City of Bainbridge, GA

ANNUAL OPERATING BUDGET
Fiscal Year

2012-2013

OCTOBER 1, 2012 - SEPTEMBER 30, 2013

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City of Bainbridge

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Georgia at Its Best

Phone (229) 248-2000
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Memorandum

DATE: August 24, 2012

TO: Mayor and City Council

FROM: Chris M. Hobby, City Manager

SUBJECT: FY 2013 Annual Operating Budget

The budget that is spread out over the following pages represents management's estimate of the funds needed to sustain the program of work and operation of the City of Bainbridge during the up-coming fiscal year. This document is the result of a collaborative effort involving the city's Division Directors, Department Managers and employees. In accordance with the city's charter and state law we are presenting to you a budget that is balanced and that fulfills the service delivery obligations of the city and meets the goals and priorities established by the city's elected leadership.

In the last several years; we have seen very little revenue growth. Last year we projected that revenue would grow at a modest rate of 1.4% during Fiscal Year 2012. In fact, we have seen revenue beat our estimate and we are now projecting that growth will actually be in the 2.6% range. This signals that while recovery is still sluggish the local economy is improving and for the first time in many years revenue growth actually outpaced the 1.7% rate of inflation. The budget that we have prepared anticipates that General Fund revenue will grow at a more normal rate of 4% over the next year. Unfortunately, expenditures largely fueled by an unusually bad medical claims year also outpaced inflation and grew at a rate of 2.2%. We are projecting that General Fund expenditures will increase at a rate of 3.3 % over current year budgeted levels. This increase is largely being driven by an increase in insurance premium costs which of course are a direct result of this year's poor claims numbers.

While certain revenue sectors, such as taxes and franchise fees are beginning to show growth other key areas remind us of the still fragile state of our local economy. No area better demonstrates this than building fees which continue to struggle to show any signs

of life. This is the first year that we will realize revenue from the state for right of way maintenance and this $136,512 will be a tremendous boost to our overall budget. In general we are planning to maintain our current operating philosophy of minimal staffing levels and only essential purchasing of new capital items. In keeping with this philosophy we are not funding a cost of living adjustment or merit increases in this budget.

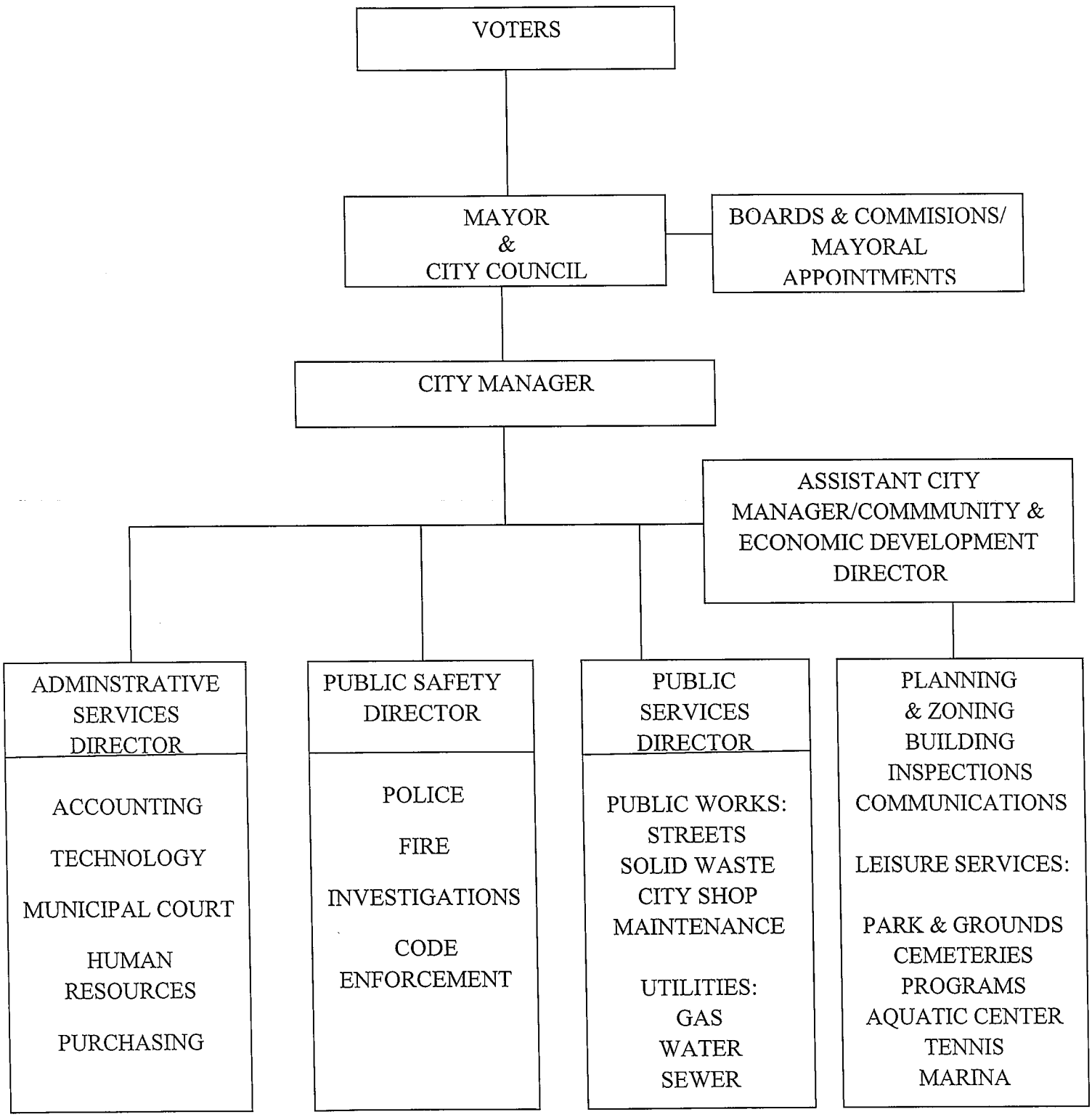
The city's Enterprise Funds continue to perform well on a cash basis. However, in the face of ever increasing regulatory fees and rules that increase the cost of operating our Water and Sewer Systems we are proposing a significant increase in water and sewer fees. These include a five dollar increase in the monthly base charge and a six cent increase in the volumetric charge. For the average Bainbridge household, this will mean an increase of $68.81 annually or $5.73 a month. While we never like to increase fees for essential services; this increase is necessary. In the last few years we have absorbed the costs associated with the regulatory changes noted above. This has caused us to deplete Water and Sewer fund reserves to a level that has begun to alarm our creditors at the Georgia Environmental Finance Authority. Thus, we really have little alternative but to pass this increase along to our customers. We are also proposing a 1.4% inflationary adjustment to our natural gas base and volumetric charges and to our sanitation fees. This is in line with the United States Bureau of Labor Statistics published rate of inflation.

We continue to meet the capital project needs of the city by utilizing proceeds from the Special Purpose Local Option Sales Tax. This allows us to not be overly concerned with meeting the costs associated with depreciation since the funds capital needs are largely met through expenditures from SPLOST. The proposed budget calls for the expenditure of $6,633,478 in SPLOST funds. This includes funding for the sewer master plan and for the City Hall renovation and expansion. These two projects are financed through GEFA and SUNTRUST Bank respectfully and the debt service is paid using SPLOST funds. In addition; funding is included for the Riverwalk and other recreation improvements, for new police vehicles, for paving projects and for Phase 4 of the Downtown Streetscape Plan. The SPLOST is absolutely vital to the capital needs of the city and to providing the quality of life amenities that our citizens have come to expect.

Finally, this budget anticipates that we will return $662,366 to the city's unrestricted reserves. This includes increases of $157,937 in the General Fund reserve, $571,976 to the Water and Sewer Fund reserve and $38,053 to the Gas Fund reserve. We project that Solid Waste reserves will decrease by $105,600 as we purchase needed equipment and build the Solid Waste Transfer Station. This is a lofty goal and if realized would be a significant turn-around in the financial health of the city. However, at this point this is just a goal. As events unfold during the year this number could rise or fall significantly and therefore I cannot commit to you that this will actually be where we end up. I can commit to you however that I am confident that the years of decreasing fund balances are behind us. The current management team is committed to this and I have every confidence that this talented team will make it happen as we "Work for Bainbridge".

I look forward to your reaction to the proposed Fiscal Year 2013 City of Bainbridge Operating Budget.

CITY OF BAINBRIDGE
ORGANIZATION CHART



SUMMARY ALL FUNDS

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	REVENUES:			
100	GENERAL FUND	$ 8,753,209	$ 8,981,394	$ 9,349,651
210	CONFISCATED ASSETS FUND	294,043	19,011	27,356
229	TENNIS TOURNAMENT	11,972	200	11,020
275	HOTEL / MOTEL TAX	122,433	133,392	132,059
323	SPLOST #4	4,004	24	-
324	SPLOST #5	3,370,570	6,754,131	6,634,100
505	WATER AND SEWER FUND	2,928,918	2,851,031	3,318,649
515	GAS FUND	2,047,989	1,693,477	2,254,706
540	SOLID WASTE FUND	2,027,434	2,095,669	2,130,591
555	REVOLVING LOAN FUND	189	-	-
560	MARINA	2,335,781	91,860	92,649
570	TELECOMMUNICATIONS	870,576	1,075,810	1,132,057
600	EMPLOYEE BENEFIT INTERNAL SERVICE FUND	1,825,994	2,403,057	1,890,461
605	SHOP INTERNAL SERVICE FUND	709,143	646,700	684,752
	REVERSE INTERNAL SERVICE FUNDS	(2,535,137)	(3,049,757)	(2,575,213)
	TOTAL REVENUE	$ 22,767,117	$ 23,695,999	$ 25,082,838
	TOTAL AVAILABLE PRIOR YEAR EQUITY -- SPECIAL REVENUE & CAPITAL PROJECT FUNDS	$ 947,974	$ 234,734	$ 839,393
	TOTAL AVAILABLE RESOURCES	$ 23,715,091	$ 23,930,733	$ 25,922,231
	EXPENDITURES:			
100	GENERAL FUND	$ 8,706,771	$ 8,896,323	$ 9,349,651
210	CONFISCATED ASSETS FUND	152,090	99,941	110,000
229	TENNIS TOURNAMENT	14,680	10,457	12,575
275	HOTEL / MOTEL TAX	122,433	133,392	132,059
323	SPLOST #4	180,708	4,764	-
324	SPLOST #5	4,046,350	6,053,544	6,633,478
505	WATER AND SEWER FUND	3,081,414	2,937,931	3,165,376
515	GAS FUND	2,130,393	1,892,764	2,254,706
540	SOLID WASTE FUND	1,977,613	1,946,733	1,986,368
555	REVOLVING LOAN FUND	124,013	-	-
560	MARINA	12,306	218,601	226,321
570	TELECOMMUNICATIONS	1,006,171	1,075,810	1,132,057
600	EMPLOYEE BENEFIT INTERNAL SERVICE FUND	2,009,418	2,413,008	1,873,961
605	SHOP INTERNAL SERVICE FUND	709,143	646,700	684,752
	REVERSE INTERNAL SERVICE FUNDS	(2,718,562)	(3,059,708)	(2,558,713)
	TOTALS	$ 21,554,943	$ 23,270,260	$ 25,002,591
	EQUITY AVAILABLE FOR CARRYOVER	$ 2,160,148	$ 660,473	$ 919,640

GENERAL FUND

BUDGET SUMMARIES

REVENUE and EXPENDITURES

CITY OF BAINBRIDGE, GA
SUMMARY OF BUDGET - GENERAL FUND
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
31.0000 TAXES	$ 5,442,221	$ 5,576,639	$ 5,708,872
32.0000 LICENSES & PERMITS	34,036	30,147	33,403
33.0000 INTERGOVERNMENTAL REVENUES	148,092	148,640	317,868
34.0000 CHARGES FOR SERVICES	256,656	269,652	242,379
35.0000 FINES & FORFEITURES	672,509	698,211	773,012
36.0000 INVESTMENT INCOME	12,200	3,100	4,000
37.0000 CONTRIBUTIONS & DONATIONS	500	-	-
38.0000 MISCELLANEOUS REVENUE	105,704	118,024	106,694
39.0000 OTHER FINANCING SOURCES	2,081,291	2,136,981	2,163,423
TOTAL GENERAL FUND REVENUE	$ 8,753,209	$ 8,981,394	$ 9,349,651
GENERAL FUND EXPENDITURES	8,706,771	8,896,323	9,349,651
REVENUE OVER EXPENDITURES	$ 46,438	$ 85,071	$ 0

GENERAL FUND SUMMARY
REVENUES

		ACTUAL 09/30/11	PRIOR YEAR 9/30/12	PROPOSED 2012-2013
	31.0000 TAXES			
31 . 1100	PROPERTY TAXES-CURRENT YEAR	$ 1,159,304	1,159,304	1,170,000
31 . 1101	HOMEOWNER RELIEF ACT	-	-	-
31 . 1102	VEHICLE TAX	88,574	89,208	95,000
31 . 1103	MOBILE HOME TAX	1,762	1,800	1,800
31 . 1104	INTEREST ON PROPERTY TAXES	-	-	-
31 . 1105	TIMBER TAX	-	-	-
31 . 1600	REAL ESTATE TRANSFER TAX	6,055	2,996	2,996
31 . 1710	FRANCHISE TAX-GA POWER	746,431	817,421	853,643
31 . 1711	FRANCHISE TAX-GRADY EMC	823	916	916
31 . 1750	FRANCHISE TAX-TELV CABLE	123,413	112,299	111,560
31 . 1760	FRANCHISE TAX-SOUTHERN BELL	69,590	63,486	57,910
31 . 1762	FRANCHISE TAX-MISCELLANEOUS	2,285	2,175	2,175
31 . 3100	LOCAL OPTION SALES TAX	2,006,287	2,033,000	2,104,960
31 . 4200	BEER & ALCOHOL TAX	339,766	355,000	360,550
31 . 4901	INTANGIBLE TAX	11,487	7,415	8,897
31 . 4904	DOG TAX	2,862	3,167	3,450
31 . 4906	AD VAL- HEAVY DUTY EQUIPMENT	1,445	-	-
31 . 6101	OCCUPATIONAL TAX	245,175	300,000	307,645
31 . 6102	OCCUPATIONAL TAX - BANKS	41,219	45,231	47,370
31 . 6200	INSURANCE PREMIUM TAX	595,743	583,221	580,000
31 . 9100	INTEREST ON PROPERTY TAXES	-	-	-
31 . 9400	INTEREST ON OCCUPATIONAL TAX	-	-	-
		$ 5,442,221	5,576,639	$ 5,708,872
	32.0000 LICENSES & PERMITS			
32 . 2120	BUILDING PERMITS	$ 17,791	$ 19,037	$ 20,000
32 . 2130	PLUMBING PERMITS	1,140	1,905	1,903
32 . 2140	ELECTRICAL PERMITS	1,704	1,705	2,000
32 . 2150	COA APPLICATIONS	475	500	500
32 . 2190	OTHER MISCELLANEOUS PERMITS	12,926	7,000	9,000
		$ 34,036	30,147	$ 33,403
	33.0000 INTERGOVERNMENTAL REVENUES			
33 . 1110	FED GRANT-PUBLIC SAFETY	$ 127,558	$ 103,830	$ 150,195
33 . 4101	ST OF GA-DEPT.OF TRANS.	-	23,308	159,820
33 . 4104	ST OF GA-HISTORIC PRESERVATION	-	4,875	4,960
33 . 4111	COMMUNITY SIGNAGE GRANT	-	-	-
33 . 4112	ST OF GA - DCA	3,000	2,571	2,893
33 . 6001	DECATUR COUNTY-ARMORY UTILITIES	7,534	4,067	-
33 . 8000	PAYMENT IN LIEU OF TAXES	10,000	9,989	-
		$ 148,092	148,640	$ 317,868

GENERAL FUND SUMMARY
REVENUES

		ACTUAL 09/30/11	PRIOR YEAR 9/30/12	PROPOSED 2012-2013
	34.0000 CHARGES FOR SERVICES			
34 . 2120	ACCIDENT REPORTS	$ 3,790	$ 1,638	$ 3,790
34 . 2130	FALSE ALARM CHARGES	12,690	11,233	11,250
34 . 2310	FINGERPRINTS		-	-
34 . 3901	LOT CLEARING & MOWING	786	4,037	4,730
34 . 3902	CONDEMNED HOUSE EQUIP CHARGE		-	-
34 . 5710	DOG POUND FINES		-	-
34 . 7501	SWIMMING POOL FEES	26,589	26,588	27,000
34 . 7502	SWIMMING LESSONS	3,628	3,630	3,630
34 . 7503	CAMPGROUND FEES	8,781	12,000	20,000
34 . 7504	ENTRY FEES	87,142	89,178	44,000
34 . 7506	TENNIS CENTER REV	-		
34 . 7901	CONCESSION SALES	56,656	62,000	65,000
34 . 9101	CEMETERY LOTS SOLD	8,675	8,625	8,575
34 . 9102	CEMETERY ADMINISTRATION FEE	4,500	5,775	5,775
34 . 9103	CEMETERY CLEANING		-	-
34 . 9104	TENNIS MEMEBERSHIPS	34,118	34,476	38,851
34 . 9300	BAD CHECK RECOVERY COST	5,850	5,930	6,269
34 . 9901	RECOVERY OF BAD DEBT	3,176	4,316	3,510
34 . 9904	TOURISM FEE FROM CVB	-	-	-
34 . 9906	SHOPPING CARTS	277	225	-
		$ 256,656	269,652	$ 242,379
	35.0000 FINES & FORFEITURES			
35 . 1170	CRIMINAL & TRAFFIC FINES	$ 613,494	$ 647,209	$ 700,000
35 . 1402	BOND FORFEITURES	2,874	2,873	2,873
35 . 1903	TRAFFIC SCHOOL	49,084	42,190	63,190
35 . 1904	JAIL MEALS	7,058	5,939	6,949
		$ 672,509	698,211	$ 773,012
	36.0000 INVESTMENT INCOME			
36 . 1000	INTEREST REVENUE	$ 12,200	$ 3,100	$ 4,000
	37.0000 CONTRIBUTIONS & DONATIONS			
37 . 1002	KIRBO FOUNDATION GRANT	$ -	$ -	$ -
37 . 1004	COMMUNITY CONTRIBUTIONS	500	-	-
		$ 500	-	$ -

GENERAL FUND SUMMARY
REVENUES

		ACTUAL 09/30/11	PRIOR YEAR 9/30/12	PROPOSED 2012-2013
	38.0000 MISCELLANEOUS REVENUE			
38 . 1002	RENTAL-BUILDING & EQUIPMENT	$ 27,177	$ 29,811	$ 30,269
38 . 1003	RENTAL-STAGE	6,245	4,804	5,130
38 . 1004	RENTAL-TENNIS COURTS	-	-	-
38 . 1005	RENTAL-BALLFIELDS/CHALK	891	1,309	-
38 . 3000	REIMBURSEMENT-INSURANCE	51,576	60,000	49,194
38 . 3001	RESTITUTION	1,255	2,100	2,100
38 . 9001	MISCELLANEOUS REVENUE	18,560	20,000	20,000
38 . 9999	PRIOR YEAR REVENUE	-	$ -	$ -
		$ 105,704	118,024	$ 106,694
	39.0000 OTHER FINANCING SOURCES			
39 . 1102	WATER & SEWER	$ 724,960	746,708	$ 759,402
39 . 1103	GAS FUND	228,565	235,516	235,516
39 . 1104	SOLID WASTE	442,483	455,757	463,505
39 . 1105	TELECOMMUNICATIONS	600,000	600,000	600,000
39 . 1106	HOTEL/MOTEL 3%	73,483	74,000	80,000
39 . 1107	MISC TRANSFERS		-	-
39 . 2100	SALE OF SURPLUS PROPERTY	11,800	25,000	25,000
39 . 3501	PROCEEDS FROM LEASE	-	-	-
		$ 2,081,291	2,136,981	$ 2,163,423
TOTAL GENERAL FUND REVENUE		$ 8,753,209	8,981,394	$ 9,349,651

GENERAL FUND

EXPENDITURES

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
COUNCIL & APPOINTMENTS	$ 676,521	$ 725,385	$ 1,001,619
ADMINISTRATIVE SERVICES	1,036,648	1,185,225	1,274,184
COMMUNITY & ECONOMIC DEVELOPMENT	1,736,271	1,705,597	1,612,843
PUBLIC SAFETY	3,738,052	3,747,798	3,855,948
PUBLIC SERVICES - PUBLIC WORKS	1,519,279	1,532,319	1,605,057
	$ 8,706,771	$ 8,896,323	$ 9,349,651

APPROPRIATION DETAIL

2012-2013

DIVISION: Council & Appointments

DEPARTMENT: Totals

FUND / DEPT #: All Departments

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	226,887	307,975	235,723
52.0000 PURCHASE & CONTRACTED SERVICES	194,394	155,312	151,911
53.0000 SUPPLIES	94,707	35,476	22,100
54.0000 CAPITAL OUTLAYS	-	-	32,000
55.0000 INTERFUND & INTERDEPARTMENTAL CHARGES	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	-	-	-
57.0000 OTHER COSTS	160,533	226,623	559,885
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	-	-
TOTAL COUNCIL & APPOINTMENTS	$ 676,521	$ 725,385	$ 1,001,619

MAYOR & COUNCIL	425,009	392,173	705,299
CITY MANAGER	211,170	291,304	251,081
CITY ATTORNEY	17,574	17,500	18,000
DRIVER IMPROVEMEMT	22,769	24,409	27,238
TOTAL COUNCIL & APPOINTMENTS	$ 676,521	$ 725,385	$ 1,001,619

PERSONNEL SCHEDULE

2012-2013

DIVISION: Council & Appointments

DEPARTMENT: Totals

FUND / DEPT #: All Departments

POSITION TITLE	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
MAYOR & COUNCIL	7	7	7	$ 26,159	$ 26,159	$ 26,159
CITY MANAGER	3	2	2	182,205	263,294	190,850
CITY ATTORNEY	1	1	1	3,000	3,000	3,000
DRIVER IMPROVEMENT	1	1	1	15,522	15,522	15,713
TOTALS	12	11	11	$ 226,887	$ 307,975	$ 235,723

APPROPRIATION DETAIL
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: Mayor & Council
FUND / DEPT #: 100.11100

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 26,159	$ 26,159	$ 26,159
52.0000 PURCHASE & CONTRACTED SERVICES	153,509	114,950	109,255
53.0000 SUPPLIES	84,807	24,441	10,000
54.0000 CAPITAL OUTLAYS	-	-	-
57.0000 OTHER COSTS	160,533	226,623	559,885
	$ 425,009	$ 392,173	$ 705,299

FUNCTION:

The Mayor and Council are composed of seven citizens, two of whom are elected at large, and the remaining five are elected within multi-member districts. Each term is for four years. The Mayor and Council are responsible for formulating City policies, goals, and objectives to serve community needs, allocate available funds to attain the desired programs of service, and assure efficient and effective management of these programs and policies.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: Mayor & Council
FUND / DEPT #: 100.11100

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
MAYOR	N/A	1	1	1	$ 5,700
MAYOR PRO TEM	N/A	1	1	1	3,600
ALDERMAN	N/A	5	5	5	15,000
Overtime					
TOTALS		7	7	7	$ 24,300
EMPLOYER FICA TAX					1,859
EMPLOYER INSURANCE CONTR.					-
EMPLOYER RETIREMENT CONTR.					-
CLAIMS					-
TOTAL PERSONNEL SERVICES					$ 26,159

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Council & Appointments			
DEPARTMENT:	Mayor & Council	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.11100	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 10,200	$ 10,200	$ 10,200
51 . 1106	EXP IN NATURE OF COMPENSATION	14,100	14,100	14,100
51 . 2200	EMPLOYER FICA TAX	1,859	1,859	1,859
51 . 2201	EMPLOYER INSURANCE CONTR.	-	-	-
51 . 2202	EMPLOYER RETIREMENT CONTR.	-	-	-
51 . 2205	MEDICAL CLAIMS PAID	-	-	-
		$ 26,159	$ 26,159	$ 26,159

52.0000 PURCHASE & CONTRACTED SERVICES

51 . 2902	CHRISTMAS GIFTS	$ 15,200	$ 15,000	$ 16,000
52 . 1200	PROFESSIONAL SERVICES	72,687	45,500	45,000
52 . 2215	OUTSOURCED (NON-SHOP)	-	-	-
52 . 3101	INSURANCE	-	-	-
52 . 3105	EMPLOYEE INCENTIVE	5,978	6,000	6,000
52 . 3200	TELEPHONE	3,273	6,000	-
52 . 3300	PUBLIC NOTICES	-	-	-
52 . 3500	TRAVEL & CONFERENCE	36,258	25,000	25,000
52 . 3600	MEMBERSHIP & DUES	7,858	5,000	5,000
52 . 3601	SW GA RDC	12,255	12,255	12,255
52 . 3700	EMPLOYEE TRAINING	-	195	-
		$ 153,509	$ 114,950	$ 109,255

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 577	$ 1,000	$ 1,000
53 . 1110	GF EXP ON WELCOME CENTER	62,289	-	-
53 . 1234	NATIONAL GUARD ARMORY	16,659	15,000	-
53 . 1701	SUPPLIES OTHER THAN OFFC	5,282	6,000	6,000
53 . 1707	CITY PICNIC	-	2,441	3,000
		$ 84,807	$ 24,441	$ 10,000

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Council & Appointments			
DEPARTMENT:	Mayor & Council	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.11100	09/30/11	09/30/12	2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1101	PURCHASE LAND	$ -	$ -	$ -
54 . 1306	PURCHASE/RENOVATE BUILDINGS	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
		$ -	$ -	$ -
	57.0000 OTHER COSTS			
57 . 1001	ELECTION EXPENSE	$ -	$ 12,772	$ -
57 . 1004	BOARDS & COMMISSIONS	-	-	-
57 . 2001	EMPLOYEE HEALTH FAIR	2,557	4,320	5,000
57 . 2009	COMMUNITY CONTRIBUTIONS	11,001	4,500	4,500
57 . 2010	DDA	551	5,000	147,729
57 . 3003	CVB	-	53,606	82,378
57 . 3006	IDA	62,225	62,225	62,225
57 . 3008	RIVER REGIONAL CENTER	-	-	-
57 . 3009	HUMANE SOCIETY	81,200	81,200	84,000
57 . 3010	FIREHOUSE GALLERY	-	-	-
57 . 3011	DEC CO FAMILY CONNECTION	3,000	3,000	3,000
57 . 9000	CONTINGENCIES	-	-	171,053
		$ 160,533	$ 226,623	$ 559,885
TOTALS		$ 425,009	$ 392,173	$ 705,299

APPROPRIATION DETAIL
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: City Manager
FUND / DEPT #: 100.13200

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 182,205	$ 263,294	$ 190,850
52.0000 PURCHASE & CONTRACTED SERVICES	25,483	24,010	24,231
53.0000 SUPPLIES	3,482	4,000	4,000
54.0000 CAPITAL OUTLAYS	-	-	32,000
	$ 211,170	$ 291,304	$ 251,081

FUNCTION:

It is the function of this department to assist the City leaders and other personnel in promoting the City to the general public.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: City Manager
FUND / DEPT #: 100.13200

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
CITY MANAGER [A]	(A)	1	1	1	$ 111,887
EXECUTIVE ASSISTANT	14	1	1	1	31,990
ASSISTANT TO THE CITY MANAGER		0	0	0	0
DEPUTY CITY MANAGER	22	1	0	0	-
A: Set by Mayor & Council					
SICK LEAVE INCENTIVE BONUS					2,391
TOTALS		3	2	2	$ 146,268
EMPLOYER FICA TAX					11,007
EMPLOYER INSURANCE CONTR.					2,766
EMPLOYER RETIREMENT CONTR.					15,350
CLAIMS					15,460
TOTAL PERSONNEL SERVICES					$ 190,850

BUDGET ACCOUNT WORKSHEET

2012-2013

DIVISION:	Council & Appointments			
DEPARTMENT:	City Manager	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.13200	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 156,267	$ 204,294	$ 146,268
51 . 2200	EMPLOYER FICA TAX	10,673	16,580	11,007
51 . 2201	EMPLOYER INSURANCE CONTR.	1,811	4,074	2,766
51 . 2202	EMPLOYER RETIREMENT CONTR.	3,714	20,757	15,350
51 . 2205	CLAIMS PAID FOR EMPLOYEES	9,740	17,589	15,460
		$ 182,205	$ 263,294	$ 190,850

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 2215	OUTSOURCED (NON-SHOP)	$ 931	$ 1,800	$ 1,800
52 . 2221	PARTS FROM SHOP	91	300	349
52 . 2222	LABOR FROM SHOP	270	700	757
52 . 2223	OVERHEAD ALLOCATION	152	100	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	-	-	-
52 . 3101	INSURANCE	2,609	4,045	4,250
52 . 3200	TELEPHONE	1,179	2,000	-
52 . 3500	TRAVEL & CONFERENCE	17,439	12,000	14,000
52 . 3600	MEMBERSHIP & DUES	2,189	2,500	2,500
52 . 3700	EMPLOYEE TRAINING	348	400	400
52 . 3851	MAINT & SERVICE CONTRACT	274	165	175
		$ 25,483	$ 24,010	$ 24,231

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 1,269	$ 2,000	$ 2,000
53 . 1701	SUPPLIES OTHER THAN OFFICE	2,213	2,000	2,000
		$ 3,482	$ 4,000	$ 4,000

54.0000 CAPITAL OUTLAYS

54 . 2201	PURCHASE VEHICLES	$ -	$ -	$ 32,000
54 . 2301	PURCHASE FURNITURE & FIXTURES	-	-	-
54 . 2401	PURCHASE COMPUTERS & EQUIPMENT	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
		$ -	$ -	$ 32,000
TOTALS		$ 211,170	$ 291,304	$ 251,081

BUDGET REQUEST
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: City Attorney
FUND / DEPT #: 100.15300

EXPENDITURE CLASSIFICATION	ACTUAL 9/30/11	PRIOR YEAR 9/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 3,000	$ 3,000	$ 3,000
52.0000 PURCHASE & CONTRACTED SERVICES	14,574	14,500	15,000
	$ 17,574	$ 17,500	$ 18,000

FUNCTION:

This appropriation funds the retainer paid to the City Attorney for providing legal services to the Mayor & Council, City Manager, and department heads throughout the year. Funds are included for litigation the City might encounter during the year.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE

2012-2013

DIVISION: Council & Appointments

DEPARTMENT: City Attorney

FUND / DEPT #: 100.15300

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
City Attorney	(A)	1	1	1	$ 3,000
A: Set by Mayor & Council					
Overtime					
TOTALS		1	1	1	$ 3,000
EMPLOYER FICA TAX					-
EMPLOYER INSURANCE CONTR.					-
EMPLOYER RETIREMENT CONTR.					-
CLAIMS					-
TOTAL PERSONNEL SERVICES					$ 3,000

BUDGET ACCOUNT WORKSHEET

2012-2013

DIVISION:	Council & Appointments			
DEPARTMENT:	City Attorney	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.15300	9/30/11	9/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 3,000	$ 3,000	$ 3,000
51 . 2200	EMPLOYER FICA TAX	-	-	-
51 . 2201	EMPLOYER INSURANCE CONTR.	-	-	-
51 . 2202	EMPLOYER RETIREMENT CONTR.	-	-	-
		$ 3,000	$ 3,000	$ 3,000

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 14,574	$ 14,500	$ 15,000
52 . 3500	TRAVEL AND CONFERENCE	-	-	-
52 . 3700	EMPLOYEE TRAINING	-	-	-
		$ 14,574	$ 14,500	$ 15,000
TOTALS		$ 17,574	$ 17,500	$ 18,000

APPROPRIATION DETAIL
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: Driver Improvement
FUND / DEPT #: 100.32900

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	15,522	15,522	15,713
52.0000 PURCHASE & CONTRACTED SERVICES	828	1,852	3,425
53.0000 SUPPLIES	6,418	7,035	8,100
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 22,769	$ 24,409	$ 27,238

FUNCTION:

This division provides driver improvement training as required by Georgia Law for driving under the influence convictions. There is a charge made for this service, and we anticipate the annual revenue, which will be derived from providing this service during the fiscal year, to be $60,000.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SUMMARY
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: Driver Improvement
FUND / DEPT #: 100.32900

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
DIRECTOR / INSTRUCTOR	(A)	1	1	1	$ 14,597
A: Contract worker					
SICK LEAVE INCENTIVE BONUS					-
TOTALS		1	1	1	$ 14,597
FICA					1,117
INSURANCE					-
RETIREMENT					-
CLAIMS					-
TOTAL PERSONNEL SERVICES					$ 15,713

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: Council & Appointments
DEPARTMENT: Driver Improvement
FUND / DEPT #: 100.32900

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 14,419	$ 14,419	$ 14,597
51 . 2200	EMPLOYER FICA TAX	1,103	1,103	1,117
51 . 2201	EMPLOYER INSURANCE CONTR.	-	-	-
51 . 2202	EMPLOYER RETIREMENT CONTR.	-	-	-
51 . 2205	CLAIMS PAID FOR EMPLOYEE	-	-	-
		$ 15,522	$ 15,522	$ 15,713
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 1200	PROFESSIONAL SERVICES	$ 100	$ 100	$ 100
52 . 3200	TELEPHONE	-	-	-
52 . 3202	POSTAGE	113	100	125
52 . 3300	PUBLIC NOTICES	-	-	-
52 . 3500	TRAVEL & CONFERENCE	-	576	1,200
52 . 3600	MEMBERSHIP & DUES	-	-	-
52 . 3700	EMPLOYEE TRAINING	616	1,076	2,000
52 . 3851	MAINT & SERVICE CONTRACT	-	-	-
		$ 828	$ 1,852	$ 3,425
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 82	$ 35	$ 100
53 . 1701	SUPPLIES OTHER THAN OFFICE	6,336	7,000	8,000
		$ 6,418	$ 7,035	$ 8,100
	54.0000 CAPITAL OUTLAYS			
54 . 2301	PURCHASE FURNITURE & FIXTURES	$ -	$ -	$ -
TOTALS		$ 22,769	$ 24,409	$ 27,238

APPROPRIATION DETAIL
2012-2013

DIVISION: Administrative Services
DEPARTMENT: Totals
FUND / DEPT #: All Departments

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 695,430	$ 718,262	$ 740,402
52.0000 PURCHASE & CONTRACTED SERVICES	138,385	155,059	176,482
53.0000 SUPPLIES	83,949	67,492	138,137
54.0000 CAPITAL OUTLAYS	-	-	-
55.0000 INTERFUND & INTERDEPARTMENTAL CHARGES	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	-	-	-
57.0000 OTHER COSTS	118,885	127,730	76,446
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	116,682	142,717
TOTAL GENERAL ADMINISTRATION	$ 1,036,648	$ 1,185,225	$ 1,274,184

FINANCE / BUDGET / ACCOUNTING	$ 632,862	$ 774,416	$ 908,755
PURCHASING	166,308	160,526	132,815
MUNICIPAL COURT	237,478	250,283	232,613
TOTAL GENERAL ADMINISTRATION	$ 1,036,648	$ 1,185,225	$ 1,274,184

PERSONNEL SCHEDULE
2012-2013

DIVISION: Administrative Services
DEPARTMENT: Totals
FUND / DEPT #: All Departments

POSITION TITLE	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	ACTUAL 09/30/11	ESTIMATED 09/30/12	PROPOSED 2012-2013
FINANCE / BUDGET / ACCOUNTING	8	8	8	$ 455,771	$ 472,308	$ 489,318
PURCHASING	3	2	2	134,489	138,977	106,237
MUNICIPAL COURT	3	3	4	105,170	106,977	144,846
TOTALS	14	13	14	$ 695,430	$ 718,262	$ 740,402

APPROPRIATION DETAIL
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: Finance / Budget / Accounting
FUND / DEPT #: 100.15110

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 455,771	$ 472,308	$ 489,318
52.0000 PURCHASE & CONTRACTED SERVICES	121,071	132,889	153,458
53.0000 SUPPLIES	55,709	51,787	118,262
54.0000 CAPITAL OUTLAYS	-	-	-
55.0000 INTERFUND & INTERDEPARTMENTAL CHARGES	-	-	-
57.0000 OTHER COSTS	311	750	5,000
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	116,682	142,717
	$ 632,862	$ 774,416	$ 908,755

FUNCTION:

It is the responsibility of this division to collect, disburse, and properly record the collection and disbursements of all revenues received by the City from whatever source. This department is responsible for accounting, payroll, accounts payable, accounts receivable, utility billing, miscellaneous billings, and collections. In addition to the foregoing, this division also administers business licenses, special assessments, and property taxes.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: Finance / Budget / Accounting
FUND / DEPT #: 100.15110

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
ADMIN SERVICES DIRECTOR	25	1	1	1	$ 79,830
ACCOUNTING MANAGER	21	1	1	1	60,882
BILLING COORDINATOR	14	1	1	1	42,037
SENIOR ACCOUNTS PAYABLE TECHNICIAN	11	1	1	1	34,507
ACCOUNTS RECEIVABLE TECHNICIAN	10	1	1	1	40,061
CUSTOMER SERVICE REPRESENTATIVE	9	2	2	2	57,034
HR COORDINATOR	21	1	1	1	46,322
SICK LEAVE INCENTIVE BONUS					4,808
TOTALS		8	8	8	$ 365,480
FICA					27,591
INSURANCE					11,064
RETIREMENT					23,343
CLAIMS					61,840
TOTAL PERSONNEL SERVICES					$ 489,318

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: Finance / Budget / Accounting
FUND / DEPT #: 100.15110

			ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
		51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 .	1100	PERSONAL SERVICES	$ 358,123	$ 364,459	$ 365,480
51 .	1300	OVERTIME PAY	-	-	-
51 .	2200	EMPLOYER FICA TAX	25,669	27,881	27,591
51 .	2201	EMPLOYER INSURANCE CONTR.	7,246	10,864	11,064
51 .	2202	EMPLOYER RETIREMENT CONTR.	21,877	22,200	23,343
51 .	2205	CLAIMS PAID FOR EMPLOYEES	42,856	46,904	61,840
			$ 455,771	$ 472,308	$ 489,318
		52.0000 PURCHASE & CONTRACTED SERVICES			
52 .	1200	PROFESSIONAL SERVICES	$ 18,160	$ 18,000	$ 20,000
52 .	1201	LEGAL AND ACCOUNTING	6,250	6,500	6,500
52 .	2211	ORDINARY MACHINE & EQUIP	-	-	-
52 .	2215	OUTSOURCED (NON-SHOP)	187	150	150
52 .	2221	PARTS FROM SHOP	497	1,000	1,524
52 .	2222	LABOR FROM SHOP	225	1,530	1,734
52 .	2223	OVERHEAD ALLOCATION	168	391	-
52 .	3100	INSURANE MET DED	-	-	-
52 .	3101	INSURANCE	68,782	75,000	85,000
52 .	3200	TELEPHONE	9,597	9,500	9,500
52 .	3202	POSTAGE	10,272	9,018	10,000
52 .	3300	PUBLIC NOTICES	1,555	1,400	1,500
52 .	3500	TRAVEL & CONFERENCE	-	300	1,200
52 .	3600	MEMBERSHIP & DUES	164	750	1,000
52 .	3700	EMPLOYEE TRAINING	195	-	2,000
52 .	3850	CONTRACT LABOR	730	750	1,350
52 .	3851	MAINT & SERVICE CONTRACT	4,287	8,600	12,000
			$ 121,071	$ 132,889	$ 153,458
		53.0000 SUPPLIES			
53 .	1101	PRINTING & SUPPLIES	$ 12,312	$ 12,735	$ 12,735
53 .	1102	JANITORIAL SUPPLIES	1,359	1,100	60,000
53 .	1104	BUILDING MAINTENANCE	1,850	1,900	3,000
53 .	1110	GF EXP ON WELCOME CENTER	-	-	-
53 .	1210	WATER & SEWER	811	675	1,000
53 .	1220	NATURAL GAS	1,560	400	1,000
53 .	1230	ELECTRICITY	20,218	17,750	20,500
53 .	1600	SMALL TOOLS & EQUIPMENT	-	-	-
53 .	1701	SUPPLIES OTHER THAN OFFICE	3,134	7,527	7,527
53 .	1704	UNIFORMS	-	-	-
53 .	1710	LANDFILL POST CLOSURE CARE	14,465	9,700	12,500
			$ 55,709	$ 51,787	$ 118,262

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	ADMINISTRATIVE SERVICES				
DEPARTMENT:	Finance / Budget / Accounting	ACTUAL	PRIOR YEAR	PROPOSED	
FUND / DEPT #:	100.15110	09/30/11	09/30/12	2012-2013	
		54.0000 CAPITAL OUTLAYS			
54 . 1306	PURCHASE / RENOVATE BUILDINGS	$ -	$ -	$ -	
54 . 1307	GF EXPEND ON WELCOME CT	-	-	-	
54 . 2306	PURCHASE FURNITURE & FIXTURES	-	-	-	
54 . 2401	PURCHASE COMPUTERS & EQUP	-	-	-	
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-	
		$ -	$ -	$ -	
		55.0000 INTERFUND & INTERDEPARTMENTAL CHARGES			
55 . 2200	CLAIMS	$ -	$ -	$ -	
		57.0000 OTHER COSTS			
57 . 4000	BAD DEBTS	$ 311	$ 750	$ 5,000	
		58.0000 DEBT SERVICE			
58 . 1200	CAPITAL LEASE PAYMENTS	$ -	$ -	$ -	
		61.0000 OTHER FINANCING USES			
61 . 1008	TECHNOLOGY FEE	$ -	$ 116,682	$ 142,717	
TOTALS		$ 632,862	$ 774,416	$ 908,755	

APPROPRIATION DETAIL
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: Purchasing
FUND / DEPT #: 100.15170

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 134,489	$ 138,977	$ 106,237
52.0000 PURCHASE & CONTRACTED SERVICES	6,366	8,844	9,853
53.0000 SUPPLIES	25,453	12,705	16,725
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 166,308	$ 160,526	$ 132,815

FUNCTION:

It is the responsibility of this department to procure all of the materials and supplies for all departments of the City, to keep and control designated inventorial items and develop specifications working with the different departments on equipment needs and operate a central supply, shipping, and receiving station.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: Purchasing
FUND / DEPT #: 100.15170

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
STOCK CLERK	10	1	1	1	$ 27,602
PURCHASING AGENT	19	1	1	1	48,734
ADMINISTRATIVE CLERK	9	1	0	0	-
SICK LEAVE INCENTIVE BONUS					-
TOTALS		3	2	2	$ 76,336
EMPLOYER FICA TAX					5,840
EMPLOYER INSURANCE CONTR.					2,766
EMPLOYER RETIREMENT CONTR.					5,836
CLAIMS					15,460
TOTAL PERSONNEL SERVICES					$ 106,237

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: Purchasing
FUND / DEPT #: 100.15170

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS				
51 . 1100	PERSONAL SERVICES	$ 100,477	$ 101,244	$ 76,336
51 . 2200	EMPLOYER FICA TAX	7,003	7,745	5,840
51 . 2201	EMPLOYER INSURANCE CONTR.	2,717	4,074	2,766
51 . 2202	EMPLOYER RETIREMENT CONTR.	8,220	8,325	5,836
51 . 2205	CLAIMS PAID FOR EMPLOYEES	16,071	17,589	15,460
		$ 134,489	$ 138,977	$ 106,237
52.0000 PURCHASE & CONTRACTED SERVICES				
52 . 2215	OUTSOURCED (NON-SHOP)	$ 54	$ 100	$ 100
52 . 2221	PARTS FROM SHOP	507	125	145
52 . 2222	LABOR FROM SHOP	225	400	434
52 . 2223	OVERHEAD ALLOCATION	105	-	-
52 . 3101	INSURANCE	3,913	4,045	4,450
52 . 3200	TELEPHONE	462	500	800
52 . 3201	FREIGHT	-	-	-
52 . 3202	POSTAGE	375	424	424
52 . 3300	PUBLIC NOTICES	-	-	300
52 . 3400	AUCTION FEES	-	2,200	2,200
52 . 3500	TRAVEL & CONFERENCE	-	-	-
52 . 3600	MEMBERSHIP & DUES	-	400	220
52 . 3700	EMPLOYEE TRAINING	-	-	-
52 . 3850	CONTRACT LABOR	725	650	780
52 . 3851	MAINT & SERVICE CONTRACT	-	-	-
		$ 6,366	$ 8,844	$ 9,853
53.0000 SUPPLIES				
53 . 1101	PRINTING & SUPPLIES	$ 1,281	$ 1,480	$ 1,600
53 . 1102	JANITORIAL SUPPLIES	332	425	-
53 . 1104	BUILDING MAINTENANCE	1,352	1,800	2,500
53 . 1210	WATER	235	400	1,000
53 . 1220	NATURAL GAS HEAT & COOL	-	-	1,000
53 . 1230	ELECTRICITY	8,989	7,000	8,000
53 . 1592	INVENTORY VARIANCE	2,439	-	-
53 . 1595	OBSOLETE INVENTORY	10,071	300	500
53 . 1600	SMALL TOOLS	14	80	125
53 . 1701	SUPPLIES OTHER THAN OFFICE	740	1,220	2,000
53 . 1704	UNIFORMS	-	-	-
		$ 25,453	$ 12,705	$ 16,725

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: Purchasing
FUND / DEPT #: 100.15170

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1306	PURCHASE / RENOVATE BUILDINGS	$ -	$ -	$ -
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
		$ -	$ -	$ -
TOTALS		$ 166,308	$ 160,526	$ 132,815

BUDGET REQUEST
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: City Court
FUND / DEPT #: 100.26500

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 105,170	$ 106,977	$ 144,846
52.0000 PURCHASE & CONTRACTED SERVICES	10,948	13,326	13,171
53.0000 SUPPLIES	2,787	3,000	3,150
54.0000 CAPITAL OUTLAYS	-	-	-
57.0000 OTHER COSTS	118,573	126,980	71,446
	$ 237,478	$ 250,283	$ 232,613

FUNCTION:

This appropriation provides funds for the Municipal Court.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: ADMINISTRATIVE SERVICES
DEPARTMENT: City Court
FUND / DEPT #: 100.26500

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
CITY JUDGE	(A)	1	1	1	$ 25,200
CLERK OF COURT	14	1	1	1	31,990
DEPUTY CLERK OF COURT	10	1	1	1	34,507
SOLICITOR		0	0	1	24,000
A: Set by Mayor & Council					
SICK LEAVE INCENTIVE BONUS					-
TOTALS		3	3	4	$ 115,698
FICA					5,087
INSURANCE					2,766
RETIREMENT					5,836
CLAIMS					15,460
TOTAL PERSONNEL SERVICES					$ 144,846

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	ADMINISTRATIVE SERVICES				
DEPARTMENT:	City Court	ACTUAL	PRIOR YEAR	PROPOSED	
FUND / DEPT #:	100.26500	09/30/11	09/30/12	2012-2013	
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS				
51 . 1100	PERSONAL SERVICES	$ 82,507	$ 81,898	$ 115,698	
51 . 1300	OVERTIME PAY	-	-	-	
51 . 2200	EMPLOYER FICA TAX	4,657	5,087	5,087	
51 . 2201	EMPLOYER INSURANCE CONTR.	1,811	2,716	2,766	
51 . 2202	EMPLOYER RETIREMENT CONTR.	5,480	5,550	5,836	
51 . 2205	CLAIMS PAID FOR EMPLOYEES	10,714	11,726	15,460	
		$ 105,170	$ 106,977	$ 144,846	
	52.0000 PURCHASE & CONTRACTED SERVICES				
52 . 1200	PROFESSIONAL SERVICES	$ 6,650	$ 8,416	$ 8,000	
52 . 3101	INSURANCE	2,609	2,696	2,966	
52 3200	TELEPHONE	1,204	1,507	1,200	
52 . 3500	TRAVEL & CONFERENCE	250	472	600	
52 . 3600	MEMBERSHIP & DUES	85	85	150	
52 . 3700	EMPLOYEE TRAINING	150	150	255	
52 . 3851	MAINT & SERVICE CONTRACT	-	-	-	
		$ 10,948	$ 13,326	$ 13,171	
	53.0000 SUPPLIES				
53 . 1101	PRINTING & SUPPLIES	$ 2,488	$ 2,700	$ 2,800	
53 . 1600	SMALL TOOLS	-	-	-	
53 . 1701	SUPPLIES OTHER THAN OFFICE	299	300	350	
53 . 1704	UNIFORMS	-	-	-	
		$ 2,787	$ 3,000	$ 3,150	
	54.0000 CAPITAL OUTLAYS				
54 . 2401	PURCHASE COMPUTERS & EQUIPMENT	$ -	$ -	$ -	
	57.0000 OTHER COSTS				
57 . 1002	JAIL MEALS/PER DIEM	$ 118,573	$ 126,980	$ 71,446	
TOTALS		$ 237,478	$ 250,283	$ 232,613	

APPROPRIATION DETAIL
2012-2013

DIVISION: Community & Economic Development
DEPARTMENT: Totals
FUND / DEPT #: All Departments

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 1,126,587	$ 1,123,845	1,029,270
52.0000 PURCHASE & CONTRACTED SERVICES	216,989	194,493	233,082
53.0000 SUPPLIES	355,211	343,273	316,766
54.0000 CAPITAL OUTLAYS	-	-	-
57.0000 OTHER COSTS	37,483	43,986	33,725
TOTAL COMMUNITY DEVELOPMENT	$ 1,736,271	$ 1,705,597	$ 1,612,843
ADMINISTRATION	$ 256,158	$ 231,164	$ 181,290
PLANNING & ZONING / BUILDING INSPECTIONS	131,399	72,166	91,187
COMMUNICATIONS	34,574	71,318	79,419
CODE ENFORCEMENT	4,629	-	-
LEISURE SERVICES : ADMINISTRATION	154,016	127,841	132,229
LEISURE SERVICES: PARKS & GROUNDS / CEMETARIES	722,138	668,511	705,806
LEISURE SERVICES : PROGRAMS	248,400	265,845	258,769
LEISURE SERVICES: AQUATIC CENTER	91,522	78,519	81,243
LEISURE SERVICES: TENNIS	93,434	190,232	82,902
TOTAL COMMUNITY DEVELOPMENT	$ 1,736,271	$ 1,705,597	$ 1,612,843

PERSONNEL SCHEDULE
2012-2013

DIVISION: Community & Economic Development
DEPARTMENT: Totals
FUND / DEPT #: All Departments

POSITION TITLE	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
ADMINISTRATION	3	3	3	$ 194,451	$ 199,396	$ 170,373
PLANNING & ZONING BUILDING INSPECT	2	2	1	115,996	52,932	39,617
COMMUNICATIONS	0.5	0.5	0.5	25,567	26,478	28,351
LEISURE SERVICES : ADMINISTRATION	2	2	2	129,763	104,263	108,315
LEISURE SERVICES: PARKS & GROUNDS / CEME	10	8	10	426,683	362,472	408,599
LEISURE SERVICES : PROGRAMS	2	2	2	101,195	156,718	164,023
LEISURE SERVICES: AQUATIC CENTER	N/A	N/A	N/A	45,132	48,579	48,443
LEISURE SERVICES: TENNIS	1	1	1	65,999	173,006	61,551
TOTALS	20.5	18.5	19.5	$ 1,104,786	$ 1,123,845	$ 1,029,270

APPROPRIATION DETAIL
2012-2013

DIVISION: Community Development
DEPARTMENT: Planning & Zoning / Building Inspections
FUND / DEPT #: 100.74500

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 115,996	$ 52,932	$ 39,617
52.0000 PURCHASE & CONTRACTED SERVICES	13,966	15,882	49,870
53.0000 SUPPLIES	1,092	750	700
57.0000 OTHER COSTS	345	2,602	1,000
	$ 131,399	$ 72,166	$ 91,187

FUNCTION:

It is the responsibility of this department to enforce the various building codes adopted by the City Council. The City has adopted the standard building, plumbing, electrical, and housing codes.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Community Development
DEPARTMENT: Planning & Zoning / Building Inspections
FUND / DEPT #: 100.74500

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
Planning & Zoning / Building Inspections	20	1	0	1	$ 25,626
Part-Time	N/A	0	0	0	-
SICK LEAVE INCENTIVE BONUS					-
TOTALS		1	0	1	$ 25,626
FICA					1,960
INSURANCE					1,383
RETIREMENT					2,918
CLAIMS					7,730
TOTAL PERSONNEL SERVICES					$ 39,617

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Community Development				
DEPARTMENT:	Planning & Zoning / Building Inspections	ACTUAL	PRIOR YEAR	PROPOSED	
FUND / DEPT #:	100.74500	09/30/11	09/30/12	2012-2013	
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS				
51 . 1100	PERSONAL SERVICES	$ 91,174	$ 42,220	$ 25,626	
51 . 2200	EMPLOYER FICA TAX	6,816	3,230	1,960	
51 . 2201	EMPLOYER INSURANCE CONTR.	1,811	1,019	1,383	
51 . 2202	EMPLOYER RETIREMENT CONTR.	5,480	2,067	2,918	
51 . 2205	CLAIMS PAID FOR EMPLOYEES	10,714	4,397	7,730	
		$ 115,996	$ 52,932	$ 39,617	
	52.0000 PURCHASE & CONTRACTED SERVICES				
52 . 1200	PROFESSIONAL SERVICES	$ -	$ 12,250	$ 45,000	
52 . 2215	OUTSOURCED (NON-SHOP)	2,017	735	720	
52 . 2221	PARTS FROM SHOP	414	51	233	
52 . 2222	LABOR FROM SHOP	203	113	234	
52 . 2223	OVERHEAD ALLOCATION	274	38	-	
52 . 3101	INSURANCE	2,609	1,348	1,483	
52 . 3200	TELEPHONE	1,317	300	-	
52 . 3202	POSTAGE	180	150	150	
52 . 3300	PUBLIC NOTICES	1,099	620	1,200	
52 . 3500	TRAVEL & CONFERENCE	3,960	-	600	
52 . 3600	MEMBERSHIP & DUES	393	277	250	
52 . 3700	EMPLOYEE TRAINING	1,500	-	-	
52 . 3851	MAINT & SERVICE CONTRACT	-	-	-	
		$ 13,966	$ 15,882	$ 49,870	
	53.0000 SUPPLIES				
53 . 1101	PRINTING & SUPPLIES	$ 91	$ 150	$ 200	
53 . 1701	SUPPLIES OTHER THAN OFFC	1,001	600	500	
		$ 1,092	$ 750	$ 700	
	57.0000 OTHER COSTS				
57 . 1004	BOARDS & COMMISSIONS	$ 345	$ 2,602	$ 1,000	
TOTALS		$ 131,399	$ 72,166	$ 91,187	

APPROPRIATION DETAIL
2012-2013

DIVISION:	Community Development
DEPARTMENT:	Administration
FUND / DEPT #:	100.75400

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 194,451	$ 199,396	$ 170,373
52.0000 PURCHASE & CONTRACTED SERVICES	16,287	12,018	6,917
53.0000 SUPPLIES	9,031	7,200	4,000
54.0000 CAPITAL OUTLAYS	-	-	-
57.0000 OTHER COSTS	36,388	12,550	-
	$ 256,158	$ 231,164	$ 181,290

FUNCTION:

It is the responsibility of the Community Development Department to assist in the development of new jobs and commerce in the City through the expansion of existing commercial enterprises and adding new enterprises to provide needed goods and services to the citizens of Bainbridge and the area. The department also provides staffing for the Downtown Development Authority, is also responsible for the City's tourism effort, and cooperates with the Chamber of Commerce in providing an aggressive tourist development for the City.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Community Development
DEPARTMENT: Administration
FUND / DEPT #: 100.75400

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
ASST CITY MANAGER/DIR OF COMM & ECO DEV	25	1	1	1	$ 75,920
ADMINISTRATIVE ASSISTANT	10	1	1	1	25,605
CLERICAL RECEPTIONIST	8	1	1	1	23,213
SICK LEAVE INCENTIVE BONUS					-
TOTALS		3	3	3	$ 124,738
FICA					9,542
INSURANCE					4,149
RETIREMENT					8,754
CLAIMS					23,190
TOTAL PERSONNEL SERVICES					$ 170,373

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Community Development			
DEPARTMENT:	Administration	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.75400	09/30/11	09/30/12	2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 147,794	$ 148,471	$ 124,738
51 . 1300	OVERTIME PAY	-	-	-
51 . 2200	EMPLOYER FICA TAX	10,646	10,941	9,542
51 . 2201	EMPLOYER INSURANCE CONTR.	3,623	5,432	4,149
51 . 2202	EMPLOYER RETIREMENT CONTR.	10,960	11,100	8,754
51 . 2205	CLAIMS PAID FOR EMPLOYEES	21,428	23,452	23,190
		$ 194,451	$ 199,396	$ 170,373
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 1200	PROFESSIONAL SERVICES	-	-	-
52 . 2215	OUTSOURCED (NON-SHOP)	154	120	150
52 . 2222	LABOR FROM SHOP	-	-	-
52 . 2223	OVERHEAD ALLOCATION	-	-	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	1,238	-	-
52 . 3101	INSURANCE	5,218	5,394	5,767
52 . 3200	TELEPHONE	492	772	-
52 . 3202	POSTAGE	101	200	-
52 . 3300	PUBLIC NOTICES	6,198	2,900	-
52 . 3301	PROMOTIONAL ITEMS	-	-	-
52 . 3500	TRAVEL & CONFERENCE	2,339	1,550	-
52 . 3600	MEMBERSHIP & DUES	547	1,082	-
52 . 3700	EMPLOYEE TRAINING		-	1,000
52 . 3851	MAINT & SERVICE CONTRACT		-	-
		$ 16,287	$ 12,018	$ 6,917
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 3,523	$ 3,000	$ 1,500
53 . 1102	JANITORIAL SUPPLIES	-	-	-
53 . 1104	BUILDING MAINTENANCE	-	-	-
53 . 1107	PIPES, FITTINGS & ETC	-	-	-
53 . 1701	SUPPLIES OTHER THAN OFFICE	5,508	4,200	2,500
53 . 1707	CITY PICNIC	-	-	-
		$ 9,031	$ 7,200	$ 4,000
	54.0000 CAPITAL OUTLAYS			
54 . 1201	SITE IMPROVEMENTS	$ -	$ -	$ -
54 . 1205	STREET SCAPE - CITY'S PORTION	-	-	-
		$ -	$ -	$ -
	57.0000 OTHER COSTS			
57 . 1005	TOURISM PROMOTIONS	$ -	$ -	$ -
57 . 2008	BASS TOURNAMENT	12,000	12,000	-
57 . 3002	COMMUNITY ACTIVIES	24,388	550	-
		$ 36,388	$ 12,550	$ -
TOTALS		$ 256,158	$ 231,164	$ 181,290

APPROPRIATION DETAIL
2012-2013

DIVISION: Community Development
DEPARTMENT: Code Enforcement
FUND / DEPT #: 100.74600

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ -	$ -	$ -
52.0000 PURCHASE & CONTRACTED SERVICES	4,254	-	-
53.0000 SUPPLIES	375	-	-
	$ 4,629	$ -	$ -

FUNCTION:

It is the responsibility of this department to enforce the various building codes adopted by the City Council. The City has adopted the standard building, plumbing, electrical, and housing codes. The building official is also responsible for zoning administration and meets with the Bainbridge Planning Commission.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Community Development
DEPARTMENT: Code Enforcement
FUND / DEPT #: 100.74600

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
CODE ENFORCEMENT OFFICIER		0	0	0	$ -
SICK LEAVE INCENTIVE BONUS					-
TOTALS		0	0	0	
FICA					-
INSURANCE					-
RETIREMENT					-
CLAIMS					-
TOTAL PERSONNEL SERVICES					$ -

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Community Development			
DEPARTMENT:	Code Enforcement	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.74600	09/30/11	09/30/12	2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ -	$ -	$ -
51 . 1103	MERIT INCENTIVE	-	-	-
51 . 2200	EMPLOYER FICA TAX	-	-	-
51 . 2201	EMPLOYER INSURANCE CONTR.	-	-	-
51 . 2202	EMPLOYER RETIREMENT CONTR.	-	-	-
51 . 2205	CLAIMS PAID FOR EMPLOYEES	-	-	-
		$ -	$ -	$ -
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 3200	TELEPHONE	$ -	$ -	$ -
52 . 3202	POSTAGE	3,000	-	-
52 . 3500	TRAVEL & CONFERENCE	1,114	-	-
52 . 3600	MEMBERSHIP & DUES	50	-	-
52 . 3700	EMPLOYEE TRAINING	90	-	-
		$ 4,254	$ -	$ -
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 232	$ -	$ -
53 . 1102	JANITORIAL SUPPLIES	$ -	$ -	$ -
53 . 1701	SUPPLIES OTHER THAN OFFICE	143	-	-
		$ 375	$ -	$ -
TOTALS		$ 4,629	$ -	$ -

APPROPRIATION DETAIL
2012-2013

DIVISION: Community Development
DEPARTMENT: Communications
FUND / DEPT #: 100.75600

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 25,567	$ 26,478	$ 28,351
52.0000 PURCHASE & CONTRACTED SERVICES	5,788	10,856	12,593
53.0000 SUPPLIES	2,469	5,150	5,750
54.0000 CAPITAL OUTLAYS	-	-	-
57.0000 OTHER COSTS	750	28,834	32,725
	$ 34,574	$ 71,318	$ 79,419

FUNCTION:

It is the function of this department to assist the City leaders and other personnel in promoting the City to the general public.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Community Development
DEPARTMENT: Communications
FUND / DEPT #: 100.75600

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
EXECUTIVE DIR OF CVB	17	0.5	0.5	0.5	$ 20,748
SICK LEAVE INCENTIVE BONUS					-
TOTALS		0.5	0.5	0.5	$ 20,748
EMPLOYER FICA TAX					1,587
EMPLOYER INSURANCE CONTR.					692
EMPLOYER RETIREMENT CONTR.					1,459
CLAIMS					3,865
TOTAL PERSONNEL SERVICES					$ 28,351

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: Community Development
DEPARTMENT: Communications
FUND / DEPT #: 100.75600

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 20,044	$ 19,953	$ 20,748
51 . 2200	EMPLOYER FICA TAX	1,364	1,526	1,587
51 . 2201	EMPLOYER INSURANCE CONTR.	453	679	692
51 . 2202	EMPLOYER RETIREMENT CONTR.	1,028	1,388	1,459
51 . 2205	CLAIMS PAID FOR EMPLOYEES	2,679	2,932	3,865
		$ 25,567	$ 26,478	$ 28,351
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 1200	PROFESSIONAL SERVICES	$ 1,290	$ -	$ 2,400
52 . 2215	OUTSOURCED (NON-SHOP)	293	417	330
52 . 2221	PARTS FROM SHOP	-	6	58
52 . 2222	LABOR FROM SHOP	-	45	54
52 . 2223	OVERHEAD ALLOCATION	-	2	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	-	-	-
52 . 3101	INSURANCE	909	674	742
52 . 3200	TELEPHONE	314	360	-
52 . 3202	POSTAGE	-	1,350	1,350
52 . 3300	PUBLIC NOTICES	2,981	7,450	7,319
52 . 3500	TRAVEL & CONFERENCE	-	232	-
52 . 3600	MEMBERSHIP & DUES	-	320	340
52 . 3700	EMPLOYEE TRAINING	-	-	-
52 . 3851	MAINT & SERVICE CONTRACT	-	-	-
		$ 5,788	$ 10,856	$ 12,593
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 1,720	$ 1,000	$ 1,500
53 . 1102	JANITORIAL SUPPLIES	209	350	-
53 . 1701	SUPPLIES OTHER THAN OFFICE	540	3,800	4,250
		$ 2,469	$ 5,150	$ 5,750
	54.0000 CAPITAL OUTLAYS			
54 . 2201	PURCHASE VEHICLES	$ -	$ -	$ -
54 . 2301	PURCHASE FURNITURE & FIXTURES	-	-	-
54 . 2401	PURCHASE COMPUTERS & EQUIPMENT	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
		$ -	$ -	$ -
	57.0000 OTHER COSTS			
57 . 3002	COMMUNITY ACTIVIES	750	28,834	32,725
		$ 750	$ 28,834	$ 32,725
TOTALS		$ 34,574	$ 71,318	$ 79,419

APPROPRIATION DETAIL
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES TOTALS
FUND / DEPT #: All Departments

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 790,573	$ 845,039	$ 790,930
52.0000 PURCHASE & CONTRACTED SERVICES	176,693	155,737	163,702
53.0000 SUPPLIES	342,244	330,173	306,316
54.0000 CAPITAL OUTLAYS	-	-	-
57.0000 OTHER COSTS	-	-	-
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	-	-
TOTAL LEISURE SERVICES	$ 1,309,510	$ 1,330,948	$ 1,260,948
ADMINISTRATION	$ 154,016	$ 127,841	$ 132,229
PARKS & CEMETERIES	722,138	668,511	705,806
PROGRAMS	248,400	265,845	258,769
AQUATIC CENTER	91,522	78,519	81,243
TENNIS CENTER	93,434	190,232	82,902
TOTAL LEISURE SERVICES	$ 1,309,510	$ 1,330,948	$ 1,260,948

PERSONNEL SCHEDULE
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES TOTALS
FUND / DEPT #: All Departments

POSITION TITLE	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
ADMINISTRATION	2	2	2	$ 128,591	$ 104,263	$ 108,315
PARKS & CEMETERIES	10	8	10	399,495	362,472	408,599
PROGRAMS	2	2	2	143,118	156,718	164,023
AQUATIC CENTER	0	0	0	52,547	48,579	48,443
TENNIS CENTER	1	1	1	66,822	173,006	61,551
TOTALS	15	13	15	$ 790,573	$ 845,039	$ 790,930

APPROPRIATION DETAIL
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES - ADMINISTRATION
FUND / DEPT #: 100.61100

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 128,591	$ 104,263	$ 108,315
52.0000 PURCHASE & CONTRACTED SERVICES	10,448	10,025	10,368
53.0000 SUPPLIES	14,977	13,553	13,546
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 154,016	$ 127,841	$ 132,229

FUNCTION:

This department is responsible for the management and overall supervision of the programs and functions of the Leisure Services Department.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES - ADMINISTRATION
FUND / DEPT #: 100.61100

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
LEISURE SERVICES DIRECTOR	21	1	1	1	$ 46,322
ADMINISTRATIVE ASSISTANT	12	1	1	1	31,221
SICK LEAVE INCENTIVE BONUS					779
TOTALS		2	2	2	$ 78,321
FICA					5,932
INSURANCE					2,766
RETIREMENT					5,836
CLAIMS					15,460
TOTAL PERSONNEL SERVICES					$ 108,315

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES - ADMINISTRATION
FUND / DEPT #: 100.61100

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51 . 1100	PERSONAL SERVICES	$ 103,113	$ 78,282	$ 78,321
51 . 2200	EMPLOYER FICA TAX	7,473	5,989	5,932
51 . 2201	EMPLOYER INSURANCE CONTR.	1,811	2,716	2,766
51 . 2202	EMPLOYER RETIREMENT CONTR.	5,480	5,550	5,836
51 . 2205	CLAIMS PAID FOR EMPLOYEES	10,714	11,726	15,460
		$ 128,591	$ 104,263	$ 108,315

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 2211	ORDINARY MACH & EQUIP	$ -	$ -	$ -
52 . 2215	OUTSOURCED (NON-SHOP)	2,879	1,702	1,800
52 . 2221	PARTS FROM SHOP	454	500	581
52 . 2222	LABOR FROM SHOP	180	150	195
52 . 2223	OVERHEAD ALLOCATION	125	-	-
52 . 3100	INSURANCE - MEET DEDUCTIBLE	-	-	-
52 . 3101	INSURANCE	2,609	2,696	2,967
52 . 3200	TELEPHONE	3,164	2,605	2,430
52 . 3202	POSTAGE	583	350	275
52 . 3500	TRAVEL & CONFERENCE	211	344	400
52 . 3700	EMPLOYEE TRAINING	-	1,500	1,500
52 . 3851	MAINT & SERVICE CONTRACT	242	178	220
		$ 10,448	$ 10,025	$ 10,368

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 1,128	$ 925	$ 1,000
53 . 1102	JANITORIAL SUPPLIES	-	167	-
53 . 1104	BUILDING MAINTENANCE	1,611	770	1,000
53 . 1210	WATER	532	474	500
53 . 1220	NATURAL GAS HEAT & COOL	588	350	546
53 . 1230	ELECTRICITY	9,316	9,287	9,000
53 . 1600	SMALL TOOLS & EQUIPMENT	-	-	-
53 . 1701	SUPPLIES OTHER THAN OFFICE	1,802	1,580	1,500
		$ 14,977	$ 13,553	$ 13,546

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES - ADMINISTRATION
FUND / DEPT #: 100.61100

54.0000 CAPITAL OUTLAYS

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
54 . 2201	PURCHASE VEHICLES	$ -	$ -	$ -
54 . 2401	PURCHASE COMPUTERS & EQUIPMENT	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
		$ -	$ -	$ -
TOTALS		$ 154,016	$ 127,841	$ 132,229

APPROPRIATION DETAIL
2012-2013

DIVISION: Leisure Services
DEPARTMENT: Parks & Cemeteries
FUND / DEPT #: 100.62200

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 399,495	$ 362,472	$ 408,599
52.0000 PURCHASE & CONTRACTED SERVICES	149,509	123,516	132,307
53.0000 SUPPLIES	173,134	182,522	164,900
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 722,138	$ 668,511	$ 705,806

FUNCTION:

This division is charged with the responsibility of maintaining all City parks, ball fields, and landscaped areas. The division is also responsible for new landscaped areas.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Leisure Services
DEPARTMENT: Parks & Cemeteries
FUND / DEPT #: 100.62200

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
PARK SUPERINTENDENT	18	1	1	1	$ 45,240
BUILDING & GROUNDS WORKER	8	9	7	9	214,157
SUMMER WORKERS	PT	0	0	0	7,250
SICK LEAVE INCENTIVE BONUS					1,245
TOTALS		10	8	10	$ 267,892
FICA					20,398
INSURANCE					13,830
RETIREMENT					29,179
CLAIMS					77,300
TOTAL PERSONNEL SERVICES					$ 408,599

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Leisure Services			
DEPARTMENT:	Parks & Cemeteries	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.62200	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 289,369	$ 243,857	$ 267,892
51 . 1300	OVERTIME PAY	1,601	-	-
51 . 2200	EMPLOYER FICA TAX	21,386	18,655	20,398
51 . 2201	EMPLOYER INSURANCE CONTR.	9,057	13,580	13,830
51 . 2202	EMPLOYER RETIREMENT CONTR.	30,141	27,750	29,179
51 . 2205	CLAIMS PAID FOR EMPLOYEES	47,941	58,630	77,300
		$ 399,495	$ 362,472	$ 408,599

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 2,666	$ 2,410	$ 8,900
52 . 2211	ORDINARY MACH & EQUIP	1,239	400	1,200
52 . 2215	OUTSOURCED (NON-SHOP)	28,105	23,293	22,000
52 . 2221	PARTS FROM SHOP	25,144	13,277	16,277
52 . 2222	LABOR FROM SHOP	21,814	15,122	17,345
52 . 2223	OVERHEAD ALLOCATION	7,174	4,555	-
52 . 3100	INSURANCE-MEET DEDUCT	116	3,281	-
52 . 3101	INSURANCE	14,336	13,482	18,440
52 . 3200	TELEPHONE	2,440	2,445	1,600
52 . 3300	PUBLIC NOTICES	86	-	1,500
52 . 3500	TRAVEL & CONFERENCE	-	689	400
52 . 3700	EMPLOYEE TRAINING	742	-	-
52 . 3850	CONTRACT LABOR	725	620	645
52 . 3851	MAINT & SERVICE CONTRACT	8,624	4,342	4,400
52 . 3852	CONTRACT MOWING	36,300	39,600	39,600
		$ 149,509	$ 123,516	$ 132,307

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Leisure Services			
DEPARTMENT:	Parks & Cemeteries	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.62200	09/30/11	09/30/12	2012-2013
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 171	$ 100	$ 100
53 . 1102	JANITORIAL SUPPLIES	4,418	4,450	4,500
53 . 1104	BUILDING MAINTENANCE	6,405	17,000	7,000
53 . 1105	SPECIALTY DEPT SUPPLY	-	-	-
53 . 1107	PIPES, FITTINGS & ETC	154	-	-
53 . 1109	GRASS & PLANTS	5,892	10,948	12,000
53 . 1210	WATER	42,368	25,416	26,000
53 . 1220	NATURAL GAS HEAT & COOL	528	264	500
53 . 1230	ELECTRICITY	97,565	97,773	98,000
53 . 1600	SMALL TOOLS	2,076	1,571	1,800
53 . 1701	SUPPLIES OTHER THAN OFFICE	13,518	25,000	15,000
53 . 1707	CITY PICNIC	39	-	-
		$ 173,134	$ 182,522	$ 164,900
	54.0000 CAPITAL OUTLAYS			
54 . 1201	SITE IMPROVEMENTS	$ -	$ -	$ -
54 . 2105	PURCHASE MACHINERY	-	-	-
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2301	PURCHASE FURNITURE & FIXTURES	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
		$ -	$ -	$ -
TOTALS		$ 722,138	$ 668,511	$ 705,806

APPROPRIATION DETAIL
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES - PROGRAMS
FUND / DEPT #: 100.61200

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 143,118	$ 156,718	$ 164,023
52.0000 PURCHASE & CONTRACTED SERVICES	12,136	18,871	12,551
53.0000 SUPPLIES	93,146	90,256	82,195
54.0000 CAPITAL OUTLAYS	-	-	-
61.0000 OTHE FINANCIANG SOURCES	-	-	-
	$ 248,400	$ 265,845	$ 258,769

FUNCTION:

This division provides funding for all of the recreational programs provided to the citizens of Bainbridge. Programs include: PeeWee League, Midget League, Minor League, Major League, Pony League, Colt League, Tennis, Swim Team, Softball for girls, women, and men, flag football, art theater, and other such programs provided by the department.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES - PROGRAMS
FUND / DEPT #: 100.61200

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
ASSISTANT ATHLETIC DIRECTOR	16	1	1	1	$ 38,979
PART TIME HELP	N/A	N/A	N/A	N/A	55,000
ATHLETIC DIRECTOR	16	1	1	1	35,339
SICK LEAVE INCENTIVE BONUS					750
TOTALS		2	2	2	$ 130,068
FICA					9,893
INSURANCE					2,766
RETIREMENT					5,836
CLAIMS					15,460
TOTAL PERSONNEL SERVICES					$ 164,023

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT: LEISURE SERVICES - PROGRAMS
FUND / DEPT #: 100.61200

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 125,063	$ 127,010	$ 130,068
51 . 2200	EMPLOYER FICA TAX	9,052	9,716	9,893
51 . 2201	EMPLOYER INSURANCE CONTR.	906	2,716	2,766
51 . 2202	EMPLOYER RETIREMENT CONTR.	2,740	5,550	5,836
51 . 2205	CLAIMS PAID FOR EMPLOYEES	5,357	11,726	15,460
		$ 143,118	$ 156,718	$ 164,023
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 1200	PROFESSIONAL SERVICES	$ 777	$ 853	$ 500
52 . 2211	ORDINARY MACH & EQUIP	-	-	-
52 . 2215	OUTSOURCED (NON-SHOP)	1,751	1,537	1,800
52 . 2221	PARTS FROM SHOP	-	-	-
52 . 2222	LABOR FROM SHOP	-	-	-
52 . 2223	OVERHEAD ALLOCATION	-	-	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	64	-	-
52 . 3101	INSURANCE	1,304	2,697	2,966
52 . 3200	TELEPHONE	1,885	1,436	-
52 . 3300	PUBLIC NOTICES	200	1,163	1,000
52 . 3500	TRAVEL & CONFERENCE	3,106	3,100	3,200
52 . 3600	MEMBERSHIP & DUES	530	585	585
52 . 3700	EMPLOYEE TRAINING	-	-	-
52 . 3850	CONTRACT LABOR	2,520	7,500	2,500
		$ 12,136	$ 18,871	$ 12,551
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 210	$ 180	$ 195
53 . 1102	JANITORIAL SUPPLIES	-	-	-
53 . 1104	BUILDING MAINTENANCE	37	-	-
53 . 1112	BASE MATERIAL USAGE	-	-	-
53 . 1593	COST OF CONCESSIONS	54,192	45,000	40,000
53 . 1600	SMALL TOOLS & EQUIPMENT	-	-	-
53 . 1701	SUPPLIES OTHER THAN OFFICE	38,706	45,076	42,000
		$ 93,146	$ 90,256	$ 82,195
	54.0000 CAPITAL OUTLAYS			
54 . 2201	PURCHASE VEHICLES	$ -	$ -	$ -
	61.0000 OTHER FINANCING USES			
61 . 1000	TRANSFERS OUT	$ -	$ -	$ -
TOTALS		$ 248,400	$ 265,845	$ 258,769

APPROPRIATION DETAIL
2012-2013

DIVISION: Leisure Services
DEPARTMENT: Aquatic Center
FUND / DEPT #: 100.61240

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 52,547	$ 48,579	$ 48,443
52.0000 PURCHASE & CONTRACTED SERVICES	3,081	500	4,600
53.0000 SUPPLIES	35,895	29,440	28,200
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 91,522	$ 78,519	$ 81,243

FUNCTION:

This division provides the funding for the operation of the Aquatic Center.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE

2012-2013

DEPARTMENT: Leisure Services

DIVISION: Aquatic Center

FUND / DEPT #: 100.61240

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
LIFEGUARDS	PT				$ 45,000
SICK LEAVE INCENTIVE BONUS					-
TOTALS		N/A	N/A	N/A	$ 45,000
FICA					3,443
INSURANCE					-
RETIREMENT					-
CLAIMS					-
TOTAL PERSONNEL SERVICES					$ 48,443

BUDGET ACCOUNT WORKSHEET
2012-2013

DEPARTMENT: Leisure Services
DIVISION: Aquatic Center
FUND / DEPT #: 100.61240

		ACTUAL 09/30/11	ESTIMATED 09/30/12	PROPOSED 2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$48,813	$ 45,127	$ 45,000
51 . 2200	EMPLOYER FICA TAX	3,733	3,452	3,443
51 . 2201	EMPLOYER INSURANCE CONTR.	-	-	-
51 . 2202	EMPLOYER RETIREMENT CONTR.	-	-	-
51 . 2205	CLAIMS PAID FOR EMPLOYEES	-	-	-
		$52,547	$ 48,579	$ 48,443
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 1200	PROFESSIONAL SERVICES	$ 450	$ 500	$ 500
52 . 2211	ORDINARY MACH & EQUIP	2,631	-	3,500
52 . 3200	TELEPHONE	-	-	-
52 . 3300	PUBLIC NOTICES	-	-	600
52 . 3700	EMPLOYEE TRAINING	-	-	-
		$ 3,081	$ 500	$ 4,600
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 99	$ 50	$ 100
53 . 1102	JANITORIAL SUPPLIES	-	-	-
53 . 1104	BUILDING MAINTENANCE	2,554	1,212	1,600
53 . 1210	WATER	4,008	2,178	2,500
53 . 1220	NATURAL GAS HEAT & COOL	-	-	-
53 . 1230	ELECTRICITY	22,020	15,000	16,000
53 . 1593	COST OF POOL CONCESSIONS	259	-	-
53 . 1701	SUPPLIES OTHER THAN OFFICE	2,221	3,500	2,500
53 . 1703	CHEMICALS	4,734	7,500	5,500
		$35,895	$ 29,440	$ 28,200
	54.0000 CAPITAL OUTLAYS			
54 . 2505	PURCHASE OTHER EQUIPMENT	$ -	$ -	$ -
TOTALS		$91,522	$ 78,519	$ 81,243

APPROPRIATION DETAIL
2012-2013

DIVISION: Leisure Services
DEPARTMENT: Tennis Center
FUND / DEPT #: 100.61300

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 66,822	$ 173,006	$ 61,551
52.0000 PURCHASE & CONTRACTED SERVICES	1,520	2,824	3,876
53.0000 SUPPLIES	25,092	14,402	17,475
	$ 93,434	$ 190,232	$ 82,902

FUNCTION:

This division provides funding for the new tennis complex.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Leisure Services
DEPARTMENT: Tennis Center
FUND / DEPT #: 100.61300

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
TENNIS DIRECTOR	16	1	1	1	$ 34,445
PART TIME		N/A	N/A	N/A	11,310
SICK LEAVE INCENTIVE BONUS					265
TOTALS		1	1	1	$ 46,020
FICA					3,500
INSURANCE					1,383
RETIREMENT					2,918
CLAIMS					7,730
TOTAL PERSONNEL SERVICES					$ 61,551

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Leisure Services			
DEPARTMENT:	Tennis Center	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.61300	09/30/11	09/30/12	2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 54,004	$ 50,207	$ 46,020
51 . 1105	SUMMER WORKERS	-	-	
51 . 2200	EMPLOYER FICA TAX	3,815	3,841	3,500
51 . 2201	EMPLOYER INSURANCE CONTR.	906	1,358	1,383
51 . 2202	EMPLOYER RETIREMENT CONTR.	2,740	2,775	2,918
51 . 2205	CLAIMS PAID FOR EMPLOYEES	5,357	114,825	7,730
		$ 66,822	$ 173,006	$ 61,551
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 2211	ORDINARY MACH & EQUIP	$ 1	$ -	$ 150
52 . 3101	INSURANCE	1,304	1,524	1,676
52 . 3200	TELEPHONE	-	-	-
52 . 3300	PUBLIC NOTICES	-	-	450
52 . 3500	TRAVEL & CONFERENCE	-	-	-
52 . 3600	MEMBERSHIP & DUES	215	200	200
52 . 3700	EMPLOYEE TRAINING	-	-	-
52 . 3850	CONTRACT LABOR	-	-	300
52 . 3851	MAINTENANCE & SERVICE CONTRACT	-	1,100	1,100
		$ 1,520	$ 2,824	$ 3,876
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 345	$ 10	$ 100
53 . 1102	JANITORIAL SUPPLIES	21	168	175
53 . 1104	BUILDING MAINTENANCE	1,996	320	2,500
53 . 1210	WATER	7,020	250	1,000
53 . 1220	GAS	553	354	500
53 . 1230	ELECTRICITY	8,721	9,800	10,000
53 . 1701	SUPPLIES OTHER THAN OFFICE	6,436	3,500	3,200
		$ 25,092	$ 14,402	$ 17,475
TOTALS		$ 93,434	$ 190,232	$ 82,902

APPROPRIATION DETAIL
2012-2013

DIVISION: Public Safety
DEPARTMENT: Totals
FUND / DEPT #: All Departments

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 3,234,933	$ 3,187,114	$ 3,259,611
52.0000 PURCHASE & CONTRACTED SERVICES	402,204	422,034	425,837
53.0000 SUPPLIES	100,915	138,650	170,500
54.0000 CAPITAL OUTLAYS	-	-	-
55.0000 INTERFUND & INTERDEPARTMENTAL CHARGES	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	-	-	-
57.0000 OTHER COSTS	-	-	-
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	-	-
TOTAL PUBLIC SAFETY	$ 3,738,052	$ 3,747,798	$ 3,855,948
ADMINISTRATION	$ 449,585	$ 448,200	$ 303,906
SERVICE	3,288,467	3,299,598	3,552,042
TOTAL PUBLIC SAFETY	$ 3,738,052	$ 3,747,798	$ 3,855,948

PERSONNEL SCHEDULE
2012-2013

DIVISION: Public Safety
DEPARTMENT: Totals
FUND / DEPT #: All Departments

POSITION TITLE	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
ADMINISTRATION	6	4	4	$ 440,311	$ 439,390	$ 276,805
SERVICE	58	50	57	2,794,622	2,747,724	2,982,806
TOTALS	64	54	61	$ 3,234,933	$ 3,187,114	$ 3,259,611

APPROPRIATION DETAIL
2012-2013

DIVISION: Public Safety
DEPARTMENT: Administration
FUND / DEPT #: 100.31000

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 440,311	$ 439,390	$ 276,805
52.0000 PURCHASE & CONTRACTED SERVICES	9,274	8,810	23,101
53.0000 SUPPLIES	-	-	4,000
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 449,585	$ 448,200	$ 303,906

FUNCTION:
This department provides the administrative support for the operation of the Public Safety Department.

PROGRAMS FOR FISCAL YEAR:
See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Public Safety
DEPARTMENT Administration
FUND / DEPT # 100.31000

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
DIRECTOR OF PUBLIC SAFETY	25	1	1	1	$ 81,827
DEPUTY DIRECTOR OF PUBLIC SAFETY	23	1	1	1	57,262
ADMINISTRATIVE ASSISTANT III	12	1	1	1	43,659
ADMINISTRATIVE ASSISTANT I	9	1	1	1	28,288
DESK SERGEANT	16	1	0	0	-
ADMINISTRATIVE CLERK	9	1	0	0	-
SICK LEAVE INCENTIVE BONUS					1,500
TOTALS		6	4	4	$ 212,537
FICA					16,144
INSURANCE					5,532
RETIREMENT					11,672
CLAIMS					30,920
TOTAL PERSONNEL SERVICES					$ 276,805

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Public Safety			
DEPARTMENT:	Administration	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.31000	09/30/11	09/30/12	2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 358,347	$ 351,959	$ 212,537
51 . 1300	OVERTIME PAY	5,928	530	-
51 . 2200	EMPLOYER FICA TAX	22,000	26,925	16,144
51 . 2201	EMPLOYER INSURANCE CONTR.	5,454	8,148	5,532
51 . 2202	EMPLOYER RETIREMENT CONTR.	16,440	16,650	11,672
51 . 2205	CLAIMS PAID FOR EMPLOYEES	32,142	35,178	30,920
		$ 440,311	$ 439,390	$ 276,805
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 2215	OUTSOURCED (NON-SHOP)	$ -	$ -	$ -
52 . 2221	PARTS FROM SHOP	236	-	1,163
52 . 2222	LABOR FROM SHOP	315	-	1,743
52 . 2223	OVERHEAD ALLOCATION	102	-	-
52 . 3101	INSURANCE	7,827	8,810	8,910
52 . 3200	TELEPHONE	-	-	-
52 . 3202	POSTAGE	16	-	-
52 . 3500	TRAVEL & CONFERENCE	-	-	7,355
52 . 3600	MEMBERSHIP & DUES	778	-	930
52 . 3700	EMPLOYEE TRAINING	-	-	3,000
		$ 9,274	$ 8,810	$ 23,101
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ -	$ -	$ 500
53 . 1105	SPECIALTY DEPT SUPPLY	-	-	500
53 . 1701	SUPPLIES OTHER THAN OFFICE	-	-	500
53 . 1704	UNIFORM & CLOTHING	-	-	2,500
		$ -	$ -	$ 4,000
	54.0000 CAPITAL OUTLAYS			
54 . 2201	PURCHASE VEHICLES	$ -	$ -	$ -
TOTALS		$ 449,585	$ 448,200	$ 303,906

APPROPRIATION DETAIL
2012-2013

DIVISION: Public Safety
DEPARTMENT: Service
FUND / DEPT #: 100.32200

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 2,794,622	$ 2,747,724	$ 2,982,806
52.0000 PURCHASE & CONTRACTED SERVICES	392,930	413,224	402,736
53.0000 SUPPLIES	100,915	138,650	166,500
54.0000 CAPITAL OUTLAYS	-	-	-
58.0000 DEBT SERVICE	-	-	-
	$ 3,288,467	$ 3,299,598	$ 3,552,042

FUNCTION:

It is the responsibility of this division of the Public Safety Department to protect the lives and property of the citizens of the City, providing up-to-date professional law enforcement and fire services.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Public Safety
DEPARTMENT: Service
FUND / DEPT #: 100.32200

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
ASSISTANT FIRE CHIEF	20	4	4	0	$ -
CAPTAIN	20	5	5	6	262,877
MAJOR	22	1	1	3	192,648
INVESTIGATOR	15	3	3	3	101,818
SERGEANT	18	4	4	6	246,246
CORPORAL	16	4	5	4	147,223
FIREFIGHTER	13	4	1	0	-
PUBLIC SAFETY OFFICER	14	22	18	30	943,794
ADMINISTRATIVE ASSISTANT II	10	1	1	1	28,982
ANIMAL CONTROL OFFICER	10	1	1	1	28,610
ADMINISTRATIVE CLERK P/T	N/A	0	0	1	7,540
CODE ENFORCER OFFICER	18	1	1	0	-
VIPER SQUAD	14	4	4	0	-
FIRE DRIVER ENGINEER	13	0	1	0	-
INMATE SERVICES	18	1	1	2	103,320
CROSSING GUARDS	N/A	3	0	0	-
					-
OVERTIME					62,462
JOHN THOMAS MEDICAL					4,093
SICK LEAVE INCENTIVE BONUS					17,051
TOTALS		58	50	57	$ 2,146,663
FICA					162,414
INSURANCE					77,448
RETIREMENT					163,401
CLAIMS					432,880
TOTAL PERSONNEL SERVICES					$ 2,982,806

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: Public Safety
DEPARTMENT: Service
FUND / DEPT #: 100.32200

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51 . 1100	PERSONAL SERVICES	$ 2,019,202	$ 1,861,169	$ 2,080,108
51 . 1300	OVERTIME PAY	25,270	45,000	62,462
51 . 2200	EMPLOYER FICA TAX	148,011	139,859	162,414
51 . 2201	EMPLOYER INSURANCE CONTR.	27,895	73,332	77,448
51 . 2202	EMPLOYER RETIREMENT CONTR.	139,744	142,084	163,401
51 . 2205	CLAIMS PAID FOR EMPLOYEES	430,757	482,081	432,880
51 . 2903	JOHN THOMAS MEDICAL	3,743	4,200	4,093
		$ 2,794,622	$ 2,747,724	$ 2,982,806

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 2,032	$ 15,500	$ 9,000
52 . 2211	ORDINARY MACH & EQUIP	1,143	6,200	6,200
52 . 2215	OUTSOURCED (NON-SHOP)	173,612	139,480	141,000
52 . 2221	PARTS FROM SHOP	34,395	45,000	40,692
52 . 2222	LABOR FROM SHOP	33,559	40,000	52,225
52 . 2223	OVERHEAD ALLOCATION	14,811	15,500	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	6,234	5,000	5,000
52 . 3101	INSURANCE	66,585	81,919	81,919
52 . 3200	TELEPHONE	21,293	20,000	13,000
52 . 3201	FREIGHT	-	-	-
52 . 3202	POSTAGE	1,329	1,500	2,000
52 . 3300	PUBLIC NOTICES	114	125	200
52 . 3500	TRAVEL & CONFERENCE	69	2,000	4,000
52 . 3600	MEMBERSHIP & DUES	100	-	500
52 . 3700	EMPLOYEE TRAINING	20,911	25,000	25,000
52 . 3851	MAINT & SERVICE CONTRACT	16,744	16,000	22,000
		$ 392,930	$ 413,224	$ 402,736

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 8,697	$ 8,000	$ 10,000
53 . 1102	JANITORIAL SUPPLIES	3,038	2,700	-
53 . 1104	BUILDING MAINTENANCE	5,280	9,500	6,000
53 . 1105	SPEC DEPT SUPPLY	20,746	30,250	38,000
53 . 1106	NATIONAL FIRE PREVENTION	150	-	1,000
53 . 1113	DRUG INVESTIGATIONS	-	-	-
53 . 1210	WATER	2,027	2,000	2,500
53 . 1220	NATURAL GAS HEAT & COOL	4,679	5,600	7,000
53 . 1230	ELECTRICITY	38,635	38,000	45,000
53 . 1591	PARTS & SUPPLIES	785	1,100	5,000
53 . 1600	SMALL TOOLS	578	2,000	5,000
53 . 1701	SUPPLIES OTHER THAN OFFICE	6,529	19,000	12,000
53 . 1704	UNIFORM & CLOTHING	9,771	20,500	35,000
53 . 1708	INMATE DETAIL SUPPLIES	-	-	-
		$ 100,915	$ 138,650	$ 166,500

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Public Safety			
DEPARTMENT:	Service	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.32200	09/30/11	09/30/12	2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1306	PURCHASE / RENOVATE BUILDINGS	$ -	$ -	$ -
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2401	PURCHASE COMPUTERS & EQUIPMENT	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
		$ -	$ -	$ -
	58.0000 DEBT SERVICE			
58 . 1201	GMA LEASE PAYMENTS	$ -	$ -	$ -
58 . 1202	GAAP ADJ - LEASE PAYMENTS	-	-	-
58 . 2200	INTEREST ON CAPITAL LEASES	-	-	-
		$ -	$ -	$ -
TOTALS		$ 3,288,467	$ 3,299,598	$ 3,552,042

APPROPRIATION DETAIL
2012-2013

DIVISION: Public Services
DEPARTMENT: Totals
FUND / DEPT #: General Fund

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 761,817	$ 792,594	$ 862,518
52.0000 PURCHASE & CONTRACTED SERVICES	411,841	391,375	387,464
53.0000 SUPPLIES	336,757	348,350	341,075
54.0000 CAPITAL OUTLAYS	8,865	-	14,000
55.0000 INTERFUND & INTERDEPARTMENTAL CHARGES	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	-	-	-
57.0000 OTHER COSTS	-	-	-
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	-	-
TOTAL PUBLIC SERVICES GENERAL FUND	$ 1,519,279	$ 1,532,319	$ 1,605,057
PUBLIC WORKS - STREETS	$ 1,424,938	$ 1,433,128	$ 1,501,578
PUBLIC WORKS - PROPERTY MAINTENANCE	94,341	99,191	103,480
TOTAL PUBLIC SERVICES GENERAL FUND	$ 1,519,279	$ 1,532,319	$ 1,605,057

PERSONNEL SCHEDULE
2012-2013

DIVISION: Public Services
DEPARTMENT: Totals
FUND / DEPT #: General Fund

POSITION TITLE	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
STREETS	18.5	17.58	17.58	$ 671,287	$ 697,599	$ 763,490
PROPERTY MAINTENANCE	2	2	2	90,530	94,995	99,029
TOTALS	20.5	19.58	19.58	$ 761,817	$ 792,594	$ 862,518

APPROPRIATION DETAIL
2012-2013

DEPARTMENT: Public Services
DIVISION: Public Works - Streets
FUND / DEPT #: 100.42200

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 671,287	$ 697,599	$ 763,490
52.0000 PURCHASE & CONTRACTED SERVICES	408,694	387,979	383,788
53.0000 SUPPLIES	336,092	347,550	340,300
54.0000 CAPITAL OUTLAYS	8,865	-	14,000
57.0000 OTHER COSTS	-	-	-
58.0000 DEBT SERVICE	-	-	-
	$ 1,424,938	$ 1,433,128	$ 1,501,578

FUNCTION:

It is the responsibility of this division of the Public Works Department to maintain the driving surfaces for paved and unpaved streets within the City. This maintenance includes paving, resurfacing, patching, painting, cleaning, and grading.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SUMMARY
2012-2013

DIVISION: Public Services
DEPARTMENT: Public Works - Streets
FUND / DEPT #: 100.42200

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
DIRECTOR OF PUBLIC SERVICES	24	0	0.25	0.25	$ 15,574
PUBLIC WORKS DIRECTOR	22	0.5	0.33	0.33	23,546
HEAVY EQUIPMENT OPERATOR	14	1	1	1	48,797
SENIOR EQUIPMENT OPERATOR	11	2	2	2	58,053
EQUIPMENT OPERATOR	10	9	8	9	234,374
ADMINISTRATIVE ASSISTANT	12	1	1	1	29,702
PUBLIC WORKS SERVICE WORKER	7	2	1	1	22,651
MOSQUITO SPRAYER	PT	2	2	1	2,900
STREET SUPERINTENDENT	21	1	1	1	48,693
SENIOR PUBLIC WORKS SERVICE WORKER	8	0	1	1	24,378
SICK LEAVE INCENTIVE BONUS					4,366
TOTALS		18.5	17.58	17.58	$ 513,034
FICA					38,913
INSURANCE					24,318
RETIREMENT					51,306
CLAIMS					135,919
TOTAL PERSONNEL SERVICES					$ 763,490

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Public Services			
DEPARTMENT:	Public Works - Streets	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.42200	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 483,905	$ 494,038	$ 513,034
51 . 1300	OVERTIME PAY	4,115	-	-
51 . 2200	EMPLOYER FICA TAX	34,721	37,794	38,913
51 . 2201	EMPLOYER INSURANCE CONTR.	14,944	22,520	24,318
51 . 2202	EMPLOYER RETIREMENT CONTR.	45,211	46,019	51,306
51 . 2205	CLAIMS PAID FOR EMPLOYEES	88,391	97,228	135,919
		$ 671,287	$ 697,599	$ 763,490

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 8,247	$ 30,000	$ 10,000
52 . 2211	ORDINARY MACH & EQUIP	1,366	2,000	1,800
52 . 2215	OUTSOURCED (NON-SHOP)	119,533	100,000	100,000
52 . 2221	PARTS FROM SHOP	89,249	95,000	110,540
52 . 2222	LABOR FROM SHOP	102,330	80,000	108,433
52 . 2223	OVERHEAD ALLOCATION	42,489	30,000	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	5,063	10,638	11,700
52 . 3101	INSURANCE	24,838	25,741	28,315
52 . 3200	TELEPHONE	3,021	2,800	1,500
52 . 3500	TRAVEL & CONFERENCE	762	2,300	2,000
52 . 3600	MEMBERSHIP & DUES	141	200	200
52 . 3700	EMPLOYEE TRAINING	593	300	300
52 . 3850	CONTRACT LABOR	725	1,000	1,000
52 . 3851	MAINT & SERVICE CONTRACT	10,339	8,000	8,000
		$ 408,694	$ 387,979	$ 383,788

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Public Services			
DEPARTMENT:	Public Works - Streets	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.42200	09/30/11	09/30/12	2012-2013

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 583	$ 800	$ 700
53 . 1102	JANITORIAL SUPPLIES	1,651	1,500	-
53 . 1104	BUILDING MAINTENANCE	2,645	1,500	1,500
53 . 1105	SPEC DEPT SUPPLY	-	-	-
53 . 1107	PIPES, FITTINGS & ETC	3	-	-
53 . 1108	RECODIFICATION / LEGAL REVIEW	2,913	-	-
53 . 1111	CHRISTMAS DÉCOR	3,890	6,100	6,000
53 . 1112	BASE MATERIAL USAGE	-	2,000	2,000
53 . 1210	WATER	-	-	-
53 . 1220	NATURAL GAS HEAT & COOL	1,271	1,700	1,700
53 . 1230	ELECTRICITY	19,876	18,000	30,000
53 . 1231	CHRISTMAS LIGHTS	2,471	1,950	2,400
53 . 1232	TRAFFIC LIGHTS	6,652	7,000	7,000
53 . 1233	STREET LIGHTS	222,540	220,000	220,000
53 . 1600	SMALL TOOLS	6,736	7,000	7,000
53 . 1701	SUPPLIES OTHER THAN OFFICE	44,855	68,000	50,000
53 . 1711	STREET/SIDEWALK REPAIR	20,007	12,000	12,000
		$ 336,092	$ 347,550	$ 340,300

54.0000 CAPITAL OUTLAYS

54 . 1306	CAPITAL OUTLAY - BUILDING	$ -	$ -	$ -
54 . 1401	CAPITAL OUTLAY - ST REPAIR	-	-	-
54 . 1402	STREET PATCHING	-	-	-
54 . 1405	PAVING PROJECTS	-	-	-
54 . 2105	PURCHASE MACHINERY	8,865	-	-
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2401	PURCHASE COMPUTERS & EQUIP	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	14,000
		$ 8,865	$ -	$ 14,000

57.0000 OTHER COSTS

57 . 1006	INTERGOV'T - DECATUR CO	$ -	$ -	$ -
57 . 1007	ATTAPULGUS PROJECT	-	-	-
		$ -	$ -	$ -

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Public Services			
DEPARTMENT:	Public Works - Streets	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.42200	09/30/11	09/30/12	2012-2013
	58.0000 DEBT SERVICE			
58 . 1201	GMA LEASE PAYMENTS	$ -	$ -	$ -
58 . 2200	INTEREST ON CAPITAL LEASES	-	-	-
		$ -	$ -	$ -
	61.0000 OTHER FINANCING USES			
61 . 1000	TRANSFERS OUT	$ -	$ -	$ -
		$ -	$ -	$ -
TOTALS		$ 1,424,938	$ 1,433,128	$ 1,501,578

APPROPRIATION DETAIL
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: PUBLIC WORKS - MAINTENANCE
FUND / DEPT #: 100.49100

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 90,530	$ 94,995	$ 99,029
52.0000 PURCHASE & CONTRACTED SERVICES	3,147	3,396	3,676
53.0000 SUPPLIES	664	800	775
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 94,341	$ 99,191	$ 103,480

FUNCTION:

It is the responsibility of this division of the Public Works Department to maintain the driving surfaces for paved and unpaved streets within the City. This maintenance includes paving, resurfacing, patching, painting, cleaning, and grading.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SUMMARY
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: PUBLIC WORKS - MAINTENANCE
FUND / DEPT #: 100.49100

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
MAINTENANCE SUPERINTENDENT	19	1	1	1	$ 41,974
MAINTENANCE TECHNICIAN	11	1	1	1	26,915
SICK LEAVE INCENTIVE BONUS					807
TOTALS		2	2	2	$ 69,697
FICA					5,270
INSURANCE					2,766
RETIREMENT					5,836
CLAIMS					15,460
TOTAL PERSONNEL SERVICES					$ 99,029

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	PUBLIC SERVICES			
DEPARTMENT:	PUBLIC WORKS - MAINTENANCE	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	100.49100	09/30/11	09/30/12	2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 67,852	$ 69,673	$ 69,697
51 . 2200	EMPLOYER FICA TAX	4,672	5,330	5,270
51 . 2201	EMPLOYER INSURANCE CONTR.	1,811	2,716	2,766
51 . 2202	EMPLOYER RETIREMENT CONTR.	5,480	5,550	5,836
51 . 2205	CLAIMS PAID FOR EMPLOYEES	10,714	11,726	15,460
		$ 90,530	$ 94,995	$ 99,029
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 3100	INSURANCE-MEET DEDUCTIBLE	$ -	$ -	$ -
52 . 3101	INSURANCE	2,609	2,796	3,076
52 . 3851	MAINT & SERVICE CONTRACT	538	600	600
		$ 3,147	$ 3,396	$ 3,676
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 1	$ 25	$ 25
53 . 1102	JANITORIAL SUPPLIES	-	25	-
53 . 1105	SPEC DEPT SUPPLY	-	-	-
53 . 1600	SMALL TOOLS	529	500	500
53 . 1701	SUPPLIES OTHER THAN OFFICE	133	250	250
53 . 1704	UNIFORMS	-		
		$ 664	$ 800	$ 775
	54.0000 CAPITAL OUTLAYS			
54 . 2201	PURCHASE VEHICLES	$ -	$ -	$ -
		$ -	$ -	$ -
TOTALS		$ 94,341	$ 99,191	$ 103,480

SPECIAL REVENUE FUNDS

SUMMARY

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:			
CONFISCATED ASSETS FUND	$ 294,043	$ 19,011	$ 27,356
TENNIS TOURNAMENT	11,972	200	11,020
HOTEL / MOTEL TAX	122,433	133,392	132,059
TOTAL SPECIAL REVENUE	$ 428,448	$ 152,603	$ 170,435
AVAILABLE PRIOR YEARS' EQUITY	$ 95,759	235,004	143,817
TOTAL FUNDS AVAILABLE	$ 524,207	$ 387,607	$ 314,252
EXPENDITURES:			
CONFISCATED ASSETS FUND	$ 152,090	$ 99,941	$ 110,000
TENNIS TOURNAMENT	14,680	10,457	12,575
HOTEL / MOTEL TAX	122,433	133,392	132,059
TOTAL SPECIAL EXPENDITURES	$ 289,202	$ 243,790	$ 254,634
TOTAL AVAILABLE BALANCE -- END OF YEAR	$ 235,004	$ 143,817	$ 59,618

CONFISCATED ASSETS FUND
FUND #210
REVENUE & EXPENDITURES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
PRIOR YEARS EQUITY		$ 68,908	$ 210,861	$ 129,930
35.1320	CONFISCATIONS - STATE	$ 538	$ 6,506	$ 6,506
35.1321	CONFISCATIONS - FEDERAL	292,764	11,835	20,000
36.1000	INTEREST	741	670	850
	TOTAL REVENUE	$ 294,043	$ 19,011	$ 27,356
TOTAL AVAILABLE EQUITY		$ 362,951	$ 229,871	$ 157,286
EXPENDITURES:				
53.1107	DRUG INVESTIGATIONS / SUPPLIES	$ 521	$ 10,023	$ 5,000
53.1110	EXPENDITURES - FEDERAL	151,569	89,918	105,000
	TOTAL EXPENDITURES	$ 152,090	$ 99,941	$ 110,000
TOTAL AVAILABLE EQUITY-END OF YEAR		$ 210,861	$ 129,930	$ 47,286

TENNIS TOURNAMENTS
FUND #229
REVENUE & EXPENDITURES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
PRIOR YEARS EQUITY		$ 26,852	$ 24,144	$ 13,887
36.1000	INTEREST REVENUE	$ 512	$ 200	$ 520
38.9010	TOURNAMENT REVENUES	11,460	-	10,500
39.1000	TRANSFERS IN	-	-	-
	TOTAL REVENUE	$ 11,972	$ 200	$ 11,020
TOTAL AVAILABLE EQUITY		$ 38,823	$ 24,344	$ 24,907
EXPENDITURES:				
57.2003	TOURNAMENT EXPENDITURES	$ 14,680	$ 10,457	$ 12,575
54.1499	CONTINGENCIES	-	-	-
	TOTAL EXPENDITURES	$ 14,680	$ 10,457	$ 12,575
TOTAL AVAILABLE EQUITY-END OF YEAR		$ 24,144	$ 13,887	$ 12,332

HOTEL/MOTEL TAX
FUND #275
REVENUE & EXPENDITURES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
PRIOR YEARS EQUITY		$ -	$ -	$ -
31.4100	HOTEL/MOTEL TAX 3%	$ 73,424	$ 80,000	$ 80,000
31.4101	HOTEL/MOTEL TAX 2%	48,950	53,334	52,000
36.1000	INTEREST	59	58	59
	TOTAL REVENUE	$ 122,433	$ 133,392	$ 132,059
TOTAL AVAILABLE EQUITY		$ 122,433	$ 133,392	$ 132,059
EXPENDITURES:				
57.1005	TOURISM PROMOTIONS	$ 48,950	$ 53,392	$ 52,059
61.1000	TRANSFER 3% TO GENERAL FUND	73,483	80,000	80,000
	TOTAL EXPENDITURES	$ 122,433	$ 133,392	$ 132,059
TOTAL AVAILABLE EQUITY-END OF YEAR		$ -	$ -	$ -

CAPITAL PROJECT FUNDS

SUMMARY

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:			
SPLOST #4	4,004	24	-
SPLOST #5	3,370,570	6,754,131	6,634,100
TOTAL CAPITAL PROJECT FUNDS REVENUE	$ 3,374,574	$ 6,754,155	$ 6,634,100
AVAILABLE PRIOR YEARS' EQUITY	852,214	(270)	695,577
TOTAL FUNDS AVAILABLE	$ 4,226,788	$ 6,753,885	$ 7,329,677
EXPENDITURES:			
SPLOST #4	180,708	4,764	-
SPLOST #5	4,046,350	6,053,544	6,633,478
TOTAL CAPITAL PROJECT FUNDS EXPENDITURES	$ 4,227,058	$ 6,058,308	$ 6,633,478
TOTAL AVAILABLE BALANCE -- END OF YEAR	$ (270)	$ 695,576	$ 696,199

SPECIAL PURPOSE LOCAL OPTION SALES TAX #4
FUND #323
REVENUE & EXPENDITURES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
PRIOR YEARS EQUITY		$ 181,444	$ 4,740	$ -
33.7100	SALES TAX	-	-	-
33.4111	BOARD OF EDUCATION	-	-	-
36.1000	INTEREST	203	24	-
38.3001	GEFA REIMBURSEMENT	-	-	-
33.4112	GO FISH GEORGIA	1,000	-	-
33.4110	GRANT STREETSCAPE	-	-	-
38.9001	MISCELLANEOUS REVENUE	2,801	-	-
	TOTAL REVENUE	$ 4,004	$ 24	$ -
TOTAL AVAILABLE EQUITY		$ 185,448	$ 4,764	$ -
EXPENDITURES:				
54.1404	STREET PAVING	-	-	-
54.1407	GAS DISTRIBUTION PROJECT	-	-	-
54.1418	SEWER EXTENSIONS	-	-	-
54.1419	SEWER EXTENSIONS HWY 84 BHS	-	-	-
54.1429	CDBG BUTLER FERRY CONSTRUCTION	-	-	-
54.1433	WATER/SEWER MASTER PLAN	-	-	-
54.1435	STREETSCAPE	-	-	-
54.1437	COMMODORE	-	-	-
54.2504	REC IMPROVEMENT	145,145	-	-
54.2505	STREETSCAPE	35,563	4,764	-
54.2507	REC IMPROVEMENT - MARINA	-	-	-
	TOTAL EXPENDITURES	$ 180,708	$ 4,764	$ -
TOTAL AVAILABLE EQUITY-END OF YEAR		$ 4,740	$ (0)	$ -

SPECIAL PURPOSE LOCAL OPTION SALES TAX #5
FUND #324
REVENUE & EXPENDITURES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
PRIOR YEARS EQUITY		$ 670,770	$ (5,010)	$ 695,577
33.7100	SALES TAX	1,767,602	1,835,250	1,890,310
33.4110	GEFA PROCEEDS	957,649	2,700,000	2,100,000
33.4112	GRANT-STREETSCAPE	604,013	84,050	160,000
36.1000	INTEREST REVENUE	1,306	2,000	2,000
38.9001	MISC REVENUE	40,000	-	
39.1106	TRANSFER FROM SPLOST 4	-	-	-
39.3502	LEASE PROCEEDS	-	2,000,000	2,481,790
33.1111	RIVERWALK GRANT	-	132,831	-
	TOTAL REVENUE	$ 3,370,570	$ 6,754,131	$ 6,634,100
TOTAL AVAILABLE EQUITY		$ 4,041,340	$ 6,749,121	$ 7,329,677
EXPENDITURES:				
54.1404	STREET PAVING	37,550	91,265	110,000
54.1418	SEWER EXTENSIONS	7,471	3,000	-
54.1433	SEWER MASTER PLAN AND ASSOCIATED DEBT SERVICE	974,618	2,700,000	2,100,000
54.1434	CITY HALL RENOVATION AND ASSOCIATED GF DEBT SERVICE	152,593	2,000,000	2,056,346
54.1435	WATER SYSTEM IMPROVEMENTS	779	228,950	-
54.1437	COMMODORE SEWER UPGRADE	36,808	10,647	-
54.1440	ROAD CONSTRUCTION AND MAINT	-	24,378	-
54.2500	PUBLIC SAFETY EQUIPMENT AND BUILDING IMPROVEMENTS	-	50,000	425,444
54.2503	RIVER FRONT PROJECT	1,820	132,831	426,979
54.2504	RECREATION IMPROVEMENTS	1,936,486	110,000	125,000
54.2505	STREETSCAPE	657,486	35,563	194,000
54.2506	STORMWATER IMPROVEMENTS	5,678	7,637	-
		$ 3,811,289	$ 5,394,271	$ 5,437,769
DEBT SERVICE:				
58.1201	GMA LEASE PAYMENTS	$ 198,239	$ 236,390	$ 292,680
58.1202	LEASE(LOAN) PAYMENTS	-	210,070	470,177
58.2200	INTEREST ON CAPITAL LEASES	36,823	212,813	432,852
		$ 235,062	$ 659,273	$ 1,195,709
	TOTAL EXPENSES	$ 4,046,350	$ 6,053,544	$ 6,633,478
TOTAL AVAILABLE EQUITY-END OF YEAR		$ (5,010)	$ 695,577	$ 696,199

ENTERPRISE FUNDS

SUMMARY

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:			
PUBLIC SERVICES:			
UTILITIES -WATER & SEWER	$ 2,928,918	$ 2,851,031	$ 3,318,649
UTILITIES - GAS	2,047,989	1,693,477	2,254,706
UTILITIES - SOLID WASTE	2,027,434	2,095,669	2,130,591
REVOLVING LOAN	189	-	-
MARINA	2,335,781	91,860	92,649
TELCOMMUNICATIONS	870,576	1,075,810	1,132,057
TOTAL ENTERPRISE FUND REVENUE	$ 10,210,886	$ 7,807,847	$ 8,928,652
EXPENDITURES:			
PUBLIC SERVICES:			
UTILITIES -WATER & SEWER	$ 3,081,414	$ 2,937,931	$ 3,165,376
UTILITIES - GAS	2,130,393	1,892,764	2,254,706
UTILITIES - SOLID WASTE	1,977,613	1,946,733	1,986,368
REVOLVING LOAN	124,013	-	-
MARINA	12,306	218,601	226,321
TELECOMMUNICATIONS	1,006,171	1,075,810	1,132,057
TOTAL ENTERPRISE FUND EXPENDITURES	$ 8,331,910	$ 8,071,838	$ 8,764,828
NET INCOME -- ENTERPRISE FUNDS	$ 1,878,976	$ (263,991)	$ 163,824

CITY OF BAINBRIDGE, GA
SUMMARY - WATER & SEWER
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
34.0000 CHARGES FOR SERVICES	$ 2,833,740	$ 2,782,480	$ 3,250,618
36.0000 INVESTMENT INCOME	6,496	1,720	1,000
38.0000 MISCELLANEOUS REVENUE	17,597	16,800	17,000
39.0000 OTHER FINANCING SOURCES	71,085	50,031	50,031
TOTAL WATER & SEWER FUND REVENUE	$ 2,928,918	$ 2,851,031	$ 3,318,649
WATER & SEWER FUND EXPENSES	3,081,414	2,937,931	3,165,376
REVENUE OVER EXPENDITURES	$ (152,496)	$ (86,900)	$ 153,273

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET - REVENUES
2012-2013

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	34.0000 CHARGES FOR SERVICES			
34 . 4210	WATER VOLUMETRIC	$ 1,201,722	$ 1,176,235	$ 1,220,622.00
34 . 4211	BASE CHARGE	764,985	793,129.00	1,189,829.00
34 . 4212	WATER - TAPS	36,413	12,698.00	13,000.00
34 . 4213	WATER - SERVICE FEES	37,433	35,529.00	36,000.00
34 . 4214	WATER - LATE CHARGES	48,081	49,654.00	50,000.00
34 . 4255	SEWER VOLUMETRIC	710,540	693,978.00	720,167.00
34 . 4257	TAPS	20,640	5,350.00	6,000.00
34 . 4258	LATE CHARGES	13,925	15,907.00	15,000.00
		$ 2,833,740	$ 2,782,480	$ 3,250,618.00
	36.0000 INVESTMENT INCOME			
36 . 1000	INTEREST REVENUE	$ 5,518	$ 720	$ -
36 . 1001	INTEREST FROM ASSESSMENTS	978	1,000	1,000
		$ 6,496	$ 1,720	$ 1,000
38 . 3000	REIMBURSEMENT - INSURANCE	$ -	$ -	$ -
38 . 9001	MISCELLANEOUS REVENUE	17,597	16,800	17,000
38 . 9998	CONTRIBUTED CAPITAL-CUSTOMERS	-	-	-
38 . 9999	CONTRIBUTED CAPITAL-OTHER FUNDS	-	-	-
		$ 17,597	$ 16,800	$ 17,000
	39.0000 OTHER FINANCING SOURCES			
39 . 1101	METER READING FOR GAS DEPT	$ 50,031	$ 50,031	$ 50,031
39 . 2100	SALE OF FIXED ASSETS	21,054	-	-
39 . 3502	GMA LEASE PROCEEDS	-	-	-
39 . 3503	GAAP ADJ - GMA LEASE PROCEEDS	-	-	-
		$ 71,085	$ 50,031	$ 50,031
TOTAL WATER & SEWER REVENUE		$ 2,928,918	$ 2,851,031	$ 3,318,649
EXPENSES:				
	METER DIVISION	$ 135,170	$ 137,837	$ 144,639
	SEWAGE TREATMENT PLANT	521,246	520,133	619,644
	DISTRIBUTION & COLLECTION	2,424,997	2,279,961	2,401,093
TOTAL WATER & SEWER FUND EXPENSES		$ 3,081,414	$ 2,937,931	$ 3,165,376
REVENUE OVER EXPENSES FOR THE WATER & SEWER FUND		$ (152,496)	$ (86,900)	$ 153,273

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET - REVENUES
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
WORKSHEET TO SHOW THE NET EFFECT ON CASH			
REVENUE OVER EXPENSES FOR	(152,496)	(86,900)	153,273
LESS:			
NON-CASH CONTRIBUTED CAPITAL	-	-	-
BEGINNING DEBT	-	-	-
PURCHASE OF CAPITAL ASSETS	-	-	(70,000)
ADD BACK:			
ENDING DEBT	-	-	-
DEPRECIATION	624,291	433,860	433,860
NET EFFECT ON OPERATING CASH	$ 471,795	$ 346,960	$ 517,133

APPROPRIATION DETAIL
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES TOTAL
FUND / DEPT #: All Departments

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 1,043,433	$ 1,042,475	$ 1,194,591
52.0000 PURCHASE & CONTRACTED SERVICES	475,637	488,954	481,963
53.0000 SUPPLIES	1,944,595	1,663,140	2,070,559
54.0000 CAPITAL OUTLAYS	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	704,176	513,860	536,913
57.0000 OTHER COSTS	40,411	20,000	15,000
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	1,003,556	1,102,265	1,121,056
TOTAL UTILITIES	$ 5,211,807	$ 4,830,695	$ 5,420,082
WATER & SEWER - METERS	$ 135,170	$ 137,837	$ 144,639
WATER & SEWER - SEWAGE PLANT	521,246	520,133	619,644
WATER & SEWER - DIST. & COLLECTION	2,424,997	2,279,961	2,401,093
NATURAL GAS	2,130,393	1,892,764	2,254,706
TOTAL UTILITIES	$ 5,211,807	$ 4,830,695	$ 5,420,082

PERSONNEL SCHEDULE
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES TOTAL
FUND / DEPT #: All Departments

POSITION TITLE	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
WATER & SEWER - METERS	3	3	3	$ 119,887	$ 124,332	$ 130,384
WATER & SEWER - SEWAGE PLANT	6	7	7	245,491	256,693	330,604
WATER & SEWER - DIST. & COLLECTION	10.75	9.75	10.75	448,629	429,087	485,774
NATURAL GAS	4.75	4.75	4.75	229,427	232,363	247,829
TOTALS	24.5	24.5	25.5	$ 1,043,433	$ 1,042,475	$ 1,194,591

APPROPRIATION DETAIL
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - METERS
FUND / DEPT #: 505.44200

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 119,887	$ 124,332	$ 130,384
52.0000 PURCHASE & CONTRACTED SERVICES	15,038	13,145	13,905
53.0000 SUPPLIES	245	360	350
	$ 135,170	$ 137,837	$ 144,639

FUNCTION:

It is the responsibility of this division of the Water and Sewer Department to determine that all water passing through the water meters is accurately recorded and for the replacement of malfunctioning meters.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE

2012-2013

DIVISION: PUBLIC SERVICES

DEPARTMENT: UTILITIES - METERS

FUND / DEPT #: 505.44200

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
METER READER SUPERVISOR	15	1	1	1	$ 36,213
METER READER	8	2	2	2	50,731
TOTALS					696
TOTALS		3	3	3	$ 87,640
FICA					6,651
INSURANCE					4,149
RETIREMENT					8,754
CLAIMS					23,190
TOTAL PERSONNEL SERVICES					$ 130,384

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - METERS
FUND / DEPT #: 505.44200

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS				
51 . 1100	PERSONAL SERVICES	$ 86,957	$ 87,640	$ 87,640
51 . 1300	OVERTIME PAY	-	-	-
51 . 2200	EMPLOYER FICA TAX	5,921	6,704	6,651
51 . 2201	EMPLOYER INSURANCE CONTR.	2,717	4,074	4,149
51 . 2202	EMPLOYER RETIREMENT CONTR.	8,220	8,325	8,754
51 . 2205	CLAIMS PAID FOR EMPLOYEES	16,071	17,589	23,190
		$ 119,887	$ 124,332	$ 130,384
52.0000 PURCHASE & CONTRACTED SERVICES				
52 . 2211	ORDINARY MACH & EQUIP	$ -	$ -	$ -
52 . 2212	PUMP MAINTENANCE	-	-	-
52 . 2215	OUTSOURCED (NON-SHOP)	8,536	6,500	6,500
52 . 2221	PARTS FROM SHOP	608	1,100	1,279
52 . 2222	LABOR FROM SHOP	1,283	1,500	1,626
52 . 2223	OVERHEAD ALLOCATION	698	-	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	-	-	-
52 . 3101	INSURANCE	3,913	4,045	4,500
		$ 15,038	$ 13,145	$ 13,905
53.0000 SUPPLIES				
53 . 1101	PRINTING & SUPPLIES	$ 26	$ 50	$ 50
53 . 1102	JANITORIAL SUPPLIES	1	30	-
53 . 1600	SMALL TOOLS	178	180	200
53 . 1701	SUPPLIES OTHER THAN OFFICE	41	100	100
		$ 245	$ 360	$ 350
TOTALS		$ 135,170	$ 137,837	$ 144,639

APPROPRIATION DETAIL
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - SEWER TREATMENT
FUND / DEPT #: 505.44300

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 245,491	$ 256,693	$ 330,604
52.0000 PURCHASE & CONTRACTED SERVICES	59,998	31,839	47,240
53.0000 SUPPLIES	215,757	231,600	241,800
54.0000 CAPITAL OUTLAYS	-	-	-
	$ 521,246	$ 520,133	$ 619,644

FUNCTION:

It is the responsibility of this division to treat the liquid and solid waste generated by the citizens of the City who are connected to the sewer system by operating the City's sewage treatment plant.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE

2012-2013

DIVISION: PUBLIC SERVICES

DEPARTMENT: UTILITIES - SEWER TREATMENT

FUND / DEPT #: 505.44300

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
SENIOR UTILITIES WORKER	10	1	1	1	$ 26,915
WW PLANT OPERATOR	12	1	1	1	45,323
PW SERVICE WORKER	7	1	1	1	22,651
UTILITIES WORKER	9	1	1	1	26,270
PUBLIC WORKS MECHANIC	14	1	1	1	31,200
LAB TECHNICIAN	12	1	1	1	29,702
STP SUPERINTENDENT	21	0	1	1	46,300
SICK PAY INCENTIVE BONUS					556
TOTALS		6	7	7	$ 228,918
FICA					17,470
INSURANCE					9,681
RETIREMENT					20,425
CLAIMS					54,110
TOTAL PERSONNEL SERVICES					$ 330,604

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	PUBLIC SERVICES			
DEPARTMENT:	UTILITIES - SEWER TREATMENT	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	505.44300	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 180,932	$ 182,738	$ 228,918
51 . 1300	OVERTIME	-	-	-
51 . 2200	EMPLOYER FICA TAX	13,282	13,979	17,470
51 . 2201	EMPLOYER INSURANCE CONTR.	5,434	8,148	9,681
51 . 2202	EMPLOYER RETIREMENT CONTR.	13,700	16,650	20,425
51 . 2205	CLAIMS PAID FOR EMPLOYEES	32,142	35,178	54,110
		$ 245,491	$ 256,693	$ 330,604

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ -	$ -	$ -
52 . 2211	ORDINARY MACH & EQUIP	28,231	10,000	20,000
52 . 2212	PUMP MAINTENANCE	1,522	-	-
52 . 2215	OUTSOURCED (NON-SHOP)	11,402	4,500	7,000
52 . 2221	PARTS FROM SHOP	3,689	3,000	3,488
52 . 2222	LABOR FROM SHOP	2,678	2,000	3,254
52 . 2223	OVERHEAD ALLOCATION	765	-	-
52 . 2320	EQUIPMENT RENTALS	-	-	-
52 . 3100	INSURANCE-MEET DED	-	-	-
52 . 3101	INSURANCE	7,827	8,089	8,898
52 . 3200	TELEPHONE	400	400	-
52 . 3201	FREIGHT	-	50	100
52 . 3202	POSTAGE	5	-	-
52 . 3300	PUBLIC NOTICES	-	-	-
52 . 3500	TRAVEL & CONFERENCE	-	-	-
52 . 3600	MEMBERSHIP & DUES	-	-	-
52 . 3700	EMPLOYEE TRAINING	1,730	1,800	2,500
52 . 3851	MAINT & SERVICE CONTRACT	1,750	2,000	2,000
		$ 59,998	$ 31,839	$ 47,240

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - SEWER TREATMENT
FUND / DEPT #: 505.44300

53.0000 SUPPLIES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
53 . 1101	PRINTING & SUPPLIES	$ 157	$ 200	$ 300
53 . 1102	JANITORIAL SUPPLIES	914	900	1,100
53 . 1104	BUILDING MAINTENANCE	596	400	400
53 . 1105	SPEC DEPT SUPPLY	52,473	52,000	62,000
53 . 1107	PIPES, FITTINGS, ETC.	1,690	3,400	2,000
53 . 1108	BASE MATERIAL USAGE	-	-	-
53 . 1210	WATER	56,800	65,000	65,000
53 . 1220	NATURAL GAS HEAT & COOL	377	700	1,000
53 . 1230	ELECTRICITY	100,262	107,000	107,000
53 . 1600	SMALL TOOLS	960	1,000	1,500
53 . 1701	SUPPLIES OTHER THAN OFFICE	1,529	1,000	1,500
		$ 215,757	$ 231,600	$ 241,800

54.0000 CAPITAL OUTLAYS

54 . 1306	PURCHASE / RENOVATE BUILDINGS	$ -	$ -	$ -
54 . 1307	GAAP ADJUSTMENT-PURCH BUILDINGS	-	-	-
54 . 2105	PURCHASE MACHINERY	-	-	-
54 . 2106	GAAP ADJUSTMENT-PURCH MACHINE	-	-	-
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2202	GAAP ADJUSTMENT-PURCH VEHICLES	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
54 . 2506	GAAP ADJ-PURCHASE OTHER EQUIP	-	-	-
54 . 1201	PURCHASE IMPROVEMENTS	-	-	-
54 . 1202	GAAP ADJ - PURCHASE IMPROVEMENTS	-	-	-
		$ -	$ -	$ -
TOTALS		$ 521,246	$ 520,133	$ 619,644

APPROPRIATION DETAIL
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - DISTRIBUTION & COLL
FUND / DEPT #: 505.44400

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 448,629	$ 429,087	$ 485,774
52.0000 PURCHASE & CONTRACTED SERVICES	264,131	301,876	298,030
53.0000 SUPPLIES	328,887	311,000	361,600
54.0000 CAPITAL OUTLAYS	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	624,291	433,860	433,860
57.0000 OTHER COSTS	34,099	15,000	15,000
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	724,960	789,138	806,829
	$ 2,424,997	$ 2,279,961	$ 2,401,093

FUNCTION:

It is the responsibility of this division of the Water and Sewer Department to maintain 155 miles of water lines and 81 miles of sewer lines in the City's water and sewer system.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - DISTRIBUTION & COLL
FUND / DEPT #: 505.44400

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
UTILITY WORKER	9	3	3	4	$ 100,006
ASSIT SEWER SUPERINTENDENT	17	1	1	1	38,043
WATER SYSTEM SUPERVISOR	15	1	1	1	32,781
DIRECTOR OF PUBLIC SERVICES	24	0.25	0.25	0.25	15,574
SENIOR UTILITY WORKER	10	4	3	3	84,698
UTILITIES DIRECTOR	22	0.5	0.5	0.5	28,236
WATER SUPERVISOR	15	1	1	1	32,781
SICK LEAVE BONUS					921
TOTALS		10.75	9.75	10.75	$ 333,040
FICA					25,407
INSURANCE					14,637
RETIREMENT					30,881
CLAIMS					81,809
TOTAL PERSONNEL SERVICES					$ 485,774

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - DISTRIBUTION & COLL
FUND / DEPT #: 505.44400

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51 . 1100	PERSONAL SERVICES	$ 327,853	$ 308,059	$ 333,040
51 . 1300	OVERTIME PAY	598	-	-
51 . 2200	EMPLOYER FICA TAX	24,670	23,567	25,407
51 . 2201	EMPLOYER INSURANCE CONTR.	9,057	13,241	14,637
51 . 2202	EMPLOYER RETIREMENT CONTR.	32,881	27,056	30,881
51 . 2205	CLAIMS PAID FOR EMPLOYEES	53,570	57,164	81,809
		$ 448,629	$ 429,087	$ 485,774

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 26,911	$ 55,000	$ 31,000
52 . 2211	ORDINARY MACH & EQUIP	6,492	1,400	1,500
52 . 2215	OUTSOURCED (NON-SHOP)	38,302	36,000	40,000
52 . 2221	PARTS FROM SHOP	14,320	25,000	34,879
52 . 2222	LABOR FROM SHOP	20,543	25,000	27,105
52 . 2223	OVERHEAD ALLOCATION	7,552	-	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	1,283	1,634	-
52 . 3101	INSURANCE	82,329	82,042	90,246
52 . 3200	TELEPHONE	7,107	9,000	5,000
52 . 3201	FREIGHT	274	700	800
52 . 3202	POSTAGE	9,645	12,000	12,000
52 . 3300	PUBLIC NOTICES	-	-	-
52 . 3500	TRAVEL & CONFERENCE	-	-	-
52 . 3600	MEMBERSHIP & DUES	1,222	1,500	2,000
52 . 3700	EMPLOYEE TRAINING	2,132	2,600	3,500
52 . 3851	MAINT & SERVICE CONTRACT	46,019	50,000	50,000
		$ 264,131	$ 301,876	$ 298,030

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 1,632	$ 2,500	$ 3,000
53 . 1102	JANITORIAL SUPPLIES	1,080	1,500	1,500
53 . 1104	BUILDING MAINTENANCE	165	1,000	6,500
53 . 1105	SPECIALTY DEPT SUPPLY	-	-	24,000
53 . 1107	PIPES, FITTINGS, ETC.	112,620	120,000	120,000
53 . 1108	BASE MATERIAL USAGE	398	1,000	1,100
53 . 1210	WATER	-	-	-
53 . 1220	NATURAL GAS HEAT & COOL	-	-	-
53 . 1230	ELECTRICITY	176,781	165,000	185,000
53 . 1270	GAS FOR WELL	-	-	-
53 . 1592	INVENTORY VARIANCE	288	-	-
53 . 1595	OBSOLETE-DAMAGED INVENTORY	19,809	-	-
53 . 1600	SMALL TOOLS	8,778	14,000	14,000
53 . 1701	SUPPLIES OTHER THAN OFFICE	7,335	6,000	6,500
		$ 328,887	$ 311,000	$ 361,600

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - DISTRIBUTION & COLL
FUND / DEPT #: 505.44400

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1306	PURCHASE / RENOVATE BUILDINGS	$ -	$ -	$ -
54 . 1307	GAAP ADJUSTMENT-PURCH BUILDINGS	-	-	-
54 . 1402	GAAP ADJUSTMENT-PURCH INFRA	-	-	-
54 . 1404	INFRASTRUCTURE	-	-	-
54 . 2105	PURCHASE MACHINERY	-	-	-
54 . 2106	GAAP ADJUSTMENT-PURCH MACHINE	-	-	-
54 . 2201	PURCHASE VEHICLES	-	-	50,000
54 . 2202	GAAP ADJUSTMENT-PURCH VEHICLES	-	-	(50,000)
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	20,000
54 . 2506	GAAP ADJ-PURCHASE OTHER EQUIP	-	-	(20,000)
		$ -	$ -	$ -
	56.0000 DEPRECIATION & AMORTIZATION			
56 . 1000	DEPRECIATION	$ 624,291	$ 433,860	$ 433,860
	57.0000 OTHER COSTS			
57 . 4000	BAD DEBTS	$ 34,099	$ 15,000	$ 15,000
	58.0000 DEBT SERVICE			
58 . 1201	GMA LEASE PAYMENTS	$ -	$ -	$ -
58 . 1202	GAAP ADJ - LEASE PAYMENTS	-	-	-
58 . 1300	WACHOVIA NOTE PAYMENTS	-	-	-
58 . 1301	GAAP ADJ - WACHOVIA NOTE	-	-	-
58 . 2200	INTEREST	-	-	-
		$ -	$ -	$ -
	61.0000 OTHER FINANCING USES			
61 . 1005	FULL COST ALLOCATION	$ 579,029	$ 596,399	$ 606,535
61 . 1006	IN LIEU OF PROPERTY TAX	14,869	15,315	15,575
61 . 1007	IN LIEU OF FRANCHISE TAX	131,062	134,994	137,289
61 . 1008	TECHNOLOGY FEE	-	42,430	47,430
		$ 724,960	$ 789,138	$ 806,829
TOTALS		$ 2,424,997	$ 2,279,961	$ 2,401,093

CITY OF BAINBRIDGE, GA
SUMMARY - GAS
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
34.0000 CHARGES FOR SERVICES	$ 1,933,409	$ 1,600,409	$ 2,161,638
36.0000 INVESTMENT INCOME	11,655	1,068	1,068
38.0000 MISCELLANEOUS REVENUE	96,535	92,000	92,000
39.0000 OTHER FINANCING SOURCES	6,391	-	-
TOTAL GAS FUND REVENUE	$ 2,047,989	$ 1,693,477	$ 2,254,706
GAS FUND EXPENSES	$ 2,130,393	$ 1,892,764	$ 2,254,706
REVENUE OVER EXPENDITURES	$ (82,404)	$ (199,287)	$ (0)

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET-REVENUES
2012-2013

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	34.0000 CHARGES FOR SERVICES			
34 . 4410	GAS SALES	$ 1,875,951	$ 1,547,473.00	$ 2,089,582
34 4411	BASE CHARGE	39,815	38,240.00	57,360
34 . 4412	GAS TAPS	1,278	450.00	450
34 . 4413	GAS SERVICE FEES	20	20.00	20
34 . 4414	WATER HEATER INSTALLATION		-	
34 . 4415	GAS LATE FEES	16,344	14,226.00	14,226
		$ 1,933,409	$ 1,600,409	$ 2,161,638
	36.0000 INVESTMENT INCOME			
36 . 1000	INTEREST REVENUE	$ 11,655	$ 1,068	$ 1,068
	38.0000 MISCELLANEOUS REVENUE			
38 . 9001	MISCELLANEOUS REVENUE	$ 96,535	$ 92,000	$ 92,000
38 . 9002	GAS APPLIANCE SALES	-	-	-
38 . 9003	CONTRIBUTED CAPITAL	-	-	-
		$ 96,535	$ 92,000	$ 92,000
	39.0000 OTHER FINANCING SOURCES			
39 . 3502	GMA LEASE PROCEEDS	-	-	-
39 . 3503	GAAP ADJ - GMA LEASE PROCEEDS	-	-	-
39 . 2100	SALE OF FIXED ASSETS	6,391	-	$ -
		$ 6,391	$ -	$ -
TOTAL GAS REVENUE		$ 2,047,989	$ 1,693,477	$ 2,254,706
EXPENSES:				
TOTAL GAS DEPARTMENTAL EXPENSES		$ 2,130,393	$ 1,892,764	$ 2,254,706
REVENUE OVER EXPENSES FOR THE GAS FUND		$ (82,404)	$ (199,287)	$ (0)

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET-REVENUES
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
WORKSHEET TO SHOW THE NET EFFECT ON CASH			
REVENUE OVER EXPENSES FOR THE GAS FUND	(82,404)	(199,287)	(0)
LESS:			
NON-CASH CONTRIBUTED CAPITAL			
BEGINNING DEBT			
PURCHASE OF CAPITAL ASSETS	(14,868)		(60,000)
ADD BACK:			
ENDING DEBT			
DEPRECIATION	79,885	80,000	98,053
NET EFFECT ON OPERATING CASH	$ (17,387)	$ (119,287)	$ 38,053

APPROPRIATION DETAIL
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - GAS
FUND / DEPT #: 515.47000

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 229,427	$ 232,363	$ 247,829
52.0000 PURCHASE & CONTRACTED SERVICES	136,469	142,094	122,788
53.0000 SUPPLIES	1,399,705	1,120,180	1,466,809
54.0000 CAPITAL OUTLAYS	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	79,885	80,000	98,053
57.0000 OTHER COSTS	6,312	5,000	5,000
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	278,596	313,127	314,227
	$ 2,130,393	$ 1,892,764	$ 2,254,706

FUNCTION:

This department is responsible for the operation of the City's natural gas system. The Gas Department maintains approximately 67 miles of pipeline and two delivery points. Gas is received from South Georgia Natural Gas Pipeline either through direct purchase of gas from South Georgia Natural Gas or transported by them to the City for resale of gas purchased on the spot market.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - GAS
FUND / DEPT #: 515.47000

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
DIRECTOR OF PUBLIC SERVICES	24	0.25	0.25	0.25	$ 15,574
SENIOR UTILITIES WORKER	10	2	2	2	64,979
GAS SUPERVISOR	15	1	1	1	32,781
ADMINISTRATIVE ASSISTANT	12	1	1	1	28,267
UTILITIES DIRECTOR	22	0.5	0.5	0.5	28,236
SICK LEAVE INCENTIVE					1,837
TOTALS		4.75	4.75	4.75	$ 171,674
FICA					12,993
INSURANCE					7,261
RETIREMENT					15,319
CLAIMS					40,583
TOTAL PERSONNEL SERVICES					$ 247,829

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	PUBLIC SERVICES			
DEPARTMENT:	UTILITIES - GAS	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	515.47000	09/30/11	09/30/12	2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 182,787	$ 171,744	$ 171,674
51 . 1300	OVERTIME PAY	-	-	-
51 . 2200	EMPLOYER FICA TAX	13,541	13,138	12,993
51 . 2201	EMPLOYER INSURANCE CONTR.	5,434	6,451	7,261
51 . 2202	EMPLOYER RETIREMENT CONTR.	16,440	13,181	15,319
51 . 2205	CLAIMS PAID FOR EMPLOYEES	11,224	27,849	40,583
		$ 229,427	$ 232,363	$ 247,829
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 1200	PROFESSIONAL SERVICES	$ 36,355	$ 54,000	$ 28,000
52 . 2211	ORDINARY MACH & EQUIP	2,129	1,000	1,200
52 . 2215	OUTSOURCED (NON-SHOP)	11,574	12,000	11,000
52 . 2221	PARTS FROM SHOP	2,271	3,500	4,651
52 . 2222	LABOR FROM SHOP	3,983	4,500	5,492
52 . 2223	OVERHEAD ALLOCATION	1,689	-	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	-	-	-
52 . 3101	INSURANCE	61,355	48,494	53,345
52 . 3200	TELEPHONE	2,273	2,300	1,200
52 . 3202	POSTAGE	6,450	7,000	7,000
52 . 3300	PUBLIC NOTICES	252	-	500
52 . 3303	MARKET ADVERTISEMENT	2,876	2,000	2,500
52 . 3500	TRAVEL & CONFERENCE	590	700	800
52 . 3600	MEMBERSHIP & DUES	1,222	1,600	1,600
52 . 3700	EMPLOYEE TRAINING	1,412	2,000	2,500
52 . 3851	MAINT & SERVICE CONTRACT	2,039	3,000	3,000
		$ 136,469	$ 142,094	$ 122,788
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 1,119	$ 1,500	$ 1,500
53 . 1102	JANITORIAL SUPPLIES	422	500	500
53 . 1104	BUILDING MAINTENANCE	84	200	200
53 . 1105	SPEC DEPT SUPPLY	-	-	-
53 . 1107	PIPES, FITTINGS, ETC.	48,953	25,000	25,000
53 . 1108	BASE MATERIAL USAGE	-	-	-
53 . 1210	WATER	200	-	-
53 . 1220	NATURAL GAS HEAT & COOL	-	-	-
53 . 1230	ELECTRICITY	14,921	4,000	4,000
53 . 1501	COST OF APPLIANCES SOLD	-	-	-
53 . 1520	GAS PURCHASES	1,314,337	1,080,480	1,427,109
53 . 1521	PROPANE FOR PEAK SHAVING PLANT	-	-	-
53 . 1592	INVENTORY VARIANCE	(1,478)	-	-
53 . 1595	OBOSOLETE-DAMAGED INVENTORY	14,855	-	-
53 . 1600	SMALL TOOLS	2,926	5,000	5,000
53 . 1701	SUPPLIES OTHER THAN OFFICE	3,368	3,500	3,500
		$ 1,399,705	$ 1,120,180	$ 1,466,809

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: UTILITIES - GAS
FUND / DEPT #: 515.47000

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1401	PURCHASE INFRASTRUCTURE	$ -	$ -	$ -
54 . 1402	GAAP ADJUSTMENT-PURCH INFRAST	-	-	-
54 . 2105	PURCHASE MACHINERY	-	-	-
54 . 2106	GAAP ADJUSTMENT-PURCH MACHINE	-	-	-
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2202	GAAP ADJUSTMENT-PURCH VEHICLES	-	-	-
54 . 2401	PURCHASE COMPUTERS & EQUIPMENT	-	-	60,000
54 . 2402	GAAP ADJ-PURCHASE COMP & EQUIP	-	-	(60,000)
54 . 2505	PURCHASE OTHER EQUIPMENT	14,868	-	-
54 . 2506	GAAP ADJ-PURCHASE OTHER EQUIP	(14,868)	-	-
		$ -	$ -	$ -
	56.0000 DEPRECIATION & AMORTIZATION			
56 . 1000	DEPRECIATION	$ 79,885	$ 80,000	$ 98,053
	57.0000 OTHER COSTS			
57 . 4000	BAD DEBTS	$ 6,312	$ 5,000	$ 5,000
	58.0000 DEBT SERVICE			
58 . 1201	GMA LEASE PAYMENTS	$ -	$ -	$ -
58 . 1202	GAAP ADJ - LEASE PAYMENTS	-	-	-
58 . 2200	INTEREST ON CAPITAL LEASES	-	-	-
		$ -	$ -	$ -
	61.0000 OTHER FINANCING USES			
61 . 1003	FULL COST ALLOCATION	$ 93,476	$ 96,319	$ 96,319
61 . 1004	IN LIEU OF METER READING	50,031	50,031	50,031
61 . 1006	IN LIEU OF PROPERTY TAX	3,620	3,730	3,730
61 . 1007	IN LIEU OF FRANCHISE TAX	131,469	135,467	135,467
61 . 1008	TECHNOLOGY FEE	-	27,580	28,680
		$ 278,596	$ 313,127	$ 314,227
TOTALS		$ 2,130,393	$ 1,892,764	$ 2,254,706

CITY OF BAINBRIDGE, GA
SUMMARY - SOLID WASTE
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
34.0000 CHARGES FOR SERVICES	$ 1,997,762	$ 2,095,164	$ 2,130,086
38.0000 MISCELLANEOUS REVENUE	9,070	505	505
39.00000OTHER FINANCING SOURCES	20,601	-	-
TOTAL SOLID WASTE FUND REVENUE	$ 2,027,434	$ 2,095,669	$ 2,130,591
SOLID WASTE FUND EXPENSES	1,977,613	1,946,733	1,986,368
REVENUE OVER EXPENDITURES	$ 49,821	$ 148,936	$ 144,223

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET-REVENUES
2012-2013

			ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
		34.0000 CHARGES FOR SERVICES			
34 .	4110	SANITATION FEES	$ 1,493,923	$ 1,572,894	$ 1,599,633
34 .	4150	LANDFILL CHARGES	464,621	481,350	489,533
34 .	4190	SOLID WASTE LATE CHARGES	39,219	40,920	40,920
			$ 1,997,762	$ 2,095,164	$ 2,130,086
		38.0000 MISCELLANEOUS REVENUE			
36 .	1000	INTERERST REVENUE	$ 8,320	$ 505	$ 505
38 .	9001	MISCELLANEOUS REVENUE	750		-
			$ 9,070	$ 505	$ 505
		39.0000 OTHER FINANCING SOURCES			
39 .	2100	SALE OF FIXED ASSETS	$ 20,601	$ -	$ -
39 .	3502	GMA LEASE PROCEEDS		-	-
39 .	3503	GAAP ADJ - GMA LEASE PROCEEDS		-	-
			$ 20,601	$ -	$ -
TOTAL SOLID WASTE REVENUE			$ 2,027,434	$ 2,095,669	$ 2,130,591
EXPENSES:					
TOTAL SOLID WASTE DEPARTMENTAL EXPENSES			1,977,613	1,946,733	1,986,368
REVENUE OVER EXPENSES FOR THE SOLID WASTE FUND			$ 49,821	$ 148,936	$ 144,223

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET-REVENUES
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
WORKSHEET TO SHOW THE NET EFFECT ON CASH			
REVENUE OVER EXPENSES FOR THE SOLID WASTE FUND	49,821	148,936	144,223
LESS:			
NON-CASH CONTRIBUTED CAPITAL	-	-	-
BEGINNING DEBT	(390,181)	(297,314)	(390,167)
PURCHASE OF CAPITAL ASSETS	(75,072)	(232,661)	(360,000)
ADD BACK:			
ENDING DEBT	297,314	390,167	297,301
DEPRECIATION	278,499	163,000	203,043
NET EFFECT ON OPERATING CASH	$ 160,381	$ 172,128	$ (105,600)

APPROPRIATION DETAIL
2012-2013

DIVISION: Public Services
DEPARTMENT: Solid Waste
FUND / DEPT #: 540.45200

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 468,238	$ 526,215	$ 561,396
52.0000 PURCHASE & CONTRACTED SERVICES	727,517	704,985	664,161
53.0000 SUPPLIES	37,714	44,575	45,750
54.0000 CAPITAL OUTLAYS	-	-	-
55.0000 INTERFUND & INTERDEPARTMENTAL	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	278,499	163,000	203,043
57.0000 OTHER COSTS	6,420	10,000	10,000
58.0000 DEBT SERVICE	16,743	16,743	9,764
61.0000 OTHER FINANCING USES	442,483	481,215	492,254
	$ 1,977,613	$ 1,946,733	$ 1,986,368

PERSONNEL:

FULL TIME	11.6	11.6	11.6
PART-TIME	0	0	0

FUNCTION:

It is the responsibility of this department to collect the garbage and other refuse generated by the citizens of Bainbridge in a timely fashion so as to eliminate any hazard to the public health as a result of the accumulation of garbage and other refuse.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Public Services
DEPARTMENT: Solid Waste
FUND / DEPT #: 540.45200

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
PUBLIC WORKS DIRECTOR	24	0.33	0.33	0.33	$ 23,546
SOLID WASTE SUPERINTENDENT	19	1	1	1	41,974
EQUIPMENT OPERATOR I	10	9	9	9	257,296
DIRECTOR OF PUBLIC SERVICES	24	0.25	0.25	0.25	15,574
SOLID WASTE SUPERVISOR	21	1	1	1	49,920
SICK LEAVE INCENTIVE BONUS					4,022
TOTALS		11.58	11.58	11.58	$ 392,332
FICA					29,706
INSURANCE					16,020
RETIREMENT					33,799
CLAIMS					89,539
TOTAL PERSONNEL SERVICES					$ 561,396

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Public Services			
DEPARTMENT:	Solid Waste	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	540.45200	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 342,937	$ 381,261	$ 392,332
51 . 1300	OVERTIME PAY	4,830	-	-
51 . 2200	EMPLOYER FICA TAX	23,682	29,167	29,706
51 . 2201	EMPLOYER INSURANCE CONTR.	9,510	15,730	16,020
51 . 2202	EMPLOYER RETIREMENT CONTR.	26,031	32,144	33,799
51 . 2205	CLAIMS PAID FOR EMPLOYEES	61,249	67,913	89,539
		$ 468,238	$ 526,215	$ 561,396

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 6,962	$ 19,300	$ 10,000
52 . 2110	LANDFILL	290,176	261,700	271,000
52 . 2211	ORDINARY MACH & EQUIP	-	4,200	4,200
52 . 2215	OUTSOURCED (NON-SHOP)	147,067	145,000	100,000
52 . 2221	PARTS FROM SHOP	111,091	117,000	139,515
52 . 2222	LABOR FROM SHOP	95,445	95,000	108,412
52 . 2223	OVERHEAD ALLOCATION	45,075	32,500	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	1,067	-	-
52 . 3101	INSURANCE	18,698	19,485	21,434
52 . 3200	TELEPHONE	920	1,200	-
52 . 3202	POSTAGE	4,140	3,000	3,000
52 . 3300	PUBLIC NOTICES	114	100	100
52 . 3500	TRAVEL & CONFERENCE	-	-	-
52 . 3700	EMPLOYEE TRAINING	-	-	-
52 . 3850	CONTRACT LABOR	3,040	3,000	3,000
52 . 3851	MAINT & SERVICE CONTRACT	3,723	3,500	3,500
		$ 727,517	$ 704,985	$ 664,161

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 699	$ 400	$ 400
53 . 1102	JANITORIAL SUPPLIES	701	600	600
53 . 1104	BUILDING MAINTENANCE	25	25	300
53 . 1105	SPECIALTY DEPT SUPPLY	24,063	35,000	35,000
53 . 1210	WATER	381	350	350
53 . 1592	INVENTORY VARIANCE	1,983	500	500
53 . 1600	SMALL TOOLS	418	700	600
53 . 1701	SUPPLIES OTHER THAN OFFICE	9,444	7,000	8,000
		$ 37,714	$ 44,575	$ 45,750

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Public Services			
DEPARTMENT:	Solid Waste	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	540.45200	09/30/11	09/30/12	2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1306	PURCHASE/RENOVATE BLDG	$ -	$ -	$ 200,000
54 . 2104	GAAP ADJUSTMENT-PURCH /BUILD	-	-	(200,000)
54 . 2105	PURCHASE MACHINERY	-	-	-
54 . 2106	GAAP ADJUSTMENT-PURCH MACHINE	-	-	-
54 . 2201	PURCHASE VEHICLES	75,072	232,661	160,000
54 . 2202	GAAP ADJUSTMENT-PURCH VEHICLES	(75,072)	(232,661)	(160,000)
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
54 . 2506	GAAP ADJ-PURCHASE OTHER EQUIP	-	-	-
		$ -	$ -	$ -
	56.0000 DEPRECIATION & AMORTIZATION			
56 . 1000	DEPRECIATION	$ 278,499	$ 163,000	$ 203,043
	57.0000 OTHER COSTS			
57 . 4000	BAD DEBTS	$ 6,420	$ 10,000	$ 10,000
	58.0000 DEBT SERVICE			
58 . 1201	GMA LEASE PAYMENTS	$ 88,937	$ 88,937	$ 95,916
58 . 1202	GAAP ADJ - LEASE PAYMENTS	(88,937)	(88,937)	(95,916)
58 . 2200	INTEREST ON CAPITAL LEASES	16,743	16,743	9,764
		$ 16,743	$ 16,743	$ 9,764
	61.0000 OTHER FINANCING USES			
61 . 1004	FULL COST ALLOCATION	$ 343,140	$ 353,434	$ 361,534
61 . 1006	IN LIEU OF PROPERTY TAX	1,565	1,612	1,639
61 . 1007	IN LIEU OF FRANCHISE TAX	97,778	100,711	102,423
61 . 1008	TECHNOLOGY FEE	-	25,458	26,658
		$ 442,483	$ 481,215	$ 492,254
TOTALS		$ 1,977,613	$ 1,946,733	$ 1,986,368

CITY OF BAINBRIDGE, GA
SUMMARY - REVOLVING LOAN FUND
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
PRIOR YEARS EQUITY	$ 123,825	$ -	$ -
REVENUE	$ 189	$ -	$ -
TOTAL REVOLVING LOAN FUND REVENUE	124,013	-	-
TOTAL REVOLVING LOAN FUND EXPENSES	124,013	-	-
REVENUE OVER EXPENDITURES	$ -	$ -	$ -

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET-REVENUES
2012-2013

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
PRIOR YEARS EQUITY		$ 123,825	$ -	$ -
36 . 1000	INTEREST - BANK ACCOUNT	$ 189	$ -	$ -
36 . 1001	INTEREST - LOAN REPAYMENT	-	-	-
		$ 189	$ -	$ -
TOTAL REVOLVING LOAN FUND REVENUE		$ 124,013	$ -	$ -
EXPENSES:				
TOTAL REVOLVING LOAN FUND EXPENSES		$ 124,013	$ -	$ -
REVENUE OVER EXPENSES FOR THE REVOLVING LOAN FUND		$ -	$ -	$ -

CITY OF BAINBRIDGE, GA
SUMMARY - LEISURE SERVICES MARINA
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
34.0000 CHARGES FOR SERVICES	$ 7,728	$ 91,860	$ 92,649
36.0000 INVESTMENT INCOME	-	-	-
38.0000 MISCELLANEOUS REVENUE	2,328,053	-	-
39.0000 OTHER FINANCING SOURCES	-	-	-
TOTAL MARINA FUND REVENUE	$ 2,335,781	$ 91,860	$ 92,649
MARINA FUND EXPENSES	12,306	218,601	226,321
REVENUE OVER EXPENDITURES	$ 2,323,475	$ (126,741)	$ (133,672)

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET - REVENUES
2012-2013

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	34.0000 CHARGES FOR SERVICES			
34 . 7501	SLIP RENTAL	$ 5,459	$ 62,152	$ 63,017
34 . 7502	GAS SALES	1,834	24,500	25,018
34 . 7503	DIESEL SALES	-	208	214
34 . 7504	STORE SALES	434	5,000	4,400
34 . 4258	LATE CHARGES	-	-	-
		$ 7,728	$ 91,860	$ 92,649
	36.0000 INVESTMENT INCOME			
36 . 1000	INTEREST REVENUE	$ -	$ -	$ -
		$ -	$ -	$ -
	38.0000 MISCELLANEOUS REVENUE			
38 . 3000	REIMBURSEMENT - INSURANCE	$ -	$ -	$ -
38 . 9001	MISCELLANEOUS REVENUE	-	-	-
38 . 9003	CASH VARAINCE - MARINA	-	-	-
38 . 9999	PRIOR YEAR EXCESS	2,328,053	-	-
		$ 2,328,053	$ -	$ -
	39.0000 OTHER FINANCING SOURCES			
39 . 1107	MISC TRANSFERS	$ -	$ -	$ -
		$ -	$ -	$ -
TOTAL MARINA REVENUE		$ 2,335,781	$ 91,860	$ 92,649
EXPENSES:				
	MARINA	$ 12,306	$ 218,601	$ 226,321
TOTAL MARINA FUND EXPENSES		$ 12,306	$ 218,601	$ 226,321
REVENUE OVER EXPENSES FOR THE MARINA FUND		$ 2,323,475	$ (126,741)	$ (133,672)

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET - REVENUES
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
WORKSHEET TO SHOW THE NET EFFECT ON CASH			
REVENUE OVER EXPENSES FOR	2,323,475	(126,741)	(133,672)
LESS:			
BEGINNING DEBT	-	-	-
PURCHASE OF CAPITAL ASSETS	-	-	-
ADD BACK:			
ENDING DEBT	-	-	-
DEPRECIATION	-	132,503	132,503
NET EFFECT ON OPERATING CASH	$ 2,323,475	$ 5,763	$ (1,169)

APPROPRIATION DETAIL
2012-2013

DIVISION: Leisure Services
DEPARTMENT: Marina
FUND / DEPT #: 560.61490.

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 2,914	$ 47,674	$ 54,585
52.0000 PURCHASE & CONTRACTED SERVICES	252	4,086	5,533
53.0000 SUPPLIES	8,221	34,338	33,700
54.0000 CAPITAL OUTLAYS	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	920	132,503	132,503
57.0000 OTHER COSTS	-	-	-
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	-	-
	$ 12,306	$ 218,601	$ 226,321

FUNCTION:

It is the responsibility of this division to serve the citizens of Bainbridge, Decatur County and surrounding areas.

PERSONNEL SCHEDULE
2012-2013

DIVISION: Leisure Services
DEPARTMENT: Marina
FUND / DEPT #: 560.61490.

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
MARINA MANAGER	14	1	1	1	$ 31,990
PART-TIME	N/A	0	1	1	7,540
Overtime					-
TOTALS		1	2	2	$ 39,530
FICA					3,024
INSURANCE					1,383
RETIREMENT					2,918
CLAIMS					7,730
TOTAL PERSONNEL SERVICES					$ 54,585

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Leisure Services			
DEPARTMENT:	Marina	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	560.61490.	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 2,707	$ 35,000	$ 39,530
51 . 1300	OVERTIME	-	-	-
51 . 2200	EMPLOYER FICA TAX	207	2,678	3,024
51 . 2201	EMPLOYER INSURANCE CONTR.	-	1,358	1,383
51 . 2202	EMPLOYER RETIREMENT CONTR.	-	2,775	2,918
51 . 2205	CLAIMS PAID FOR EMPLOYEES	-	5,863	7,730
		$ 2,914	$ 47,674	$ 54,585

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 43	$ -	$ 1,170
52 . 2211	ORDINARY MACH & EQUIP	-	-	-
52 . 2215	OUTSOURCED (NON-SHOP)	-	-	-
52 . 2221	PARTS FROM SHOP	-	-	-
52 . 2222	LABOR FROM SHOP	-	-	-
52 . 2223	OVERHEAD ALLOCATION	-	-	-
52 . 3100	INSURANCE-MEET DEDUCTIBLE	-	-	-
52 . 3101	INSURANCE	-	1,348	1,483
52 . 3200	TELEPHONE	209	2,340	1,680
52 . 3201	FREIGHT	-	-	-
52 . 3202	POSTAGE	-	-	-
52 . 3300	PUBLIC NOTICES	-	228	1,000
52 . 3500	TRAVEL & CONFERENCE	-	-	-
52 . 3600	MEMBERSHIP & DUES	-	-	-
52 . 3700	EMPLOYEE TRAINING	-	-	-
52 . 3851	MAINTENANCE & SERVICE CONTRACT	-	170	200
		$ 252	$ 4,086	$ 5,533

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 6	$ -	$ 200
53 . 1102	JANITORIAL SUPPLIES	57	240	250
53 . 1104	BUILDING MAINTENANCE / REPAIR	-	964	250
53 . 1105	SPECIALTY DEPT SUPPLY	-	-	-
53 . 1210	WATER	244	3,542	3,600
53 . 1220	NATURAL GAS HEAT & COOL	-	-	-
53 . 1230	ELECTRICITY	662	14,000	14,000
53 . 1500	SUPP / INV FOR RESALE	5,761	4,000	4,000
53 . 1592	INVENTORY VARIANCE	-	-	-
53 . 1593	GAS PURUCHASES FOR RESALE	1,490	10,224	10,000
53 . 1594	DIESEL PURCHASES FOR RESALE	-	-	-
53 . 1600	SMALL TOOLS	-	40	100
53 . 1701	SUPPLIES OTHER THAN OFFICE	-	670	700
53 . 1705	BANK CHARGES	-	658	600
		$ 8,221	$ 34,338	$ 33,700

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	Leisure Services			
DEPARTMENT:	Marina	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	560.61490.	09/30/11	09/30/12	2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1306	PURCHASE / RENOVATE BUILDINGS	$ -	$ -	$ -
54 . 1307	GAAP ADJUSTMENT-PURCH BUILDINGS	-	-	-
54 . 1402	GAAP ADJUSTMENT-PURCH INFRA	-	-	-
54 . 1404	INFRASTRUCTURE	-	-	-
54 . 2105	PURCHASE MACHINERY	-	-	-
54 . 2106	GAAP ADJUSTMENT-PURCH MACHINE	-	-	-
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2202	GAAP ADJUSTMENT-PURCH VEHICLES	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
54 . 2506	GAAP ADJ-PURCHASE OTHER EQUIP	-	-	-
		$ -	$ -	$ -
	56.0000 DEPRECIATION & AMORTIZATION			
56 . 1000	DEPRECIATION	$ 920	$ 132,503	$ 132,503
	57.0000 OTHER COSTS			
57 . 4000	BAD DEBTS	$ -	$ -	$ -
	58.0000 DEBT SERVICE			
58 . 1201	GMA LEASE PAYMENTS	$ -	$ -	$ -
58 . 1202	GAAP ADJ - LEASE PAYMENTS	-	-	-
58 . 1300	WACHOVIA NOTE PAYMENTS	-	-	-
58 . 1301	GAAP ADJ - WACHOVIA NOTE	-	-	-
58 . 2200	INTEREST	-	-	-
		$ -	$ -	$ -
	61.0000 OTHER FINANCING USES			
61 . 1005	FULL COST ALLOCATION	$ -	$ -	$ -
61 . 1006	IN LIEU OF PROPERTY TAX	-	-	-
61 . 1007	IN LIEU OF FRANCHISE TAX	-	-	-
		$ -	$ -	$ -
TOTALS		$ 12,306	$ 218,601	$ 226,321

CITY OF BAINBRIDGE, GA
SUMMARY - TELECOMMUNICATIONS
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
34.0000 CHARGES FOR SERVICES	$ 869,814	$ 862,560	$ 885,272
36.0000 INVESTMENT INCOME	763	1,100	1,300
38.0000 MISCELLANEOUS REVENUE	-	-	-
39.0000 OTHER FINANCING SOURCES	-	212,150	245,485
TOTAL TELECOMMUNICATION FUND REVENUE	$ 870,576	$ 1,075,810	$ 1,132,057
TELECOMMUNICATION FUND EXPENSES	1,006,171	1,075,810	1,132,057
REVENUE OVER EXPENDITURES	$ (135,595)	$ 0	$ 0

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET - REVENUES
2012-2013

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
	34.0000 CHARGES FOR SERVICES			
34 . 5610	INTERNET / TELECOM SALES	$ 869,814	$ 862,560	$ 885,272
		$ 869,814	$ 862,560	$ 885,272
	36.0000 INVESTMENT INCOME			
36 . 1000	INTEREST REVENUE	$ 763	$ 1,100	$ 1,300
		$ 763	$ 1,100	$ 1,300
	38.0000 MISCELLANEOUS REVENUE			
38 . 3000	REIMBURSEMENT - INSURANCE	$ -	$ -	$ -
38 . 9001	MISCELLANEOUS REVENUE	-	-	-
		$ -	$ -	$ -
	39.0000 OTHER FINANCING SOURCES			
39 . 1102	TECHNOLOGY FEE	$ -	$ 212,150	$ 245,485
39 . 2100	SALE OF FIXED ASSETS	-	-	-
		$ -	$ 212,150	$ 245,485
TOTAL TELECOMMUNICATIONS REVENUE		$ 870,576	$ 1,075,810	$ 1,132,057
EXPENSES:				
TELECOMMUNICATIONS		$ 1,006,171	$ 1,075,810	$ 1,132,057
TOTAL TELECOMMUNICATIONS FUND EXPENSES		$ 1,006,171	$ 1,075,810	$ 1,132,057
REVENUE OVER EXPENSES FOR THE TELECOMMUNICATIONS FUND		$ (135,595)	$ 0	$ 0

CITY OF BAINBRIDGE, GA
BUDGET ACCOUNT WORKSHEET - REVENUES
2012-2013

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
WORKSHEET TO SHOW THE NET EFFECT ON CASH			
REVENUE OVER EXPENSES FOR	(135,595)	0	0
LESS:			
BEGINNING DEBT	-	-	-
PURCHASE OF CAPITAL ASSETS	-	-	-
ADD BACK:			
ENDING DEBT	-	-	-
DEPRECIATION	-	-	-
NET EFFECT ON OPERATING CASH	$ (135,595)	$ 0	$ 0

APPROPRIATION DETAIL
2012-2013

DIVISION: TELECOMMUNICATIONS
DEPARTMENT:
FUND / DEPT #: 570.47500

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 56,463	$ 57,853	$ 70,399
52.0000 PURCHASE & CONTRACTED SERVICES	296,827	352,865	404,344
53.0000 SUPPLIES	2,594	11,875	7,925
54.0000 CAPITAL OUTLAYS	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	50,287	53,217	49,389
57.0000 OTHER COSTS	600,000	600,000	600,000
58.0000 DEBT SERVICE	-	-	-
61.0000 OTHER FINANCING USES	-	-	-
	$ 1,006,171	$ 1,075,810	$ 1,132,057

FUNCTION:

It is the responsibility of this division to collect user fees associated with internet / telecom services provided to the citizens.

PERSONNEL SCHEDULE
2012-2013

DIVISION: TELECOMMUNICATION
DEPARTMENT: TECHNOLOGY
FUND / DEPT #: 570.47500

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
SYSTEMS ADMINISTRATOR	19	1	1	1	$ 53,747
SICK LEAVE INCENTIVE BONUS					509
TOTALS		1	1	1	$ 54,256
FICA					4,112
INSURANCE					1,383
RETIREMENT					2,918
CLAIMS					7,730
TOTAL PERSONNEL SERVICES					$ 70,399

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	TELECOMMUNICATION			
DEPARTMENT:	TECHNOLOGY	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	570.47500	09/30/11	09/30/12	2012-2013
	51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS			
51 . 1100	PERSONAL SERVICES	$ 44,115	$ 44,456	$ 54,256
51 . 2200	EMPLOYER FICA TAX	3,345	3,401	4,112
51 . 2201	EMPLOYER INSURANCE CONTR.	906	1,358	1,383
51 . 2202	EMPLOYER RETIREMENT CONTR.	2,740	2,775	2,918
51 . 2205	CLAIMS PAID FOR EMPLOYEES	5,357	5,863	7,730
		$ 56,463	$ 57,853	$ 70,399
	52.0000 PURCHASE & CONTRACTED SERVICES			
52 . 1200	PROFESSIONAL SERVICES	$ 360	$ -	$ 1,000
52 . 2215	OUTSOURCED (NON-SHOP)	1,450	1,450	1,450
52 . 2216	COMP NET MAINT	30,989	30,808	30,000
52 . 2221	PARTS FROM SHOP	813	125	174
52 . 2222	LABOR FROM SHOP	338	50	161
52 . 2223	OVERHEAD ALLOCATION	247	6	-
52 . 3100	INSURANCE MEET DED	1,304	-	-
52 . 3101	INSURANCE	13,780	15,076	16,584
52 . 3204	INTERNET ACCESS	3,958	1,350	1,400
52 . 3600	MEMBERSHIP & DUES	459	1,000	1,000
52 . 3851	MAINT & SERVICE CONTRACT	243,128	303,000	352,575
		$ 296,827	$ 352,865	$ 404,344
	53.0000 SUPPLIES			
53 . 1101	PRINTING & SUPPLIES	$ 808	$ 800	$ 800
53 . 1210	WATER & SEWER	-	75	125
53 . 1220	NATURAL GAS	128	500	500
53 . 1230	ELECTRICITY	-	2,500	5,000
53 . 1592	INVENTORY VARIANCE	25	-	-
53 . 1701	SUPPLIES OTHER THAN OFFICE	1,633	8,000	1,500
		$ 2,594	$ 11,875	$ 7,925
	54.0000 CAPITAL OUTLAYS			
54 . 1401	PURCHASE INFRASTRUCTURE	49,077	45,000	45,000
54 . 1402	GAAP ADJ-PURCH INFRASTRUCTURE	(49,077)	(45,000)	(45,000)
54 . 2401	PURCHASE COMPUTER/EQUIPMENT	-	-	-
54 . 2402	GAAP ADJ-PURCHASE COMP/EQUIP	-	-	-
		$ -	$ -	$ -
	56.0000 DEPRECIATION & AMORTIZATION			
56 . 1000	DEPRECIATION	$ 50,287	$ 53,217	$ 49,389
		$ 50,287	$ 53,217	$ 49,389

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	TELECOMMUNICATION			
DEPARTMENT:	TECHNOLOGY	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	570.47500	09/30/11	09/30/12	2012-2013
	57.0000 OTHER COSTS			
57 . 1002	INTERGOV'T - GENERAL FUND	$ 600,000	$ 600,000	$ 600,000
57 . 1005	MISCELLANEOUS TRANSFERS	-	-	-
57 . 4000	BAD DEBTS	-	-	-
		$ 600,000	$ 600,000	$ 600,000
	58.0000 DEBT SERVICE			
58 . 1201	GMA LEASE PAYMENTS	$ -	$ -	$ -
58 . 1202	GAAP ADJ - LEASE PAYMENTS	-	-	-
58 . 1300	WACHOVIA NOTE PAYMENTS	-	-	-
58 . 1301	GAAP ADJ - WACHOVIA NOTE	-	-	-
58 . 2200	INTEREST	-	-	-
		$ -	$ -	$ -
	61.0000 OTHER FINANCING USES			
61 . 1005	FULL COST ALLOCATION	$ -	$ -	$ -
61 . 1006	IN LIEU OF PROPERTY TAX	-	-	-
61 . 1007	IN LIEU OF FRANCHISE TAX	-	-	-
		$ -	$ -	$ -
TOTALS		$ 1,006,171	$ 1,075,810	$ 1,132,057

INTERNAL SERVICE FUNDS

SUMMARY

	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:			
EMPLOYEE BENEFIT	$ 1,825,994	$ 2,403,057	$ 1,890,461
SHOP	709,143	646,700	684,752
TOTAL INTERNAL SERVICE FUND REVENUE	$ 2,535,137	$ 3,049,757	$ 2,575,213
AVAILABLE PRIOR YEARS' EQUITY	230,755	-	(9,951)
TOTAL FUNDS AVAILABLE	$ 2,765,892	$ 3,049,757	$ 2,565,262
EXPENDITURES:			
EMPLOYEE BENEFIT	$ 2,009,418	$ 2,413,008	$ 1,873,961
SHOP	709,143	646,700	684,752
TOTAL INTERNAL SERVICE FUND EXPENDITURES	$ 2,718,562	$ 3,059,708	$ 2,558,713
TOTAL AVAILABLE BALANCE -- END OF YEAR	$ 47,330	$ (9,951)	$ 6,549

INTERNAL SERVICE FUND
EMPLOYEE BENEFITS
FUND #600
REVENUE & EXPENDITURES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
PRIOR YEARS EQUITY		$ (230,755)	$ (414,180)	$ (424,131)
34.9901	PREMIUMS FROM EMPLOYER	$ 47,177	$ 213,230	$ 224,000
34.9902	PREMIUMS FROM EMPLOYEE	270,584	272,027	272,027
34.9903	PAYMENTS FROM REINSURER	87,823	-	125,221
34.9904	PAYMENTS FROM RETIREES	9,659	17,300	16,500
34.9905	CLAIMS FUNDING	1,401,367	1,900,000	1,252,213
34.9906	DENTAL PREMIUMS FROM EMPLOYEES	-	-	-
36.1000	INTEREST REVENUE	1,143	500	500
38.9001	MISC REV	8,241	-	-
	TOTAL REVENUE	$ 1,825,994	$ 2,403,057	$ 1,890,461
TOTAL AVAILABLE EQUITY		$ 1,595,239	$ 1,988,877	$ 1,466,330
EXPENDITURES:				
55.2101	UTILIZATION REVIEW	$ -	$ -	$ -
55.2200	MEDICAL CLAIMS	1,488,837	1,702,488	1,252,213
55.2201	PAID CLAIMS - RX DRUGS	-	177,673	-
55.2401	LIFE PREMIUM	10,956	12,107	12,107
55.2405	DENTAL CLAIMS AND ADMIN	57,775	47,090	55,251
55.2407	REINSURANCE PREMIUMS-SINGLE/FAMILY	446,008	473,650	554,390
55.2412	ADMINISTRATION FEE	5,843	-	-
	TOTAL EXPENDITURES	$ 2,009,418	$ 2,413,008	$ 1,873,961
TOTAL AVAILABLE EQUITY-END OF YEAR		$ (414,180)	$ (424,131)	$ (407,631)

INTERNAL SERVICE FUND
PUBLIC WORKS - SHOP
FUND #605
REVENUE & EXPENDITURES

		ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
REVENUE:				
34.1751	PARTS	$ 292,786	$ 287,842	$ 355,548
34.1752	LABOR	294,728	278,220	329,204
34.1753	OVERHEAD	121,427	80,638	-
36.1000	INTEREST REVENUE	-	-	-
34.1754	MISCELLANEOUS	-	-	-
39.2100	GAIN/LOSS ON SALE OF F/A	203	-	-
	TOTAL REVENUE	$ 709,143	$ 646,700	$ 684,752
EXPENDITURES:				
SHOP EXPENDITURES		$ 709,143	$ 646,700	$ 684,752
		$ -	$ -	$ 0

APPROPRIATION DETAIL
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: PUBLIC WORKS - SHOP
FUND / DEPT #: 605.49000

EXPENDITURE CLASSIFICATION	ACTUAL 09/30/11	PRIOR YEAR 09/30/12	PROPOSED 2012-2013
51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS	$ 318,924	$ 296,244	$ 329,204
52.0000 PURCHASE & CONTRACTED SERVICES	35,695	27,399	28,160
53.0000 SUPPLIES	346,517	316,873	321,204
54.0000 CAPITAL OUTLAYS	-	-	-
56.0000 DEPRECIATION & AMORTIZATION	8,007	6,184	6,184
	$ 709,143	$ 646,700	$ 684,752

FUNCTION:

This department maintains the various items of equipment operated by all departments from lawn mowers to bulldozers. The Shop is operated so that all costs will be charged out to the various operating departments.

PROGRAMS FOR FISCAL YEAR:

See Capital Outlay.

PERSONNEL SCHEDULE
2012-2013

DIVISION: PUBLIC SERVICES
DEPARTMENT: PUBLIC WORKS - SHOP
FUND / DEPT #: 605.49000

POSITION TITLE	PAY CLASS	NUMBER OF POSITIONS CURRENT BUDGET	CURRENT ACTUAL	PROPOSED	AMOUNT
PUBLIC WORKS DIRECTOR	22	0	0.33	0.33	$ 23,546
SENIOR MECHANIC	16	1	1	1	39,978
MECHANIC II	14	3	3	3	102,856
ADMINISTRATIVE ASSISTANT	12	1	1	1	37,149
MECHANIC ASSISTANT	11	1	1	1	28,288
SICK LEAVE INCENTIVE BONUS					3,458
TOTALS		6	6.33	6.33	$ 235,274
FICA					17,734
INSURANCE					8,759
RETIREMENT					18,480
CLAIMS					48,957
TOTAL PERSONNEL SERVICES					$ 329,204

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	PUBLIC SERVICES			
DEPARTMENT:	PUBLIC WORKS - SHOP	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	605.49000	09/30/11	09/30/12	2012-2013

51.0000 PERSONAL SERVICES & EMPLOYEE BENEFITS

51 . 1100	PERSONAL SERVICES	$ 238,733	$ 216,384	$ 235,274
51 . 1300	OVERTIME PAY	-	-	-
51 . 2200	EMPLOYER FICA TAX	17,171	16,553	17,734
51 . 2201	EMPLOYER INSURANCE CONTR.	6,340	8,601	8,759
51 . 2202	EMPLOYER RETIREMENT CONTR.	19,181	17,575	18,480
51 . 2205	CLAIMS PAID FOR EMPLOYEES	37,499	37,132	48,957
		$ 318,924	$ 296,244	$ 329,204

52.0000 PURCHASE & CONTRACTED SERVICES

52 . 1200	PROFESSIONAL SERVICES	$ 86	$ 75	$ 75
52 . 2111	WASTE DISPOSAL	919	500	700
52 . 2211	ORDINARY MACH & EQUIP	33	200	300
52 . 2215	OUTSOURCED (NON-SHOP)	5,847	4,500	4,500
52 . 2216	COMPUTER NETWORK MAINT	-	-	-
52 . 2221	PARTS FROM SHOP	142	100	100
52 . 2222	LABOR FROM SHOP	11,340	8,000	8,000
52 . 2223	OVERHEAD ALOCATION	-	-	-
52 . 3100	INSURANCE - MEET DEDUCTIBLE	1,971	198	-
52 . 3101	INSURANCE	9,618	8,696	9,565
52 . 3200	TELEPHONE	2,766	2,400	2,120
52 . 3300	PUBLIC NOTICES	-	-	-
52 . 3500	TRAVEL & CONFERENCE	189	30	100
52 . 3700	EMPLOYEE TRAINING	-	-	-
52 . 3850	CONTRACT LABOR	725	700	700
52 . 3851	MAINT & SERVICE CONTRACT	2,060	2,000	2,000
		$ 35,695	$ 27,399	$ 28,160

53.0000 SUPPLIES

53 . 1101	PRINTING & SUPPLIES	$ 276	$ 340	$ 350
53 . 1102	JANITORIAL SUPPLIES	902	900	900
53 . 1104	BUILDING MAINTENANCE	896	1,100	1,000
53 . 1210	WATER	1,221	1,000	1,100
53 . 1220	NATURAL GAS HEAT & COOL	12,612	7,000	8,000
53 . 1230	ELECTRICITY	19,711	17,000	18,000
53 . 1591	PARTS & SUPPLIES	297,493	266,533	268,354
53 . 1592	INVENTORY VARIANCE	(6,356)	7,000	7,000
53 . 1595	OBSOLETE-DAMAGED INVENTORY	488	-	-
53 . 1600	SMALL TOOLS	8,993	6,000	6,500
53 . 1701	SUPPLIES OTHER THAN OFFICE	10,281	10,000	10,000
		$ 346,517	$ 316,873	$ 321,204

BUDGET ACCOUNT WORKSHEET
2012-2013

DIVISION:	PUBLIC SERVICES			
DEPARTMENT:	PUBLIC WORKS - SHOP	ACTUAL	PRIOR YEAR	PROPOSED
FUND / DEPT #:	605.49000	09/30/11	09/30/12	2012-2013
	54.0000 CAPITAL OUTLAYS			
54 . 1201	PURCHASE IMPROVEMENTS	$ -	$ -	$ -
54 . 1202	GAAP ADJ -IMPROVEMENTS	-	-	-
54 . 2105	PURCHASE MACHINERY	-	-	-
54 . 2104	GAAP ADJUSTMENT	-	-	-
54 . 2201	PURCHASE VEHICLES	-	-	-
54 . 2202	GAAP ADJ -VEHICLES	-	-	-
54 . 2401	PURCHASE COMPUTERS & EQUIPMENT	-	-	-
54 . 2505	PURCHASE OTHER EQUIPMENT	-	-	-
54 . 2506	GAAP ADJUSTMENT	-	-	-
54 . 1306	PURCHASE / RENOVATE BUILDING	-	-	-
54 . 1307	GAAP ADJUSTMENT	-	-	-
		$ -	$ -	$ -
	56.0000 DEPRECIATION & AMORTIZATION			
56 . 1000	DEPRECIATION	$ 8,007	$ 6,184	$ 6,184
TOTALS		$ 709,143	$ 646,700	$ 684,752

APPENDIX

EXPLANATION OF EXPENDITURE CLASSIFICATION CODES

51. PERSONAL SERVICES

This code will include all salaries, wages, and fringe benefits.

52. PURCHASED/CONTRACT SERV

This code will include services which are normally contracted, such as postage, freight, membership dues, rent, program contracts, professional services, waste disposal, repairs and maintenance, insurance, communications, travel and conference, employee training, contract mowing, contract labor, and other such expenditures where the service is contracted.

53. SUPPLIES

This code will include all expenditures for printing and printing supplies, office supplies, janitorial supplies, small tools, energy/utilities, inventory for resale and other such expenditures where the item will be consumed in the ordinary course of city business.

54. CAPITAL OUTLAY

Expenditures are budgeted under this code for all items of a capital nature which are proposed to be purchased, such as land, site improvements, buildings, infrastructure, machinery, vehicles, furniture and fixtures, computers, and other equipment which has a value of more than $5000 and a life expectancy of more than one year.

55. INTERFUND/INTERDEPT CRG

All inter-fund and inter-department charges will be expended through this code.

56. DEPRECIATION

This code will be used for all depreciation of fixed assets. This will be the periodic cost expiration of capital assets.

57. OTHER COSTS

Other costs, such as inter-governmental expenditures, payments to other agencies/individuals, bad debts, losses on the disposition of assets, and contingencies, will use this code.

58. DEBT SERVICE

This code will account for the principal and interest portions of bonds, capital leases, and other debt.

61. OTHER FINANCING USES

Inter-fund transfers out, residual equity transfers, and bond discounts will use this code.

2012-2013 PROPOSED CAPITAL OUTLAY

DIVISION DEPARTMENT ACCOUNT	ITEM	ITEM AMOUNT	TOTAL
COUNCIL & APPOINTMENTS			
CITY MANAGER	CAR	32,000	
TOTAL COUNCIL & APPOINTMENTS			**$ 32,000**
GENERAL ADMINISTRATION			
TOTAL GENERAL ADMINISTRATION			**$ -**
PUBLIC SAFETY			
SERVICES	VEHICLES	425,444	
TOTAL PUBLIC SAFETY SPLOST V			**$ 425,444**
PUBLIC WORKS			
STREETS	LAWNMOWER	14,000	
TOTAL PUBLIC WORKS			**$ 14,000**
LEISURE SERVICES			
TOTAL LEISURE SERVICES			**$ -**

2012-2013 PROPOSED CAPITAL OUTLAY

DIVISION / DEPARTMENT / ACCOUNT	ITEM	ITEM AMOUNT	TOTAL
UTILITIES			
WATER & SEWER - METERS			
WATER & SEWER - SEWAGE PLANT			
WATER & SEWER - DIST. & COLLECTION			
	Vehicle	50,000	
	Equipment	20,000	
TOTAL WATER & SEWER DIST. & COLLECTION			**70,000**
NATURAL GAS	ODORIZATION STATIONS	60,000	**60,000**
TOTAL UTILITIES			**$ 130,000**
SANITATION			
	GARBAGE TRUCK	160,000	
	TRANSFER STATION	200,000	
TOTAL SANITATION			**$ 360,000**
TELECOMMUNICATIONS			
	INFRASTRUCTURE	45,000	
TOTAL TELECOMMUNICATIONS			**$ 45,000**
CITY WIDE CAPITAL OUTLAY FOR 2012-2013			**$ 1,006,444**

RECAPITULATION

GENERAL FUND TOTAL	**$ 46,000**
INTERNAL SERVICE FUND TOTAL	**-**
WATER & SEWER TOTAL	**70,000**
GAS TOTAL	**60,000**
SOLID WASTE	**360,000**
TELECOMMUNICATIONS	**45,000**
SPLOST V TOTAL	**425,444**
CITY WIDE CAPITAL OUTLAY FOR 2012-2013	**$ 1,006,444**

FISCAL YEAR 2013 CITY COUNCIL PRIORITIES

- **Economic Development**
- **Blight and Public Housing**
- **Improvement of Streets**
- **New Job Growth**
- **Telling the City's Story**
- **Beautification**
- **Reduction of Crime / Drug Problem**
- **Pursuit of Excellence**
- **Employee Wellness Program**
- **Playground Improvements**
- **Employee Career track**



Bainbridge, a vibrant, historic, waterfront community embracing its abundance of natural resources, providing for quality growth, security and sustainability

We will realize our vision by achieving the following:

SAFE AND SECURE COMMUNITY

Provide a professional, efficient, public safety presence while encouraging excellent medical and educational systems

TRANSPORTATION

Create a multi-modal transportation infrastructure which connects the river and downtown to public spaces, businesses, neighborhoods and beyond

INFRASTRUCTURE

Insure modern infrastructure is in place to facilitate sustainable residential, commercial and industrial growth and development

DOWNTOWN

Apply progressive thinking and investment to create a downtown that is an attractive destination for shopping, living and celebrating community.

ENVIRONMENT

Emphasize, market and preserve our abundant natural and historic resources while fostering the development of recreation and green spaces

GROWTH AND DEVELOPMENT

Commit to quality long term growth while encouraging infill development and aggressively market the abundance of water for business and industry

RECREATION

Offer leisure services, programs and facilities which provide for the needs and well-being of citizens and visitors while promoting economic opportunities