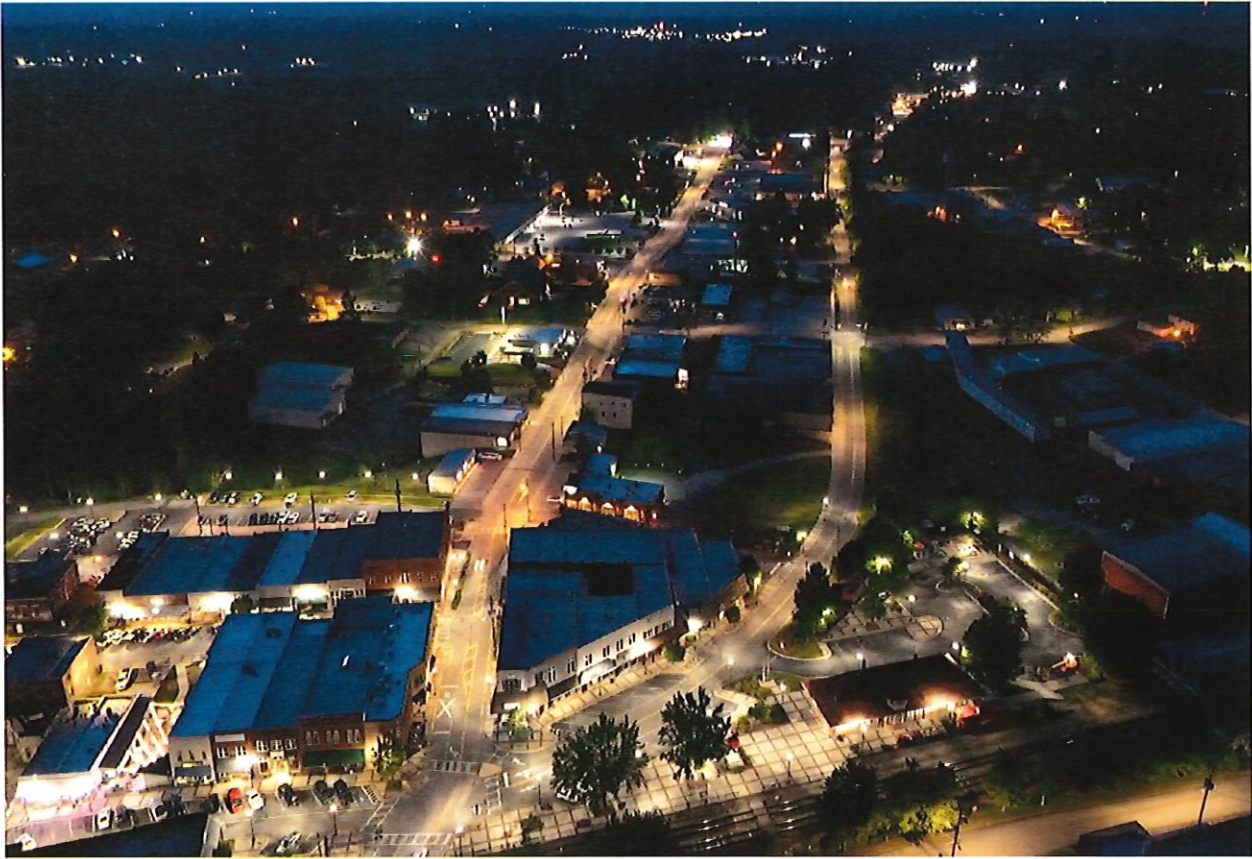


# City of Cornelia Budget for 2022

**DRAFT**







City of Cornelia  
Office of the City Manager  
PO Box 785  
Cornelia, GA. 30531  
Tel. 706-778-8585 Fax 706-778-2234  
Email: [danderson@corneliageorgia.org](mailto:danderson@corneliageorgia.org)

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December 1, 2021

Honorable Mayor and Commissioners

Re: Budget for 2022

I am happy to be able to present to you this proposed budget and program of services that will be provided to the citizens of Cornelia in 2022. Once again, we have strived to keep the cost of providing city services as low as possible despite rising costs. However, rising personnel and operations costs have forced us to make some increases to user fees. This proposed Budget calls for a 5% increase to water and sewer fees, sanitation fees, and building permit fees. Given that the national cost of living increase is currently 6.2% we feel that this is a reasonable increase for these services.

The 2022 General Fund Budget is smaller than the 2021 General Fund Budget by \$465,048. The decrease is due in large part to the completion of the Level Grove Sidewalk Project. The Police Department increased by \$302,849 and the Fire Department increased by \$148,675. These increases are due to increased personnel costs to stay competitive with other jurisdictions.

The Water and Sewer budget is larger than the 2021 budget by \$976,999. The contributing factors to this increase are increased personnel costs, increased chemical, and material costs. Capital projects in the Water & Sewer Budget include: the Hoyt Street Sewer Project, \$1,152,618, a Drinking Water Test Well, \$50,000, the Decommissioning of the Small Chenocetah Water Tank, \$40,000, and the matching portion of the CDBG Project, \$575,000.

SPLOST projects planned in 2022 include re-surfacing Berry Street and Wells Street, Sidewalk Improvements at Main Street and Front Street, \$221,565, a Crosswalk on Main Street in front of the Municipal Complex, \$22,000, and the purchase of new message boards with radar capability, \$28,000.

Stormwater Utility Projects in 2022 include the Hoyt Street Drainage Project, the North Main Street Drainage Project, and the Chenocetah Water Tank Retaining Wall and Drainage Project. These projects will be funded

with our Stormwater Utility Fund. Also included in this fund are a portion of the cost for 2 employees whose primary function is stormwater maintenance and money to hire 2 temporary employees to assist with our annual leaf pickup program.

Also included in this Budget are the E911 Radio fees (\$15,400), County Animal Control fees (\$35,372), a commitment of \$15,000 to the Habersham Partnership for Growth, and \$5,000 for the Tim Lee Boys and Girls Club.

The General Fund will rely on a transfer from the Water-Sewer fund in the amount of \$850,000 and \$250,712 from prior fund balance. The Water and Sewer Fund will use \$1,333,423 of its prior fund balance. This money is available because of our strong fund balance as well as the 2021 Infrastructure project that was budgeted in 2021 but will be moved to the 2022 Budget.

We will use \$56,250 from our Hotel-Motel Tax Capital Improvement funds which have been accumulated in a special account for the purpose of tourism related capital projects. We will still maintain a healthy balance in this account at the end of 2022 based on current revenue projections.

Noteworthy programs and projects to improve Cornelia in 2021 include the following:

- ❖ Chenocetah Water Tank Retaining Wall - \$42,000
- ❖ Street Resurfacing - \$204,000
- ❖ Banks Street, Fox Hollow, & North Main Drainage & Sewer - \$1,403,000
- ❖ North Main Street Drainage Project - \$130,000
- ❖ Front Street and Main Street Sidewalk - \$180,000
- ❖ South Main Street Crosswalk - \$22,000
- ❖ Chenocetah Water Tank Decommissioning - \$40,000
- ❖ Drinking Water Test Well - \$50,000
- ❖ 2021 CDBG Infrastructure Improvements - \$1,325,000

These projects and the daily services provided by the City's work force will continue to keep Cornelia a great place to live.

As usual the largest increase is for personnel costs which includes salaries and benefits. This proposed budget has a 5% cost of living raise for all our employees. It is imperative that we keep our salaries competitive with other jurisdictions in order to retain and recruit employees.

The Program of Services before you is within the means of the city's finances. We have remained conservative in our revenue estimates based on current economic trends and the previous year collections.

With these thoughts in mind, I present you with the proposed 2022 Budget for the City of Cornelia.

Sincerely,



Donald Anderson  
City Manager



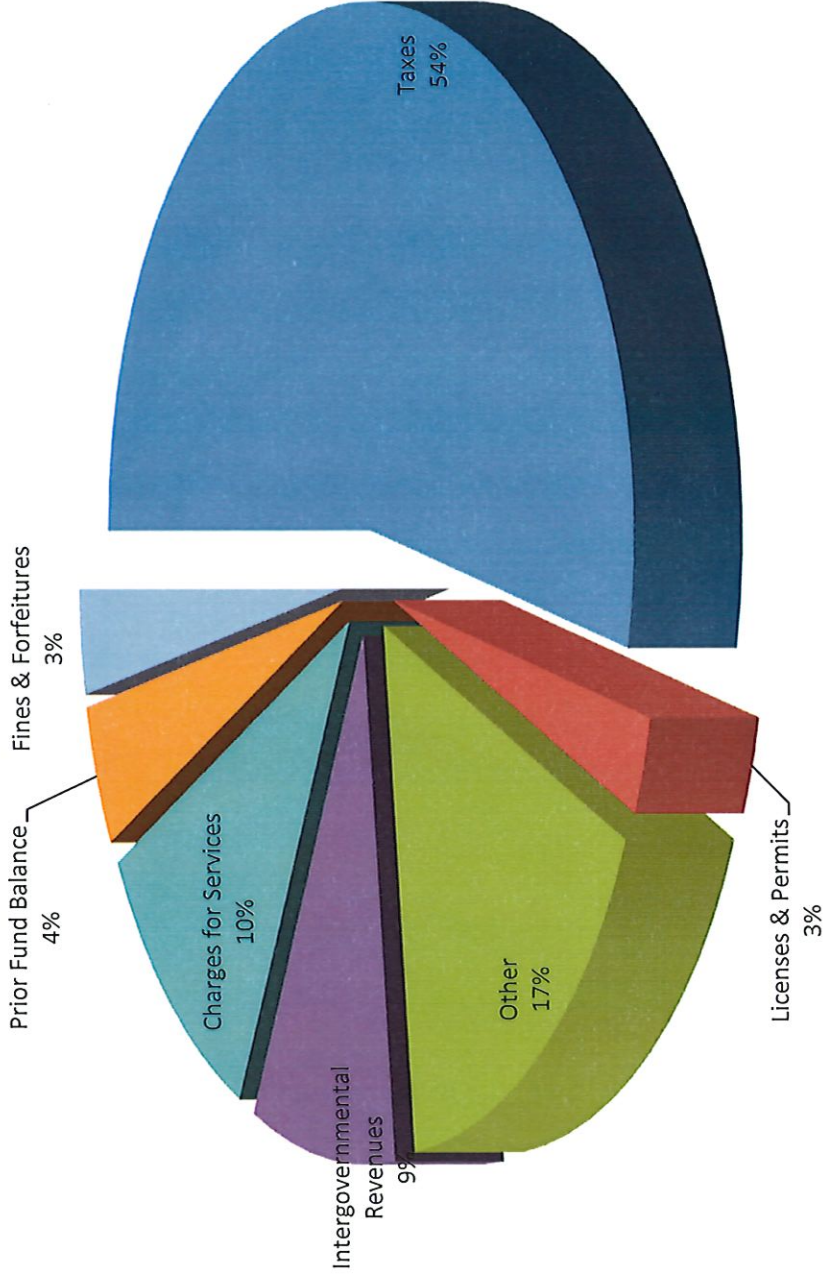
## General Fund 2022 Budget

City of Cornelia General Fund			
2022 Budget			
<b>Revenue by Source</b>			
Taxes			\$ 3,097,800
Licenses & Permits			\$ 176,000
Intergovernmental Revenues			\$ 509,000
Charges for Services			\$ 602,780
Fines & Forfeitures			\$ 185,000
Other Financing Sources			\$ 962,500
Prior Fund Balance			\$ 250,712
<b>Total Revenue</b>			<b>\$ 5,783,792</b>
<b>Expenditures by Function</b>			
General Government			\$ 594,400
City Manager			\$ 331,411
Human Resources			\$ 152,339
Police			\$ 2,204,513
Fire			\$ 1,624,514
Streets			\$ 263,600
Sanitation			\$ 420,852
Recreation			\$ 78,995
Planning			\$ 118,169
<b>Total Expenditures</b>			<b>\$ 5,788,792</b>



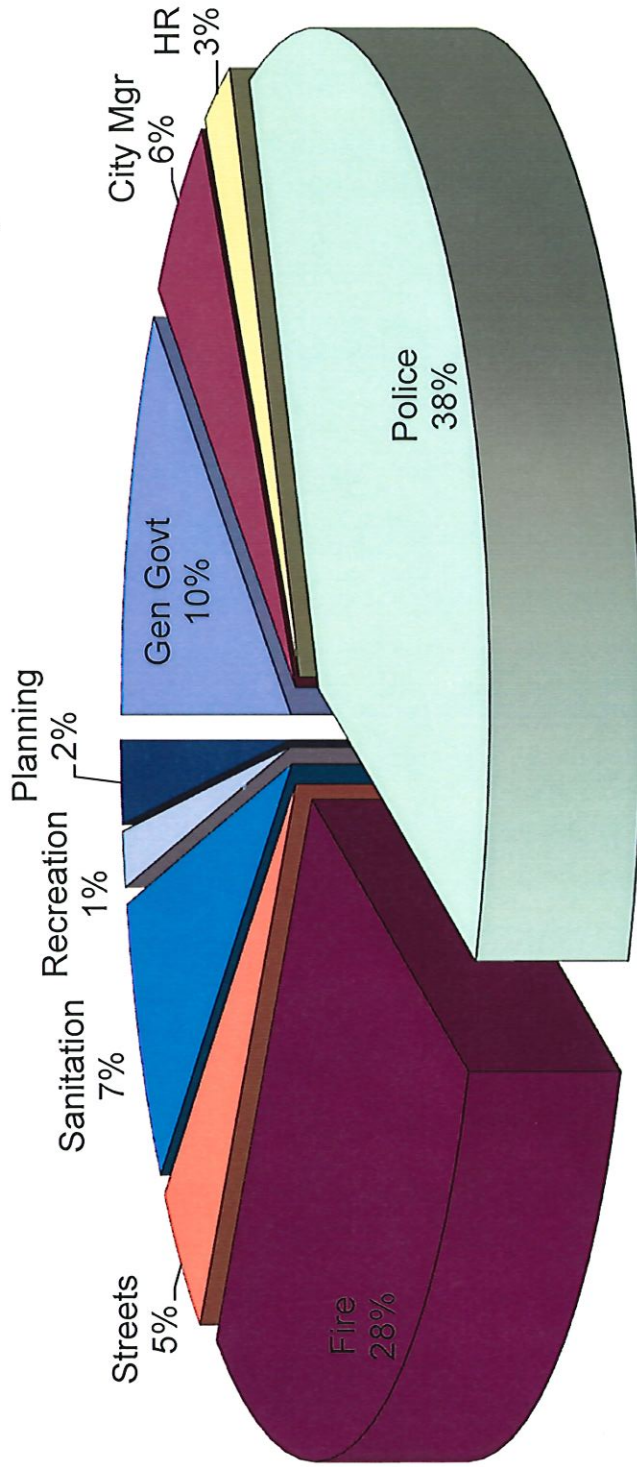


# General Fund Revenue





# General Fund Expenditures





## General Fund Revenue

City of Cornelia			
2022 General Fund Revenue			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
31.1000	Current Year Property Tax	\$1,719,261	\$1,800,000
31.1300	Prior Year Property Tax		\$20,000
31.1310	Automobile Tax	\$0	
31.1315	Motor Vehicle Ad Valorem	\$105,000	\$150,000
31.1320	Mobile Home Tax	\$3,300	\$8,500
31.1325	Intangible Tax	\$3,000	\$9,500
31.1350	Railroad Equipment		\$2,300
31.1600	Real Estate Transfer Tax	\$2,500	\$2,500
31.1700	Franchise Tax	\$535,000	\$500,000
31.4100	Motel Tax	\$300,000	
31.4200	Beer & Wine Tax	\$205,000	\$225,000
31.4210	Liquor tax	\$2,500	\$5,000
31.4230	Mixed Drink Tax	\$20,000	\$20,000
31.6200	Insurance Premium Tax	\$335,000	\$350,000
31.9000	Interest on Taxes	\$2,000	\$5,000
31.9500	FIFA	\$0	
31.9900	Tax Collection Cost	\$0	
32.1000	Occupational Tax	\$120,000	\$115,000
32.1100	Beer & Wine License	\$38,000	\$38,000
32.1200	Alcohol Bev. License	\$18,000	\$23,000
33.1500	Grant Funds	\$350,000	\$489,000
33.7000	In Lieu of Taxes	\$17,000	\$20,000
34.1000	Administrative Fees	\$2,000.00	\$0.00
34.1120	Probation Fees	\$1,000.00	\$0.00
34.1300	Building Permits	\$75,000	\$75,000
34.1305	Rezoning Fees	\$1,000	\$1,000
34.2200	Fire Protection	\$65,000	\$65,000
34.2350	GCIC History Fees	\$60,000	\$5,000
34.3300	GDOT Right of Way Payment	\$21,780	\$21,780
34.3910	GDOT LMIG Payment	\$61,435	
34.4110	Residential Garbage Fees	\$380,000	\$390,000
34.7305	Community House Rental	\$20,000	\$45,000
35.1000	Police Fines & Forfeiture	\$175,000	\$185,000
35.1006	Restitution	\$500	\$0
35.1010	Code Enforcement fines	\$5,000	\$0
36.1000	Interest Income	\$1,000	\$0
38.5700	Photocopies	\$50	\$0
38.9000	Miscellaneous	\$20,000	\$0
38.9200	Loan Funds		
38.9500	Prior year fund balance	\$239,514	\$250,712
39.1000	Interfund transfer from W&S	\$850,000	\$850,000
39.1100	Interfund transfer from Hotel/Motel		\$112,500
39.2100	Sale of Assets		
TOTAL		\$5,514,326	\$5,783,792

## General Government

The General Government Expenditure Budget houses the costs of the Mayor and Commission.

**SALARIES** - Included in the General Government budget are the salaries of the Mayor and Commissioners.

**ELECTION EXPENSE** - This is to cover the costs associated with an election in the event that one is needed.

**PROFESSIONAL FEES** - These fees will be used to pay for the City Attorney's monthly fees, Architectural fees for the new municipal complex, and other professional services needed.

**INSURANCE** - Public Officials Liability Insurance are included in these line items.

**MEETING AND TRAVEL** - This is to cover the cost of travel for the Mayor and Commissioners to various meetings and training opportunities.

**MEMBERSHIPS AND DUES** - Memberships for the Georgia Municipal Association, the Georgia Mountains Regional Commission, and the Soque Watershed Association are paid for out of this line item. This line item also includes \$15,000 for membership dues to the Habersham Partnership for Growth.

**TRAINING** - Training money is spent to keep Commissioners abreast of the latest trends in the operation of city government. Included is Commissioner training through the Georgia Municipal Association.

**LIBRARY PAYMENT** - The City pays for some of the operations at the Cornelia Library through this account.

**RESERVE CAPITAL IMPROVEMENT** - This line item includes \$457,000 to pay the bond payment for the new municipal complex.

City of Cornelia			
General Government Budget FY22			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
1100-51-1109	SALARIES-COMMISSIONERS	\$9,600	9,600.00
1100-51-1110	SALARIES-MAYOR	\$4,800	4,800.00
1100-51-1200	ELECTION EXPENSE	\$500	2,000.00
1100-51-2200	SOCIAL SECURITY	\$1,200	1,200.00
1100-52-1200	PROFESSIONAL FEES	\$35,000	40,000.00
1100-52-1230	AUDIT FEES	\$10,000	-
1100-52-1275	CODIFICATION FEES		5,000.00
1100-52-3300	ADVERTISING	\$1,500	1,800.00
1100-52-3500	MEETINGS & TRAVEL	\$1,500	1,500.00
1100-52-3611	DUES	\$25,000	30,000.00
1100-52-3700	TRAINING	\$1,000	1,500.00
1100-52-3930	MOTEL TAX	\$162,000	-
1100-53-1100	SUPPLIES	\$1,000	1,000.00
1100-53-1105	SPECIAL EVENTS/MEETINGS	\$1,000	1,000.00
1100-53-1235	ELECTRICITY	\$0	-
1100-54-2100	NEW EQUIPMENT	\$0	1,000.00
1100-54-2300	OFFICE FURNISHINGS	\$0	1,000.00
1100-57-2010	LIBRARY	\$33,000	33,000.00
1100-61-1010	RESERVE CAPITAL IMP.	\$647,000	457,000.00
1100-61-1025	DEPOT ASSOCIATION	\$3,000	3,000.00
<b>TOTAL</b>		<b>\$937,100</b>	<b>594,400.00</b>

## CITY MANAGER

The City Manager is the Chief Executive Officer for the city. He is charged with overseeing all of the day to day operations of the city. He is responsible for the actions of all of the city employees.

**SALARIES** -Included is the salary for the City Manager and the City Clerk.

**PROFESSIONAL FEES** - These fees are associated with legal, engineering, and surveying services.

**POSTAGE** - This line item is used for postage associated with the duties of the City Manager and the City Clerk.

**ADVERTISING** - This line item is used for general advertising associated with the duties of the City Manager and the City Clerk.

**MEETING AND TRAVEL** - This line item is used so that the City Manager and City Clerk can attend meetings that are necessary to keep up with the changing trends of government operations.

**MEMBERSHIPS AND DUES** - Memberships for GMA, GCCMA, ICMA, and other professional organizations,

**SUBSCRIPTIONS** - These costs are for various periodicals used to keep up with the changing trends of government operations.

**TRAINING** - Training money is spent to keep the City Manager and City Clerk abreast of the latest trends in the operation of city government. Included is training through GMA, GCCMA, and ICMA.

**SUPPLIES** - These costs are for supplies used by the City Manager and City Clerk.

**GAS AND OIL** - These costs are associated with the use of city vehicle by the City Manager.





## HUMAN RESOURCES

The Human Resources Director serves the citizens of Cornelia by providing support to all City Departments in the recruitment, selection, development, and retention of staff; design and implementation of equitable human resource management systems and ensuring compliance with applicable laws.

**SALARIES** - Salary for the Human Resources Director.

**EMPLOYEE BENEFIT COSTS** - Group (Health) Insurance, Retirement, and Worker's Compensation

**MEDICAL** - This line item is for costs associated with flu shots, pre-employment physicals, drug testing, Hepatitis B vaccinations, and safety supplies.

**ADVERTISING** - These costs are for help wanted ads, and other general purpose advertising.

**EMPLOYEE INCENTIVES** - These funds are used to fund a safety program. Other incentives include an employee picnic, service awards, and employee fitness center.



# POLICE DEPARTMENT

The Police Department is charged with the safety of the community. Through the City's police department functions including crime prevention, disaster preparedness, traffic safety, and other activities are undertaken in a community oriented atmosphere.

**SALARIES** - Salaries in this department are for 19 certified officers: Chief of Police, Assistant Chief of Police, 10 Patrol Officers, 3 Lieutenants/detectives, 4 Sergeants and 1 Code Enforcement Officer. The department also includes the Clerk of the Court, and an Administrative Assistant as well as a Probation Officer/Police Officer.

**EMPLOYEE BENEFIT COSTS** - These costs include employee health insurance, workman's comp, and retirement contributions.

**PROFESSIONAL, COURT/RECORDER EXPENSE** - These are costs for services or special projects, including the Court Recorders Expenses. Other professional fees include the cost of the Court Solicitor.

**PRISONER EXPENSE** - These costs are incurred for the processing and housing of those arrested and detained by city police.

**GCIC LINK AND TELEPHONE** - These links and phone are used to provide information to those that request criminal background information through the Georgia Crime Information Center.

**TRAINING** - Officer training from outside sources will be provided for specific areas. The Georgia Chief Conference, Clerk of the Court training and G.C. I. C workshops are required for continued certification. Training materials for in house classes will be purchased when appropriate. Ammunition and materials will be purchased for firearms qualification.

**UNIFORMS** - This is the cost to supply uniforms for officers in the department. A slightly higher amount has been budgeted as uniforms begin to wear out.

**SUPPLIES** - These costs are for cleaning supplies and other items used by a police department. Office supplies are included in another line item.

**NEW EQUIPMENT** - Costs of vests and duty equipment for new personnel are included in this line item. These costs are for officer safety and to stay in compliance with state certification requirements.

**LEASE PAYMENT** - This line item includes the lease payments computer software.

**VICTIM ASSISTANCE FUND; Habersham County Victims Assistance Fund; GEORGIA PROBATION FEES/DUI; GA BRAIN/SPINAL TRUST FUND; INDIGENT DEFENSE FUND; PEACE OFFICERS A & B**

City of Cornelia			
Police Department Budget FY22			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
3200-51-1100	SALARIES	\$1,014,589	\$1,233,548
3200-51-1105	OVERTIME	\$30,528	\$33,965
3200-51-2110	HEALTH INSURANCE	\$187,508	\$194,594
3200-51-2200	SOCIAL SECURITY	\$83,609	\$101,401
3200-51-2400	GMEBS	\$97,532	\$110,509
3200-51-2700	WORKER'S COMP	\$45,114	\$60,202
3200-52-1200	PROFESSIONAL FEES	\$67,000	\$67,000
3200-52-2110	LAUNDRY	\$1,500	\$1,500
3200-52-2205	EQUIPMENT MAINT.	\$6,500	\$6,500
3200-52-2210	VEHICLE MAINTENANCE	\$30,000	\$30,000
3200-52-2215	RADIO MAINTENANCE	\$8,000	\$8,000
3200-52-2310	EQUIPMENT RENTAL	\$5,000	\$5,000
3200-52-3005	PRISONER EXPENSE	\$3,000	\$1,500
3200-52-3105	VEHICLE INSURANCE	\$32,764	\$42,348
3200-52-3110	POLICE LIABILITY	\$57,419	\$44,246
3200-52-3205	POSTAGE	\$500	\$500
3200-52-3605	POAB DUES		\$6,500
3200-52-3214	GCIC TELEPHONE	\$1,000	\$600
3200-52-3300	ADVERTISING	\$400	\$400
3200-52-3600	MEMBERSHIP FEES	\$1,300	\$1,300
3200-52-3700	TRAINING FEES	\$20,000	\$6,000
3200-52-3500	TRAVEL EXPENSES		\$12,000
3200-52-2220	TRAINING MAINTENANCE		\$2,000
3200-53-1105	TRAINING SUPPLIES		\$7,000
3200-52-3900	CONTRACT LABOR	\$5,000	\$10,000
3200-52-3925	UNDERCOVER EXPENSE	\$250	\$250
3200-53-1005	OFFICE SUPPLIES	\$6,000	\$6,000
3200-53-1010	UNIFORMS	\$22,000	\$22,000
3200-53-1020	SOFTWARE SUPPORT	\$29,000	\$40,000
3200-53-1100	SUPPLIES	\$6,000	\$6,000
3200-53-1235	LIGHTS & POWER	\$12,000	\$14,000
3200-53-1270	GAS & OIL	\$50,000	\$60,000
3200-53-1700	COMMUNITY ENGAGEMENT		\$1,500
3200-54-2100	NEW EQUIPMENT	\$10,000	\$25,000
3200-54-2300	OFFICE FURNISHINGS	\$1,000	\$1,000
3200-57-2080	VICTIMS ASSISTANCE	\$250	\$250
3200-57-2081	HAB CO VICTIMS ASSIST.	\$4,000	\$4,500
3200-57-2082	GA PROBATION FEE/DUI	\$400	\$400
3200-57-2083	GA BRAIN/SPINAL TRUST	\$500	\$500
3200-57-2084	INDIGENT DEFENSE	\$10,000	\$10,000
3200-57-2086	GCVEF FEES		\$1,500
3200-52-2085	COUNTY JAIL FUND	\$9,500	\$9,500
3200-57-2091	REFUNDS	\$500	\$500

## FIRE DEPARTMENT

The Fire Department is charged with the protection of people and property from damage by fire and is a first responder for accidents, medical emergencies, and other incidents of public assistance.

**SALARIES** - Salaries in this department are for 15 fire personnel. These include: Chief (1), Assistant Chief (1), Lieutenants (5), Firefighters (7), the Fire Marshal, and several part time Firefighters.

**EQUIPMENT AND VEHICLE MAINTENANCE** - Equipment maintenance for various pieces of equipment.

**VEHICLE AND LIABILITY INSURANCE** - Insurance for the fire department's fleet of vehicles and a portion of the General Liability insurance is included here.

**MEETINGS AND TRAVEL** - Costs to attend the Georgia and National Fire Chiefs Association Meetings, Georgia Mutual Aid Group, and the Georgia Arson Association.

**TRAINING** -These costs include Arson recertification, leadership classes for officers, hazardous materials classes, fire instructor classes, and fire prevention classes.

**UNIFORMS** -This is the cost to supply uniforms for personnel in the department.

**SUPPLIES** - These costs are for cleaning supplies and other items used by the fire department. Office supplies are included in another line item.

**UTILITIES** - Costs heat/air conditioning and lighting fire facilities

**NEW EQUIPMENT** - These costs include normal replacement of equipment such as nozzles, helmets, boots and gloves.

City of Cornelia			
Fire Dept Budget FY22			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
3500-51-1100	SALARIES	\$579,371	\$656,735
3500-51-1105	OVERTIME	\$69,735	\$75,213
3500-51-2110	EMPLOYEE GROUP INS.	\$129,792	\$137,665
3500-51-2200	SOCIAL SECURITY	\$51,928	\$58,556
3500-51-2400	GMEBS	\$53,853	\$58,547
3500-51-2700	WORKER'S COMP.	\$16,245	\$18,335
3500-52-3601	FIREFIGHTER'S PENSION DUES		\$5,100
3500-52-1200	PROFESSIONAL FEES	\$0	\$0
3500-52-2110	LAUNDRY	\$500	\$500
3500-52-2205	EQUIPMENT MAINT.	\$15,000	\$22,450
3500-52-2210	VEHICLE MAINTENNACE	\$15,000	\$15,000
3500-52-2215	RADIO MAINTENANCE	\$6,600	\$6,600
3500-52-2310	EQUIPMENT RENTAL	\$2,000	\$4,000
3500-52-2311	FIRE HOSE	\$3,000	\$3,000
3500-52-3100	LIABILITY INSURANCE	\$34,048	\$45,843
3500-52-3105	VEHICLE INSURANCE	\$13,691	\$17,114
3500-52-3210	TELEPHONES	\$2,400	\$3,180
3500-52-3500	MEETINGS & TRAVEL	\$2,500	\$2,500
3500-52-3600	MEMBERSHIP FEES	\$8,000	\$9,000
3500-52-3611	DUES	\$500	\$1,300
3500-52-3615	SUBSCRIPTIONS	\$1,000	\$1,000
3500-52-3650	FIRE SAFETY	\$700	\$800
3500-52-3700	TRAINING	\$7,000	\$7,000
3500-52-3920	VOLUNTEERS	\$2,000	\$3,000
3500-53-1005	OFFICE SUPPLIES	\$600	\$800
3500-53-1010	UNIFORMS	\$25,000	\$27,500
3500-53-1100	SUPPLIES	\$6,000	\$7,800
3500-53-1120	GRANTS MATCH	\$0	\$0
3500-53-1235	LIGHTS & POWER	\$17,000	\$22,100
3500-53-1250	HEAT	\$4,500	\$5,000
3500-53-1270	GAS & OIL	\$15,000	\$16,000
3500-54-2100	NEW EQUIPMENT	\$9,500	\$9,500
3500-54-2200	VEHICLE PURCHASE	\$350,000	\$350,000
3500-54-1000	LEASE Payment	\$33,376	\$33,376
<b>TOTAL</b>		<b>\$1,475,839</b>	<b>\$1,624,515</b>

## SANITATION DIVISION

The Sanitation Division of the Public Work Department collects household and commercial garbage, brush and other yard waste from about 1,600 households.

**SALARIES** -Salaries for four sanitation workers.

**CONTRACT LABOR** - These funds will be used to hire temporary workers to help with our annual leaf pickup program.

**LANDFILL FEES** - These are the fees for use of the landfills to deposit garbage collected throughout the city. These fees should go down because the city will begin composting the yard debris that is collected instead of bringing it to the landfill

**EQUIPMENT AND VEHICLE MAINTENANCE** - Equipment maintenance costs for the garbage trucks, chippers, and other equipment used to collect and dispose of solid waste.

**VEHICLE AND LIABILITY INSURANCE** - Insuring the Sanitation Division's fleet of vehicles and a portion of the General Liability insurance is included here.

**TRAINING** - These are the costs for the following training opportunities: Solid Waste survey update seminars, composting and recycling workshops, Keep America Beautiful workshops, Department of Community Affairs workshops.

**UTILITIES** - A proportionate share of the lights, power, and heating costs of the city corporation yard is included in this budget.

**GAS AND OIL** - This is for all vehicles used by the Sanitation Division. The amount has been increased to account for the rise in gas and oil prices during the current year.

**NEW EQUIPMENT** - Budgeted here are the costs of new trash carts and other equipment necessary to provide this service.

**NEW VEHICLES** - This line item includes the lease payment for the garbage truck that was purchased in 2020.



City of Cornelia			
Sanitation Budget FY22			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
4500-51-1100	SALARIES	\$112,752	\$124,060
4500-51-1105	OVERTIME	\$3,362	\$4,737
4500-51-2110	EMPLOYEE HEALTH INS.	\$34,045	\$33,894
4500-51-2200	SOCIAL SECURITY	\$9,289	\$10,304
4500-51-2400	GMEBS	\$10,819	\$10,947
4500-51-2700	WORKER'S COMP	\$6,389	\$7,939
4500-52-2105	LANDFILL FEES	\$85,000	\$95,000
4500-52-2205	EQUIPMENT MAINT.	\$12,500	\$15,000
4500-52-2210	VEHICLE MAINTENANCE	\$25,000	\$25,000
4500-52-3100	INSURANCE-LIABILITY	\$5,054	\$2,982
4500-52-3105	VEHICLE INSURANCE	\$3,451	\$4,952
4500-52-3700	TRAINING	\$2,500	\$2,500
4500-52-3900	CONTRACT LABOR	\$31,400	\$0
4500-53-1010	UNIFORMS	\$2,200	\$2,200
4500-53-1100	SUPPLIES	\$20,000	\$20,000
4500-53-1235	LIGHTS & POWER	\$3,500	\$3,675
4500-53-1270	GAS & OIL	\$25,000	\$26,250
4500-54-2100	NEW EQUIPMENT	\$10,000	\$10,000
4500-54-2200	VEH. PURCHASE/LEASE	\$21,413	\$21,413
<b>TOTAL</b>		<b>\$423,674</b>	<b>\$420,853</b>

## STREET DIVISION

The Street Division budget is used to account for the costs to repair streets, curbs, gutters, and sidewalks in the City. Costs are for materials or contracts, as there are no personnel costs in this budget.

**EQUIPMENT AND VEHICLE MAINTENANCE** - Equipment maintenance costs are for the street sweeper and one tractor are charged to this account.

**STREET MATERIALS** - Costs for street signs and other materials used to maintain streets. Also included in this line item are funds for asphalt to repair streets.

**SIDEWALK REPAIRS** - This will be used to replace damaged areas of sidewalk.

**STREET LIGHTS** - This is the cost to maintain 568 Georgia Power street lights within the city.

**GAS AND OIL** - This is for all vehicles used by the Street Division. The amount has been increased to account for the increase in gas and oil prices during the current year.

**NEW EQUIPMENT** - Included this line item is equipment used to maintain our streets and sidewalks.

City of Cornelia			
Streets Budget FY22			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
4200-52-2205	EQUIPMENT MAINT.	\$15,000	\$15,000
4200-52-2210	VEHICLE MAINTENANCE	\$10,000	\$10,000
4200-52-2405	STREET MATERIALS	\$10,000	\$10,000
4200-52-2406	STREET REPAIRS	\$61,435	\$0
4200-52-2420	SIDEWALKS	\$10,000	\$10,000
4200-53-1100	SUPPLIES	\$8,000	\$10,000
4200-53-1115	STREET SIGNS	\$25,000	\$15,000
4200-53-1125	INCLEMENT WEATHER SUPPLIES	\$10,000	\$10,000
4200-53-1230	STREET LIGHTS	\$150,000	\$158,000
4200-53-1240	TRAFFIC LIGHTS	\$5,000	\$5,300
4200-53-1270	GAS & OIL	\$5,000	\$5,300
4200-54-2000	CAPITAL EXPENSE	\$500,000	\$0
4200-54-2100	NEW EQUIPMENT	\$5,000	\$5,000
4200-54-2200	VEHICLE PURCHASE	\$0	\$0
4200-57-2076	STREET DECORATIONS	\$6,000	\$10,000
<b>TOTAL</b>		<b>\$820,435</b>	<b>\$263,600</b>

## RECREATION DIVISION

The Recreation Division of the Public Work Department is responsible for maintenance of the city's parks and recreation facilities.

**EQUIPMENT MAINTENANCE** - These costs are associated with the maintenance at the parks.

**UTILITIES** - These costs are for the lights, power, and heat at the parks, the Ballard Center, and Community House.

**NEW EQUIPMENT** - This line item is for equipment used to maintain the parks.

City of Cornelia			
Recreation Budget FY22			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
6200-52-2205	EQUIPMENT MAINT.	\$10,000	\$10,000
6200-52-2240	FURNISHINGS	\$5,000	\$10,000
6200-52-3210	TELEPHONES	\$0	\$0
6200-52-3900	CONTRACT LABOR	\$8,000	\$0
6200-53-1100	SUPPLIES	\$10,000	\$5,000
6200-53-1235	ELECTRICITY (PARKS)	\$20,000	\$21,000
6200-53-1245	ELECTRICITY (BALLARD CENTER)	\$3,300	\$3,465
6200-53-1255	HEAT (BALLARD CENTER)	\$600	\$630
6200-53-1265	ELECTRICITY (COMM. HOUSE)	\$12,000	\$12,600
6200-53-1275	HEAT (COMM. HOUSE)	\$6,000	\$6,300
6200-54-2100	NEW EQUIPMENT	\$10,000	\$10,000
<b>TOTAL</b>		<b>\$84,900</b>	<b>\$78,995</b>

## PLANNING DEPARTMENT

The Planning Department is charged with promoting the orderly growth, development, redevelopment, and preservation of the City in accordance with the city's Comprehensive Plan and the policies of the City Commission.

**SALARIES** - Included in this budget is the salary for the Building Inspector.

**PROFESSIONAL FEES** - These costs included legal services, project reviews, and plan checks.

**VEHICLE MAINTENANCE** - Maintenance of the vehicle used by the Building Inspector.

**INSURANCE** - Those portions of the General Liability Insurance, Vehicle Insurance, and Public Officials Liability Insurance are included in these line items.

**ADVERTISING** - These costs include official public notice advertising, and planning issue ads.

**MEETING AND TRAVEL** - The following meetings: Georgia Association of Zoning Administrators.

**MEMBERSHIPS AND DUES** - The following memberships in the Georgia Association of Code Enforcement and the Georgia Association of Zoning Administrators are for one employee and seven board members.

**TRAINING** - The Building Inspector must attend training in order to keep his certifications current.

**SUPPLIES** - These costs are for office supplies to support the operation of the department.

**GAS AND OIL** - This is for vehicles driven by the Building Inspector.

**PLANNING BOARD COSTS** - Members of the Planning Board \$35 per meeting. The City provides training opportunities for these members.

City of Cornelia			
Planning Dept Budget FY22			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
7400-51-1100	SALARIES	\$59,893	\$63,806
7400-51-2110	EMPLOYEE GROUP INS.	\$8,478	\$8,441
7400-51-2200	SOCIAL SECURITY	\$4,791	\$5,104
7400-51-2400	GMEBS	\$5,710	\$5,691
7400-51-2700	WORKER'S COMP.	\$1,174	\$1,476
7400-52-1200	PROFESSIONAL FEES	\$5,000	\$7,500
7400-52-1275	CODIFICATION	\$5,000	\$0
7400-52-2205	EQUIPMENT MAINTENANCE	\$500	\$500
7400-52-2210	VEHICLE MAINTENANCE	\$600	\$1,600
7400-52-2310	EQUIPMENT RENTAL	\$3,000	\$500
7400-52-3100	INSURANCE-GEN LIABILITY	\$2,240	\$4,421
7400-52-3105	VEHICLE INSURANCE	\$627	\$250
7400-52-3210	TELEPHONES	\$480	\$480
7400-52-3205	POSTAGE	\$500	\$500
7400-52-3300	ADVERISING	\$1,000	\$3,000
7400-52-3500	MEETINGS & TRAVEL	\$2,000	\$3,000
7400-52-3600	MEMBERSHIP FEES	\$1,200	\$1,200
7400-52-3615	SUBSCRIPTIONS	\$300	\$300
7400-52-3700	TRAINING	\$3,000	\$3,500
7400-53-1010	UNIFORMS	\$100	\$100
7400-53-1100	SUPPLIES	\$1,000	\$1,000
7400-53-1270	GAS & OIL	\$750	\$1,600
7400-54-2100	NEW EQUIPMENT	\$500	\$0
7400-54-2200	NEW VEHICLES	\$0	\$0
7400-60-1010	BOARD MEMBER TRAINING	\$2,000	\$2,000
7400-60-1015	BOARD MEMBER STIPEND	\$2,940	\$2,200
<b>TOTAL</b>		<b>\$112,783</b>	<b>\$118,169</b>







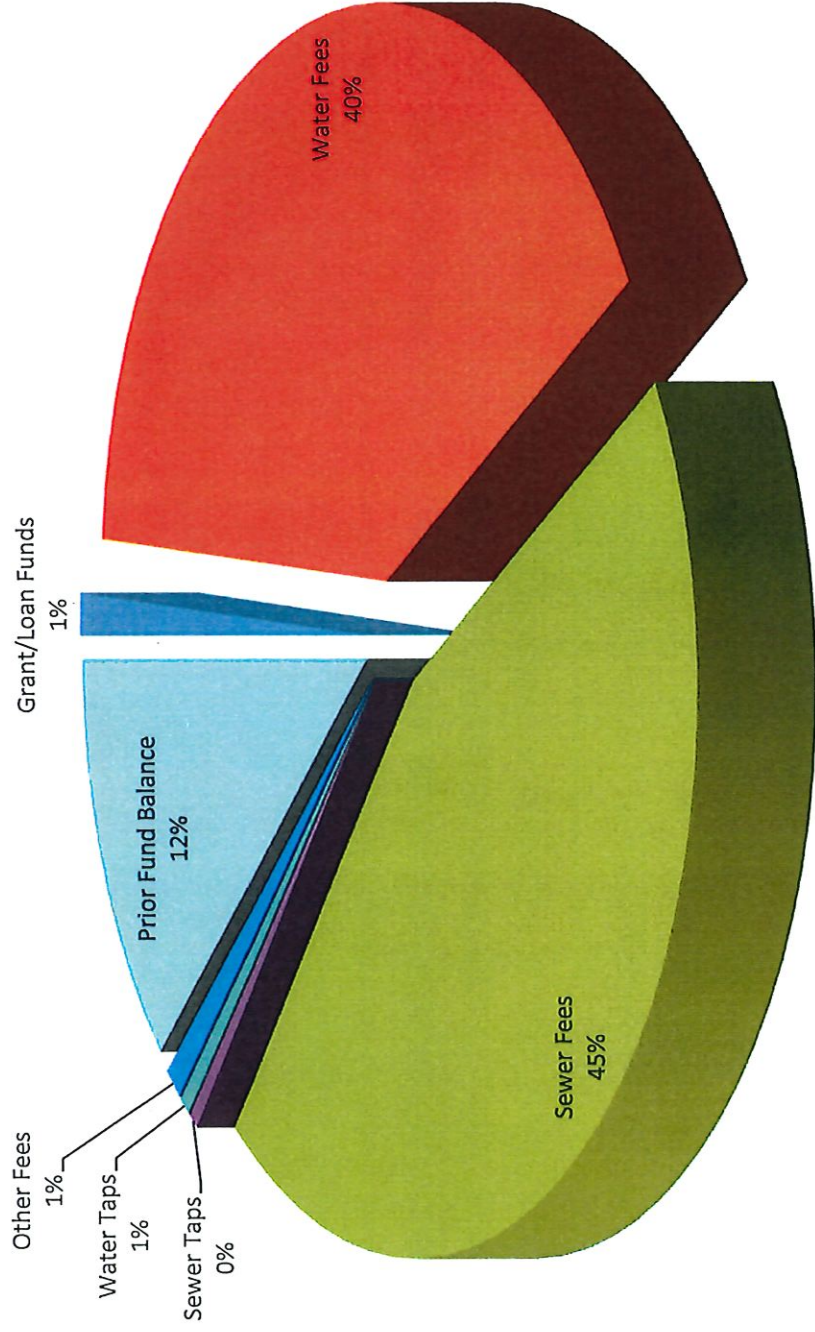


## Water and Sewer Revenues

City of Cornelia			
Water Sewer Fund Revenue			
		Approved	Proposed
	Revenues	2021	2022
	Community Development Fees		\$25,000
33.1400	Grant Funds	\$0	\$133,000
34.4210	Water Fees	\$4,300,000	\$4,500,000
34.4220	Sewer Fees	\$4,600,000	\$5,000,000
34.4225	Sewer Taps	\$30,000	\$20,000
34.4230	Water Taps	\$50,000	\$35,000
34.4235	Sewer Connection Fees		\$40,000
34.4240	Water Connection Fees		\$35,000
34.4240	Sewer Surcharge and Fines	\$5,000	
36.1000	Interest Income	\$1,000	\$4,500
38.8000	Miscellaneous	\$116,000	
38.8500	Convenience Fees	\$0	
38.9000	Fieldale WWTP Upgrade Payment	\$0	
38.9200	GEFA Loan	\$0	
39.1000	Transfer from Stormwater		\$80,000
	Prior fund balance	\$1,126,924	\$1,333,423
<b>Total</b>		<b>\$10,228,924</b>	<b>\$11,205,923</b>

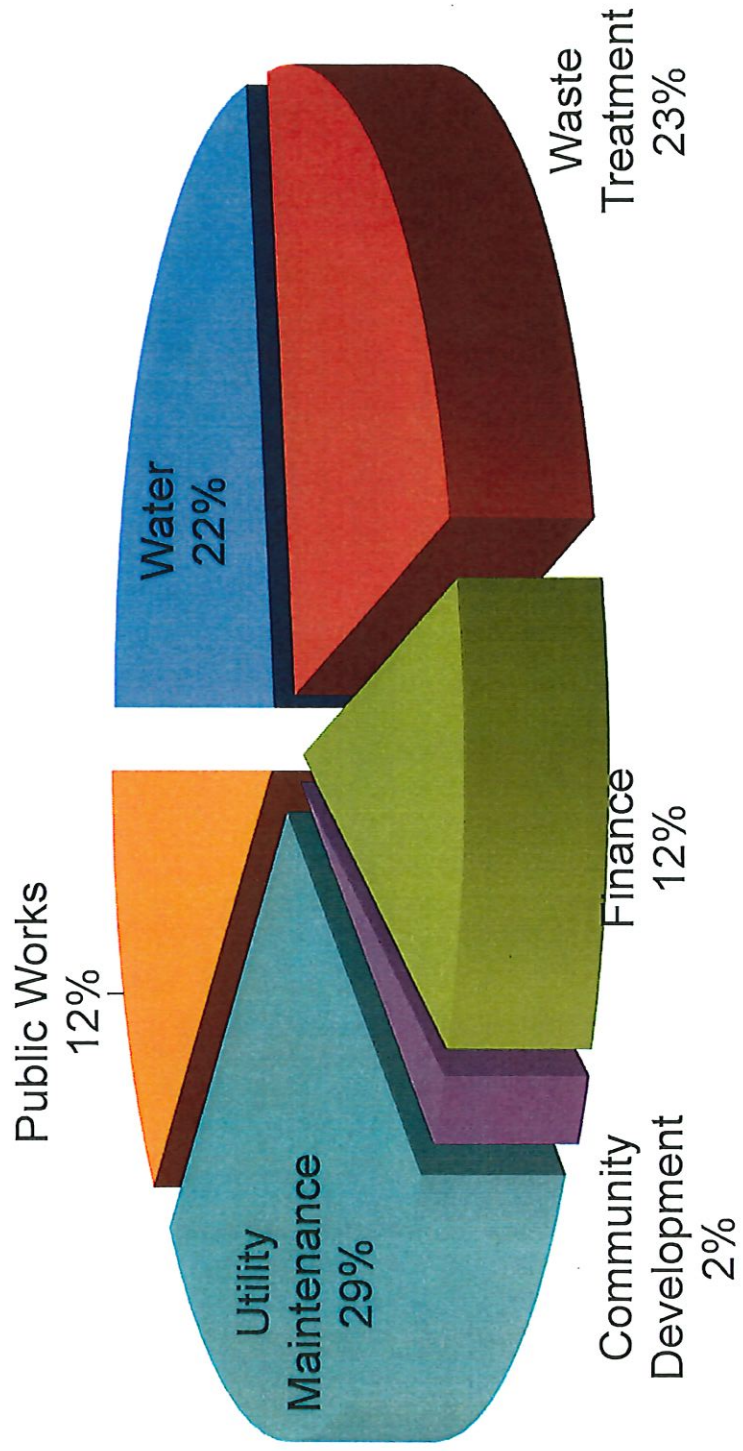


# Water and Sewer Revenue





# Water and Sewer Fund Expenditures







## Water and Sewer Revenues

City of Cornelia		
Water Sewer Fund Budget 2022		
	Revenues	Proposed 2022
Grant Funds		\$ 133,000
Water Fees		\$ 4,500,000
Sewer Fees		\$ 5,000,000
Sewer Taps and Connections		\$ 60,000
Water Taps and Connections		\$ 70,000
Sewer Surcharge and Fines		
Interest Income		\$ 4,500
Community Development Revenue		\$ 25,000
Convenience Fees		
Fieldale WWTP Upgrade Payment		
GEFA Loan		
Transfer from Stormwater		\$ 80,000
Prior fund balance		\$ 1,333,423
	<b>Total Revenue</b>	<b>\$11,205,923</b>
	<b>Expenses by Function</b>	
WTP		\$ 2,400,503
WWTP		\$ 2,454,957
Finance		\$ 1,306,236
IT		\$ 525,340
Comm Dev		\$ 216,212
Public Works		\$ 1,228,609
WS		\$ 3,074,068
	<b>Total Expenses</b>	<b>\$ 11,205,923</b>

## FINANCE

The Finance Budget houses the offices of the City Clerk, and administrative staff functions that are attributable to functions of the Water and Sewer services of the city.

**SALARIES** -Salaries for the Finance Director, two (2) accounting clerks, and a full time cashier are included in this budget.

**PROFESSIONAL, AUDIT, and RECORDING FEES** - These are costs for professional services. Recording of legal documents by the city is charged here.

**EQUIPMENT AND VEHICLE MAINTENANCE AND RENTALS** - Equipment maintenance such as automatic doors to city hall, maintenance of two vehicles, pest control, and copier lease costs are included in these line items.

**INSURANCE** - Those portions of the General Liability Insurance, Vehicle Insurance, and Public Officials Liability Insurance.

**POSTAGE** - General correspondence, public notices, water bills, and mailing of newsletters.

**ADVERTISING** - These costs include official public notice advertising, and other general purpose advertising.

**MEETINGS AND TRAVEL** - Meetings similar to those in the General Government budget that are attributable to the water and sewer functions are budgeted here.

**TRAINING** - Training money is spent to staff abreast of the latest trends in the operation of city government. Included are seminars through the Georgia Finance Officers Association.

**SUPPLIES** - These costs are for office supplies to support the operation of the Finance Department.

**NEW EQUIPMENT** - These costs include equipment used for Finance administrative duties.

City of Cornelia			
Finance Dept Budget 2022			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
1510-51-1100	SALARIES	\$201,348	\$212,361
1510-51-1105	OVERTIME	\$1,909	\$2,496
1510-51-2100	HEALTH INSURANCE	\$32,602	\$38,981
1510-51-2200	SOCIAL SECURITY	\$16,261	\$17,189
1510-51-2400	GMEBS	\$19,302	\$19,134
1510-51-2700	WORKER'S COMP.	\$640	\$708
1510-52-1200	PROFESSIONAL FEES	\$30,000	\$25,000
1510-52-1210	UTILITY BILLS	\$22,000	\$24,000
1510-52-1220	SOFTWARE SUPPORT	\$25,000	\$27,200
1510-52-1230	AUDIT FEES	\$16,500	\$28,000
1510-52-1250	TRANSFER SEWER FEES	\$425,000	\$425,000
1510-52-1260	TRANSFER WATER FEES	\$425,000	\$425,000
1510-52-1275	CODIFICATION PROJECT	\$5,000	\$0
1510-52-2210	EQUIP./VEHICLE MAINT.	\$1,000	\$1,000
1510-52-2310	EQUIPMENT RENTAL	\$12,000	\$6,000
1510-52-3100	GEN. LIABILITY INS.	\$7,199	\$13,265
1510-52-3105	VEHICLE INSURANCE	\$627	\$452
1510-52-3205	POSTAGE	\$2,500	\$2,500
1510-52-3210	TELEPHONES	\$0	\$0
1510-52-3300	ADVERTISING	\$500	\$2,000
1510-52-3500	MEETINGS & TRAVEL	\$2,000	\$2,500
1510-52-3615	DUES & SUBSCRIPTIONS	\$0	\$750
1510-52-3700	TRAINING	\$3,000	\$4,000
1510-52-3900	CONTRACT LABOR	\$0	
1510-53-1010	UNIFORMS	\$400	\$400
1510-53-1100	SUPPLIES	\$8,000	\$8,000
1510-53-1230	LIGHTS & POWER	\$30,000	\$16,000
1510-53-1250	HEAT	\$1,500	\$1,300
1510-53-1270	GAS & OIL	\$500	\$500
1510-54-2010	NEW EQUIPMENT	\$5,000	\$2,500
1510-54-2200	NEW VEHICLE	\$0	\$0
1510-54-2400	OFFICE FURNISHINGS	\$0	\$0
<b>TOTAL</b>		<b>\$1,294,788</b>	<b>\$1,306,236</b>

# Information Systems

The Information Systems Department is charged with maintaining all of the city technology functions. These include all city servers, computers, telephones, security cameras, and software.

**SALARIES** - Salary for the Information Systems Director and an IT Specialist.

**SOFTWARE SUPPORT** - This line item is used for the maintenance of all software used during daily operations of the city.

**INSURANCE** - Those portions of the General Liability Insurance, Vehicle Insurance, and Public Officials Liability Insurance for water and sewer functions are included in these line items.

**TELEPHONE** - Cost of the City's telephone system.

**FIBER OPTICS** - Cost of the City's internet.

**TRAINING** - Training money is spent to keep staff abreast of the latest trends in technology used for the operation of city government.

**SUPPLIES** - These costs are for office supplies to support the operation of the information systems department.

**CONTRACT LABOR** - This line item is used for contractors that are needed to help our It Director maintain the Information System for the city.

**SUBSCRIPTIONS** - These funds are for our annual Google Email subscription and our annual Microsoft Licenses.

**NEW EQUIPMENT** - This is the cost of keeping all of our data systems current.

City of Cornelia			
IT Budget 2022			
G/L Account	G/L Description	Approved 2021	Proposed 2022
1535-51-1100	SALARIES	\$ 74,854	\$ 122,853
1535-51-2100	HEALTH INSURANCE	\$ 8,478	\$ 16,881
1535-51-2200	SOCIAL SECURITY	\$ 5,988	\$ 9,828
1535-51-2400	GMEBS	\$ 7,199	\$ 10,946
1535-51-2700	WORKER'S COMP.	\$ 160	\$ 376
1535-52-1200	PROFESSIONAL FEES	\$ -	\$ -
1535-52-1220	SOFTWARE SUPPORT	\$ 10,000	\$ 10,000
1535-52-2210	EQUIP./VEHICLE MAINT	\$ 2,500	\$ 10,500
1535-52-2215	OFFICE MACH. RRP & M	\$ 2,000	\$ 2,000
1535-52-2310	EQUIPMENT RENTAL	\$ 1,500	\$ 1,500
1535-52-3100	GEN. LIABILITY INS.	\$ 31,287	\$ 17,322
1535-52-3105	VEHICLE INSURANCE	\$ 627	\$ 452
1535-52-3205	POSTAGE	\$ -	\$ -
1535-52-3210	TELEPHONES	\$ 55,199	\$ 57,000
1535-52-3220	FIBER OPTICS	\$ 22,680	\$ 27,037
1535-52-3500	MEETINGS & TRAVEL	\$ 1,000	\$ 1,000
1535-52-3615	SUBSCRIPTIONS	\$ 74,920	\$ 99,619
1535-52-3700	TRAINING	\$ 2,500	\$ 5,000
1535-52-3900	CONTRACT LABOR	\$ 30,000	\$ 25,000
1535-53-1010	UNIFORMS	\$ 100	\$ 200
1535-53-1100	SUPPLIES	\$ 1,000	\$ 26,000
1535-53-1270	GAS & OIL	\$ 500	\$ 2,000
1535-54-2000	CAPITAL EXPENSE	\$ 25,000	\$ -
1535-54-2010	NEW EQUIPMENT	\$ 80,000	\$ 78,825
1535-54-2400	OFFICE FURNISHINGS	\$ 1,000	\$ 1,000
<b>TOTAL</b>		<b>\$ 438,492</b>	<b>\$ 525,340</b>

## Public Works

The Public Works Department is charged with maintaining all buildings, parks, rights of ways, and equipment owned by the City.

**SALARIES** -Included in this Division is 1 Director, 1 Foreman, 1 mechanic, and 11 Skilled Laborers

**EQUIPMENT AND VEHICLE MAINTENANCE** - Maintenance of vehicles and equipment used by the employees of this division.

**EQUIPMENT RPR & MAINTENANCE** - These funds are used for necessary maintenance to city buildings and equipment.

**INSURANCE** - A proportionate share of the General Liability Insurance and Vehicle Insurance are included in these line items.

**SUPPLIES** - These are costs for material used in the City Shop that are not charged to specific departments. Also in this line item are supplies needed to maintain city buildings.

**UTILITIES** - Costs associated with lights, powers, and heating the City Shop.

**GAS AND OIL** - This is for vehicles used by this division.

**NEW EQUIPMENT** - This line item is for equipment needed for the Public Works Department.

City of Cornelia			
Public Works Budget 2022			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
1565-51-1100	SALARIES	\$507,315	\$551,511
1565-51-1105	OVERTIME	\$16,708	\$18,119
1565-51-2100	HEALTH INSURANCE	\$134,563	\$123,437
1565-51-2200	SOCIAL SECURITY	\$41,922	\$45,570
1565-51-2400	GMEBS	\$48,718	\$49,044
1565-51-2700	WORKER'S COMP.	\$48,996	\$46,863
1565-52-2140	LANDSCAPE SERVICE	\$46,300	\$10,800
1565-52-2205	EQUIP/VEHICLE REPAIRS	\$30,000	\$30,000
1565-52-2310	EQUIPMENT RENTAL	\$5,000	\$5,000
1565-52-2220	EQUIP. RPR & MAINT.	\$15,000	\$15,000
1565-52-2410	BUILDING MAINTENANCE	\$65,000	\$75,000
1565-52-3100	GEN. LIABILITY INS.	\$16,678	\$57,432
1565-52-3105	VEHICLE INSURANCE	\$12,443	\$19,033
1565-52-3210	TELEPHONES	\$1,800	\$1,800
1565-52-3212	RENT	\$7,200	\$7,200
1565-52-3900	CONTRACT LABOR	\$45,000	\$42,000
1565-52-3700	TRAINING	\$5,500	\$6,500
1565-53-1010	UNIFORMS	\$7,300	\$7,300
1565-53-1100	SUPPLIES	\$35,000	\$45,000
1565-53-1175	PRISON LABOR	\$0	\$0
1565-53-1235	LIGHTS & POWER	\$12,000	\$12,000
1565-53-1250	HEAT	\$3,000	\$3,000
1565-53-1270	GAS & OIL	\$20,000	\$25,000
1565-53-1600	SMALL EQUIPMENT	\$0	\$5,000
1565-54-1300	BUILDINGS & BUILDING IMPRC	\$0	\$22,000
1565-54-2010	NEW EQUIPMENT	\$0	\$5,000
1565-54-2200	VEHICLE PURCHASE/LEASE	\$30,000	\$0
<b>TOTAL</b>		<b>\$1,155,443</b>	<b>\$1,228,609</b>

## UTILITIES MAINTENANCE

The Utilities Division is charged with maintenance of the water distribution system, the storm water drainage system, and the wastewater (sewer) collection system including a series of valves, pump, lift stations, and other parts of the systems that are not part of the Water and Wastewater Plants.

**SALARIES** - Salaries included are for (1) supervisor (2) crew leader, and (6) laborers.

**PROFESSIONAL FEES** - Costs for engineering, inspection, and legal services for water and sewer system maintenance.

**EQUIPMENT AND VEHICLE MAINTENANCE AND RENTALS** - These costs are for maintenance of the vehicles used by the system maintenance crews.

**MACHINE HIRE** - Cost of rental equipment that is not owned by the City.

**INSURANCE** - Those portions of the General Liability Insurance, Vehicle Insurance, and Public Officials Liability Insurance for water and sewer functions are included in these line items.

**TRAINING** - Training for certification for system maintenance employees.

**CONTRACT SERVICES** - This line item includes services that must be contracted.

**SUPPLIES** - These costs are for supplies to support the operation of the water and sewer functions.

**WATER AND SEWER LINE MATERIALS** - These costs are associated with the materials used for water and sewer line repair and replacement, including pipe, fittings, valves, gravel, etc.

**NEW EQUIPMENT** - These funds will be used to purchase equipment needed to complete the tasks of maintaining the city's utility system. Also included in this line item is a mobile pump to be used when there is an issue with one of our many sewer lift stations.

**METER AND READING EQUIPMENT** - This item is the purchase of new meters for new and replacement installations.



City of Cornelia			
Water/Sewer/Storm Budget 2022			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
4100-51-110	SALARIES	\$ 332,540	\$ 375,768
4100-51-110	OVERTIME	\$ 19,633	\$ 22,988
4100-51-210	HEALTH INSURANCE	\$ 76,305	\$ 75,965
4100-51-220	SOCIAL SECURITY	\$ 28,370	\$ 31,898
4100-51-240	GMEBS	\$ 31,936	\$ 33,470
4100-51-270	WORKER'S COMP.	\$ 23,143	\$ 22,905
4100-52-120	PROFESSIONAL FEES	\$ 1,500	\$ 21,500
4100-52-122	SOFTWARE SERVICES		\$ 20,000
4100-52-130	PAVING		\$ 32,500
4100-52-220	EQUIP./VEHICLE REPAIRS	\$ 26,048	\$ 18,421
4100-52-221	SYSTEM MAINT & REPAIRS	\$ 40,000	\$ 75,000
4100-52-231	EQUIPMENT RENTAL	\$ 30,000	\$ 70,000
4100-52-310	GEN LIABILITY INS.	\$ 22,960	\$ 9,167
4100-52-130	VEHICLE INSURANCE	\$ 10,263	\$ 10,263
4100-52-321	TELEPHONES	\$ 2,800	\$ 5,242
4100-52-321	RENT	\$ -	\$ -
4100-52-370	TRAINING	\$ 4,500	\$ 7,250
4100-52-390	CONTRACT SERVICES	\$ 30,000	\$ 45,000
4100-53-101	UNIFORMS	\$ 3,650	\$ 8,000
4100-53-110	SUPPLIES	\$ 26,376	\$ 13,200
4100-53-110	MACHINERY & TOOLS		\$ 22,000
4100-53-123	LIGHTS & POWER	\$ 5,000	\$ 4,850
4100-53-125	HEAT	\$ 1,941	\$ 2,370
4100-53-127	GAS & OIL	\$ 18,000	\$ 20,694
4100-53-172	WATER/SEWER LINE MAT.	\$ 95,000	\$ 75,000
4100-53-173	METERS & READING EQUIP.	\$ 20,000	\$ 20,000
4100-54-200	CAPITAL EXPENSE	\$ 1,300,000	\$ -
4100-54-201	NEW EQUIPMENT	\$ 10,500	\$ 125,000
4100-54-220	NEW VEHICLES	\$ -	\$ -
4100-58-100	GEFA PAYMENT	\$ 80,000	\$ 113,000
4100-54-140	INFRASTRUCTURE		\$ 70,000
4100-54-130	BUILDINGS & BLDG IMPROVEMENTS		\$ 80,000
4100-54-140	2021 STORMWATER & SEWER PROJECT		\$ 1,152,618
4100-54-140	TEST WELL		\$ 50,000
4100-54-140	LITTLE CHENOCETAH TANK DECOMMISSIONING		\$ 40,000
4100-54-140	CDBG OAK GROVE, GALLOWAY, SUNSHINE		\$ 400,000
<b>TOTAL</b>		<b>\$2,240,465</b>	<b>\$3,074,068</b>

## WATER PLANT DIVISION

The Water Plan Division of the Public Works Department is responsible for collecting and processing excellent quality water in sufficient quantities to the citizens and industries within the City's water distribution area according rules and procedures stated in state and federal law.

**SALARIES** - Salaries for the Public Utilities Director, one (1) supervisor, five (5) operators and (1) administrative to assist all Utility departments.

**PROFESSIONAL FEES** - These are costs for engineering services, and legal services.

**LAB FEES** - These costs are to check water quality and to provide certification to regulating agencies.

**EQUIPMENT AND VEHICLE MAINTENANCE** - Included in this account are: filter and seed basin valve maintenance and other plumbing and electrical systems maintenance as well as the cost to maintain the Water Plant vehicle.

**INSURANCE** - Those portions of the General Liability Insurance, and Vehicle Insurance allocated to the Water Plant are shown here.

**ADVERTISING** - These costs include official public notice of water quality, help wanted ads, and other general purpose advertising.

**DUES AND LICENSES** - License renewal for operators and license upgrades for operators.

**TRAINING** - This includes course fees, lodging and meals for required courses for water certification.

**CHEMICALS** - These major costs are for Alum, pre-lime,  $\text{K}_2\text{MnO}_4$ , Fluoride, Chlorine, Phosphate, post lime. It is anticipated that these costs will increase this year.

**SUPPLIES AND LAB SUPPLIES** - Costs for cleaning supplies, offices supplies, log books, reagents, glassware, and sampling bottles

City of Cornelia			
Waste Water Plant Budget 2022			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
4300-51-1100	SALARIES	\$259,117	\$270,181
4300-51-1105	OVERTIME	\$6,430	\$10,607
4300-51-2100	HEALTH INSURANCE	\$42,392	\$42,203
4300-51-2200	SOCIAL SECURITY	\$21,244	\$22,368
4300-51-2400	GMEBS	\$24,880	\$24,191
4300-51-2700	WORKER'S COMP.	\$3,920	\$4,496
4300-52-1200	PROFESSIONAL FEES	\$25,000	\$25,000
4300-52-1265	TRANSFER TO R/E FUND	\$100,000	\$100,000
4300-52-1270	COMMERCIAL LAB FEES	\$20,000	\$20,000
4300-52-2105	LANDFILL FEES	\$375,000	\$406,272
4300-52-2200	EQUIPMENT MAINT.	\$60,000	\$40,000
4300-52-2205	VEHICLE MAINTENANCE	\$11,500	\$7,500
4300-52-2310	EQUIPMENT RENTAL	\$1,800	\$1,800
4300-52-2320	MACHINE HIRE	\$500	\$500
4300-52-2410	BUILDING MAINTENANCE	\$30,000	\$35,000
4300-52-3100	GEN. LIABILITY INS.	\$26,188	\$17,842
4300-52-3105	VEHICLE INSURANCE	\$1,401	\$1,400
4300-52-3205	POSTAGE	\$250	\$250
4300-52-3210	TELEPHONES	\$775	\$775
4300-52-3212	RENT	\$705,796	\$705,797
4300-52-3605	DUES & LICENSES	\$1,500	\$500
4300-52-3700	TRAINING	\$5,000	\$5,000
4300-52-3900	CONTRACT SERVICES	\$110,000	\$110,000
4300-53-1010	UNIFORMS	\$2,650	\$2,650
4300-53-1025	CHEMICALS	\$200,000	\$250,000
4300-53-1100	SUPPLIES	\$29,500	\$36,375
4300-53-1230	LIGHTS & POWER	\$245,000	\$255,000
4300-53-1270	GAS & OIL	\$10,000	\$12,000
4300-54-1410	EPD FINES	\$5,000	\$5,000
4300-54-2000	CAPITAL EXPENSE	\$0	\$0
4300-54-2010	NEW EQUIPMENT	\$110,000	\$42,000
4300-54-2200	NEW VEHICLE	\$0	\$0
4300-54-2300	FURNITURE	\$250	\$250
<b>TOTAL</b>		<b>\$2,435,093</b>	<b>\$2,454,957</b>

## WASTEWATER PLANT DIVISION

The Wastewater Plan Division of the Public Works Department is responsible for collecting and processing effluent from the homes, businesses, and industries within the City's wastewater collection area according rules and procedures stated in state and federal law.

**SALARIES** - Salaries for Wastewater Plant Supervisor, and (4) operators.

**EMPLOYEE BENEFIT COSTS** - Group (Health) Insurance, Social Security, Retirement, and Worker's Compensation are included in these line items.

**PROFESSIONAL FEES** - These are costs for services or special projects. Professional fees are for engineering, calibration of equipment, and analysis of wastewater.

**LAB FEES** - These costs are to check water quality and to provide certification to regulating agencies including the costs of pre-treatment analysis at Fieldale and Ethicon.

**LANDFILL FEES** - These are the cost of deposit sludge in the landfill.

**EQUIPMENT AND VEHICLE MAINTENANCE** - Included in this account are: back-up motors for lime feeders, Chlorine regulation rebuilding, filter and seed basin valve maintenance and other plumbing and electrical systems maintenance as well as the cost to maintain the Water Plant vehicle.

**INSURANCE** - Those portions of the General Liability Insurance, and Vehicle Insurance allocated to the Water Plant are shown here.

**ADVERTISING** - These costs include official public notice of water quality, and other general purpose advertising.

**DUES AND LICENSES** - License renewal for operators and renewal of CDL licenses are budgeted here.

**TRAINING** - This includes course fees, lodging and meals required for courses for wastewater certification.

**CHEMICALS** - These major costs are for lime, chlorine, calcium hypochlorite, and other chemicals used in wastewater treatment.

**NEW EQUIPMENT** - This line item includes the cost for equipment needed to run the Waste Water Plant.

City of Cornelia			
Water Treatment Plant Budget 2022			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
4430-51-1100	SALARIES	\$338,564	\$363,250
4430-51-1105	OVERTIME	\$16,098	\$17,638
4430-51-2100	HEALTH INSURANCE	\$50,901	\$50,674
4430-51-2200	SOCIAL SECURITY	\$28,373	\$30,471
4430-51-2400	GMEBS	\$32,535	\$32,526
4430-51-2700	WORKER'S COMP.	\$20,250	\$22,142
4430-52-1200	PROFESSIONAL FEES	\$20,000	\$10,000
4430-52-1265	TRANSFER TO R/E FUND	\$100,000	\$0
4430-52-1270	COMMERCIAL LAB FEES	\$2,000	\$2,000
4430-52-1275	STATE LAB FEES	\$9,800	\$7,556
4430-52-2200	EQUIPMENT MAINT.	\$20,000	\$40,480
4430-52-2205	EQUIPMENT/VEHICLE REPAIRS	\$3,000	\$2,463
4430-52-2250	CALIBRATION	\$18,750	\$19,000
4430-52-2410	REPAIRS & MAINT. BUILDING	\$1,500	\$12,900
4430-52-3100	GEN. LIABILITY INSURANCE	\$52,560	\$82,234
4430-52-3105	VEHICLE INSURANCE	\$2,189	\$2,192
4430-52-3200	POSTAGE	\$2,000	\$2,000
4430-52-3210	TELEPHONES	\$1,440	\$2,200
4430-52-3440	FIBER OPTICS	\$0	\$0
4430-52-3300	ADVERTISING	\$150	\$546
4430-52-3600	DUES & LICENSES	\$2,000	\$2,897
4430-52-3700	TRAINING	\$7,900	\$7,900
4430-52-3900	CONTRACT SERVICES	\$25,000	\$17,000
4430-53-1010	UNIFORMS	\$2,620	\$2,650
4430-53-1020	CHEMICALS	\$185,000	\$205,050
4430-53-1100	SUPPLIES	\$7,000	\$7,000
4430-53-1230	LIGHTS & POWER	\$221,155	\$230,000
4430-53-1250	HEAT	\$781	\$1,100
4430-53-1270	GAS & OIL	\$3,500	\$4,500
4430-53-2250	LAB SUPPLIES	\$20,000	\$14,373
4430-54-1300	SLUDGE DISPOSAL	\$0	\$0
4430-54-2010	NEW EQUIPMENT	\$0	\$3,000
4430-54-2100	NEW VEHICLE	\$0	\$0
4430-58-1000	GEFA PAYMENT	\$1,300,000	\$1,200,000
	Software Maintenance Fees		\$4,760
<b>TOTAL</b>		<b>\$2,495,066</b>	<b>\$2,400,503</b>

## Community Development Department

The Community Development Division is charged with promoting the orderly growth, economic development, redevelopment, and preservation of the City in accordance with the city's Comprehensive Plan and the policies of the City Commission.

**SALARIES** - Included in this budget is the salary for the Community Development Director, a Special Events & Tourism Coordinator, and the Depot Museum Curator.

**PROFESSIONAL FEES** - These costs included legal services, inspections, surveying, and Engineering needed to assess properties to be redeveloped.

**PROGRAM FUNDS** - These funds are used to support the four (4) point approach of the Main Street Program.

**VEHICLE MAINTENANCE** - Maintenance of the vehicle used by the Community Development Director.

**INSURANCE** - Those portions of the General Liability Insurance, Vehicle Insurance, and Public Officials Liability Insurance are included in these line items.

**MEETING AND TRAVEL** - The following meetings: Main Street 101 and Downtown Development Training.

**MEMBERSHIPS AND DUES** - The following memberships in the Georgia Association of Economic Development, and Main Street 101.

**SUPPLIES** - These costs are for office supplies.

**GAS AND OIL** - This is for vehicle driven by the Community Development Director.

City of Cornelia			
Community Development Budget 2022			
		Approved	Proposed
G/L Account	G/L Description	2021	2022
7500-51-1100	SALARY	\$ 111,497	\$ 112,905
7500-51-1105	OVERTIME	\$ -	
7500-51-2110	EMPLOYEE HEALTH INS.	\$ 16,957	\$ 16,881
7500-51-2200	SOCIAL SECURITY	\$ 8,920	\$ 9,032
7500-51-2400	GMEBS	\$ 9,716	\$ 9,738
7500-51-2700	WORKER'S COMP.	\$ 400	\$ 494
7500-52-1200	PROFESSIONAL FEES	\$ 10,000	\$ 5,000
7500-52-2205	EQUIPMENT MAINT.	\$ 500	\$ 500
7500-52-2210	VEHICLE MAINTENANCE	\$ 500	\$ 750
7500-52-2310	EQUIPMENT RENTAL	\$ 2,000	\$ 1,500
7500-52-3100	LIABILITY INSURANCE	\$ 2,240	\$ 4,422
7500-52-3105	VEHICLE INSURANCE	\$ 627	\$ 250
7500-52-3210	TELEPHONE	\$ 1,320	\$ 1,440
7500-52-3300	ADVERTISING	\$ 5,000	\$ 5,000
7500-52-3500	MEETINGS/TRAVEL	\$ 4,000	\$ 5,000
7500-52-3600	MEMBERSHIP FEES	\$ 4,500	\$ 4,500
7500-52-3611	DUES	\$ -	\$ -
7500-52-3615	SUBSCRIPTIONS	\$ 500	\$ -
7500-52-3700	TRAINING	\$ 5,000	\$ 4,000
7500-53-1010	UNIFORMS	\$ 200	\$ 200
7500-53-1100	SUPPLIES	\$ 1,500	\$ 1,000
7500-53-1230	LIGHTS & POWER	\$ 2,000	\$ 5,000
7500-53-1270	HEAT	\$ 1,000	\$ 1,000
7500-53-1270	GASOLINE	\$ 500	\$ 600
7500-54-2100	NEW EQUIPMENT	\$ 2,000	\$ 2,000
7500-54-2200	VEHICLES	\$ -	\$ -
7500-54-2300	OFFICE FURNISHINGS	\$ -	\$ -
7500-60-1020	SPECIAL EVENTS	\$ 10,000	\$ 10,000
7500-60-1030	PROGRAM FUNDS	\$ 15,000	\$ 15,000
	<b>Total Expense</b>	<b>\$ 215,877</b>	<b>\$ 216,212</b>





## Special Revenue Accounts

Special Revenue Accounts are funds that have a specific purpose and can only be used in accordance with the laws governing their use.

Our Special Revenue Accounts are CDBG, SPLOST, Hotel-Motel Tax Fund, LMIG and Storm Water Utility Fund. The use of these funds is restricted by law and can only be used for specific purposes.

## CDBG

CDBG funds are grant funds to be used to complete projects in low to moderate income areas.

Infrastructure Improvements - these funds will be used to assist with the water, sewer, and drainage improvements at Galloway Court, Oak Grove Trailer Park, and Sunshine Circle.

# CDBG Budget

City of Cornelia	
CDBG Budget 2022	
	<b>Proposed</b>
	<b>2022</b>
<b>Revenues</b>	
CDBG Grant	\$ 750,000
<b>Total</b>	<b>\$ 750,000</b>
<b>Expenses</b>	
Infrastructure- Oak Grove, Galloway	\$ 750,000
<b>Totals</b>	<b>\$ 750,000</b>

## Hotel-Motel Tax Fund

These funds are used to complete capital projects related to the promotion of tourism in the city.

**Big City Park New Equipment** - this is the cost to replace damaged playground equipment at Big City Park.

**Christmas in the Park** - this is the cost for the annual Christmas light display at City Park.

**Community House Grease Trap** - this is the cost to install a new grease trap at the Community House.

**Community House Tables & Chairs** - This is the cost to replace the tables and chairs at the Community House.

**Splash Pad** - This is the cost to maintain and operate the Splash Pad.

**Website Maintenance** - these are the costs associated with maintaining the city's website.

## Hotel-Motel Fund Budget

City of Cornelia	
Hotel Motel Fund Budget 2022	
	<b>Proposed</b>
	<b>2022</b>
<b>Revenues</b>	
Hotel/Motel Tax- Non-restricted	\$ 112,500
Hotel/Motel Tax- Tourism, Conventions, and	\$ 131,250
Hotel/Motel Tax- Tourism Product Development	\$ 56,250
Interest Earned	\$0
Fund Balance	\$0
<b>Total</b>	<b>\$ 300,000</b>
<b>Expenses</b>	
Culture and Recreation	\$ 56,250
Transfer to Tourism, Conventions, and	\$ 131,250
Transfer to General Fund	\$ 112,500
<b>Totals</b>	<b>\$ 300,000</b>

## LMIG

LMIG funds are grant funds to be used to complete road projects.

**Paving Project** - these funds will be used to assist with the cost of paving Berry Street and Wells Street.

## LMIG Budget

City of Cornelia	
LMIG Fund Budget 2022	
	<b>Proposed</b>
	<b>2022</b>
<b>Revenues</b>	
LMIG Grant	\$ 65,000
<b>Total</b>	<b>\$ 65,000</b>
<b>Expenses</b>	
Paving- Wells St and Berry St	\$ 65,000
<b>Totals</b>	<b>\$ 65,000</b>

## SPLOST

SPLOST funds are used to complete capital projects identified in the SPLOST Referendum.

**Sidewalk Improvements** - These funds will be used to replace the sidewalk at the corner of South Main Street and Front Street. There also funds in this line item to install a crosswalk on Main Street in front of the Municipal Building.

**Roads & Bridges** - These funds will be used for our matching portion of our LMIG grant to pave Berry Street and Wells Street.

**Municipal Complex** - These funds will be deposited into the Bond Sinking Fund to assist with the annual Bond Payments.

**Message Boards** - These funds will be used to purchase new message boards with radar capability.

**Police Vehicle Payment** - These funds will be used to pay the portion of the GMA lease for the new Police Vehicles.

**Fire Trucks Payment** - These funds will be used to pay the portion of the GMA lease for the new Fire Trucks.



## SPLOST Budget

City of Cornelia		
SPLOST Fund Budget 2022		
	Approved 2021	Proposed 2022
<b>Revenues</b>		
SPLOST VI Current Year Income	\$ 300,000	\$0
SPLOST VII Current Year Income	\$0	\$ 900,000
Interest Earned	\$ 1,200	\$0
Fund Balance	\$ 1,300,000	\$0
<b>Total</b>	<b>\$ 1,601,200</b>	<b>\$ 900,000</b>
<b>Expenses</b>		
SPLOST VI Water Projects	\$ 65,000	\$0
SPLOST VI Roads & Bridges Project	\$ 1,150,000	\$0
SPLOST VII Roads & Bridges Project	\$0	\$ 221,565
Sidewalk Improvements	\$0	\$ 202,000
Municipal Complex	\$0	\$ 59,167
2 Message Boards	\$0	\$ 28,000
14 PD Vehicles annual payment	\$0	\$ 114,000
2 Fire Trucks annual payment	\$0	\$ 186,000
<b>Totals</b>	<b>\$ 1,215,000</b>	<b>\$ 810,732</b>

# Storm Water Utility Fund

These funds are used to maintain and improve the city's drainage system.

**Personnel Costs** - These a portion of the cost for two (2) employees assigned to the Utilities Maintenance Department whose primary roles are Stormwater Maintenance.

**Storm Drainage Maintenance** - These are the costs associated with maintaining the city's existing drainage system.

**Contract Services** - These funds will be used to hire temporary employees to assist with the annual leaf pickup program.

**Professional Fees** - This is the cost of the engineering associated with the maintenance of the city's drainage system.

**Old Level Grove Road Project** - This project will install storm drainage in order to get the stormwater off of the residents in the area.

**Hoyt Street Drainage Project** - This is the stormwater portion of the Hoyt Street Sewer and Stormwater Project.

**North Main Street Drainage Project** - This is a Stormwater Project to that will fix flooding issues on Etta Street due to undersized infrastructure.



