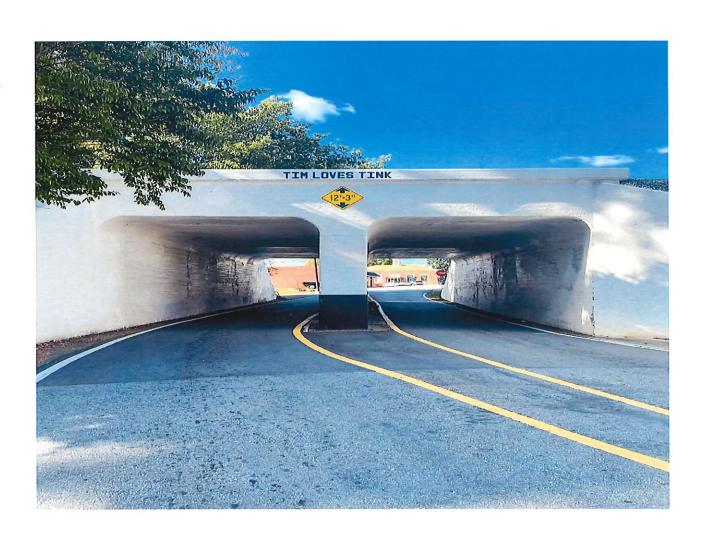
DRAFT City of Cornelia

Budget for 2024



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October 17, 2023

Honorable Mayor and Commissioners

Re: Proposed Budget for 2024

I am happy to be able to present to you this draft budget and program of services that will be provided to the citizens of Cornelia in 2024. Once again, we have strived to keep the cost of providing city services as low as possible despite rising costs. This proposed Budget allows us to continue to provide our citizens with the highest level of services while staying within our means.

The 2024 proposed General Fund Budget is down from \$6,024,906, in 2023 to \$5,875,686. Despite this reduction in expenses the General Fund is still \$325,886 over the anticipated revenue of \$5,549,600. This is due in part to a reduction of \$609,000 in the amount of money transferred from other funds. In order to balance the budget we will need utilize \$325,886 from our fund balance.

The Water and Sewer budget is larger than the 2023 budget by \$1,395,591. Despite this increase the Water & Sewer Budget only relies on \$431,960 of its fund balance. The proposed budget does rely on a 3% increase to water and sewer fees. The capital projects in the Water & Sewer Budget in 2024 are the FY 22 CDBG Project \$1,730,000, and the Chenocetah Water Tank Rehab Project \$500,000.

The ARPA fund includes \$130,000 for the purchase of a new pump for the Iron Ore lift station, \$120,000 for the Drinking Water Test Well Project, \$80,000 for a new Chipper Machine, \$50,000 for new landscaping equipment for Public Works, and \$371,000 for the downtown entertainment venue project.

Hotel-Motel Tax Capital Improvement Fund includes: \$13,700 for Christmas in the Park, \$10,000 for Splash Pad & Park Maintenance, \$5,000 for the annual maintenance fee for our website, \$25,000 for the Tim Loves Tink Mural Project, \$10,000 to replace our downtown banners, and \$8,000 to replace the signs at our Public Parks.

SPLOST projects planned for 2024 include our annual paving project which includes re-surfacing Cox Street and a portion of Hoyt Street, constructing a sidewalk on Wells Street from Main Street to Moss Street, and the installation of signalized pedestrian crosswalk from Irvin Street to



Clarkesville Street - \$394,000, Downtown Parking Lot on Front Street - \$525,000, the city's new software - \$361,000.

Stormwater Projects planned for 2024 include the Pine Street Drainage Project - \$398,000, and the 2022 CDBG project - \$150,000. These projects will be funded with our Stormwater Utility Fund. Also included in this fund is a portion of the cost for 2 Sanitation employees to assist with leaf and brush pickup.

The budget calls for the addition of 2 new Police Officers due to the large amount of residential growth that we have experienced over the past few years. The Public Safety Director also requested 3 additional firefighters for the same reason, but I had to cut these positions because of a lack of funding. The need for the Police Officers has been documented and requested for several years so I placed a higher priority on this need. I am requesting a 2.5% cost of living raise for all our employees as well as merit raises up to an additional 2.5% based on employee evaluations.

The General Fund will rely on transfers from the Hotel-Motel Tax funds - \$127,500, and Water & Sewer funds - \$1,000,000.

Noteworthy programs and projects to improve Cornelia in 2024 include the following:

Pine Street Drainage Project - \$398,000 Street Resurfacing - \$344,000 2022 CDBG Project - \$1,730,000 Reservoir Intake Project - \$1,100,000 Chenocetah Water Tank Rehab - \$500,000 Old Level Grove Water Line Project - \$2,900,000 Downtown Entertainment Venue - \$371,000 Downtown Parking Lot - \$525,000

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

The proposed Budget 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's collections. This proposed budget calls for a 3% increase to the Water & Sewer rates as well a 1 mill increase to the millage rate.

With these thoughts in mind, I present you with a draft Budget for the City of Cornelia for 2024.

Sincerely,

Donald Anderson City Manager

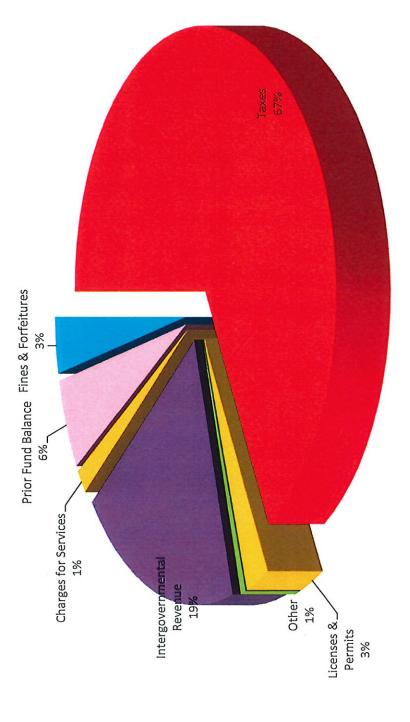


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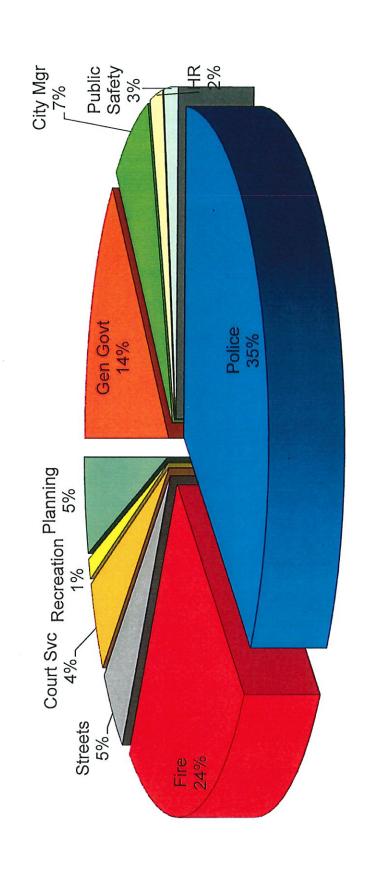
General Fund Budget

	Approved	Proposed
	2023	2024
Revenues		
Taxes	\$3,331,800	\$3,931,000
Licenses & Permits	\$176,000	\$164,000
Intergovernmental Revenues	\$509,000	\$1,127,500
Charges for Services	\$602,780	\$89,800
Fines & Forfeitures	\$200,000	\$200,000
Other Financing Sources	\$818,995	\$37,300
Prior Fund Balance	\$386,331	\$325,886
Total	\$6,024,906	\$5,875,486
Expenses		
General Government	\$816,187	\$798,687
City Manager	\$361,306	\$409,954
Human Resources	\$133,174	\$143,133
Court Services	\$244,968	\$269,215
Public Safety Administration	\$203,485	\$158,430
Police Department	\$1,886,548	\$2,063,243
Fire Department	\$1,380,084	\$1,418,324
Street Division	\$682,200	\$280,300
Recreation Division	\$50,095	\$58,500
Planning Department	\$266,859	\$275,700
Totals	\$6,024,906	\$5,875,486
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General Fund Revenue



General Fund Expenditures



General Fund Revenue

	* * * * * * * * * * * * * * * * * * * *	Approved	Proposed
G/L Accoun	G/L Description	2023	2024
31.1000	Tax Collection	\$2,000,000	\$2,357,000
31-1300	Prior year Property Tax	\$20,000	\$20,000
31.1315	Motor Vehicle Ad Valorum	\$125,000	\$150,000
31.1320	Mobile Home Tax	\$8,500	\$6,000
31.1325	Intangible Tax	\$10,000	\$8,000
31-1350	Railroad Equipment	\$2,300	\$2,300
31.1600	Real Estate Transfer Tax	\$5,000	\$5,000
31.1700	Franchise Tax	\$500,000	\$590,000
31.4200	Beer & Wine Tax	\$225,000	\$200,000
31.4210	Liquor tax	\$8,000	\$30,000
31.4230	Mixed Drink Tax	\$25,000	\$30,000
31.6200	Insurance Premium Tax	\$400,000	\$415,000
31.9000	Interest on Taxes	\$3,000	\$5,000
32.1000	Occupational Tax	\$115,000	\$125,000
32.1100	Beer & Wine License	\$38,000	\$38,000
32.1200	Liquor License	\$23,000	\$25,000
32-1900	Fireworks License	\$1,000	\$1,000
33.1500	Grant Funds	\$0	\$0
33.7000	In Lieu of Taxes	\$23,000	\$25,000
34.1300	Building Permits	\$90,000	\$100,000
34.1305	Rezoning Fees	\$1,000	\$1,000
34.2200	Fire Protection	\$65,000	\$65,000
34.3300	GDOT Right of Way Payment	\$21,800	\$21,800
34-4120	Brush Recycling	\$500	\$500
34-4130	Recycling	\$750	\$1,500
35.1000	Police Fines & Forfeiture	\$200,000	\$200,000
38.9200	Loan Funds	\$0	\$0
38.9500	Prior year fund balance	\$386,331	\$325,886
39.1000	Interfund transfer	\$1,416,600	\$1,000,000
39-1100	Interfund Transfer Hotel.	\$118,125	\$127,500
39-1105	Intrefund Transfer ARPA	\$193,000	\$0
TOTAL		\$6,024,906	\$5,875,486

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, to have our Commission Meeting Minutes digitized, 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 \$647,000 to pay the bond payment for the new municipal complex.

General Government Department Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
1100-51-1100		\$14,400	\$14,400
1100-51-1100	ELECTION EXPENSE	\$1,500	\$500
	SOCIAL SECURITY	\$1,200	\$1,200
1100-51-2200	PROFESSIONAL FEES	\$80,000	\$60,000
1100-52-1200	CODIFICATION FEES	\$2,000	\$5,000
1100-52-1275	ADVERTISING	\$1,800	\$1,500
1100-52-3300	MEETINGS & TRAVEL	\$2,000	\$3,000
1100-52-3500		\$25,000	\$25,000
1100-52-3611	DUES	\$3,000	\$3,500
1100-52-3700	TRAINING	\$1,000	\$1,000
1100-53-1100	SUPPLIES (MEETINGS	\$1,000	\$1,000
1100-53-1105		\$1,000	\$800
1100-54-2100	NEW EQUIPMENT		\$0
1100-54-2300	OFFICE FURNISHINGS	\$500	\$33,000
1100-57-2010	LIBRARY	\$33,000	
1100-61-1010		\$645,787	\$645,787
1100-61-1025	DEPOT ASSOCIATION	\$3,000	\$3,000
TOTAL		\$816,187	\$798,687
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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 City Clerk.

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

City Manager Budget

G/L Account		Approved	Proposed
U/ L ACCOUNT	G/L Description	2023	2024
300-51-1100	SALARY	\$204,527	\$214,000
1300-51-2110	EMPLOYEE HEALTH INS.	\$20,970	\$19,672
1300-51-2110	SOCIAL SECURITY	\$16,363	\$17,120
1300-51-2400	GMEBS	\$18,327	\$19,240
1300-51-2700	WORKER'S COMP.	\$844	\$785
1300-52-1200	PROFESSIONAL FEES	\$15,000	\$20,000
1300-52-1255	SPECIAL PROJECTS	\$15,000	\$15,000
1300-52-2205	EQUIPMENT MAINT.	\$2,500	\$2,500
1300-52-2210	VEHICLE MAINTENANCE	\$500	\$800
1300-52-2310	EQUIPMENT RENTAL	\$750	\$750
1300-52-3100	LIABILITY INSURANCE	\$19,715	\$56,700
1300-52-3105	VEHICLE INSURANCE	\$3,170	\$247
1300-52-3210	TELEPHONE	\$1,440	\$1,440
1300-52-3300	ADVERTISING	\$1,000	\$1,000
1300-52-3500	MEETINGS/TRAVEL	\$5,000	\$6,000
1300-52-3611	DUES	\$7,000	\$7,000
1300-52-3615	SUBSCRIPTIONS	\$800	\$800
1300-52-3700	TRAINING	\$4,500	\$5,000
1300-53-1010	UNIFORMS	\$400	\$400
1300-53-1100	SUPPLIES	\$6,000	\$6,000
1300-53-1270	GASOLINE	\$3,000	\$2,500
1300-53-1600	SMALL EQUIPMENT	\$0	\$3,000
1300-54-2100	NEW EQUIPMENT	\$3,000	\$6
1300-54-2300		\$1,500	\$6
1300-61-1005	CONTINGENCY	\$10,000	\$10,000
TOTAL		\$361,306	\$409,954

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, preemployment 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.

Human Resources Department Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
1540-51-1100	SALARY	\$66,772	\$72,600
1540-51-2110	HEALTH INSURANCE	\$10,663	\$10,000
1540-51-2200	SOCIAL SECURITY	\$5,342	\$7,000
1540-51-2300	UNEMPLOYMENT COMP.	\$6,000	\$6,000
1540-51-2400	GMEBS	\$6,054	\$7,000
1540-51-2700	WORKER'S COMP	\$223	\$253
1540-52-1200	PROFESSIONAL FEES	\$19,000	\$19,000
1540-52-1205	MEDICAL	\$6,000	\$6,500
1540-52-3300	ADVERTISING	\$2,000	\$2,000
1540-52-3500	TRAVEL	\$1,500	\$2,000
1540-52-3600	MEMBERSHIP FEES	\$120	\$1,080
1540-52-3700	TRAINING	\$2,000	\$2,000
1540-53-1010	UNIFORMS	\$200	\$200
1540-53-1010	SUPPLIES	\$1,500	\$1,500
		\$0	\$1,000
1540-53-1600	NEW EQUIPMENT	\$800	\$0
1540-54-2100 1540-61-1035	EMPLOYEE INCENTIVES	\$5,000	\$5,000
TOTAL	EMPLOTEE INCENTIVES	\$133,174	\$143,133
TOTAL			
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COURT SERVICES

The Court Services Department is responsible for our Municipal Court operations as well as our Probation services.

SALARIES -Included is the salary for the Clerk of Court and a Probation Officer.

PROFESSIONAL FEES - These fees are the Municipal Judge, Court Solicitor, Public Defender, and Court Interpreter.

POSTAGE - This line item is used for postage associated with the duties of the Municipal Court and Probation Division.

MEETING AND TRAVEL - This line item is used so that the Clerk of Court, Probation Officer, and Municipal Judge can attend meetings and training that are necessary to keep up with the changing trends Municipal Court operations.

TRAINING - Training money is spent to keep the Clerk of Court, Municipal Judge, and Probation Officer abreast of the latest trends in their respective fields.

SUPPLIES - These costs are for supplies used by the Clerk of Court and Probation Officer.

Court Services Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
	SALARIES	\$111,749	\$117,000
	HEALTH INSURANCE	\$21,280	\$19,700
	SOCIAL SECURITY	\$8,940	\$9,350
	GMEBS	\$10,136	\$10,650
	WORKER'S COMP	\$373	\$400
	PROFESSIONAL FEES	\$31,000	\$38,800
	EQUIPMENT MAINTENANCE	\$1,500	\$1,500
	EQUIPMENT RENTAL	\$400	\$1,200
2650-52-3005	PRISONER EXPENSE	\$1,500	\$1,500
	POSTAGE	\$200	\$200
2650-52-3205	ADVERTISING	\$400	\$100
2650-52-3300	MEETINGS & TRAVEL	\$4,400	\$4,400
2650-52-3500	MEMBERSHIP FEES	\$450	\$450
2650-52-3600	TRAINING	\$400	\$400
2650-52-3700	CONTRACT LABOR	\$390	\$390
2650-52-3900		\$500	\$400
2650-53-1010	UNIFORMS SOFTWARE SUPPORT	\$7,000	\$11,000
2650-53-1020		\$1,700	\$1,700
2650-53-1100	SUPPLIES	\$0	\$3,500
2650-53-1600	SMALL EQUIPMENT	\$1,000	\$0
2650-54-2100	NEW EQUIPMENT	\$1,000	\$0
2650-54-2300	OFFICE FURNISHINGS	\$250	\$200
2650-57-2080	VICTIM ASSISTANCE HAB CO VICTIM ASSISTANCE	\$4,500	\$5,000
2650-57-2081		\$400	\$275
2650-57-2082	GA PROBATION FEE/DUI	\$500	\$600
2650-57-2083	GA BRAIN/ SPINAL TRUST	\$10,000	\$10,000
2650-57-2084	INDIGENT DEFENSE	\$9,500	\$10,000
2650-57-2085	COUNTY JAIL FUND	\$500	\$500
2650-57-2091	REFUNDS	\$15,000	\$20,000
2650-57-2095	PEACE OFFICER A&B FUND	\$244,968	\$269,215
TOTAL		Ψ244,300	Ų ZOO, ZIO
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PUBLIC SAFETY ADMINISTRATION

The Public Safety Director oversees the operations of the Court Services Department, Fire Department, Planning Department, and Police Department.

SALARIES -Included is the salary for the Public Safety Director.

MEETING AND TRAVEL - This line item is used so that the Public Safety Director can attend meetings that are necessary to keep up with the changing trends of Public Safety.

TRAINING - Training money is spent to keep the Public Safety Director abreast of the latest trends in the public safety operations of city government.

SUPPLIES - These costs are for supplies used by the Public Safety Director.

GAS AND OIL - These costs are associated with the use of a city vehicle by the Public Safety Director.

Public Safety Administration Department Budget

		Approved	Proposed
	C/I Decemination	2023	2024
G/L Account	G/L Description	\$106,949	\$112,000
	SALARY	\$10,608	\$9,845
	HEALTH INSURANCE	\$8,556	\$8,960
	SOCIAL SECURITY	\$9,752	\$10,235
	GMEBS		\$490
	WORKER'S COMP	\$5,220 \$500	\$500
3100-52-2205	EQUIPMENT MAINTENANCE		\$2,000
3100-52-2210	VEHICLE MAINTENANCE	\$2,000	\$2,500
3100-52-3210	INSURANCE GEN-LIABILITY	\$2,500	
3100-52-3105	VEHICLE INSURANCE	\$2,300	\$2,300
3100-52-3210	TELEPHONE	\$1,000	\$1,000
3100-52-3500	MEETINGS & TRAVEL	\$2,000	\$2,000
3100-52-3600	MEMBERSHIP FEES	\$400	\$400
3100-52-3700	TRAINING	\$1,000	\$1,500
3100-53-1010	UNIFORMS	\$200	\$200
3100-53-1100	SUPPLIES	\$500	\$1,000
3100-53-1270	GAS & OIL	\$1,000	\$1,500
3100-53-1600	SMALL EQUIPMENT	\$0	\$2,000
3100-54-2200	VEHICLE PURCHASE	\$49,000	\$6
TOTAL		\$203,485	\$158,430
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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 17 certified officers: Chief of Police, Assistant Chief of Police, 2 Lieutenants 2 Investigators, 4 Sergeants, 1 School resource Officer and 6 Patrol Officers. The department also includes a GCIC Clerk and an Administrative Assistant.

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.

SMALL 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.

Police Department Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
	SALARIES	\$1,046,780	\$1,176,400
	OVERTIME	\$36,146	\$37,600
	HEALTH INSURANCE	\$201,731	\$206,000
	SOCIAL SECURITY	\$86,634	\$97,200
	GMEBS	\$95,163	\$107,500
	WORKER'S COMP	\$49,342	\$28,200
The state of the s	PROFESSIONAL FEES	\$0	\$0
	LAUNDRY	\$1,500	\$1,500
	EQUIPMENT MAINT.	\$7,800	\$8,500
	VEHICLE MAINTENANCE	\$30,000	\$36,000
3200-52-2215	RADIO MAINTENANCE	\$8,000	\$7,608
3200-52-2220	TRAINING MAINTENANCE	\$2,200	\$2,400
3200-52-2310	EQUIPMENT RENTAL	\$5,500	\$4,600
3200-52-3005	PRISONER EXPENSE	\$0	\$3,000
3200-52-3105	VEHICLE INSURANCE	\$44,282	\$17,900
3200-52-3110	POLICE LIABILITY	\$46,170	\$77,800
3200-52-3205	POSTAGE	\$500	\$500
3200-52-3210	TELEPHONE	\$9,600	\$9,700
3200-52-3214	GCIC TELEPHONE	\$600	\$600
3200-52-3300	ADVERTISING	\$400	\$400
3200-52-3500	TRAVEL	\$13,100	\$13,100
3200-52-3600	MEMBERSHIP FEES	\$1,300	\$1,575
3200-52-3605	POAB DUES	\$6,500	\$7,200
3200-52-3700	TRAINING	\$6,600	\$8,000
3200-52-3900	CONTRACT LABOR	\$10,000	\$16,210
3200-52-3925	UNDERCOVER EXPENSE	\$500	\$500
3200-53-1005	OFFICE SUPPLIES	\$6,000	\$6,000
3200-53-1010	UNIFORMS	\$27,500	\$30,250
3200-53-1020	SOFTWARE SUPPORT	\$30,000	\$45,000
3200-53-1100	SUPPLIES	\$6,000	\$6,000
3200-53-1105	TRAINING SUPPLIES	\$8,000	\$4,500
3200-53-1235	LIGHTS & POWER	\$16,200	\$20,000
3200-53-1270	GAS & OIL	\$60,000	\$64,000
3200-53-1600	SMALL EQUIPMENT	\$0	\$16,000
3200-53-1700	COMMUNITY ENGAGEMENT	\$1,500	\$1,500
3200-54-2100	NEW EQUIPMENT	\$20,000	\$6
3200-54-2200	VEHICLE PURCHASE	\$0	\$6
3200-54-2300	OFFICE FURNISHINGS	\$1,000	\$6
TOTAL		\$1,886,548	\$2,063,243

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 fire personnel. These include: Chief (1), Fire Marshall (1), Firefighters (12), several part time Firefighters, and an Administrative Assistant.

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

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

Fire Department Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
3500-51-1100	SALARIES	\$709,425	\$754,100
3500-51-1105	OVERTIME	\$68,963	\$75,900
3500-51-2110	EMPLOYEE GROUP INS.	\$172,415	\$160,300
3500-51-2200	SOCIAL SECURITY	\$62,271	\$66,400
3500-51-2400	GMEBS	\$60,736	\$68,900
3500-51-2700	WORKER'S COMP.	\$19,191	\$11,000
3500-52-2110	LAUNDRY	\$500	\$500
3500-52-2205	EQUIPMENT MAINT.	\$24,000	\$24,000
3500-52-2210	VEHICLE MAINTENNACE	\$20,000	\$22,000
3500-52-2215	RADIO MAINTENANCE	\$7,000	\$8,224
3500-52-2310	EQUIPMENT RENTAL	\$4,500	\$4,500
3500-52-3100	LIABILITY INSURANCE	\$50,427	\$47,000
3500-52-3105	VEHICLE INSURANCE	\$17,890	\$17,900
3500-52-3210	TELEPHONES	\$6,886	\$7,000
3500-52-3500	MEETINGS & TRAVEL	\$5,000	\$6,000
3500-52-3600	MEMBERSHIP FEES	\$3,500	\$3,600
3500-52-3601	FIREFIGHTER PENSION	\$5,100	\$5,400
3500-52-3650	FIRE SAFETY	\$800	\$1,800
3500-52-3700	TRAINING	\$9,000	\$9,000
3500-52-3920	VOLUNTEERS	\$3,000	\$3,000
3500-53-1005	OFFICE SUPPLIES	\$800	\$1,500
3500-53-1010	UNIFORMS	\$27,500	\$27,500
3500-53-1020	SOFTWARE SUPPORT	\$4,600	\$7,500
3500-53-1100	SUPPLIES	\$8,500	\$8,700
3500-53-1210	WATER HYDRANT	\$10,080	\$0
3500-53-1235	LIGHTS & POWER	\$25,000	\$26,000
3500-53-1250	HEAT	\$6,000	\$10,000
3500-53-1270	GAS & OIL	\$20,000	\$22,000
3500-53-1600	SMALL EQUIPMENT	\$0	\$8,600
3500-54-1200	LEASE PAYMENT	\$13,500	\$6
3500-54-2100	NEW EQUIPMENT	\$13,500	\$10,000
3500-54-2200	VEHICLE PURCHASE	\$0	\$6
TOTAL		\$1,380,084	\$1,418,324

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 is 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 sidewalks.

STREETLIGHTS - 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.

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

Street Department Budget

		Approved	Proposed
C/I Account	G/L Description	2023	2024
G/L Account 4200-52-1200	PROFESSIONAL FEES	\$0	\$0
	EQUIPMENT MAINT.	\$15,000	\$15,000
4200-52-2205	VEHICLE MAINTENANCE	\$10,000	\$12,000
4200-52-2210	STREET MATERIALS	\$10,000	\$10,000
4200-52-2405		\$10,000	\$10,000
4200-52-2406	STREET REPAIRS	\$10,000	\$10,000
4200-52-2420	SIDEWALKS REPAIRS		\$10,000
4200-53-1100	SUPPLIES	\$10,000	
4200-53-1115	STREET SIGNS	\$10,000	\$6,000
4200-53-1125	INCLEMENT WEATHER SUPPLIES	\$10,000	\$2,000
4200-53-1230	STREET LIGHTS	\$170,000	\$190,000
4200-53-1240		\$5,300	\$5,300
4200-53-1270		\$5,300	\$5,000
4200-54-2000		\$416,600	\$0
4200-54-2100		\$5,000	\$0
4200-57-2076	STREET DECORATIONS	\$5,000	\$5,000
TOTAL		\$682,200	\$280,300
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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 of the parks.

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

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

Recreation Department Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
5200-52-1200	PROFESSIONAL FEES	\$0	\$0
5200-52-2205	EQUIPMENT MAINT.	\$10,000	\$10,000
5200-52-2200	REPAIRS & MAINTENANCE	\$0	\$10,000
6200-53-1100	SUPPLIES	\$5,000	\$5,000
6200-53-1235	LIGHTS & POWER	\$21,000	\$16,000
6200-53-1245	ELECTRICITY (BALLARD CENTER)	\$3,465	\$5,500
6200-53-1255	HEAT (BALLARD CENTER)	\$630	\$2,000
6200-53-1600	SMALL EQUIPMENT	\$0	\$10,000
6200-54-2100	NEW EQUIPMENT	\$10,000	\$0
TOTAL		\$50,095	\$58,500
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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. This department also enforces all city codes.

SALARIES - Included in this budget is the salary for the City Marshal who also serves as the city's Building Official and one Code Enforcement Officer.

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

VEHICLE MAINTENANCE - Maintenance of the vehicles used by the Planning Department.

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: BOAG, GAZA, and other necessary conferences.

MEMBERSHIPS AND DUES - The following memberships in the Georgia Association of Code Enforcement and the Building Officials Association of Georgia.

TRAINING - The City Marshal and Code Enforcement Officer must attend training in order to keep their 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 Department.

Planning Department Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
7400-51-1100	SALARIES	\$114,871	\$123,500
7400-51-2110	EMPLOYEE GROUP INS.	\$21,215	\$19,700
7400-51-2200	SOCIAL SECURITY	\$9,190	\$9,900
7400-51-2400	GMEBS	\$10,913	\$11,800
7400-51-2700	WORKER'S COMP.	\$5,607	\$3,100
7400-52-1200	PROFESSIONAL FEES	\$47,500	\$47,500
7400-52-2205	EQUIPMENT MAINTENANCE	\$1,000	\$1,000
7400-52-2210	VEHICLE MAINTENANCE	\$3,500	\$3,500
7400-52-2310	EQUIPMENT RENTAL	\$500	\$500
7400-52-3100	INSURANCE-GEN LIABILITY	\$4,863	\$7,800
7400-52-3105	VEHICLE INSURANCE	\$500	\$500
7400-52-3205	POSTAGE	\$500	\$500
7400-52-3210	TELEPHONE	\$2,400	\$2,400
7400-52-3300	ADVERISING	\$500	\$0
7400-52-3500	MEETINGS & TRAVEL	\$6,500	\$6,500
7400-52-3600	MEMBERSHIP FEES	\$1,000	\$1,000
7400-52-3615	SUBSCRIPTIONS	\$300	\$500
7400-52-3700	TRAINING	\$6,000	\$6,000
7400-53-1010	UNIFORMS	\$2,000	\$2,000
7400-53-1020	SOFTWARE SUPPORT	\$13,000	\$13,000
7400-53-1100	SUPPLIES	\$2,000	\$2,000
7400-53-1270	GAS & OIL	\$5,000	\$5,000
7400-53-1600	SMALL EQUIPMENT	\$0	\$8,000
7400-54-2100	NEW EQUIPMENT	\$8,000	\$0
TOTAL		\$266,859	\$275,700

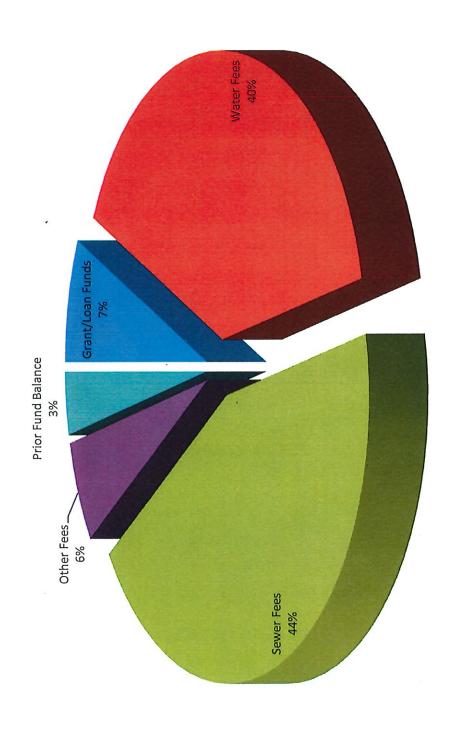
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Water and Sewer Utility Budget

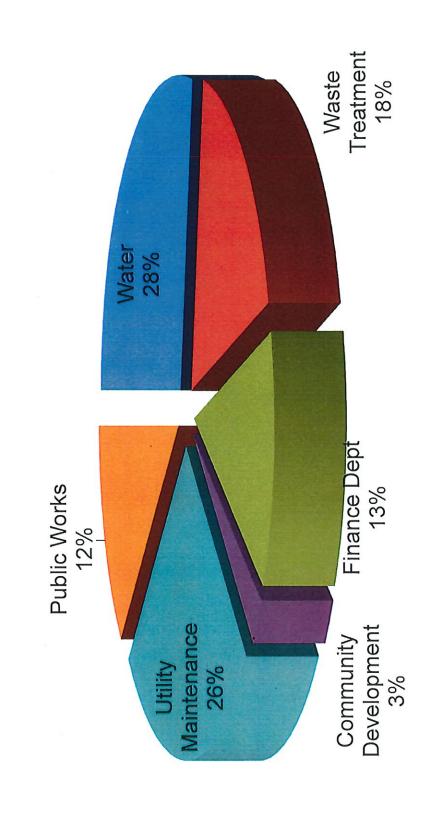
	Approved	Proposed
	2023	2024
Revenues		
Grant Funds	\$11,250	\$850,000
Water Fees	\$4,725,000	\$4,866,750
Sewer Fees	\$5,250,000	\$5,407,500
Septic Fees	\$250,000	\$500,000
Sewer Taps	\$15,000	\$20,000
Water Taps	\$75,000	\$50,000
Other Fees	\$373,000	\$338,000
Prior Fund Balance	\$369,369	\$431,960
Total	\$11,068,619	\$12,464,210
Expenses		
Finance Department	\$1,953,023	\$1,599,975
Information Systems	\$443,396	\$480,781
Public Works	\$1,476,387	\$1,420,560
Utilities Maintenance Division	\$1,730,890	\$3,185,225
Waste Water Plant	\$2,321,229	\$2,146,644
Water Plant	\$2,871,775	\$3,306,585
Community Development	\$271,919	\$324,440
Total	\$11,068,619	\$12,464,210
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Water and Sewer Revenue



Water and Sewer Fund Expenditures



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Water and Sewer Revenues

		Approved	Proposed
	Revenues	2023	2024
33.1400	Grant Funds	\$11,250	\$850,000
34.4210	Water Fees	\$4,725,000	\$4,866,750
34.4220	Sewer Fees	\$5,250,000	\$5,407,500
34-4222	Septic Fees	\$250,000	\$500,000
34.4225	Sewer Taps	\$15,000	\$20,000
34.4230	Water Taps	\$75,000	\$50,000
34.4235	Sewer Connection Fees	\$150,000	\$60,000
34-4239	Sewer Surcharge and Fines	\$60,000	\$75,000
34-4240	Water Connection Fees	\$75,000	\$75,000
34-7500	Community Development Fee	\$25,000	\$25,000
36-1000	Interest Income	\$10,000	\$50,000
38.9500	Prior fund balance	\$369,369	\$431,960
39-1000	Transfer from Storm Water	\$0	\$0
39-1505	Transfer from Commuity Ho	\$35,000	\$35,000
39-9306	Transfer from Sanitation	\$18,000	\$18,000
Total		\$11,068,619	\$12,464,210
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Finance Department

The Finance Department 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, three (3) accounting clerks, and a full-time cashier are included in this budget.

PROFESSIONAL, AUDIT, and CODIFICATION, RECORDING FEES - These are costs for professional services. Recording of legal documents by the city is charged here. These are the proportionate share for the Water and Sewer functions.

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 for water and sewer functions are included in these line items.

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 Municipal Clerks and Finance Officers Association.

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

SMALL EQUIPMENT - These costs include equipment used for finance administrative duties.

Finance Department

		Approved	Proposed
G/L Account	G/L Description	2023	2024
1510-51-1100	SALARIES	\$266,210	\$282,000
1510-51-1105	OVERTIME	\$2,581	\$2,826
1510-51-2100	HEALTH INSURANCE	\$53,036	\$49,226
1510-51-2200	SOCIAL SECURITY	\$21,542	\$22,821
1510-51-2400	GMEBS	\$24,447	\$25,992
1510-51-2700	WORKER'S COMP.	\$887	\$834
1510-52-1200	PROFESSIONAL FEES	\$28,500	\$32,000
1510-52-1210	UTILITY BILLS	\$27,000	\$27,000
1510-52-1220	SOFTWARE SUPPORT	\$20,000	\$56,000
1510-52-1230	AUDIT FEES	\$30,000	\$35,000
1510-52-1250	TRANSFER SEWER FEES	\$500,000	\$500,000
1510-52-1260	TRANSFER WATER FEES	\$500,000	\$500,000
1510-52-1200	EQUIP./VEHICLE MAINT.	\$1,000	\$1,000
1510-52-2310	EQUIPMENT RENTAL	\$6,000	\$6,000
1510-52-3100	GEN. LIABILITY INS.	\$14,952	\$12,706
	VEHICLE INSURANCE	\$498	\$500
1510-52-3105 1510-52-3205	POSTAGE	\$3,000	\$3,000
	TELEPHONES	\$720	\$720
1510-52-3210		\$2,000	\$2,500
1510-52-3300	ADVERTISING	\$3,000	\$3,500
1510-52-3500	MEETINGS & TRAVEL	\$750	\$750
1510-52-3615	SUBSCRIPTIONS	\$5,000	\$7,700
1510-52-3700	TRAINING		\$1,000
1510-53-1010	UNIFORMS	\$1,000	\$9,000
1510-53-1100	SUPPLIES	\$8,000 \$12,000	\$13,000
1510-53-1230	LIGHTS & POWER	\$800	\$800
1510-53-1250	HEAT		\$600
1510-53-1270	GAS & OIL	\$600	\$3,500
1510-53-1300	SMALL EQUIPMENT	\$0	
1510-54-2010	NEW EQUIPMENT	\$3,500	\$0
1510-60-1100	TRANSFER TO GENERAL FUND	\$416,000	\$0
TOTAL		\$1,953,023	\$1,599,975
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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 - Salaries 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 maintains the Information System for the city.

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

SMALL EQUIPMENT - This is the cost of new equipment needed to keep the city's technology up to date.

Information Systems

		Approved	Proposed
G/L Account	G/L Description	2023	2024
1535-51-1100	SALARIES	\$132,635	\$140,000
1535-51-1105	OVERTIME	\$450	\$0
1535-51-2100	HEALTH INSURANCE	\$11,123	\$19,700
1535-51-2200	SOCIAL SECURITY	\$10,611	\$11,200
1535-51-2400	GMEBS	\$11,978	\$12,700
1535-51-2700	WORKER'S COMP.	\$445	\$400
1535-52-1220	SOFTWARE SUPPORT	\$0	\$10,000
1535-52-1240	LICENSING	\$0	\$39,390
1535-52-2210	EQUIP./VEHICLE MAINT.	\$2,500	\$2,500
1535-52-2215	OFFICE MACH. RRP & MAINT.	\$2,000	\$2,000
1535-52-2310	EQUIPMENT RENTAL	\$1,500	\$1,500
1535-52-3100	GEN. LIABILITY INS.	\$19,054	\$15,100
1535-52-3105	VEHICLE INSURANCE	\$498	\$500
1535-52-3210	TELEPHONES	\$31,080	\$31,680
1535-52-3220	FIBER OPTICS	\$31,394	\$31,537
1535-52-3500	MEETINGS & TRAVEL	\$1,000	\$1,200
1535-52-3615	SUBSCRIPTIONS	\$78,245	\$68,444
1535-52-3700	TRAINING	\$5,000	\$5,000
	CONTRACT LABOR	\$15,000	\$15,000
1535-52-3900	UNIFORMS	\$400	\$400
1535-53-1010		\$26,000	\$28,000
1535-53-1100	SUPPLIES		\$2,000
1535-53-1270	GAS & OIL	\$2,000	
1535-53-1300	SMALL EQUIPMENT	\$0	\$13,230
1535-54-2010	NEW EQUIPMENT	\$59,483	\$29,300
1535-54-2400	OFFICE FURNISHINGS	\$1,000	\$0
TOTAL		\$443,396	\$480,781

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 13 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 power 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.

Public Works Budget

	, ,	Approved	Proposed
G/L Account	G/L Description	2023	2024
1565-51-1100	SALARIES	\$697,077	\$723,500
1565-51-1105	OVERTIME	\$23,976	\$25,000
1565-51-2100	HEALTH INSURANCE	\$169,715	\$157,600
1565-51-2200	SOCIAL SECURITY	\$57,684	\$60,000
1565-51-2400	GMEBS	\$63,258	\$66,100
1565-51-2700	WORKER'S COMP.	\$62,765	\$57,700
1565-52-2140	LANDSCAPING SERVICE	\$10,800	\$11,000
1565-52-2205	EQUIP/VEHICLE REPAIRS	\$30,000	\$30,000
1565-52-2220	EQUIP RPR & MAINT	\$15,000	\$15,000
1565-52-2310	EQUIPMENT RENTAL	\$5,000	\$5,000
1565-52-2410		\$89,000	\$89,000
1565-52-3100		\$63,175	\$15,400
1565-52-3105		\$20,937	\$3,600
1565-52-3210		\$1,800	\$2,160
1565-52-3212		\$7,200	\$7,200
1565-52-3700		\$6,500	\$2,000
1565-52-3900		\$48,000	\$48,000
1565-53-1010		\$7,500	\$8,000
1565-53-1100		\$35,000	\$35,000
1565-53-1235		\$13,000	\$13,500
1565-53-1250		\$3,500	\$3,800
1565-53-1270		\$25,000	\$25,000
1565-53-1600		\$5,000	\$5,000
1565-54-1300		\$0	\$5,000
1565-54-2010		\$15,500	\$7,000
TOTAL		\$1,476,387	\$1,420,560
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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 values, 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, (1) assistant supervisor, (2) crew leaders, 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. In this item is money to enter into an annual maintenance agreement for a private contractor to maintain all of the city's water tanks.

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, values, gravel, etc.

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

Utilities Maintenance

			Approved		Proposed
G/L Account	G/L Description		2023		2024
4100-51-1100		\$	393,796	\$	405,800
4100-51-1105		\$	19,550	\$	26,200
	HEALTH INSURANCE	\$	66,040	\$	61,600
	SOCIAL SECURITY	\$	32,779	\$	34,300
4100-51-2400		\$	35,737	\$	37,100
	WORKER'S COMP.	\$	24,005	\$	22,000
	PROFESSIONAL FEES	\$	50,000	\$	50,000
	SOFTWARE SERVICES	\$	21,000	\$	22,000
	STREET REPAIRS	\$	32,500	\$	32,500
	EQUIP./VEHICLE REPAIRS	\$	60,000	\$	66,000
	SYSTEM MAINTENANCE	\$	75,000	\$	77,000
	EQUIPMENT RENTAL	\$	25,000	\$	25,000
	GEN LIABILITY INS.	\$	10,084	\$	19,400
	VEHICLE INSURANCE	\$	11,289	\$	5,000
4100-52-3210		\$	9,565	\$	6,575
4100-52-3500		\$	3,250	\$	3,250
4100-52-3700		\$	4,000	\$	3,000
	CONTRACT SERVICES	\$	33,000	\$	25,000
4100-52-3900		\$	6,500	\$	7,000
	MACHINERY & TOOLS	\$	12,000	\$	14,000
4100-53-1100		\$	17,600	\$	15,000
	LIGHTS & POWER	\$	5,000	\$	3,000
4100-53-1250		\$	3,000	\$	3,500
4100-53-1250		\$	40,000	\$	42,000
	WATER/SEWER LINE MAT.	\$	75,000	\$	85,000
	METERS & READING EQUIP.	\$	100,000	\$	100,000
	BUILDING IMPROVEMENTS	\$	80,000	\$	40,000
	INFRASTRUCTURE	\$	175,000	\$	
	NEW EQUIPMENT	\$	2,800	\$	
	CDBG PROJECT	\$	154,395	\$	1,730,000
		\$	40,000	\$	111,000
	VEHICLE PURCHASE GEFA PAYMENT	\$	113,000	\$	113,000
	GEFA PATHENT	Ψ	\$1,730,890	Ф	\$3,185,225
TOTAL			\$I,750,890		\$5,105,225
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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 depositing 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.

SMALL EQUIPMENT - This line item includes the cost for equipment needed to run the Wastewater Plant.

Waste Water Plant Budget

		Approved	Proposed
G/L Account	G/L Description	2023	2024
4300-51-1100	SALARIES	\$279,800	\$292,700
4300-51-1105	OVERTIME	\$9,699	\$12,200
4300-51-2100	HEALTH INSURANCE	\$53,036	\$49,300
4300-51-2200	SOCIAL SECURITY	\$23,160	\$24,500
4300-51-2400	GMEBS	\$25,437	\$26,800
4300-51-2700	WORKER'S COMP.	\$4,744	\$4,500
4300-52-1200	PROFESSIONAL FEES	\$25,000	\$25,000
4300-52-1265	TRANSFER TO R/E FUND	\$500,000	\$250,000
4300-52-1270	COMMERCIAL LAB FEES	\$20,000	\$22,000
4300-52-2105	LANDFILL FEES	\$426,586	\$460,800
4300-52-2200	EQUIPMENT MAINT.	\$72,000	\$75,000
4300-52-2205	VEHICLE MAINTENANCE	\$25,000	\$13,000
4300-52-2310	EQUIPMENT RENTAL	\$2,000	\$3,000
4300-52-2320	MACHINE HIRE	\$500	\$500
4300-52-2410	BUILDING MAINTENANCE	\$60,000	\$10,000
4300-52-3100	GEN. LIABILITY INS.	\$19,627	\$36,600
4300-52-3105	VEHICLE INSURANCE	\$1,540	\$850
4300-52-3205	POSTAGE	\$500	\$1,000
4300-52-3210	TELEPHONES	\$775	\$720
4300-52-3212	RENT	\$28,000	\$0
4300-52-3605	DUES & LICENSES	\$1,500	\$500
4300-52-3700	TRAINING	\$5,000	\$3,000
4300-52-3900	CONTRACT SERVICES	\$110,000	\$110,000
4300-53-1010	UNIFORMS	\$2,650	\$2,650
4300-53-1025	CHEMICALS	\$276,000	\$334,500
4300-53-1100	SUPPLIES	\$36,375	\$38,000
4300-53-1230	LIGHTS & POWER	\$255,000	\$255,000
4300-53-1270	GAS & OIL	\$14,000	\$12,000
4300-53-1600	SMALL EQUIPMENT	\$0	\$3,000
4300-54-1400	WWTP INFRASTRUCTURE	\$0	\$35,000
4300-54-1410	EPD FINES	\$5,000	\$2,500
4300-54-2010	NEW EQUIPMENT	\$37,800	\$40,000
4300-54-2300	FURNITURE	\$500	\$0
TOTAL	l cimarenta	\$2,321,229	\$2,146,644
TOTAL		φ2,321,223	Ψ2,2.0,0.1
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WATER PLANT DIVISION

The Water Plan Division of the Public Utilities 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 to 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 assistant 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 funds are for the cost of Alum, pre-lime, KmNO4, 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, logbooks, reagents, glassware, and sampling bottles

Water Plant Budget

			D
		Approved	Proposed
G/L Account	G/L Description	2023	2024
	SALARIES	\$376,703	\$384,100
	OVERTIME	\$21,354	\$13,400
	HEALTH INSURANCE	\$64,159	\$60,000
4430-51-2200	SOCIAL SECURITY	\$31,845	\$32,000
4430-51-2400	GMEBS	\$34,238	\$35,100
4430-51-2700	WORKER'S COMP.	\$20,878	\$18,700
4430-52-1200	PROFESSIONAL FEES	\$30,000	\$30,000
4430-52-1265	TRANSFER TO R/E FUND	\$0	\$250,000
4430-52-1270	COMMERCIAL LAB FEES	\$2,000	\$2,100
4430-52-1275	STATE LAB FEES	\$7,000	\$7,300
4430-52-2200	EQUIPMENT MAINT.	\$41,060	\$20,000
4430-52-2205	EQUIPMENT/VEHICLE REPAIRS	\$2,400	\$1,100
4430-52-2250	CALIBRATION	\$20,000	\$26,000
4430-52-2410	REPAIRS & MAINT. BUILDING	\$13,000	\$10,000
4430-52-3100	GEN. LIABILITY INSURANCE	\$90,458	\$61,400
4430-52-3105	VEHICLE INSURANCE	\$2,411	\$500
4430-52-3205	POSTAGE	\$2,000	\$1,700
4430-52-3210	TELEPHONES	\$2,909	\$5,000
4430-52-3300	ADVERTISING	\$500	\$500
4430-52-3605	DUES & LICENSES	\$2,000	\$4,800
4430-52-3500	TRAVEL	\$3,900	\$3,000
4430-52-3700	TRAINING	\$4,000	\$3,000
4430-52-3900	CONTRACT SERVICES	\$27,000	\$13,000
4430-53-1010	UNIFORMS	\$1,800	\$1,800
4430-53-1010	SOFTWARE SUPPORT	\$4,760	\$9,000
4430-53-1025	CHEMICALS	\$250,000	\$270,000
4430-53-1025	SUPPLIES	\$5,000	\$3,000
	LIGHTS & POWER	\$200,000	\$250,000
4430-53-1230		\$1,500	\$685
4430-53-1250	HEAT		\$6,000
4430-53-1270	GAS & OIL	\$6,000	
	SMALL EQUIPMENT	\$0	\$9,000
	LAB SUPPLIES	\$14,400	\$14,400
	NEW EQUIPMENT	\$5,500	\$60,000
4430-54-2015	HAZEL CREEK INTAKE PROJECT	\$420,000	\$0
	CHENOCETAH WATER TANK REHAB	44 452 000	\$500,000
	GEFA PAYMENT	\$1,163,000	\$1,200,000
TOTAL		\$2,871,775	\$3,306,585
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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 Main Street Manager, and the Depot Museum Curator.

PROFESSIONAL FEES - These costs included legal services, inspections, surveying, and Engineering needed to assess properties to be redeveloped. Also included in this line item is the cost for the Zoning Ordinance rewrite project.

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 Department.

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: GAZA, Main Street 101 and Downtown Development Training.

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

SUPPLIES - These costs are for office supplies.

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

Community Development Budget

		Annoused	Duanasad
6/1 1	C/I Described	Approved	Proposed
G/L Account	G/L Description	2023	2024
7500-51-1100	SALARY	\$131,486	\$135,100
7500-51-2110	EMPLOYEE HEALTH INS.	\$21,215	\$19,700
7500-51-2200	SOCIAL SECURITY	\$10,519	\$11,000
7500-51-2400	GMEBS	\$11,503	\$11,700
7500-51-2700	WORKER'S COMP.	\$606	\$600
7500-52-1200	PROFESSIONAL FEES	\$10,000	\$55,000
7500-52-2205	EQUIPMENT MAINT.	\$500	\$500
7500-52-2210	VEHICLE MAINTENANCE	\$750	\$750
7500-52-2310	EQUIPMENT RENTAL	\$1,500	\$1,500
7500-52-3100	LIABILITY INSURANCE	\$4,674	\$5,200
7500-52-3105	VEHICLE INSURANCE	\$226	\$250
7500-52-3210	TELEPHONE	\$1,440	\$1,440
7500-52-3300	ADVERTISING	\$8,000	\$8,000
7500-52-3500	MEETINGS/TRAVEL	\$7,000	\$8,000
7500-52-3600	MEMBERSHIP FEES	\$4,500	\$4,500
7500-52-3700	TRAINING	\$6,000	\$6,000
7500-53-1010	UNIFORMS	\$400	\$400
7500-53-1100	SUPPLIES	\$1,000	\$1,500
7500-53-1230	LIGHTS & POWER	\$5,000	\$6,000
7500-53-1270	HEAT	\$1,000	\$600
7500-53-1270	GASOLINE	\$600	\$600
7500-53-1300	SMALL EQUIPMENT	\$0	\$4,000
7500-54-2100	NEW EQUIPMENT	\$4,000	\$0
7500-60-1020	SPECIAL EVENTS	\$25,000	\$25,000
7500-60-1030	PROGRAM FUNDS	\$15,000	\$15,000
7500 00 2050	BOARD MEMBER STIPEND	725,000	\$2,100
TOTAL	DOTALD THE IDEA OF EACH	\$271,919	\$324,440
TOTAL		φ272,323	φ521,110

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 SPLOST, Hotel-Motel Tax Capital Improvement Fund, ARPA, Community House Special Facilities Fund, Sanitation Enterprise Fund, and Storm Water Utility Fund. The use of these funds is restricted by law and can only be used for specific purposes.

ARPA Fund

These funds are federal money that were given to the city as part of the American Rescue Plan.

Pump for Iron Ore Lift Station - These funds will be used to purchase a new pump for the Iron Ore Lift Station.

Drinking Water Test Well - These funds will be used to pay for the drinking water test well that was approved in 2023 but has been delayed waiting on permits from the EPD.

Chipper Machine - These funds will be used to purchase a new chipper machine.

Mowing Equipment - These funds will be used to purchase equipment necessary to maintain the city rights of ways.

Entertainment Venue - These funds will be used to purchase the property to be used to construct an entertainment venue in downtown.

ARPA Fund Budget

	Proposed	
	2024	
Revenues	2024	
	\$751,626	
Fund Balance Fotal	\$751,626	
lotat	\$731,020	
Expenses		
Pump for Iron Ore Lift Station	\$130,000	
Orinking Water Test Well	\$120,000	
Chipper Machine	\$80,000	
Mowing Equipment	\$50,000	l c
Entertainment Venue	\$371,626	
Totals	\$751,626	
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Community House Facilities Fund

These funds are used to operate the Community House as a Special Events Facility.

Supplies - these funds will be used to purchase cleaning supplies.

Furnishings- these funds will be used to replace tables and chairs as needed at the Community House.

Cleaning Costs - these funds will be used to pay for the cost of
cleaning the facility after events.

Administration - these funds will cover the administration costs of renting out the facility.

Community House Fund Budget

	Approved	Proposed
	2023	2024
Revenues		
RENTAL REVENUE	\$60,000	\$62,000
INTEREST INCOME	\$0	\$250
Total	\$60,000	\$62,250
Evnoncos		
Expenses SUPPLIES	\$1,000	\$500
ADVERTISING	\$0	\$1,250
ELECTRICITY	\$13,000	\$14,000
HEAT	\$6,000	\$6,500
FURNISHINGS	\$5,000	\$5,000
CLEANING COSTS	\$15,000	\$15,000
ADMINSTRATION COSTS	\$20,000	\$20,000
Totals	\$60,000	\$62,250
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Hotel-Motel Tax Fund

A percentage of these funds must be used by a Destination Marketing Organization to promote the city. The city has contracts with 2 DMOs, the Chamber of Commerce and the Cornelia Hospitality & Tourism Board. The law also requires a portion of the funds be used for Tourism Product Capital Improvements and Maintenance. The remainder of the funds are transferred to the General Fund to help with General Fund expenditures.

Transfer to DMOS - these are the funds that by law must be sent to a Destination Marketing Organization to promote the city. This number is an estimate based on projected revenue and may vary depending on actual collections.

Transfer to the General Fund - these are the unrestricted funds that are used to help with General Fund expenses.

Christmas in the Park - these funds are used to help with the cost of the annual Christmas Light display at City Park.

Splash Pad/Park Maintenance - these funds are used to help with the cost of maintaining the Splash Pad and our Public Parks.

Tim Loves Tink Mural Project - these funds will be used for the city's portion of the Underpass Mural Project.

Downtown Decorations - these funds will be used to replace the downtown banners and holiday decorations.

Website Maintenance - these funds are used to cover the annual maintenance fees for the city's website.

Park Sign Project – these funds will be used to replace the signs at the City Parks.

Hotel-Motel Tax Capital Improvement Fund Budget

	Approved	Proposed
	2023	2024
Revenues	4" "	- 6 P -
Hotel-Motel Tax Collections	\$315,000	\$340,000
FUND BALANCE		\$50,000
TOTAL		\$390,000
Expenses		
Christmas in the Park	\$20,000	\$13,750
Splash Pad/Park Maintenance	\$17,063	\$10,000
Website Maintenance	\$5,000	\$5,000
Community House Equipment	\$15,000	\$0
Community House Advertising	\$2,000	\$0
TIM LOVES TINK MURAL PROJECT	\$0	\$25,000
DOWNTOWN DECORATIONS	\$0	\$10,000
PARK SIGN REPLACEMENT PROJECT	\$0	\$8,000
Transfer to DMOS	\$137,812	\$148,750
Transfer to General Fund	\$118,125	\$127,500
Totals	\$315,000	\$348,000

Police Special Projects Fund

These funds are donations received by the Police Department to be used for their annual Christmas with Kids Program.

Christmas with Kids- These funds are used to provide needy children in the community with Christmas gifts.

PD Special Projects Fund Budget

	Proposed
	2024
Revenues	
Fund Balance	\$5,000
Total	\$5,000
Expenses	
Christmas for Kids	\$5,000
Totals	\$5,000
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SANITATION DIVISION

The Sanitation Division collects household and commercial garbage, brush and other yard waste from about 1,900 households.

SALARIES -Salaries for two sanitation workers.

CONTRACT LABOR - These funds will be used to cover the cost of our contract with FCS for household garbage pickup.

LANDFILL FEES - These are the fees for use of the landfills to deposit garbage collected throughout the city.

EQUIPMENT AND VEHICLE MAINTENANCE - Equipment maintenance costs for the garbage truck, 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 final lease payment for the garbage truck that was purchased in 2020.

Sanitation Department Budget

		Approved	Proposed	
G/L Account	G/L Description	2023	2024	
Revenue	dy E beset Eperon	2025		
33-1100	SANITATION FEES	\$409,500	\$422,000	
33-1105	SALE OF EQUIPMENT	\$20,000	\$0	
33-1103	INTERFUND TRANSFER	\$71,000	\$67,613	
TOTAL	INTERCORD TRANSFER	\$500,500	\$489,613	
IOIAL		фрострос	ψ.02,022	
4500-51-1100	SALARIES	\$66,662	\$70,200	
4500-51-1105	OVERTIME	\$1,764	\$1,900	
4500-51-2110	121 212		\$19,700	
4500-51-2200	SOCIAL SECURITY	\$5,475	\$5,800	
4500-51-2400	GMEBS	\$6,035	\$6,400	
4500-51-2700	WORKER'S COMP	\$2,210	\$1,200	
4500-52-2105	LANDFILL FEES	\$10,000	\$10,000	
4500-52-2205	EQUIPMENT MAINT.	\$10,000	\$10,000	
4500-52-2210	VEHICLE MAINTENANCE	\$10,000	\$10,000	
4500-52-3100	INSURANCE-LIABILITY	\$3,820	\$9,000	
4500-52-3105	VEHICLE INSURANCE	\$5,448	\$5,500	
4500-52-3900	CONTRACT LABOR	\$255,000	\$260,000	
4500-53-1010	UNIFORMS	\$1,000	\$500	
4500-53-1100	SUPPLIES	\$10,000	\$10,000	
4500-53-1235	LIGHTS & POWER	\$4,000	\$(
4500-53-1270	GAS & OIL	\$15,000	\$15,000	
4500-53-1300	SMALL EQUIPMENT	\$0	\$15,00	
4500-54-2100	NEW EQUIPMENT	\$15,000	\$1	
4500-54-2200	VEHICLE PURCHASE/LEASE	\$21,413	\$21,41	
4500-54-2200	TRANSFER TO W/S FUND	\$18,000	\$18,00	
TOTAL		\$482,042	\$489,61	
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SPLOST Fund

These funds are used to complete capital projects according to the SPLOST 7 Referendum.

Municipal Bond Payment - these are funds allocated in the referendum to help with the purchase of the Municipal Complex.

GMA Public Safety Lease - this is the annual payment for the fire trucks and patrol vehicles that were purchased in 2022.

2024 Paving Project - these funds will be used to resurface Cox Street and a portion of Hoyt Street. Also included in this project is construction of a sidewalk on Wells Street from Main Street to Moss Street and a signalized crosswalk from Irvin Street to Clarkesville Street.

Downtown Parking Lot - these funds will be used to construct a parking lot on the city's property located at Front Street and Rosa Parks. Also included in this line item are funds for the installation of a trash compactor in the Appletree Alley Parking Lot.

Computer Software - This is the cost for the new software with Tyler Technologies that was approved in 2023.

SPLOST Fund Budget

	Approved	Proposed
	2023	2024
REVENUES		
FUND BALANCE	\$743,871	\$677,000
CURRENT YEAR INCOME	\$960,000	\$960,000
INTEREST EARNED	\$3,000	\$3,000
TOTAL	\$1,706,871	\$1,640,000
EXPENSES		
MUNICIPAL BOND PAYMENT	\$60,000	\$60,000
GMA PUBLIC SAFETY LEASE	\$300,000	\$300,000
PAVING PROJECT	\$782,000	\$394,000
MAIN STREET CROSSWALK PROJECT	\$30,000	\$6
DOWNTWON PARKING LOT	- 1,	\$525,000
COMPUTER SOFTWARE		\$361,000
TOTAL	\$1,172,000	\$1,640,000
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Storm Water Utility Fund

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

Personnel Costs - These are a portion of the cost for employees assigned to the Sanitation Department who assist with brush and leaf pickup.

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

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

Pine Street Drainage Project - This project will increase the size of the culvert pipe on Pine Street to accommodate the increased storm water from Clarkesville Street and Main Street.

CDBG Project - These funds will be used to pay for the Storm Water portion of the FY 22 CDBG Project.

STORM WATER UTILITY BUDGET

	Approved	Proposed
	2023	2024
Revenues		
Fund Balance	\$121,650	\$294,613
Current Year Income	\$360,000	\$370,000
Interest Earned	\$350	\$1,000
Total	\$482,000	\$665,613
Expenses		
Personnel Costs	\$30,000	\$67,613
Drainage System Maintenance	\$40,000	\$40,000
Professional Fees	\$10,000	\$10,000
CDBG Project	\$100,000	\$150,000
South Main Street Drainage Pro	\$50,000	\$0
Pine Street Drainage Project	\$221,000	\$398,000
Total	\$451,000	\$665,613

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