responsible for all aspects of the various other programs designed to inform and educate the community about public utilities and safety.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	279,506	326,022	289,252
OPERATING EXPENSES	296,932	318,842	356,719
DEPRECIATION EXPENSE	3,297	3,297	3,297
INDIRECT COST	50,795	50,007	41,829
<b>TOTAL EXPENSES</b>	<b>630,530</b>	<b>698,168</b>	<b>691,097</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>5</b>	<b>4</b>

**Class Title**

Marketing Manager	1	0	0
Public Information Officer	0	1	1
Asst. to PIO/Graphic Designer	0	1	1
Utility Account Sales Executive	2	2	1
Customer Service Representative	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>4</b>

<b>Marketing/Sales</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4835</b>					
7110	Regular Wages	188,502	214,287	195,912	(18,375)
7120	Overtime	447	0	0	0
7130	Part Time	15,194	15,000	15,000	0
7210	W/C Insurance	1,456	3,670	422	(3,248)
7230	Uniforms	184	2,200	1,200	(1,000)
7260	FICA Matching	14,748	17,540	16,135	(1,405)
7270	Pension Matching	20,194	23,357	23,509	152
7280	Insurance Matching	36,566	47,968	34,074	(13,894)
7290	Contribution Matching	2,215	2,000	3,000	1,000
7510	Professional Services	167,739	170,000	165,775	(4,225)
7514	Contract Labor (Temp)	4,267	9,500	60,000	50,500
7550	Communications	3,868	4,860	3,500	(1,360)
7570	Advertising	87,060	70,000	80,000	10,000
7600	Travel	408	3,000	2,000	(1,000)
7630	Train/Cont. Education	215	3,700	4,000	300
7700	Risk Allocation	9,480	14,189	10,192	(3,997)
7870	Maint: Motor Equip	492	2,130	85	(2,045)
7880	Maint: Mach/Imp/Tools	3,429	16,883	4,927	(11,956)
7990	Dues and Fees	195	200	1,000	800
8010	Supplies	12,848	19,500	17,500	(2,000)
8016	Small Equip	3,206	0	2,000	2,000
8017	Printing(Not Std Forms)	2,500	3,500	4,500	1,000
8018	Books and Subscriptions	0	0	20	20
8110	Motor Fuel	1,226	1,380	1,220	(160)
8900	Depreciation	3,297	3,297	3,297	0
8951	Indirect Cost	50,795	50,007	41,829	(8,178)
<b>Totals</b>		<b>630,531</b>	<b>698,168</b>	<b>691,097</b>	<b>(7,071)</b>

**HDD/URD Protection**

*DESCRIPTION*

The department is responsible for locating and protecting existing utility systems. HDD also performs excavating and horizontal directional drilling to install utilities for all departments.

**STRATEGIC PRIORITIES (SP)**

SP II: Economic Development & Jobs

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

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

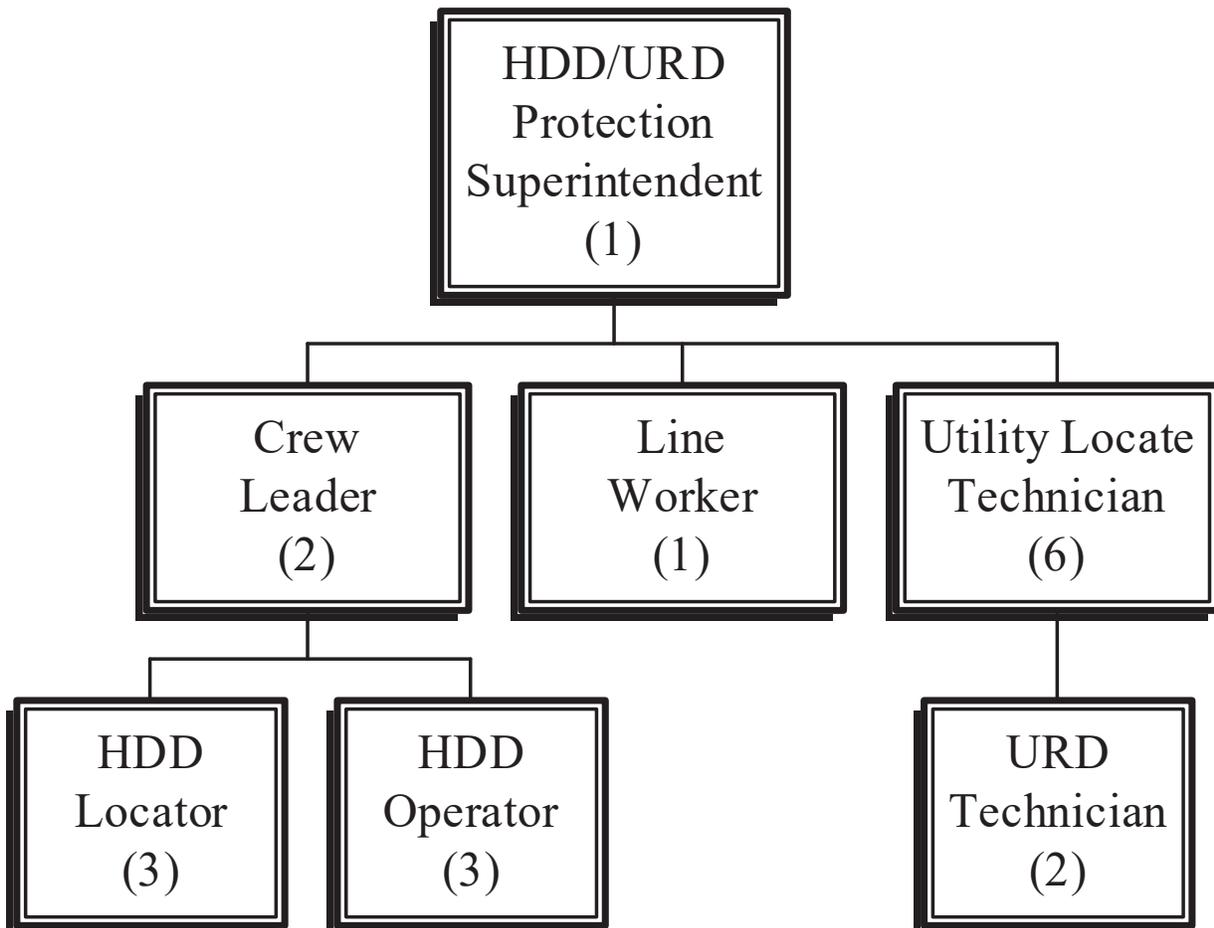
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP II, G&O 1, PM 1: # of Linear Feet Drilled for Utility Lines (Telecom, other departments work completed)	6,000'	7,500'	9,000'
SP II, G&O 1, PM 2: % Utility damages per total locates completed	N/A	2.54%	1.75%

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 SP VI = Fiscal Responsibility



## HDD/URD PROTECTION



**HDD/URD Protection**

*DESCRIPTION*

The department is responsible for locating and protecting existing utility systems. HDD also performs excavating and horizontal directional drilling to install utilities for all departments.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	927,199	1,102,272	1,059,517
OPERATING EXPENSES	215,667	210,165	219,965
DEPRECIATION EXPENSE	27,843	18,201	37,402
INDIRECT COSTS	102,356	102,326	177,772
<b>TOTAL EXPENSES</b>	<b>1,273,065</b>	<b>1,432,964</b>	<b>1,494,656</b>

**Capital Projects Summary**

Project Totals	300,000	241,434	1,110,000
<b>FULL TIME POSITIONS</b>	<b>18</b>	<b>18</b>	<b>17</b>

**Class Title**

HDD/URD Protection Superintendent	1	1	1
URD Technician	2	2	2
HDD Operator	3	3	2
HDD Supervisor	0	0	1
Locate Supervisor	0	0	0
HDD Locator	3	3	2
HDD Crew Leader	2	2	1
Line Worker	1	1	0
Utility Locate Technician	6	6	6
<b>TOTAL</b>	<b>18</b>	<b>18</b>	<b>17</b>

<b>HDD/URD Protection</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4840</b>					
7110	Regular Wages	598,879	724,315	671,221	(53,094)
7120	Overtime	50,823	45,000	45,000	0
7210	W/C Insurance	14,424	14,761	17,882	3,121
7230	Uniforms	7,459	14,300	12,300	(2,000)
7260	FICA Matching	46,377	58,853	54,791	(4,062)
7270	Pension Matching	69,130	83,855	85,947	2,092
7280	Insurance Matching	131,203	153,788	163,876	10,088
7290	Contribution Matching	8,904	7,400	8,500	1,100
7510	Professional Services	40	60	0	(60)
7550	Communications	6,989	10,980	10,980	0
7600	Travel	361	2,000	2,000	0
7630	Train/Cont. Education	2,065	4,500	2,000	(2,500)
7700	Risk Allocation	20,928	37,685	19,387	(18,298)
7870	Maint: Motor Equip.	70,785	47,000	69,259	22,259
7880	Maint: Mach/Imp/Tools	6,594	17,640	18,644	1,004
7900	Utilities	232	500	500	0
7990	Dues and Fees	28,256	30,000	30,000	0
8004	Materials	329	0	0	0
8009	Licenses(CDL,CPA,Etc)	0	0	250	250
8010	Supplies	54,052	34,700	34,700	0
8016	Small Equip	350	1,500	4,000	2,500
8110	Motor Fuel	24,686	23,600	28,245	4,645
8900	Depreciation	27,843	18,201	37,402	19,201
8951	General Fund	102,356	102,326	177,772	75,446
	<b>Total</b>	<b>1,273,065</b>	<b>1,432,964</b>	<b>1,494,656</b>	<b>(13,754)</b>

**ENERGY CONTROL/SCADA**

*DESCRIPTION*

The Energy Control internal service fund will provide support to all utility divisions. This fund will provide 24 hour monitoring and control of all utility systems through a Supervisory Control and Data Acquisition (SCADA) system. This fund will also provide afterhours response for customer needs. Electric substation relay maintenance and other technical substation activities will also be performed by this internal service fund. The service department performs work functions associated with meter reading, connecting services for new customers, disconnects utility services for nonpayment, closed accounts and reconnect once account is paid. Other work functions such as detecting gas leaks, tampered meters, water leaks, locating meters and delivering written notices for final bill payments, returned checks, delinquent priority accounts to customer sites as appropriate. There are 20 billing cycles and those cycles help determine meter reading dates, cut off dates, due dates and days of service for the year which plays a major factor with the customer receiving their bill on time. The audit control department send rereads, audit control trouble tickets and off showing consumption work orders after they audit the meter reading report and the service department go get physical reads before billing and investigate any reason for consumption being shown. The service department is essential to the company and other departments in many ways and also we strive to display great customer service because our customers makes us.

**STRATEGIC PRIORITIES (SP)**

SP V: Effective and Excellent Service Delivery

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

G&O 2: Provide customer satisfaction, not only customer service

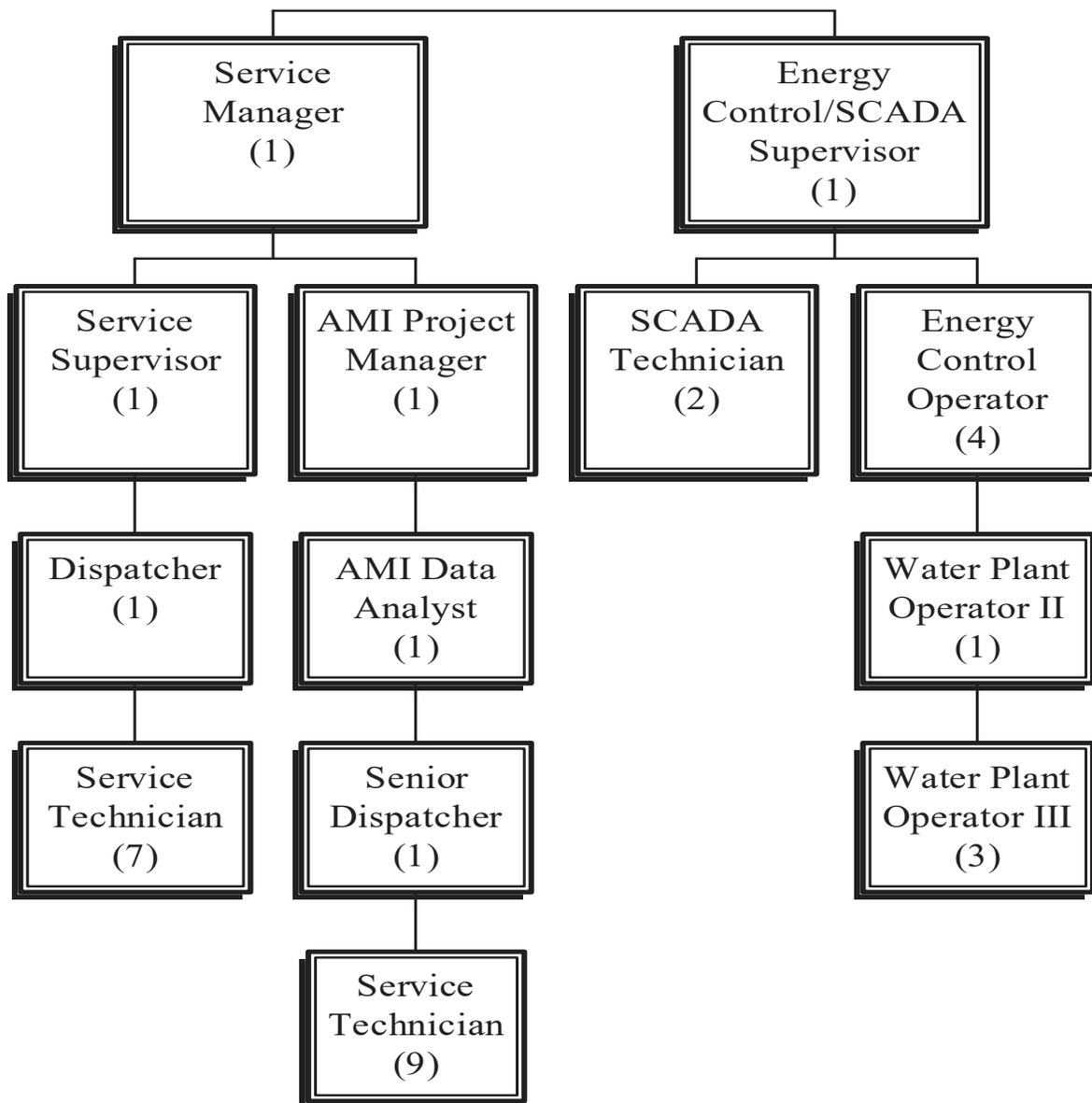
**PERFORMANCE MEASURES (PM)**

<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP V, G&O 2, PM 1: Open Tickets (Average per day)	16.8	28.4	15.1
SP V, G&O 2, PM 2: Closed Tickets (Average per day)	31.5	35.9	21.2

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## ENERGY CONTROL



**ENERGY CONTROL/SCADA**

*DESCRIPTION*

The Energy Control internal service fund will provide support to all utility divisions. This fund will provide 24 hour monitoring and control of all utility systems through a Supervisory Control and Data Acquisition (SCADA) system. This fund will also provide afterhours response for customer needs. Electric substation relay maintenance and other technical substation activities will also be performed by this internal service fund.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	2,011,811	2,109,365	2,036,654
OPERATING EXPENSE	404,581	391,374	388,749
DEPRECIATION EXPENSE	705,343	706,648	705,672
INDIRECT COST	325,788	230,763	324,173
<b>TOTAL EXPENSES</b>	<b>3,447,523</b>	<b>3,438,150</b>	<b>3,455,248</b>

<b>FULL TIME POSITIONS</b>	<b>33</b>	<b>33</b>	<b>31</b>
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**Class Title**

Energy Cntrl/SCADA Manager	1	1	1
AMI Project Manager	0	1	1
AMI Data Analyst	0	1	1
Energy Control Operator	4	4	4
SCADA Technician	2	2	2
Water Plant Operator I	1	1	0
Water Plant Operator II	0	0	1
Water Plant Operator III	4	3	3
Service Manager	1	1	1
Dispatcher, Senior	1	1	1
Service Supervisor	1	1	1
Dispatcher, Utilities	1	1	0
Service Technician	17	16	15
<b>TOTAL</b>	<b>33</b>	<b>33</b>	<b>31</b>

**Energy Control/SCADA**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4850</b>					
7110	Regular Wages	1,274,146	1,348,884	1,294,698	(54,186)
7120	Overtime	106,829	65,000	65,000	0
7210	W/C Insurance	27,590	26,811	21,204	(5,607)
7230	Uniforms	16,673	22,150	22,150	0
7260	FICA Matching	96,413	108,162	104,017	(4,145)
7270	Pension Matching	142,665	154,113	163,164	9,051
7280	Insurance Matching	334,367	370,245	352,421	(17,824)
7290	Contribution Matching	13,128	14,000	14,000	0
7510	Professional Services	0	10,500	0	(10,500)
7512	Tech.Svcs(Surveys,DP)	54,385	71,990	51,990	(20,000)
7550	Communications	24,779	26,600	26,600	0
7600	Travel	18,223	18,600	18,600	0
7630	Train/Cont. Education	12,842	20,300	20,300	0
7700	Risk Allocation	85,836	62,498	56,107	(6,391)
7870	Maint: Motor Equip.	100,882	72,650	107,884	35,234
7880	Maint: Mach/Imp/Tools	13,882	10,716	10,716	0
7900	Utilities	11,683	14,000	14,000	0
7990	Dues and Fees	325	0	0	0
8009	Licenses (CDL, CPA, et	0	720	2,000	1,280
8010	Supplies	23,368	19,000	13,000	(6,000)
8016	Small Equip	2,767	2,500	6,500	4,000
8017	Printing(Not Std Forms	846	0	2,000	2,000
8110	Motor Fuel	53,819	59,800	57,552	(2,248)
8150	Food	943	1,500	1,500	0
8900	Depreciation	705,343	706,648	705,672	(976)
8915	Indirect Cost	325,788	230,763	324,173	93,410
<b>Total</b>		<b>3,447,523</b>	<b>3,438,150</b>	<b>3,455,248</b>	<b>17,098</b>

**Vegetation Management**

*DESCRIPTION*

Vegetation Management is an internal service fund providing tree and right of way maintenance services to the City of Albany.

**STRATEGIC PRIORITIES (SP)**

SP III: Infrastructure & Asset Management

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

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

**PERFORMANCE MEASURES (PM)**

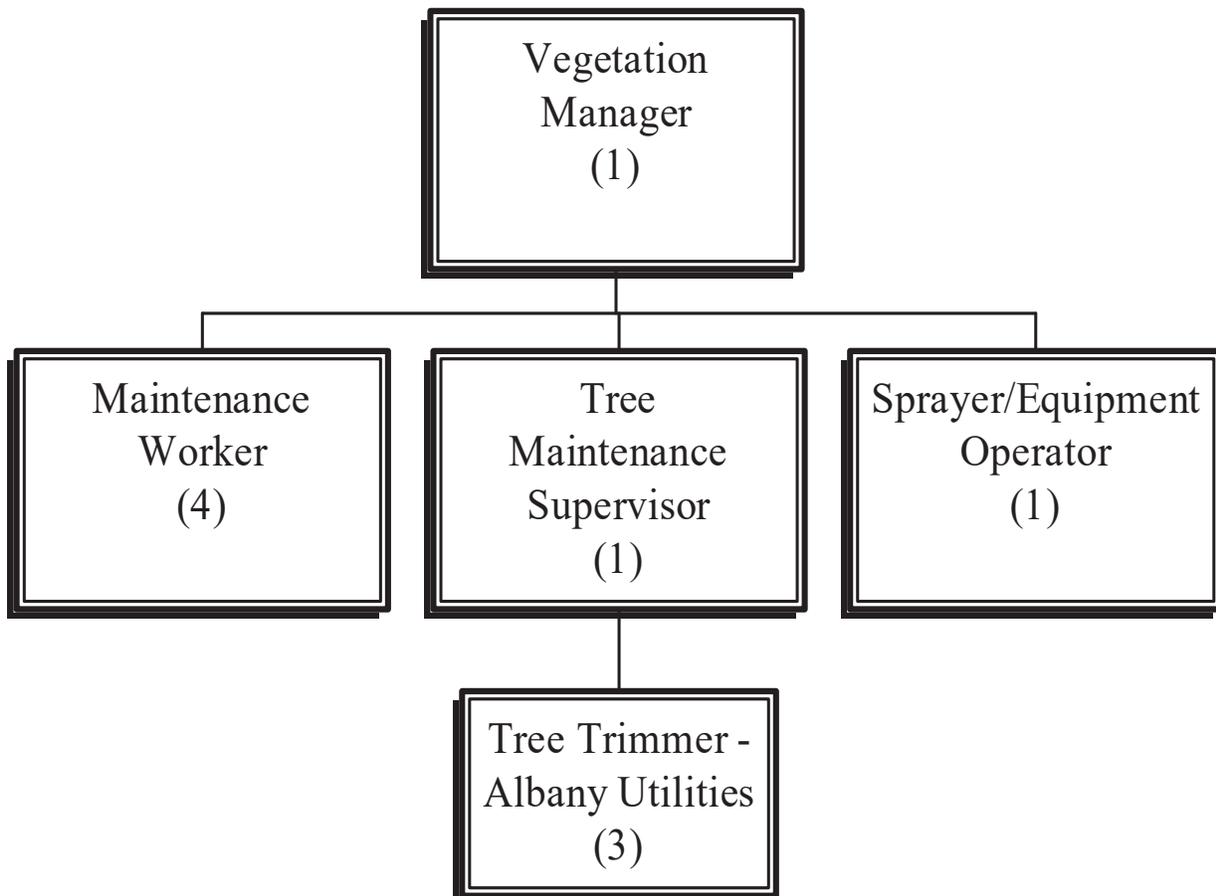
	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP III, G&O 1, PM 1: % of Lines Trimmed **	12.25%	11.16%	12.25%
SP III, G&O 1, PM 2: Average # of Crews Trimming	6	6	6
SP III, G&O 1, PM 3: # of Risk Trees Responded to	1,514	1,317	1,000

\*\* There are approximately 600 miles of Lines that Vegetation Management is responsible for trimming around

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## Vegetation Management



**Vegetation Management**

*DESCRIPTION*

Vegetation Management is an internal service fund providing tree and right of way maintenance services to the City of Albany.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2019</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONAL SERVICES	551,322	583,949	602,620
OPERATING EXPENSES	1,145,839	1,251,975	1,162,037
DEPRECIATION EXPENSE	20,683	19,771	25,242
INDIRECT COSTS	68,531	59,931	104,572
<b>TOTAL EXPENSES</b>	<b>1,786,376</b>	<b>1,915,626</b>	<b>1,894,471</b>

**Capital Projects Summary**

Project Totals	218,000	140,000	608,000
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<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>10</b>	<b>10</b>
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**Class Title**

Vegetation Manager	1	1	1
Tree Trimmer	5	3	3
Tree Maint. Crew Supervisor, Senior	1	1	1
Maintenance Worker	2	4	4
Sprayer/Equipment Operator	1	1	1
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>10</b>

Vegetation Management

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2017/2019	ADOPTED 2018/2019	ADOPTED 2019/2020	VARIANCE + / (-)
<b>4860</b>					
7110	Regular Wages	340,255	358,261	361,513	3,252
7120	Overtime	25,799	25,000	25,000	0
7210	W/C Insurance	12,025	14,148	11,356	(2,792)
7230	Uniforms	5,605	9,300	9,300	0
7260	FICA Matching	25,402	29,319	29,568	249
7270	Pension Matching	38,516	41,775	46,382	4,607
7280	Insurance Matching	100,463	103,146	115,501	12,355
7290	Contribution Matching	3,258	3,000	4,000	1,000
7510	Professional Services	44,386	26,900	26,400	(500)
7512	Tech.Svcs (Surveys,DP)	879,323	991,088	895,757	(95,331)
7550	Communications	3,165	3,480	3,480	0
7600	Travel	8,223	5,140	5,140	0
7630	Train/Cont. Education	2,500	3,114	3,114	0
7700	Risk Allocation	25,356	21,869	18,037	(3,832)
7870	Maint: Motor Equip.	68,750	66,330	68,667	2,337
7880	Maint: Mach/Imp/Tools	2,346	1,892	6,892	5,000
7990	Dues and Fees	2,120	3,000	3,000	0
8004	Materials	66,996	87,458	87,920	462
8009	Licenses(CDL,CPA,Etc)	0	120	0	(120)
8010	Supplies	8,619	7,000	7,000	0
8016	Small Equip	2,030	2,304	4,000	1,696
8017	Printing (Not Std. Forms)	0	0	350	350
8110	Motor Fuel	32,027	32,280	32,280	0
8900	Depreciation	20,683	19,771	25,242	5,471
8951	Indirect Costs	68,531	59,931	104,572	44,641
	<b>Total</b>	<b>1,786,376</b>	<b>1,915,626</b>	<b>1,894,471</b>	<b>(21,155)</b>

**CUSTOMER SERVICE**

*DESCRIPTION*

The Customer Service Department is responsible for providing external and internal customer service support to citizens and city departments. The department investigates and resolves customer complaints and concerns as well as collects and posts customer payments for utilities. Customer Service Department also provides free non-emergency information to the public with quick and easy access to all City of Albany, Dougherty County, and Albany Utility services. In addition, the customer service department audits and prepares billing for utility customers. The department also provides energy audits and conducts energy conservation evaluations for customers.

**STRATEGIC PRIORITIES (SP)**

SP V: Effective & Excellent Service Delivery

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

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

**PERFORMANCE MEASURES (PM)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP V, G&O 2, PM 1: # of minutes to service walk-in customers	N/A	12	9
SP V, G&O 2, PM 2: # of Minutes to Serve 311 Calls	2.22	3.08	3.00
SP V, G&O 2, PM 3: # of Minutes to Serve Customer Service Calls	2.50	2.50	2.50
SP V, G&O 2, PM 4: # of Payments Through Web Service	N/A	51,164	55,000

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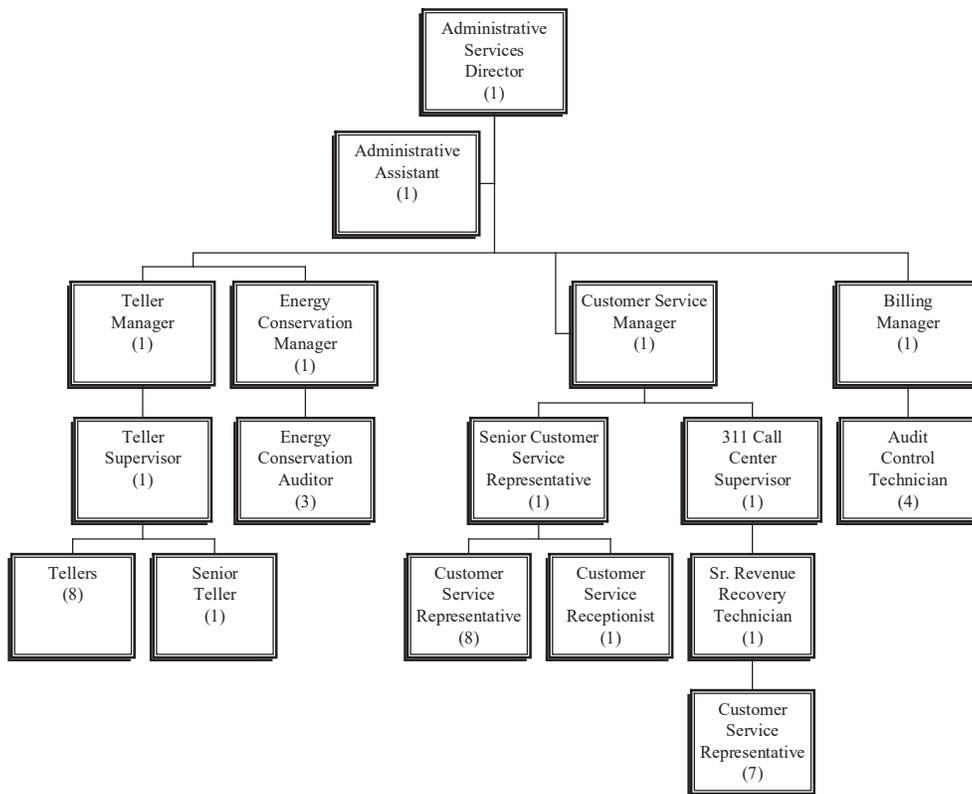
SP IV = Promotion of the City of Albany as a Great Place to Live, Work, & Play

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## CUSTOMER SERVICE



**CUSTOMER SERVICE**

*DESCRIPTION*

The Customer Service Department is responsible for providing external and internal customer service support to citizens and city departments. The department investigates and resolves customer complaints and concerns as well as collects and posts customer payments for utilities. In addition, the customer service department audits and prepares billing for utility customers. The department also provides energy audits and conducts energy conservation evaluations for customers.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
PERSONNEL SERVICES	2,221,415	2,326,399	2,413,404
OPERATING EXPENSES	1,504,879	1,619,583	1,668,763
DEPRECIATION EXPENSE	20,322	110,994	128,300
INDIRECT COSTS	555,355	398,126	398,126
<b>TOTAL EXPENSES</b>	<b>4,301,970</b>	<b>4,455,102</b>	<b>4,608,593</b>

<b>FULL TIME POSITIONS</b>	<b>46</b>	<b>44</b>	<b>42</b>
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Capital Purchases	0	0	35,000
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**Class Title**

Director of Administrative Services	1	1	1
Administrative Assistant	1	1	1
Energy Conservation Manager	0	1	1
Energy Conservation Auditor	3	3	3
Audit Control Technician	3	4	4
311 Call Center Supervisor	1	1	1
Customer Service Receptionist	1	1	1
Customer Service Supervisor	1	1	0
Customer Service Rep., Sr.	1	0	1
Customer Service Rep	12	17	15
Customer Service Manager	0	1	1
Revenue Recovery Tech. Sr.	1	1	1
Revenue Recovery Tech	1	0	0
Teller Manager	1	1	1
Special Services Supervisor	1	0	0
Accounts Analyst, Senior	1	0	0
Accounts Analyst	7	0	0
Rate & Utility Billing Manager	0	1	1
Teller, Senior	1	1	1
Teller	8	8	8
Teller Supervisor	1	1	1
<b>TOTAL</b>	<b>46</b>	<b>44</b>	<b>42</b>

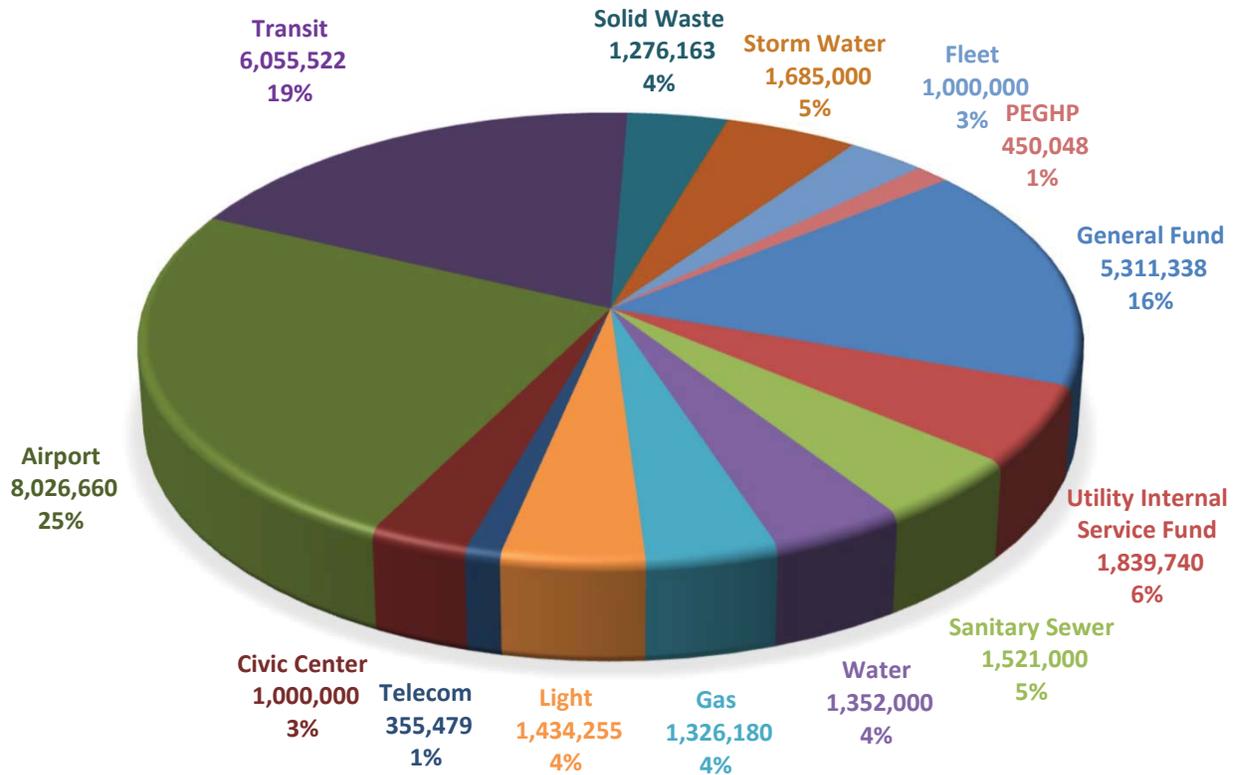
**CUSTOMER SERVICE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>4870</b>					
7110	Regular Wages	1,451,349	1,513,414	1,499,148	(14,266)
7120	Overtime	25,556	15,000	15,000	0
7130	Part Time	77,937	79,848	153,853	74,005
7210	W/C Insurance	4,088	4,101	3,403	(698)
7230	Uniforms	1,989	2,136	3,200	1,064
7260	FICA Matching	111,478	123,032	127,602	4,570
7270	Pension Matching	155,344	166,597	181,698	15,101
7280	Insurance Matching	376,511	404,271	410,500	6,229
7290	Contribution Matching	17,163	18,000	19,000	1,000
7510	Professional Services	857,000	879,940	849,188	(30,752)
7510	HOPE Payments	85,000	85,000	70,000	(15,000)
7514	Contract Labor (Temp)	23,397	0	0	0
7550	Communications	36,744	33,484	33,900	416
7570	Advertising	1,985	0	0	0
7600	Travel	3,308	3,000	3,000	0
7630	Train/Cont. Education	1,249	4,000	4,000	0
7700	Risk Allocation	118,236	107,862	161,520	53,658
7860	Maint: Bldgs.	1,582	0	0	0
7870	Maint: Motor Equip.	8,826	4,900	3,558	(1,342)
7880	Maint: Mach/Imp/Tools	26,050	25,839	30,217	4,378
7900	Utilities	141,728	118,200	160,000	41,800
7990	Dues and Fees	23,419	32,900	25,000	(7,900)
8010	Supplies	44,467	30,500	30,500	0
8016	Small Equip	17,785	6,000	6,000	0
8017	Printing(Not Std Forms)	5,095	4,500	7,500	3,000
8110	Motor Fuel	4,974	5,290	6,211	921
8150	Food	4,387	4,000	4,000	0
8460	Weatherizat on Expense	51,122	40,000	40,000	0
8495	Cash Over/Short	1,012	0	0	0
8900	Depreciation	20,322	110,994	128,300	17,306
8951	Indirect Cost	555,355	398,126	398,126	0
8970	Bad Debt Writeoff	82,340	57,169	57,169	0
8971	Bad Debt Allowance	(34,824)	177,000	177,000	0
	<b>TOTAL</b>	<b>4,301,970</b>	<b>4,455,102</b>	<b>4,608,593</b>	<b>153,491</b>



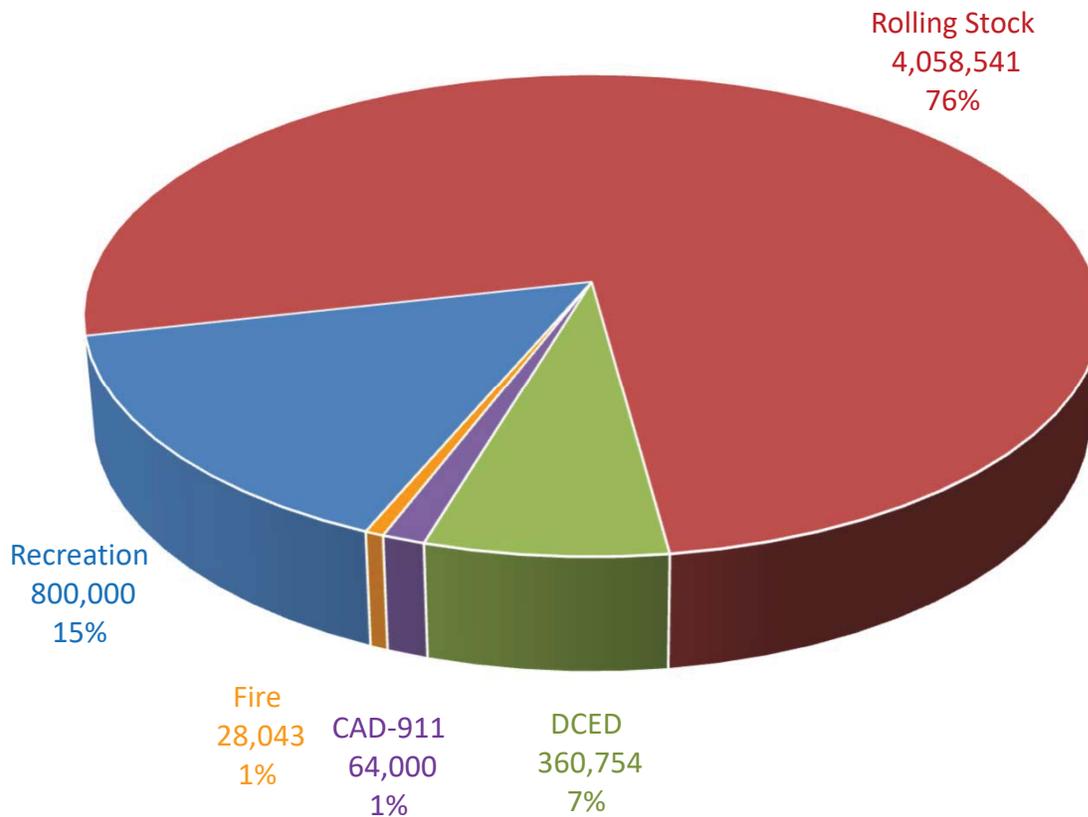
# Capital Improvement Fund

# City of Albany FY 2020 Total Capital Appropriations



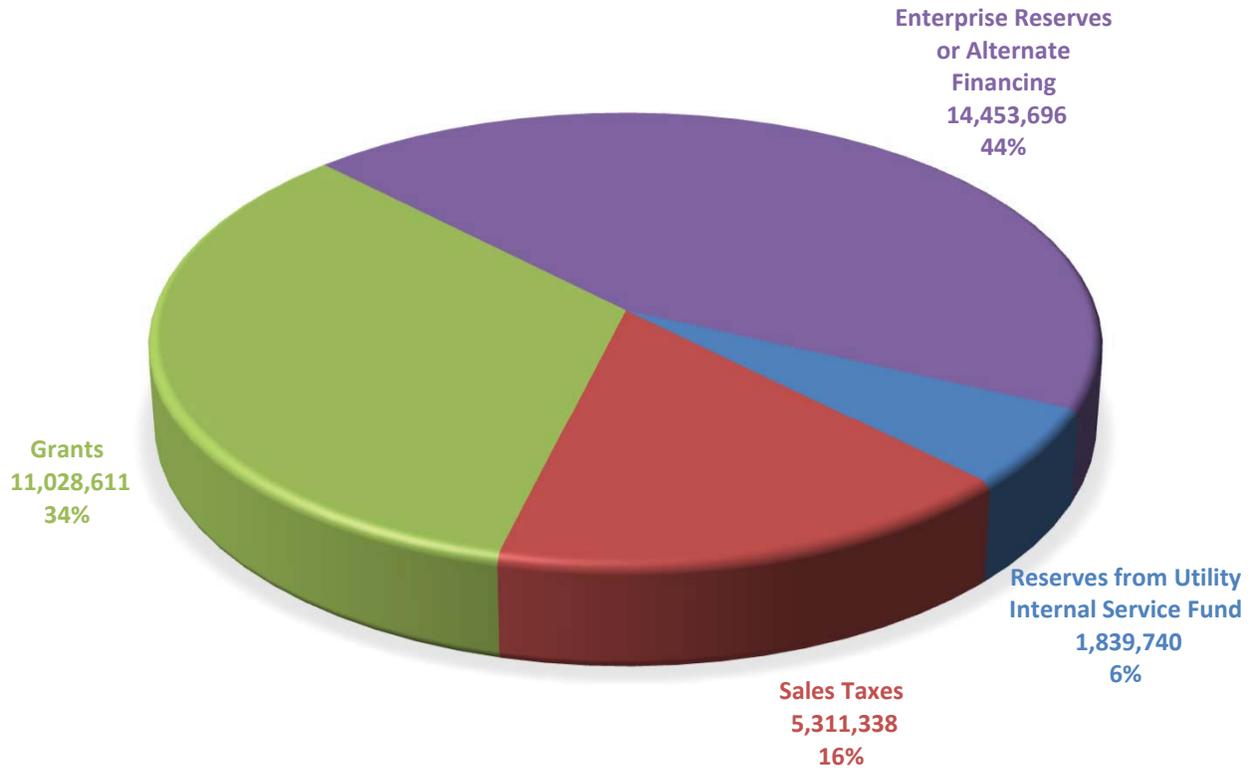
Total Appropriations  
\$32,633,385

# City of Albany FY 2020 General Fund Capital Appropriations



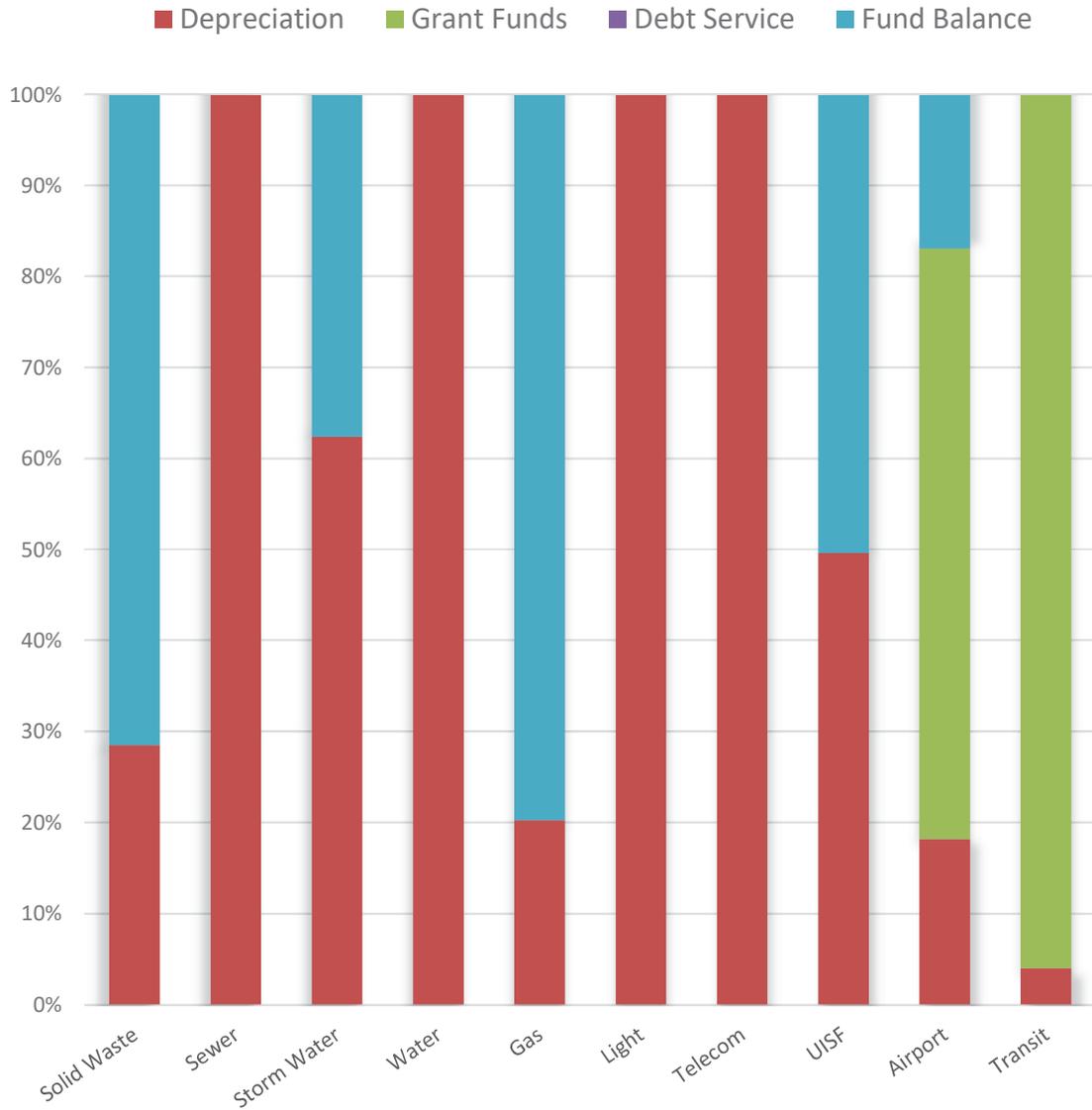
Total Appropriations  
\$5,311,338

# City of Albany FY 2020 Funding for Capital Appropriations



Total Appropriations  
\$32,633,385

# City of Albany FY 2020 Funding for Enterprise Capital



**Total Appropriations  
\$25,871,999**

FY 2020 CAPITAL BUDGET  
AND  
CAPITAL IMPROVEMENT PROGRAM  
FY 2020- 2024

The Capital Improvement Program (CIP) is a multi-year planning instrument used by the City of Albany to identify needed capital projects and to coordinate the financing and timing of these projects to enhance the development of facilities and the provision of services. Capital projects will be undertaken to: (a) preserve infrastructure and public facilities; (b) promote economic development and enhance the quality of life; (c) improve the delivery of services; (d) preserve community and historical assets; and (e) improve economically depressed areas and those areas with low- and moderate-income households. For purposes of budgeting and accounting, a "capital project" is defined as a major expenditure for an individual asset or project in excess of \$5,000 and which has an estimated useful life of one or more years.

Anticipated funding is accomplished through a variety of mechanisms. To begin with, the City has committed to funding the depreciation for Self-Sustaining Enterprise Funds (Utility Funds). For the Supplemented Enterprise Funds such as Transit, their capital is funded in part through capital grants and the local match is budgeted in the General Fund's transfer to the fund. Also, in the cases where the Supplemented Enterprise Fund is unable to cover the additional costs through the transfer received from the General Fund and the Fund does not receive grant reimbursement, the City will include the related costs in the Capital Improvement Fund (CIF). Governmental Funds utilize the CIF to fund the annual purchases of the capital needs for the General Government.

The CIP will be funded through the following sources:

1. General/Special Funds – A 15% designation of sales tax revenue.
2. Enterprise Funds/Utility Internal Service Fund – Monies provided for through net assets as depreciation or capital replacement expenses.
3. SPLOST VII & TSPLOST–Revenue generated by the SPLOST & TSPLOST Referendums.

The first year of the Capital Improvement Program is the "Capital Budget". When adopted by the Mayor and Board of City Commissioners, the capital budget formally authorizes the expenditure of funds for the capital projects. Projects included in the remaining four years of the Capital Improvement Program are approved for planning purposes only and are not authorized until included in the Capital Budget. Appropriations for Capital Budget Projects do not expire at the end of the fiscal year *if the capital project takes longer to construct*. Appropriations for purchases will expire if not completed by the end of the fiscal year.

Requests for this year's Capital Budget totaled over \$67 million. Of this amount, \$5,311,338 was approved for the General/Special Funds. The Enterprise Funds were approved for \$25,482,307. The Utility Internal Service Funds were approved for \$1,839,740. The Capital Improvement Program for FY 2020 has a total cost of \$32,633,385. Some capital projects will be added and deleted as we proceed. As with the Operating Budget, the projects for each fund must be balanced with the resources available in that fund. This Budget provides the total resources and projects for each fund. The capital impact on the operating budget will be beneficial by decreasing expenditures with each retirement of high maintenance and inefficient equipment. The City has committed and budgeted to invest \$13,904,604 in the fleet of the City in order to reduce the expectation of unscheduled repairs and maintenance of equipment. A summary of the FY 2020 Capital Budget by Fund and a summary of the five-year Capital Improvement Program are listed on the following pages.

**City of Albany  
Capital Improvement Program  
General Fund, Special Funds and GMA**

Department	Project Title	Project Cost FY 2020	Project Cost FY 2021	Project Cost FY 2022	Project Cost FY 2023	Project Cost FY 2024	Total Project Cost
Recreation	Turner Gym Improvements	500,000	-	-	-	-	500,000
	Irrigation System Upgrade	300,000	-	-	-	-	-
	<b>Subtotal</b>	<b>800,000</b>	-	-	-	-	<b>500,000</b>
Rolling Stock	Fleet Replacement	4,058,541	3,612,935	2,102,368	2,343,686	2,460,870	14,578,400
	<b>Subtotal</b>	<b>4,058,541</b>	<b>3,612,935</b>	<b>2,102,368</b>	<b>2,343,686</b>	<b>2,460,870</b>	<b>14,578,400</b>
DCED	Micro Business Center - HVAC Management System	120,754	-	-	-	-	120,754
	Moisture/Vapor Sealant	200,000	-	-	-	-	200,000
	Elevator Upgrade	40,000	-	-	-	-	40,000
	<b>Subtotal</b>	<b>360,754</b>	-	-	-	-	<b>360,754</b>
CAD-911	Generator for the Communications Tower	64,000	-	-	-	-	64,000
	<b>Subtotal</b>	<b>64,000</b>	-	-	-	-	<b>64,000</b>
Fire	Thermal Imaging Cameras	19,643	-	-	-	-	19,643
	Continental G-Flex Series Washer & Dryer	8,400	-	-	-	-	8,400
	<b>Subtotal</b>	<b>28,043</b>	-	-	-	-	<b>28,043</b>
<b>GENERAL FUND TOTAL</b>		<b>5,311,338</b>	<b>3,612,935</b>	<b>2,102,368</b>	<b>2,343,686</b>	<b>2,460,870</b>	<b>15,531,197</b>
<b>GMA Lease Pool*</b>							
	Current Year Purchases	811,708	811,708	811,708	811,708	811,708	<b>4,058,541</b>
	Prior Year Purchases	64,193	49,287	30,221	-	-	<b>143,701</b>
<b>GMA LEASE POOL TOTAL</b>		<b>875,901</b>	<b>860,995</b>	<b>841,929</b>	<b>811,708</b>	<b>811,708</b>	<b>4,202,242</b>
<b>CIP FUND TOTAL PROJECT COST</b>		<b>5,311,338</b>	<b>3,612,935</b>	<b>2,102,368</b>	<b>2,343,686</b>	<b>2,460,870</b>	<b>15,531,197</b>
* Only one fifth of the total project cost will be paid in the current fiscal year due to financing options.							
UISF	Investigations - Rolling Stock	86,740	-	-	-	-	86,740
	Utility Engineering - Rolling Stock	-	58,275	-	-	-	58,275
	Marketing - Rolling Stock	-	-	52,637	-	-	52,637
	HDD - Rolling Stock	1,110,000	675,907	123,115	301,966	129,271	2,340,259
	Vegetation Management - Rolling Stock	608,000	226,685	157,104	30,682	182,682	1,205,153
	Customer Service - Rolling Stock	35,000	-	36,750	-	-	71,750
<b>UTILITY INTERNAL SERVICE FUND TOTAL</b>		<b>1,839,740</b>	<b>734,182</b>	<b>175,752</b>	<b>301,966</b>	<b>129,271</b>	<b>3,814,814</b>
<b>UTILITY INTERNAL SERVICE FUND TOTAL PROJECT COST</b>		<b>1,839,740</b>	<b>734,182</b>	<b>175,752</b>	<b>301,966</b>	<b>129,271</b>	<b>3,814,814</b>

\* Only one fifth of the total project cost will be paid in the current fiscal year due to financing options.

**City of Albany  
Capital Improvement Program  
Enterprise Funds and GMA**

Fund	Project Title	Project Cost FY 2020	Project Cost FY 2021	Project Cost FY 2022	Project Cost FY 2023	Project Cost FY 2024	Total Project Cost
<b>Solid Waste</b>	Rolling Stock	1,026,163	79,379	19,774	863,148	125,022	2,113,486
	Building Renovations	250,000	-	-	-	-	250,000
<b>SOLID WASTE FUND TOTAL</b>		<b>1,276,163</b>	<b>79,379</b>	<b>19,774</b>	<b>863,148</b>	<b>125,022</b>	<b>2,363,486</b>
<b>Sanitary Sewer</b>	Sliplining or Rehab for 1 mile of 24" & Larger Pipes	-	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
	Rehab Major Lift Station (81)	-	500,000	500,000	500,000	500,000	2,000,000
	Replace Pumps	-	150,000	200,000	200,000	200,000	750,000
	Rolling Stock	1,271,000	201,378	886,571	1,331,656	1,398,239	5,088,844
	Building Renovations	250,000	-	-	-	-	250,000
<b>SANITARY SEWER FUND TOTAL</b>		<b>1,521,000</b>	<b>1,851,378</b>	<b>2,586,571</b>	<b>3,031,656</b>	<b>3,098,239</b>	<b>12,088,844</b>
<b>Storm Water</b>	Rolling Stock	1,435,000	1,156,251	1,313,790	1,010,925	1,061,471	5,977,437
	Crew Quarters	250,000	-	-	-	-	250,000
<b>STORM WATER FUND TOTAL</b>		<b>1,685,000</b>	<b>1,156,251</b>	<b>1,313,790</b>	<b>1,010,925</b>	<b>1,061,471</b>	<b>6,227,437</b>
<b>Water</b>	Rolling Stock	660,000	316,308	70,156	132,179	332,123	1,510,766
	Well Renovations	575,000	-	-	-	-	575,000
	Water Expansion Projects	81,000	-	-	-	-	81,000
	Coliform Incubator for Lab	6,000	-	-	-	-	6,000
	HVAC Water Treatment Plant	30,000	-	-	-	-	30,000
<b>WATER FUND TOTAL</b>		<b>1,352,000</b>	<b>316,308</b>	<b>70,156</b>	<b>132,179</b>	<b>332,123</b>	<b>2,202,766</b>
<b>Gas</b>	Expansion of Infrastructure	649,450	675,000	710,000	660,000	660,000	3,354,450
	Equipments & Tools	201,730	25,000	-	-	-	226,730
	Rolling Stock	475,000	77,664	120,729	126,765	133,104	933,262
<b>GAS FUND TOTAL</b>		<b>1,326,180</b>	<b>777,664</b>	<b>830,729</b>	<b>786,765</b>	<b>793,104</b>	<b>4,514,442</b>
<b>Light</b>	Rolling Stock	1,345,255	193,393	97,002	16,389	203,063	1,855,102
	Pole Replacements	65,000	-	-	-	-	65,000
	Thermal Imaging	24,000	-	-	-	-	24,000
<b>LIGHT FUND TOTAL</b>		<b>1,434,255</b>	<b>193,393</b>	<b>97,002</b>	<b>16,389</b>	<b>203,063</b>	<b>1,944,102</b>
<b>Telecom</b>	Dynamic Host Configuration Protocol Server	10,000	-	-	-	-	10,000
	Argus Replacements in Huts	50,000	-	-	-	-	50,000
	Rolling Stock	295,479	-	78,803	-	82,743	457,025
<b>TELECOM FUND TOTAL</b>		<b>355,479</b>	<b>-</b>	<b>78,803</b>	<b>-</b>	<b>82,743</b>	<b>517,025</b>
<b>PEGHP</b>	Wellness Clinic Building	1,000,000	-	-	-	-	1,000,000
<b>PEGHP FUND TOTAL</b>		<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>
<b>Civic Center</b>	Renovations	1,000,000	-	-	-	-	1,000,000
<b>CIVIC CENTER FUND TOTAL</b>		<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>
<b>Fleet</b>	Exhaust Extraction Systems in Heavy Duty 2nd Building	20,000	-	-	-	-	20,000
	Fall Protection Mobile Towers for Fire & Transit	37,000	-	-	-	-	37,000
	Rolling Stock	393,048	-	-	-	-	393,048
<b>FLEET FUND TOTAL</b>		<b>450,048</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>450,048</b>
<b>Airport</b>	Passenger Boarding Bridge	385,000	-	-	-	-	385,000
	South Apron & Taxiway Construction	2,750,000	-	-	-	-	2,750,000
	Parking Lot Relocation	150,000	-	-	-	-	150,000
	New Hangers Design	220,000	-	-	-	-	220,000
	Security System	75,000	-	-	-	-	75,000
	FAA Suggested- 8 Ft perimeter Fenceline	175,000	-	-	-	-	175,000
	Runway 16/34 Design	3,192,170	-	-	-	-	3,192,170
	Rolling Stock	1,079,490	-	-	-	-	1,079,490
<b>AIRPORT FUND TOTAL</b>		<b>8,026,660</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,026,660</b>
<b>Transit**</b>	Bus Shelters	173,150	-	200,000	-	200,000	573,150
	Fixed Route Buses (8)	4,920,000	500,000	-	500,000	-	5,920,000
	Portable Bus Wash Station	35,000	-	-	-	-	35,000
	New Camera System	31,268	-	-	-	-	31,268
	Alarm System	15,285	-	-	-	-	15,285
	Automatic Gate	30,000	-	-	-	-	30,000
	Building Design & Engineering	800,000	-	-	-	-	800,000
	Rolling Stock	50,819	-	-	-	-	50,819
<b>TRANSIT FUND TOTAL</b>		<b>6,055,522</b>	<b>500,000</b>	<b>200,000</b>	<b>500,000</b>	<b>200,000</b>	<b>7,404,703</b>
<b>ENTERPRISE FUNDS TOTAL</b>		<b>25,482,307</b>	<b>4,874,373</b>	<b>5,196,825</b>	<b>6,341,062</b>	<b>5,895,765</b>	<b>47,739,513</b>
<b>CAPITAL IMPROVEMENT PROGRAM TOTAL COST</b>		<b>32,633,385</b>	<b>9,221,490</b>	<b>7,474,945</b>	<b>8,986,714</b>	<b>8,485,906</b>	<b>67,085,524</b>





## CAPITAL IMPROVEMENT PROJECT REQUEST

### Irrigation System Replacement at Flint River Municipal Golf Course

<b>PROJECT MANAGER:</b>	Joel Holmes
<b>DEPARTMENT/DIVISION:</b>	Recreation and Parks/Flint River Municipal Golf Course
<b>PRIORITY (if multiple requests):</b>	2
<b>DESCRIPTION/JUSTIFICATION:</b>	The current irrigation system at the golf course is well beyond normal life expectancy. We have constant maintenance issues and repair costs. The system is often down for numerous days at a time which results in insufficient watering. This causes serious issues with maintaining the level of groundskeeping that is expected.
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	A new irrigation system will improve efficiency and modernize the watering of our course. This will result in better upkeep and reduced maintenance costs.
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	Maintenance costs will continue to increase and the course will suffer from not having at least a minimal level of watering. Proper application of chemicals relies on proper watering.

FUNDING SOURCE	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL	PROJECT ESTIMATED	
	300,000					300,000		
						0		
						0	Start Date	Completion Date
						0		
<b>TOTAL</b>	300,000	0	0	0	0	300,000	08/01/19	3/1/20

PROJECT COSTS	PROJECT BUDGET						Five Year Total	Total Project Cost	Total Cost at end of FY19
PROJECT COMPONENTS	FY 20	FY 21	FY 22	FY 23	FY 24				
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	

ANNUAL OPERATING IMPACT (After completion of Project)							Additional Project Info.	
DESCRIPTION:	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total	OTHER:  Project Type: Please Select  Account Number(s): 00.0000.0000	
Personnel						0		
Operating/Maintenance						0		
Capital Outlay						0		
<b>TOTAL</b>	0	0	0	0	0	0		

**DO NOT USE SECTION BELOW: Notes:**

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Recommended by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



**Rolling Stock Capital Budget  
Approved by Commission 6/26/2019  
Provided to Departments on 7/3/19**

**Fiscal Year 2020**

	<b><u>Budgeted</u></b>
General Fund	4,058,541
Fleet	384,857
Solid Waste	1,026,163
Sewer	1,271,000
Storm Water	1,435,000
Water	660,000
Gas	475,000
Light	1,345,255
Telecom	295,479
Utility Internal Service Fund	1,823,000
Airport	1,079,490
Transit	50,819
<b>Totals</b>	<b>13,904,604.24</b>



**Central Services Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<b><u>Description</u></b>	<b><u>Old Unit #</u></b>	<b><u>Dept #</u></b>	<b><u>Estimated Costs</u></b>
1 Forklift gas power 7K lbs	08-345	1104	45,000.00
<hr/>			
Total Approved Rolling Stock Capital			45,000.00

Approved by: 

Date: 6/26/2019



**Engineering Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Ford Explorer	00-707	2400	36,000.00
2 Vonarx Line Eradiacator	X741	2400	20,000.00
3 Forklift - TCM Model FG25T3	12-706	2400	20,000.00
4 F350 Paint Striping	07-720	2400	55,000.00
5 Thermoplastic Handliner	08-719	2400	61,500.00
6 Ford F-150	09-737	2400	40,000.00
7 Ford F-150	09-751	2400	40,000.00
<hr/>			
Total Approved Rolling Stock Capital			272,500.00

Approved by: 

Date: 6/26/2019



**Facilities Management Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Vermeer Bush Chipper	87-604	6106	55,000.00
2 Vermeer Bush Chipper	05-060	6106	55,000.00
3 Ford F350	99-895	6106	58,000.00
4 Ford F350 DSL	99-896	6106	58,000.00
5 Gaverly 60"	13-643	6106	10,000.00
6 Gaverly 60"	13-645	6106	10,000.00
7 Mower	11-875	6106	35,000.00
8 Mower	11-882	6106	35,000.00
9 Mower	11-885	6106	35,000.00
10 Ford F250	09-650	6106	45,000.00
11 Ford F250	08-664	6106	45,000.00
12 LAWN AERATOR MODEL UA82007	07-602	6106	20,000.00
13 FIELD GROOMER BROYHILL SPORT	07-634	6106	27,000.00
14 JD Tractor	05-649	6106	65,000.00
15 Ford F-150	06-362C	6114	40,000.00
16 Ford F-150	09-103	6114	40,000.00
17 Ford F-150	09-3930C	6114	40,000.00
<hr/> Total Approved Rolling Stock Capital			673,000.00

Approved by: 

Date: 6/26/2019



**Police Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Trackmaster Trailers	X998	2203	13,000.00
2 Trackmaster Trailers	X999	2203	13,000.00
3 Ford Explorer	14-093	2203	40,000.00
4 Ford Explorer	13-129	2203	40,000.00
5 Ford Explorer	14-043	2203	40,000.00
6 Ford Explorer	14-042	2203	40,000.00
7 Ford Explorer	08-096	2203	40,000.00
8 Sedan Ford Fusion	10-135	2206	29,940.90
9 Sedan Ford Fusion	07-981	2206	24,900.00
10 Mower 60" riding Gravely	03-917	2202	10,000.00
11 K9 Units (Grant Funded)	ADD	2203	60,000.00
12 Ford Explorer	13-129	2208	45,000.00
13 Ford Explorer	14-043	2208	45,000.00
14 Ford Explorer	14-042	2208	45,000.00
15 Ford Explorer	TBD	2208	45,000.00
16 Ford Explorer	TBD	2208	45,000.00
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Total Approved Rolling Stock Capital			575,840.90

Approved by: 

Date: 6/26/2019



**Fire Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

	<b>Description</b>	<b>Old Unit #</b>	<b>Dept #</b>	<b>Estimated Costs</b>
1	Sedan Ford Fusion	10-099	2301	27,000.00
2	Sedan Ford Fusion	08-080	2301	27,000.00
3	Gravelly 60 inch	08-889	2301	10,000.00
4	Gravelly 60 inch	ADD	2301	10,000.00
5	Gravelly 60 inch	ADD	2301	10,000.00
6	Gravelly 60 inch	ADD	2301	10,000.00
7	Gravelly 60 inch	ADD	2301	10,000.00
8	Gravelly 60 inch	ADD	2301	10,000.00
9	Firetruck Pumper Pierce Cont	04-001	2301	600,000.00
10	Firetruck Pumper Pierce Cont	04-003	2301	600,000.00
11	Ford F350 DSL	05-041	2301	55,000.00
12	Ford Explorer	13-002	2301	45,000.00
<hr/>				
	Total Approved Rolling Stock Capital			1,414,000.00

**Approved by:** *Daniel L. Brown*

**Date:** 6/26/2019



**Planning Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<b><u>Description</u></b>	<b><u>Old Unit #</u></b>	<b><u>Dept #</u></b>	<b><u>Estimated Costs</u></b>
1 Ford F-150	08-132	2100	40,000.00

**Approved by:** *Devin L. Brown*

**Date:** 6/26/2019





**Risk Management Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<b><u>Description</u></b>	<b><u>Old Unit #</u></b>	<b><u>Dept #</u></b>	<b><u>Estimated Costs</u></b>
1 Ford Explorer	06-101	1003	40,000.00
<hr/>			
Total Approved Rolling Stock Capital			40,000.00

Approved by: 

Date: 6/26/2019



**Technology & Communications Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

<b>Description</b>	<b>Old Unit #</b>	<b>Dept #</b>	<b>Estimated Costs</b>
1 Sedan Ford Fusion	06-503	1800	20,200.00
2 Ford Transit 1/2 Ton Cargo Van	07-114	1800	31,000.00
3 Ford Transit 1/2 Ton Cargo Van	04-353	1800	31,000.00
4 Ford Transit 1/2 Ton Cargo Van	01-105	1800	31,000.00
<b>Total Approved Rolling Stock Capital</b>			<b>113,200.00</b>

Approved by: *Devin L. Brown*

Date: **6/26/2019**



**Fleet Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

	<b><u>Description</u></b>	<b><u>Old Unit #</u></b>	<b><u>Dept #</u></b>	<b><u>Estimated Costs</u></b>
1	Ford F-550	07-171	65	65,000.00
2	Ford F-150	09-108	65	40,000.00
3	Ford F350 DSL	08-163	65	55,000.00
4	Ford F350 DSL	06-170	65	55,000.00
5	Transport Trailer	90-165	65	25,000.00
6	12 Passenger Van Ford Transit	08-302	65	45,000.00
7	Fire Pump Testing Trailer	ADD	65	99,857.00
<hr/> Total Approved Rolling Stock Capital				384,857.00

**Approved by:**                     *Denise L. Brown*                    

**Date:**           6/26/2019



**CAPITAL IMPROVEMENT PROJECT REQUEST**

Natural Gas Generators									
<b>PROJECT MANAGER:</b>	Fire Chief Cedric Scott						3/26/2019		
<b>DEPARTMENT/DIVISION:</b>	Fire Department								
<b>PRIORITY (if multiple requests) :</b>									
<b>DESCRIPTION/JUSTIFICATION:</b>	Generator Replacement for the 911 Tower								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	A positive impact of new generator to allow for consistent communication through tower usage. This backup generator would also allow the stations to remain operational at a lower cost.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	A negative impact of not having these generators would cause the department to limit the amount of citizens it can reach during disaster times.								
<b>FUNDING SOURCE</b>									
	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL	<b>PROJECT ESTIMATED</b>		
	64,000	47,950	56,500			168,450			
						0			
						0			
						0	Start Date	Completion Date	
<b>TOTAL</b>	64,000	47,950	56,500	0	0	168,450	08/01/19	12/1/22	
<b>PROJECT COSTS</b>									
	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total	Total Project Cost	Total Cost at end of FY19	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	Project Type:	Please Select	
							Account Number(s):	00.0000.0000	
<b>USE SECTION BELOW: Notes:</b>									
Recommended by: _____					Date: _____				
Approved by: <u>Demetrius Brown</u>					Date: _____				



### CAPITAL IMPROVEMENT PROJECT REQUEST

Thermal Imaging Cameras									
PROJECT MANAGER:	Fire Chief Cedric Scott						3/26/2019		
DEPARTMENT/DIVISION:	Fire Department								
PRIORITY (if multiple requests) :									
DESCRIPTION/JUSTIFICATION:	(15) Thermal Imaging Cameras - These thermal imaging cameras with data record backup allows for the Fire Department to adequately access a scene for citizens that may be trapped in a fire. 11 engines, 2 ladder trucks, and 2 Battalion Chief vehicles (3 per year)								
POSITIVE IMPACT ON SERVICES: (If approved)	These thermal imaging cameras sense body heat allowing firefighters to find people who may be trapped during a fire. It also serves as a backup documentation device that can be downloaded.								
NEGATIVE IMPACT ON SERVICES: (If not approved)	If the department does not have access to this type of equipment, we risk missing someone who may be trapped in an area not visible to the naked eye.								
<b>FUNDING SOURCE</b>									
	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL	<b>PROJECT ESTIMATED</b>		
	19,643	19,643	19,643	19,643	19,643	98,216			
						0			
						0			
						0	Start Date	Completion Date	
<b>TOTAL</b>	19,643	19,643	19,643	19,643	19,643	98,216	<b>08/01/19</b>	<b>12/1/24</b>	
<b>PROJECT COSTS</b>									
	<b>PROJECT BUDGET</b>								
PROJECT COMPONENTS	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total	Total Project Cost	Total Cost at end of FY19	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
DESCRIPTION:	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0			
							Account Number(s):	<b>00.0000.0000</b>	
USE SECTION BELOW: Notes: _____									
Recommended by: _____					Date: _____				
Approved by:					Date: _____				



## CAPITAL IMPROVEMENT PROJECT REQUEST

Commercial Washer & Dryer									
PROJECT MANAGER:	Fire Chief Cedric Scott					3/26/2019			
DEPARTMENT/DIVISION:	Fire Department								
PRIORITY (if multiple requests) :									
DESCRIPTION/JUSTIFICATION:	(1 sets) Continental G-Flex Series Commercial Washer Extractor & Dryer- This is a commercial washer with extractor and dryer that will be used to clean the firefighter's turnout gear.								
POSITIVE IMPACT ON SERVICES: (If approved)	This equipment is important to keep the amount of carcinogens down in the firefighter's turnout gear. One set will be at Station #1 and the other will be housed at Station #7. This will allow the crew to be able to properly wash and dry their gear.								
NEGATIVE IMPACT ON SERVICES: (If not approved)	A lack of this equipment will cause firefighters to resort to their own devices in cleaning their gear. Improper cleaning can cause damage to the suit warranting replacement. The replacement cost for a turnout suit is \$1,800.00 each.								
FUNDING SOURCE									
	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL	PROJECT ESTIMATED		
	8,400	16,877				25,277			
						0			
						0	Start Date	Completion Date	
						0			
<b>TOTAL</b>	8,400	16,877	0	0	0	25,277	08/01/19	10/1/20	
PROJECT COSTS									
PROJECT BUDGET									
PROJECT COMPONENTS	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total	Total Project Cost	Total Cost at end of FY19	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
ANNUAL OPERATING IMPACT (After completion of Project)							Additional Project Info.		
DESCRIPTION:	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total			
Personnel						0	OTHER:		
Operating/Maintenance						0			
Capital Outlay						0	Project Type:	Please Select	
<b>TOTAL</b>	0	0	0	0	0	0	Account Number(s):	00.0000.0000	
USE SECTION BELOW: <i>Notes:</i> _____									
Recommended by: _____					Date: _____				
Approved by:  _____					Date: _____				



## CAPITAL IMPROVEMENT PROJECT REQUEST

Title of Project									
PROJECT MANAGER:	Stacey Rowe / Don Gray								
DEPARTMENT/DIVISION:	Public Works								
PRIORITY (if multiple requests):									
DESCRIPTION/JUSTIFICATION:	New Employee Crew Quarters								
POSITIVE IMPACT ON SERVICES: (If approved)	New updated crew quarters with training room.								
NEGATIVE IMPACT ON SERVICES: (If not approved)									
<b>FUNDING SOURCE</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>TOTAL</b>	<b>PROJECT ESTIMATED</b>		
General Fund	750,000					750,000			
						0			
						0	Start Date	Completion Date	
						0			
<b>TOTAL</b>	750,000	0	0	0	0	750,000			
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY19</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>			
Personnel						0	<b>OTHER:</b>		
Operating/Maintenance						0	<b>Project Type:</b>	Please Select	
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	<b>Account Number(s):</b>	<b>00.0000.0000</b>	
<b>DO NOT USE SECTION BELOW: Notes:</b>									
Recommended by: _____						Date: _____			
Approved by:  _____						Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Title of Project									
PROJECT MANAGER:	Steven Carter								
DEPARTMENT/DIVISION:	Telecom								
PRIORITY (if multiple requests):									
DESCRIPTION/JUSTIFICATION:	Argus Replacement in Huts (2)								
POSITIVE IMPACT ON SERVICES: (If approved)									
NEGATIVE IMPACT ON SERVICES: (If not approved)									
<b>FUNDING SOURCE</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>TOTAL</b>	<b>PROJECT ESTIMATED</b>		
Telecom	50,000					50,000			
						0			
						0			
<b>TOTAL</b>	50,000	0	0	0	0	50,000	Start Date	Completion Date	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY20</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	Project Type:	Please Select	
							Account Number(s):	00.0000.0000	
<b>DO NOT USE SECTION BELOW: Notes:</b>									
Recommended by: _____						Date: _____			
Approved by:  _____						Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Title of Project									
PROJECT MANAGER:	Steven Carter								
DEPARTMENT/DIVISION:	Telecom								
PRIORITY (if multiple requests):									
DESCRIPTION/JUSTIFICATION:	Dynamic Host Configuration Protocol Server								
POSITIVE IMPACT ON SERVICES: (If approved)									
NEGATIVE IMPACT ON SERVICES: (If not approved)									
<b>FUNDING SOURCE</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>TOTAL</b>	<b>PROJECT ESTIMATED</b>		
Telecom	10,000					10,000			
						0			
						0	Start Date	Completion Date	
						0			
<b>TOTAL</b>	10,000	0	0	0	0	10,000			
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY20</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	0	0	0	0	0	0	0	0	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	<b>Project Type:</b>	Please Select	
							<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW: Notes:</b>									
Recommended by: _____						Date: _____			
Approved by:  _____						Date: _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Camera Systems Upgrade									
<b>PROJECT MANAGER:</b>	W. Nathaniel Norman								
<b>DEPARTMENT/DIVISION:</b>	License & Business Support/Marshal's (Investigations)								
<b>PRIORITY (if multiple requests):</b>									
<b>DESCRIPTION/JUSTIFICATION:</b>	This request is to upgrade the camera server and wiring to support IP cameras at the Utility Site on Lily Pond Rd. The current server had to be rebuilt in May of 2016, so its life expectancy is questionable. However, it will not work with the Entre system to control the gates, nor will it allow us the ability to connect with the 401 location in the event that either unit goes off line.								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>	It will allow the ability to open /close the gates and use the intercom, utilize tag readers, upgrade all cameras to IP cameras for better clarity, and create a backup system for the 401 Pine Avenue location. In addition, this upgrade is to standardize equipment.								
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>	The current server and some of the cameras does not provide a clear picture of the property, individuals, or vehicles upon the grounds. It has limited storage capabilities. The old server can fail leaving us exposed to unlawful entry and theft. We will not have the ability to operate the Entre System.								
<b>FUNDING SOURCE</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>TOTAL</b>	<b>PROJECT ESTIMATED</b>		
Exacq Vision EI- NVR	9,000					9,000			
EIEVIP01 Pro IP License	6,760					6,760			
EI-500020050" Rail Kit	100					100			
Labor	880					880	<b>Start Date</b>	<b>Completion Date</b>	
<b>TOTAL</b>	<b>16,740</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,740</b>	<b>08/01/19</b>	<b>12/20/19</b>	
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY19</b>	
Internal Costs						0	0		
External Costs						0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0	<b>Project Type:</b> Please Select		
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Account Number(s):</b>	<b>00.0000.0000</b>	
<b>DO NOT USE SECTION BELOW: Notes:</b> _____									
<b>Recommended by:</b> _____						<b>Date:</b> _____			
<b>Approved by:</b> _____						<b>Date:</b> _____			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Exhaust Extraction System 2nd Building									
PROJECT MANAGER:	Peter Bednar								
DEPARTMENT/DIVISION:	Fleet								
PRIORITY (if multiple requests):									
DESCRIPTION/JUSTIFICATION:	(4) Exhaust Extraction Systems in Heavy Duty second building								
POSITIVE IMPACT ON SERVICES: (If approved)									
NEGATIVE IMPACT ON SERVICES: (If not approved)									
FUNDING SOURCE	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL	PROJECT ESTIMATED		
						0			
						0			
						0	Start Date	Completion Date	
						0			
<b>TOTAL</b>	0	0	0	0	0	0			
PROJECT COSTS	PROJECT BUDGET								
PROJECT COMPONENTS	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total	Total Project Cost	Total Cost at end of FY19	
Internal Costs						0	0		
External Costs	20,000					20,000	20,000	20,000	
<b>Total</b>	20,000	0	0	0	0	20,000	20,000	20,000	
ANNUAL OPERATING IMPACT (After completion of Project)							Additional Project Info.		
DESCRIPTION:	FY 20	FY 21	FY 22	FY 23	FY 24	Five Year Total			
Personnel						0	<b>OTHER:</b>		
Operating/Maintenance						0	Project Type:	Please Select	
Capital Outlay						0	Account Number(s):	00.0000.0000	
<b>TOTAL</b>	0	0	0	0	0	0			
DO NOT USE SECTION BELOW: <i>Notes:</i>									
Recommended by:						Date:			
Approved by:						Date:			



## CAPITAL IMPROVEMENT PROJECT REQUEST

Fall Protection (Mobile Towers)									
<b>PROJECT MANAGER:</b>	Peter Bednar								
<b>DEPARTMENT/DIVISION:</b>	Fleet								
<b>PRIORITY (if multiple requests):</b>									
<b>DESCRIPTION/JUSTIFICATION:</b>	(2) Fall Protection mobile towers for Fire and Transit								
<b>POSITIVE IMPACT ON SERVICES: (If approved)</b>									
<b>NEGATIVE IMPACT ON SERVICES: (If not approved)</b>									
<b>FUNDING SOURCE</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>TOTAL</b>	<b>PROJECT ESTIMATED</b>		
						0	<b>Start Date</b>	<b>Completion Date</b>	
						0			
						0			
						0			
<b>TOTAL</b>	0	0	0	0	0	0			
<b>PROJECT COSTS</b>	<b>PROJECT BUDGET</b>								
<b>PROJECT COMPONENTS</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>Total Project Cost</b>	<b>Total Cost at end of FY19</b>	
Internal Costs						0	0		
External Costs	37,000					37,000	37,000	37,000	
<b>Total</b>	37,000	0	0	0	0	37,000	37,000	37,000	
<b>ANNUAL OPERATING IMPACT (After completion of Project)</b>							<b>Additional Project Info.</b>		
<b>DESCRIPTION:</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Five Year Total</b>	<b>OTHER:</b>		
Personnel						0			
Operating/Maintenance						0			
Capital Outlay						0			
<b>TOTAL</b>	0	0	0	0	0	0	<b>Project Type:</b>	Please Select	
							<b>Account Number(s):</b>	00.0000.0000	
<b>DO NOT USE SECTION BELOW: Notes:</b>									
<b>Recommended by:</b>						<b>Date:</b>			
<b>Approved by:</b>						<b>Date:</b>			



**Utility Investigations Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

	<b><u>Description</u></b>	<b><u>Old Unit #</u></b>	<b><u>Dept #</u></b>	<b><u>Estimated Costs</u></b>
1	Ford Explorer	12-350	4825	35,000.00
2	Ford Explorer	12-351	4825	35,000.00
<hr/>				
	Total Approved Rolling Stock Capital			70,000.00

Approved by: 

Date: 6/27/2018



**HDD Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Backhoe	07-086	4840	90,000.00
2 Ford F-150	07-031	4840	40,000.00
3 Ford F350 DSL	08-061	4840	55,000.00
Ford F250	11-076	4840	55,000.00
Ditch Witch	05-097	4840	90,000.00
Trailer DBL Reel Pipe	06-071	4840	10,000.00
Direction Drill JT20A Trac	06-059	4840	120,000.00
Freighliner M2	05-407	4840	95,000.00
Jet Trac Boring w/Trailer	06-056	4840	520,000.00
Mudd Vacuum Machine	05-053	4840	35,000.00
<hr/> Total Approved Rolling Stock Capital			1,110,000.00

**Approved by:** *Denise L. Brown*

**Date:** 6/26/2019



**Vegetation Management Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

<b>Description</b>	<b>Old Unit #</b>	<b>Dept #</b>	<b>Estimated Costs</b>
1 Bucket Truck	07-392	4860	195,000.00
2 Bucket Truck	04-020	4860	195,000.00
3 Tree Chipper Truck	ADD	4860	140,000.00
4 UTV Sprayer	ADD	4860	10,000.00
5 Herbicide Sprayer Truck	ADD	4860	68,000.00
<hr/>			
Total Approved Rolling Stock Capital			608,000.00

Approved by: 

Date: 6/26/2019



**Customer Service Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<b><u>Description</u></b>	<b><u>Old Unit #</u></b>	<b><u>Dept #</u></b>	<b><u>Estimated Costs</u></b>
1 Ford F-150	11-193	4870	35,000.00
<hr/>			
Total Approved Rolling Stock Capital			35,000.00

Approved by 

Date: 6/26/2019



**Solid Waste Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 15 Passenger Van	10-228	3905	30,163.00
2 Ford F-150	07-233	3903	40,000.00
3 Ford F-150	06-237	3903	40,000.00
4 Ford F-150	07-234	3903	40,000.00
5 Ford F-150	07-239	3903	40,000.00
6 Ford F-150	08-202	3903	40,000.00
7 Ford E350 15.4L V8	06-236	3903	58,000.00
8 Ford E350 15.4L V8	ADD	3903	58,000.00
9 Truck Unloader	08-235A	3903	20,000.00
10 Rear Loader	07-226	3903	105,000.00
11 Truck Unloader	06-229A	3903	20,000.00
12 Peterbilt	06-251	3903	200,000.00
13 Peterbilt	07-288	3903	200,000.00
14 International 7300	08-235	3903	95,000.00
15 Ford F-150	07-263	3905	40,000.00
<hr/> Total Approved Rolling Stock Capital			1,026,163.00

**Approved by:** 

**Date:** 6/26/2019



**Sewer Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Ford F-150	09-415	3600	40,000.00
2 Ford F-150	09-432	3600	40,000.00
3 Freightliner	06-447	3408	150,000.00
4 Freightliner	99-495	3408	150,000.00
5 Front Loader	07-437	3408	215,000.00
6 Ford F-150	11-418	3408	40,000.00
7 Ford F-150	09-404	3600	40,000.00
8 Godwin CD150M 6" Pump 4.5L JD	97-413	3408	38,000.00
9 DORSEY MODEL 24/26.5DAT	96-480	3200	55,000.00
10 DORSEY MODEL 24/26.5DAT	97-483	3200	55,000.00
11 Freighliner M2	08-493	3200	328,000.00
12 Freighliner M2	06-454	3200	120,000.00
<b>Total Approved Rolling Stock Capital</b>			<b>1,271,000.00</b>

**Approved by:** *Denise L. Brown*

**Date:** **6/26/2019**





**Water Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Ford F-350 Dually	08-217	4420	58,000.00
2 Ford F-350 Dually	08-225	4420	58,000.00
3 Ford F-350 Dually	08-224	4420	58,000.00
4 Ford F-350 Dually	08-220	4420	58,000.00
5 Ford F-350 Dually	08-230	4420	58,000.00
6 Boom Truck	06-223	4420	60,000.00
7 Freighliner M2	09-207	4420	150,000.00
8 Freighliner M2	10-414	4420	150,000.00
9 Trailer	04-257	4420	10,000.00
<hr/>			
Total Approved Rolling Stock Capital			660,000.00

Approved by: *Devin L. Brown*

Date: 6/26/2019



**Gas Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

	<b><u>Description</u></b>	<b><u>Old Unit #</u></b>	<b><u>Dept #</u></b>	<b><u>Estimated Costs</u></b>
1	Ford F-150	08-170	4520	40,000.00
2	Ditch Witch	94-091	4520	90,000.00
3	Compressor Rand 185	96-103	4520	55,000.00
4	Ditch Witch	94-106	4520	90,000.00
5	Ford F-550	07-156	4520	100,000.00
6	Ford F-550	07-158	4520	100,000.00
<hr/> <b>Total Approved Rolling Stock Capital</b>				<b>475,000.00</b>

**Approved by:** *Demetrius L. Brown*

**Date:** **6/26/2019**



**Light Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<b>Description</b>	<b>Old Unit #</b>	<b>Dept #</b>	<b>Estimated Costs</b>
1 Generator Whisper Watt 1994	94-262	4620	47,000.00
2 Ford F-150	13-032	4620	40,000.00
3 Dump Truck	94-035	4620	182,700.00
4 Trailer TSE Reel	72-067	4620	45,000.00
5 Trailer Altec Pole	96-072	4620	45,000.00
6 Trailer Anderson 2010	10-095T	4620	44,000.00
7 Bucket Truck	06-026	4620	312,000.00
8 Ford F-250	11-075	4620	45,000.00
9 Ford F-150	09-003	4620	40,000.00
10 Ford F-150	09-016C	4620	40,000.00
11 Trailer	03-422	4620	32,500.00
12 Pulling Rig	03-066	4620	32,500.00
13 Ditch Witch	03-083	4620	90,000.00
14 Ditch Witch Boring System	08-092	4620	349,555.00
<hr/> Total Approved Rolling Stock Capital			1,345,255.00

**Approved by:**                     *Daniel L. Brown*                    

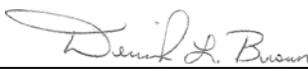
**Date:**           6/26/2019





**Airport Department  
Rolling Stock Budget FY 2020  
Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Ford Explorer	03-163	7003	27,800.00
2 Ford F350 DSL	06-192	7003	34,690.00
3 Emergency One, Titan 3.V92T	92-197	7003	650,000.00
4 Tractor	04-195	7003	120,000.00
5 Backhoe	03-193	7003	82,000.00
6 Mower 60" riding Gravely	06-199	7003	10,000.00
7 Sweeper Truck Mounted w/ truck	03-183 & 03-183A	7003	155,000.00
<hr/> Total Approved Rolling Stock Capital			1,079,490.00

**Approved by:** 

**Date:** 6/27/2019



**Transit Department**  
**Rolling Stock Budget FY 2020**  
**Provided 7/03/19**

<u>Description</u>	<u>Old Unit #</u>	<u>Dept #</u>	<u>Estimated Costs</u>
1 Sedan Ford Fusion	10-825	7703	25,409.67
2 Sedan Ford Fusion	10-828	7703	25,409.67
<hr/>			
Total Approved Rolling Stock Capital			50,819.34

**Approved by:** *David L. Brown*

**Date:** 6/26/2019



## SPLOST Funds



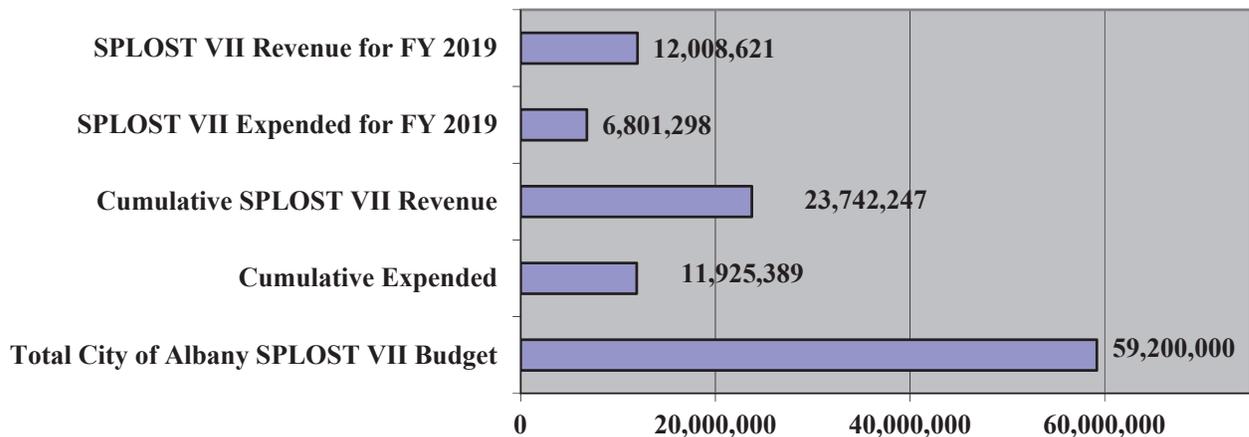
**SPECIAL PURPOSE LOCAL OPTION SALES TAX VII PROJECTS**

In November 2016, Dougherty County voters approved the SPLOST (Special Purpose Local Option Sales Tax) VII referendum that allowed for the continuation of a one-cent sales tax to fund a diverse list of community projects.

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

1.	Roadway, Traffic, Sidewalk & Bridge	24,080,000
2.	Underground Utility & Street Light Upgrades	6,000,000
3.	Information Technology Upgrades	5,895,000
4.	Sanitary & Storm Drainage	5,850,000
5.	P25 Radio Project	4,600,000
6.	Recreation Improvements	3,900,000
7.	Transportation Center	2,500,000
8.	New General Aviation Terminal Building	2,300,000
9.	Pool Improvements	1,400,000
10.	Fire Station Relocation	1,250,000
11.	Chehaw Park Improvements	1,000,000
12.	Thornateeska Heritage Center Improvements	425,000

The information below exhibits how much of these funds have been expended as of June 30, 2019:



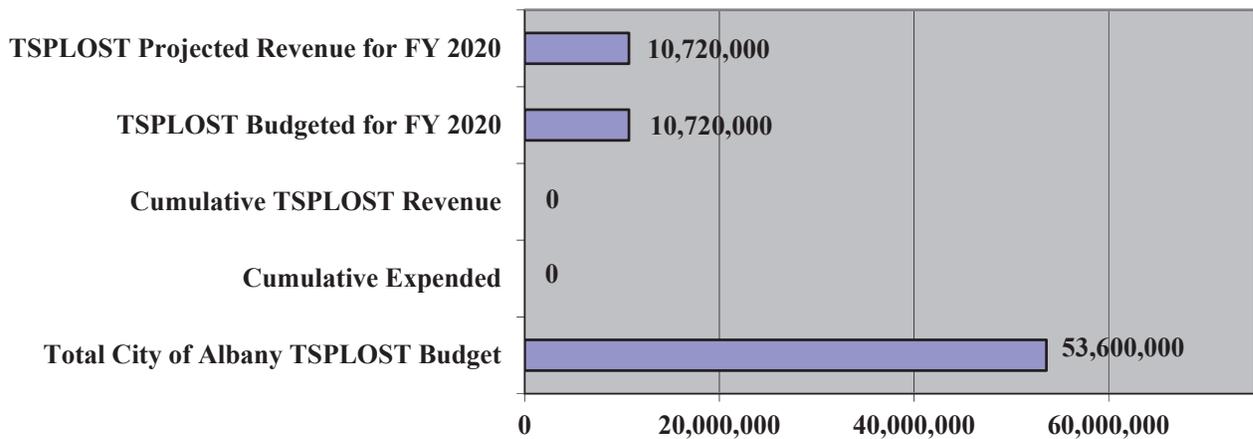
**TRANSPORTATION SPECIAL PURPOSE  
LOCAL OPTION SALES TAX PROJECTS**

In March 2019, Dougherty County voters approved the TSPLOST (Transportation Special Purpose Local Option Sales Tax) referendum that allowed for the addition of a one-cent sales tax to fund a diverse list of community projects.

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

1.	Roadway Improvements	20,949,000
2.	Sidewalk Installation	5,000,000
3.	Alley Paving	5,000,000
4.	Multi-Purpose Trails	4,200,000
5.	Airport Improvements	3,500,000
6.	Street Paving-Unpaved Streets	700,000
7.	Railroad Crossing Improvements	265,000
8.	Intersection Improvements	5,000,000
9.	Roadway Widening	2,250,000
10.	Traffic Calming Devices	500,000
11.	Traffic Signals & Pedestrian Upgrades	4,686,000
12.	Traffic Control Center Upgrades	550,000
13.	Downtown Sidewalk Improvements	1,000,000

The information below exhibits how much of these funds have been allocated for June 30, 2020:





# Sponsored Operations (Grants)

**SUMMARY OF SPONSORED OPERATIONS**

*DESCRIPTION*

The Grants Fund is a special revenue fund that provides for the administrative accounting of funds received from State and Federal sources for some entitlement programs and discretionary projects. The Grants Fund consists of Federal, State and local funding. Local funding includes contracts for reimbursed services, which are considered sponsored operations. The 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 some grant projects do not lapse at the end of each fiscal year, but remain in force for the life of the grant by means of re-appropriations contained in this budget unit.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
Planning	223,755	288,536	649,585
APD	7,253	113,837	178,857
AFD	42,020	28,820	0
Engineering	0	0	0
<b>TOTAL</b>	<b>273,028</b>	<b>431,193</b>	<b>828,442</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

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**GRANT SYNOPSIS**

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**PL Grant (Planning)**

The Metropolitan Transportation Planning Services contract (or PL Grant) is an agreement between the City of Albany's Planning & Development Services department, the Georgia Department of Transportation (GDOT) and the U. S. Department of Transportation (DOT) to provide cooperative, comprehensive, and continuing transportation planning in carrying out the provisions of the Intermodal Surface Transportation Efficiency Act of 1991. The Federal government reimburses the City for work done according to the agreement at 80%. The City of Albany provides 20% of the funding for projects outlined in the agreement.

**FTA Grant (Transit)**

The City of Albany's Planning & Development Services department has entered into an agreement with the Georgia Department of Transportation (GDOT) and the Federal Transit Administration (FTA) to assist in transportation planning that has a profound impact upon the development of the total organized transportation services in the State of Georgia. Both state and federal governments reimburse the City for work done according to the agreement- 80% federal and 10% state. The City of Albany provides 10% of the funding for assisting these two entities in transportation planning.

**BVP (APD & Airport)**

The Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique U. S. Department of Justice initiative designed to provide bullet proof vests to state and local law enforcement. Jurisdictions have participated in the BVP Program, with \$277 million in federal funds committed to support the purchase of an estimated 800,000 vests.

**JAG Grants (APD)**

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

**GEMA Bomb Dog (APD)**

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

**Brownfields Assessment and Cleanup Cooperative Agreements (Planning)**

This award is to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities for Brownfield sites in the Albany former rail corridor. The project will consist of Phase I and Phase II Environmental Site Assessments, cleanup, reuse, planning for the priority sites, and community engagement within the former rail corridor.

**SUMMARY OF SPONSORED OPERATIONS REVENUE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ADOPTED 2019/2020</b>
<b>2702</b>		
5806	PL Grant	218,156
5807	Sect #8 FTA Grant	69,201
5991	Local Grant Match (City's match for PL and FTA)	62,228
5819.48	Bullet ProofVest	16,665
5010A271007	JAG Grants	159,192
5919.70A280704	GEMA Bomb Dog	3,000
5821.2810	Brownfield Assessment	300,000
	<b>Total</b>	<b>828,442</b>

**SUMMARY OF SPONSORED OPERATIONS EXPENSES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ADOPTED 2019/2020</b>
2741	PL Grant	272,695
2742	Sect #8 FTA Grant	76,890
2748	Bullet ProofVest	16,665
2710	JAG Grants	159,192
2807	GEMA Bomb Dog	3,000
2810	Brownfield Assessment	300,000
	<b>Total</b>	<b>828,442</b>



# Fleet Fund

**FLEET MANAGEMENT**

*SUMMARY*

The primary function of the Fleet Management Department is to provide high quality specifications for all vehicle and equipment purchases and assure the safety and serviceability of over 1,300 vehicles and equipment to support City operational efforts in a cost-effective manner. Fleet responsibilities include: preparing a variety of reports, processing invoices, monitoring compliance with vendor contracts associated with fleet maintenance, inspecting and generating specifications for new vehicles, evaluating vehicle usage, scheduling and performing preventive maintenance and repairs to all city vehicles. Duties also include stocking and maintaining the fuel management system which consists of three sites that deliver several thousands of gallons of fuel monthly and tracks our preventive maintenance; maintaining a motor pool of vehicles for use by other departments or divisions; and responding to emergency situations twenty-four hours a day.

**STRATEGIC PRIORITIES (SP)**

SP V: Effective and Excellent Service Delivery

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

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

**PERFORMANCE MEASURES (PM)**

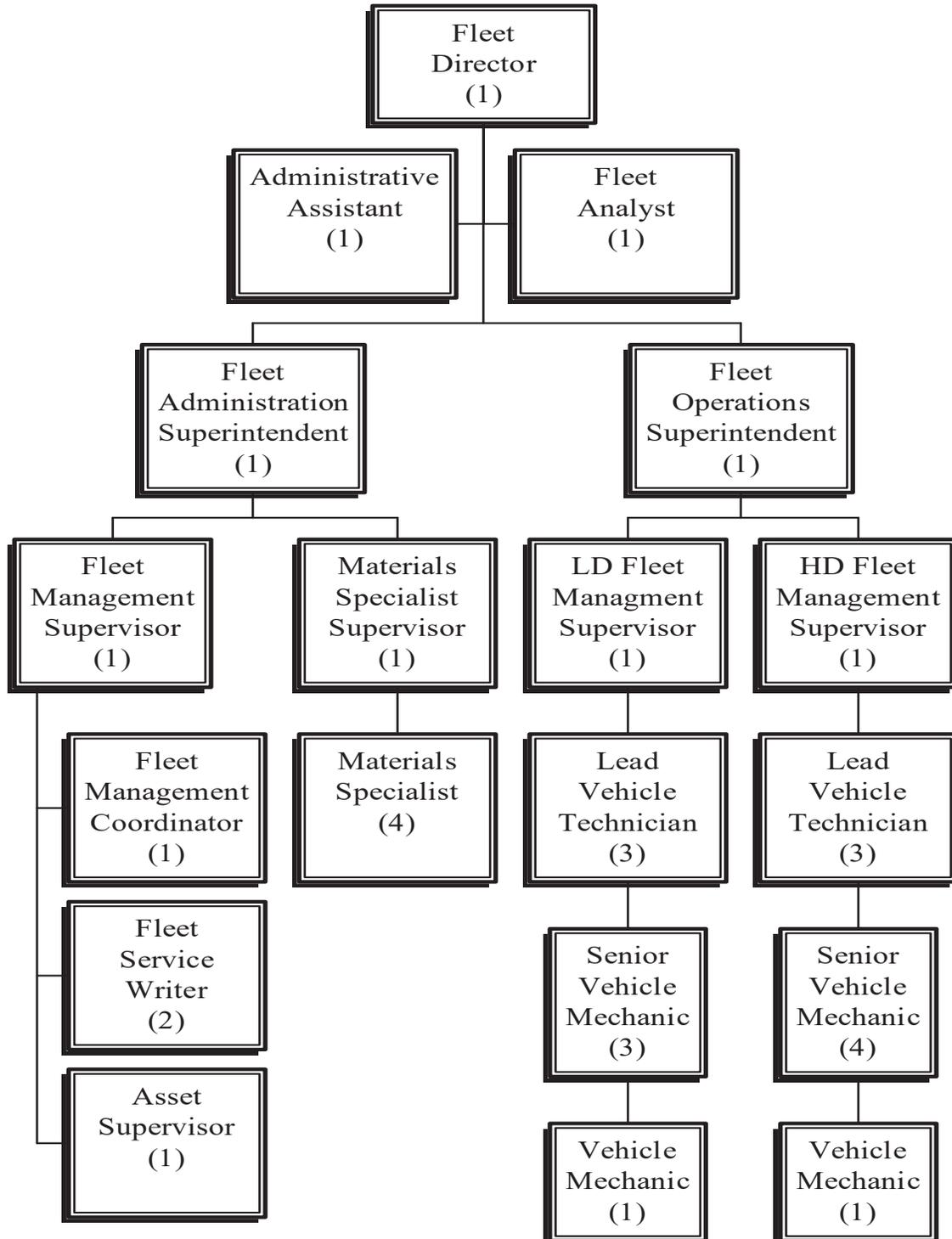
<b>Measures</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
SP V, G&O 2, PM 1: Direct Labor %	N/A	58%	72%
SP V, G&O 2, PM 2: % "On-Time" Preventative Maintenance	N/A	74%	80%
SP V, G&O 2, PM 3: Average Competitor's Rates are:			
- Light Duty	N/A	\$110	\$110
- Heavy Duty	N/A	\$130	\$130
- Road Service Call	N/A	\$141	\$141

**Note:** Fleet's flat hourly rate is \$75/hour

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



## Fleet Management



**FLEET MANAGEMENT**

*SUMMARY*

The primary function of the Fleet Management Department is to provide high quality specifications for all vehicle and equipment purchases and assure the safety and serviceability of over 1,300 vehicles and equipment to support City operational efforts in a cost-effective manner. Fleet responsibilities include: preparing a variety of reports, processing invoices, monitoring compliance with vendor contracts associated with fleet maintenance, inspecting and generating specifications for new vehicles, evaluating vehicle usage, scheduling and performing preventive maintenance and repairs to all city vehicles. Duties also include stocking and maintaining the fuel management system which consists of three sites that deliver several thousands of gallons of fuel monthly and tracks our preventive maintenance; maintaining a motor pool of vehicles for use by other departments or divisions; and responding to emergency situations twenty-four hours a day.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>
REVENUES	2,336,835	2,163,156	2,654,055
<b>TOTAL REVENUES</b>	<b>2,336,835</b>	<b>2,163,156</b>	<b>2,654,055</b>
PERSONNEL SERVICES	2,466,655	1,761,812	1,829,713
OPERATING EXPENSE	160,469	306,344	705,958
DEPRECIATION EXPENSE	103,806	95,000	118,384
<b>TOTAL EXPENSES</b>	<b>2,730,930</b>	<b>2,163,156</b>	<b>2,654,055</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>-394,095</b>	<b>0</b>	<b>0</b>
<b>TRANSFER IN</b>	<b>394,096</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>30</b>	<b>30</b>	<b>32</b>
<b>Capital Purchases</b>			<b>450,048</b>

**Class Title**

Vehicle Service Technician	0	0	0
Vehicle Mechanic	2	2	2
Vehicle Mechanic, Senior	7	7	7
Vehicle Mechanic, Master	0	0	0
Lead Vehicle Technician (Grade 8)	6	6	6
Preventive Maint Supervisor	0	0	0
Administrative Specialist	0	0	0
Administrative Assistant	1	1	1
Fleet Management Director	1	1	1
Fleet Maintenance Supervisor	3	3	3
Fleet Management Supt.	1	1	2
Asset Supervisor	1	1	1
Senior Accounting Analyst	1	1	1
Fleet Service Writer	1	1	2
Materials Specialist	4	4	4
Materials Specialist Supervisor	1	1	1
Fleet Management Coordinator	1	1	1
<b>TOTAL</b>	<b>30</b>	<b>30</b>	<b>32</b>

**FLEET MANAGEMENT**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2017/2018</b>	<b>ADOPTED 2018/2019</b>	<b>ADOPTED 2019/2020</b>	<b>VARIANCE + / (-)</b>
<b>65</b>					
7110	Regular Wages	1,043,023	1,115,808	1,178,715	62,907
7120	Overtime	36,357	25,000	44,000	19,000
7130	Part Time	0	62,100	65,707	3,607
7210	W/C Insurance	34,884	40,533	48,574	8,041
7230	Uniforms	5,857	22,500	21,166	-1,334
7260	FICA Matching	70,626	92,022	98,564	6,542
7270	Pension Matching	1,119,435	121,623	141,446	19,823
7280	Insurance Matching	149,102	273,226	222,541	-50,685
7290	Contribution Matching	7,372	9,000	9,000	0
7510	Professional Services	3,563	4,800	3,600	-1,200
7550	Communications	7,621	12,000	9,148	-2,852
7600	Travel	16,439	20,000	20,000	0
7610	Auto Allowance	4,250	5,000	5,000	0
7630	Train/Cont.Education	2,602	35,000	35,000	0
7700	Risk Allocation	12,842	20,356	20,223	-133
7860	Maint: Building	5,123	0	540	540
7870	Maint: Motor Equip	8,684	22,000	33,000	11,000
7880	Maint: Mach/Imp/Tools	33,229	90,088	160,864	70,776
7900	Utilities	41,871	50,000	55,000	5,000
7990	Dues and Fees	758	6,000	3,050	-2,950
8010	Supplies	12,930	15,000	17,000	2,000
8016	Small Equip	5,517	20,000	129,659	109,659
8017	Printining (Not Std Form)	210	0	0	0
8110	Gasoline	4,813	5,300	5,984	684
8150	Food	18	800	3,000	2,200
8900	Depreciation	103,806	95,000	118,384	23,384
8951	Indirect Cost	0	0	204,890	204,890
	<b>Total</b>	<b>2,730,930</b>	<b>2,163,156</b>	<b>2,654,055</b>	<b>490,899</b>





# Appendix



## ANNUAL BUDGET GLOSSARY OF TERMS USED IN THIS BUDGET

The following is an abbreviated list of the specialized governmental budgeting and accounting terms used in this budget.

**ACCOUNT NUMBER** – A line item code defining an appropriation.

**ACCRUAL ACCOUNTING** – a basis of accounting in which revenues are recognized in the accounting period in which they are earned and expenses are recognized in the period in which they occur.

**AD VALOREM TAXES** – Commonly referred to as property taxes. Real and personal property are levied on annually according to the property's valuation and tax rate.

**AMORTIZATION** – The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

**APD** – Albany Police Department

**APPROPRIATION** – A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

**APPROPRIATION ORDINANCE** – The formal budgetary document enacted by the legislative body, which contains all approved appropriations for the fiscal year.

**ARRA** – The American Recovery and Reinvestment Act of 2009 is a direct response to the economic crisis. The recovery Act has three immediate goals: 1) Create jobs and save existing ones, 2) Spur economic activity and invest in long-term growth, 3) Foster unprecedented levels of accountability and transparency in government spending.

**ASSESSED VALUATION** – A valuation set upon real estate or other property by a government as a basis for levying taxes.

**BALANCED BUDGET** – A budget in which the estimated current expenditures are equal to or less than the estimated current revenues.

**BASE BUDGET** – The base budget consists of personal services only. Price and quantity changes are reflected in the base budget but only to the extent that they are in support of personal services. Program and/or capital improvements are not included in the base budget.

**BASIS OF BUDGETING** – A system used by an individual government to determine when budgetary revenues have been realized and when budgetary expenditures have been incurred.

**BOND** – A written promise to pay a specified sum of money, called the per value or principal, at a specified date or dates in the future, together with periodic interest at a specified rate.

**BONDED DEBT** – That portion of indebtedness represented by outstanding bonds.

**BUDGET** – A service plan for a given period embodying estimated expenditures for providing services and the proposed means of financing them. A balanced budget limits expenditures to available resources.

**BUDGET ADJUSTMENT** – A revision to the adopted budget that occurs during the affected fiscal year as approved by the Board of Commissioners via an amendment or a transfer.

**BUDGET CALENDAR** – The schedule of key dates that a government follows in the preparation and adoption of its budget.

**BUDGET MESSAGE** – A general discussion of the proposed budget as presented in writing by the budget making authority to the legislative body.

**BUDGETARY BASIS** – This refers to the basis of budgeting used to estimate financing sources and uses in the budget.

**BUDGETARY CONTROL** – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

**CAD 911** – Computer Aided Dispatch 911-call handling.

**CAFR** – Comprehensive Annual Financial Report

**CAPITAL IMPROVEMENTS/ASSETS** – Construction, renovation, physical improvement projects, vehicles or tangible items such as tools, desks, machinery and equipment costing more than \$5000 each and having a use-life of more than one year.

**CDBG** – Community Development Block Grant

**CIP** – Capital Improvement Program

**COLA** – Cost of Living Adjustment

**COMBINED SEWER OVERFLOW PROJECT (CSO)** – A \$38 million project mandated by the state and federal governments requiring Albany to separate its storm drainage and sanitary sewer systems.

**COMPLEXITY OF WORK PROCESS/ACTIVITIES** – Measures of levels of difficulty associated with work process or activities.

**CONTINGENCY** – Those funds included in the base budget for the purpose of providing a means to cover minor unexpected costs during the budget year.

**DEBT** – An obligation resulting from the borrowing of money or from the purchase of goods and services over a period of time. Debts of government include bonds, time warrants, notes, and floating debts.

- A. **General Obligation Debt** is secured by the pledge of the issuer's full faith, credit, and taxing power.
- B. **A Revenue Debt** is a bond, debt, or obligation for which principal and interest are payable exclusively for the earnings of a government enterprise. This term can refer more broadly to any state or local government debt that is not a general obligation.

**DEBT LIMIT** – The maximum amount of debt that a municipality is permitted by law to incur – also known as “Debt Ceiling.”

**DEBT SERVICE** – Payment of principal and interest to lenders or creditors on outstanding debt.

**DEFICIT** – The excess of an entity’s liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

**DEPRECIATION** – Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**EFFECTIVENESS** – Depicts the degree to which performance objectives are being achieved or otherwise reflects the quality of local government performance.

**EFFICIENCY** – Reflects the relationship between work performed and the resources required to perform it; Compares outputs to input.

**ENCUMBRANCE** – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

**ENTERPRISE FUND** – Enterprise funds are used "to account for operations that are financed and operated in a manner similar to private business enterprises . . . where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed primarily through user charges". Services accounted for in enterprise funds are tangible, and it is possible to determine the extent to which they benefit individual service consumers.

**ENTITLEMENT** – The amount of payment to which a state or local government is entitled as determined by the federal government.

**EQUITY AND AVAILABILITY OF SERVICE TO USERS** – Measures referring to fair or equitable distribution of service in different locations or populations.

**ERU** – Equivalent Residential Unit

**EXPENDITURES** – Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service, and capital outlays.

**EXPENSES** – Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**EXTERNAL CUSTOMER SATISFACTION** – measures of quality from external sources.

**FINANCIAL INDICATORS** – Comparison of planned vs. actual expenditures, cost, obligations, receipts, allocations or losses.

**FISCAL YEAR** –The twelve month period to which the annual operating budget applies and at the end of which the city government determines its financial position and the results of its operations.

In Albany, the fiscal year runs from July 1 to June 30 of the following year.

**FIXED ASSETS** – Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery, and equipment.

**FUND** – Governmental accounting systems are organized and operated on a fund basis. A fund is an independent financial and accounting entity. It has a balanced set of accounts and records, cash and other resources together with all related liabilities and residual equities or balances which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Though funds are independent entities within the financial records of a government, there need not be physical segregation of assets.

**FUND ACCOUNTS** – All accounts necessary to set forth the financial position and results of operations of a fund

**FUND BALANCE** – This is the unencumbered balances of appropriation from the prior fiscal year.

**GASB** – Governmental Accounting Standards Board.

**GENERAL FUND** – The General Fund provides general-purpose governmental services such as Police, Fire, and Street Maintenance. This fund accounts for the revenues and activities not required

by law or administrative decision to be accounted for in a special fund. Ordinarily, the General Fund has a great variety of revenues and is used to finance many more activities than any other fund.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)** – The accounting rules and procedures adopted by the accounting profession to facilitate uniformity in preparing financial statements.

**GENERAL REVENUE** – The revenue of a government other than those derived from and retained in an enterprise. If a portion of the net income in an Enterprise Fund is contributed to another non-enterprise fund, such as the General Fund, the amount transferred constitutes general revenue to the government.

**GFOA** – Georgia Finance Officers Association.

**GIRMA** – Georgia Interlocal Risk Management Agency.

**GMA** – Georgia Municipal Association.

**GOALS** – A longer-term broader statement of intent.

**GOHS** – Governor’s Office of Highway Safety

**INTERNAL MEASURES OF QUALITY OF PRODUCT SERVICES** – Measures of quality from internal sources.

**INVESTMENTS** – Securities and real estate held for production of revenue in the form of interest, dividend, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**JOB FAMILY** – Occupational categories that group together positions that have certain common characteristics. Treatment of groups of jobs in this manner provides a more concise and accurate method of evaluating individual jobs.

**LEVY** – To impose taxes, special assessments of service charges for the support of governmental activities.

**LONG-TERM DEBT** – Debt with a maturity of more than one year after the date of issuance.

**MSA** – Metropolitan Statistical Area

**MISSION** – The reason or purpose for the organizational unit’s existence.

**MODIFIED ACCRUAL ACCOUNTING** – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due..

**NET INCOME** – Proprietary fund in excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, non-operating expenses and operating transfers-out.

**OBJECTIVES** – The specified end result expected and can include the time at which it will be achieved.

**OMB** – Office of Management and Budget.

**OPERATING EXPENSES** – Proprietary fund expenses that are directly related to the fund's primary service activities.

**OPERATING INCOME** – The excess of proprietary fund operating revenues over operating expenses.

**OPERATING RATIOS** – Efficiency measures such as cost per unit, productivity measures and ratios of direct to indirect cost.

**OPERATING REVENUES** – Proprietary fund revenues that are directly related to the fund's primary service activities. They consist primarily of user charges for services.

**OUTCOMES OF PRODUCT OR SERVICE** – Direct results achieved through the provision of goods and services by the City.

**OUTPUTS OR FINAL PRODUCTS** – Products or services produced, distributed or provided to clients.

**PENSION TRUST FUND** – The trust fund used to account for public employee retirement systems. Pension trust funds are accounted for in essentially the same manner as proprietary funds, but with an important expanded emphasis on required fund balance reserves.

**PERFORMANCE INDICATORS** – A particular value or characteristic used to measure efficiency or effectiveness.

**PERFORMANCE MEASUREMENT** – The regular collection and reporting of a range of data useful in the management and operation of programs.

**PROGRAM BUDGET** – A budget wherein expenditures are based primarily on programs of work and secondarily on character and object class.

**REVENUES** – The income attributable to a designated fiscal accounting period that will affect the balance (surplus) or deficit resulting from the operations of that period.

**SAIP** – Self-Administered Insurance Program

**SINKING FUND** – Schedule of annual payments required on General Obligation Bonds Payable. Principal and interest are payable from an ad valorem tax upon all property of the City.

**SPLOST VI** – Special Local Option Sales Tax, the sixth implementation of a one percent sales tax for special projects to help build and maintain the City's infrastructure.

**TAD – Tax Allocation District**

**TAX DIGEST** – The total assessed value of all real estate property, motor vehicles, mobile homes, timber and heavy-duty equipment in the city of Albany, Georgia.

**TAX LEVY ORDINANCE** – An ordinance by means of which taxes are levied.

**TAX RATE LIMIT** – The maximum rate at which a government may levy a tax. Overall tax rate limits usually restrict levies for all purposes and of all governments, state or local, having jurisdiction in a given area.

**TAXES** – Compulsory charges levied by a government for the purpose of financing services performed for a common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

**TIMELINESS OF PRODUCT OR SERVICE** – Measures of timeliness, which may be based on specific standards or past trends.

**UNIFORM CHART OF ACCOUNTS** – State mandated financial reporting format for governments.

**WG&L** – Water, Gas and Light

**WORK/ACTIVITY LEVEL** – Work measure that assesses intermediate steps in producing outputs.

**WORKLOAD** – The amount of work compared to capability.