



**CITY OF JONESBORO
Work Session
170 SOUTH MAIN STREET
October 17, 2018 – 2:00 PM**

NOTE: As set forth in the Americans with Disabilities Act of 1990, the City of Jonesboro will assist citizens with special needs given proper notice to participate in any open meetings of the City of Jonesboro. Please contact the City Clerk's Office via telephone (770-478-3800) or email at rclark@jonesboroga.com should you need assistance.

Agenda

- I. **CALL TO ORDER - MAYOR JOY B. DAY**
- II. **ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**
- III. **ADOPTION OF AGENDA**
- IV. **BUDGET WORK SESSION**
 1. Discussion regarding recommended FY' 19 City of Jonesboro Annual Budget.
- V. **ADJOURNMENT**



CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary

Agenda Item #

-1

4.1

COUNCIL MEETING DATE
October 17, 2018

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Discussion regarding recommended FY' 19 City of Jonesboro Annual Budget.

Requirement for Board Action *(Cite specific Council policy, statute or code requirement)*

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

Yes

Community Planning, Neighborhood and Business Revitalization

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

MEMORANDUM

TO: Mayor Joy B. Day & Members of the City Council

FROM: Ricky L. Clark, Jr., City Manager

CC: Joe Nettleton, Public Works Director

Cliff Kelker, Chief of Police

DATE: October 15, 2018

SUBJECT: FY' 19 Draft Budget

Attached hereto, for your consideration, is the recommended budget for FY' 19. This memorandum outlines the recommended budget framework. This framework reflects current adopted ordinances, a focus on stability and sustainability of services, as well as priorities and ongoing objectives discussed by City Council and staff over the course of the year.

Executive Summary

Basic Revenue & Expenditure assumptions:

- **Revenues**

- *Property Taxes* - Utilize the statutorily authorized 1 mill increase in property tax revenues. The digest

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

October, 17, 2018

Signature

City Clerk's Office

indicates a substantial increase in property values; however, we are hopeful that passage of the referendum authorizing the reduction in our Homestead Exemption is favorable. The value of a Mill in Jonesboro has increased from nearly \$60,000 to \$90,000.

- *Alcohol Beverage Taxes* – With the annexation of several parcels along Tara Blvd coupled with the establishments currently in the City, we have forecasted nearly \$40K in alcohol beverage taxes. This tax is due each month and is calculated by three percent of the purchase price of every sale of an alcoholic beverage.
- *Occupational Taxes* – With Economic Development opportunities for our city growing rapidly, so has our business community. We have added roughly 250 new businesses within the City over the past two (2) years. When reviewing revenues based upon gross receipt information received from businesses, we have forecasted nearly a 30% increase in occupational taxes.
- *Local Option Sales & Use Taxes* – Based upon the recent clarification to the FAA bill and the resulting loss of revenues, we conservatively lowered the amount to be received from LOST proceeds; however, we have budgeted utilizing approximately \$100K from the grant received from the Department of Community Affairs and also forecasted based upon the recent uptick in tax collections.
- *Building Permits* – With business seeking to rehab and rebuild structures and those private entities looking to do business in Jonesboro, we anticipate an uptick in building permits based upon trends within FY' 18.
- *Municipal Court* – While forecasting FY' 18 financial trends, we anticipate a decrease in Municipal Court fees and it has been properly allocated within the FY' 19 Revenue Structure.
- *Capital Lease*- The FY' 19 proposed budget includes the purchase of one (1) Police Vehicle from the General Fund and one utilizing approved SPLOST dollars. Chief Kelker has discussed ongoing maintenance vehicles and will be working on a Capital Improvement Plan to change the fleet to the new Ford Explorer Police Interceptors. These vehicles boast a spacious interior and ample room for cargo while getting pursuit-rated performance. The vehicles also boast increased interior versatility.

- **Expenditures**
- Within the FY' 19 Budget, we are proposing two (2) full-time positions within the Police Department. Those positions include a full-time Investigator Position and also a Civilian Evidence Custodian.
- Within the FY' 19 Budget, we are also proposing a 2% step increase for all employees.
- *Position Pay & Classification Plan* – In addition to the approval of the budget, we are asking for approval of the revised Pay & Classification Plan which includes clarifying the entry pay for several positions.
- *Reserve*- The FY' 19 Budget includes \$81,425.00 to be transferred to Reserves.
- Optimize use of dedicated funds to sustain core services, particularly in public safety areas and beautification efforts.
- No new debt without new supporting revenue.

Forecast: with these basic assumptions, we are proposing a recommended General Fund Budget of \$4,789,330.00 which

Four Key Framework Initiatives:

- ✓ **Firm our foundation.** Improvements in effectiveness and efficiency have allowed the city to maintain levels of service in some core areas despite minimal staffing levels. The City's firm financial condition, largely attributed to great leadership & stewardship from our Mayor, allows us to reaffirm our solid financial foundation while maintaining all current FTE' including contractual positions.
- ✓ **Invest in critical infrastructure.** Of the City's nearly \$24 million in total assets, approximately 73% are capital (buildings, streets, land, utility lines, etc.); our stewardship of these capital assets is critical to efficient, effective and sustainable service delivery. While the true costs to manage these assets through their lifetime is daunting, the City is in a position to begin making meaningful, strategic investments in our assets.
- ✓ **Innovation for the future.** The last five years have demonstrated the need for the City to be nimble and innovative to meet the demands of a changing future. We have made great strides through, and emerging from, the recession to change the way we deliver services. We are working both smarter and harder, while focusing on delivering the highest priority services in each service area. We can always do better; doing better means doing things differently.
- ✓ **Leadership and staff development.** In recognition of our employees, we plan to directly implement opportunities for employees to receive additional training to assist us in maintaining a capable workforce. Due to normal and natural attrition, we will also actively manage the transfer of experience and institutional knowledge and cultivate the next generation of leadership to ensure no down time in service delivery.

City of Jonesboro Staffing Structure

- Administration
 - **City Manager**
 - Executive Assistant
 - Community Development Director
 - Finance Officer
 - Code Enforcement Officer
 - Assistant City Clerk
 - Administrative Assistant
 - City Historian – Part Time
 - Public Works
 - **Public Works Director**
 - City Mechanic
 - General Laborer II (3 Total, 1 Vacant)

- General Laborer I (5 Total, 1 Part Time Vacant)
- Police Department
 - **Chief of Police**
 - Administrative Assistant
 - Lieutenants (2)
 - Investigators (2 total, 1 vacant, 1 proposed)
 - Sgt's (5)
 - Certification Manager
 - Court Clerk
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 - Police Officers (18 Total – 2 Vacant)
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This budget is a culmination of many hours of staff work meeting with Department Heads to provide policy guidance for the budget development. I believe the recommended budget reflects the Council's and community's priorities and is a strong financial model to move forward. Upon your approval, I would recommend that we establish a Work Session with City Council and Department Heads to receive any input from Council. Thank you for your unwavering leadership and entrusting your support in me.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

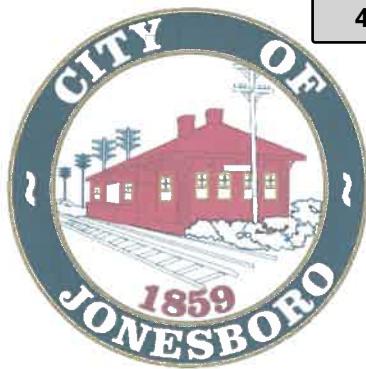
Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- FY' 19 Budget Recommendation to City Council

Staff Recommendation *(Type Name, Title, Agency and Phone)***Work Session**

JONESBORO CITY COUNCIL

JOY DAY, MAYOR
 PAT SEBO, MAYOR PRO TEM
 LARRY BOAK, COUNCIL MEMBER
 BOBBY LESTER, COUNCIL MEMBER
 ALFRED DIXON, COUNCIL MEMBER
 BILLY POWELL, COUNCIL MEMBER
 ED WISE, COUNCIL MEMBER

**CONTACT:**

RICKY L. CLARK, JR., CITY MANAGER
 770.478.3800
 rclark@jonesboroga.com

M E M O R A N D U M

TO: Mayor Joy B. Day & Members of the City Council
FROM: Ricky L. Clark, Jr., City Manager
CC: Joe Nettleton, Public Works Director
 Cliff Kelker, Chief of Police
DATE: October 15, 2018
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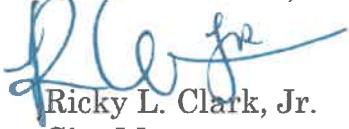
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Yours in Service, I am,

A handwritten signature in blue ink, appearing to read "Ricky L. Clark, Jr." followed by a stylized signature.

Ricky L. Clark, Jr.
City Manager

General Fund Revenue

Acct#	Account Name	Requested FY'18	Requested FY'19
31.1000	General Property Taxes		
31.1100	Real Property - Current Year	\$70,000.00	\$100,000.00
31.1110	Public Utility	\$0.00	\$15,000.00
31.1200	Real Property - Prior Year	\$5,000.00	\$3,000.00
31.1300	Personal Property - Current Year	\$5,000.00	\$9,000.00
31.1310	Motor Vehicle	\$5,000.00	\$5,000.00
31.1315	TAVT Tax	\$15,000.00	\$15,000.00
31.1400	Personal Property - Prior Years	\$0.00	\$100.00
31.1600	Real Estate Transfer Tax(intang)	\$1,000.00	\$3,500.00
31.1610	Recording Transfer Tax	\$500.00	\$1,500.00
31.1700			
31.1710	GA Power Franchise	\$240,000.00	\$225,000.00
31.1730	Gas	\$20,000.00	\$20,000.00
31.1750	Television Cable	\$50,000.00	\$50,000.00
31.1760	Telephone	\$41,000.00	\$41,000.00
31.3000			
31.3100	Local Option Sales & Use Taxes	\$1,500,000.00	\$1,560,000.00
31.3190	Vacant Property Fees		\$100.00
31.4000			
31.4200	Alcoholic Beverage Excise Tax	\$60,245.00	\$62,000.00
31.4301	Alcohol Beverage Tax	\$0.00	\$40,000.00
31.6000	Business Taxes		
31.6100	Business and Occupation Taxes	\$230,000.00	\$300,000.00
31.6200	Insurance Premium Taxes	\$270,000.00	\$270,000.00
31.6300	Financial Institution Taxes	\$30,000.00	\$31,000.00
31.9110	Real Property		\$1,000.00
31.9120	Personal Property		\$100.00
31.9500	FIFA	\$100.00	\$100.00
31.9600	Fee for Tax Advertising		\$500.00
Total Tax		\$2,542,845.00	\$2,752,900.00

32.1000	Alcohol Fees		
32.1101	Application Fee	\$2,500.00	\$2,500.00
32.1102	Alcohol Background Fee	\$1,000.00	\$500.00
32.1103	Alcohol ID Fee	\$6,000.00	\$6,000.00
32.1110	Beer/Wine	\$25,000.00	\$30,000.00
32.1140	Alcohol Temp License Fee	\$3,000.00	\$1,500.00
32.1130	Alcohol Pouring License	\$8,000.00	\$10,000.00
32.2210	Zoning & Land Use	\$7,000.00	\$7,000.00
32.2230	Signs	\$5,000.00	\$5,000.00
32.3100			
32.3110	Certificate of Occupancy Permits	\$3,000.00	\$10,200.00
32.3120	Building Permits	\$41,000.00	\$61,000.00
32.3130	Plumbing Permits	\$5,000.00	\$1,500.00
32.3140	Electrical Permits	\$5,000.00	\$5,000.00
32.3150	Demolition Fee	\$500.00	\$200.00
32.3160	HVAC Permits	\$6,000.00	\$4,000.00
32.3170	Certificate of Appropriateness	\$500.00	\$500.00
32.3201	Filming Fees	\$0.00	\$5,000.00
32.3900	Other	\$500.00	\$100.00
32.3910	Yard Sale Permits	\$200.00	\$200.00
Total Licenses & Permits		\$119,200.00	\$150,200.00

33.4150	State Grant Indirect	\$0.00	\$0.00
33.6100	GMA Wellness Grant	\$4,000.00	\$0.00

Total Intergovernmental		\$4,000.00	\$0.00
0.0000			
34.1120	Probation Fees	\$900,000.00	\$900,000.00
34.1910	Election Qualifying Fee	\$0.00	\$2,000.00
34.1930	Plan Review Fees	\$7,000.00	\$13,000.00
34.2120	Accident Reports - Misc Other	\$10,800.00	\$15,000.00
34.2902	DEA Overtime Reimbursement	\$17,500.00	\$0.00
34.5410	AT&T Parking Fees	\$14,400.00	\$14,400.00
34.6410	Background Check Fee		\$3,000.00
34.6910	Sale of Cemetery Lots	\$3,000.00	\$3,000.00
34.6920	Burial Fees	\$500.00	\$500.00
34.9300	Return Check Fees	\$0.00	\$100.00
Total Charges For Services		\$953,200.00	\$951,000.00
	Fines & Forfeitures		
35.1170	Municipal Court	\$800,000.00	\$700,000.00
Total Fines & Forfeitures		\$800,000.00	\$700,000.00
	Investment Income		
36.1020	Interest Revenues-Cemetery		\$100.00
	Interest Revenues-Payroll		\$30.00
36.1070	Interest Revenues-General Fund	\$10,000.00	\$9,000.00
36.1080	Interest Revenues-Municipal	\$2,500.00	\$1,500.00
36.1090	Interest Revenue- Firehouse Museum		
	Total Investment Income	\$12,500.00	\$10,630.00
37.1025	Concert Sponsors	\$35,000.00	\$42,000.00
37.1026	Contributions to Veteran Markers	\$100.00	\$100.00
37.1060	Contribution To Firehouse Museum	\$0.00	\$0.00
Total Investment Income		\$35,100.00	\$42,100.00
	Miscellaneous Revenue		
38.1010	Park Pavilion Rental	\$1,500.00	\$2,500.00
38.1011	Lee Street Park Rental	\$4,000.00	\$8,500.00
38.1020	Fire Station Rental	\$75,000.00	\$74,000.00
38.1030	Event Vendors	\$13,000.00	\$12,000.00
38.1100	Rental Property (Cloud Street)	\$9,000.00	\$9,000.00
38.2001	Disposal Fees	\$1,000.00	\$1,500.00
38.9000	Miscellaneous Revenue	\$10,600.00	\$2,000.00
38.9050	Lee Street Concession Stand	\$0.00	\$0.00
38.9100	Transfer of Reserve Funds	\$0.00	\$0.00
38.9300	Towing Fees	\$15,000.00	\$25,000.00
Total Miscellaneous Revenue		\$129,100.00	\$134,500.00
	Revenue - Capital Projects		
39.2100	Sale of Assets	\$0.00	\$5,000.00
39.3200	Capital Lease	\$129,183.00	\$53,000.00
Total Revenue - Capital Projects		\$129,183.00	\$58,000.00
Total Revenue		\$4,725,128.00	\$4,799,330.00

Total Each Department

\$116,661.00 City Council
 \$1,060,759.00 Admin
 \$2,371,634.00 Police
 \$792,572.00 Public Works

\$381,482.00	Court Services
\$76,222.00	Code Enforcement
\$4,799,330.00	
	\$0.00

Dept 1300 City Council

Acct#	Account Name	Requested FY' 18	Amended FY' 18	Requested FY' 19
51.1000	Personal Services - Salaries & Wages			
51.1100	Mayor and Council			\$74,000.00
51.1300	Overtime			\$0.00
51.2000	Personal Services - Employee Benefits			
51.2100	Group Insurance			\$0.00
51.2300	Social Security (FICA) Contributions - Mayor & Council			\$4,588.00
51.2300	Medicare - Mayor & Council			\$1,073.00
Total Personal Services and Employee Benefits				\$79,661.00
52.1000	Purchased Professional & Tech Services			
52.1200	Professional			
Total Professional Services				
52.2200				
52.3400	Printing & Binding			
52.3420	Newsletter			\$8,000.00
52.3500	Travel (Mayor Day)			\$3,000.00
52.3501	Travel (Councilman Boak)			\$2,000.00
52.3502	Travel (Councilman Dixon)			\$2,000.00
52.3503	Travel (Councilman Lester)			\$2,000.00
52.3504	Travel (Councilman Powell)			\$2,000.00
52.3505	Travel (Councilwoman Sebo)			\$2,000.00
52.3506	Travel (Councilman Wise)			\$2,000.00
52.3600	Dues and Fees			\$3,000.00
52.3700	Education & Training (Mayor Day)			\$1,500.00
52.3701	Education & Training (Councilman Boak)			\$1,000.00
52.3702	Education & Training (Councilman Dixon)			\$1,000.00
52.3703	Education & Training (Councilman Lester)			\$1,000.00
52.3704	Education & Training (Councilman Powell)			\$1,000.00
52.3705	Education & Training (Councilwoman Sebo)			\$1,000.00
52.3706	Education & Training (Councilman Wise)			\$1,000.00
Total Purchased/Contracted Services				\$33,500.00
53.1000	Supplies			
53.1100	General Supplies & Material			
53.1110	Office Supplies			\$1,750.00
53.1111	Miscellaneous Expense			\$1,750.00
53.1200	Energy			
Total Supplies/Energy/Small Equipment				\$3,500.00
Intergovernmental				
Total				\$0.00
58.1000	Debt Service Principal			
58.1200	Capital Lease - Principle			
Total Debt Service				
Total Expenditures				\$116,661.00

Dept 1500 Administration Department

Acct#	Account Name	Requested FY' 18	Amended FY' 18	Requested FY' 19
51.1000	Personal Services - Salaries & Wages			
51.1100	Regular Employees	\$270,700.00	\$270,700.00	\$365,000.00
51.1100	Mayor and Council	\$74,000.00	\$74,000.00	\$0.00
51.1300	Overtime	\$6,000.00	\$6,000.00	\$6,000.00
51.2000	Personal Services - Employee Benefits			
51.2100	Group Insurance	\$41,578.00	\$41,578.00	\$50,000.00
51.2200	Social Security (FICA) Contributions	\$20,000.00	\$25,000.00	\$21,505.00
51.2300	Medicare	\$5,000.00	\$5,000.00	\$5,029.00
	Social Security (FICA) Contributions - Mayor & Council	\$5,000.00		\$0.00
	Medicare - Mayor & Council	\$1,000.00	\$1,000.00	\$0.00
51.2400	Retirement Contributions	\$21,000.00	\$21,000.00	\$30,000.00
51.2600	Unemployment Insurance	\$2,800.00	\$2,800.00	\$3,000.00
51.2700	Worker's Compensation	\$5,000.00	\$5,000.00	\$6,000.00
Total Personal Services and Employee Benefits		\$452,078.00	\$452,078.00	\$486,534.00

52.1000	Purchased Professional & Tech Services			
52.1200	Professional			
52.1210	Legal Expense	\$65,000.00	\$65,000.00	\$65,000.00
52.1220	Audit	\$26,000.00	\$26,000.00	\$30,500.00
52.1230	Planning/Development/Engineering	\$55,000.00	\$55,000.00	\$48,000.00
52.1240	Inspections	\$5,000.00	\$40,000.00	\$10,000.00
52.1290	Other Professional Services	\$20,000.00	\$20,000.00	\$20,000.00
52.1300	IT Services	\$25,000.00	\$25,000.00	\$25,000.00
52.1310	Payroll Processing	\$16,000.00	\$16,000.00	\$16,000.00
52.1320	Bank Fees for Credit Cards	\$2,000.00	\$2,000.00	\$2,000.00
52.1330	Software Support	\$8,000.00	\$8,000.00	\$8,000.00
Total Professional Services		\$222,000.00	\$257,000.00	\$224,500.00

52.2200				
52.2250	Pest Control	\$500.00	\$500.00	\$800.00
52.2300	Rentals			
52.2310	Rental of Land	\$3,000.00	\$3,000.00	\$3,000.00
52.2321	City Events	\$55,000.00	\$55,000.00	\$58,000.00
52.2330	Rental of Copiers/Maintenance	\$8,000.00	\$8,000.00	\$8,000.00
52.3000				
52.3100	Insurance, other than employee benefits	\$40,000.00	\$40,000.00	\$40,000.00
52.3200				
52.3210	Telephone	\$5,000.00	\$5,000.00	\$5,000.00
52.3211	Telephone Firehouse Museum	\$1,300.00	\$1,300.00	\$0.00
52.3230	Cellular Phones	\$2,000.00	\$2,000.00	\$2,000.00
52.3260	Postage	\$6,000.00	\$6,000.00	\$5,000.00
52.3290	Other	\$0.00	\$0.00	\$0.00
52.3300	Advertising			
52.3310	Legal Notices	\$6,000.00	\$6,000.00	\$6,000.00
52.3330	Advertising	\$15,000.00	\$15,000.00	\$10,000.00
52.3400	Printing & Binding			

52.3410	Elections	\$0.00	\$0.00	\$5,000.00
52.3420	Newsletter	\$8,000.00	\$8,000.00	\$0.00
52.3500	Travel	\$14,000.00	\$14,000.00	\$8,000.00
52.3600	Dues and Fees	\$9,000.00	\$22,000.00	\$9,000.00
52.3700	Education & Training	\$8,000.00	\$8,000.00	\$5,000.00
52.3701	GMA Wellness Program	\$4,000.00	\$4,000.00	\$4,000.00
52.3851	Poll Workers	\$0.00	\$0.00	\$1,500.00
52.3905	Special Events	\$14,000.00	\$14,000.00	\$14,000.00
Total Purchased/Contracted Services		\$198,800.00	\$211,800.00	\$184,300.00
53.1000	Supplies			
53.1100	General Supplies & Material			
53.1110	Office and Building Supplies	\$15,000.00	\$15,000.00	\$15,000.00
53.1111	Supplies for Firehouse Museum	\$1,000.00	\$1,000.00	\$0.00
53.1150	Supplies for Neighborhood Watch	\$500.00	\$500.00	\$500.00
53.1171	Building Maintenance	\$5,000.00	\$15,000.00	\$10,000.00
53.1200	Energy			
53.1210	Water/Sewerage	\$1,000.00	\$1,000.00	\$1,000.00
53.1211	Water/Sewerage Firehouse Museum	\$800.00	\$800.00	\$800.00
53.1212	Water/Sewerage Cloud Street	\$700.00	\$700.00	\$700.00
53.1220	Natural Gas	\$3,500.00	\$3,500.00	\$3,500.00
53.1230	Electricity	\$6,000.00	\$6,000.00	\$6,000.00
53.1231	Electricity Firehouse Museum	\$4,000.00	\$4,000.00	\$4,000.00
53.1232	Natural Gas Firehouse Museum	\$2,000.00	\$2,000.00	\$2,000.00
53.1610	Computer Equip/Maint (less than \$5000)	\$5,000.00	\$5,000.00	\$5,000.00
53.1620	Furniture/Fixtures	\$2,500.00	\$2,500.00	\$2,500.00
53.1700	Supplies/Lee Street Park	\$4,000.00	\$4,000.00	\$4,000.00
53.1690	Beautification Commission	\$2,500.00	\$2,500.00	\$2,500.00
Total Supplies/Energy/Small Equipment		\$53,500.00	\$63,500.00	\$57,500.00
54.1300 Property Purchased		\$0.00	\$84,000.00	\$0.00
54.2200	Vehicle Purchase	\$0.00	\$0.00	\$0.00
54.2301	Furniture & Fixtures	\$0.00	\$2,000.00	\$1,000.00
	Transfer to Reserve (Municipal Complex)	\$80,000.00	\$80,000.00	\$81,425.00
Intergovernmental				
57.2100	Payments to Downtown Develop. Authority	\$10,000.00	\$10,000.00	\$10,000.00
57.4001	Returned Checks	\$500.00	\$500.00	\$500.00
57.9000	Contingencies	\$15,000.00	\$15,000.00	\$15,000.00
Total		\$105,500.00	\$191,500.00	\$107,925.00
58.1000	Debt Service Principal			
58.1200	Capital Lease - Principle			
58.1212	Vehicle Lease	\$0.00	\$0.00	\$0.00
58.1230	Other Debt - Fire Station	\$0.00	\$0.00	\$0.00
58.1301	Lee Street Park URD payment	\$150,000.00	\$150,000.00	\$0.00
58.2300	Other Debt Building - Interest on Fire Station	\$0.00	\$0.00	\$0.00
58.2301	Interest Lee Street Park URD	\$65,000.00	\$65,000.00	\$0.00
Total Debt Service		\$215,000.00	\$215,000.00	\$0.00
Total Expenditures		\$1,246,878.00	\$1,390,878.00	\$1,060,759.00

Dept 2500

Court Services

Acct#	Account Name	Requested FY' 18	Recommended FY' 18	Requested FY' 19	Recommended FY' 19
51.1000	Personal Services - Salaries & Wages				
51.1100	Regular Employees	\$189,220.00	\$192,000.00	\$192,000.00	\$211,000.
51.2100	Group Insurance	\$43,700.00	\$62,436.00	\$62,300.00	\$65,000.
51.2200	Social Security (FICA) Contributions	\$12,800.00	\$12,000.00	\$12,000.00	\$13,000.
51.2300	Medicare	\$3,800.00	\$3,000.00	\$3,000.00	\$3,000.
51.2400	Retirement Contributions	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.
Total Personal Services and Employee Benefits		\$255,520.00	\$275,436.00	\$275,300.00	\$298,000.
52.1000	Purchased Professional & Tech Services				
52.1200	Professional				
52.1290	Judge Salary	\$42,700.00	\$43,600.00	\$42,700.00	\$44,444.
52.1291	Solicitor Salary	\$34,700.00	\$35,400.00	\$34,700.00	\$36,088.
52.1320	Court Reporter/Interpreter	\$500.00	\$1,000.00	\$1,000.00	\$1,000.
Total Professional Services		\$77,900.00	\$80,000.00	\$78,400.00	\$81,532.
52.3280	Credit Card Merchant Fee				
52.3310	Legal Notices	\$400.00	\$400.00	\$400.00	\$0.
52.3500	Travel	\$500.00	\$500.00	\$1,000.00	\$500.
52.3600	Dues and Fees	\$750.00	\$750.00	\$750.00	\$750.
52.3700	Education & Training	\$1,000.00	\$700.00	\$1,000.00	\$700.
Total Services		\$2,650.00	\$2,350.00	\$3,150.00	\$1,950.
Total Budget		\$336,070.00	\$357,786.00	\$356,850.00	\$381,482.

Dept 3200 Police Dept.

Accts	Account Name	Approved FY' 18	Amended FY' 18	Requested FY' 19	Recommended FY' 19
51.1000	Personal Services - Salaries & Wages				
51.1100	Regular Employees	\$1,308,660.00	\$1,308,660.00	\$1,308,660.00	\$1,434,000.00
51.1300	Overtime	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00
51.1310	Overtime (DEA)	\$17,500.00	\$17,500.00	\$17,500.00	\$17,500.00
51.2000					
51.2100	Group Insurance	\$284,766.00	\$284,766.00	\$253,000.00	\$284,766.00
51.2200	Social Security (FICA) Contributions	\$80,000.00	\$80,000.00	\$80,000.00	\$88,908.00
51.2300	Medicare	\$19,000.00	\$19,000.00	\$19,000.00	\$20,793.00
51.2400	Retirement Contributions	\$53,300.00	\$53,300.00	\$61,274.00	\$61,000.00
51.2600	Unemployment Insurance	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00
51.2700	Worker's Compensation	\$40,500.00	\$40,500.00	\$40,500.00	\$42,000.00
Total Personal Services and Employee Benefits		\$1,829,726.00	\$1,829,726.00	\$1,811,934.00	\$1,980,967.00

52.1000	Purchased Professional & Tech Services				
52.1200	Professional				
52.1330	Software Support	\$4,000.00	\$4,000.00	\$1,000.00	\$10,000.00
52.1340	Drug Testing	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
52.1350	Background Investigation(s)	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
52.2000	Purchased-Property Services				
52.2200	Repairs & Maintenance				
52.2230	Computer	\$500.00	\$500.00	\$500.00	\$500.00
52.2250	Pest Control	\$360.00	\$360.00	\$360.00	\$360.00
52.2300	Rentals				
52.2330	Rental of copiers/maintenance	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00
52.3000	Other Purchased Services				
52.3100	Insurance, other than employee benefits	\$67,000.00	\$67,000.00	\$67,000.00	\$67,000.00
52.3200	Communications				
52.3210	Telephone	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00
52.3230	Cellular Telephones	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
52.3260	Postage	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
52.3310	Legal Notices	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
52.3500	Travel	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00
52.3600	Dues and Fees	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
52.3700	Education & Training	\$4,000.00	\$4,000.00	\$5,000.00	\$4,000.00
Total Purchased/Contracted Services		\$118,860.00	\$118,860.00	\$117,860.00	\$125,860.00

53.1000	Supplies				
53.1110	Office and Building Supplies	\$15,000.00	\$20,000.00	\$22,000.00	\$20,000.00
53.1130	Uniforms	\$15,000.00	\$15,000.00	\$18,000.00	\$15,000.00
53.1140	Vehicles/Equipment Parts	\$20,000.00	\$20,000.00	\$30,000.00	\$20,000.00
53.1141	Equipment Parts	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
53.1171	Building Maintenance	\$1,000.00	\$3,000.00	\$5,000.00	\$5,000.00
Total Supplies		\$56,000.00	\$63,000.00	\$80,000.00	\$65,000.00

53.1200	Energy				
53.1210	Water/Sewerage	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
53.1220	Natural Gas	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00

53.1230	Electricity	\$15,300.00	\$15,300.00	\$15,300.00	\$15,300.00
53.1270	Gasoline/Diesel	\$65,000.00	\$65,000.00	\$70,000.00	\$65,000.00
Total Energy		\$85,300.00	\$85,300.00	\$90,300.00	\$85,300.00

	Small Equipment				
53.1610	Computer Equip/Maint (less than \$5000)	\$0.00	\$0.00	\$0.00	\$0.00
53.1620	Furniture & Fixtures (less than \$5000)	\$0.00	\$0.00	\$0.00	\$0.00
53.1690	Other Small Equipment (less than \$5000)	\$0.00	\$0.00	\$0.00	\$0.00
Total Small Equipment		\$0.00	\$0.00	\$0.00	\$0.00

54.1000	Property				
54.1200	Site Improvements	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
54.2000	Equipment	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
54.2200	Capital Outlay Vehicle	\$95,000.00	\$95,000.00	\$170,000.00	\$53,000.00
54.2201	Vehicle Equipment				
54.2400	Computers				
54.2410	Hardware				
Total Capital Outlay		\$98,000.00	\$98,000.00	\$173,000.00	\$56,000.00

58.1000	Principal				
58.1200	Capital Lease - Principle				
58.1210	Lease - Machinery				
58.1220	Lease - Vehicles	\$55,000.00	\$55,000.00	\$54,372.00	\$54,372.00
58.2220	Other Debt -Vehicle Interest	\$3,000.00	\$3,000.00	\$4,135.00	\$4,135.00
58.1230	Lease - Other				
58.1300	Other Debt - Building				
58.2300	Other Debt Building - Interest				
Total Debt Service		\$58,000.00	\$58,000.00	\$58,507.00	\$58,507.00

Total Expenditures		\$2,245,886.00	\$2,252,886.00	\$2,188,094.00	\$2,371,634.00
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Dept 4100 Public Works

Acct#	Account Name	2017 Approved	Amended FY' 17	Requested FY' 19	Recommended FY' 18
51.1000	Personal Services - Salaries & Wages				
51.1100	Regular Employees	\$300,000.00	\$300,000.00	\$322,787.00	\$316,000.00
51.1300	Overtime	\$3,500.00	\$6,000.00	\$6,500.00	\$6,500.00
51.2000	Personal Services - Employee Benefits				
51.2100	Group Insurance	\$82,000.00	\$82,000.00	\$82,000.00	\$82,000.00
51.2200	Social Security (FICA) Contributions	\$18,600.00	\$18,600.00	\$18,600.00	\$19,592.00
51.2300	Medicare	\$4,400.00	\$4,400.00	\$4,400.00	\$4,582.00
51.2400	Retirement Contributions	\$26,274.00	\$26,274.00	\$26,274.00	\$31,244.00
51.2600	Unemployment Insurance	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
51.2700	Worker's Compensation	\$24,000.00	\$24,000.00	\$24,000.00	\$25,500.00
Total Personal Services and Employee Benefits		\$461,774.00	\$464,274.00	\$487,561.00	\$488,418.00

52.1000	Purchased Professional & Tech Services				
52.1200	Professional				
52.1300	Technical				
52.2000	Purchased-Property Services				
52.2100	Cleaning Services				
52.2100	Disposal	\$7,500.00	\$7,500.00	\$8,000.00	\$8,000.00
52.2160	Tree Removal	\$9,500.00	\$9,500.00	\$12,500.00	\$12,500.00
52.2200					
52.2210	Street Maintenance	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
52.3000					
52.3100	Insurance, other than employees	\$26,000.00	\$26,000.00	\$30,000.00	\$30,000.00
52.3200					
52.3210	Telephone & Internet	\$1,300.00	\$1,300.00	\$1,400.00	\$1,400.00
52.3230	Cellular Phones	\$1,400.00	\$1,400.00	\$1,350.00	\$1,200.00
52.3500	Travel	\$0.00	\$0.00	\$0.00	\$1,000.00
52.3600	Dues and Fees	\$100.00	\$100.00	\$100.00	\$100.00
52.3700	Education & Training	\$0.00	\$0.00	\$0.00	\$2,400.00
Total Purchased/Contracted Services		\$50,800.00	\$50,800.00	\$58,350.00	\$61,600.00

53.1000	Supplies				
53.1100	General Supplies & Materials				
53.1110	Office	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
53.1111	Tools	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00
53.1130	Uniforms	\$4,200.00	\$4,200.00	\$6,000.00	\$5,000.00
53.1140	Vehicle/Equipment Parts	\$15,000.00	\$15,000.00	\$13,000.00	\$13,000.00
53.1141	Equipment Parts	\$6,200.00	\$6,200.00	\$5,000.00	\$5,000.00
53.1142	Safety Equipment	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
53.1143	Signs & Banners	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
53.1144	Christmas Supplies	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
53.1150	Landscaping	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
53.1160	Park Supplies	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00
53.1171	Building Improvements	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00
53.1180	Cemetery Equipment	\$0.00	\$0.00	\$0.00	\$0.00
53.1190	Other Supplies	\$15,000.00	\$15,000.00	\$12,500.00	\$12,500.00
TOTAL				\$80,500.00	\$79,500.00
53.1200	Energy				

53.1210	Water/Sewerage	\$3,000.00	\$3,000.00	\$4,500.00	\$4,500.00
53.1220	Natural Gas	\$3,500.00	\$3,500.00	\$4,500.00	\$4,500.00
53.1230	Electricity	\$8,500.00	\$8,500.00	\$9,000.00	\$9,000.00
53.1231	Street Lights-Signals-etc	\$110,000.00	\$110,000.00	\$118,000.00	\$118,000.00
53.1270	Gasoline/Diesel	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00
TOTAL				\$149,000.00	\$149,000.00
53.1600 Small Equipment					
53.1610	Computer Equip/Maint (Less than \$5000)	\$250.00	\$250.00	\$0.00	\$0.00
53.1690	Other Small Equipment (Less than \$5000)	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
Total Supplies		\$220,650.00	\$220,650.00	\$233,000.00	\$232,000.00

54.1000	Property				
54.1101	CDBG Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00
54.1200	Site Improvements	\$0.00	\$0.00	\$0.00	\$0.00
54.1401	Infrastructure (Curb-cuts)	\$0.00	\$0.00	\$0.00	\$0.00
54.2200	Capital Outlay - Vehicle	\$5,000.00	\$5,000.00	\$0.00	\$0.00
54.2201	Capital Outlay - Equipment	\$0.00	\$0.00	\$0.00	\$0.00
54.2102	Cemetery Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay		\$5,000.00	\$5,000.00	\$0.00	\$0.00
54.1300 Lee Street Park storage facility					
57.1000	Intergovernmental				
57.2000	Payments to Other Agencies				
Total Other Cost		\$0.00	\$0.00		

	Debt Service				
58.1000	Principal				
58.1200	Capital Lease - Principal				
58.1210	Lease - Machinery	\$0.00	\$0.00	\$0.00	\$0.00
58.1220	Lease - Vehicles	\$6,330.00	\$6,330.00	\$12,691.00	\$12,691.00
58.2000	Interest	\$675.00	\$675.00	\$1,281.00	\$1,281.00
Total Debt Service		\$7,005.00	\$7,005.00	\$13,972.00	\$13,972.00
Total Expenditures		\$745,229.00	\$747,729.00	\$792,883.00	\$795,990.00

Acct#	Account Name	Request FY' 18	Recommended FY' 18	Request FY' 19	Recommended FY' 19
51.1000	Personal Services - Salaries & Wages				
51.1100	Regular Employees	\$42,800.00	\$42,800.00	\$49,220.00	\$44,470.00
51.2100	Group Insurance	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
51.2200	Social Security (FICA) Contributions	\$2,700.00	\$2,700.00	\$2,700.00	\$2,757.00
51.2300	Medicare	\$650.00	\$650.00	\$650.00	\$645.00
51.2400	Retirement Contributions	\$2,000.00	\$2,000.00	\$2,000.00	\$3,000.00
51.2700	Workers Compensation	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Total Personal Services and Employee Benefits		\$63,424.00	\$64,150.00	\$70,570.00	\$66,872.00
	Services				
52.2200	Repairs & Demolitions	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00
52.3260	Cellular Telephone	\$500.00	\$500.00	\$600.00	\$500.00
52.3500	Travel	\$1,000.00	\$750.00	\$1,600.00	\$1,600.00
52.3600	Dues and Fees	\$250.00	\$250.00	\$250.00	\$250.00
52.3700	Education & Training	\$1,500.00	\$1,000.00	\$1,000.00	\$1,000.00
Total Services		\$8,250.00	\$5,000.00	\$5,950.00	\$5,850.00
53.1130	Uniforms	\$500.00	\$500.00	\$500.00	\$500.00
53.1270	Gasoline	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00
58.1200	Vehicle Lease - Purchase	\$0.00	\$0.00	\$0.00	\$0.00
		\$2,000.00	\$2,000.00	\$3,500.00	\$3,500.00
Total Budget		\$73,674.00	\$71,150.00	\$80,020.00	\$76,222.00