



# Annual Budget

Fiscal Year 2018





**CITY OF ALBANY  
ANNUAL BUDGET  
For The  
Fiscal Year  
Ending June 30, 2018**

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Albany  
Georgia**

For the Fiscal Year Beginning

**July 1, 2016**

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)

BJ FLETCHER – WARD III

ROBERT LANGSTAFF, JR – WARD V

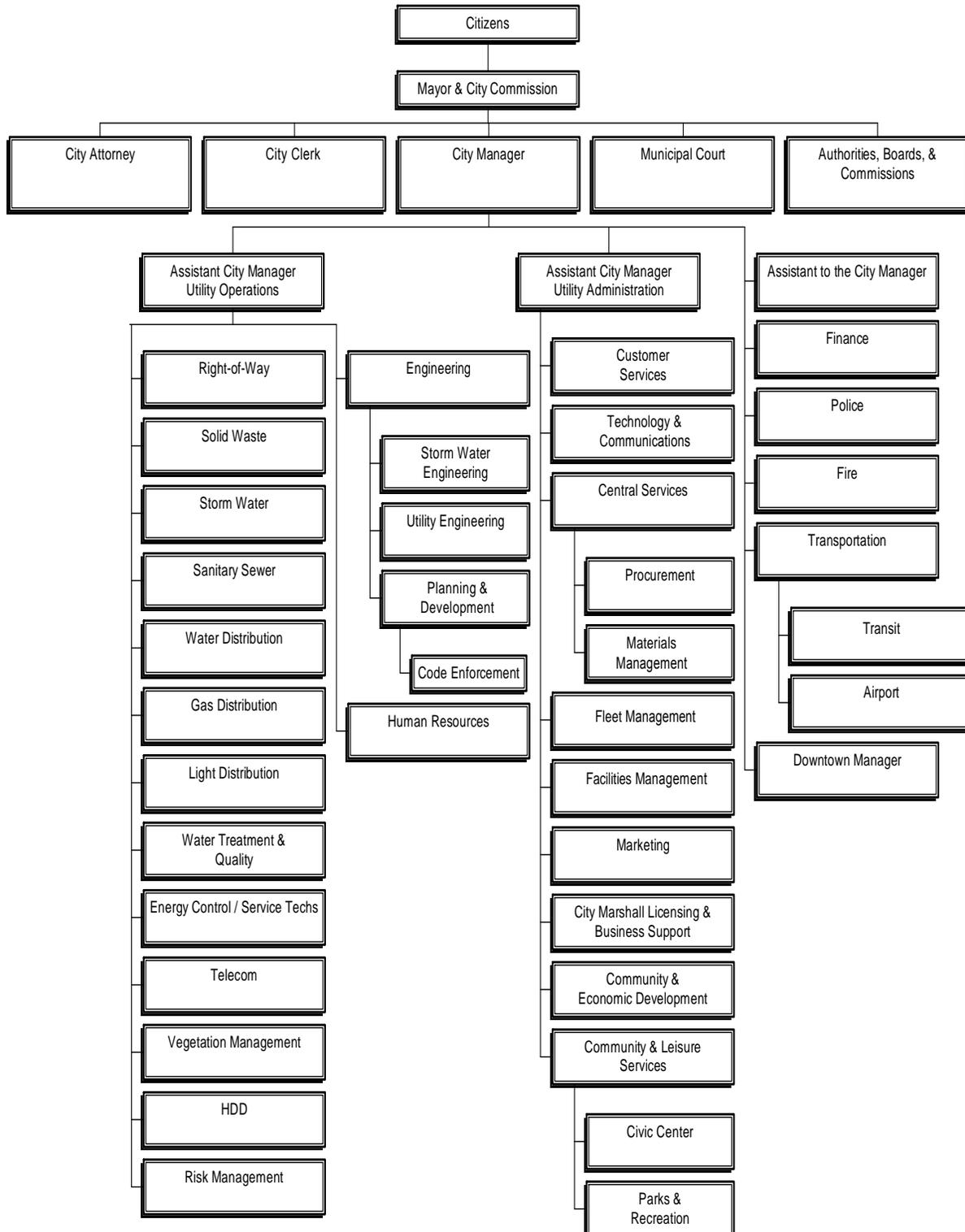
JON HOWARD – WARD I

BOBBY COLEMAN – WARD II

TOMMIE POSTELL – WARD VI

ROGER MARIETTA – WARD IV (MAYOR PRO TEM)

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



# 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  
Vacant – 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 and Code Enforcement  
Michael Persley - Police Chief  
Ron Rowe - Fire Chief  
Shelena Hawkins - Director of Community & Economic Development  
Kenneth Maples - Managing Director of Engineering and Planning  
Richard Bramlett - Director of Utility Operations  
Joel Holmes - Director of Community and Leisure Services  
David Hamilton - Director of Transportation  
Jimmy Norman - Director of Utility Operations  
Donald Gray - Director of Facilities Management  
Nathaniel Norman - Director/Marshall of License and Business Support  
Veronica Wright - Director of Risk Management  
Mary Ann Petty - Director of Administrative Services  
Latoya Cutts - 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. Since 1994, over \$800 million has been invested in Albany by local industries. Also, the Marine Corps Logistics Base (MCLB) in Albany is a shining star within the Department of Defense and has established itself as a leader in the adoption of private sector business strategies to accomplish its mission.

The 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. Turner has over 20 vocational trades from which the 930-member student body may choose. 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  
Dougherty.k12.ga.us

## DEMOGRAPHICS

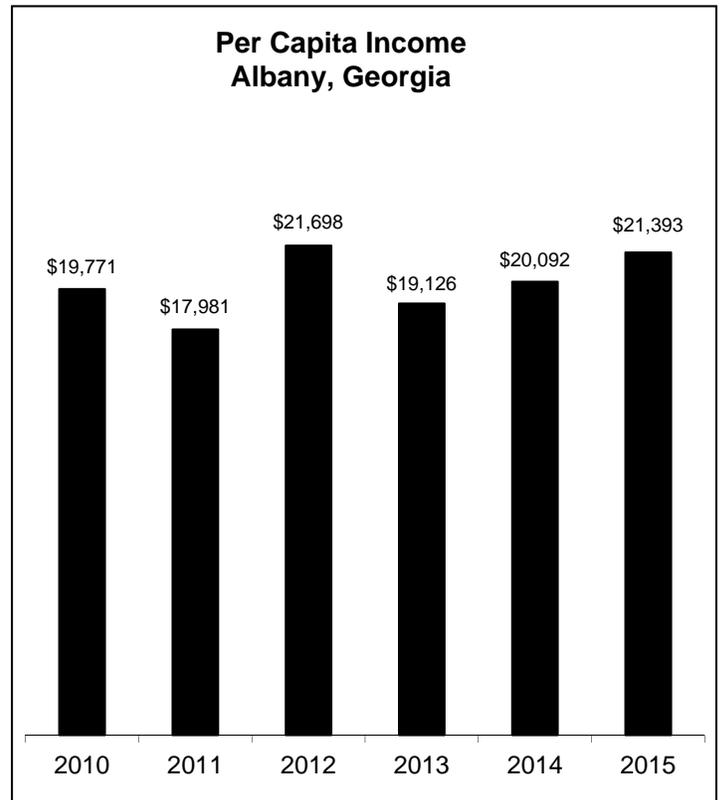
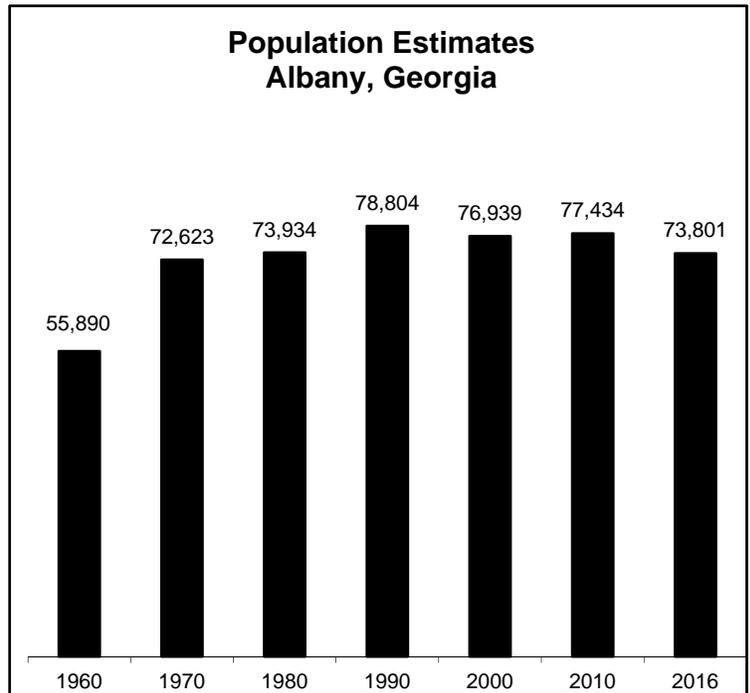
<b>GENDER</b>	(2010 Estimate)
Male .....	46.1%
Female .....	53.9%

<b>AGE COMPOSITION</b>	(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%

<b>RACE/ ETHNIC ORIGIN</b>	(2010 Estimate)
Black .....	71.6%
White .....	25.2%
Hispanic .....	2.1%
Asian/American	1.0%
Indian/Hawaiian	
Other .....	.1%

<b>AREA</b>	(2010 Estimate)
Land Area .....	57 square miles
Elevation .....	212 ft. above sea level
Rainfall .....	51.4 inches
Avg. Annual Temp.....	66° F

<b>OCCUPATIONAL COMPOSITION</b>	
Management, Business, Science and Arts	28.6%
Service Occupations	23.1%
Sales and Office Occupations	23.0%
Production, Transportation and Material Moving Occupations	18.0%
Natural Resources, Construction and Maintenance Occupations	7.3%



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	242 personnel and officers 42 county officers 230 member sheriff's department provides protection outside the city limits
Garbage .....	Services provided by the City's Solid Waste division

### CITY FACILITIES & SERVICES

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

### EDUCATION

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

### HEALTH

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

### RECREATIONAL FACILITIES

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

### SCENIC ATTRACTIONS

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

Sources: Choosealbany.com  
Albany.ga.us

## 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  
 Thrush Aircraft

### Type of Business

Healthcare  
 Federal Government  
 Education  
 Municipal Government  
 Education  
 Paper Goods  
 County Government  
 Technical Support  
 Beverage  
 Aircraft 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 2017 - 2018 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 18 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 2017 - 2018 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 23% or \$61,378,703 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 \$15,645,125 of the FY 18 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 receives up to \$725 thousand of current year's actual Hotel/Motel tax revenue to promote tourism and growth in Albany.

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

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

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

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

With projected revenues of \$100,181,265, the Light Fund it is easily the largest revenue generating enterprise fund for the City of Albany. Expenses are projected to be \$102,408,991, resulting in net loss of \$2,227,726. This fund represents about 38% of the total budget. Its 37,891 customers include residential, commercial, and industrial.

The Gas Fund is projected to generate \$16,339,117 in revenue through charges for service and incur \$15,747,294 in expenses, resulting in a net income of \$591,823. The fund represents about 6% of the total budget. It provides natural gas services to approximately 14,000 customers in Dougherty and Lee Counties.

The Sanitary Sewer Fund is projected to generate \$15,349,634 in revenue primarily through user fees and incur \$15,701,396 in expenses, resulting in a net loss of \$351,762. This fund represents about 7% 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 \$12,918,582 in revenue and incur \$12,621,245 in expenses, resulting in net income of \$297,337. The fund represents about 5% of the total budget. The fund provides 14 million gallons of water per day over 35,000 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 \$10,324,479 in revenue through service charges and incur \$10,489,299 in expenses, resulting in a net loss of \$164,820. 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 25,000 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 \$4,297,636 in revenue through user fees and incur \$6,268,199 in expenses. Also, Sewer is transferring additional revenue of \$1,303,680 in FY 2018, resulting in a net loss of \$666,883. 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 \$3,221,791 and expenses are projected to be \$3,559,556, resulting in net loss of \$337,765. 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 325 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 receive subsidies from the General Fund in the amounts of \$1,222,210, \$1,806,694, and \$1,308,810 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 \$13,798,342 in FY 2018.

**Section X - Capital Improvement Program**

This section includes all of the approved FY 2018 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 \$4,571,351, while the Utility Internal Service Fund and Enterprise Funds are expected to have \$562,000 and \$11,255,705 in capital expenses, respectively. Also included in this section are the Georgia Municipal Association Lease Pool (GMA) capital requests.

**Section XI - SPLOST VII**

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 2018 are projected to be \$10,875,000.

**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, 2017

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

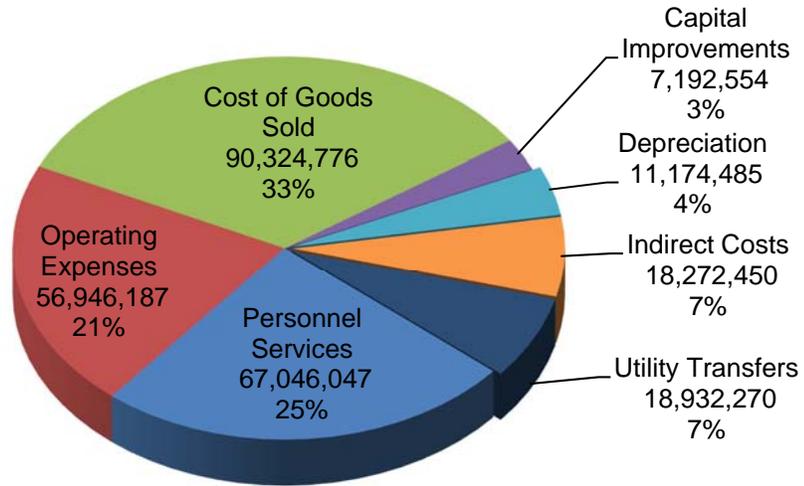
Dear Mayor and Commissioners:

Transmitted herewith is the fiscal year 2018 adopted budget totaling \$269.9 Million. This budget is reduced from \$274.1 Million in fiscal year 2017. The budget is balanced without the use of MEAG Credits, which is a temporary revenue stream set to expire December 31, 2018. Additionally, a millage rollback is included to avoid any property tax increase. There are 1,179 positions included in the budget which is an increase of eight positions from FY 2017 (28, or 2% of these positions are include in the Internal Service Funds). 654 positions (56%) are assigned to the General Fund with the remaining 497 (42%) assigned to Special Funds and the Enterprise Funds to include Albany Utilities.

This budget includes a rate increase for Solid Waste, Water, Gas, Light and Sewer that will take effect on January 1, 2018. It should be noted that no proposed rate increases are taken lightly and this administration was particularly fiscally conservative in all estimates.

**Revenues** – In preparing revenue projections, staff analyzed five years of historical trends, the fiscal year 2017 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 \$87,898,828, a decrease of 1.2% or \$1,028,039 over the prior year. The revenue budget for Enterprise Funds totals \$176,508,519, a decrease of 3% or \$5,437,231 in revenues. \$2.2 Million of the overall reduction in revenue is attributable to the decrease in grant projects for Transit and Airport. The remainder is driven by a reduction in Electric demand. The total revenue budget for all Enterprise Funds is collectively less than the expense budget by \$5,481,416. A significant portion of the deficit is attributed to *unfunded* depreciation expenses. It will not have a negative cash flow effect; however, it is an issue that must be addressed in order to make sure we can properly maintain, improve and replace our capital and infrastructure as the mission demands.

**Budget Overview** - The chart below shows the total operating budget of \$269,888,769 by category:



**Cost of Goods Sold** – COGS represents 33% of the total budget and is the largest overall expense to the organization. This is an increase of <1%, or \$711,806, compared to FY 2017. 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 25% of the total. This is a decrease of 3.6% or \$2,562,565 compared to FY 2017, which was \$69,608,612. This coincides with the 28 positions that were moved from the General Fund to the Fleet Department, which is now an Internal Service Fund. There are 1,151 authorized budgeted positions shown in Personnel Services.

**Operating Expenses** – Operating expenses also make up a significant part of the organization’s budget representing 21% of the total. It is an increase of 2.4% or \$1,346,022 over FY 2017. This too is directly impacted by the Fleet Department becoming an Internal Service Fund.

**Utility Transfers** – The transfers from the Utility Funds to the General Fund amounts to \$16,217,109. This is the largest revenue source for the General Fund, accounting for 26% of its total revenue. Utility transfers also include a \$1,303,680 transfer from the Sewer Fund to Storm Water Fund and a \$1,411,481 transfer from the Light Fund to the Job Investment Fund.

**Indirect Costs** – The costs of the support departments (Legislative, City Manager, City Attorney, Human Resources, Risk Management, Central Services/Procurement, Fleet Management, Finance/Treasury, Technology & Communications, Facilities Management; and the Utility Internal Service Fund which includes, Customer Service, Vegetation 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 \$18,272,450 is equitably shared by these Funds according to the level of support received.

**Capital Improvement Program (CIP)** – \$18,367,039, 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, GMA financing, bonding, GEMA financing, as well as other financing alternatives and the use of cash reserves from prior years' excess revenues over expenses/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 \$1,377,708. 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 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, Planning, Traffic Engineering, Procurement, Emergency Management, Recreation, E-911, and Code Enforcement. Through these joint agreements, the City anticipates receiving \$5,784,791, 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 a zero 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 2018 is \$2,143,176 which is an increase of \$57,660 from last fiscal year. This is attributable to increased claims for the past three years.

**Workers' Compensation Fund** – Expected contributions for FY 2018 is \$1,666,309, an increase of \$170,583 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 is the first year that Fleet Management will operate 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 on a monthly basis. Overhead costs as well as direct costs are captured in their rates and mark-up on the parts managed by the department.

**General Fund** – The General Fund budget for FY 2018 totals \$61,378,703, a decrease of \$2,759,050 from the FY 2017 General Fund adopted budget of \$64,137,753. This is primarily driven by the conversion of Fleet Department into an Internal Service Fund. The General Fund finances the operations of General Government, Public Safety, Recreation & Parks, Engineering, Planning & Development Services, Facilities Management, and Independent Agencies. 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 \$15,645,125, an increase of 5%, or \$707,537 from the FY 2017 adopted budget. The major cause for the increase is a \$500,000 increase with the Fleet Replacement plan in the Capital Improvement Fund. Also included in this category are Community & Economic Development, CAD 911, Hotel/Motel, TAD, R3M, Job

Investment, 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 \$4,560,813, which is an increase in budgeted expenditures from the FY 2017 adopted budget of \$3,792,859. The increase is attributable to carryover funding from prior years. 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, to provide decent housing for and to meet the other needs of persons of low-to-moderate income. Although DCED does not receive a cash subsidy from the General Fund, it does receive a significant amount of services from the General Fund.

**Hotel/Motel Fund** - The amount expected from the 8% hotel/motel tax totals \$2,025,000, a 1.25% increase over FY 2017. These funds are allocated annually to the Civic Center and the Albany Convention and Visitors Bureau to promote tourism, conventions, and trade shows.

**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 \$431,193 in fiscal year 2018. 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.

**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.

**Debt Service Fund** – This fund was established to comply with the Uniform Chart of Accounts. It 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 at this time.

**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

**Mayor and Board of City Commissioners**  
**July 31, 2017**

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 \$101,592,766, which includes a rate increase effective January 1, 2018. Approximately 76% or \$78,758,476 of the revenue is appropriated to cover its COGS. Light is expected to have net loss of \$2,227,726. This fund is also one of the largest contributors to the General Fund and is budgeted to transfer \$10,479,658 in fiscal year 2018. The Light Fund serves almost 38,000 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 \$16,339,117 from sales of 1,852,650 MCF (1000 cubic feet). Approximately 57% or \$9,269,106 of that revenue must cover its COGS. The Fund is expected to have net income of \$591,823. 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 \$1,715,607.

**Sanitary Sewer Fund** – This Fund is responsible for all sewers, water pollution control plant, and over 100 pump/lift stations. With expenses of \$15,701,396 and revenues of only \$15,349,634, the Fund is projected to have a net loss of \$351,762. This fund will transfer \$1,296,219 into the General Fund. Staff's goal is to increase the efficiencies of this fund and allow it to transfer to the General Fund without incurring a net loss.

**Water Fund** – The Water Fund is expected to have a net income of \$297,337, with \$12,918,582 in revenue and \$12,621,245 in expenses. Water rates were increased 2.1%, in line with the Consumer Price Index. 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 \$1,098,080 dollars to the General Fund in FY 2018.

**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. A 2.1% CPI increase is scheduled to begin as of January 1, 2018. The fund is budgeted to have \$10,324,479 in revenues with expenses of \$10,489,299, resulting in a net loss of \$164,820. The goal is to increase the efficiencies of this fund and continue to explore revenue expansion opportunities so that the fund can transfer to the General Fund without incurring a net loss. The transfer for this year is \$877,581.

**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 \$4,337,714 in assistance from the total General Fund revenues, an increase of \$250,958 over the FY 2017 allocation. 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**  
**July 31, 2017**

Once again, we have included some new initiatives to better serve the residents of our Community, as well as continuing the process of growing and improving on the initiatives that began in fiscal year 2017. Additionally, efficiency measures are being put in place and will help to reduce the on-going costs for the City.

Preparing this budget was a collaborative effort by all departments and they are to be credited for their cooperation. They can confidently say that it does not contain any “fluff”.

The City of Albany is continuing to make strides to accomplish the Mission and Vision along with your established priorities. We were able to obtain many of our objectives in fiscal year 2017 and expect nothing less in fiscal year 2018. Besides, “this is what we do”!

Sincerely,



Sharon D. Subadan, MPS, CPM, CPFPP  
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. Fiscal Responsibility*
- 5. Effective and Excellent Service Delivery*
- 6. Promotion of the City of Albany as a great place to live, work and play*

As a part of establishing these priorities the City Commission has helped to establish certain short term goals, including the funding mechanism, to accomplish the goals and objectives. While the progress and evaluation of these goals are stated as follows, it is important to note that a draft of the 5-year Strategic Plan is currently under review by the Board of Commissioners and is expected to be adopted this fiscal year:

### **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 2017/2018. These short-term goals or initiatives are in line with the Mayor and Commission's Vision and Mission for the City. For the 2017/2018 budget the new initiatives are as follows:

Albany Transit will provide transportation services for Albany State University. Albany Transit will introduce the "RAM RUSH" route that will travel between the east and west campuses of Albany State in 20 minute intervals. The route will be serviced by two CNG buses that will have custom interior to include Albany State's logo and color scheme. The buses will be equipped with amenities such as free Wi-Fi, USB/Input power sources, ADA Stop Request Announcer, ADA ramps for Mobility Devices, ADA Mobility Securement Areas (for wheelchairs and/or scooters) and ADA Info Transit Route Display Monitor for the hearing impaired passenger. Each campus will have three sheltered ADA compliant stops. The "RAM RUSH" route will be open to the general public.

The Federal Aviation Administration (FAA) require airports to provide sufficient and qualified airport maintenance and operation personnel to comply with the requirements of the Airport Certification Manual. Additional airport staff will be added to meet the FAA requirements. The additional staff will include one full time Administrative Assistant, one full time Airport Service Worker and one full time Superintendent of Operations. These additions will ensure that proper training records are documented and maintained, daily airfield inspections are completed and documented, and wild life management is properly enforced. The additional staff will ensure that the Southwest GA Regional Airport is safe and secure by meeting the requirements of the FAA.

The City of Albany's additional Light crews will increase customer service by decreasing the response time and length of outages. They will assist in the replacement of outdated equipment with evolving technology on sub-stations within the City. The capital budget will be used to help identify areas where services can be transitioned from overhead to underground. Light crews will perform crucial maintenance on current underground services as 80% of the existing underground cable is 10 years past life expectancy. There will be an investment in public safety and infrastructure maintenance by initiating the replacement of poles, transformers, street/security lights and other equipment. Light Department will continue to promote a safe working environment by providing necessary and needed training for employees.

Albany Works is a collaborative pilot program between the City of Albany and the Albany Municipal Court to serve as a conduit through which individuals are linked to resources and services on the pathway to self-sufficiency. These individuals will be identified through the Municipal Court system. The goals are to provide access to assistance and services through local non-profit agencies, educational entities focused on employment and education/job readiness, medical/mental health services, and to develop customized life plans for self-sufficiency, and establish accountability coach relationships.

The Albany Police Department Motor Unit will be putting two Harley Davidson Electra Glides into service. The department currently has two motor units. The primary duties of the unit include traffic safety enforcement and education, police escorts, traffic control and assisting with various special events and community activities. All motor officers will receive extensive training in escorts and the safe operation of motorcycles through the Georgia Public Safety Training Center and Harley Davidson Motor Company. The department will typically operate the motors when weather permits, but the motors will be utilized whenever necessary.

The City of Albany will be renovating a former heavy-duty truck dealership for use as a consolidated fleet management facility replacing three existing shops. The new facility will house all fleet personnel, parts, and services, and includes the ability to service CNG vehicles/equipment indoors, and a paint booth. The new facility will maintain a fleet of approximately 1,000 vehicles, stationary and motorized pieces of equipment.

The City of Albany's website initiative focuses on the redesign, update and implementation of a user-friendly website that will become the hub of information for visitors, residents and business owners. The website will be engaging while highlighting regional attractions and focusing on the services the City government provides to its residents. It will serve as a catalyst to help departments make their services easier to access and improve communication within the City organization and for the public which it serves. This website will effectively enhance communication with the public while reducing costs of printing information.

With the adoption of SPLOST VII, the City of Albany has begun to prioritize the projects that will need to begin within the six-year period in which the funding will be received. This included a meeting with all project owners and department heads to determine what needed to take place before the full implementation would be available. Individual fiscal budgets were placed into a preliminary plan in which there was a mutual agreement on which years various projects would begin. This strategy will help to ensure timely project completion dates.

In February 2016, the City of Albany contracted with CST Fleet Services to provide guidance with regards to the fleet needs and planning with regards to future replacement. In addition to verifying the need for a new fleet facility, many vehicles were identified as beyond their typical life cycle. With the assistance of CST and the Fleet Maintenance department, the City of Albany is budgeting over \$8.8 Million in rolling stock in order to make a strides toward solving some of the issues noted by CST.

There are several additional projects and continuations of prior year projects such as the Sewer and Storm Water system upgrades and R3M Fund implementation that are scheduled to progress in fiscal year 2018 as well. The City of Albany will continue to work towards the strategic priorities with fiscal responsibility.

### **Initiatives Progress during Fiscal Year 2017**

As a part of the evaluation of the individual department goals and objectives, the City will continue to monitor the progress on the initiatives as set forth in the Budget Book as well as the Budget in Brief. The status of the projects established in fiscal year 2017 are as follows:

With the assistance of the Planning & Development department, multiple projects were undertaken in the 2016/2017 budget year to begin to bring awareness to the Fight Albany Blight (FAB) initiative. There have been demolitions, litter pickup, and neighborhood beautification efforts. This is an on-going initiative and there are many plans to expand this program without additional funding.

The Finance Department and Facilities Management departments collaborated to help start and implement the R3M Fund. During the first year of the R3M (Repair, Renovate, and Replace) Fund, the resources were primarily underutilized, but there are several projects that have been completed in fiscal year 2017. There is also a building fund balance due to the fact that the budgeted expenditures were not fully used during fiscal year 2017.

The Recreation Department, along with the assistance of the Facilities Management and Engineering Departments, was tasked with the projects located at Thornton. Not only did the Thornton Pool open on May 31, 2016, but the newly renovated Thornton Gym opened on February 23, 2017. Through SPLOST dollars and a partnership with the Boys & Girls Club of Albany, this gym will help to further serve the community.

The Police Department was tasked with consolidation and building community relationships through economies of scale. The Crime Prevention Unit and the Public Information Office were combined in 2016 and then renamed the Community Relations Unit. Goals for the Community Relations Unit include strengthening the Albany Police Department's relationships with the citizens in the community, building community partnerships with local businesses, and putting police officers in a positive environment to enhance the quality of life matters. Achievements include attending 35 neighborhood watch meetings, 170 Community Relations events, and increased likes on Facebook to 12,000.

The Gas and Telecommunications Departments are continuing their efforts to expand services inside and outside the City Limits, in order to help disburse the costs of the average utility customer.

The Albany Transit Authority had many different technology projects that were an effort to improve the customer experience and increase ridership. The AVL project is complete and "in-service." The Artwork and app design for the Route Shout project has been introduced and is in the early phase of implementation. Installation of the Info Transit equipment has begun as well. Transit has made substantial strides in completing the initiatives that were established in the 2016/2017 budget.

The progress made on these projects listed help to show that the City of Albany is continuing to grow into a great place to live, work, and play.

AN ORDINANCE 17-109  
ENTITLED

AN ORDINANCE ADOPTING BUDGET AND  
APPROPRIATIONS FOR THE PERIOD JULY 1, 2017  
THROUGH JUNE 30, 2018; REPEALING PRIOR  
ORDINANCES IN CONFLICT AND FOR OTHER  
PURPOSES.

WHEREAS, a proposed FY 2018 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, 2017, through June 30, 2018, are hereby adopted, and the estimated receipts and expenditures therein contained are approved. A copy of the proposed budget for FY 2018 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 2018 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, 2017, through June 30, 2018. The Finance Director is hereby authorized and directed to issue his warrants for the same as the several items shall respectively become due.

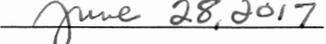
SECTION 2. All Ordinances, or parts of Ordinances, in conflict herewith are repealed.

  
MAYOR

ATTEST:

  
CITY CLERK

Adopted: June 28, 2017

Introduced By Commissioner:   
Date(s) read: 

**REVENUES & EXPENDITURES / EXPENSES RECAP  
FISCAL YEAR 2018**

Description	Actual 2015/2016	Adopted 2016/2017	Adopted 2017/2018
<b>REVENUES</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
<b>General Fund</b>	<b>60,664,297</b>	<b>64,137,753</b>	<b>61,378,703</b>
Community & Economic Development	3,707,533	3,792,859	4,560,813
CAD 911	1,597,255	2,667,493	2,609,694
Hotel/ Motel Fund	725,000	725,000	725,000
Capital Improvement	3,711,580	4,000,000	4,571,351
TAD Fund	275,764	331,668	335,593
SPLOST	11,191,943	9,851,526	10,875,000
Job Investment Fund	2,572,240	1,989,375	1,411,481
R3M - Repair, Renovate, & Replace	2,000,000	1,000,000	1,000,000
Gortatowsky	17,759	0	0
Grant Fund	<u>273,298</u>	<u>431,193</u>	<u>431,193</u>
<b>Special Funds</b>	<b>26,072,372</b>	<b>24,789,114</b>	<b>26,520,125</b>
<b>ENTERPRISE FUNDS:</b>			
Light Operations	109,969,809	107,183,558	101,592,746
Sanitary Sewer Enterprise	15,447,963	14,805,190	15,349,634
Gas Operations	15,467,971	15,622,000	16,339,117
Water Distribution	11,334,415	12,192,922	12,918,582
Solid Waste Enterprise	9,704,134	10,106,098	10,324,479
Storm Water Utility	4,551,112	5,810,559	5,601,316
Telecom Operations	1,943,748	2,983,139	3,221,791
Airport	1,711,557	3,891,120	2,697,265
Albany Civic Center/Auditorium	1,697,524	2,150,692	2,147,643
Transit System	<u>4,601,142</u>	<u>7,200,472</u>	<u>6,315,954</u>
<b>Enterprise Funds</b>	<b>176,429,375</b>	<b>181,945,750</b>	<b>176,508,527</b>
<b>TOTAL REVENUES - ALL FUNDS</b>	<b><u>263,166,044</u></b>	<b><u>270,872,617</u></b>	<b><u>264,407,355</u></b>
<b>EXPENDITURES / EXPENSES</b>			
<b>GENERAL &amp; SPECIAL FUNDS:</b>			
<b>General Fund</b>	<b>54,744,330</b>	<b>64,137,753</b>	<b>61,378,703</b>
Community & Economic Development	3,801,115	3,792,859	4,560,813
CAD 911	2,065,366	2,667,493	2,609,694
Hotel/Motel Fund	725,000	725,000	725,000
Capital Improvement	1,583,967	4,000,000	4,571,351
TAD Fund	551,959	331,668	335,593
SPLOST	13,976,921	9,851,526	10,875,000
Job Investment Fund	2,511	1,989,375	1,411,481
R3M - Repair, Renovate, & Replace	0	1,000,000	1,000,000
Gortatowsky	17,759	0	0
Grant Fund	<u>273,298</u>	<u>431,193</u>	<u>431,193</u>
<b>Special Funds</b>	<b>22,997,896</b>	<b>24,789,114</b>	<b>26,520,125</b>
<b>ENTERPRISE FUNDS:</b>			
Light Operations	104,612,988	105,138,795	103,820,473
Sanitary Sewer Enterprise	14,294,477	15,837,524	15,701,396
Gas Operations	13,838,904	14,220,451	15,747,294
Water	10,963,608	12,889,499	12,621,245
Solid Waste Enterprise	9,482,413	10,919,576	10,489,299
Storm Water	5,304,126	6,631,726	6,268,200
Telecom Operations	3,172,867	3,720,252	3,559,556
Airport	2,966,901	5,504,652	4,074,047
Albany Civic Center/Auditorium	1,855,481	2,635,765	2,633,099
Transit System	<u>4,067,822</u>	<u>7,657,374</u>	<u>7,075,332</u>
<b>Enterprise Funds</b>	<b>170,559,587</b>	<b>185,155,614</b>	<b>181,989,941</b>
<b>TOTAL EXPENDITURES / EXPENSES - ALL FUNDS</b>	<b><u>248,301,813</u></b>	<b><u>274,082,481</u></b>	<b><u>269,888,769</u></b> *
<b>For Information Purposes Only</b>			
<b>INTERNAL SERVICE FUNDS:</b>			
Utility Internal Service Fund (Revenue)	13,584,476	13,925,844	13,798,342
Utility Internal Service Fund (Expense)	<u>11,355,800</u>	<u>13,925,844</u>	<u>13,798,342</u>
<b>Internal Service Funds (Net Effect)</b>	<b>2,228,676</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 \$61,378,703 revenue accounts for 23% of the total FY 2018 estimated revenue of \$264,407,355. It represents a decrease of \$2,759,050 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, an increase in the supplemented enterprise funds transfer from the General Fund and decrease in the Utility transfer have led to decrease the overall revenue for the General Fund.

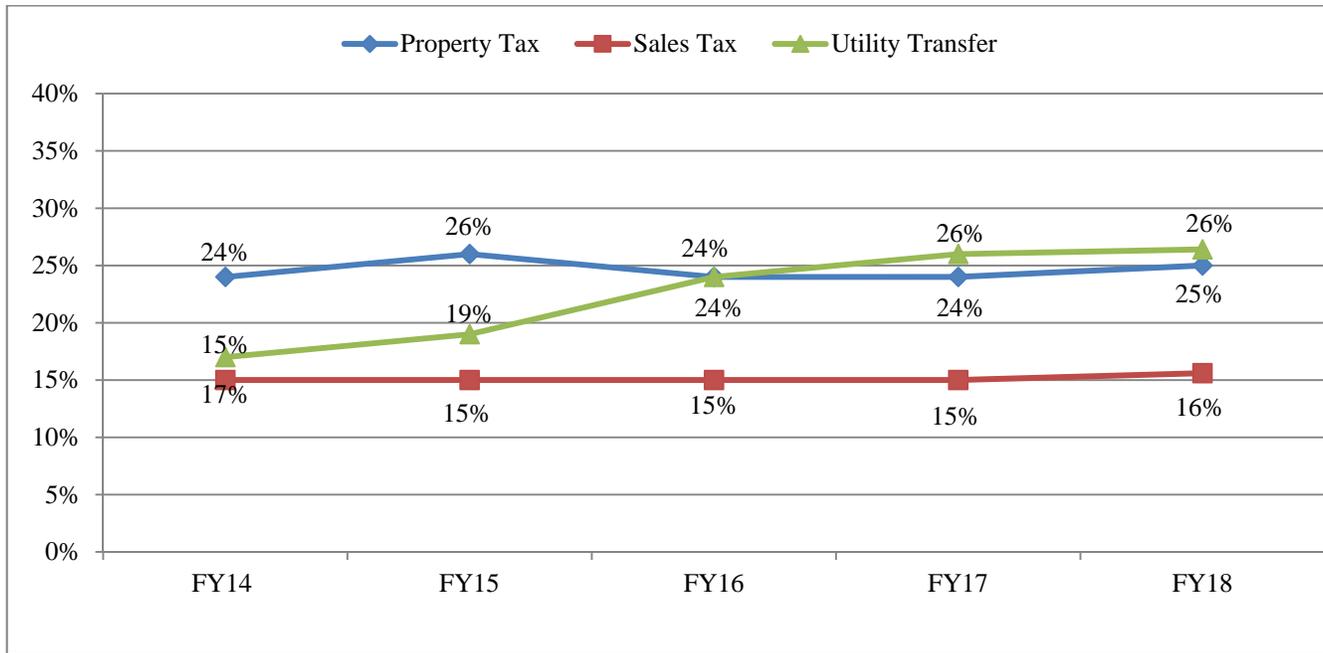
This general operating fund for the City is used to account for all financial resources traditionally associated with governmental functions that are not legally or otherwise accounted for in another fund. The most significant General Fund revenue components are property taxes, sales taxes, and the transfers 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 \$16,217,109 or 26.4% 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 \$15,330,671, approximately 25.0% 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 9.804 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 \$9,584,718 or 15.6% 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 2014. 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 \$101,592,746. It represents approximately 38% of the City of Albany’s FY 2018 Adopted Budget. This is a decrease from fiscal year 2017 revenue because of declining demand.

**The Gas Fund** is the second largest enterprise fund revenue producer with \$16,339,117 in budgeted revenues. This is approximately 6% of the City of Albany’s FY 2018 Adopted Budget. Increases in revenue that were anticipated in FY 2017 as a result of plant gas extensions, forecasted sales to new industrial customers, and efforts to get more residential customers to begin utilizing natural gas are expected to be realized in FY 2018.

**The Sanitary Sewer Fund** is projected to generate \$15,349,634 in FY 2018. This represents approximately 6% of the Adopted Budget. This is an increase in revenue of \$544,444 over last year or about 4%. Rates were increased by CPI of 2.1% + 5% effective as of January 1, 2018.

**The Water Fund** has a projected revenue of \$12,918,582 in FY 2018, an increase of 6% over FY17’s budgeted revenue. This is an increase from fiscal year 2017 revenue because of increasing demand and CPI of 2.1% effective as of January 1, 2018.

**The Solid Waste Fund** is responsible for generating approximately 4% or \$10,324,479 of the City’s FY 2018 revenue, an increase of \$218,381 compared to FY17. An aggressive campaign to bring on more commercial customers will be a high priority in FY18.

**FY 2018****GENERAL FUND REVENUE**

Description	Actual 2015/2016	Adopted 2016/2017	Adopted 2017/2018
<b>Revenues</b>			
<b>General Fund</b>			
<b>Sales Tax</b>			
5100 - Sales Tax	9,683,369	9,900,455	9,584,718
<b>Property Tax</b>			
5211 - Current Year Ad Valorem Tax	13,323,221	13,458,194	13,741,645
5212 - Prior Year Ad Valorem Tax	255,331	10,000	10,000
5214 - State of Ga-Railroad Eq	12,611	12,448	12,448
5221 - Alt Ad Valorem Tax	0	0	0
5221 - Automobile	533,812	550,000	550,000
5221 - TAVT	1,012,144	1,200,000	800,000
5222 - Mobile Homes	39,728	30,000	30,000
5312 - Motor Vehicle Lic. and Permits	115	152	230
5230 - Intangible Tax	139,236	140,562	135,489
5240 - Penalties and Interest	50,493	53,426	51,089
5245 - Personal Property Audit	9,102	0	0
<b>Other Taxes</b>			
5251 - Real Estate Transfer Tax	36,095	40,937	42,039
5252 - Payment In Lieu of Taxes	830,387	732,770	850,000
<b>Licenses and Taxes</b>			
5310 - Occupational Tax	1,655,706	1,654,966	1,729,254
5310 - Admin-Do Co HB489	17,650	12,000	12,000
5310 - Penalty & Interest-Bus Lic	5,427	22,363	31,295
5311 - AT&T (1992 Agreement)	18,344	18,344	18,344
5313 - Windstream (ROW Agreement)	23,977	23,977	23,977
5314 - AT&T (BellSouth Telecomm)	295,048	300,000	280,000
5315 - Georgia Power	576,757	550,000	557,160
5318 - Tower Cloud R.O.W.	0	38,122	38,122
5321 - Alcohol Beverage Licenses	441,828	395,491	437,132
5322 - Liquor and Wine Tax	258,678	256,311	258,216
5323 - Beer Tax	930,502	940,463	932,020
5324 - Mixed Drink Tax	150,203	141,055	144,716
5325 - Alcohol Servers I/D Cards	21,770	14,522	18,841
5335 - Passenger Car Rental Excise Tax	205,811	175,000	200,000
5340 - Insurance Taxes	4,461,781	4,395,979	4,602,460
5341 - Casualty Insurance	67,522	69,325	74,914
<b>Franchise Fees</b>			
5410 - Cable Television	778,249	745,843	756,236
5411 - Solid Waste Haulers Fees	238,769	235,509	227,471
5415 - Alltel Corporation	23,098	22,926	22,926
5440 - Radio Tower Rental	3,257	3,261	3,261

**FY 2018**

**GENERAL FUND REVENUE**

Description	Actual 2015/2016	Adopted 2016/2017	Adopted 2017/2018
<b>Fines &amp; Forfeitures</b>			
5510 - Fines and Forfeitures	1,768,622	1,879,819	1,868,209
5510 - Fines & Forf-Fees	(357,753)	(323,405)	(362,204)
5526 - Proceeds from Confiscated Property	211,901	0	0
5849 - False Alarms	14,136	24,116	20,000
<b>Permits and Fees</b>			
5611 - Building Permits	274,595	340,250	340,250
5612 - Electrical Permits	41,282	52,511	52,511
5613 - Plumbing Permits	18,055	22,801	22,801
5614 - Gas Permits	5,571	12,923	12,923
5615 - HVAC Permits	41,842	54,888	54,888
5616 - Gas Certificates	620	395	395
5621 - Sign Permits	5,141	7,092	7,092
5643 - Zoning Fee	0	0	0
5644 - Planning Misc Fees	27,588	30,165	30,165
5646 - Boarding Permit Fee	0	50	50
5650 - Examination Fees	0	300	300
<b>Charges for Services</b>			
<b>Recreation</b>			
5731 - Green Fees	21,687	0	0
5731 - Annual Memberships	26,638	58,800	58,800
5731 - Golf Merchandise	2,807	3,075	3,075
5731 - Golf Concessions	6,365	11,300	11,300
5731 - Hand Carts	0	20	20
5731 - Power Rentals	17,067	59,920	59,920
5731 - Golf Miscellaneous	(7)	30,067	30,067
5731 - Range Ball	735	1,000	1,000
5731 - Rental Club	48	100	100
5731 - Beer Sales	0	0	0
5731 - Beer Purchases	0	0	0
5733 - Carver Pool Admission	1,656	975	975
5733 - Carver Pool Concessions	60	0	0
5735 - Basketball, Adult	2,130	2,800	2,800
5735 - Basketball, Youth	0	0	0
5735 - Football	5,335	9,000	9,000
5735 - Softball, Adult	7,398	9,800	9,800
5735 - Tennis/Misc. Revenue	727	0	0
5735 - Ceramic Supplies	2,119	1,900	1,900
5735 - Cheerleading	1,015	1,400	1,400
5736 - Recreation Rental	10,713	6,500	6,500
5736 - George Ort Banquet Hall	7,725	9,000	9,000
5737 - Concession, Other	51	0	0
5738 - Aerobic	10	0	0
5738 - Ceramic	489	500	500

**FY 2018****GENERAL FUND REVENUE**

Description	Actual 2015/2016	Adopted 2016/2017	Adopted 2017/2018
<b>Other Charges</b>			
5744 - Garnishment Fees	7,791	0	0
5746 - Attorney Fees	915	0	0
<b>Cemetery</b>			
5751 - Graves	73,981	65,000	65,000
5752 - Perpetual Care	27,793	20,000	20,000
5753 - Lots	43,256	25,000	25,000
<b>INTER-GOVERMENTAL REVENUE</b>			
<b>Federal Government</b>			
5813 - AFD Reinspection Fee	150	0	0
5813 - AFD Commercial Burn Permit	250	0	0
5815 - SWAT Do Co Bd OF Comm	31,863	12,690	12,690
5815 - SWAT Do Co School Bd	3,983	1,586	1,586
5815 - 800 MHz - DCSS	5,220	3,480	3,480
5815 - 800 MHz - Thomasville	13,494	13,162	13,162
5815 - 800 MHz - Crisp County	5,454	5,704	5,704
5815 - 800 MHz - ASU	4,860	4,860	4,860
5815 - SWAT for ASU	3,983	1,586	1,586
5815 - 800 MHz - Lee County	3,490	3,408	3,408
5816 - Do Co Code Enforcement	75,376	74,730	75,376
<b>Dougherty County</b>			
5821 - Fire Protection	3,928,163	4,006,726	3,928,163
5822 - Information Technology	836,924	1,025,225	1,022,091
5823 - Planning & Development Services	356,183	295,680	356,183
5824 - Traffic Engineering	7,819	10,000	7,819
5825 - Central Services	55,000	75,000	55,000
5826 - Emergency Management	37,976	53,355	37,976
5829 - Recreation	180,700	180,700	180,700
<b>State of Georgia</b>			
5832 - Highway Maintenance Contracts	140,007	143,675	140,004
5839 - Other Governments	7,143	12,551	0

**FY 2018**

**GENERAL FUND REVENUE**

Description	Actual 2015/2016	Adopted 2016/2017	Adopted 2017/2018
<b>Other Revenues</b>			
5550 - M Lynch Unrealized Gains Gener	297,671	0	0
5550 - Unrealized Gains Stabilization	(5,482)	0	0
5845 - Indirect Allocation	5,479,743	6,395,311	5,671,647
5861 - Interest Income	1,462	157,948	0
5861 - M Lynch Interest - General	136,417	0	0
5861 - M Lynch Realized General	(18,678)	0	0
5861 - Interest Rev - Pooled (Accrued)	28,871	0	0
5861 - Merrill Lynch General Fees	(11,992)	0	0
5861 - M Lynch Interest Stabilization	95,356	0	0
5861 - M Lynch Realized Stabilization	(15,068)	0	0
5861 - Interest Rev - Stabilization (Accrued)	(124)	0	0
5861 - Merrill Lynch Stabilization Fees	(8,245)	0	0
5863 - Gasoline Sales	(11,879)	3,548	0
5864 - Shop-Labor	575,982	600,000	0
5865 - Shop-Fleet Revenue	340	0	0
5865 - Shop-Outside Repairs	0	0	0
5868 - Gain/Loss on Sales	1,914	0	0
5868 - Proceeds/ Sale of Asset	48,124	0	0
5870 - Discounts Earned	250	0	0
5872 - Election Qualifying Fees	4,050	0	0
5873 - Risk Management-Admin	471,549	539,236	555,468
5877 - Sediment/Erosion Control	1,365	0	0
5880 - Miscellaneous Revenue	215,257	0	0
5880 - Bid Bonds	7,315	0	0
5880 - P Card Rebates	0	30,000	60,000
5880 - Demolition Revenue	29,180	0	0
5883 - GMA Lease Pool	0	0	0
5889 - Handling Fee (Rtnd Ck Chrgd)	1,275	0	0
5892 - Timber Sales	0	0	0
5895 - Miscellaneous Police Receipts	135	0	0
5991 - Operating Transfers In	18,010,564	17,705,360	17,517,109
5992 - Operating Transfers Out	(8,789,218)	(5,780,231)	(6,814,849)
5998 - Transfer from Fund Balance	0	0	0
<b>General Fund Revenue Total</b>	<b><u>60,664,297</u></b>	<b><u>64,137,753</u></b>	<b><u>61,378,703</u></b>

**FY 2018  
GENERAL FUND REVENUE**

Description	Actual 2015/2016	Adopted 2016/2017	Adopted 2017/2018
<b>Transfers to General Fund</b>			
Hotel/Motel Fund	1,269,981	1,275,000	1,300,000
Gortatowsky Fund	878	0	0
Airport	8,671	0	0
Utility Fund			
Light	11,985,226	10,999,541	10,479,658
Gas	2,364,793	1,640,310	1,715,607
Water	974,117	1,036,398	1,098,080
Sewer	766,029	1,147,628	1,296,219
Telecom	195,469	253,567	273,852
Solid Waste	445,400	859,018	877,581
Storm Water	0	493,898	476,112
<b>Transfer to General Fund Subtotal:</b>	<b><u>18,010,564</u></b>	<b><u>17,705,360</u></b>	<b><u>17,517,109</u></b>
<b>Transfers From General Fund</b>			
Civic Center	(1,372,216)	(1,817,097)	(1,806,694)
Transit	(1,382,837)	(1,254,431)	(1,308,810)
Public Improvement Fund	(2,950,570)	(960,045)	(1,370,431)
Airport Fund	(914,436)	(1,015,228)	(1,222,210)
Grant Fund	(60,128)	(46,435)	(46,435)
R3M Fund	(2,000,000)	0	0
Gortatowsky Fund	(17,759)	0	0
CAD-911	(91,272)	(686,995)	(1,060,269)
<b>Transfers from General Fund Subtotal</b>	<b><u>(8,789,218)</u></b>	<b><u>(5,780,231)</u></b>	<b><u>(6,814,849)</u></b>
<b>GENERAL FUND REVENUE</b>	<b><u><u>60,664,297</u></u></b>	<b><u><u>64,137,753</u></u></b>	<b><u><u>61,378,703</u></u></b>

**FY 2018**

**GENERAL FUND EXPENDITURES**

Description	Actual 2015/2016	Adopted 2016/2017	Adopted 2017/2018
Legislative	449,526	447,764	525,070
City Commission	208,125	218,802	218,905
City Manager	1,308,329	1,410,384	1,324,748
City Attorney	498,274	564,600	611,915
Municipal Court	646,425	727,629	742,106
Human Resources	1,711,225	1,911,351	2,028,811
Risk Management	471,549	540,032	555,468
Central Services-Procurement	500,053	510,038	545,722
Central Services-Material Mgmt.	562,249	355,143	357,934
Central Services-Fleet Maint.	1,116,305	1,769,280	0
Central Services-Fleet Pool Maint.	4,393	23,450	0
Finance-Administration & Acctg.	1,981,124	2,057,128	2,166,983
Finance-Office of Mgmt./Budget	0	2,412,872	750,000
License & Business Support - Enforcement Services	363,074	346,589	387,857
License & Business Support - Treasury	203,159	241,299	293,150
License & Business Support - Small Business Program	117,225	155,012	0
Technology & Communication	2,352,325	3,326,180	3,330,450
Customer Support - 311	174,944	189,682	0
Planning & Development Services	960,675	1,178,839	1,189,488
Planning & Development - Code Enforcement	878,590	1,124,648	1,163,579
Police-Administration	2,471,021	2,749,591	2,348,741
Police-Uniform	8,357,025	9,234,731	8,713,825
Police-Support Services	1,555,745	1,475,935	1,621,041
Police-Investigative	2,584,006	2,766,175	3,028,967
Police-Awarded & Seized Funds	123,250	0	0
Police-Gang Unit	678,533	882,303	869,279
Police-Albany/Dougherty Drug Unit	0	0	856,543
Police-Community Oriented Policing	195,729	250,388	250,426
Police-SWAT	88,351	35,251	43,546
Fire-Administration	549,190	628,267	653,525
Fire-Suppression	11,273,699	12,074,497	12,369,799
Fire-Prevention	391,039	326,904	440,344
Fire-Training	315,549	419,839	377,205
Fire-Emergency Management	62,085	115,978	109,601
Engineering	3,577,252	4,303,635	4,207,453
Public Works - Right of Way	604	849,138	864,364
Recreation-Administration	617,509	709,897	594,345
Recreation-Centers & Gyms	725,212	866,095	750,924
Recreation-Athletics	459,181	536,860	489,802
Recreation-Flint River Golf	451,720	608,936	643,556
Recreation-Parks Maintenance	479	1,389,759	1,308,676
Recreation-Health & Wellness	562,599	626,913	637,535
Facilities Management Administration	342,834	426,388	468,530
Grounds Maintenance	1,715,547	0	0
Facility Maintenance	1,436,857	1,555,551	1,774,490
Independent Agencies	1,701,747	1,794,000	1,764,000
<b>Total General Fund Expenditures:</b>	<b>54,744,330</b>	<b>64,137,753</b>	<b>61,378,703</b>

**FY 2018**

**COMMUNITY AND ECONOMIC DEVELOPMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5010 - *Grant Revenue-CDBG	978,633	850,744	1,076,005
5010 - *Grant Rev-Home	695,727	380,771	1,112,291
5010 - Grant Revenue ESGP	62,246	37,000	33,750
5018 - *Rental Rev-BTC	336	0	0
5018 - *Rental Rev-Bus/Tech Ctr	24,866	35,000	35,000
5018 - *Rental Rev-CDBG	259,318	300,000	250,000
5018 - *Rental Revenue-Broadway Ct	74,859	75,000	75,000
5018 - *Rental Rev-Hampton East	246,140	240,000	0
5018 - *Rental Rev-Highland/Madison	37,305	36,000	36,000
5018 - *Rental Rev-Ind.Incubator	29,000	28,800	28,800
5018 - *Rental Rev-N.Davis	15,257	16,600	16,600
5018 - *Rental Rev-New Jerusalem	0	30,000	0
5018 - *Rental Rev-Windsor	83,813	80,000	100,000
5018 - Rental Rev Broadway Sr.	0	0	30,000
5018 - Program Income-Misc Rev NSP	6,238	0	0
5020 - *Misc Rev-Bus/Tech Ctr	3,795	5,000	4,000
5020 - *Misc Rev-CDBG	5,747	3,000	4,000
5020 - *Misc Rev-Economic Dev	3,350	2,000	3,000
5020 - *Misc Rev-General Management	5,523	5,000	8,000
5020 - *Misc Rev-Home	1,900	1,000	0
5020 - *Misc-CDBG RLF	50,497	1,000	1,000
5020 - HOMELESS COALITION-MBER FEES	(165)	0	0
5020 - Misc Revenue TBRA	575	1,000	1,000
5020 - TBRA-Readiness Account	5,428	0	0
5021 - *Sale Of Prop-CDBG	50,826	45,000	0
5024 - *Note Rev-CDBG AHOP	29,823	17,000	17,000
5024 - *Note Rev-Economic Dev	136,907	90,000	58,650
5024 - *Note Rev-FDBLR (DCA)	1,278	0	0
5024 - *Note Rev-Flood	300,579	275,000	301,350
5024 - *Note Rev-Home	95,534	100,000	90,000
5024 - *Note Rev-HS	17,347	15,000	15,000
5024 - *Note Rev-Redevelopment	416,724	365,000	365,000
5024 - *Note Rev-Revolving	0	10,560	0
5024 - Note Rev-CDBG RLF	47,003	40,000	62,000
5024 - Note Revenue-NSP	5,567	0	0
5880 - Miscellaneous Revenue	14,542	0	0
5920 - *Interest Inc-Revolving	910	0	0
5920 - Interest Inc Albany Heights	3	0	0
5920 - Interest Income-Cutliff Grove	104	0	0
5998 - Transfer from Fund Balance	0	707,384	837,367
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>	<b>3,707,533</b>	<b>3,792,859</b>	<b>4,560,813</b>

**FY 2018****CAD-911 FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5888 - Miscellaneous Income	50	0	0
5500 - Interest Income	26	0	0
5820 - Telecommunication	88,260	122,456	122,446
5885 - 911 Fees	1,417,647	1,858,042	1,434,256
5991 - Operating Transfers In	91,272	686,995	1,052,992
<b>CAD-911 FUND</b>	<b>1,597,255</b>	<b>2,667,493</b>	<b>2,609,694</b>

**FY 2018****HOTEL/MOTEL FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5330 - Hilton Garden	244,558	240,000	240,000
5330 - Hotel/Motel Tax	1,750,422	1,760,000	1,785,000
5992 - Operating Transfers Out	(1,269,981)	(1,275,000)	(1,300,000)
<b>HOTEL/MOTEL FUND</b>	<b>725,000</b>	<b>725,000</b>	<b>725,000</b>

**FY 2018****CAPITAL IMPROVEMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5500 - GMA Lease Pool	607,968	0	0
5820 - Do Co Computer Equip	50,925	0	0
5861 - Realized Gains/Losses/Interest	102,117	0	0
5991 - Operating Transfers In	2,950,570	960,045	1,377,708
5998 - Transfers from Fund Balance	0	3,039,955	3,193,643
<b>CAPITAL IMPROVEMENT FUND</b>	<b>3,711,580</b>	<b>4,000,000</b>	<b>4,571,351</b>

**FY 2018****T.A.D. FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5200 - Property Tax	275,764	275,559	324,800
5998 - Transfers from Fund Balance	0	56,109	10,793
<b>T.A.D. FUND</b>	<b>275,764</b>	<b>331,668</b>	<b>335,593</b>

**FY 2018****SPLOST FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
555.5861 - Interest - Merrill Lynch	121,866	0	0
566.5100 - SPLOST Revenues	9,892,564	9,851,526	0
566.5124 - DoCo Reimbursement	315,182	0	0
566.5831 - LMIG	704,767	0	0
566.5500 - Bond Project Fund	14,307	0	0
566.5500 - Interest Income	143,257	0	0
577.5100 - SPLOST Revenues	0	0	10,875,000
<b>SPLOST FUND</b>	<b>11,191,943</b>	<b>9,851,526</b>	<b>10,875,000</b>

**FY 2018****JOB INVESTMENT FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5550 - Unrealized Gains/Losses	23,704	0	0
5852 - MEAG Revenue	2,537,842	1,989,375	1,411,481
5861 - Realized Gains/Losses/Interest	10,695	0	0
<b>JOB INVESTMENT FUND</b>	<b>2,572,240</b>	<b>1,989,375</b>	<b>1,411,481</b>

**FY 2018 Budget  
R3M FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5991 - Operating Transfers in	2,000,000	0	0
5998 - Transfers From Fund Balance	0	1,000,000	1,000,000
<b>R3M FUND</b>	<b>2,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>

**FY 2018  
GRANT FUND REVENUE**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
5010 - 2013 JAG	1,227	0	0
5806 - Planning (PL Grant)	102,465	140,654	140,654
5807 - Section 8 FTA	67,697	101,447	101,447
5819 - 2012 JAG	0	90,808	90,808
5819 - Bullet Proof Vest	2,363	20,029	20,029
5819 - Pol GEMA 2012 Bomb Dog	3,663	3,000	3,000
5823 - Performance Partnership Agre	28,820	28,820	28,820
5831 - D/Nat'l Res 13991424201	14,542	0	0
5991 - Operating Transfers in	52,251	46,435	46,435
<b>GRANT FUND</b>	<b>273,028</b>	<b>431,193</b>	<b>431,193</b>

**FY 2017  
ARRA REVENUE**

<b>Description</b>	<b>Actual 2014/2015</b>	<b>Adopted 2015/2016</b>	<b>Adopted 2016/2017</b>
5060 - Transit Recovery	(7,607)	0	0
5991 - Operating Transfers in	7,877	0	0
<b>ARRA FUND</b>	<b>270</b>	<b>0</b>	<b>0</b>

**FY 2018  
SPECIAL FUNDS EXPENDITURES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
<b>General Fund</b>	<b>54,744,330</b>	<b>64,137,753</b>	<b>61,378,703</b>
Community & Economic Development	3,801,115	3,792,859	4,560,813
CAD 911	2,065,366	2,667,493	2,609,694
Hotel/Motel Fund	725,000	725,000	725,000
Capital Improvement	1,583,967	4,000,000	4,571,351
Tax Allocation District	551,959	331,668	335,593
SPLOST Funds	13,976,921	9,851,526	10,875,000
Job Investment Fund	2,511	1,989,375	1,411,481
R3M Fund	0	1,000,000	1,000,000
Gortatowsky	17,759	0	0
Grant Fund	273,298	431,193	431,193
<b>TOTAL SPECIAL FUNDS:</b>	<b>22,997,896</b>	<b>24,789,114</b>	<b>26,520,125</b>
<b>TOTAL GENERAL/SPECIAL FUNDS</b>	<b>77,742,226</b>	<b>88,926,867</b>	<b>87,898,828</b>

**FY 2018****LIGHT FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Residential	37,575,975	41,356,700	38,669,820
Commercial	29,525,437	35,699,832	32,164,696
Industrial	17,831,487	14,491,940	17,021,995
Latent Charges	2,111,598	2,171,941	1,601,064
Governmental	2,140,533	2,149,822	2,288,172
Environmental Cost Recovery	8,244,761	8,887,294	8,060,518
Interest Income	27,967	0	0
Unrealized Gains/Losses	23,076	0	0
Proceeds from Sale of Assets	(93,408)	0	0
Miscellaneous Revenue	4,968,857	436,654	375,000
MEAG Credits	7,613,526	1,989,375	1,411,481
<b>TOTAL LIGHT FUND REVENUES</b>	<b>109,969,809</b>	<b>107,183,558</b>	<b>101,592,746</b>

**FY 2018****LIGHT FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Cost of Goods Sold	78,984,705	79,659,982	78,758,476
Salaries and Benefits	1,660,052	2,773,216	3,004,154
Operating Expenses	1,560,350	1,977,010	2,283,179
Depreciation	1,791,664	1,866,273	1,809,135
Indirect Costs	6,093,149	5,873,398	6,074,390
Transfers Out	14,523,068	12,988,916	11,891,139
<b>TOTAL LIGHT FUND EXPENSES</b>	<b>104,612,988</b>	<b>105,138,796</b>	<b>103,820,473</b>
<b>LIGHT FUND NET INCOME (LOSS)</b>	<b>5,356,821</b>	<b>2,044,762</b>	<b>(2,227,726)</b>

**FY 2018 Budget  
GAS FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Residential	4,093,805	3,623,603	4,277,117
Commercial	4,916,221	6,160,706	5,815,880
Industrial	4,571,827	5,106,728	5,561,915
Latent Charges	706,405	729,419	684,205
Governmental	2,679	1,544	0
Other Revenue	1,172,974	0	0
Proceeds from Sale of Assets	4,061	0	0
<b>TOTAL GAS FUND REVENUES</b>	<b>15,467,971</b>	<b>15,622,000</b>	<b>16,339,117</b>

**FY 2018  
GAS FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Cost of Goods Sold	7,237,849	7,455,782	9,269,106
Salaries and Benefits	994,012	1,632,727	1,522,592
Operating Expenses	409,081	740,587	567,269
Depreciation	227,737	222,683	232,196
Indirect Costs	2,605,431	2,528,362	2,440,524
Transfers Out	2,364,793	1,640,310	1,715,607
<b>TOTAL GAS FUND EXPENSES</b>	<b>13,838,904</b>	<b>14,220,451</b>	<b>15,747,294</b>
<b>GAS FUND NET INCOME (LOSS)</b>	<b>1,629,069</b>	<b>1,401,549</b>	<b>591,823</b>

**FY 2018****SANITARY SEWER FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Sanitary Sewer Fees	14,428,773	14,605,190	15,249,634
Other Revenues	426	0	0
Realized Gains/Losses/Interest	239,403	200,000	100,000
Unrealized Gains/Losses	65,711	0	0
Capital Contributions	715,838	0	0
Net Book Value	(2,189)	0	0
<b>TOTAL SANITARY SEWER FUND REVENUES</b>	<b>15,447,963</b>	<b>14,805,190</b>	<b>15,349,634</b>

**FY 2018****SANITARY SEWER FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Wastewater Treatment	6,479,983	6,332,568	6,274,560
Wastewater Treatment/Lift Stations	1,105,734	1,120,797	1,241,550
Sanitary Sewer Administration	1,631,250	2,771,000	2,467,796
Sewer Tap Crews	1,781,338	1,750,871	1,826,239
Sewer Pipe Crews	729,292	911,553	825,154
Review and Inspect	15,145	0	0
Wastewater Sampling	528,927	499,427	466,198
Transfers Out	766,029	1,147,628	1,296,219
Storm Water Transfer Out	1,256,779	1,303,680	1,303,680
<b>TOTAL SANITARY SEWER FUND EXPENSES</b>	<b>14,294,477</b>	<b>15,837,524</b>	<b>15,701,396</b>
<b>SANITARY SEWER NET INCOME (LOSS)</b>	<b>1,153,486</b>	<b>(1,032,333)</b>	<b>(351,762)</b>

**FY 2018****WATER FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Residential	7,283,192	7,890,104	8,367,962
Commercial	2,805,188	3,061,944	3,477,938
Latent Charges	1,217,384	1,240,874	1,072,682
Other Revenue	7,305	0	0
Proceeds from Sale of Assets	17,434	0	0
Interest Earned	3,913	0	0
<b>TOTAL WATER FUND REVENUES</b>	<b>11,334,415</b>	<b>12,192,922</b>	<b>12,918,582</b>

**FY 2018****WATER FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Cost of Goods Sold	1,870,977	2,435,472	2,008,332
Salaries and Benefits	1,608,002	2,042,385	2,125,253
Operating Expenses	1,106,209	1,400,406	1,309,941
Depreciation	2,017,642	2,038,804	2,098,373
Indirect Costs	3,386,661	3,936,034	3,981,266
Transfers Out	974,117	1,036,398	1,098,080
<b>TOTAL WATER FUND EXPENSES</b>	<b>10,963,608</b>	<b>12,889,499</b>	<b>12,621,245</b>
<b>WATER FUND NET INCOME (LOSS)</b>	<b>370,807</b>	<b>(696,577)</b>	<b>297,337</b>

**FY 2018****SOLID WASTE FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Residential	8,664,425	9,061,886	8,917,795
Commercial	955,640	1,011,472	1,376,784
Industrial	9,452	10,279	9,900
Governmental	20,159	22,461	20,000
Realized Gains/Losses/Interest	23,666	0	0
Miscellaneous Revenue	50	0	0
Proceeds/Sale of Asset	30,742	0	0
<b>TOTAL SOLID WASTE FUND REVENUES</b>	<b>9,704,134</b>	<b>10,106,098</b>	<b>10,324,479</b>

**FY 2018****SOLID WASTE FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Solid Waste Administration	818,905	2,204,096	1,979,451
Solid Waste Residential East	3,457,465	3,221,437	3,055,568
Solid Waste Residential West	3,071,224	3,252,094	3,252,094
Solid Waste Commercial	1,387,945	1,222,979	1,175,034
Solid Waste Special Services	301,474	159,952	149,571
Transfers Out	445,400	859,018	877,581
<b>TOTAL SOLID WASTE FUND EXPENSES</b>	<b>9,482,413</b>	<b>10,919,576</b>	<b>10,489,299</b>
<b>SOLID WASTE FUND NET INCOME (LOSS)</b>	<b>221,721</b>	<b>(813,478)</b>	<b>(164,820)</b>

**FY 2018****STORM WATER FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Storm Water Fees	2,824,694	4,506,879	4,297,636
Capital Contributions	750,889	0	0
Net Book Value	(281,250)	0	0
Transfer In	1,256,779	1,303,680	1,303,680
<b>TOTAL STORM WATER FUND REVENUES</b>	<b>4,551,112</b>	<b>5,810,559</b>	<b>5,601,316</b>

**FY 2018****STORM WATER FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Storm Water Engineering	581,058	336,916	357,867
Storm Water Sweeping	1,614,124	2,445,438	2,176,873
Storm Water Asphalt/Concrete	671,831	639,264	684,650
Storm Water Grading	990,676	1,120,650	1,130,848
Storm Water Drainage	1,446,438	1,595,560	1,441,849
Transfer Out	0	493,898	476,112
<b>TOTAL STORM WATER FUND EXPENSES</b>	<b>5,304,126</b>	<b>6,631,726</b>	<b>6,268,200</b>
<b>STORM WATER FUND NET INCOME (LOSS)</b>	<b>(753,014)</b>	<b>(821,163)</b>	<b>(666,883)</b>

**FY 2018 Budget**

**TELECOM FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Reoccurring Fees	2,045,744	2,646,456	3,031,957
Non-Reoccurring Fees	208,827	336,683	189,834
Other Revenue	0	0	0
Interest Earned	86	0	0
Proceeds from Sale of Assets	(310,909)	0	0
Transfer In	0	0	0
<b>TOTAL TELECOM FUND REVENUES</b>	<b>1,943,748</b>	<b>2,983,139</b>	<b>3,221,791</b>

**FY 2018**

**TELECOM FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Cost of Goods Sold	864,842	618,000	543,991
Salaries and Benefits	314,753	611,717	580,416
Operating Expenses	471,288	476,735	457,700
Depreciation	457,150	465,568	435,204
Indirect Costs	869,365	1,294,665	1,268,393
Transfers Out	195,469	253,567	273,852
<b>TOTAL TELECOM FUND EXPENSES</b>	<b>3,172,867</b>	<b>3,720,252</b>	<b>3,559,556</b>
<b>TELECOM FUND NET INCOME (LOSS)</b>	<b>(1,229,119)</b>	<b>(737,113)</b>	<b>(337,765)</b>

**FY 2018 Budget****TRANSIT FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Bus Fares	488,610	560,000	513,710
Bus Para transit	33,843	41,500	27,500
Transportation Agreement - ASU	0	0	328,073
State Grants-Operating Assistance	1,239,904	1,077,759	1,096,008
State Grants-Capital Improvements	671,953	3,999,110	2,929,191
Proceeds from Sale of Asset	(31,934)	0	0
Capital Contributions	815,928	267,672	112,661
Operating Transfers In	1,382,837	1,254,431	1,308,811
<b>TOTAL TRANSIT FUND REVENUES</b>	<b>4,601,142</b>	<b>7,200,472</b>	<b>6,315,954</b>

**FY 2018 Budget**  
**CIVIC CENTER REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Arena Rent	82,666	75,186	66,434
Auditorium Rent	14,850	11,550	13,100
Meeting Room Rent	24,550	31,750	29,866
Concession Income	8,884	13,949	2,789
Auditorium Parking	0	0	288
Parking Income	8,331	17,712	10,402
Auditorium	1,950	0	2,568
Box Office Income	21,972	59,485	18,012
Auditorium Box Office Income	0	100	800
Prog/T-Shirts & Novelties	3,307	1,700	3,350
Catering Income	339	0	0
Miscellaneous Income	301	0	0
Staffing Reimbursement	179,827	165,113	165,113
Auditorium Other Direct Cost	(1,715)	0	0
Auditorium Misc Rentals/Svcs	16,338	10,210	0
Miscellaneous Rentals/Svcs	131,499	85,647	156,642
Auditorium Executive Discount	(8,888)	14,903	(13,517)
Executive Discount	(139,408)	(123,778)	(83,230)
Sports Team Discount	(35,543)	(29,932)	(31,668)
Trade Discount	(5,385)	0	0
Promotional Revenues	11,554	0	0
Operating Transfers In	1,372,216	1,817,097	1,806,694
Proceeds/ Sale of Assets	9,881	0	0
<b>TOTAL CIVIC CENTER REVENUES</b>	<b>1,697,524</b>	<b>2,150,692</b>	<b>2,147,643</b>

**FY 2018****AIRPORT FUND REVENUES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
ASA	142,680	132,512	142,000
Non-Scheduled	3,800	2,800	1,800
United Parcel Services	151,573	152,452	155,000
Avis Car Rental	80,157	77,617	77,600
Budget Car Rentals	58,546	61,125	61,125
CARS Inc	88,942	61,200	85,000
Enterprise Car Rental	66,293	65,125	79,000
TSA Rental	69,702	62,000	51,400
Airport Parking	66,900	66,000	234,000
Hawthorne Aviation	80,371	84,331	81,000
Lounge Rental	0	4,660	0
Airport Miscellaneous	6,755	0	4,460
House Rental	7,800	7,800	7,800
Federal Grants	219,972	1,512,000	0
State of Georgia	869	267,840	0
PFC Revenues Earned	40,187	209,250	300,330
CFC Revenues Earned	217,638	105,180	184,950
Interest Income PFC5	285	0	390
Interest Earned CFC	2,002	0	2,200
Net Book Value	(596,685)	0	0
Advertising Revenue	8,609	4,000	7,000
Capital Contributions	89,396	0	0
Operating Transfers In	905,766	1,015,228	1,222,210
<b>TOTAL AIRPORT FUND REVENUES</b>	<b>1,711,557</b>	<b>3,891,120</b>	<b>2,697,265</b>

**FY 2018****SUPPLEMENTED ENTERPRISE FUND EXPENSES**

<b>Description</b>	<b>Actual 2015/2016</b>	<b>Adopted 2016/2017</b>	<b>Adopted 2017/2018</b>
Airport	2,966,901	5,504,652	4,074,047
Albany Civic Center/Auditorium	1,855,481	2,635,765	2,633,099
Transit Fund	4,067,822	7,657,374	7,075,332
<b>TOTAL EXPENSES</b>	<b>8,890,204</b>	<b>15,797,791</b>	<b>13,782,478</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 [www.albany.ga.us](http://www.albany.ga.us).

### **BUDGET DEVELOPMENT AND ADOPTION**

The budget process began in February 2017 with the Finance Department preparing the FY 2018 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 2017 and each department was given its FY 2018 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 2018 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 13th. This hearing was designed to allow public input into the FY 2018 budget before its adoption. The recommended budget was submitted to the Mayor and Board of City Commissioners on May 9<sup>th</sup>.

After extensive work by the City Manager and the budget preparation staff, the FY 2018 budget was adopted on June 28, 2017. 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, 2017. The new fiscal year began July 1, 2017.

**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) 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 established a formal debt service policy in September 2010. 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 \$40,000, except as may be otherwise provided by law or by ordinance.

Section 2.649 of the City Code gives the City Manager the authority to make purchases up to \$40,000 and repair and maintenance expenditures of up to \$40,000. Over this amount, the City Commission must grant approval. This section of the code also gives the City Manager the authority to sell surplus property up to \$5,000. The sale of surplus property valued over that amount requires prior Commission approval.

**REVENUE AND EXPENDITURE POLICIES**

An accepted but informal policy 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

<u>Fund Description</u>	<u>Revenues</u>	<u>Funding Sources</u>								
		<u>General Fund</u>	<u>Solid Waste</u>	<u>Sewer</u>	<u>Hotel/Motel</u>	<u>Storm Water</u>	<u>Water</u>	<u>Gas</u>	<u>Light</u>	<u>Telecom</u>
<i>General Fund</i>	74.3%	-	1.3%	1.9%	1.9%	0.7%	1.6%	2.5%	15.4%	0.4%
<i>Capital Improvement Fund</i>	97.0%	3.0%	-	-	-	-	-	-	-	-
<i>Solid Waste</i>	100%	-	-	-	-	-	-	-	-	-
<i>Transit</i>	81.5%	18.5%	-	-	-	-	-	-	-	-
<i>Civic Center</i>	31.4%	68.6%	-	-	-	-	-	-	-	-
<i>Sewer</i>	100%	-	-	-	-	-	-	-	-	-
<i>CAD-911</i>	59.7%	40.3%	-	-	-	-	-	-	-	-
<i>Community Development</i>	100%	-	-	-	-	-	-	-	-	-
<i>R3M Fund</i>	100%	-	-	-	-	-	-	-	-	-
<i>Grant Fund</i>	100%	-	-	-	-	-	-	-	-	-
<i>Airport</i>	70.0%	30.0%	-	-	-	-	-	-	-	-
<i>Hotel/Motel</i>	100%	-	-	-	-	-	-	-	-	-
<i>Job Investment Fund</i>	-	-	-	-	-	-	-	-	100.0%	-
<i>Tax Allocation District</i>	96.8%	3.2%	-	-	-	-	-	-	-	-
<i>Storm Water</i>	79.2%	-	-	20.8%	-	-	-	-	-	-
<i>Water</i>	100%	-	-	-	-	-	-	-	-	-
<i>Gas</i>	100%	-	-	-	-	-	-	-	-	-
<i>Light</i>	100%	-	-	-	-	-	-	-	-	-
<i>Telecom</i>	100%	-	-	-	-	-	-	-	-	-
<i>Utility Internal Service Fund</i>	-	-	4.0%	4.0%	-	4.0%	25.0%	16.0%	39.0%	8.0%
<i>SPLOST Fund</i>	100%	-	-	-	-	-	-	-	-	-

### 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 inner city 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-Dougherty County 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.



## FY 2018 BUDGET CALENDAR

Budget Activity	Action By	Completion Date
1. Budget Planning Session	City Manager/Finance Department	February 1
2. Completion of Budget Requests (including Revenue Projections)	Department/Division Heads	February 17
3. Verification & Audit of Departmental Requests	Finance Department	February 24
4. Review Analysis of Requests with Departmental Officials	City Manager/Finance Department	March 1 - March 30
5. Budget Issues and Concerns	City Manager/Finance Department	March 31
6. Utility Rates Presentation (AUB)	City Manager/Finance Department	April 27
7. Budget Overview Presentation	City Manager/Finance Department	May 9
8. Public Notices: Hearing of Proposed Budget	City Clerk	May 28, June 11
9. Review Analysis of Requests with Departmental Officials	City Manager/Mayor/City Commission/Finance Department	June 6 (Optional)
10. Public Hearing of Proposed Budget	Mayor/City Commission/City Clerk	June 13
11. Submit Revised Recommended Budget to Mayor/Commission	City Manager	June 13
12. Preparation of Budget Ordinance, Incorporating Final Changes by Mayor and City Commission	City Attorney	June 20
13. Adoption of 2017/2018 Budget	Mayor/City Commission	June 28



# FY 2018 BUDGET MEETINGS

Department	Staff Review	Commission Review
<b>General Government</b>	<b>Wednesday, March 1, 2017</b>	
Risk Management	10:00	
Human Resources	11:00	
Planning/Code Enforcement	1:30	
Engineering	3:30	
<b>General Government (continued)</b>	<b>Thursday, March 2, 2017</b>	
City Clerk	10:30	
Recreation	1:00	
Civic Center/Auditorium	3:00	
<b>General Government (continued)</b>	<b>Friday, March 3, 2017</b>	
Fire	10:00	
Police	2:00	
<b>General Government (continued)</b>	<b>Tuesday, March 7, 2017</b>	
City Attorney	9:00	
Finance	10:00	
City Manager	11:00	
Community/Economic Development	2:00	
<b>General Government (continued)</b>	<b>Wednesday, March 8, 2017</b>	
Airport	9:00	
Transit	10:30	
License and Business Support	1:30	
Technology and Communications	3:30	
<b>General Government (continued)</b>	<b>Friday, March 10, 2017</b>	
Facilities Management	10:00	
Central Services	2:00	
<b>Utility Funds</b>	<b>Tuesday, March 14, 2017</b>	
Customer Service	1:30	
Telecom	3:30	



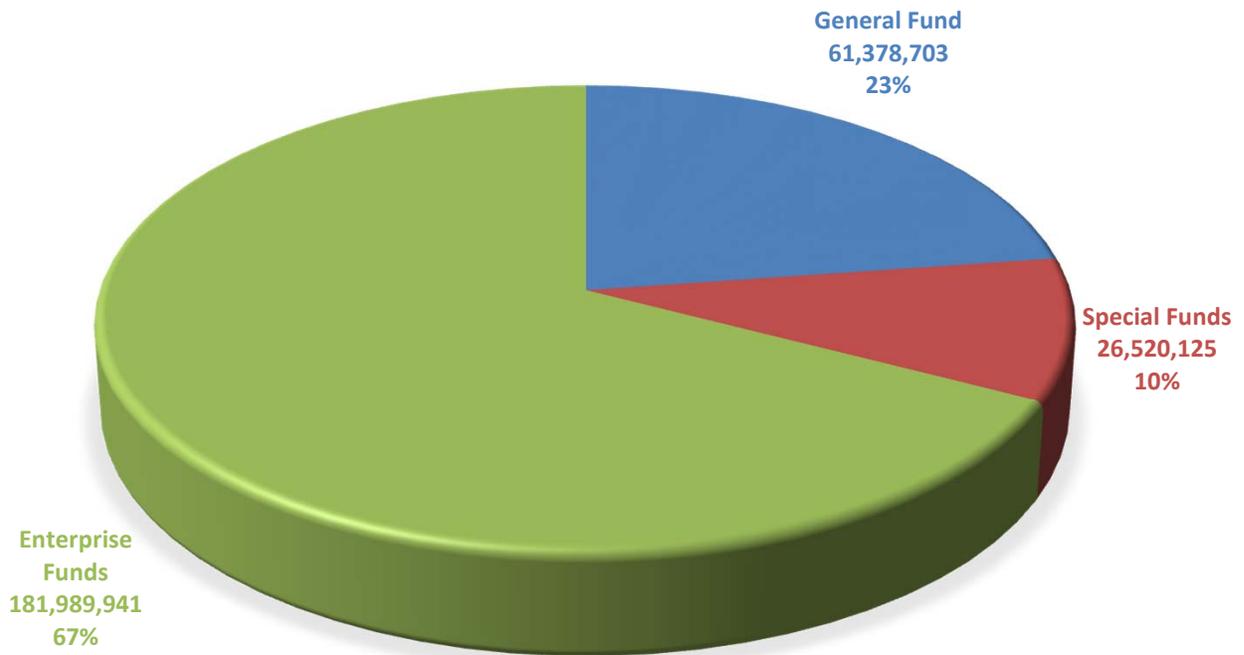
# FY 2018 BUDGET MEETINGS

Department	Staff Review	Commission Review
<b>Utility Funds (continued)</b> Water Gas Light	<b>Wednesday, March 15, 2017</b> 10:00 1:30 3:30	
<b>Utility Funds (continued)</b> Solid Waste Sewer Storm Water	<b>Thursday, March 16, 2017</b> 10:00 1:00 3:30	
<b>Utility Funds (continued)</b> Energy Control/Service Techs HDD Vegetation Management Utility Management Marketing	<b>Friday, March 17, 2017</b> 9:00 10:30 11:30 2:00 3:00	
<b>Capital/R3M Requests</b>	<b>Thursday, March 30, 2017</b> 1:30	
<b>Budget Issues and Concerns</b>	<b>Friday, March 31, 2017</b> 2:00	
<b>Budget Overview</b> (Commission Work Session)		<b>May 23, 2017</b>
<b>Review Analysis of Requests with Departmental Officials</b>		<b>June 6, 2017</b> <b>(Optional)</b>
<b>Budget Discussions/Public Hearing</b>		<b>June 13, 2017</b>
<b>Commission Consideration &amp; Vote</b>		<b>June 28, 2017</b> <b>6:00 pm</b>



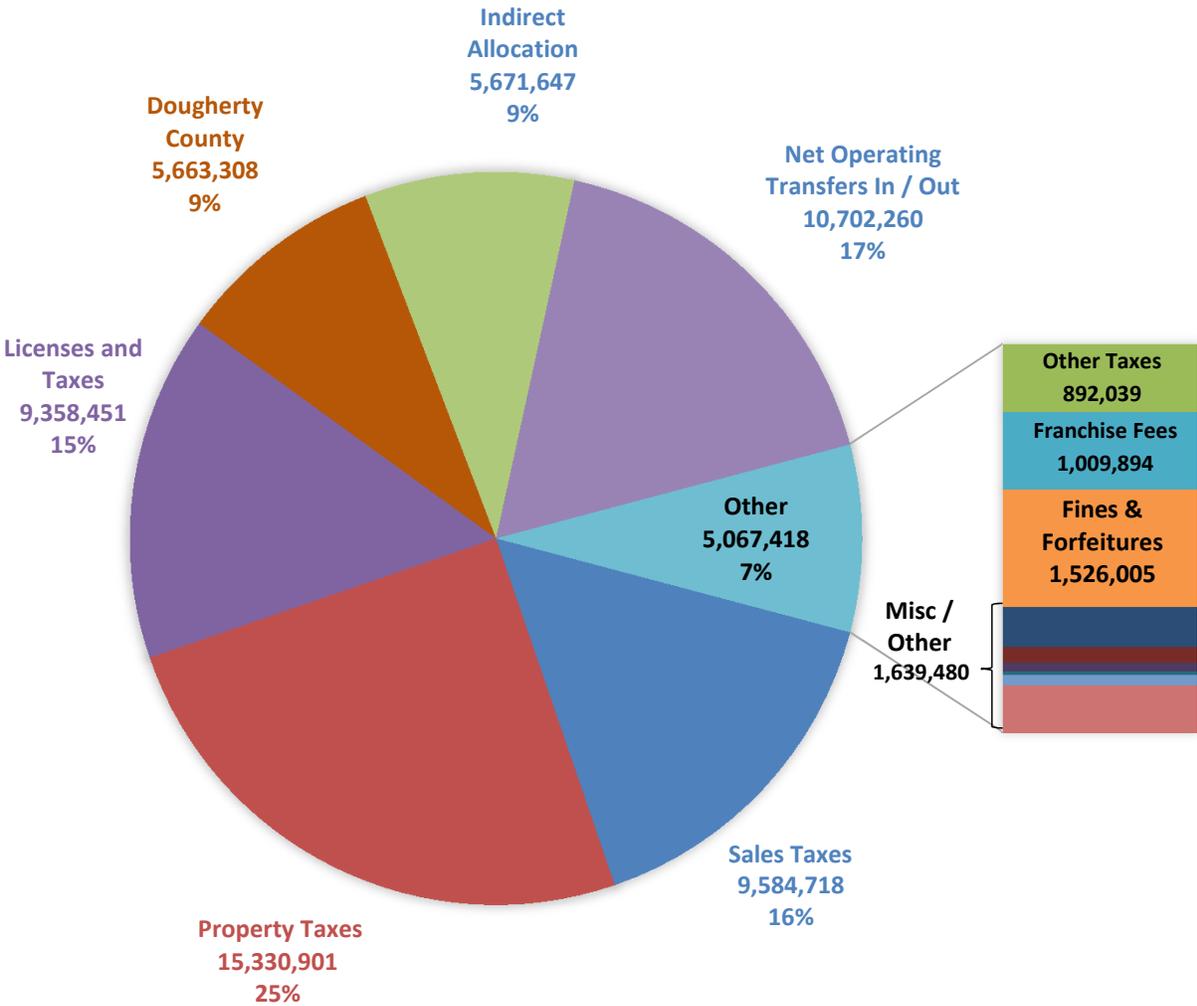
# Revenues & Expenditures

City of Albany  
FY 2018  
Adopted Operating Budget



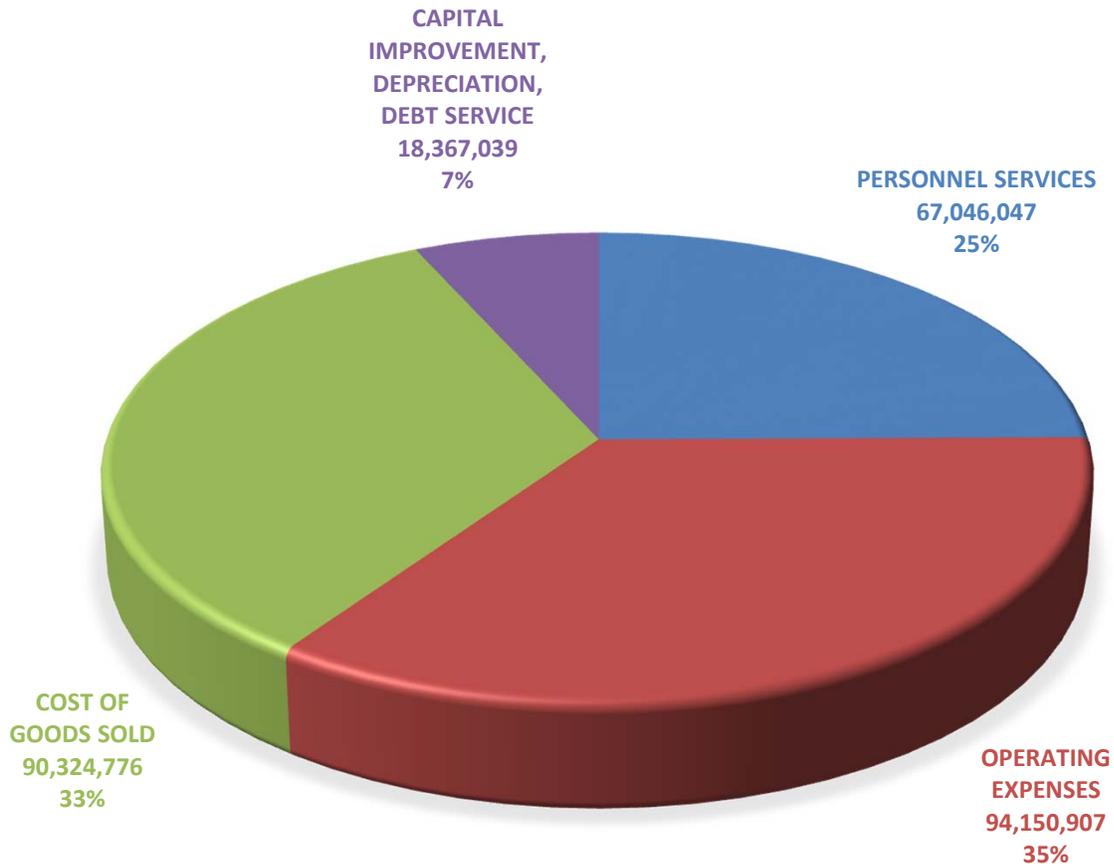
Total Budget  
\$269,888,769

# City of Albany FY 2018 General Fund Revenues



**Total General Fund Revenues  
\$61,378,703**

# City of Albany FY 2018 Total Operating Budget



Total Budget  
\$269,888,769

**FY 2018**

**ADOPTED BUDGET**

DEPARTMENT	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE	TOTAL
<b>General Fund</b>				
City Clerk	231,798	293,272	0	525,070
City Commission	163,905	55,000	0	218,905
City Manager	700,778	623,970	0	1,324,748
City Attorney	488,736	123,179	0	611,915
Municipal Court	541,360	200,746	0	742,106
Human Resources	1,660,799	368,012	0	2,028,811
Risk Management	451,663	103,805	0	555,468
Central Services-Procurement	463,768	81,954	0	545,722
Central Services-Material Mgmt.	298,564	59,370	0	357,934
Finance-Administration & Acctg.	1,410,004	756,979	0	2,166,983
Office Management & Budget	750,000	0	0	750,000
License & Business Support - Enforcement	350,287	37,570	0	387,857
License & Business Support - Treasury	189,831	103,319	0	293,150
Technology & Communication	1,559,328	1,771,122	0	3,330,450
Planning & Development Services	892,801	296,687	0	1,189,488
Planning & Development - Code Enforcem	635,657	527,922	0	1,163,579
Police-Administration	1,190,045	1,158,696	0	2,348,741
Police-Uniform	7,668,960	1,044,865	0	8,713,825
Police-Support Services	1,311,721	309,320	0	1,621,041
Police-Investigative	2,773,300	255,667	0	3,028,967
Police-Gang Unit	781,052	88,227	0	869,279
Police-Albany/Dougherty Drug Unit	725,336	131,207	0	856,543
Police-Community Oriented Policing	16,311	234,115	0	250,426
Police-SWAT	5,000	38,546	0	43,546
Fire-Administration	526,042	127,483	0	653,525
Fire-Suppression	11,814,759	555,040	0	12,369,799
Fire-Prevention	419,919	20,425	0	440,344
Fire-Training	322,105	55,100	0	377,205
Fire-Emergency Management	83,211	26,390	0	109,601
Engineering	1,805,135	2,402,318	0	4,207,453
P/W - Right of Way Maintenance	599,474	264,890	0	864,364
Recreation-Administration	278,694	315,651	0	594,345
Recreation-Centers & Gyms	553,089	197,835	0	750,924
Recreation-Athletics	258,004	231,798	0	489,802
Recreation-Flint River Golf	429,065	214,491	0	643,556
Recreation-Parks Maintenance	985,856	322,820	0	1,308,676
Recreation-Health & Wellness	490,120	147,415	0	637,535
Facilities/Grounds - Administration	180,180	288,350	0	468,530
Facility Maintenance	1,018,250	756,240	0	1,774,490
Independent Agencies	0	1,764,000	0	1,764,000
<b>SUBTOTAL GENERAL FUND</b>	<b>45,024,907</b>	<b>16,353,796</b>	<b>0</b>	<b>61,378,703</b>

**FY 2018  
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>					
Community & Economic Development (CDBG)	478,612	1,312,392	0	0	1,791,004
CED - Economic Development Agency	7,145	262,100	0	0	269,245
CED - Rental	188,223	771,044	0	0	959,267
CED - EDA Industrial Incubator	7,126	21,674	0	0	28,800
CED - Home	65,195	1,138,097	0	0	1,203,292
CED - Flood Recovery	12,955	227,500	0	35,000	275,455
CED - Housing Counseling	0	33,750	0	0	33,750
CAD 9-1-1	1,993,140	616,554	0	0	2,609,694
Hotel/Motel Fund	0	725,000	0	0	725,000
Capital Improvement Fund	0	0	0	4,571,351	4,571,351
Tax Allocation District	0	335,593	0	0	335,593
SPLOST Fund	0	10,875,000	0	0	10,875,000
R3M - Repair, Renovate, & Replace	0	1,000,000	0	0	1,000,000
Job Investment Fund	0	1,411,481	0	0	1,411,481
Grant Fund	75,255	355,938	0	0	431,193
<b>Subtotal, Special Funds</b>	<b>2,827,651</b>	<b>19,086,123</b>	<b>0</b>	<b>4,606,351</b>	<b>26,520,125</b>
<b>Enterprise Funds (Self Sustaining)</b>					
Light Operations	3,004,154	20,248,708	78,758,476	1,809,135	103,820,473
<b>Subtotal, Light Operations</b>	<b>3,004,154</b>	<b>20,248,708</b>	<b>78,758,476</b>	<b>1,809,135</b>	<b>103,820,473</b>
Sewer Systems-Wastewater Treatment	1,084,208	3,597,898	0	1,592,454	6,274,560
Waste Water Treatment-Lift Station	0	700,400	0	541,150	1,241,550
Sewer Systems-Administration	529,862	4,452,139	0	85,694	5,067,695
Sewer Systems-Maintenance	1,002,834	607,081	0	216,324	1,826,239
Sewer Systems-Construction	508,006	235,008	0	82,140	825,154
Wastewater Sampling & Utility Location	336,466	124,419	0	5,313	466,198
<b>Subtotal, Sanitary Sewer Systems</b>	<b>3,461,376</b>	<b>9,716,945</b>	<b>0</b>	<b>2,523,075</b>	<b>15,701,396</b>
Gas Operations	1,522,592	4,723,400	9,269,106	232,196	15,747,294
<b>Subtotal, Gas Operations</b>	<b>1,522,592</b>	<b>4,723,400</b>	<b>9,269,106</b>	<b>232,196</b>	<b>15,747,294</b>
Water Distribution	2,125,253	6,389,287	0	2,098,373	10,612,913
Water Production	0	255,130	1,753,202	0	2,008,332
<b>Subtotal, Water Operations</b>	<b>2,125,253</b>	<b>6,644,417</b>	<b>1,753,202</b>	<b>2,098,373</b>	<b>12,621,245</b>
Solid Waste-Administration	456,036	2,397,150	0	3,846	2,857,032
Solid Waste-Residential East	1,157,428	1,531,072	0	367,068	3,055,568
Solid Waste-Residential West	0	3,252,094	0	0	3,252,094
Solid Waste-Commercial	388,534	625,490	0	161,010	1,175,034
Solid Waste-Special Services	105,371	44,200	0	0	149,571
<b>Subtotal, Solid Waste Fund</b>	<b>2,107,369</b>	<b>7,850,006</b>	<b>0</b>	<b>531,924</b>	<b>10,489,299</b>
Storm Water-Engineering	315,317	42,550	0	0	357,867
Storm Water-Sweeping	693,548	1,778,994	0	180,443	2,652,985
Storm Water-Asphalt/Concrete	512,131	157,379	0	15,140	684,650
Storm Water-Grading/Construction	669,218	361,558	0	100,072	1,130,848
Storm Water-Maintenance/Drainage	300,033	514,500	0	627,317	1,441,850
<b>Subtotal, Storm Water Utility</b>	<b>2,490,247</b>	<b>2,854,981</b>	<b>0</b>	<b>922,972</b>	<b>6,268,200</b>
Telecom Operations	580,416	1,999,945	543,991	435,204	3,559,556
<b>Subtotal, Telecom Operations</b>	<b>580,416</b>	<b>1,999,945</b>	<b>543,991</b>	<b>435,204</b>	<b>3,559,556</b>
<b>Subtotal, Self Sustaining Enterprise Funds</b>	<b>15,291,407</b>	<b>54,038,402</b>	<b>90,324,775</b>	<b>8,552,879</b>	<b>168,207,463</b>

**FY 2018  
ADOPTED BUDGET**

DEPARTMENT	PERSONNEL SERVICES	OPERATING EXPENSES	COST OF GOODS SOLD	CAPITAL IMPROVEMENT, DEPRECIATION, DEBT SERVICE	TOTAL
<b>Enterprise Funds (Supplemented)</b>					
Airport	1,073,408	1,138,579	0	1,376,780	3,588,767
Airport - Grant	0	20,280	0	465,000	485,280
Albany Civic Center	706,770	1,308,832	0	485,447	2,501,049
Albany Civic Center/Auditorium	0	132,050	0	0	132,050
Transit System	2,121,904	939,392	0	759,379	3,820,675
Transit System - Grant	0	1,133,454	0	2,121,203	3,254,657
<b>Subtotal, Supplemented Enterprise Funds</b>	<b>3,902,082</b>	<b>4,672,587</b>	<b>0</b>	<b>5,207,809</b>	<b>13,782,478</b>
<b>Enterprise Funds Subtotal</b>	<b>19,193,489</b>	<b>58,710,989</b>	<b>90,324,775</b>	<b>13,760,688</b>	<b>181,989,941</b>
<b>Grand Total</b>	<b>67,046,047</b>	<b>94,150,907</b>	<b>90,324,776</b>	<b>18,367,039</b>	<b>269,888,769</b>

For Informational Purposes Only					
<b>Utility Internal Service Fund (UISF)</b>					
General Manager's Office and Commissioners	596,632	188,203	0	4,288	789,123
Investigations	185,183	114,776	0	5,938	305,897
Engineering	451,724	189,477	0	6,787	647,988
Marketing	318,025	376,459	0	3,297	697,781
HDD	1,035,573	265,735	0	6,778	1,308,086
Energy Control	2,127,550	704,696	0	705,367	3,537,613
Vegetation Management	593,875	1,299,490	0	26,610	1,919,975
Customer Service	2,321,809	2,186,030	0	84,040	4,591,879
<b>Subtotal, Utility Internal Service Fund</b>	<b>7,630,371</b>	<b>5,324,866</b>	<b>0</b>	<b>843,105</b>	<b>13,798,342 *</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.



# 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 third consecutive year for the citizens of Albany to offset any subsequent increases in property values. The City of Albany has been able to avoid layoffs and furloughs; but incentives for retirement were completed in FY15. 25 vacant positions remain unfunded, down from 20 unfunded positions in FY17.

A synopsis of revenues and expenditures from FY 2015 through FY 2017 is discussed below:

### Fiscal Year 2015

- The FY 2015 Adopted budget of \$259,026,989 represents an *increase* of 12%, or \$27,868,214, from the FY 2014 actual expenditures of \$231,158,775.

The General Fund for FY15 will require only a \$459,567 transfer from fund balance and used only ½, or \$1,764,459 of the MEAG transfer designated for operations. The fiscal year's budget includes a 2% Cost of Living Adjustment (COLA) for all regular, full time employees effective 7/1/14, Workers' Compensation fully funded from 75% to 100%, depreciation funded in appropriate funds, charging a Storm Water Utility fee for the first time to City departments (\$2.50 per ERU or Equivalent Residential Unit) and adjusting the distribution of Indirect Cost to appropriate funds. All are all significant factors for the FY15 budget. Also during the new fiscal year, there will be an increase to the employee Group Insurance Matching.

Fiscal year 2015 will also begin the merger between City of Albany and Utility departments, such as Finance, Central Services/Procurement, HR, IT, Fleet Management and Maintenance, Inventory Management and Control, and others deemed necessary by the City Manager.

### 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.

**HISTORICAL TRENDS / REVENUE & EXPENDITURE ANALYSIS****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 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.

**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, 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 Sanitary Sewer Fund at \$45,718,667 for fiscal year ending 2016. The fund balance for the General Fund for fiscal year ending 2016 was \$27,399,843. The City works tirelessly to build and maintain a healthy Fund Balance. Seventy-two percent of the total is cash and investments, which provides a very strong position that insures the City meets all obligations.

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

	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>REVENUES:</b>			
Property Taxes	15,366,577	15,454,630	15,330,671
Sales Taxes	9,683,370	9,900,455	9,584,718
Licenses and Taxes	8,035,044	9,008,069	9,358,682
Other Taxes	875,700	773,707	892,039
Intergovernmental	5,625,292	5,948,234	6,405,254
Charges for Services	917,574	837,531	837,531
Fines, Forfeitures & Penalties	1,636,905	1,556,414	1,506,006
Franchise Fees	2,139,333	1,007,538	1,009,895
Investment Income (Loss)	550,224	157,948	0
Miscellaneous/Other	6,612,932	7,568,098	5,751,647
Transfer In	18,010,564	17,705,360	17,517,109
Transfer Out	(8,789,218)	(5,780,231)	(6,814,849)
Transfer From Fund Balance			
<b>TOTAL</b>	<b>60,664,297</b>	<b>64,137,753</b>	<b>61,378,703</b>
<b>EXPENDITURES:</b>			
General Government	19,741,398	23,492,809	20,289,592
Planning	1,839,265	2,303,487	2,353,067
Public Safety	28,645,221	30,959,858	31,682,842
Public Works	0	849,138	864,364
Parks & Recreation	2,816,699	4,738,461	4,424,838
Community Service	1,701,747	1,794,000	1,764,000
<b>TOTAL</b>	<b>54,744,330</b>	<b>64,137,753</b>	<b>61,378,703</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>5,919,967</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE</b>			
Beginning of year July 1	<u>21,479,874</u>	<u>27,399,841</u>	<u>27,399,841</u>
<b>FUND BALANCE</b>			
End of year June 30	<u><u>27,399,841</u></u>	<u><u>27,399,841</u></u>	<u><u>27,399,841</u></u>

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

	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT FUND</b>			
<b>REVENUES:</b>			
Grant Revenue	1,736,606	2,043,221	2,222,046
Rentals	770,894	0	571,400
Charges for Services	5,428	684,181	0
Other	1,194,605	707,385	930,000
Transfer from Fund Balance	0	358,072	837,367
<b>TOTAL</b>	<b>3,707,533</b>	<b>3,792,859</b>	<b>4,560,813</b>
<b>EXPENDITURES:</b>			
Personal Services	609,613	749,085	759,254
Operating Expense	3,191,502	2,743,774	3,766,559
Debt Service	0	300,000	35,000
<b>TOTAL</b>	<b>3,801,115</b>	<b>3,792,859</b>	<b>4,560,813</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(93,582)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b> Beginning of year July 1	<u>2,256,233</u>	<u>2,162,651</u>	<u>1,804,579</u>
<b>FUND BALANCE (DEFICIT)</b> End of year June 30	<u>2,162,651</u>	<u>1,804,579</u>	<u>967,212</u>
	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>CAD-911 FUND</b>			
<b>REVENUES:</b>			
Charges for Services	1,505,984	1,980,498	1,556,702
Transfer In	91,271	686,995	1,052,992
<b>TOTAL</b>	<b>1,597,255</b>	<b>2,667,493</b>	<b>2,609,694</b>
<b>EXPENDITURES:</b>			
Personal Services	1,757,259	2,048,108	1,993,140
Operating Expense	308,107	619,385	616,554
<b>TOTAL</b>	<b>2,065,366</b>	<b>2,667,493</b>	<b>2,609,694</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(468,112)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b> Beginning of year July 1	<u>468,112</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE (DEFICIT)</b> End of year June 30	<u>0</u>	<u>0</u>	<u>0</u>

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

	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>HOTEL/MOTEL FUND</b>			
<b>REVENUES:</b>			
Hotel/Motel Tax	1,994,981	2,000,000	2,025,000
Operating Transfers Out	(1,269,981)	(1,275,000)	(1,300,000)
<b>TOTAL</b>	<b>725,000</b>	<b>725,000</b>	<b>725,000</b>
<b>EXPENDITURES:</b>			
Operating Expense	725,000	725,000	725,000
<b>TOTAL</b>	<b>725,000</b>	<b>725,000</b>	<b>725,000</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>

	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>CAPITAL IMPROVEMENT FUND</b>			
<b>REVENUES:</b>			
Interest Income	761,010	0	0
Transfers In	2,950,570	3,039,955	1,377,708
Transfer from Fund Balance	0	960,045	3,193,643
<b>TOTAL</b>	<b>3,711,580</b>	<b>4,000,000</b>	<b>4,571,351</b>
<b>EXPENDITURES:</b>			
Capital Outlay	1,047,058	4,000,000	4,571,351
Operating Expense	536,909	0	0
<b>TOTAL</b>	<b>1,583,967</b>	<b>4,000,000</b>	<b>4,571,351</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>2,127,613</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>15,041,364</u>	<u>17,168,977</u>	<u>16,208,932</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>17,168,977</u></u>	<u><u>16,208,932</u></u>	<u><u>13,015,289</u></u>

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

	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>T.A.D. FUND</b>			
<b>REVENUES:</b>			
Property Tax	275,764	275,559	324,800
Transfer from Fund Balance	0	56,109	10,793
<b>TOTAL</b>	<b>275,764</b>	<b>331,668</b>	<b>335,593</b>
<b>EXPENDITURES:</b>			
Debt Service	332,959	331,668	335,593
Capital Outlay	219,000	0	0
<b>TOTAL</b>	<b>551,959</b>	<b>331,668</b>	<b>335,593</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(276,195)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>(346,297)</u>	<u>(622,492)</u>	<u>(678,601)</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>(622,492)</u></u>	<u><u>(678,601)</u></u>	<u><u>(689,394)</u></u>

	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>JOB INVESTMENT FUND</b>			
<b>REVENUES:</b>			
Interest Income	34,398	0	0
Transfers In	2,537,842	1,989,375	1,411,481
<b>TOTAL</b>	<b>2,572,240</b>	<b>1,989,375</b>	<b>1,411,481</b>
<b>EXPENDITURES:</b>			
Operating Expense	2,511	1,989,375	1,411,481
<b>TOTAL</b>	<b>2,511</b>	<b>1,989,375</b>	<b>1,411,481</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>2,569,729</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b>			
Beginning of year July 1	<u>18,953,319</u>	<u>21,523,048</u>	<u>21,523,048</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>21,523,048</u></u>	<u><u>21,523,048</u></u>	<u><u>21,523,048</u></u>

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

	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>GORTATOWSKY FUND</b>			
<b>REVENUES:</b>			
Realized Gains/Loss/Interest	878	0	0
Operating Transfer In	17,759	0	0
Operating Transfer Out	(878)	0	0
<b>TOTAL</b>	<b>17,759</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES:</b>			
Operating Expense	17,759	0	0
<b>TOTAL</b>	<b>17,759</b>	<b>0</b>	<b>0</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>50,696</u>	<u>50,696</u>	<u>50,696</u>
<b>FUND BALANCE (DEFICIT)</b>			
End of year June 30	<u><u>50,696</u></u>	<u><u>50,696</u></u>	<u><u>50,696</u></u>

	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>GRANT FUND</b>			
<b>REVENUES:</b>			
Intergovernmental	221,047	384,758	384,758
Transfers In	52,251	46,435	46,435
<b>TOTAL</b>	<b>273,298</b>	<b>431,193</b>	<b>431,193</b>
<b>EXPENDITURES:</b>			
Personnel Services	165,449	75,255	75,255
Operating Expense	107,849	355,938	355,938
<b>TOTAL</b>	<b>273,298</b>	<b>431,193</b>	<b>431,193</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>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>SPLOST V, VI, VII</b>			
<b>REVENUES:</b>			
Sales Tax	9,892,564	9,851,526	10,875,000
LMIG	704,767	0	0
DoCo Reimbursement	315,182		
Realized Gains/Loss/Interest	279,430	0	0
<b>TOTAL</b>	<b>11,191,943</b>	<b>9,851,526</b>	<b>10,875,000</b>
<b>EXPENDITURES:</b>			
Personnel Services	459,911	0	0
Operating Expense	7,729,783	9,851,526	10,875,000
Capital Outlay	5,787,227	0	0
<b>TOTAL</b>	<b>13,976,921</b>	<b>9,851,526</b>	<b>10,875,000</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(2,784,978)</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b> Beginning of year July 1	<u><b>32,863,010</b></u>	<u><b>30,078,032</b></u>	<u><b>30,078,032</b></u>
<b>FUND BALANCE (DEFICIT)</b> End of year June 30	<u><u><b>30,078,032</b></u></u>	<u><u><b>30,078,032</b></u></u>	<u><u><b>30,078,032</b></u></u>
<b>R3M Fund</b>			
<b>REVENUES:</b>			
Transfers In	2,000,000	0	0
Transfer from Fund Balance	0	1,000,000	1,000,000
<b>TOTAL</b>	<b>2,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>EXPENDITURES:</b>			
Operating Expense	0	1,000,000	1,000,000
<b>TOTAL</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT)</b> Beginning of year July 1	<u><b>0</b></u>	<u><b>2,000,000</b></u>	<u><b>1,000,000</b></u>
<b>FUND BALANCE (DEFICIT)</b> End of year June 30	<u><u><b>2,000,000</b></u></u>	<u><u><b>1,000,000</b></u></u>	<u><u><b>0</b></u></u>

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

	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>LIGHT FUND</b>			
<b>REVENUES:</b>			
Charges for Services	97,429,792	104,757,529	99,806,265
MEAG Credits	7,613,526	1,989,375	1,411,481
Other	4,926,491	436,656	375,000
Transfers In / (Out)	(14,523,068)	(12,988,916)	(11,891,139)
<b>TOTAL</b>	<b>95,446,741</b>	<b>94,194,644</b>	<b>89,701,607</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	78,984,705	79,659,982	78,758,476
Personal Services	1,660,052	2,773,216	3,004,154
Operating Expense	1,560,350	1,977,010	2,283,179
Depreciation & Amortization	1,791,664	1,866,273	1,809,135
Indirect Costs	6,093,149	5,873,398	6,074,390
<b>TOTAL</b>	<b>90,089,920</b>	<b>92,149,879</b>	<b>91,929,334</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>5,356,821</b>	<b>2,044,765</b>	<b>(2,227,726)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>39,332,372</u>	<u>44,689,193</u>	<u>46,733,958</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>44,689,193</b></u>	<u><b>46,733,958</b></u>	<u><b>44,506,232</b></u>
	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>SANITARY SEWER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	14,428,774	14,605,190	15,249,634
Other	1,019,189	200,000	100,000
Transfers In / (Out)	(2,022,808)	(2,451,308)	(2,599,899)
<b>TOTAL</b>	<b>13,425,155</b>	<b>12,353,882</b>	<b>12,749,735</b>
<b>EXPENSES:</b>			
Personal Services	3,318,717	3,512,317	3,461,376
Operating Expense	5,249,220	5,747,493	6,013,682
Depreciation & Amortization	2,451,490	2,453,679	2,438,742
Indirect Costs	1,252,242	1,672,727	1,187,697
<b>TOTAL</b>	<b>12,271,669</b>	<b>13,386,216</b>	<b>13,101,497</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>1,153,486</b>	<b>(1,032,334)</b>	<b>(351,762)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>44,565,181</u>	<u>45,718,667</u>	<u>44,686,333</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>45,718,667</b></u>	<u><b>44,686,333</b></u>	<u><b>44,334,571</b></u>

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

	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>GAS FUND</b>			
<b>REVENUES:</b>			
Charges for Services	14,290,937	15,622,000	16,339,117
Other	1,177,034	0	0
Transfers In / (Out)	(2,364,793)	(1,640,310)	(1,715,607)
<b>TOTAL</b>	<b>13,103,178</b>	<b>13,981,690</b>	<b>14,623,510</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	7,237,849	7,455,782	9,269,106
Personal Services	994,012	1,632,727	1,522,592
Operating Expense	409,082	740,587	567,269
Depreciation & Amortization	227,737	222,683	232,196
Indirect Costs	2,605,431	2,528,362	2,440,524
<b>TOTAL</b>	<b>11,474,111</b>	<b>12,580,141</b>	<b>14,031,687</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>1,629,067</b>	<b>1,401,549</b>	<b>591,823</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>4,071,260</u>	<u>5,700,327</u>	<u>7,101,876</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><u>5,700,327</u></u>	<u><u>7,101,876</u></u>	<u><u>7,693,699</u></u>
	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>WATER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	11,305,764	12,192,922	12,918,582
Other	28,651	0	0
Transfers In / (Out)	(974,117)	(1,036,398)	(1,098,080)
<b>TOTAL</b>	<b>10,360,298</b>	<b>11,156,524</b>	<b>11,820,502</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	1,870,977	2,435,472	2,008,332
Personal Services	1,608,002	2,042,385	2,125,253
Operating Expense	1,082,730	1,400,406	1,309,941
Depreciation & Amortization	3,386,661	3,936,034	3,981,266
Indirect Costs	2,041,121	2,038,804	2,098,373
<b>TOTAL</b>	<b>9,989,491</b>	<b>11,853,101</b>	<b>11,523,165</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>370,807</b>	<b>(696,577)</b>	<b>297,337</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>22,091,648</u>	<u>22,462,455</u>	<u>21,765,878</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><u>22,462,455</u></u>	<u><u>21,765,878</u></u>	<u><u>22,063,215</u></u>

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

	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>SOLID WASTE FUND</b>			
<b>REVENUES:</b>			
Charges for Services	9,649,676	10,106,098	10,324,479
Other	54,458	0	0
Transfers In / (Out)	(445,400)	(859,018)	(877,581)
<b>TOTAL</b>	<b>9,258,734</b>	<b>9,247,080</b>	<b>9,446,898</b>
<b>EXPENSES:</b>			
Personal Services	1,964,988	2,178,354	2,107,369
Operating Expense	5,488,967	5,879,131	5,680,993
Depreciation & Amortization	461,676	547,086	531,924
Indirect Costs	1,121,382	1,455,986	1,291,432
<b>TOTAL</b>	<b>9,037,013</b>	<b>10,060,558</b>	<b>9,611,718</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>221,721</b>	<b>(813,478)</b>	<b>(164,820)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>4,842,534</u>	<u>5,064,255</u>	<u>4,250,777</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>5,064,255</b></u>	<u><b>4,250,777</b></u>	<u><b>4,085,957</b></u>

	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>STORM WATER FUND</b>			
<b>REVENUES:</b>			
Charges for Services	2,824,694	5,810,559	5,601,316
Other	469,639	0	0
Transfers In / (Out)	1,256,779	(493,898)	(476,112)
<b>TOTAL</b>	<b>4,551,112</b>	<b>5,316,661</b>	<b>5,125,204</b>
<b>EXPENSES:</b>			
Personal Services	2,231,722	2,548,143	2,490,247
Operating Expense	1,434,774	1,639,467	1,625,962
Depreciation & Amortization	1,102,823	1,109,378	922,972
Indirect Costs	534,807	840,840	752,907
<b>TOTAL</b>	<b>5,304,126</b>	<b>6,137,828</b>	<b>5,792,088</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(753,014)</b>	<b>(821,167)</b>	<b>(666,884)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>24,483,238</u>	<u>23,730,224</u>	<u>22,909,057</u>
<b>TOTAL NET ASSETS (DEFICIT)</b> End of year June 30	<u><b>23,730,224</b></u>	<u><b>22,909,057</b></u>	<u><b>22,242,173</b></u>

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

	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>TELECOM FUND</b>			
<b>REVENUES:</b>			
Charges for Services	2,254,571	2,983,139	3,221,791
Other	(310,823)	0	0
Transfers In / (Out)	(195,469)	(253,567)	(273,852)
<b>TOTAL</b>	<b>1,748,279</b>	<b>2,729,572</b>	<b>2,947,939</b>
<b>EXPENSES:</b>			
Cost of Goods Sold	864,842	618,000	543,991
Personal Services	314,753	611,717	580,416
Operating Expense	471,288	476,735	457,700
Depreciation & Amortization	457,150	465,568	435,204
Indirect Costs	869,365	1,294,665	1,268,393
<b>TOTAL</b>	<b>2,977,398</b>	<b>3,466,685</b>	<b>3,285,704</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(1,229,119)</b>	<b>(737,113)</b>	<b>(337,765)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>5,980,699</u>	<u>4,751,580</u>	<u>4,014,467</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><u>4,751,580</u></u>	<u><u>4,014,467</u></u>	<u><u>3,676,702</u></u>
	2016 ACTUAL	2017 ADOPTED	2018 ADOPTED
<b>UTILITY INTERNAL SERVICE FUND</b>			
<b>REVENUES:</b>			
Charges for Services	13,759,045	13,925,844	13,798,342
Other	(174,569)	0	0
<b>TOTAL</b>	<b>13,584,476</b>	<b>13,925,844</b>	<b>13,798,342</b>
<b>EXPENSES:</b>			
Personal Services	6,469,322	7,503,341	7,637,772
Operating Expense	3,506,663	4,033,557	4,022,408
Depreciation & Amortization	860,474	873,423	836,318
Indirect Costs	519,341	1,515,523	1,301,844
<b>TOTAL</b>	<b>11,355,800</b>	<b>13,925,844</b>	<b>13,798,342</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>2,228,676</b>	<b>0</b>	<b>0</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>(1,882,465)</u>	<u>346,211</u>	<u>346,211</u>
<b>TOTAL NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><u>346,211</u></u>	<u><u>346,211</u></u>	<u><u>346,211</u></u>

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

	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>AIRPORT FUND</b>			
<b>REVENUES:</b>			
Charges for Services	832,128	781,622	987,185
Grants	478,665	2,094,270	485,280
Other	(505,002)	0	2,596
Transfers In/Out	905,766	1,015,228	1,222,209
<b>TOTAL</b>	<b>1,711,557</b>	<b>3,891,120</b>	<b>2,697,270</b>
<b>EXPENSES:</b>			
Personal Services	636,222	837,007	1,073,407
Operating Expense	656,862	420,769	597,197
Capital Outlay	0	2,176,270	465,000
Depreciation & Amortization	1,267,574	1,613,532	1,376,780
Indirect Costs	406,243	457,074	561,663
<b>TOTAL</b>	<b>2,966,901</b>	<b>5,504,652</b>	<b>4,074,047</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(1,255,344)</b>	<b>(1,613,532)</b>	<b>(1,376,777)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>39,460,793</u>	<u>38,205,449</u>	<u>36,591,917</u>
<b>NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><u>38,205,449</u></u>	<u><u>36,591,917</u></u>	<u><u>35,215,140</u></u>
	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>CIVIC CENTER</b>			
<b>REVENUES:</b>			
Charges for Services	315,427	333,595	340,949
Other	9,881	0	0
Transfers In	1,372,216	1,817,097	1,806,694
<b>TOTAL</b>	<b>1,697,524</b>	<b>2,150,692</b>	<b>2,147,643</b>
<b>EXPENSES:</b>			
Personal Services	242,188	697,477	700,264
Operating Expense	771,453	1,088,555	1,029,411
Depreciation & Amortization	486,447	485,073	485,444
Indirect Costs	355,393	364,660	417,980
<b>TOTAL</b>	<b>1,855,481</b>	<b>2,635,765</b>	<b>2,633,099</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(157,957)</b>	<b>(485,073)</b>	<b>(485,456)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>9,927,134</u>	<u>9,769,177</u>	<u>9,284,104</u>
<b>NET ASSETS (DEFICIT)</b>			
End of year June 30	<u><u>9,769,177</u></u>	<u><u>9,284,104</u></u>	<u><u>8,798,648</u></u>

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

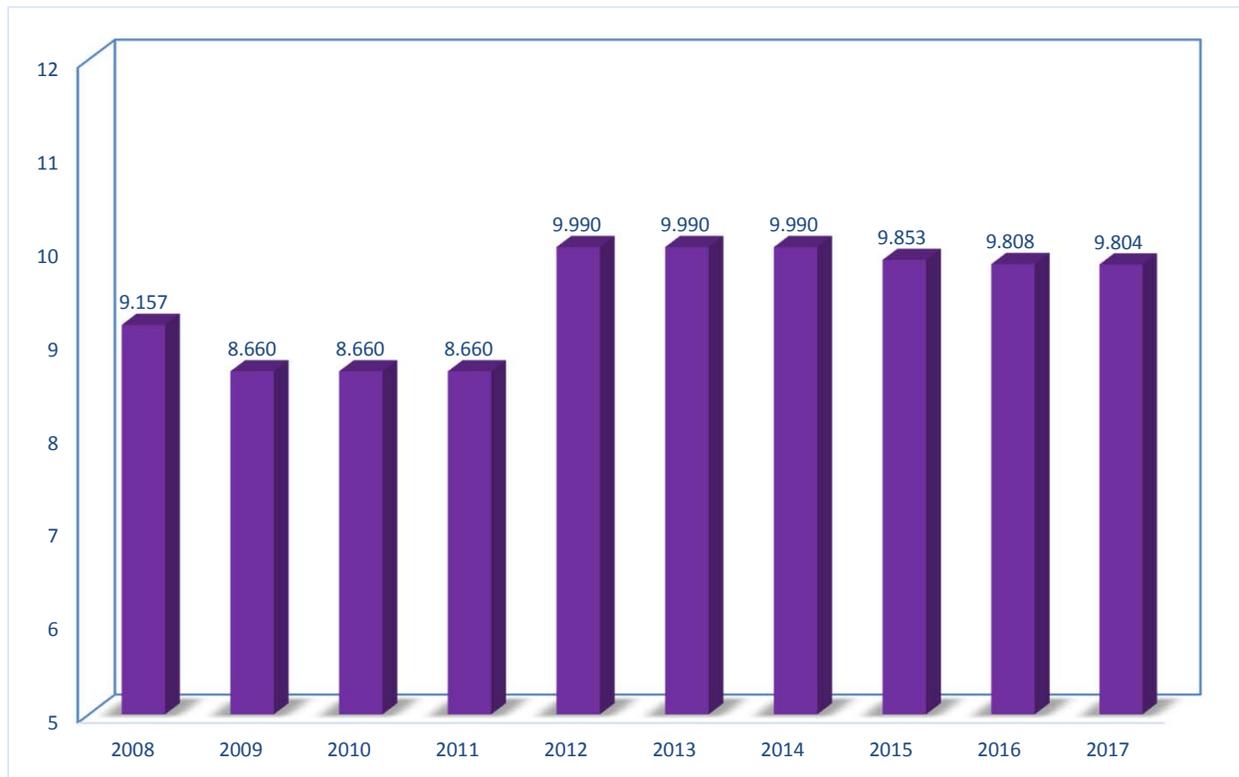
	<b>2016 ACTUAL</b>	<b>2017 ADOPTED</b>	<b>2018 ADOPTED</b>
<b>TRANSIT</b>			
<b>REVENUES:</b>			
Charges for Services	522,454	601,500	869,283
Grants	1,911,857	5,076,869	4,025,199
Other	783,994	267,672	112,661
Transfers In	1,382,837	1,254,431	1,308,811
<b>TOTAL</b>	<b>4,601,142</b>	<b>7,200,472</b>	<b>6,315,954</b>
<b>EXPENSES:</b>			
Personal Services	2,154,656	1,938,559	2,121,904
Operating Expense	1,099,176	1,693,893	1,776,651
Capital Outlay	0	3,329,596	2,121,203
Depreciation & Amortization	454,453	456,902	759,379
Indirect Costs	359,537	238,425	296,195
<b>TOTAL</b>	<b>4,067,822</b>	<b>7,657,374</b>	<b>7,075,332</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>533,320</b>	<b>(456,902)</b>	<b>(759,378)</b>
<b>NET ASSETS (DEFICIT)</b>			
Beginning of year July 1	<u>1,562,734</u>	<u>2,096,054</u>	<u>1,639,152</u>
<b>NET ASSETS (DEFICIT)</b> End of year June 30	<u><u>2,096,054</u></u>	<u><u>1,639,152</u></u>	<u><u>879,774</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
2008	9.157	0.00	9.157	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.746
2009	8.660	0.00	8.660	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.249
2010	8.660	0.00	8.660	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.249
2011	8.660	0.00	8.660	11.894	0.00	11.894	18.445	0.00	18.445	0.25	39.249
2012	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.20	40.529
2013	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.00	18.445	0.15	40.479
2014	9.990	0.00	9.990	11.894	0.00	11.894	18.445	0.0	18.445	0.15	40.479
2015	9.853	0.00	9.853	12.594	0.00	12.594	18.445	0.0	18.445	0.15	41.042
2016	9.808	0.00	9.808	12.577	0.00	12.577	18.445	0.0	18.445	0.15	40.980
2017	9.804	0.00	9.804	12.569	0.00	12.569	18.433	0.0	18.433	0.15	40.956

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

# City of Albany 2008 - 2017 Property Tax Millage Rates



1 Mill = Approximately \$1,446,882

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

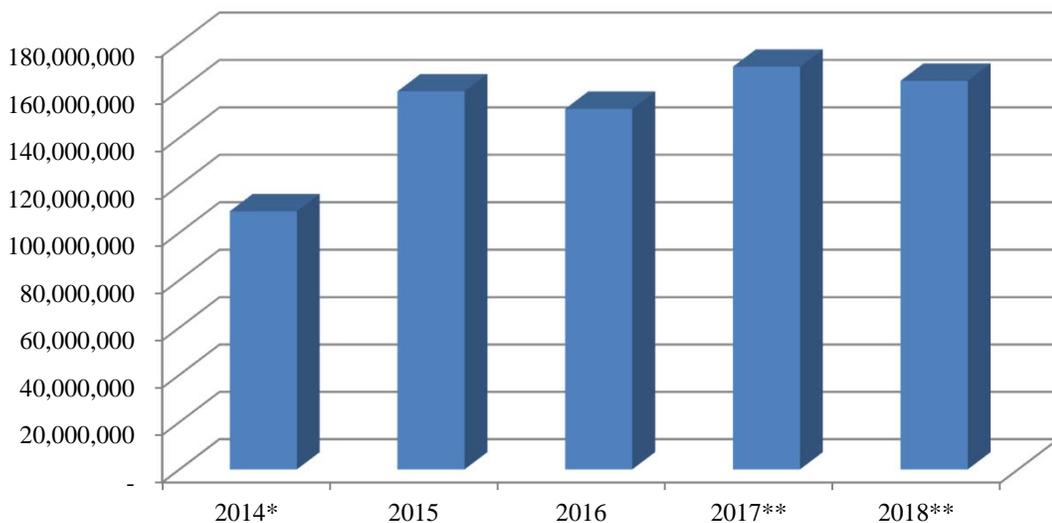
	2014*	2015	2016	2017**	2018**
<b>Transfers</b>	8,738,573	10,944,150	14,193,193	16,430,360	16,217,109
<b>Metered Revenue</b>	109,021,900	159,573,163	152,184,207	169,939,414	164,043,977
<b>Transfer Expressed as % of Revenue</b>	8.0	6.9	9.3	9.7	9.9

\*Includes \$750,000 of unmetered revenue.

\*\* 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
2018	0	475,000	475,000
2019	0	475,000	475,000
2020	0	475,000	475,000
2021	0	475,000	475,000
2022	0	475,000	475,000
2023 – 2027	0	2,375,000	2,375,000
2028	<u>10,000,000</u>	<u>475,000</u>	<u>10,475,000</u>
<b>Total</b>	<b><u>\$10,000,000</u></b>	<b><u>\$5,225,000</u></b>	<b><u>\$15,225,000</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 2016 (in thousands):

Assessed Value of Taxable Property	\$1,446,882	
Add Back Exempt Property	118,513	\$1,565,395
	=====	=====
Debt Limit--10% of Assessed Value (Article IX, Section VII of the Constitution of Georgia)		\$156,540
Amount of Debt applicable to Constitutional Debt Limit, Total General Obligation Bond Debt (ADICA and SPLOST)	\$ 7,120	
Less: Assets Available for Bond Service	<u>0</u>	<u>\$ 7,120</u>
Legal Debt Margin pursuant to Article IX, Section III of the Constitution of Georgia		\$144,264
		=====
Percent of Debt Limit Used		4.55%
		=====

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**

2017	Estimated Fair Market Value of Taxable Property	\$ 3,617,206,205
2017	Net Assessed Valuation of Taxable Property for Bond Purposes	\$ 1,446,882,482

**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)	\$2,380,000	100%	\$2,380,000
Overlapping:			
Board of Education	14,900,000	82%	12,218,000
	-----	-----	-----
Total	<u>\$17,280,000</u>		<u>\$12,220,380</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 *	\$ 32
Total Overlapping Debt per Capita *	\$ 166
Fair Market Value of City Taxable Property per Capita	\$49,013

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 \* Based on estimated 2016 population of 73,801 for the City  
 \* Based on estimated 2016 population of 90,017 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 2016 assessed value in the City of Albany and their respective percentage of the City's total assessed valuation.

TAXPAYER	NATURE OF BUSINESS	2016 ASSESSED VALUE	Percentage of Total Assessed Valuation (1)
MARS CHOCOLATE	CONFECTIONER	13,654,447	0.87%
ALBANY MALL HP LLC	MALL DEVELOPER	10,480,000	0.67%
GEORGIA POWER CO	UTILITY	8,807,769	0.56%
BELLSOUTH TELECOMMUNICATIONS INC	TELECOMMUNICATIONS	8,055,410	0.51%
FLINT RIVER ALBANY RE LLC	WAREHOUSING	7,201,080	0.46%
YANCEY BROS CO	MACHINERY RETAILER	6,046,781	0.38%
MEDIACOM LLC	CABLE DISTRIBUTOR	5,317,522	0.34%
HOME DEPOT USA INC	HARDWARE RETAILER	4,480,053	0.28%
STRATEGIC EQUIPMENT INC	EQUIPMENT WHOLESALER	4,332,797	0.28%
COATS & CLARK INC	TEXTILES	18,063,518	1.15%

(1) Based on 2016 estimated net tax digest for maintenance and operation purposes of \$ 1,572,119,728.

**SOURCE:** Dougherty County Tax Department

**Property Tax Digest Trend**

The property tax digests of the City for the calendar years 2012 through 2017 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>2017</u></b>	<b><u>2016</u></b>	<b><u>2015</u></b>
Property Type			
Real & Personal	1,517,776,972	1,508,728,470	1,524,533,637
Motor Vehicles	43,619,900	59,131,130	77,275,720
Mobile Homes	3,848,209	3,947,095	4,140,040
Timber - 100%	0	78,295	161,238
Heavy Duty Equipment	150,043	234,738	388,349
Gross Digest	<u>1,565,395,124</u>	<u>1,572,119,728</u>	<u>1,606,498,985</u>
less: Exemptions (1)	<u>118,512,642</u>	<u>107,820,454</u>	<u>114,956,133</u>
Net Digest:	1,446,882,482	1,464,299,274	1,491,542,852
	<b><u>2014</u></b>	<b><u>2013</u></b>	<b><u>2012</u></b>
Property Type			
Real & Personal	1,518,396,365	1,525,024,597	1,518,769,597
Motor Vehicles	110,522,550	129,811,700	124,574,320
Mobile Homes	4,110,248	4,281,170	4,265,259
Timber - 100%	0	83,695	56,253
Heavy Duty Equipment	379,363	19,776	334,427
Gross Digest	<u>1,633,408,526</u>	<u>1,659,220,939</u>	<u>1,647,999,856</u>
less: Exemptions (1)	<u>133,575,106</u>	<u>133,147,184</u>	<u>120,557,121</u>
Net Digest:	1,499,833,420	1,526,073,755	1,527,442,735

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 Source: Dougherty County Tax/Tag Office

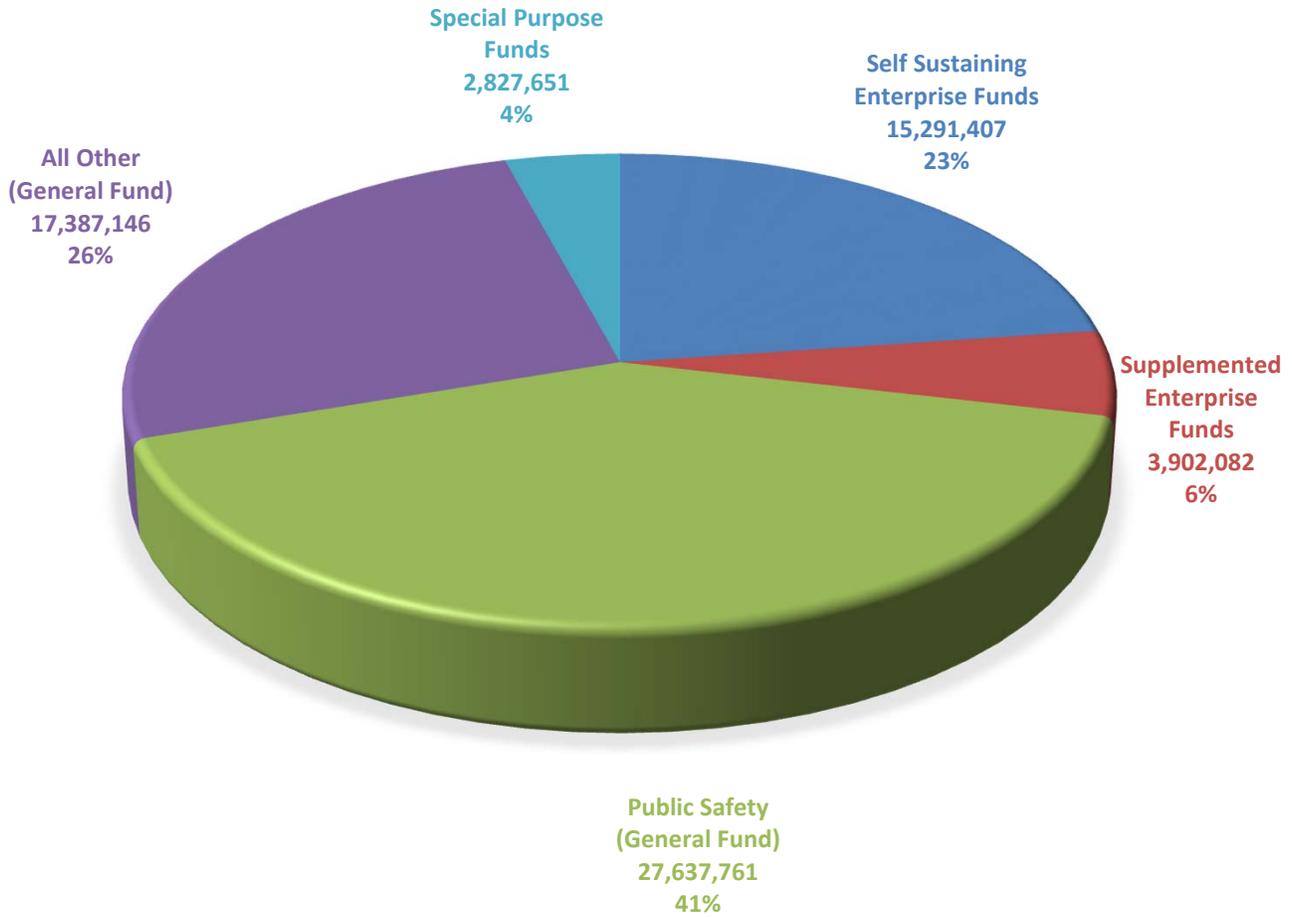
**Ad Valorem Tax Collections**

The following table summarizes ad valorem tax levies and collections in the City for the fiscal years ended 2007 through 2016 (in thousands).

Fiscal Year	Total Tax Levy	Current Tax Collections	Delinquent Tax Collection	Total Tax Collections	Ratio of Total Tax Collections to Total Levy %
2016	\$ 13,741	\$ 13,520	\$ 0	\$ 13,496	98.39 %
2015	\$ 13,834	\$ 13,496	\$ 224	\$ 13,496	97.56 %
2014	\$ 13,745	\$ 13,480	\$ 177	\$ 13,648	99.29 %
2013	\$ 13,758	\$ 13,494	\$ 196	\$ 13,683	99.46 %
2012	\$ 12,428	\$ 12,131	\$ 269	\$ 12,395	99.73 %
2011	\$ 12,388	\$ 12,168	\$ 191	\$ 12,356	99.74 %
2010	\$ 13,540	\$ 13,105	\$ 404	\$ 13,508	99.76 %
2009	\$ 13,400	\$ 12,329	\$1,039	\$ 13,367	99.75 %
2008	\$ 13,164	\$ 12,872	\$ 273	\$ 13,145	99.86 %
2007	\$ 13,077	\$ 12,901	\$ 160	\$ 13,061	99.88 %

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 Source: Dougherty County Tax Department

# City of Albany FY 2018 Personnel Services



Total Personnel Services  
\$67,046,047

**FY 2018 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 1,179 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 25% 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 10.9% on their behalf to the pension plan. Public Safety employees contribute 7% of their gross salary to the pension plan and the city contributes 13.9% on their behalf to the pension plan. Full-time employees are eligible for this coverage effective with their date of employment, and are also eligible for vested benefits upon completion of 10 years of service.

**Deferred Compensation Plan**

The City provides employees with the choice of participating in 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 \$127,200 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.

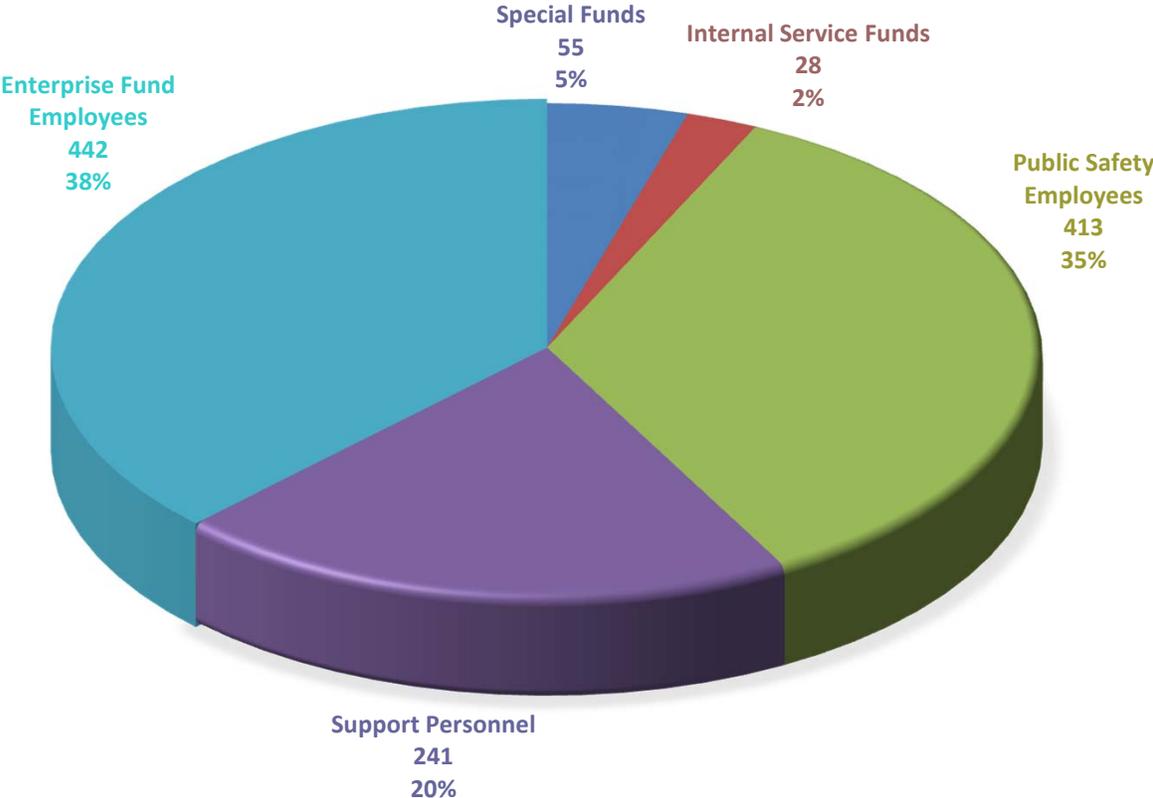
**Tuition Reimbursement Program**

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**

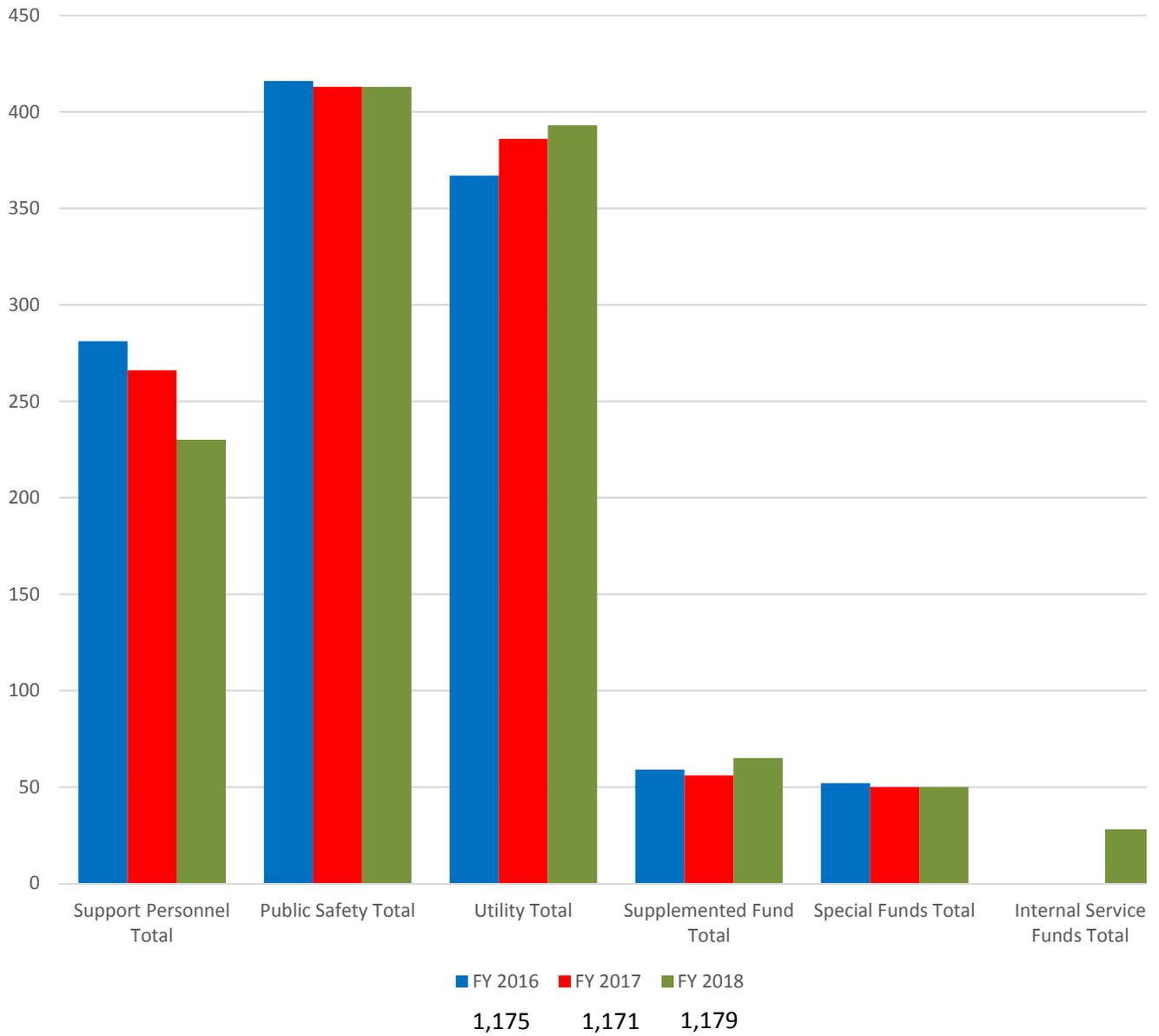
The City of Albany provides ten paid holidays each year to regular, full-time employees with benefits. These holidays include; New Year's Day (1); Martin Luther King Jr. Day (1); Memorial Day (1); Independence Day (1); Labor Day (1); Thanksgiving Day and the day after (2); Christmas Eve (1); Christmas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

City of Albany  
FY 2018  
Total Employees by Category



Total Positions  
1179

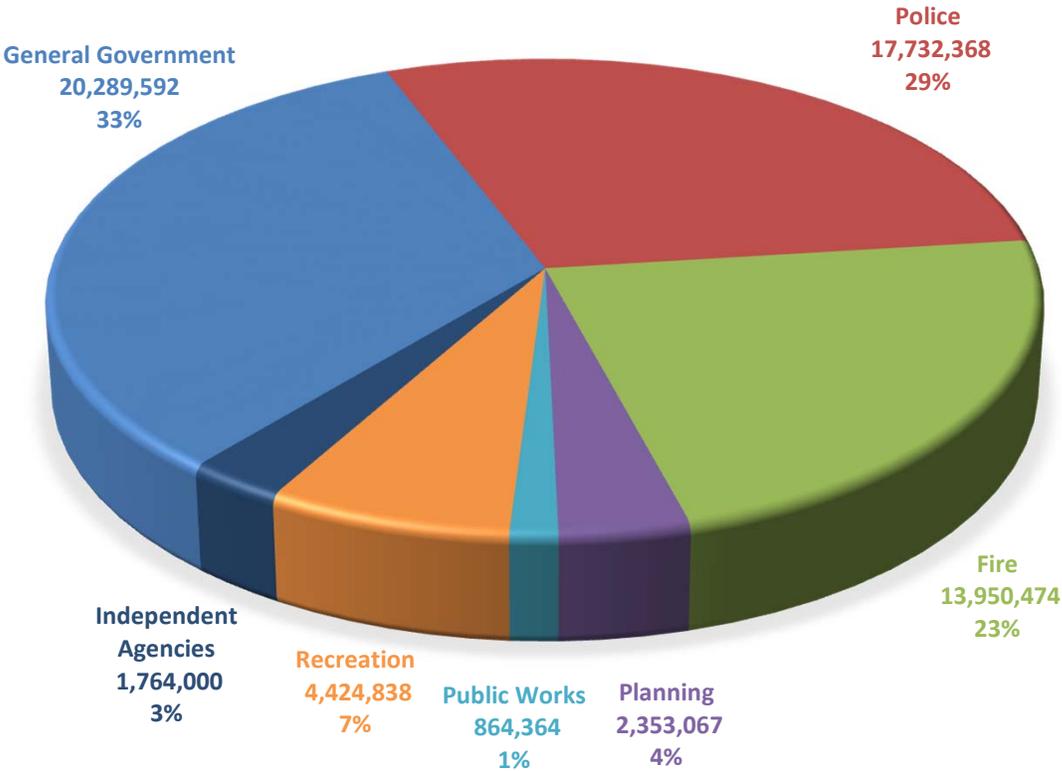
# City of Albany FY 2018 3 Year Trend of Positions





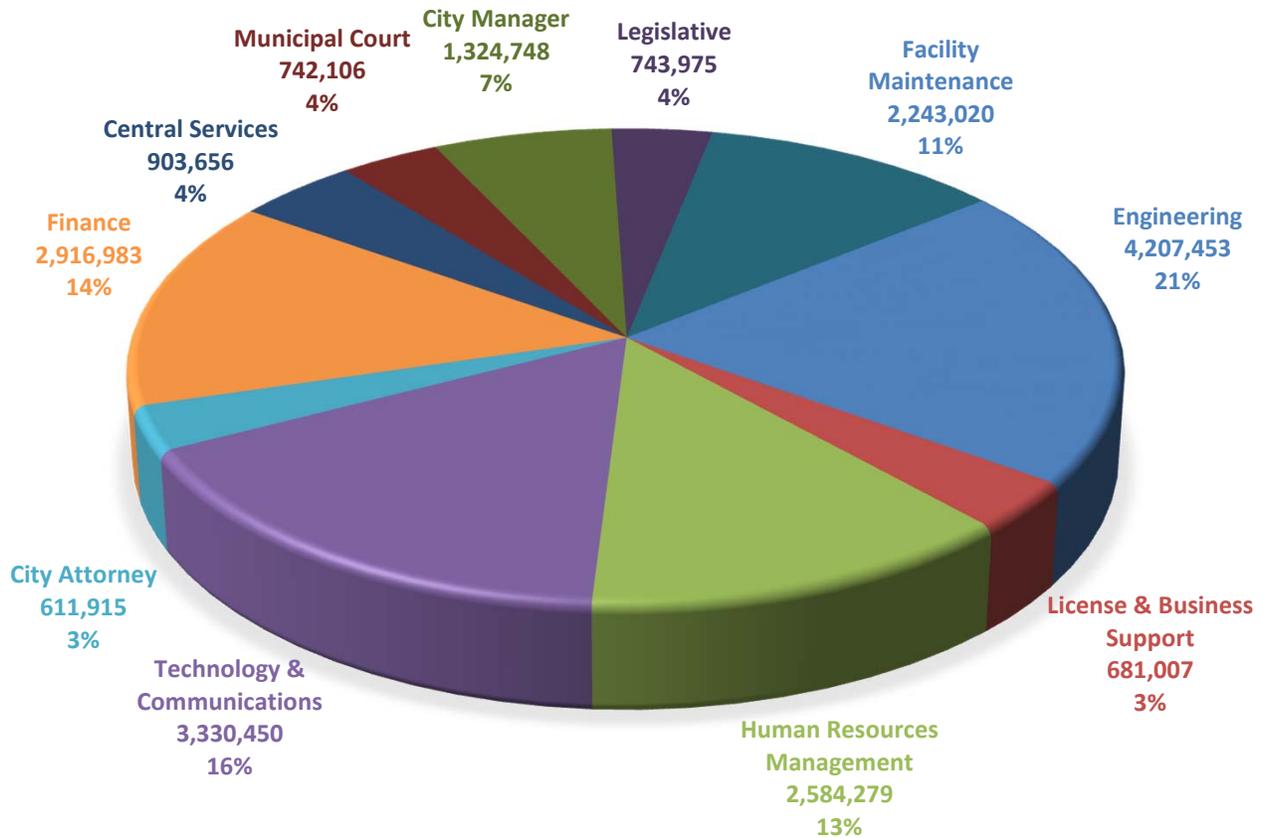
# General Fund

City of Albany  
FY 2018  
General Fund Expenditures



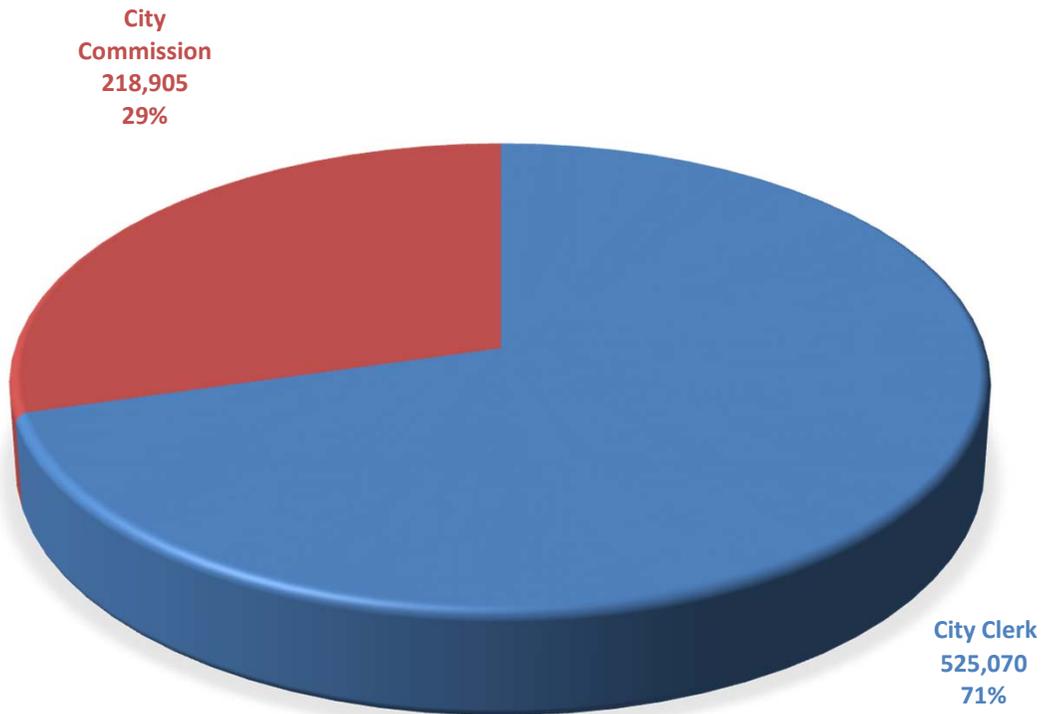
Total General Fund Expenditures  
\$61,378,703

# City of Albany FY 2018 General Government Expenditures



Total General Government Expenditures  
\$20,289,592

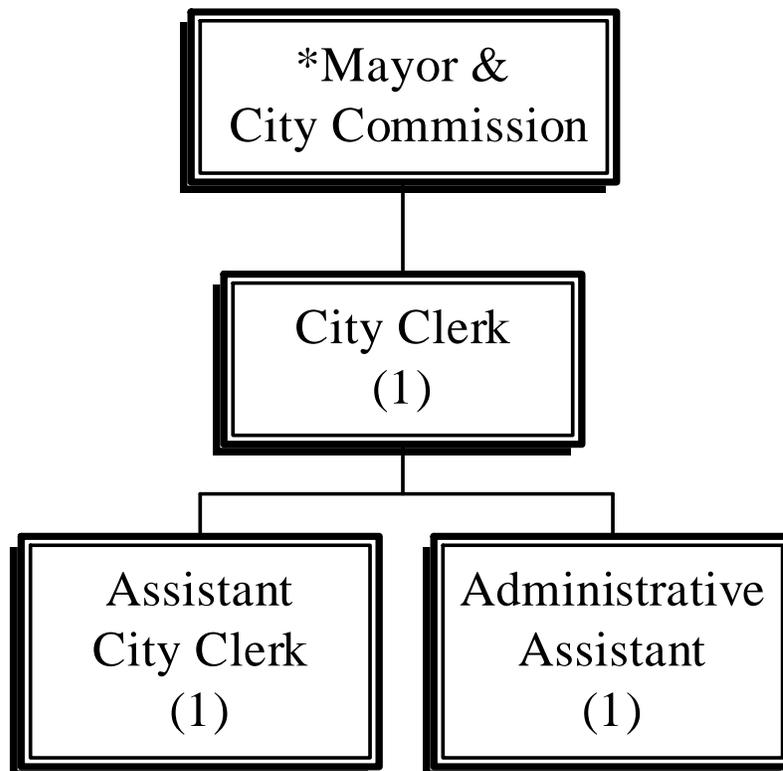
City of Albany  
Adopted Budget  
FY 2018  
Legislative Department



Total Expenditures  
\$743,975



## Legislative



\* These are elected officials not full-time employees

LEGISLATIVE DEPARTMENTAL SUMMARY

SUMMARY

Major Object of Expenditure	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018
PERSONNEL SERVICES	365,897	397,364	395,701
OPERATING EXPENSE	291,459	269,202	348,272
<b>TOTAL</b>	<b>657,357</b>	<b>666,566</b>	<b>743,974</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>

**CITY CLERK**

*DESCRIPTION*

The City Clerk’s principal duty is to keep and maintain an index of the original ordinances and resolutions adopted by the Board of City Commissioners on file. The City Clerk attends all of the Board of City Commissioners’ meetings to keep the minutes and records. The City Commission meets on the second and fourth Tuesday of the month in Room 100. All meetings are held in the Government Center at 222 Pine Avenue, Albany, Georgia. The official meeting times are posted on our website at [www.albany.ga.us](http://www.albany.ga.us) and in the Governmental Center on the first floor. This office also has custody and charge of all records, books, and papers belonging to the City. The Clerk attests to and affixes the City’s Official Seal to all deeds, leases, and other instruments executed by the Board.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	203,688	233,562	231,797
OPERATING EXPENSE	245,838	214,202	293,272
<b>TOTAL</b>	<b>449,526</b>	<b>447,764</b>	<b>525,070</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
Administrative Assistant	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>

		CITY CLERK			
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>100</b>					
7110	Regular Wages	139,955	151,557	151,557	0
7120	Overtime	0	0	5,000	5,000
7130	Part Time	11,040	18,096	8,000	-10,096
7210	W/C Insurance	378	379	441	62
7260	FICA Matching	10,878	12,978	12,589	-389
7270	Pension Matching	12,331	16,520	17,065	545
7280	Insurance Matching	29,046	34,032	34,115	83
7290	Contribution Matching	59	0	3,031	3,031
7510	Professional Services	193,794	127,000	197,000	70,000
7512	Tech.Svcs(Surveys,DP)	1,271	6,000	8,875	2,875
7550	Communications+Postage	3,451	3,100	3,100	0
7570	Advertising	324	3,500	0	-3,500
7600	Travel	5,008	4,500	4,500	0
7630	Train/Cont. Education	1,958	3,000	3,000	0
7700	Insurance	0	663	668	5
7880	Maint: Mach/Imp/Tools	1,386	4,000	10,572	6,572
7990	Dues and Fees	6,159	27,000	27,400	400
8010	Supplies	6,652	4,800	4,800	0
8016	Small Equip	2,028	2,000	2,000	0
8017	Printing(Not Std Forms)	439	500	500	0
8018	Books & Subscriptions	456	500	500	0
8020	Photography	640	0	1,000	1,000
8052	Building Use-Govt Building	21,875	25,139	26,857	1,718
8150	Food	398	2,500	2,500	0
<b>Total</b>		<b>449,526</b>	<b>447,764</b>	<b>525,070</b>	<b>77,306</b>

**CITY COMMISSION**

*DESCRIPTION*

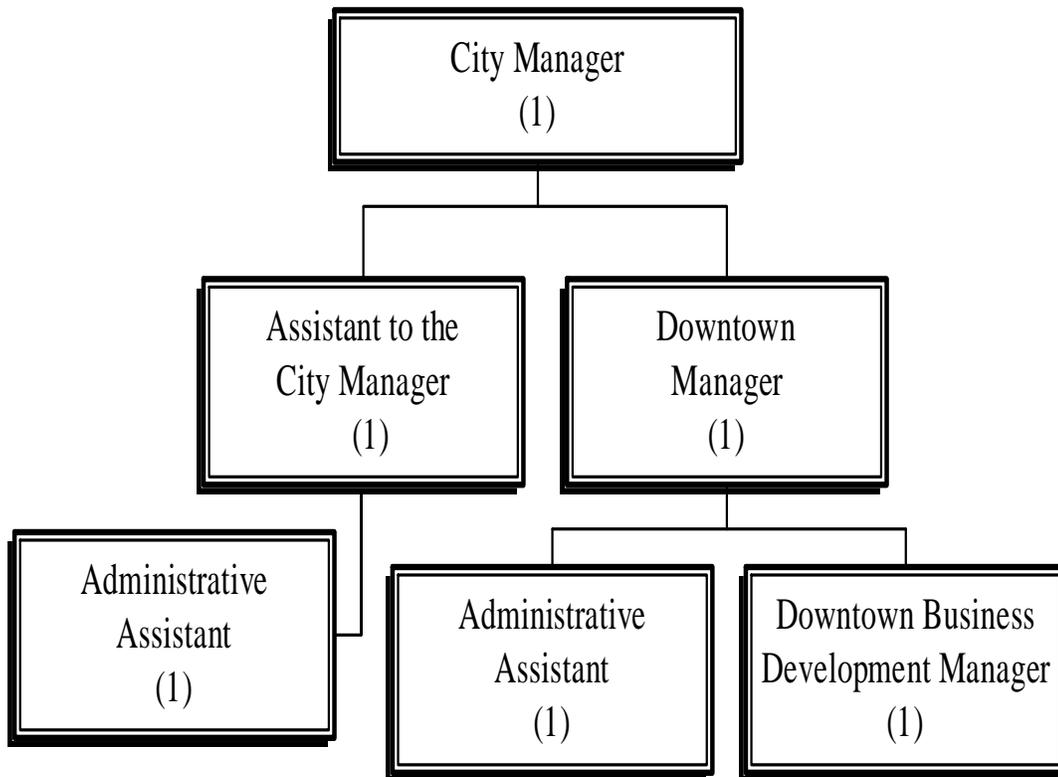
The Board of City Commissioners consists of seven elected members, a Mayor and six Commissioners. The Mayor is elected at-large while the Commissioners are elected by wards. The City Commission makes policy decisions concerning all City Departments, passes ordinances and resolutions, and raises revenue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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	162,210	163,802	163,905
OPERATING EXPENSE	45,621	55,000	55,000
<b>TOTAL</b>	<b>207,831</b>	<b>218,802</b>	<b>218,905</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

CITY COMMISSION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>101</b>					
7132	Elected Officials	115,004	115,000	115,000	0
7210	W/C Insurance	288	299	288	-12
7260	FICA Matching	7,720	8,798	8,798	-1
7280	Insurance Matching	39,172	39,705	39,819	114
7290	Contribution Matching	25	0	0	0
7550	Comm & Postage Ward 1	985	0	0	0
7550	Comm & Postage Ward 2	559	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	596	0	0	0
7600	Travel-Ward 1	3,834	0	0	0
7600	Travel-Ward 2	3,318	0	0	0
7600	Travel-Ward 3	577	0	0	0
7600	Travel-Ward 4	1,556	0	0	0
7600	Travel-Ward 6	4,891	0	0	0
7600	Travel-Mayor	4,489	0	0	0
7630	Train & Ed-Ward 1	2,404	0	0	0
7630	Train & Ed-Ward 2	1,970	0	0	0
7630	Train/Ed-Ward 3	235	0	0	0
7630	Train/Ed-Ward 4	1,385	0	0	0
7630	Train/Ed-Ward 6	2,485	0	0	0
7630	Train/Ed-Mayor	930	0	0	0
7990	Dues & Fees-Ward 1	65	0	0	0
7990	Dues & Fees-Ward 2	250	0	0	0
7990	Dues & Fees-Ward 3	2,465	0	0	0
7990	Dues & Fees-Ward 4	4,089	0	0	0
7990	Dues & Fees-Ward 6	15	0	0	0
7990	Dues & Fees-Mayor	870	0	0	0
7999	Misc. Exp-Ward 1	0	7,500	7,500	0
7999	Misc. Exp-Ward 2	0	7,500	7,500	0
7999	Misc. Exp-Ward 3	0	7,500	7,500	0
7999	Misc. Exp-Ward 4	0	7,500	7,500	0
7999	Misc. Exp-Ward 5	0	7,500	7,500	0
7999	Misc. Exp-Ward 6	0	7,500	7,500	0
7999	Misc. Exp-Mayor	0	10,000	10,000	0
8010	Supplies-Ward 1	306	0	0	0
8010	Supplies-Ward 3	3,686	0	0	0
8010	Supplies-Ward 4	532	0	0	0
8010	Supplies-Mayor	-4	0	0	0
8017	Printing Ward 1	240	0	0	0
8017	Printing Ward 4	40	0	0	0
8018	Books & Subs Ward 5	350	0	0	0
8150	Food-Ward 1	187	0	0	0
8150	Food-Ward 4	130	0	0	0
8150	Food-Mayor	147	0	0	0
<b>Total</b>		<b>207,831</b>	<b>218,802</b>	<b>218,904</b>	<b>102</b>



## City Manager's Department



**CITY'S MANAGER'S DEPARTMENT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	593,878	769,347	700,778
OPERATING EXPENSE	714,451	641,037	623,970
<b>TOTAL</b>	<b>1,308,329</b>	<b>1,410,384</b>	<b>1,324,749</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>7</b>	<b>6</b>

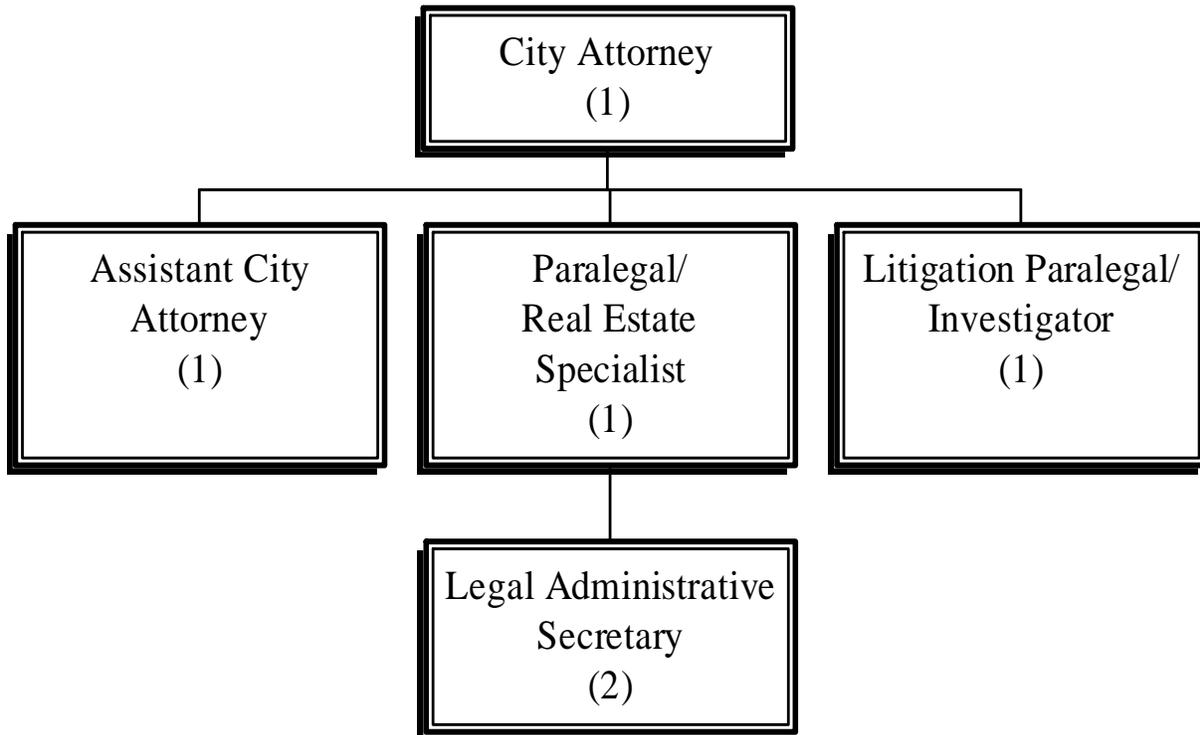
**Class Title**

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

CITY'S MANAGER'S DEPARTMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>201</b>					
7110	Regular Wages	449,552	569,222	518,800	-50,422
7120	Overtime	2,074	1,600	2,500	900
7130	Part Time	10,151	14,000	14,000	0
7210	W/C Insurance	1,121	1,458	1,338	-120
7260	FICA Matching	34,172	44,616	40,950	-3,666
7270	Pension Matching	37,590	63,571	56,549	-7,022
7280	Insurance Matching	59,138	74,880	61,641	-13,239
7290	Contribution Matching	81	0	5,000	5,000
7510	Professional Services	187,608	255,000	255,000	0
7510	Downtown Development	65,633	90,000	90,000	0
7510	Environemntal Assessment	29,523	0	0	0
7550	Communications	4,200	5,000	5,894	894
7570	Advertising	25	0	0	0
7600	Travel	17,034	9,250	9,250	0
7610	Travel/Mileage	11,900	13,200	10,000	-3,200
7630	Train/Cont. Education	5,701	5,000	5,000	0
7700	Risk Allocation	5,000	1,116	1,109	-7
7860	FEMA Lot Maint	36,935	0	0	0
7880	Maint: Mach/Imp/Tools	10,792	20,000	1,225	-18,775
7990	Dues and Fees	3,163	5,250	5,250	0
7995	Contingency	293,879	200,000	200,000	0
8010	Supplies	18,476	4,100	6,000	1,900
8016	Small Equipment	1,307	4,000	4,000	0
8017	Printing(Not Std Forms)	120	1,000	1,000	0
8018	Books & Subscriptions	0	500	500	0
8052.02	Building Use-Govt Building	22,080	25,821	27,742	1,921
8150	Food	1,076	1,800	2,000	200
<b>Total</b>		<b>1,308,329</b>	<b>1,410,384</b>	<b>1,324,749</b>	<b>-85,635</b>



## Law Department



**CITY ATTORNEY'S OFFICE SUMMARY**

*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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	320,666	441,923	488,736
OPERATING EXPENSE	177,608	122,677	123,179
<b>TOTAL</b>	<b>498,274</b>	<b>564,600</b>	<b>611,915</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>6</b>	<b>6</b>

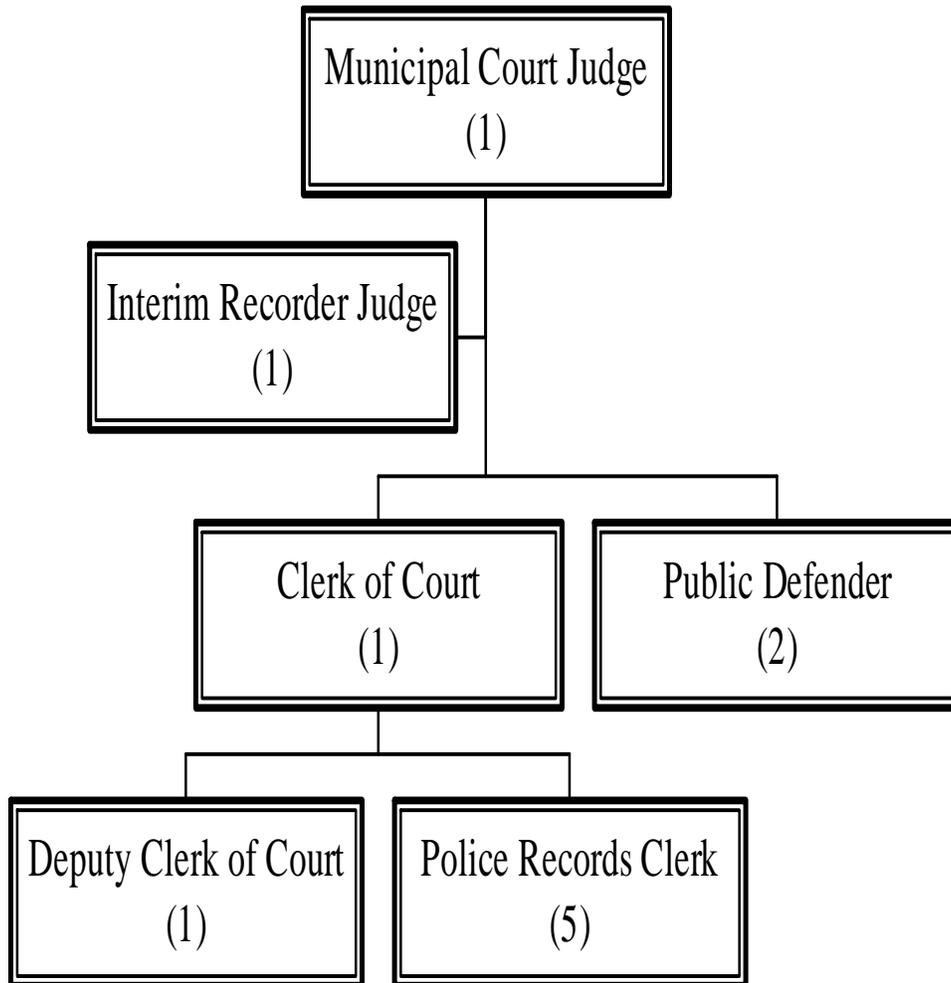
**Class Title**

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

CITY ATTORNEY'S OFFICE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>300</b>					
7110	Regular Wages	244,318	327,836	367,649	39,813
7210	W/C Insurance	610	745	919	174
7260	FICA Matching	18,065	25,079	28,125	3,046
7270	Pension Matching	20,798	35,734	40,074	4,340
7280	Insurance Matching	36,793	52,029	48,969	-3,060
7290	Contribution Matching	83	0	2,000	2,000
7510	Professional Services	142,144	75,000	75,000	0
7512	Tech.Svcs(Surveys,DP)	673	5,500	5,500	0
7550	Communications	3,378	3,600	3,600	0
7570	Advertising	2,760	4,000	4,000	0
7600	Travel	888	4,300	4,300	0
7610	Auto Allowance	2,420	2,400	2,400	0
7630	Train/Cont. Education	640	2,500	2,500	0
7700	Risk Allocation	2,628	807	809	2
7880	Maint: Mach/Imp/Tools	2,386	3,000	3,000	0
7990	Dues and Fees	1,755	2,870	2,870	0
8010	Supplies	2,467	3,500	4,000	500
8016	Small Equip	4,240	3,500	3,500	0
8017	Printing(Not Std Forms)	120	200	200	0
8018	Books & Subscriptions	10,904	11,000	11,000	0
8150	Food	207	500	500	0
<b>Total</b>		<b>498,274</b>	<b>564,600</b>	<b>611,915</b>	<b>47,315</b>



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	463,299	540,795	541,361
OPERATING EXPENSE	183,126	186,384	200,746
<b>TOTAL</b>	<b>646,425</b>	<b>727,179</b>	<b>742,107</b>
<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>11</b>	<b>11</b>

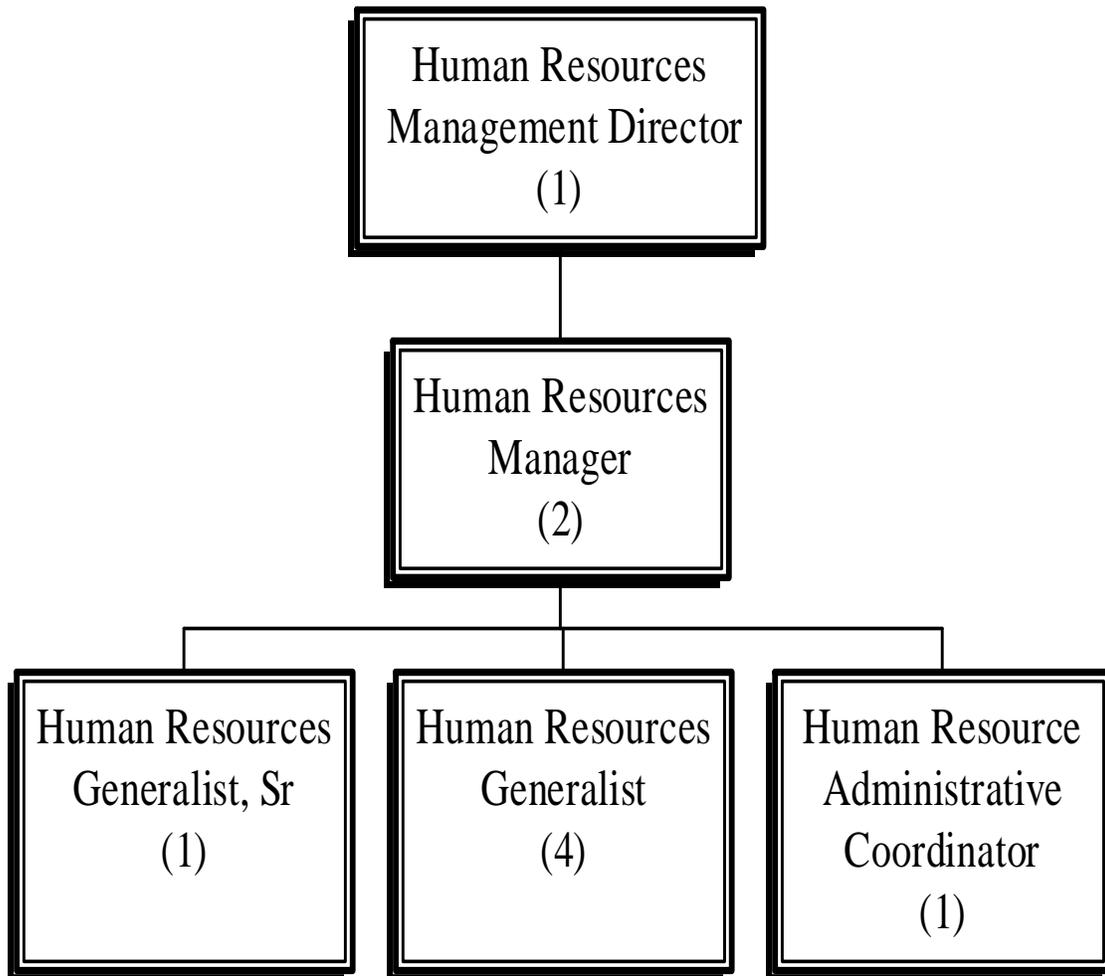
**Class Title**

Clerk of Court	1	1	1
Public Defender	2	2	2
Municipal Court Judge	1	1	1
Interim Recorder Judge	1	1	1
Deputy Clerk of Court	1	1	1
Police Records Clerk	1	5	5
Office Assistant	3	0	0
<b>TOTAL</b>	<b>10</b>	<b>11</b>	<b>11</b>

MUNICIPAL COURT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>400</b>					
7110.	Regular Wages	326,761	377,333	388,041	10,708
7120.	Overtime	19,822	23,000	18,500	-4,500
7130.	Part Time	9,539	0	0	0
7210.	W/C Insurance	877	1,001	1,016	15
7230.	Uniforms	0	0	800	800
7260.	FICA Matching	25,810	30,625	31,100	475
7270.	Pension Matching	14,685	43,636	22,394	-21,242
7280.	Insurance Matching	65,729	65,200	78,409	13,209
7290	Contribution Matching	77	0	1,100	1,100
7510.	Professional Services	688	16,000	16,000	0
7512	Purchased Technical Services	0	0	10,000	10,000
7513.	Adm.Svcs(Finance,Mgt)	92,391	85,591	87,909	2,318
7550.	Communications	2,648	3,550	3,550	0
7600.	Travel	3,524	4,000	4,500	500
7630.	Train/Cont. Education	1,738	2,200	2,200	0
7700.03	Risk Allocation	2,340	1,633	1,918	285
7870.	Maint: Motor Equip.	0	0	500	500
7880.	Maint: Mach/Imp/Tool	35,930	33,408	33,408	0
7990.	Dues and Fees	0	250	200	-50
8010.	Supplies	1,703	5,500	5,500	0
8016.	Small Equip	3,188	0	2,000	2,000
8017.	Printing(Not Std Forms)	1,099	1,000	1,000	0
8052.01	Rent Judicial Bldg	37,876	33,252	31,911	-1,341
8110.	Motor Fuel	0	0	150	150
<b>Total</b>		<b>646,425</b>	<b>727,179</b>	<b>742,107</b>	<b>14,928</b>



## Human Resources Department



**HUMAN RESOURCES MANAGEMENT**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,476,526	1,671,288	1,660,799
OPERATING EXPENSE	234,699	240,299	368,012
<b>TOTAL</b>	<b>1,711,225</b>	<b>1,911,587</b>	<b>2,028,811</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>9</b>	<b>9</b>

**Class Title**

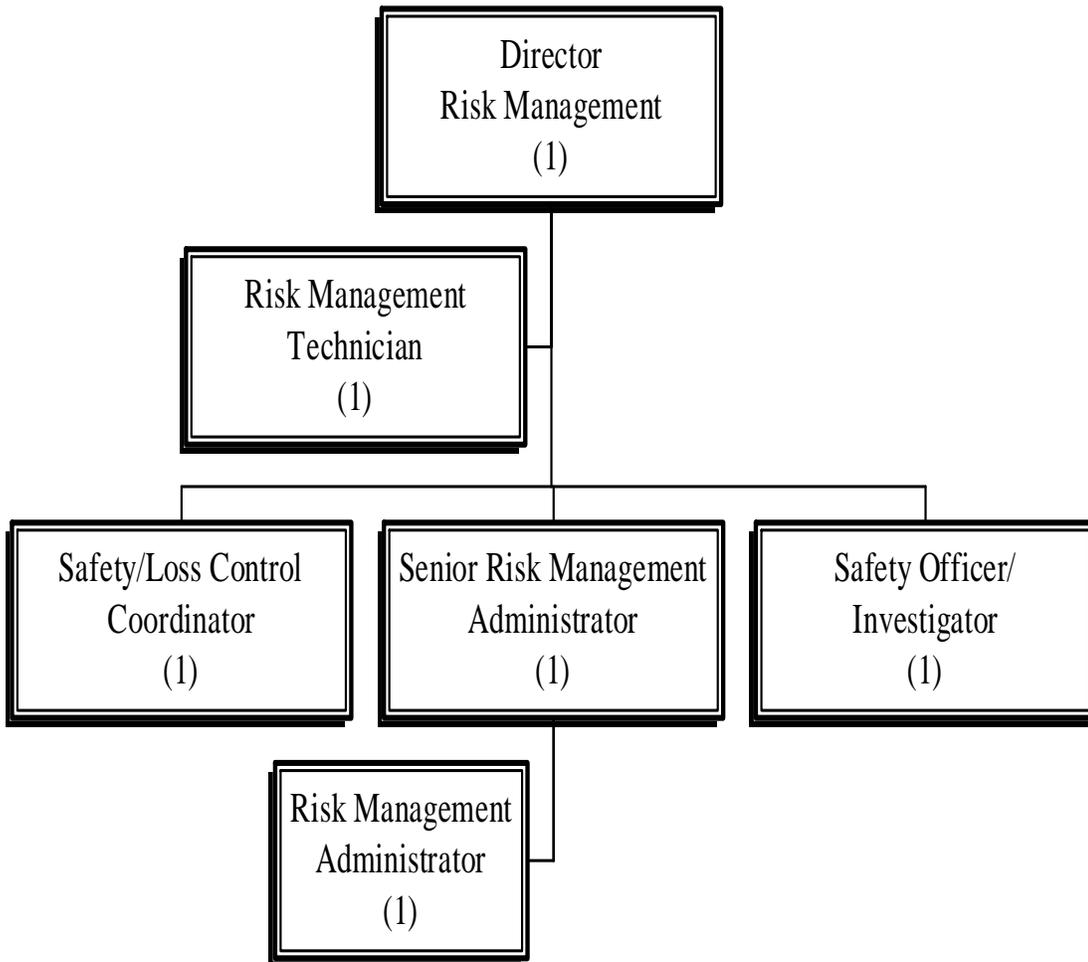
Director, Human Resources	1	1	1
HR Manager	2	2	2
HR Administrative Coordinator	1	1	1
HR Generalist	3	4	4
HR Generalist, Sr.	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>9</b>	<b>9</b>

HUMAN RESOURCES MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1000</b>					
7110	Regular Wages	337,088	451,980	460,120	8,140
7120	Overtime	2,318	3,000	3,000	0
7130	Part Time	6,019	0	0	0
7210	W/C Insurance	862	1,130	1,158	28
7220	Tuition Assistance	39,224	50,000	60,000	10,000
7260	FICA Matching	24,582	34,806	35,429	623
7270	Pension Matching	28,904	49,593	50,480	887
7275	Retiree Insurance	628,930	645,000	640,000	-5,000
7275.MEDB	Medicare B Reimb	341,970	345,000	320,000	-25,000
7280	Insurance Matching	66,392	90,543	84,587	-5,956
7290	Contribution Matching	236	236	6,025	5,789
7510	Professional Services	103,045	121,390	250,840	129,450
7513	Adm.Svcs(Finance,Mgt)	14,954	0	0	0
7550	Communications	5,006	4,736	6,952	2,216
7600	Travel	5,506	5,523	8,570	3,047
7630	Train/Cont. Education	7,688	4,000	8,689	4,689
7640	Training Development	4,040	3,500	10,000	6,500
7700.02	Unemployment Insurance	11,679	20,000	10,000	-10,000
7700.03	Risk Allocation	6,048	1,419	1,406	-13
7700.04	Group Ins.Y/E Audit Adj.	6,451	10,000	10,000	0
7880	Maint: Mach/Imp/Tools	8,707	11,500	10,150	-1,350
7990	Dues and Fees	2,840	3,900	5,553	1,653
8009	Licenses(CDL,CPA,Etc)	72	0	0	0
8010	Supplies	6,897	8,850	6,020	-2,830
8016	Small Equip	7,429	1,800	0	-1,800
8017	Printing(Not Std Forms)	817	977	500	-477
8018	Books & Subscriptions	1,617	200	0	-200
8052.02	Rent Governmental Bldg	30,436	36,428	38,832	2,404
8052.03	Rent Central Square Bldg	11,173	6,076	0	-6,076
8150	Food	292	0	500	500
<b>Total</b>		<b>1,711,225</b>	<b>1,911,587</b>	<b>2,028,811</b>	<b>117,224</b>



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	373,991	428,421	451,663
OPERATING EXPENSE	97,557	111,611	103,805
<b>TOTAL</b>	<b>471,549</b>	<b>540,032</b>	<b>555,468</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>6</b>	<b>6</b>

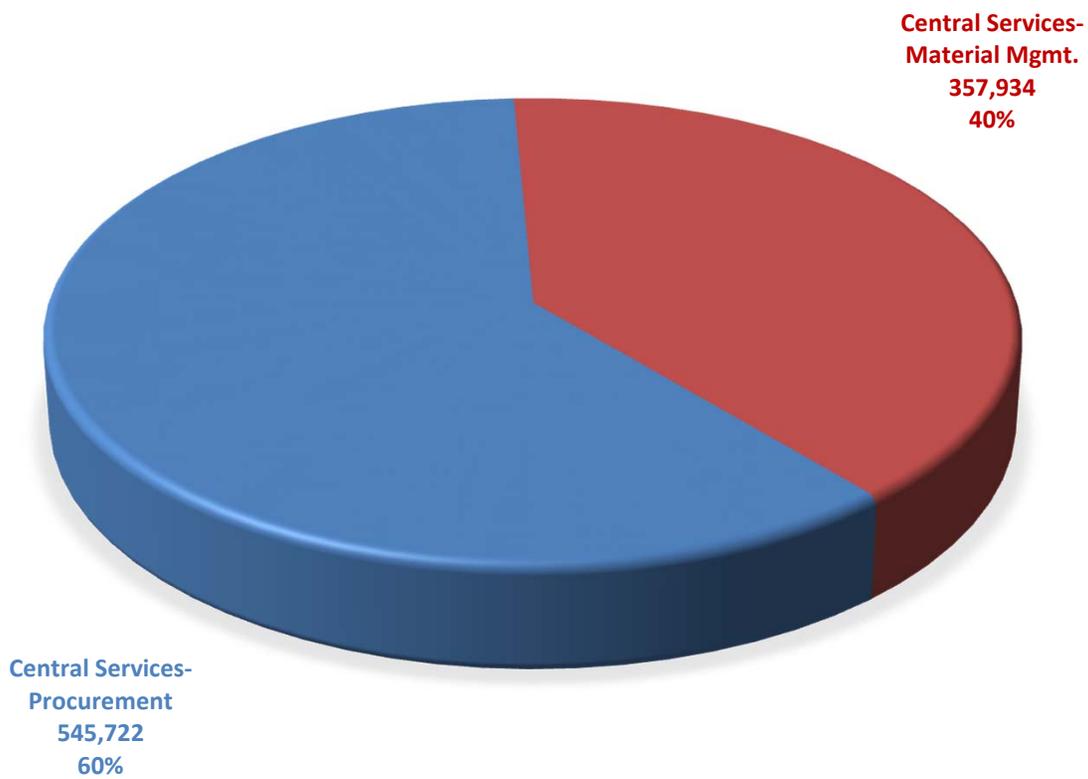
**Class Title**

Director, Risk Management Serv	1	1	1
Risk Management Technician	1	1	1
Senior Risk Management Administrator	1	1	1
Safety/Loss Control Coordinator	1	1	1
Safety Officer/Investigator	1	1	1
Risk Management Administrator	0	1	1
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>6</b>

RISK MANAGEMENT DEPARTMENT OFFICE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1003</b>					
7110	Regular Wages	267,686	305,047	305,823	776
7120	Overtime	6,589	1,793	13,000	11,207
7210	W/C Insurance	934	737	797	60
7230	Uniforms	0	2,000	2,000	0
7260	FICA Matching	19,730	23,473	24,390	917
7270	Pension Matching	25,384	33,250	34,752	1,502
7280	Insurance Matching	53,491	62,121	66,901	4,780
7290	Contribution Matching	177	0	4,000	4,000
7510	Professional Services	5,320	6,000	6,000	0
7550	Communications	6,663	5,904	5,904	0
7600	Travel	6,095	7,302	7,610	308
7630	Train/Cont. Education	5,095	12,535	10,000	-2,535
7700	Risk Allocation	3,132	1,821	2,495	674
7870	Maint: Motor Equip.	944	9,000	3,100	-5,900
7880	Maint: Mach/Imp/Tools	31,088	40,379	40,309	-70
7990	Dues and Fees	2,830	3,701	3,715	14
8009	Licenses(CDL,CPA,Etc)	74	160	160	0
8010	Supplies	12,959	14,500	15,000	500
8016	Small Equip	2,121	3,500	3,500	0
8017	Printing(Not Std Forms)	359	1,050	1,050	0
8018	Books & Subscriptions	347	442	442	0
8052	Rent Governmental Bldg	16,504	797	0	-797
8110	Gasoline	2,253	1,840	1,840	0
8150	Food	1,775	2,680	2,680	0
<b>Total</b>		<b>471,549</b>	<b>540,032</b>	<b>555,468</b>	<b>15,436</b>

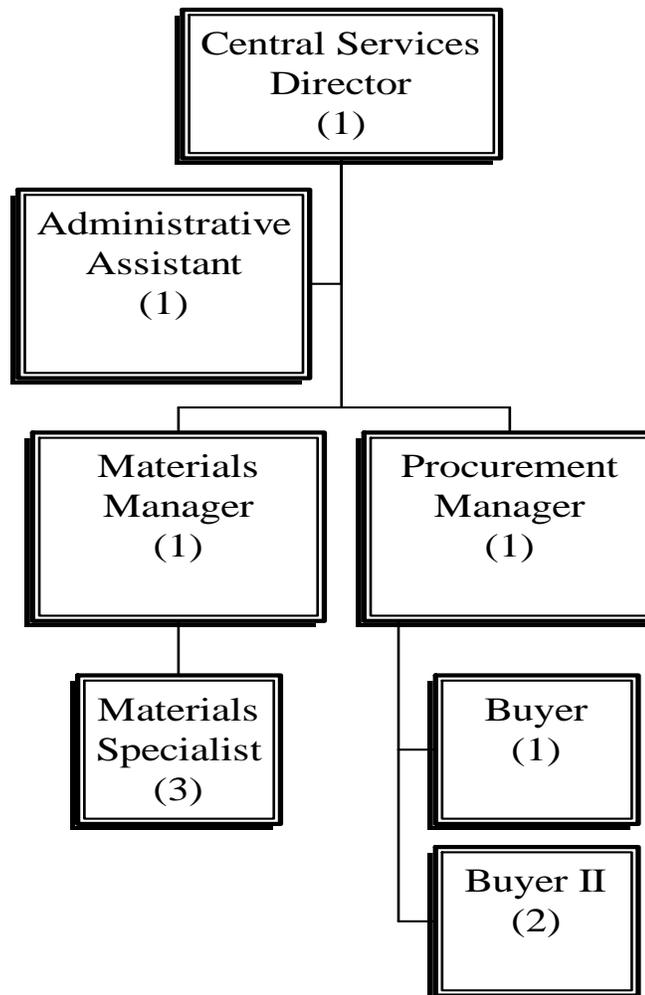
City of Albany  
Adopted Budget  
FY 2018  
Central Services Department



Total Expenditures  
\$903,656



## Central Services Department



**CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION**

**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 three divisions: Procurement, which houses Administrative employees; Materials Management, which houses the Warehouse and Surplus; and Fleet Management, which includes Pool Vehicles.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	925,044	731,657	762,333
OPERATING EXPENSE	137,258	133,524	141,323
<b>TOTAL</b>	<b>1,062,302</b>	<b>865,181</b>	<b>903,656</b>
<b>FULL TIME POSITIONS</b>	<b>14</b>	<b>10</b>	<b>10</b>

**CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	435,775	443,117	463,769
OPERATING EXPENSE	64,278	66,921	81,953
<b>TOTAL</b>	<b>500,053</b>	<b>510,038</b>	<b>545,722</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	1
Buyer II	1	1	2
Administrative Assistant	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

CENTRAL SERVICES - ADMINISTRATION / PROCUREMENT DIVISION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1100</b>					
7110	Regular Wages	313,674	308,960	318,810	9,850
7130	Part Time	14,024	20,000	21,000	1,000
7210	W/C Insurance	819	772	934	162
7260	FICA Matching	23,255	25,165	25,995	830
7270	Pension Matching	27,494	33,677	34,750	1,073
7280	Insurance Matching	56,155	54,543	57,279	2,736
7290	Contribution Matching	354	0	5,000	5,000
7510	Professional Services	33	275	275	0
7550	Communications	3,847	5,200	5,200	0
7570	Advertising	562	500	500	0
7600	Travel	2,641	4,800	4,800	0
7630	Train/Cont. Education	2,971	4,800	4,800	0
7700	Risk Allocation	0	0	7,754	7,754
7880	Maint:Mach/Imp/Tools	5,043	6,125	5,875	-250
7990	Dues and Fees	964	1,250	1,400	150
8009	Licenses(CDL,CPA,Etc)	840	300	300	0
8010	Supplies	5,169	4,600	5,600	1,000
8016	Small Equip	2,600	2,000	1,500	-500
8017	Printing(Not Std Forms)	25	300	300	0
8018	Books & Subscriptions	0	200	200	0
8050	Equipment Rental	0	0	0	0
8052	Rent Governmental Bldg	39,327	36,571	42,450	5,879
8150	Food	0	0	1,000	1,000
8999	Contracts	256	0	0	0
<b>Total</b>		<b>500,053</b>	<b>510,038</b>	<b>545,722</b>	<b>35,686</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 and Water, Gas and Light, when requested. Maintains fuel dispensing system records for all city vehicles, ice machines, and fork lifts. Receives, stores and disposes of surplus materials and equipment. Monitors expendable inventory throughout the City.

Major Object of Expenditure	ACTUAL	ADOPTED	ADOPTED
	2015/2016	2016/2017	2017/2018
PERSONNEL SERVICES	489,270	288,540	298,564
OPERATING EXPENSE	72,980	66,603	59,370
<b>TOTAL</b>	<b>562,249</b>	<b>355,143</b>	<b>357,934</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>4</b>	<b>4</b>

Class Title

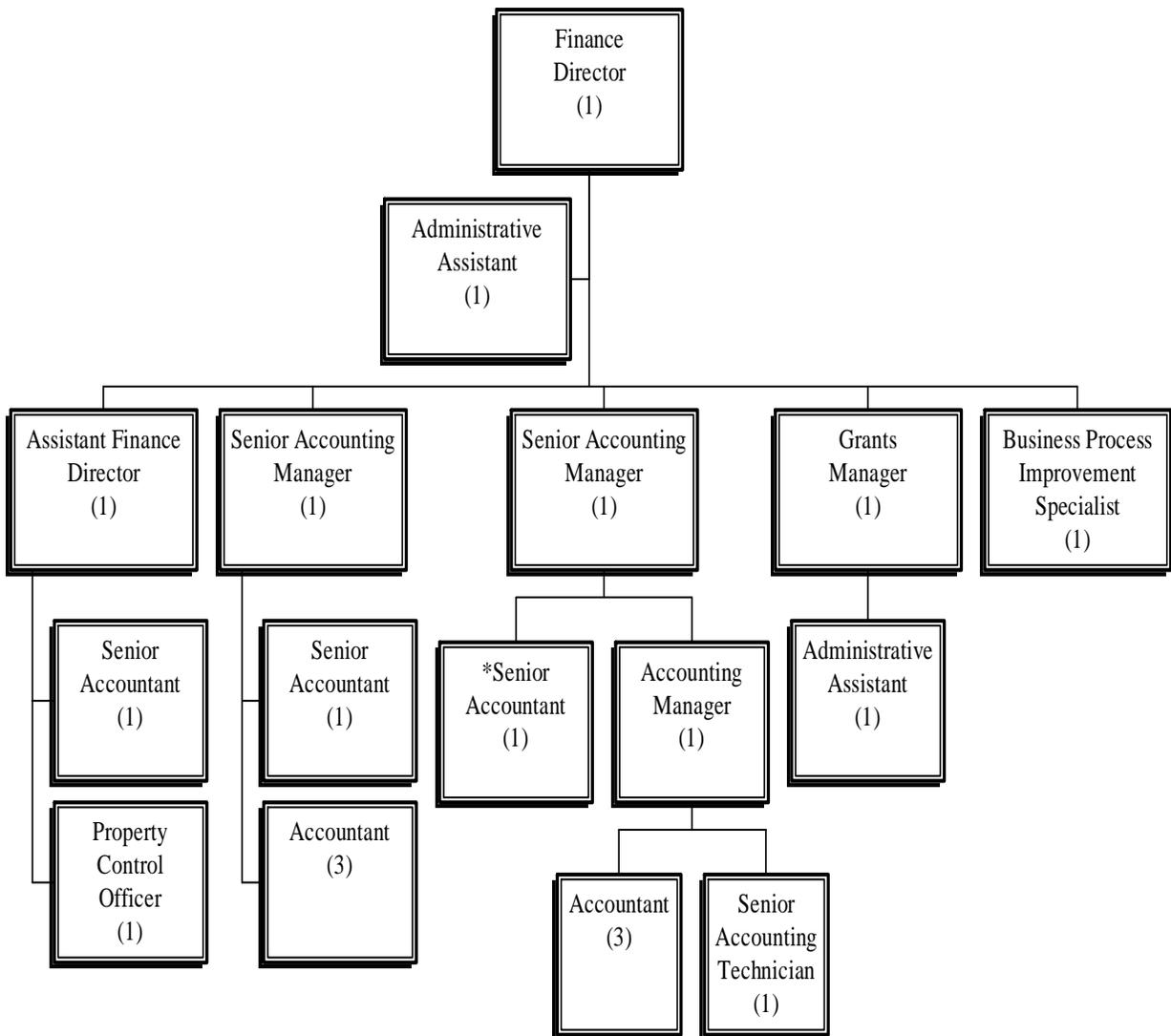
Materials Manager	1	1	1
Storekeeper	0	0	0
Materials Specialist	7	3	3
<b>TOTAL</b>	<b>8</b>	<b>4</b>	<b>4</b>

**CENTRAL SERVICES - MATERIALS MANAGEMENT DIVISION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>	<b>VARIANCE + / (-)</b>
<b>1104</b>					
7110	Regular Wages	326,156	181,589	181,589	0
7120	Overtime	15,047	14,337	16,200	1,863
7210	W/C Insurance	15,797	6,171	6,250	79
7230	Uniforms	2,470	2,500	3,000	500
7260	FICA Matching	24,116	14,988	15,131	143
7270	Pension Matching	30,064	21,356	21,559	203
7280	Insurance Matching	75,340	47,599	51,823	4,224
7290	Contribution Matching	278	0	3,012	3,012
7510	Professional Services	0	300	300	0
7550	Communications	4,335	5,000	4,600	-400
7600	Travel	0	2,000	2,000	0
7630	Training & Education	0	2,000	2,000	0
7870	Maint: Motor Equip.	5,289	8,400	10,000	1,600
7880	Maint: Mach/Imp/Tools	2,296	5,000	5,000	0
7900	Utilities	28,907	32,000	25,000	-7,000
7990	Dues and Fees	30	160	200	40
8010	Supplies	7,359	5,500	5,500	0
8016	Small Equip	1,451	2,500	1,500	-1,000
8110	Motor Fuel	23,313	3,743	3,270	-473
	<b>Total</b>	<b>562,249</b>	<b>355,143</b>	<b>357,934</b>	<b>2,791</b>



## Finance Department



\*Funded by Public Employees Group Health Plan

**FINANCE SUMMARY**

*DESCRIPTION*

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONAL SERVICES	1,303,803	3,095,529	2,160,004
OPERATING EXPENSE	677,321	699,560	756,979
<b>TOTAL</b>	<b>1,981,124</b>	<b>3,795,089</b>	<b>2,916,983</b>
<b>FULL TIME POSITIONS</b>	<b>23</b>	<b>21</b>	<b>20</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 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONAL SERVICES	1,303,803	1,357,568	1,410,004
OPERATING EXPENSE	677,321	699,560	756,979
<b>TOTAL</b>	<b>1,981,124</b>	<b>2,057,128</b>	<b>2,166,983</b>
<b>FULL TIME POSITIONS</b>	<b>23</b>	<b>21</b>	<b>20</b>

**Class Title**

Director, Finance	1	1	1
Administrative Assistant	2	2	2
Assistant Director, Finance	1	1	1
Business Process Improvement Specialist	0	1	1
Property Control Officer	1	1	1
Senior Accounting Manager	2	2	2
*Accountant, Senior	3	3	3
Accountant	5	5	6
Accounting Manager	1	1	1
Accounting Technician, Senior	2	1	1
Accounting Technician	3	2	0
Grants Manager	1	1	1
Internal Auditor	1	0	0
<b>TOTAL</b>	<b>23</b>	<b>21</b>	<b>20</b>

\* One Position Funded by Public Employees Group Health Plan

FINANCE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1501</b>					
7110.	Regular Wages	969,238	978,681	1,014,779	36,098
7120.	Overtime	1,735	5,000	5,000	0
7210.	W/C Insurance	2,427	2,600	2,659	59
7260.	FICA Matching	69,388	75,252	78,013	2,761
7270.	Pension Matching	85,652	107,221	111,156	3,935
7280.	Insurance Matching	174,658	188,814	188,397	-417
7290.	Contribution Matching	706	0	10,000	10,000
7510.	Professional Services	200,075	218,400	237,400	19,000
7513.	Adm.Svcs(Finance,Mgt)	332,406	318,158	351,843	33,685
7550.	Communications	9,552	12,360	12,255	-105
7570.	Avertising	0	0	2,000	2,000
7600.	Travel	2,741	8,500	6,000	-2,500
7630.	Train/Cont. Education	4,658	9,500	13,000	3,500
7700.03	Risk Allocation	3,321	2,073	3,609	1,536
7870.01	Labor	402	500	500	0
7870.02	Maintenance	65	250	250	0
7870.03	Parts	180	250	250	0
7880.	Maint: Mach/Imp/Tools	10,350	13,550	13,550	0
7990.	Dues and Fees	36,615	49,900	49,620	-280
8009.	Licenses(CDL,CPA,Etc)	200	0	200	200
8010.	Supplies	24,218	9,000	9,000	0
8016.	Small Equip	3,546	2,000	2,000	0
8017.	Printing(Not Std Forms)	1,521	2,500	2,500	0
8018.	Books & Subscriptions	917	1,000	1,000	0
8050.	Equipment Rental	5,953	6,500	6,500	0
8052.02	Building Use-Govt Building	40,397	44,774	44,861	87
8110.01	Gasoline	208	345	141	-204
8150	Food	0	0	500	500
<b>Total</b>		<b>1,981,124</b>	<b>2,057,128</b>	<b>2,166,983</b>	<b>109,855</b>

**Budget Management**

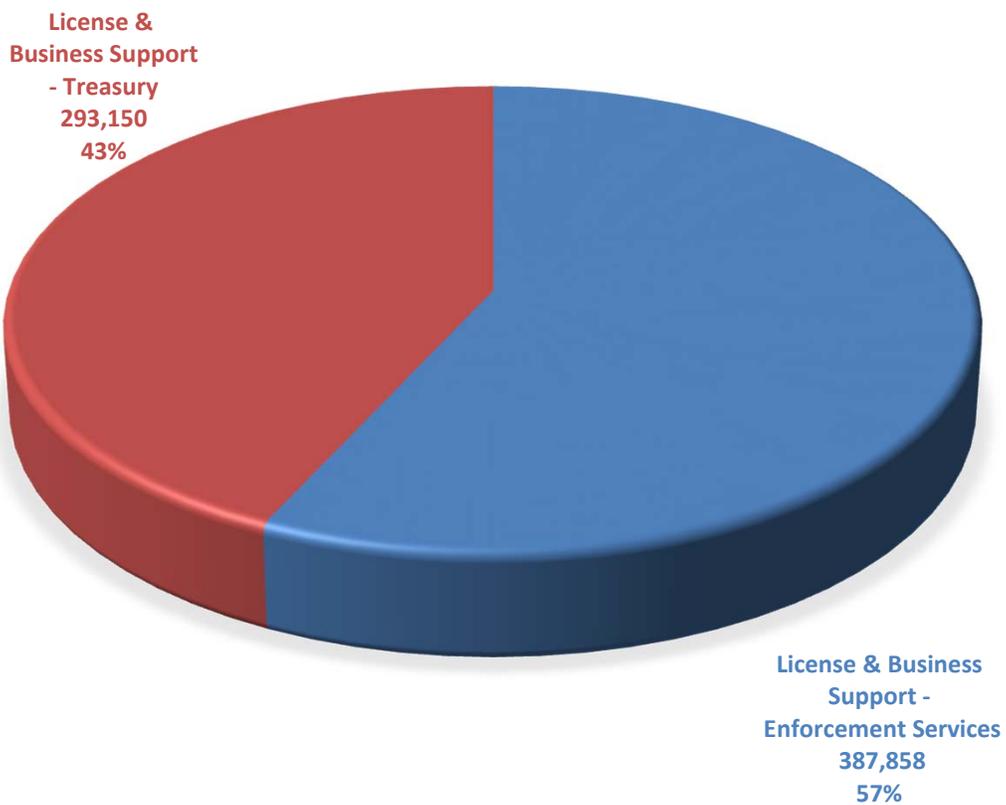
*DESCRIPTION*

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONAL SERVICES	0	1,737,961	750,000
OPERATING EXPENSE	0	0	0
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>1,737,961</b>	<b>750,000</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

Budget Management

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1502</b>					
7110.	Regular Wages	0	1,499,656	696,702	-802,954
7260.	FICA Matching	0	114,724	53,298	-61,426
7290	Contribution Matching	0	123,581	0	-123,581
<b>Total</b>		<b>0</b>	<b>1,737,961</b>	<b>750,000</b>	<b>(987,961)</b>

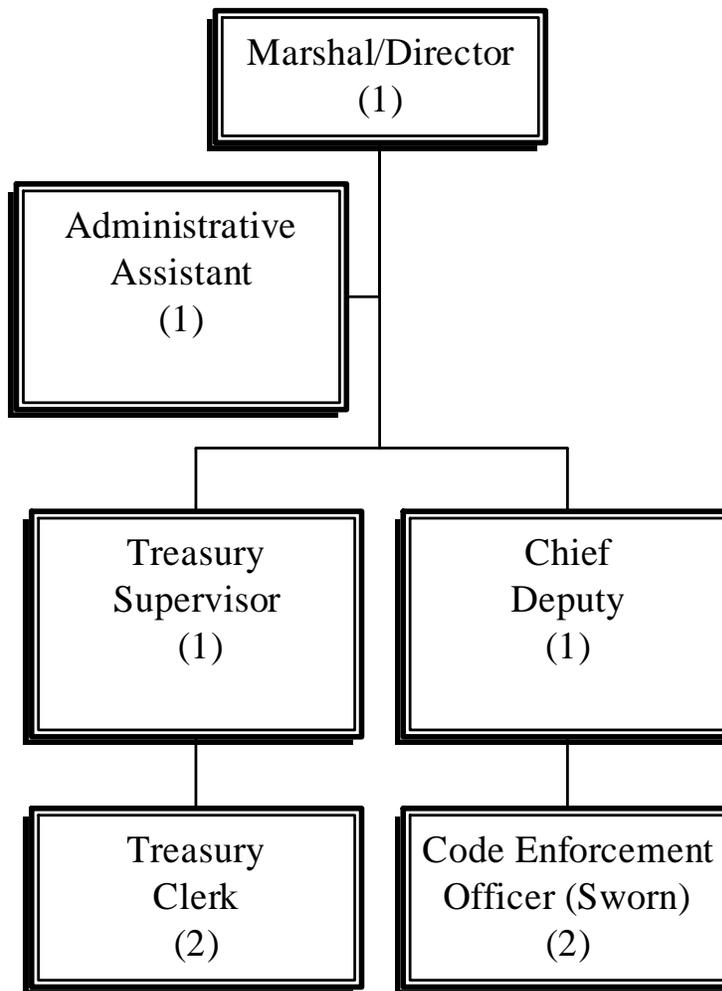
City of Albany  
Adopted Budget  
FY 2018  
License and Business Support



Total Expenditures  
\$681,008



## License & Business Support Department



LICENSE AND BUSINESS SUPPORT DEPARTMENTAL SUMMARY

SUMMARY

Major Object of Expenditure	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018
PERSONNEL SERVICES	572,640	601,951	540,119
OPERATING EXPENSE	110,818	140,949	140,889
<b>TOTAL</b>	<b>683,458</b>	<b>742,900</b>	<b>681,008</b>
<b>FULL TIME POSITIONS</b>	<b>9</b>	<b>9</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.

Major Object of Expenditure	ACTUAL	ADOPTED	ADOPTED
	2015/2016	2016/2017	2017/2018
PERSONNEL SERVICES	328,869	320,959	350,288
OPERATING EXPENSE	34,205	21,280	37,570
<b>TOTAL</b>	<b>363,074</b>	<b>342,239</b>	<b>387,858</b>
<b>FULL TIME POSITIONS</b>	<b>4</b>	<b>4</b>	<b>4</b>

Class Title

Dir, License & Business Support	1	1	1
Code Enforcement Officer (Sworn)	2	2	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 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1701</b>					
7110	Regular Wages	229,008	223,450	225,000	1,550
7120	Overtime	1,081	5,000	2,000	-3,000
7130	Part Time	2,304	0	12,535	12,535
7210	W/C Insurance	6,646	6,765	7,335	570
7230	Uniforms	6,927	5,200	5,200	0
7260	FICA Matching	16,752	17,476	18,324	848
7270	Pension Matching	25,502	24,356	31,553	7,197
7280	Insurance Matching	40,433	38,712	45,340	6,628
7290	Contribution Matching	215	0	3,000	3,000
7510	Professional Services	100	300	300	0
7550	Communications	3,268	5,230	4,780	-450
7600	Travel	2,352	1,750	3,300	1,550
7630	Train/Cont. Education	257	1,000	2,300	1,300
7870	Maint. Motor Equip.	60	0	0	0
7880	Maint: Mach/Imp/Tools	18,370	3,300	13,875	10,575
7990	Dues and Fees	100	250	250	0
8010	Supplies	1,262	2,200	4,200	2,000
8016	Small Equip	2,425	1,000	2,000	1,000
8017	Printing(Not Std Forms)	805	500	500	0
8018	Books & Subscriptions	-36	300	300	0
8110	Gasoline	2,547	3,450	2,990	-460
8150	Food	0	1,000	1,000	0
<b>Total</b>		<b>363,074</b>	<b>342,239</b>	<b>387,858</b>	<b>45,619</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, and miscellaneous permits, and bonds & fines, Community Development loan payments, delinquent revenue accounts, and other miscellaneous income. Maintain the petty cash funds and the payment of travel vouchers. Consolidate daily transaction reports of collected revenue for bank deposits and submit them to the Finance Department. In addition we collect County Occupational Taxes, alcohol license fees and street improvement assessments.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	130,151	146,855	189,831
OPERATING EXPENSE	73,009	97,394	103,319
<b>TOTAL</b>	<b>203,159</b>	<b>244,249</b>	<b>293,150</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>4</b>

**Class Title**

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

TREASURY DEPARTMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1702</b>					
7110.	Regular Wages	93,161	91,873	122,201	30,328
7120.	Overtime	37	1,000	0	-1,000
7130.	Part Time	1,492	14,784	17,225	2,441
7210.	W/C Insurance	237	220	349	129
7260.	FICA Matching	6,822	8,236	10,666	2,430
7270.	Pension Matching	7,676	10,014	13,320	3,306
7280.	Insurance Matching	20,693	20,728	25,370	4,642
7290.	Contribution Matching	34	0	700	700
7510.	Professional Services	123	0	0	0
7550.	Communications	3,505	4,320	4,000	-320
7600.	Travel	1,030	1,500	3,000	1,500
7630	Training & Development	1,095	2,400	2,000	-400
7700	Risk Allocation	0	3,651	3,656	5
7880.	Maint: Mach/Imp/Tools	37,752	52,125	58,550	6,425
7990.	Dues and Fees	78	2,000	500	-1,500
8010.	Supplies	5,381	7,000	7,000	0
8016.	Small Equip	1,432	2,000	2,000	0
8018	Books & Subscriptions	0	600	600	0
8052.03	Rent Central Square Bldg	22,508	21,798	22,013	215
8495	Cash Short/Over	106	0	0	0
<b>Total</b>		<b>203,159</b>	<b>244,249</b>	<b>293,150</b>	<b>48,901</b>

**SMALL BUSINESS PROGRAM**

*DESCRIPTION*

Small Business Services is responsible for providing pre-start up assistance and counseling for individuals looking to open a business in the City of Albany. Also serves as the business liaison for matters related to permitting and licensing. Coordinate and serves as a representative for all special events that require the use of city resources. In addition administers the False Alarm Ordinance that aid in the reduction of false alarms to avoid the drain on public safety resources, and maintain the City's panic alarms.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	113,620	134,137	0
OPERATING EXPENSE	3,604	22,275	0
<b>TOTAL</b>	<b>117,225</b>	<b>156,412</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>0</b>

**Class Title**

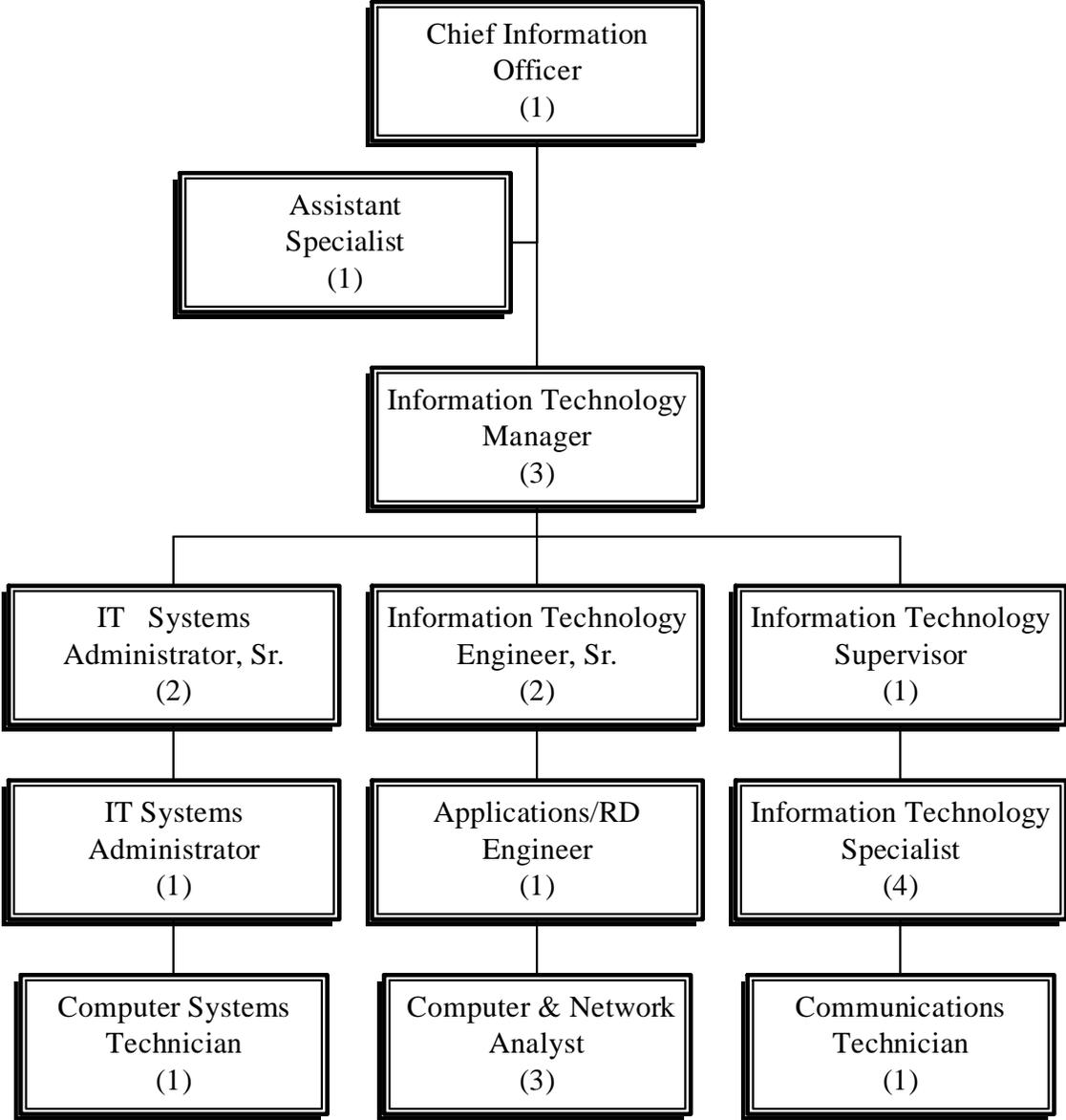
Small Business Program Manager	1	1	0
Administrative Specialist	1	1	0
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>0</b>

SMALL BUSINESS PROGRAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1703</b>					
7110	Regular Wages	81,130	82,925	0	-82,925
7130	Part Time	0	14,976	0	-14,976
7210	W/C Insurance	203	201	0	-201
7260	FICA Matching	5,776	7,489	0	-7,489
7270	Pension Matching	7,169	9,039	0	-9,039
7280	Insurance Matching	19,342	19,507	0	-19,507
7510	Professional Services	0	0	0	0
7550	Communications	766	1,700	0	-1,700
7600	Travel	786	3,200	0	-3,200
7630	Train/Cont. Education	225	1,300	0	-1,300
7870	Equipment Maintenance	284	0	0	0
7880	Maint: Mach/Imp/Tools	168	10,575	0	-10,575
7990	Dues & Fees	0	500	0	-500
8010	Supplies	989	4,000	0	-4,000
8016	Small Equip	312	1,000	0	-1,000
8110	Motor Fuel	74	0	0	0
<b>Total</b>		<b>117,225</b>	<b>156,412</b>	<b>0</b>	<b>(156,412)</b>



# Technology & Communications Department



**TECHNOLOGY AND COMMUNICATIONS**

*DESCRIPTION*

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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,118,114	1,544,793	1,559,327
OPERATING EXPENSE	1,234,211	1,781,387	1,771,122
<b>TOTAL</b>	<b>2,352,325</b>	<b>3,326,180</b>	<b>3,330,449</b>
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>21</b>	<b>21</b>

**Class Title**

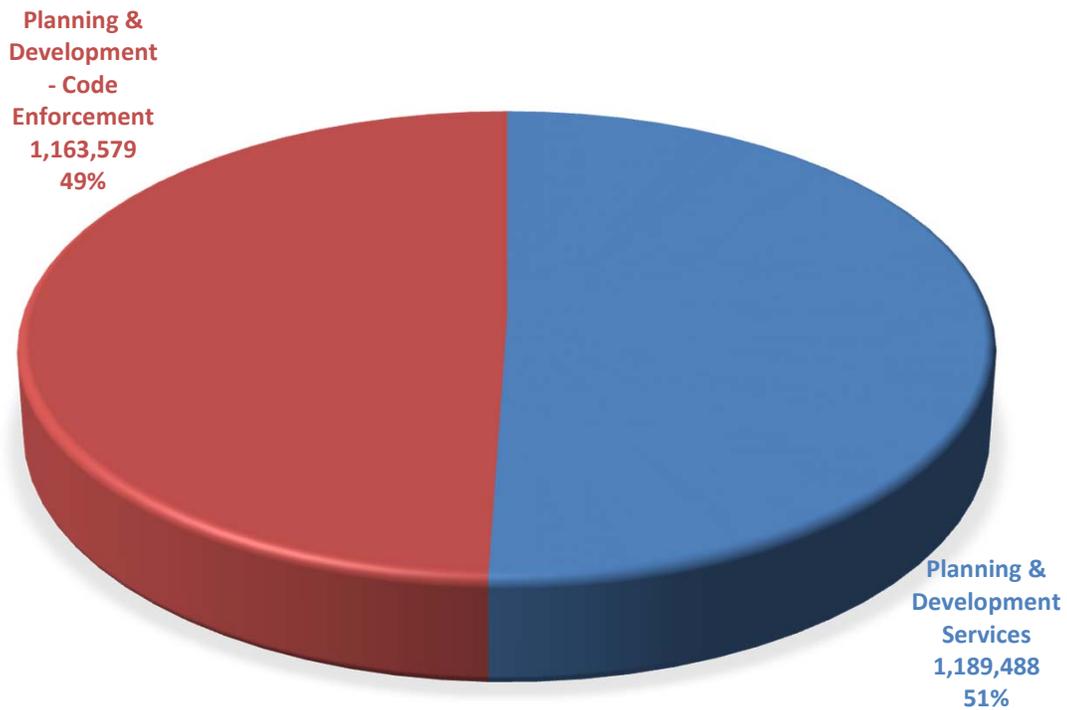
Chief Information Officer	0	1	1
IT Analyst	4	3	3
IT Manager	3	3	3
IT Supervisor	1	1	1
IT Systems Administrator, Sr.	2	2	2
IT Systems Administrator	1	1	1
IT Specialist	5	4	6
Computer Systems Technician	1	1	0
Communications Technician	0	1	0
Telephony Administrator	0	0	1
IT Engineer, Sr.	2	2	1
Applications/RD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

## TECHNOLOGY AND COMMUNICATIONS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>1800</b>					
7110	Regular Wages	799,537	1,116,872	1,105,262	-11,611
7120	Overtime	29,543	25,606	30,000	4,394
7130	Part Time	35	0	6,000	6,000
7210	W/C Insurance	2,401	2,856	2,838	-18
7220	FICA Matching	65,521	87,400	87,307	-93
7270	Pension Matching	80,028	124,530	123,744	-786
7280	Insurance Matching	140,103	187,529	189,177	1,648
7290	Contribution Matching	945	0	15,000	15,000
7510	Professional Services	100	1,000	1,000	0
7512	Tech.Svcs(Surveys,DP)	111,719	384,186	353,686	-30,500
7550	Communications	156,678	278,328	200,768	-77,560
7600	Travel	4,961	10,000	24,500	14,500
7610	Auto Allowance	0	0	6,000	6,000
7630	Train/Cont. Education	15,704	38,240	39,300	1,060
7700	Insurance / Risk Allocation	22,932	17,515	17,212	-303
7870	Maint: Motor Equip.	2,301	3,500	3,500	0
7880	Maint: Mach/Imp/Tools	729,649	950,901	1,030,242	79,341
7990	Dues and Fees	71,047	21,507	18,500	-3,007
8010	Supplies	11,828	11,130	11,500	370
8016	Small Equip	65,722	26,380	26,500	120
8017	Printing(Not Std Forms)	0	225	225	0
8018.	Books & Subscriptions	51	475	475	0
8052.01	Rent Judicial Bldg	40,089	35,265	33,214	-2,051
8110.	Motor Fuel	1,430	2,000	2,000	0
8150	Food	0	735	2,500	1,765
<b>Total</b>		<b>2,352,325</b>	<b>3,326,180</b>	<b>3,330,449</b>	<b>4,269</b>

City of Albany  
Adopted Budget  
FY 2018

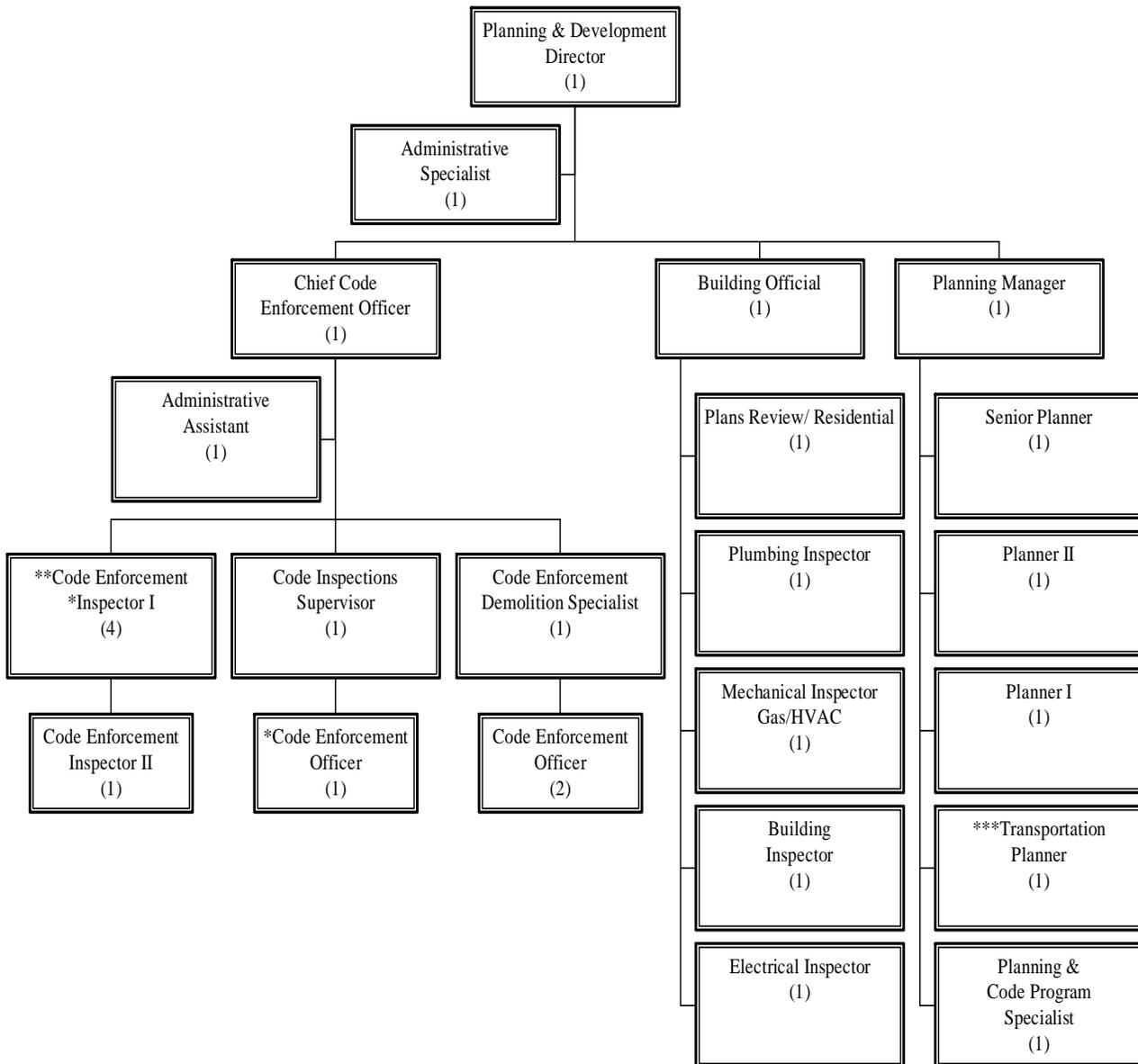
Planning/Development and Code Enforcement



Total Expenditures  
\$2,353,067



## Planning & Development / Code Enforcement Department



\*One of the Code Enforcement Officer's positions and One of the Code Enforcement Inspector I is paid for by Solid Waste Enterprise Fund.

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

\*\*\* Position is grant funded

PLANNING & DEVELOPMENT / CODE ENFORCEMENT DIVISION

SUMMARY

Major Object of Expenditure	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018
PERSONNEL SERVICES	1,310,449	1,472,745	1,528,458
OPERATING EXPENSE	528,816	845,541	824,609
<b>TOTAL</b>	<b>1,839,265</b>	<b>2,318,286</b>	<b>2,353,067</b>
<b>FULL TIME POSITIONS</b>	<b>27</b>	<b>26</b>	<b>26</b>

**PLANNING & DEVELOPMENT SERVICES**

*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.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	760,459	875,222	892,801
OPERATING EXPENSE	200,216	303,617	296,687
<b>TOTAL</b>	<b>960,675</b>	<b>1,178,839</b>	<b>1,189,488</b>
<b>FULL TIME POSITIONS</b>	<b>14</b>	<b>14</b>	<b>14</b>

**Class Title**

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

\* Grant Funded Position

PLANNING & DEVELOPMENT SERVICES					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2100</b>					
7110	Regular Wages	555,721	625,946	633,455	7,509
7120	Overtime	167	1,000	1,000	0
7210	W/C Insurance	8,113	6,088	9,147	3,059
7230	Uniforms	1,772	2,757	2,757	0
7260	FICA Matching	39,742	47,961	48,536	575
7270	Pension Matching	49,175	68,337	69,156	819
7280	Insurance Matching	105,131	123,133	119,750	-3,383
7290	Contribution Matching	639	0	9,000	9,000
7510	Professional Services	60,777	124,522	108,980	-15,542
7512	Tech.Svcs(Surveys,DP)	1,320	1,000	1,000	0
7550	Communications	8,333	8,633	12,500	3,867
7570	Advertising	5,605	6,000	6,000	0
7600	Travel	14,830	22,318	22,407	89
7630	Train/Cont. Education	6,120	6,770	11,130	4,360
7700.03	Risk Allocation	9,504	22,497	23,471	974
7870	Maint. Motor Equip.	5,543	8,671	7,570	-1,101
7880	Maint: Mach/Imp/Tools	9,623	25,424	22,400	-3,024
7990	Dues and Fees	2,624	3,903	3,162	-741
8009	Licenses(CDL,CPA,Etc)	75	675	550	-125
8010	Supplies	15,303	6,200	6,875	675
8016	Small Equip	3,673	4,450	4,450	0
8017	Printing(Not Std Forms)	4,344	4,827	8,327	3,500
8018	Books & Subscriptions	957	2,784	3,120	336
8052.30	Rent Central Square Bldg	46,282	45,463	44,265	-1,198
8110.01	Gasoline	4,713	5,980	5,980	0
8150	Food	0	500	500	0
8997	Local Grant Match	591	3,000	4,000	1,000
<b>Total</b>		<b>960,675</b>	<b>1,178,839</b>	<b>1,189,488</b>	<b>10,649</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	549,990	597,523	635,657
OPERATING EXPENSE	328,600	541,924	527,922
<b>TOTAL</b>	<b>878,590</b>	<b>1,139,447</b>	<b>1,163,579</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>12</b>	<b>12</b>

**Class Title**

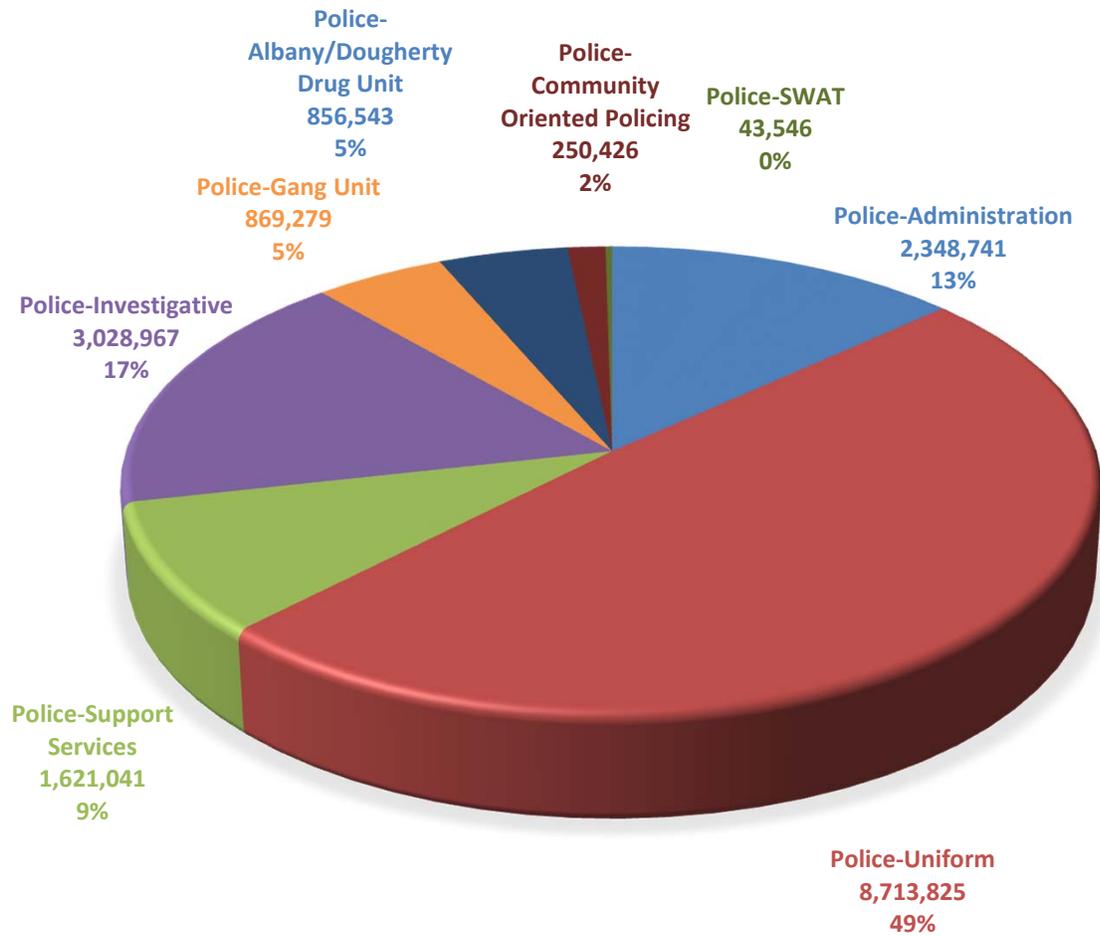
Administrative Assistant	1	1	1
Chief Code Enforcement Officer	1	1	1
* Code Enforcement Ofcr (Sworn)	3	3	3
Housing/Code Enforcement Inspector Sr	6	0	0
**Code Enforcement Inspector I	0	4	4
Code Enforcement Inspector II	1	1	1
Code Inspections Supervisor	1	1	1
Code Inspections Supervisor/Demolition Specialist	0	1	1
<b>TOTAL</b>	<b>13</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 Fund

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

ADMINISTRATION/ ENFORCEMENT DIVISION OFFICE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2101</b>					
7110	Regular Wages	385,996	414,502	437,991	23,489
7120	Overtime	1,125	3,480	2,500	(980)
7210	W/C Insurance	12,053	12,876	13,021	145
7230	Uniforms	4,446	9,350	7,850	(1,500)
7260	FICA	27,469	32,109	33,793	1,684
7270	Pension Matching	38,603	45,561	56,823	11,262
7280	Insurance Matching	79,899	79,645	77,679	(1,966)
7290	Contribution Matching	400	0	6,000	6,000
7510	Professional Services	580	2,085	1,950	(135)
7510	Professional Services- Co In	0	135	135	0
7512.01	Demolition Cost	199,776	400,000	400,000	0
7512.03	Mowing/Lot Cleaning	29,730	32,000	32,000	0
7550	Communications	17,744	16,175	17,155	980
7550	Communications-DoCounty	939	1,536	1,668	132
7600	Travel	3,674	4,510	6,130	1,620
7600	Travel-DoCounty	375	600	600	0
7630	Train/Cont. Education	2,824	3,600	4,438	838
7700.03	Risk Allocation	14,664	14,664	0	(14,664)
7860	Maint. Buildings	0	200	200	0
7870	Maint. Motor Equip.	5,610	8,700	8,700	0
7880	Maint: Mach/Imp/Tools	20,094	20,396	20,097	(299)
7990	Dues and Fees	1,054	1,840	1,940	100
8010	Supplies	2,021	2,940	2,940	0
8010	Supplies-DoCounty	66	300	300	0
8016	Small Equipment	3,161	2,756	2,900	144
8017	Printing	798	1,800	1,800	0
8017	Printing-DoCounty	0	200	200	0
8018	Books & Subscription	57	340	340	0
8052	Rent Central Square Bldg	19,157	18,137	17,121	(1,016)
8110	Gasoline	6,275	8,510	6,808	(1,702)
8150	Food	0	500	500	0
<b>Total</b>		<b>878,590</b>	<b>1,139,447</b>	<b>1,163,579</b>	<b>24,132</b>

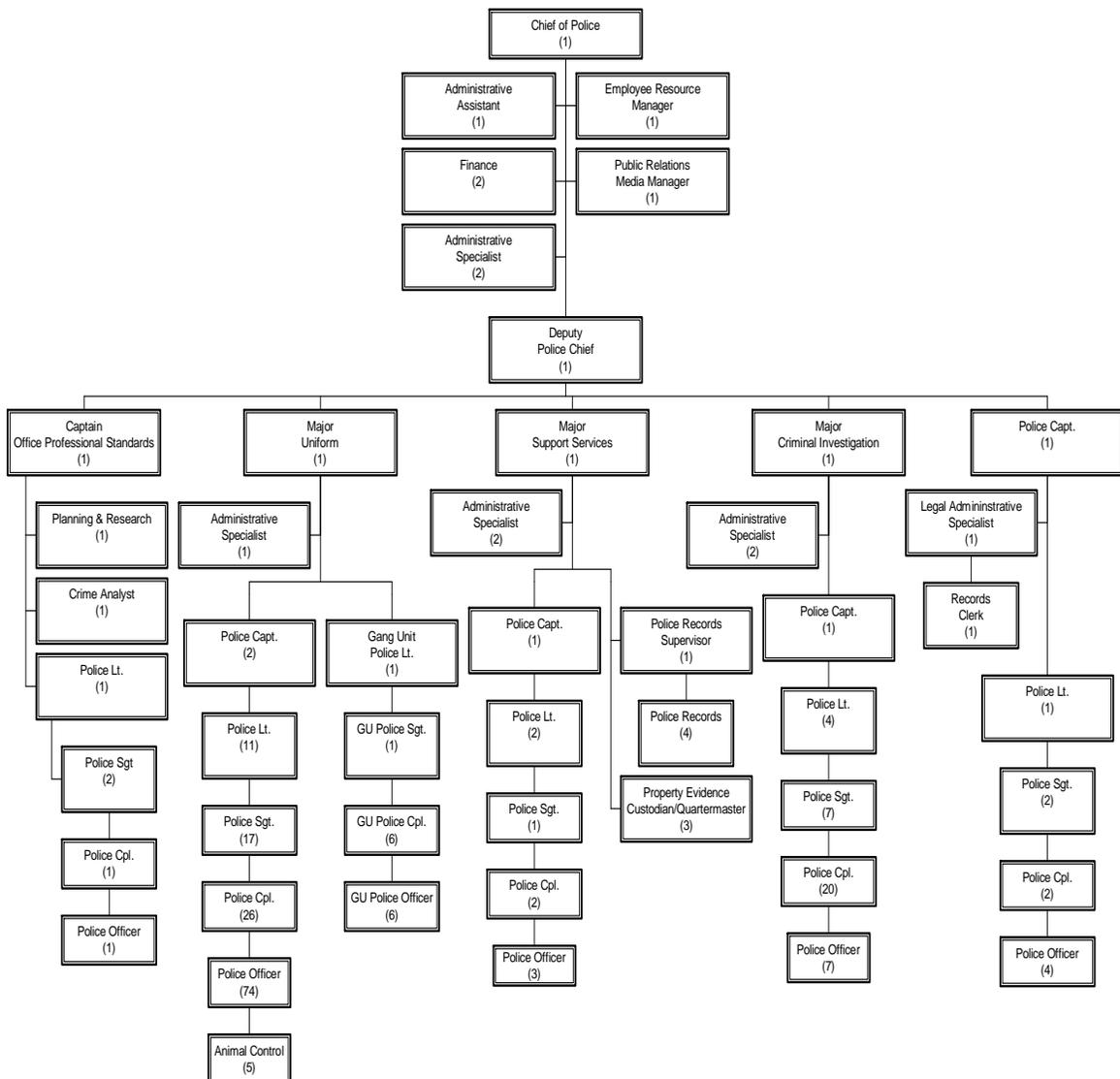
# City of Albany Adopted Budget FY 2018 Police Department



Total Expenditures  
\$17,732,368



## Police Department



**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	13,225,970	14,341,061	14,471,726
OPERATING EXPENSE	2,704,440	3,053,313	3,260,643
<b>TOTAL</b>	<b>15,930,409</b>	<b>17,394,374</b>	<b>17,732,368</b>
<b>FULL TIME POSITIONS</b>	<b>245</b>	<b>242</b>	<b>242</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	40,670	5,000	5,000
OPERATING EXPENSE	47,682	30,251	38,546
<b>TOTAL</b>	<b>88,351</b>	<b>35,251</b>	<b>43,546</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 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>205</b>					
7230	Uniforms	40,670	5,000	5,000	0
7550	Communication	496	1,020	1,020	0
7600	Travel	4,134	5,000	5,000	0
7630	Train/Cont. Education	6,515	3,000	6,500	3,500
7870	MaintL Motor Equip	3,331	2,000	6,908	4,908
7880	Maint: Mach/Imp/Tools	543	750	750	0
7990	Dues and Fees	-40	800	800	0
8010	Supplies	9,974	10,000	10,000	0
8016	Small Equip	21,243	6,000	6,000	0
8110	Motor Fuel	1,487	1,681	1,568	-114
<b>Total</b>		<b>88,351</b>	<b>35,251</b>	<b>43,546</b>	<b>8,295</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,381,585	1,597,318	1,190,045
OPERATING EXPENSE	1,089,436	1,152,273	1,158,696
<b>TOTAL</b>	<b>2,471,021</b>	<b>2,749,591</b>	<b>2,348,741</b>
<b>FULL TIME POSITIONS</b>	<b>24</b>	<b>25</b>	<b>17</b>

**Class Title**

Police Chief	1	1	1
Deputy Police Chief	0	1	1
Public Relations&Media Manager	1	1	1
Police Major	1	0	0
Police Captain	1	2	1
Police Lieutenant	2	2	1
Police Sergeant	4	4	2
Police Corporal	3	3	1
Accounting Technician,Senior	1	1	1
Police Planning & Research Mgr	1	1	1
Employee Resource Manager, APD	1	1	1
Management/Budget Analyst, APD	1	1	1
Legal Administrative Specialist	1	1	0
Police Officer	2	2	1
Police Crime Analyst	1	1	1
Administrative Assistant	2	2	1
Administrative Specialist	0	0	2
Police Records Clerk	1	1	0
<b>TOTAL</b>	<b>24</b>	<b>25</b>	<b>17</b>

POLICE ADMINISTRATION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2201</b>					
7110	Regular Wages	941,753	1,035,371	817,270	-218,101
7120	Overtime	28,809	30,000	1,000	-29,000
7130	Part Time	17,529	21,840	0	-21,840
7210	W/C Insurance	15,529	31,906	8,073	-23,833
7230	Uniforms	5,273	10,000	7,350	-2,650
7260	FICA Matching	70,592	83,172	62,598	-20,574
7270	Pension Matching	101,203	148,087	113,739	-34,348
7280	Insurance Matching	200,192	236,942	165,015	-71,927
7290	Contribution Matching	705	0	15,000	15,000
7510	Professional Services	17,687	31,500	36,500	5,000
7512	Tech.Svcs(Surveys,DP)	253,199	272,500	272,500	0
7514	Contract Labor(Temp)	14,310	20,000	20,000	0
7550	Communications	7,815	8,100	16,156	8,056
7570	Advertising	8	2,000	2,000	0
7600	Travel	15,587	22,000	22,000	0
7630	Train/Cont. Education	6,195	27,000	28,500	1,500
7700.03	Risk Allocation	269,004	297,567	373,239	75,672
7870	Maint: Motor Equip.	2,522	14,000	16,143	2,143
7880	Maint: Mach/Imp/Tools	62,803	34,322	89,553	55,231
7901	Storm Water	0	1,698	0	-1,698
7980	Metro Drug Squad	129,438	141,016	0	-141,016
7981	Dougherty County Jail	279,722	250,000	250,000	0
7990	Dues and Fees	8,242	8,255	8,255	0
8010	Supplies	15,028	13,700	14,600	900
8016	Small Equipment	0	1,500	1,500	0
8017	Printing(Not Std Forms)	0	0	0	0
8018	Books & Subscriptions	2,223	1,000	2,000	1,000
8050	Rental of Equipment	375	0	0	0
8110	Motor Fuel	3,044	3,815	3,450	-365
8150	Food	2,233	2,300	2,300	0
<b>Total</b>		<b>2,471,021</b>	<b>2,749,591</b>	<b>2,348,741</b>	<b>-400,850</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	7,473,125	8,228,323	7,668,961
OPERATING EXPENSE	883,901	1,006,408	1,044,865
<b>TOTAL</b>	<b>8,357,025</b>	<b>9,234,731</b>	<b>8,713,826</b>
<b>FULL TIME POSITIONS</b>	<b>141</b>	<b>141</b>	<b>137</b>

Class Title

Deputy Chief	1	0	0
Police Captain	4	3	2
Police Lieutenant	10	11	11
Police Major	0	1	1
Police Sergeant	14	17	17
Police Corporal	26	26	26
Police Officer	80	77	74
Administrative Specialist	1	1	1
Animal Control Superintendent	1	1	1
Animal Control Agent	4	4	4
<b>TOTAL</b>	<b>141</b>	<b>141</b>	<b>137</b>

POLICE UNIFORM					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2202</b>					
7110	Regular Wages	4,601,789	4,930,166	4,645,379	-284,787
7120	Overtime	601,343	474,435	535,000	60,565
7130	Part Time	19,348	21,000	21,000	0
7210	W/C Insurance	151,242	217,106	162,839	-54,267
7230	Uniforms	59,844	49,000	48,900	-100
7260	FICA Matching	374,431	415,059	397,905	-17,154
7270	Pension Matching	604,628	751,240	720,073	-31,167
7280	Insurance Matching	1,057,665	1,370,317	1,094,864	-275,453
7290	Contribution Matching	2,833	0	43,000	43,000
7510	Professional Services	20,428	20,000	20,000	0
7514	Contract Labor	0	0	0	0
7550	Communications	9,823	10,000	10,000	0
7600	Travel	13,551	15,000	25,000	10,000
7630	Train/Cont. Education	7,659	10,000	15,000	5,000
7870	Maint: Motor Equip.	439,471	400,000	517,107	117,107
7880	Maint: Mach/Imp/Tools	100,039	145,678	144,453	-1,225
7990	Dues and Fees	1,749	2,800	2,800	0
8010	Supplies	10,674	12,800	12,800	0
8016	Small Equip	14,819	24,300	30,525	6,225
8018	Books & Subscriptions	26	0	0	0
8110	Motor Fuel	264,431	363,830	265,180	-98,650
8150	Food	1,231	2,000	2,000	0
<b>Total</b>		<b>8,357,025</b>	<b>9,234,731</b>	<b>8,713,826</b>	<b>-520,905</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,272,593	1,163,444	1,311,722
OPERATING EXPENSE	283,152	312,491	309,320
<b>TOTAL</b>	<b>1,555,745</b>	<b>1,475,935</b>	<b>1,621,042</b>
<b>FULL TIME POSITIONS</b>	<b>22</b>	<b>19</b>	<b>20</b>

**Class Title**

Deputy Chief	1	0	0
Police Captain	1	1	1
Police Lieutenant	1	2	2
Police Major	0	1	1
Police Sergeant	3	0	1
Police Corporal	0	2	2
Police Officer	5	3	3
Administrative Specialist	1	2	2
Police Records Supervisor	1	1	1
Police Records Clerk	7	4	4
Evidence Custodian/Quartermast	2	3	3
<b>TOTAL</b>	<b>22</b>	<b>19</b>	<b>20</b>

**POLICE SUPPORT SERVICES**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2203</b>					
7110	Regular Wages	806,386	635,397	776,362	140,965
7120	Overtime	61,226	65,000	60,000	-5,000
7130	Part Time	18,588	19,900	19,900	0
7210	W/C Insurance	18,287	26,586	21,686	-4,900
7230	Uniforms	45,655	74,300	69,100	-5,200
7260	FICA Matching	64,121	55,103	65,504	10,401
7270	Pension Matching	89,689	97,355	116,254	18,899
7280	Insurance Matching	168,015	189,803	173,615	-16,188
7290	Contribution Matching	627	0	9,300	9,300
7510	Professional Services	2,431	3,750	3,250	-500
7512	Tech.Svcs(Surveys,DP)	0	0	0	0
7550	Communications	100,876	79,500	81,450	1,950
7570	Advertising	0	0	0	0
7600	Travel	16,578	20,000	20,000	0
7630	Train/Cont. Education	3,390	4,500	4,500	0
7870	Maint: Motor Equip.	21,664	26,500	35,000	8,500
7880	Maint: Mach/Imp/Tools	55,528	59,828	59,450	-378
7990	Dues and Fees	758	1,000	0	-1,000
8010	Supplies	58,484	67,100	67,100	0
8016	Small Equip	14,400	36,600	25,000	-11,600
8017	Printing(Not Std Forms)	189	1,000	1,000	0
8018	Books & Subscriptions	341	0	0	0
8050	Rental of Equipment	0	500	3,600	3,100
8110	Motor Fuel	8,512	12,213	8,970	-3,243
<b>Total</b>		<b>1,555,745</b>	<b>1,475,935</b>	<b>1,621,042</b>	<b>145,107</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	2,426,693	2,534,654	2,773,300
OPERATING EXPENSE	157,313	231,521	255,667
<b>TOTAL</b>	<b>2,584,006</b>	<b>2,766,175</b>	<b>3,028,967</b>
<b>FULL TIME POSITION</b>	<b>43</b>	<b>42</b>	<b>42</b>

**Class Title**

Deputy Chief	1	0	0
Police Captain	2	1	1
Police Lieutenant	3	4	4
Police Major	0	1	1
Police Sergeant	9	7	7
Police Corporal	20	20	20
Police Officer	5	7	7
Administrative Specialist	3	2	2
<b>TOTAL</b>	<b>43</b>	<b>42</b>	<b>42</b>

POLICE INVESTIGATIVE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2204</b>					
7110	Regular Wages	1,562,004	1,565,840	1,693,414	127,574
7120	Overtime	109,617	100,000	133,800	33,800
7210	W/C Insurance	45,752	40,757	59,202	18,445
7230	Uniforms	24,034	28,000	28,000	0
7260	FICA Matching	119,175	127,437	139,782	12,345
7270	Pension Matching	193,769	231,552	253,983	22,431
7280	Insurance Matching	371,755	441,068	455,119	14,051
7290	Contribution Matching	587	0	10,000	10,000
7510	Professional Services	622	4,000	4,000	0
7550	Communications	8,715	8,500	8,500	0
7600	Travel	16,826	19,000	19,000	0
7630	Train/Cont. Education	6,944	18,000	18,000	0
7870	Maint. Motor Equip.	57,281	60,000	84,667	24,667
7880	Maint. Mach/Imp/Tools	17,169	40,418	35,875	-4,543
7990	Dues and Fees	894	2,700	2,700	0
7995	Confidential Informant Pmts	880	6,300	6,300	0
8010	Supplies	8,898	20,000	24,200	4,200
8016	Small Equip	280	1,000	9,875	8,875
8017	Printing & Binding	0	500	500	0
8110	Motor Fuel	38,245	50,353	39,100	-11,253
8150	Food	560	750	2,950	2,200
<b>Total</b>		<b>2,584,006</b>	<b>2,766,175</b>	<b>3,028,967</b>	<b>262,792</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	618,770	796,049	781,052
OPERATING EXPENSE	59,763	86,254	88,227
<b>TOTAL</b>	<b>678,533</b>	<b>882,303</b>	<b>869,279</b>
<b>FULL TIME POSITIONS</b>	<b>15</b>	<b>15</b>	<b>14</b>

**Class Title**

Police Captain	1	0	0
Police Lieutenant	1	1	1
Police Corporal	6	6	6
Police Officer	5	6	6
Police Sergeant	1	1	1
Administrative Specialist	1	1	0
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>14</b>

POLICE GANG UNIT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2208</b>					
7110	Regular Wages	405,143	525,615	483,900	-41,715
7120	Overtime	29,684	25,000	25,000	0
7210	W/C Insurance	11,911	10,571	22,971	12,400
7230	Uniforms	5,090	10,500	10,500	0
7260	FICA Matching	31,283	42,122	38,931	-3,191
7270	Pension Matching	49,635	76,535	70,737	-5,798
7280	Insurance Matching	85,809	105,706	128,963	23,257
7290	Contribution Matching	215	0	50	50
7510	Professional Services	1,296	700	700	0
7550	Communications	2,726	6,000	5,500	-500
7600	Travel	8,525	7,500	7,500	0
7630	Train/Cont. Education	1,530	5,000	5,000	0
7870	Maint: Motor Equipment	22,901	35,000	42,527	7,527
7880	Maint: Mach/Imp/Tools	0	3,684	3,600	-84
7990	Dues and Fees	138	1,800	1,800	0
8010	Supplies	2,139	2,500	2,500	0
8016	Small Equipment	4,869	3,000	3,000	0
8110.01	Gasoline	15,638	21,070	16,100	-4,970
<b>Total</b>		<b>678,533</b>	<b>882,303</b>	<b>869,279</b>	<b>-13,024</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	0	0	725,335
OPERATING EXPENSE	0	0	131,207
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>856,542</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>12</b>

<b>Class Title</b>			
Police Records Clerk	0	0	1
Police Captain	0	0	1
Police Lieutenant	0	0	1
Police Sergeant	0	0	2
Police Corporal	0	0	2
Police Officer	0	0	4
Legal Administrative Specialist	0	0	1
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>12</b>

POLICE ADDU					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2209</b>					
7110	Regular Wages	0	0	456,277	456,277
7120	Overtime	0	0	29,000	29,000
7210	W/C Insurance	0	0	13,962	13,962
7230	Uniforms	0	0	3,750	3,750
7260	FICA Matching	0	0	37,124	37,124
7270	Pension Matching	0	0	67,454	67,454
7280	Insurance Matching	0	0	117,719	117,719
7290	Contribution Matching	0	0	50	50
7980	Metro Drug Unit	0	0	131,207	131,207
<b>Total</b>		<b>0</b>	<b>0</b>	<b>856,542</b>	<b>856,542</b>

**POLICE BUILDINGS**

*DESCRIPTION*

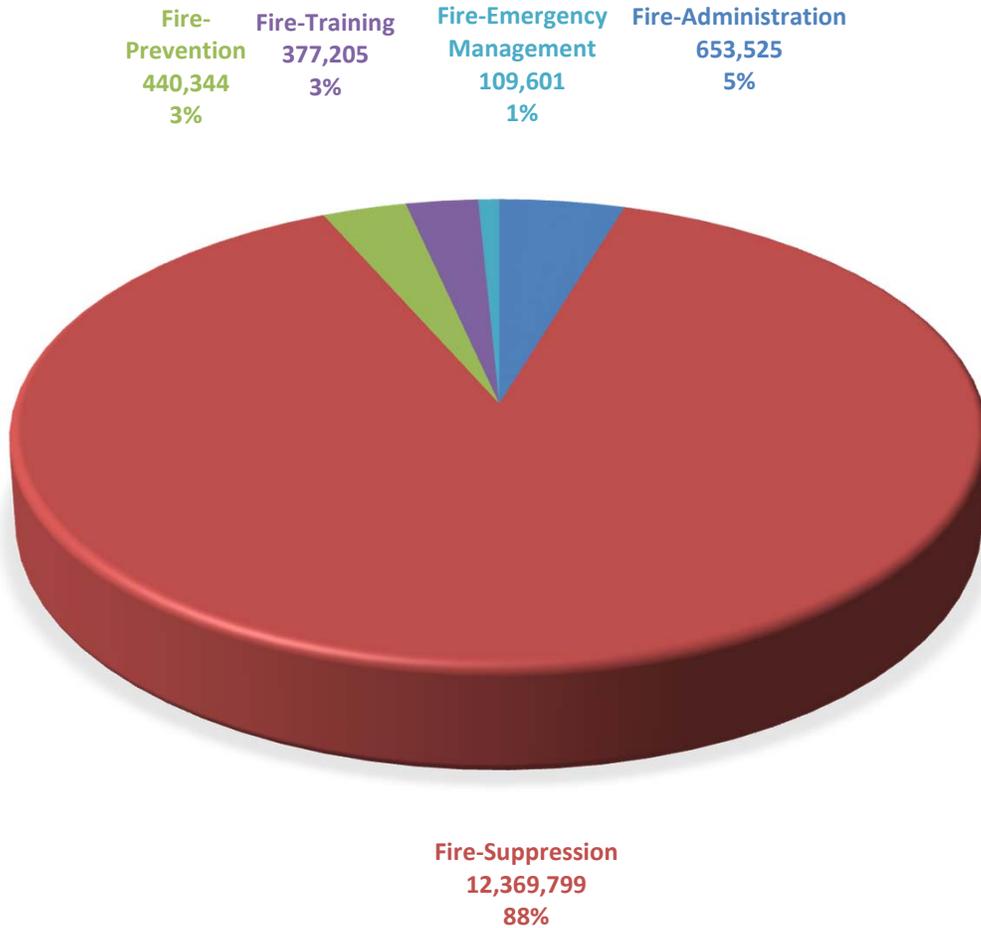
Having adopted the Community Oriented Policing philosophy the Albany Police Department operates two Community Policing Centers, which are strategically located within each of our two geographical Community Policing Districts. These centers give the citizens a sense of public safety presence within "their" 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	12,535	16,273	16,311
OPERATING EXPENSE	183,194	234,115	234,115
<b>TOTAL</b>	<b>195,729</b>	<b>250,388</b>	<b>250,426</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FY 2018 Budget**

<b>POLICE BUILDINGS</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>	<b>VARIANCE + / (-)</b>
<b>2211</b>					
7110	Regular Wages	218	0	0	0
7130	Part Time	11,187	15,080	15,080	0
7210	W/C Insurance	28	0	38	38
7230	Uniforms	190	0	0	0
7260	FICA Matching	872	1,154	1,154	0
7280	Insurance Matching	39	39	39	0
7550	Communications	22,632	28,340	28,340	0
7880	Maint: Mach/Imp/Tools	0	5,000	5,000	0
7900	Utilities	150,354	186,275	186,275	0
7901	Storm Water	1,189	0	0	0
8010	Supplies	9,020	14,500	14,500	0
	<b>Total</b>	<b>195,729</b>	<b>250,388</b>	<b>250,426</b>	<b>38</b>

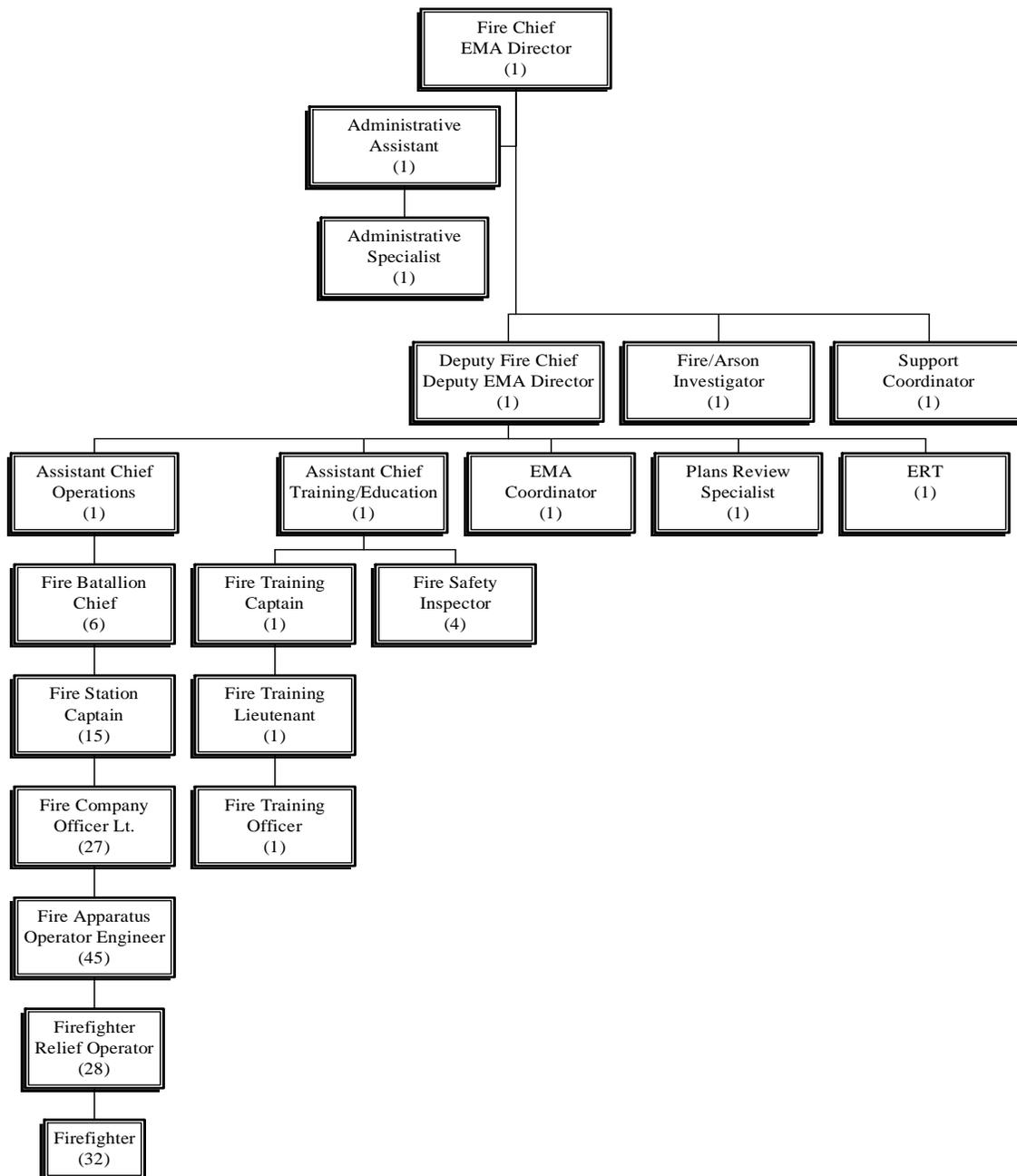
# City of Albany Adopted Budget FY 2018 Fire Department



Total Expenditures  
\$13,950,474



## Fire Department



**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	11,875,724	12,822,872	13,166,060
OPERATING EXPENSE	715,838	742,613	784,414
<b>TOTAL</b>	<b>12,591,562</b>	<b>13,565,485</b>	<b>13,950,474</b>
<b>FULL TIME POSITIONS</b>	<b>172</b>	<b>171</b>	<b>171</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	345,460	496,550	526,042
OPERATING EXPENSE	203,730	131,717	127,484
<b>TOTAL</b>	<b>549,190</b>	<b>628,267</b>	<b>653,526</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>6</b>	<b>6</b>

<b>Class Title</b>			
Deputy Fire Chief	0	1	1
Administrative Assistant	1	1	1
Fire Equipment Repair Technician	1	1	1
Fire Chief	1	1	1
Administrative Specialist	1	1	1
Fire/Arson Investigator	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>6</b>

FIRE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2300</b>					
7110	Regular Wages	235,797	345,723	347,144	1,421
7120	Overtime	588	1,914	7,914	6,000
7210	W/C Insurance	3,849	13,834	15,164	1,330
7260	FICA Matching	18,772	26,594	27,162	568
7270	Pension Matching	28,922	48,322	49,353	1,031
7280	Insurance Matching	57,277	60,163	73,305	13,142
7290	Contribution Matching	256	0	6,000	6,000
7510	Professional Services	550	0	0	0
7550	Communications	4,018	4,576	4,576	0
7600	Travel	4,571	5,450	5,450	0
7630	Train/Cont. Education	1,530	3,650	3,650	0
7700	Insurance	146,832	66,265	63,216	-3,049
7880	Maint: Mach/Imp/Tools	8,157	14,400	14,400	0
7990	Dues and Fees	579	1,000	1,000	0
8010	Supplies	3,092	6,000	6,000	0
8017	Printing(Not Std Forms)	786	1,000	1,000	0
8052.1	Judicial Building	33,615	29,376	28,191	-1,185
<b>Total</b>		<b>549,190</b>	<b>628,267</b>	<b>653,526</b>	<b>25,259</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	10,829,314	11,579,631	11,814,759
OPERATING EXPENSE	444,386	494,866	555,040
<b>TOTAL</b>	<b>11,273,700</b>	<b>12,074,497</b>	<b>12,369,799</b>
<b>FULL TIME POSITIONS</b>	<b>154</b>	<b>154</b>	<b>153</b>

**Class Title**

Fire Apparatus Oper Eng	35	45	45
Fire Battalion Chief	6	6	6
Fire Station Officer Captain	14	15	15
Fire Company Officer Lieutenan	26	27	27
Firefighter	55	32	32
Firefighter Relief Operator	17	28	28
Assistant Fire Chief	1	1	0
<b>TOTAL</b>	<b>154</b>	<b>154</b>	<b>153</b>

FIRE SUPPRESSION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2301</b>					
7110	Regular Wages	6,423,456	6,650,929	6,659,452	8,523
7120	Overtime	615,248	686,053	686,053	0
7130	Part Time	230,580	356,270	356,270	0
7210	W/C Insurance	441,280	440,957	495,668	54,711
7230	Uniforms	86,789	121,500	145,000	23,500
7260	FICA Matching	515,413	588,534	589,186	652
7270	Pension Matching	827,262	1,019,841	1,021,025	1,184
7280	Insurance Matching	1,681,485	1,715,547	1,752,105	36,558
7290	Contribution Matching	7,801	0	110,000	110,000
7510	Professional Services	24,492	31,490	31,490	0
7550	Communications	19,380	15,840	15,840	0
7600	Travel	4,610	5,700	5,700	0
7630	Train/Cont. Education	2,223	3,750	3,750	0
7860	Maint: Buildings	12,509	16,000	16,000	0
7870	Maint: Motor Equipment	160,626	149,412	209,586	60,174
7880	Maint: Mach/Imp/Tools	13,970	31,174	31,174	0
7900	Utilities	90,489	99,000	99,000	0
7901	Storm Water	3,405	0	0	0
7990	Dues and Fees	8,115	4,400	4,400	0
8010	Supplies	16,216	19,500	19,500	0
8016	Small Equip	8,597	15,000	15,000	0
8017	Printing(Not Std Forms)	0	1,000	1,000	0
8030	Janitorial Supplies	3,017	3,900	3,900	0
8060	Laundry	10,589	11,000	11,000	0
8110	Motor Fuel	66,148	87,700	87,700	0
<b>Total</b>		<b>11,273,700</b>	<b>12,074,497</b>	<b>12,369,799</b>	<b>295,302</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	374,991	308,904	419,944
OPERATING EXPENSE	16,048	18,000	20,400
<b>TOTAL</b>	<b>391,039</b>	<b>326,904</b>	<b>440,344</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>5</b>	<b>6</b>

**Class Title**

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

FIRE PREVENTION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2302</b>					
7110	Regular Wages	266,570	223,704	287,043	63,339
7120	Overtime	4,358	4,050	4,050	0
7210	W/C Insurance	8,206	5,481	8,010	2,529
7260	FICA Matching	19,564	17,423	22,269	4,846
7270	Pension Matching	31,874	31,658	40,462	8,804
7280	Insurance Matching	44,255	26,588	57,085	30,497
7290	Contribution Matching	139	0	1,000	1,000
7510	Professional Services	25	0	25	25
7550	Communications	2,343	3,500	3,500	0
7600	Travel	4,544	3,000	3,000	0
7630	Train/Cont. Education	807	2,000	2,000	0
7880	Maint: Mach/Imp/Tools	0	500	0	-500
8010	Supplies	5,275	4,000	4,000	0
8016	Small Equip	1,722	2,500	5,400	2,900
8017	Printing(Not Std Forms)	1,357	1,500	1,500	0
8018	Books & Subscriptions	0	1,000	1,000	0
<b>Total</b>		<b>391,039</b>	<b>326,904</b>	<b>440,344</b>	<b>113,440</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	285,380	349,739	322,104
OPERATING EXPENSE	30,169	70,100	55,100
<b>TOTAL</b>	<b>315,549</b>	<b>419,839</b>	<b>377,204</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Class Title**

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

FIRE TRAINING					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2303</b>					
7110	Regular Wages	194,851	239,488	230,000	-9,488
7120	Overtime	329	888	2,000	1,112
7210	W/C Insurance	4,968	3,892	1,353	-2,539
7260	FICA Matching	13,332	18,389	17,748	-641
7270	Pension Matching	21,858	33,412	32,248	-1,164
7280	Insurance Matching	49,818	53,670	35,756	-17,914
7290	Contribution Matching	225	0	3,000	3,000
7550	Communications	1,394	3,000	3,000	0
7600	Travel	1,971	3,000	3,000	0
7630	Train/Cont. Education	437	2,000	2,000	0
7880	Maint: Mach/Imp/Tools	11,808	35,500	20,000	-15,500
7900	Utilities	10,292	21,000	21,500	500
7990	Dues & Fees	73	0	0	0
8010	Supplies	1,724	2,500	2,500	0
8016	Small Equip	224	1,400	1,400	0
8018	Books & Subscriptions	2,246	1,700	1,700	0
<b>Total</b>		<b>315,549</b>	<b>419,839</b>	<b>377,204</b>	<b>-42,635</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	40,580	88,048	83,211
OPERATING EXPENSE	21,505	27,930	26,390
<b>TOTAL</b>	<b>62,085</b>	<b>115,978</b>	<b>109,601</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>

Class Title

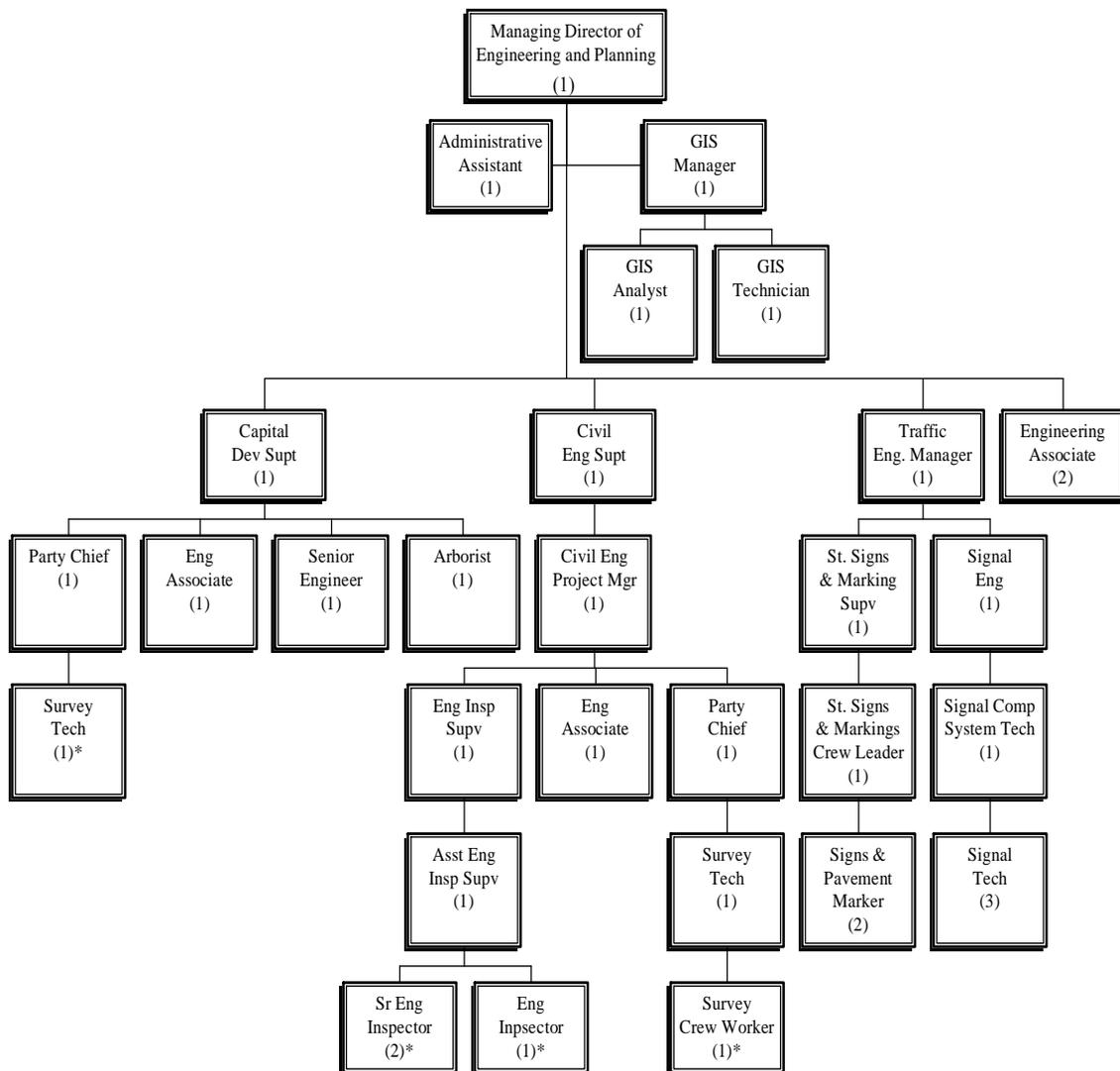
EMERGENCY MANAGEMENT SPECIALIST	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>

FIRE / EMERGENCY MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2305</b>					
7110	Regular Wages	28,854	64,325	60,087	-4,238
7210	W/C Insurance	1,055	161	150	-11
7260	FICA Matching	2,072	4,921	4,597	-324
7270	Pension Matching	3,403	8,941	8,352	-589
7280	Insurance Matching	5,141	9,700	9,825	125
7290	Insurance Matching	53	0	200	200
7550	Communications	3,852	9,130	9,130	0
7600	Travel	104	0	0	0
7870	Maint: Motor Equipment	1,198	700	700	0
7880	Maint: Mach/Imp/Tools	15,416	13,200	13,200	0
7990	Dues and Fees	0	500	500	0
8010	Supplies	480	1,500	1,500	0
8016	Small Equip	457	600	900	300
8110	Motor Fuel	0	2,300	460	-1,840
<b>Total</b>		<b>62,085</b>	<b>115,978</b>	<b>109,601</b>	<b>-6,377</b>



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,477,984	1,823,858	1,805,137
OPERATING EXPENSE	2,099,268	2,479,777	2,402,316
<b>TOTAL</b>	<b>3,577,252</b>	<b>4,303,635</b>	<b>4,207,453</b>
<b>Capital Projects Summary</b>			
SPEED TABLES		100,000	100,000
<b>FULL TIME POSITIONS</b>	<b>37</b>	<b>34</b>	<b>34</b>

**Class Title**

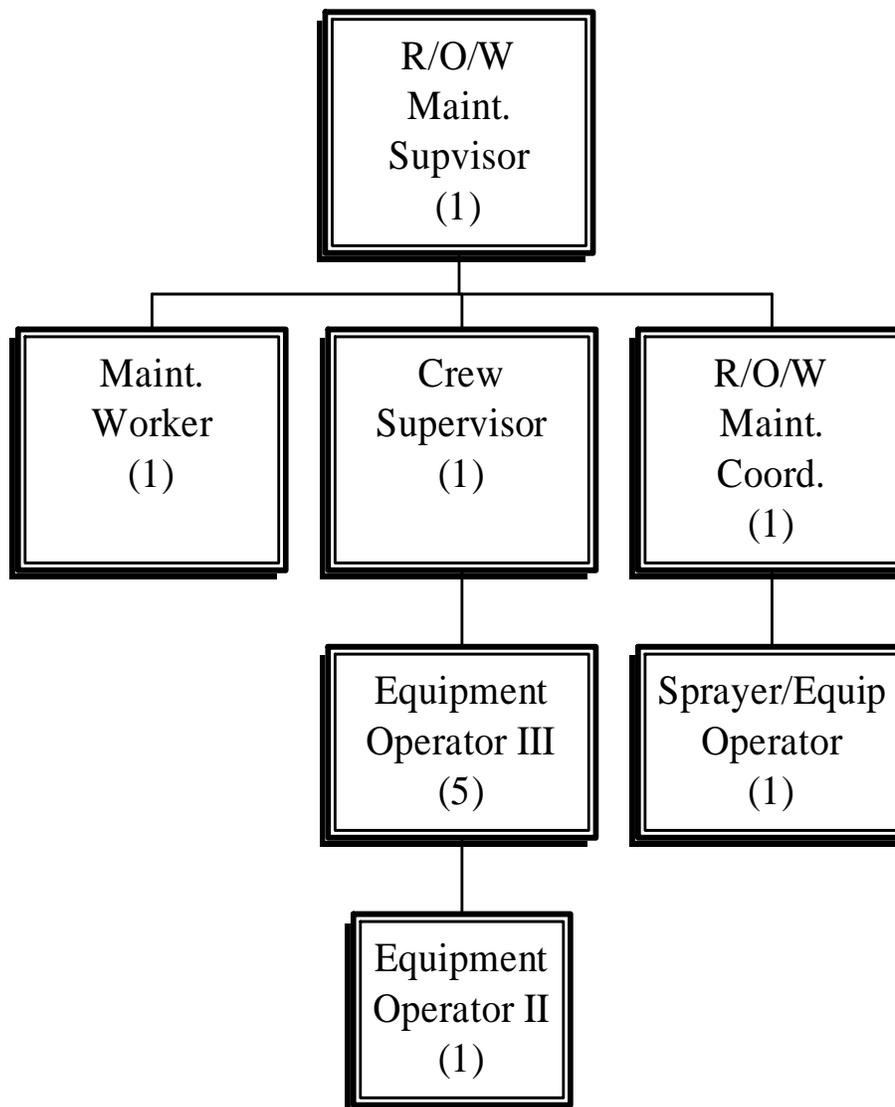
Managing Director of Engineering and Planning	0	1	1
Arborist	1	1	1
Assistant Director	1	0	0
Administrative Assistant	1	1	1
Assistant Engineering Inspection Supervisor	1	1	1
Capital Development Supt.	1	1	1
Civil Engineering Director	1	0	0
Civil Engineer Superintendent	1	1	1
Civil Engineering Projects Manager	2	1	1
Director of Engineering	1	0	0
Engineering Associate	5	4	4
Engineering Inspection Supervisor	1	1	1
Engineering Inspector, Senior	0	2	2
Engineering Inspector	2	1	1
GIS Analyst	1	1	1
GIS Manager	1	1	1
*GIS Technician	1	1	1
Party Chief	2	2	2
Senior Engineer	1	1	1
Signal Computer System Technician	1	1	1
Signal Engineer	1	1	1
Signal Technician	4	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	1	2	2
Traffic Engineering Manager	1	1	1
<b>TOTAL</b>	<b>37</b>	<b>34</b>	<b>34</b>

\* One GIS Technician is paid for by Dougherty County

ENGINEERING					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2400</b>					
7110	Regular Wages	1,031,404	1,160,579	1,180,114	19,535
7120	Overtime	12,619	36,000	36,000	0
7130	Part Time	22,140	40,000	40,000	0
7210	W/C Insurance	38,255	32,896	32,896	(0)
7230	Uniforms	9,565	10,000	10,000	0
7260	FICA Matching	76,387	94,598	96,093	1,495
7270	Pension Matching	91,985	130,427	132,556	2,129
7280	Insurance Matching	194,768	319,358	262,015	(57,343)
7290	Contribution Matching	861	0	15,464	15,464
7510	Professional Services	7,502	66,370	92,869	26,499
7512	Tech.Svcs(Surveys,DP)	7,192	1,964	1,750	(214)
7550	Communications	15,493	24,600	28,400	3,800
7570	Advertising	0	300	200	(100)
7600	Travel	4,407	11,000	9,600	(1,400)
7630	Train/Cont. Education	5,199	16,000	14,450	(1,550)
7700	Risk Allocation	44,640	32,510	37,360	4,850
7860	Maint: Buildings	0	5,000	1,500	(3,500)
7870	Maint: Motor Equip	28,177	40,700	56,526	15,826
7880	Maint: Mach/Imp/Tools	136,318	274,317	155,055	(119,262)
7900	Utilities	23,766	11,500	11,500	0
7910	Street Lights	1,641,372	1,700,000	1,700,000	0
7990	Dues and Fees	2,465	9,736	9,805	69
8009	Licenses(CDL,CPA,Etc)	100	2,200	2,200	0
8010	Supplies	81,428	159,250	143,639	(15,611)
8016	Small Equip	3,721	10,000	26,150	16,150
8017	Printing(Not Std Forms)	57	3,000	2,000	(1,000)
8018	Books & Subscriptions	648	1,690	4,262	2,572
8020	Photography	0	100	100	0
8050	Equipment Rental	0	500	500	0
8052	Rent Central Square Bldg	68,216	70,050	67,218	(2,832)
8110	Motor Fuel	28,566	38,990	37,233	(1,757)
<b>Total</b>		<b>3,577,252</b>	<b>4,303,635</b>	<b>4,207,453</b>	<b>(96,182)</b>



## Right-of-Way Maintenance



**Right-of-Way Maintenance**

*DESCRIPTION*

The Right-of-Way Maintenance unit is responsible for herbicide application, mowing and grassing (when applicable) of all rights of way, sideparks, Dawson Rd. & Slaphey Welcome Sign, holding ponds, and City maintained ditches within the City. The department also cuts overgrown bushes in alley ways. The ROW maintenance unit participates in numerous unfunded projects and requests such as Keep Albany-Dougherty Beautiful Cleanup Events, barricades, traffic control, and cleanup for Christmas Parade, Commission requests for cleanup and beautification of various areas, etc.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONAL SERVICES	0	604,328	599,475
OPERATING EXPENSES	604	244,810	264,890
<b>TOTAL EXPENSES</b>	<b>604</b>	<b>849,138</b>	<b>864,365</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>11</b>	<b>11</b>

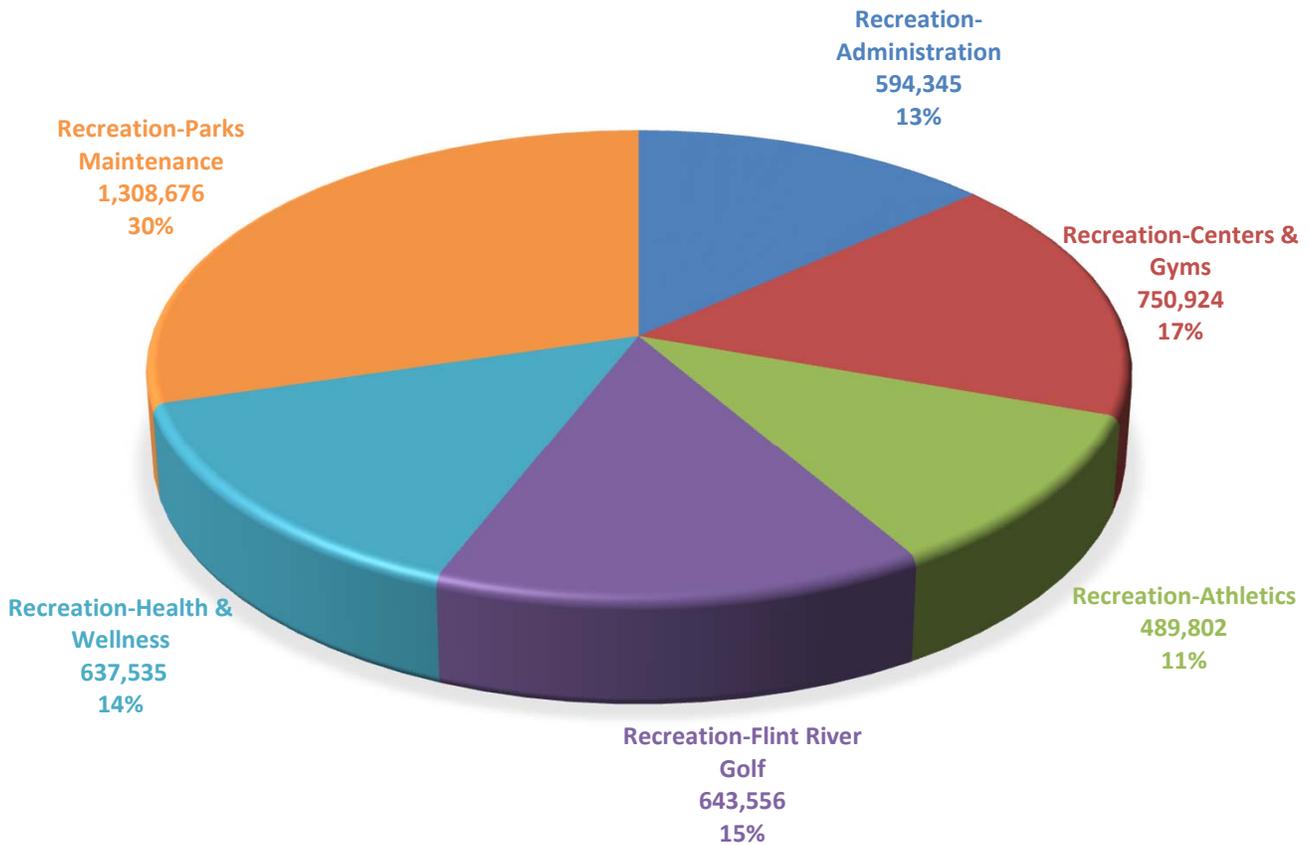
Class Title

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

Right-of-Way Maintenance

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3301</b>					
7110	Regular Wages	0	398,209	388,602	(9,607)
7120	Overtime	0	2,500	2,500	0
7210	W/C Insurance	0	11,369	20,038	8,669
7260	FICA Matching	0	30,654	29,919	(735)
7270	Pension Matching	0	43,677	42,630	(1,047)
7280	Insurance Matching	0	117,919	113,807	(4,112)
7290	Contribution Matching	0	0	1,978	1,978
7550	Communications	0	1,100	1,100	0
7600	Travel	0	200	200	0
7630	Train/Cont. Education	0	600	600	0
7700	Risk Allocation	0	0	48,970	48,970
7870	Maint: Motor Equip.	604	106,000	106,000	0
7880	Maint: Mach/Imp/Tools	0	7,000	7,000	0
8010	Supplies	0	85,000	85,000	0
8016	Small Equipment	0	2,000	2,000	0
8110	Motor Fuel	0	42,910	14,020	(28,890)
<b>Total</b>		<b>604</b>	<b>849,138</b>	<b>864,365</b>	<b>15,227</b>

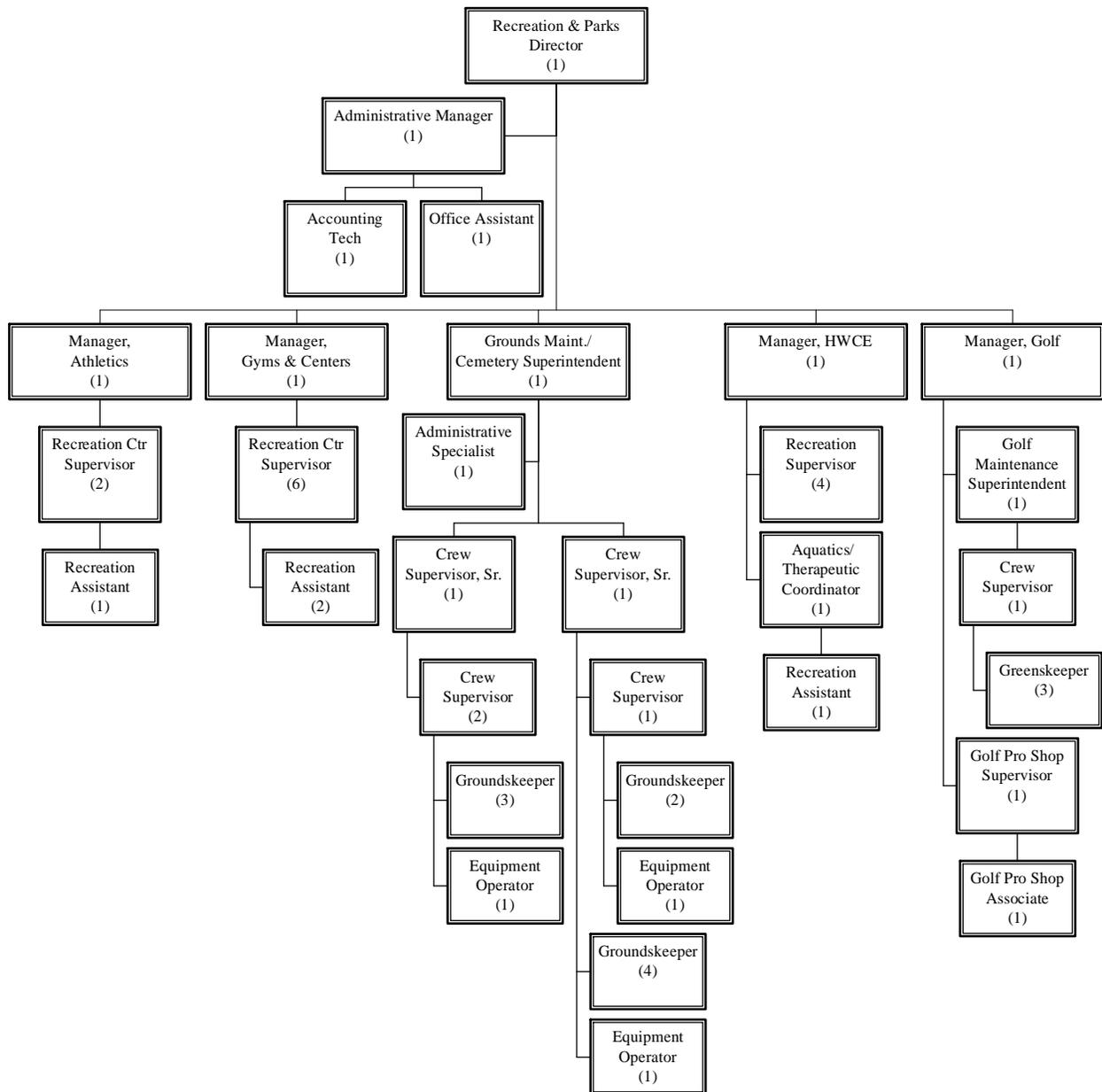
City of Albany  
Adopted Budget  
FY 2018  
Recreation Department



Total Expenditures  
\$4,424,838



# Recreation & Parks Department



**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 Golf Course, Parks Maintenance, Cemeteries, Park Planning/Natural Resources and Health/Wellness & Community.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,924,768	3,003,837	2,994,830
OPERATING EXPENSE	891,930	1,734,623	1,430,008
<b>TOTAL</b>	<b>2,816,699</b>	<b>4,738,460</b>	<b>4,424,838</b>
<b>FULL TIME POSITION</b>	<b>33</b>	<b>52</b>	<b>51</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	371,639	382,131	278,694
OPERATING EXPENSE	245,870	327,766	315,651
<b>TOTAL</b>	<b>617,509</b>	<b>709,897</b>	<b>594,345</b>
<b>FULL TIME POSITION</b>	<b>5</b>	<b>5</b>	<b>4</b>

**Class Title**

Accounting Technician	1	1	1
Deputy Director, Recreation	1	1	0
Administrative Manager	1	1	1
Director, Recreation	1	1	1
Office Assistant	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>4</b>

RECREATION ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6100</b>					
7110	Regular Wages	271,735	271,664	192,042	-79,622
7120	Overtime	250	500	750	250
7130	Part Time	1,638	2,500	2,500	0
7210	W/C Insurance	754	679	482	-197
7230	Uniforms	0	850	1,000	150
7260	FICA Matching	19,313	21,012	14,940	-6,072
7270	Pension Matching	23,848	29,666	21,014	-8,652
7280	Insurance Matching	53,855	55,260	42,466	-12,794
7290	Contribution Matching	246	0	3,500	3,500
7510	Professional Services	208	2,350	2,150	-200
7550	Communications	9,896	14,276	9,376	-4,900
7600	Travel	2,128	4,560	4,750	190
7630	Train/Cont. Education	1,515	2,495	3,770	1,275
7700	Risk Allocation	152,148	113,353	138,610	25,257
7860	Maint: Bldgs	26,296	29,500	6,000	-23,500
7860.91	FEMA Lot Maint	0	76,000	76,000	0
7870	Maint: Motor Equipment	8,007	7,500	11,115	3,615
7880	Maint: Mach/Imp/Tools	8,761	19,208	22,084	2,876
7900	Utilities	16,216	16,700	17,000	300
7901	Storm Water	221	0	0	0
7990	Dues and Fees	3,716	4,810	5,610	800
8010	Supplies	5,074	4,750	5,000	250
8016	Small Equip	5,918	18,750	6,000	-12,750
8017	Printing(Not Std Forms)	0	500	750	250
8018	Books & Subscriptions	215	2,340	740	-1,600
8030	Janitorial Supplies	1,033	1,800	2,000	200
8050	Equipment Rental	3,457	8,000	3,500	-4,500
8110	Motor Fuel	1,061	874	1,196	322
	<b>Total</b>	<b>617,509</b>	<b>709,897</b>	<b>594,345</b>	<b>-115,552</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	559,336	596,584	553,089
OPERATING EXPENSE	165,875	309,336	197,835
<b>TOTAL</b>	<b>725,211</b>	<b>905,920</b>	<b>750,924</b>
<b>FULL TIME POSITION</b>	<b>10</b>	<b>10</b>	<b>9</b>

**Class Title**

Recreation Assistant	3	3	2
Manager, Gyms & Centers	1	1	1
Recreation Center Supervisor	6	6	6
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>9</b>

RECREATION / CENTERS AND GYMS

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6101</b>					
7110	Regular Wages	326,929	359,378	315,241	-44,137
7120	Overtime	1,204	750	750	0
7130	Part Time	105,418	110,000	115,000	5,000
7210	W/C Insurance	12,173	6,503	7,892	1,389
7230	Uniforms	668	1,500	1,500	0
7260	FICA Matching	31,966	35,965	32,971	-2,994
7270	Pension Matching	28,507	39,254	34,443	-4,811
7280	Insurance Matching	52,224	43,234	42,792	-442
7290	Contribution Matching	248	0	2,500	2,500
7510	Professional Services	1,459	7,650	1,150	-6,500
7550	Communications	5,897	12,876	5,276	-7,600
7600	Travel	423	1,500	500	-1,000
7630	Train/Cont. Education	140	1,525	1,750	225
7860	Maint: Bldgs	15,133	96,000	7,500	-88,500
7870	Maint: Motor Equip.	681	3,750	3,750	0
7880	Maint: Mach/Imp/Tools	5,912	7,500	9,624	2,124
7900	Utilities	90,518	112,500	112,500	0
7901	Storm Water	1,696	0	0	0
7990	Dues and Fees	380	900	900	0
8010	Supplies	11,088	15,000	15,000	0
8016	Small Equip	8,777	11,000	7,500	-3,500
8017	Printing(Not Std Forms)	0	750	750	0
8018	Books & Subscriptions	0	1,200	0	-1,200
8030	Janitorial Supplies	6,444	15,000	8,200	-6,800
8050	Rental of Equipment	531	750	0	-750
8052	Rental of Office Space	14,674	14,400	14,400	0
8110	Motor Fuel	1,021	1,035	1,035	0
8150	Food	1,100	6,000	8,000	2,000
	<b>Total</b>	<b>725,211</b>	<b>905,920</b>	<b>750,924</b>	<b>-154,996</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	241,768	247,095	258,005
OPERATING EXPENSE	217,412	289,765	231,798
<b>TOTAL</b>	<b>459,181</b>	<b>536,860</b>	<b>489,803</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 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6104</b>					
7110	Regular Wages	157,252	154,588	161,537	6,949
7120	Overtime	0	750	750	0
7130	Part Time	13,699	16,980	20,000	3,020
7210	W/C Insurance	5,704	5,018	5,603	585
7230	Uniforms	0	600	600	0
7260	FICA Matching	12,160	13,182	13,945	763
7270	Pension Matching	13,816	16,932	17,689	757
7280	Insurance Matching	38,921	39,045	34,880	-4,165
7290	Contribution Matching	217	0	3,000	3,000
7510	Professional Services	350	3,380	4,380	1,000
7514	Contract Labor(Temp)	12,773	41,450	41,450	0
7550	Communications	5,800	6,150	3,600	-2,550
7600	Travel	0	780	500	-280
7630	Train/Cont. Education	85	1,175	1,175	0
7860	Maint: Bldg.	44,701	58,500	1,000	-57,500
7870	Maint: Motor Equipment	2,603	2,500	3,950	1,450
7880	Maint: Mach/Imp/Tools	1,222	3,000	1,500	-1,500
7900	Utilities	109,052	126,000	126,000	0
7901	Storm Water	6,996	0	0	0
7990	Dues and Fees	190	820	820	0
8010	Supplies	16,224	16,000	38,000	22,000
8016	Small Equip	5,468	15,750	1,000	-14,750
8017	Printing(Not Std Forms)	0	1,000	1,000	0
8030	Janitorial Supplies	2,497	1,800	500	-1,300
8050	Equipment Rental	59	500	0	-500
8110	Motor Fuel	9,393	10,960	6,923	-4,037
<b>Total</b>		<b>459,181</b>	<b>536,860</b>	<b>489,803</b>	<b>-47,057</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	326,041	356,890	429,066
OPERATING EXPENSE	125,679	212,221	214,491
<b>TOTAL EXPENSES</b>	<b>451,720</b>	<b>569,111</b>	<b>643,557</b>

<b>FULL TIME POSITION</b>	<b>7</b>	<b>7</b>	<b>8</b>
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Class Title

Manager, Golf Course	1	1	1
Greenskeeper	3	3	3
Golf Course Maintenance Supt	1	1	1
Crew Supervisor	0	0	1
Golf Pro Shop Associate	1	1	1
Golf Pro Shop Supervisor	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>8</b>

RECREATION/FLINT RIVER GOLF COURSE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6105</b>					
7110	Regular Wages	220,050	217,203	262,428	45,225
7120	Overtime	519	750	750	0
7130	Part Time	977	21,866	28,000	6,134
7210	W/C Insurance	5,850	5,734	6,907	1,173
7230	Uniforms	1,246	2,500	2,500	0
7260	FICA Matching	15,396	18,346	22,275	3,929
7270	Pension Matching	19,438	23,757	28,686	4,929
7280	Insurance Matching	62,372	66,734	74,419	7,685
7290	Contribution Matching	194	0	3,100	3,100
7510	Professional Services	50	4,825	625	-4,200
7550	Communications	2,612	4,336	3,368	-968
7570	Advertising	2,730	2,500	5,000	2,500
7600	Travel	0	1,500	500	-1,000
7630	Train/Cont. Education	149	1,800	2,800	1,000
7860	Maint: Bldgs	15,524	30,000	1,000	-29,000
7870	Maint: Motor Equip	33,176	12,500	19,625	7,125
7880	Maint: Mach/Imp/Tools	4,248	4,000	5,000	1,000
7900	Utilities	28,770	66,000	66,000	0
7901	Storm Water	2,810	0	0	0
7990	Dues and Fees	3,480	8,140	7,390	-750
8004	Materials	0	0	0	0
8010	Supplies	4,991	8,000	34,000	26,000
8016	Small Equip	2,200	5,000	16,000	11,000
8017	Printing(Not Std Forms)	0	500	500	0
8018	Books & Subscriptions	0	260	260	0
8030	Janitorial Supplies	0	2,500	3,000	500
8050	Equipment Rental	798	27,250	27,250	0
8070	Concessions for Resale	6,095	9,500	9,500	0
8080	Supplies For Resale	1,855	5,000	5,000	0
8110	Motor Fuel	16,191	18,610	7,673	-10,937
8495	Cash Over/Short	1	0	0	0
	<b>Total</b>	<b>451,720</b>	<b>569,111</b>	<b>643,557</b>	<b>74,446</b>

**RECREATION/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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	0	962,469	985,856
OPERATING EXPENSE	479	427,290	322,820
CAPITAL OUTLAY	0	0	0
<b>TOTAL EXPENSES</b>	<b>479</b>	<b>1,389,759</b>	<b>1,308,676</b>
<b>FULL TIME POSITION</b>	<b>0</b>	<b>19</b>	<b>19</b>

<b><u>Class Title</u></b>			
Equipment Operator	0	3	3
Groundskeeper	0	9	9
Crew Supervisor, Senior	0	2	2
Crew Supervisor	0	3	3
Facilities Maintenance Mechanic	0	0	0
Manager, Parks/Cemetery Maintenance	0	1	1
Administrative Specialist	0	1	1
<b>TOTAL</b>	<b>0</b>	<b>19</b>	<b>19</b>

RECREATION/PARK MAINTENANCE

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6106</b>					
7110	Regular Wages	0	553,551	553,522	-29
7120	Overtime	0	30,000	30,000	0
7130	Part Time	0	78,187	78,187	0
7210	W/C Insurance	0	27,721	28,203	482
7230	Uniforms	0	25,000	12,500	-12,500
7260	FICA Matching	0	50,623	50,621	-2
7270	Pension Matching	0	63,607	63,604	-3
7280	Insurance Matching	0	133,780	167,735	33,955
7290	Contribution Matching	0	0	1,484	1,484
7510	Professional Services	0	39,475	10,970	-28,505
7514	Contract Labor (Temp)	0	20,000	20,000	0
7550	Communications	0	11,580	2,880	-8,700
7570	Advertising	0	1,000	1,000	0
7600	Travel	0	8,280	500	-7,780
7630	Train/Cont. Education	0	5,000	5,000	0
7860	Maint: Bldgs	185	20,000	3,000	-17,000
7870	Maint: Motor Equip	239	101,000	129,275	28,275
7880	Maint: Mach/Imp/Tools	0	6,000	4,000	-2,000
7900	Utilities	0	62,000	62,000	0
7990	Dues and Fees	0	3,655	3,655	0
8010	Supplies	0	49,000	17,500	-31,500
8016	Small Equip	0	20,000	2,000	-18,000
8017	Printing(Not Std Forms)	0	2,500	2,500	0
8018	Books & Subscriptions	0	1,260	0	-1,260
8030	Janitorial Supplies	0	20,000	4,000	-16,000
8050	Equipment Rental	55	2,000	0	-2,000
8110	Motor Fuel	0	54,540	54,540	0
<b>Total</b>		<b>479</b>	<b>1,389,759</b>	<b>1,308,676</b>	<b>-81,083</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.

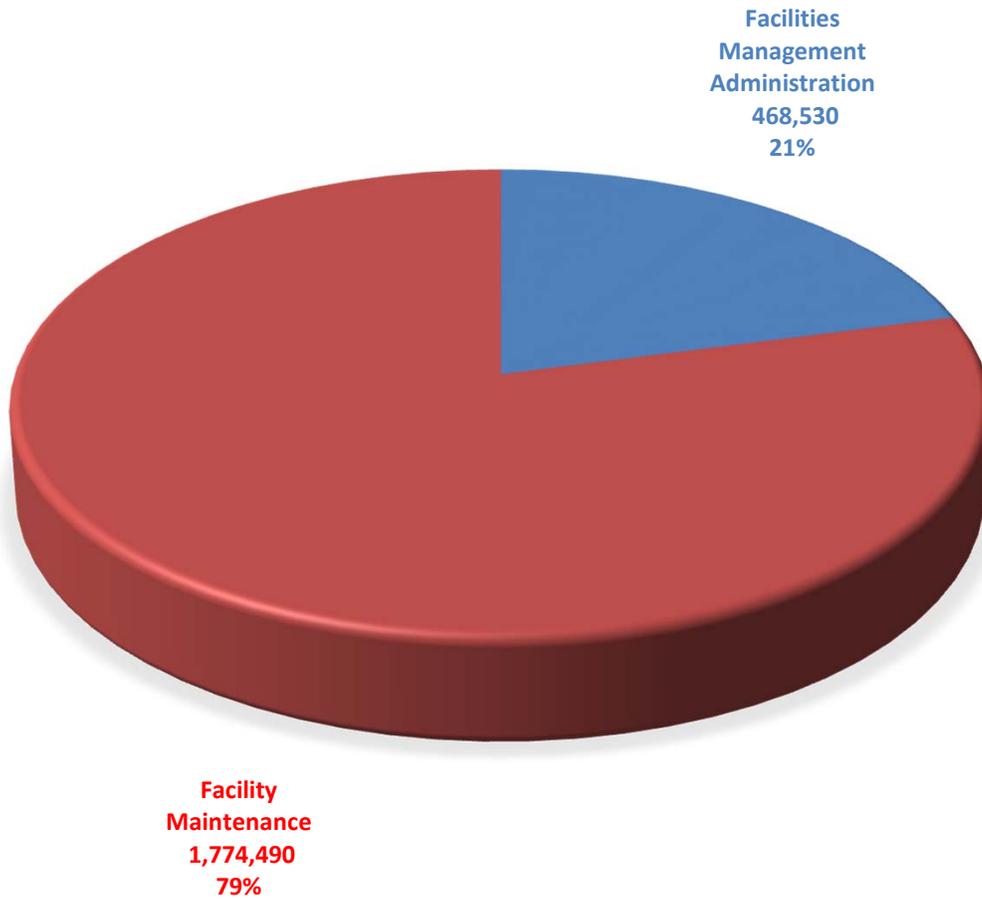
<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	425,983	458,668	490,121
OPERATING EXPENSE	136,616	168,245	147,415
<b>TOTAL</b>	<b>562,599</b>	<b>626,913</b>	<b>637,536</b>
<b>FULL TIME POSITION</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Class Title \***

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

RECREATION/HEALTH, WELLNESS AND COMMUNITY					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6111</b>					
7110	Regular Wages	239,106	266,348	256,137	-10,211
7120	Overtime	92	500	1,500	1,000
7130	Temporary Help	96,996	83,182	97,500	14,318
7210	W/C Insurance	5,978	3,030	21,485	18,455
7230	Uniforms	0	1,000	1,250	250
7260	FICA Matching	25,291	26,777	27,168	391
7270	Pension Matching	19,007	29,086	28,082	-1,004
7280	Insurance Matching	39,373	48,745	54,498	5,753
7290	Contribution Matching	140	0	2,500	2,500
7510	Professional Services	526	1,550	490	-1,060
7514	Contract Labor(Temp)	5,985	10,000	16,000	6,000
7550	Communications	3,184	5,410	3,500	-1,910
7570	Advertising	0	500	500	0
7600	Travel	2,298	5,080	3,250	-1,830
7630	Train/Cont. Education	801	2,330	4,950	2,620
7860	Maint: Bldgs	17,714	16,500	8,000	-8,500
7870	Maint: Motor Equip.	48	500	500	0
7880	Maint: Mach/Imp/Tools	1,127	5,000	2,500	-2,500
7900	Utilities	39,545	45,000	45,000	0
7901	Storm Water	3,359	0	0	0
7990	Dues and Fees	1,609	3,050	3,425	375
8010	Supplies	17,986	17,400	15,250	-2,150
8016	Small Equip	4,504	12,000	2,500	-9,500
8017	Printing(Not Std Forms)	0	750	750	0
8018	Books & Subscriptions	212	250	0	-250
8030	Janitorial Supplies	7,319	2,050	1,800	-250
8040	Fireworks	26,412	30,000	30,000	0
8050	Rental of Equipment	1,443	6,875	3,750	-3,125
8150	Food	120	500	750	250
8710	Special Events	2,425	3,500	4,500	1,000
<b>Total</b>		<b>562,599</b>	<b>626,913</b>	<b>637,536</b>	<b>10,623</b>

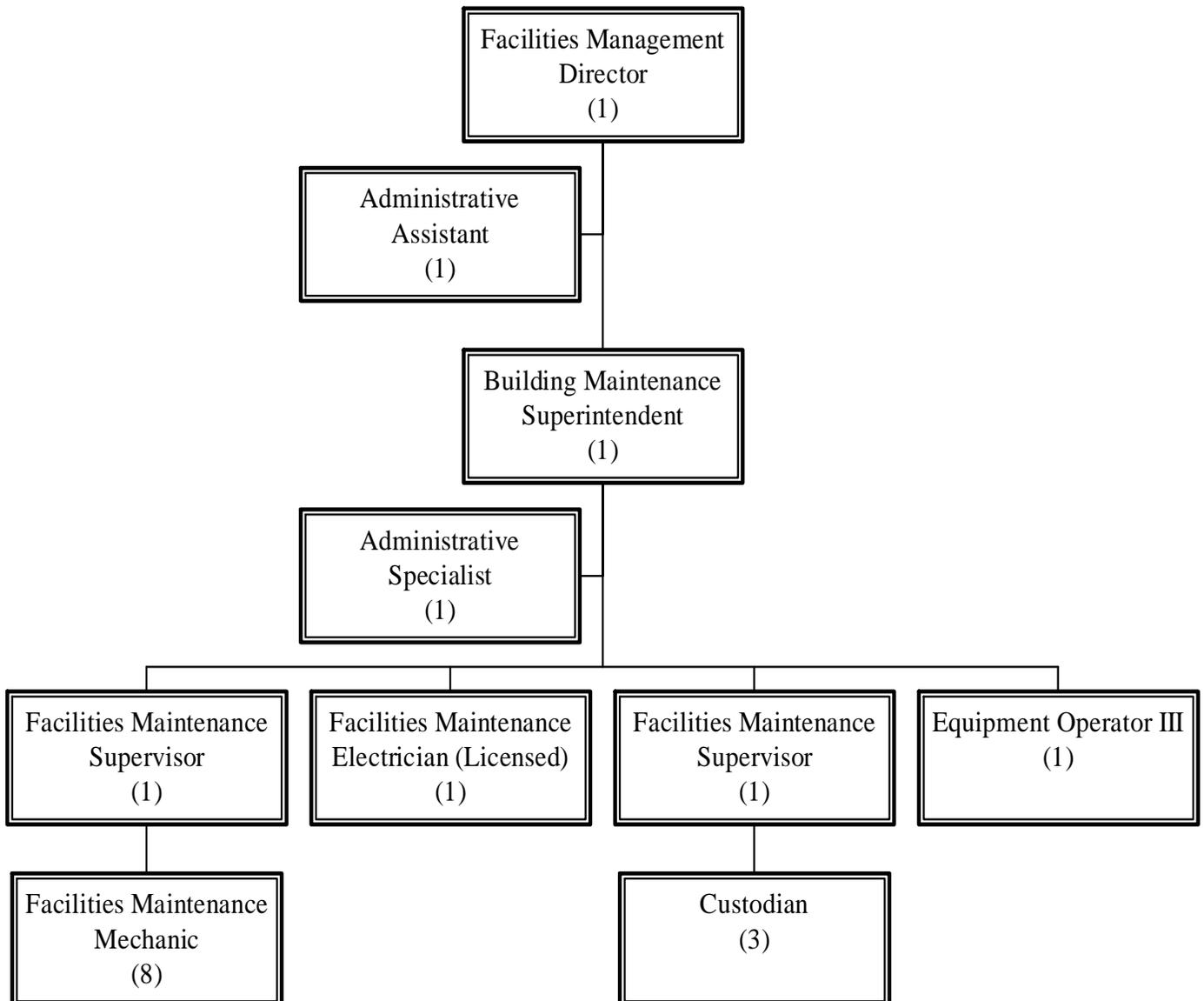
City of Albany  
Adopted Budget  
FY 2018  
Facilities Management



Total Expenditures  
\$2,243,020



## Facilities Management



**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	958,136	1,319,133	1,198,430
OPERATING EXPENSE	821,555	662,806	1,044,590
<b>TOTAL</b>	<b>1,779,691</b>	<b>1,981,939</b>	<b>2,243,020</b>
<b>FULL TIME POSITION</b>	<b>28</b>	<b>22</b>	<b>19</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. Time management is accomplished using internal work orders, as well as, all 311 requests to maintain public facilities and properties.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	148,111	161,932	180,180
OPERATING EXPENSES	194,723	259,456	288,350
<b>TOTAL</b>	<b>342,834</b>	<b>421,388</b>	<b>468,530</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

**Class Title**

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

MAINTENANCE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6112</b>					
7110	Regular Wages	103,928	110,801	124,884	14,083
7120	Overtime	792	1,000	500	(500)
7210	W/C Insurance	3,792	3,998	4,085	87
7230	Uniforms	343	500	500	0
7260	FICA Matching	7,289	8,553	9,592	1,039
7270	Pension Matching	9,214	12,186	13,667	1,481
7280	Insurance Matching	22,635	24,894	24,952	58
7290	Contribution Matching	117	0	2,000	2,000
7510	Professional Services	133,201	159,222	184,027	24,805
7550	Communications	4,370	4,861	5,000	139
7600	Travel	0	2,500	2,500	0
7630	Train/Cont. Education	440	2,500	2,500	0
7700	Risk Allocation	37,020	57,623	34,618	(23,005)
7860	Maint: Bldgs.	43	0	0	0
7870	Maint: Motor Equip.	24	0	0	0
7870	Labor	0	1,000	1,000	0
7870	Maintenance	0	1,000	1,000	0
7870	Parts	172	1,000	1,000	0
7880	Maint: Mach/Imp/Tools	12,273	4,000	6,575	2,575
7900	Utilities	1,853	5,000	5,000	0
7990	Dues and Fees	433	2,250	2,250	0
8010	Supplies	3,051	15,500	25,500	10,000
8016	Small Equip	0	0	10,000	10,000
8017	Printing	0	0	500	500
8018	Books & Subscriptions	0	0	500	500
8050	Rental Equipment	0	0	5,000	5,000
8110	Gasoline	1,555	3,000	1,380	(1,620)
8110	Diesel Fuel	290	0	0	0
<b>Total</b>		<b>342,834</b>	<b>421,388</b>	<b>468,530</b>	<b>47,142</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.

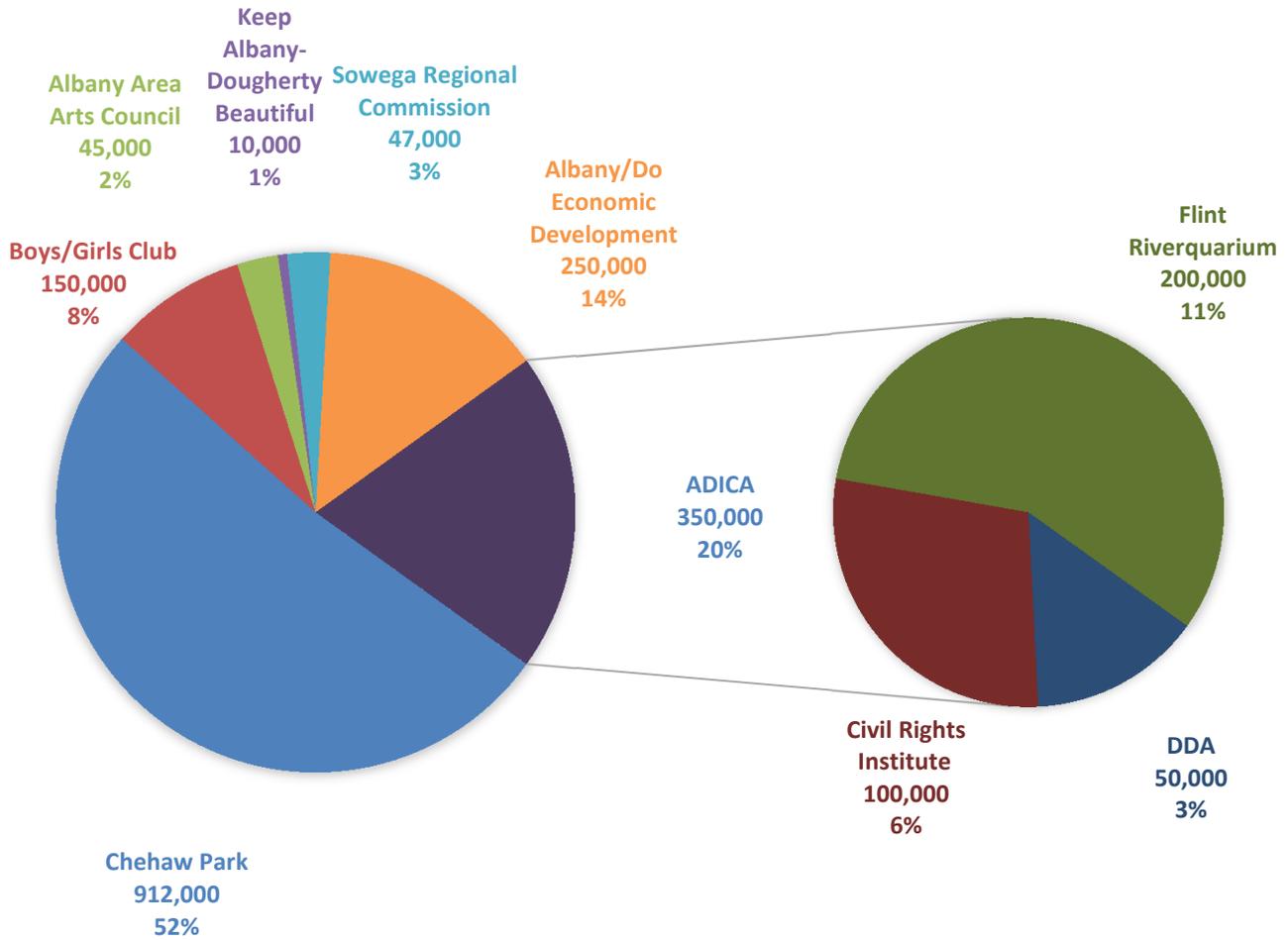
<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	810,025	1,157,201	1,018,250
OPERATING EXPENSES	626,832	403,350	756,240
<b>TOTAL</b>	<b>1,436,857</b>	<b>1,560,551</b>	<b>1,774,490</b>
<b>FULL TIME POSITIONS</b>	<b>26</b>	<b>20</b>	<b>17</b>

**Class Title**

Building Maintenance Superintendent	1	1	1
Administrative Specialist	1	1	1
Facilities Maint. Supervisor	5	2	2
Facility Maintenance Electrician(Licensed)	1	1	1
Facility Maintenance Mechanic	11	9	8
Facility Maintenance Electrician Apprentice	1	0	0
Facility Maintenance Electrician Helper/Eq Operat	1	0	0
Sound, Light & Electrical Technician	1	0	0
Equipment Operator III	0	1	1
Airport Maint. & Operation Mgr	1	1	0
Airport Service Worker	1	1	0
Custodian	2	3	3
<b>TOTAL</b>	<b>26</b>	<b>20</b>	<b>17</b>

Building Maintenance					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>6114</b>					
7110	Regular Wages	534,294	671,671	619,973	(51,698)
7120	Overtime	33,304	33,000	33,000	0
7130	Part Time	0	79,170	33,930	(45,240)
7210	W/C Insurance	18,993	28,369	24,253	(4,116)
7230	Uniforms	6,282	23,000	9,000	(14,000)
7260	FICA Matching	40,317	59,964	52,548	(7,416)
7270	Pension Matching	48,385	76,809	71,174	(5,635)
7280	Insurance Matching	128,110	185,218	170,372	(14,846)
7290	Contribution Matching	341	0	4,000	4,000
7510	Professional Services	115	8,000	2,500	(5,500)
7512	Tech.Svcs(Surveys,DP)	752	1,000	500	(500)
7514	Contract Labor(Temp)	1,492	0	0	0
7550	Communications	6,956	14,400	12,000	(2,400)
7570	Advertising	0	500	0	(500)
7600	Travel	3,851	5,000	1,000	(4,000)
7630	Train/Cont. Education	3,160	5,000	1,000	(4,000)
7860	Bldg Maintenance	519,713	300,000	676,250	376,250
7870	Maint: Motor Equip.	10,547	20,000	27,168	7,168
7880	Maint: Mach/Imp/Tools	9,663	5,000	3,375	(1,625)
7900	Utilities	22,963	0	0	0
7990	Dues and Fees	0	2,000	0	(2,000)
8009	Licenses	0	1,000	0	(1,000)
8010	Supplies	13,771	10,000	5,000	(5,000)
8016	Small Equip	22,222	15,000	5,000	(10,000)
8017	Printing	0	1,000	0	(1,000)
8018	Books & Subscriptions	389	0	0	0
8050	Rental of Equipment	1,772	5,000	2,500	(2,500)
8110	Gasoline	8,517	9,200	12,972	3,772
8110	Diesel Fuel	951	1,250	6,975	5,725
<b>Total</b>		<b>1,436,857</b>	<b>1,560,551</b>	<b>1,774,490</b>	<b>213,939</b>

# City of Albany FY 2018 Independent Agencies



Total Independent Agencies  
\$1,764,000

**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	1,701,605	1,794,000	1,764,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>1,701,605</b>	<b>1,794,000</b>	<b>1,764,000</b>
<b>FULL TIME POSITION</b>	0	0	0

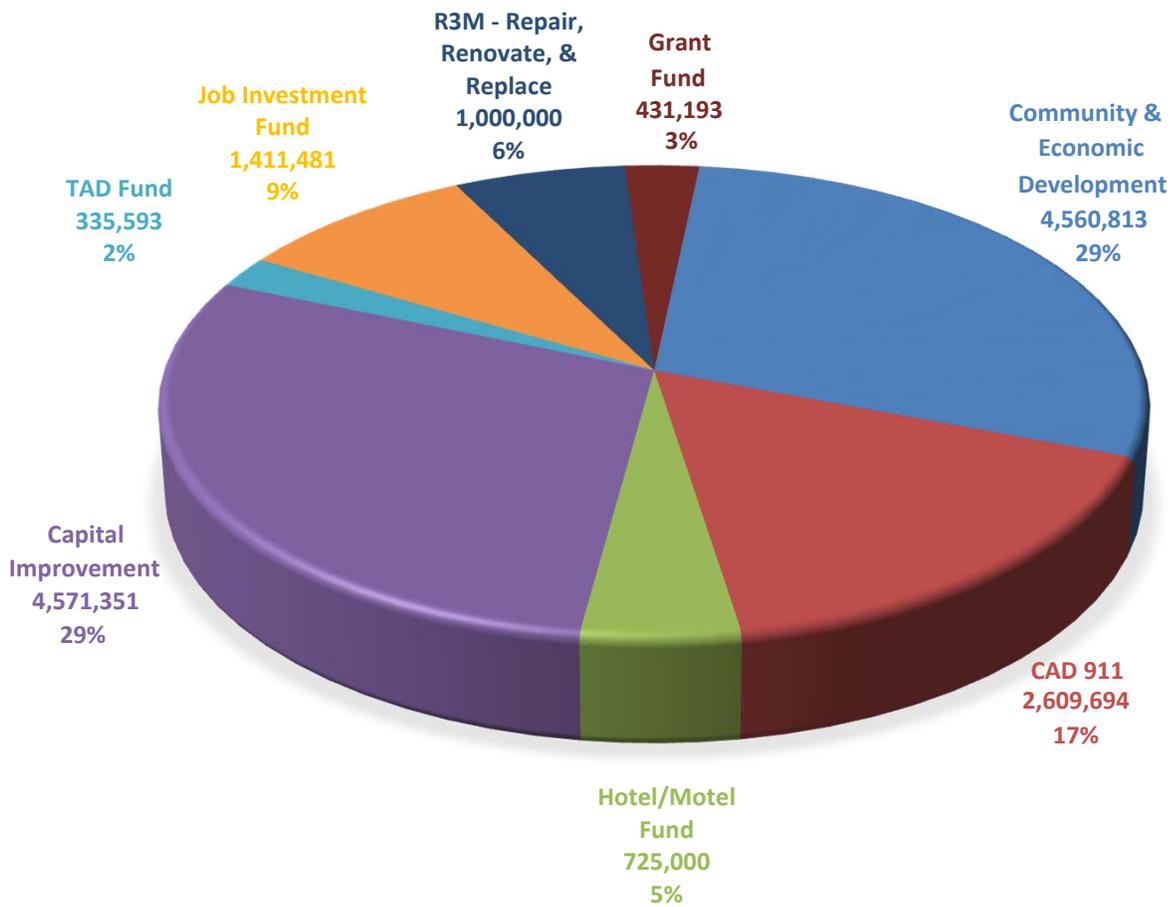
**INDEPENDENT AGENCIES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>	<b>VARIANCE +/-</b>
<b>7100.</b>					
7999.70	Boys/Girls Club	35,000	150,000	150,000	0
7999.74	DDA	50,000	50,000	50,000	0
	Riverquarium	200,000	200,000	200,000	0
	Albany Civil Rights Institute	100,000	100,000	100,000	0
7999.75	Albany Area Arts Council	45,000	45,000	45,000	0
7999.78	Keep Albany-Dougherty Beautiful	3,864	10,000	10,000	0
7999.82	Sowega Regional Commission	45,741	47,000	47,000	0
7999.92	Albany/Do Economic Development	250,000	250,000	250,000	0
7999.96	Cehaw Park	972,000	942,000	912,000	(30,000)
	<b>Total</b>	<b>1,701,605</b>	<b>1,794,000</b>	<b>1,764,000</b>	<b>(30,000)</b>



## Special Revenue Funds

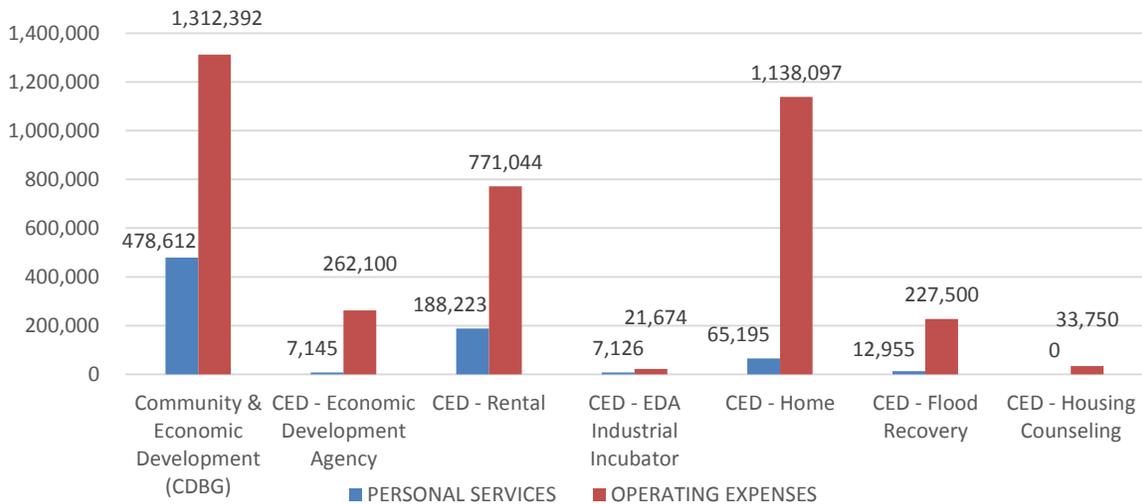
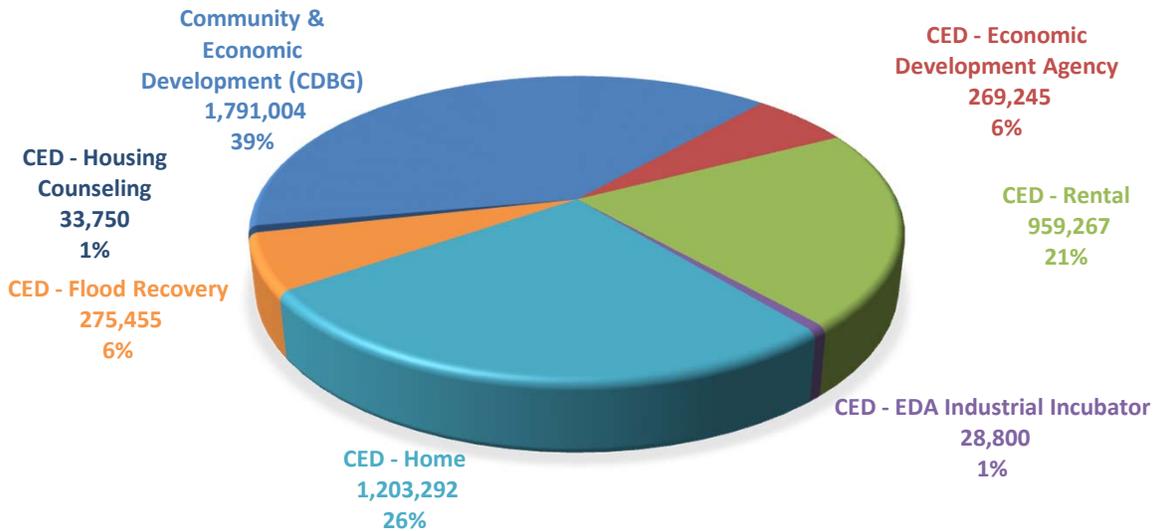
City of Albany  
Adopted Budget  
FY 2018  
Special Revenue Funds



Total Expenditures  
\$15,645,125

# City of Albany Adopted Budget FY 2018

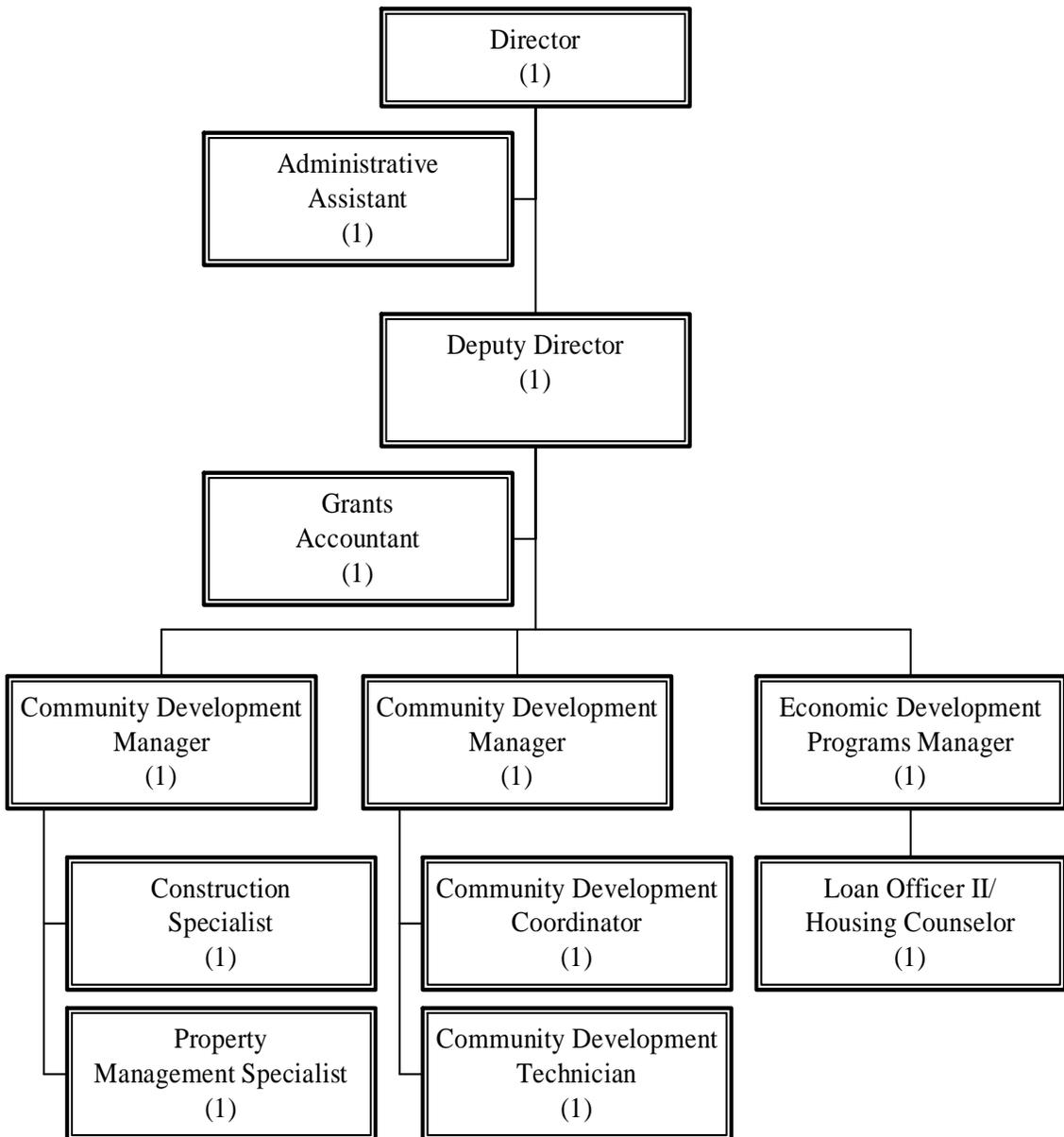
## Community Development Expenditures



**Total Expenditures**  
**\$4,560,813**



# Community & Economic Development



**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
REVENUE	3,801,115	3,085,475	3,723,446
TRANSFER FROM FUND BALANCE	0	707,384	837,367
<b>TOTAL REVENUE</b>	<b>3,801,115</b>	<b>3,792,859</b>	<b>4,560,813</b>
PERSONNEL SERVICES	586,718	689,713	759,254
OPERATING EXPENSE	3,214,397	3,103,146	3,766,559
CAPITAL OUTLAY	0	0	35,000
<b>TOTAL EXPENSES</b>	<b>3,801,115</b>	<b>3,792,859</b>	<b>4,560,813</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>12</b>	<b>12</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUE</b>	<b>1,828,174</b>	<b>1,610,744</b>	<b>1,791,005</b>
PERSONNEL SERVICES	428,498	411,453	478,611
OPERATING EXPENSE	1,390,092	1,209,084	1,312,394
<b>TOTAL EXPENSES</b>	<b>1,818,590</b>	<b>1,620,537</b>	<b>1,791,005</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>9,584</b>	<b>(9,793)</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>10</b>	<b>8</b>	<b>9</b>

**Class Title**

Community Development Manager	1	1	1
Administrative Secretary, Senior	0	0	0
Grants Manager	0	0	0
Community Development Technician	1	0	1
Loan Officer II/Housing Counselor	1	1	1
Community Development Coordinator II	0	0	0
Construction Specialist	1	1	1
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	2	0	1
Loan Servicing Specialist	0	1	0
<b>TOTAL</b>	<b>10</b>	<b>8</b>	<b>9</b>

COMMUNITY DEVELOPMENT BLOCK GRANT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE
7603 - Comm.Development Block Grant			+ / (-)		
7110.	*Salaries	318,989	300,018	344,824	44,806
7120.8325FM	Flood Mitigation W/C	305	0	0	0
7210.	*W/C-CDBG/Adm	1,522	2,658	2,674	16
7260.	*Fica/Medi-CDBG/Adm	22,951	22,953	26,379	3,426
7270.	*Pension-CDBG/Adm	28,092	32,701	37,586	4,885
7280.	*Insurance-CDBG/Adm	56,395	53,123	62,047	8,924
7290.	Contribution Matching	245	0	5,101	5,101
7510.	*Prof/Legal	70,422	42,498	20,631	(21,867)
7510.BTC	*Prof/Legal-BTC	122,100	75,000	80,000	5,000
7514.	Contract Labor(Temp)	12,414	15,000	18,451	3,451
7514.BTC	Contract Labor/Temporary	34,440	36,400	40,368	3,968
7520.	*Public Info Ads	5,962	7,000	3,000	(4,000)
7550.	Communications	4,345	0	3,200	3,200
7560.	*Postage	1,069	1,250	900	(350)
7600.	*Travel	4,141	10,000	9,000	(1,000)
7630.	*Train/Cont. Education	3,479	5,000	3,000	(2,000)
7700.03	Risk Management Services	13,382	8,212	8,509	297
7700.03BTC	Risk Management Services BTC	6,123	6,123	6,559	436
7860.BTC	*Maint On BTC	69,618	53,183	49,294	(3,889)
7870.02	*Auto-Maint	2,421	2,500	2,500	0
7880.	*Maintenance:Machinery/Tools	4,894	5,000	4,600	(400)
7880.BTC	*Maintenance:Machinery/Tools	702	2,800	1,000	(1,800)
7900.BTC	*Utilities-BTC	84,710	91,170	91,850	680
7990.	Dues and Fees	1,318	1,500	1,700	200
7990.BTC	*Dues and Fees BTC	1,084	695	695	0
8010.	*Supplies	6,905	8,000	8,366	366
8016.	Small Equip	376	5,000	2,000	(3,000)
8016.BTC	*Small Equip BTC	8,980	5,000	2,486	(2,514)
8017.	*Printing & Binding	263	300	250	(50)
8018.	*Books & Subscriptions	171	300	300	0
8050.	*Equipment Rentals	5,811	6,500	3,203	(3,297)
8110.01	*Auto Fuel	1,054	2,331	1,610	(721)
8200.02	*CDBG Loan Servicing	44,552	69,594	79,008	9,414
8210	Housing Rehabilitation	181,476	207,910	230,403	22,493
8219.	*Beautification	0	0	10,000	10,000
8220.	*Acquistion	9,690	0	40,310	40,310
8221.	*Demolition-CDBG + EC Area	5,092	20,000	20,000	0
8226.	*Public Facilities	0	0	12,500	12,500
8228.	*Disposition	23,508	0	30,000	30,000
8320.	*Public Service	140,665	122,875	144,739	21,864
8321.27	ESG Match Short & Med Term	23,970	23,000	27,000	4,000
8321.28	ESG Match Financial Ass	20,448	18,970	6,750	(12,220)
8325.FM	Flood Mitigation	69,233	0	0	0
8420.003EC	Section 3 Program	4,416	15,000	10,000	(5,000)
8425.108	*Section 108 Interest Pymt	100,247	40,973	38,211	(2,762)
8425.108N	*N/P Section 108 Loan	300,000	300,000	300,000	0
8450.	CHDO	609	0	0	0
<b>Total</b>		<b>1,818,590</b>	<b>1,620,537</b>	<b>1,791,005</b>	<b>170,468</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 \$992,893.0 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
REVENUE	140,257	92,000	88,000
TRANSFER FROM FUND BALANCE	66,077	326,299	181,245
<b>TOTAL REVENUE</b>	<b>206,334</b>	<b>418,299</b>	<b>269,245</b>
PERSONNEL SERVICES	0	7,199	7,145
OPERATING EXPENSE	206,334	411,100	262,100
CAPITAL OUTLAY	0	0	0
<b>TOTAL EXPENSES</b>	<b>206,334</b>	<b>418,299</b>	<b>269,245</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>

ECONOMIC DEVELOPMENT AGENCY

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7607</b>					
7110.	Salaries-(EDA)	0	5,250	5,422	172
7210.	W/C (EDA)	0	5	14	9
7260.	FICA (EDA)	0	402	418	16
7270.	Pension (EDA)	0	572	591	19
7280.	Insurance (EDA)	0	970	662	(308)
7290.	Contribution Matching	0	0	38	38
7510.	Prof/Legal	3,500	10,000	10,000	0
7600.	Travel	0	0	1,000	1,000
7860.	Office Repairs & Maint.	0	0	0	0
7990.	Dues and Fees	834	1,100	1,100	0
8410.	Revolving Loans	202,000	400,000	250,000	(150,000)
<b>Total</b>		<b>206,334</b>	<b>418,299</b>	<b>269,245</b>	<b>(149,054)</b>

**COMMUNITY DEVELOPMENT / RENTAL PROGRAM**

*DESCRIPTION*

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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
REVENUE	424,058	398,600	515,600
TRANSFER FROM FUND BALANCE	270,806	386,772	443,667
<b>TOTAL REVENUE</b>	<b>694,864</b>	<b>785,372</b>	<b>959,267</b>
PERSONNEL SERVICES	76,727	167,197	188,223
OPERATING EXPENSE	618,136	618,175	771,044
<b>TOTAL</b>	<b>694,864</b>	<b>785,372</b>	<b>959,267</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>

**Class Title**

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

**COMMUNITY DEVELOPMENT / RENTAL PROGRAM**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7615</b>					
7110.	Wages	64,230	137,598	131,333	(6,264.90)
7120.	Overtime-Rental	23	1,000	2,500	1,500.00
7210.	Workmen's Compensaiton	476	889	943	53.72
7230.	Uniforms	1,702	2,000	1,500	(500.00)
7260.	Fica/Medical	4,666	10,603	10,238	(365.00)
7270.	Pension	5,629	15,107	14,588	(519.00)
7280.	Insurance	9,129	23,568	25,716	2,147.86
7290.	Contribution Matching	35	0	1,405	1,405.00
7510.	Professional Services	12,269	17,000	4,000	(13,000.00)
7514.	Contract Labor (Temp)	116,440	114,700	121,364	6,664.00
7550.	Communication	2,134	2,000	1,500	(500.00)
7560.	POSTAGE	448	800	300	(500.00)
7570.	Advertisement	80	2,000	1,500	(500.00)
7700.03	Risk Management Ins Services	46,970	29,470	67,634	38,164.44
7860.01	Rental Prop Maint-Windsor	68,997	60,000	235,000	175,000.00
7860.02	Rental Prop Main-Hampton E	135,249	95,000	0	(95,000.00)
7860.03	Rental Prop Main-CDBG	73,157	80,144	150,000	69,856.00
7860.04	Rental Prop Main-Brdwy Senior	1,013	6,000	10,000	4,000.00
7860.21	Rental Prop Main-Broadway	31,313	68,000	35,000	(33,000.00)
7860.22	Rental Prop Main-High/Madis	1,463	1,500	15,000	13,500.00
7860.23	Rental Prop Main-N. Davis	4,114	1,000	4,000	3,000.00
7880.01	Maint: Software Subscription	4,715	6,500	4,800	(1,700.00)
7900.01	Utilities-Windsor	17,654	15,000	13,260	(1,740.00)
7900.01SW	Storm Water-Rental	0	13,000	0	(13,000.00)
7900.02	Utilities-Hampton East	16,685	0	0	0.00
7900.03	Utilities-CDBG	9,040	8,000	9,600	1,600
7900.04	Utilities-Broadway Sr Living	5,051	1,000	1,860	860
7900.21	Utilities-Broadway Court	8,258	6,000	8,832	2,832
7900.22	Utilities-Highland/Madison	0	250	480	230
7900.23	Utilities-N Davis/1st	181	250	540	290
7900.24	Utilities-Transitions	10,432	10,000	9,060	(940)
7901.	Storm Water Rental	5,286	4,500	6,300	1,800
8010.	Supplies	1,183	1,500	1,000	(500)
8016.	Small Equipment	29,365	40,993	56,514	15,521
8050.	Equipment Rental	0	0	6,000	6,000
8110.01	Gasoline	7,474	8,000	5,500	(2,500)
8218.	Relocation	0	2,000	2,000	0
<b>Total</b>		<b>694,864</b>	<b>785,372</b>	<b>959,267</b>	<b>173,895</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUE</b>	<b>140,257</b>	<b>92,000</b>	<b>28,800</b>
PERSONNEL SERVICES	21,297	28,823	7,126
OPERATING EXPENSE	4,330	6,891	21,674
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>25,627</b>	<b>35,714</b>	<b>28,800</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>114,630</b>	<b>56,286</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

COMMUNITY DEVELOPMENT / EDA INDUSTRIAL INCUBATOR

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7617 - EDA Industrial Incubator</b>					
7110.	7110. - Salaries	16,730.91	21,000.00	5,336	(15,664)
7210.	7210. - W/C Insurance	41.81	47.00	14	(33)
7260.	7260. - Fica/Medi	1,219.54	1,607.00	408	(1,199)
7270.	7270. - Pension Benefit	1,489.11	2,289.00	582	(1,707)
7280.	7280. - Insurance Benefit	1,801.29	3,880.00	662	(3,218)
7290.	7290. - Contribution Matching	14.55	0.00	124	124
7510.	7510. - Professional Services	0.00	0.00	0	0
7700.	7700. - Insurance/Liability	0.00	991.00	0	(991)
7700.03	7700.03 - Risk Management INS Servic	990.96	0.00	1,062	1,062
7860.	7860. - Maint: Buildings	2,476.06	5,000.00	19,411	14,411
7900.	7900. - Utilities	293.61	900.00	300	(600)
7901.	7901. - Storm Water Fees	569.10	0.00	901	901
8530.	8530. - Cap. O/Lay: Bldg & Improveme	0.00	0.00	0	0
<b>Total</b>		<b>25,627</b>	<b>35,714</b>	<b>28,800</b>	<b>(6,914)</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
REVENUE	832,633	470,771	1,203,291
TRANSFER FROM FUND BALANCE	86,773	24,321	0
<b>TOTAL REVENUE</b>	<b>919,406</b>	<b>495,092</b>	<b>1,203,291</b>
PERSONNEL SERVICES	60,195	75,041	65,194
OPERATING EXPENSE	859,212	420,051	1,138,097
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>919,407</b>	<b>495,092</b>	<b>1,203,291</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>2</b>	<b>1</b>

**Class Title**

Community Development Manager	1	1	1
Community Development Coordinator II	0	1	0
<b>TOTAL</b>	<b>1</b>	<b>2</b>	<b>1</b>

COMMUNITY DEVELOPMENT / HOME PROGRAM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7620 - Home Program</b>					
7110.	7110. - *Salaries-Home/Adm	49,490	51,166	37,984	(13,182)
7110.8411	7110.8411 - Wages - TBRA	10,705	23,875	11,529	(12,346)
7210.	7210. - *W/C	124	128	97	(31)
7210.8411	7210.8411 - W/C (TBRA)	29	60	28	(32)
7260.	7260. - *Fica/Medi	3,725	3,915	2,906	(1,009)
7260.8411	7260.8411 - FICA - (TBRA)	747	1,826	882	(944)
7270.	7270. - *Pension	4,375	5,577	4,140	(1,437)
7270.8411	7270.8411 - Pension - (TBRA)	935	2,602	1,257	(1,345)
7280.	7280. - *Insurance Benefit	251	8,851	263	(8,588)
7280.8411	7280.8411 - Insurance - (TBRA)	3,505	0	5,143	5,143
7290.	7290. - Contribution Matching	32	0	863	863
7290.8411	7290.8411 - Contribution Matching	9	0	102	102
7600.	7600. - Travel	2,000	0	0	0
7630.	7630. - *Training/Cont.Education	733	0	0	0
8016.	8016. - Small Equipment	7,659	0	0	0
8050.	8050. - Equipment Rental	0	0	1,129	1,129
8210.	8210. - *HOME REHAB	0	0	173,874	173,874
8211.	8211. - *Rehab-Single Family	0	25,000	0	(25,000)
8211.45	8211.45 - Rehab-1309 Montego Cour	393	0	0	0
8211.46	8211.46 - Rehab-1310 Mobile Ave	391	0	0	0
8211.47	8211.47 - Rehab-1316 Mobile Ave	668	0	0	0
8211.48	8211.48 - Rehab-1330 Mobile Ave	660	0	0	0
8220.1	8220.1 - *Acquistions-R&M Marketpl	44,607	0	27,400	27,400
8410.	8410. - *Affordable Home Ownershij	0	30,000	50,000	20,000
8410.3	8410.3 - Downpayment Assistance	0	0	10,000	10,000
8411.	8411. - Tenant Based Rental Asst-TBF	152,642	184,976	206,743	21,767
8412.9	8412.9 - Broadway Ct Duplex	624,036	0	0	0
8412	8412 - New Construction	0	0	400,500	400,500
8450.	8450. - *Comm Hous Dev Organ(CHD	11,691	157,116	234,913	77,797
8450.02	8450.02 - CHDO Operating	0	0	33,538	33,538
8450.62	8450.62 - CHDO Operating	0	0	0	0
<b>Total</b>		<b>919,407</b>	<b>495,092</b>	<b>1,203,291</b>	<b>708,199</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, opporunities 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 decison 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
REVENUE	97,500	41,000	63,000
TRANSFER FROM FUND BALANCE	0	359,845	212,455
<b>TOTAL REVENUE</b>	<b>97,500</b>	<b>400,845</b>	<b>275,455</b>
PERSONNEL SERVICES	0	0	12,955
OPERATING EXPENSE	86,668	400,845	227,500
CAPITAL OUTLAY	0	0	35,000
<b>TOTAL EXPENSE</b>	<b>86,668</b>	<b>400,845</b>	<b>275,455</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>10,832</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

COMMUNITY DEVELOPMENT / NON GRANT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7635 - Non Grant</b>					
7110.	7110. - *Regular Wages	0	10,000	10,000	0
7210.	7210. - W/C	0	20	100	80
7260.	7260. - FICA Matching	0	765	765	0
7270.	7270. - Pension Matching	0	1,090	1,090	0
7280.	7280. - Insurance Matching	0	970	1,000	30
7510.	7510. - Professional Services	40,155	25,000	0	(25,000)
7860.BTC	7860.BTC - *Maint On BTC	0	30,000	0	(30,000)
7990.	7990. - Dues and Fees	-46	0	0	0
8010.	8010. - Supplies	252	1,000	0	(1,000)
8016.	8016. - Small Equip	782	5,000	0	(5,000)
8150.	8150. - Food	2,240	2,000	2,500	500
8200.	8200. - Operations	3,016	25,000	25,000	0
8201.	8201. - Services	-70,730	0	0	0
8410.	8410. - Loan Made from revolving loa	111,000	300,000	200,000	(100,000)
8530.BTC	8530.BTC - Bldgs & Structures BTC	0.00	0.00	35,000	35,000
<b>Total</b>		<b>86,668</b>	<b>400,845</b>	<b>275,455</b>	<b>(125,390)</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.

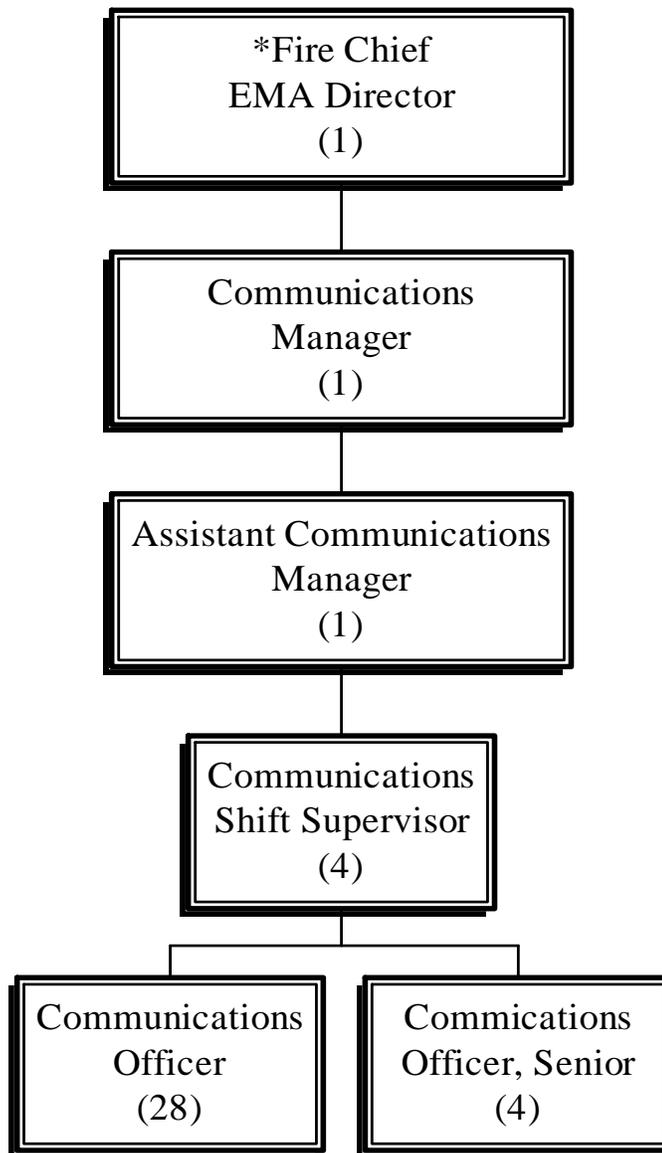
<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUE</b>	<b>62,246</b>	<b>37,000</b>	<b>33,750</b>
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	45,184	37,000	33,750
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>45,184</b>	<b>37,000</b>	<b>33,750</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>17,062</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

COMMUNITY DEVELOPMENT / EMERGENCY HOUSING

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7681 - Emergency Housing</b>					
8320.28	8320.28 - Resource Fair	2,466.29	2,000.00	0	(2,000)
8320.29	8320.29 - ESG Rapid Re-Housing Reni	23,970.00	25,000.00	27,000	2,000
8320.30	8320.30 - ESG Rapid Re Housing Fina	18,747.91	10,000.00	6,750	(3,250)
<b>Total</b>		<b>45,184</b>	<b>37,000</b>	<b>33,750</b>	<b>(3,250)</b>



## **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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUES</b>	<b>1,597,255</b>	<b>2,667,493</b>	<b>2,609,694</b>
PERSONNEL SERVICES	1,757,259	2,048,108	1,993,140
OPERATING EXPENSE	308,107	619,385	616,554
<b>TOTAL</b>	<b>2,065,366</b>	<b>2,667,493</b>	<b>2,609,694</b>
<b>NET INCOME (LOSS)</b>	<b>(468,112)</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>39</b>	<b>38</b>	<b>38</b>

**Class Title**

Communications Manager	1	1	1
Assistant Communications Manager	1	1	1
Communications Technician	1	0	0
Communications Shift Supv	4	4	4
Communications Officer, Sr.	5	5	4
Communications Officer	27	27	28
<b>TOTAL</b>	<b>39</b>	<b>38</b>	<b>38</b>

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

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>22</b>					
7110	Regular Wages	1,088,723	1,235,405	1,231,334	-4,071
7120	Overtime	91,712	144,200	144,200	0
7130	Part Time	65,700	60,000	60,000	0
7210	W/C Insurance	3,031	2,860	3,589	729
7260	FICA Matching	88,348	110,130	109,818	-312
7270	Pension Matching	139,111	191,765	191,199	-566
7280	Insurance Matching	279,959	303,748	243,000	-60,748
7290	Contribution Matching	675	0	10,000	10,000
7510	Professional Services	719	4,800	4,800	0
7550	Communications	67,510	196,000	196,000	0
7600	Travel	4,426	8,000	8,000	0
7630	Train/Cont. Education	1,752	6,000	6,000	0
7700	Risk Allocation	3,024	9,300	9,583	283
7860	Maint: Buildings	175	0	0	0
7870	Labor	286	500	500	0
7870	Maintenance	55	500	500	0
7870	Parts	216	500	500	0
7880	Maint: Mach/Imp/Tools	166,511	319,425	318,130	-1,295
7900	Utilities	11,360	15,000	15,000	0
7990	Dues and Fees	324	1,230	1,230	0
8010	Supplies	-905	8,300	8,300	0
8016	Small Equip	4,468	5,000	5,000	0
8017	Printing(Not Std Forms)	0	500	500	0
8018	Books & Subscriptions	0	600	600	0
8052	Judicial Building	48,187	42,630	40,911	-1,719
8110	Gasoline	0	1,100	1,000	-100
<b>Total</b>		<b>2,065,366</b>	<b>2,667,493</b>	<b>2,609,694</b>	<b>-57,799</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.

Major Object of Expenditure	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018
<b>REVENUES</b>	<b>1,994,981</b>	<b>2,000,000</b>	<b>2,025,000</b>
PERSONAL SERVICES	0	0	0
OPERATING EXPENSE	725,000	725,000	725,000
CAPITAL OUTLAY	0	0	0
<b>TOTAL EXPENSES</b>	<b>725,000</b>	<b>725,000</b>	<b>725,000</b>
<b>NET INCOME/(LOSS)</b>	<b>1,269,981</b>	<b>1,275,000</b>	<b>1,300,000</b>
<b>TRANSFER OUT</b>	<b>(1,269,981)</b>	<b>(1,275,000)</b>	<b>(1,300,000)</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

HOTEL/MOTEL FUND					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>2902</b>					
7999.77	Convention and Visitors Bureau	725,000	725,000	725,000	0
<b>Total</b>		<b>725,000</b>	<b>725,000</b>	<b>725,000</b>	<b>0</b>

**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
REVENUE	3,711,580	4,000,000	4,571,351
CAPITAL OUTLAY	1,577,930	3,998,995	4,571,351
INDIRECT COSTS	6,037	1,005	0
<b>TOTAL</b>	<b>1,583,967</b>	<b>4,000,000</b>	<b>4,571,351</b>
<b>NET GAIN/(LOSS)</b>	<b>2,127,613</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL IMPROVEMENT FUND**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE +/-
<b>32</b>					
7950	Interest Expense	520,452	0	0	0
7990	Dues & Fees	1,050	0	0	0
8016	Small Equipment	9,369	0	0	0
8510	Cap. O/Lay: Furn & Fixtures	9,871	0	0	0
8511	Cap. O/Lay Computer Equip	55,821	0	355,000	355,000
8520	Cap. O/Lay Motor	678,173	0	3,876,351	3,876,351
8530	Cap O/L: Bldg & Improvements	236,548	0	240,000	240,000
8540	Cap. O/L: Tools	66,645			0
8550	Cap O/L: Other	0	3,998,995	100,000	(3,898,995)
8951	Indirect Cost	6,037	1,005	0	(1,005)
	<b>TOTAL, PUB/CIP FUND:</b>	<b>1,583,967</b>	<b>4,000,000</b>	<b>4,571,351</b>	<b>571,351</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 preception 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 achieveing the Albany Riverfront and Gateway vision.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUE</b>	<b>275,864</b>	<b>275,559</b>	<b>324,800</b>
OPERATING EXPENSE	551,959	331,668	335,593
<b>TOTAL EXPENSES</b>	<b>551,959</b>	<b>331,668</b>	<b>335,593</b>
<b>NET GAIN/(LOSS)</b>	<b>(276,095)</b>	<b>(56,109)</b>	<b>(10,793)</b>
<b>TRANSFER IN (FUND BAL)</b>	<b>276,095</b>	<b>59,109</b>	<b>10,793</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

TAX ALLOCATION DISTRICT (TAD)

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE +/-
<b>4202</b>					
7950	Interest Expense 2012 Bond	67,009	61,668	55,593	(6,075)
7950.01	2012 Bond Principal Exp	265,000	270,000	280,000	10,000
7952.01	Property Acquisition (Wurst)	219,000	0	0	0
7990	Dues and Fees	950	0	0	0
<b>Total</b>		<b>551,959</b>	<b>331,668</b>	<b>335,593</b>	<b>3,925</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
REVENUE	2,572,240	1,989,375	1,411,481
OPERATING EXPENSE	2,511	1,989,375	1,411,481
<b>NET GAIN/(LOSS)</b>	<b>2,569,729</b>	<b>0</b>	<b>0</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**JOB INVESTMENT FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>	<b>VARIANCE +(-)</b>
<b>933</b>					
7510	Professional Services	0	1,988,875	1,411,481	(577,394)
8951	Indirect Cost	2,511	500	0	(500)
	<b>Total</b>	<b>2,511</b>	<b>1,989,375</b>	<b>1,411,481</b>	<b>(577,894)</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.

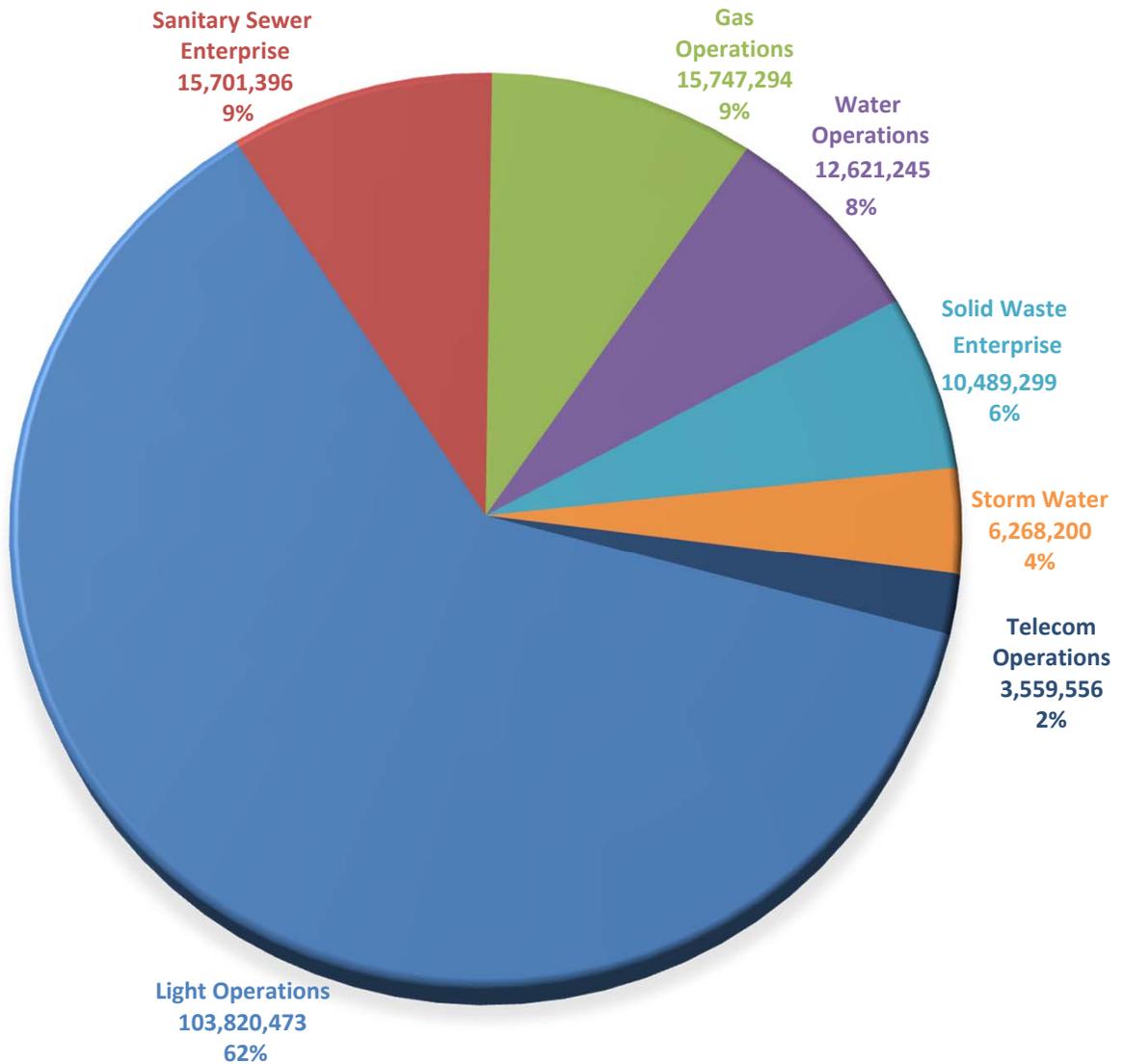
Major Object of Expenditure	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018
CAPITAL OUTLAY	0	1,000,000	1,000,000
<b>TOTAL</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>R3M Fund</b>					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE +(-)
<b>26</b>					
7860	R3M Fund Projects	0	586,950	743,200	156,250
7860.1107	Central Services (Fleet)	0	27,000	0	(27,000)
7860.2211	Police	0	0	60,000	60,000
7860.2301	Fire	0	0	82,800	82,800
7860.3198	Sewer	0	15,500	0	(15,500)
7860.3301	Right-of-Way	0	7,500	0	(7,500)
7860.4300	Storm Water	0	11,000	0	(11,000)
7860.4400	Water	0	30,000	0	(30,000)
7860.4500	Gas	0	10,500	0	(10,500)
7860.4600	Light	0	10,000	0	(10,000)
7860.6100	Recreation (Admin)	0	5,000	85,000	80,000
7860.6105	Recreation (Turner Golf)	0	30,000	0	(30,000)
7860.6111	Recreation (Wellnes Center)	0	40,000	0	(40,000)
7860.6114	Facilities Maintenance	0	0	29,000	29,000
7860.7303	Civic Center	0	105,050	0	(105,050)
7860.7304	Municipal Auditorium	0	76,500	0	(76,500)
7860.7702	Transit	0	45,000	0	(45,000)
<b>Total</b>		<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>



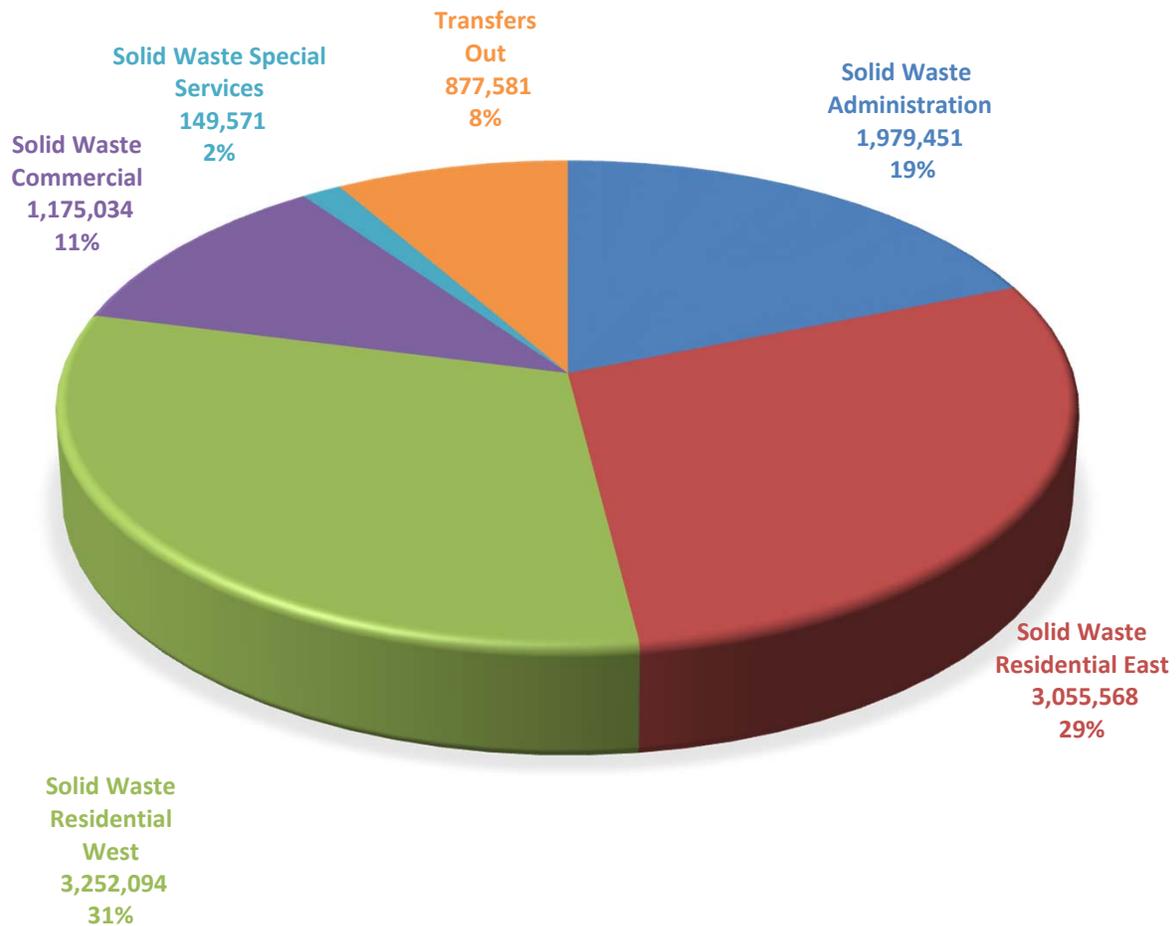
**Self-Sustaining  
Enterprise Funds  
(Utility Funds)**

City of Albany  
Adopted Budget  
FY 2018  
Utility Funds



Total Expenses  
\$168,207,463

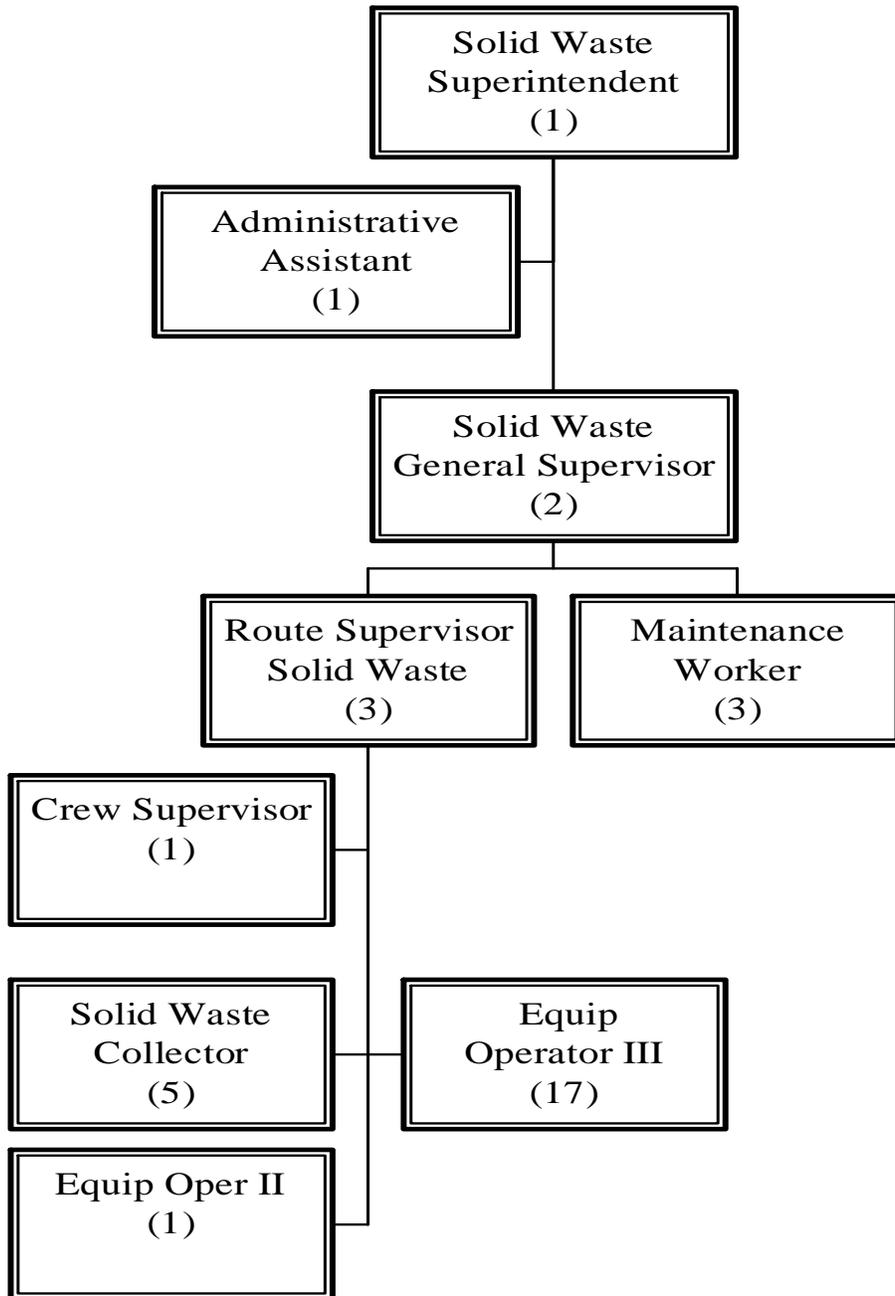
City of Albany  
Adopted Budget  
FY 2018  
Solid Waste Department



Total Expenses  
\$10,489,299



## Solid Waste Fund



**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</b>	<b>ADOPTED</b>	<b>ADOPTED</b>
	<b>2015/2016</b>	<b>2016/2017</b>	<b>2017/2018</b>
<b>REVENUE</b>	<b>9,258,733</b>	<b>10,106,098</b>	<b>10,324,479</b>
PERSONNEL EXPENSES	1,964,988	2,178,354	2,107,369
OPERATING EXPENSES	5,488,967	5,879,131	5,680,993
DEPRECIATION EXPENSE	461,676	547,086	531,924
INDIRECT COSTS	1,121,382	1,455,987	1,291,432
TRANSFER TO GENERAL FUND	445,400	859,018	877,581
<b>TOTAL EXPENSES</b>	<b>9,482,413</b>	<b>10,919,576</b>	<b>10,489,299</b>
<b>NET INCOME/ (LOSS)</b>	<b>(223,679)</b>	<b>(813,478)</b>	<b>(164,820)</b>
<b><u>Debt Service Summary</u></b>			
GMA Payment	<u>411,870</u>	<u>328,682</u>	<u>0</u>
<b>Total Debt Service Payments</b>	<b>411,870</b>	<b>328,682</b>	<b>0</b>
<b><u>Capital Projects Summary</u></b>			
Requested Total		760,000	979,964
<b>FULL TIME POSITIONS</b>	<b>35</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.

Major Object of Expenditure	ACTUAL	ADOPTED	ADOPTED
	2015/2016	2016/2017	2017/2018
PERSONNEL SERVICES	344,682	454,626	456,036
OPERATING EXPENSES	190,976	289,633	228,137
DEPRECIATION EXPENSE	3,850	3,850	3,846
INDIRECT COSTS	279,397	1,455,987	1,291,432
TRANSFER TO GENERAL FUND	445,400	859,018	877,581
<b>TOTAL EXPENSES</b>	<b>1,264,305</b>	<b>3,063,114</b>	<b>2,857,032</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>5</b>	<b>6</b>

**Class Title**

Administrative Assistant	1	1	1
General Supervisor	2	2	2
Superintendent, Solid Waste	1	1	1
Maintenance Worker	2	1	2
Projects Administrator	1	0	0
<b>TOTAL</b>	<b>7</b>	<b>5</b>	<b>6</b>

SOLID WASTE ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3902</b>					
7110	Regular Wages	238,571	279,779	296,377	16,598
7120	Overtime Wages	475	1,000	1,000	0
7210	W/C Insurance	14,396	14,504	18,472	3,968
7230	Uniforms	9,147	18,000	18,000	0
7260	FICA Matching	16,337	21,480	22,749	1,269
7270	Pension Matching	19,594	30,605	32,414	1,809
7280	Insurance Matching	45,957	89,258	63,025	(26,233)
7290	Contribution Matching	206	0	4,000	4,000
7510	Professional Services	0	2,000	2,500	500
7550	Communications	5,661	5,500	5,500	0
7600	Travel	159	2,500	2,500	0
7630	Train/Cont. Education	395	2,500	2,500	0
7700	Risk Allocation	112,104	121,690	95,297	(26,393)
7870	Maint: Motor Equip.	4,381	5,800	6,100	300
7880	Maint: Mach/Imp/Tools	1,813	3,300	3,300	0
7900	Utilities	3,594	5,000	5,000	0
7990	Dues and Fees	350	800	800	0
8010	Supplies	3,053	3,000	3,000	0
8016	Small Equip	0	0	1,000	1,000
8110	Motor Fuel	3,582	5,000	4,140	(860)
8150	Food	0	0	500	500
8971	Bad Debt Allowance	55,884	132,543	96,000	(36,543)
8900	Depreciation	3,850	3,850	3,846	(4)
8951	Indirect Cost	279,397	1,455,987	1,291,432	(164,555)
5992	Operating Transfers Out	445,400	859,018	877,581	18,563
<b>Total</b>		<b>1,264,305</b>	<b>3,063,114</b>	<b>2,857,032</b>	<b>(206,082)</b>

**SOLID WASTE/RESIDENTIAL EAST**

*DESCRIPTION*

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

Major Object of Expenditure	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018
PERSONNEL SERVICES	1,050,616	1,176,801	1,157,428
OPERATING EXPENSES	1,572,041	1,591,704	1,531,072
DEPRECIATION EXPENSE	364,206	452,932	367,068
INDIRECT COSTS	470,602	0	0
<b>TOTAL EXPENSES</b>	<b>3,457,465</b>	<b>3,221,437</b>	<b>3,055,568</b>
<b>FULL TIME POSITIONS</b>	<b>20</b>	<b>21</b>	<b>21</b>

Class Title

Crew Supervisor	1	1	0
Maintenance Worker	0	1	1
Equipment Operator II	1	1	1
Equipment Operator III	13	14	15
Solid Waste Collector	2	2	2
Solid Waste Route Supervisor	3	2	2
<b>TOTAL</b>	<b>20</b>	<b>21</b>	<b>21</b>

SOLID WASTE/RESIDENTIAL EAST

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3903</b>					
7110	Regular Wages	639,017	689,148	676,340	(12,808)
7120	Overtime Wages	72,546	100,000	100,000	0
7210	W/C Insurance	50,400	29,191	40,674	11,483
7260	FICA Matching	49,858	60,370	59,390	(980)
7270	Pension Matching	71,188	86,017	84,621	(1,396)
7280	Insurance Matching	167,236	212,075	191,403	(20,672)
7290	Contribution Matching	372	0	5,000	5,000
7510	Professional Services	10,628	20,000	20,000	0
7512	Tech.Svcs(Surveys,DP)	643,220	600,000	583,059	(16,941)
7514	Contract Labor(Temp)	353,649	300,000	304,000	4,000
7550	Communications	122	0	0	0
7860	Building Maintenance	1,664	2,000	2,000	0
7870	Maint: Motor Equip.	411,708	394,708	387,653	(7,055)
7880	Maint: Mach/Imp/Tools	1,089	10,000	10,000	0
8009	Licenses(CDL,CPA,Etc)	0	180	0	(180)
8010	Supplies	9,522	10,000	10,000	0
8016	Small Equip	20,690	37,316	55,000	17,684
8110	Motor Fuel	114,022	217,000	159,360	(57,640)
8150	Food	0	500	0	(500)
8971	Bad Debt	5,727	0	0	0
8900	Depreciation	364,206	452,932	367,068	(85,864)
8951	Indirect Cost	470,602	0	0	0
<b>Total</b>		<b>3,457,465</b>	<b>3,221,437</b>	<b>3,055,568</b>	<b>(165,869)</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
OPERATING EXPENSES	3,071,224	3,252,094	3,252,094
<b>TOTAL EXPENSES</b>	<b>3,071,224</b>	<b>3,252,094</b>	<b>3,252,094</b>

SOLID WASTE/RESIDENTIAL WEST

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3904</b>					
7510	Professional Services	3,071,224	3,252,094	3,252,094	0
	<b>Total</b>	<b>3,071,224</b>	<b>3,252,094</b>	<b>3,252,094</b>	<b>0</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	458,483	430,975	388,534
OPERATING EXPENSES	614,044	701,700	625,490
DEPRECIATION EXPENSE	93,620	90,304	161,010
INDIRECT COSTS	221,797	0	0
<b>TOTAL EXPENSES</b>	<b>1,387,945</b>	<b>1,222,979</b>	<b>1,175,034</b>
<b>FULL TIME POSITIONS</b>	<b>8</b>	<b>8</b>	<b>7</b>

**Class Title**

Equipment Operator III	3	3	3
Solid Waste Collector	4	4	3
Solid Waste Route Supervisor	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>7</b>

<b>SOLID WASTE/COMMERCIAL</b>					
<b>ACCOUNT</b>	<b>ACCOUNT</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>VARIANCE</b>
<b>NUMBER</b>	<b>NAME</b>	<b>2015/2016</b>	<b>2016/2017</b>	<b>2017/2018</b>	<b>+ / (-)</b>
<b>3905</b>					
7110	Regular Wages	255,061	237,438	209,549	(27,889)
7120	Overtime	52,104	50,000	50,000	0
7210	W/C Insurance	24,354	11,717	17,372	5,655
7260	FICA Matching	21,597	21,989	16,031	(5,958)
7270	Pension Matching	26,823	31,331	22,841	(8,490)
7280	Insurance Matching	78,373	78,500	70,742	(7,758)
7290	Contribution Matching	172	0	2,000	2,000
7510	Professional Services	40	500	0	(500)
7512	Tech.Svcs(Surveys,DP)	332,638	390,000	290,000	(100,000)
7870	Maint: Motor Equip.	164,898	138,700	185,500	46,800
7880	Maint: Mach/Imp/Tools	11,654	25,000	25,000	0
8010	Supplies	1,684	5,000	5,000	0
8016	Small Equip	50,547	50,000	50,000	0
8110	Motor Fuel	46,856	92,500	69,990	(22,510)
8971	Bad Debt	5,727	0	0	0
8900	Depreciation	93,620	90,304	161,010	70,706
8951	Indirect Costs	221,797	0	0	0
<b>Total</b>		<b>1,387,945</b>	<b>1,222,979</b>	<b>1,175,034</b>	<b>(47,945)</b>

**SOLID WASTE/SPECIAL SERVICES**

*DESCRIPTION*

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

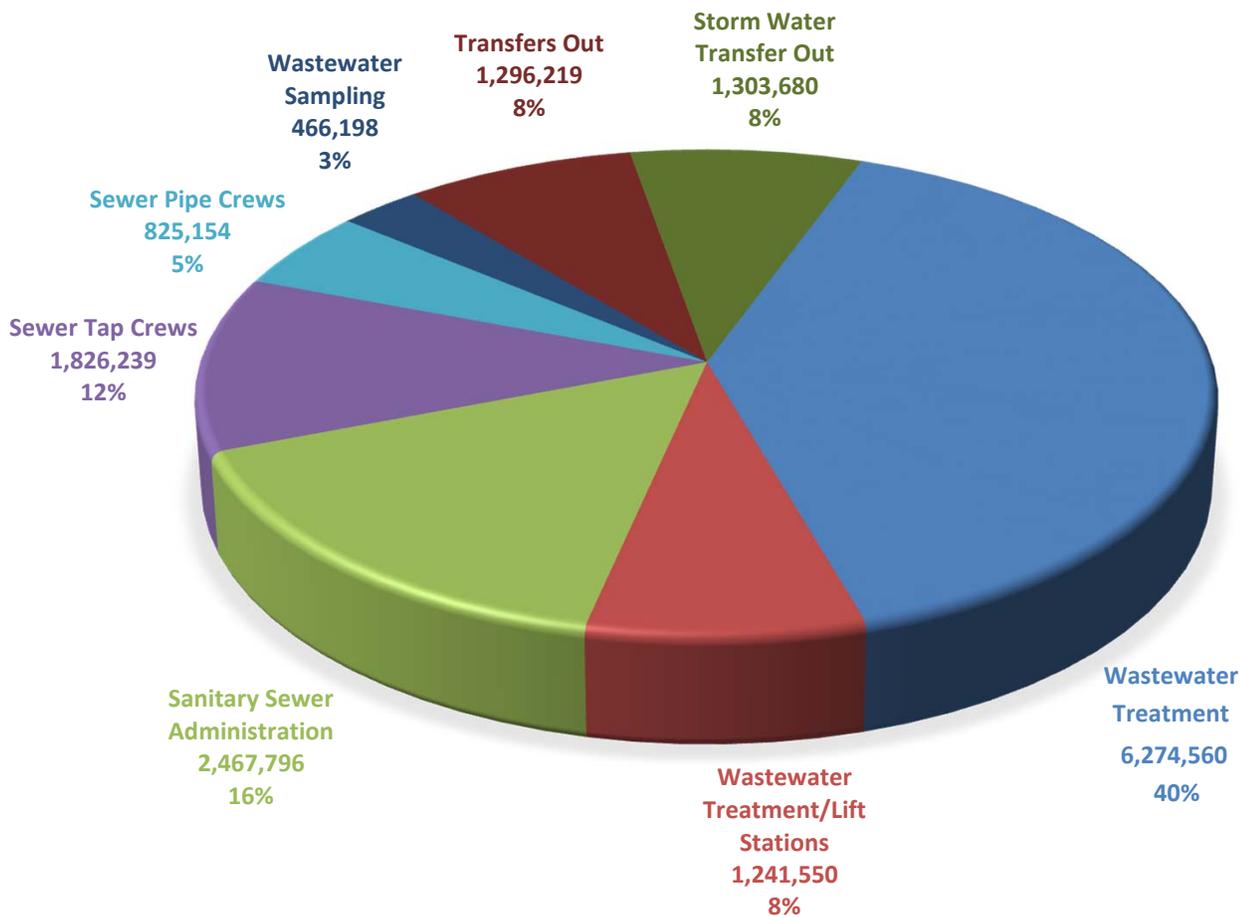
<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	111,206	115,952	105,371
OPERATING EXPENSES	40,682	44,000	44,200
INDIRECT COSTS	149,586	0	0
<b>TOTAL EXPENSES</b>	<b>301,474</b>	<b>159,952</b>	<b>149,571</b>
<b>FULL TIME POSITIONS</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 Code Enforcement Inspector is located in Code Enforcement Budget

SOLID WASTE/SPECIAL SERVICES

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3906</b>					
7110	Regular Wages	86,081	80,001	80,001	(0)
7120	Overtime	1,353	1,000	1,000	0
7210	W/C Insurance	2,226	1,496	1,371	(125)
7230	Uniforms	0	1,500	0	(1,500)
7260	FICA Matching	5,180	6,197	6,197	(0)
7270	Pension Matching	7,430	8,829	8,829	0
7280	Insurance Matching	8,884	16,929	7,223	(9,706)
7290	Contribution Matching	51	0	750	750
7510	Professional Services	34,942	41,500	41,500	0
7600	Travel	0	1,200	1,300	100
7630	Training and Development	0	800	900	100
8010	Supplies	12	500	500	0
8971	Bad Debt	5,727	0	0	0
8951	Indirect Cost	149,586	0	0	0
<b>Total</b>		<b>301,474</b>	<b>159,952</b>	<b>149,571</b>	<b>(10,381)</b>

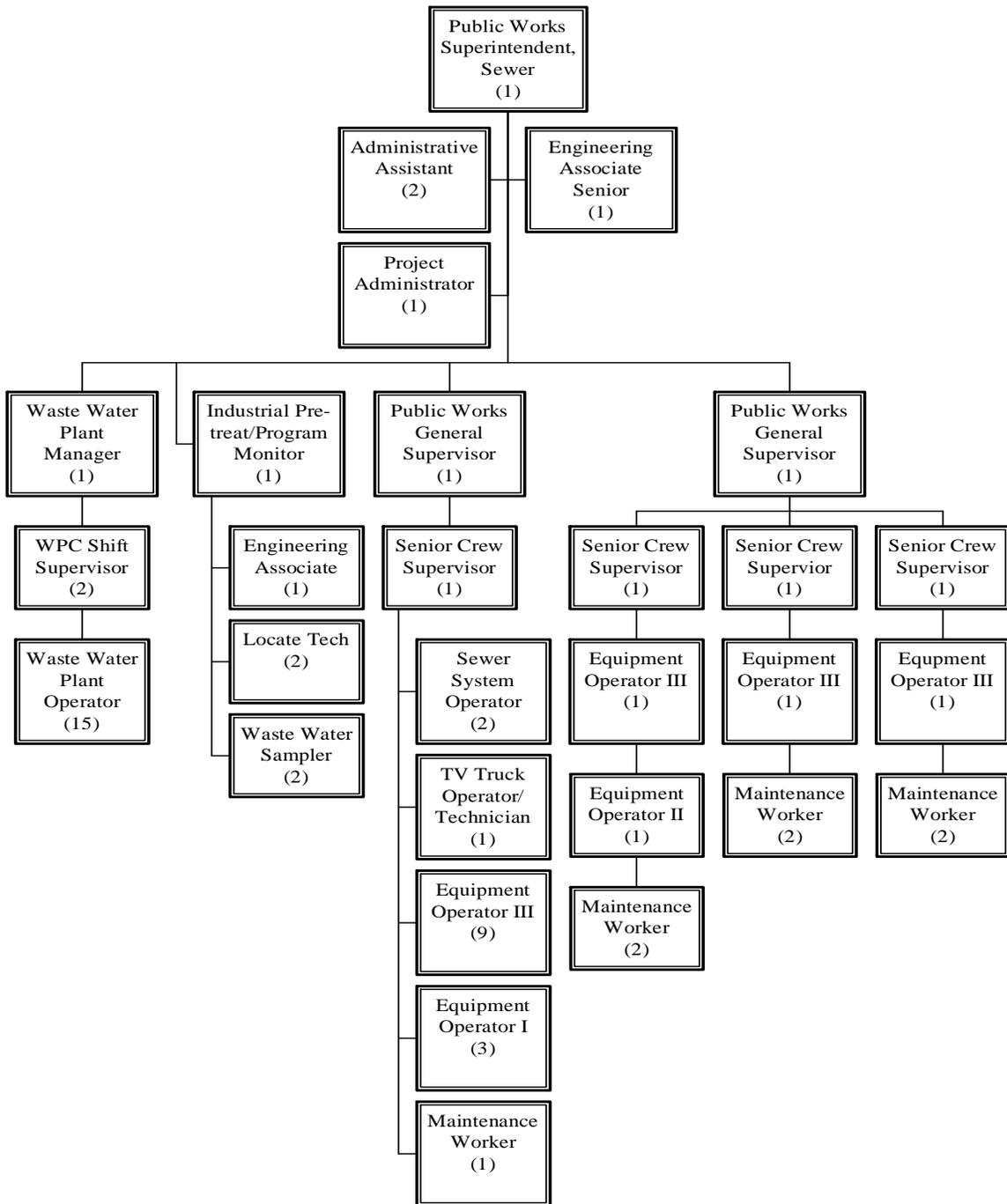
# City of Albany Adopted Budget FY 2018 Sewer Department



Total Expenses  
\$15,701,396



## Sanitary Sewer Fund



**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUE</b>	<b>15,447,963</b>	<b>14,805,190</b>	<b>15,349,634</b>
PERSONNEL SERVICES	3,318,717	3,512,317	3,461,376
OPERATING EXPENSES	5,249,220	5,747,493	5,929,349
DEPRECIATION EXPENSE	2,451,490	2,453,679	2,523,075
INDIRECT COSTS	1,252,243	1,672,727	1,187,697
TRANSFER OUT STORM WATER	1,256,779	1,303,680	1,303,680
TRANSFER OUT GENERAL FUND	766,029	1,147,628	1,296,219
<b>TOTAL EXPENSES</b>	<b>14,294,477</b>	<b>15,837,524</b>	<b>15,701,396</b>
<b>NET INCOME (LOSS)</b>	<b>1,153,485</b>	<b>(1,032,334)</b>	<b>(351,762)</b>
<b>Total</b>			
Series 2001 Principal Payment	645,000	665,000	685,000
Series 2007 Principal Payment	<u>2,595,000</u>	<u>2,700,000</u>	<u>2,480,000</u>
<b>Total Debt Service Payments</b>	<b>3,240,000</b>	<b>3,365,000</b>	<b>3,165,000</b>
<b>Capital Projects Summary</b>	107,000	1,500,000	3,334,000
<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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,160,216	1,097,802	1,084,208
OPERATING EXPENSES	3,603,460	3,723,276	3,597,898
DEPRECIATION EXPENSE	1,511,578	1,511,490	1,592,454
INDIRECT COSTS	204,730	0	0
<b>TOTAL</b>	<b>6,479,983</b>	<b>6,332,568</b>	<b>6,274,560</b>
<b>FULL TIME POSITIONS</b>	<b>19</b>	<b>19</b>	<b>19</b>

**Class Title**

Maintenance Worker	1	1	0
Administrative Assistant	0	0	1
Wastewater Plant Manager	1	1	1
Wastewater Plant Operator I	15	15	15
Wastewater Plant Operator, Sr.	0	0	0
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 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3200</b>					
7110	Regular Wages	657,835	723,084	693,818	(29,266)
7120	Overtime	17,355	22,000	30,000	8,000
7210	W/C Insurance	23,266	22,555	23,729	1,174
7230	Uniforms	4,511	7,650	0	(7,650)
7260	FICA Matching	48,335	56,999	55,372	(1,627)
7270	Pension Matching	243,353	81,214	78,896	(2,318)
7280	Insurance Matching	164,995	184,300	194,281	9,981
7290	Contribution Matching	566	0	8,113	8,113
7510	Professional Services	4,743	7,000	7,000	0
7512	Tech.Svcs(Surveys,DP)	1,391,379	1,430,539	1,459,721	29,182
7550	Communications	6,948	10,000	10,000	0
7600	Travel	2,065	3,200	5,000	1,800
7630	Train/Cont. Education	2,784	5,050	5,000	(50)
7860	Maint: Buildings	9,660	500	1,665	1,165
7870	Maint: Motor Equipment	9,295	20,300	20,000	(300)
7880	Maint: Mach/Imp/Tools	369,964	410,750	486,275	75,525
7900	Utilities	741,341	960,000	980,000	20,000
7901	Storm Water	74,067	0	0	0
7990	Dues & Fees	5,880	3,200	7,000	3,800
8009	Licenses(CDL,CPA,Etc)	25	5,050	1,000	(4,050)
8010	Supplies	186,805	230,000	227,900	(2,100)
8016	Small Equip	1,901	5,000	5,000	0
8017	Printing(Not Std Forms)	990	700	500	(200)
8018	Books & Subscriptions	0	0	500	500
8050	Rental of Equipment	4,200	7,500	25,000	17,500
8110	Motor Fuel	1,278	4,500	1,518	(2,982)
8970	Bad Debt	50,534	107,625	0	(107,625)
8900	Depreciation	1,511,578	1,511,490	1,508,121	(3,369)
8905	Amortized Bond Cost	101,574	0	84,333	84,333
8951	Indirect Cost	204,730	0	0	0
8705	Interest Expense 2007 Bonds	494,800	391,000	256,000	(135,000)
8706	Interest Expense 2011 Bonds	143,228	121,362	98,819	(22,543)
<b>Total</b>		<b>6,479,983</b>	<b>6,332,568</b>	<b>6,274,560</b>	<b>(58,008)</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</b>	<b>ADOPTED</b>	<b>ADOPTED</b>
	<b>2015/2016</b>	<b>2016/2017</b>	<b>2017/2018</b>
OPERATING EXPENSES	571,145	593,600	700,400
DEPRECIATION EXPENSE	534,589	527,197	541,150
<b>TOTAL</b>	<b>1,105,734</b>	<b>1,120,797</b>	<b>1,241,550</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

SAINTARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3201</b>					
7550	Communications	15,408	16,000	16,000	0
7860	Maint: Buildings	761	0	0	0
7880	Maint: Mach/Imp/Tools	199,129	200,000	307,000	107,000
7900	Utilities	350,202	360,000	368,000	8,000
8010	Supplies	5,645	17,600	9,400	(8,200)
8900	Depreciation	534,589	527,197	541,150	13,953
<b>Total</b>		<b>1,105,734</b>	<b>1,120,797</b>	<b>1,241,550</b>	<b>120,753</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	460,429	511,908	529,862
OPERATING EXPENSES	434,319	520,617	664,543
DEPRECIATION	74,001	65,748	85,694
INDIRECT COSTS	662,501	1,672,727	1,187,697
TRANSFER OUT	2,022,808	2,451,308	2,599,899
<b>TOTAL</b>	<b>3,654,057</b>	<b>5,222,308</b>	<b>5,067,695</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

**Class Title**

Administrative Assistant	1	1	1
PW General Supervisor	2	2	2
Public Works Supt., Sewer	1	1	1
Sewer Maintenance Engineer	1	1	1
Projects Administrator-PW	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>

SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3400</b>					
7110	Regular Wages	329,648	358,369	362,045	3,676
7120	Overtime	635	2,000	1,000	(1,000)
7210	W/C Insurance	10,591	8,791	9,152	361
7230	Uniforms	10,979	17,700	17,700	0
7260	FICA Matching	23,244	27,568	27,773	205
7270	Pension Matching	28,235	39,280	39,572	292
7280	Insurance Matching	56,879	58,200	67,978	9,778
7290	Contribution Matching	216	0	4,642	4,642
7510	Professional Services	1,135	45,000	35,000	(10,000)
7512	Tech.Svcs(Surveys,DP)	746	2,500	2,500	0
7550	Communications	10,896	11,500	11,500	0
7600	Travel	68	500	500	0
7630	Train/Cont. Education	1,417	4,725	4,750	25
7700	Insurance	322,584	371,467	426,948	55,481
7860	Maint: Buildings	7,857	0	7,500	7,500
7870	Maint: Motor Equipment	8,385	11,000	30,000	19,000
7880	Maint: Mach/Imp/Tools	2,175	6,675	6,175	(500)
7900	Utilities	25,328	25,000	35,000	10,000
7990	Dues and Fees	447	1,500	1,500	0
8009	Licenses(CDL,CPA,Etc)	95	1,200	1,200	0
8010	Supplies	3,234	10,900	8,050	(2,850)
8016	Small Equip	5,386	14,500	10,000	(4,500)
8017	Printing(Not Std Forms)	0	1,200	500	(700)
8018	Books & Subscriptions	0	250	100	(150)
8110	Motor Fuel	5,287	12,200	7,820	(4,380)
8150	Food	0	500	500	0
8971	Bad Debt	39,279	0	75,000	75,000
8900	Depreciation	74,001	65,748	85,694	19,946
8951	Indirect Costs	662,501	1,672,727	1,187,697	(485,030)
5992	Operating Transfers Out	2,022,808	2,451,308	2,599,899	148,591
<b>Total</b>		<b>3,654,057</b>	<b>5,222,308</b>	<b>5,067,695</b>	<b>(154,613)</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	901,884	979,788	1,002,834
OPERATING EXPENSES	434,772	520,000	607,081
DEPRECIATION EXPENSE	238,111	251,083	216,324
INDIRECT COST	206,572	0	0
<b>TOTAL</b>	<b>1,781,338</b>	<b>1,750,871</b>	<b>1,826,239</b>
<b>FULL TIME POSITIONS</b>	<b>18</b>	<b>18</b>	<b>18</b>

**Class Title**

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

## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3404</b>					
7110	Regular Wages	594,635	629,878	619,577	(10,301)
7120	Overtime	20,033	20,250	40,000	19,750
7210	W/C Insurance	37,354	34,461	40,079	5,618
7260	FICA Matching	44,474	49,735	50,458	723
7270	Pension Matching	53,648	70,864	71,894	1,030
7280	Insurance Matching	151,142	174,600	173,919	(681)
7290	Contribution Matching	599	0	6,907	6,907
7510	Professional Services	(5)	0	0	0
7512	Tech.Svcs(Surveys,DP)	69,334	100,000	100,000	0
7514	Contract Labor(Temp)	0	9,000	0	(9,000)
7870	Maint: Motor Equipment	208,706	176,800	279,481	102,681
7880	Maint: Mach/Imp/Tools	3,370	22,700	20,000	(2,700)
Total	Supplies	94,736	100,000	118,500	18,500
8016	Small Equip	6,283	11,500	10,000	(1,500)
8110	Motor Fuel	52,347	100,000	79,100	(20,900)
8900	Depreciation	238,111	251,083	216,324	(34,759)
8951	Indirect Cost	206,572	0	0	0
	<b>Total</b>	<b>1,781,338</b>	<b>1,750,871</b>	<b>1,826,239</b>	<b>75,368</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	442,194	561,524	508,006
OPERATING EXPENSES	104,585	259,600	235,008
DEPREIATION EXPENSE	86,683	90,429	82,140
INDIRECT COSTS	95,830	0	0
<b>TOTAL</b>	<b>729,292</b>	<b>911,553</b>	<b>825,154</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 Sr	2	2	2
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>

SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3408</b>					
7110	Regular Wages	299,350	354,765	346,216	-8,549
7120	Overtime	632	5,500	1,000	-4,500
7210	W/C Insurance	17,073	18,030	17,170	-860
7260	FICA Matching	21,253	27,560	26,562	-998
7270	Pension Matching	26,548	39,269	37,847	-1,422
7280	Insurance Matching	77,141	116,400	76,567	-39,833
7290	Contribution Matching	196	0	2,644	2,644
7870	Maint: Motor Equipment	59,681	74,000	74,000	0
7880	Maint: Mach/Imp/Tools	242	9,100	9,000	-100
8010	Supplies	30,611	120,000	120,000	0
8016	Small Equip	0	4,500	4,500	0
8050	Rental of Equipment	50	10,000	5,000	-5,000
8110	Motor Fuel	14,001	42,000	22,508	-19,492
8900	Depreciation	86,683	90,429	82,140	-8,289
8951	Indirect Cost	95,830	0	0	0
<b>Total</b>		<b>729,292</b>	<b>911,553</b>	<b>825,154</b>	<b>-86,399</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	353,995	361,295	336,466
OPERATING EXPENSES	100,938	130,400	124,419
DEPRECIATION EXPENSE	6,529	7,732	5,313
INDIRECT COSTS	67,465	0	0
<b>TOTAL</b>	<b>528,927</b>	<b>499,427</b>	<b>466,198</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>6</b>	<b>6</b>

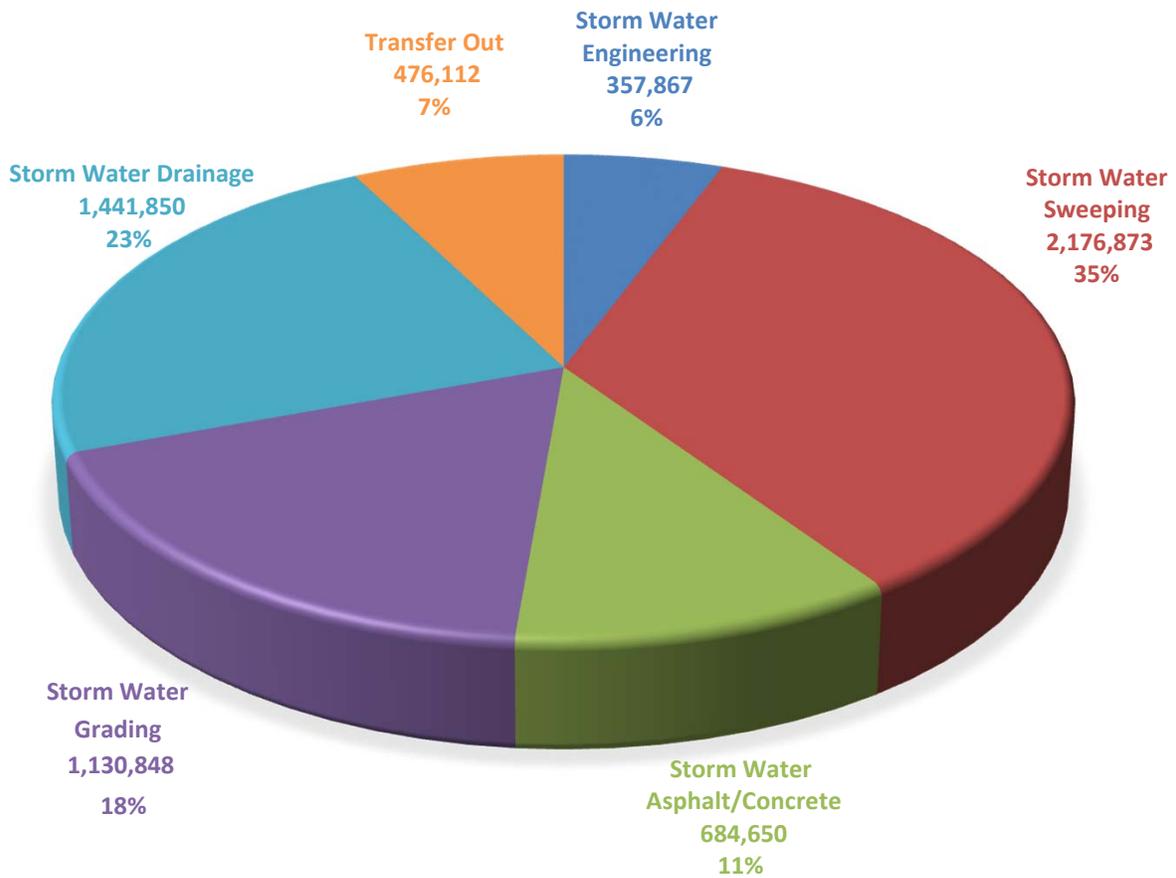
**Class Title**

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

## SANITARY SEWER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>3600</b>					
7110	Regular Wages	260,248	248,986	237,786	(11,200)
7120	Overtime	77	0	0	0
7210	W/C Insurance	7,290	7,922	6,609	(1,313)
7260	FICA Matching	18,770	19,047	18,191	(856)
7270	Pension Matching	22,704	27,140	25,919	(1,221)
7280	Insurance Matching	44,766	58,200	46,100	(12,100)
7290	Contribution Matching	140	0	1,861	1,861
7512	Tech.Svcs(Surveys,DP)	79,442	95,000	90,000	(5,000)
7600	Travel	648	0	0	0
7630	Train/Cont. Education	500	0	0	0
7870	Maint: Motor Equipment	3,166	6,000	6,000	0
7880	Maint: Mach/Imp/Tools	0	2,000	2,000	0
8010	Supplies	3,548	6,400	6,400	0
8016	Small Equip	7,886	6,000	12,000	6,000
8110	Motor Fuel	5,748	15,000	8,019	(6,981)
8900	Depreciation	6,529	7,732	5,313	(2,419)
8951	Indirect Cost	67,465	0	0	0
<b>Total</b>		<b>528,927</b>	<b>499,427</b>	<b>466,198</b>	<b>(33,229)</b>

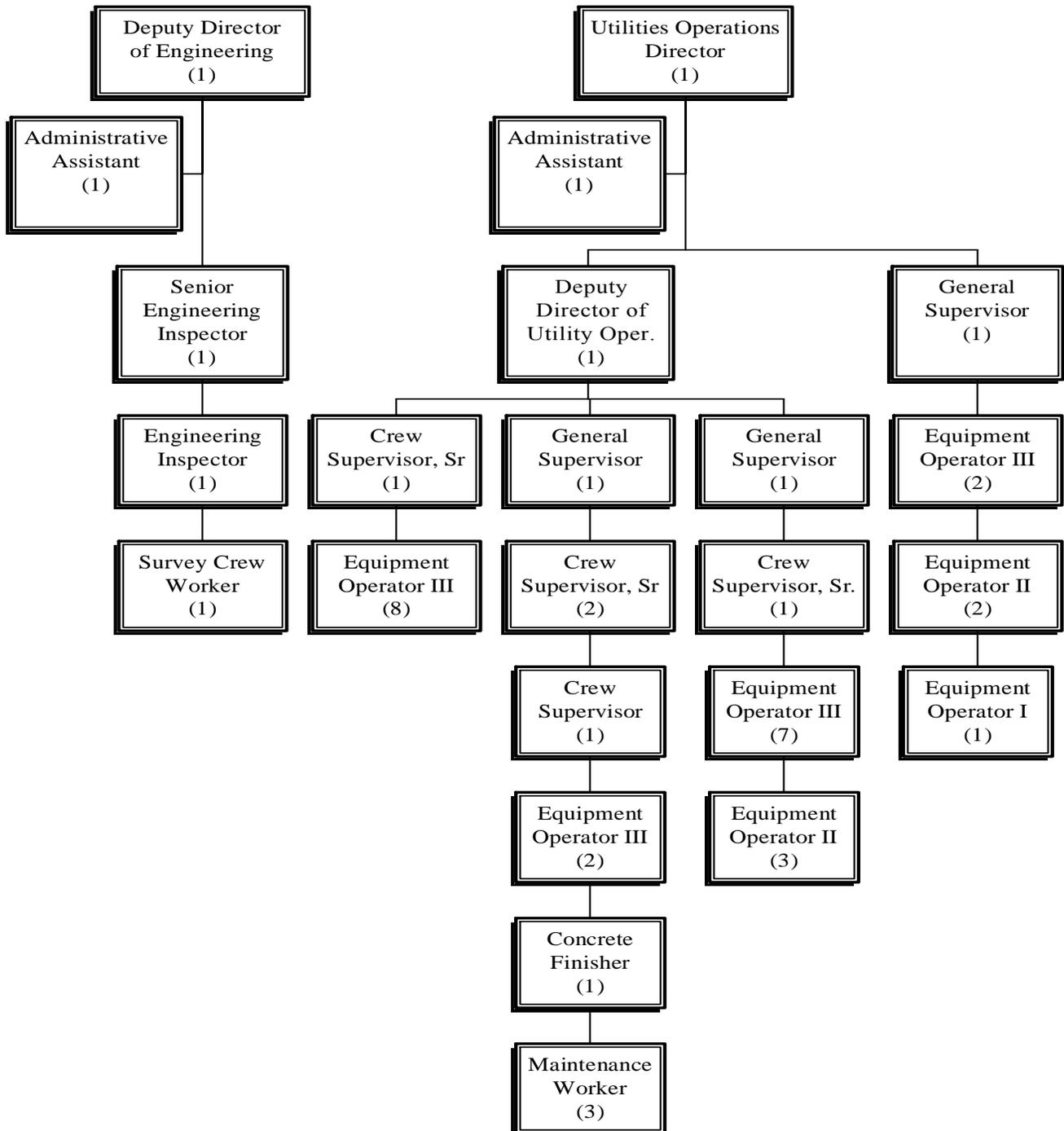
City of Albany  
Adopted Budget  
FY 2018  
Storm Water Department



Total Expenses  
\$6,268,200



## Storm Water Fund



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

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUE</b>	<b>2,824,694</b>	<b>4,506,879</b>	<b>4,297,636</b>
PERSONAL SERVICES	2,231,722	2,548,143	2,490,247
OPERATING EXPENSES	1,434,774	1,639,467	1,625,962
DEPRECIATION	1,102,823	1,109,378	922,972
INDIRECT COSTS	534,807	840,840	752,907
TRANSFER OUT	0	493,898	476,112
<b>TOTAL EXPENSES</b>	<b>5,304,126</b>	<b>6,631,726</b>	<b>6,268,200</b>
TRANSFERS IN	1,256,779	1,303,680	1,303,680
CAPITAL CONTRIBUTIONS	469,639	0	0
<b>NET INCOME/ (LOSS)</b>	<b>(753,014)</b>	<b>(821,167)</b>	<b>(666,883)</b>
<b>Capital Projects Summary</b>			
Adopted Total	58,000	0	960,000
<b>FULL TIME POSITIONS</b>	<b>44</b>	<b>45</b>	<b>45</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL EXPENSES	293,075	294,916	315,317
OPERATING EXPENSES	26,882	42,000	42,550
INDIRECT COST	261,101	0	0
<b>TOTAL</b>	<b>581,058</b>	<b>336,916</b>	<b>357,867</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>4</b>	<b>5</b>

**Class Title**

Engineering Associate	1	1	1
Engineering Inspector	2	1	1
Engineering Inspector, Senior	0	0	1
Administrative Assistant	0	0	1
Surveying Technician	2	2	1
<b>Total</b>	<b>5</b>	<b>4</b>	<b>5</b>

## STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4302</b>					
7110	Regular Wages	135,097	200,094	217,605	17,511
7120	Overtime	0	1,100	1,100	0
7210	W/C Insurance	9,965	5,401	8,451	3,050
7230	Uniforms	1,945	2,500	2,500	0
7260	FICA Matching	9,919	15,391	16,731	1,340
7270	Pension Matching	114,815	21,930	23,839	1,909
7280	Insurance Matching	21,189	48,500	44,091	(4,409)
7290	Contribution Matching	145	0	1,000	1,000
7510	Professional Services	0	1,000	1,000	0
7512	Technical Services	0	5,000	5,000	0
7550	Communication	1,290	2,500	2,500	0
7600	Travel	0	500	500	0
7630	Train/Cont. Education	0	1,000	1,000	0
7870	Maint:Motor Equip	63	5,000	4,500	(500)
7880	Maint: Mach/Imp/Tools	2,396	4,000	5,050	1,050
8009	Licenses	0	2,000	2,000	0
8010	Supplies	646	4,000	4,000	0
8016	Small Equip	163	12,000	12,000	0
8110	Motor Fuel	0	5,000	5,000	0
8970	Bad Debt	22,325	0	0	0
8951	Indirect Cost	261,101	0	0	0
	<b>Total</b>	<b>581,058</b>	<b>336,916</b>	<b>357,867</b>	<b>20,951</b>

**STORM WATER ENTERPRISE FUND**

**STREET SWEEPING**

*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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	753,899	785,566	693,548
OPERATING EXPENSES	653,473	611,627	549,975
DEPRECIATION EXPENSE	206,752	206,680	180,443
INDIRECT COSTS	0	840,840	752,907
TRANSFER OUT	346,925	493,898	476,112
<b>TOTAL</b>	<b>1,961,049</b>	<b>2,938,611</b>	<b>2,652,985</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>13</b>	<b>12</b>

**Class Title**

Equipment Operator III	8	9	8
Crew Supervisor, Sr.	1	1	1
Administrative Assistant	1	1	1
PW Superintendent, Street	1	1	1
Utilities Operations Director	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>13</b>	<b>12</b>

STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4303</b>					
7110	Regular Wages	541,045	525,457	448,510	(76,947)
7120	Overtime	444	3,100	3,100	0
7210	W/C Insurance	21,023	24,361	23,611	(750)
7230	Uniforms	11,302	18,200	18,200	0
7260	FICA Matching	31,451	40,435	34,548	(5,887)
7270	Pension Matching	38,465	57,613	49,225	(8,388)
7280	Insurance Matching	109,963	116,400	113,654	(2,746)
7290	Contribution Matching	205	0	2,700	2,700
7510	Professional Services	394	3,500	3,500	0
7512	Tech.Svcs(Surveys,DP)	217,838	220,000	220,000	0
7550	Communication	7,105	6,600	6,600	0
7630	Train/Cont. Education	0	2,600	2,600	0
7700	Risk	147,612	109,735	43,757	(65,978)
7870	Maint: Motor Equip.	206,364	128,800	128,800	0
7880	Maint: Mach/Imp/Tools	10,686	15,200	15,350	150
7900	Utilities	8,723	8,500	12,530	4,030
8009	LICENSES	775	500	500	0
8010	Supplies	5,773	6,500	6,500	0
8016	Small Equip	0	2,000	2,000	0
8110	Motor Fuel	48,203	77,384	68,606	(8,778)
8150	Food	0	500	500	1,000
8970	Bad Debt	0	29,808	38,732	8,924
8900	Depreciation	206,752	206,680	180,443	(26,237)
8951	Indirect Cost	0	840,840	752,907	(87,933)
5992	Operating Transfer Out	346,925	493,898	476,112	(17,786)
<b>Total</b>		<b>1,961,049</b>	<b>2,938,611</b>	<b>2,652,985</b>	<b>(284,626)</b>

**STORM WATER ENTERPRISE FUND  
ASPHALT/CONCRETE**

*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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	520,726	458,549	512,131
OPERATING EXPENSES	135,965	165,800	157,379
DEPRECIATION EXPENSE	15,140	15,140	15,140
INDIRECT COST	0	0	0
<b>TOTAL</b>	<b>671,831</b>	<b>639,489</b>	<b>684,650</b>
<b>FULL TIME POSITIONS</b>	<b>9</b>	<b>9</b>	<b>10</b>

**Class Title**

Concrete Finisher	1	1	1
Equipment Operator, III	2	2	2
Crew Supervisor Sr.	2	2	2
Crew Supervisor	0	0	1
Maintenance Worker	3	3	3
Public Works General Supervisor	1	1	1
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>10</b>

STORM WATER ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4304</b>					
7110	Regular Wages	353,900	298,364	333,564	35,200
7120	Overtime	60	1,000	1,000	0
7210	W/C Insurance	19,299	16,353	20,575	4,222
7230	Uniforms	332	0	0	0
7260	FICA Matching	23,559	22,901	25,594	2,693
7270	Pension Matching	29,580	32,631	36,468	3,837
7280	Insurance Matching	93,776	87,300	91,729	4,429
7290	Contribution Matching	219	0	3,200	3,200
7870	Maint: Motor Equip.	53,074	37,000	54,699	17,699
7880	Maint: Mach/Imp/Tools	0	1,000	1,000	0
7990	Dues and Fees	1,590	0	0	0
8010	Supplies	58,599	100,000	75,000	(25,000)
8012	Supplies: Driveways	(2,290)	0	0	0
8016	Small Equip	5,792	2,000	2,000	0
8110	Motor Fuel	19,200	25,800	24,680	(1,120)
8900	Depreciation	15,140	15,140	15,140	0
<b>Total</b>		<b>671,831</b>	<b>639,489</b>	<b>684,650</b>	<b>45,161</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	657,475	691,602	669,218
OPERATING EXPENSES	198,122	270,540	361,558
DEPRECIATION EXPENSE	135,080	159,008	100,072
INDIRECT COST	0	0	0
<b>TOTAL</b>	<b>990,676</b>	<b>1,121,150</b>	<b>1,130,848</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>12</b>	<b>12</b>

**Class Title**

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

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4305</b>					
7110	Regular Wages	461,064	476,447	437,265	(39,182)
7120	Overtime	427	2,500	2,500	0
7210	W/C Insurance	27,402	26,965	25,673	(1,292)
7260	FICA Matching	32,869	36,639	33,642	(2,997)
7270	Pension Matching	40,224	52,205	47,934	(4,271)
7280	Insurance Matching	95,362	96,846	120,604	23,758
7290	Contribution Matching	127	0	1,600	1,600
7510	Professional Services	20	0	0	0
7512	Tech.Svcs(Surveys,DP)	5,416	49,500	50,000	500
7870	Maint: Motor Equip.	99,341	89,000	168,497	79,497
7880	Maint: Mach/Imp/Tools	0	1,000	1,000	0
8010	Supplies	41,003	60,000	60,000	0
8110	Motor Fuel	52,341	71,040	82,061	11,021
8900	Depreciation	135,080	159,008	100,072	(58,936)
<b>Total</b>		<b>990,676</b>	<b>1,121,150</b>	<b>1,130,848</b>	<b>9,698</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	6,548	317,510	300,033
OPERATING EXPENSES	420,332	549,500	514,500
DEPRECIATION EXPENSE	745,851	728,550	627,317
INDIRECT COST	273,706	0	0
<b>TOTAL</b>	<b>1,446,438</b>	<b>1,595,560</b>	<b>1,441,850</b>
<b>FULL TIME POSITIONS</b>	<b>7</b>	<b>7</b>	<b>6</b>

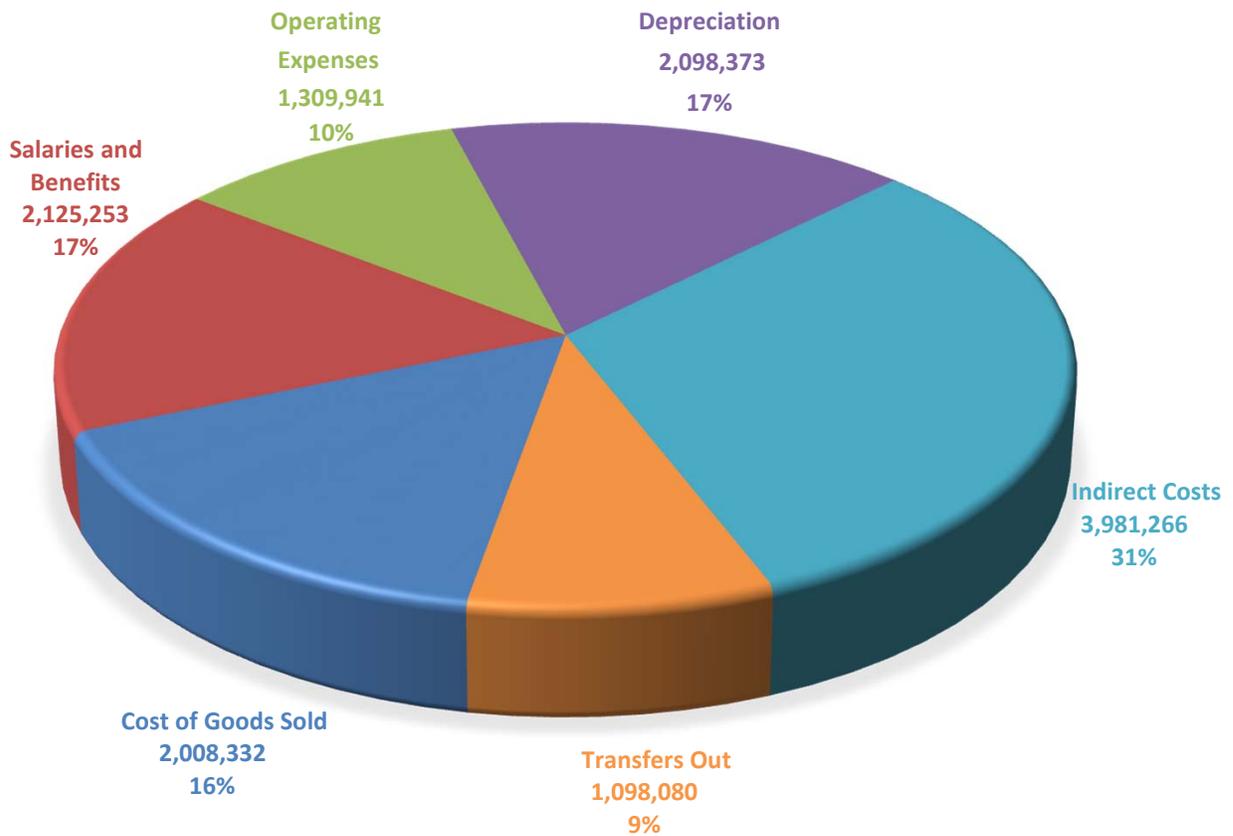
**Class Title**

General Supervisor	1	1	1
Equipment Operator I	2	2	1
Equipment Operator II	2	2	2
Equipment Operator III	2	2	2
<b>Adopted Total</b>	<b>7</b>	<b>7</b>	<b>6</b>

**STORM MAINTENANCE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>	<b>VARIANCE + / (-)</b>
<b>4306</b>					
7110	Regular Wages	4,827	209,200	184,600	(24,600)
7120	Overtime	0	7,000	1,000	(6,000)
7210	W/C Insurance	172	12,705	10,854	(1,851)
7260	FICA Matching	348	16,539	14,198	(2,341)
7270	Pension Matching	430	23,566	20,230	(3,336)
7280	Insurance Matching	773	48,500	68,950	20,450
7290	Contribution Matching	0	0	200	200
7510	Professional Services	53	0	0	0
7512	Tech.Svcs(Surveys,DP)	240,000	340,000	305,000	(35,000)
7870	Maint: Motor Equipment	19,644	15,000	15,000	0
7880	Maint: Mach/Imp/Tools	7,993	65,000	65,000	0
7900	Utilities	130,331	115,000	115,000	0
8010	Supplies	11,681	9,500	12,000	2,500
8016	Small Equip	0	2,500	2,500	0
8110	Motor Fuel	0	2,500	0	(2,500)
8971	Bad Debt	10,629	0	0	0
8900	Depreciation	745,851	728,550	627,317	(101,233)
8951	Indirect Cost	273,706	0	0	0
<b>Total</b>		<b>1,446,438</b>	<b>1,595,560</b>	<b>1,441,850</b>	<b>(153,710)</b>

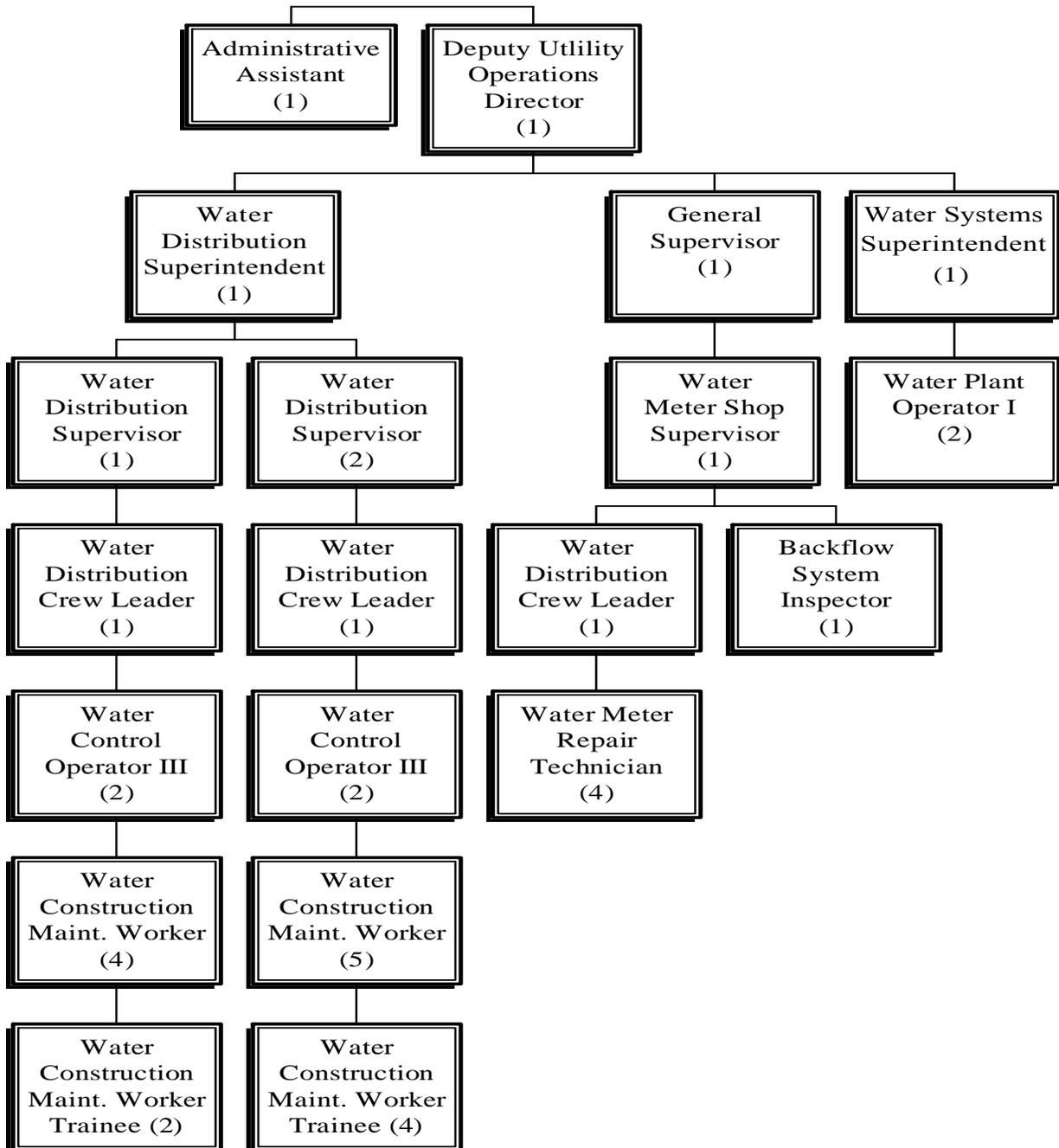
# City of Albany Adopted Budget FY 2018 Water Fund



Total Expenses  
\$12,621,245



## WATER FUND



**WATER OPERATION & MAINTENANCE**

*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 35,521 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.

Major Object of Expenditure	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018
<b>REVENUE</b>	<b>11,334,415</b>	<b>12,192,922</b>	<b>12,918,582</b>
COST OF GOODS SOLD	1,870,977	2,435,472	2,008,332
PERSONNEL EXPENSES	1,608,002	2,042,385	2,125,253
OPERATING EXPENSES	1,082,729	1,400,406	1,309,941
INDIRECT EXPENSES	3,386,661	3,936,034	3,981,266
DEPRECIATION EXPENSE	2,041,121	2,038,804	2,098,373
TRANSFER TO GENERAL FUND	974,117	1,036,398	1,098,080
	10,360,298		
<b>TOTAL EXPENSES</b>	<b>10,963,608</b>	<b>12,889,499</b>	<b>12,621,245</b>
<b>NET INCOME / (LOSS)</b>	<b>370,807</b>	<b>(696,577)</b>	<b>297,337</b>
<b><u>Debt Service Summary</u></b>			
GEFA Principal Payment (Water Tank)	0	92,269	75,271
Series 2010 Principal Payment	960,000	1,015,000	1,045,000
Series 2005 Principal Payment	<u>345,000</u>	<u>380,000</u>	<u>390,000</u>
<b>Total Debt Service Payments</b>	<b>1,305,000</b>	<b>1,487,269</b>	<b>1,510,271</b>
<b><u>Capital Projects Summary</u></b>			
Total	2,100,000	600,000	868,870
<b>FULL TIME POSITIONS</b>	<b>39</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
TOTAL PERSONNEL SERVICES	1,608,002	2,042,385	2,125,253
OTHER OPERATING EXPENSES	1,082,730	1,400,406	1,309,941
INDIRECT EXPENSES	3,386,661	3,936,034	3,981,266
DEPRECIATION EXPENSE	2,041,121	2,038,804	2,098,373
<b>TOTAL EXPENSES</b>	<b>8,118,513</b>	<b>9,417,629</b>	<b>9,514,833</b>

<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>34</b>	<b>35</b>
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**Class Title**

Administrative Assistant	1	1	1
Backflow Systems Inspector	1	1	1
General Supervisor	0	1	1
Heavy Equipment Operator	9	0	0
Meter Repair Technician, Water	3	4	4
Water Distribution Crew Leader	4	3	3
Water Distribution Manager	1	1	1
Water Distribution Supervisor	4	2	3
Water Meter & Leak Detection Manager	0	0	0
Deputy Utility Oper Dir, Utility	0	1	1
Water Meter Shop Supervisor	1	1	1
Water Construction Maint. Worker	5	9	9
Water Construction Maint. Worker Trainee	4	6	6
Water Quality Control Supervisor.	0	0	0
Water Control Operator I	1	0	0
Water Control Operator III	0	4	4
Water Operator/Well Mechanic	2	0	0
<b>TOTAL</b>	<b>36</b>	<b>34</b>	<b>35</b>

WATER OPERATION & MAINTENANCE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4420</b>					
7110	Regular Wages	1,206,487	1,283,630	1,308,640	25,010
7120	Overtime	66,187	51,345	55,000	3,655
7130	Part Time	8,959	0	31,820	31,820
7210	W/C Insurance	39,315	35,805	46,882	11,077
7230	Uniforms	11,018	18,000	20,100	2,100
7260	FICA Matching	88,660	102,126	106,753	4,627
7270	Pension Matching	(127,117)	145,512	148,637	3,125
7280	Insurance Matching	313,710	405,967	395,422	(10,545)
7290	Contribution Matching	783	0	12,000	12,000
7510	Professional Services	71,204	38,000	38,500	500
7512	Tech.Svcs(Surveys,DP)	101,501	260,000	380,000	120,000
7514	Contract Labor(Temp)	0	6,000	0	(6,000)
7550	Communications	14,476	25,200	16,000	(9,200)
7600	Travel	4,119	5,000	6,000	1,000
7630	Train/Cont. Education	5,927	5,000	7,500	2,500
7700	Risk Allocation	169,656	96,500	91,442	(5,058)
7860	Maint: Bldgs.	1,514	7,500	0	(7,500)
7870	Maint: Motor Equip.	3,229	111,654	158,371	46,717
7880	Maint: Mach/Imp/Tools	43,545	70,000	5,000	(65,000)
7900	Utilities	15,588	20,447	15,000	(5,447)
7990	Dues and Fees	27,782	15,000	0	(15,000)
8004	Materials	325,369	250,000	350,000	100,000
8009	Licenses(CDL,CPA,Etc)	431	1,500	2,900	1,400
8010	Supplies	41,902	85,000	48,400	(36,600)
8016	Small Equip	27,486	15,000	27,700	12,700
8017	Printing(Not Std Forms)	0	1,000	1,000	0
8018	Books & Subscriptions	5	200	0	(200)
8050	Rental of Equipment	2,363	2,500	5,000	2,500
8110	Motor Fuel	45,967	145,000	56,600	(88,400)
8150	Food	34	1,500	1,200	(300)
8705	Interest Expense	125,061	0	22,750	22,750
8970	Bad Debt	55,261	238,405	76,578	(161,827)
8900	Depreciation	2,041,121	2,038,804	2,098,373	59,569
8951	Indirect Costs	3,386,661	3,936,034	3,981,266	45,232
	<b>Total</b>	<b>8,118,513</b>	<b>9,417,629</b>	<b>9,514,833</b>	<b>(268,254)</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 38 wells. The economic development of this system capacity is an enormous benefit to the community for future economic development.

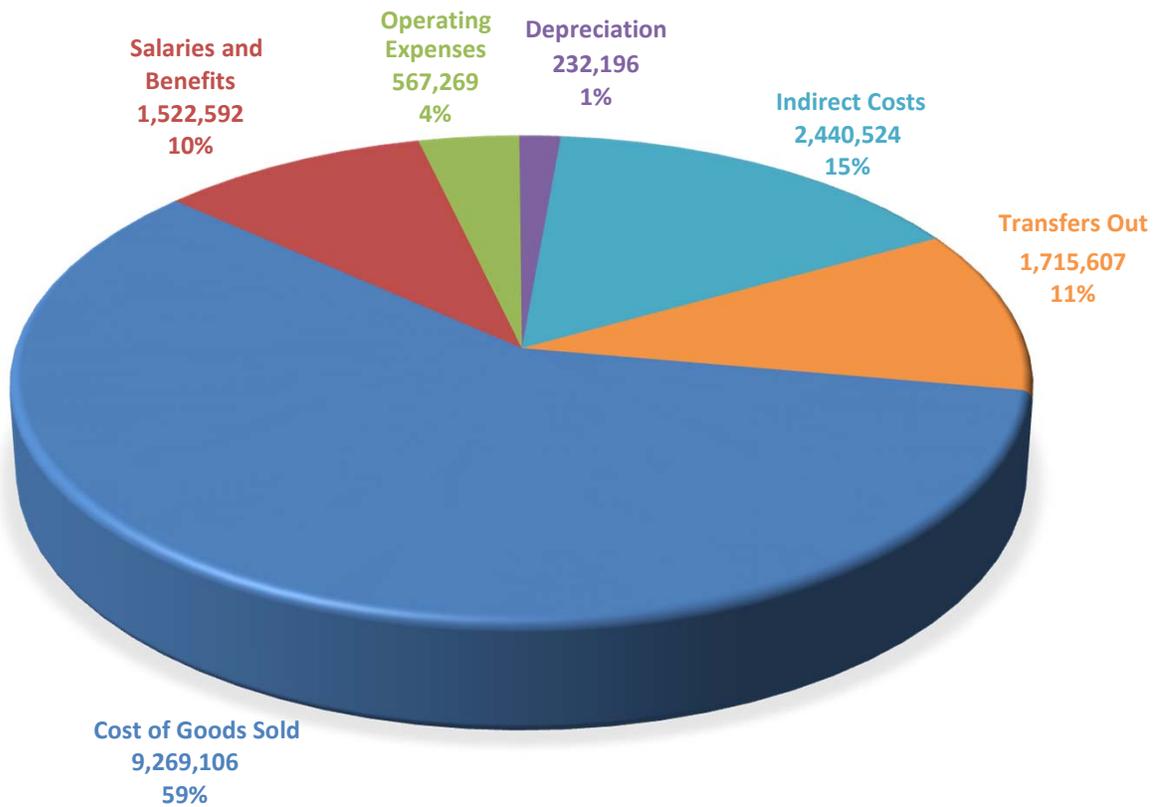
<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	329,672	355,842	300,445
OPERATING EXPENSES	1,464,472	1,969,827	1,707,887
INDIRECT COST	58,573	81,959	0
DEPRECIATION EXPENSE	18,260	27,844	0
<b>TOTAL</b>	<b>1,870,977</b>	<b>2,435,472</b>	<b>2,008,332</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>4</b>	<b>3</b>

**Class Title**

General Supervisor Water Quality & Production	0	1	1
Water Production Supt	1	1	0
Water Plant Operator I	2	2	2
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>3</b>

WATER PRODUCTION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4430</b>					
7110	Regular Wages	205,033	224,363	174,012	(50,351)
7120	Overtime	18,757	15,572	12,000	(3,572)
7210	W/C Insurance	7,308	5,857	5,407	(450)
7230	Uniforms	1,113	2,600	2,600	0
7260	FICA Matching	15,244	18,355	14,230	(4,125)
7270	Pension Matching	19,829	26,153	20,275	(5,878)
7280	Insurance Matching	62,281	62,942	70,421	7,479
7290	Contribution Matching	108	0	1,500	1,500
7510	Professional Services	118,552	2,600	72,120	69,520
7512	Tech.Svcs(Surveys,DP)	33,797	239,000	135,500	(103,500)
7514	Contract Labor(Temp)	1,731	3,000	0	(3,000)
7550	Communications	57,219	64,064	66,920	2,856
7570	Advertising	0	0	0	0
7600	Travel	2,717	7,500	7,500	0
7630	Train/Cont. Education	2,176	5,000	8,500	3,500
7860	Maint: Buildings	0	150,000	29,300	(120,700)
7870	Maint: Motor Equip.	102,573	10,000	15,342	5,342
7880	Maint: Mach/Imp/Tools	5,228	6,500	16,525	10,025
7900	Utilities	821,955	900,000	950,000	50,000
7990	Dues and Fees	729	1,500	1,000	(500)
8004	Materials	98,324	100,000	100,000	0
8009	Licenses(CDL,CPA,Etc)	87	1,000	1,500	500
8010	Supplies	16,784	28,000	28,000	0
8016	Small Equip	24,051	87,500	37,300	(50,200)
8017	Printing(Not Std Forms)	0	2,500	2,000	(500)
8018	Books & Subscriptions	0	200	200	0
8050	Rental of Equipment	0	0	5,000	5,000
8110	Motor Fuel	11,744	65,000	11,850	(53,150)
8150	Food	0	150	1,200	1,050
8705	Interest Expense	166,807	296,313	218,129	(78,184)
8900	Depreciation	18,260	27,844	0	(27,844)
8951	Indirect Costs	58,573	81,959	0	(81,959)
<b>Total</b>		<b>1,870,977</b>	<b>2,435,472</b>	<b>2,008,332</b>	<b>(427,140)</b>

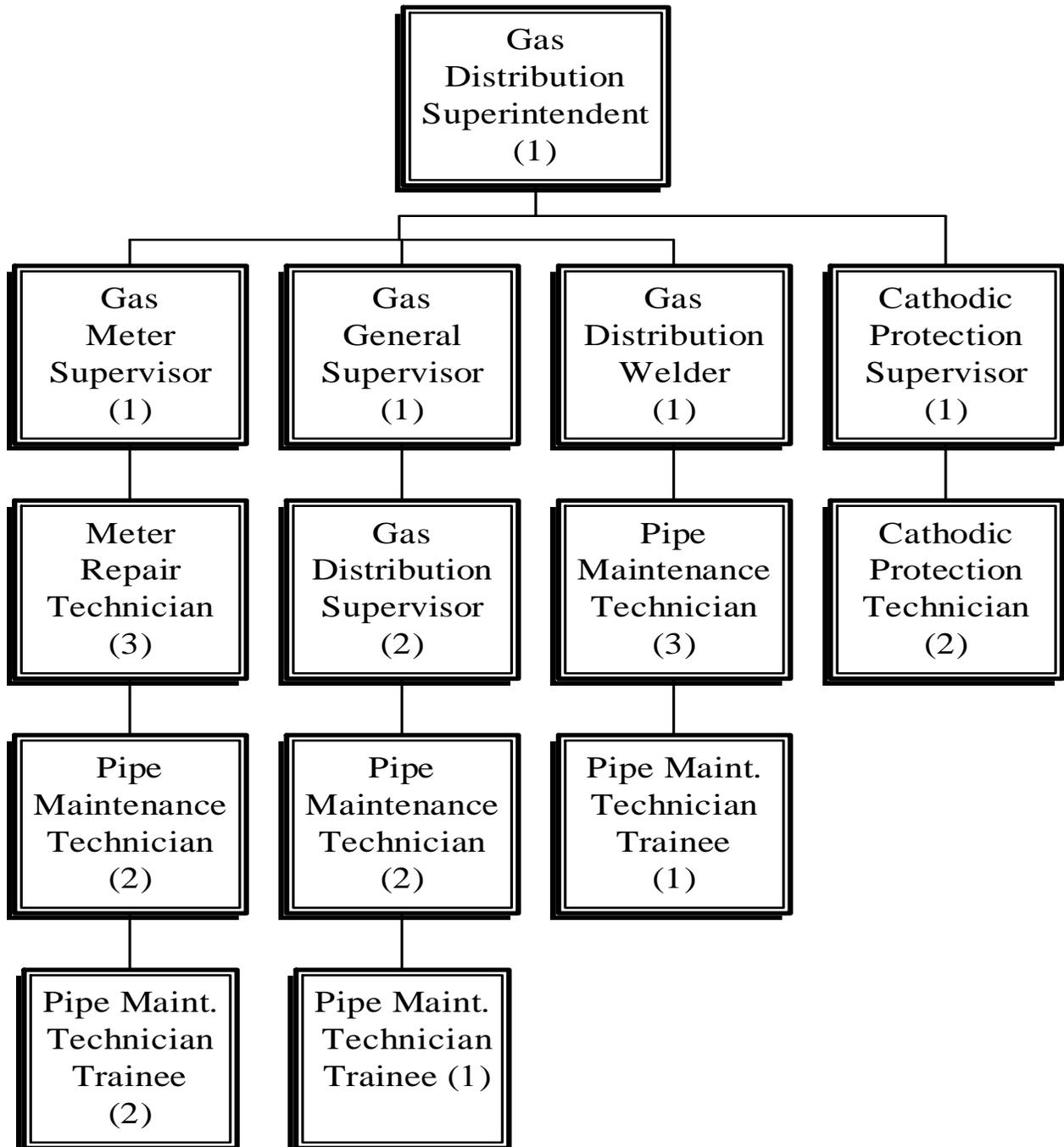
# City of Albany Adopted Budget FY 2018 Gas Department



Total Expenses  
\$15,747,294



## GAS FUND



**Gas Fund**

*DESCRIPTION*

The natural gas division of the Albany Utility Board provides natural gas services to 13,700 customers in Dougherty and Lee Counties. The system is estimated to sell 1,852,650 MCF (1000 cubic feet) of natural gas to homes, businesses and industry in its service territory during the 2016/17 fiscal year. This department along with the other city utility departments are important catalysts for the economic development of the City of Albany and the surrounding area

<b>Major Object of Expenditure</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>
	<b>2015/2016</b>	<b>2016/2017</b>	<b>2017/2018</b>
<b>REVENUE</b>	<b>15,463,911</b>	<b>15,622,000</b>	<b>16,339,117</b>
COST OF GOODS SOLD	7,237,849	7,455,782	9,269,106
PERSONNEL SERVICES	994,012	1,632,727	1,522,592
OPERATING EXPENSES	409,081	740,587	567,269
DEPRECIATION EXPENSE	227,737	222,683	232,196
INDIRECT COSTS	2,605,431	2,528,362	2,440,524
TRANSFER TO GENERAL FUND	2,364,793	1,640,310	1,715,607
<b>TOTAL EXPENSES</b>	<b>13,838,904</b>	<b>14,220,451</b>	<b>15,747,294</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>1,625,007</b>	<b>1,401,549</b>	<b>591,823</b>

**Capital Projects Summary**

Project Totals	0	200,000	656,000
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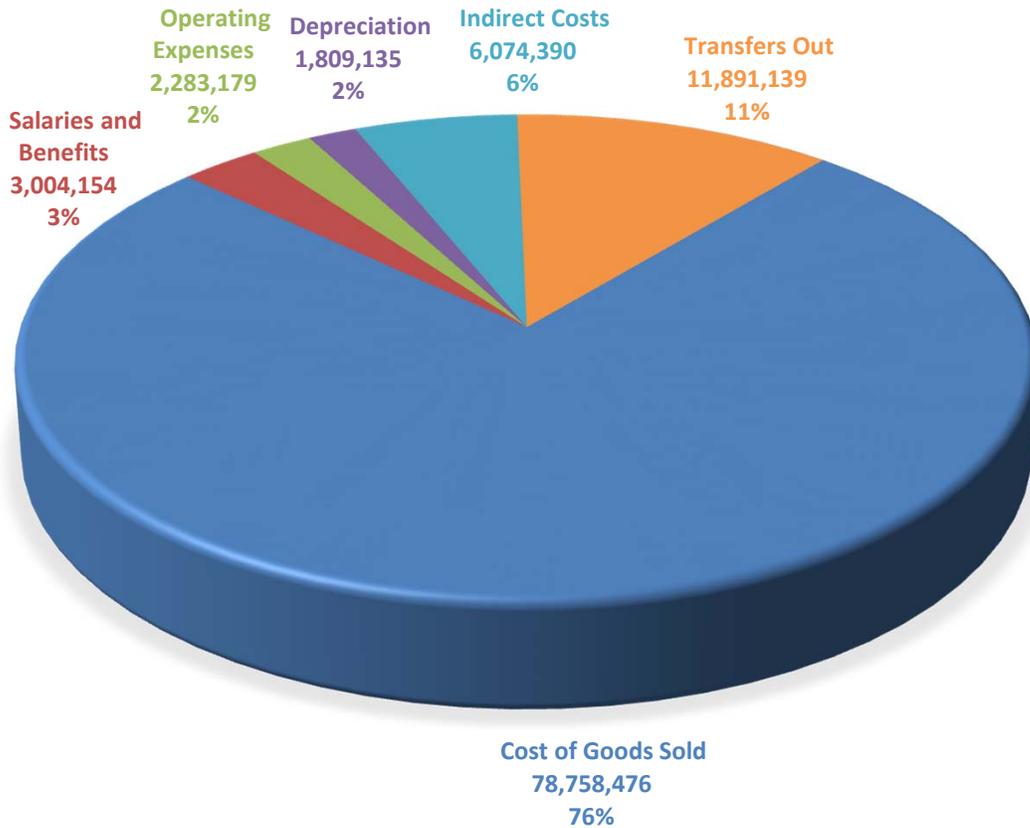
<b>FULL TIME POSITIONS</b>	<b>21</b>	<b>24</b>	<b>23</b>
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**Class Title**

Gas Distribution Supt.	1	1	1
Gas Distribution Supervisor	1	2	2
Gas Meter Supervisor	1	1	1
Gas Distribution Welder	1	2	1
Gas Distribution General Supervisor	1	1	1
Meter Repair Technician	3	3	3
Heavy Equipment Operator	3	0	0
Pipe Maintenance Technician	3	7	7
Pipe Maintenance Tech Trainee	4	4	4
Cathodic Protection Supervisor	1	1	1
Cathodic Protection Tech	2	2	2
Cathodic Protection Apprentice	0	0	0
Pipeline Welder	0	0	0
<b>TOTAL</b>	<b>21</b>	<b>24</b>	<b>23</b>

		Gas Fund			
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4520</b>					
8002	Materials Purchased for Resale	7,237,849	7,455,782	9,269,106	1,813,324
7110	Regular Wages	720,088	1,126,691	1,029,488	(97,203)
7120	Overtime	24,809	25,000	25,000	0
7210	W/C Insurance	16,044	25,737	54,517	28,780
7230	Uniforms	9,184	19,000	15,000	(4,000)
7260	FICA Matching	53,543	88,104	80,668	(7,436)
7270	Pension Matching	32,928	125,534	114,939	(10,595)
7280	Insurance Matching	136,818	222,661	193,379	(29,282)
7290	Contribution Mathching	598	0	9,600	9,600
7510	Professional Services	4,229	77,208	26,500	(50,708)
7512	Tech.Svcs(Surveys,DP)	43,592	60,000	95,000	35,000
7550	Communications	20,829	30,650	17,275	(13,375)
7570	Advertising	25,239	10,000	0	(10,000)
7580	Customer Incentive Program	5,400	25,000	25,000	0
7600	Travel	4,594	8,500	8,500	0
7630	Train/Cont. Education	16,295	23,700	12,500	(11,200)
7700.03	Risk Allocation	63,108	44,378	42,829	(1,549)
7870	Maint: Motor Equip.	39,132	45,000	33,500	(11,500)
7880	Maint: Mach/Imp/Tools	1,124	12,000	5,000	(7,000)
7900	Utilities	22,721	24,000	17,000	(7,000)
7990	Dues and Fees	530	5,000	2,500	(2,500)
8004	Materials	67,291	55,000	120,000	65,000
8010	Supplies	48,314	151,500	81,000	(70,500)
8016	Small Equip	5,736	27,725	30,700	2,975
8018	Books & Subscriptions	0	500	1,000	500
8050	Rental of Equipment	0	33,000	0	(33,000)
8110	Motor Fuel	23,198	69,938	36,170	(33,768)
8970	Bad Debt Write-off	25,105	22,488	12,795	(9,693)
8971	Bad Debt Allowance	(7,357)	15,000	0	(15,000)
8900	Depreciation	227,737	222,683	232,196	9,513
8951	Indirect Costs	2,605,431	2,528,362	2,440,524	(87,838)
5992	Operating Transfers (In)/Out	2,364,793	1,640,310	1,715,607	75,297
<b>Total</b>		<b>13,838,904</b>	<b>14,220,451</b>	<b>15,747,294</b>	<b>1,526,843</b>

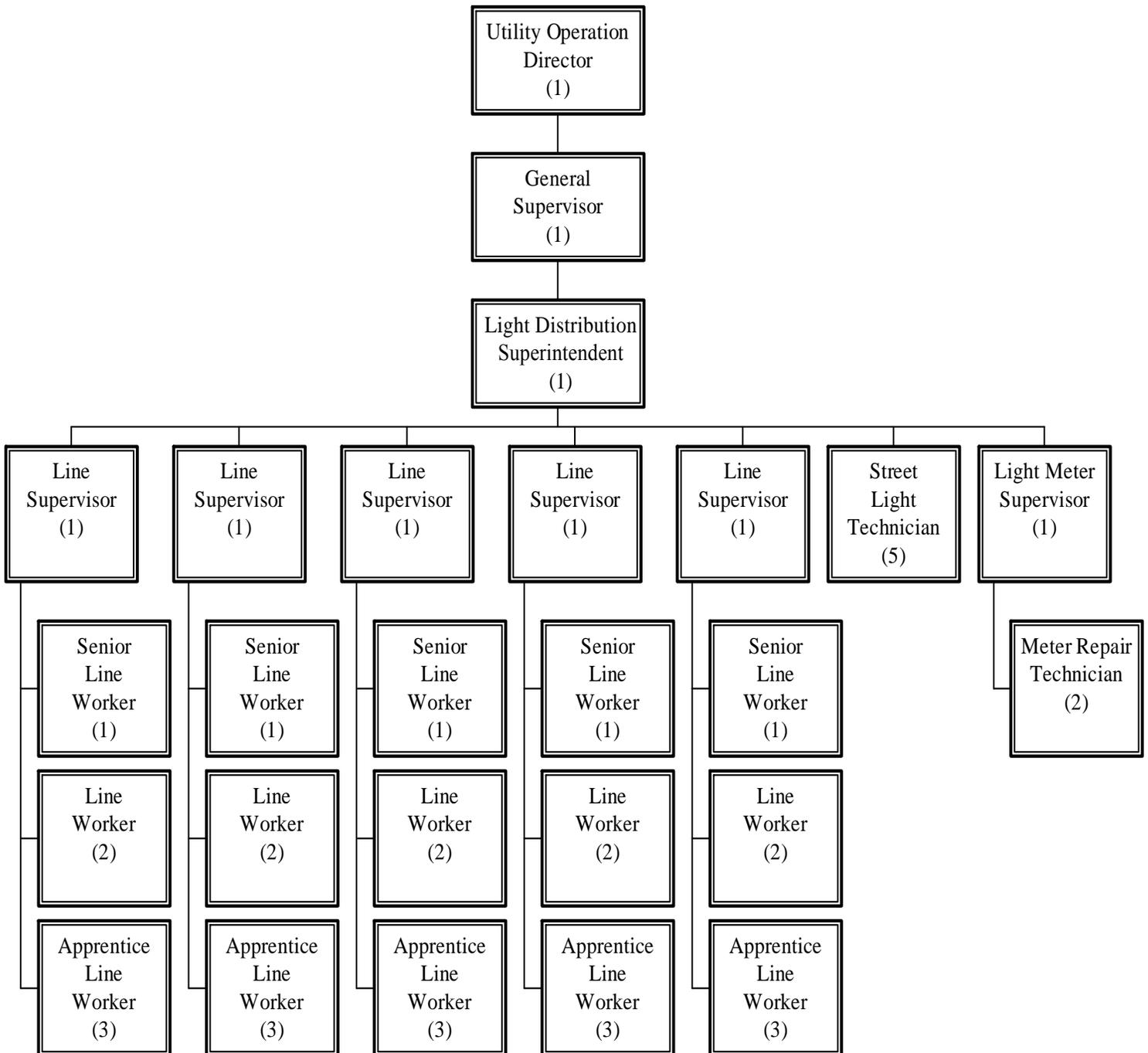
City of Albany  
Adopted Budget  
FY 2018  
Light Department



Total Expenses  
\$103,820,473



## Light Fund



**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUE*</b>	<b>102,356,283</b>	<b>105,194,183</b>	<b>100,181,265</b>
COST OF GOODS SOLD	78,984,705	79,659,982	78,758,476
PERSONNEL SERVICES	1,660,052	2,773,216	3,004,154
OPERATING EXPENSE	1,560,350	1,977,010	2,283,179
DEPRECIATION EXPENSE	1,791,664	1,866,273	1,809,135
INDIRECT COST	6,093,149	5,873,398	6,074,390
TRANSFER TO GENERAL FUND*	9,447,384	10,999,541	10,479,658
<b>TOTAL EXPENSES</b>	<b>99,537,304</b>	<b>103,149,420</b>	<b>102,408,991</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>2,818,978</b>	<b>2,044,763</b>	<b>(2,227,726)</b>
<b>Capital Projects Summary</b>			
Project Totals	949,000	3,681,000	1,358,668
<b>INFORMATIONAL ONLY</b>			
MCT CREDIT	7,613,526	5,968,125	4,234,442
MCT CREDIT TRANSFER TO GF *	2,537,842	1,989,375	1,411,481
MCT CREDIT TRANSFER TO JOB INVESTMENT	2,537,842	1,989,375	1,411,481
<b>FULL TIME POSITIONS</b>	<b>31</b>	<b>36</b>	<b>46</b>

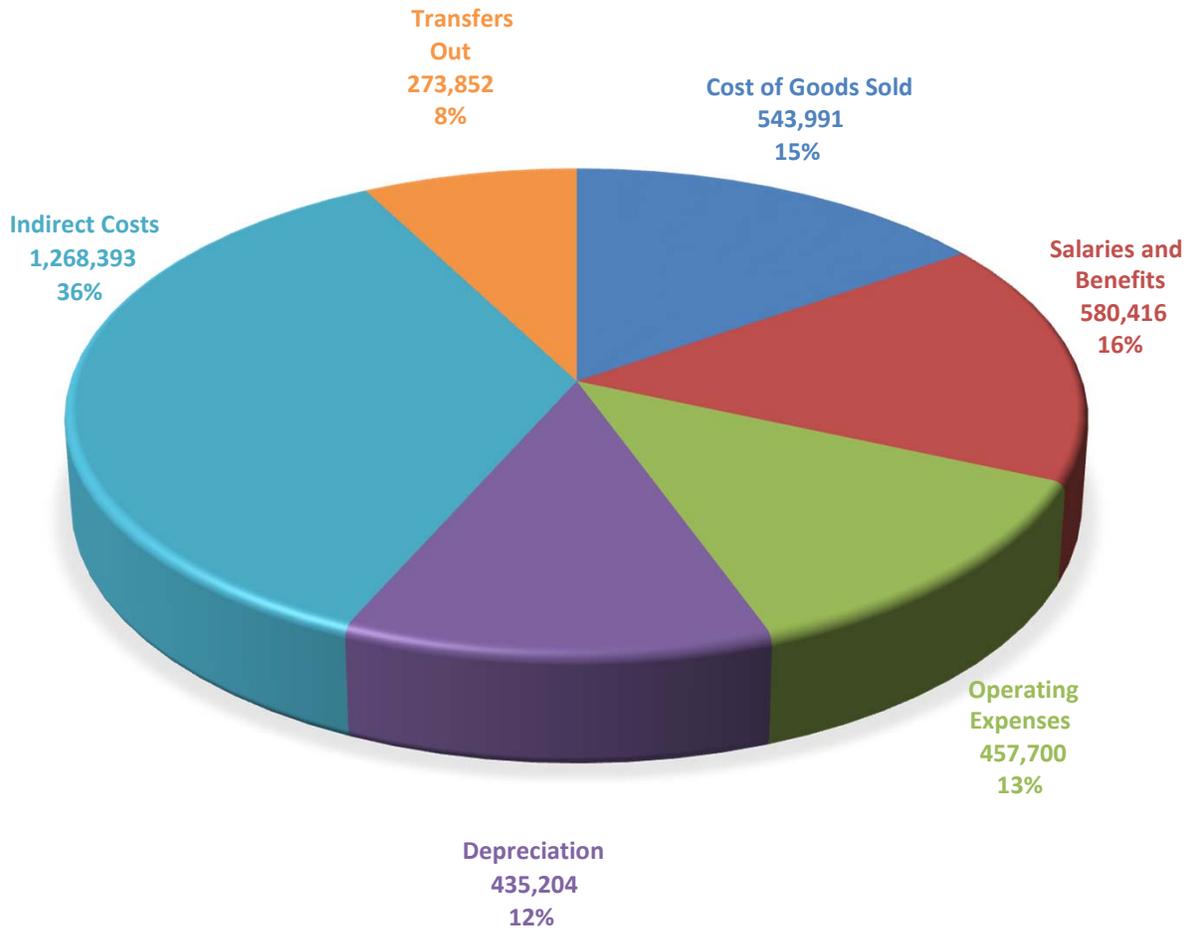
**Class Title**

Director Utility Construction	1	1	1
General Supervisor	0	1	1
Apprentice Lineman 1	0	0	0
Apprentice Lineman 2	0	0	0
Apprentice Lineman 3	0	0	0
Light Distribution Manager	0	1	1
Line Construction Superintendent	1	0	0
Line Maintenance Superintenden	1	0	0
Line Supervisor	4	3	5
Apprentice Line Worker	9	9	15
Line Worker	1	8	10
Line Worker Senior	5	6	5
Meter Repair Technician Light	1	1	2
Meter Repair Technician Sr Light	1	0	0
Meter Shop Supervisor	0	1	1
Street Light Maintenance Tech	3	5	5
URD Assistant Technician	1	0	0
URD Technician	3	0	0
<b>TOTAL</b>	<b>31</b>	<b>36</b>	<b>46</b>

\* The Light Fund & General Fund does not include these funds as a part of its budgeted revenue

		LIGHT			
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4620</b>					
8002	Materials Purchased for Resale	78,984,705	79,659,982	78,758,476	(901,506)
7110	Regular Wages	1,523,336	1,833,733	1,850,161	16,428
7120	Overtime	159,461	94,595	175,000	80,405
7130	Part Time	18,693	10,000	56,581	46,581
7210	W/C Insurance	40,925	43,793	44,886	1,093
7230	Uniforms	16,921	15,239	31,450	16,211
7260	FICA Matching	117,184	148,282	159,253	10,971
7270	Pension Matching	(550,281)	210,188	220,743	10,555
7280	Insurance Matching	332,237	417,386	443,079	25,693
7290	Contribution Matching	1,576	0	23,000	23,000
7510	Professional Services	187	84,500	163,800	79,300
7512	Tech.Svcs(Surveys,DP)	65,034	193,500	220,000	26,500
7514	Contract Labor(Temp)	(28,905)	0	0	0
7550	Communications	35,495	50,250	42,800	(7,450)
7570	Advertising	2,574	0	0	0
7600	Travel	6,769	10,000	26,000	16,000
7630	Train/Cont. Education	3,863	18,150	30,200	12,050
7700	Risk Allocation	143,244	118,699	115,433	(3,266)
7870	Maint: Motor Equip.	256,502	218,356	303,241	84,885
7880	Maint: Mach/Imp/Tools	17,268	21,950	40,000	18,050
7900	Utilities	63,348	56,685	60,000	3,315
7990	Dues and Fees	20,932	10,760	4,500	(6,260)
8004	Materials	465,156	382,367	520,000	137,633
8009	Licenses(CDL,CPA,Etc)	115	400	400	0
8010	Supplies	23,828	30,000	50,000	20,000
8016	Small Equip	19,984	15,000	15,000	0
8017	Printing(Not Std Forms)	0	500	0	(500)
8050	Rental of Equipment	943	25,000	5,000	(20,000)
8110	Motor Fuel	106,146	160,000	126,920	(33,080)
8150	Food	0	0	2,000	2,000
8970	Bad Debt Write-off	359,351	298,878	488,528	189,650
8971	Bad Debt Allowance	(1,483)	282,015	69,357	(212,658)
8900	Depreciation	1,791,664	1,866,273	1,809,135	(57,138)
8951	Indirect Costs	6,093,149	5,873,398	6,074,390	200,992
5992	Operating Transfers out	9,447,384	10,999,541	10,479,658	(256,780)
<b>Total</b>		<b>99,537,304</b>	<b>103,149,420</b>	<b>102,408,991</b>	<b>(477,325)</b>

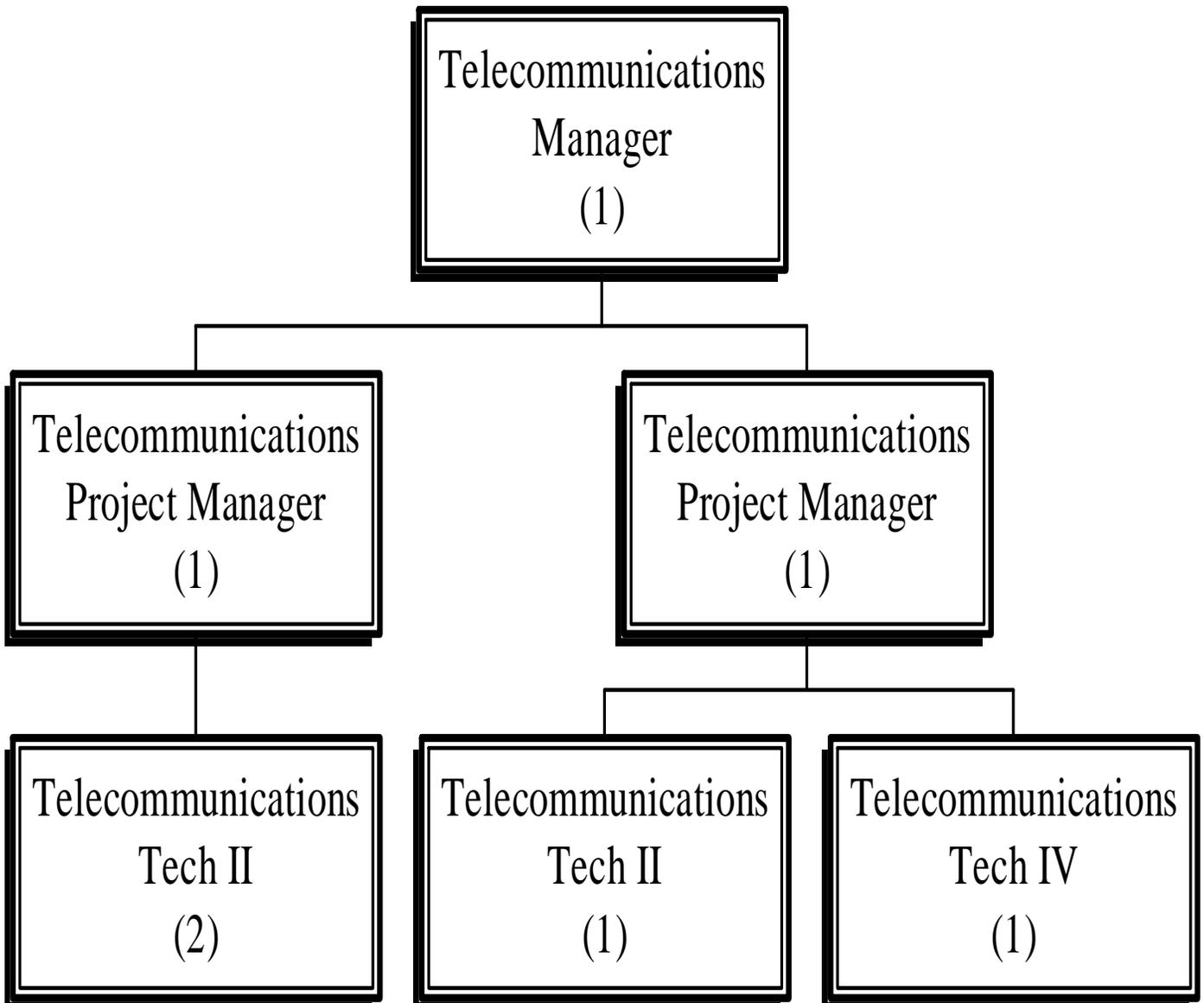
City of Albany  
Adopted Budget  
FY 2018  
Telecom Department



Total Expenses  
\$3,559,556



## Telecommunications



**TELECOMMUNICATION**

*DESCRIPTION*

The Telecommunications division of the Albany Utility Board is the newest city utility. The telecom system presently provides excellent, low cost, fiber optic based services to business in Albany and Dougherty County. New offerings this fiscal year will enable business customers to have access to a menu of services not available outside metro Atlanta. The existence of business level telecommunication services of this magnitude will be a major advantage to the Albany community in the competitive economic development arena. Plans, organizes, implements, and monitors the City's mapping district.

Major Object of Expenditure	ACTUAL	ADOPTED	ADOPTED
	2015/2016	2016/2017	2017/2018
<b>REVENUE</b>	<b>1,943,748</b>	<b>2,983,139</b>	<b>3,221,791</b>
COST OF GOODS SOLD	864,842	618,000	543,991
PERSONNEL SERVICES	314,753	611,717	580,416
OPERATING EXPENSES	471,288	476,735	457,700
DEPRECIATION EXPENSE	457,150	465,568	435,204
INDIRECT COSTS	869,365	1,294,665	1,268,393
TRANSFER TO GENERAL FUND	195,469	253,567	273,852
<b>TOTAL EXPENSES</b>	<b>3,172,867</b>	<b>3,720,252</b>	<b>3,559,556</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(1,229,119)</b>	<b>(737,113)</b>	<b>(337,765)</b>

**Capital Projects Summary**

Project Totals	<b>454,000</b>	<b>580,000</b>	<b>512,000</b>
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**FULL TIME POSITIONS**

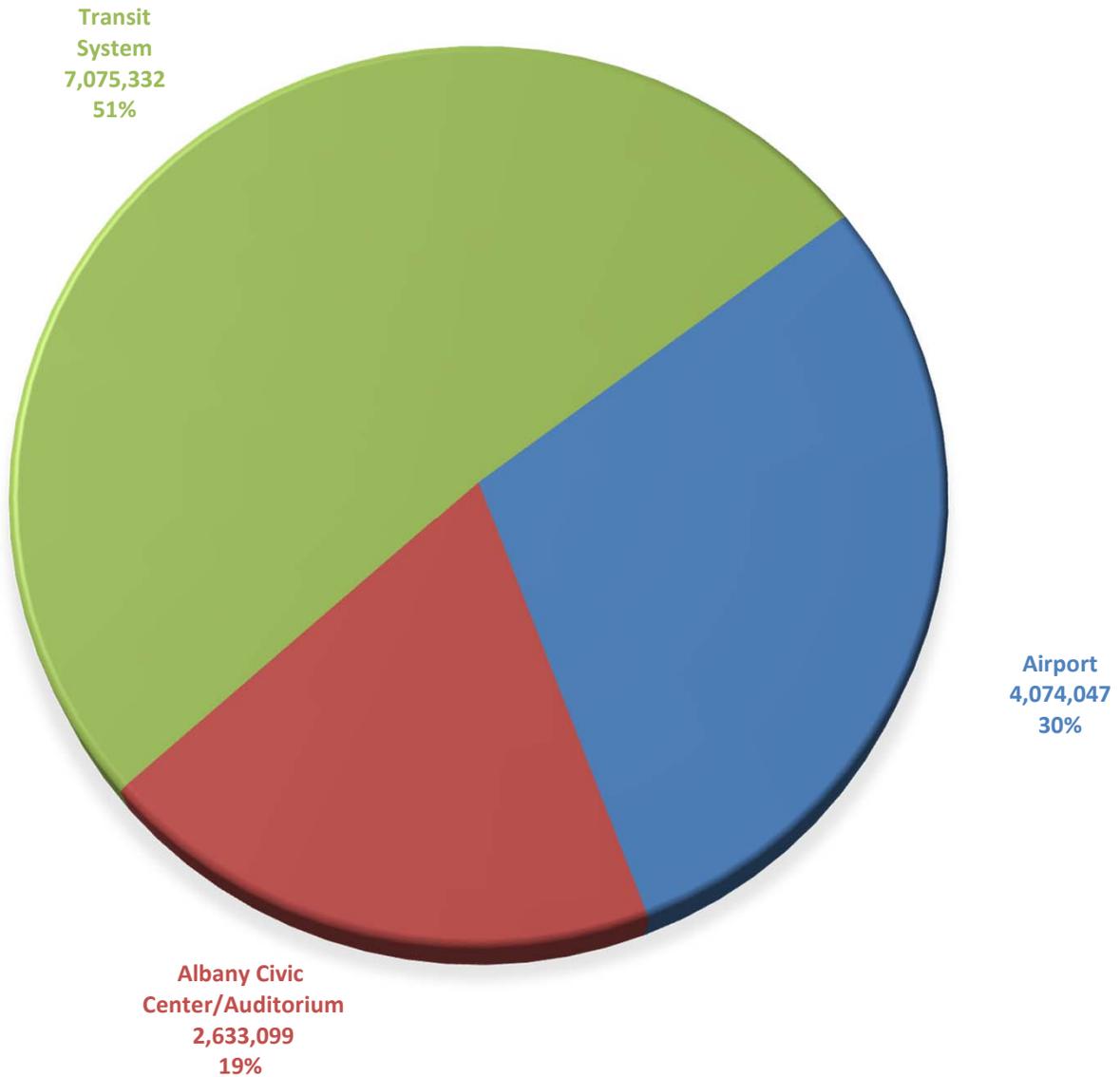
Telecommunications, Superintendent	1	1	0
Telecommunications Manager	0	0	1
Telecommunications, Project Manager	2	2	2
Telecommunications, System Tech IV	3	2	1
Telecommunications, System Tech II	1	3	3
<b>TOTAL</b>	<b>7</b>	<b>8</b>	<b>7</b>

TELECOMMUNICATION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4720</b>					
8002	Materials Purchased for Resale	864,842	618,000	543,991	(74,009)
7110	Regular Wages	265,005	425,082	397,439	(27,643)
7120	Overtime	19,232	20,000	25,000	5,000
7210	W/C Insurance	7,254	5,744	5,444	(300)
7230	Uniforms	940	3,962	7,050	3,088
7260	FICA Matching	21,338	34,049	32,317	(1,732)
7270	Pension Matching	(50,815)	48,514	37,597	(10,917)
7280	Insurance Matching	51,548	74,366	71,883	(2,483)
7290	Contribution Matching	251	0	3,687	3,687
7510	Professional Services	75	35,000	25,000	(10,000)
7512	Tech.Svcs(Surveys,DP)	18,108	50,000	54,000	4,000
7550	Communications	58,820	74,000	74,000	0
7570	Advertising	5,307	0	0	0
7600	Travel	173	1,000	10,000	9,000
7630	Train/Cont. Education	16,625	17,000	36,000	19,000
7700	Risk Allocation	17,352	17,352	11,103	(6,249)
7870	Maint: Motor Equip.	7,064	15,000	6,000	(9,000)
7880	Maint: Mach/Imp/Tools	(580)	1,500	20,000	18,500
7900	Utilities	48,767	55,450	65,000	9,550
7990	Dues and Fees	(34,609)	2,000	2,500	500
8004	Materials	123,561	157,345	119,800	(37,545)
8010	Supplies	5,483	13,588	5,000	(8,588)
8016	Small Equip	37,032	25,000	6,000	(19,000)
8018	Books & Subscriptions	135	1,500	1,500	0
8050	Rental of Equipment	0	5,000	0	(5,000)
8110	Motor Fuel	4,775	6,000	8,087	2,087
8970	Bad Debt Writeoff	0	0	3,710	3,710
8971	Bad Debt Allowance	163,201	0	10,000	10,000
8900	Depreciation	457,150	465,568	435,204	(30,364)
8951	Indirect Costs	869,365	1,294,665	1,268,393	(26,272)
5992	Operating Transfers Out	195,469	253,567	273,852	20,285
<b>Total</b>		<b>3,172,867</b>	<b>3,720,252</b>	<b>3,559,556</b>	<b>(160,696)</b>



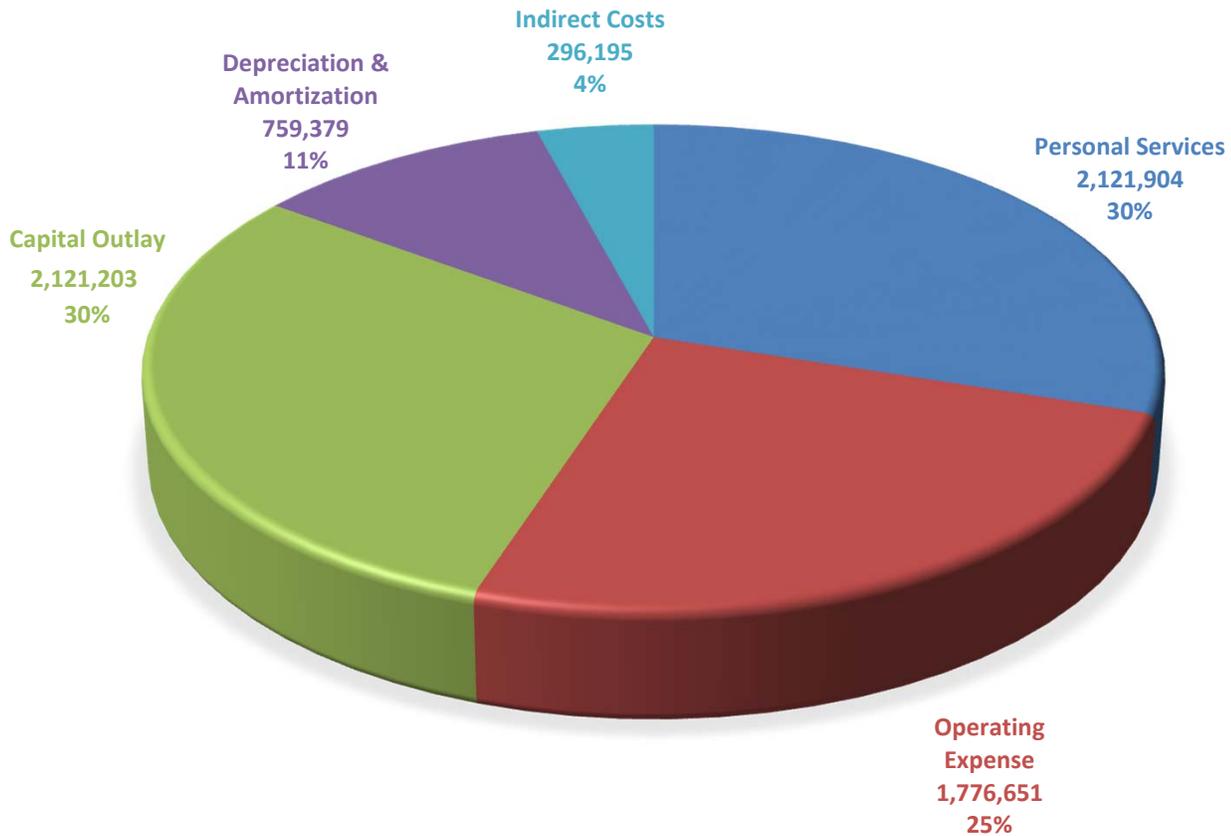
Supplemented  
Enterprise Funds

City of Albany  
Adopted Budget  
FY 2018  
Supplemented Enterprise Funds



Total Expenses  
\$13,782,478

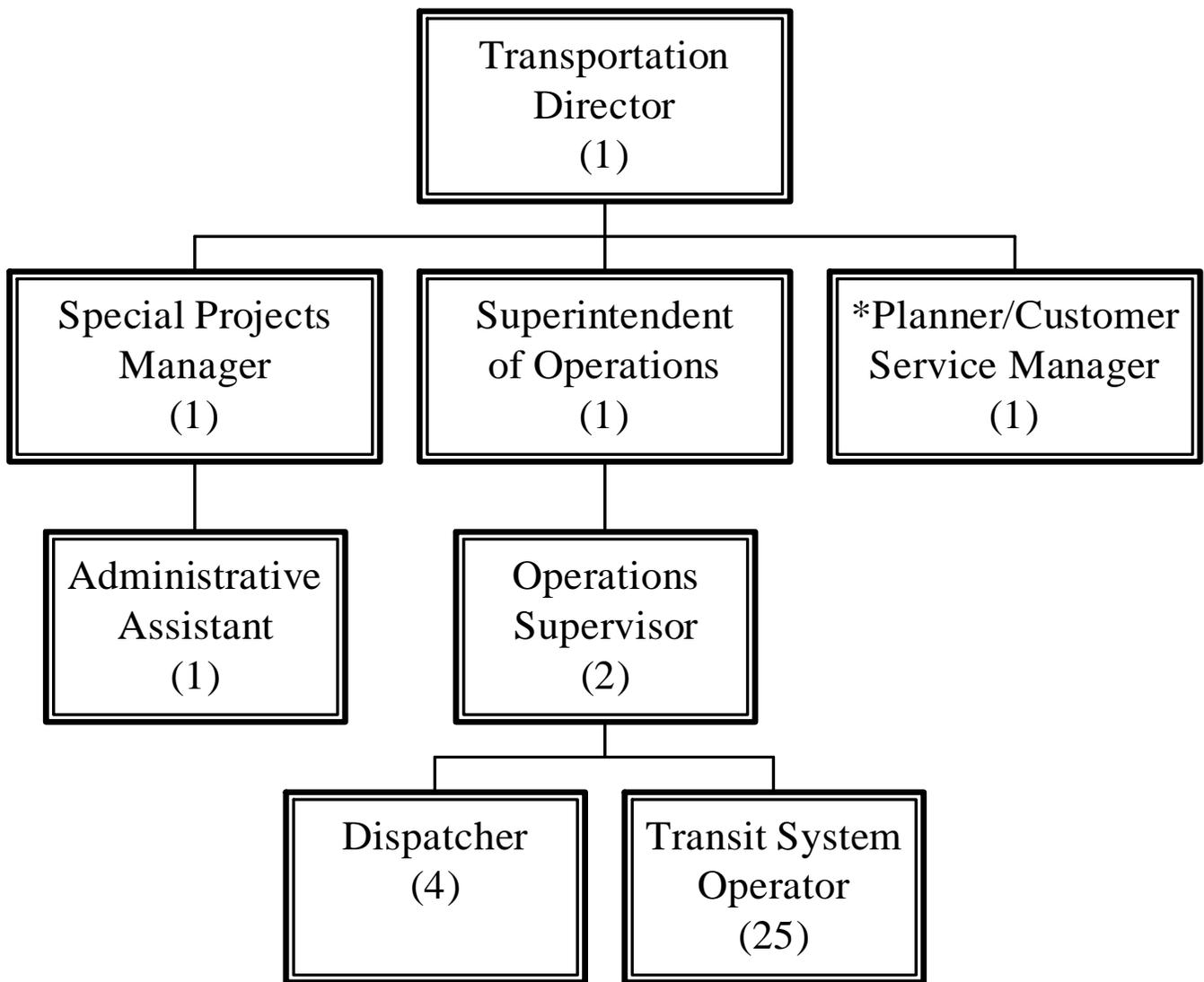
City of Albany  
Adopted Budget  
FY 2018  
Transit Department



Total Expenses  
\$7,075,332



## Albany Transit System



\* GDOT Funded Position

**TRANSIT SYSTEM SUMMARY**

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUES</b>	<b>3,218,305</b>	<b>5,946,041</b>	<b>5,007,143</b>
PERSONNEL SERVICES	2,154,656	1,938,559	2,121,904
OPERATING EXPENSE	1,458,713	1,945,880	2,072,846
CAPITAL OUTLAY	0	3,316,033	2,121,203
DEPRECIATION	454,453	456,902	759,379
<b>TOTAL EXPENSES</b>	<b>4,067,822</b>	<b>7,657,374</b>	<b>7,075,332</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(849,517)</b>	<b>(1,711,333)</b>	<b>(2,068,189)</b>
<b>TRANSFER IN</b>	<b>1,382,837</b>	<b>1,254,431</b>	<b>1,308,811</b>
<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>32</b>	<b>36</b>

<b>Capital Projects Summary</b>	<b><u>Audited Capital</u></b>	<b><u>YTD Capital Purchase</u></b>	<b><u>Budgeted Capital</u></b>
Motor Equipment	0	1,918,792	1,750,623
Tools	0	36,995	267,260
Buildings	863,653	45,667	103,320
<b>Total Capital Additions</b>	<b>863,653</b>	<b>2,001,454</b>	<b>2,121,203</b>

**TRANSIT DEPARTMENT SUMMARY**

*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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUES</b>	<b>1,730,424</b>	<b>1,679,259</b>	<b>1,965,291</b>
PERSONNEL SERVICES	2,154,656	1,938,559	2,121,904
OPERATING EXPENSE	818,936	818,459	939,392
DEPRECIATION	454,453	456,902	759,379
<b>TOTAL EXPENSES</b>	<b>3,428,045</b>	<b>3,213,920</b>	<b>3,820,675</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(1,697,621)</b>	<b>(1,534,661)</b>	<b>(1,855,384)</b>
<b>TRANSFER IN</b>	<b>1,372,321</b>	<b>1,077,759</b>	<b>1,096,005</b>
<b>FULL TIME POSITIONS</b>	<b>36</b>	<b>32</b>	<b>36</b>

**Class Title**

Transit System Operator	21	21	25
Dispatcher - Transit	3	4	4
Transit Operations Supervisor	2	2	2
Vehicle Mechanic, Sr.	1	0	0
Vehicle Mechanic Master	1	0	0
Vehicle Mechanic	1	0	0
Fleet Maintenance Supervisor	1	0	0
Multi-Modal Transportation Director	1	1	1
Superintendent of Transit Operations	1	1	1
Administrative Assistant	1	1	1
Special Projects Manager	1	1	1
Groundskeeper	1	0	0
<i>Planner/Customer Service Manager *</i>	<i>1</i>	<i>1</i>	<i>1</i>
<b>TOTALS</b>	<b>36</b>	<b>32</b>	<b>36</b>

\* Grant funded position

TRANSIT DEPARTMENT OFFICE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7702</b>					
7110.	Regular Wages	1,275,652	1,020,783	1,140,293	119,510
7120.	Overtime	174,044	123,257	80,000	(43,257)
7130.	Part Time	164,190	209,893	229,391	19,498
7210.	W/C Insurance	82,397	52,821	88,388	35,567
7230.	Uniforms	0	0	3,409	3,409
7230.502.12	Demand Response	1,005	1,600	1,600	0
7230.502.6	Drivers	11,992	12,400	12,400	0
7230.502.7	Dispatchers	1,066	1,600	1,600	0
7230.502.8	Mechanics	838	0	0	0
7230.502.9	Other Maint	453	400	690	290
7260.	FICA Matching	112,853	103,576	110,901	7,325
7270.	Pension Matching	33,414	124,700	133,012	8,312
7280.	Insurance Matching	295,626	287,529	307,619	20,090
7290.	Contribution Matching	1,126	0	12,602	12,602
7510.	Prof.Svcs(Archit,Attny)	5,162	4,350	3,400	(950)
7514.	Contract Labor(Temp)	0	0	0	0
7550.	Communications	10,452	15,388	19,608	4,220
7570.	Advertising	0	500	500	0
7700.03	Risk Allocation	90,576	94,729	70,863	(23,866)
7860.	Maint: Buildings	1,683	1,840	2,210	370
7870.02	Maintenance	2,602	0	0	0
7870.504.1	Maint: Oil & Lubes	0	16,384	16,384	0
7870.504.1.PT	Maint Oil & Lubes - Para Tran:	0	9,316	9,316	0
7880.	Maint: Mach/Imp/Tools	9,173	10,361	44,220	33,859
7900.	Utilities	34,011	35,450	35,450	0
7990.	Dues and Fees	1,754	2,670	8,915	6,245
8010.	Supplies	10,657	6,611	8,811	2,200
8016.	Small Equip	2,085	2,700	1,500	(1,200)
8017.	Printing(Not Std Forms)	1,285	2,500	1,855	(645)
8030.	Janitorial Supplies	3,812	4,200	5,700	1,500
8110.01	Gasoline	8,854	18,560	13,110	(5,450)
8110.02	Diesel Fuel	274,669	235,294	162,900	(72,394)
8110.03	CNG	0	117,647	236,455	118,808
8150.	Food	2,623	1,534	2,000	466
8900.	Depreciation	454,453	456,902	759,379	302,477
8951.	Indirect Cost	359,537	238,425	296,195	57,770
<b>TOTAL</b>		<b>3,428,045</b>	<b>3,213,920</b>	<b>3,820,675</b>	<b>606,755</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.

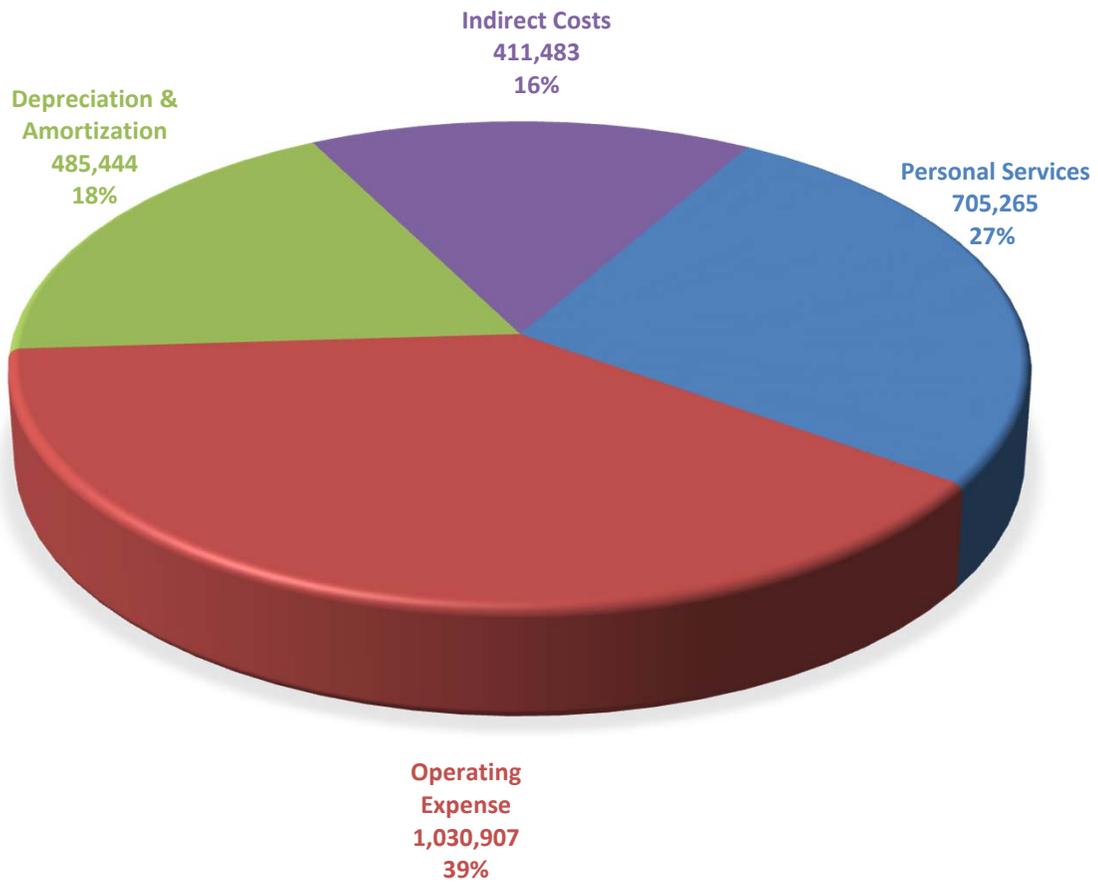
<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUES</b>	<b>1,487,881</b>	<b>4,266,782</b>	<b>3,041,852</b>
OPERATING EXPENSE	639,776	1,127,421	1,133,454
CAPITAL OUTLAY	0	3,316,033	2,121,203
<b>TOTAL EXPENSES</b>	<b>639,776</b>	<b>4,443,454</b>	<b>3,254,657</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>848,104</b>	<b>(176,672)</b>	<b>(212,805)</b>
<b>TRANSFER IN</b>	<b>0</b>	<b>176,672</b>	<b>212,805</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>YTD Capital Purchase</b>	<b>Budgeted Capital</b>
Motor Equipment	0	1,918,792	1,750,623
Tools	0	36,995	267,260
Buildings	863,653	45,667	103,320
<b>Total Capital Additions</b>	<b>863,653</b>	<b>2,001,454</b>	<b>2,121,203</b>

TRANSIT SYSTEM - GRANT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7703</b>					
7510.	Professional Services	31,517	3,500	1,400	(2,100)
7512.	Tech.Svcs (Surveys,DP)	-2,325	23,000	29,000	6,000
7550.	Communications	10,127	17,320	56,250	38,930
7600.	Travel	15,956	12,000	24,600	12,600
7630.	Train/Cont. Education	10,320	14,425	7,700	(6,725)
7860.	Maint: Buildings	29,756	281,124	161,480	(119,644)
7870.01	Labor	0	140,610	344,482	203,872
7870.01.PT	Labor, ParaTransit	0	0	22,512	22,512
7870.02	Maintenance	450	82,512	0	(82,512)
7870.03	Parts	505	0	0	0
7870.503.41	Maint: Outside Repair Rev Vehi	116,968	60,261	90,261	30,000
7870.503.41PT	Maint:Outside Repair Rev PT	0	27,813	35,000	7,187
7870.503.42	Maint:Outside Repair Ser VehPT	0	17,615	12,615	(5,000)
7870.504.1	Maint: Oil & Lubes	14,467	0	0	0
7870.504.2	Maint: Tires & Tubes, Etc	52,321	48,209	38,209	(10,000)
7870.504.2.PT	Maint Tires & Tubes, Etc PT	0	22,250	11,125	(11,125)
7870.504.5	Maint: Mat/Supp & Parts	191,443	128,558	128,588	30
7870.504.5.PT	Maint:Nat/Supp & Parts Para Tr	0	59,334	20,334	(39,000)
7880.	Maint: Mach/Imp/Tools	22,929	50,777	9,900	(40,877)
7990.	Dues and Fees	0	0	1,194	1,194
8010.	Supplies	683	650	650	0
8016.	Small Equip	29,812	22,063	20,754	(1,309)
8017.	Printing(Not Std Forms)	14,797	9,400	9,400	0
8030.	Janitorial Supplies	43	0	0	0
8052.	Rental of Building	100,007	106,000	108,000	2,000
8511.	Cap. O/Lay: Computer Equipment	0	417,872	156,400	(261,472)
8520.	Cap. O/Lay: Motor	0	2,721,721	1,750,623	(971,098)
8530.	Cap. O/Lay: Bldg & Improvement	0	151,440	103,320	(48,120)
8540.	Cap. O/Lay: Tools	0	0	110,860	110,860
8550.	Cap. O/Lay: Land & Improvement	0	25,000	0	(25,000)
<b>TOTAL</b>		<b>639,776</b>	<b>4,443,454</b>	<b>3,254,657</b>	<b>(1,188,797)</b>

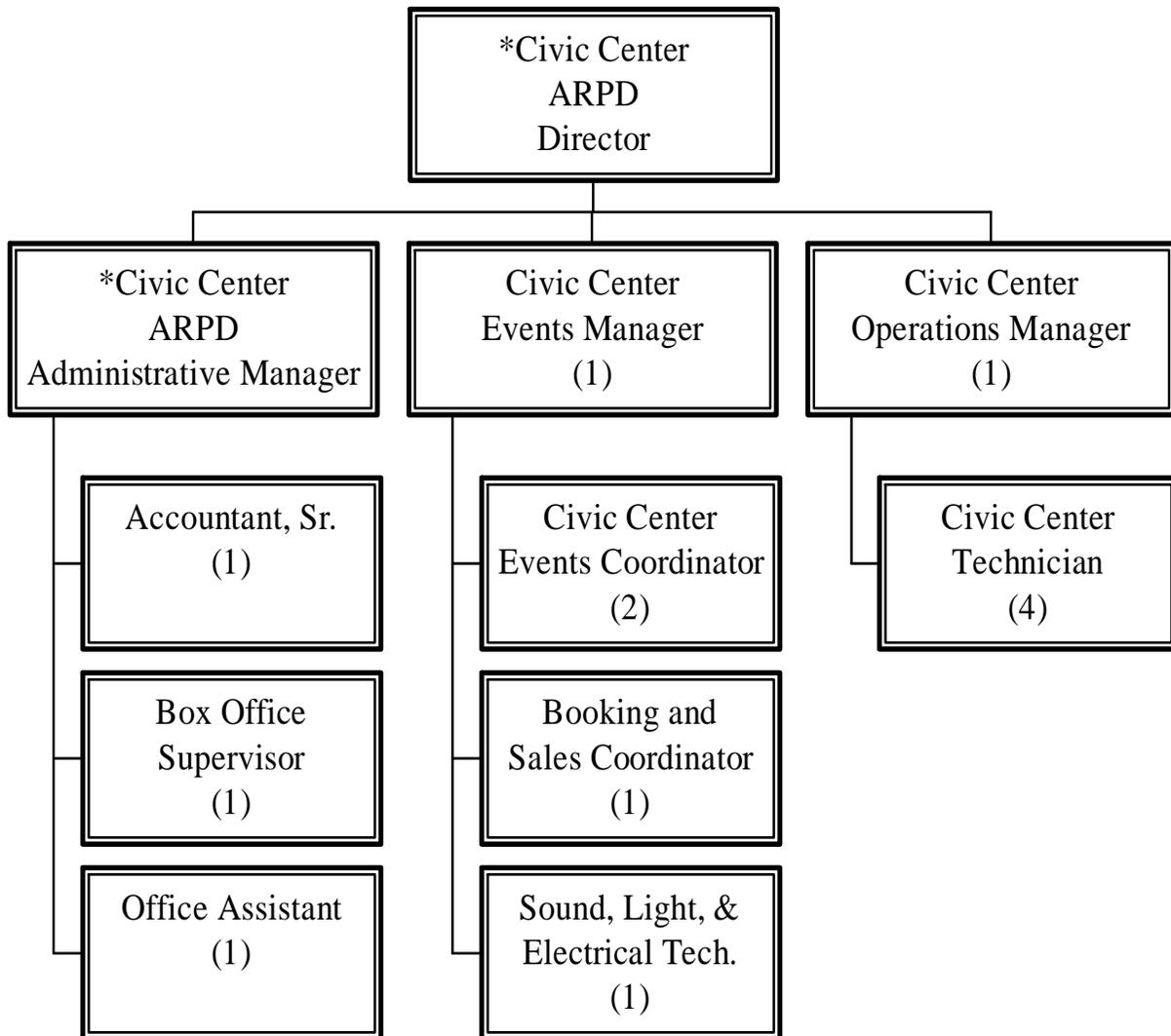
City of Albany  
Adopted Budget  
FY 2018  
Civic Center Department



Total Expenses  
\$2,633,099



## Civic Center



**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 relations standpoint.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUES</b>	<b>325,308</b>	<b>333,595</b>	<b>340,949</b>
PERSONNEL SERVICES	242,188	697,477	705,265
OPERATING EXPENSE	1,126,846	1,453,215	1,442,390
DEPRECIATION EXPENSE	486,447	485,073	485,444
<b>TOTAL EXPENSES</b>	<b>1,855,481</b>	<b>2,635,765</b>	<b>2,633,099</b>
<b>NET OPERATING INCOME/(LOSS)</b>	<b>(1,530,173)</b>	<b>(2,302,170)</b>	<b>(2,292,150)</b>
<b>TRANSFER IN</b>	<b>1,372,216</b>	<b>1,817,097</b>	<b>1,806,694</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>13</b>	<b>13</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	241,887	697,477	705,265
OPERATING EXPENSE	1,040,828	1,344,015	1,310,340
DEPRECIATION EXPENSE	486,447	485,073	485,444
<b>TOTAL</b>	<b>1,769,162</b>	<b>2,526,565</b>	<b>2,501,049</b>
<b>FULL TIME POSITIONS</b>	<b>12</b>	<b>13</b>	<b>13</b>

**Class Title**

Accountant,Senior	1	1	1
Box Office Supervisor	1	1	1
Booking & Sales Admin Coordinator	1	1	1
Events Coordinator-Civic Ctr	2	2	2
Operations Manager, Civic Ctr	1	1	1
Administrative Secretary	1	1	1
Civic Center Technician	4	4	4
Sound, Light & Electrical Technician	0	1	1
Event Manager, Civic Center	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>13</b>	<b>13</b>

CIVIC CENTER					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7303</b>					
7110	Regular Wages	374,695	452,578	448,191	-4,387
7120	Overtime	6,591	12,000	12,000	0
7130	Part Time	17,895	44,664	44,664	0
7210	W/C Insurance	10,862	14,271	16,243	1,972
7230	Uniforms	1,680	5,600	5,600	0
7260	FICA Matching	30,115	38,957	38,621	-336
7270	Pension Matching	-274,495	50,639	50,161	-478
7280	Insurance Matching	74,245	78,768	84,784	6,016
7290	Contribution Matching	300	0	5,000	5,000
7510	Professional Services	527	660	660	0
7512	Tech.Svcs(Surveys,DP)	0	7,500	7,500	0
7514	Contract Labor(Temp)	156,055	210,000	210,000	0
7550	Communications	4,340	43,200	43,200	0
7570	Advertising	2,078	12,000	12,000	0
7600	Travel	1,573	8,380	8,000	-380
7630	Train/Cont. Education	1,536	3,358	3,900	542
7700	Risk Allocation	43,392	43,295	44,599	1,304
7860	Maint: Buildings	45,082	51,477	10,250	-41,227
7870	Maint: Motor Equipment	9,210	10,000	10,000	0
7880	Maint: Mach/Imp/Tools	34,095	52,180	17,650	-34,530
7900	Utilities	145,861	225,000	165,200	-59,800
7901	Storm Water	8,244	0	1,200	1,200
7990	Dues and Fees	4,008	10,670	10,900	230
7995	Bad Debt Expense	0	500	0	-500
8010	Office Supplies	16,932	15,000	18,000	3,000
8016	Small Equip	57,847	156,440	150,450	-5,990
8017	Printing(Not Std Forms)	773	5,000	5,000	0
8018	Books & Subscriptions	211	1,015	1,015	0
8020	Promotional	140,052	100,000	150,000	50,000
8030	Janitorial Supplies	9,894	16,000	16,000	0
8050	Rental of Equipment	88	3,500	3,500	0
8110	Motor Fuel	3,058	3,680	2,836	-844
8150	Food	473	500	500	0
8495	Cash Over/Short	105	0	0	0
8900	Depreciation	486,447	485,073	485,444	371
8951	Indirect Cost	355,393	364,660	417,980	53,320
<b>Total</b>		<b>1,769,162</b>	<b>2,526,565</b>	<b>2,501,049</b>	<b>-25,516</b>

**MUNICIPAL AUDITORIUM**

*DESCRIPTION*

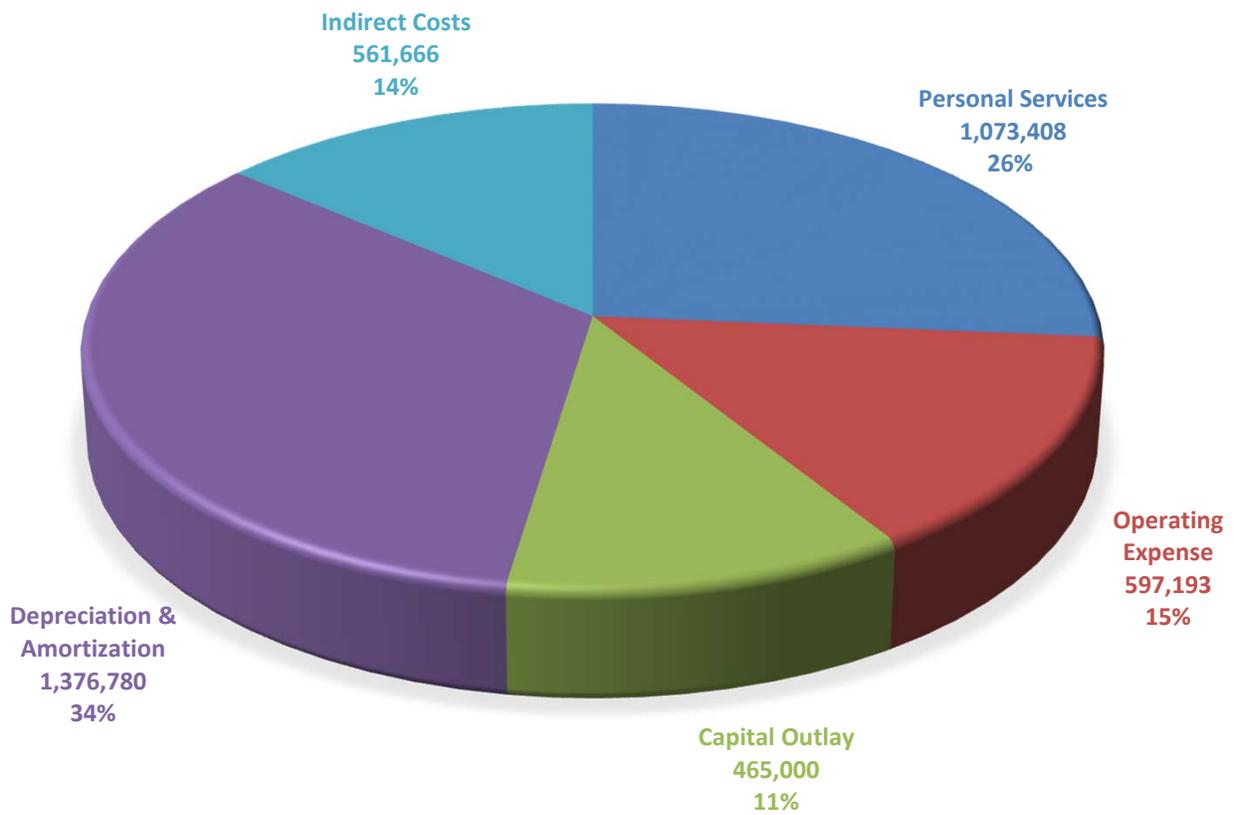
The Municipal Auditorium is a cultural entertainment center in the City of Albany. It serves people of Southwest Georgia and is managed by the Director of Recreation. The goals are to increase income and attendance by providing a well-rounded calendar of events to be presented throughout the year at affordable prices.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	86,018	109,200	132,050
<b>TOTAL</b>	<b>86,018</b>	<b>109,200</b>	<b>132,050</b>
<b>FULL TIME POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>

MUNICIPAL AUDITORIUM

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7304</b>					
7510	Professional Services	0	2,000	2,000	0
7550	Communications	1,137	2,300	2,300	0
7860	Maint Building	10,143	21,640	1,850	-19,790
7880	Maint Mach/Imp/Tools	0	800	800	0
7900	Utilities	36,273	46,000	48,500	2,500
7901	Storm Water	396	0	0	0
8010	Supplies	232	1,860	2,000	140
8016	Small Equipment	36,203	34,000	74,000	40,000
8030	Janitorial Supplies	1,634	600	600	0
<b>TOTALS:</b>		<b>86,018</b>	<b>109,200</b>	<b>132,050</b>	<b>22,850</b>

City of Albany  
Adopted Budget  
FY 2018  
Airport Department



Total Expenses  
\$4,074,047



**AIRPORT DEPARTMENT SUMMARY**

*DESCRIPTION*

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUES</b>	<b>805,791</b>	<b>2,875,892</b>	<b>1,475,055</b>
PERSONNEL SERVICES	636,222	837,007	1,073,408
OPERATING EXPENSE	1,063,105	877,843	1,158,859
CAPITAL OUTLAY	0	2,176,270	465,000
DEPRECIATION	1,267,574	1,613,532	1,376,780
<b>TOTAL EXPENSES</b>	<b>2,966,901</b>	<b>5,504,652</b>	<b>4,074,047</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,161,110)</b>	<b>(2,628,760)</b>	<b>(2,598,992)</b>
<b>TRANSFER IN</b>	<b>905,766</b>	<b>1,015,228</b>	<b>1,222,210</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>11</b>	<b>16</b>

<b>Capital Projects Summary</b>	<b><u>Audited Capital</u></b>	<b><u>YTD Capital Purchase</u></b>	<b><u>Budgeted Capital</u></b>
Commercial Airport Terminal	113,212	37,840	0
Runway - Crack Seal Project	50,161	0	465,000
Rolling Stock	26,774	0	0

**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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
<b>REVENUES</b>	<b>327,126</b>	<b>781,622</b>	<b>989,775</b>
PERSONNEL SERVICES	636,222	837,007	1,073,408
OPERATING EXPENSE	815,740	877,843	1,138,579
CAPITAL OUTLAY	0	82,000	0
DEPRECIATION	1,267,574	1,613,532	1,376,780
<b>TOTAL EXPENSES</b>	<b>2,719,536</b>	<b>3,410,382</b>	<b>3,588,767</b>
<b>TOTAL NET INCOME/(LOSS)</b>	<b>(2,392,409)</b>	<b>(2,628,760)</b>	<b>(2,598,992)</b>
<b>TRANSFER IN</b>	<b>905,766</b>	<b>1,015,228</b>	<b>1,222,210</b>
<b>FULL TIME POSITIONS</b>	<b>13</b>	<b>11</b>	<b>16</b>
<b><u>Class Title</u></b>			
Administrative Assistant	1	0	1
Airport Maint. & Operation Manager	0	0	1
Airport Safety Chief	1	1	1
Airport Safety Officer	6	6	6
Airport Superintendent of Operations	0	0	1
Airport Safety Shift Supervisor	3	3	3
Airport Service Worker	0	0	2
Administrative Manager, Airport	1	1	1
Multi-Modal Transportation Director *	1	0	0
<b>TOTALS</b>	<b>13</b>	<b>11</b>	<b>16</b>

*\*Half of the Director's Salary is budgeted in this cost center*

		AIRPORT			
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>7003</b>					
7110	Regular Wages	493,342	508,290	688,185	179,895
7120	Overtime Wages	47,965	50,000	50,000	0
7130	Part Time	17,470	22,330	0	(22,330)
7210	W/C Insurance	15,214	12,956	18,664	5,708
7230	Uniforms	4,708	6,000	9,715	3,715
7260	FICA Matching	40,412	44,417	56,471	12,054
7270	Pension Matching	(86,643)	70,991	87,602	16,611
7280	Insurance Matching	103,215	122,023	156,134	34,111
7290	Contribution Matching	538	0	6,636	6,636
7510	Professional Services	6,635	11,530	10,530	(1,000)
7550	Communications	9,078	9,623	13,461	3,838
7570	Advertising	1,980	1,000	200	(800)
7600	Travel	4,641	4,500	8,000	3,500
7630	Train/Cont. Education	5,339	5,500	5,502	2
7700	Insurance	0	32,000	32,000	0
7700.03	Risk Allocation	61,138	46,513	44,596	(1,917)
7860	Maint: Buildings	55,478	2,292	101,690	99,398
7870	Maint: Motor Equip.	746	0	0	0
7870.01	Labor	7,026	13,000	20,536	7,536
7870.02	Maintenance	17,709	6,000	16,000	10,000
7870.03	Parts	7,896	6,000	6,000	0
7880	Maint: Mach/Imp/Tools	35,755	25,547	27,269	1,722
7900	Utilities	171,430	219,176	262,000	42,824
7990	Dues and Fees	1,570	1,760	12,109	10,349
8010	Supplies	9,322	9,228	4,650	(4,578)
8016	Small Equip	2,212	7,600	2,230	(5,370)
8017	Printing(Not Std Forms)	295	400	400	0
8030	Janitorial Supplies	1,563	1,800	1,400	(400)
8050	Rental of Equipment	0	100	0	(100)
8110.02	Motor Fuel	8,683	16,000	7,140	(8,860)
8150	Food	1,000	1,200	1,200	0
8511	Cap. O/Lay: Computer Equip	0	25,000	0	(25,000)
8520	Cap. O/Lay: Motor	0	7,000	0	(7,000)
8530	Cap. O/Lay: Bldg & Improvemei	0	50,000	0	(50,000)
8900	Depreciation	1,267,574	1,613,532	1,376,780	(236,752)
8951	Indirect Cost	406,243	457,074	561,666	104,592
<b>Total</b>		<b>2,719,536</b>	<b>3,410,382</b>	<b>3,588,767</b>	<b>178,385</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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
CFC & PFC REVENUES	257,824	314,430	485,280
FEDERAL GRANTS	219,972	1,512,000	0
STATE GRANT	869	267,840	0
<b>TOTAL REVENUE</b>	<b>478,665</b>	<b>2,094,270</b>	<b>485,280</b>
PERSONNEL SERVICES	0	0	0
OPERATING EXPENSE	247,365	0	20,280
CAPITAL OUTLAY	0	2,094,270	465,000
<b>TOTAL EXPENSES</b>	<b>247,365</b>	<b>2,094,270</b>	<b>485,280</b>
<b>SOURCE/(USE) OF OTHER FUNDING</b>	<b>231,300</b>	<b>0</b>	<b>0</b>
PFC Deferred Revenue	372,897	372,897	666,307
CFC Deferred Revenue	731,986	731,986	908,436

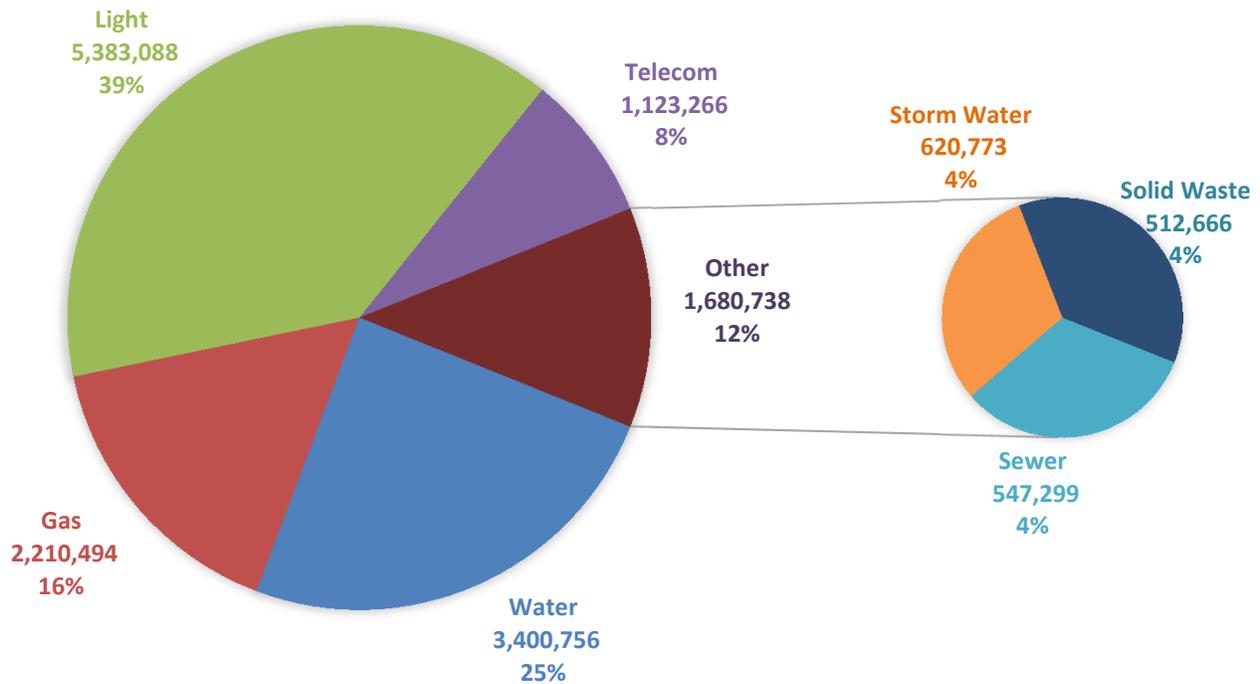
<b>AIRPORT</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>	<b>VARIANCE + / (-)</b>
<b>7004</b>					
7510	Professional Services	23,066	0	1,200	1,200
7550	Communications	45	0	0	0
7600	Travel	9,314	0	5,000	5,000
7630	Train/Cont. Education	5,685	0	5,580	5,580
7860	Maint: Buildings	202,646	0	0	0
7880	Maint: Mach/Imp/Tools	0	0	5,000	5,000
7990	Dues and Fees	1,687	0	0	0
8010	Supplies	4,600	0	3,500	3,500
8150	Food	322	0	0	0
8500	Cap. O/Lay:	0	125,250	0	(125,250)
8530	Cap. O/Lay: Bldg & Improvement	0	245,120	0	(245,120)
8550	Cap. O/Lay: Land & Improvement	0	1,723,900	465,000	(1,258,900)
<b>Total</b>		<b>247,365</b>	<b>2,094,270</b>	<b>485,280</b>	<b>(1,608,990)</b>



# Utility Internal Service Funds

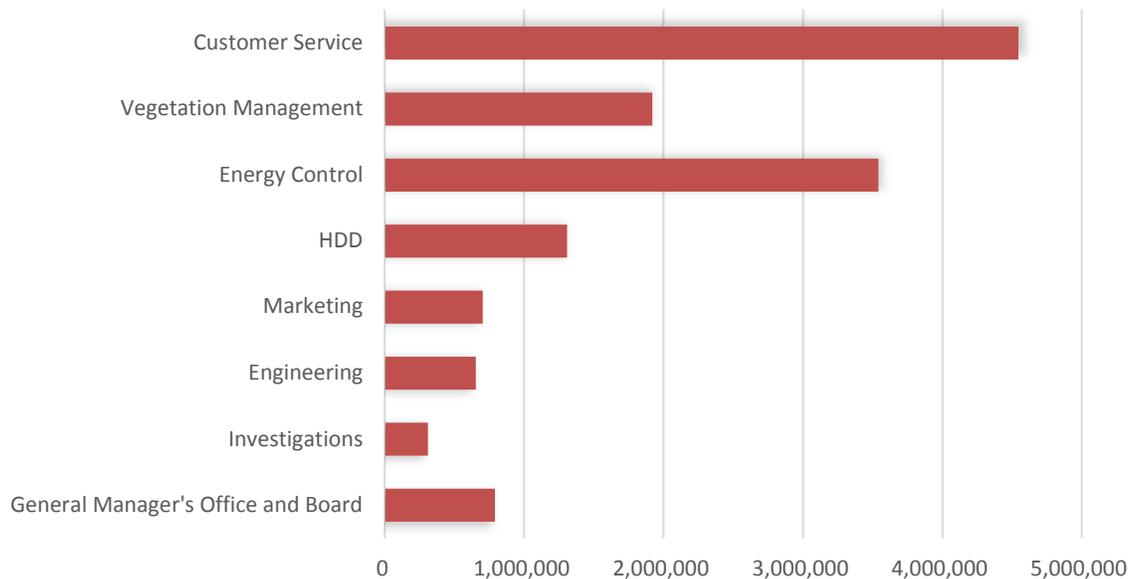
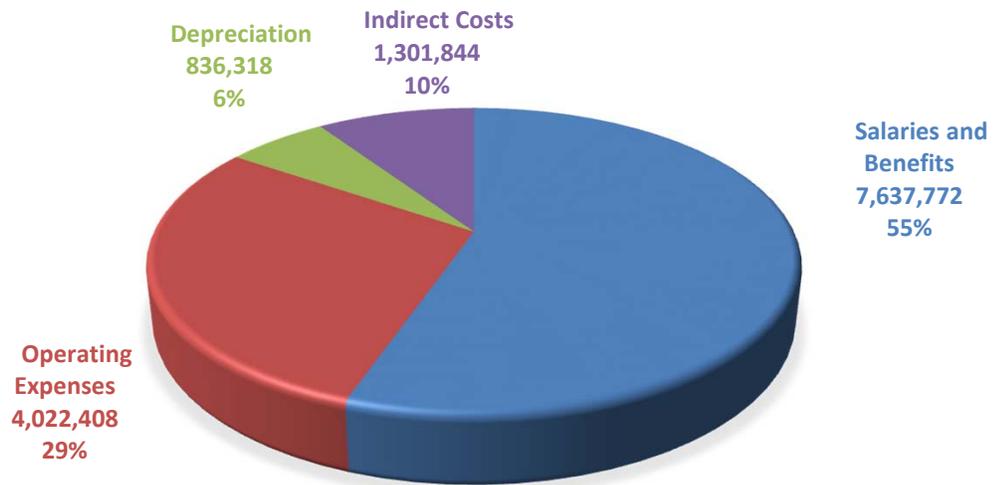
# City of Albany Adopted Budget FY 2018

## Utility Internal Service Fund (UISF)



Total Revenue  
\$13,798,342

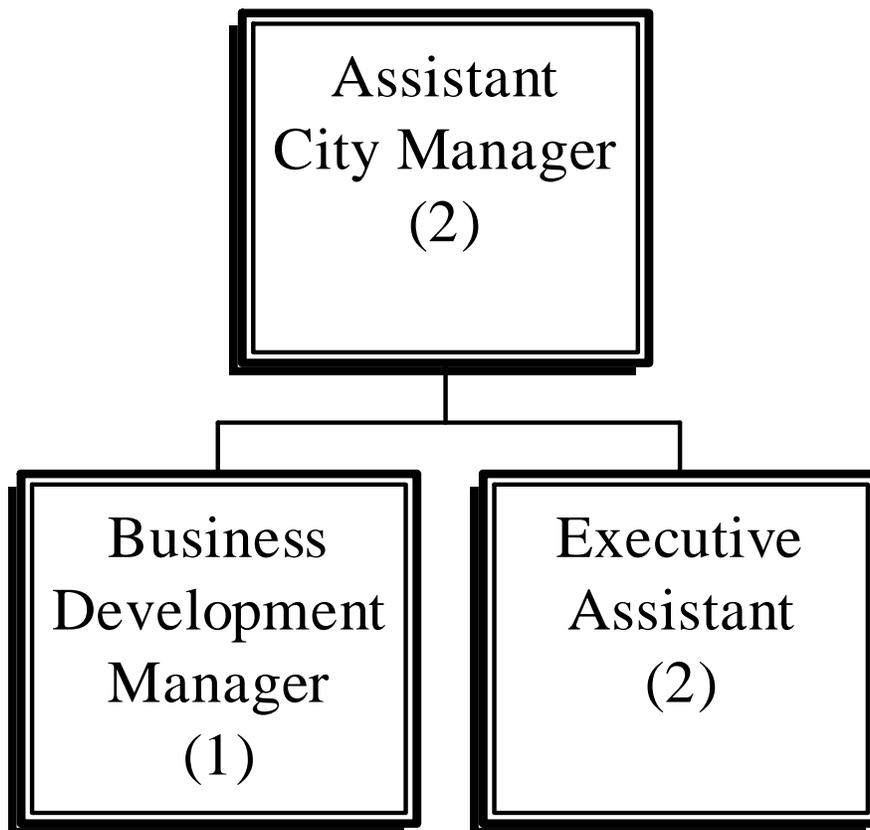
# City of Albany Adopted Budget FY 2018 Utility Internal Service Fund (UISF)



**Total Expenditures**  
**\$13,798,342**



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	561,722	546,821	596,632
OPERATING EXPENSES	160,540	146,900	121,315
DEPRECIATION EXPENSE	6,528	3,342	4,288
INDIRECT COST	26,922	75,600	66,888
<b>TOTAL EXPENSES</b>	<b>755,712</b>	<b>772,663</b>	<b>789,124</b>
<b>FULL TIME POSITIONS</b>	<b>5</b>	<b>5</b>	<b>5</b>

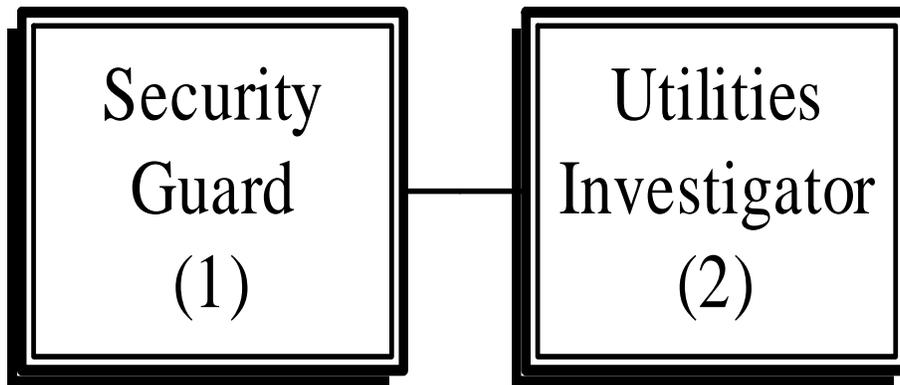
**Class Title**

Assistant City Manager	2	2	2
Executive Assistant	2	2	2
Business Development Manager	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

UTILITY MANAGEMENT					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4815</b>					
7110	Regular Wages	428,173	410,950	439,270	28,320
7210	W/C Insurance	1,067	1,027	1,098	71
7230	Uniforms	303	1,000	1,500	500
7260	FICA Matching	30,946	31,438	33,604	2,166
7270	Pension Matching	37,084	44,794	47,880	3,086
7280	Insurance Matching	63,593	57,612	64,900	7,288
7290	Contribution Matching	556	0	8,380	8,380
7510	Professional Services	3,544	40,000	3,500	(36,500)
7513	Adm.Svcs(Finance,Mgt)	11,600	12,000	12,000	0
7550	Communications	6,179	6,500	9,200	2,700
7600	Travel	43,841	30,000	45,000	15,000
7610	Auto Allowance	6,100	6,000	6,000	0
7630	Train/Cont. Education	7,945	11,000	13,335	2,335
7700	Risk Allocation	10,188	11,400	10,679	(721)
7870	Maint: Motor Equip.	552	3,000	3,000	0
7880	Manint: Mach/Imp/Tools	1,036	2,000	2,875	875
7900	Utilities	54,393	0	0	0
7990	Dues and Fees	205	1,000	1,000	0
8010	Supplies	7,224	8,000	8,300	300
8016	Small Equip	1,808	2,000	2,000	0
8018	Books & Subscriptions	4,968	5,500	0	(5,500)
8050	Rental of Equipment	0	6,000	3,000	(3,000)
8110	Motor Fuel	955	2,500	1,426	(1,074)
8900	Depreciation	6,528	3,342	4,288	946
8951	Indirect	26,922	75,600	66,888	(8,712)
	<b>Total</b>	<b>755,712</b>	<b>772,663</b>	<b>789,124</b>	<b>16,461</b>



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	172,111	178,849	185,183
OPERATING EXPENSE	70,879	75,127	73,286
DEPRECIATION	49,633	12,225	5,938
INDIRECT COST	6,641	43,807	41,490
<b>TOTAL</b>	<b>299,265</b>	<b>310,008</b>	<b>305,898</b>
<b>FULL TIME POSITIONS</b>	<b>3</b>	<b>3</b>	<b>3</b>

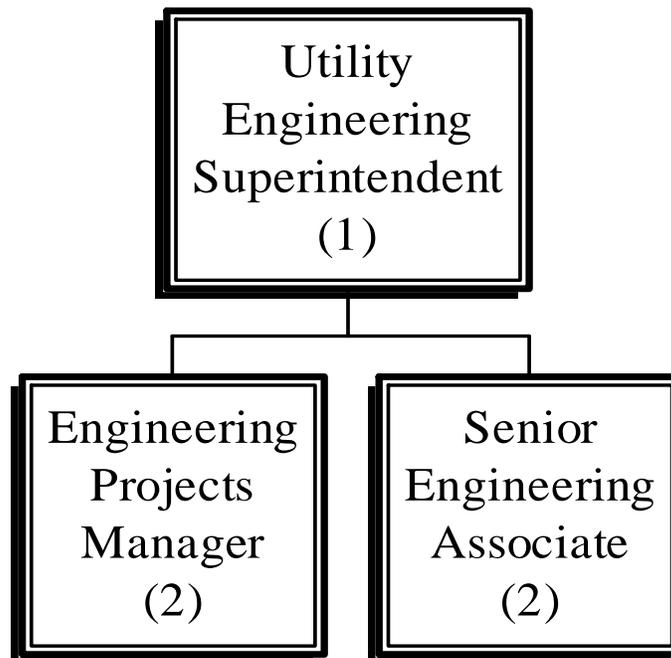
**Class Title**

Utilities Investigator	2	2	2
Security Guard	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>

INVESTIGATIONS					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4825</b>					
7110	Regular Wages	119,377	118,544	121,416	2,872
7120	Overtime	8,084	8,000	8,000	0
7210	W/C Insurance	3,302	3,405	3,516	111
7230	Uniforms	462	3,800	3,800	0
7260	FICA Matching	9,096	9,681	9,900	219
7270	Pension Matching	13,632	16,045	17,199	1,154
7280	Insurance Matching	18,037	19,374	19,669	295
7290	Contribution Matching	122	0	1,683	1,683
7510	Professional Services	553	2,000	2,000	0
7512	Tech.Svcs(Surveys,DP)	0	1,200	3,200	2,000
7550	Communications	34,170	34,400	36,600	2,200
7600	Travel	0	1,000	1,000	0
7630	Train/Cont. Education	405	1,000	1,000	0
7700	Risk Allocation	13,068	8,527	7,671	-856
7860	Maint: Bldgs.	1,729	0	0	0
7870	Maint: Motor Equip.	1,422	1,500	1,790	290
7880	Maint: Mach/Imp/Tools	3,249	7,500	6,500	-1,000
8010	Supplies	3,314	2,000	2,000	0
8016	Small Equip	11,458	14,000	10,000	-4,000
8110	Gasoline	1,512	2,000	1,525	-475
8900	Depreciation	49,633	12,225	5,938	-6,287
8951	Indirect Cost	6,641	43,807	41,490	-2,317
<b>Total</b>		<b>299,265</b>	<b>310,008</b>	<b>305,898</b>	<b>-4,110</b>



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONAL SERVICES	412,263	455,694	451,726
OPERATING EXPENSE	67,919	99,967	98,833
DEPRECIATION	10,016	9,724	6,787
INDIRECT COST	40,005	115,776	90,644
<b>TOTAL</b>	<b>530,203</b>	<b>681,161</b>	<b>647,991</b>
<b>FULL TIME POSITIONS</b>	<b>6</b>	<b>5</b>	<b>5</b>

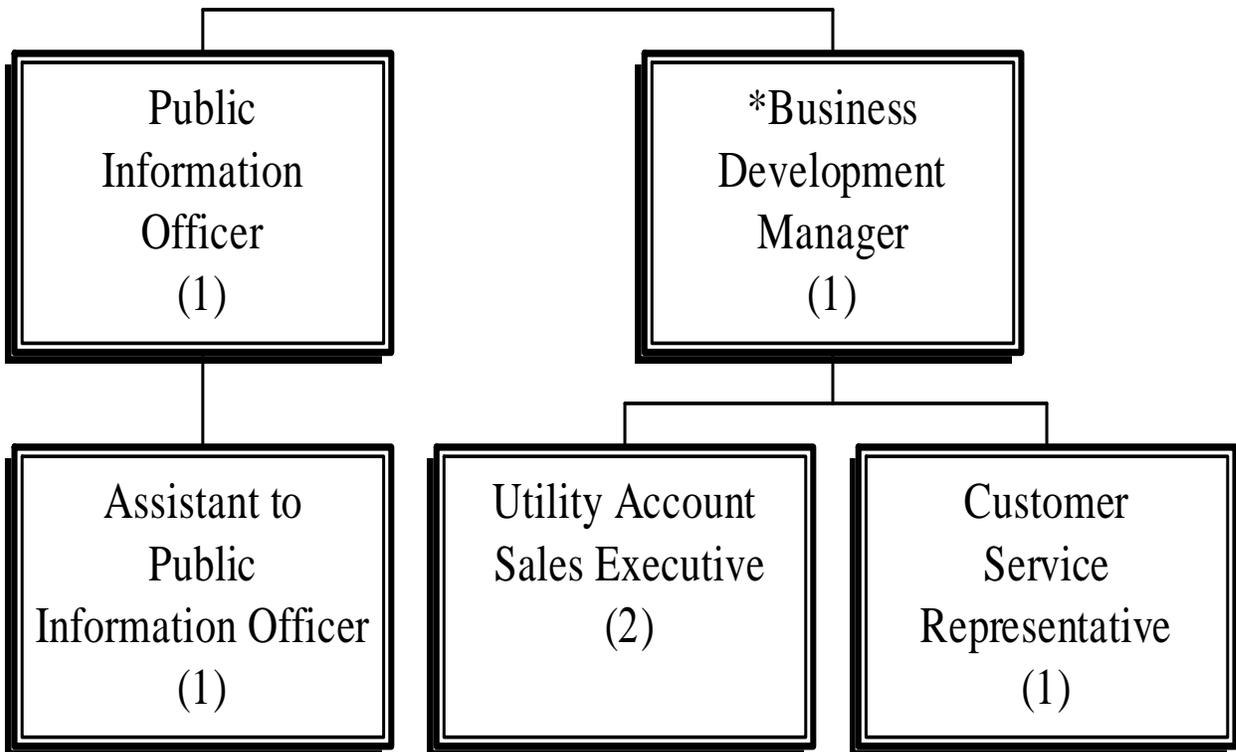
**Class Title**

Engineering Project Manager	1	2	2
Engineering Associate Sr	2	2	2
Engineering Associate	2	0	0
Utility Engineering Superintendent	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>5</b>	<b>5</b>

ENGINEERING					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4830</b>					
7110	Regular Wages	304,552	325,296	323,333	(1,963)
7120	Overtime	675	0	0	0
7210	W/C Insurance	739	934	850	(84)
7230	Uniforms	1,246	2,000	2,000	0
7260	FICA Matching	20,807	24,885	24,735	(150)
7270	Pension Matching	25,708	35,457	35,243	(214)
7280	Insurance Matching	58,220	67,122	60,823	(6,299)
7290	Contribution Matching	317	0	4,742	4,742
7510	Professional Services	5,569	6,000	6,000	0
7512	Tech.Svcs(Surveys,DP)	0	0	20,000	20,000
7550	Communications	7,405	8,000	7,600	(400)
7600	Travel	106	3,000	3,000	0
7630	Train/Cont. Education	0	6,300	6,000	(300)
7700	Risk Allocation	26,676	15,872	14,173	(1,699)
7870	Maint: Motor Equip.	2,527	7,600	3,000	(4,600)
7880	Maint: Mach/Imp/Tools	439	27,465	26,500	(965)
7900	Utilities	8,591	10,000	3,000	(7,000)
8010	Supplies	4,777	4,000	3,000	(1,000)
8016	Small Equip	8,409	5,000	1,500	(3,500)
8110	Motor Fuel	3,421	6,730	5,060	(1,670)
8900	Depreciation	10,016	9,724	6,787	(2,937)
8951	Indirect Costs	40,005	115,776	90,644	(25,132)
<b>Total</b>		<b>530,203</b>	<b>681,161</b>	<b>647,991</b>	<b>(33,170)</b>



## MARKETING



\* Position housed in Utility Management

**MARKETING**

*DESCRIPTION*

The Marketing 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 Celebration of Lights and various other programs designed to inform and educate the community about public utilities and safety.

<b>Major Object of Expenditure</b>	<b>ACTUAL 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	218,114	227,012	318,025
OPERATING EXPENSES	173,356	278,360	325,664
DEPRECIATION EXPENSE	1,653	3,312	3,297
INDIRECT COST	3,321	53,388	50,795
<b>TOTAL EXPENSES</b>	<b>396,444</b>	<b>562,072</b>	<b>697,781</b>

<b>FULL TIME POSITIONS</b>	<b>1</b>	<b>4</b>	<b>5</b>
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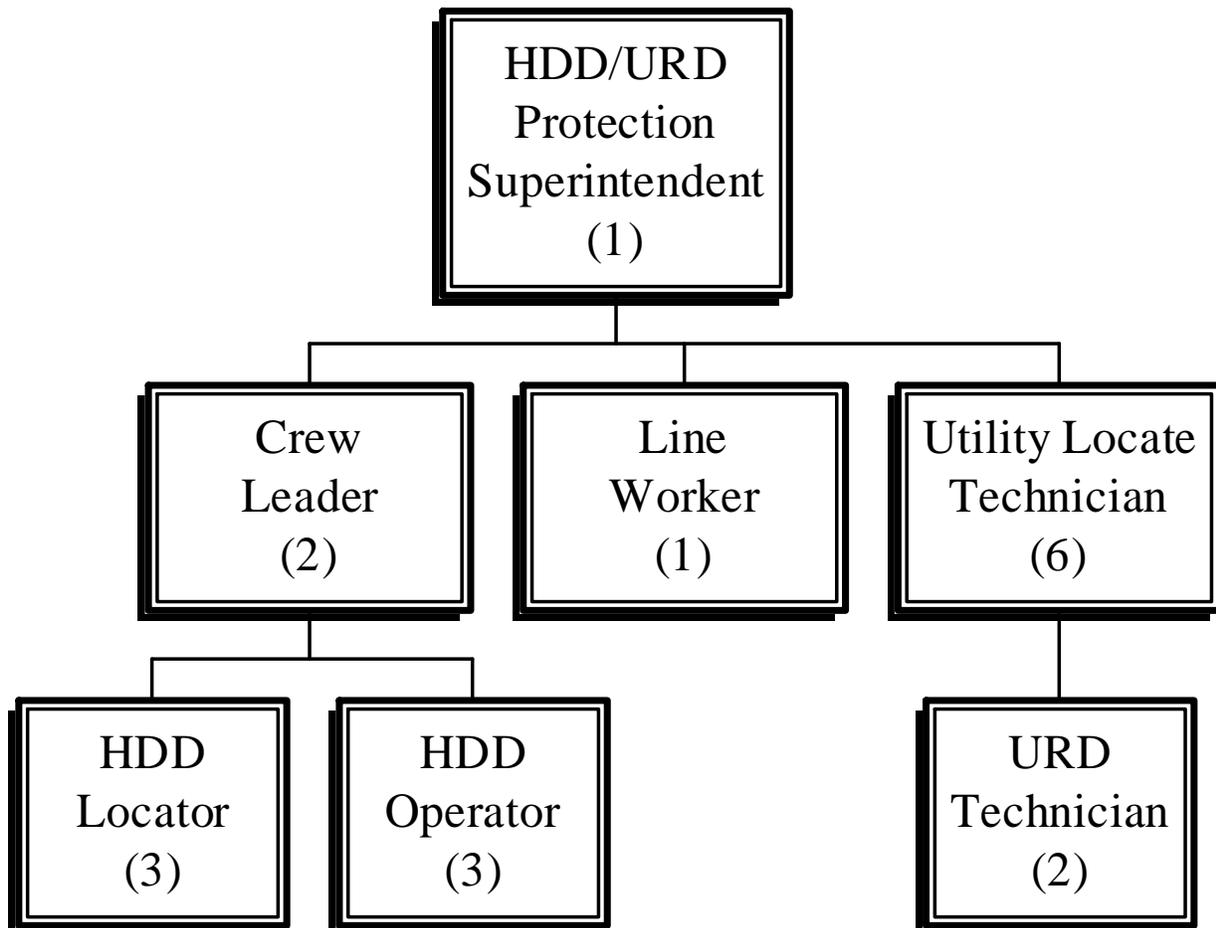
**Class Title**

Marketing Manager	1	1	0
Public Information Officer	0	0	1
Assistant to Public Information Officer	0	0	1
Utility Account Sales Executive	0	2	2
Customer Relations/Marketing Assistant	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>4</b>	<b>5</b>

MARKETING					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4835</b>					
7110	Regular Wages	161,450	163,851	205,953	42,102
7120	Overtime	2,033	0	500	500
7130	Part Time	0	0	15,000	15,000
7210	W/C Insurance	1,558	1,758	1,888	130
7230	Uniforms	0	0	500	500
7260	FICA Matching	11,730	12,535	16,941	4,406
7270	Pension Matching	12,862	17,860	22,503	4,643
7280	Insurance Matching	28,319	31,008	52,857	21,849
7290	Contribution Matching	162	0	1,883	1,883
7510	Professional Services	123,591	172,000	170,000	(2,000)
7514	Contract Labor (Temp)	10,878	0	9,500	9,500
7550	Communications	2,267	3,420	4,120	700
7570	Advertising	18,083	72,500	77,000	4,500
7600	Travel	0	5,500	2,500	(3,000)
7630	Train/Cont. Education	0	2,000	1,500	(500)
7700	Risk Allocation	7,584	8,787	9,479	692
7870	Maint: Motor Equip	130	3,200	3,368	168
7880	Maint: Mach/Imp/Tools	1,450	728	2,000	1,272
7990	Dues and Fees	284	725	800	75
8010	Supplies	3,201	2,500	42,500	40,000
8016	Small Equip	3,810	1,500	1,000	(500)
8017	Printing(Not Std Forms)	1,509	4,000	1,000	(3,000)
8110	Motor Fuel	570	1,500	897	(603)
8900	Depreciation	1,653	3,312	3,297	(15)
8951	Indirect Cost	3,321	53,388	50,795	(2,593)
<b>Totals</b>		<b>396,444</b>	<b>562,072</b>	<b>697,781</b>	<b>138,302</b>



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	713,394	1,149,688	1,035,573
OPERATING EXPENSES	185,309	183,856	163,379
DEPRECIATION EXPENSE	6,797	6,797	6,778
INDIRECT COSTS	3,604	105,745	102,356
<b>TOTAL EXPENSES</b>	<b>909,103</b>	<b>1,446,086</b>	<b>1,308,085</b>

**Capital Projects Summary**

Project Totals	0	200,000	300,000
<b>FULL TIME POSITIONS</b>	<b>15</b>	<b>18</b>	<b>18</b>

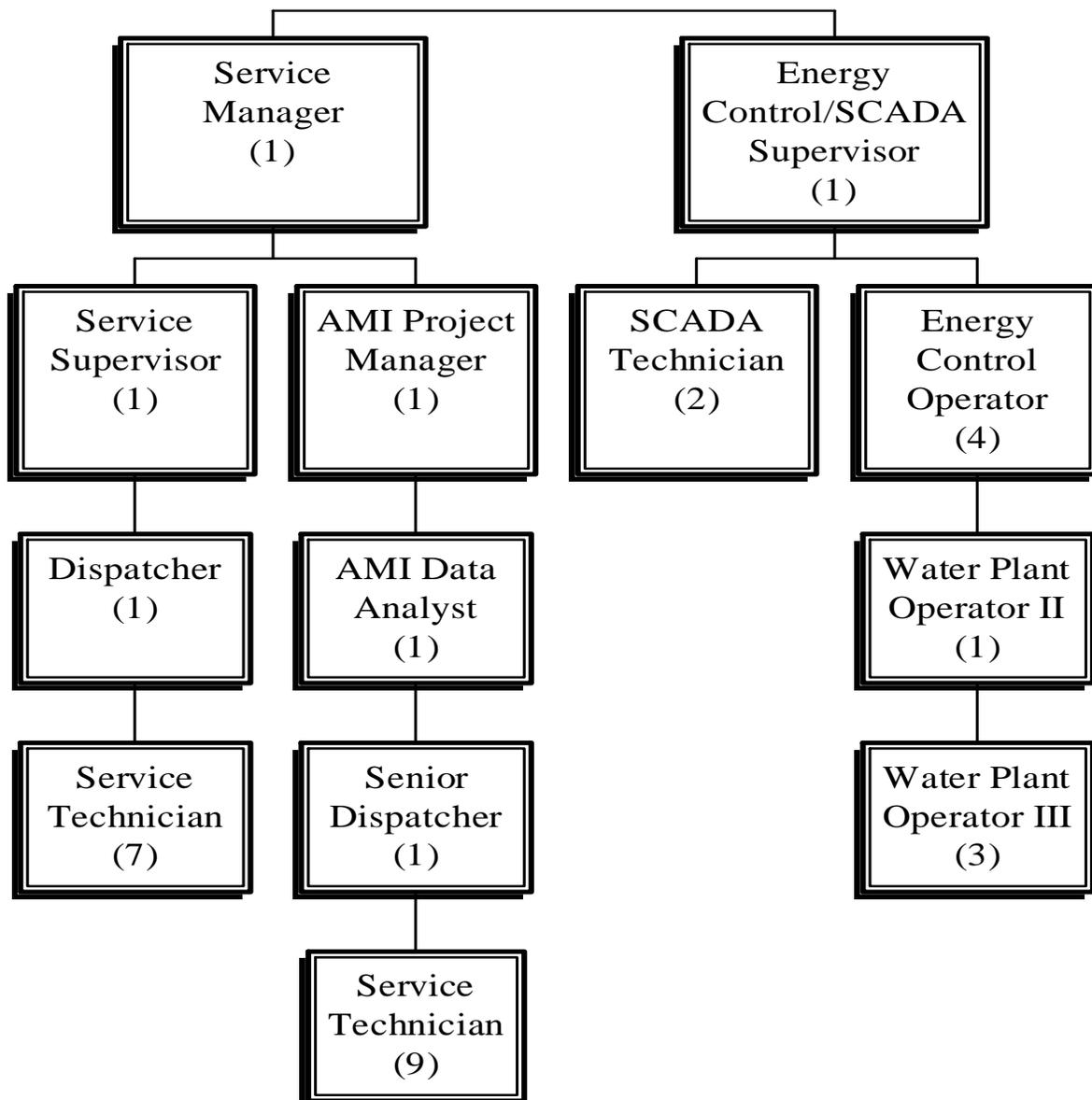
**Class Title**

HDD/URD Protection Superintendent	1	1	1
URD Technician	2	2	2
HDD Operator	2	3	3
HDD Locator	2	3	3
HDD Crew Leader	2	2	2
Line Worker	0	1	1
Utility Locate Technician	6	6	6
URD Assistant Technician	0	0	0
<b>TOTAL</b>	<b>15</b>	<b>18</b>	<b>18</b>

HDD/URD PROTECTION					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4840</b>					
7110	Regular Wages	495,960	787,114	679,793	(107,321)
7120	Overtime	19,016	18,424	45,000	26,576
7210	W/C Insurance	9,293	10,984	12,038	1,054
7230	Uniforms	5,527	10,240	16,300	6,060
7260	FICA Matching	35,241	61,624	55,447	(6,177)
7270	Pension Matching	43,796	87,804	79,002	(8,802)
7280	Insurance Matching	103,988	173,498	147,993	(25,505)
7290	Contribution Matching	573	0	7,400	7,400
7510	Professional Services	16,415	0	0	0
7550	Communications	4,675	8,741	8,160	(581)
7600	Travel	2,996	3,500	4,000	500
7630	Train/Cont. Education	1,460	2,100	2,500	400
7700	Risk Allocation	37,260	22,299	20,933	(1,366)
7870	Maint: Motor Equip.	144	247	25,736	25,489
7880	Maint: Mach/Imp/Tools	5,719	15,000	15,000	0
7900	Utilities	507	70	500	430
7990	Dues and Fees	12,884	15,000	30,000	15,000
8004	Materials	48,867	44,401	0	(44,401)
8009	Licenses(CDL,CPA,Etc)	120	150	0	(150)
8010	Supplies	39,998	47,748	45,200	(2,548)
8016	Small Equip	2,635	4,500	3,950	(550)
8017	Printing (Not Std Forms)	0	100	0	(100)
8050	Rental of Equipment	11,000	0	0	0
8110	Motor Fuel	629	20,000	0	(20,000)
8900	Depreciation	6,797	6,797	6,778	(19)
8951	General Fund	3,604	105,745	102,356	(3,389)
<b>Total</b>		<b>909,103</b>	<b>1,446,086</b>	<b>1,308,085</b>	<b>(134,611)</b>



## ENERGY CONTROL/ SERVICE TECHS



**ENERGY CONTROL/SERVICE TECHS**

*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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	2,070,168	2,082,186	2,127,550
OPERATING EXPENSE	161,965	383,966	378,908
DEPRECIATION EXPENSE	39,320	714,097	705,367
INDIRECT COST	773,728	377,444	325,788
<b>TOTAL EXPENSES</b>	<b>3,045,180</b>	<b>3,557,693</b>	<b>3,537,613</b>
<b>FULL TIME POSITIONS</b>	<b>35</b>	<b>33</b>	<b>33</b>

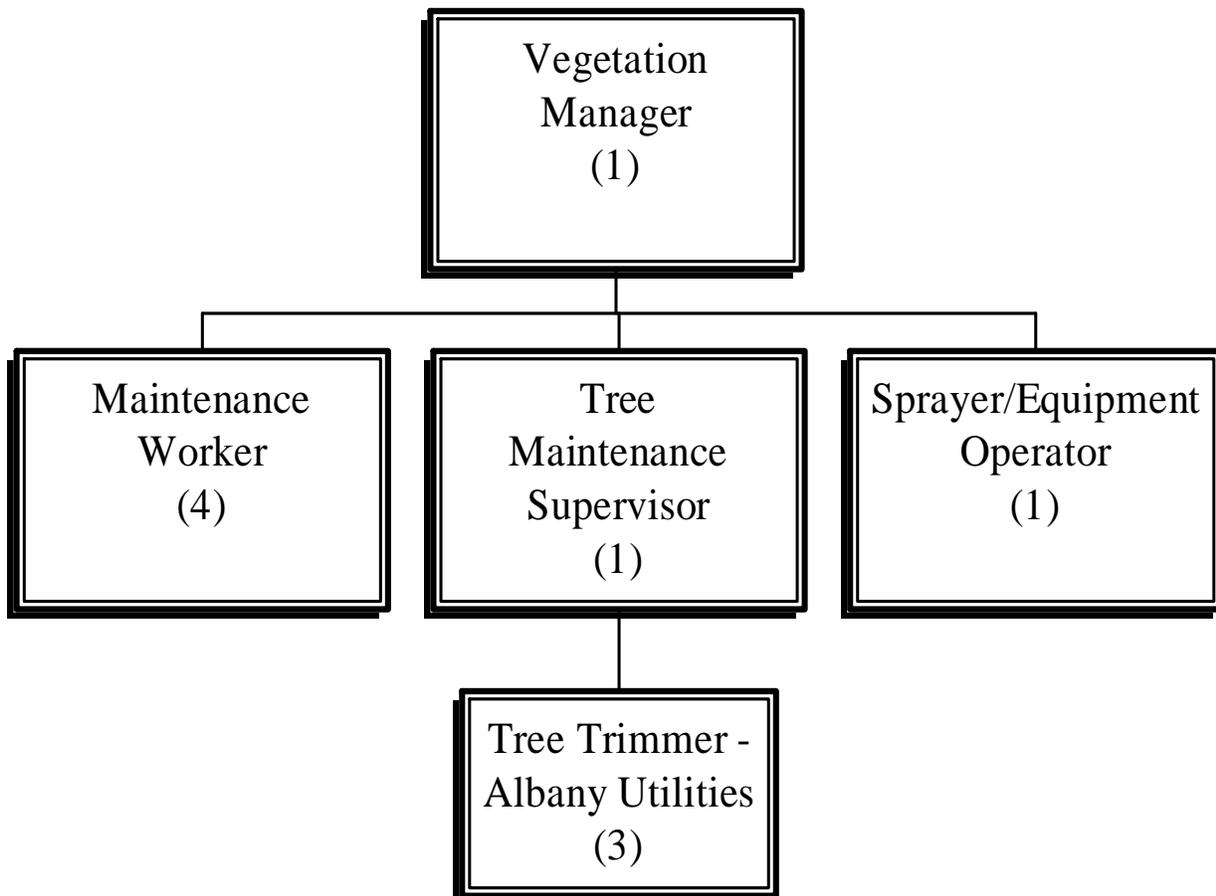
**Class Title**

Energy Contrl/SCADA Manager	1	1	1
AMI Project Manager	0	0	1
AMI Data Analyst	0	0	1
Energy Control Operator	4	4	4
Substation Technician	2	2	2
Water Plant Operator I	4	1	0
Water Plant Operator II	0	0	1
Water Plant Operator III	0	4	3
Deputy Utility Oper Dir, Utility	0	0	0
System Control Manager	1	0	0
Service Manager	1	1	1
Dispatcher, Senior	1	1	1
Service Supervisor	1	1	1
Dispatcher, Utilities	1	1	1
Service Technician	19	17	16
<b>TOTAL</b>	<b>35</b>	<b>33</b>	<b>33</b>

ENERGY CONTROL/SERVICE TECHS					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4850</b>					
7110	Regular Wages	1,321,862	1,339,818	1,352,054	2,310
7120	Overtime	97,500	45,000	47,000	2,000
7130	Part Time	0	0	40,000	40,000
7210	W/C Insurance	28,663	26,370	26,811	441
7230	Uniforms	14,377	22,195	24,950	2,755
7260	FICA Matching	99,426	105,939	110,088	3,389
7270	Pension Matching	126,617	150,945	124,516	(27,313)
7280	Insurance Matching	380,563	391,919	385,780	(6,139)
7290	Contribution Matching	1,159	0	16,351	16,351
7510	Professional Services	20	0	0	0
7512	Tech.Svcs(Surveys,DP)	24,266	86,200	92,000	5,800
7550	Communications	8,558	40,580	29,730	(10,850)
7600	Travel	18,974	10,975	18,600	7,625
7630	Train/Cont. Education	5,931	7,500	20,300	12,800
7700	Risk Allocation	25,008	85,620	85,832	212
7870	Maint: Motor Equip.	39,954	45,740	65,657	19,917
7880	Maint: Mach/Imp/Tools	547	8,654	9,500	846
7990	Dues and Fees	0	500	720	220
8009	Licenses (CDL, CPA, etc)	872	500	0	(500)
8010	Supplies	23,126	38,522	19,000	(19,522)
8016	Small Equip	14,107	6,000	7,500	1,500
8017	Printing(Not Std Forms)	131	650	650	0
8110	Motor Fuel	470	52,525	27,919	(24,606)
8150	Food	0	0	1,500	1,500
8900	Depreciation	39,320	714,097	705,367	(8,730)
8915	Indirect Cost	773,728	377,444	325,788	(51,656)
<b>Total</b>		<b>3,045,180</b>	<b>3,557,693</b>	<b>3,537,613</b>	<b>(31,650)</b>



## 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONAL SERVICES	443,469	568,091	593,874
OPERATING EXPENSES	928,424	1,183,049	1,230,961
DEPRECIATION EXPENSE	24,019	21,412	26,610
INDIRECT COSTS	3,462	71,049	68,529
<b>TOTAL EXPENSES</b>	<b>1,399,374</b>	<b>1,843,601</b>	<b>1,919,975</b>

**Capital Projects Summary**

Project Totals	0	0	218,000
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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. Supervisor	1	1	1
Maintenance Worker	2	4	4
Sprayer/Equip. Oper.	1	1	1

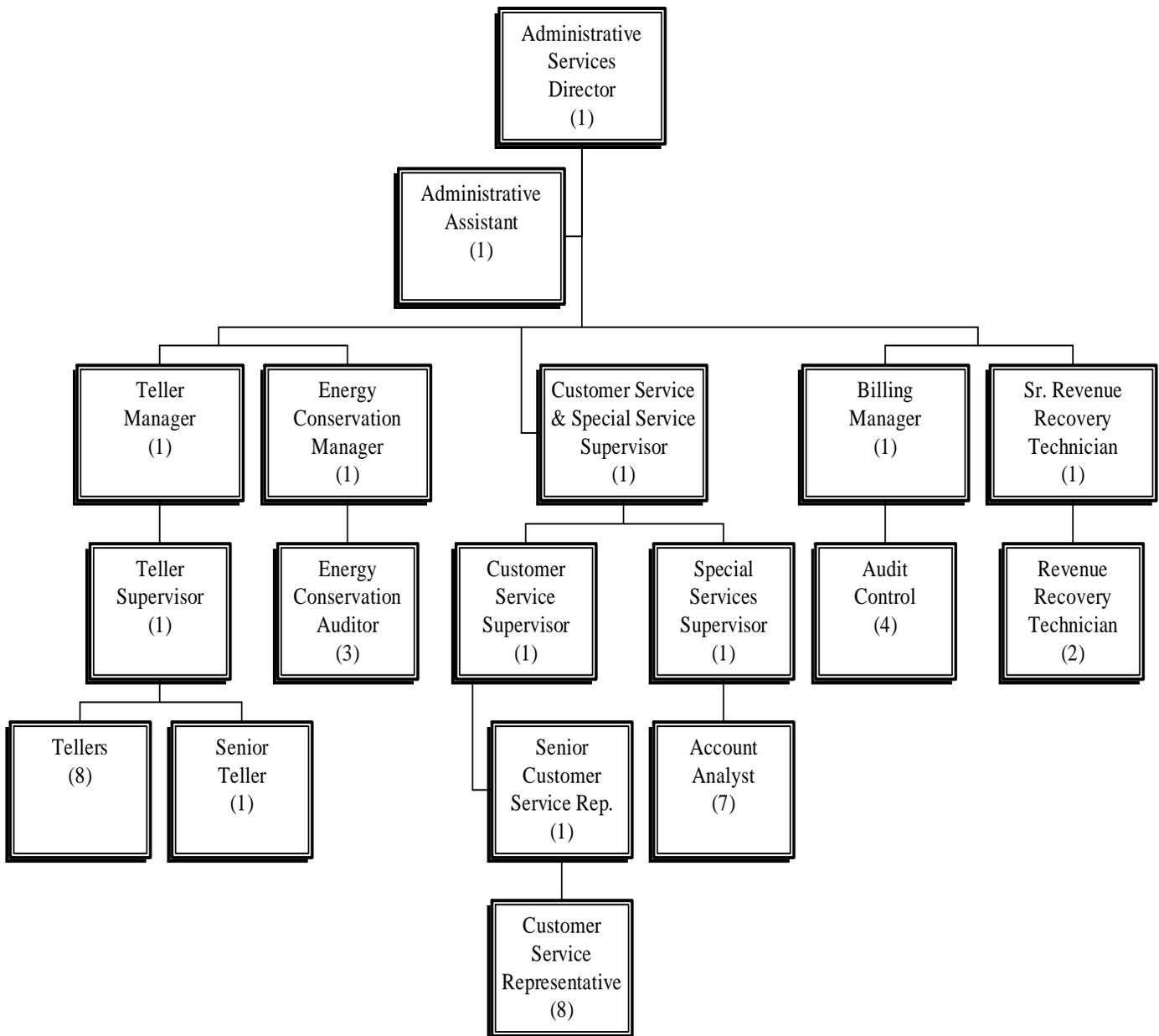
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>10</b>
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VEGETATION MANAGEMENT

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4860</b>					
7110	Regular Wages	288,736	355,470	359,290	3,820
7120	Overtime	5,034	13,802	15,000	1,198
7210	W/C Insurance	9,747	8,909	14,148	5,239
7230	Uniforms	5,314	8,555	11,000	2,445
7260	FICA Matching	18,374	28,249	28,633	384
7270	Pension Matching	24,921	40,251	40,798	547
7280	Insurance Matching	91,105	112,855	121,403	8,548
7290	Contribution Matching	239	0	3,603	3,603
7510	Professional Services	39,332	96,500	92,325	(4,175)
7512	Tech.Svcs (Surveys,DP)	52,146	750,000	750,000	0
7514	Contract Labor(Temp)	461,639	0	0	0
7550	Communications	2,901	3,700	5,940	2,240
7600	Travel	5,329	5,500	5,500	0
7630	Train/Cont. Education	1,945	2,500	2,500	0
7700	Risk Allocation	46,848	18,512	25,357	6,845
7870	Maint: Motor Equip.	182,449	179,887	251,653	71,766
7880	Maint: Mach/Imp/Tools	(1,840)	0	5,000	5,000
7900	Utilites	0	0	1,104	1,104
7990	Dues and Fees	680	1,104	2,544	1,440
8004	Materials	67,256	50,000	36,588	(13,412)
8009	Licenses(CDL,CPA,Etc)	0	500	0	(500)
8010	Supplies	28,139	30,000	7,000	(23,000)
8016	Small Equip	1,549	5,000	1,200	(3,800)
8110	Motor Fuel	40,052	39,846	44,250	4,404
8900	Depreciation	24,019	21,412	26,610	5,198
8951	Indirect Costs	3,462	71,049	68,529	(2,520)
<b>Total</b>		<b>1,399,374</b>	<b>1,843,601</b>	<b>1,919,975</b>	<b>76,374</b>



## 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 and OTC. 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
PERSONNEL SERVICES	1,878,081	2,294,994	2,321,809
OPERATING EXPENSES	1,642,187	1,682,332	1,630,675
DEPRECIATION EXPENSE	47,596	102,514	84,040
INDIRECT COSTS	375,891	672,714	555,355
<b>TOTAL EXPENSES</b>	<b>3,943,756</b>	<b>4,752,554</b>	<b>4,591,879</b>

<b>FULL TIME POSITIONS</b>	<b>46</b>	<b>46</b>	<b>44</b>
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**Class Title**

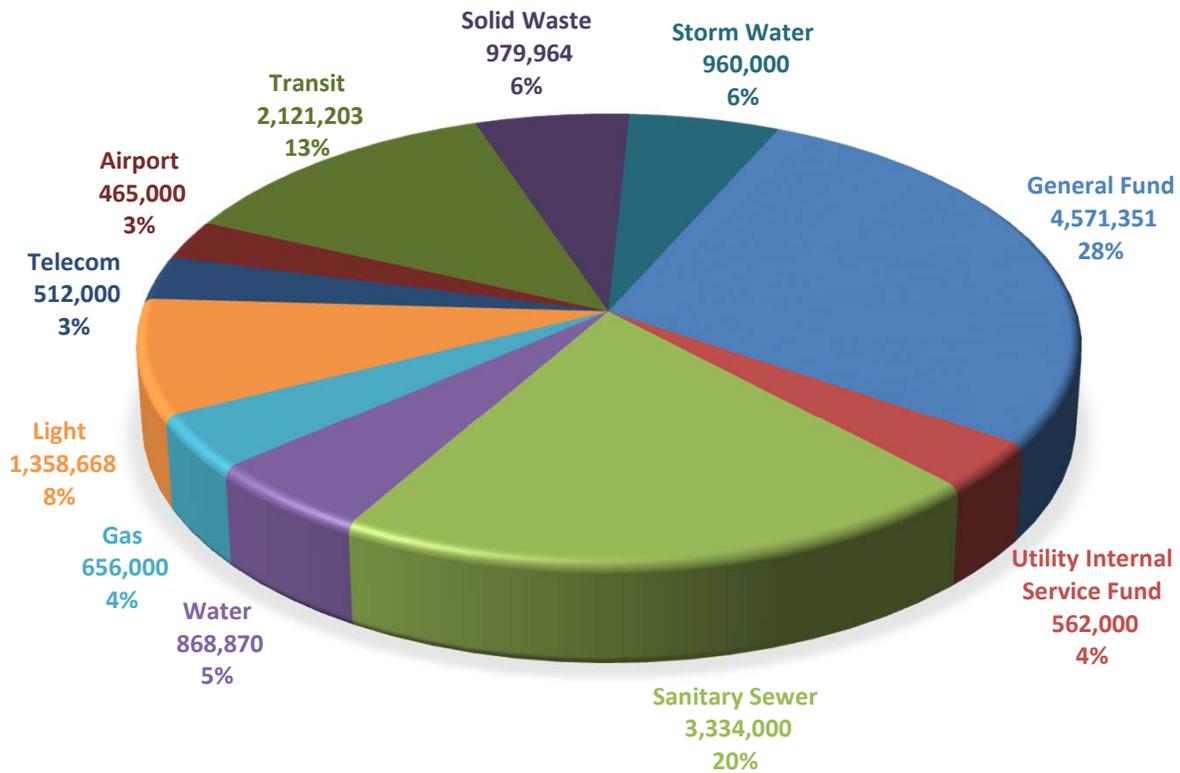
Customer Care Director	1	0	0
Director of Administrative Services	0	1	1
Administrative Assistant	1	1	1
Energy Conservation Manager	0	1	1
Energy Conservation Auditor	3	3	3
Audit Control Technician	3	4	4
Billing Manager	1	1	1
PBX Operator/Receptionist	1	1	0
Customer Service Supervisor	1	1	1
Customer Service Rep., Sr.	1	1	1
Customer Service Rep	12	10	8
Customer Serv. & Special Serv. Manager	0	0	1
Revenue Recovery Tech. Sr.	1	1	1
Revenue Recovery Tech	1	2	2
Teller Manager	1	1	1
Special Services Supervisor	1	1	1
Accounts Analyst, Senior	1	0	0
Accounts Analyst	7	7	7
Teller, Senior	1	1	1
Teller	8	8	8
Teller Supervisor	1	1	1
<b>TOTAL</b>	<b>46</b>	<b>46</b>	<b>44</b>

CUSTOMER SERVICE					
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL 2015/2016	ADOPTED 2016/2017	ADOPTED 2017/2018	VARIANCE + / (-)
<b>4870</b>					
7110	Regular Wages	1,514,202	1,513,910	1,503,592	(10,318)
7120	Overtime	51,067	30,000	26,000	(4,000)
7130	Part Time	16,428	21,798	81,209	59,411
7210	W/C Insurance	4,139	3,684	4,197	513
7230	Uniforms	1,067	4,200	2,000	(2,200)
7260	FICA Matching	109,552	119,777	123,226	3,449
7270	Pension Matching	(192,098)	168,286	166,726	(1,560)
7280	Insurance Matching	372,494	433,339	397,419	(35,920)
7290	Contribution Matching	1,231	0	17,440	17,440
7510	Professional Services	679,380	766,100	856,500	90,400
7510	HOPE Payments	75,000	75,000	85,000	10,000
7512	Tech.Svcs(Surveys,DP)	1,102	0	0	0
7550	Communications	31,281	30,250	36,790	6,540
7570	Advertising	7,500	500	1,000	500
7600	Travel	1,383	2,500	2,500	0
7630	Train/Cont. Education	118	2,500	1,000	(1,500)
7700	Risk Allocation	131,820	116,177	118,243	2,066
7860	Maint: Bldgs.	787	1,500	1,000	(500)
7870	Maint: Motor Equip.	6,501	15,000	7,500	(7,500)
7880	Maint: Mach/Imp/Tools	29,570	18,800	34,894	16,094
7900	Utilities	112,824	132,000	132,000	0
7990	Dues and Fees	228,219	82,000	45,000	(37,000)
8010	Supplies	11,268	37,100	40,100	3,000
8016	Small Equip	32,944	11,000	9,395	(1,605)
8017	Printing(Not Std Forms)	16,229	16,700	25,000	8,300
8110	Motor Fuel	7,038	6,000	4,370	(1,630)
8150	Food	811	5,000	2,000	(3,000)
8460	Weatherizat on Expense	151,346	200,000	50,000	(150,000)
8495	Cash Over/Short	35	0	1,500	1,500
8900	Depreciation	47,596	102,514	84,040	(18,474)
8951	Indirect Cost	375,891	672,714	555,355	(117,359)
8970	Bad Debt Writeoff	125,613	159,582	158,573	(1,009)
8971	Bad Debt Allowance	(8,580)	4,623	18,310	13,687
	<b>TOTAL</b>	<b>3,943,756</b>	<b>4,752,554</b>	<b>4,591,879</b>	<b>(160,675)</b>



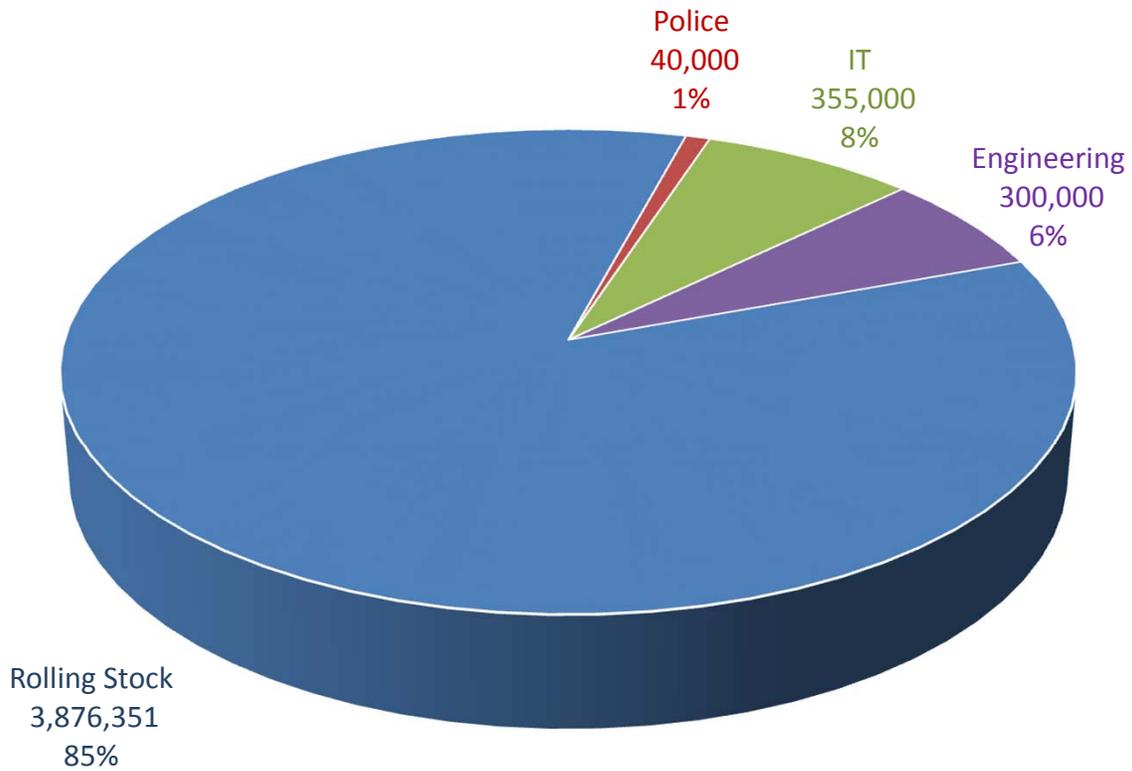
# Capital Improvement Fund

# City of Albany FY 2018 Total Capital Appropriations



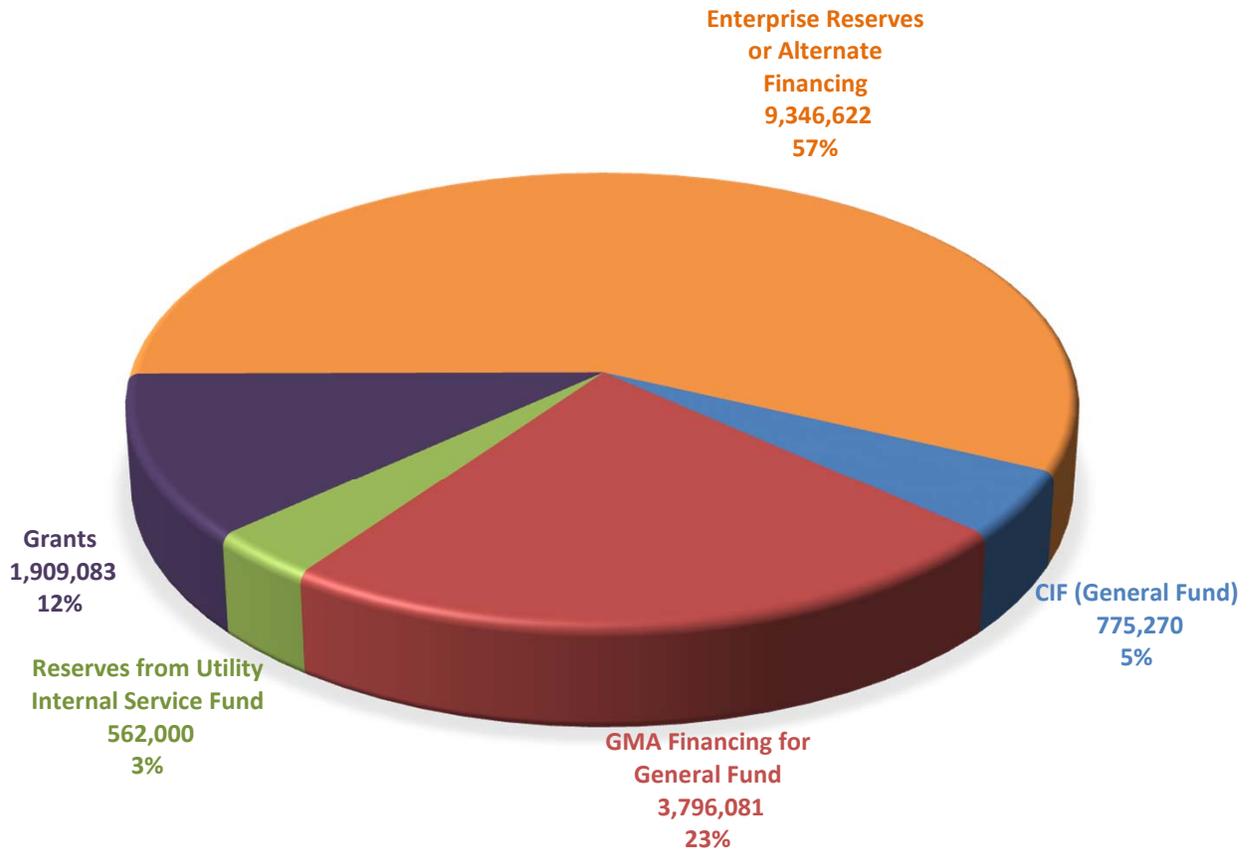
Total Appropriations  
\$16,389,056

City of Albany  
FY 2018  
General Fund Capital Appropriations



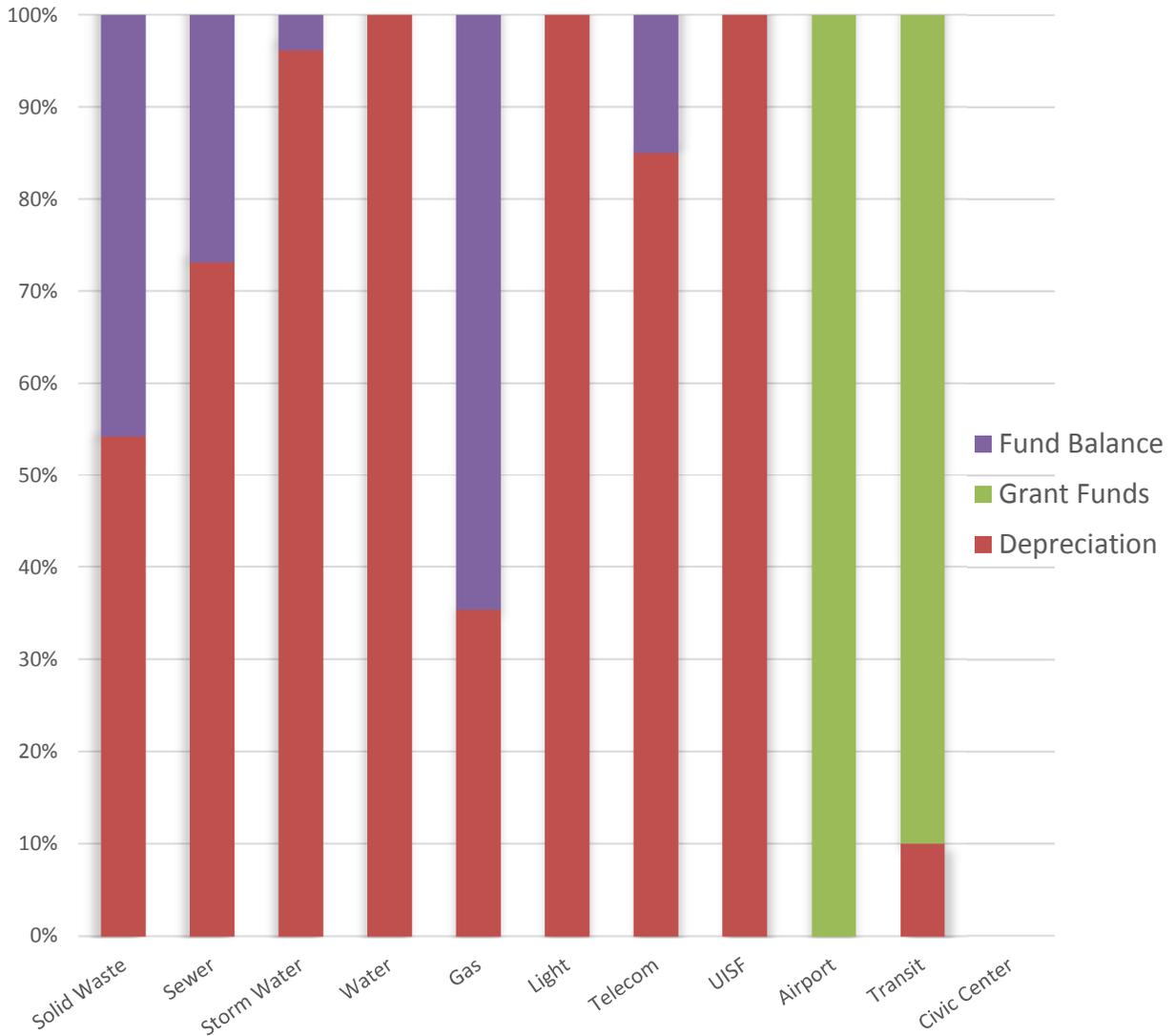
Total Appropriations  
\$4,571,351

# City of Albany FY 2018 Funding for Capital Appropriations



Total Appropriations  
\$16,389,056

# City of Albany FY 2018 Funding for Enterprise Capital



**Total Appropriations  
\$11,817,705**

FY 2018 CAPITAL BUDGET  
AND  
CAPITAL IMPROVEMENT PROGRAM  
FY 2018- 2022

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 – Revenue generated by the SPLOST VII Referendum

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 \$16 million. Of this amount, \$4,571,351 was approved for the General/Special Funds. The Enterprise Funds were approved for \$11,255,705. The Utility Internal Service Funds were approved for \$562,000. The Capital Improvement Program for FY 2018 has a total cost of \$16,389,056. Some capital projects will be added and deleted as we proceed. As with the Operating Budget, the projects for each fund have to be balanced with the resources available in that fund. This Budget provides the total resources and projects for each fund. 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 investment \$8,916,382 in the fleet of the City in order to reduce the expectation of unscheduled repairs and maintenance of equipment. A summary of the FY 2018 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 2018	Project Cost FY 2019	Project Cost FY 2020	Project Cost FY 2021	Project Cost FY 2022	Total Project Cost
<b>Rolling Stock</b>	<u>Fleet Replacement</u>	3,876,351	1,800,000	1,800,000	1,300,000	1,300,000	10,076,351
	<b>Subtotal</b>	<b>3,876,351</b>	<b>1,800,000</b>	<b>1,800,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>10,076,351</b>
<b>Engineering</b>	<u>Speed Tables</u>	100,000	100,000	100,000	100,000	100,000	500,000
	<u>Equipment with Trailer</u>	200,000	-	-	-	-	200,000
	<b>Subtotal</b>	<b>300,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>700,000</b>
<b>Police</b>	<u>Portable Bathrooms - Firing Range</u>	40,000	-	-	-	-	40,000
	<b>Subtotal</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,000</b>
<b>IT</b>	<u>Digital Signatures &amp; Document Management Solutions</u>	125,000	100,000	-	-	-	225,000
	<u>Network Mapping Solution</u>	80,000	-	-	-	-	80,000
	<u>Security Information &amp; Event Management (SIEM)</u>	75,000	-	-	-	-	75,000
	<u>Upgrade City Wireless (154 Units) (certain bldgs)</u>	75,000	-	100,000	100,000	100,000	375,000
	<b>Subtotal</b>	<b>355,000</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>755,000</b>
<b>GENERAL FUND TOTAL</b>		<b>4,571,351</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>11,571,351</b>
<b>GMA Lease Pool*</b>							
	<u>Current Year Purchases</u>	775,270	775,270	775,270	775,270	775,270	<b>3,876,351</b>
	<u>Prior Year Purchases</u>	221,169	64,193	49,287	30,221	-	<b>364,870</b>
<b>GMA LEASE POOL TOTAL</b>		<b>996,439</b>	<b>839,463</b>	<b>824,557</b>	<b>805,491</b>	<b>775,270</b>	<b>4,241,221</b>
<b>CIP FUND TOTAL PROJECT COST</b>		<b>4,571,351</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>11,571,351</b>
* Only one fifth of the total project cost will be paid in the current fiscal year due to financing options.							
<b>UISF</b>	<u>Vegetation Management - Rolling Stock</u>	218,000	100,000	100,000	-	100,000	518,000
	<u>HDD Directional Drill</u>	300,000	-	-	300,000	-	600,000
	<u>Customer Service Vehicle</u>	44,000	-	-	-	-	44,000
<b>UTILITY INTERNAL SERVICE FUND TOTAL</b>		<b>562,000</b>	<b>100,000</b>	<b>100,000</b>	<b>300,000</b>	<b>100,000</b>	<b>1,162,000</b>
<b>GMA Lease Pool*</b>							
	<u>Current Year Purchases</u>	-	-	-	-	-	-
	<u>Prior Year Purchases</u>	-	-	-	-	-	-
<b>GMA LEASE POOL TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UTILITY INTERNAL SERVICE FUND TOTAL PROJECT COST</b>		<b>562,000</b>	<b>100,000</b>	<b>100,000</b>	<b>300,000</b>	<b>100,000</b>	<b>1,162,000</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 2018	Project Cost FY 2019	Project Cost FY 2020	Project Cost FY 2021	Project Cost FY 2022	Total Project Cost
<b>Solid Waste</b>	<u>Rolling Stock</u>	979,964	1,286,908	1,178,373	994,740	1,077,207	5,517,192
	<b>SOLID WASTE FUND TOTAL</b>	<b>979,964</b>	<b>1,286,908</b>	<b>1,178,373</b>	<b>994,740</b>	<b>1,077,207</b>	<b>5,517,192</b>
<b>Sanitary Sewer</b>	<u>DAFT Rehab</u>	750,000	-	-	-	-	750,000
	<u>Sliplining or Rehab for 1 mile of 24" &amp; Larger Pipes</u>	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
	<u>Rehab Major Lift Station (81)</u>	500,000	500,000	500,000	500,000	500,000	2,500,000
	<u>Replace Pumps</u>	150,000	150,000	200,000	200,000	200,000	900,000
	<u>Rolling Stock</u>	934,000	50,000	450,000	350,000	450,000	2,234,000
	<b>SANITARY SEWER FUND TOTAL</b>	<b>3,334,000</b>	<b>1,700,000</b>	<b>2,150,000</b>	<b>2,050,000</b>	<b>2,150,000</b>	<b>11,384,000</b>
<b>Storm Water</b>	<u>Rolling Stock</u>	960,000	895,000	795,000	505,000	415,000	3,570,000
	<b>STORM WATER FUND TOTAL</b>	<b>960,000</b>	<b>895,000</b>	<b>795,000</b>	<b>505,000</b>	<b>415,000</b>	<b>3,570,000</b>
<b>Water</b>	<u>Replace &amp; Install Mains (Sundale, Putney, 9th Ave, &amp; Pointe North)</u>	573,870	-	-	-	-	573,870
	<u>Rolling Stock</u>	295,000	2,098,373	2,098,373	2,098,373	2,098,373	8,688,492
	<b>WATER FUND TOTAL</b>	<b>868,870</b>	<b>2,098,373</b>	<b>2,098,373</b>	<b>2,098,373</b>	<b>2,098,373</b>	<b>9,262,362</b>
<b>Gas</b>	<u>Expansion of Infrastructure</u>	239,000	675,000	710,000	660,000	660,000	2,944,000
	<u>Sand Blaster</u>	38,000	-	-	-	-	38,000
	<u>Transfer Prover</u>	40,000	-	-	-	-	40,000
	<u>Leak Detector</u>	20,000	25,000	-	-	-	45,000
	<u>Rolling Stock</u>	319,000	255,000	155,000	90,000	5,000	824,000
	<b>GAS FUND TOTAL</b>	<b>656,000</b>	<b>955,000</b>	<b>865,000</b>	<b>750,000</b>	<b>665,000</b>	<b>3,891,000</b>
<b>Light</b>	<u>Replacement of Underground Cable &amp; Complete Cable Replacement</u>	422,668	-	-	-	-	422,668
	<u>Rolling Stock</u>	936,000	1,809,135	1,809,135	1,809,135	1,809,135	8,172,540
	<b>LIGHT FUND TOTAL</b>	<b>1,358,668</b>	<b>1,809,135</b>	<b>1,809,135</b>	<b>1,809,135</b>	<b>1,809,135</b>	<b>8,595,208</b>
<b>Telecom</b>	<u>MetaSwitch Install &amp; Phone Upgrades</u>	337,000	-	-	-	-	337,000
	<u>Network Address Translation Device (NAT) IP Issue</u>	120,000	-	-	-	-	120,000
	<u>Switches Updates &amp; Upgrades with Software</u>	55,000	435,204	435,204	435,204	435,204	1,795,816
	<b>TELECOM FUND TOTAL</b>	<b>512,000</b>	<b>435,204</b>	<b>435,204</b>	<b>435,204</b>	<b>435,204</b>	<b>2,252,816</b>
<b>Airport</b>	<u>Runway - Crack Seal Project</u>	465,000	-	-	-	-	465,000
	<b>AIRPORT FUND TOTAL</b>	<b>465,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>465,000</b>
<b>Transit**</b>	<u>Para-Transit Buses (1)</u>	178,492	-	200,000	-	200,000	578,492
	<u>Fixed Route Buses (2)</u>	1,501,641	500,000	-	500,000	-	2,501,641
	<u>ADA Accessible Van (1)</u>	40,000	-	-	-	-	40,000
	<u>GMC Canyon Truck</u>	30,490	-	-	-	-	30,490
	<u>Bus Shelters</u>	103,320	-	-	-	-	103,320
	<u>Genfare Ticketing Machine</u>	100,660	-	-	-	-	100,660
	<u>Kiosk for Mall</u>	10,200	-	-	-	-	10,200
	<u>InfoTransit Luminator Equipment (15 fixed &amp; 6 Para)</u>	84,375	-	-	-	-	84,375
	<u>Ticketing Vending Machine Software</u>	72,025	-	-	-	-	72,025
	<b>TRANSIT FUND TOTAL</b>	<b>2,121,203</b>	<b>500,000</b>	<b>200,000</b>	<b>500,000</b>	<b>200,000</b>	<b>3,521,203</b>
<b>GMA Lease Pool*</b>							
	<u>Current Year Purchases (4,423,964)</u>	884,793	884,793	884,793	884,793	884,793	4,423,964
	<u>Prior Year Purchases</u>	35,971	35,971	-	-	-	71,942
	<b>GMA LEASE POOL TOTAL</b>	<b>920,764</b>	<b>920,764</b>	<b>884,793</b>	<b>884,793</b>	<b>884,793</b>	<b>4,495,906</b>
<b>ENTERPRISE FUNDS TOTAL</b>		<b>11,255,705</b>	<b>9,679,620</b>	<b>9,531,085</b>	<b>9,142,452</b>	<b>8,849,919</b>	<b>48,458,781</b>
<b>CAPITAL IMPROVEMENT PROGRAM TOTAL COST</b>		<b>16,389,056</b>	<b>11,779,620</b>	<b>11,631,085</b>	<b>10,942,452</b>	<b>10,449,919</b>	<b>61,192,132</b>

\* Only one fifth of the total project cost will be paid in the current fiscal year due to financing options.

\*\* There will be a 10% Match from the City's General Fund or SPLOST



## SPLOST Funds

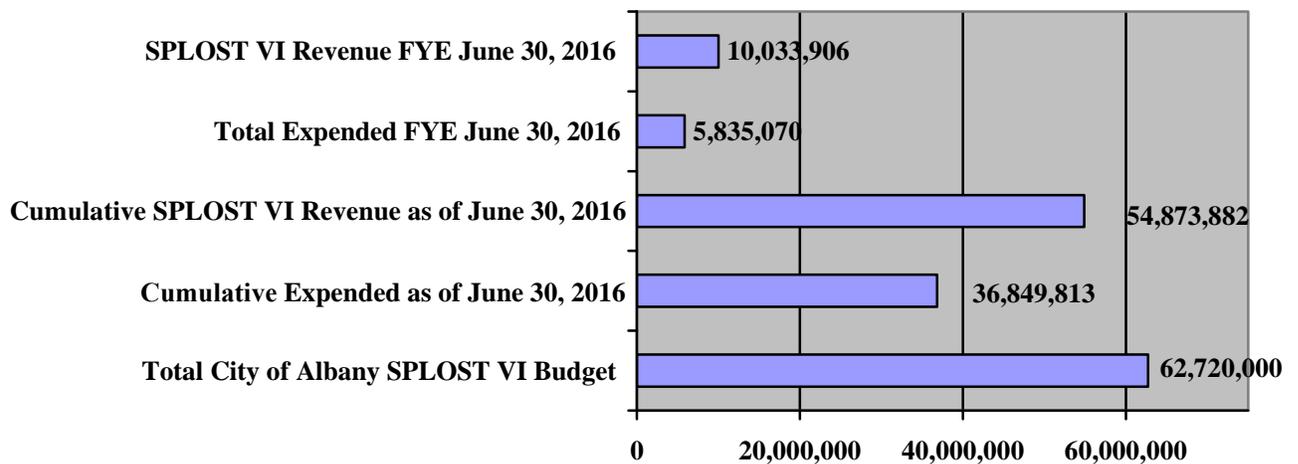
**SPECIAL PURPOSE LOCAL OPTION SALES TAX VI PROJECTS**

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 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 SPLOST VI funds have been expended as of June 30, 2016:



**FY 2018 Budgeted SPLOST VII Revenues:** \$10,875,000

**FY 2018 Budgeted SPLOST VII Expenses:** \$10,875,000



# 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 2015/2016</b>	<b>ADOPTED 2016/2017</b>	<b>ADOPTED 2017/2018</b>
Planning	223,755	288,536	288,536
APD	20,453	113,837	113,837
AFD	28,820	28,820	28,820
<b>TOTAL</b>	<b>273,028</b>	<b>431,193</b>	<b>431,193</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 Planning)**

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)**

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.

**Performance Partnership Agreement (AFD)**

Georgia Emergency Management Agency - Homeland Security (GEMA-HS) has awarded funds to provide required and necessary resources to local governments for comprehensive training and exercise programs for emergency and other critical situational personnel on a timely basis in response to major emergencies and disasters. The Agreement provides technical assistance concerning emergency management administrative operations, planning issues, restrictive and unnecessary administrative requirements.

**SUMMARY OF SPONSORED OPERATIONS REVENUE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ADOPTED 2017/2018</b>
<b>2702</b>		
5806	PL Grant	140,654
5807	Sect #8 FTA Grant	101,447
5991	Local Grant Match (City's match portion for PL and FTA Grants)	46,435
5819.48	Bullet ProofVest	20,029
5010A271001	2013 JAG	1,739
5010A271005	2014 JAG	27,499
5010A271006	2015 JAG	61,570
5919.70A280703	GEMA Bomb Dog	3,000
5823.98	Performance Partnership Agreements FY17	28,820
	<b>TOTAL, GRANT FUND:</b>	<b>431,193</b>

**SUMMARY OF SPONSORED OPERATIONS EXPENSES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>ADOPTED 2017/2018</b>
2741	PL Grant	175,817
2742	Sect #8 FTA Grant	112,719
2748	Bullet ProofVest	20,029
2710	2013 JAG	1,739
2710	2014 JAG	27,499
2710	2015 JAG	61,570
2807	GEMA Bomb Dog	3,000
2798	Performance Partnership Agreements FY17	28,820
	<b>TOTAL, GRANT FUND:</b>	<b>431,193</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.