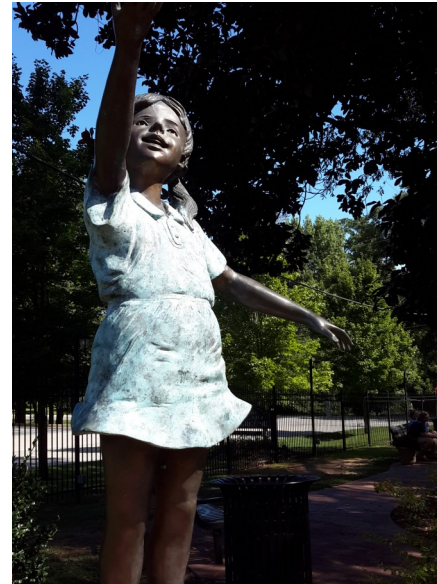


2020



CITY OF AUBURN GEORGIA

FY 2020 APPROVED BUDGET

SEPTEMBER 5, 2019



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TAB A



MAYOR
Linda Blechinger

CITY ADMINISTRATOR
Alex Mitchem

CITY COUNCIL
Peggy J. Langley
Robert L. Vogel III
Bill Ackworth
Jay L. Riemenschneider

Fiscal Year 2020

Budget Planning Calendar:

The State of Georgia requires each municipal governing body to establish a balanced General Fund Budget under Title 36, Chapter 81, and Article 1 of the Official Code of Georgia Annotated. The City of Auburn's Fiscal Year operates from October to September of each year.

(City Council Meetings in Bold)

Tuesday 6/18 at 5:30PM	New Town Center Update with Mayor and Council
Monday 7/1 5:30PM	City Council Capital and Budget Planning Retreat Council Chambers
Friday 7/5	Budget forms, to include revenue, expenditures, and work load measurements issued to all Departments and Library
Friday 7/12	Budget forms, to include revenue, expenditures and work load measurements from all Departments and Library issued to City Administrator
Friday 7/19	FY 2020 Proposed Budget Packet issued to Mayor and Council from all Departments and City Administrator;
Tuesday 7/23 5:30PM	Mayor and Council Called Meeting for Pre- Budget Work Shop: Council Chambers Revenue Projections for General Fund, Water, and Stormwater Expenditures: Gov't Building, Public Works, Roads, Street Lights, Special Events, Library, Water, and Stormwater
Thursday 7/25 5PM	Mayor and Council Called Meeting for Pre- Budget Work Shop: Council Chambers Expenditures: Legislative Council, Executive Mayor, Elections, Administration/Financial, Law, Information Technology, Courts, Police, Code Enforcement, Planning and Zoning, and Downtown Development, and Main Street, Parks and Leisure
Tuesday 8/6 5:30PM	Mayor and Council to review budget, goals, and work load measurements by City Administrator: Council Chambers
Tuesday 8/20 5:30PM	Mayor and City Council Public Hearing to receive comments and suggestions – Presentation by City Administrator: Council Chambers
Thursday 9/5 5PM	Ordinance presented to Mayor and Council Business Meeting to approve the FY 2020 Budget: Council Chambers

TAB B

**FY 2020 BUDGET ANALYSIS
FOR
CITY OF AUBURN**

1. General Fund:

FY 2020 \$3,651,092.66

FY 2019 \$3,253,156.21

FY 2018 \$3,233,908.11

FY 2020 Budget increase \$397,936.45 a 12% increase

Since FY 2008 \$3,812,168.00 a reduction for FY 2020 of (\$161,075.34)

2. Enterprise Funds:

Water Revenue \$2,409,766.48 and Expenditures \$2,409,766.48

Stormwater Revenue \$105,000.00 and Expenditures \$105,000.00

3. Total Revenue and Expenditures:

FY 2020 \$6,165,859.14 and \$6,165,859.14

FY 2019 \$5,547,656.21 and \$5,294,502.92

4. Performance Based Budget with objectives, work load measurements and time lines for goals and objectives

5. Percentage of City contribution to Health and Dental Insurance did not change.

6. No increase in Ad Valorem Millage in Barrow County 4.931-note no increase since 1997. No increase in Ad Valorem Millage in Gwinnett County 4.951 Millage

7. Leasing One (1) Vehicle for four years for Police. Purchasing Three (3) Vehicle for Public Works.

8. Capital Purchases: J.D. Withers Building roof replacement.

9. Funding for full-time Buildings and Grounds Superintendent.

10. General Fund largest expenditures- Police \$1,654,448.87 (11.18 Millage), Financial \$391,153.96 (2.64 Millage), Public Works \$268,622.12 (1.82 Millage), Planning and Zoning \$196,520.98 (1.42 Millage), and Library \$131,700.00 (.89 Millage). Millage based on \$ 147,981.00 Per Millage

11. General Fund largest revenue sources- LOST \$1,207,040.00- Property Tax \$750,000.00 – Insurance Premium Tax \$500,000.00- Franchise Fees- \$365,500.00 and Title Ad Valorem Tax- \$190,400.00

TAB C

**CITY OF AUBURN
APPROVED BUDGET FY2020
COMPARISON FY2017, FY2018, FY2019, FY2020
SEPTEMBER 5, 2019**

DEPARTMENT	FY2017 APPROVED	FY2018 APPROVED	FY2019 APPROVED	FY2020 APPROVED
LEGISLATIVE - GG	\$ 37,382.24	\$ 38,198.64	\$ 38,072.64	\$ 40,345.44
EXECUTIVE - MAYOR - GG	\$ 40,097.60	\$ 40,952.20	\$ 41,070.20	\$ 42,988.40
ELECTIONS - GG	\$ 3,100.00	\$ 3,819.00	\$ 4,181.00	\$ 4,739.00
FINANCIAL - GG	\$ 318,287.06	\$ 326,490.32	\$ 328,881.23	\$ 391,153.96
LAW - GG	\$ 16,000.00	\$ 14,000.00	\$ 16,000.00	\$ 20,000.00
IT INFORMATION TECH. - GG	\$ 68,717.38	\$ 76,819.23	\$ 78,819.20	\$ 71,258.00
GOV'T BLDG - GG	\$ 83,097.71	\$ 86,085.00	\$ 120,127.85	\$ 207,298.65
MUNICIPAL COURT - PS	\$ 84,400.13	\$ 84,956.38	\$ 86,594.47	\$ 90,460.16
POLICE - PS	\$ 1,517,405.41	\$ 1,626,160.39	\$ 1,537,721.35	\$ 1,654,448.87
PUBLIC WORKS - PW	\$ 221,267.24	\$ 210,362.83	\$ 213,897.70	\$ 268,622.12
ROADS - PW	\$ 68,659.06	\$ 58,039.00	\$ 104,481.86	\$ 104,481.86
STREET LIGHTING - PW	\$ 89,000.00	\$ 92,000.00	\$ 94,000.00	\$ 105,000.00
SPECIAL EVENTS - GG	\$ 35,746.00	\$ 40,722.33	\$ 41,830.83	\$ 45,979.00
PARKS & LEISURE - GG	\$ 121,789.35	\$ 141,610.17	\$ 145,349.31	\$ 182,013.90
LIBRARY - GG	\$ 131,700.00	\$ 131,700.00	\$ 131,700.00	\$ 131,700.00
PLANNING & ZONING - GG	\$ 177,510.25	\$ 178,075.98	\$ 182,780.89	\$ 196,520.98
CODE ENFORCEMENT - GG	\$ 66,891.28	\$ 67,866.64	\$ 68,797.68	\$ 75,232.32
DDA - GG	\$ 6,300.00	\$ 3,850.00	\$ 6,650.00	\$ 6,650.00
MAINSTREET	\$ 12,900.00	\$ 12,200.00	\$ 12,200.00	\$ 12,200.00
TOTAL GENERAL FUND BUDGET	\$ 3,100,250.71	\$ 3,233,908.11	\$ 3,253,156.21	\$ 3,651,092.66
GENERAL FUND REVENUE	\$ 3,100,250.71	\$ 3,233,908.11	\$ 3,253,156.21	\$ 3,651,092.66
WATER FUND BUDGET				
EXPENSE	\$ 1,507,408.93	\$ 1,584,866.00	\$ 1,936,546.71	\$ 2,409,766.48
REVENUE	\$ 1,535,475.00	\$ 1,595,700.00	\$ 2,189,700.00	\$ 2,409,766.48
STORM WATER BUDGET				
EXPENSE	\$ 102,459.34	\$ 104,800.00	\$ 104,800.00	\$ 105,000.00
REVENUE	\$ 102,459.34	\$ 104,800.00	\$ 104,800.00	\$ 105,000.00

TAB D

**CITY OF AUBURN
APPROVED BUDGET FY2020
COMPARISON FY2017 - FY2020
SEPTEMBER 5, 2019**

<u>Account</u>	<u>General Fund Revenue</u>	<u>Actual Revenue</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Revenue</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-00000-034782	SPECIAL EVENT CELEBRATION	25.00	0.00	200.00	0.00	0.00
100-000-00000-034783	AUBURN FEST CELEBRATION	2,545.00	1,900.00	1,300.00	2,500.00	2,100.00
100-000-00000-034784	JULY 4TH FEST CELEBRATION	3,705.00	5,000.00	4,665.00	3,850.00	4,700.00
100-000-00000-034785	AUBURN PAGEANT	0.00	0.00	0.00	0.00	0.00
100-000-00000-034786	DONATIONS - CHRISTMAS SEASON	0.00	0.00	0.00	0.00	0.00
100-000-00000-034787	DONATIONS - DDA	0.00	0.00	0.00	0.00	0.00
100-000-00000-034790	DONATIONS - POLICE DEPT	0.00	0.00	0.00	0.00	0.00
100-000-00000-034791	DONATIONS - PARKS & LEISURE	0.00	0.00	1,000.00	0.00	0.00
100-000-00000-034792	DONATIONS - LIBRARY	0.00	0.00	0.00	0.00	0.00
100-000-00000-034793	DONATIONS - TRANSIT	0.00	0.00	0.00	0.00	0.00
100-000-00000-034794	DONATION S - SPECIAL EVENTS	0.00	0.00	0.00	0.00	0.00
100-000-00000-311100	REAL PROPERTY - CURRENT YEAR	509,294.60	550,000.00	568,596.86	603,981.21	750,000.00
100-000-00000-311110	PUBLIC UTILITY REVENUES	0.00	0.00	0.00	0.00	0.00
100-000-00000-311200	REAL PROPERTY - PRIOR YEARS	5,141.90	6,000.00	2,970.62	6,000.00	6,000.00
100-000-00000-311300	PERSONAL PROP - CURRENT YEAR	43,881.48	50,000.00	46,519.29	50,000.00	50,000.00
100-000-00000-311310	PERSONAL PROP - MOTOR VEH	16,313.16	20,250.00	10,114.46	15,000.00	10,500.00
100-000-00000-311320	PERSONAL PROP - MOBILE HOME RE	2,524.76	4,000.00	3,236.06	3,000.00	3,000.00
100-000-00000-311350	RAILROAD EQUIPMENT	332.98	325.00	436.20	325.00	350.00
100-000-00000-311400	PERSONAL PROP - PRIOR YEAR	1,373.61	2,500.00	-3,734.63	3,500.00	3,500.00
100-000-00000-311600	REAL ESTATE TFR (INTANGIBLE)	11,809.64	9,500.00	16,069.73	16,000.00	12,000.00
100-000-00000-311705	FRANCHISE FEE-GAS	6,213.85	7,700.00	7,544.46	7,700.00	7,000.00
100-000-00000-311710	FRANCHISE FEE-ELECTRIC	243,265.18	252,500.00	229,658.48	252,500.00	252,500.00
100-000-00000-311715	FRANCHISE FEE - SANITATION	30,171.39	28,000.00	24,458.07	29,000.00	29,000.00
100-000-00000-311750	FRANCHISE TAX-TELEVISION/CABLE	59,170.80	56,000.00	59,041.08	61,000.00	61,000.00
100-000-00000-311760	FRANCHISE TAX-TELEPHONE	13,988.01	19,500.00	12,999.56	16,000.00	16,000.00
100-000-00000-311790	FRANCHISE TAX-OTHER	0.00	0.00	0.00	0.00	0.00
100-000-00000-313100	LOCAL OPTION SALES & USE TAX	1,092,496.96	1,109,639.78	1,170,539.53	1,120,000.00	1,207,040.00
100-000-00000-313125	BC TAVT COLLECTIONS	178,115.06	165,000.00	244,549.03	180,000.00	185,000.00
100-000-00000-313126	GC TAVT COLLECTIONS	3,642.78	4,000.00	4,510.80	4,000.00	4,000.00
100-000-00000-313127	GC AAVT COLLECTIONS	26.75	0.00	68.90	0.00	0.00
100-000-00000-313128	BC AAVT COLLECTIONS	823.16	0.00	958.33	0.00	1,400.00
100-000-00000-313150	GC ENERGY EXCISE TAX	99.98	100.00	112.38	100.00	100.00
100-000-00000-313152	BC ENERGY EXCISE TAX	23,462.28	21,000.00	25,468.39	24,000.00	25,000.00
100-000-00000-314200	EXCISE TAX-ALCOHOLIC BEVERAGE	81,299.19	85,000.00	84,778.71	85,000.00	85,000.00
100-000-00000-316100	BUSINESS AND OCCUPATION TAXES	22,521.23	23,000.00	24,599.09	23,000.00	23,000.00
100-000-00000-316150	INSURANCE PREMIUM EXCISE TAXES	15,550.00	18,000.00	14,000.00	18,000.00	15,000.00

Account	General Fund Revenue	Actual Revenue	Approved Budget	Actual Revenue	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-00000-316200	INSURANCE PREMIUM TAXES	438,771.36	440,000.00	467,220.63	470,000.00	500,000.00
100-000-00000-316300	FINANCIAL INSTITUTION TAXES	0.00	0.00	0.00	0.00	0.00
100-000-00000-318000	OTHER TAXES	0.00	0.00	0.00	0.00	0.00
100-000-00000-319000	PENALTIES & INT-DELINQUENT TAX	0.00	0.00	0.00	0.00	0.00
100-000-00000-319110	PENALTIES/INT-REAL PROPERTY	3,779.66	13,000.00	3,035.99	5,000.00	4,000.00
100-000-00000-319120	PENALTIES/INT-PERSONAL PROP.	898.61	2,500.00	159.69	2,500.00	1,000.00
100-000-00000-319500	FIFA FEES	333.00	700.00	1,369.00	1,000.00	400.00
100-000-00000-319900	OTHER - DTS FEES	227.00	700.00	472.00	700.00	400.00
100-000-00000-321100	BUSINESS LICENSE-ALCOHOLIC BEV	14,212.25	16,500.00	13,647.00	16,500.00	15,000.00
100-000-00000-321105	SPECIAL EVENT ALCOHOL PERMIT	0.00	0.00	0.00	0.00	0.00
100-000-00000-321200	BUSINESS LICENSE-GENERAL	0.00	0.00	0.00	0.00	0.00
100-000-00000-321250	GAMING LICENSE & PERMIT	0.00	0.00	0.00	0.00	0.00
100-000-00000-321900	BUSINESS LICENSE-OTHER	0.00	0.00	0.00	0.00	0.00
100-000-00000-321905	FOECLOSURE REGISTRATIONS	600.00	900.00	300.00	900.00	200.00
100-000-00000-321910	BACKGROUND CHECKS	190.00	200.00	135.00	200.00	200.00
100-000-00000-322210	ZONING AND LAND USE	1,000.00	4,000.00	5,640.00	4,000.00	4,000.00
100-000-00000-322215	LAND DISTURBANCE PERMIT	60.00	200.00	6,712.00	5,000.00	5,000.00
100-000-00000-322230	PERMITS - SIGNS	196.00	3,600.00	1,215.97	1,800.00	1,200.00
100-000-00000-322280	PARKS & LEISURE FUND RAISING	0.00	0.00	0.00	0.00	0.00
100-000-00000-322285	PARKS & LEISURE PROGRAM FEES	1,036.70	1,000.00	1,505.90	1,600.00	1,500.00
100-000-00000-322290	ATHLETIC FIELD RENTALS	0.00	1,500.00	0.00	1,500.00	0.00
100-000-00000-322295	OTHER RENTALS	0.00	100.00	0.00	100.00	0.00
100-000-00000-322310	PAVILLION/CAMPSITE RENTALS	445.00	500.00	1,310.00	500.00	700.00
100-000-00000-322315	OTHER BLDG RENTALS	0.00	200.00	0.00	200.00	0.00
100-000-00000-322410	J.D. WITHERS -BLDG RENTAL	1,696.00	1,400.00	1,855.75	1,400.00	2,000.00
100-000-00000-322490	LOVE OF DOGS - DDA	0.00	0.00	0.00	0.00	0.00
100-000-00000-322495	FARMER'S MARKET - DDA	0.00	0.00	0.00	0.00	0.00
100-000-00000-322500	COMMUNITY GARDEN - DDA	0.00	0.00	0.00	0.00	0.00
100-000-00000-322505	DDA FUND RAISING	0.00	0.00	0.00	0.00	0.00
100-000-00000-322510	COMMUNITY YARD SALES	0.00	0.00	0.00	0.00	0.00
100-000-00000-322525	ARMED FORCES DAY	0.00	0.00	0.00	0.00	0.00
100-000-00000-322535	SEPT 11TH DAY OF SERVICE	0.00	0.00	0.00	0.00	0.00
100-000-00000-323100	PERMITS - BLDG STRUCTURES	19,904.62	24,000.00	37,072.37	40,000.00	200,000.00
100-000-00000-331210	OPER NON CATAGORIAL DIRECT	0.00	0.00	0.00	0.00	0.00
100-000-00000-334110	GA DISASTER RELIEF	0.00	0.00	20,251.96	0.00	0.00
100-000-00000-335100	HOMEOWNERS TAX RELIEF GRANT	0.00	0.00	0.00	0.00	0.00
100-000-00000-341125	NUISANCE ABATEMENT FEES	0.00	750.00	5,546.18	750.00	5,800.00
100-000-00000-341170	COURTWARE CITATION FEES/PD	0.00	0.00	0.00	0.00	0.00
100-000-00000-341175	COURTWARE CITATION FEES/PD(Contra)	0.00	0.00	0.00	0.00	0.00
100-000-00000-341185	FUEL SURCHARGE FEE/PD	0.00	0.00	0.00	0.00	0.00

Account	General Fund Revenue	Actual Revenue	Approved Budget	Actual Revenue	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-00000-341190	TECHNICAL-INT.\$10/FEE	2,817.73	0.00	-2,736.00	0.00	0.00
100-000-00000-341195	ENCUMBERED TECH FEES	0.00	0.00	0.00	0.00	0.00
100-000-00000-341910	ELECTION QUALIFYING FEES	288.00	600.00	0.00	0.00	0.00
100-000-00000-342000	PUBLIC SAFETY REVENUE	6,829.33	8,500.00	6,314.16	7,200.00	7,200.00
100-000-00000-343000	STATE CONTRACT MAINT. FEES	0.00	0.00	0.00	0.00	0.00
100-000-00000-343200	STREET LIGHT ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
100-000-00000-344110	REFUSE COLLECTION CHARGES	6,920.87	200.00	0.00	200.00	0.00
100-000-00000-344125	DIRECTIONAL SIGNS	-15.00	50.00	0.00	50.00	0.00
100-000-00000-344130	SALE OF RECYCLED MATERIALS	2,953.79	3,000.00	3,445.48	3,200.00	2,500.00
100-000-00000-344260	STORM WATER FEES	0.00	0.00	0.00	0.00	0.00
100-000-00000-347900	CULTURE & RECR. - OTHER	0.00	0.00	0.00	0.00	0.00
100-000-00000-349100	CEMETERY FEES	600.00	3,000.00	4,570.00	3,000.00	1,000.00
100-000-00000-349300	BAD CHECK FEES	70.00	100.00	0.00	100.00	100.00
100-000-00000-351170	MUNICIPAL FINES - COURT	156,627.13	279,483.76	130,944.47	162,000.00	165,000.00
100-000-00000-351175	MUNICIPAL COURT-FINES(CONTRA)	-55,288.52	-103,890.43	-37,980.14	-56,000.00	-59,000.00
100-000-00000-351180	ALEN SIMS - COURT/PD	452.00	0.00	0.00	0.00	0.00
100-000-00000-351185	GOLD SHIELD COURT/PD	0.00	0.00	0.00	0.00	0.00
100-000-00000-361000	INTEREST REVENUES	3,153.23	700.00	6,159.64	3,300.00	4,525.00
100-000-00000-371000	CONTRIB./DONATIONS-PRIVATE	0.00	0.00	0.00	0.00	0.00
100-000-00000-389000	MISC. REVENUE - OTHER	9,173.95	9,500.00	4,709.74	9,500.00	5,716.66
100-000-00000-389100	INSURANCE CLAIM REIMB.	186.36	0.00	36,712.71	0.00	0.00
100-000-00000-390275	GREAT AMERICAN CLEAN-UP DAY	1,070.25	2,000.00	2,823.41	2,500.00	1,000.00
100-000-00000-391000	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00
100-000-00000-392000	PROCEEDS OF FIXED ASSETS	21,298.04	15,000.00	0.00	5,000.00	5,000.00
100-000-00000-392200	PROCEEDS - PROPERTY ASSETS SALE	0.00	0.00	0.00	0.00	0.00
100-000-00000-393500	INCEPTION - CAPITAL LEASE PROCEEDS	130,678.71	65,000.00	63,900.00	35,000.00	23,461.00
100-000-00000-611000	INTERFUND TRANSFER OUT - TECH	-2,817.73	0.00	0.00	0.00	0.00
TOTAL:		3,136,142.09	3,233,908.11	3,340,973.31	3,253,156.21	3,651,092.66
TOTAL:	GENERAL FUND REVENUE	3,136,142.09	3,233,908.11	3,340,973.31	3,253,156.21	3,651,092.66

<u>Account</u>	<u>Legislative Council</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-11000-511100	REGULAR EMPLOYEES	19,200.00	19,200.00	19,200.00	19,200.00	19,200.00
100-000-11000-512200	SOCIAL SECURITY (FICA) CONTRIB	1,190.40	1,190.40	1,190.40	1,190.40	1,190.40
100-000-11000-512300	MEDICARE	278.40	278.40	278.40	278.40	278.40
100-000-11000-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-11000-512700	WORKERS COMPENSATION	70.66	61.44	61.44	61.44	61.44
100-000-11000-522130	CUSTODIAL	0.00	0.00	0.00	0.00	0.00
100-000-11000-523100	INS-OTHER THAN EMP BENEF	10,152.00	10,518.40	10,542.40	10,542.00	11,815.20
100-000-11000-523300	ADVERTISING	0.00	0.00	0.00	0.00	0.00
100-000-11000-523400	PRINTING AND BINDING	0.00	0.00	0.00	0.00	0.00
100-000-11000-523500	TRAVEL	2,573.94	1,600.00	340.00	2,000.00	2,000.00
100-000-11000-523600	DUES AND FEES	144.00	0.00	0.00	0.00	0.00
100-000-11000-523700	EDUCATION AND TRAINING	3,215.75	3,750.00	1,905.00	3,200.00	3,200.00
100-000-11000-523900	OTHER	0.00	0.00	0.00	0.00	0.00
100-000-11000-531100	GENERAL SUPPLIES & MAT'L	608.38	1,600.00	554.95	1,600.00	1,600.00
100-000-11000-531300	FOOD	0.00	0.00	280.26	0.00	0.00
100-000-11000-531400	BOOKS AND PERIODICALS	0.00	0.00	0.00	0.00	0.00
100-000-11000-531700	OTHER SUPPLIES	232.44	0.00	33.00	0.00	0.00
100-000-11000-541100	SITES	0.00	0.00	0.00	0.00	0.00
100-000-11000-542100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-11000-542400	COMPUTERS	0.00	0.00	0.00	0.00	1,000.00
100-000-11000-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-11000-543000	INTANGIBLES - TRADEMARK/L	0.00	0.00	0.00	0.00	0.00
TOTAL:		37,665.97	38,198.64	34,385.85	38,072.24	40,345.44
TOTAL:	11000 LEGISLATIVE COUNCIL	37,665.97	38,198.64	34,385.85	38,072.24	40,345.44

<u>Account</u>	<u>Executive Mavor</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-13000-511100	REGULAR EMPLOYEES	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00
100-000-13000-512100	GROUP INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-13000-512200	SOCIAL SECURITY (FICA) CONTRIB	1,116.00	1,116.00	1,116.00	1,116.00	1,116.00
100-000-13000-512300	MEDICARE	261.00	261.00	261.00	261.00	261.00
100-000-13000-512400	RETIREMENT CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
100-000-13000-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-13000-512700	WORKERS COMPENSATION	66.24	57.60	57.60	57.60	57.60
100-000-13000-521200	PROFESSIONAL	0.00	0.00	0.00	0.00	0.00
100-000-13000-522320	RENTAL OF EQUIP AND VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-13000-523100	INS-OTHER THAN EMP BENEF	2,538.00	2,629.60	2,635.60	2,635.60	2,953.80
100-000-13000-523210	COMMUNICATIONS-MOBILE	607.62	588.00	2,199.63	0.00	1,200.00
100-000-13000-523230	COMMUNICATIONS-POSTAGE	41.62	0.00	135.66	0.00	0.00
100-000-13000-523300	ADVERTISING	825.99	900.00	1,140.45	900.00	900.00
100-000-13000-523400	PRINTING AND BINDING	0.00	0.00	0.00	0.00	0.00
100-000-13000-523500	TRAVEL	2,631.31	2,300.00	892.01	3,000.00	3,000.00
100-000-13000-523550	DONATIONS & CONTRIBUTIONS	250.00	0.00	0.00	0.00	0.00
100-000-13000-523600	DUES AND FEES	9,855.59	10,000.00	7,647.79	10,000.00	10,000.00
100-000-13000-523700	EDUCATION AND TRAINING	3,170.75	3,000.00	1,285.00	3,000.00	3,000.00
100-000-13000-531100	GENERAL SUPPLIES & MAT'L	1,370.01	1,500.00	2,936.88	1,500.00	1,500.00
100-000-13000-531270	GASOLINE / DIESEL	0.00	0.00	147.76	0.00	0.00
100-000-13000-531300	FOOD	690.83	550.00	702.17	600.00	1,000.00
100-000-13000-531400	BOOKS & PERIODICALS	0.00	50.00	0.00	0.00	0.00
100-000-13000-523550	DONATIONS & CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
100-000-13000-531600	SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-13000-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-000-13000-542100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-13000-542300	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
100-000-13000-542400	COMPUTERS	0.00	0.00	0.00	0.00	0.00
100-000-13000-543000	INTANGIBLES - TRADEMARK/L	0.00	0.00	0.00	0.00	0.00
TOTAL:		41,424.96	40,952.20	39,157.55	41,070.20	42,988.40
TOTAL:	13000 EXECUTIVE MAYOR	41,424.96	40,952.20	39,157.55	41,070.20	42,988.40

Account	Elections	Actual Expense FY2017	Approved Budget FY2018	Actual Expense FY2018	Approved Budget FY2019	Approved Budget FY2020
100-000-14000-521200	PROFESSIONAL	3,819.00	4,219.00	4,181.00	4,181.00	4,739.00
100-000-14000-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
100-000-14000-522320	RENTAL OF EQUIP AND VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-14000-523230	COMMUNICATIONS-POSTAGE	0.00	0.00	0.00	0.00	0.00
100-000-14000-523300	ADVERTISING	0.00	0.00	0.00	0.00	0.00
100-000-14000-523400	PRINTING AND BINDING	0.00	0.00	0.00	0.00	0.00
100-000-14000-523500	TRAVEL	0.00	0.00	0.00	0.00	0.00
100-000-14000-523700	EDUCATION AND TRAINING	0.00	0.00	0.00	0.00	0.00
100-000-14000-531100	GENERAL SUPPLIES & MATL	0.00	0.00	0.00	0.00	0.00
100-000-14000-531300	FOOD	0.00	0.00	0.00	0.00	0.00
100-000-14000-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL:		3,819.00	4,219.00	4,181.00	4,181.00	4,739.00
TOTAL:	14000 ELECTIONS	3,819.00	4,219.00	4,181.00	4,181.00	4,739.00

<u>Account</u>	<u>Financial Administration</u>	<u>Actual Expense</u>	<u>Approved Budget</u>	<u>Actual Expense</u>	<u>Approved Budget</u>	<u>Approved Budget</u>
		<u>FY2017</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
100-000-15100-511100	REGULAR EMPLOYEES	201,283.04	198,473.60	200,512.93	209,324.25	219,232.00
100-000-15100-511300	OVERTIME	0.00	0.00	0.00	0.00	0.00
100-000-15100-511400	ACCRUED VACATION	0.00	0.00	0.00	0.00	0.00
100-000-15100-512000	FRINGE BENEFITS	589.87	600.00	594.98	600.00	600.00
100-000-15100-512100	GROUP INSURANCE	30,879.60	32,566.60	18,171.90	23,215.20	31,459.20
100-000-15100-512200	SOCIAL SECURITY (FICA) CONTRIB	11,915.61	11,834.49	11,963.98	13,015.30	12,844.66
100-000-15100-512210	OTHER PAYROLL TAXES	0.00	0.00	0.00	0.00	0.00
100-000-15100-512300	MEDICARE	2,786.81	2,767.74	2,798.05	3,043.90	3,003.99
100-000-15100-512400	RETIREMENT CONTRIBUTION	11,800.76	11,794.58	11,954.32	12,404.23	13,231.07
100-000-15100-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-15100-512700	WORKERS COMPENSATION	938.18	813.67	813.67	843.50	882.35
100-000-15100-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-15100-521100	OFFICIAL / ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00
100-000-15100-521200	PROFESSIONAL	25,041.00	54,000.00	59,683.08	24,000.00	65,000.00
100-000-15100-521300	TECHNICAL	0.00	0.00	249.00	0.00	0.00
100-000-15100-522200	REPAIR/MAINT.- BLDG.	0.00	0.00	0.00	0.00	0.00
100-000-15100-522210	REPAIR/MAINT.-VEHICLE	64.26	1,000.00	705.83	1,000.00	1,000.00
100-000-15100-522220	REPAIR / MAINT. - EQUIP	0.00	0.00	0.00	0.00	0.00
100-000-15100-522310	RENTAL OF LAND AND BUILDINGS	0.00	0.00	0.00	0.00	0.00
100-000-15100-522320	RENTAL OF EQUIP AND VEHICLES	2,796.11	3,250.00	2,638.52	3,250.00	3,000.00
100-000-15100-523050	COLLECTIONS FEES/PAST DUE ACCTS	243.00	350.00	487.00	300.00	300.00
100-000-15100-523100	INS-OTHER THAN EMP BENEF	1,943.98	1,759.82	1,872.84	1,872.84	3,286.62
100-000-15100-523110	COMMERCIAL INS/DEDUCT	0.00	0.00	0.00	0.00	0.00
100-000-15100-523200	COMMUNICATIONS-TELEPHONE	4,672.65	4,500.00	4,905.61	4,700.00	4,700.00
100-000-15100-523210	COMMUNICATIONS-MOBILE PHONE	1,311.55	1,400.00	815.72	1,400.00	1,400.00
100-000-15100-523230	COMMUNICATIONS-POSTAGE	3,244.25	3,500.00	1,075.85	3,500.00	2,500.00
100-000-15100-523300	ADVERTISING	1,545.50	1,000.00	1,857.88	1,600.00	1,000.00
100-000-15100-523350	MARKETING	20.00	3,000.00	5,743.00	4,000.00	2,000.00
100-000-15100-523400	PRINTING AND BINDING	1,393.42	1,200.00	1,868.98	1,200.00	1,200.00
100-000-15100-523500	TRAVEL	1,554.54	1,917.80	1,713.68	2,000.00	4,000.00
100-000-15100-523550	DONATIONS & CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
100-000-15100-523600	DUES AND FEES	1,867.60	1,550.00	2,654.75	1,800.00	2,200.00
100-000-15100-523700	EDUCATION AND TRAINING	1,591.50	2,700.00	3,150.00	2,500.00	6,000.00

Account	Financial Administration	Actual Expense FY2017	Approved Budget FY2018	Actual Expense FY2018	Approved Budget FY2019	Approved Budget FY2020
100-000-15100-523850	CONTRACT LABOR	0.00	0.00	95.00	0.00	0.00
100-000-15100-531100	GENERAL SUPPLIES & MATL	5,572.66	7,200.00	6,452.11	6,000.00	5,002.05
100-000-15100-531210	WATER / SEWERAGE	0.00	0.00	0.00	0.00	0.00
100-000-15100-531270	GASOLINE / DIESEL	85.13	450.00	190.09	300.00	300.00
100-000-15100-531300	FOOD	705.04	700.00	2,507.40	700.00	700.00
100-000-15100-531400	BOOKS AND PERIODICALS	0.00	50.00	101.60	50.00	50.00
100-000-15100-531600	SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-15100-531700	OTHER SUPPLIES	718.39	600.00	0.00	750.00	750.00
100-000-15100-542100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-15100-542200	VEHICLES	25,214.00	0.00	0.00	0.00	0.00
100-000-15100-542300	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
100-000-15100-542400	COMPUTERS	0.00	0.00	3,168.72	0.00	0.00
100-000-15100-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-15100-543000	INTANGIBLES - TRADEMARK/L	0.00	0.00	0.00	0.00	0.00
100-000-15100-581200	CAPITAL LEASE PRINCIPAL	3,883.68	4,882.26	4,882.25	5,044.69	5,212.53
100-000-15100-582200	CAPITAL LEASE INTEREST	709.64	629.76	629.75	467.32	299.49
TOTAL:		344,371.77	354,490.32	354,258.49	328,881.23	391,153.96
TOTAL:	15100 FINANCIAL ADMINISTRATION	344,371.77	354,490.32	354,258.49	328,881.23	391,153.96

<u>Account</u>	<u>Law</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-15300-521200	PROFESSIONAL	5,698.18	20,500.00	20,485.34	16,000.00	20,000.00
TOTAL:		5,698.18	20,500.00	20,485.34	16,000.00	20,000.00
TOTAL:	15300 LAW	5,698.18	20,500.00	20,485.34	16,000.00	20,000.00

Account	IT Information Tech.	Actual Expense FY2017	Approved Budget FY2018	Actual Expense FY2018	Approved Budget FY2019	Approved Budget FY2020
100-000-15350-521200	PROFESSIONAL	54,994.70	51,000.00	53,862.12	53,000.00	50,000.00
100-000-15350-521300	TECHNICAL	7,240.03	18,000.00	6,910.86	18,000.00	18,000.00
100-000-15350-522220	REPAIR/MAINT. - EQUIP.	0.00	0.00	0.00	0.00	0.00
100-000-15350-522320	RENTAL OF EQUIPMENT & VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-15350-523200	COMMUNICATIONS-TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-000-15350-529999	CONTRACT SERVICES ALLOCATION	0.00	0.00	0.00	0.00	0.00
100-000-15350-542400	COMPUTERS	1,599.14	0.00	0.00	0.00	0.00
100-000-15350-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-15350-549999	CAPITAL COST ALLOCATION	0.00	0.00	0.00	0.00	0.00
100-000-15350-581200	CAPITAL LEASE - PRINCIPAL	6,917.02	7,209.86	7,209.85	7,515.11	3,224.44
100-000-15350-582200	CAPITAL LEASE - INTEREST	902.18	609.37	609.35	304.09	33.56
TOTAL:		71,653.07	76,819.23	68,592.18	78,819.20	71,258.00
TOTAL:	15350 IT INFORMATION TECH.	71,653.07	76,819.23	68,592.18	78,819.20	71,258.00

Account	Government Bldg	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-15650-511100	REGULAR EMPLOYEES	0.00	0.00	0.00	0.00	53,601.60
100-000-15650-512000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	150.00
100-000-15650-512100	GROUP INSURANCE	0.00	0.00	0.00	0.00	18,592.80
100-000-15650-512200	SOCIAL SECURITY (FICA) CONTR	0.00	0.00	0.00	0.00	2,734.42
100-000-15650-512300	MEDICARE	0.00	0.00	0.00	0.00	639.50
100-000-15650-512400	RETIREMENT CONTRIBUTION	0.00	0.00	0.00	0.00	3,234.96
100-000-15650-512600	UMEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-15650-512700	WORKERS COMPENSATION	0.00	0.00	0.00	0.00	4,907.52
100-000-15650-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-15650-521200	PROFESSIONAL	0.00	0.00	0.00	0.00	0.00
100-000-15650-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
100-000-15650-522130	CUSTODIAL	0.00	0.00	0.00	0.00	0.00
100-000-15650-522140	LAWN & GROUNDS CARE	34.89	0.00	0.00	0.00	10,000.00
100-000-15650-522200	REPAIR / MAINT.- BLDG	5,946.94	17,000.00	11,111.54	14,000.00	14,000.00
100-000-15650-522210	REPAIR / MAINT.- VEHICLE	1,966.25	2,500.00	2,853.85	2,500.00	2,500.00
100-000-15650-522220	REPAIR/MAINT. - EQUIPMENT	676.85	300.00	1,314.38	500.00	1,500.00
100-000-15650-522320	RENTAL OF EQUIP AND VEHICLES	716.47	1,000.00	0.00	1,000.00	0.00
100-000-15650-523100	INS.-OTHER THAN EMP BENEFITS	1,377.71	2,095.00	1,237.86	1,237.85	1,116.00
100-000-15650-523200	COMMUNICATIONS - TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-000-15650-523210	COMMUNICATIONS - MOBILE PHONE	0.00	0.00	0.00	0.00	200.00
100-000-15650-523850	CONTRACT LABOR	36,208.33	39,500.00	39,500.00	39,500.00	39,500.00
100-000-15650-523900	OTHER	0.00	0.00	0.00	0.00	0.00
100-000-15650-529999	CONTRACT SERVICES ALLOC.	0.00	0.00	0.00	0.00	0.00
100-000-15650-531100	GENERAL SUPPLIES & MAT'L	10,381.53	14,600.00	7,599.26	14,600.00	8,000.00
100-000-15650-531210	WATER / SEWERAGE	1,069.47	1,200.00	1,035.16	2,400.00	2,760.00
100-000-15650-531215	STORM WATER UTILITY FEES	1,520.00	1,490.00	460.00	1,490.00	1,490.00
100-000-15650-531220	NATURAL GAS	1,951.49	2,900.00	2,550.77	2,900.00	2,900.00
100-000-15650-531230	ELECTRICITY	10,120.19	8,500.00	22,906.99	40,000.00	37,971.85
100-000-15650-531270	GASOLINE/DIESEL	0.00	0.00	0.00	0.00	0.00
100-000-15650-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-000-15650-539999	SUPPLIES COST ALLOCATION	0.00	0.00	0.00	0.00	0.00
100-000-15650-541300	BUILDINGS	0.00	0.00	0.00	0.00	0.00
100-000-15650-542100	MACHINERY & EQUIPMENT	499.00	0.00	0.00	0.00	0.00
100-000-15650-542200	VEHICLES	200.00	0.00	0.00	0.00	0.00
100-000-15650-542300	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00	1,500.00
100-000-15650-542500	OTHER EQUIPMENT	380.00	0.00	239.00	0.00	0.00
100-000-15650-549999	CAPITAL COST ALLOCATION	0.00	0.00	0.00	0.00	0.00
TOTAL:		73,049.12	91,085.00	90,808.81	120,127.85	207,298.65
TOTAL:	15650 GOVERNMENT BLDG	73,049.12	91,085.00	90,808.81	120,127.85	207,298.65

Account	Municipal Court	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-26500-511100	REGULAR EMPLOYEES	49,087.12	47,444.80	49,087.58	48,609.60	51,043.20
100-000-26500-511300	OVERTIME	0.00	0.00	0.00	0.00	0.00
100-000-26500-511400	ACCRUED VACATION	0.00	0.00	0.00	0.00	0.00
100-000-26500-512000	FRINGE BENEFITS	150.00	150.00	150.00	150.00	150.00
100-000-26500-512100	GROUP INSURANCE	10,417.20	10,418.40	10,977.90	11,752.80	12,592.80
100-000-26500-512200	SOCIAL SECURITY (FICA) CONTRIB	2,896.67	2,950.88	2,839.79	3,023.09	2,917.30
100-000-26500-512300	MEDICARE	677.41	690.13	664.09	707.02	682.27
100-000-26500-512400	RETIREMENT CONTRIBUTION	2,820.98	2,819.48	2,882.11	2,863.93	3,080.56
100-000-26500-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-26500-512700	WORKERS COMPENSATION	175.15	151.82	151.82	156.03	163.82
100-000-26500-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-26500-521200	PROFESSIONAL	17,080.00	16,000.00	15,900.00	15,300.00	16,400.00
100-000-26500-521300	TECHNICAL	6.58	0.00	0.00	0.00	0.00
100-000-26500-522130	CUSTODIAL	0.00	0.00	0.00	0.00	0.00
100-000-26500-522200	REPAIR / MAINT.- BLDG	0.00	0.00	0.00	0.00	0.00
100-000-26500-522320	RENTAL OF EQUIP AND VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-26500-523100	INS.-OTHER THAN EMP BENEFITS	14.58	15.87	17.00	17.00	14.74
100-000-26500-523230	COMMUNICATIONS-POSTAGE	234.58	700.00	89.99	600.00	600.00
100-000-26500-523300	ADVERTISING	0.00	0.00	0.00	0.00	0.00
100-000-26500-523400	PRINTING AND BINDING	0.00	800.00	1,026.00	800.00	700.00
100-000-26500-523500	TRAVEL	0.00	250.00	0.00	250.00	250.00
100-000-26500-523600	DUES AND FEES	45.00	65.00	45.00	65.00	65.00
100-000-26500-523700	EDUCATION AND TRAINING	225.00	1,200.00	225.00	1,000.00	1,000.00
100-000-26500-531100	GENERAL SUPPLIES & MAT'L	515.85	800.00	711.78	800.00	800.47
100-000-26500-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-000-26500-542100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-26500-542300	FURNITURES AND FIXTURES	0.00	0.00	0.00	0.00	0.00
100-000-26500-542400	COMPUTERS	0.00	500.00	0.00	500.00	0.00
100-000-26500-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL:		84,346.12	84,956.38	84,768.06	86,594.47	90,460.16
TOTAL:	26500 MUNICIPAL COURT	84,346.12	84,956.38	84,768.06	86,594.47	90,460.16

Account	Police	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-32000-511100	REGULAR EMPLOYEES	831,928.00	830,091.43	773,987.05	829,802.36	921,511.28
100-000-32000-511300	OVERTIME	33,576.26	35,000.00	35,584.80	35,000.00	35,000.00
100-000-32000-511400	ACCRUED VACATION	0.00	0.00	0.00	0.00	0.00
100-000-32000-511410	ACCRUED COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-000-32000-512000	FRINGE BENEFITS	1,487.21	1,650.00	1,242.49	1,650.00	1,650.00
100-000-32000-512100	GROUP INSURANCE	227,480.90	184,484.77	184,989.40	241,876.20	242,420.40
100-000-32000-512200	SOCIAL SECURITY (FICA) CONTRIB	50,172.92	50,911.21	46,574.75	53,720.05	53,288.09
100-000-32000-512300	MEDICARE	11,733.99	11,874.22	10,892.50	12,563.56	12,462.54
100-000-32000-512400	RETIREMENT CONTRIBUTION	50,585.34	50,694.06	48,353.83	48,891.07	54,989.74
100-000-32000-512500	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
100-000-32000-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-32000-512700	WORKERS COMPENSATION	47,899.44	42,245.34	45,654.10	43,777.87	48,373.52
100-000-32000-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-32000-521200	PROFESSIONAL	6,738.14	15,000.00	15,189.92	15,000.00	15,000.00
100-000-32000-521300	TECHNICAL	6,163.48	15,161.00	10,300.96	14,500.00	18,450.00
100-000-32000-522130	CUSTODIAL	0.00	0.00	0.00	0.00	0.00
100-000-32000-522200	REPAIR / MAINT.- BLDG	1,747.98	5,000.00	1,431.00	4,000.00	4,000.00
100-000-32000-522210	REPAIR / MAINT.- VEHICLE	14,137.20	12,000.00	20,060.58	13,000.00	14,000.00
100-000-32000-522220	REPAIR / MAINT. - EQUIP	2,701.95	4,000.00	655.00	4,000.00	3,500.00
100-000-32000-522310	RENTAL OF LAND & BUILDINGS	100.00	0.00	0.00	0.00	0.00
100-000-32000-522320	RENTAL OF EQUIP AND VEHICLES	3,398.93	3,000.00	3,200.46	3,000.00	3,000.00
100-000-32000-523100	INS-OTHER THAN EMP BENEF	35,054.46	36,792.20	39,661.06	37,661.06	45,159.74
100-000-32000-523110	COMMERCIAL INS/DEDUCT	0.00	0.00	0.00	0.00	0.00
100-000-32000-523200	COMMUNICATIONS-TELEPHONE	4,379.22	5,500.00	4,442.23	5,500.00	5,500.00
100-000-32000-523210	COMMUNICATIONS-MOBILE PHONE	6,830.23	7,000.00	6,409.46	7,000.00	7,000.00
100-000-32000-523230	COMMUNICATIONS-POSTAGE	408.93	400.00	109.75	300.00	300.00
100-000-32000-523300	ADVERTISING	199.00	350.00	0.00	350.00	350.00
100-000-32000-523400	PRINTING AND BINDING	538.17	300.00	294.42	300.00	300.00
100-000-32000-523500	TRAVEL	214.66	1,500.00	20.00	1,500.00	1,250.00
100-000-32000-523550	DONATIONS & CONTRIBUTIONS	1,000.00	0.00	0.00	0.00	0.00
100-000-32000-523600	DUES AND FEES	163.00	500.00	614.00	500.00	500.00

<u>Account</u>	<u>Police</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-32000-523700	EDUCATION AND TRAINING	1,283.75	2,500.00	527.50	2,300.00	2,000.00
100-000-32000-523850	CONTRACT LABOR	110.00	0.00	200.00	0.00	0.00
100-000-32000-531100	GENERAL SUPPLIES & MAT'L	5,701.38	6,000.00	5,530.84	6,000.00	6,008.52
100-000-32000-531210	WATER / SEWERAGE	761.90	750.00	970.28	750.00	750.00
100-000-32000-531215	STORM WATER UTILITY FEES	70.00	0.00	70.00	0.00	0.00
100-000-32000-531220	NATURAL GAS	508.44	900.00	769.73	900.00	900.00
100-000-32000-531230	ELECTRICITY	10,711.08	11,000.00	10,129.54	11,000.00	11,000.00
100-000-32000-531270	GASOLINE / DIESEL	39,194.93	35,000.00	42,064.91	35,000.00	35,000.00
100-000-32000-531300	FOOD	479.60	500.00	1,397.74	750.00	750.00
100-000-32000-531400	BOOKS AND PERIODICALS	0.00	250.00	0.00	250.00	250.00
100-000-32000-531600	SMALL EQUIPMENT	24.99	0.00	0.00	0.00	0.00
100-000-32000-531700	OTHER SUPPLIES	1,161.33	4,000.00	5,067.75	4,000.00	6,250.00
100-000-32000-541200	SITE IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
100-000-32000-541300	BUILDINGS	0.00	0.00	0.00	0.00	0.00
100-000-32000-542100	MACHINERY & EQUIPMENT	0.00	500.00	0.00	500.00	500.00
100-000-32000-542200	VEHICLES	87,022.71	65,000.00	78,530.00	31,800.00	31,800.00
100-000-32000-542300	FURNITURE AND FIXTURES	0.00	1,000.00	0.00	1,000.00	1,000.00
100-000-32000-542400	COMPUTERS	15,084.07	2,500.00	1,398.97	3,500.00	9,500.00
100-000-32000-542500	OTHER EQUIPMENT	10,497.53	2,500.00	611.57	2,500.00	2,500.00
100-000-32000-581200	CAPITAL LEASE PRINCIPAL	48,070.84	63,776.27	61,931.01	58,558.27	55,148.57
100-000-32000-582200	CAPITAL LEASE INTEREST	6,557.89	7,929.89	6,776.71	5,020.91	3,086.47
TOTAL:		1,565,879.85	1,517,560.39	1,465,644.31	1,537,721.35	1,654,448.87
TOTAL:	32000 POLICE	1,565,879.85	1,517,560.39	1,465,644.31	1,537,721.35	1,654,448.87

Account	Public Works	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-41000-511100	REGULAR EMPLOYEES	83,947.95	88,004.80	80,438.89	85,654.40	89,294.40
100-000-41000-511300	OVERTIME	2,964.38	2,500.00	2,985.90	2,500.00	3,000.00
100-000-41000-511400	ACCRUED VACATION	0.00	0.00	0.00	0.00	0.00
100-000-41000-512000	FRINGE BENEFITS	300.00	450.00	300.00	450.00	450.00
100-000-41000-512100	GROUP INSURANCE	35,549.60	37,603.41	34,350.45	34,434.00	55,778.40
100-000-41000-512200	SOCIAL SECURITY (FICA) CONTRIB	5,114.32	5,038.79	4,937.74	5,493.47	4,303.82
100-000-41000-512300	MEDICARE	890.96	1,178.43	672.97	1,284.76	1,006.54
100-000-41000-512400	RETIREMENT CONTRIBUTION	5,156.12	4,779.88	5,052.58	5,046.49	5,389.09
100-000-41000-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-41000-512700	WORKERS COMPENSATION	12,517.97	11,544.57	11,544.57	11,243.48	11,752.46
100-000-41000-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-41000-521200	PROFESSIONAL	1,954.00	5,000.00	4,317.76	5,000.00	6,000.00
100-000-41000-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
100-000-41000-522110	DISPOSAL	0.00	0.00	920.00	0.00	0.00
100-000-41000-522130	CUSTODIAL	0.00	0.00	0.00	0.00	0.00
100-000-41000-522140	LAWN & GROUNDS CARE	7.75	0.00	0.00	0.00	1,200.00
100-000-41000-522200	REPAIR / MAINT.- BLDG	785.66	1,500.00	482.50	1,500.00	9,000.00
100-000-41000-522210	REPAIR / MAINT.- VEHICLE	3,243.39	5,000.00	3,016.30	6,500.00	4,000.00
100-000-41000-522220	REPAIR / MAINT. - EQUIP	12,852.83	11,000.00	3,284.64	11,000.00	8,000.00
100-000-41000-522310	RENTAL OF LAND AND BUILDINGS	0.00	0.00	0.00	0.00	0.00
100-000-41000-522320	RENTAL OF EQUIP AND VEHICLES	1,746.30	1,000.00	1,009.70	1,000.00	1,500.00
100-000-41000-523100	INS-OTHER THAN EMP BENEF	5,630.88	5,755.96	4,791.10	4,791.10	5,695.59
100-000-41000-523110	COMMERCIAL INS/DEDUCT	0.00	0.00	0.00	0.00	0.00
100-000-41000-523200	COMMUNICATIONS-TELEPHONE	4,820.94	5,000.00	5,059.65	6,000.00	6,000.00
100-000-41000-523210	COMMUNICATIONS-MOBILE PHONE	986.02	900.00	849.60	900.00	1,100.00
100-000-41000-523230	COMMUNICATIONS-POSTAGE	97.80	100.00	0.00	100.00	0.00
100-000-41000-523300	ADVERTISING	274.08	0.00	0.00	0.00	0.00
100-000-41000-523400	PRINTING AND BINDING	321.37	400.00	600.00	400.00	0.00
100-000-41000-523500	TRAVEL	0.00	0.00	27.00	100.00	600.00
100-000-41000-523600	DUES AND FEES	247.00	300.00	296.00	300.00	1,200.00
100-000-41000-523700	EDUCATION AND TRAINING	155.75	500.00	460.00	1,500.00	2,000.00
100-000-41000-523850	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
100-000-41000-531100	GENERAL SUPPLIES & MAT'L	6,765.47	11,406.99	5,912.35	12,000.00	8,790.82
100-000-41000-531210	WATER / SEWERAGE	949.05	1,000.00	1,180.07	1,000.00	1,200.00

<u>Account</u>	<u>Public Works</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-41000-531215	STORM WATER UTILITY FEES	300.00	0.00	300.00	300.00	300.00
100-000-41000-531220	NATURAL GAS	0.00	0.00	0.00	0.00	0.00
100-000-41000-531230	ELECTRICITY	5,993.87	5,000.00	6,090.32	7,000.00	7,000.00
100-000-41000-531270	GASOLINE / DIESEL	4,752.19	3,000.00	5,548.44	5,000.00	5,500.00
100-000-41000-531275	TIRE DISPOSAL	0.00	0.00	0.00	500.00	300.00
100-000-41000-531300	FOOD	390.84	400.00	314.49	400.00	600.00
100-000-41000-531400	BOOKS AND PERIODICALS	0.00	0.00	0.00	0.00	0.00
100-000-41000-531600	SMALL EQUIPMENT	1,030.59	1,000.00	380.00	1,000.00	500.00
100-000-41000-531700	OTHER SUPPLIES	1,249.07	1,000.00	1,214.41	1,000.00	1,200.00
100-000-41000-541300	BUILDINGS	0.00	0.00	0.00	0.00	0.00
100-000-41000-542100	MACHINERY & EQUIPMENT	3,450.00	0.00	0.00	0.00	0.00
100-000-41000-542200	VEHICLES	0.00	0.00	1,500.00	0.00	23,461.00
100-000-41000-542300	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
100-000-41000-542400	COMPUTERS	0.00	0.00	246.25	500.00	0.00
100-000-41000-542500	OTHER EQUIPMENT	249.99	0.00	1,715.88	0.00	2,500.00
100-000-41000-581200	CAPITAL LEASE PRINCIPAL	0.00	0.00	0.00	0.00	4,250.85
100-000-41000-582200	CAPITAL LEASE INTEREST	0.00	0.00	0.00	0.00	845.07
TOTAL:		204,696.14	210,362.83	189,799.56	213,897.70	268,622.12
TOTAL:	41000 PUBLIC WORKS	204,696.14	210,362.83	189,799.56	213,897.70	268,622.12

<u>Account</u>	<u>Roads</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-42200-511100	REGULAR EMPLOYEES	0.00	0.00	0.00	0.00	0.00
100-000-42200-511300	OVERTIME	0.00	0.00	0.00	0.00	0.00
100-000-42200-512400	RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-000-42200-521200	PROFESSIONAL	608.00	1,400.00	0.00	1,400.00	800.00
100-000-42200-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
100-000-42200-522110	DISPOSAL	0.00	500.00	0.00	0.00	0.00
100-000-42200-522140	LAWN & GROUNDS CARE	232.78	0.00	0.00	0.00	0.00
100-000-42200-522210	REPAIR / MAINT. - VEHICLE	6,508.12	6,200.00	6,202.96	7,000.00	7,000.00
100-000-42200-522220	REPAIR / MAINT. - EQUIP	17,130.38	15,000.00	10,843.12	15,000.00	15,000.00
100-000-42200-522230	REPAIR / MAINT. - INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
100-000-42200-522320	RENTAL OF EQUIP AND VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-42200-523100	INS-OTHER THAN EMP BENEF	2,359.06	2,939.00	2,081.86	2,081.86	1,595.11
100-000-42200-523210	COMMUNICATIONS-MOBILE PHONE	0.00	0.00	0.00	0.00	0.00
100-000-42200-523300	ADVERTISING	0.00	0.00	0.00	0.00	0.00
100-000-42200-523850	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
100-000-42200-531100	GENERAL SUPPLIES & MAT'L	17,630.48	26,000.00	13,440.35	26,000.00	29,086.75
100-000-42200-531270	GASOLINE/ DIESEL	2,259.12	6,000.00	2,446.00	5,000.00	5,000.00
100-000-42200-531400	BOOKS & PERIODICALS	0.00	0.00	0.00	0.00	0.00
100-000-42200-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-000-42200-541400	INFRASTRUCTURE	238.00	0.00	0.00	10,000.00	46,000.00
100-000-42200-542100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	38,000.00	0.00
100-000-42200-542200	VEHICLE	0.00	0.00	0.00	0.00	0.00
100-000-42200-542300	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
100-000-42200-542500	OTHER EQUIPMENT	380.00	0.00	0.00	0.00	0.00
TOTAL:		47,345.94	58,039.00	35,014.29	104,481.86	104,481.86
TOTAL:	42200 ROADS	47,345.94	58,039.00	35,014.29	104,481.86	104,481.86

<u>Account</u>	<u>Street Lighting</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-42600-531230	ELECTRICITY	93,661.42	100,600.00	100,560.31	94,000.00	105,000.00
TOTAL:		93,661.42	100,600.00	100,560.31	94,000.00	105,000.00
TOTAL:	42600 STREET LIGHTING	93,661.42	100,600.00	100,560.31	94,000.00	105,000.00

<u>Account</u>	<u>Special Events/Festivals</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-61920-511100	REGULAR EMPLOYEES	0.00	0.00	0.00	0.00	0.00
100-000-61920-511300	OVERTIME	0.00	0.00	0.00	0.00	0.00
100-000-61920-512400	RETIREMENT CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
100-000-61920-521200	PROFESSIONAL	14,160.00	14,000.00	15,200.00	16,000.00	18,000.00
100-000-61920-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
100-000-61920-521310	RENTAL OF LAND & BLDGS	0.00	0.00	0.00	0.00	0.00
100-000-61920-522320	RENTAL OF EQUIP AND VEHICLES	1,991.25	1,500.00	1,452.50	1,500.00	1,500.00
100-000-61920-523100	INS-OTHER THAN EMP BENEFITS	1,346.00	1,122.33	1,230.83	1,230.83	2,579.00
100-000-61920-523210	COMMUNICATIONS-MOBILE PHONE	0.00	0.00	0.00	0.00	0.00
100-000-61920-523230	COMMUNICATIONS-POSTAGE	248.44	150.00	22.27	150.00	0.00
100-000-61920-523300	ADVERTISING	1,567.45	3,000.00	1,237.62	3,000.00	3,000.00
100-000-61920-523400	PRINTING AND BINDING	175.00	1,000.00	0.00	0.00	0.00
100-000-61920-523500	TRAVEL	0.00	0.00	0.00	0.00	0.00
100-000-61920-523600	DUES AND FEES	336.88	700.00	365.34	700.00	700.00
100-000-61920-523850	CONTRACT LABOR	2,450.00	3,000.00	3,274.00	3,000.00	3,500.00
100-000-61920-531100	GENERAL SUPPLIES & MAT'L	13,013.97	15,000.00	14,175.14	15,000.00	15,000.00
100-000-61920-531270	GASOLINE / DIESEL	0.00	0.00	0.00	0.00	0.00
100-000-61920-531300	FOOD	1,376.09	1,000.00	1,065.89	1,000.00	1,200.00
100-000-61920-531600	SMALL EQUIPMENT	0.00	0.00	148.27	0.00	0.00
100-000-61920-531700	OTHER SUPPLIES	332.50	250.00	285.00	250.00	500.00
100-000-61920-542400	COMPUTERS	0.00	0.00	0.00	0.00	0.00
100-000-61920-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL:		36,997.58	40,722.33	38,456.86	41,830.83	45,979.00
TOTAL:	61920 SPECIAL EVENTS/FESTIVALS	36,997.58	40,722.33	38,456.86	41,830.83	45,979.00

Account	Parks	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-62000-511100	REGULAR EMPLOYEES	41,995.20	41,995.20	45,763.87	43,035.20	53,601.60
100-000-62000-511300	OVERTIME	0.00	0.00	0.00	0.00	0.00
100-000-62000-512000	FRINGE BENEFITS	239.87	150.00	150.00	150.00	150.00
100-000-62000-512100	GROUP INSURANCE	135.60	136.80	125.40	136.80	136.80
100-000-62000-512200	SOCIAL SECURITY (FICA) CONTRIB	2,612.94	2,613.00	2,846.59	2,677.48	3,332.60
100-000-62000-512300	MEDICARE	611.10	611.11	665.74	626.19	779.40
100-000-62000-512400	RETIREMENT CONTRIBUTION	2,496.95	2,495.63	2,551.06	2,535.50	3,234.96
100-000-62000-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-62000-512700	WORKERS COMPENSATION	1,269.84	1,104.21	1,104.21	1,131.45	1,408.29
100-000-62000-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-62000-521200	PROFESSIONAL	3,525.49	5,000.00	5,159.00	5,000.00	5,000.00
100-000-62000-521300	TECHNICAL	0.00	0.00	42.80	0.00	0.00
100-000-62000-522130	CUSTODIAL	0.00	0.00	0.00	0.00	0.00
100-000-62000-522140	LAWN & GROUNDS CARE	4,054.78	4,600.00	7,340.00	8,850.00	10,000.00
100-000-62000-522200	REPAIR / MAINT.- BLDG	2,309.04	2,000.00	2,164.40	2,000.00	2,000.00
100-000-62000-522210	REPAIR / MAINT. - VEHICLE	0.00	1,500.00	129.11	1,500.00	200.00
100-000-62000-522220	REPAIR / MAINT. - EQUIP	4,616.86	5,000.00	2,509.85	5,000.00	4,000.00
100-000-62000-522310	RENTAL OF LAND AND BUILDINGS	0.00	0.00	0.00	0.00	0.00
100-000-62000-522320	RENTAL OF EQUIP. AND VEHICLES	1,200.65	1,500.00	88.53	1,500.00	1,500.00
100-000-62000-523100	INS-OTHER THAN EMP BENEFITS	3,008.12	3,520.20	2,772.68	2,772.68	4,135.73
100-000-62000-523200	COMMUNICATIONS-TELEPHONE	165.10	1,000.00	0.00	0.00	0.00
100-000-62000-523210	COMMUNICATIONS-MOBILE PHONE	632.10	0.00	721.17	0.00	800.00
100-000-62000-523230	COMMUNICATIONS - POSTAGE	261.71	100.00	0.00	0.00	200.00
100-000-62000-523300	ADVERTISING	510.53	1,000.00	1,067.00	1,000.00	1,200.00
100-000-62000-523400	PRINTING AND BINDING	80.00	500.00	69.99	600.00	300.00
100-000-62000-523500	TRAVEL	58.00	750.00	0.00	750.00	1,500.00
100-000-62000-523550	TRAVEL - OWL'S PROGRAM	0.00	5,000.00	900.64	5,000.00	5,000.00
100-000-62000-523600	DUES AND FEES	704.88	1,000.00	600.00	1,000.00	1,000.00
100-000-62000-523700	EDUCATION AND TRAINING	145.75	700.00	65.00	1,000.00	1,000.00
100-000-62000-523850	CONTRACT LABOR	96.00	0.00	295.00	0.00	8,000.00
100-000-62000-531100	GENERAL SUPPLIES & MAT'L	11,942.48	20,000.00	11,663.43	20,000.00	20,000.50
100-000-62000-531210	WATER / SEWERAGE	6,271.66	5,000.00	5,323.31	5,000.00	7,500.00
100-000-62000-531215	STORM WATER UTILITY FEES	210.00	250.00	210.00	250.00	250.00
100-000-62000-531220	NATURAL GAS	501.47	750.00	661.48	750.00	750.00
100-000-62000-531230	ELECTRICITY	13,201.84	13,500.00	14,880.33	13,500.00	18,000.00
100-000-62000-531270	GASOLINE / DIESEL	689.42	2,500.00	1,475.52	2,500.00	2,000.00

<u>Account</u>	<u>Parks</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-62000-531300	FOOD	0.00	500.00	779.98	750.00	1,000.00
100-000-62000-531600	SMALL EQUIPMENT	0.00	0.00	342.96	0.00	500.00
100-000-62000-531700	OTHER SUPPLIES	287.90	400.00	173.32	400.00	400.00
100-000-62000-541200	SITE IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
100-000-62000-541400	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
100-000-62000-542100	MACHINERY & EQUIPMENT	0.00	11,800.00	0.00	11,800.00	18,000.00
100-000-62000-542200	VEHICLES	18,900.00	0.00	0.00	0.00	0.00
100-000-62000-542300	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
100-000-62000-542400	COMPUTERS	0.00	0.00	917.91	0.00	0.00
100-000-62000-542500	OTHER EQUIPMENT	3,634.35	500.00	2,792.44	0.00	1,000.00
100-000-62000-581200	CAPITAL LEASE PRINCIPAL	2,912.77	3,661.70	3,661.72	3,783.51	3,909.40
100-000-62000-582200	CAPITAL LEASE INTEREST	532.25	472.32	472.34	350.50	224.62
TOTAL:		129,814.65	141,610.17	120,486.78	145,349.31	182,013.90
TOTAL:	62000 PARKS	129,814.65	141,610.17	120,486.78	145,349.31	182,013.90

<u>Account</u>	<u>Library</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-65000-511100	REGULAR EMPLOYEES	0.00	0.00	0.00	0.00	0.00
100-000-65000-512100	GROUP INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-65000-512200	SOCIAL SECURITY (FICA) CONTRIB	0.00	0.00	0.00	0.00	0.00
100-000-65000-512300	MEDICARE	0.00	0.00	0.00	0.00	0.00
100-000-65000-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
100-000-65000-522200	REPAIR / MAINT.- BLDG	0.00	0.00	0.00	0.00	0.00
100-000-65000-523200	COMMUNICATIONS-TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-000-65000-523700	EDUCATION AND TRAINING	0.00	0.00	0.00	0.00	0.00
100-000-65000-531100	GENERAL SUPPLIES & MATL	0.00	0.00	0.00	0.00	0.00
100-000-65000-531210	WATER / SEWERAGE	0.00	0.00	0.00	0.00	0.00
100-000-65000-531220	NATURAL GAS	0.00	0.00	0.00	0.00	0.00
100-000-65000-531230	ELECTRICITY	0.00	0.00	0.00	0.00	0.00
100-000-65000-531600	SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-65000-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-000-65000-571000	INTERGOVERNMENTAL	131,700.00	131,700.00	131,700.00	131,700.00	131,700.00
TOTAL:		131,700.00	131,700.00	131,700.00	131,700.00	131,700.00
TOTAL:	65000 LIBRARY	131,700.00	131,700.00	131,700.00	131,700.00	131,700.00

Account	Planning & Zoning	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-74100-511100	REGULAR EMPLOYEES	93,742.01	116,006.80	76,990.70	86,860.80	101,233.60
100-000-74100-511200	TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00
100-000-74100-511300	OVERTIME	0.00	0.00	593.27	0.00	0.00
100-000-74100-511400	ACCRUED VACATION	0.00	0.00	0.00	0.00	0.00
100-000-74100-512000	FRINGE BENEFITS	389.87	450.00	75.00	300.00	300.00
100-000-74100-512100	GROUP INSURANCE	7,081.20	10,555.20	11,482.55	17,598.00	18,678.00
100-000-74100-512200	SOCIAL SECURITY (FICA) CONTRIB	5,694.17	7,068.40	4,600.80	5,403.97	5,751.22
100-000-74100-512300	MEDICARE	1,331.65	1,653.09	1,076.04	1,263.83	1,345.04
100-000-74100-512400	RETIREMENT CONTRIBUTION	6,553.13	6,893.87	6,448.82	5,117.57	6,109.64
100-000-74100-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-74100-512700	WORKERS COMPENSATION	2,039.13	2,228.67	2,228.67	1,271.89	2,254.05
100-000-74100-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-74100-521100	OFFICIAL / ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00
100-000-74100-521200	PROFESSIONAL	21,789.48	20,000.00	38,844.86	48,000.00	48,000.00
100-000-74100-521300	TECHNICAL	29.49	0.00	0.00	0.00	0.00
100-000-74100-522210	REPAIR / MAINT.- VEHICLE	0.00	0.00	0.00	0.00	0.00
100-000-74100-522220	REPAIR / MAINT.- EQUIP.	0.00	0.00	0.00	0.00	0.00
100-000-74100-522320	RENTAL OF EQUIP AND VEHICLES	79.20	0.00	79.20	0.00	0.00
100-000-74100-523100	INS.-OTHER THAN EMP BENEFITS	1,389.75	1,169.95	1,264.83	1,264.83	2,608.48
100-000-74100-523210	COMMUNICATIONS-MOBILE PHONE	858.30	500.00	896.07	800.00	1,440.00
100-000-74100-523230	COMMUNICATIONS-POSTAGE	1,446.78	700.00	31.96	1,500.00	500.00
100-000-74100-523300	ADVERTISING	491.70	500.00	320.00	500.00	500.00
100-000-74100-523400	PRINTING AND BINDING	49.99	150.00	12.00	100.00	100.00
100-000-74100-523500	TRAVEL	1,623.08	2,000.00	87.47	2,000.00	500.00
100-000-74100-523600	DUES AND FEES	0.00	750.00	100.00	750.00	500.00
100-000-74100-523700	EDUCATION AND TRAINING	945.75	1,000.00	750.00	1,000.00	2,000.00
100-000-74100-531100	GENERAL SUPPLIES & MAT'L	2,715.06	2,000.00	1,322.24	2,500.00	2,500.95
100-000-74100-531270	GASOLINE / DIESEL	0.00	750.00	0.00	750.00	200.00
100-000-74100-531300	FOOD	431.47	200.00	0.00	200.00	200.00
100-000-74100-531400	BOOKS AND PERIODICALS	0.00	0.00	0.00	0.00	200.00
100-000-74100-531700	OTHER SUPPLIES	210.41	200.00	0.00	500.00	500.00
100-000-74100-542100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-000-74100-542200	VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-74100-542300	FURNITURE AND FIXTURES	0.00	200.00	0.00	3,000.00	0.00
100-000-74100-542400	COMPUTERS	399.00	3,000.00	3,040.27	2,000.00	1,000.00
100-000-74100-542500	OTHER EQUIPMENT	0.00	100.00	0.00	100.00	100.00
100-000-74100-543000	INTANGIBLES - TRADEMARK/L	0.00	0.00	0.00	0.00	0.00
TOTAL:		149,290.62	178,075.98	150,244.75	182,780.89	196,520.98
TOTAL:	74100 PLANNING & ZONING	149,290.62	178,075.98	150,244.75	182,780.89	196,520.98

Account	Code Enforcement	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
100-000-74500-00000-511100	REGULAR EMPLOYEES	30,550.31	31,345.60	31,337.35	32,115.20	33,716.80
100-000-74500-00000-511300	OVERTIME	635.17	1,000.00	363.82	1,000.00	4,000.00
100-000-74500-00000-511400	ACCRUED VACATION	0.00	0.00	0.00	0.00	0.00
100-000-74500-00000-512000	FRINGE BENEFITS	150.00	150.00	150.00	150.00	150.00
100-000-74500-00000-512100	GROUP INSURANCE	15,180.00	16,201.20	16,031.70	17,148.60	18,592.80
100-000-74500-00000-512200	SOCIAL SECURITY (FICA) CONTRIB	1,660.72	1,786.10	1,602.14	2,062.44	1,814.29
100-000-74500-00000-512300	MEDICARE	388.35	417.72	374.69	482.35	424.31
100-000-74500-00000-512400	RETIREMENT CONTRIBUTION	1,819.22	1,862.76	1,900.44	1,892.13	2,034.87
100-000-74500-00000-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-74500-00000-512700	WORKERS COMPENSATION	2,044.71	1,820.39	1,820.39	712.96	879.84
100-000-74500-00000-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-74500-00000-521200	PROFESSIONAL	5,282.41	2,230.00	0.00	2,230.00	2,230.00
100-000-74500-00000-522210	REPAIR / MAINT.- VEHICLE	271.98	1,000.00	723.62	1,000.00	1,000.00
100-000-74500-00000-522220	REPAIR / MAINT.- EQUIP	305.91	500.00	0.00	500.00	500.00
100-000-74500-00000-522320	RENTAL OF EQUIP AND VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-74500-00000-523100	INS.-OTHER THAN EMP BENEFITS	723.23	302.87	304.00	304.00	339.09
100-000-74500-00000-523210	COMMUNICATIONS-MOBILE PHONE	348.00	500.00	549.15	500.00	700.00
100-000-74500-00000-523230	COMMUNICATIONS-POSTAGE	228.03	300.00	5.00	300.00	300.00
100-000-74500-00000-523300	ADVERTISING	0.00	200.00	0.00	200.00	1,000.00
100-000-74500-00000-523400	PRINTING AND BINDING	77.77	300.00	0.00	300.00	300.00
100-000-74500-00000-523500	TRAVEL	505.00	1,200.00	1,478.90	1,400.00	1,400.00
100-000-74500-00000-523600	DUES AND FEES	50.00	100.00	0.00	100.00	100.00
100-000-74500-00000-523700	EDUCATION AND TRAINING	775.00	1,200.00	805.00	1,200.00	1,200.00
100-000-74500-00000-523850	CONTRACT LABOR	2,580.00	2,000.00	0.00	1,700.00	1,700.00
100-000-74500-00000-531100	GENERAL SUPPLIES & MATL	336.37	300.00	365.48	350.00	400.32
100-000-74500-00000-531270	GASOLINE / DIESEL	760.99	1,250.00	601.76	1,250.00	1,250.00
100-000-74500-00000-531300	FOOD	0.00	0.00	0.00	0.00	0.00
100-000-74500-00000-531400	BOOKS AND PERIODICALS	0.00	250.00	0.00	200.00	200.00
100-000-74500-00000-531700	OTHER SUPPLIES	210.00	400.00	55.00	500.00	400.00
100-000-74500-00000-542200	VEHICLES	0.00	0.00	0.00	0.00	0.00
100-000-74500-00000-542300	FURNITURE AND FIXTURES	0.00	100.00	0.00	100.00	100.00
100-000-74500-00000-542400	COMPUTERS	52.79	650.00	286.29	600.00	0.00
100-000-74500-00000-542500	OTHER EQUIPMENT	0.00	500.00	280.00	500.00	500.00
TOTAL:		64,935.96	67,866.64	59,034.73	68,797.68	75,232.32
TOTAL:	74500 CODE ENFORCEMENT	64,935.96	67,866.64	59,034.73	68,797.68	75,232.32

<u>Account</u>	<u>DDA</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-75500-511100	REGULAR EMPLOYEES	0.00	0.00	0.00	0.00	0.00
100-000-75500-511300	OVERTIME	0.00	0.00	0.00	0.00	0.00
100-000-75500-512000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00
100-000-75500-512100	GROUP INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-75500-512200	SOCIAL SECURITY (FICA) CONTRIB	0.00	0.00	0.00	0.00	0.00
100-000-75500-512300	MEDICARE	0.00	0.00	0.00	0.00	0.00
100-000-75500-512400	RETIREMENT CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
100-000-75500-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
100-000-75500-512700	WORKERS COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-000-75500-521200	PROFESSIONAL	256.00	0.00	0.00	1,500.00	1,500.00
100-000-75500-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
100-000-75500-522200	REPAIRS / MAINT. - BLDG	0.00	0.00	0.00	0.00	0.00
100-000-75500-522320	RENTAL OF EQUIP AND VEHICLES	79.20	60,100.00	79.20	0.00	0.00
100-000-75000-523100	INS-OTHER THAN EMP BENEF	0.00	0.00	0.00	0.00	0.00
100-000-75500-523200	COMMUNICATIONS - TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-000-75500-523210	COMMUNICATIONS-MOBILE PHONE	0.00	0.00	0.00	0.00	0.00
100-000-75500-523230	COMMUNICATIONS-POSTAGE	62.72	0.00	0.00	0.00	0.00
100-000-75500-523300	ADVERTISING	55.79	600.00	54.67	600.00	600.00
100-000-75500-523350	MARKETING	0.00	600.00	0.00	600.00	600.00
100-000-75500-523400	PRINTING AND BINDING	0.00	500.00	212.00	500.00	500.00
100-000-75500-523500	TRAVEL	0.00	500.00	0.00	1,000.00	500.00
100-000-75500-523600	DUES AND FEES	30.00	500.00	100.00	750.00	750.00
100-000-75500-523700	EDUCATION AND TRAINING	0.00	1,000.00	1,060.00	1,000.00	1,500.00
100-000-75500-523850	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
100-000-75500-531100	GENERAL SUPPLIES & MAT'L	532.26	0.00	443.77	500.00	500.00
100-000-75500-531270	GASOLINE / DIESEL	0.00	0.00	0.00	0.00	0.00
100-000-75500-531300	FOOD	286.05	150.00	0.00	200.00	200.00
100-000-75500-531400	BOOKS AND PERIODICALS	0.00	0.00	0.00	0.00	0.00
100-000-75500-531600	SMALL EQUIPMENT	0.00	0.00	12.97	0.00	0.00
100-000-75500-531700	OTHER SUPPLIES	0.00	0.00	178.50	0.00	0.00
100-000-75500-541400	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
100-000-75500-542300	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
TOTAL:		1,302.02	63,950.00	2,141.11	6,650.00	6,650.00
TOTAL:	75500 DDA	1,302.02	63,950.00	2,141.11	6,650.00	6,650.00

<u>Account</u>	<u>MainStreet</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
100-000-75650-521200	PROFESSIONAL	2,850.00	3,500.00	2,300.00	3,500.00	3,500.00
100-000-75650-522220	REPAIR/MAINT - EQUIP.	59.50	0.00	0.00	0.00	0.00
100-000-75650-523100	INS-OTHER THAN EMP BENEF	0.00	0.00	0.00	0.00	0.00
100-000-75650-523210	COMMUNICATIONS-MOBILE PHONE	0.00	0.00	0.00	0.00	0.00
100-000-75650-523230	COMMUNICATIONS-POSTAGE	0.00	0.00	0.00	0.00	0.00
100-000-75650-523300	ADVERTISING	0.00	2,000.00	895.00	2,000.00	2,000.00
100-000-75650-523350	MARKETING	0.00	2,000.00	0.00	2,000.00	2,000.00
100-000-75650-523400	PRINTING AND BINDING	0.00	500.00	0.00	500.00	500.00
100-000-75650-523500	TRAVEL	0.00	500.00	0.00	500.00	500.00
100-000-75650-523600	DUES AND FEES	0.00	0.00	0.00	0.00	0.00
100-000-75650-523700	EDUCATION AND TRAINING	0.00	500.00	0.00	500.00	500.00
100-000-75650-523850	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
100-000-75650-531100	GENERAL SUPPLIES & MAT'L	2,758.24	3,000.00	0.00	3,000.00	3,000.00
100-000-75650-531210	WATER/SEWERAGE	104.18	0.00	0.00	0.00	0.00
100-000-75650-531270	GASOLINE / DIESEL	0.00	0.00	0.00	0.00	0.00
100-000-75650-531300	FOOD	0.00	200.00	0.00	200.00	200.00
100-000-75650-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-000-75650-542500	OTHER EQUIPMENT	342.68	0.00	0.00	0.00	0.00
TOTAL:		6,114.60	12,200.00	3,195.00	12,200.00	12,200.00
TOTAL:	75650 MAINSTREET	6,114.60	12,200.00	3,195.00	12,200.00	12,200.00

<u>Account</u>	<u>Confiscated Assets Revenue</u>	<u>Actual Revenue</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Revenue</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
210-000-00000-034789	DONATIONS - K9 PROGRAM	2,300.00	0.00	0.00	0.00	0.00
210-000-00000-331310	FEDERAL CAPITAL GRANT	600.00	0.00	1,055.74	0.00	1,000.00
210-000-00000-351320	CASH CONFISCATIONS	0.00	14,000.00	37,397.72	0.00	9,000.00
210-000-00000-351420	CANINE NARCOTICS FUND	0.00	0.00	2,000.00	0.00	0.00
210-000-00000-361000	INTEREST REVENUE	5.75	0.00	55.38	0.00	0.00
TOTAL:		2,905.75	14,000.00	40,508.84	0.00	10,000.00
TOTAL:	32000 POLICE CONFISCATED ASSETS	2,905.75	14,000.00	40,508.84	0.00	10,000.00

<u>Account</u>	<u>Confiscated Assets Expense</u>	<u>Actual Expense</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Expense</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
210-000-32000-521200	PROFESSIONAL	0.00	0.00	0.00	0.00	1,000.00
210-000-32000-521300	TECHNICAL	0.00	0.00	0.00	0.00	1,000.00
210-000-32000-522200	REPAIRS / MAINT. - BLDG.	0.00	0.00	0.00	0.00	0.00
210-000-32000-522210	REPAIRS / MAINT. - VEHICLE	0.00	14,000.00	662.00	0.00	1,000.00
210-000-32000-522220	REPAIRS / MAINT. - EQUIP.	0.00	0.00	0.00	0.00	1,000.00
210-000-32000-523300	ADVERTISING	0.00	0.00	0.00	0.00	0.00
210-000-32000-523600	DUES AND FEES	0.00	0.00	0.00	0.00	1,000.00
210-000-32000-523650	NARCOTICS INVESTIGATIONS	600.00	0.00	385.20	0.00	1,000.00
210-000-32000-523675	CANINE INVESTIGATIONS	0.00	0.00	3,674.00	0.00	0.00
210-000-32000-531100	GENERAL SUPPLIES & MAT'L	8.00	0.00	450.00	0.00	1,000.00
210-000-32000-531700	OTHER SUPPLIES	0.00	0.00	168.53	0.00	500.00
210-000-32000-542100	MACHINERY & EQUIPMENT	0.00	0.00	3,281.20	0.00	0.00
210-000-32000-542200	VEHICLES	0.00	0.00	3,198.57	0.00	0.00
210-000-32000-542400	COMPUTERS	0.00	0.00	2,092.28	0.00	1,000.00
210-000-32000-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	1,500.00
TOTAL:		608.00	14,000.00	13,911.78	0.00	10,000.00
TOTAL:	32000 POLICE CONFISCATED ASSETS	608.00	14,000.00	13,911.78	0.00	10,000.00

<u>Account</u>	<u>Court Fines/Technical Fund</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Approved Budget</u>
	<u>Revenue</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
211-000-00000-336000	INCOME - COURT FINES/TECHNICAL	1,917.00	0.00	7,358.00	0.00	9,000.00
211-000-00000-361000	INTEREST REVENUE	12.93	0.00	25.85	0.00	0.00
211-000-00000-391000	INTERFUND TRANS. IN - GF	2,817.73	0.00	0.00	0.00	0.00
TOTAL:		4,747.66	0.00	7,383.85	0.00	9,000.00
TOTAL:	32000 COURT FINES/TECHNICAL FUND	4,747.66	0.00	7,383.85	0.00	9,000.00

Account	Court Fines/Technical Fund Expense	Actual Expense FY2017	Approved Budget FY2018	Actual Expense FY2018	Approved Budget FY2019	Approved Budget FY2020
211-000-32000-521200	PROFESSIONAL	0.00	0.00	0.00	0.00	4,000.00
211-000-32000-521300	TECHNICAL	0.00	0.00	988.00	0.00	0.00
211-000-32000-523600	DUES AND FEES	0.00	0.00	1,758.00	0.00	2,000.00
211-000-32000-531100	GENERAL SUPPLIES & MAT'L	0.00	0.00	23.70	0.00	1,000.00
211-000-32000-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	1,000.00
211-000-32000-542200	VEHICLES	0.00	0.00	0.00	0.00	0.00
211-000-32000-542400	COMPUTERS	0.00	0.00	0.00	0.00	1,000.00
211-000-32000-542500	OTHER EQUIPMENT	0.00	0.00	707.85	0.00	0.00
TOTAL:		0.00	0.00	3,477.55	0.00	9,000.00
TOTAL:	32000 COURT FINES/TECHNICAL FUND	0.00	0.00	3,477.55	0.00	9,000.00

<u>Account</u>	<u>DOT Asset Forfeiture Fund</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Approved Budget</u>
	<u>Revenue</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
212-000-00000-331310	FEDERAL CAPITAL GRANT	0.00	0.00	0.00	0.00	1,000.00
212-000-00000-336000	INCOME - DOT GRANT	0.00	0.00	0.00	0.00	0.00
TOTAL:		0.00	0.00	0.00	0.00	1,000.00
TOTAL:	32000 DOT ASSET FORFEITURE FUND	0.00	0.00	0.00	0.00	1,000.00

Account	DOT Asset Forfeiture Fund Expense	Actual Expense FY2017	Approved Budget FY2018	Actual Expense FY2018	Approved Budget FY2019	Approved Budget FY2020
212-000-32000-521200	PROFESSIONAL	0.00	0.00	0.00	0.00	0.00
212-000-32000-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
212-000-32000-523600	DUES AND FEES	0.00	0.00	0.00	0.00	0.00
212-000-32000-531100	GENERAL SUPPLIES & MATL	0.00	0.00	0.00	0.00	0.00
212-000-32000-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
212-000-32000-542200	VEHICLES	0.00	0.00	0.00	0.00	0.00
212-000-32000-542400	COMPUTERS	0.00	0.00	0.00	0.00	0.00
212-000-32000-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	1,000.00
TOTAL:		0.00	0.00	0.00	0.00	1,000.00
TOTAL:	32000 DOT ASSET FORFEITURE FUND	0.00	0.00	0.00	0.00	1,000.00

<u>Account</u>	<u>DOJ Asset Forfeiture Fund</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Approved Budget</u>
	<u>Revenue</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
214-000-00000-331310	FEDERAL CAPITAL GRANT	0.00	0.00	0.00	0.00	1,000.00
214-000-00000-336000	INCOME - DOT GRANT	0.00	0.00	0.00	0.00	0.00
TOTAL:		0.00	0.00	0.00	0.00	1,000.00
TOTAL:	32000 DOJ ASSET FORFEITURE FUND	0.00	0.00	0.00	0.00	1,000.00

Account	DOJ Asset Forfeiture Fund Expense	Actual Expense FY2017	Approved Budget FY2018	Actual Expense FY2018	Approved Budget FY2019	Approved Budget FY2020
214-000-32000-521200	PROFESSIONAL	0.00	0.00	0.00	0.00	0.00
214-000-32000-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
214-000-32000-523600	DUES AND FEES	0.00	0.00	0.00	0.00	0.00
214-000-32000-531100	GENERAL SUPPLIES & MATL	0.00	0.00	0.00	0.00	1,000.00
214-000-32000-531700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
214-000-32000-542200	VEHICLES	0.00	0.00	0.00	0.00	0.00
214-000-32000-542400	COMPUTERS	0.00	0.00	0.00	0.00	0.00
214-000-32000-542500	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL:		0.00	0.00	0.00	0.00	1,000.00
TOTAL:	32000 DOJ ASSET FORFEITURE FUND	0.00	0.00	0.00	0.00	1,000.00

<u>Account</u>	<u>Health & Wellness Grant</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Actual Revenue</u>	<u>Approved Budget</u>	<u>Approved Budget</u>
	<u>Revenue</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
252-000-00000-336000	INCOME - HEALTH PROMOTION GRANT	5,000.00	5,000.00	5,000.00	0.00	5,000.00
252-000-00000-361000	INTEREST REVENUE	1.47	0.00	2.94	0.00	0.00
TOTAL:		5,001.47	5,000.00	5,002.94	0.00	5,000.00
TOTAL:	15100 HEALTH & WELLNESS GRANT	5,001.47	5,000.00	5,002.94	0.00	5,000.00

Account	Health & Wellness Grant Expense	Actual Expense FY2017	Approved Budget FY2018	Actual Expense FY2018	Approved Budget FY2019	Approved Budget FY2020
252-000-15100-512000	FRINGE BENEFITS	1,603.69	5,000.00	1,660.00	0.00	1,675.00
252-000-15100-521200	PROFESSIONAL	470.00	0.00	665.00	0.00	650.00
252-000-15100-523600	DUES AND FEES	0.00	0.00	0.00	0.00	0.00
252-000-15100-523700	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00
252-000-15100-531100	GENERAL SUPPLIES & MATERIALS	423.49	0.00	806.79	0.00	825.00
252-000-15100-531300	FOOD	2,130.21	0.00	1,802.32	0.00	1,850.00
252-000-15100-531400	BOOKS & PERIODICALS	0.00	0.00	0.00	0.00	0.00
252-000-15100-531600	SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL:		4,627.39	5,000.00	4,934.11	0.00	5,000.00
TOTAL:	15100 HEALTH & WELLNESS GRANT	4,627.39	5,000.00	4,934.11	0.00	5,000.00

<u>Account</u>	<u>Water Revenue</u>	<u>Actual Revenue</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Revenue</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
505-000-00000-115300	GEFA - WATER RESVR./LOAN FEES	0.00	0.00	0.00	0.00	0.00
505-000-00000-117300	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
505-000-00000-117601	GEFA INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
505-000-00000-117602	GEFA - WATER RESERVOIR	0.00	0.00	0.00	0.00	0.00
505-000-00000-117603	METER /SVS LINE LINE REPLACE	0.00	0.00	0.00	0.00	0.00
505-000-00000-122505	DEFERRED REV-GEFA	0.00	0.00	0.00	0.00	0.00
505-000-00000-122506	DEFERRED REV-GEFA WTR RESVR	0.00	0.00	0.00	0.00	0.00
505-000-00000-122507	DEFERRED REV-GEFA LOAN FEES	0.00	0.00	0.00	0.00	0.00
505-000-00000-122600	DEPOSITS PAYABLE-WATER	7,700.00	0.00	34,636.72	0.00	0.00
505-000-00000-122601	GEFA INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
505-000-00000-344210	WATER CHARGES	1,473,201.51	1,450,000.00	1,540,485.67	2,030,000.00	2,114,184.48
505-000-00000-344211	WATER CHARGE ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00
505-000-00000-344215	WATER CHARGES - LATE CHARGES	50,010.14	58,000.00	49,989.91	58,000.00	50,000.00
505-000-00000-344220	WATER CHARGES - METER INSTALL	13,500.00	20,000.00	51,500.00	40,000.00	63,000.00
505-000-00000-344255	SEWERAGE CHARGES	40,493.87	56,500.00	49,304.66	56,500.00	64,200.00
505-000-00000-344900	OTHER SVC FEES-WTR/SWR	6,234.98	6,000.00	0.00	0.00	0.00
505-000-00000-349300	BAD CHECK FEE	917.72	1,200.00	315.00	1,200.00	700.00
505-000-00000-361000	INTEREST REVENUES	3,605.97	3,000.00	4,132.01	3,000.00	4,000.00
505-000-00000-389000	MISC. REVENUE - OTHER	1,124.50	1,000.00	1,503.12	1,000.00	1,500.00
505-000-00000-391000	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00
505-000-00000-392000	PROCEEDS OF FIXED ASSETS	-4,248.04	0.00	0.00	0.00	0.00
505-000-00000-393500	INCEPTION - CAPITAL LEASE PROCEEDS	0.00	0.00	0.00	0.00	112,182.00
TOTAL:		1,592,540.65	1,595,700.00	1,731,867.09	2,189,700.00	2,409,766.48
TOTAL:	44000 WATER	1,592,540.65	1,595,700.00	1,731,867.09	2,189,700.00	2,409,766.48

Account	Water Expense	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
505-000-44000-511100	REGULAR EMPLOYEES	328,209.77	368,846.40	357,596.18	388,390.60	464,588.80
505-000-44000-511300	OVERTIME	5,814.50	3,500.00	5,993.91	3,500.00	6,000.00
505-000-44000-511400	ACCRUED VACATION	-7,190.77	0.00	8,141.96	0.00	0.00
505-000-44000-512000	FRINGE BENEFITS	1,972.02	1,950.00	1,525.00	1,800.00	2,100.00
505-000-44000-512100	GROUP INSURANCE	75,730.50	81,342.00	88,108.80	115,122.00	128,943.60
505-000-44000-512200	SOCIAL SECURITY (FICA) CONTRIB	19,515.41	21,940.46	20,898.40	24,408.82	25,906.20
505-000-44000-512300	MEDICARE	4,564.08	5,131.23	4,887.83	5,708.51	6,058.71
505-000-44000-512400	RETIREMENT CONTRIBUTION	22,411.26	21,449.53	23,781.45	22,882.78	28,038.83
505-000-44000-512600	UNEMPLOYMENT INSURANCE	1,320.00	0.00	0.00	0.00	0.00
505-000-44000-512700	WORKERS COMPENSATION	17,275.56	16,217.99	16,908.19	19,403.39	23,268.51
505-000-44000-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
505-000-44000-519999	PERSONNEL COST ALLOCATION	0.00	0.00	0.00	0.00	0.00
505-000-44000-521200	PROFESSIONAL	50,413.85	44,600.00	46,710.20	44,600.00	50,000.00
505-000-44000-521300	TECHNICAL	30,479.52	27,600.00	29,450.85	27,600.00	28,000.00
505-000-44000-522110	DISPOSAL	0.00	0.00	0.00	0.00	0.00
505-000-44000-522130	CUSTODIAL	0.00	0.00	0.00	0.00	0.00
505-000-44000-522140	LAWN & GROUNDS CARE	34.89	0.00	0.00	0.00	0.00
505-000-44000-522200	REPAIR / MAINT.- BLDG	131.25	0.00	175.00	0.00	0.00
505-000-44000-522210	REPAIR / MAINT.- VEHICLE	5,838.37	6,000.00	12,506.44	15,000.00	15,000.00
505-000-44000-522220	REPAIR / MAINT. - EQUIP	5,711.53	5,500.00	628.00	5,500.00	5,500.00
505-000-44000-522230	REPAIR / MAINT. - INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
505-000-44000-522320	RENTAL OF EQUIP AND VEHICLES	1,864.06	5,000.00	1,759.02	5,000.00	5,000.00
505-000-44000-523000	OTHER PURCHASED SERVICES	7,022.42	6,500.00	0.00	6,500.00	0.00
505-000-44000-523050	COLLECTIONS FEES/PAST DUE ACCTS	210.83	500.00	207.60	500.00	500.00
505-000-44000-523100	INS-OTHER THAN EMP BENEF	15,293.11	10,158.60	10,566.26	9,566.26	4,782.81
505-000-44000-523110	COMMERCIAL INS/DEDUCT	0.00	0.00	0.00	0.00	0.00
505-000-44000-523200	COMMUNICATIONS-TELEPHONE	7,010.36	7,000.00	6,848.25	7,000.00	7,000.00
505-000-44000-523210	COMMUNICATIONS-MOBILE PHONE	3,819.46	4,000.00	4,812.59	5,000.00	5,000.00
505-000-44000-523230	COMMUNICATIONS-POSTAGE	13,778.24	13,550.00	12,218.08	13,550.00	13,550.00
505-000-44000-523300	ADVERTISING	2,800.34	1,000.00	1,577.70	1,000.00	1,500.00
505-000-44000-523400	PRINTING AND BINDING	14,877.10	16,500.00	13,998.19	16,500.00	16,500.00
505-000-44000-523500	TRAVEL	1,790.75	1,800.00	904.52	1,800.00	1,800.00
505-000-44000-523575	AWARDS	102.26	0.00	0.00	0.00	0.00
505-000-44000-523600	DUES AND FEES	9,526.66	10,000.00	2,350.55	10,000.00	10,000.00
505-000-44000-523700	EDUCATION AND TRAINING	1,044.00	2,000.00	940.00	2,000.00	2,000.00
505-000-44000-523850	CONTRACT LABOR	11,324.58	4,000.00	10,674.58	51,184.58	51,184.58

Account	Water Expense	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
505-000-44000-523900	OTHER	0.00	0.00	0.00	0.00	0.00
505-000-44000-531100	GENERAL SUPPLIES & MATL	45,719.72	100,000.00	81,967.62	100,000.00	219,943.16
505-000-44000-531210	WATER / SEWERAGE	370.26	0.00	0.00	0.00	0.00
505-000-44000-531215	STORM WATER UTILITY FEES	30.00	0.00	30.00	0.00	0.00
505-000-44000-531220	NATURAL GAS	0.00	0.00	0.00	0.00	0.00
505-000-44000-531230	ELECTRICITY	497.44	500.00	423.48	500.00	500.00
505-000-44000-531270	GASOLINE / DIESEL	14,304.51	15,000.00	18,738.96	15,000.00	15,000.00
505-000-44000-531300	FOOD	313.81	0.00	896.69	1,000.00	2,000.00
505-000-44000-531400	BOOKS & PERIODICALS	0.00	0.00	0.00	0.00	0.00
505-000-44000-531510	WATER PURCHASED - RESALE	421,882.00	425,000.00	514,491.21	667,250.00	835,000.00
505-000-44000-531600	SMALL EQUIPMENT	189.99	900.00	3,911.99	900.00	500.00
505-000-44000-531610	SEWERAGE PURCHASES	33,993.93	47,000.00	46,237.03	48,000.00	60,000.00
505-000-44000-531700	OTHER SUPPLIES	3,358.03	5,000.00	3,480.23	5,000.00	5,000.00
505-000-44000-541300	BUILDINGS	0.00	0.00	0.00	0.00	0.00
505-000-44000-541400	INFRASTRUCTURE	0.00	0.00	29,552.00	60,000.00	0.00
505-000-44000-541401	GEFA WTR - INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
505-000-44000-541402	CAPITAL PROJ. - INFRASTRUCTURE	0.00	6,000.00	0.00	0.00	0.00
505-000-44000-542100	MACHINERY & EQUIPMENT	2,049.30	65,000.00	0.00	0.00	0.00
505-000-44000-542102	CAPITAL PROJ.-SUPPL. & EQUIP.	0.00	0.00	0.00	0.00	0.00
505-000-44000-542200	VEHICLES	4,972.30	0.00	0.00	0.00	112,182.00
505-000-44000-542300	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
505-000-44000-542400	COMPUTERS	3,140.26	0.00	3,159.73	0.00	500.00
505-000-44000-542500	OTHER EQUIPMENT	3,432.84	0.00	3,045.17	1,000.00	1,000.00
505-000-44000-543000	INTANGIBLES - TRADEMARK/L	0.00	0.00	0.00	0.00	0.00
505-000-44000-561000	DEPRECIATION	137,912.12	0.00	143,583.70	0.00	0.00
505-000-44000-581200	CAPITAL LEASE - PRINCIPAL	0.00	20,267.08	0.12	20,984.94	39,160.06
505-000-44000-581300	DEBT SVC. PRINC. - GEFA INFRASTR	0.00	120,257.35	0.00	125,406.49	130,776.18
505-000-44000-581305	DEBT SVC. PRINC. - GEFA/WTR RESVR.	0.00	0.00	0.00	0.00	0.00
505-000-44000-582200	CAPITAL LEASE - INTEREST	2,848.69	2,400.47	2,400.38	1,682.59	5,046.98
505-000-44000-582300	DEBT SVC. INT.- GEFA INFRASTR	76,392.65	71,454.89	71,454.89	66,305.75	60,936.06
505-000-44000-582305	DEBT SVC. INT. - GEFA/WTR RESVR.	13,318.41	20,000.00	14,173.36	20,000.00	20,000.00
TOTAL:		1,417,422.17	1,584,866.00	1,621,716.11	1,936,546.71	2,409,766.48
TOTAL:	44000 WATER	1,417,422.17	1,584,866.00	1,621,716.11	1,936,546.71	2,409,766.48

<u>Account</u>	<u>Stormwater Revenue</u>	<u>Actual Revenue</u> FY2017	<u>Approved Budget</u> FY2018	<u>Actual Revenue</u> FY2018	<u>Approved Budget</u> FY2019	<u>Approved Budget</u> FY2020
565-000-00000-319900	PENALTIES/INT.-STORM WTR FEES	905.00	800.00	767.47	800.00	1,000.00
565-000-00000-344260	STORMWATER UTILITY CHARGES	102,729.17	104,000.00	101,686.36	104,000.00	104,000.00
565-000-00000-349300	BAD CHECK FEE	0.00	0.00	0.00	0.00	0.00
565-000-00000-361000	INTEREST REVENUES	0.00	0.00	0.00	0.00	0.00
565-000-00000-389000	MISC REVENUE - OTHER	0.00	0.00	0.00	0.00	0.00
565-000-00000-391000	INTERFUND TRANSFERS IN	16,840.00	0.00	0.00	0.00	0.00
565-000-00000-392000	PROCEEDS OF FIXED ASSETS	-1,170.65	0.00	0.00	0.00	0.00
TOTAL:		119,303.52	104,800.00	102,453.83	104,800.00	105,000.00
TOTAL:	43200 STORMWATER	119,303.52	104,800.00	102,453.83	104,800.00	105,000.00

Account	Stormwater Expense	Actual Expense	Approved Budget	Actual Expense	Approved Budget	Approved Budget
		FY2017	FY2018	FY2018	FY2019	FY2020
565-000-43200-511100	REGULAR EMPLOYEES	25,288.80	38,084.80	37,740.80	39,041.60	36,275.20
565-000-43200-511300	OVERTIME	0.00	0.00	0.00	0.00	0.00
565-000-43200-511400	ACCRUED VACATION	-2,396.92	0.00	-2,876.70	0.00	0.00
565-000-43200-512000	FRINGE BENEFITS	75.00	150.00	377.48	150.00	150.00
565-000-43200-512100	GROUP INSURANCE	5,124.90	15,181.20	16,031.70	17,148.60	18,592.80
565-000-43200-512200	SOCIAL SECURITY (FICA) CONTRIB	1,478.45	2,097.29	2,000.20	2,429.88	1,724.91
565-000-43200-512300	MEDICARE	345.81	490.50	467.82	568.28	403.41
565-000-43200-512400	RETIREMENT CONTRIBUTION	2,346.71	2,263.24	2,290.87	2,300.21	2,189.28
565-000-43200-512600	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
565-000-43200-512700	WORKERS COMPENSATION	1,072.13	848.81	848.81	2,849.23	2,061.67
565-000-43200-512900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
565-000-43200-521200	PROFESSIONAL	5,306.74	6,295.34	624.35	4,000.00	0.00
565-000-43200-521300	TECHNICAL	0.00	0.00	0.00	0.00	0.00
565-000-43200-522110	DISPOSAL	0.00	0.00	0.00	200.00	600.00
565-000-43200-522140	LAWN & GROUNDS CARE	0.00	0.00	1,400.00	700.00	700.00
565-000-43200-522200	REPAIR / MAINT. - BLDG.	112.50	0.00	150.00	150.00	150.00
565-000-43200-522210	REPAIR / MAINT. - VEHICLE	2,569.42	1,200.00	616.38	1,200.00	1,200.00
565-000-43200-522220	REPAIR / MAINT. - EQUIP	459.41	230.00	0.00	230.00	500.00
565-000-43200-522230	REPAIR / MAINT. - INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
565-000-43200-522320	RENTAL OF EQUIP AND VEHICLES	1,308.53	1,500.00	1,393.64	1,500.00	1,500.00
565-000-43200-523100	INS-OTHER THAN EMP BNEFITS	4,008.12	3,520.20	2,772.68	2,772.68	4,034.09
565-000-43200-523110	COMMERCIAL INS/DEDUCT	0.00	0.00	0.00	0.00	0.00
565-000-43200-523210	COMMUNICATIONS-MOBILE PHONE	681.30	360.00	734.73	720.00	900.00
565-000-43200-523230	COMMUNICATIONS-POSTAGE	117.18	100.00	95.48	150.00	150.00
565-000-43200-523300	ADVERTISING	0.00	125.00	0.00	125.00	125.00
565-000-43200-523350	MARKETING	0.00	0.00	0.00	0.00	0.00
565-000-43200-523400	PRINTING AND BINDING	55.25	200.00	0.00	200.00	200.00
565-000-43200-523500	TRAVEL	762.25	600.00	1,300.23	1,000.00	1,500.00
565-000-43200-523600	DUES AND FEES	50.00	50.00	52.00	60.00	100.00
565-000-43200-523700	EDUCATION AND TRAINING	920.00	500.00	870.00	1,000.00	2,000.00
565-000-43200-531100	GENERAL SUPPLIES & MAT'L	1,281.30	5,000.00	2,851.29	3,341.24	5,562.64
565-000-43200-531215	STORM WATER UTILITY FEES	0.00	0.00	0.00	0.00	0.00
565-000-43200-531270	GASOLINE / DIESEL	728.24	1,000.00	1,770.93	3,731.20	3,731.00
565-000-43200-531300	FOOD	109.52	150.00	198.01	150.00	150.00
565-000-43200-531600	SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
565-000-43200-531700	OTHER SUPPLIES	379.13	200.00	96.32	300.00	300.00
565-000-43200-541400	INFRASTRUCTURE	7,899.47	24,453.62	11,335.83	18,382.08	19,500.00
565-000-43200-542100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
565-000-43200-542200	VEHICLES	0.00	0.00	0.00	0.00	0.00
565-000-43200-542400	COMPUTERS	0.00	0.00	135.00	200.00	200.00
565-000-43200-542500	OTHER EQUIPMENT	0.00	200.00	1,533.17	200.00	500.00
565-000-43200-561000	DEPRECIATION	2,208.50	0.00	2,208.50	0.00	0.00
TOTAL:		62,291.74	104,800.00	87,019.52	104,800.00	105,000.00
TOTAL:	43200 STORMWATER	62,291.74	104,800.00	87,019.52	104,800.00	105,000.00

TAB E

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT NAME: IT-15350

STATEMENT OF SERVICE

Provide Information Technology support to the City through service and maintenance agreements.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

- Continued agreement with Sophicity Technology Management - Completed

OBJECTIVES FOR FISCAL YEAR 2020

- Continue agreement with Sophicity, IT in a Box for City's Information Technology Management

WORKLOAD MEASURES

Workload is handled by outsourcing (Sophicity, IT in a Box)

PRODUCTIVITY MEASURES

- Productivity measures handled by Sophicity, IT in a Box through an IT in a Box Agreement
- Sophicity, IT in a Box
 - Maintain Municipal Networks
 - Maintain and Update Thin Clients and Environment
 - Maintain Approved Desktops and Laptops
 - Monitor Environment and Network Activity
 - Monitor City Network Room Remotely (Temperature, Water Leaks)
 - Provide Support for Phones, Mobile Phones, I-Pads, and Tablets
 - Review Future Upgrades, Updates, and System or Software Purchases

AUTHORIZED POSITIONS

Workload is handled by outsourcing (Sophicity, IT in a Box)

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: Administration and Finance -15100

STATEMENT OF SERVICE

The Financial Administration has the primary responsibility for the fiscal integrity of the City of Auburn. Our objective is to provide a financial environment that is secure, encourages the accomplishment of Council's policies and procedures, provides timely and accurate information for human resources, city contracts, documents and minutes and internal financial controls, and assists all levels of management in making prudent financial and administrative decisions

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

(NOTE LIST SUBMITTED OBJECTIVES FROM FY 2018 BUDGET INFORMATION AND PLACE COMPLETED, NOT COMPLETED, OR IN PROCESS)

- Present the FY 2018 Audit to Mayor and Council July 2018- COMPLETED
- Prepare final documents for the 2018 Gwinnett SPLOST and 2019 Barrow SPLOST October 2018- COMPLETED
- Prepare and submit the FY 2019 Budget Planning Calendar June 2019- COMPLETED
- Provide Financial Administration to Cronin Town Road, RDF - CDBG Funds for Perry-Rainey Center, 2018 Barrow SPLOST Projects, and Investments June 2018 - ON GOING
- Provide Financial Administration to SDS Negotiations with County and Cities – ON GOING
- Monitor and Review all Grant, SPLOST, LMIG, Water, Stormwater, and General Fund Accounts – ON GOING
- Provide Financial Administration for Two Water Withdrawal Permits from EPD for Water Supply Project – ON GOING

OBJECTIVES FOR FISCAL YEAR 2020

(MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

- Provide Financial Administration to New Town Center – February 2021
- Provide Financial Administration to 2018 Barrow SPLOST Projects, and Investments - October 2019

- Provide Financial Administration to SDS Negotiations with County and Cities – ON GOING
- Monitor and Review all Grant, SPLOST, LMIG, Water, Stormwater, and General Fund Accounts - October 2019
- Provide Financial Administration to Barrow County Road and Gwinnett County Road Projects - October 2019
- Provide Financial Administration for Two Water Withdrawal Permits from EPD for Water Supply Project - January 2019
- Present 6-month FY 2020 Report to Council - March 2020
- Present the FY 2019 Audit to Mayor and Council - April 2020
- Prepare and submit the FY 2021 Budget Planning Calendar - May 2020

WORKLOAD MEASURES

Hours worked 8,000 (4 x 40 x 50)

PRODUCTIVITY MEASURES

Administrative Services	(3 x 20 x50) - 2,000
Council Meetings/ Preparations	(2 x 15 x50) - 1,000
Human Resources	(1 x 15 x50) - 750
Financial Control/Management	(2 x 15 x50) - 1,500
Mayor’s Management	(1 x 20 x 50) - 1,000
Maintaining Documents/Contracts	(2 x 15 x 50) - 1,000
Information Technology	(1 x 15 x 50) - 750

AUTHORIZED POSITIONS

4 Full Time Grade: 34-1 21-2 15-1

City Administrator, City Clerk, City Accountant/Human Resources, and Executive Assistant to Mayor and Council

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the

budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT NAME: ELECTIONS-14000

STATEMENT OF SERVICE

Provide Elections services to the City through the service agreement with Barrow County (including the Barrow County Board of Elections and Registration).

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

- Continued agreement with Barrow County (including the Barrow County Board of Elections and Registration Office)-Completed

OBJECTIVES FOR FISCAL YEAR 2020

Continue agreement with Barrow County (including the Barrow County Board of Elections and Registration Office)

WORKLOAD MEASURES

Workload is handled by outsourcing (Barrow County Board of Elections and Registration)

PRODUCTIVITY MEASURES

- Prepare the essential paperwork for Barrow County Board of Elections and Registration Office
- Qualify Candidates for the City of Auburn during Election period
- File required paperwork with the State Ethics Office during qualifying
- Verify that complying notification has been posted in the City's legal organ by Barrow County Board of Elections and Registration Office
- Set Qualifying dates and times

Authorized Positions

None

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: 74500 Code Enforcement

STATEMENT OF SERVICE

The Mission of the Code Enforcement Unit is to promote compliance of the citizens, to city ordinances that are for maintaining a safe and healthy environment for the community at large. Code Enforcement works to improve the quality of our community by administering a fair and unbiased enforcement program that identifies and works to correct violations of municipal codes and land use requirements of private property within the city.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019 (NOTE LIST SUBMITTED OBJECTIVES FROM FY 2019 BUDGET INFORMATION AND PLACE COMPLETED, NOT COMPLETED, OR IN PROCESS)

1. Code Enforcement training – attend two GACE conference (before **June 2019**). **COMPLETED**
2. Review all city codes / ordinances and make recommendations for revisions prior to **September 2019**. **COMPLETED**
3. Develop a program that encourages community involvement and awareness of City Codes and the positive effects for everyone in the community when compliance is reached (before **July 2018**). **IN PROCESS:** Additions are being sought for the 2020 budget that will increase advertising and awareness.
4. Have an article or insert in the Auburn Messenger to inform citizens of upcoming patrol focus and enforcement in certain areas. To also provide education to the public on Code Enforcement Ordinances and how they impact the community. By making the community more aware of CE presence, we hope to see more compliance (before **December 2018**). **COMPLETED**
5. Begin using social media as another resource to share information and to receive feedback from the citizens of Auburn (before **December 2018**). **IN PROCESS**
6. New Code Enforcement Officer will review all city codes / ordinances and make recommendations for revisions by February 1, 2019. **IN PROCESS** – Officer Winkler took the CE position in August 2016, she has reviewed all city codes and has made several recommendations. She wishes to continue this objective into 2019/2020. Thus far, Officer Winkler is responsible for the revision of the Junked Automobile Ordinance revision (June

2019).

OBJECTIVES FOR FISCAL YEAR 2020 (MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

1. Review all city codes / ordinances and make recommendations for revisions prior to **June of 2020.**
2. To improve the timeline for issuing citations and follow-up procedures for repeat offenders. **December 2019.**
3. To create a citizen board with volunteers to encourage community involvement by **June 2020**
4. Continued education by attending two G.A.C.E conferences to obtain level II certification **(October 2019).**
5. To gain internet access in the field for the sake of saving time and having the vehicle as another location for entering data into Edmunds, increasing productivity and output. **(January 2020)**

WORKLOAD MEASURES

Hours Worked: 1 employee x 40 hours (full-time) x 50 weeks = 2,000

PRODUCTIVITY MEASURES

Citizen Complaints	5 hrs. x 50 = 250 hrs.
Cases Investigated	5 hrs. x 50 = 250 hrs.
Patrolling	15 hrs. x 50 = 750 hrs.
Inspection of Properties	5 hrs. x 50 = 250 hrs.
Telephone Follow-ups	4 hrs. x 50 = 200 hrs.
Preparation of Reports	3 hrs. x 50 = 150 hrs.
Testifying in court	1 hrs. x 50 = 50 hrs.
Meetings	1 hrs. x 50 = 50 hrs.
Miscellaneous	1 hrs. x 50 = 50 hrs.
Total	2000 hrs.

AUTHORIZED POSITIONS

1 - FULLTIME / GRADE - 17

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: 26500 MUNICIPAL COURT SERVICES

STATEMENT OF SERVICE

The Court Services' mission is to provide the professional handling of citations in a prompt and efficient manner. We also provide a pre-trial diversion program to better service our customers. The Court contracts with Professional Probation Services (PPS) to manage the fines, fees and community service ordered by the Judge.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

(NOTE LIST SUBMITTED OBJECTIVES FROM FY 2019 BUDGET INFORMATION AND PLACE COMPLETED, NOT COMPLETED, OR IN PROCESS)

1. KEEP THE OPERATING STANDARDS AND PROCEDURES FOR THE MUNICIPAL COURT RECORDS CURRENT AND UP TO DATE BY 08/30/2019. **COMPLETED**
2. TO HAVE THE 2017 DOCUMENTS SCANNED AND ATTACHED TO THE APPROPRIATE CITATION BY 06/30/2019. **COMPLETED**
3. TO KEEP MY COURT CERTIFICATION CURRENT BY COMPLETING ANNUAL TRAINING BEFORE 09/30/2019. **COMPLETED**

OBJECTIVES FOR FISCAL YEAR 2020

(MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

1. KEEP THE OPERATING STANDARDS AND PROCEDURES FOR THE MUNICIPAL COURT RECORDS CURRENT AND UP TO DATE BY **09/30/2020**.
2. TO HAVE THE 2019 DOCUMENTS SCANNED AND ATTACHED TO THE APPROPRIATE CITATION BY **06/30/2020**.
3. TO KEEP MY COURT CERTIFICATION CURRENT BY COMPLETING ANNUAL TRAINING BEFORE **09/30/2020**.
4. TO ADJUST THE 2020 BUDGET TO INLCUDE ADDITIONAL FUNDS FOR THE AUBURN MUNICIPAL COURT SOLICITOR AND PUBLIC DEFENDER. THIS WILL ENSURE RETENTION AND BRING THE CURRENT HOURLY RATES TO A MORE CURRENT STANDING. THIS WILL BE ACCOMPLISHED BY **10/01/2019**

WORKLOAD MEASURES

Hours worked: 2,000 (1 x 40 x 50)

PRODUCTIVITY MEASURES

Entering Citations	3 hrs. x 1 x 50 = 150
Phone Calls	4 hrs. x 1 x 50 = 200
Preparing Court Dockets	6 hrs. x 1 x 50 = 300
Court Time	5 hrs. x 1 x 50 = 250
Payments	5 hrs. x 1 x 50 = 250
Processing Citations after Court	4 hrs. x 1 x 50 = 200
Providing Documents	2 hrs. x 1 x 50 = 100
Pre-Trial Diversion	5 hrs. x 1 x 50 = 250
Support Service Backup (PD)	4 hrs. x 1 x 50 = 200
<u>Delivering Documents</u>	<u>2 hrs. x 1 x 50 = 100</u>
Total	2000

AUTHORIZED POSITIONS

GRADE - 21

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2019 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: 32000 POLICE

STATEMENT OF SERVICE

The Auburn Police Department exists to protect and serve the citizens and visitors of the City of Auburn. The sworn officers and support personnel of the Auburn Police Department are professional, dedicated and community oriented. The officers enforce all state, local laws and city ordinances, protect life, property, and preserve the public peace and safety. We will be proactive in preventing crime and local disorder. We will uphold the Constitution of the United States and the state of Georgia.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

(NOTE LIST SUBMITTED OBJECTIVES FROM FY 2018 BUDGET INFORMATION AND PLACE COMPLETED, NOT COMPLETED, OR IN PROCESS)

1. Continue the review and revision of the Auburn Police Department Policy and Procedures Manual to meet state certification standards and law enforcement best practices by **June 01st, 2019**. The Evidence Room will require costly additions, so a waiver will be sought from the appropriate state agency so that the department can move forward with accreditation. As of June 2018, fourteen new policies have been introduced and additions to the thirty-two existing policies have been made. Aside from the waiver sought for the evidence room, all Auburn Police Department policies should mirror state standards by **January 01st, 2019**. **Completed:** All existing policies are in compliance with state standards. We are now addressing new mandates put out by the state such as a policy on Multi-jurisdictional Task Forces. Our evidence room received an upgrade that will allow us to apply for state certification without asking for accommodations of any type. This will be done by **June of 2020**.
2. Conduct a mock state certification audit on the Auburn Operations Manual with certified assessors by **April 01st, 2019**. **Completed:** On January of 2019, LGRM conducted an audit on all policies and procedures for a new certification pilot program. Once the issue regarding a Multi-jurisdictional Task Force policy is resolved, we will be ready to apply for this pilot certification. If successful, the City of Auburn will be eligible for a 5% reduction in insurance premiums. This will be done by **June of 2020**.
3. Implement a roll call training program which will expand police personnel's knowledge base of Georgia law, criminal procedures, traffic law, city policies, and code enforcement statutes. This program will make it the responsibility of uniform

supervision to come up with a new teaching item for review during every roll call period. This will be implemented on or before **Feb 1, 2019. Completed:** In January, a roll-call training program was introduced and is currently being executed by police supervision.

4. Complete the annual fitness assessment for all sworn officers by **November 30, 2018**. The program will use verifiable standards and goals based on age and gender. Officers who meet or exceed an above average level of fitness (50%) can be awarded compensatory time off, up to a maximum of 24 hours in a calendar year. This fitness evaluation has been scheduled for **October of 2018. Not Completed:** This objective will be addressed and completed in 2020.
5. Implement another iteration of the *Safe City Initiative* which began in February of 2018. The initiative is comprised of four phases (Code Enforcement sweep, four road checks, probation sweep, and the creation of the Auburn Police Foundation) and will begin in **February of 2019**. This law enforcement initiative was implemented to improve the overall safety and appearance of the city. **In Process:** the initiative is on-going and will continue until the end of 2019.
6. Fill the final two police vacancies with qualified personnel bringing the department authorized strength to 100%. A date for this goal will be **April of 2019. In Process:** The Police Department lacks only one sworn employee from being at 100% authorized strength.
7. Due to the increase in fentanyl being found in much of the illegal narcotics seized in the surrounding area, the department needs an evidence handling kit specifically designed to eliminate unnecessary exposure to this dangerous substance. This goal will include the formation and acquisition of an evidence kit containing at a minimum a safety respirator, protective gloves and eyewear, and proper storage receptacles. Target date for accomplishment is **January of 2019. Completed:** The Police Department has procured these kits which currently being stored in the Criminal Investigative Division.
8. Petition City Council for the formation of a Public Information Officer (PIO) position. This position will be tasked with the continuation of the Auburn Citizens Police Academy and the Auburn Explorers programs. In addition to these duties the PIO will be responsible for research and application of grants pertaining to law enforcement; public safety classes such as rape prevention, firearms safety, and women's self-defense courses; this is in addition to being appointed as the department liaison for all city events. The PIO will also deal with all press related matters pertaining to law

enforcement activity within the city of Auburn. Target date for this goal will be **March 2019**. **Completed:** Sgt. Pharr assumed the PIO position in March of 2019.

9. Reduce the following budget line items by 10%:

- Overtime
- Fuel
- Vehicle Maintenance / repair

In Process: Decreases/Increases to each line item above will be assessed at the end of the 2019 budget year.

OBJECTIVES FOR FISCAL YEAR 2019

(MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

1. Continue the review and revision of the Auburn Police Department Policy and Procedures Manual to meet state certification standards and law enforcement best practices. All existing policies follow state standards. We are now addressing new mandates put out by the state such as a policy on Multi-jurisdictional Task Forces. Our evidence room received an upgrade that will allow us to apply for state certification and/or LGRM Law Enforcement Certification without asking for accommodations of any type. This will be done by **June of 2020**.
2. Fill the remaining police officer vacancy by October 2019.
3. Petition the Auburn City Council for education and training Pay Incentives by **October of 2019**. Most law enforcement entities provide incentive pay to police officers for obtaining higher levels of education and police training. These incentives are paramount in hiring and retention in addition to encouraging officers to pursue additional specialties that increase performance and efficiency. Below is a breakdown of pay incentives that will be requested:
 - 3% pay increase for a bachelor's degree from an accredited college for a degree in criminal justice or another job-related field
 - 3% increase for an Intermediate Law Enforcement Certification
 - 3% increase for an Advanced Law Enforcement Certification
4. Implement changes to Code Enforcement. In an effort to increase Code Enforcement productivity, in lieu of adding a full or part-time position, the following changes to the Code Enforcement budget will be sought by **October 01, 2019 (with implementation to follow)**: augment the Code Enforcement budget to allow for more overtime hours and

advertising and provide the Code Enforcement Officer with a means to work in the field (printing capabilities and internet access).

5. Implement another phase of the Safe City Initiative after collecting data and directing resources based on statistical analysis. This additional phase will begin in **March of 2020**.
6. To advance executive training and education, the Auburn Police Chief will obtain a P.O.S.T. Management certification by **May of 2020**.
7. Replace the current Municipal Court reporting software (Courtware Government Solutions) with a more cost-effective product. This will be completed by **June of 2020**.

WORKLOAD MEASURES

Hours Worked:

(Patrol/SS)	14 x 43 hrs. x 50 =	30,100
(Command Staff, CID, Records)	07 x 40 hrs. x 50 =	<u>14,000</u>
	Total =	44,100

PRODUCTIVITY MEASURES

Administrative, Budget, Human Resources, etc.:	3 x 40 x 50	=	6,000
Criminal Investigations and Reports:	3 x 40 x 50	=	6,000
Supervision, Review Reports, Evaluations, etc.:	4 x 43 x 50	=	8,600
Patrol, Arrests, Report Writing, etc.:	8 x 43 x 50	=	17,200
Records Manager / Evidence Custodian:	1 x 40 x 50	=	2,000
<u>Support Services:</u>	<u>2 x 43 x 50</u>	=	<u>4,300</u>
	Total =		44,100

AUTHORIZED POSITIONS: 21 FULL TIME

- GRADE: 29 – 1
 26 – 2
 20 – 5
 19 – 3
 17 – 7
 15 – 1
 11 – 2

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and project targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: Stormwater 43200

STATEMENT OF SERVICE

Stormwater's objective is to educate the public and to protect, maintain and enhance public health, safety and general welfare by protecting water quality and reducing local flooding associated with the effects of land development through use of best management practices.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019 (NOTE LIST SUBMITTED OBJECTIVES FROM FY 2019 BUDGET INFORMATION AND PLACE COMPLETED, NOT COMPLETED, OR IN PROCESS)

- Plan and coordinate the NPDES compliance program for the City – **In process**
- Provide public education and outreach information – **Completed**
- Perform field inspections of City to verify proper operation and maintenance – **Completed**
- Conduct investigations of stormwater ordinances, NPDES permit violations, illicit discharges, illegal dumping, and related violations and/or enforcement procedures – **Completed**
- Record and respond to all types of stormwater complaints – **Completed**
- Pollution Prevention Training for all Public Works Employees – **Completed**
- Established databases of existing stormwater infrastructure within the City using a GIS system with the assistance from City Planner – **In process**
- Assisted in reviewing and inspecting site development plans for erosion and sediment control and water quality – **Completed**
- BMPs and structures implemented into a general base map for GPS – **Not completed**
- Completed CIP (Capital Improvement Projects): started ROW (right-of-way) repairs City wide by zones (**Not Completed**) and various other small projects in City (**In process**)
- Research and develop a comprehensive basin study for the downtown area for stormwater system – **Not Completed**

OBJECTIVES FOR FISCAL YEAR 2020

(MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

- Plan and coordinate the Compliance program for the City – **February**
- Coordinate and organize Earth Day Clean-up – **April**
- Provide public education and outreach information – **October, April, July**
- Perform field inspections of city to verify proper operation and maintenance – **September**
- Conduct investigations of stormwater ordinances, NPDES permit violations, illicit discharges, illegal dumping, and related violations and/or enforcement procedures – **Ongoing**
- Record and respond to all types of stormwater complaints – **Monthly**
- Coordinate and organize Great American Clean-up - **October**
- Pollution Prevention Training for all Public Works employees – **November**
- Continue to establish databases of existing stormwater infrastructure within the City using a GIS system with the assistance from City Planner – **November, December**
- Assists in reviewing and inspecting site development plans for erosion and sediment control and water quality – **Monthly**
- Continue to record BMPs and infrastructure to be implemented into a general base map for GPS – **Monthly**
- Complete CIP (Capital Improvement Projects): ROW (right-of-way) repairs City wide and various other small projects in the City (TBT)
- Research and develop a comprehensive basin study for the downtown area for stormwater system - **December**

WORKLOAD MEASURES

Hours Worked Estimated 1,500 as of 7/10/19

PRODUCTIVITY MEASURES

Reports estimated hours 640

Education 62 hours

Inspections hours 192

On site projects 420

Helping Public works 206

AUTHORIZED POSITIONS

GRADE

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

DEPARTMENT: Government Buildings 15650

STATEMENT OF SERVICE

To provide accommodations for all city services in adequate and comfortable surroundings. To maintain the structures in a manner that meets all health and safety criteria

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY2019

- ❖ Assist Parks with renovations of Museum bathrooms – **(ACCOMPLISHED)**
- ❖ Assist renovations with the Auburn Center – **(ACCOMPLISHED)**

OBJECTIVES FOR FISCAL YEAR 2020

- ❖ General Maintenance for Grounds & Buildings – **Weekly**
- ❖ Maintain/Improve landscaping aesthesis of all Grounds & Buildings in a safe and attractive manner - **Weekly**
- ❖ Implement a standard for building maintenance (Planned Maintenance – Corrective Maintenance – Emergency Maintenance) – **Dec 2019**
- ❖ Assist Parks with maintenance of all ballfield buildings – **September 2020**

WORKLOAD MEASURES

- ❖ General Maintenance for Grounds & Buildings – **Weekly**
- ❖ Maintain/Improve landscaping aesthesis of all Grounds & Buildings in a safe and attractive manner – **Weekly**
- ❖ Assist Parks with maintenance of all ballfield buildings - **Weekly**

PRODUCTIVITY MEASURES

- ❖ Maintain appearance, water, sewage, and electrical of all city buildings – **Monthly**

AUTHORIZED POSITIONS

N/A

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: Public Works 41000

STATEMENT OF SERVICE

The Public Works Department provides guidance, support and labor for the effective operation and function of the city's infrastructure and public service departments (except Police Department). Public Works oversees Road, Storm Water and Government Buildings.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY2019

- ❖ Provide supervision and management of employees of Public Works, Water, Stormwater, Roads and Government Buildings – **(ACCOMPLISHED)**
- ❖ Administratively support all City departments which acquire assistance of Public Works – **(ACCOMPLISHED)**
- ❖ Assist Stormwater with operations of both Great American Clean-up events – **(ACCOMPLISHED)**
- ❖ Installation of fence for Public Works building – **(NOT ACCOMPLISHED)**
- ❖ Coordinate training for all personnel falling under Public Works, Water and Stormwater – **(ACCOMPLISHED)**
- ❖ Acquire additional equipment for the Public Works department – **(ACCOMPLISHED)**
- ❖ Obtain the Module II CPWM (Certificate of Public Works Management) certificate – **(ACCOMPLISHED)**

OBJECTIVES FOR FISCAL YEAR 2020

- ❖ Provide supervision and management to employees of Public Works, Water, Stormwater, Roads and Government Buildings - **Monthly**
- ❖ Administratively support all City departments which acquire assistance of Public Works - **Monthly**
- ❖ Assist Stormwater with operations of both Great American Clean-up events – **April & Oct**
- ❖ Installation of fence for Public Works building – **July**
- ❖ Coordinate training for all personnel falling under Public Works, Water and Stormwater – **Monthly**
- ❖ Obtain Module III/Module IV CPWM (Certificate of Public Works Management) certificate - **Dec**

WORKLOAD MEASURES

HOURS WORKED = 6,240

PRODUCTIVITY MEASURES

SUPERVISION & MANAGEMENT	4000
ADMINISTRATIVE	2000
MISC. LABOR	2000

AUTHORIZED POSITIONS

GRADE 13: 2 EMPLOYEE

GRADE 15: 2 EMPLOYEES

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: Roads 42200

STATEMENT OF SERVICE

The Road Department will promote and provide a safe roadway system throughout the city, provide road maintenance by patching and pothole repair to maximize travel safety, implement roadside maintenance to improve visibility of traffic at intersections and critical low-visibility areas and seek to improve roadway safety by providing more visible road and street signs.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY2019

- ❖ Repair dips in Wynfield and Wyngate Subdivisions – **(ACCOMPLISHED)**

- ❖ Restriping of Parks Mill Road – **(NOT ACCOMPLISHED)**

- ❖ Reconstruct and resurface 6th Street and College Street (FY2019 LMIG) – **(ACCOMPLISHED)**

- ❖ Maintenance of low hanging trees by quadrants pending acquisition of bucket truck – **(NOT ACCOMPLISHED)**

- ❖ Repair potholes City wide – **(ACCOMPLISHED)**

- ❖ Purchase of new enclosed Cab Tractor and bush hog (cutter) for safety purposes (avoid bees and wasp, dust and heat could be suffocating, could cut closer to low hanging trees, A/C appealing to operator) – **(ACCOMPLISHED)**

- ❖ Perform preventive maintenance of City roads to prevent entry of water or other non-compressible substances into the pavement – **(ACCOMPLISHED)**

- ❖ Maintenance of Stop Blocks City wide – **(ACCOMPLISHED)**

- ❖ Continue replacement of road signs throughout City – **(NOT ACCOMPLISHED: PENDING SDS)**

OBJECTIVES FOR FISCAL YEAR 2020

- ❖ Reconstruct and resurface entrance of Heritage Way (FY2020 LMIG) – **Sept**

- ❖ Reconstruct and resurface cul-de-sac in Heatherwood subdivision - **Dec**

- ❖ Repair potholes City wide – **Sept**
- ❖ Perform preventive maintenance of City roads to prevent entry of water or other non-compressible substances into the pavement – **Feb**
- ❖ Maintenance of Stop Blocks City wide – **Sept**
- ❖ Continue replacement of road signs throughout City – **Dec**

AUTHORIZED POSITIONS

N/A

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: Water Department 44000

STATEMENT OF SERVICE

The Water Department's objectives are to be good stewards of our resources by supplying a safe, clean, and abundant water supply, provide quality customer services and treat our customers with fairness, honesty and respect, encourage conservation through education to ensure an adequate future supply and provide, maintain, repair, or replace water supply structures as needed in an efficient and cost-effective manner.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY2019

- ❖ Record pressure and flow of all hydrants in the City – **(ACCOMPLISHED)**
- ❖ Replace high volume meters at Auburn Businesses – **(ACCOMPLISHED)**
- ❖ Research and establish a program to read and inspect all back flows in the City – **(ACCOMPLISHED)**
- ❖ Establish a program to read and inspect all back flows in the City – **(NOT ACCOMPLISHED)**
- ❖ Seek, train and certify one (1) employee on back flow inspections – **(NOT ACCOMPLISHED)**
- ❖ Replace high volume meters in residential areas – **(ACCOMPLISHED)**
- ❖ Valve maintenance City wide – **(NOT ACCOMPLISHED)**
- ❖ Water loop at 3rd. Avenue – **(ACCOMPLISHED)**

OBJECTIVES FOR FISCAL YEAR 2020

- ❖ Record pressure and flow of all hydrants in the City - **Dec**
- ❖ Replace high volume meters at Auburn Businesses – **Dec**
- ❖ Seek, train and certify one (1) employee on back flow inspections - **Dec**
- ❖ Replace high volume meters in residential areas – **Dec**
- ❖ Implement valve maintenance City wide – **Dec**
- ❖ Implement hydrant maintenance City wide – **Dec**
- ❖ Continue to replace old water lines/meters City wide – **Dec**
- ❖ Assist with development of new Water Treatment Plant - **Dec**

WORKLOAD MEASURES

HOURS WORKED = 18,000

PRODUCTIVITY MEASURES

METER AND LINE REPLACEMENT	2,000
FLUSHING AND TESTING	1,000
TRAINING	1000
REREAD CUSTOMERS AND READ MAIN METERS	1000
CONNECTS AND DISCONNECTS	1000
LOCATES	1000
BILLING, CUSTOMER SERVICE & ACCOUNTS PAYABLE	5,240
MAINTENANCE	4,760

AUTHORIZED POSITIONS

GRADE 10: 1 EMPLOYEE

GRADE 13: 3 EMPLOYEES

GRADE 15: 2 EMPLOYEES

GRADE 19: 1 EMPLOYEE

GRADE 21: 1 EMPLOYEE

GRADE 28: 1 EMPLOYEE

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT:

65000 Public Library

STATEMENT OF SERVICE

To provide Auburn's residents with services and materials which will empower them, raise their aspirations, enhance their employability, and build active citizenship and quality of life in the community.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019 (NOTE LIST SUBMITTED OBJECTIVES FROM FY 2019 BUDGET INFORMATION AND PLACE COMPLETED, NOT COMPLETED, OR IN PROCESS)

- Offset rising expenses with a commitment to continued fund-raising efforts (including grant procurement) with a goal of \$5,000 for materials and programming by March 31, 2019.
Completed – The library acquired approximately \$18,000 in grant money from various sources; \$3600 in materials donations (new and gently used books & DVDs; and \$8800 in monetary donations from the Friends of the Auburn Library and other generous benefactors for the building fund and materials. We also received 901 hours in volunteer/intern labor.
- Lobby the State of Georgia's elected officials to support the approval of the Auburn Public Library's building addition from the "Capital Projects – New Construction" list (We have secured our local share of the funding and have been moved into the top ten ranking on the list) by March 31, 2019.
Completed – the Auburn Public Library expansion was one of four projects included in the Georgia FY20 budget with funds in the amount of \$416,000 available July 1, 2019.
- Increase knowledge of the library and its applicable resources and services as well as visibility to the community by continuing to host or participate in at least two outreach programs per month with community partners, including local schools, other non-profits, senior groups, and the city of Auburn by March 31, 2019.
Completed. We have strong connections with many valued community partners, and with our work at the Barrow Book Partnership, local schools, city festivals, county partners, and the many fantastic local businesses, we held 45 outreach events with attendance of 4,830 children, teens, and adults, a 47% increase over FY18.

OBJECTIVES FOR FISCAL YEAR 2020

(MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

- Offset rising expenses with a commitment to continued fund-raising efforts (including grant procurement) with a goal of \$10,000 for materials and programming by March 31, 2019.
- Increase ebook/eaudio circulation by 3% to 1900 digital circulations by March 31, 2020.
- Increase knowledge of the library and its applicable resources and services as well as visibility to the community by continuing to host or participate in at least two outreach programs per month with community partners, including local schools, other non-profits, senior groups, and the city of Auburn by March 31, 2020.

WORKLOAD MEASURES

Operational hours for FY19	2,600 (50 hours per week x 52 weeks)
Staffing hours worked for FY19 (to create asst mgr position)	8,828 (156 staffing hours per week x 19 weeks)+ (178 staffing hours per week x 33 weeks)

PRODUCTIVITY MEASURES

Circulation: April 1, 2018 – March 31, 2019 (Includes checking out, checking in, transits, and re-shelving)	59,258
Programming Attendance: April 1, 2018 – March 31, 2019 (Preparing and performing children’s, teen’s and adult’s programs)	14,380
Computer Usage: April 1, 2018 – March 31, 2019 (Assistance with sources, usage, computer and print management, and troubleshooting)	12,665
Wireless Usage: April 1, 2018 – March 31, 2019 (Access network via cell phone, laptop, or tablet)	25,428
Patron Traffic: April 1, 2018 – March 31, 2019	46,151

<u>AUTHORIZED POSITIONS</u>	4.4 FTE’S
GRADE	1 MANAGER, 1 ASSISTANT MANAGER, 6 ASSISTANTS

For FY20, we request funding of \$135,651. This reflects a 3% increase of \$3,951 to assist with materials purchases to ensure that we are meeting the growing demands of a growing city. As the city adds new housing, the library expects to add many new patrons and this increase will help us grow areas of high demand like DVDs, educational resources, large print titles, and audiobooks. We signed up over 500 new patrons in FY19, a 26% increase over FY18, and anticipate that this number will continue to grow as new families and couples choose Auburn as their hometown.

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: DOWNTOWN DEVELOPMENT AUTHORITY - 75500

STATEMENT OF SERVICE: The Downtown Development Authority (DDA) is a public body created by the City of Auburn for the purpose of promoting a climate favorable for the growth of new and existing businesses in our downtown. Goals of the DDA are directed toward planning and management of development, business recruitment and retention activities, and downtown improvement efforts. The DDA is comprised of a volunteer board of directors appointed by the City Council and managed by the Community Development Director. Board members are committed to the improvement and revitalization of Downtown Auburn and establish the long-term vision. The Board serves to accomplish defined objectives through an annual work plan.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

PROJECT	MEASURE	TIMELINE
Caboose Renovation	Strip and repaint caboose	COMPLETE
Fundraise to support various events throughout the year	Raise \$15,000	IN PROCESS
Development operating procedures for the Perry Rainey Center	Create a manual that lists the instructions, step-by-step, on how to operate and maintain the Perry Rainey Center	IN PROCESS
City of Auburn professional marketing brochure	Develop marketing brochure for new development opportunities presented to the city	NOT COMPLETED
City of Auburn Entrepreneur packet	Develop packet for entrepreneurs to assist them with starting new businesses in the city	NOT COMPLETED

PROJECT	MEASURE	TIMELINE
Market DDA property located at 1386 Atlanta Hwy	Continue to market property's availability	IN PROCESS

OBJECTIVES FOR FISCAL YEAR 2020

Fundraise for various events throughout the year	Raise \$15,000	2019 - 2020
Market DDA property located at 1386 Atlanta Hwy	Work with Economic Development consultant to sell property	2019 - 2020
Develop operating procedures for the Perry Rainey Center	Staff and board to create a manual that lists the instructions, step-by-step, on how to operate and maintain the Perry Rainey Center	2019 - 2020
City of Auburn professional marketing brochure	Develop marketing brochure for new development opportunities presented to the city	2019- 2020
City of Auburn Entrepreneur packet	Develop packet for entrepreneurs to assist them with starting new businesses in the city	2019 - 2020
Implement items from the DDA/Main Street Work Plan	Update work plan as needed and provide funding to accomplish objectives	2019 - 2020

AUTHORIZED POSITIONS

NONE

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: MAIN STREET - 75650

STATEMENT OF SERVICE: The purpose of the City of Auburn Main Street program is to affirm and maintain downtown Auburn as the social, cultural, economic, and historical focal point of our community. Auburn’s Main Street role is to promote and strengthen downtown Auburn by providing active support, leadership, incentives, resources, and opportunities that benefit downtown. Main Street’s mission is to focus on preservation, beautification, and quality economic growth and development by using the Main Street 4-Point approach.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

PROJECT	MEASURE	TIMELINE
Caboose Renovation	Strip and repaint caboose	COMPLETE
Maintain City of Auburn Main Street accreditation for 2018	Receive accreditation by meeting Main Street requirements	COMPLETE
Attend Main Street conferences and training	Register and attend conferences and training events throughout the year	IN PROCESS
Fundraise to support various events throughout the year	Raise \$10,000	IN PROCESS
Improve downtown streetscape	Coordinate beautification projects	IN PROCESS
Establish a downtown business merchant association	Actively participate with business owners within the downtown district	NOT COMPLETE
Recruit and attract new businesses to the Central Business District	Identify appropriate tenant mix for the downtown district. Keep inventories of physical, economic, and human resources that could be vital to new businesses.	IN PROCESS

PROJECT	MEASURE	TIMELINE
Promote downtown historical resource preservation	Revitalize the Old Museum to support expansion of Whistlestop Shops	NOT COMPLETE

OBJECTIVES FOR FISCAL YEAR 2020

Maintain City of Auburn Main Street Accreditation	Meet requirements of the Main Street program	2019 – 2020
Improve building façades in the downtown area	Issue façade grants to businesses to enhance downtown aesthetics.	2019 – 2020
Establish downtown business merchant association	Actively participate with business owners within the downtown district	2019 – 2020
Promote downtown historical resource preservation	Continue to revitalize historic structures and important properties within the city.	2019 - 2020
Recruit and attract new uses to the downtown district	Identify and pursue new uses that are appropriate for the downtown district and will enhance pedestrian activity	2019 - 2020
Develop operating procedures for the Perry Rainey Center	In conjunction with DDA, create an operating manual	2019 - 2020

AUTHORIZED POSITIONS

GRADE

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the

budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: COMMUNITY DEVELOPMENT - 74100

STATEMENT OF SERVICE: The role of the Community Development Department is to promote and enhance the quality of life of residents, visitors, property owners, and businesses within the City of Auburn. The Department accomplishes its mission through serving as a multi-functional research, facilitation, and management resource for the creation and administration of planning directives, economic development, and implementation of the city's long and short-term development objectives. The Department provides administration of the city's Comprehensive Plan, Zoning Ordinance, occupational tax licensing, alcohol licensing, and building codes. This department processes and provides code inspection services and serves as the city's building official. The Department also processes and reviews development plans in coordination with various agencies and departments, administers the zoning and variance process, and provides staff support to the Planning Commission, Zoning Board of Appeals, and Downtown Development Authority. Other responsibilities include updating the official zoning map, the city's comprehensive plan, overseeing capital projects, and providing technical assistance to citizens, developers, builders, and other city departments.

Additionally, the Department utilizes its Geographic Information System (GIS) capability for spatial documentation of municipal features and to support other departmental functions in cooperation with other departments and agencies.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019

PROJECT	MEASURE	TIMELINE
New Municipal Complex/ Town Center	Develop construction schedule, concept plan, and estimated construction cost	COMPLETE
Perry Rainey Center	Complete construction and open to public.	COMPLETE
Sewer connections for new development	Completion of research and projections to determine need	COMPLETE
Online Licensing and Permitting	Develop online case management	NOT COMPLETE
Central Parking	Begin construction	NOT COMPLETE

PROJECT	MEASURE	TIMELINE
Community Garden	Complete remaining improvements. Install additional planters, benches, fencing, entrance, compost station, and storage shed.	IN PROCESS

OBJECTIVES FOR FISCAL YEAR 2020

(MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

New Municipal Complex/Town Center	Continue project coordination with consultants, city staff, and city officials to move project forward to construction	IN PROCESS
Auburn sewer upgrades	Work with Barrow County on upgrades to the Auburn sewer infrastructure	IN PROCESS
LCI Study	Coordinate and provide staff support for LCI Study implementation	FY 2019
Bike Plaza	Install landscape and lighting	Fall 2019
Comp. Plan Short- Term Work Program	Work to implement programs within the city's comprehensive plan	FY 2019
Perry Rainey Center	Signage and parking lot	FY 2019
Update zoning and development regulations	Update regulations to ensure regulations are in line with future trends and city goals.	FY2019
Community Garden	Add additional boxes as needed and fencing	FY2019

WORKLOAD MEASURES

Hours worked 4,000 (2 x 40 x 50 = 4,000)

PRODUCTIVITY MEASURES

Planning & Zoning	15 hrs. x 2 x 50 wks. = 1,500
Permits & Licenses	15 hrs. x 2 x 50 wks. = 1,500
Inspections	3 hrs. x 2 x 50 wks. = 300
Marketing	2 hrs. x 2 x 50 wks. = 200
Secretarial/Clerical Duties	5 hrs. x 2 x 50 wks. = 500

AUTHORIZED POSITIONS

2 FULLTIME
GRADE 1 @ 28
GRADE 1 @ 21

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

FY 2020 ANNUAL BUDGET- Performance and Workload Measurements

DEPARTMENT: Parks & Leisure – 62000

STATEMENT OF SERVICE

The City of Auburn Parks and Leisure Services Department provides safe, clean, and accessible facilities, parks, and open spaces along with professionally managed leisure activities for all our citizens. Services will be provided to enrich the quality of life for all local citizens and encourage Community pride in the City of Auburn.

The City of Auburn Special Events Department creates and promotes community activities and events for our citizens and visitors to enjoy. Our mission is to bring the community together for food, fun, and fellowship in Downtown Auburn.

OBJECTIVES ACCOMPLISHED AND THOSE NOT COMPLETED FOR FY 2019 (NOTE LIST SUBMITTED OBJECTIVES FROM FY 2019 BUDGET INFORMATION AND PLACE COMPLETED, NOT COMPLETED, OR IN PROCESS)

PARKS & LEISURE (62000)

- O.W.L.S. Program Enhancement – luncheons and programming planned out 12 months in advance – **Completed**
- O.W.L.S. Monthly Calendar – Create a monthly calendar with luncheon dates and programming to distribute at beginning of calendar year – **Completed**
- Plan 2-3 field trips for the O.W.L.S. during the 2019 calendar year – **Completed**
- Renovation of Mary Carter Ballfields – repair/replace damaged fencing and /or safety netting, replace/repair scoreboards, paint, upgrade playing field. – **Completed**
- Host travel baseball/softball tournament at the City of Auburn Fields – **Completed**
- Complete the master plan for the Auburn Sports Complex, breakdown the project into phases and get smart sheets created for each phase – **In Process**
- Begin the process of obtaining my Playground Safety Inspector Certification – **In Process – Class and Exam in September**
- Plan, organize, and support the AYA baseball/softball programs with the goal to continue to grow the program and expand our age group offerings – **Ongoing**
- Working with the Parks & Leisure Board, develop a fitness trail and play area in Shackelford Park to attract more of our residents to use the facilities – **In Process**
- Develop a master plan for Parks Mill Ballfields including parking, a playground area, multi – purpose fields, scoreboards, and lights for all fields. The project will be phased out and spreadsheet created to track and record the project – **In Progress**
- Burel Park Electrical Repair and Mapping – A contractor will be hired to troubleshoot, identify, and repair all electrical problems identified. The contractor will also map out all electrical circuits. – **In Progress**
- Lakeview / Auburn Sports Complex Storm Water Pond – Assist Public Works with the layout of the pond and park boundaries to insure future park development is not impeded by the pond installation. – **Researching possibilities**

OBJECTIVES FOR FISCAL YEAR 2020

(MUST HAVE DATE TO BE COMPLETED BY EACH OBJECTIVE)

PARKS & LEISURE (62000)

- O.W.L.S. Program Enhancement – luncheons and programming planned out 12 months in advance – **January 2020**
- O.W.L.S. Monthly Calendar – Create a monthly calendar with luncheon dates and programming to distribute at beginning of calendar year – **January 2020**
- Plan 2-3 field trips for the O.W.L.S. during the 2018 calendar year – **March 2020**
- Complete the master plan for the Auburn Sports Complex, breakdown the project into phases and get smart sheets created for each phase – **December 2019**
- Plan, organize, and support the AYA baseball/softball programs with the goal to continue to grow the program and expand our age group offerings – **IN PROCESS**
- Working with the Parks & Leisure Board, develop a fitness trail and play area in Shackelford Park to attract more of our residents to use the facilities – **Spring 2020**
- Research, design, and plan for the installation of tennis courts, basketball courts, and new playground at Auburn Sports Complex (9th St. property) – **December 2019**
- Lakeview / Auburn Sports Complex Storm Water Pond – Assist Public Works with the layout of the pond and park boundaries to insure future park development is not impeded by the pond installation. – **December 2019**
- Implement Summer Activity Programs for Kids – Coordinate with local business and non-profits to offer summer programs for children – **April 2020**

WORKLOAD MEASURES

Hours worked 2000 (1 x 40 x 50 = 2000)

PRODUCTIVITY MEASURES

O.W.L.S. Programming 6 hrs. x 1 x 50 = 300 hrs.
Parks Management 34 hrs. x 1 x 50 = 1300 hrs.

Authorized Positions

1 Fulltime Grade 21

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

TAB F

CITY OF AUBURN FINANCIAL POLICIES FY 2020

I. BUDGET

Budget

The budget process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided given the anticipated level of available resources. Budget policy states how this is achieved and addresses the need for financial health and stability.

Balanced Budget

The budget shall be balanced for the General Fund. Total anticipated revenues plus that portion of the fund balance, in excess of authorized reserves, that is designated as a budget funding source shall equal total estimated expenditures for each fund.

Financing Current Expenditures

Current expenditures shall be financed with current revenues which shall include that portion of fund balance in excess of authorized reserves. The City shall avoid budgetary procedures that balance current expenditures through the obligation of future resources, or which finance on-going expenditures with one time revenues. The City shall strive to avoid short-term borrowing to meet operating budget requirements. Nevertheless, this policy shall not prohibit short-term borrowing should a critical need arise.

Level of Budget Adoption

All budgets shall be adopted at the legal level of budgetary control which is the fund/department level (i.e., expenditures may not exceed the total appropriation for any department within a fund without the City Council's approval). All budgets shall be adopted on a basis consistent with Generally Accepted Accounting Principles as promulgated by the Governmental Accounting Standards Board.

Budget Categories

The following categories exist for budgetary preparation and presentation:

- * Personal Services and Employee Benefits
- * Purchased / Contracted Services
- * Supplies
- * Capital Outlays
- * Inter-fund / Interdepartmental Charges
- * Depreciations and Amortization
- * Other Costs
- * Debt Service
- * Other Financing Uses

Budget Objective by Type of Fund

The following budget objectives are established for the different types of funds utilized

by the City:

* **General Fund** -The budget for the General Fund shall provide for the general government operations of the City and maintain working capital necessary for financial health and stability.

* **Special Revenue Funds** - Budgets are prepared for special revenue funds that display the legally restricted revenue sources and how these sources are utilized.

* **Debt Service Fund** - Revenues shall be established and fund balance maintained sufficient for debt expenditures and to provide for any debt service cash flow deficiencies which would occur prior to the receipt of property tax.

* **Capital Projects Fund** - Budgets for capital projects shall not lapse at the end of a fiscal year, but shall remain in effect until project completion or re-appropriation by City Council resolution.

* **Proprietary Funds (Internal Services and Enterprise)** - Although budgets for this type of fund are not required under generally accepted accounting principles, budgets shall still be prepared in order to monitor revenues and control expenses.

* **Internal Service Fund** - Internal service fund budgets shall be prepared on a self-supporting basis. Revenue rates and charges shall be identified to cover all expenses, including depreciation and debt service (if applicable).

* **Enterprise Fund** - A business approach is used in budgeting for enterprise funds. Enterprise shall be self-supporting when possible and minimize losses when breakeven is not possible.

* **Trust Fund** - Budgets are not required for trust funds since trustee agreements provide necessary spending authorization and control.

Performance Budget

In addition to the line item budget, the budget document shall include “performance” budget information. The performance budget provides information on the goals and objectives which each department has determined that it seeks to accomplish during the budget year. The performance budget also utilizes “performance indicators” which measure services rendered and departmental efficiency / effectiveness on a historical basis and projects targets of the indicators for the upcoming budget year. The City shall strive to minimize, and reduce if possible, staffing levels required to accomplish its service delivery.

Budget Preparation

For each department, budgets shall be prepared for current service level. Expanded services or extraordinary items shall be summarized in one page or less for discussions

with the City Administrator/Mayor before further detail is prepared regarding the expanded service or extraordinary item. A current services budget is defined as that level of funding which is necessary to provide the same level of service for the upcoming year that is currently being provided. An expanded services budget includes funding request associated with new service and/or additional personnel.

Budgetary Control / Reports

A system of budgetary controls shall be maintained to assure adherence to the budget. Timely financial reports shall be prepared comparing actual revenues, expenditures and encumbrances with budgeted amounts.

Authorization of Budget Adjustments

The budget is a dynamic rather than a static revenue and spending plan which requires adjustment from time to time as circumstances change. Approval of the City Council is required for increases in total department or fund budgets, increases or decreases in the personal services budget total of a department or fund, increases in the level of authorized positions, or changes to capital outlay items in amounts greater than \$5,000.00. Approval of the City Administrator is required for changes to capital outlay budgets in amounts less than \$5,000.00. Approval of the City Administrator is required for budget transfers within the department, excluding changes which alter personal services.

Budget Amendment Process

City Council shall authorize new projects by approving a Project Resolution which shall include the estimated cost and funding source. At the end of each fiscal year quarter any necessary budget adjustments, including budgets for any projects authorized during the quarter, shall be enacted through a budget resolution. These supplemental budget resolutions shall be balanced for each and every fund.

Budget Lapses at Year End

All operating budget appropriations, except for Capital Project Funds, shall expire at the end of a fiscal year. In accordance with generally accepted accounting principles, purchases encumbered in the current year but not received until the following year are paid from the budget of the following year. However, when necessary, City Council may make a re-appropriation to resolve unusual situations or hardships caused by this policy.

Unreserved Fund Balance

The City shall attempt to establish an unreserved fund balance in the General Fund. The purpose is to pay expenditures caused by unforeseen emergencies, handle shortfalls caused by revenue declines, and to eliminate any short-term borrowing for cash flow purposes. This reserve shall accumulate and attempt to be retained at an amount which represents 3 month or .25 of operating expenditures.

Utilization of Prior Year's Fund Balance in Budget

Unreserved fund balance may be used as a funding (revenue) source for that fund's budget. The amount of unreserved fund balance shall be estimated very conservatively.

Contingency Budget

The City shall include a contingency amount in the General Fund budget for emergency type expenditures which cannot be foreseen when the budget is adopted. The goal of the contingency shall be 2% of the total General Fund budget, and this shall be subject to annual appropriation.

Maintenance and Replacement of Capital Equipment

Priority shall be given in budget preparation and enactment for adequate maintenance of capital equipment and facilities, and for their orderly replacement.

Federal and State Grants

City Council shall approve all grants and grant applications through project resolutions. All Federal and State grants shall be subject to the City's accounting and budgetary policies. All key financial provisions, including required local match, shall be included in the project resolutions. Accounting and budgeting information shall be inclusive of the Federal /State participation as well as local participation. Provisions shall be made in the City's annual budget for anticipated grants.

Contributions

Unless authorized by City Administrator, contributions to programs operated by City departments shall be subject to the City's accounting and budgetary policies. The City welcomes both unrestricted contributions, as well as restricted contributions compatible with the City's programs and objectives. Any material contributions shall be appropriated by City Council prior to expenditure.

Administrative Service Fee

Direct cost will be charged to all funds were practical. When impractical, an administrative service fee or an allocation shall be assessed to the Public Utilities Enterprise Fund by the General Fund. This assessment will be used to reimburse the General Fund for the administrative and support services provided to the Public Utilities Enterprise Fund. With this system, the transfer to the General Fund will increase as the total revenues increase.

Net Budget

A net budget total shall be calculated as well as a gross budget total in order to prevent the "double counting" of revenues and expenditures. The net budget total is calculated by subtracting inter-fund transfer amounts from the gross budget total.

II. FINANCIAL POLICIES DEBT

Purpose of Debt Issuance

The City of Auburn will utilize long-term debt only for capital improvement projects that are too extensive to be financed from current revenue sources. Long-term debt will not be used to finance current or on-going operations of the City.

Legal Debt Limitations

City of Auburn will remain cognizant of the millage assessed for repayment of general government debt and will strive to maintain a stable millage in the debt service area for the benefit of its taxpayers. When it is feasible, special assessment, revenue and other self-supporting bonds will be utilized instead of general obligation bonds.

Types of Debt

The City of Auburn is permitted to issue any form of debt that does not contradict the existing Constitution and laws of the State of Georgia. These include, but are not limited to:

- General Obligation Bonds
- Revenue Bonds
- Intergovernmental Contracts
- Lease Purchases
- Certificates of Participation
- Temporary Loans

Tax anticipation notes or any other revenue anticipation borrowing will be avoided. In the event such borrowing occurs on an emergency basis, the debt will be retired in full by the end of the fiscal year in which it is incurred.

Debt Features

Maturity of Debt: When long-term financing is utilized, the City will pay back the debt within a period of time that does not exceed the life of the project financed. The City will avoid the use of balloon principal payments at the end of the term of the borrowing.

Redemption Provisions: Where cost effective, the City will incorporate early call or prepayment features into the structured debt.

Inter-fund Loans

Where cost effective, the City may choose to issue loans between funds. Careful analysis will be performed on the lending fund's working capital to assure adequate cash flows will remain after the money is transferred to the borrowing fund and to ensure that the lending fund will not incur financial hardship or an increase in rate structure as a result of the transaction.

A document outlining the amount, rate, repayment terms, and other such pertinent items will be completed by staff after direction is issued by the City Council to complete the inter-fund loan transaction.

Rating Agencies

The City will strive to maintain sound communications with bond rating agencies regarding the financial conditions of the City. The City is committed to continuous full disclosure and reporting to the rating agencies and the investment community through its Comprehensive Annual Financial Reports. The City is committed to maintaining and enhancing existing underlying credit ratings with the established rating agencies.

Review of Policies

Review of debt policies will occur simultaneously on an annual basis with the

review of the Capital Improvements Plan for the City as a whole.

III. INVESTMENTS AND CASH MANAGEMENT

Investment earnings are an important source of revenue. However, the overriding concern at all times is the safety and preservation of the City's cash and investments. The ability to respond efficiently to cash flow requirements is another important consideration. Therefore, the objective of Investment and Cash Management is to maximize interest earnings, within an environment that strongly emphasizes legal compliance and safety while providing cash flow liquidity to meet the City's financial obligations.

Scope

This policy applies to all cash and investments which are the responsibility of and under the management of the Financial Services Department. Exclusions to this policy include, but are not necessarily limited to the City's Pension Trust Fund and Deferred Compensation Fund.

Safety

Investments shall be made with prudence, judgment and care, not for speculation, but for investment considering the primary objective of safety as well as the secondary objective of obtaining competitive market rates of return.

Specifically, the City shall seek to maximize safety through the following strategies:

1. All City investments shall be federally-insured or fully collateralized to protect investment principal and accrued interest. Emphasis shall be given to Category 1 collateralization (collateral securities held by the City or its agent in the City's name), which is preferable, or Category 2 (collateral securities held by the counter party's trust department or agent in the City's name). Category 3 (collateral not in the City's name) shall be avoided due to the higher degree of risk.
2. Market risk shall be avoided by limiting investments to a maximum one year of maturity, except for special circumstances where an interest rate differential and certainty of ability to hold the investment to maturity would justify a longer maturity. The City Administrator shall approve any exceptions to the one-year maturity limit, and such exceptions will be disclosed to City Council.
3. Undue credit risk shall be avoided by monitoring the financial condition of financial institutions participating in the City's investment program. Financial institutions shall provide a consolidated report of condition semi-annually and the City shall review credit-worthiness at least annually.

Legal Investment Instruments

The City shall invest in only such investment instruments permitted by State of Georgia law for local governments which include certificates of deposit, repurchase agreements, direct and agency obligations of the United States, obligations of the State of Georgia, pooled investment programs of the State of Georgia, and no-load mutual funds of direct

obligations of the United States.

Competitive Investment Rates

The City shall seek competitive investment rates within its safety criteria. Maximum opportunity shall be provided to all local financial institutions to bid and compete for City investments due to the importance of the financial institutions to the local economy.

Liquidity

Provision shall be made for adequate liquidity of investments so that the City can efficiently meet, without financial penalty, disbursement and cash flow needs, including emergency needs. It is recognized that the State of Georgia Local Government Investment Pool is structured to provide one-day liquidity on deposits and pays competitive market rates.

Pooled Cash Management

The City shall maintain a zero cash balance, pooled cash management program for the purpose of eliminating idle cash and maximizing invested funds.

Interest Allocation

Investment earnings derived from any pooled cash investments shall be distributed to individual funds based upon each fund's amount of participation.

Investment Reporting

The Financial Services Department shall prepare a monthly report of investments.

TAB G

ORDINANCE # 19-006

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE
CITY OF AUBURN, GEORGIA**

TO ADOPT THE FISCAL YEAR 2020 BUDGET FOR EACH FUND OF THE CITY OF AUBURN, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES/EXPENSES, ADOPTING SEVERAL ITEMS OF REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES FROM EXCEEDING THE ACTUAL FUNDING AVAILABLE.

WHEREAS, sound governmental operations require a General Fund Budget in order to plan the financing of services for the citizens of the City of Auburn; and

WHEREAS, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (OCGA) requires a Balanced Budget for the City's Fiscal Year, which runs from October 1st to September 30th, of each year; and

WHEREAS, the Mayor and City Council of the City of Auburn have reviewed the proposed FY 2020 Budget as presented by the City Administrator and provided public notice and held a public hearing as required by Georgia Law; and

WHEREAS, the General Fund is a Balanced Budget, so that anticipated revenues and other financing sources equal the proposed expenditures and expenses; and

WHEREAS, the Mayor and City Council wish to adopt this proposal as the Fiscal Year 2020 Annual Budget, effective from October 1, 2019 to September 30, 2020.

NOW THEREFORE, The Council of the City of Auburn hereby ordains as follows:

Section 1. That the proposed Fiscal Year 2020 Budget, attached hereto and incorporated herein by reference as a part of this Ordinance is hereby adopted as the Budget for the City of Auburn, Georgia for Fiscal Year 2020, which begins October 1, 2019 and ends on September 30, 2020.

Section 2. That the several items of revenues, other financing sources, and sources of cash shown in the budget for each fund in the amounts anticipated are hereby adopted, and that the several amounts shown in the budget for each fund as proposed expenditures or expenses, and uses of cash are hereby appropriated to the departments named in each fund.

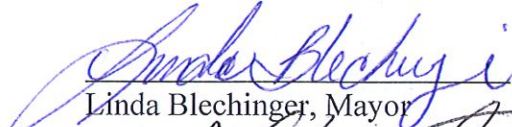
Section 3. That the "legal level of control" as defined in OCGA §36-81-5 is set at the departmental level, meaning that the City Administrator, in capacity as Budget Officer is authorized to move appropriations from one-line item to another within a department, but under no circumstances may expenditures or expenses exceed the amount appropriated for a department without a budget amendment approved by the Mayor and City Council.

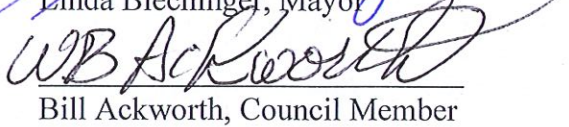
Section 4. That all appropriations shall lapse at the end of a Fiscal Year.

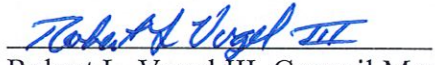
Section 5. That this ordinance shall be and remain in full force and effect from and after its date of adoption.

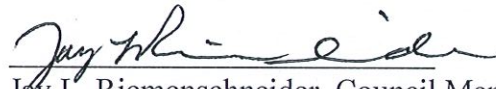
It is so ordained on this 5th day of September 2019.


City of Auburn, Georgia


Linda Blechinger, Mayor



Bill Ackworth, Council Member


Robert L. Vogel III, Council Member


Jay L. Riemenschneider, Council Member


Peggy J. Langley, Council Member

Attest:


Joyce Brown, City Clerk
City of Auburn

