FY2022 Adopted Budget

CITY OF GARDEN CITY, GEORGIA



CITY OF GARDEN CITY

INCORPORATED 1939

GARDEN CITY

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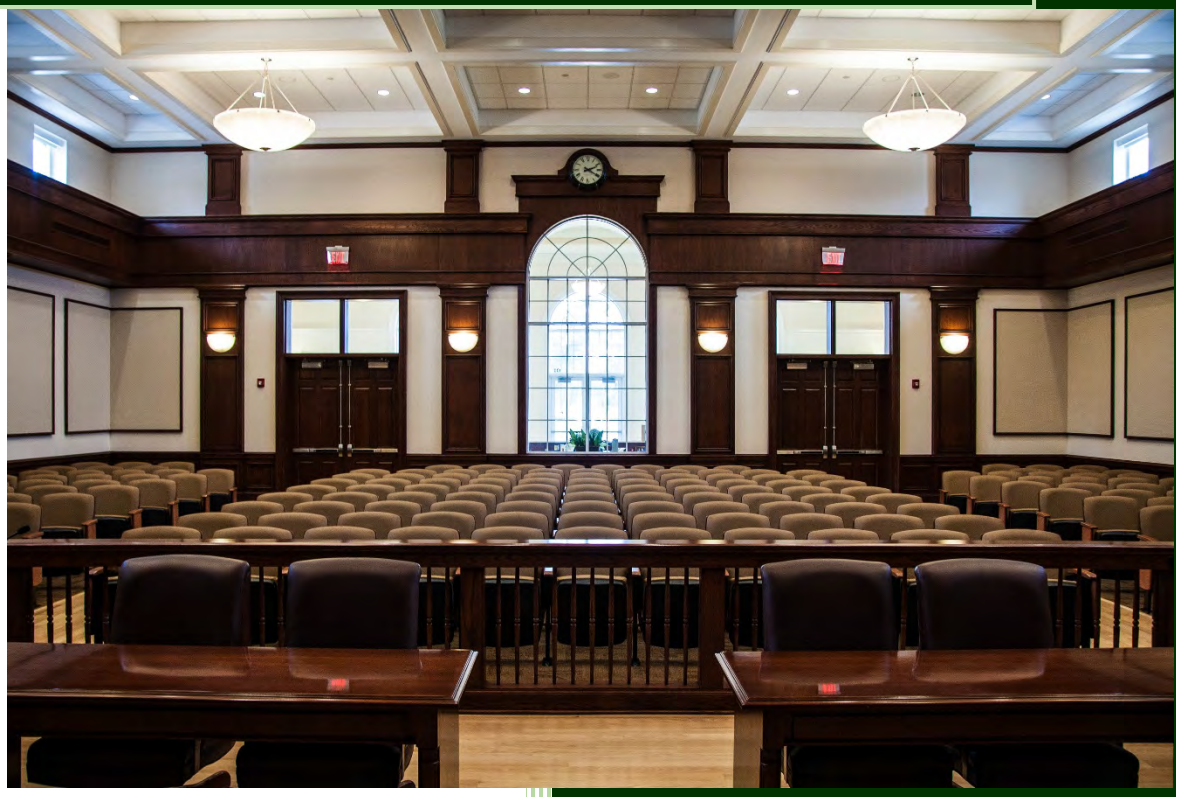
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FY2022 Adopted Budget

INTRODUCTION



CITY OF GARDEN CITY

INCORPORATED 1939

Mayor and City Council

Garden City's government consist of seven members. The Mayor and Mayor Pro-tem are elected at-large on a non-partisan basis, while the other five (5) Councilmembers are elected by districts. The terms are staggered with positions ending for three members at one time and four members the next. City Council elections are part of the general election held in odd-numbered years.



Don Bethune
Mayor



Bruce Campbell
Council At Large



Marcia Daniel
District 001



Debbie Ruiz
District 002



Natalyn Morris
District 003



Richard Lassiter, Jr.
District 004



Kimberly Tice
District 005

Appointed Officials and Department Directors

City Manager (Interim)
Scott Robider

City Attorney
James Gerard

Finance Director / City Clerk
Rhonda Ferrell-Bowles

Fire Chief (Interim)
Michelle Johnson

Human Resources Director
Pam Sweeney

Information Technology Director
Ben Brengman

Parks & Recreation Director
Cliff Ducey

Planning, Zoning & Building Director (Interim)
Scott Robider

Police Chief
Gilbert Ballard

Public Works Director
Jon Bayer

GARDEN CITY

Our Vision

"A growing, prosperous community with a diverse population, offering a balance range of residential settings and a thriving business community set on continually improving the community's quality of life."

We are committed to achieving this vision through:

- Balanced growth guided by planning and management
- A strong infrastructure that anticipates the needs of growth
- Excellent public safety services
- Wide-ranging recreational and green space resources
- Environmental stewardship to create a balance between built and natural systems

Our vision addresses the community's desire to maintain a community-oriented feel with commercial, employment, and economic development opportunities.



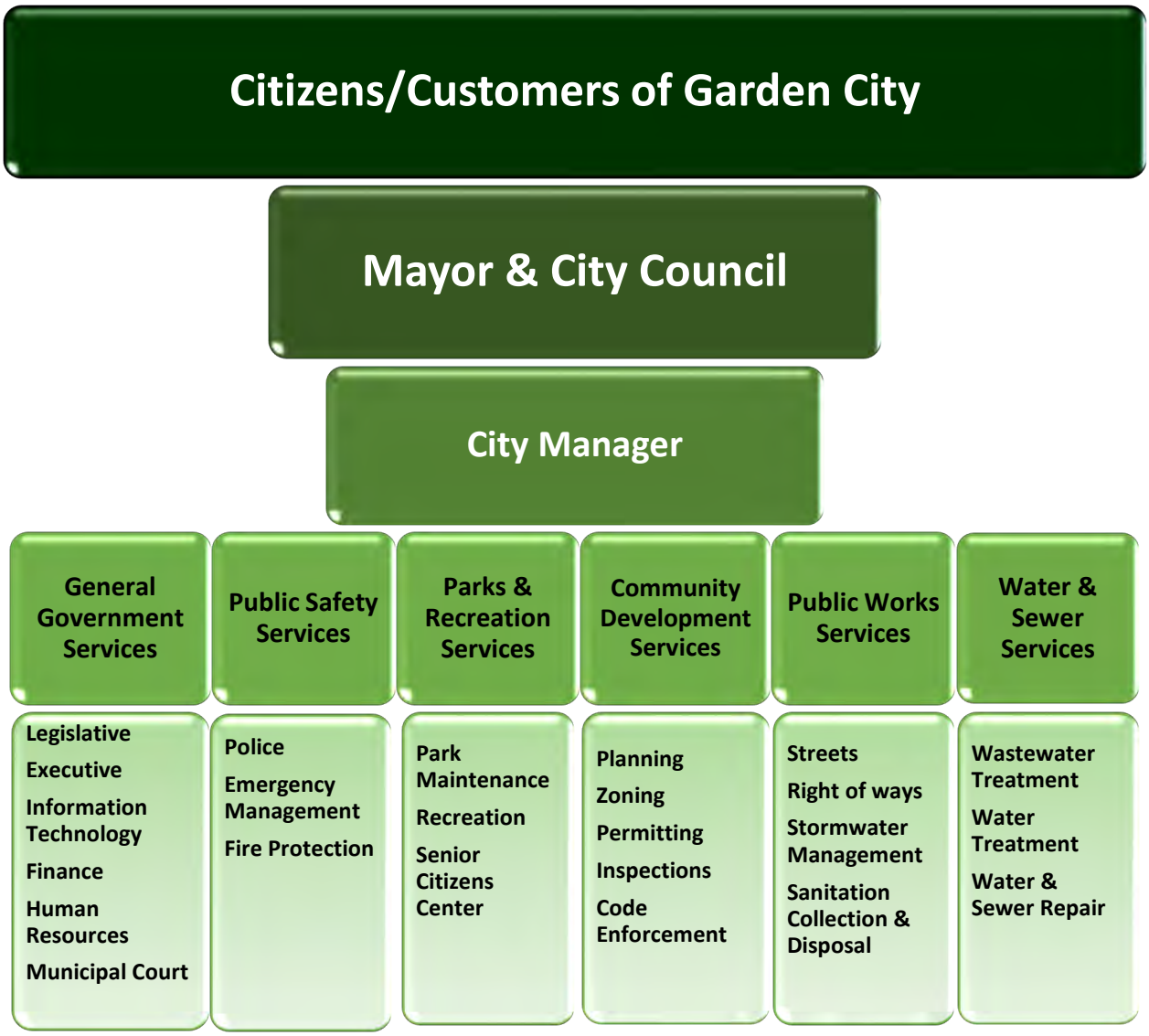
Volunteer Park



Our City At-A-Glance

General Data	
Date of Incorporation	1939
Population (2020 Census)	10,289
Form of Government	Council-Manager
Next Election	November 2023
Registered Voters	Approx. 5,000
Area of City (square miles)	15
Population (per square miles)	685.9
Demographics	
Median Age	32.5
Median Household Income	$46,772
Per Capita Income (in past 12 months)	$23,071
Median Housing Value	$121,700
Average Household Size	2.76
Environment & Utilities	
Miles of Water Mains	40
Daily Avg. Water Consumption	1.0 million gal
Max Daily Water Capacity	1.3 million gal
Miles of Sanitary Sewers	48
Max Daily Treatment Capacity	2.0 million gal
Miles of Streets	45
Ditch Maintenance	26.212 linear ft.
Public Safety	
Number of Police Stations	1
Police Department Re-accreditation	2019
Number of Fire Stations	2
ISO Fire Classification	3
Parks & Recreation	
Community Centers	3
Parks	4
Swimming Pools	1
Football Stadiums	1
Baseball/Softball Fields	5

Organizational Chart by Function



Fiscal Year 2022 Annual Budget Introductory

We are pleased to present the Adopted Fiscal Year 2022 Budget for the City of Garden City, Georgia. The budget sets the financial course for the City and defines the priorities of services provided to the community. It is the culmination of months of efforts by City Staff and City Council to balance available resources and provide high-quality services to the Garden City.

The City's 2022 fiscal year covers the period from January 1, 2022 through December 31, 2022. The total Adopted Budget for fiscal year 2022 is $23,924,100. This is the total expense for all funds (i.e., General Fund, Enterprise Funds, SPLOST Fund and Special Revenue Funds). This represents an increase of $250,335 or 1% from the 2021 Adopted Budget. The increase is mostly attributed to investing in the City's infrastructure and facilities.

In developing the Fiscal Year Budget for 2022, City Staff and City Council remained sensitive to the uncertainty of these times as we continue to face the challenges of the COVID-19 pandemic. These challenges will require some flexibility as we enter a new fiscal year with continuing uncertainties due to the pandemic. However, the City of Garden City is well-positioned to weather these unusual times thanks to a legacy of careful planning, organizational efficiency, and conservative fiscal decisions which have shaped our community throughout the years.

We have seen recovery from the pandemic begin, with increased traffic again to our local business community and workplaces returning to in-person operations. With continued recovery from COVID-19, staff projects some major revenue sources (i.e., sales use taxes, building permits, etc.) to continue to increase in 2022 as economic activity continues to recover from the pandemic.

The City's Fiscal Year 2022 Budget includes 119 full-time employee positions to meet the daily needs of our citizens and visitors. The operating expense increases built into the fiscal year 2022 budget are required to maintain operations and service delivery to the community. The Fiscal Year 2022 Budget includes a capital investment plan of $3,850,240 in total expenses.

In closing, the progress we make as a community is only possible through great teamwork and collaboration, both from within our organization and throughout the greater community. The City will continue to make progress and govern responsibly by maintaining focus on financial stability as we continue to address the challenges and opportunities presented for local governments in fiscal year 2022.

Guide to Understanding the Budget

Budget Objective

The City of Garden City's budget is produced in conformance with guidelines developed for use by local governments and is intended to ensure proficiency in four major categories as follows:

- The budget serves as a policy document for elected officials and administration to convey how the organization will operate, and what process will be used to adopt the annual budget.
- The budget serves as an operations guide to the departments that receive funding through the budget. That includes identifying the resources (dollars and staffing) to be provided and the objective to be met.
- The budget serves as a financial plan, divulging all sources of funding. The budget shows data for multiple years for comparison.
- The budget serves as a communications device to convey essential information to the diverse groups who use budget information – elected officials, the public, the news media, bond rating agencies and investors. This purpose is served through a variety of devices: charts and tables, summaries, assumptions, trends, etc.

Budget Strategy – Key Budget Principles

- **Adopted a Sustainable Budget**
  - Make our budgetary process transparent, simple, and accessible to everyone.
  - Protect and strengthen core services, as well as identify strategic investments.
  - Build and maintain reserves so that we can continue services when times are bad.
  - Continue to manage our debt level responsibly.
  - Use recurring revenues for recurring costs or for one-time expenses.
  - Ensure all resources are used responsibly and effectively.
  - Think long-term.

Guide to Reading the Budget

The City of Garden City's Budget document is designed to facilitate understanding of the City's financial plan to provide municipal services during the next year. The Budget indicates how departments and funds are organized to provide services to the citizens of Garden City and visitors to the community. Approved fiscal year funding information and appropriations are summarized in the Fund Summaries, Personnel Summary and Function / Departmental Summaries. The Budget document is divided into nine (9) sections as follows.

(1) Introduction: This section contains general information, budget control guidelines, and budget process.

(2) Personnel Summary: This section includes personnel highlights and a Citywide staffing level summary of budgeted full-time equivalent (FTE) positions.

(3) Fund Summaries: This section includes an overview of the fund structure, primary sources of revenues across all funds and associated operating and capital expenditures.

(4) General Government Function: This section includes the budget summaries for the City's General Government Departments: Legislative, Executive, Information Technology, Finance, Human Resources and Municipal Court.

(5) Public Safety Function: This section includes the budget summaries for the City's Public Safety Departments: Police, Emergency Management and Fire.

(6) Parks & Recreation Function: This section includes the budget summaries for the Parks and Recreation Department and the Senior Citizens Center.

(7) Community Development Function: This section includes the budget summary for the Planning, Zoning and Building Department.

(8) Public Works Function: This section includes the budget summaries for the divisions of the Public Works Department: Streets and Right-of-ways, Stormwater Management and Sanitation.

(9) Water & Sewer Operations Function: This section includes the budget summaries for the divisions of the Water/Sewer Operations Department: Wastewater Treatment, Water Treatment, and Water/Sewer Distribution, Billing and Repair.

City's Annual Budget Process

The budget process for the city involves teamwork and cooperation among many groups and individuals within the City, including citizens, the City Council, and city leadership. The City's annual operating and capital budgets are prepared on a calendar year basis. Six distinct stages make up the City's annual budget cycle:

(1) Budget Planning: Goals and priorities are reviewed and guidance received from City Council on what priorities to focus on developing the annual budget for the upcoming fiscal year.

(2) Budget Development & Preparation: This stage occurs when Department Heads and key staff members develop and submit their budget requests to the Finance Director. The Finance Director balances the projected revenues and projected expenses and prepares the recommended budget for review and consideration by the City Manager and City Council. The recommended budget is presented to the City Council in September.

(3) City Council Budget Work Sessions & Public Commentary: The Review and Commentary stage occurs when the City Council reviews the recommended budget, seeks input from the public, and makes budget adjustments to the proposed budget. City Council budget works sessions are held during the months of September and October. The City Manager presents the proposed annual budget for public hearing at a regularly scheduled council meeting in November.

(4) Budget Adoption & Implementation: This stage occurs when the City Council takes action to adopt the annual budget at a regularly scheduled council meeting in November or December. The Implementation stage occurs when services financed by the adopted annual budget are carried out. The budget year is on a calendar year, January 1st through December 31st.

(5) Budget Monitoring: The Monitoring stage occurs throughout the year. Staff continually reviews key financial information and performance data. The City Council, City Manager, and Department Heads receive monthly detailed budget reports for monitoring revenues and expenses to budget estimates. The City Council, City Manager, and staff regularly re-evaluate City priorities throughout the year in order to more quickly identify potential financial issues based on performance data.

(6) Evaluation: The Evaluation stage occurs when audits are conducted and annual financial statements comparing actual revenues and expenses to budget estimates are produced. An independent auditor conducts the City's annual audit process during the month of April/May. The independent auditor presents the City's annual audit to the Mayor and City Council for review and comment during the month of May. The City's annual audit is submitted to the Department of Accounts & Audits in June for review and comment.



FY2022 Annual Budget Calendar of Events

SCHEDULE	ACTIVITY
July 19 **Pre-Agenda Session** ***Annual Budget Kick Off***	• 2021 Mid-Year Financial / Budget Amendment Report
Week of July 20	• Annual Budget packages disseminated to Department Heads.
August 13 ***Dept. Budget Proposals Due to Finance Director***	• Annual Departmental FY2022 Budget proposals due to Finance Director.
August 14 – Sept. 19	• Development and preparation of the Recommended Annual Operating & Capital Budget Document.
September 20 **Pre-Agenda Session** ***Recommended Annual Budget Submitted to City Council***	• Submittal of the Recommended Annual Operating & Capital Budget to City Council for review.
October 4 ***City Council FY2022 Budget Retreat***	• City Council's Annual Budget Review & Deliberation Sessions o Provides for the review and deliberation of recommended operating and capital budgets for the upcoming fiscal year.
October 11 ***City Council FY2021 Budget Workshop***	• Provides for City Council's final review and deliberation of recommended operating and capital budgets for the upcoming fiscal year.
October 5 – 30 ***Annual Budget Ad (Public Notice)***	• Preparation of proposed FY2022 Budget for public review and public hearing presentation. • Publication of proposed FY2022 Budget notice/ad for Public Hearing & Adoption
November 1 ***Proposed Budget Public Hearing/Presentation*** **City Council Meeting**	• Public Hearing - Presentation of the proposed FY2022 Annual Operating & Capital Budget for public comment.
November 15 ***Proposed Budget Adoption*** **City Council Meeting**	• Adoption – Action by City Council to adopt the proposed FY2022 Operating & Capital Budget.
January 1, 2022	• **FY2022 Adopted Operating & Capital Budget effective 1/1/22.**

Budget Control Guidelines

Budget Control Guidelines & Monitoring

It is the responsibility of each department head to control expenditures and expend funds only for items that are budgeted. Expenditures should not exceed the appropriation authorized by the budget. No increase in the overall budget for any one department shall be made without the approval of the Mayor and Council.

Expenditure Control

An operational control of departmental budgets is maintained by a preliminary check of funds availability on an object classification basis. Each department is responsible for ensuring funds are available within the object classification before the issuance of requisitions and purchase orders. In the event of insufficient funds within a department, additional information must be submitted to justify the purchase after which a budget amendment will be done. Budgetary control is established at the department level, not by individual line items within the department.

Purchasing

Procurement of goods and services by the City are made in accordance with the purchasing policy. The policy describes the accepted methods for source selection including professional services, construction, and emergency purchases.

All purchases shall be based on an approved budget for which funds have been allocated. Emergency purchases may be authorized by the City Manager. Any purchase made under these conditions for which funds have not been budgeted shall be presented to the Mayor and Council for approval at the next scheduled meeting.

The intent of the City's purchasing policy is to provide for the fair and equitable treatment of all persons involved in public purchasing by the City, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity.

Debt

The City will pay for all capital projects and capital improvements with pay as you go financing, using current revenues when possible. If a project or improvement cannot be financed with current revenues, long-term debt might be recommended.

Budget Control Guidelines

(Continued)

Capital Improvement

The City prepares annually a Capital Improvements Program (CIP), which provides for the orderly maintenance, replacement and expansion of capital needs. The CIP will identify long-range capital projects and capital improvements of all types that will be coordinated with the annual operating budget to maintain full utilization of available resources. Additionally, the City will seek federal, state and other funding to assist in financing capital projects and capital improvements.

A capital outlay is defined as an item that costs at least $10,000 or infrastructure improvements costing at least $50,000 and that have an "economic useful life" of one year or more.

Investment

The City adheres to treasury management practices permitted by state statutes and adopted investment policies. Recognizing that deposit and investment transactions are subject to a variety of risks, the City seeks to promote the safety of principal, provide adequate liquidity for operational needs, earn market rates of return on investments consistent with liquidity needs and investment quality, and conform to legal requirements. The City, subsequently, limits its investments to the types of securities provided by state statutes, considering first the probable safety of capital and then the probable income to be derived.

Budget Adjustments/Amendments

From time to time it becomes necessary to modify the adopted budget. Any change that needs to be made to the budget must be presented to and approved by the Mayor and Council. There are different scenarios which require amendment of the budget. One type of change (budget adjustment) is when the "bottom line" total for a department or fund does not change the approved budget. The second type of change is a budget amendment that alters the total appropriation for a department or fund. The City Charter permits the Mayor and Council to make changes in the appropriations contained in the current budget. Circumstances requiring an amendment include but are not limited to:

- Approval of new expenditure
- Transfer from one line item to another within a department
- Appropriation of additional funding if expenditures are projected to exceed budgeted amounts; or
- The re-appropriation of monies from one department to another when deemed necessary.

Budgets and Budgetary Accounting

Annual budgets are adopted for the General Fund, Special Revenue Funds, Special Local Options Sales Tax Fund, and the Proprietary Funds. These budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Refer to "Fund Summaries" for additional details.

FY2022 Adopted Budget

PERSONNEL SUMMARY



CITY OF GARDEN CITY

INCORPORATED 1939

Personnel Summary

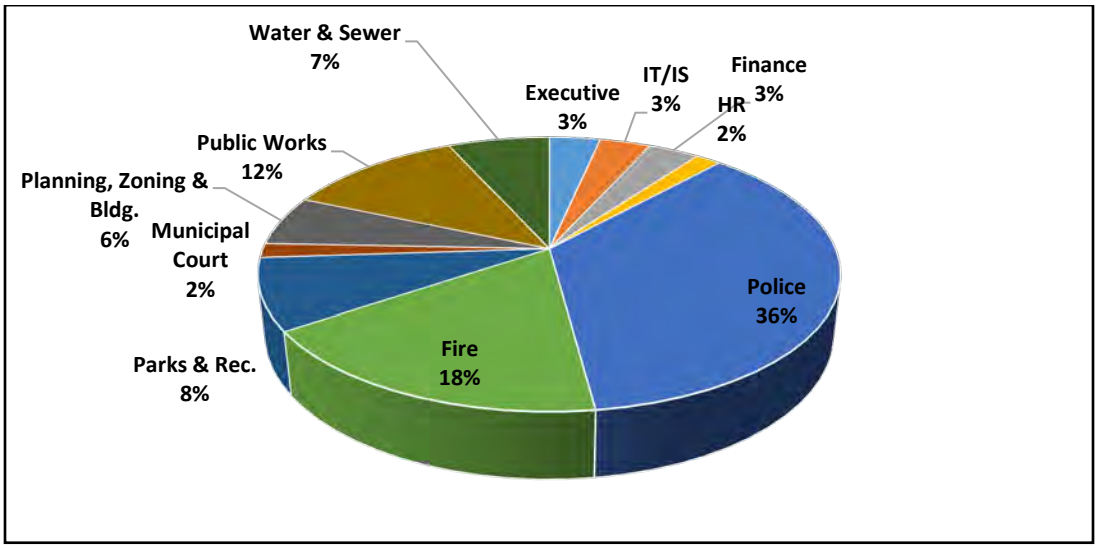
The City of Garden City is committed to a level of excellence in the quality and delivery of all programs and services. In the FY2022 budget, 119 full-time employees (FTEs) are approved to meet the daily needs of our citizens and visitors. These employees preserve our public safety, ensure our water is clean and available upon demand, preserve our economic well-being by attracting businesses and supporting commerce, maintain our streets and other infrastructure, protect our homes and businesses, provide our youth and seniors with quality programs, and handle the numerous daily duties necessary in the delivery of services to its citizens.

Full-time Employee (FTE) Budgeted Positions

Full-Time Employee (FTE) Positions Service Function / Department	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
General Government				
Executive	3	3	3	4
Finance	6	6	4	4
Information Technology	2	2	2	4
Human Resources	1	1	2	2
Municipal Court	2	2	2	2
General Government FTE Positions	**14**	**14**	**13**	**16**
Parks & Recreation				
Parks & Recreation (Includes Senior Center)	8	8	8	10
Culture & Recreation FTE Positions	**8**	**8**	**8**	**10**
Community Development				
Planning, Zoning & Building	4	4	6	7
Community Development FTE Positions	**4**	**4**	**6**	**7**
Public Safety				
Police Protection	46	45	44	43
Fire Protection	18	19	21	21
Public Safety FTE Positions	**64**	**64**	**65**	**64**
Public Works				
Public Works (Includes Stormwater)	12	14	14	14
Fleet Maintenance (Vehicle Service Center Eliminated)	2	-	-	-
	14	**14**	**14**	**14**
Water & Sewer Operations				
Water & Sewer Distribution, Billing & Repairs	8	8	8	8
Public Works & Utilities FTE Positions	**8**	**8**	**8**	**8**
Total FTE Positions	**112**	**112**	**114**	**119**

Personnel Summary

FY2022 Full-time Personnel by Department



Highlights

Over half of the employees of the City provide direct service to the citizens of Garden City. As shown in the chart above, the Police Department makes up 36% of the total workforce. Fire Department employees are the next largest portion of the City's workforce with 18%.

In FY2022, there are five (5) new positions included in the FY2022 budget. These include an Executive Administrative Assistant for the executive department; a Facility Maintenance Coordinator for the city hall; a Receptionist for the city hall; a second Code Enforcement Officer for the planning, zoning and building Department; and a Groundskeeper for the recreation department. The City contracts out its Solid Waste (Sanitation), Wastewater and Water Treatment functions. There are no city personnel in those functions.

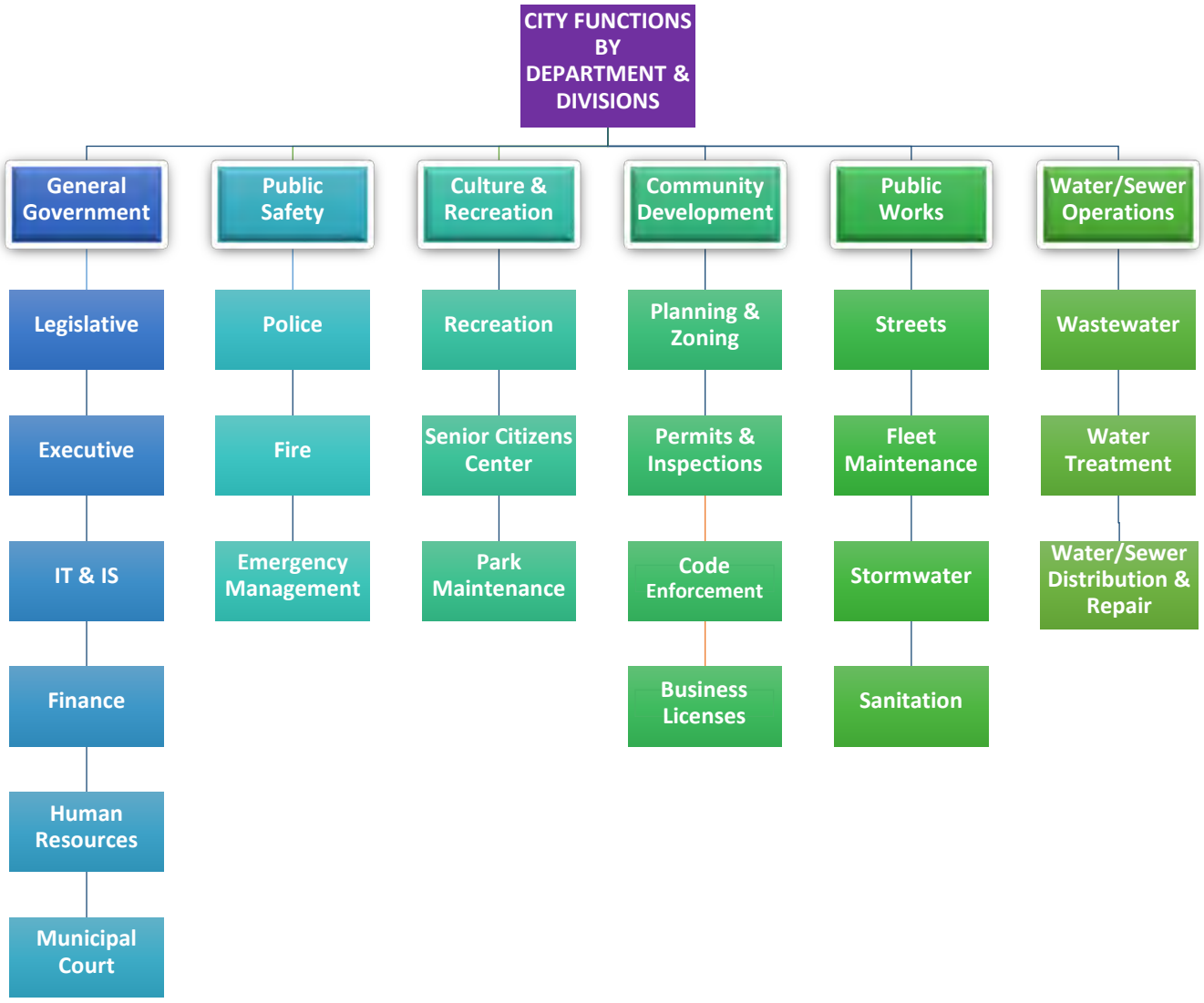
The FY2022 budget for Personnel Services funds the salary and fringe benefits package offered to all employees. The recommended compensation plan for FY2022 includes a combination of the following proposed annual salary adjustments and retention pay incentives for eligible employees:

- A one-time longevity retention incentive payment to employees who are on payroll as of March 31, 2021, based on their years of service with the city.
- A two percent (2%) cost-of-living adjustment (COLA) along with a merit increase of up to 3% based upon an employee's annual performance evaluation (effective August 1, 2022).
- An annual PTO Sell Back Program to allow all eligible full-time employees to sell back one (1) standard workweek in December, so long as one (1) workweek of accrued PTO remains for the benefit of the employee.

Personnel Summary

City Functions

The City groups the various services provided by its employees into five functional areas: General Government, Public Safety, Culture and Recreation, Housing and Development, Public Works and Utility Services. Each of these areas includes departments and/or divisions as needed to provide the necessary supervisory support in the development and delivery of related programs and services.



Personnel Summary

The following tables includes the City's budgeted full-time employee (FTE) positions by fund and department.

General Fund Budgeted FTE Positions

Executive	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
City Manager	1	1	1	1	Exempt
Assistant City Manager / City Marshal	0	1	1	1	Exempt
City Clerk / Finance Director	1	1	1	1	Exempt
Special Projects Coordinator	1	0	0	0	Exempt
Executive Administrative Assistant	0	0	0	1	Non-Exempt
Total Executive FTE Staffing	**3**	**3**	**3**	**4**	
Information Technology	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
IT/IS Director	1	1	1	1	Exempt
IT/IS Technician	1	1	1	1	Non-Exempt
Facility Maintenance Coordinator	0	0	0	1	Non-Exempt
Receptionist Front Desk Lobby / Telephone Operator	0	0	0	1	Non-Exempt
Total IT FTE Staffing	**2**	**2**	**2**	**4**	
Human Resources	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Human Resources Director	1	1	1	1	Exempt
Payroll Coordinator	0	0	1	1	Exempt
Total HR FTE Staffing	**1**	**1**	**2**	**2**	
Finance	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Assistant Finance Director	0	0	1	1	Exempt
Accounting Division Manager (Senior Accounting Tech.)	1	1	0	0	Exempt
Revenue Collections/Utility Billing Manager	1	1	0	0	Exempt
Financial Specialist (Accounting Tech)	1	1	1	1	Non-Exempt
Utility Billing/Customer Service Tech.	2	2	2	2	Non-Exempt
Business License Tax Specialist	1	1	0	0	Non-Exempt
Total Finance FTE Staffing	**6**	**6**	**4**	**4**	
Planning, Zoning & Building	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Director of Planning & Zoning	1	0	0	0	Exempt
Chief Building Inspector	0	0	1	1	Exempt
Inspector	1	1	1	1	Non-Exempt
Code Enforcement Officer	0	0	1	2	Non-Exempt
Business License Specialist	0	1	1	1	Non-Exempt
Zoning Administrator	1	1	1	1	Non-Exempt
Administrative Assistant	1	1	1	1	Non-Exempt
Total PZB FTE Staffing	**4**	**4**	**6**	**7**	
Fleet Maintenance	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Senior Mechanic	1	0	0	0	Non-Exempt
Mechanic	1	0	0	0	Non-Exempt
Total Fleet Maint. FTE Staffing	**2**	**0**	**0**	**0**	

Personnel Summary

General Fund Budgeted FTE Positions (Continued)

Senior Citizens Center	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Senior Center Manager	1	1	1	1	Exempt
Senior Center Program Leader	0	0	0	1	Non-Exempt
Total Senior Center FTE Staffing	**1**	**1**	**1**	**2**	
Parks & Recreation	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Director of Parks & Recreation	1	1	1	1	Exempt
Recreation Program Coordinator	1	1	1	1	Non-Exempt
After-School Program Coordinator	1	1	1	1	Non-Exempt
Senior Groundskeeper	1	1	1	1	Non-Exempt
Parks & Recreation Technician (Groundskeeper)	2	2	2	3	Non-Exempt
Administrative Assistant	1	1	1	1	Non-Exempt
Total Recreation FTE Staffing	**7**	**7**	**7**	**8**	
Public Works *(Includes Stormwater)*	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Director of Public Works	1	1	1	1	Exempt
Executive Assistant	1	1	1	1	Exempt
Public Works Supervisor	1	1	1	1	Exempt
Public Works Crew Leader	3	3	3	3	Non-Exempt
Public Works Technician	2	4	3	3	Non-Exempt
Heavy Equip. Operator	4	4	5	5	Non-Exempt
Total Public Works FTE Staffing	**12**	**14**	**14**	**14**	
Municipal Court	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Municipal Court Clerk	1	1	1	1	Non-Exempt
Deputy Municipal Court Clerk	1	1	1	1	Non-Exempt
Total Municipal Court FTE Staffing	**2**	**2**	**2**	**2**	
Police	**2019 Actual**	**2020 Actual**	**2021 Budget**	**2022 Adopted**	**Pay Status Budget**
Sworn Positions					
Chief of Police	1	1	1	1	Exempt
Major	0	0	0	0	Exempt
Captain	1	2	3	3	Exempt
Lieutenant	4	3	1	1	Non-Exempt
Sergeant	5	5	4	5	Non-Exempt
Corporal	5	5	4	6	Non-Exempt
Detectives (CID)	4	4	5	3	Non-Exempt
Training Officer (Sgt.)	1	1	1	1	Non-Exempt
Community Relations Officer	1	1	1	1	Non-Exempt
City Marshal (Sgt./Cpl)	1	1	0	0	Exempt
Code Enforcement Officer	0	1	0	0	Non-Exempt
Patrol Officers	13	12	16	15	Non-Exempt
Traffic Unit / K9	1	3	2	2	Non-Exempt
CNT Officers (Reimbursed by County)	2	1	1	1	Non-Exempt
Civilian Positions					
Executive Assistant to Chief of Police/Accreditation	1	1	1	1	Exempt
Evidence Custodian	1	1	1	1	Non-Exempt
Records Clerk	2	2	2	2	Non-Exempt
Records Clerk/Lobby Receptionist	1	1	1	0	Non-Exempt
Code Enforcement Officers	2	0	0	0	Non-Exempt
Total Police FTE Staffing Level	**46**	**45**	**44**	**43**	
Total General Fund FTE Budgeted Positions	**86**	**85**	**85**	**90**	

Personnel Summary

Fire Protection Fund Budgeted FTE Positions

Fire	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Fire Chief	1	1	1	1	Exempt
Assistant Fire Chief/Training Officer	1	1	1	1	Exempt
Fire Captain	1	3	3	3	Exempt
Fire Marshal	0	1	1	1	Exempt
Deputy Fire Marshal	0	0	1	1	Exempt
Administration / Safety Coordinator	1	1	1	1	Non-Exempt
Firefighter	14	12	13	13	Non-Exempt
Total Fire FTE Budgeted Positions	**18**	**19**	**21**	**21**	

Water & Sewer Fund Budgeted FTE Positions

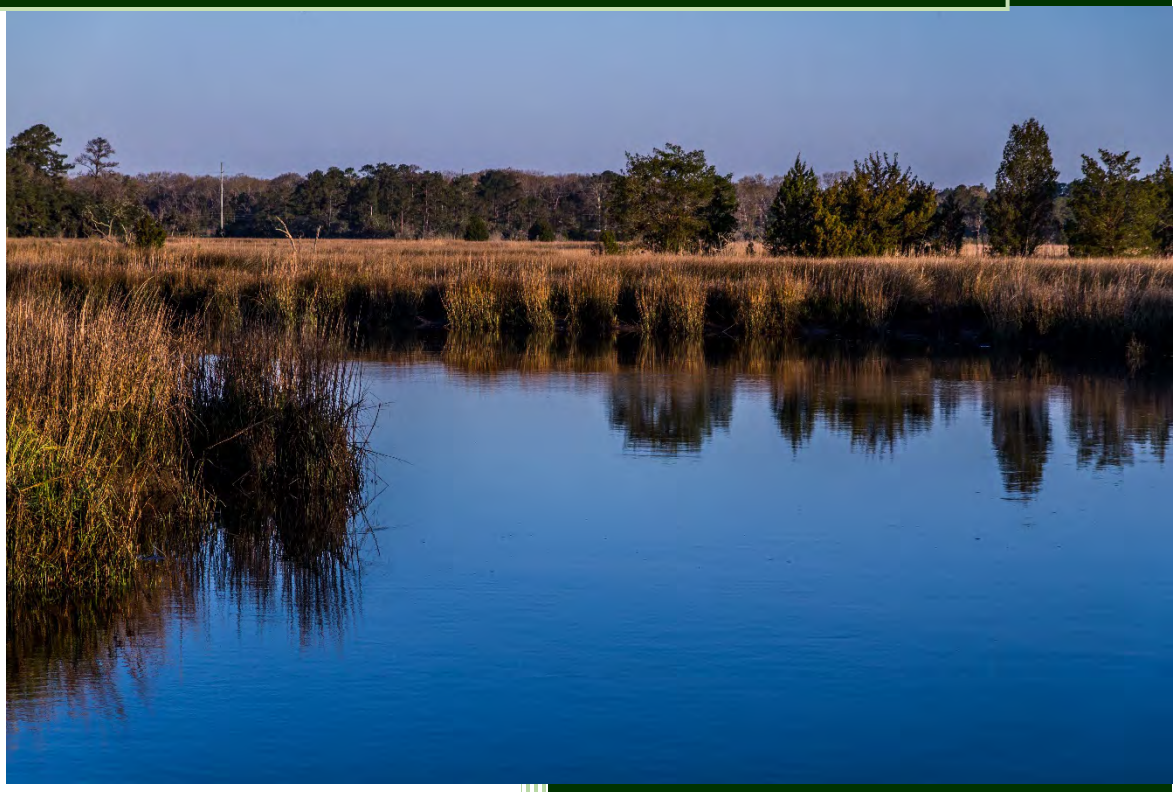
Water/Sewer Billing, Distribution & Repair	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Water/Sewer Department Supervisor	1	1	1	1	Exempt
Meter Reader	1	1	1	1	Non-Exempt
Water/Sewer Repair Technicians	1	1	2	2	Non-Exempt
Water/Sewer Repair Senior Technicians	5	5	4	4	Non-Exempt
Total Water & Sewer Fund FTE Budgeted Positions	**8**	**8**	**8**	**8**	

Total Citywide Budgeted FTE Positions

Total Citywide Budgeted FTE Positions	**112**	**112**	**114**	**119**	

FY2022 Adopted Budget

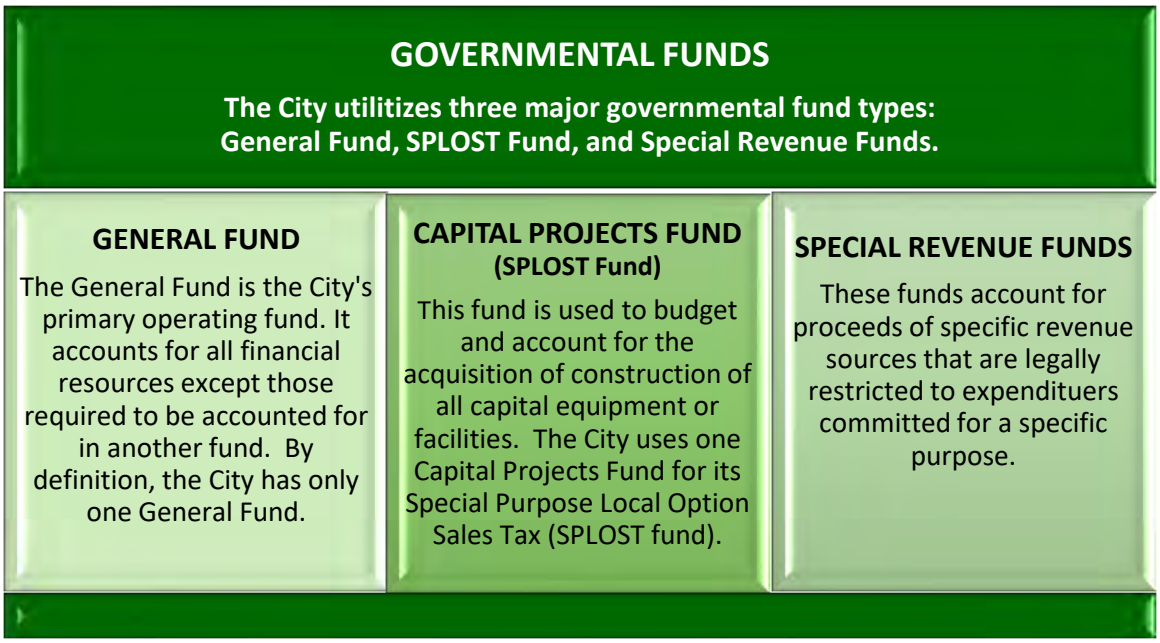
FUND SUMMARIES

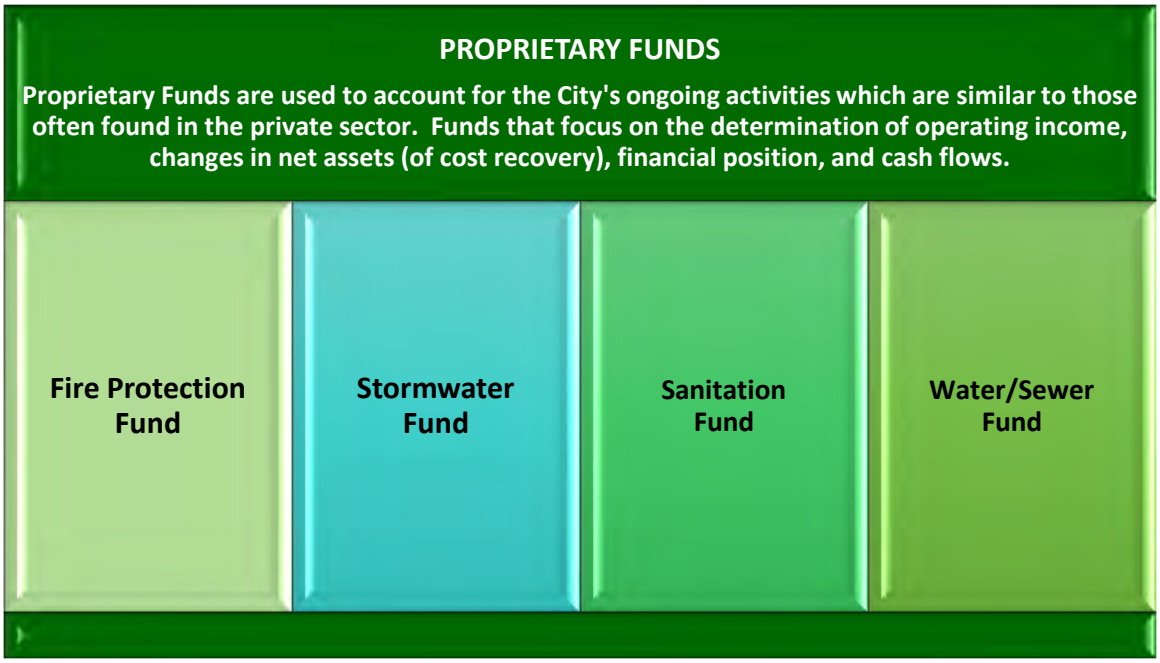


- Governmental Funds
  - General Fund
  - SPLOST Fund
  - Special Revenue Funds
    - Confiscated Assets
    - Hotel/Motel Tax
- Proprietary Funds
  - Fire Protection
  - Stormwater
  - Sanitation
  - Water & Sewer
- FY22 Capital Investment Plan
- FY22 Annual Budget All Fund Types

Budgeting by Fund

The accounts of the City are orgainzed on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise the City's assets, liabilities, fund balance, revenues, and expenditures. The City utilizes three major governmental fund types and four proprietary fund types.





Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recorded in the accounts and reported in the financial statements.

Budget Basis

The Governmental Fund types (i.e. the General Fund, Special Revenue Funds and Capital Projects Fund) are budgeted on a modified accural basis. Briefly, this means that revenues are recognized as soon as they are measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The Proprietary Fund types (i.e. Sanitation Fund, Stormwater Fund, Water/Sewer Fund and Fire Protection Fund) are budgeted on a full accrual basis. The full accrual basis of accounting recognizes transactions and events when they occur, regardless of the time of the related cash flow.

The modified accural basis differs from the accrual basis in the following ways:

- Purchases of capital assets are considered expenditures.
- Redemption of long-term debt are considered expenditures when due.
- Revenues are recorded only when they become both measurable and available to finance expenditures of the current period.
- Inventories and prepaid items are reported as expenditures when purchased.
- Interest on long-term debt is recorded as an expenditure when due.
- Accumulated unpaid vacation, sick pay, and other employee benefits are considered expenditures when paid.
- Depreciation is recorded on an accural basis.

These variances are necessitated to comply with state regulations requiring an appropriation for all activity. Within the Comprehensive Annual Financial Report (CAFR), there is a reconciliation of budget to Generally Accepted Acounting Principles (GAAP).

Governmental Funds

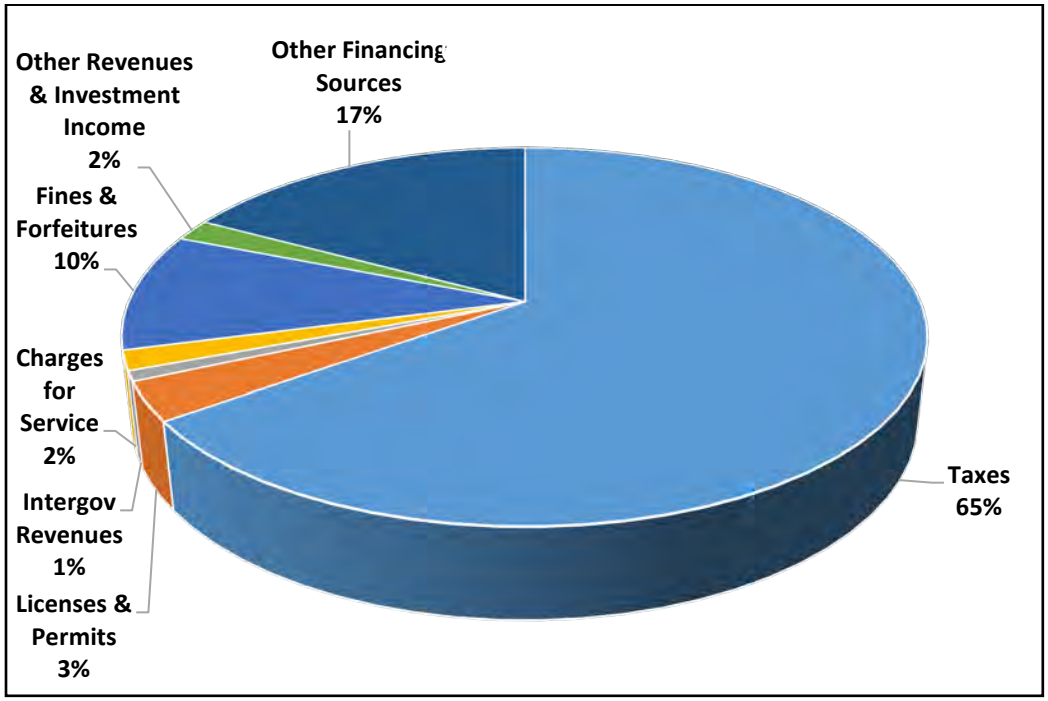
General Fund

The City's largest governmental fund is the General Fund which provides funding for the delivery of the following services: **General Government Services** *(Legislative, Executive, Information Technology, Finance, & Human Resources),* **Public Safety Services** *(Municipal Court, Police, & Emergency Management),* **Public Works Services** *(Transportation Infrastructure & Fleet Operations), Recreation Services (Parks, Recreation Programs, & Senior Citizen Center) and* **Community Development Services** *(Planning, Zoning & Building).*

General Fund FY2022 Budget Overview

Revenue: The General Fund FY2022 budget is balanced based on the projected revenue collection for FY2022. Projected revenues total $11,079,501. This represents a 10% increase when compared to the FY2021 budget. The increase the general fund revenue is mostly attributed to a faster-than-anticipated recovery of the local economy. However, with COVID-19 continuing to impact our community, significant uncertainty remains. General fund revenues were reduced and increased in specific areas (i.e., taxes, charges for service, etc.) to more closely align the budget with projected revenue collections for FY2022.

Where the Money Comes From - FY2022 Total General Fund Revenues $11,079,501



Governmental Funds

General Fund

General Fund FY2022 Detailed Revenue Summary

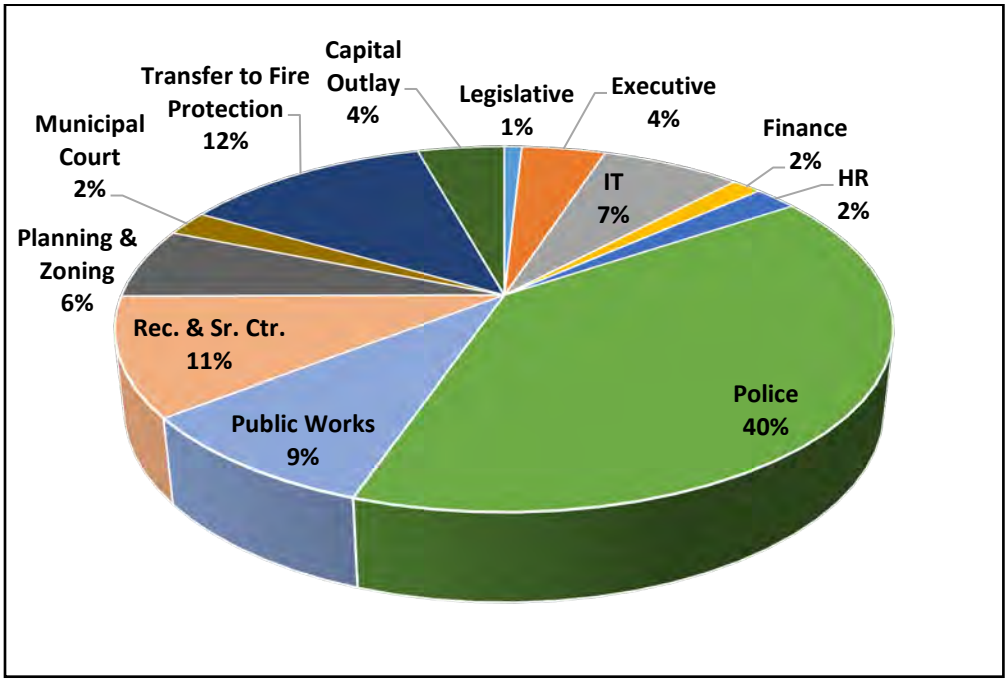
General Fund Revenue Revenue Description	2019 Actual	2020 Actual	2021 Budget	2022 Projected
Property Tax	1,598,792	1,667,460	1,590,000	1,600,000
Motor Vehicle Ad Valorem			-	20,000
TAVT Taxes			-	250,000
Alternative Ad Valorem Taxes			-	5,000
Ad Valorem Tax (Railroad Equipment)	4,515	4,526	5,000	5,000
Real Estate Transfer Intangible	64,108	39,476	50,000	50,000
Franchise Taxes - Electric	671,532	687,981	650,000	650,000
Franchise Taxes - Gas	34,990	39,014	30,000	35,000
Franchise Taxes - TV Cable	89,631	86,628	90,000	85,000
Franchise Taxes - Telephone	30,150	21,868	30,000	25,000
NSF Fees - Occ. Taxes		-		50
NSF Fees - Not Occ. Taxes	35	35	100	50
Local Option Sales & Use Taxes	3,708,768	3,379,600	3,019,386	3,180,000
Alcoholic Beverage Excise Tax	164,458	161,435	155,000	155,000
Local Option Mixed Drink Excise Taxes	13,395	9,465	10,000	10,000
Energy Excise Tax	52,829	50,921	50,000	50,000
Business & Occupation Taxes	485,601	403,438	470,000	440,118
Insurance Premium Taxes	662,905	697,826	575,000	600,000
Finance Institutions Taxes	33,661	35,398	35,000	35,000
Penalities/Interest Delinquent Taxes (Bus. Lic.)	57,458	44,986	10,000	15,000
Total Taxes	**7,672,828**	**7,330,058**	**6,769,486**	**7,210,218**
Bus. Lics. Alcoholic Beverages	48,243	51,051	45,000	45,000
Non-Business License & Permits	13,857	3,823	15,000	10,000
Regulatory Fees - Bldg. Structures	77,440	68,500	60,000	60,000
Regulatory Fees - Fire	-	5,655	-	50,000
Entertainment Regulartory Fees	-	-	-	-
Other Regulatory Fees	60,772	304,387	80,300	200,000
Penalities/Interest Delinquent Taxes (Other)	991	328	500	500
Total Licenses & Permits	**201,303**	**433,743**	**200,800**	**365,500**
Federal Gov. Grant (FEMA)	-	456,105	-	-
Justice Assistance Grant (JAG)	12,301	22,118	10,936	-
State Grants	5,000	46,922	5,000	-
Local Gov. Chat. Co. Grants	175,737	96,502	70,915	95,000
Total Intergovernmental	**193,038**	**621,647**	**86,851**	**95,000**
Excessive Submittal Fees	-	20,799	6,000	53,000
Election Fees	1,008	-	500	-
Accidents Reports	6,044	5,967	5,000	5,000
Garden City Gym	26,455	5,951	15,000	15,000
Rental Income Pool	-	-	-	100
Stadium Receipts	19,300	20,800	15,000	20,000
Senior Center Revenue	20,595	5,452	10,000	20,000
Summer Camp Revenue	32,372	-	15,000	30,000
Chain Baseball Field Rental	3,900	2,246	3,000	3,000
Program Fees	14,769	5,877	15,000	15,000
Recreation Concession Revenue	608	3,400	500	500
Nuisance Abatement	36,169	28,664	10,000	25,000
Total Charges For Services	**161,220**	**99,156**	**101,000**	**186,600**
Fines & Forfeitures	1,051,952	894,310	1,130,200	1,117,688
Unclaimed Cash Bonds	-	1,300	-	-
Proceeds from Sale of Confiscated Assets	3,054	688	1,000	1,000
Total Fines & Forfeitures	**1,055,006**	**896,298**	**1,131,200**	**1,118,688**
Investment Income	50,014	21,812	32,000	20,000
Total Investment Income	**50,014**	**21,812**	**32,000**	**20,000**
Contributions/Donations Private Sources	-	2,336	-	-
Cooper Center Donations	34,873	5,911	-	-
Rents & Royalties - Mobile Tower	158,619	122,958	155,000	155,000
Rents & Royalties - Entertainment	800	-	500	-
Reimbursement for Damaged Property	27,391	16,143	10,000	10,000
Other Scrap Sales	1,210	1,642	5,000	5,000
Miscellaneous	7,803	14,479	25,000	15,000
Total Other Sundry Revenue	**230,696**	**163,470**	**195,500**	**185,000**
Transfers in - Hotel/Motel Fund	195,447	121,228	130,000	128,351
Transfer in - Water/Sewer Fund	150,000	150,000	150,000	150,000
Transfer in - Stormwater Fund	45,000	97,588	45,000	45,000
Proceeds from Sale of Assets	83,019	2,157	10,000	5,000
Appropriation of Prior Year's Fund Balance	-	-	1,228,621	1,570,144
Total Other Financing Sources	**473,466**	**370,973**	**1,563,621**	**1,898,495**
Total General Fund Revenue	**10,037,571**	**9,937,156**	**10,080,458**	**11,079,501**

Governmental Funds

General Fund

Expenditures: The increase in the general fund expenditures is largely attributed to costs associated with the five newly budgeted full-time employee positions and capital improvement / community enhancement projects.

Where the Money Goes – FY2022 Total General Fund Expenditures $11,079,501



General Fund FY2022 Expenditures by Department / Function

GENERAL FUND EXPENDITURES Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Legislative	63,617	66,878	88,750	96,100	7,350
Executive	373,077	417,956	450,300	459,727	9,427
Information Technology	537,767	547,024	604,125	769,725	165,600
Finance	223,526	153,969	218,415	163,065	(55,350)
Human Resources	155,079	192,504	231,827	238,698	6,871
Municipal Court	100,756	85,382	234,220	244,208	9,988
Police	4,017,556	4,068,541	4,337,472	4,394,380	56,908
Emergency Management	812	600	11,500	11,500	-
Public Works	922,971	869,333	1,034,059	1,013,359	(20,700)
Fleet Maintenance	162,040	94,130	-	-	-
Senior Center	196,381	125,474	157,800	264,000	106,200
Parks & Recreation	782,951	700,476	823,400	896,200	72,800
Planning & Zoning	362,838	375,607	422,650	692,239	269,589
Operating Expenditures	**7,899,371**	**7,697,874**	**8,614,518**	**9,243,201**	**628,683**
Capital Outlay Expenditures	**353,652**	**76,578**	**168,500**	**480,306**	**311,806**
Transfer Out to Fire Protection Fund	**926,782**	**1,193,143**	**1,297,440**	**1,355,994**	**58,554**
General Fund Expenditures	**9,179,805**	**8,967,595**	**10,080,458**	**11,079,501**	**999,043**

Governmental Funds

Capital Projects Fund

Special Purpose Local Option Sales Tax (SPLOST Fund)

The City uses one Capital Project Fund for its Special Purpose Local Option Sales Tax funds (SPLOST Fund) for the purpose of funding capital improvement projects. Approved projects include: infrastructure improvements, facility improvements, public safety equipment and debt service.

SPLOST Fund FY2022 Budget Summary

The FY2022 SPLOST Fund Budget is balanced based on the projected revenue collection for FY2022. Projected revenues total $2,100,000. This funding provides for infrastructure improvements for the development of Town Center; recreation site and building improvements; street improvements; upgrades and replacement of public safety vehicles and equipment; and debt service obligations for city hall and public safety vehicles. Additional budgetary information pertaining to departmental capital improvement projects recommended for funding via the SPLOST Fund is available in the Departmental Summaries.

SPLOST FUND Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
SPLOST Revenue	1,680,569	1,245,841	1,670,000	2,000,000
State Aid (LMIG) *($100,000)*	106,025	92,265	1,000,000	100,000
Prior Year Fund Balance			507,840	-
Total Revenues	**2,065,035**	**1,664,658**	**3,177,840**	**2,100,000**
Town Center Development	963,962	162,504	200,000	114,614
GPSTC Parking Lot				
Recreation Site & Building Improvements			-	441,000
SCCPSS Robert W. Groves K-12 Project	-	7,090	10,000	-
City Street Paving & Right of Way Improvements:		-	-	-
Dean Forest Road/Prosperity Drive Traffic Signal	34,676	3,500	300,000	-
Public Works Street Paving & ROW Improvements	136,940	219,158	250,000	250,000
Fire Department Vehicles & Equipment:	-	-	-	-
FY21 GCFD 1.75 Fire Hose	-	-	8,800	-
FY21 Gear Waster		-	9,000	-
FY22 GCFD Vehicle Computers / CAD Integration	-	-	35,000	38,800
FY22 Bi-Directional (Radio Coverage in Station)			-	14,000
Police Department Vehicles & Equipment:	-	-	-	
GCPD Vehicles +Equipment (FY22 *(5) Vehicles)*	371,422	291,853	170,000	275,000
GCPD Other Equipment	249,955	-	-	48,500
Debt Service:	-	-	-	-
City Hall Debt Service (FY20 - FY27)	643,120	650,000	615,000	620,000
City Hall Loan Interest	78,120	32,093	23,868	41,094
GCPD FY18 (6) Vehicles - Capital Lease Payment (FY18-FY21)	90,328	93,452	96,685	-
GCPD Vehicles Interest - FY18 Capital Lease	6,810	5,727	2,494	-
GCPD FY20 (6) Vehicles - Capital Lease Payment (FY20-FY23)		48,509	100,401	101,397
GCPD Vehicles Interest - FY20 Capital Lease		3,630	3,877	2,880
Transfer Out to Fire Protection Fund:	-	-	-	-
Pumper Trucks Debt Service ($152,715) (FY16-FY22)	152,715	152,714	152,715	152,715
Total Expenditures	**2,835,346**	**1,780,345**	**3,177,840**	**2,100,000**

Governmental Funds

Special Revenue Funds

Special Revenue funds account for revenue sources that are legally restricted to expenditures for a specific purpose. The City has three special revenue funds: Confiscated Assets Fund, Hotel/Motel Tax Fund, & Tourism Fund.

Confiscated Assets Fund FY2022 Budget Summary

The Confiscated Assets Fund FY2022 budget is balance based on the projected revenue collections for FY2022. Projected revenues total $6,500. The Confiscated Assets Fund is used to account for funds received from participation in drug related cases. The monies are used by the City of Garden City Police Department to purchase necessary equipment and supplies; it cannot be used for wages and benefits.

Confiscated Assets Fund	2019 Acutal	2020 Actual	2021 Budget	2022 Adopted
Cash Confiscation	-	4,966	2,500	3,500
Other Refunds	2,229	-	2,500	3,000
Total Revenue	**2,229**	**4,966**	**5,000**	**6,500**
Dues & Fees	297	605	-	1,500
Education & Training	-	3,155	-	-
Supplies	-	-	1,000	2,000
Small Equipment	200	180	1,000	1,000
Canine Supplies	1,732	1,996	3,000	2,000
Total Expenditures	**2,229**	**5,936**	**5,000**	**6,500**

Hotel/Motel Tax Fund FY2022 Budget Summary

The Hotel/Motel Tax Fund FY2022 budget is balanced based on the projected revenue collections for FY2022. Projected revenues total $328,054. The Hotel/Motel Tax Fund is used to account for funds received from a 6% hotel/motel tax placed on hotels and motels in the area. Monies are distributed as mandated in the city ordinance to promote tourism in the City. The decrease in hotel/motel revenues is attributed to the continuing impact of COVID-19

Hotel/Motel Tax Fund Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Hotel/Motel Taxes	390,895	217,025	260,000	328,000
Hotel/Motel Penalties & Interes		12	-	50
Interest Revenues		3	-	4
Total Revenue		217,040		**328,054**
Payments to Other Agencies *(Sav. Trade Ctr.)*	65,149	36,137	43,342	54,687
Payments to CVB *(Garden City Convention Visitors Bureau)*		30,722	86,658	109,340
Transfers Out to General Fund	195,447	121,228	130,000	164,027
Transfers Out to Tourism Board	130,298	35,557	-	-
Total Expenditures	**390,895**	**223,644**	**260,000**	**328,054**

Proprietary Funds

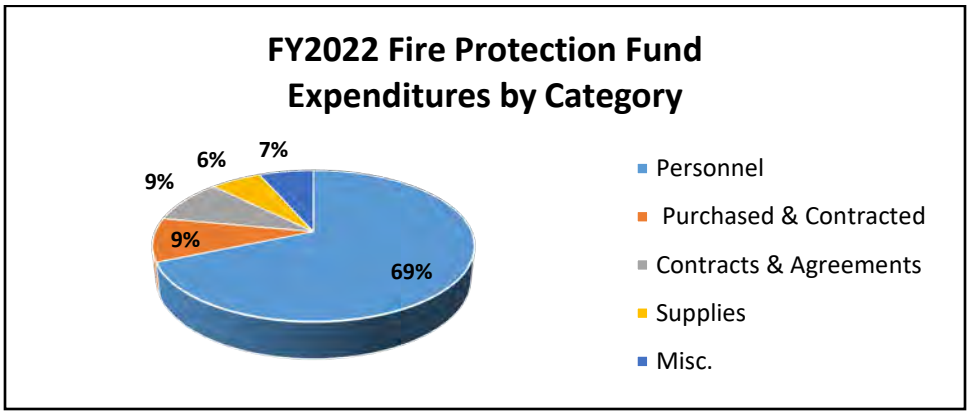
Proprietary Funds are used to account for the City's ongoing activities which are similar to those often found in the private sector. The measurement focus (flow of economic resources) is based upon determination of net income. The City has four Enterprise Funds which fall under the category of Proprietary fund types: Fire Protection Fund, Stormwater Fund, Sanitation Fund, and Water/Sewer Fund.

Fire Protection Fund FY2022 Budget Summary

The Fire Protection Fund is used to account for the monies collected from the City's fire protection fees. The fee was implemented in order to procure the necessary resources to maintain and further improve the City's Insurance Services Office (I.S.O) rating as well as fund the ongoing operations of the Fire Department.

The FY2022 Fire Protection Fund Budget is balanced based on the projected revenue collections for FY2022. Projected revenues total $2,265,209. This represents an increase of 4% over the FY2021 budget. The City Council recommended to keep the fire protection fee/rate at $12.50 per REU, per month for FY2022. Additional information regarding the function of the Fire Protection Fund is available in the Public Safety Function Section (Fire Department).

FIRE PROTECTION FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Federal & State Government Grants	-	-	-	-	-
Total Fire Protection Fees	700,731	716,347	703,000	710,000	7,000
Total Fire Fees (collected with fines)	28,533	474	-	-	-
Total Accident Recovery Fees	12,891	9,721	20,000	15,000	(5,000)
Total Fire Line Fees	28,289	29,349	30,000	30,000	-
Contributions from Private Sources	-	-	-	-	-
Total Capital Lease Proceeds	-	-	-	-	-
Total Miscellaneous Revenues	1,561	1,217	1,500	1,500	-
Total Transfers In From SPLOST Fund	-	152,714	152,715	152,715	-
Total Transfers In From General Fund	926,782	1,176,100	1,267,440	1,355,994	88,554
Total Revenue	**1,698,787**	**2,085,922**	**2,174,655**	**2,265,209**	**90,554**
FIRE PROTECTION FUND **Expenditure Category**	**2019** **Actual**	**2020** **Actual**	**2021** **Budget**	**2022** **Adopted**	**$** **Change**
Total Personnel Services & Benefits	1,517,474	1,592,644	1,638,340	1,714,750	76,410
Total Purchased & Contracted	168,325	174,796	229,000	234,444	5,444
Total Supplies & Expenditures	109,856	113,200	144,100	152,800	8,700
Total Miscellaneous	159,855	166,487	163,215	163,215	-
Total Capital Expenditures	-	27,768	-	-	-
Total Expenditures	**1,955,510**	**2,074,895**	**2,174,655**	**2,265,209**	**90,554**



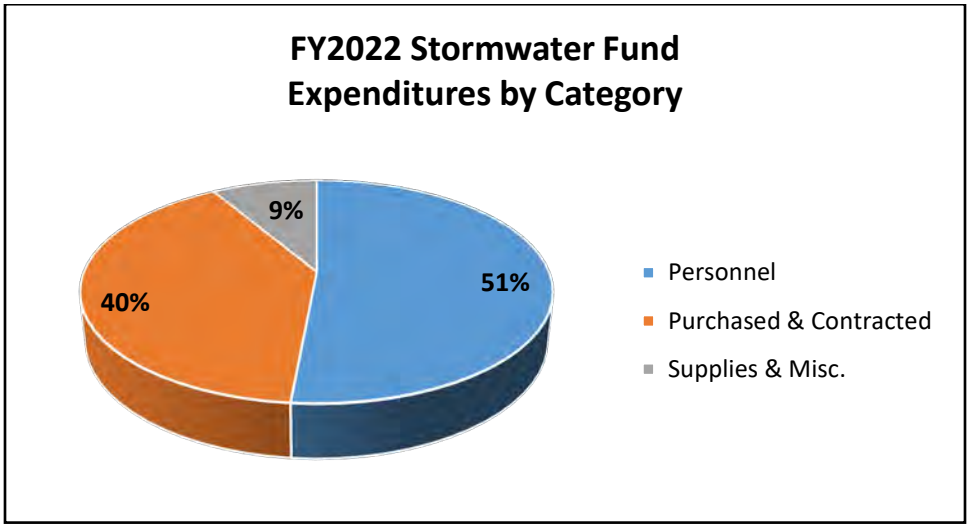
Proprietary Funds

Stormwater Fund FY2022 Budget Summary

The Stormwater Fund is used to account for the City's stormwater management program. According to the City's program, the City must undertake various activities including regulatory compliance; the cleaning and maintenance of ditches and other stormwater conveyance systems; and construction of new drainage systems to increase or improve conveyance capacity.

The FY2022 Stormwater Fund Budget is balanced based on the projected revenue collections for FY2022. Projected revenues total $1,003,000. This represents an increase of 7% over the FY2021 budget. The City Council recommended to keep the stormwater fee/rate at $4.75 per REU, per month for FY2022. Additional information regarding the function of the Stormwater Fund is available in the Public Works Function Section.

STORMWATER FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
NPDES Erosion Control Fee	1,138	10,548	3,000	3,000	-
Total Stormwater Utility Fees	978,196	993,368	935,200	1,000,000	64,800
Total Revenues	**979,334**	**1,003,916**	**938,200**	**1,003,000**	**64,800**
Expenditure Category	**Budget**	**Actual**	**Budget**	**Adopted**	**$**
Total Personnel Services & Benefits	463,248	412,216	474,947	516,289	41,342
Total Purchased & Contracted	202,831	260,620	328,200	401,088	72,888
Total Supplies & Expenditures	1,751	-	7,500	3,500	(4,000)
Total Miscellaneous	25,431	153,409	98,123	82,123	(16,000)
Total Capital Expenditures	-	191,064	29,430	-	(29,430)
Total Expenditures	**693,261**	**1,017,309**	**938,200**	**1,003,000**	**64,800**



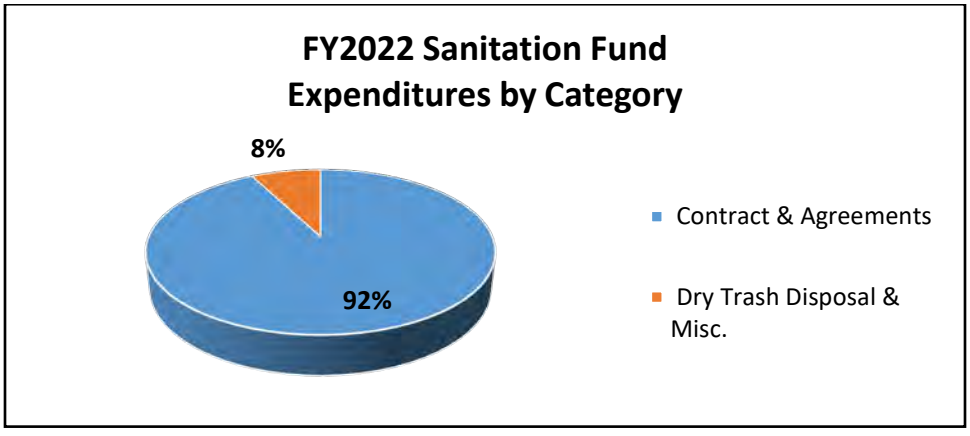
Proprietary Funds

Sanitation Fund FY2022 Budget Summary

The Sanitation Fund is used to account for the collection and disposal of residential refuse, recycling, dry trash and bulk items.

The FY2022 Sanitation Fund Budget is balanced based on the projected revenue collections for FY2022. Projected revenues total $449,960. This represents an increase of 2% over the FY2021 budget. A rate increase is recommended from $17.50 per month to $18.91 per month effective January 1, 2022, in order to offset the costs associated with an increase in Waste Management's service contract. Additional information regarding the function of the Sanitation Fund is available in the Public Works Function Section.

SANITATION FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Refuse Collection Charges	360,725	401,595	398,000	419,948	21,948
Total Interest Revenue	12	7	12	12	-
Total Transfer In From Stormwater	30,000	30,000	45,000	30,000	(15,000)
Total Revenue	**390,737**	**431,602**	**443,012**	**449,960**	**6,948**
Expenditure Category	**Budget**	**Actual**	**Budget**	**Adopted**	**$**
Total Contracts & Agreements	366,763	405,717	401,000	415,435	14,435
Total Dry Trash Disposal Expenses	54,668	33,422	40,000	32,500	(7,500)
Total Miscellaneous Expenses *(Includes Bad Debt Expense)*	5,428	4,505	2,012	2,025	13
Total Expenditures	**426,859**	**443,644**	**443,012**	**449,960**	**6,948**



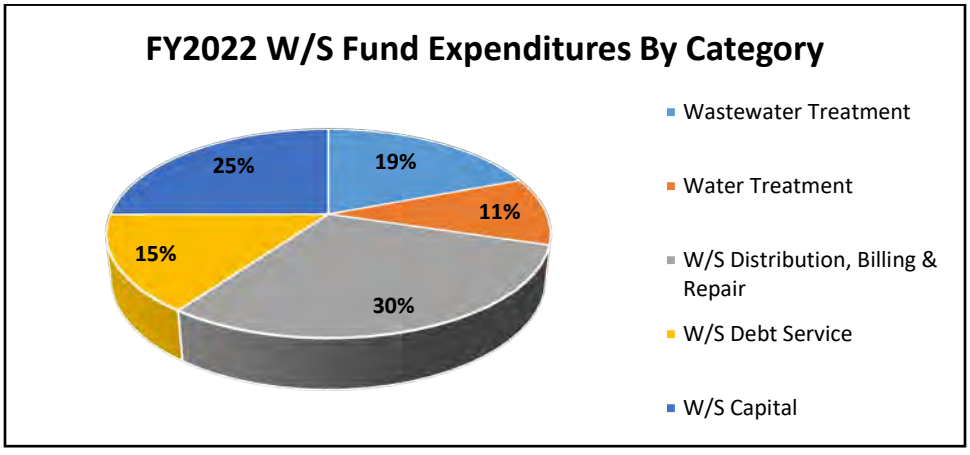
Proprietary Funds

Water & Sewer Fund FY2022 Budget Summary

The Water/Sewer Fund is divided into three divisions which provide the City with safe, potable drinking water while maintaining an environmentally safe operation. The Water/Sewer Fund encompasses the Wastewater Collection & Treatment; Water Treatment; Water/Sewer Billing, Distribution & Repair; and Water/Sewer Debt Service.

The FY2022 Water/Sewer Fund Budget is balanced based on the projected revenue collections for FY2022. Projected revenues total $5,068,000 (includes FEMA reimbursement). This represents a decrease of (22%) over the FY2021 budget. The decrease is attributed to the completion of the Prosperity Drive Water/Sewer Project. The City Council recommended to keep the water/sewer billing rates for residential at $52.55 and commercial at $41.42 based on the assumptions of 5,000 gallons (residential) and 15,000 gallons (commercial) used. Additional information regarding the function of the Water/Sewer Fund is available in the Water & Sewer Fund Function Section.

WATER & SEWER FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Water Revenues	1,595,098	1,637,091	1,532,968	1,640,000	107,032
Total Water Tap Fees	153,936	32,867	25,000	30,000	5,000
Total Sewer Revenues	2,635,729	2,541,580	2,199,145	2,540,000	340,855
Total Sewer Tap Fees	646,066	367,184	30,000	30,000	-
Administrative Fees	89,018	88,977	100,000	100,000	-
Other Revenues & Penalties	296,872	92,223	180,000	180,000	-
Investment Earnings	45,697	10,906	30,000	30,000	-
Rents and Royalities	941	1,101	1,000	1,000	-
Reimbursement for Damaged Property	44,614	22,864	-	-	-
Contributions from Private Sources	-	-	1,675,000	-	(1,675,000)
Miscellaneous Revenues	57,731	120,299	40,000	50,000	10,000
Sale of Fixed Assets	3,595	-	-	-	-
Operating Revenue	**5,569,297**	**5,008,494**	**5,813,113**	**4,601,000**	**(1,212,113)**
FEMA Reimbursement	-	-	694,824	467,000	(227,824)
Other Financing/Funding Sources	**-**	**-**	**694,824**	**467,000**	**(227,824)**
Total Revenue	**5,569,297**	**5,008,494**	**6,507,937**	**5,068,000**	**(1,439,937)**
WATER & SEWER FUND **Expenditure Category**	**2019** **Actual**	**2020** **Actual**	**2021** **Budget**	**2022** **Adopted**	**$** **Change**
Total Wastewater Treatment Expenses	1,196,124	1,020,765	937,027	972,304	35,277
Total Water Treatment Expenses	536,093	511,630	529,427	533,500	4,073
Total W/S Billing, Distribution, Repair Expenses	1,186,712	1,100,282	1,404,028	1,530,768	126,740
Total W/S Debt Service	758,757	752,676	773,094	761,494	(11,600)
W/S Operating Expenditures Subtotal	**3,677,686**	**3,385,353**	**3,643,576**	**3,798,066**	**154,490**
Total W/S Fund CIP Expenditures	81,731	385,881	2,864,361	1,269,934	(1,594,427)
Total W/S Fund Expenditures	**3,759,417**	**3,771,234**	**6,507,937**	**5,068,000**	**(1,439,937)**



Annual Adopted Budget

Capital Investment Plan

The capital investment plan serves as a planning tool used to forecast and match projected revenues and capital investment needs over the fiscal year. As such, capital outlay needs are subject to change based on new or shifting service needs, special financing opportunities, emergency needs, or other directives or priorities established by the City Council. In the past, the city staff has utilized a process whereby capital project requests are brought before City Council for consideration beginning after the first quarter of the fiscal year (and each month thereafter) to ensure funding is available and to reflect the latest priorities.

FY2021 Capital Improvement / Enhancement Projects List (General Fund & Enterprise Funds)

Fund / Department	Project Description	2022 Adopted	
GENERAL FUND			
IT/IS	Audio/Visual Upgrades	65,000	*Capital Improvement Project - Equipment Replacement / Upgrade*
IT/IS	Upgrade SAN Body Cam Space	40,000	*Capital Improvement Project - Equipment Replacement / Upgrade*
IT/IS	City Hall Media Signs	125,000	*Community Enhancement Project - Community Information / Technology*
Public Works	(2) ExMark Zero Turn Mowers	21,078	*Capital Improvement Project - Equiipment Replacement*
Public Works	(1) John Deere Backhoe Loader	104,600	*Capital Improvement Project - Equipment Replacement*
Public Works	(1) Ford F-150 Crew Cab Truck	31,564	*Capital Improvement Project - Vehicle Replacement*
Parks & Recreation	(2) 60" Zero Turn Mowers	20,549	*Capital Improvement Project - Equipment Replacement*
Parks & Recreation	(1) Ford F-150 Truck	26,515	*Capital Improvement Project - Vehicle Replacement*
Parks & Recreation	Computer Lab @ Gym Complex	6,500	*Community Enhancement Project (Council Visioning Priority)*
Planning, Zoning & Building	(1) Dodge Durango	39,500	*Capital Improvement Project - Vehicle Replacement*
	CIP / CEP - General Fund Total	**480,306**	
WATER/SEWER FUND			
Wastewater	WWTP Headworks Replacement	700,000	*Capital Improvement Project Initiated in FY20. Ongoing / PendingCcompletion*
Wastewater	3rd Street @ Hwy.80 Lift Station Rehab	132,500	*Capital Improvement Project - Site Improvement / Upgrade*
Water Treatment	SCADA System Replacement	350,000	*Capital Improvement Project - Equipment Replacement / Upgrade ($350,000)*
W/S Repair	(1) Impluse PinPoint Radar	15,500	*Capital Improvement Project - Equipment Replacement / Upgrade*
W/S Repair	(1) Diesel Trash Pump	25,370	*Capital Improvement Project - Equipment Replacement / Upgrade*
W/S Repair	(1) Jack Hammer	15,000	*Capital Improvement Project - Equipment Replacement / Upgrade*
W/S Repair	(1) F-150 Crew Cab Truck	31,564	*Captial Improvement Project - Vehicle Replacement / Upgrade*
W/S Repair	Prosperity Water/Sewer System Projec	-	*Captial Improvement Project Initiated in FY20. Ongoing / Pending Completion*
	CIP - W/S Fund Total	**1,269,934**	
	Capital Outlay Expenditures Total	**1,750,240**	

Annual Adopted Budget

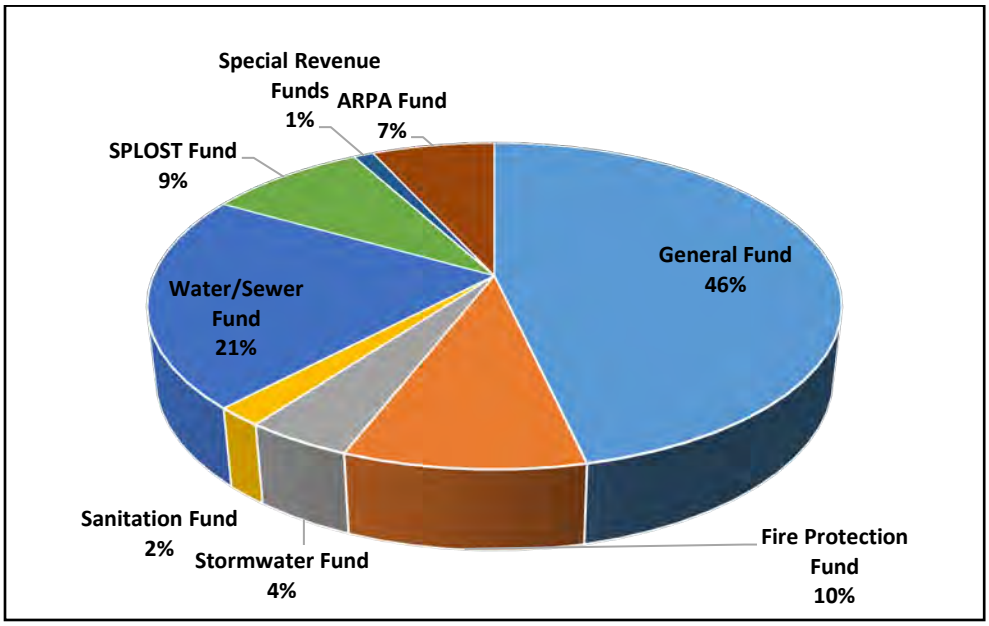
All Fund Types

FY2022 Adopted Budget (All Fund Types) Summary

The adopted FY2022 Budget totals $23,924,100. It represents an increase of $250,335 or 1% when compared to the FY2021 budget. The increase is mainly attributed to costs associated with capital improvement / community enhancement projects (i.e., water/sewer system improvements, replacement of vehicles and equipment, etc.) for fiscal year 2022.

All Fund Types Fund	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
General Fund	9,179,805	8,967,595	10,080,458	11,076,501	996,043
Special Revenue Funds:	-	-	-	-	-
Hotel/Motel Tax Fund	390,895	223,644	260,000	328,054	68,054
Confiscated Assets Fund	2,229	5,936	5,000	6,500	1,500
Tourism Fund	258,450	398,200	86,663	-	(86,663)
ARPA Fund (Grant)	-	-	-	1,626,876	1,626,876
SPLOST Fund	2,835,346	1,780,345	3,177,840	2,100,000	(1,077,840)
Proprietary Funds:	-	-	-	-	-
Water & Sewer	3,759,417	3,771,234	6,507,937	5,068,000	(1,439,937)
Sanitation	426,859	443,644	443,012	449,960	6,948
Stormwater	693,261	1,017,309	938,200	1,003,000	64,800
Fire Protection	1,955,510	2,074,895	2,174,655	2,265,209	90,554
Annual Operating & Capital Expenditures Total	**19,501,772**	**18,682,802**	**23,673,765**	**23,924,100**	**250,335**

FY2022 Adopted Budget Expenditures (All Fund Types)



FY2022 Adopted Budget

GENERAL GOVERNMENT FUNCTION



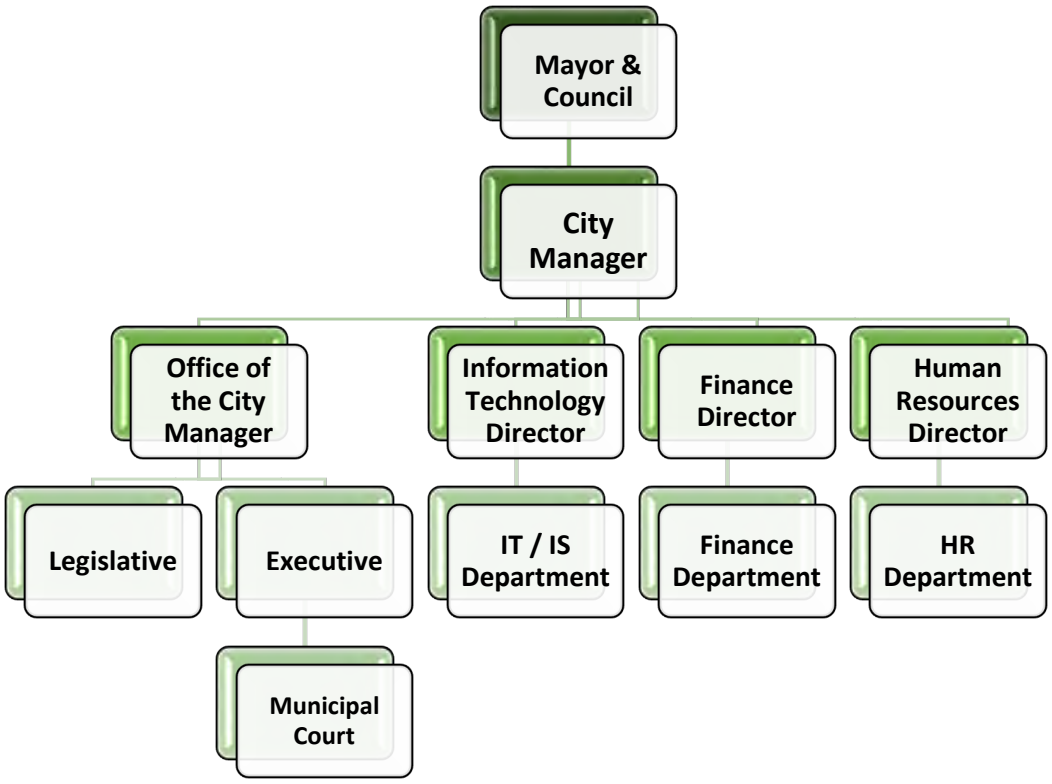
Departmental Summaries

- Legislative
- Executive
- Information Technology
- Finance
- Human Resources
- Municipal Court

General Government

General Government is comprised of departments and divisions responsible for the management of the City's resources. This function includes the following departments and divisions: ***Legislative, Executive, Information Technology/Information Systems, Finance, Human Resources, and Municipal Court.***

General Government Function Organizational Chart



Fund Types Budgeted by the General Government Function

Fund	Department					
	Legislative	Executive	IT/IS	Finance	HR	Court
General Fund	X	X	X	X	X	X

General Government

Short Term Priorities & Goals

Priorities:

- To work with the Mayor and Council to provide necessary resources to develop programs that will enhance the quality of living in the city.
- To monitor operations of city departments to see that services are provided in the most efficient and cost-effective manner.
- To submit proposals for grants that would provide funds for projects that would allow for infrastructure improvement.
- To monitor city financial data to see that revenues and expenditures are within budget limits set by Mayor and Council.
- To ensure integrity of financial reporting through use of internal controls and sound accounting principles.

Goals:

- To continually be in compliance with all state and federal regulations.
- To provide opportunities for staff development in order to better serve the citizens.
- To provide City services at the highest level possible.

Long Term Priorities & Goals

Priorities:

- To develop quality programs, for the improvement and expansion of City service delivery, that complies with the vision of Mayor and Council.
- To offer a work environment which allows the city to attract and retain quality employees.
- Focus on quality customer service in all contacts with citizens and customers.

Goals:

- To utilize plans, studies, projections, and reports as a guide to formulate long term plans both programmatic and financial, in order to effectively handle the growth forecasted for the City.
- To use new information technologies to develop cost effective means of interactive communications between staff and citizens.



General Government

Legislative

Purpose: The Legislative Department is comprised of the Mayor and City Council *(Governing Body)*, which is empowered by the City Charter to pass ordinances and resolutions, adopt regulations, and decide all policy items.

Core Services: The Mayor and City Council Members adopt policies, plans, regulations, and budgets so that the City can deliver high quality municipal services, protect the health, safety, and welfare of its residents, and maintain its image as a great place to live.

Ongoing Activities & Initiatives for FY2022

- Continue to provide leadership, vision, and direction in the creation and implementation of policies, strategic plans, and programs in response to community priorities.
- Continue the efficient and judicious use of available City resources and the stewardship of public funds.
- Continue to carefully consider land use related to development and redevelopment to ensure a well-planned community.
- Continue to encourage the development of quality, affordable, and safe housing.

Staffing Level

In the FY2022 Budget, the Legislative Department's staffing level consists of the elected officials. The Mayor and one Council Member are elected at-large, while the other five (5) Council Members are elected by districts. The Mayor and Council Members are elected on a non-partisan basis. The Mayor and City Council Members serve staggered terms of office. The City's next election will be held in November 2023 for Mayor, District 2, District 3, and District 4 council seats. Compensation for elected officials is as follows: The Mayor receives $800 per month and members of City Council $500.

LEGISLATIVE Classification	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Mayor	1	1	1	1	Elected
City Council	6	6	6	6	Elected
Total Legislative	**7**	**7**	**7**	**7**	

General Government

Legislative

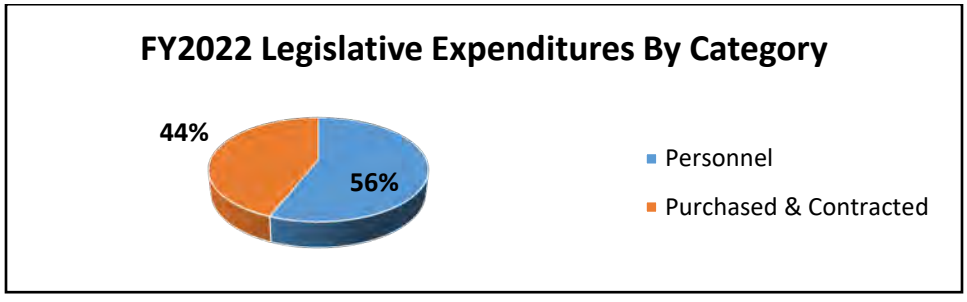
Highlights of Budget Changes

In the FY2022 Budget, the Legislative Department's operating expenditures total $96,100, an increase of 8% or $7,350 over the FY2021 budget. The projected increase is attributed to costs associated with travel and training for elected officials in FY2022.

LEGISLATIVE Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	33,911	53,288	54,900	53,600	(1,300)
Total Purchased & Contracted Services	29,559	13,026	33,500	42,000	8,500
Total Supplies & Expenditures	147	564	350	500	150
Total Legislative Budget	**63,617**	**66,878**	**88,750**	**96,100**	**7,350**

Legislative FY2022 Detailed Expenditure Summary

Legislative Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Professional Fees	27,600	45,600	45,600	45,600
Social Security (FICA) Contributions	1,711	2,827	3,500	3,000
Medicare	400	661	800	800
Retirement Contributions	4,200	4,200	5,000	4,200
Total Personnel Services & Benefits	**33,911**	**53,288**	**54,900**	**53,600**
Travel	17,765	9,396	17,000	23,007
Education & Training	11,794	3,630	16,500	18,993
Total Purchased & Contracted Services	**29,559**	**13,026**	**33,500**	**42,000**
Uniforms	147	564	350	500
Total Supplies & Expenditures	**147**	**564**	**350**	**500**
Total Legislative	**63,617**	**66,878**	**88,750**	**96,100**



General Government

Executive

Purpose: The Executive Department is led by the City Manager who provides leadership, vision, and direction to the City service areas, implements City Council policy, and works with the Mayor, City Council, and general government staff to craft strategic and financial planning objectives.

Core Services: The City Manager's Office and staff work to implement the policies established and prioritized by the City Council, effectively lead the organization through innovation and improvements in service delivery, communicate effectively with citizens, exercise fiscal responsibility, and nurture a positive image of the City government.

Ongoing Activities & Initiatives for FY2022

- Continue to evaluate and prioritize services. Seek innovative solutions to maintain high quality core services.
- Continue to present information and recommendations to enable the Mayor/City Council to make decisions on matters of policy.
- Continue to respond promptly and positively to all requests of citizens, and disseminate information regarding City activities in a timely manner.
- Provide input on regional and state issues which affect the City of Garden City.
- Ensure that the city can protect and enhance the useful life of streets and utilities. Continue to monitor financial resources and economic conditions, and consider timing with regard to infrastructure needs.

Staffing Level

In the FY2022 Budget, the Executive Department's full-time employee staffing level includes an Executive Administrative Assistant's position for FY2022. This position will provide clerical support and administer various special projects for the Executive Department.

EXECUTIVE Classification	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
City Manager	1	1	1	1	Exempt
Assistant City Manager	--	--	1	1	Exempt
City Clerk / Finance Director	1	1	1	1	Exempt
Special Projects Coordinator	1	1	--	--	Exempt
Executive Administrative Assistant	--	--	--	1	Non-Exempt
Total Executive	**3**	**3**	**3**	**4**	

General Government

Executive

Highlights of Budget Changes

In the FY2022 Budget, the Executive Department's operating expenditures total $459,727, an increase of 2% or $9,427 over the FY2021 budget. The projected increase is attributed to personnel costs associated with the addition of the Executive Administrative Assistant's position.

EXECUTIVE Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	127,317	97,672	154,500	166,727	12,227
Total Purchased & Contracted Services	190,926	182,293	206,000	196,900	(9,100)
Total Supplies & Expenditures	54,834	137,991	89,800	96,100	6,300
Total Capital Expenditures	30,341	8,444	-	-	-
Total Executive Budget	**403,418**	**426,400**	**450,300**	**459,727**	**9,427**

Executive FY2022 Detailed Expenditure Summary

Executive Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	86,032	70,144	105,000	123,527
Salaries - Overtime	-	-	-	
Group Insurance	22,030	10,330	25,000	15,000
Social Security (FICA) Contributions	5,250	4,171	7,000	8,000
Medicare	1,228	976	2,000	3,000
Retirement Contributions	10,689	10,471	12,000	13,500
ICMA RC 457 Match	1,928	1,364	3,000	3,500
Workers' Compensation	160	217	500	200
Total Personnel Services & Benefits	**127,317**	**97,672**	**154,500**	**166,727**
Professional - Legal Fees	79,068	88,006	65,000	75,000
Vehicle Maintenance & Repairs	707	810	1,500	500
Insurance, other than employee benefits	5,280	5,316	6,000	12,200
Advertising	(984)	(713)	2,500	3,000
Printing & Binding	2,306	511	3,000	3,500
Travel	-	-	-	-
Dues & Fees	7,833	17,311	8,000	17,200
Contracts & Agreements	25,897	17,404	65,000	26,000
Contracts & Agreements - Reoccuring	27,336	29,408	15,000	21,500
Bank Fees	43,483	24,140	40,000	35,000
Education & Training	-	100	-	3,000
Total Purchased & Contracted Services	**190,926**	**182,293**	**206,000**	**196,900**
General Supplies & Materials	9,677	10,980	17,500	13,500
Postage	455	108	350	100
Electricity	38,657	62,880	54,000	65,000
Gasoline	941	677	1,200	1,000
Food - Banquets & Flowers	4,349	2,982	6,000	6,000
Books & Periodicals	755	508	500	500
COVID-19 / Hurricane Preparation	-	59,857	10,000	10,000
Election Fees - Chatham County	-	-	250	-
Total Supplies & Expenditures	**54,834**	**137,991**	**89,800**	**96,100**
Total Operating Expenditures	**373,077**	**417,956**	**450,300**	**459,727**
Total Capital Expenditures	**30,341**	**8,444**	**-**	**-**
Total Executive	**403,418**	**426,400**	**450,300**	**459,727**

General Government

Information Technology / Information Systems (IT/IS)

Purpose: Information Technology / Information Systems Department enables the City to better carry out its mission to serve its citizens. The framework for operations within IT/IS Services is focused on seamless technology designed to maximize the value of the investments made in information systems, hardware, software, and technology resources.

Core Services: IT/IS activities include the procurement, implementation and maintenance of technology for all City departments. Hardware support includes all personal computers, laptops, scanners, printers, networked copiers, servers, phones, internet, data storage, data backup/recovery, virus protection, spam filtering, network security, recording/videoing of meetings and building maintenance.

Ongoing Activities & Initiatives for FY2022

- Continue providing technical assistance/guidance for effectively interacting with advancing technologies and continued development of efficient delivery systems to the internal and external customer.
- Continue to electronically engage residents of our community in their own governance by keeping the City's website and mobile app current.
- Maintain the working functionality of the City's computer network and ensure the integrity of all city technical processes and procedures.
- Continue researching new technologies to streamline business processes through the use of technology and website enhancements to decrease cost and eliminate duplicate efforts. Evaluate community trends and consider associated facility and service needs.

Staffing Level

In the FY2022 Budget, the IT/IS Department's full-time employee staffing level includes two (2) new positions for FY2022. These include a Receptionist / Telephone Operator for the lobby of city hall and a Facility Maintenance Coordinator for city hall.

IT/IS Classification	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
IT/IS Director	1	1	1	1	Exempt
IT/IS Technician	1	1	1	1	Non-Exempt
Facility Maintenance Coordinator	--	--	--	1	Non-Exempt
Receptionist City Front Desk Lobby	--	--	--	1	Non-Exempt
Total IT / IS	**2**	**2**	**2**	**4**	

General Government

Information Technology / Information Systems (IT/IS)

Highlights of Budget Changes

In the FY2022 Budget, the IT/IS Department's operating expenditures total $769,725, an increase of 27% or $165,600 over the FY2021 budget. The projected increase is mostly due to costs associated with personnel services for the Receptionist's position and the Facility Maintenance Coordinator's position.

Capital expenditures total $230,000. This funding will provide for audio visual equipment upgrades ($65,000); SAN body cam space upgrades ($40,000), and for the installation of media signs at city hall ($125,000).

Information Technology / Information Systems Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	139,209	144,813	155,500	270,500	115,000
Total Purchased & Contracted Services	386,559	321,442	393,325	408,925	15,600
Total Supplies & Expenditures	54,905	38,405	55,300	90,300	35,000
Total Operating Expenditures	**580,673**	**504,660**	**604,125**	**769,725**	**165,600**
Capital Outlay - Buildings & Site Improvements	75,848	-	-	-	-
Capital Outlay - Computer Equipment	54,379	42,364	60,000	230,000	170,000
Total Capital Expenditures	**130,227**	**42,364**	**60,000**	**230,000**	**170,000**
Total IT / IS Budget	**710,900**	**547,024**	**664,125**	**999,725**	**335,600**

IT/ IS FY2022 Detailed Expenditure Summary

Information Technology Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	99,954	110,212	110,000	183,500
Salaries - Overtime	1,648	1,469	2,000	2,000
Group Insurance	18,485	18,675	20,000	50,000
Social Security (FICA) Contributions	6,087	6,556	8,000	11,500
Medicare	1,424	1,533	2,000	4,000
Retirement Contributions	6,724	6,587	8,000	15,000
ICMA RC 457 Match	1,991	2,374	2,500	4,000
Workers' Compensation	2,896	(2,595)	3,000	500
Total Personnel Services & Benefits	**139,209**	**144,813**	**155,500**	**270,500**
Custodial	3,719	6,350	3,000	6,500
Vehicle Maintenance & Repairs	1,910	150	2,500	100
City Hall Maintenance	79,429	42,740	70,000	70,000
Insurance, other than employee benefits	2,640	2,658	3,000	3,500
Communications	122,539	124,261	150,000	160,000
Travel	1,070	347	3,500	2,500
Dues & Fees	30	140	325	325
Contracts & Agreements	173,873	144,745	160,000	165,000
Education & Training	1,349	50	1,000	1,000
Contract Labor			-	-
Total Purchased & Contracted Services	**386,559**	**321,442**	**393,325**	**408,925**
General Supplies & Materials	1,956	2,090	1,500	1,500
Computer Eqpt. & Software	51,129	35,575	50,000	87,000
Includes FY22 PZB Tyler Code Enf./Permitting System ($37,000)				-
Gasoline	1,524	609	3,500	1,500
Uniforms	296	132	300	300
Total Supplies & Expenditures	**54,905**	**38,405**	**55,300**	**90,300**
Total Operating Expenditures	**580,673**	**504,660**	**604,125**	**769,725**
Buildings & Building Improvements	75,848	-	-	-
Capital Outlay - Other Equipment	54,379	42,364	60,000	230,000
FY21-FY22 Audio Visual Upgrades ($65,000)	-	-	-	-
FY22 Upgrade SAN Body Cam Space ($40,000)	-	-	-	-
FY22 City Hall Media Signs (Est. $125,000)	-	-	-	-
Total Capital Expenditures	**130,227**	**42,364**	**60,000**	**230,000**
Total Information Technology	**710,900**	**547,024**	**664,125**	**999,725**

General Government

Finance

Purpose: The Finance Department manages the financial affairs of the City which includes the efficient and judicious use of available City resources and the stewardship of public funds.

Cores Services: Financial management activities include general accounting and budget management, accounts payable payment coordination, cash management and receipting, payroll, debt management, tax and licensing administration, receivables billing and collections (including Utility Billing), and grant and project accounting.

Ongoing Activities & Initiatives for FY2022

- Continue providing outstanding professional services to all our customers.
- Continue promoting sound financial practices and strengthen internal control procedures to ensure that the City's assets are safeguarded and the use of City resources is responsive to community priorities.
- Report the City's financial condition in an accurate and timely manner to Mayor, Council, City Manager, Department Heads, and public.
- Prepare the City's fiscal year Comprehensive Annual Financial Report (CAFR) for submittal.
- Maintain a sound fiscal position for the city through the development and preparation of the annual budget.

Staffing Level

In the FY2022 Budget, the Finance Department's full-time employee staffing level is unchanged from 2021.

Finance	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Assistant Finance Director	0	0	1	1	Exempt
Accounting Division Manager (Senior Accounting Tech.)	1	1	0	0	Exempt
Revenue Collections/Utility Billing Manager	1	1	0	0	Exempt
Financial Specialist (Accounting Tech)	1	1	1	1	Non-Exempt
Utility Billing/Customer Service Tech.	2	2	2	2	Non-Exempt
Business License Tax Specialist	1	1	0	0	Non-Exempt
Total Finance FTE Staffing	**6**	**6**	**4**	**4**	

Notes:

- *In 2021, the Accounting Division Manager and the Revenue Collections/Utility Billing Manager positions were eliminated due to the positions being incorporated into the Assistant Finance Director's position.*
- *In 2021, the Business License Tax Specialist position was moved to the Planning, Zoning & Building Department for better function.*
- *Due to the implementation of the ADP payroll processing system, the home department for the Revenue Collections/Utility Billing Manager and the Utility Billing/ Customer Service Technician positions were moved from the Water/Sewer Department to the Finance Department.*

General Government

Finance

Highlights of Budget Changes

In the FY2022 Budget, the Finance Department's operating expenditures total $163,065, a decrease of ($55,350) or (-25%) under the FY2021 budget. The projected decrease is mostly attributed to a decrease in personnel costs due to the transfer of the Business License Tax Specialist's position to the Planning, Zoning & Building Department.

FINANCE Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	153,972	100,466	160,900	105,100	(55,800)
Total Purchased & Contracted Services	62,153	48,273	48,015	49,065	1,050
Total Supplies & Expenditures	7,401	5,230	9,500	8,900	(600)
Total Finance Budget	**223,526**	**153,969**	**218,415**	**163,065**	**(55,350)**

Finance FY2022 Detailed Expenditure Summary

Finance Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	104,687	61,964	107,000	65,000
Salaries - Overtime	1,664	323	1,500	1,000
Group Insurance	31,683	25,724	32,000	26,000
Social Security (FICA) Contributions	6,349	3,662	8,000	3,500
Medicare	1,485	856	2,000	1,000
Retirement Contributions	7,232	7,084	9,000	7,500
ICMA RC 457 Match	553	550	1,000	1,000
Workers' Compensation	319	301	400	100
Total Personnel Services & Benefits	**153,972**	**100,466**	**160,900**	**105,100**
Professional Audit	14,000	17,875	15,750	16,000
Travel	786	-	-	-
Dues & Fees	265	265	265	265
Contracts & Agreements:	46,568	30,083	31,000	31,000
Education & Training	534	50	1,000	1,800
Contract Labor			-	
Total Purchased & Contracted Services	**62,153**	**48,273**	**48,015**	**49,065**
General Supplies & Materials	4,332	2,000	5,500	5,400
Postage	2,619	1,822	3,000	2,000
Computer Equipment & Software	-	1,050	1,000	1,500
Total Supplies & Expenditures	**7,401**	**5,229**	**9,500**	**8,900**
Total Operating Expenditures	**223,526**	**153,968**	**218,415**	**163,065**
Total Capital Expenditures	**-**	**-**	**-**	**-**
Total Finance	**223,526**	**153,968**	**218,415**	**163,065**

General Government

Human Resources

Purpose: Human Resources provides personnel consulting and employee services to the City of Garden City's management and employees so they can have a capable and diverse staff able to deliver services to the community.

Core Services: Human Resources activities include managing the recruitment and selection process for positions, benefits administration, and the classification and compensation system. Human Resources works with management to create positive, healthy and productive work environments consistent with the City's philosophy and in compliance with Federal, State and local laws and regulations.

Ongoing Activities & Initiatives for FY2022

- HR will continue to support each City Department in the hiring and onboarding of new employees. HR will also provide timely support for HR inquiries and general employment related requests.

- Ensure employee relations are maintained. Provide support, direction, and counseling to Department Heads, supervisors and employees concerning employee relations, performance and disciplinary issues.

- Ensure the City's compensation and benefit plans are competitive to enhance the City's ability to attract and retain employees.

- Ensure timely compliance of workplace policy and procedures with federal and state legislative mandates; maintain safe work practices; communicate policy and procedural changes and safety procedures to employees through ongoing training sessions.

Staffing Level

In the FY2022 Budget, the Human Resources Department's full-time employee staffing level is unchanged from 2021.

HUMAN RESOURCES Classification	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Human Resources Director	1	1	1	1	Exempt
Payroll Coordinator	--	--	1	1	Non-Exempt
Total Human Resources	**1**	**1**	**2**	**2**	

General Government

Human Resources

Highlights of Budget Changes

In the FY2022 Budget, the Human Resources Department's operating expenditures total $238,698, an increase of 3% or $6,871 over the FY2021 budget. The projected increase is mostly due to costs associated with personnel services for FY2022.

HUMAN RESOURCES Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	119,827	150,537	158,500	186,008	27,508
Total Purchased & Contracted Services	25,500	36,180	63,127	46,365	(16,762)
Total Supplies & Expenditures	9,752	5,786	10,200	6,325	(3,875)
Total Human Resources Budget	**155,079**	**192,503**	**231,827**	**238,698**	**6,871**

Human Resources FY2022 Detailed Expenditure Summary

Human Resources Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	94,015	95,415	118,000	105,500
Salaries - Part-time Employees	-	27,204	-	35,000
Salaries - Overtime	-	71	-	250
Group Insurance	9,166	9,216	15,000	15,000
Social Security (FICA) Contributions	5,661	7,324	8,000	9,000
Medicare	1,324	1,713	3,000	3,000
Retirement Contributions	7,360	7,210	11,000	15,000
ICMA RC 457 Match	2,221	2,207	3,000	3,000
Workers' Compensation	80	177	500	258
Total Personnel Services & Benefits	**119,827**	**150,537**	**158,500**	**186,008**
Advertising	3,722	694	2,000	2,000
Travel	-	-	2,250	1,000
Dues & Fees	10,084	50	420	365
Contracts & Agreements	6,484	35,031	53,457	38,000
Education & Training	5,210	405	5,000	5,000
Total Purchased & Contracted Services	**25,500**	**36,180**	**63,127**	**46,365**
General Supplies & Materials	1,419	1,401	2,000	1,500
Postage	53	54	100	75
Food, Banquets & Flowers	4,853	1,952	6,500	4,000
Books & Periodicals	3,427	2,132	1,500	650
Uniforms	-	247	100	100
Total Supplies & Expenditures	**9,752**	**5,786**	**10,200**	**6,325**
Total Human Resources	**155,079**	**192,504**	**231,827**	**238,698**

General Government

Municipal Court

Purpose: The Municipal Court provides objective, accessible and timely resolution of all cases appropriately coming before the Court, the protection of the rights of all individuals, and the dignified and fair treatment of all parties.

Cores Services: The Municipal Court conducts hearings in addition to determining all causes of prosecution for violating the laws and ordinances of the City of Garden City and certain laws of the State of Georgia. It has the power to compel the attendance of parties and witnesses and to compel the production of papers, to issue all processes and writs necessary to exercise jurisdiction, to punish contempt by fine or imprisonment or both, and to levy fines along with imprisonment of a convicted person.

Staffing Level

In the FY2022 Budget, the Municipal Court's full-time employee staffing level is unchanged from the FY2021 budget.

Municipal Court	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Municipal Court Clerk	1	1	1	1	Non-Exempt
Deputy Municipal Court Clerk	1	1	1	1	Non-Exempt
Total Municipal Court FTE Staffing	**2**	**2**	**2**	**2**	

Highlights of Budget Changes

In the FY2022 Budget, the Municipal Court's operating expenditures total $244,208, an increase of $9,988 or 4% over the FY2021 budget. The projected increase is mostly due to costs associated with personnel services.

MUNICIPAL COURT Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	-	2,402	117,025	126,513	9,488
Total Purchased & Contracted Services	100,756	82,980	113,545	114,045	500
Total Supplies Expenditures	-	-	3,650	3,650	-
Total Budget Expenditures	**100,756**	**85,382**	**234,220**	**244,208**	**9,988**

Notes:

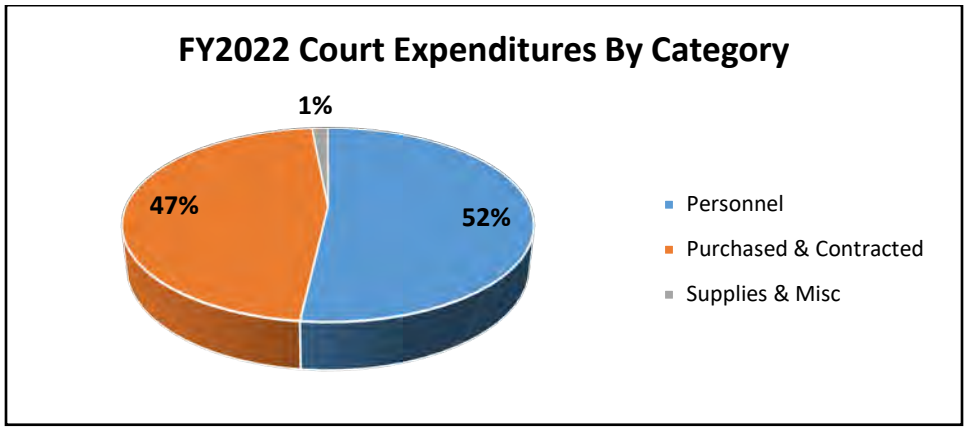
- *In FY2022 Budget, the Municipal Court was moved from the police department to the office of the city manager.*

General Government

Municipal Court

Municipal Court FY2022 Detailed Expenditure Summary

Municipal Court Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	-	2,402	74,125	79,600
Salaries - Overtime	-	-	1,000	1,000
Group Insurance	-	-	25,000	30,000
Social Security (FICA) Contributions	-	-	6,100	5,000
Medicare	-	-	1,100	1,200
Retirement Contributions	-	-	8,000	8,000
ICMA RC 457 Match	-	-	1,500	1,500
Workers' Compensation	-	-	200	213
Total Personnel Services & Benefits	**-**	**2,402**	**117,025**	**126,513**
Travel	-	-	1,000	1,000
Dues & Fees	-	-	45	45
Contracts & Agreements:	-	-	13,500	13,500
Education & Training	-	-	500	500
Contract Labor - Judge	44,996	37,500	40,000	40,000
Contract Labor - Solicitor	25,000	20,250	26,000	26,000
Contract Labor - Public Defender	25,000	19,950	26,000	26,000
Contract Labor - Court Interpreter	5,760	5,280	6,500	7,000
Total Purchased & Contracted	**100,756**	**82,980**	**113,545**	**114,045**
General Supplies & Materials	-	-	1,000	1,000
Postage	-	-	2,000	2,000
Books & Periodicals	-	-	250	250
Uniforms	-	-	400	400
Total Supplies Expenditures	**-**	**-**	**3,650**	**3,650**
Total Municipal Court	**100,756**	**85,382**	**234,220**	**244,208**



FY2022 Adopted Budget

PUBLIC SAFETY



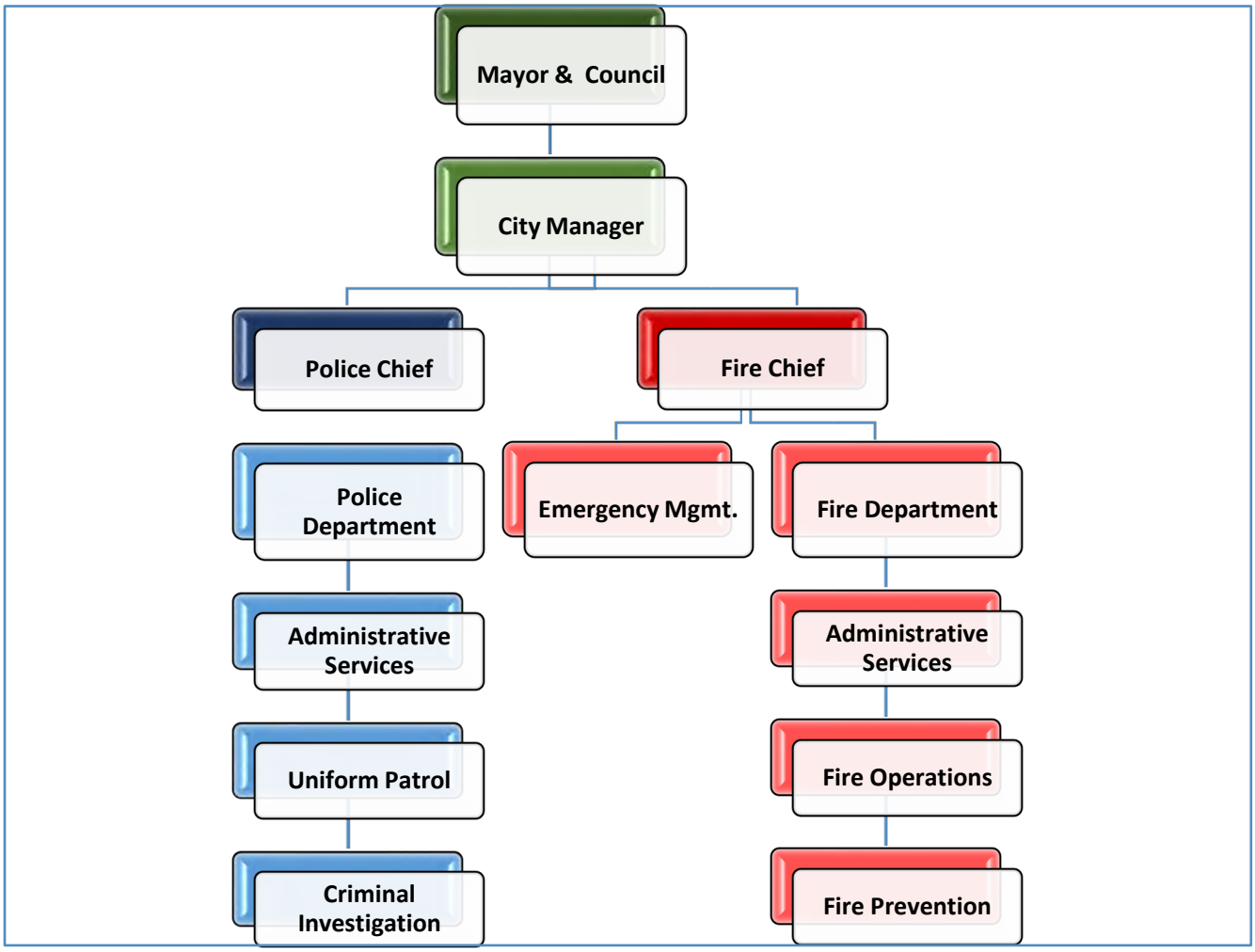
Departmental Summaries

- Police Department
- Emergency Management
- Fire Protection

Public Safety

Public Safety is comprised of departments and divisions responsible for ensuring the safety of all residents and visitors to the City. This function includes the following departments and divisions: Municipal Court, Police Department, Emergency Management and Fire Protection. Departments and divisions within Public Safety that are accounted for in the General Fund include Municipal Court, Police, and Emergency Management. Fire Protection is accounted for in an Enterprise Fund.

Public Safety Function Organization Chart



Fund Types Budgeted by the Public Safety Function

Fund	Department		
	Police	Emergency Mgmt.	Fire
General Fund	X	X	
Enterprise Fund			X
SPLOST Fund (CIP)	X		X

Public Safety

Short Term Priorities & Goals

Priorities:

- To ensure law enforcement personnel and firefighters receive the proper training and materials to conduct their jobs in the safest manner possible.
- To update equipment as needed and specified by manufacturer's guidelines.

Goals:

- To continue educational and training opportunities for public safety employees.
- To provide law enforcement personnel and firefighters with the equipment needed to perform their duties as new technology becomes available and cost-effective.

Long Term Priorities & Goals

Priorities:

- To promote the safety and security of the community through proactive law enforcement operations and strategies.
- To promote the fire safety and prevention education to the community through proactive prevention strategies.

Goals:

- To provide employees with the equipment and training necessary to complete their jobs and engage in proactive law enforcement and fire prevention strategies.
- To maintain enough personnel and equipment to ensure acceptable response times.





Public Safety

Police Department

Purpose: The Police Department provides quality police services to our community by proactively addressing crime and reducing victimization while safeguarding the constitutional rights of all people.

Core Services: The Police Department is comprised of four divisions. The Administrative Division is responsible for records, training, Municipal Court, and GCIC operations. The Patrol Division is responsible for all uniformed patrol and traffic operations. The Criminal Investigations Division is responsible for investigating criminal activity, evidence custody, and asset forfeiture.

Ongoing Activities & Initiatives for FY2022

- Continue our core mission of providing a safe and secure environment for our residents and visitors on a twenty-four hour a day, seven days a week, and three hundred and sixty-five days a year schedule.
- Continue successfully completing scheduled audits by external agencies, including GCIC Audit of departmental record keeping and warrant handling, and missing persons and stolen property reporting. Also, an audit of policies and practices to maintain accreditation.
- Continue community relations and positive presence by attending community events, school functions, and neighborhood watch meetings.
- Continue to promote the Garden City Police Department through participation and interagency cooperation by supporting local public safety organizations.

Staffing Level

In the FY2022 Budget, the Police Department's full-time employee staffing level is reduced by one (1) position (Receptionist) from the FY2021 budget. This is due to the reassigning of the City Hall Receptionist's position to the Information Technology Department.

Police	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Sworn Positions					
Chief of Police	1	1	1	1	Exempt
Major	0	0	0	0	Exempt
Captain	1	2	3	3	Exempt
Lieutenant	4	3	1	1	Non-Exempt
Sergeant	5	5	4	5	Non-Exempt
Corporal	5	5	4	6	Non-Exempt
Detectives (CID)	4	4	5	3	Non-Exempt
Training Officer (Sgt.)	1	1	1	1	Non-Exempt
Community Relations Officer	1	1	1	1	Non-Exempt
City Marshal (Sgt./Cpl)	1	1	0	0	Exempt
Code Enforcement Officer	0	1	0	0	Non-Exempt
Patrol Officers	13	12	16	15	Non-Exempt
Traffic Unit / K9	1	3	2	2	Non-Exempt
CNT Officers (Reimbursed by County)	2	1	1	1	Non-Exempt
Civilian Positions					
Executive Assistant to Chief of Police/Accreditation	1	1	1	1	Exempt
Evidence Custodian	1	1	1	1	Non-Exempt
Records Clerk	2	2	2	2	Non-Exempt
Records Clerk/Lobby Receptionist	1	1	1	0	Non-Exempt
Code Enforcement Officers	2	0	0	0	Non-Exempt
Total Police FTE Staffing Level	**46**	**45**	**44**	**43**	

Public Safety

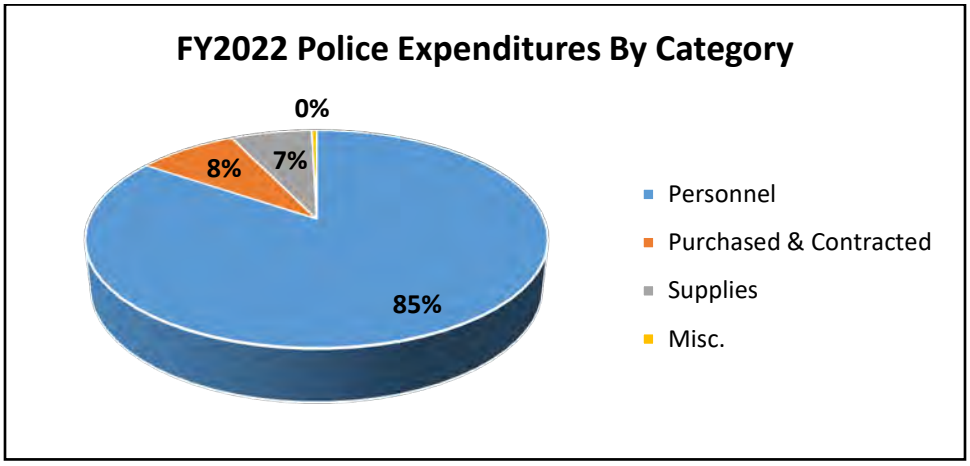
Police Department

Highlights of Budget Changes

In the FY2022 Budget, the Police Department's operating expenditures total $4,394,380, an increase of 1% or $56,908 over the FY2021 budget. The projected increase is mostly due to costs associated with personnel services and supplies.

Capital expenditures total $323,500. This funding is allocated in the FY2022 SPLOST Fund Budget to provide for the purchase of five (5) fully equipped police vehicles ($275,000); the implementation of a drone program for the entire City ($40,000), and for the purchase of a new radar trailer ($8,500).

POLICE Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	3,408,279	3,408,136	3,658,636	3,712,636	54,000
Total Purchased & Contracted Services	340,162	349,931	368,400	365,950	(2,450)
Total Supplies & Expenditures	236,821	292,748	281,436	296,794	15,358
Total Miscellaneous	32,467	17,726	29,000	19,000	(10,000)
Total Operating Expenditures	**4,017,729**	**4,068,541**	**4,337,472**	**4,394,380**	**56,908**
Total Capital Outlay Expenditures	43,827	-	-	-	-
Total Police Expenditures	**4,061,556**	**4,068,541**	**4,337,472**	**4,394,380**	**56,908**



Public Safety

Police Department

Police Department FY2022 Detailed Expenditure Summary

Police Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	2,151,578	2,195,287	2,351,750	2,382,320
Salaries - Overtime	163,864	140,905	180,000	100,300
Group Insurance	536,367	519,266	532,000	600,000
Social Security (FICA) Contributions	136,317	135,449	168,386	152,800
Medicare	31,881	31,678	34,500	35,800
Retirement Contributions	258,558	253,285	260,000	290,700
ICMA RC 457 Match	37,999	34,246	40,000	38,600
Peace Officers Annuity	7,320	7,360	10,000	11,700
Unemployment Insurance	1,980	-	-	-
Workers' Compensation	82,415	80,925	82,000	100,416
Total Personnel Services & Benefits	**3,408,279**	**3,408,136**	**3,658,636**	**3,712,636**
Vehicle Maintenance & Repairs	74,523	76,649	75,000	75,000
Equipment Maintenance & Repairs	13,635	7,251	15,000	15,000
Insurance, other than employee benefits	132,010	132,911	145,000	125,800
Travel	15,467	9,290	15,000	15,000
Dues & Fees	2,602	1,649	3,000	3,000
Contracts & Agreements:	94,416	109,888	99,400	106,150
Education & Training	7,509	10,337	12,000	22,000
Contract Labor	-	1,956	4,000	4,000
Total Purchased & Contracted Services	**340,162**	**349,931**	**368,400**	**365,950**
General Supplies & Materials	21,893	14,940	25,000	25,000
Postage	1,652	3,102	500	500
CID Supplies		9,746	10,000	10,000
Electricity	38,657	62,879	52,000	65,000
Gasoline	133,634	114,135	125,000	125,000
Books & Periodicals	106	1,893	1,000	1,000
Small Equipment	14,397	30,363	12,000	12,000
Special Gear	-	-	20,000	20,000
Small Equipment - LLEBG	-	32,000	10,936	13,294
Uniforms	26,482	23,689	25,000	25,000
Total Supplies & Expenditures	**236,821**	**292,748**	**281,436**	**296,794**
Community Oriented Policing	1,475	1,751	2,000	2,000
Armory	8,938	9,383	25,000	15,000
Damage Claims Paid	14,180	4,365	2,000	2,000
Total Miscellaneous	**32,467**	**17,726**	**29,000**	**19,000**
Total Operating Expenditures	**4,017,729**	**4,068,540**	**4,337,472**	**4,394,380**
Vehicles & Equipment	32,982	-	-	-
Capital Outlay - Other Equipment	10,845	-	-	-
Total Capital Expenditures	**43,827**	**-**	**-**	**-**
Total Police	**4,061,556**	**4,068,540**	**4,337,472**	**4,394,380**

Public Safety

Emergency Management

Purpose: The Emergency Management Program provides for the development and coordination of the City's emergency management activities, which will enable effective preparation for and efficient response to emergencies and disasters in order to save lives, reduce human suffering, and reduce property loss.

Core Services: Emergency Management develops plans and establishes contracts to protect the City financially and logistically from manmade and natural disasters. Contracts include debris management, debris monitoring, insurance liability assurance and FEMA certification of Debris and Hurricane Management plans. The department also coordinates the purchase of all supplies needed to feed, bed, and provide for emergency reentry teams.

Ongoing Activities & Initiatives for FY2022

- Continue to improve response and recovery capabilities and preparation to protect the city in the event of natural or manmade disasters.

Staffing Level

The Fire Chief serves as the City's Emergency Management Coordinator.

Highlights of Budget Changes

In the FY2022 Budget, the Emergency Management Department's expenditures total $11,500, which is unchanged from the FY2021 budget.

EMERGENCY MANAGEMENT Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	-	-	-	-	-
Total Purchased & Contracted Services	-	-	4,000	4,000	-
Total Supplies & Expenditures	812	600	7,500	7,500	-
Total Expenditures	**812**	**600**	**11,500**	**11,500**	**-**

Emergency Management FY2022 Detailed Expenditure Summary

Emergency Management Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Travel	-	-	1,000	1,000
Contracts & Agreements:	-	-	1,000	1,000
Education & Training	-	-	2,000	2,000
Total Purchased & Contracted Services	**-**	**-**	**4,000**	**4,000**
General Supplies & Materials	-	180	2,000	2,000
Small Equipment	812	420	5,500	5,500
Total Supplies & Expenditures	**812**	**600**	**7,500**	**7,500**
Total Emergency Management	**812**	**600**	**11,500**	**11,500**

Public Safety

Fire Department

Purpose: The Fire Department provides professional services to the community in order to minimize the loss of life and property through prevention, suppression, and mitigation of hazards within the scope of available resources.

Core Services: The Fire Department is made up of two fire stations. All of the City's firefighters are state and nationally certified professional firefighters and are certified by the National Professional Qualifications System.

Ongoing Activities & Initiatives for FY2022

- Continue to stress fire prevention through annual pre-fire planning of businesses.
- Continue to stress fire prevention through visits to public schools, senior center, and public events within the city.
- Continue to properly train firefighters to stress safety in their work.
- Continue to pursue grants and develop additional funding strategies as an alternative source of funding for needed capital items.

Staffing Level

In the FY2022 Budget, the Fire Department's full-time employee staffing level is unchanged from the FY2021 budget.

Fire Department	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Fire Chief	1	1	1	1	Exempt
Assistant Fire Chief/Training Officer	1	1	1	1	Exempt
Fire Captain	1	3	3	3	Exempt
Fire Marshal	--	1	1	1	Exempt
Deputy Fire Marshal	--	--	1	1	Non-Exempt
Administrative/Safety Coordinator	1	1	1	1	Non-Exempt
Firefighter	14	12	13	13	Non- exempt
Total Fire	**18**	**19**	**21**	**21**	

Public Safety

Fire Department

Highlights of Budget Changes

Revenues:

In the FY2022 Budget, the Fire Protection Fund's revenues total, $2,265,209, which includes the transfer in from the SPLOST Fund of ($152,715) and the General Fund of ($1,355,994). This represents an increase of 4% or $90,554 over the FY2021 budget. The increase in revenue is mostly due to an increase in the funding transfer from the general fund to subsidize the department's operations for FY2022. The fire protection fee/rate is $12.50 per REU, per month.

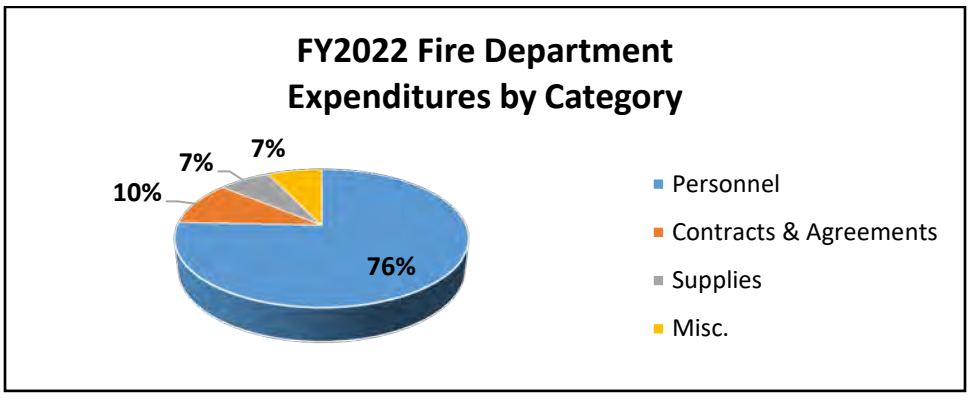
FIRE PROTECTION FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Federal & State Government Grants	-	-	-	-	-
Total Fire Protection Fees	700,731	716,347	703,000	710,000	7,000
Total Fire Fees (collected with fines)	28,533	474	-	-	-
Total Accident Recovery Fees	12,891	9,721	20,000	15,000	(5,000)
Total Fire Line Fees	28,289	29,349	30,000	30,000	-
Total Miscellaneous Revenues	1,561	1,217	1,500	1,500	-
Total Transfers In From SPLOST Fund	-	152,714	152,715	152,715	-
Total Transfers In From General Fund	926,782	1,176,100	1,267,440	1,355,994	88,554
Total Revenue	**1,698,787**	**2,085,922**	**2,174,655**	**2,265,209**	**90,554**

Expenditures:

In the FY2022 Budget, the Fire Department's expenditures total $2,265,209, an increase of 4% or $90,554 over the FY2021 budget. The projected increase is mostly due to costs associated with personnel services.

Capital expenditures total $52,800. This funding is allocated in the FY2022 SPLOST Fund Budget and will provide for the installation of a Bi-Directional AMP for radios at Station No. 2 ($14,000), and the purchase of mobile data terminals for vehicle CAD system integration ($38,800).

FIRE PROTECTION FUND Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	1,517,474	1,592,644	1,638,340	1,714,750	76,410
Total Purchased & Contracted	168,325	174,796	229,000	234,444	5,444
Total Supplies & Expenditures	109,856	113,200	144,100	152,800	8,700
Total Miscellaneous	159,855	166,487	163,215	163,215	-
Total Capital Expenditures	-	27,768	-	-	-
Total Expenditures	**1,955,510**	**2,074,895**	**2,174,655**	**2,265,209**	**90,554**



Public Safety

Fire Department

Fire Department FY2022 Detailed Expenditure Summary

Fire Protection Fund Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Fire Protection Fee	700,731	716,347	703,000	710,000
Fire Fee (Collected w/fines)	28,533	474	-	-
Accident Recovery Fees	12,891	9,721	20,000	15,000
Fire Line Fees	28,289	29,349	30,000	30,000
Contributions from Private Sources	-	-	-	-
Reimbursement for Damaged Property	-	-	-	-
Miscellaneous Revenue	1,561	1,217	1,500	1,500
Transfer In - SPLOST Fund	-	152,714	152,715	152,715
Transfer In - General Fund	926,782	1,176,100	1,267,440	1,355,994
Total Fire Protection Fund Revenues	**1,698,786**	**2,085,923**	**2,174,655**	**2,265,209**
Salaries - Regular Employees	897,858	941,039	901,914	905,750
Salaries - Part-time	84,596	77,625	100,000	100,000
Salaries - Overtime	81,207	124,331	100,000	100,000
Group Insurance	281,415	274,379	349,426	380,300
Social Security (FICA) Contributions	61,856	64,971	63,000	65,000
Medicare	14,466	15,195	16,000	16,500
Retirement Contributions	55,965	54,823	62,000	100,000
ICMA RC 457 Match	18,439	13,921	21,000	15,000
Workers' Compensation	21,673	26,360	25,000	32,200
Total Personnel Services & Benefits	**1,517,474**	**1,592,644**	**1,638,340**	**1,714,750**
Vehicle Maintenance & Repairs	30,541	41,238	65,000	70,000
Equipment Maintenance & Repairs	11,359	11,028	15,000	15,000
Building Maintenance & Repairs	11,826	6,886	15,000	15,000
Insurance, other than employee benefits *(GIRMA)*	29,042	29,240	33,000	35,444
Travel	12,578	10,180	9,500	11,000
Dues & Fees	9,508	8,759	9,500	9,500
Contracts & Agreements:	57,712	61,691	70,000	64,200
Education & Training	5,758	5,774	12,000	14,300
Total Purchased & Contracted Services	**168,325**	**174,796**	**229,000**	**234,444**
General Supplies & Materials	11,928	16,063	12,000	12,000
Postage	483	606	400	400
Natural Gas	6,195	5,319	6,000	6,000
Electricity	19,581	19,133	20,000	21,200
Gasoline	23,385	20,194	20,000	20,000
Food, Banquets & Flowers	2,519	819	1,500	1,500
Books & Periodicals	-	3,559	5,000	5,000
Small Equipment	22,732	10,128	35,200	40,500
Turn-out Gear/Special Gear	6,247	22,257	14,000	16,200
Uniforms	8,096	9,588	15,000	15,000
Medicial Supplies	8,692	5,533	15,000	15,000
Total Supplies & Expenditures	**109,856**	**113,200**	**144,100**	**152,800**
Fire Prevention	1,126	59	5,500	5,500
Computer System	-	-	-	-
Capital Lease Debt Service Payment *(FY15-FY22)*	137,867	141,438	145,101	148,859
Capital Lease Interest	14,848	11,277	7,614	3,855
Damage Claims	-	-	-	-
Depreciation	-	-	-	-
Bad Debt Expense	6,014	13,713	5,000	5,000
Total Miscellaneous Expenditures	**159,855**	**166,487**	**163,215**	**163,215**
Total Operating Expenditures	**1,955,509**	**2,047,127**	**2,174,655**	**2,265,209**
Capital Outlay Other Equipment	-	27,768	-	-
Total Capital Expenditures	**-**	**27,768**	**-**	**-**
Total Fire Protection Fund	**1,955,509**	**2,074,895**	**2,174,655**	**2,265,209**

FY2022 Adopted Budget

PARKS & RECREATION



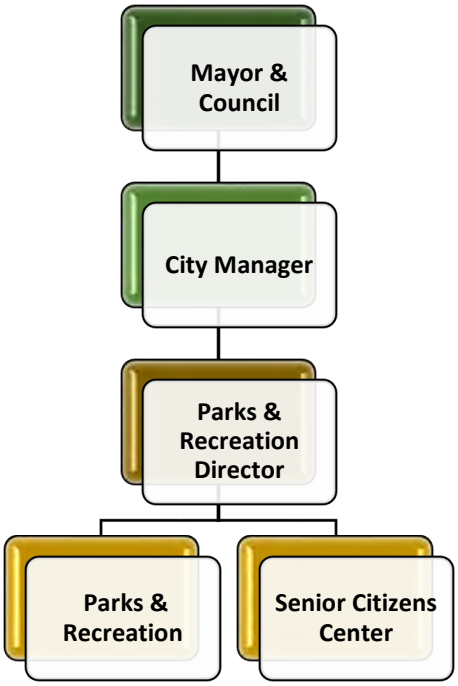
Departmental Summaries

- Parks & Recreation
- Senior Citizens Center

Parks & Recreation

Parks and Recreation includes management of all the City's parks and recreation programs. This department also oversees programs offered by the Senior Citizens Center which has its own operating budget.

Parks & Recreation Organization Chart



Fund Types Budgeted by the Parks & Recreation Function

Fund	Department	
	Parks & Recreation	Senior Citizens Center
General Fund	X	X

Parks & Recreation

Short Term Priorities & Goals

Priorities:

- Ensure fiscal responsibility via accurate forecasting of community necessities and department resources.
- Provides safe and healthy environment for citizens to enjoy recreational activities at the different parks within the city.

Goals:

- Use the operating and capital improvement budgets to allocate funds and resources that will provide a high level of service to meet community needs.
- Continue to provide services to foster lasting, strong relationships between staff and the citizens.

Long Term Priorities & Goals

Priorities:

- To maintain the City's Recreation Department at an efficient level of service.
- Examine goals to ensure quality and efficiency of department and recreation programs.

Goals:

- Continue to examine areas that lend themselves to department improvement, such as public relation efforts, and timely response to citizen inquiry.
- To provide employees with the equipment and information necessary to complete their jobs.
- Continue to improve efficient and cost-effective use of the City's resources.



Parks & Recreation

Purpose: The Parks & Recreation Department provides diverse, year-round recreational opportunities through the preservation of open space, park settings, and recreational facilities and programs for the citizens of Garden City while enhancing the overall quality of life in Garden City.

Core Services: Recreation provides year-round activities such as Youth Baseball, Girls Fast Pitch Softball, T-Ball, Football, Cheerleading, Soccer and Basketball. The non-team sport programs consist of summer day camp, swimming lessons, public swimming, after school programs and senior citizen programs.

Ongoing Activities & Initiatives for FY2022

- Continue to upgrade and repair recreational facilities and the senior center both structurally and cosmetically.
- Provide a safe and healthy environment for citizens to enjoy recreational activities at the City's parks.
- Continue to provide year-round sports opportunities that include programs for our youth which emphasize fun within a structured sports environment.
- Continue to provide a variety of programs and services for our seniors designed to enhance the quality of their lives and maintain their independence.

Staffing Level

In the FY2022 Budget, the Parks & Recreation Department's full-time employee staffing level includes one (1) new Groundskeeper's (Technician) position for the Parks & Recreation Department.

Parks & Recreation	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Director of Parks & Recreation	1	1	1	1	Exempt
Recreation Program Coordinator	1	1	1	1	Non-Exempt
After-School Program Coordinator	1	1	1	1	Non-Exempt
Senior Groundskeeper	1	1	1	1	Non-Exempt
Parks & Recreation Technician (Groundskeeper)	2	2	2	3	Non-Exempt
Administrative Assistant	1	1	1	1	Non-Exempt
Total Recreation FTE Staffing	**7**	**7**	**7**	**8**	

Parks & Recreation

Highlights of Budget Changes

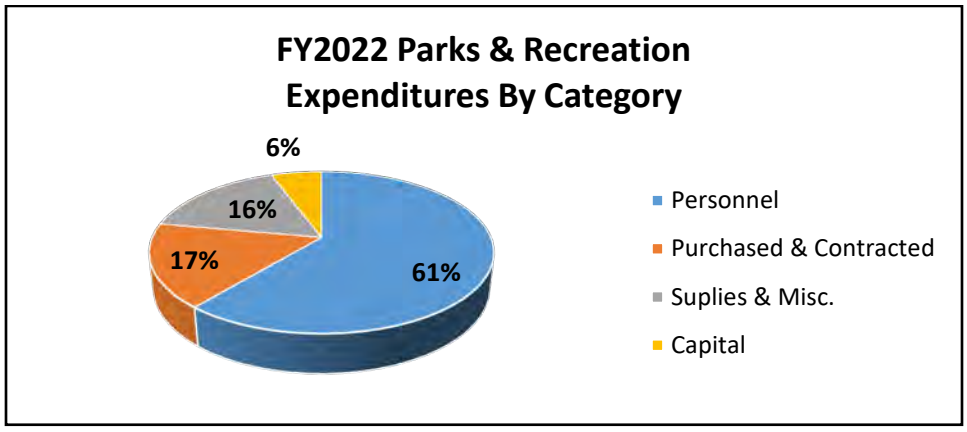
In the FY2022 Budget, the Parks & Recreation Department's operating expenditures total $823,200 an increase of $72,800 or 9% over the FY2021 budget. The projected increase is mostly due to personnel costs associated with the addition of a full-time Groundskeeper's position and a part-time Program Leader position for the Cooper Center.

Capital expenditures total $494,564. This includes General Fund capital expenditures of $53,564 and SPLOST Fund capital expenditures of $441,000.

The capital funds allocated in the FY2022 General Fund budget will provide for the purchase of two (2) zero turn mowers ($20,549); one (1) Ford F-150 Truck for the maintenance crew ($26,515); and for the installation of a computer lab at the Gym ($6,500).

The capital funds allocated in the FY2022 SPLOST Fund budget will provide for safety upgrades to the football stadium bleachers ($250,000); for the replacement of fencing/concrete at Bazemore Park Ball Fields as needed for safety ($25,000); for parking improvements at Bazemore Park Ball Fields ($50,000); for the purchase of equipment to create new pocket parks ($50,000); and for the installation of a new metal roof at the Cooper Center ($66,000). *Please note that the Recreation Department's budgeted SPLOST Fund projects for fiscal year 2022 are subject to change due to the proposed new Gymnasium Project.*

PARKS & RECREATION Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	485,662	440,067	510,700	580,300	69,600
Total Purchased & Contracted Services	133,314	145,540	155,150	159,300	4,150
Total Supplies & Expenditures	163,975	114,870	157,550	156,600	(950)
Total Operating Expenditures	**782,951**	**700,477**	**823,400**	**896,200**	**72,800**
Capital Outlay - Building & Site Improvements	148,633	25,770	108,500	53,564	(54,936)
Total Capital Expenditures	**148,633**	**25,770**	**108,500**	**53,564**	**(54,936)**
Total Expenditures	**931,584**	**726,247**	**931,900**	**949,764**	**17,864**



Parks & Recreation

Parks & Recreation FY2022 Detail Expenditure Summary

Parks & Recreation Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	282,518	290,950	284,000	313,800
Salaries - Part time/Temporary Employees	49,512	8,492	50,000	55,000
Salaries - Overtime	7,315	6,125	9,000	10,000
Group Insurance	89,730	81,247	105,000	119,000
Social Security (FICA) Contributions	20,080	17,531	22,000	23,500
Medicare	4,696	4,100	5,500	5,500
Retirement Contributions	20,299	19,885	22,000	42,000
ICMA RC 457 Match	2,991	3,488	3,200	5,000
Workers' Compensation	8,521	8,248	10,000	6,500
Total Personnel Services & Benefits	**485,662**	**440,067**	**510,700**	**580,300**
Umpires & Referees	8,235	4,490	8,000	8,000
Vehicle Maintenance & Repairs	2,430	6,278	5,000	5,000
Equipment Maintenance & Repairs	9,350	6,581	7,500	7,500
Gym Maintenance & Repairs	9,752	12,824	12,000	15,000
Stadium Maintenance & Repairs	13,134	21,412	12,000	14,000
Ball Park Maintenance & Repairs	15,889	17,640	15,000	15,000
Swimming Pool Maintenance & Repairs	3,120	767	3,500	3,500
Cooper Center Maintenance & Repairs	2,333	3,910	4,000	4,000
General Park Maintenance		10,502	10,000	10,000
Insurance, other than employee benefits	15,841	15,949	17,000	18,100
Advertising	2,837	1,459	4,000	3,000
Travel	289	1,056	3,000	3,000
Due & Fees	1,400	1,665	2,000	2,000
Contracts & Agreements	26,513	24,561	27,000	27,000
Education & Training	-	-	150	200
Contract Labor	22,191	16,446	25,000	24,000
Total Purchased & Contracted Services	**133,314**	**145,540**	**155,150**	**159,300**
General Supplies & Materials	3,782	1,774	5,000	5,000
Postage	9	1	150	100
Trophies & Awards	4,650	2,013	5,500	5,000
Cooper Center Supplies	6,527	3,387	3,500	3,500
Player Uniforms/Sports Equipment	31,568	12,790	25,000	25,000
Chemicals	6,622	5,464	6,000	6,000
Summer Program Supplies	7,013	-	4,200	4,000
Christmas Decorations	7,418	5,602	7,000	7,000
Concession Supplies	2,701	1,516	3,000	3,000
Natural Gas	11,356	8,892	10,000	10,000
Electricity	66,139	61,883	67,200	67,000
Gasoline	8,916	7,075	9,000	9,000
Food - Banquets & Special Events	7,274	2,062	9,000	9,000
Small Equipment	-	2,410	3,000	3,000
Total Supplies & Expenditures	**163,975**	**114,870**	**157,550**	**156,600**
Total Operating Expenditures	**782,951**	**700,476**	**823,400**	**896,200**
Capital Outlay - Machinery & Equipment	-	12,995	-	20,549
FY22 (2) 60" Zero Turn Mowers ($20,549)	-	-	-	-
Capital Outlay - Vehicles	-	-	-	26,515
FY22 (1) Ford F-150 Truck ($26,515)	-	-	-	-
Site Improvements	111,273	-	102,000	-
Building & Building Improvements	37,360	3,750	6,500	6,500
FY21-FY22 Computer Lab - @ Gym Complex (Est. $6,500)	-	-	-	-
Total Capital Outlay Expenditures	**148,633**	**25,770**	**108,500**	**53,564**
Total Parks & Recreation	**931,584**	**726,246**	**931,900**	**949,764**

Parks & Recreation

Senior Citizens Center

Staffing Level

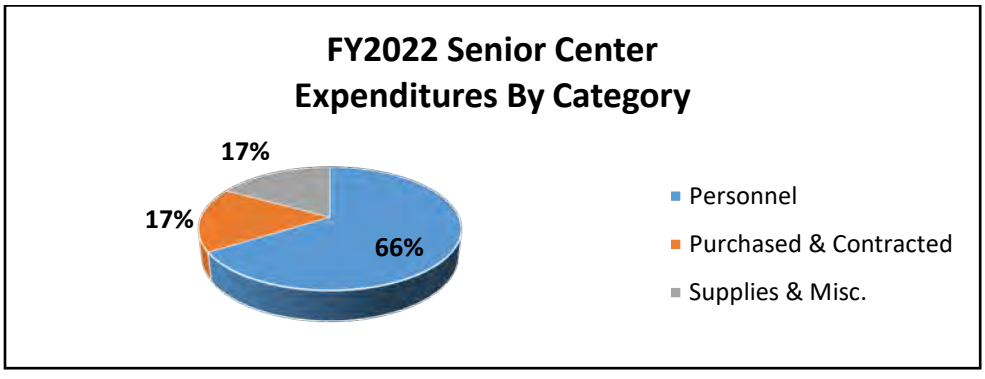
In the FY2022 Budget, the Senior Citizens Center's full-time employee staffing level includes one (1) new full-time Senior Center Program Leader's position to assist with program activities and provide stability during the transition period of the current Senior Center Program Director's upcoming retirement.

Senior Citizens Center	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Senior Center Manager	1	1	1	1	Exempt
Senior Center Program Leader	0	0	0	1	Non-Exempt
Total Senior Center FTE Staffing	**1**	**1**	**1**	**2**	

Highlights of Budget Changes

In the FY2022 Budget, the Senior Citizens Center's operating expenditures total $264,000, an increase of $106,200 over the FY2021 budget. The projected increase is mostly due to personnel costs associated with the addition of the full-time Senior Center Program Leader's position. Funds are allocated for a part-time Senior Center Cook/Program Helper to prepare meals.

SENIOR CITIZENS CENTER Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	76,838	79,069	82,800	174,500	91,700
Total Purchased & Contracted Services	73,013	27,379	44,800	44,800	-
Total Supplies & Expenditures	45,530	19,026	30,200	44,700	14,500
Total Operating Expenditures	**195,381**	**125,474**	**157,800**	**264,000**	**106,200**
Total Capital Expenditures	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**195,381**	**125,474**	**157,800**	**264,000**	**106,200**



Parks & Recreation

Senior Citizens Center

Senior Citizens Center FY2022 Detailed Expenditure Summary

Senior Citizens Center Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	52,122	54,387	55,000	101,000
Salaries - Part-time			-	20,000
Salaries - Overtime			-	1,000
Group Insurance	8,941	8,939	10,000	25,000
Social Security (FICA) Contributions	3,173	3,243	3,800	6,500
Medicare	742	758	1,000	2,000
Retirement Contributions	8,881	8,700	9,000	13,000
ICMA RC 457 Match	1,564	1,597	2,000	3,500
Workers' Compensation	1,415	1,445	2,000	2,500
Total Personnel Services & Benefits	**76,838**	**79,069**	**82,800**	**174,500**
Custodial	7,064	1,659	6,000	6,000
Repairs & Maintenance	6,368	2,122	5,000	5,000
Travel	1,250	-	2,000	2,000
Dues & Fees	315	340	350	350
Contracts & Agreements:	1,458	1,551	1,450	1,450
Contract Labor	56,558	21,706	30,000	30,000
Total Purchased & Contracted Services	**73,013**	**27,379**	**44,800**	**44,800**
General Supplies & Materials	514	79	1,500	1,500
Natural Gas	1,907	1,511	2,000	2,000
Electricity	8,410	7,334	8,500	10,000
Gasoline	25	-	200	200
Food, Banquets & Flowers	29,859	10,102	15,000	28,000
Small Equipment	3,815	-	3,000	3,000
Claims - Damage	1,000	-	-	-
Total Supplies & Expenditures	**45,530**	**19,026**	**30,200**	**44,700**
Total Operating Expenditures	**196,381**	**125,474**	**157,800**	**264,000**
Total Capital Expenditures	**-**	**-**	**-**	**-**
Total Senior Citizens Center	**196,381**	**125,474**	**157,800**	**264,000**

FY2022 Adopted Budget

COMMUNITY DEVELOPMENT



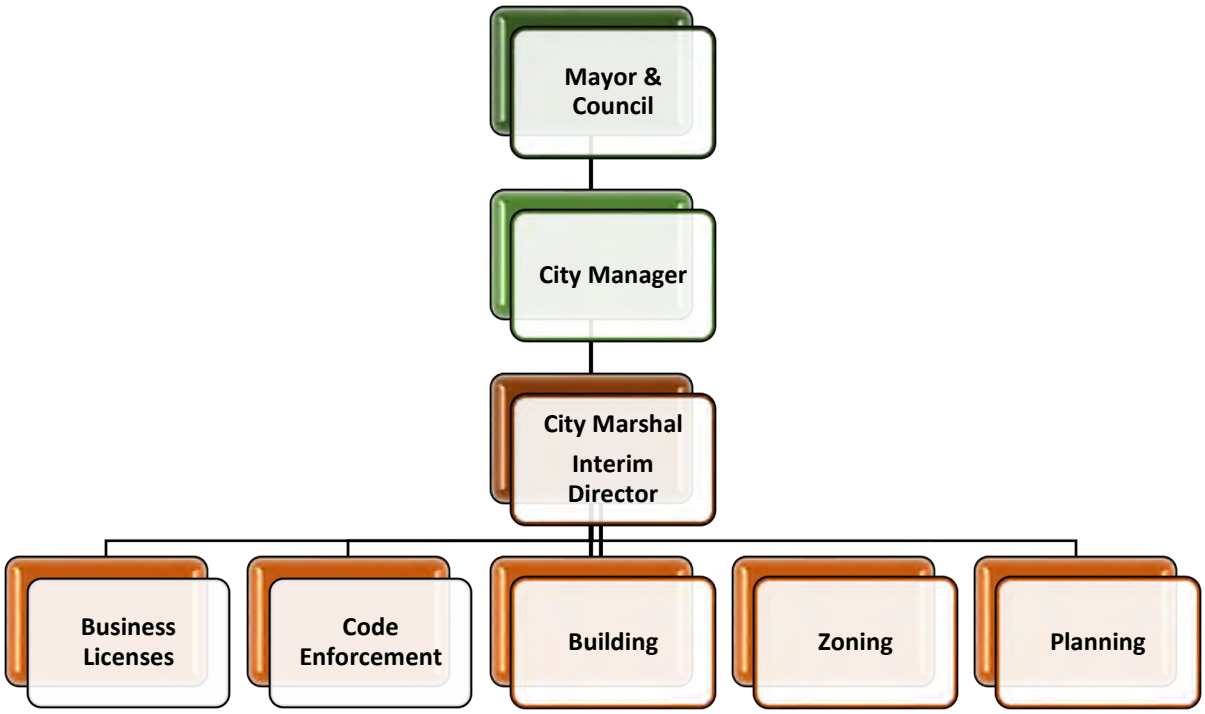
Departmental Summaries

- **Planning, Zoning & Building Department**

Community Development

Community Development encompasses the various divisions of the Planning, Zoning, & Building Department responsible for enforcement of zoning ordinance regulations, development, building, permitting, inspections, code enforcement, and business licenses.

Planning, Zoning & Building Department Organizational Chart



Fund Types Budgeted by the Community Development Function

Fund	Department
	Planning, Zoning & Building
General Fund	X

Community Development

Short Term Priorities & Goals

Priorities:

- Continue excellence in planning, zoning, and building inspections to ensure safe, desirable, and quality development within Garden City, while working to preserve existing neighborhoods and commercial areas.
- Ensure fiscal responsibility via accurate forecasting of community necessities and department resources.

Goals:

- Use the operating and capital improvement budgets to allocate funds and resources that will provide a high level of service to meet community needs.
- Continue to provide services to foster lasting, strong relationships between staff and the citizens.

Long Term Priorities & Goals

Priorities:

- To maintain the City's Planning, Zoning & Building Department at an efficient level of service.

Goals:

- Familiarize staff with new development concepts, building practices, and training opportunities.
- Implement long-term plans and strategies to effectively handle the growth of the City.
- Continue to examine areas that lend themselves to department improvement, such as public relation efforts.



Community Development

Planning, Zoning & Building

Purpose: Planning, Zoning & Building provides the City's elected and appointed officials, citizens, businesses, and development community with information used to support decisions, enhance the understanding of the development process, and ensure continued quality residential, commercial, and industrial development within the City of Garden City.

Core Services: Planning, Zoning & Building activities include land use planning, construction permitting, inspections, code enforcement, verifying and maintaining compliance with the City's Zoning Code. Planning & Zoning also works with the Planning Commission / Board of Zoning Appeals to review and recommend actions for changes in zoning, plat boundary amendments, and variances.

Ongoing Activities & Initiatives for FY2022

- Continue current planning and development review – reviewing and processing development applications according to the Comprehensive Plan and Zoning Code.
- Continue reviewing and processing business license applications in compliance with the City's Codes.
- Continue working to maintain quality neighborhoods and commercial areas by inspecting projects after construction to verify and maintain compliance with the City's Codes.
- Continue to provide the City's elected and appointed officials, citizens, businesses, and development community with information and professional expertise used to support decisions, enhance the understanding of the development process, and ensure continued quality residential, commercial, and industrial development within the City of Garden City.
- Continue to expand Code Enforcement efforts, including combating neighborhood degradation, condemning derelict properties and abandoned vehicles and other conditions leading to blight.

Staffing Level

In the FY2022 Budget, the Planning, Zoning & Building Department's full-time staffing level reflects an increase from 2021 due to the addition of a second Code Enforcement Officer position for 2022.

Planning, Zoning & Building	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Director of Planning & Zoning	1	0	0	0	Exempt
Chief Building Inspector	0	0	1	1	Exempt
Inspector	1	1	1	1	Non-Exempt
Code Enforcement Officer	0	0	1	2	Non-Exempt
Business License Specialist	0	1	1	1	Non-Exempt
Zoning Administrator	1	1	1	1	Non-Exempt
Administrative Assistant	1	1	1	1	Non-Exempt
Total PZB FTE Staffing	**4**	**4**	**6**	**7**	

Note:

- *In 2021, the Chief Building Inspector position was added to provide better oversight of the inspections process.*
- *In 2021, the Business License Specialist position was moved from the Finance Department to the Planning, Zoning & Building Department for better function.*

Community Development

Planning, Zoning & Building

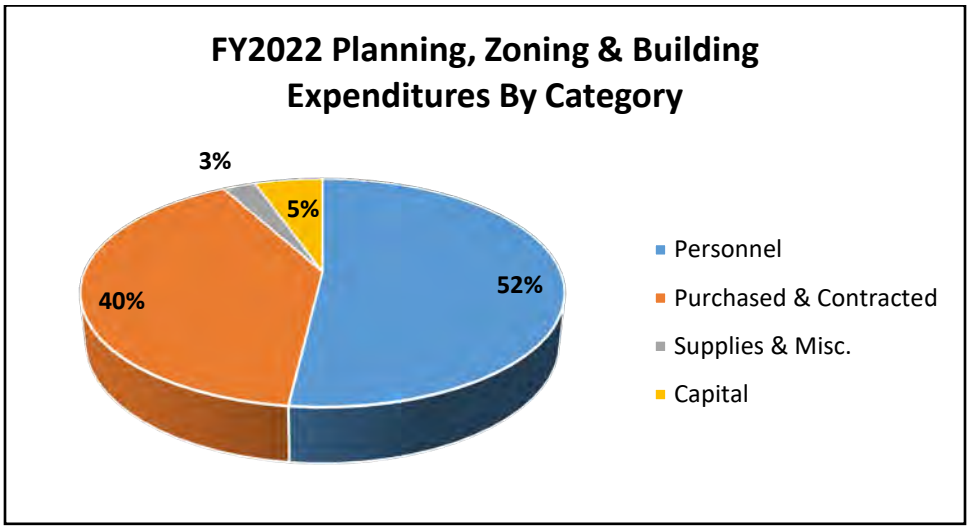
Highlights of Budget Changes

In the FY2022 Budget, the Planning, Zoning & Building Department's operating expenditures total $692,239, an increase of $269,589 over the FY2021 budget. The projected increase is mostly due to costs associated with personnel services, engineering services for site plan review and contract labor services.

Funds are allocated in the department's operating budget to provide contract labor services for the demolition of abandoned structures ($75,000) and for the maintenance of overgrown lots ($27,500).

Capital expenditures total $39,500. This funding will provide for the purchase of a new vehicle to replace the 2009 Ford Explorer that has 150,153 miles and continues to have mechanical and electrical issues.

PLANNING, ZONING & BUILDING Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	252,636	205,053	265,400	379,539	114,139
Total Purchased & Contracted Services	98,932	156,549	140,350	293,500	153,150
Total Supplies & Expenditures	11,270	14,005	16,900	19,200	2,300
Total Operating Expenditures	**362,838**	**375,607**	**422,650**	**692,239**	**269,589**
Capital Outlay - Vehicles	-	-	-	39,500	-
FY22 (1) Dodge Durango (Est. $39,500)	-	-	-	-	-
Total Capital Expenditures	**-**	**-**	**-**	**39,500**	**39,500**
Total Expenditures	**362,838**	**375,607**	**422,650**	**731,739**	**309,089**



Community Development

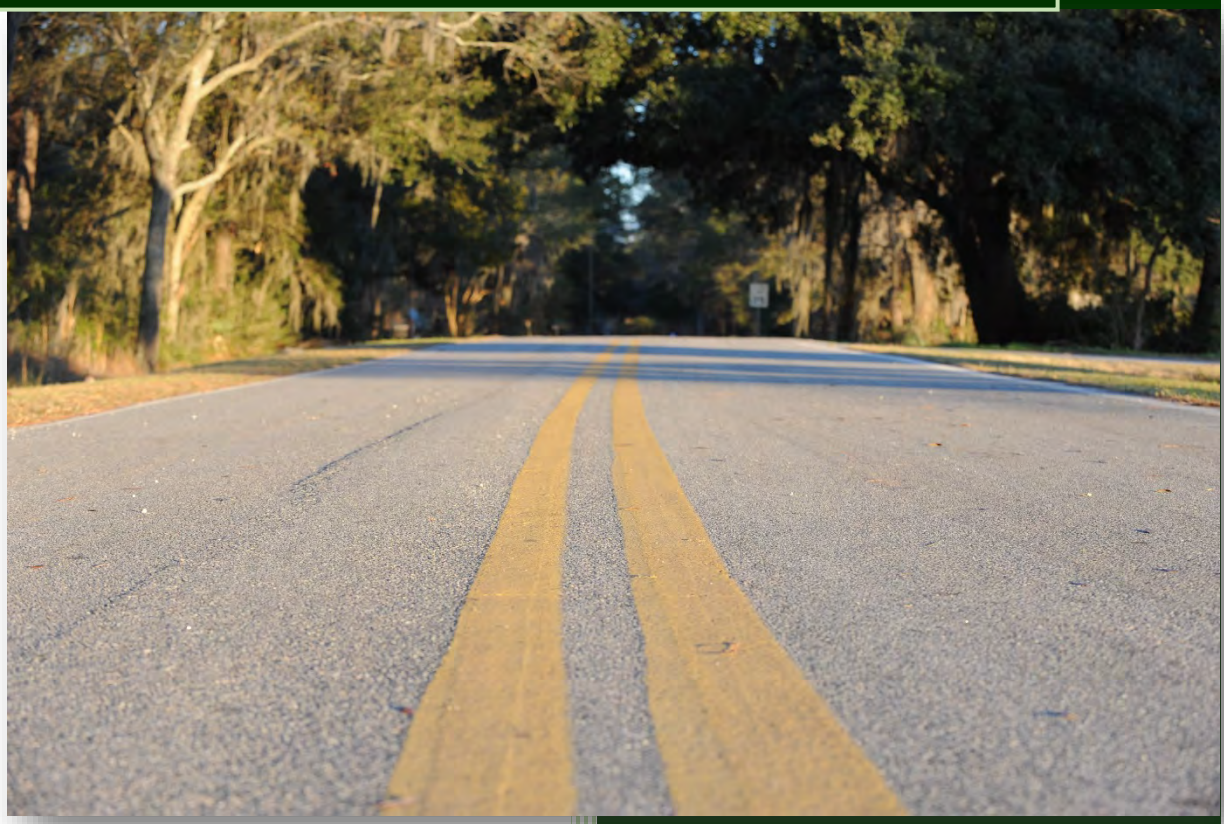
Planning, Zoning & Building

Planning, Zoning & Building FY2022 Detailed Expenditure Summary

Planning, Zoning, & Building Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	179,082	148,438	185,000	260,839
Salaries - Part-time	-	-	10,400	25,000
Salaries - Overtime	1,061	1,747	2,000	2,500
Group Insurance	49,707	33,659	40,000	39,000
Social Security (FICA) Contributions	10,727	8,465	12,000	17,000
Medicare	2,509	1,980	3,500	4,000
Retirement Contributions	4,440	4,350	6,500	25,000
ICMA RC 457 Match	245	306	800	3,200
Workers' Compensation	4,865	6,108	5,200	3,000
Total Personnel Services & Benefits	**252,636**	**205,053**	**265,400**	**379,539**
Maps, Charts & Plans	-	559	600	1,500
Professional Engineering Fees (Site Plan Review)	41,266	86,894	40,000	75,000
Vehicle Maintenance & Repairs	942	5,937	7,500	7,500
Insurance, other than employee benefits	791	7,975	8,000	8,000
Advertising	945	1,125	1,500	5,000
Travel	662	-	500	6,000
Dues & Fees	310	275	500	1,000
Contracts & Agreements	46,944	50,976	37,500	35,000
Contract Fee for Inspection Services (SafeBuilt)	-	240	41,250	20,000
Education & Training	7,072	2,569	3,000	7,000
Contract Labor	-	-	-	25,000
Contract Labor - Demolition	-	-	-	75,000
Contract Labor - Overgrown Lots	-	-	-	27,500
Total Purchased & Contracted Services	**98,932**	**156,549**	**140,350**	**293,500**
General Supplies & Materials	1,556	2,040	2,000	3,000
Postage	1,200	365	1,000	1,500
Gasoline	2,838	1,653	4,700	4,700
Books & Periodicals	359	6,660	7,000	7,500
Small Equipment	494	1,186	1,000	1,000
Uniforms	-	2,100	1,200	1,500
Damage Claims	4,823	-	-	-
Total Supplies & Expenditures	**11,270**	**14,005**	**16,900**	**19,200**
Total Operating Expenditures	**362,838**	**375,607**	**422,650**	**692,239**
Vehicles	-	-	-	39,500
FY22 Dodge Durango (Est. $39,500)	-	-	-	-
Total Capital Expenditures	**-**	**-**	**-**	**39,500**
Total Planning, Zoning, & Building	**362,838**	**375,607**	**422,650**	**731,739**

FY2022 Adopted Budget

PUBLIC WORKS



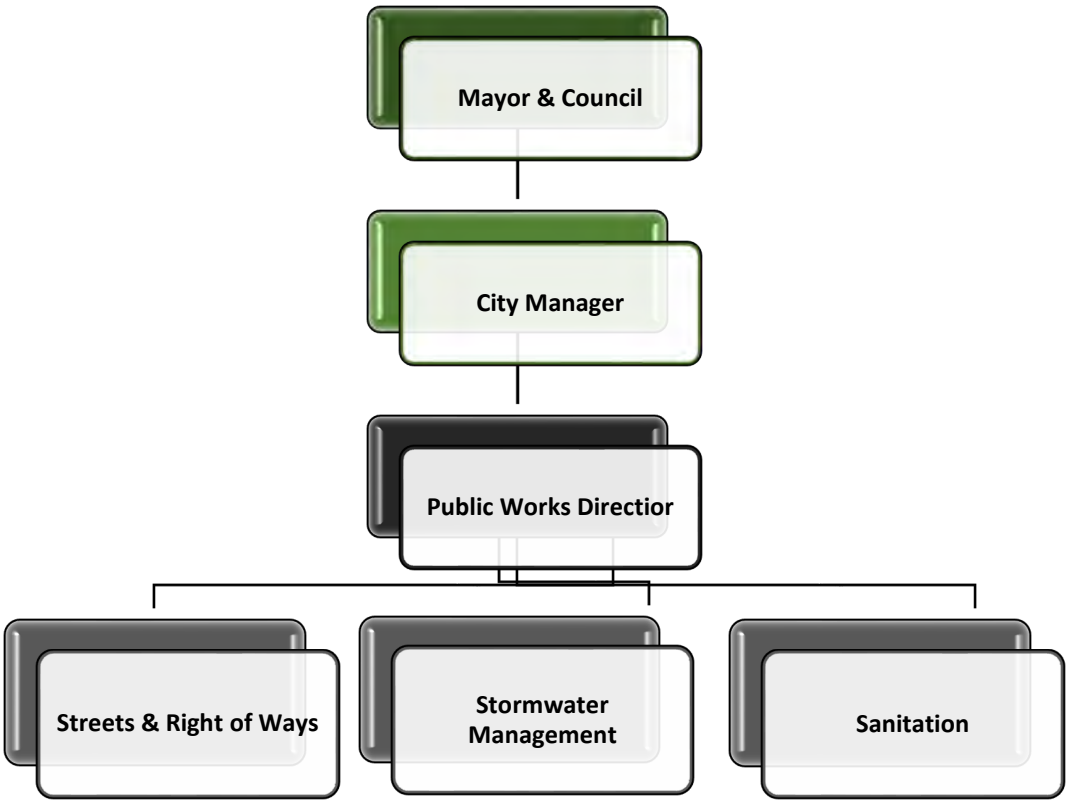
Departmental Summaries

- Public Works
- Stormwater Management
- Sanitation

Public Works

Public Works provides community services enhancing the quality of life for the citizens of Garden City while protecting the environment by ensuring safe and clean neighborhoods and public places. Departments within Public Works that are accounted for in the General Fund include Streets and Right of Ways. Divisions within Public Works that are accounted for in Enterprise Funds include Stormwater Management and Sanitation. Solid Waste pickup and removal is contracted out to a private firm and is managed through the Public Works Department.

Public Works Organization Chart



Fund Types Budgeted by the Public Works Function

Fund	Department		
	Streets & Right of Ways	Stormwater Mgmt.	Sanitation
General Fund	X		
Enterprise Fund		X	X

Public Works

Short Term Priorities & Goals

Priorities:

- To protect the City's investment by maintaining its streets and drainage infrastructures.
- Maintain the cleanliness and aesthetics of the City's rights-of-way.
- Promote and retain a competent and well-trained staff dedicated to serving the needs of residents and businesses.

Goals:

- Continually review and revise as needed the City's design criteria, specifications, and standard details to reflect current industry standards.
- Demonstrate a commitment to excellence in customer service through improved access to information, friendly service and prompt responses.
- Improve efficiency and cost-effective use of the City's resources.

Long Term Priorities & Goals

Priorities:

- Anticipate future needs and plan for maintenance and improvements to ensure the City's requirements and expectations for standards and specifications for public infrastructure are met.

Goals:

- To provide employees with the equipment and training necessary to complete their jobs.



Public Works

Streets & Right-of-Ways

Purpose: The Public Works Department is responsible for repairing and protecting our streets and right-of-way so that transportation system users can safely travel to their destinations.

Core Services: Public Works maintains and repairs the City's hard-surfaced and dirt/gravel streets. Additional activities include roadside mowing and vegetation control, street markings, street signs, street lights, and sidewalk repairs, as well as dry-trash pickup and cleaning up debris from storms.

Ongoing Activities & Initiatives for FY2022

- Maintain and inspect the City's streets by continually sweeping, repairing and improving the city's public streets and rights-of-way.
- Operate in a professional manner and stay within the approved fiscal year budget while promoting safety.
- Ensure City and State ordinances and specifications are observed.
- Create and maintain preventive service schedules for all public streets and rights-of-way.

Staffing Level

In the FY2022 Budget, the Public Works Department's full-time employee staffing level remains unchanged from 2021.

Public Works *(Includes Stormwater)*	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Director of Public Works	1	1	1	1	Exempt
Executive Assistant	1	1	1	1	Exempt
Public Works Supervisor	1	1	1	1	Exempt
Public Works Crew Leader	3	3	3	3	Non-Exempt
Public Works Technician	2	4	3	3	Non-Exempt
Heavy Equip. Operator	4	4	5	5	Non-Exempt
Total Public Works FTE Staffing	**12**	**14**	**14**	**14**	

Public Works

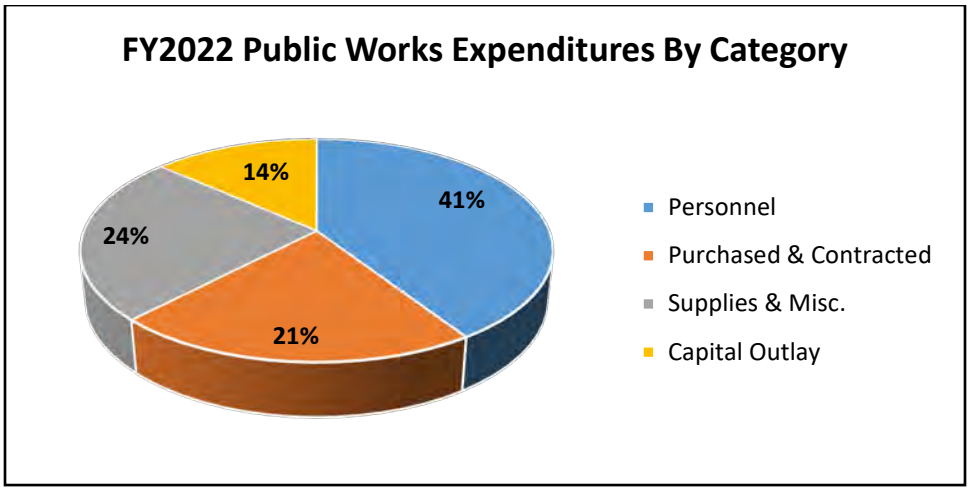
Streets & Right-of-Ways

Highlights of Budget Changes

In the FY2022 Budget, the Public Works Department's operating expenditures total $1,013,359, a decrease of (-$20,700) or (-2%) under the FY2021 budget. The decrease is mostly due to reassigning the costs associated with contract labor for the demolition of abandoned structures and overgrown lots to the Planning, Zoning & Building Department's FY2022 budget.

Capital expenditures total $157,242. This funding will provide for the purchase of (1) John Deere backhoe loader ($104,600); (2) ExMark Lazer mowers ($21,078), and (1) Ford F-150 crew cab truck ($31,564). These purchases are to replace the department's pieces of equipment and vehicles that are worn out.

PUBLIC WORKS Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Personnel Services & Benefits	426,675	428,098	496,000	477,400	(18,600)
Total Purchased & Contracted Services	259,159	232,240	267,750	250,700	(17,050)
Total Supplies & Expenditures	237,137	208,994	270,309	285,259	14,950
Total Operating Expenditures	**922,971**	**869,332**	**1,034,059**	**1,013,359**	**(20,700)**
Infrastructure Improvements	-	-	30,000	-	(30,000)
Capital Outlay - Machinery & Equipment	-	-	-	125,678	125,678
Capital Outlay - Vehicles	-	-	-	31,564	31,564
Total Capital Expenditures	**-**	**-**	**30,000**	**157,242**	
Total Expenditures	**922,971**	**869,332**	**1,064,059**	**1,170,601**	**106,542**



Public Works

Streets & Right-of-Ways

Public Works FY2022 Detailed Expenditure Summary

Public Works Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular	214,001	210,046	255,000	260,500
Salaries - Overtime	1,863	3,680	5,000	10,000
Group Insurance	145,548	146,792	157,000	133,500
Social Security (FICA) Contributions	12,083	11,611	15,000	17,000
Medicare	2,851	2,723	5,000	4,000
Retirement Contributions	25,437	24,918	27,000	30,000
ICMA RC 457 Match	6,478	5,316	10,000	7,000
Unemployment Insurance			-	-
Workers' Compensation	18,414	23,012	22,000	15,400
Total Personnel Services & Benefits	**426,675**	**428,098**	**496,000**	**477,400**
Professional Engineering	2,343	13,569	7,000	25,000
Vehicle Maintenance & Repairs	46,838	33,034	40,000	40,000
Equipment Maintenance & Repairs	1,913	21,800	10,000	20,000
Street Maintenance & Repairs	134,764	95,651	120,000	120,000
Equipment Rentals	-	11,444	8,000	10,000
Insurance, other than employee benefits	18,481	18,608	20,000	12,200
Travel	-	-	1,000	1,000
Dues & Fees	1,341	1,000	750	1,500
Contracts & Agreements:	20,425	21,547	20,000	20,000
Education & Training	150	-	1,000	1,000
Contract Labor - Demolition	24,575	12,563	25,000	-
Contract Labor - Overgrown Lots	4,155	3,025	15,000	-
Total Purchased & Contracted Services	**259,159**	**232,240**	**267,750**	**250,700**
General Supplies & Materials	34,883	17,387	22,000	22,000
Postage	19	-	100	50
Street Signs	9,540	10,382	25,000	30,000
Electricity	146,346	148,544	163,709	163,709
Gasoline	32,237	25,543	35,000	40,000
Small Equipment	5,748	2,408	15,000	20,000
Uniforms	6,966	4,731	8,000	8,000
Damage Claims Paid	1,398	-	1,500	1,500
Total Supplies & Expenditures	**237,137**	**208,994**	**270,309**	**285,259**
Total Operating Expenditures	**922,971**	**869,333**	**1,034,059**	**1,013,359**
Infrastructure Improvements	-	-	30,000	-
Machinery & Equipment	-	-	-	125,678
Vehicles	-	-	-	31,564
Total Capital Expenditures	**-**	**-**	**30,000**	**157,242**
Total Public Works	**922,971**	**869,333**	**1,064,059**	**1,170,601**

Public Works

Stormwater Management

Purpose: Stormwater Management is a division of the Public Works Department. Stormwater Management primarily focuses on providing environmental management services so that floods are minimized, water quality is improved, and aquatic habitats are protected.

Core Services: Stormwater Management provides for regulatory compliance with State and Federal stormwater regulations; the cleaning of ditches and other stormwater conveyance systems; evaluation and replacement of aging drainage structures; and construction of new culvert systems to improve stormwater conveyance capacity. Residents, businesses and property owners provide funding through a monthly utility rate.

Ongoing Activities & Initiatives for FY2022

- Continue to maintain the City's stormwater system by performing routine inspections and repairing the watershed system.
- Continue to educate the citizens of Garden City to help protect the City's watershed, waterways, and wetlands.

Highlights of Budget Changes

Revenues

In the FY2022 Budget, the Stormwater Fund's revenues total $1,003,000, an increase of $64,800 or 7% over the FY2021 budget. The increase in revenues is due to commercial, industrial and residential growth within the city. No stormwater fee/rate increase is proposed for FY2022. The current stormwater fee/rate is $4.75 per REU, per month.

Expenditures

In the FY2022 Budget, the Stormwater Management Department's operating expenditures total $1,003,000, an increase of $64,800 or 7% over the FY2021 budget. The projected increase is mostly due to contractual services for a private contractor to provide street sweeping and maintenance of the right-of-way and medians of the major thoroughfares within the city due to ongoing COVID-19 social distancing requirements.

STORMWATER FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
NPDES Erosion Control Fee	1,138	10,548	3,000	3,000	-
Total Stormwater Utility Fees	978,196	993,368	935,200	1,000,000	64,800
Total Revenues	**979,334**	**1,003,916**	**938,200**	**1,003,000**	**64,800**
Expenditure Category	**Budget**	**Actual**	**Adopted**	**Adopted**	**$**
Total Personnel Services & Benefits	463,248	412,216	474,947	516,289	41,342
Total Purchased & Contracted	202,831	260,620	328,200	401,088	72,888
Total Supplies & Expenditures	1,751	-	7,500	3,500	(4,000)
Total Miscellaneous	25,431	153,409	98,123	82,123	(16,000)
Total Capital Expenditures	-	191,064	29,430	-	(29,430)
Total Expenditures	**693,261**	**1,017,309**	**938,200**	**1,003,000**	**64,800**

Public Works

Stormwater Management

Stormwater Management FY2022 Detailed Expenditure Summary

Stormwater Management Fund Revenue Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
NPDES Erosion Control Fee	1,138	10,548	3,000	3,000
Stormwater Utility Fee	978,196	993,368	935,200	1,000,000
Total Stormwater Fund Revenues	**979,335**	**1,003,916**	**938,200**	**1,003,000**
Salaries - Regular Employees	368,084	335,934	370,947	375,589
Salaries - Overtime	5,436	7,987	6,000	8,000
Group Insurance	25,660	9,653	28,000	35,000
Social Security (FICA) Contributions	21,265	19,336	22,000	23,500
Medicare	4,996	4,528	6,000	6,000
Retirement Contributions	27,438	26,879	30,000	35,500
ICMA RC 457 Match	10,368	7,898	12,000	12,000
Workers Compensation			-	20,700
Total Personnel Services & Benefits	**463,248**	**412,216**	**474,947**	**516,289**
Stormwater Projects Maintenance / CIP	65,490	75,846	100,000	75,000
Vehicle/Equipment Maintenance & Repairs	28,944	941	40,000	40,000
Insurance, other than employee benefits	18,481	18,608	20,000	12,200
Travel	-	-	300	300
Dues & Fees	-	-	400	500
Contracts & Agreements	2,549	2,381	2,000	3,000
Contracts (Drainage/Utility) Consultants	9,458	20,926	25,000	25,000
Education & Training	158	308	500	500
Contract Labor *(ROW / Median Maint. / Street Sweeping)*	77,751	141,610	140,000	244,588
Total Purchased & Contracted Services	**202,831**	**260,620**	**328,200**	**401,088**
Gasoline	-	-	5,000	1,500
Small Equipment	1,751	-	2,500	2,000
Total Supplies & Expenditures	**1,751**	**-**	**7,500**	**3,500**
GEFA CW2016049 Principal	495	2,731	2,995	3,010
GEFA CW2016049 Interest	152	132	128	113
Transfer to General Fund	-	97,588	45,000	45,000
Transfer to Sanitation Fund	-	30,000	45,000	30,000
Bad Debt Expenses	3,041	1,217	5,000	4,000
Total Miscellaneous	**25,431**	**153,409**	**98,123**	**82,123**
Total Operating Expenditures	**693,261**	**826,245**	**908,770**	**1,003,000**
Infrastructure (Drainage)	-	163,364	-	-
Machinery & Equipment	-	-	-	-
Vehicles & Equipment	-	27,700	29,430	-
Total Capital Expenditures	**-**	**191,064**	**29,430**	**-**
Total Stormwater Management	**693,261**	**1,017,309**	**938,200**	**1,003,000**

Public Works

Sanitation

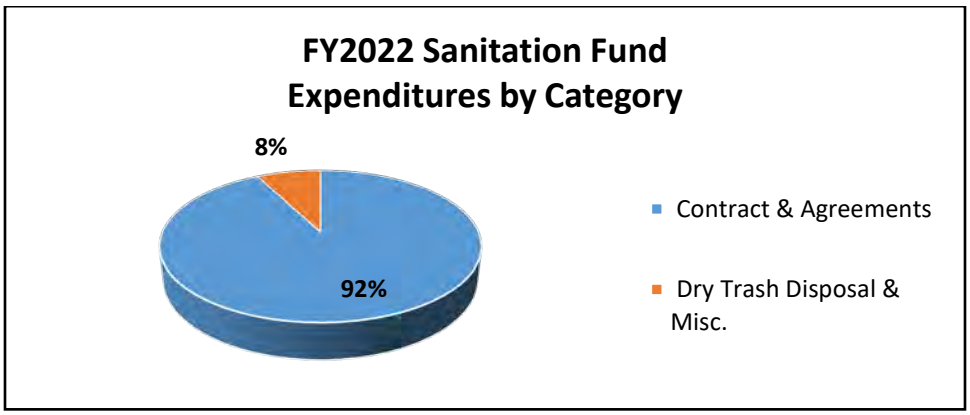
Purpose: Sanitation is a division of the Public Works Department. Sanitation focuses on the collection and disposal of solid waste, recyclable items, and yard debris from the residents in Garden City to support public health and safety. The City provides these waste stream collection services through a contractual agreement with Waste Management.

Core Services: Sanitation provides for the curbside collection of household garbage, recyclables and yard debris and bulk items discarded by the City's residents. Carts are provided to the City's residential customers for the collection of household garbage and recycling items. Yard debris is bundled or bagged for collection.

Highlights of Budget Changes

In the FY2022 Budget, Sanitation expenditures total $449,960, an increase of $6,948 or 2% over the FY2021 Budget. The increase is due to contractual cost adjustments in Waste Management's contract to provide twice a month bulk item pick up. A rate increase is proposed from the current rate of $17.50 per month to $18.91 per month effective January 1, 2022. The proposed rate increase is due to the increase in Waste Management's service contract.

SANITATION FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Refuse Collection Charges	360,725	401,595	398,000	419,948	21,948
Total Interest Revenue	12	7	12	12	-
Total Transfer In From Stormwater	30,000	30,000	45,000	30,000	(15,000)
Total Revenue	**390,737**	**431,602**	**443,012**	**449,960**	**6,948**
Expenditure Category	**Budget**	**Actual**	**Adopted**	**Adopted**	**$**
Total Contracts & Agreements	366,763	405,717	401,000	415,435	14,435
Total Dry Trash Disposal Expenses	54,668	33,422	40,000	32,500	(7,500)
Total Miscellaneous Expenses *(Includes Bad Debt Expense)*	5,428	4,505	2,012	2,025	13
Total Expenditures	**426,859**	**443,644**	**443,012**	**449,960**	**6,948**



Public Works

Sanitation

Sanitation FY2022 Detailed Expenditure Summary

Sanitation Fund Revenue Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Refuse Collection Charges	360,725	400,387	398,000	419,948
Miscellaneous	-	1,208	-	-
Interest Revenue	12	7	12	12
Transfer In From Stormwater Fund	30,000	30,000	45,000	30,000
Total Revenues	**390,737**	**431,602**	**443,012**	**449,960**
Contracts & Agreements	366,763	405,717	401,000	415,435
Miscellaneous (Bank Fees, etc.)	24	14	12	25
Dry Trash Disposal	54,668	33,422	40,000	32,500
Bad Debt Expense	5,404	4,491	2,000	2,000
TOTAL SANITATION	**426,858**	**443,644**	**443,012**	**449,960**

FY2022 Adopted Budget

WATER & SEWER OPERATIONS



Departmental Summaries

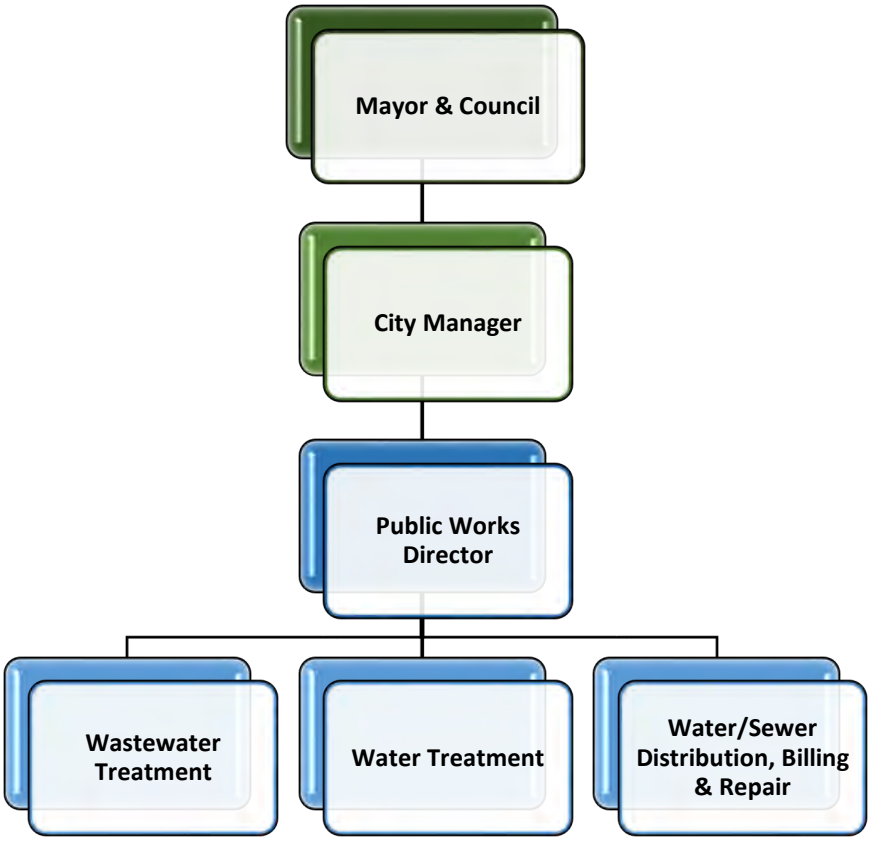
Water/Sewer Fund Operations:

- Wastewater Treatment
- Water Treatment
- Water/Sewer Distribution, Billing & Repair
- Water/Sewer Debt Service

Water & Sewer Enterprise Fund

The City of Garden City's Water and Sewer Enterprise Fund is a self-supporting fund designated to account for activities supported by user charges. The Water and Sewer Fund encompasses the divisions of the Water/Sewer Department responsible for providing the citizens of the City with safe, potable drinking water while maintaining eco-friendly operations. The Water and Sewer Department includes three divisions: Wastewater Treatment, Water Treatment, and Water and Sewer Distribution, Billing and Repair.

Water & Sewer Operations Organizational Chart



Fund Types Budgeted by the Water & Sewer Operations Function

Fund	Departments / Divisions			
	Wastewater Treatment	Water Treatment	Water &Sewer Distribution, Billing & Repair	Water & Sewer Capital Improvement / Debt Service
Water/Sewer Enterprise Fund	X	X	X	X

Water & Sewer Operations

Short Term Priorities & Goals

Priorities:

- Continue to provide the citizens of Garden City with the finest drinking water possible at a reasonable rate and to deliver superior service to our customers.
- Continue to maintain the sewer system within the City of Garden City and ensure that best management practices are maintained to prevent any public safety or hazardous conditions within the City.
- Continue to protect the citizens, the interests of Garden City, the environment, and all receiving waterways by eliminating pollutants in wastewater and by meeting or exceeding the requirements mandated by standards set by the State and Federal government.

Goals:

- Promote and retain a competent, well-trained, and customer friendly staff dedicated to the residents and business owners of Garden City.
- Respond to all residents and business owners' service requests in a timely and efficient manner to ensure the highest possible standards of customer service.

Long Term Priorities & Goals

Priorities:

- Continue to create and maintain preventive service schedules for maintaining the City's Water system and Sewer system.
- Continue to ensure that all State and Federal regulations, specifications and requirements are observed.

Goals:

- Continue to account for water loss by locating all service connections, meter all connections, and have accounts set up for each.



Water & Sewer Operations

Staffing Level

In the FY2022 Budget, the Water/Sewer Department's full-time employee staffing level is unchanged from 2021.

Water/Sewer Billing, Distribution & Repair	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	Pay Status Budget
Water/Sewer Department Supervisor	1	1	1	1	Exempt
Meter Reader	1	1	1	1	Non-Exempt
Water/Sewer Repair Technicians	1	1	2	2	Non-Exempt
Water/Sewer Repair Senior Technicians	5	5	4	4	Non-Exempt
Total Water & Sewer Fund FTE Budgeted Positions	**8**	**8**	**8**	**8**	

Highlights of Budget Changes

Revenues

In the FY2022 Budget, the Water & Sewer Fund's revenues total $5,068,000, which includes reimbursement from FEMA of ($467,000). This represents a decrease in revenue of ($1,439,937) or (22%) under the FY2021 budget. The decrease in operating revenues is mostly due to developer's fee (contribution from private sources) reducing due to the completion of Prosperity Water System Improvement Project. Other revenues were reduced and increased to more closely align the budget with projected revenue collections for FY2022. No water/sewer fee/rate increase is proposed for FY2022.

WATER & SEWER FUND Revenue Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total State Grants	-	93,402	-	-	-
Total Water Revenues	1,595,098	1,637,091	1,532,968	1,640,000	107,032
Total Water Tap Fees	153,936	32,867	25,000	30,000	5,000
Total Sewer Revenues	2,635,729	2,541,580	2,199,145	2,540,000	340,855
Total Sewer Tap Fees	646,066	367,184	30,000	30,000	-
Administrative Fees	89,018	88,977	100,000	100,000	-
Other Revenues & Penalties	296,872	92,223	180,000	180,000	-
Investment Earnings	45,697	10,906	30,000	30,000	-
Rents and Royalities	941	1,101	1,000	1,000	-
Reimbursement for Damaged Property	44,614	22,864	-	-	-
Contributions from Private Sources	-	-	1,675,000	-	(1,675,000)
Miscellaneous Revenues	57,731	120,299	40,000	50,000	10,000
Sale of Fixed Assets	3,595	-	-	-	-
Operating Revenue	**5,569,297**	**5,008,494**	**5,813,113**	**4,601,000**	**(1,212,113)**
GEFA Loan (GF2019008) Proceeds	-	-	-	-	-
FEMA Reimbursement	-	-	694,824	467,000	(227,824)
Appropriation from prior year fund balance	-	-	-	-	-
Other Financing/Funding Sources	**-**	**-**	**694,824**	**467,000**	**(227,824)**
Total Revenue	**5,569,297**	**5,008,494**	**6,507,937**	**5,068,000**	**(1,439,937)**

Water & Sewer Operations

Highlights of Budget Changes (Continued)

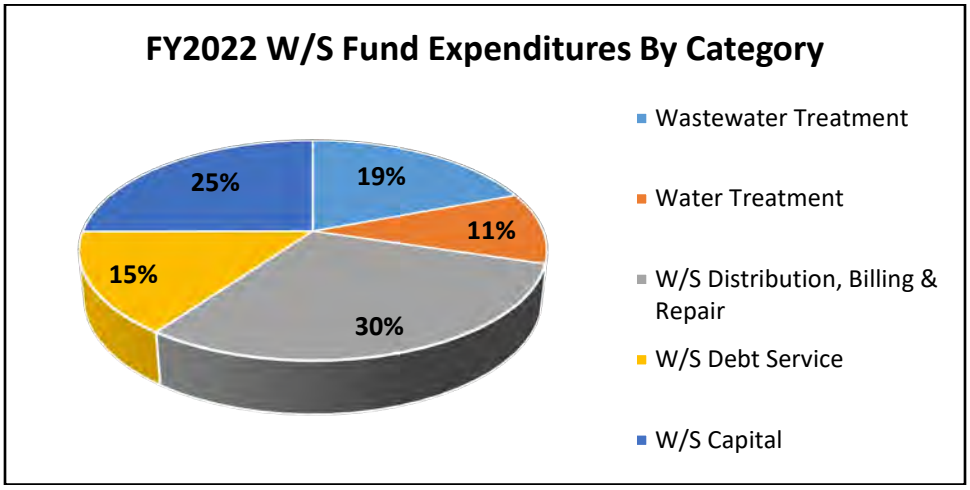
Expenditures

In the FY2022 Budget, the Water & Sewer Department's expenditures total $5,068,000, a decrease of ($1,439,937) or (-22%) under the FY2021 budget. The projected decrease is mostly attributed to the completion of Prosperity Drive Water/Sewer System Project.

Operating expenditures for the three divisions of the Water & Sewer Department: Wastewater Collection and Treatment, Water Treatment, and Water/Sewer Distribution, Billing & Repair were reduced and increased in specific areas of operations, depreciation, and debt service to more closely align the budget with projected costs for FY2022. Funds are allocated in the water/sewer distribution, billing and repair budget in the small equipment line item for the purchase of a piece of equipment (Mole) to create a compact hole for underground installation of line, cable, etc., ($4,700).

Capital expenditures total $1,269,934. This funding provides for the replacement of the head works at the Wastewater Treatment Plant ($700,000); improvement and upgrade to the 3rd Street lift station at Highway 80 ($132,500); replacement / upgrade of the SCADA System ($350,000); purchase of an Impulse Radar to locate underground utilities ($15,500); purchase of a Diesel Trash Pump to be used to dewater main breaks ($25,370); replacement of the department's current Jack Hammer due to age ($15,000), and the replacement of one (1) F-150 crew cab truck due to age and mileage ($31,564).

WATER & SEWER FUND Expenditure Category	2019 Actual	2020 Actual	2021 Budget	2022 Adopted	$ Change
Total Wastewater Treatment Expenses	1,196,124	1,020,765	937,027	972,304	35,277
Total Water Treatment Expenses	536,093	511,630	529,427	533,500	4,073
Total W/S Billing, Distribution, Repair Expenses	1,186,712	1,100,282	1,404,028	1,530,768	126,740
Total W/S Debt Service	758,757	752,676	773,094	761,494	(11,600)
W/S Operating Expenditures Subtotal	**3,677,686**	**3,385,353**	**3,643,576**	**3,798,066**	**154,490**
Total W/S Fund CIP Expenditures	81,731	385,881	2,864,361	1,269,934	(1,594,427)
Total W/S Fund Expenditures	**3,759,417**	**3,771,234**	**6,507,937**	**5,068,000**	**(1,439,937)**



Wastewater Treatment & Collection

Purpose: Wastewater Treatment & Collection provides for the long-term management of sewer infrastructure so that wastewater is collected, conveyed and treated with minimal risk to public health and the environment.

Core Services: Wastewater Treatment & Collection activities include operation and maintenance of pipe and pumping infrastructure, long-term planning, infrastructure analysis, capital facility development, odor control, and sewer system oversight.

Wastewater Treatment & Collection FY2022 Detailed Expenditure Summary

Wastewater Treatment & Collection Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	271,328	236,621	230,500	250,154
Salaries - Overtime	184	100	100	-
Group Insurance	18,407	16,904	22,000	30,500
Social Security (FICA) Contributions	16,306	14,217	18,000	16,700
Medicare	3,863	3,336	5,000	4,000
Retirement Contributions	34,435	33,733	35,000	35,000
ICMA RC 457 Match	10,344	5,650	12,000	10,000
Workers' Compensation	1,653	(1,483)	2,000	150
Total Personnel Services & Benefits	**356,520**	**309,078**	**324,600**	**346,504**
Professional Engineering	250,410	152,011	50,000	50,000
Vehicle Maintenance & Repairs	-	-	-	-
Equipment Maintenance & Repairs	4,958	20,876	20,000	20,000
Building Maintenance & Repairs	-	-	500	-
Insurance, other than employee benefits	23,728	23,800	25,000	27,800
Communications	5,359	5,611	6,000	7,000
Travel	-	-	-	-
Dues & Fees	270	270	2,000	1,000
Contracts & Agreements:	4,391	13,469	15,000	15,000
Education & Training	161	-	-	-
Contract Labor *(Clear Water)*	393,407	351,927	351,927	360,000
Sludge Landfill Tipping Fees	29,898	23,702	32,000	35,000
Total Purchased & Contracted Services	**712,581**	**591,665**	**502,427**	**515,800**
General Supplies & Materials	-	-	-	-
Computer Equipment & Software	-	-	-	-
Electricity	107,409	116,772	108,000	110,000
Gasoline	-	-	1,000	-
Small Equipment	-	-	-	-
Uniforms	-	-	-	-
Damage Claims	19,614	3,250	1,000	-
Total Supplies & Expenditures	**127,023**	**120,022**	**110,000**	**110,000**
Total Operating Expenditures	**1,196,124**	**1,020,765**	**937,027**	**972,304**
Site/Land Improvements	-	-	150,000	132,500
3rd Street Lift Station Rehab @ Hwy. 80 (Est. $150,000)		-	-	-
Building & Building Improvements	-	-	700,000	700,000
WWTP Headworks Replacement (Est. $700,000)	-	-	-	-
GPA Joint Force Main Relocation	11,800	-	280,500	-
Total Capital Expenditures	**11,800**	**-**	**1,130,500**	**832,500**
Total Wastewater Treatment & Collection	**1,207,924**	**1,020,765**	**2,067,527**	**1,804,804**

Water Treatment

Purpose: Water Treatment provides the public with safe and sustainable drinking water and ensures a sufficient supply for firefighting needs.

Core Services: Water Treatment activities include operation and maintenance, water quality monitoring, groundwater protection, water conservation, water source development and capital facility development.

Water Treatment FY2022 Detailed Expenditure Summary

Water Treatment Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Retirement Contributions	4,439	4,348	5,500	-
Total Personnel Services & Benefits	**4,439**	**4,348**	**5,500**	**-**
Professional Audit	14,000	15,375	15,000	16,000
Vehicle Maintenance & Repairs	-	-	-	-
Equipment Maintenance & Repairs	-	-	10,000	10,000
Building Maintenance & Repairs	665	-	500	1,000
Insurance, other than employee benefits	2,640	2,658	3,000	10,000
Communications	828	932	1,000	2,000
Travel	-	-	-	-
Dues & Fees	-	-	-	-
Contracts & Agreements:	62,289	49,735	65,000	50,000
Education & Training	-	-	-	-
Contract Labor *(Clear Water)*	334,752	351,927	351,927	360,000
Total Purchased & Contracted Services	**415,174**	**420,627**	**446,427**	**449,000**
General Supplies & Materials	1,109	-	-	-
Computer Equipment & Software	-	-	-	-
Electricity	61,261	56,228	52,500	59,500
Gasoline	-	-	-	-
Small Equipment	-	-	-	-
Bad Debt Expenses	54,111	30,427	25,000	25,000
Total Supplies & Expenditures	**116,481**	**86,655**	**77,500**	**84,500**
Total Operating Expenditures	**536,093**	**511,630**	**529,427**	**533,500**
SCADA System Replacement	-	-	-	350,000
FY21 Emergency Repair TS Danny ($46,833)				
Total Capital Expenditures	**-**	**-**	**-**	**350,000**
Total Water Treatment	**536,093**	**511,630**	**529,427**	**883,500**

Water/Sewer Distribution, Billing & Repair

Purpose: Water/Sewer Distribution, Billing & Repair provides accurate billing of utilities and expeditious repairs for water and sewer lines.

Core Services: Billing and collection activities include billing & collections of utility accounts, utility account servicing, receivables management, and customer service. Water/Sewer Distribution and Repair activities include maintaining and repairing the City's water and sewer lines, installing new meters, making water/sewer taps, cleaning manholes and clearing sewer line stoppages, maintaining and testing fire hydrants, and performing utility locates throughout the City.

W/S Distribution, Billing & Repair FY2022 Detailed Expenditure Summary

Water/Sewer Distribution, Billing & Repair Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
Salaries - Regular Employees	328,519	356,950	333,628	371,159
Salaries - Overtime	28,615	31,685	25,000	25,000
Group Insurance	105,779	99,791	110,000	122,109
Social Security (FICA) Contributions	20,824	22,284	22,000	25,000
Medicare	4,870	5,211	5,500	6,500
Retirement Contributions	46,941	45,984	50,000	50,000
ICMA RC 457 Match	4,403	4,586	5,000	6,000
Workers' Compensation	18,363	8,893	20,000	15,800
Total Personnel Services & Benefits	**558,316**	**575,383**	**571,128**	**621,568**
Professional Engineering			-	25,000
Calibrate Large Water Users	5,750	6,950	10,000	10,000
Vehicle Maintenance & Repairs	8,555	7,951	20,000	20,000
Equipment Maintenance & Repairs	-	1,782	6,000	10,000
Water Line Maintenance & Repairs	85,740	67,144	90,000	90,000
Sewer Line Maintenance & Repairs	33,624	8,805	60,000	60,000
Equipment Rental	1,498	1,350	1,000	2,000
Insurance, other than employee benefits	23,762	23,924	24,600	25,000
Communications	10,299	6,877	10,000	10,000
Travel	1,182	-	1,600	1,800
Dues & Fees	23,887	26,763	25,000	25,000
Contracts & Agreements:	107,318	75,231	83,700	83,700
Education & Training	1,933	1,130	2,000	3,000
Total Purchased & Contracted Services	**303,547**	**227,908**	**333,900**	**365,500**
General Supplies & Materials	21,476	11,910	18,000	18,000
Postage	18,896	18,642	19,000	19,000
Computer Equipment & Software	3,185	90	2,000	2,000
Gasoline	20,580	16,733	20,000	25,000
Small Equipment	9,376	9,090	9,000	13,700
10% Water Meter Replacement	46,928	50,069	50,000	60,000
Water Meters	50,191	37,123	25,000	50,000
Uniforms	4,218	2,334	5,000	5,000
Total Supplies & Expenditures	**174,850**	**145,990**	**148,000**	**192,700**
Damage Claims	-	1,000	1,000	1,000
Depreciation	-	-	200,000	200,000
Transfer to General Fund	150,000	150,000	150,000	150,000
Total Misc. Expenditures	**150,000**	**151,000**	**351,000**	**351,000**
Total Operating Expenditures	**1,186,712**	**1,100,282**	**1,404,028**	**1,530,768**
Machinery & Equipment W/S Repair	69,931	-	-	55,870
Vehicles W/S Repair	-	37,310	58,861	31,564
Infrastructure Improvements	-	348,571	1,675,000	-
Total Capital Outlay Expenditures	**69,931**	**385,881**	**1,733,861**	**87,434**
Total W/S Distribution, Billing & Repair	**1,256,643**	**1,486,163**	**3,137,889**	**1,618,202**

Water/Sewer Fund Debt Service

Water/Sewer Fund Debt Service FY2022 Detailed Expenditure Summary

Water/Sewer Fund Debt Service Expenditure Description	2019 Actual	2020 Actual	2021 Budget	2022 Adopted
GEFA Loan Principal (2013LQ7WJ)	202,546	188,174	208,295	211,229
GEFA Loan Principal (GF2017005))	48,263	44,586	49,051	49,450
GEFA Loan Interest Expense (2013LQ7WJ)	60,604	53,047	54,856	51,921
GEFA Emergency Loan Interest Expense (GF2017005)	3,806	3,144	3,018	2,619
GEFA Loan Administration Fees	-	20,000	10,000	-
2013 WS Revenue Bond Principal	385,000	390,000	400,000	405,000
2013 WS Revenue Bond Interest Expense	58,538	53,725	47,875	41,275
Total Water/Sewer Fund Debt Service	**758,757**	**752,676**	**773,094**	**761,494**