

CITY OF AMERICUS

Annual Operating Budget
Calendar Year End
January 1 - December 31, 2021



2021 OPERATING BUDGET - CITY OF AMERICUS, GEORGIA

Mayor Barry Blount

Council member Lou Chase, District 3

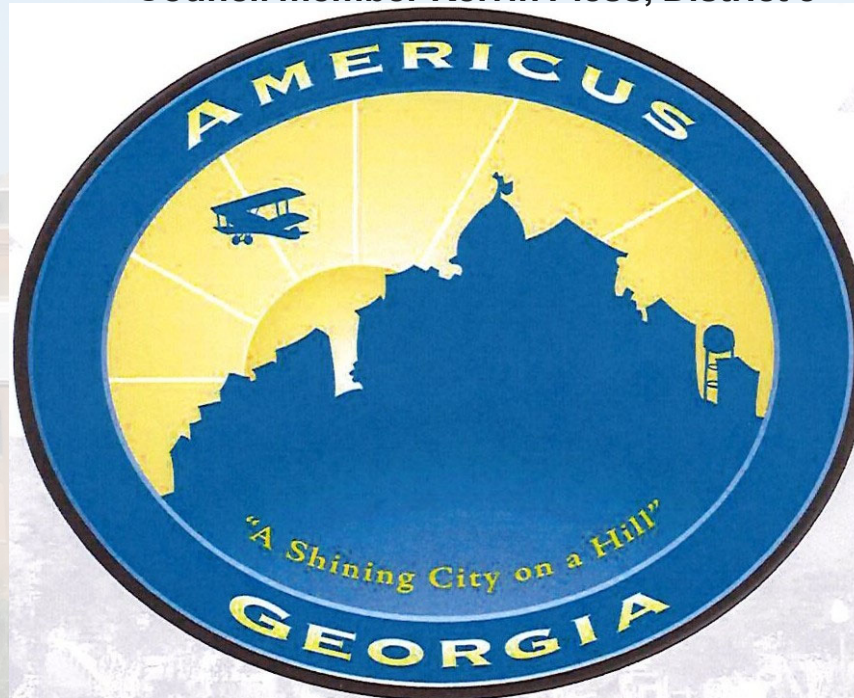
Council member Juanita Wilson, District 1

Council member Nelson Brown, District 2

Council member Daryl Dowdell, Mayor Pro Tem District 6

Council member Charles Christmas, District 4

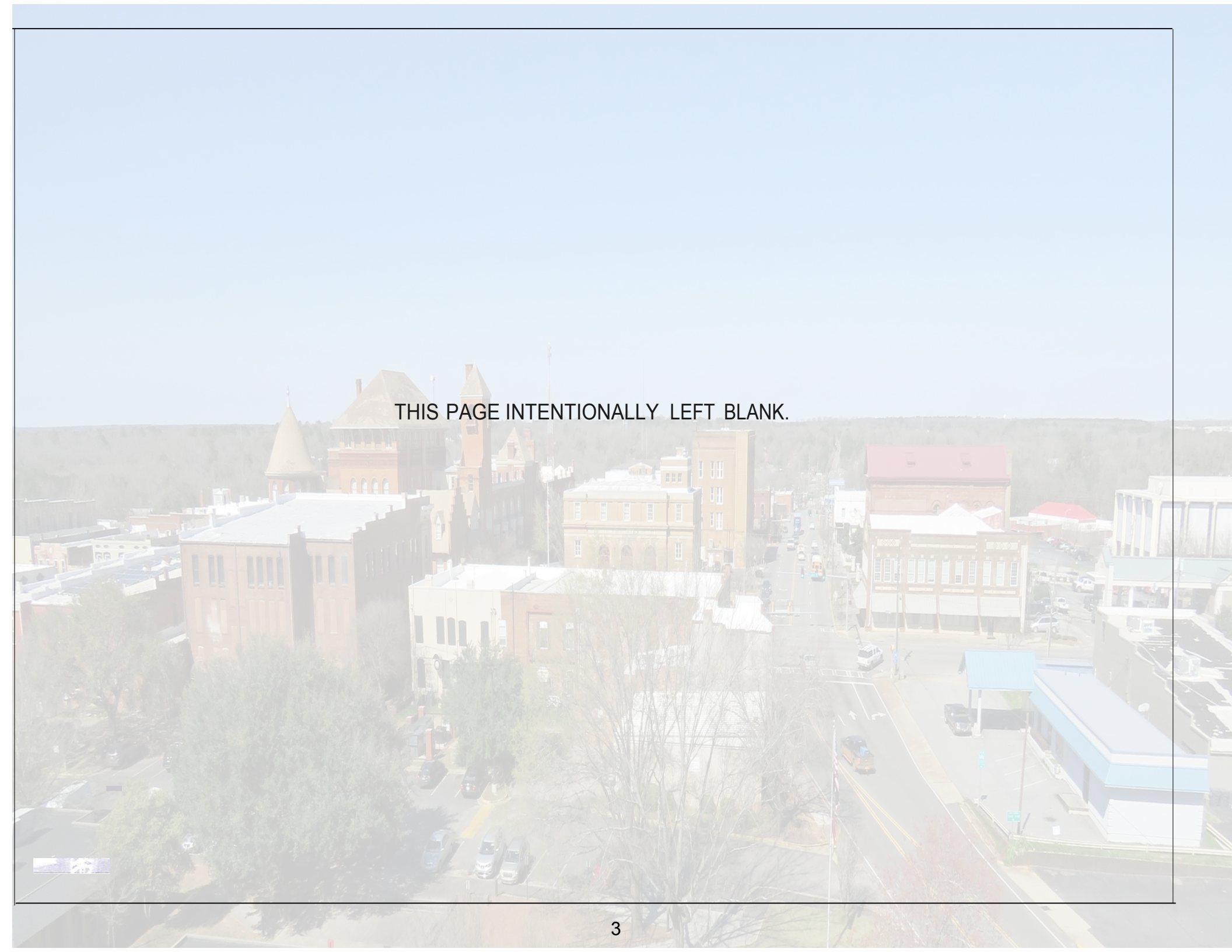
Council member Kelvin Pless, District 5



BUDGET PREPARATION AND PRESENTATION

Vacant, City Manager

Diadra W. Powell, Interim City Manager/Finance Director

An aerial photograph of a town, likely in the South, showing a mix of historic and modern architecture. A prominent building with a tall, ornate tower and a conical roof is on the left. In the center, there are several multi-story brick buildings. To the right, a large building with a red roof and a modern structure with a blue roof are visible. The streets are paved, and there are some cars and a bus. The background shows a line of trees under a clear blue sky.

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2021 OPERATING BUDGET

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Americus
Georgia**

For the Fiscal Year Beginning

January 1, 2019

Christopher P. Merrill

Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Americus, Ga for its Annual budget for the fiscal year beginning January 1, 2019. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as a operations guide, and as communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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OUR MISSION

"Americus is an innovative, clean, and safe city where our citizens enjoy an exceptional quality of life. We are committed to creating outstanding opportunities for our diverse population. We encourage a cultural, social, educational and healthy environment. We provide quality governmental services, cultivate economic development, and promote progressive healthcare and a thriving business environment."

OUR VISION

"A shining city on a hill working to serve and create opportunities for all."



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CITY OF AMERICUS MAYOR & COUNCIL

The City of Americus is a Georgia municipal corporation with a seven member City Council composed of the Mayor and six Council members. The Mayor is elected by voters at-large and serves a four year term. The six Council members are elected from single member districts and serve staggered four year terms. The Mayor and Council are vested with policy making authority.



Mayor Barry Blount (center),
Council member Juanita Wilson, District 1(seated)
Council member Lou Chase, District 3,(seated)
Council member Charles Christmas, District 4
Council Member Kelvin Pless, District 5
Council member Daryl Dowdell, Mayor Pro Tern District 6
Council member Nelson Brown,District 2

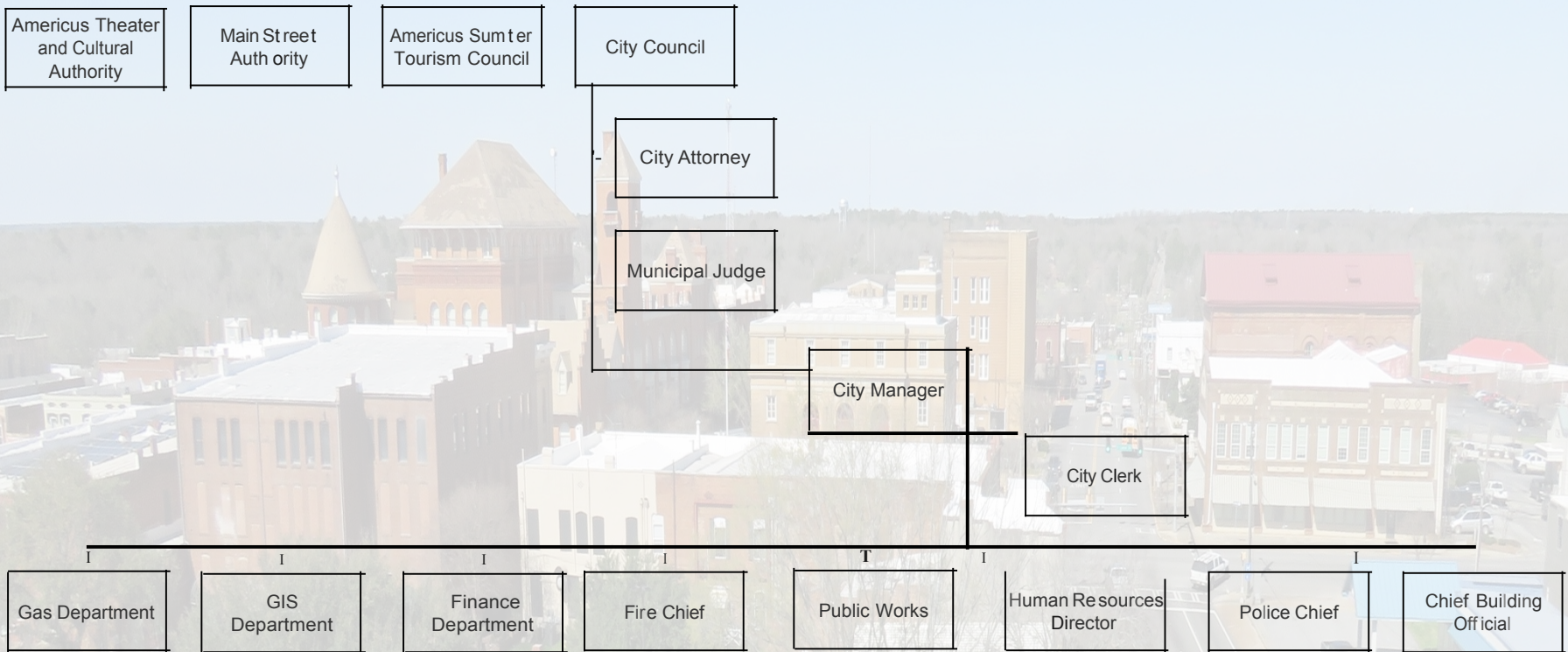
(Council members are listed from left to right.)

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**City of Americus
Budgeted 2021**



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Government & Organizational Structure

The City Council is the policy making body of the City of Americus. The City Council, along with the Mayor approves the annual budget, all ordinances, resolutions and contracts in public meetings. The Mayor Pro Tern is elected annually to preside over meetings in the absence of the Mayor. City Council members serve for four (4) year staggered terms and are elected by district.

The Council appoints members to various Boards, Authorities, and Commissions. The Council also appoints the City Manager, City Attorney, and Municipal Court Judge. The City Manager, as the City's Chief Administrative Officer, is responsible for the enforcement of laws and ordinances and the implementation of policies passed by the Council. The City Manager hires department heads to assist with these responsibilities.

GENERAL GOVERNMENT

Vacant- City Manager
Paula Martin, - City Clerk
Jimmy Skipper - City Attorney
Jesse Greene - Municipal Court Judge

DEPARTMENT HEADS

Beverly Butcher, GIS Manager
Diadra Powell, Interim City Manager /Director of Finance
Dee Jones, Director of Human Resources
Nicole Kirksey, Director of Tourism
Roger Bivins, Fire Chief
Mark Scott, Police Chief
Roger Willis, Chief Building Official
Heather Stanley, Managing Director of the Rylander Theatre
David D.Wooden, Director of Natural Gas Services
Qaijuan Willis, Director of Main Street
Chris Wooden, Interim Public Services Works

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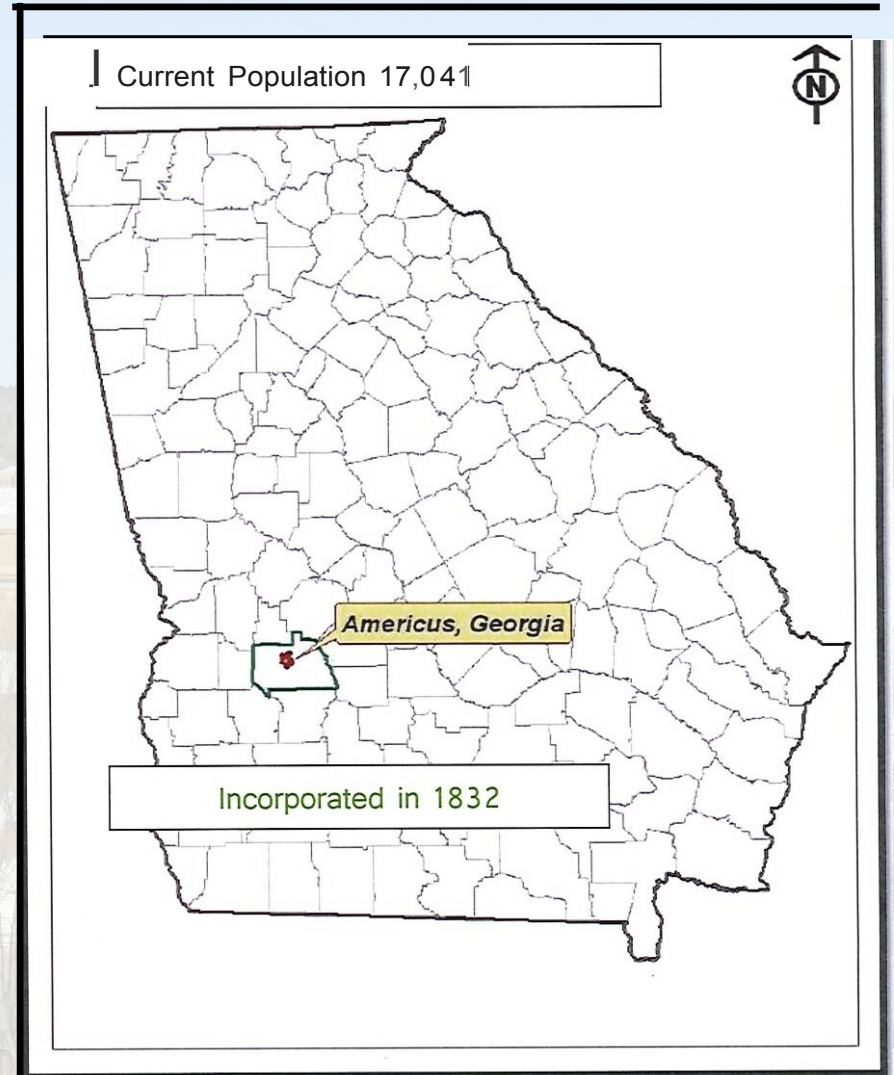
HISTORY OF AMERICUS

Americus, a Shining City on a Hill, is the hub of the eight county Middle Flint area of Southwest Georgia and the county seat of Sumter County. More than one half of the entire county population resides in Americus.

Americus was incorporated in 1832. It is thought to be named for the Western Hemisphere, not for the Italian navigator, Amerigo Vespucci. A more colorful explanation concerning the name selection suggests that the first settlers, because of their happy-go-lucky ways, were frequently referred to as "merry cusses." Thus, each of them was said to be "A-meri-cus."

Sumter County was formed in 1831 and named for Thomas Sumter, a Revolutionary War General. Sumter County's most famous resident and native son is former United States President Jimmy Carter. His campaign for and election to the presidency of the United States established Americus and Sumter County as a tourism center, with many people visiting Americus, neighboring Plains and the Andersonville War Prison and National Cemetery and Civil War Village.

Americus has a well restored Historic District with many Antebellum and Victorian Style homes. The restoration of the magnificent Windsor Hotel, the renovation of the beautiful Rylander Theater, and other buildings in downtown Americus has drawn many visitors to this area.



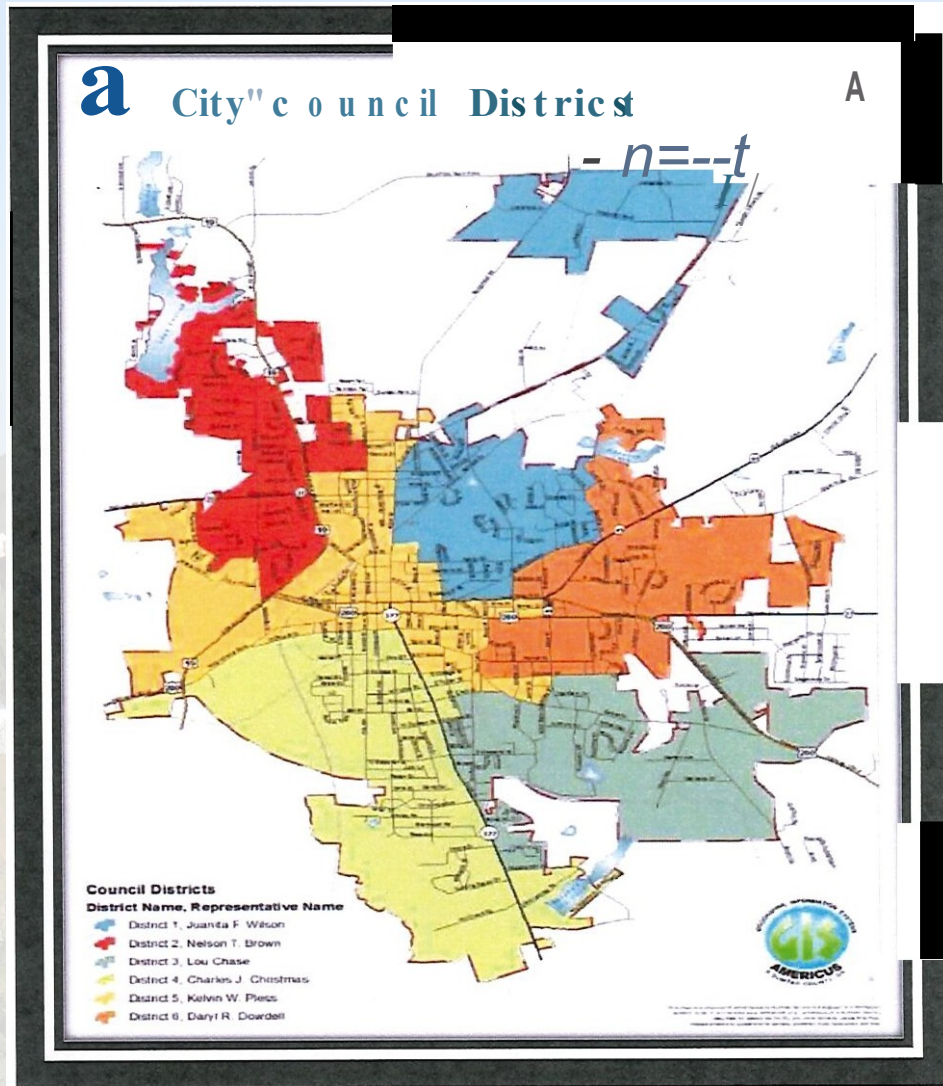
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AMERICUS AT A GLANCE

Form of Government	Mayor-Council
Area-Square miles	11.48
Miles of streets	117
Fire Protection:	
Stations	3
Firefighters	42
Police Protection:	
Stations	1
Police Officers	43
Water System:	
Number of water customers	7,400
Average daily consumption	2,560,000
Plant capacity - gallons/day	7,000,000
Miles of water mains	139
Water storage capacity-gallons	3,100,000
Sewer system (Secondary treatment):	
Number of sewer customers	6,500
Disposal plants	1
Pumping stations	15
Miles of sewer	103
Sewer treatment capacity-gallons/day	4,400,000
Average daily treatment-gallons	2,550,000
Gas system (Source-Municipal Gas Authority of GA):	
Number of gas customers	2,300
Daily average consumption-cubic feet	2,000,000
Daily allocation from supplier-cubic feet	2,500,000
Miles of gas mains	106
Number of employees:	186



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Community Information

The City of Americus is in Sumter County in Southwest Georgia. Americus is 132 miles from Atlanta and only nine miles from Plains, the home of America's 39th President and Nobel Peace Prize Laureate, Jimmy Carter. Americus is located strategically between the Andersonville and Plains National Historic Sites. Sumter County is the only county in Georgia which boasts two national historic sites. In Plains, the renovations of the Plains High School and Jimmy Carter Boyhood Home site in Archery have been completed. Plains High School has been designated the state school of Georgia. The United States Prisoner of War Museum is located within the Andersonville National Historic Site. This museum opened in April 1998. More than 150,000 visitors are received at these sites annually.

The City of Americus is empowered to levy a property tax on both real and personal properties located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which occurs when deemed appropriate by the governing body.



The City of Americus provides a full range of services, including police and fire protection and community development activities. Water and sewer services, natural gas services, solid waste services, storm water services, and the Rylander Theater are all operated as proprietary funds of the City. The Downtown Development Authority and the Americus Sumter Tourism Council are recorded as component units.

The annual budget serves as the foundation for the City of Americus' financial planning and control. All agencies of the City of Americus are required to submit requests for appropriation to the City Manager. The Finance Department prepares the budget based on these requests. The requested budget is submitted to the City Manager. The City Manager uses this information as the starting point for developing the proposed budget. The proposed budget is then presented to the Mayor and Council on or before November 30. The council is required to hold public hearings on the proposed budget and to adopt a final budget no later than December 31, the close of the City's fiscal year. The appropriated

budget is prepared by fund, function (e.g., public safety), and department (e.g., police). Department heads may make budget transfers



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of appropriations within a department. Transfers of appropriations between departments require the special approval of the governing council. Budget-to-actual comparisons are provided in this report for each individual governmental fund for which an appropriated budget is required; however, the City's budget policy includes all funds. The adherence to this policy has played an important role in controlling expenses during the economic downturn. Budget ordinance amendments are prepared throughout the year to adjust for unanticipated events, planned spending reductions, and more accurate monitoring of financial conditions.

FACTORS AFFECTING FINANCIAL AND ECONOMIC CONDITION

Local Economy

The citizens of Americus and Sumter County set the standard over twenty years ago when they voted to impose upon themselves a special purpose local option sales tax to fund economic development. This tax generated more than nine million dollars to spur economic development. These monies have been used to pay for the costs of improvements to the City's infrastructure and to provide attractive financing packages for industrial development. In addition, the Payroll Development Authority, the local authority responsible for administering these funds, developed a revolving loan pool from a portion of the money. The loan funds are used continuously to enhance economic development. In 2017, the Americus Sumter County Chamber of Commerce and the Payroll Development Authority reorganized. The result was a salaried economic developer on staff charged strictly with recruiting industry and expansion of existing business and industry and an employee to assist the Chamber of Commerce. As a community we are focused on improving our infrastructure, economic development, and improving the lives of our citizens through valuable & sustainable services.

Americus participates in the National Main Street Program. In 1983 the City of Americus was designated as a Main Street City. In 2016, a full-time manager was hired to oversee the revitalization, promotion, and economic development of the thirteen-block central business district. During the last decade a low interest revolving loan program was formulated for use in the Central Business Improvement District. In addition, facade and sign grants are offered to businesses to improve store fronts. As Downtown merchants began taking advantage of the programs and with the addition of our first Friday events and ordinance changes to make us more tourist friendly, the City has seen a new downtown emerge.

In addition, the thirteen-block central business improvement district now boasts a reputation as a shopping destination. Several large buildings that formerly housed single businesses have been renovated into mixed use facilities that house a combination of retail, commercial and residential space. One of these larger buildings that formerly housed the Rylander Motor Company has been fully restored and serves as the International Headquarters for Habitat for Humanity. Also, Citizens Bank of Americus refurbished the old

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Fire Station and other buildings to house their downtown facility. This project represents the largest private renovation in the downtown area to date. Also contributing to the Downtown area is the renovation of Rylander Park to include more green space and improvements at the Farmer's Market.

The Americus Welcome Center is located on the first floor of the municipal building and houses both the City of Americus's Tourism department, as well as Americus Main Street. The space serves as a Regional Visitor Information Center, complete with public restrooms, Americus & Sumter County collections, and resources for visitors to our community. In 2015 a full time Tourism Director was hired. This individual works closely with our neighboring cities and the county to foster relationships outside of our regional area to spur economic growth. With the assistance of stakeholders, the City rebranded itself with a new marketing campaign. In doing so hotels like Windsor Hotel that were renovated in the heart of downtown continue to see sold out weekends. Another successful private/public partnership resulted in the renovation of the 620 seat Rylander Theater in 1999. Both the hotel and the theater complement retail businesses of "Victorian" downtown Americus.

Revenues generated from the City's hotel/motel tax have fluctuated over the past ten years. In comparing 2017, 2018, & 2019, each year, we have seen an increase from \$343,900 to \$355,500. As result of an upward trend in this revenue source, we have increased the budgeted revenues conservatively using a five-year average model associated with Hotel Motel Tax.at \$330,000 We also took inconsideration that 2020 was an unrepresented year with a pandemic and unpredictable revenues that may also be seen in 2021. We have become accustomed to visitors reserving rooms well in advance for small regional meetings, seminars, mini-conventions, motor coach tours and group travel associations and clubs. However, as mentioned previously, we are in unrepresented times with the predictability of revenues even more volatile.

In general, Americus has started to see a turnaround in its economic condition. The City is focusing on attracting service type and retail corporations. A new state of the art hospital, Phoebe Sumter Medical Center with a medical center along with new businesses & restaurants opening are impacting our local economy in a positive way.

Local unemployment rates reached a decade high of 14.4% at the end of February 2010, with the average rate for 2020 at 3.5%. The near double-digit rates have prevailed for the last couple of years following the tornado, the closure of industries such as Collins and Aikman, The Tog Shop (Spiegel) and hiring freezes in other businesses and governments. However, the rates have declined steadily over the last two years.

In response to our local economic needs, five entities joined forces in 2008 with the University of Georgia through its Archway

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Partnership. These entities are the City of Americus, Sumter County Board of Commissioners, Sumter County Board of Education, Payroll Development Authority and Phoebe Sumter Hospital. The Archway Program is designed to provide communities with the wealth of expertise of faculty and students and easy access to higher ed resources to find solutions to local issues. Currently, Sumter County is one of eight partnerships in the state.

During 2014 to continuously improve economic development strategies, the City of Americus in partnership with the Carl Vinson Institute of Government at the University of Georgia began work on the "Americus Renaissance Strategic Vision and Plan". This partnership has continued to address the wishes of the citizens in the areas of Organization, Design, Promotion, and Economic Development. With further assistance from the Archway Partnership, Georgia Municipal Association, Georgia Department of Community Affairs, UGA Small Business Development Center, and Georgia Cities Foundation, the plan prioritizes short and long-term action items which can be completed by the city as well as local community partners.

The Americus/Sumter County Payroll Development Authority continues to receive requests for information about Americus from companies located both within and outside the United States. In 2017, the Payroll Development Authority worked with prospects from various industries, looking to coordinate with those who match the workforce population of Sumter County. The Payroll Development Authority's efforts in creating new jobs and bringing businesses to Americus and Sumter County continues to have a significant impact, including over \$13.1 million in leveraged partnership that continued during 2020.

Because of Americus' favorable location and climate, we anticipate these inquiries and visits to continue, even in light of the national recession and our temporary local issues. With a diverse combination of retail and service industries, exciting tourist attractions, excellent education options, the rebuilding of our hospital, and our community-wide Archway Project, Americus is positioned for a strong comeback.

Long Term Financial Planning

Expansion, improvement, and efficiency will be the focus of the Americus City government for the coming years. Being able to expand the city's perimeter in all directions is likely to be a concern of the Mayor and Council over the next decade. The Mayor and Council will continue to emphasize to the state legislature the development of legislation that will be conducive to cities striving to increase their corporate boundaries.

When it comes to transportation planning, the passing of the TSPLOST referendum in July 2012 has provided much needed resources for the support and expansion of current infrastructure. It is the intent of the regional area to continue to present a referendum to our

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citizens. We are currently in the process of meeting and planning for a new TSPLOST referendum.

The City of Americus has developed a five-year capital improvement program that provides the framework for the purchase of machinery and equipment and the development and maintenance of the infrastructure to meet current and future needs. In accordance with our debt policy, we continue to utilize the Utility Revenue Bond in the amount of \$13,760,000 to finance several utility projects and improvements to the City's water and storm water systems. In 2014, the City passed a 2014 SPLOST referendum which provided needed resources for capital improvement projects.

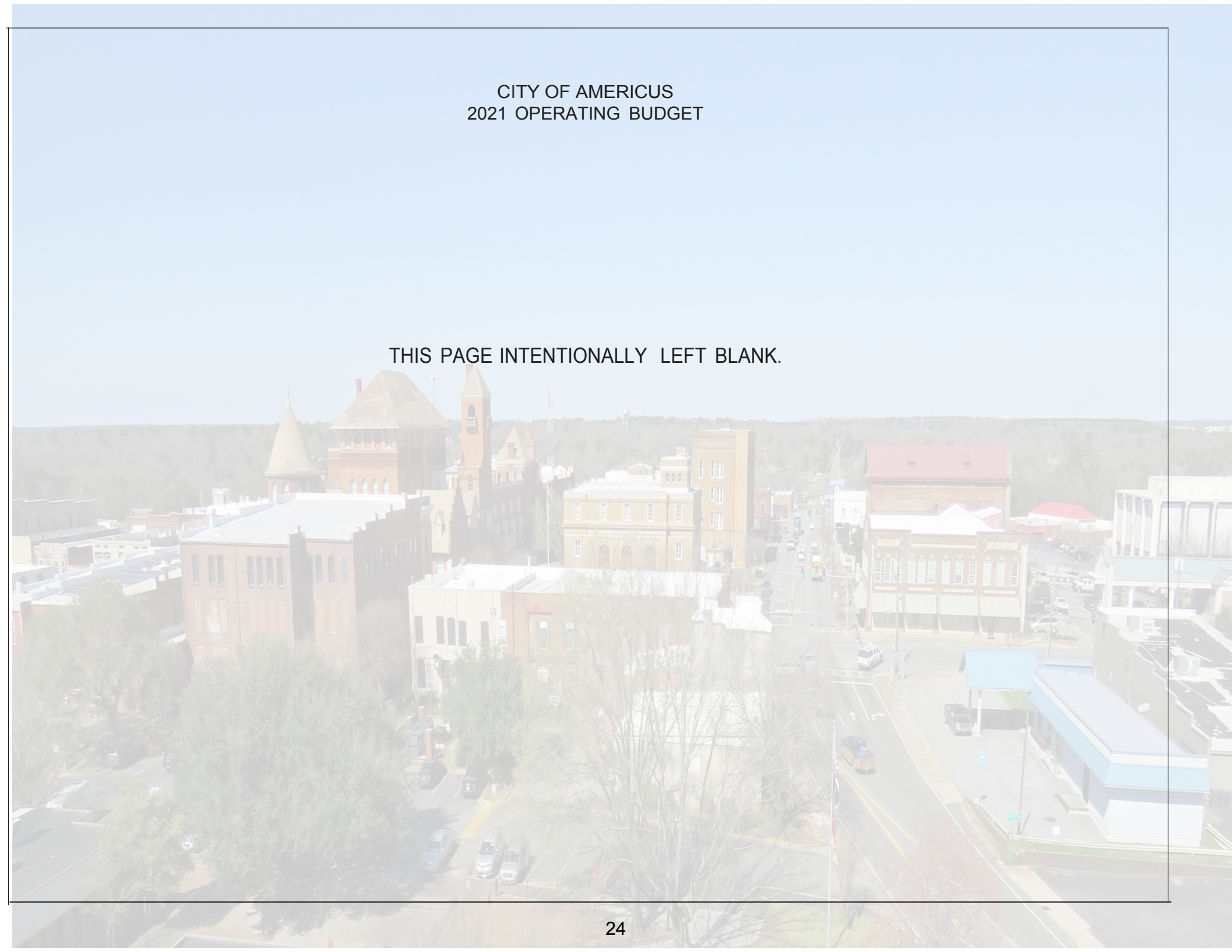
Major planned improvements included in the City are:

- Highway 19 Enhancement and sidewalk improvements using !STEAs funds. We have been awarded \$980,000 for enhancements and beautification.
- Continue Sidewalk Replacement and Resurfacing of various streets with TSPLOST and other funding mechanisms. Completion of various Water and Sewer projects funded by the 2010 & 2013 Series Revenue Bonds. Continue improvements to drainage and retention ponds through the Storm Water Utility. Construction of a public works office building.
- City Building/Facilities Repair/Renovations to meet the needs of our citizens. This includes renovations to the Rylander Theater and totals approximately \$2.5 million. Funding for this project is included in the 2014 SPLOST legislation.
- Road & Bridge repair and paving that totals approximately \$5 million. Funding for this project is included in the 2014 SPLOST legislation.
- Public Spaces and Green way enhancements that total approximately \$2.1 million. Funding for this project is included in the 2014 SPLOST legislation.
- Other smaller projects are included in the five-year capital improvements program for the City of Americus.

In 2019, the City passed its 2020 Referendum for SPLOST funds. It too will provide resources for capital improvement projects. All the long-term revenue streams such as SPLOST, TSPLOST and bonds are designed to provide for future needs and mandates. Although we have a five-year cap, our council approves projects annually based on the needs, economic conditions, financial stability in the general fund and enterprise funds.

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BUDGET GUIDE

The 2021 Recommended Annual Operating Budget includes nine sections. These sections each have a brief description below. This Budget Guide is provided to summarize the information contained in each section and to assist the reader in finding information.

Section 1 - City Manager's Message & Supplemental Information

This section includes the City Manager's letter of transmittal and outline of recent policy decisions that have impacted the City's budget, and its financial position. This section also provides the reader with an overview of revenues/expenditures, debt, the tax digest information, and personnel information. In addition, this includes section a summary of expenditures by department, a five-year budget comparison of expenditures for the General Fund, Component Units, Special Revenue Funds, Enterprise Funds, the Health Insurance Internal Service Fund.

Section 2 - Policies, Procedures, & Budget Compliance

This section outlines the policies used to guide the preparation and management of the City's annual budget. This section also provides detailed information on budget development, budget adoption, the accounting policies and procedures for Fund Accounting, Governmental Funds, Debt Services, and Revenue and Expenditure policies and the calendar year 2021 budget calendar.

Section 3 - General Fund Revenue & Expenditure Detail

This section begins with a graph and chart identifying General Fund Revenues by Source. The General Fund is the City's primary operating fund. It accounts for all financial resources and expenditures except for those required to be accounted for in other funds. The General Fund finances the day-to-day operations and accounts for approximately 21% or \$31,590,910 of the budgeted appropriation. The General Fund depends on revenues generated from such sources as property taxes, sales taxes, utility transfers, service charges, business licenses and permits, insurance taxes, and other revenue to cover its operating costs.

The departments with the General Fund included the following, Mayor & Council, City Manager's Office, Data Department, GIS, Finance, Licensing, Taxes, Human Resources, REES Park, Police, Fire, Municipal Court, Building Risk/Code Enforcement, Planning & Zoning, Streets, Cemetery, Fleet Maintenance, Public works, Transportation, and Grounds & maintenance..

Section 4 - Component Units

Component units are legally separate organization for which the elected officials of the primary government are financially accountable. With the City of Americus, we have two component units: Downtown Development Authority and the Tourism Department.

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The Downtown Development Authority/Main Street and Tourism Department make up about 1.7% or of the total \$546,750 of the 2020 Operating Budget.

Downtown Development Authority and Main Street are focus on revitalization and development in the downtown area. This area is also a part of the Central Business Improvement District. A district of blocks with the City where business owners have agreed to an additional tax in support of improving the area in which they do business.

The **Tourism Department** is primary funded through Hotel Motel Tax revenue and is used to support the Americus Convention and Visitors Bureau as well as to promote tourism and economic development in Americus.

Component Units

Section 5 - Special Revenue Funds

These are Special Funds that have been established to carry out projects or programs that are not funded through the normal operating & capital budget process. These funds are used to account for resources received from outside agencies and are restricted for a specific purpose. This section includes Federal and State Grants & Hotel Motel Tax.

The revenues in these funds are legally restricted for a specific purpose. These Consist of 2007, 2014 & 2019 Community Home Investment Program (CHIP) Funds, 2019 Community Development Block Grant (CDBG) Fund, Transportation Enhancement (TE) Project Fund, Community Development Loan Program and State Revolving Loan program.

In addition, **Hotel Motel Tax Fund** is used to account for the collection and disbursement of hotel/motel taxes. The City has levied a 7% lodging tax. Of this percentage, 2% is given to the Rylander Theater for use in the operating expenditures and promotion of the Theater. In the 2021 Operating Budget there is \$330,000 budgeted for Hotel Motel Tax. Of this, the Rylander Theatre Fund is receiving \$100,000 and the Tourism Fund is receiving is \$192,538.

Community Development Block Grant Fund: Financing is provided by grants received from the U.S. Department of Housing and Urban Development and the State of Georgia Departments of Community Affairs and Natural Resources.

State Revolving Loan Fund: This fund is used to account for the operations of the City's revolving loans. Original funding was provided by the U.S. Department of Housing and Urban Development through the State of Georgia's Department of Community Affairs.

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2001 Program Income Fund: This fund is used to account for program income associated with a Community Development Block Grant received from the U.S. Department of Housing and Urban Development.

2004 ISTEA Fund: This fund is used to account for a grant received from the U.S. Department of Transportation for transportation enhancement activities.

2007, 2014, & 2019 CHIP Fund: This fund is used to account for a grant received from the U.S. Department of Housing and Urban Development under the Community Home Investment Program.

2019 Community Development Block Grant (CDBG) Fund: This fund is used to account for a Community Development Block Grant received from the U.S. Department of Housing and Urban Development.

Section 6 - SPLOST & TSPLOST

The **Special Purpose Local Option Sales Tax (SPLOST) III** is a referendum approved by voters in November 2014 that allows for an extra penny in sales tax to fund diverse projects. Georgia law allows local jurisdictions to use SPLOST proceeds to fund capital improvement projects that would otherwise be paid for with General Fund and property tax revenues. SPLOST II expenditures for FY 2021 are projected to be \$1,157,559.

Transportation Special Purpose Local Option Sales Tax (TSPLOST) is a referendum approved by voters in 2012. The City of Americus is a part of the River Valley Region and was one of three regions that approved the ten-year one percent sales tax to fund projects with a 75/25 split. The collection of the tax is split 75% on regional projects and 25% on local projects. The 25% portion is disbursed monthly to the cities in the region where the city has total discretion on the use on other local transportation related projects. TSPLOST expenditures for FY 2021 are projected to be \$231,080.

Section 7 - Proprietary/Enterprise Funds (Utility Funds)

The **Water and Sewer Fund(505)** is the largest of our enterprise funds. It is expected to generate \$6,534,575 in revenue and incur \$7,152,565 in expenses, resulting in net loss of \$617,990. It is important to note that this fund has maintained an average of \$5,000,000 in reserves over the past several years and has utilized revenue bonds for major capital expenditures. The fund expense also includes debt service, as well as capital items that are moved to the balance sheet at year end. The fund represents about 23% of the total budget. The fund provides 7 million gallons of water per day over 7,000 customers. This includes water distribution, production, water taps, sewer taps, water and sewer maintenance as well as water the water treatment plant.

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In addition, the sanitation portion of the Water & Sewer Fund has budgeted expenses, for operation and repair & maintenance of the wastewater treatment, lift stations & wastewater sampling. It also includes treatment of the City's wastewater and disposal of the sludge in accordance with Environmental Protection Division's(EPD) guidelines.

The **Gas Fund(515)** is our next largest enterprise fund and is projected to generate \$2,521,881 in revenue through charges for service and incur \$2,494,882 in expenses, resulting in a net income of \$26,999. It is important to note that the revenues for this fund fluctuate as the weather fluctuates. The fund represents about 8% of the total budget. It provides natural gas services to approximately 2,300 customers in Sumter and Surrounding Counties.

The City has entered into a contract for the purchase of wholesale natural gas supplies and related services with the Municipal Gas Authority of Georgia ("MGAG") that requires the City to purchase all of its natural gas from MGAG. The gas supply contract with MGAG authorizes MGAG to establish rates and charges so as to produce revenues sufficient to cover its operating costs and retire its bonds issued to acquire long-term gas supplies for sale to its members, including the City. In the event that revenues are insufficient to cover all costs and retire bonds issued by MGAG, the City is obligated to pay its obligation share of the costs of the gas supply and related services MGAG provides to the City, which costs include amounts equal to principal and interest on MGAG's bonds. These obligations, which extend through the year 2050, are general obligations of the City to which the City's full faith, credit and taxing powers are pledged. The City's obligation to MGAG for gas supply costs are based on MGAG's costs to provide such supply, including bonds issued to purchase long-term rights to bulk supply. Payments to MGAG are made month.

The **Solid Waste Fund(Sanitation)(540)** is expected to generate \$3,182,900 in revenue through service charges and incur \$3,138,628 in expenses, resulting in a net income of \$44,272. This fund represents about 10% of the total budget. Included under the Solid Waste Fund are administration as well as solid waste removal for both commercial and residential customers. This fund is responsible for collecting and properly disposing of solid waste and recyclables through Advanced Disposal, a private contractor. In addition, the fund is expected to support landfill post closure cost generated by Sumter County government at a rate of 67.73% of its total expenses. This fund serves approximately 6,700 customers.

The **Storm Water Fund(580)** is projected to generate \$819,000 in revenue through user fees with expenses totaling \$678,637 during fiscal year 2021. The budget net income for fiscal year 2020 is \$140,363. The Storm Water Fund represents about 2.17% of the total budget. The fund includes stormwater maintenance, street sweeping, and other mitigation. The storm water maintenance program includes maintaining the drainage system, ditches, canals, ponds, and storm water pump stations, and to provide street sweeping services necessary for the collection and disposal of storm water-related debris. Other functions include maintenance of existing storm

CITY OF AMERICUS
2021 OPERATING BUDGET

water infrastructure and installation of new storm water retention ponds.

Nonmajor Proprietary/Enterprise Fund

The City of Americus has one Nonmajor Enterprise Fund, **The Rylander Theater Fund**. Because the Rylander Theater Fund is not self-sustaining, it receives subsidies from the General Fund in the amounts of \$100,000 & \$100,000 of Hotel Motel Tax revenues.

Section 8 - Health Insurance Internal Service Fund

The Health Insurance Internal Service Fund provides support for General Fund, Main Street & Tourism Fund along with all of the enterprise funds: Water & Sewer, Natural Gas, Solid Waste, Rylander Theater, and Storm Water. The projected budget for this fund is \$1,383,927 for the current operating year. It is self-funded by the government internally to account for resources and expenses associated with the health insurance coverage. The General Fund, Main Street & Tourism Fund along with all the enterprise funds: Water & Sewer, Natural Gas, Solid Waste, Rylander Theater, and Storm Water provided the revenue stream to pay the expenses associated with claims.

Section 9 - Appendix

This section contains a glossary of terms that may be useful in assisting the individual to interpret the budget.

CITY OF AMERICUS
2021 OPERATING BUDGET

BUDGET HIGHLIGHTS AND HISTORICAL DATA

- The 2021 proposed budget totals approximately \$31.5 million, which is approximately \$590,392 less than 2020. The decrease is related to SPLOST other capital expenditures.
- The salaries account for 22% of the total of all expenditures in the 2021 proposed budget. There are no salary or merit increases budgeted for 2021.
- Benefits such as insurance, social security, retirement, and worker's compensation account for 10% of the budget.
- Our health and dental insurance cost are estimated to increase by approximately \$243,000. This increase was generated by higher than normal claims. However, because of the implementation of our wellness program a few years ago, the increase is as high as expected. We continue to look at ways to become healthier.
- The proposed recommended budget does contain additional employees. The General Fund has one in Grounds & Maintenance, the Grounds & Maintenance Supervisor and Water & Sewer has two additional positions within Utility Billing, Meter Technicians. The plan includes 186 positions, 173 full-time, 7 elected officials and 6 part-time.

CITY OF AMERICUS
2021 OPERATING BUDGET

BUDGET BY DEPARTMENT

The Budget by Department is shown below. The amounts for each department account for all expenses needed for the department to support our citizens and the City's need for the 2021 budget year including salaries, benefits, capital purchases, and expenses for the day to day operations of each department.

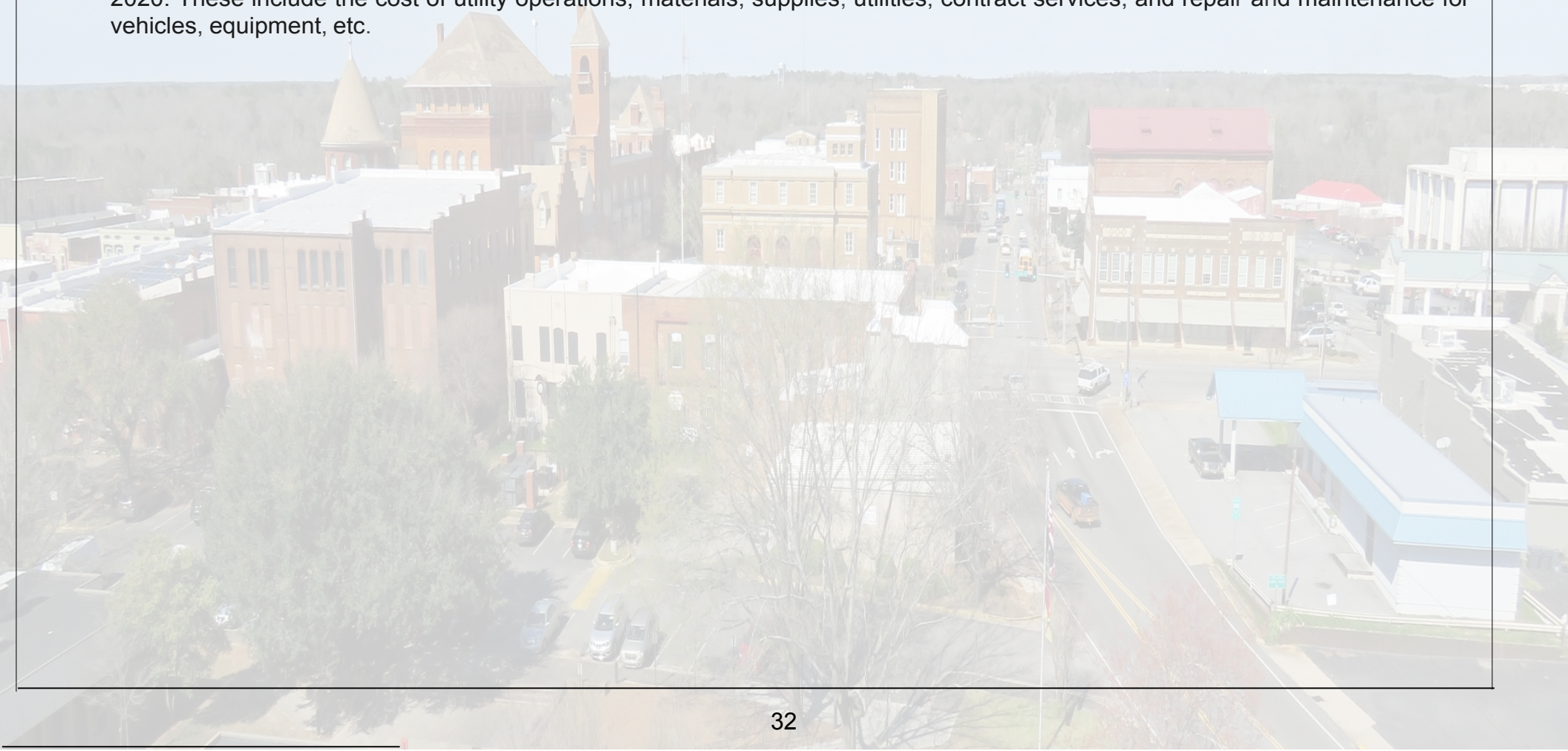
<u>Department</u>	<u>Amount</u>
Mayor & Council *	\$ 1,327,357
Data Center	\$ 344,644
GIS	\$ 195,306
Finance	\$ 877,621
Human Resources	\$ 378,928
City Manager	\$ 280,032
Rees Park EDC	\$ 39,997
Fire	\$ 3,997,600
Police	\$ 3,428,099
Building Risk Management	\$ 404,628
Municipal Court	\$ 72,677
Planning & Zoning	\$ 0
Street	\$ 875,509
Cemetery	\$ 49,837
Fleet Maintenance (Shop)**	\$ 279,448
Public Works	\$ 205,666
Grounds & Maintenance	\$ 810,022
Water & Sewer Fund	\$ 7,424,565
Natural Gas Fund	\$ 2,494,882
Solid Waste Fund	\$ 3,138,628
Storm Water Fund	\$ 678,637
SPLOST	\$ 1,157,559
TSPLOST	\$ 431,080
<u>Grant & Misc. Funds</u>	<u>\$ 2,698,168</u>
Total	\$ 31,590,910

* Mayor & Council includes \$790,332 for support of various community entities.

** All of the Shop Department, except capital, salary & benefits is charged out to other City departments.

CITY OF AMERICUS
2021 OPERATING BUDGET

- Capital Outlay projects for non-enterprise, funds account for 12.48% of the projected expenditures for 2021. This includes the SPLOST funded projects identified in the 2014 SPLOST referendum. The capital outlay also includes street improvements funded by TSPLOST and LMIG grant program funds.
- Other Operating Expenses (excluding salaries, benefits, and capital projects) account for 57% of the projected expenditures for 2020. These include the cost of utility operations, materials, supplies, utilities, contract services, and repair and maintenance for vehicles, equipment, etc.



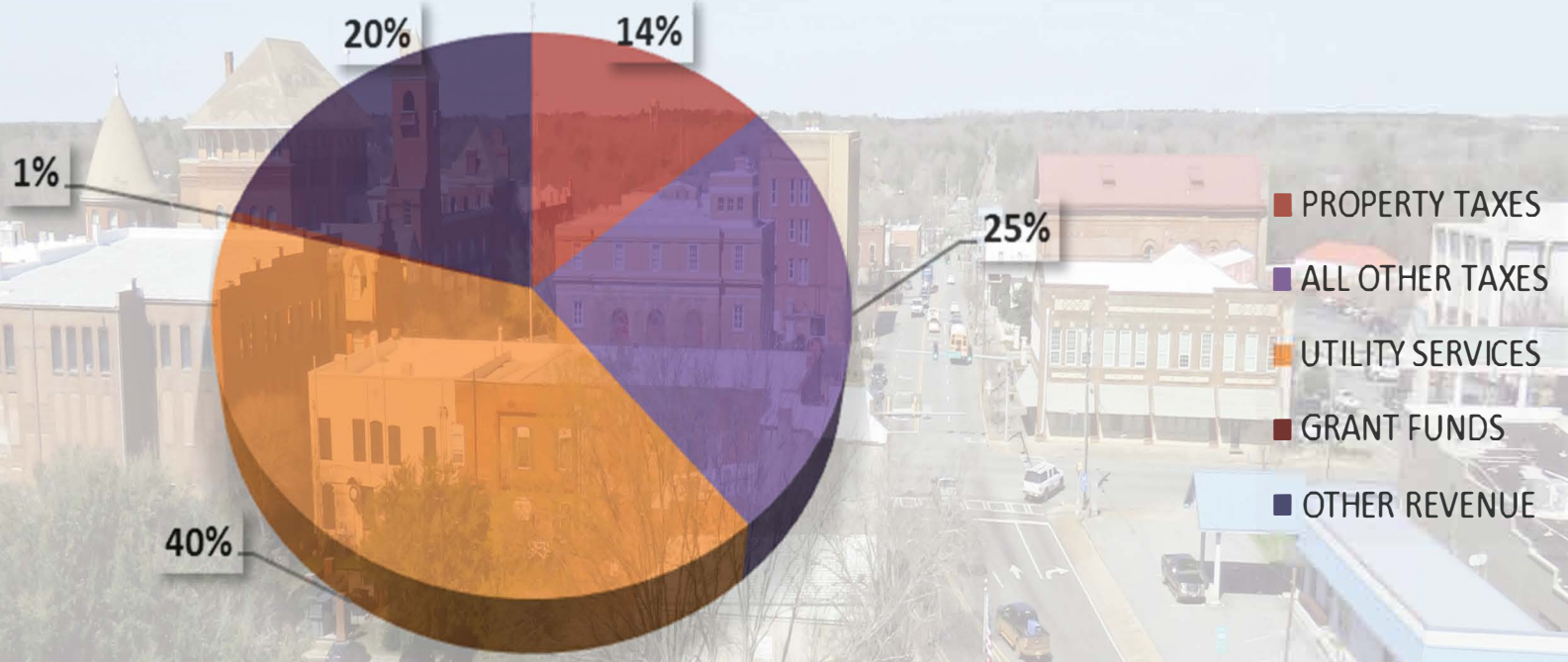
CITY OF AMERICUS
2021 OPERATING BUDGET

CITY OF AMERICUS					
2021 OPERATING BUDGET					
FIVE YEAR BUDGET COMPARISON REPORT					
FUND	2021	2020	2019	2018	2017
100 GENERAL FUND	13,567,391	13,460,394	13,235,382	13,111,047	12,679,512
202 DOWNTOWN DEVELOPMENT FUND	0	44,714	44,150	2,500	18,000
205 TOURISM FUND	195,694	210,096	211,758	202,206	185,619
220 COMMUNITY DEVELOPMENT	0	0	0	0	0
221 STATE REVOLVING LOAN	0	0	0	0	0
229 TE PROJECT	0	0	0	0	25,000
234 2014 CDBG FUND	0	0	0	248,038	424,894
270 MAIN STREET	293,704	291,940	256,984	256,670	244,502
275 HOTEL/MOTEL TAX FUND	330,000	330,000	325,000	325,000	325,000
280 SPLOST	1,157,559	2,178,128	3,204,728	3,408,100	2,082,719
281 TSPLOST	431,080	217,680	216,040	215,810	210,100
343 2007 CHIP FUND	0	0	0	0	0
344 2014 CHIP FUND	0	0	0	0	166,000
345 2019 CHIP FUND	25,000	0			
505 WATER & SEWER FUND	7,424,565	7,242,037	6,999,643	7,111,832	6,901,110
515 NATURAL GAS FUND	2,494,882	2,572,327	2,558,481	2,630,719	2,664,156
540 SOLID WASTE FUND	3,138,628	2,989,778	3,152,290	2,786,566	2,767,539
555 THEATER FUND	469,843	478,511	491,253	478,220	508,009
580 STORM WATER MANAGEMENT	678,637	665,044	627,023	588,217	655,274
600 INSURANCE FUND (INTERNAL SERVICE)	1,383,927	1,048,800	1,048,800	982,698	1,299,698
	31,590,910	31,729,449	32,371,532	32,347,623	31,157,132

CITY OF AMERICUS
2021 OPERATING BUDGET

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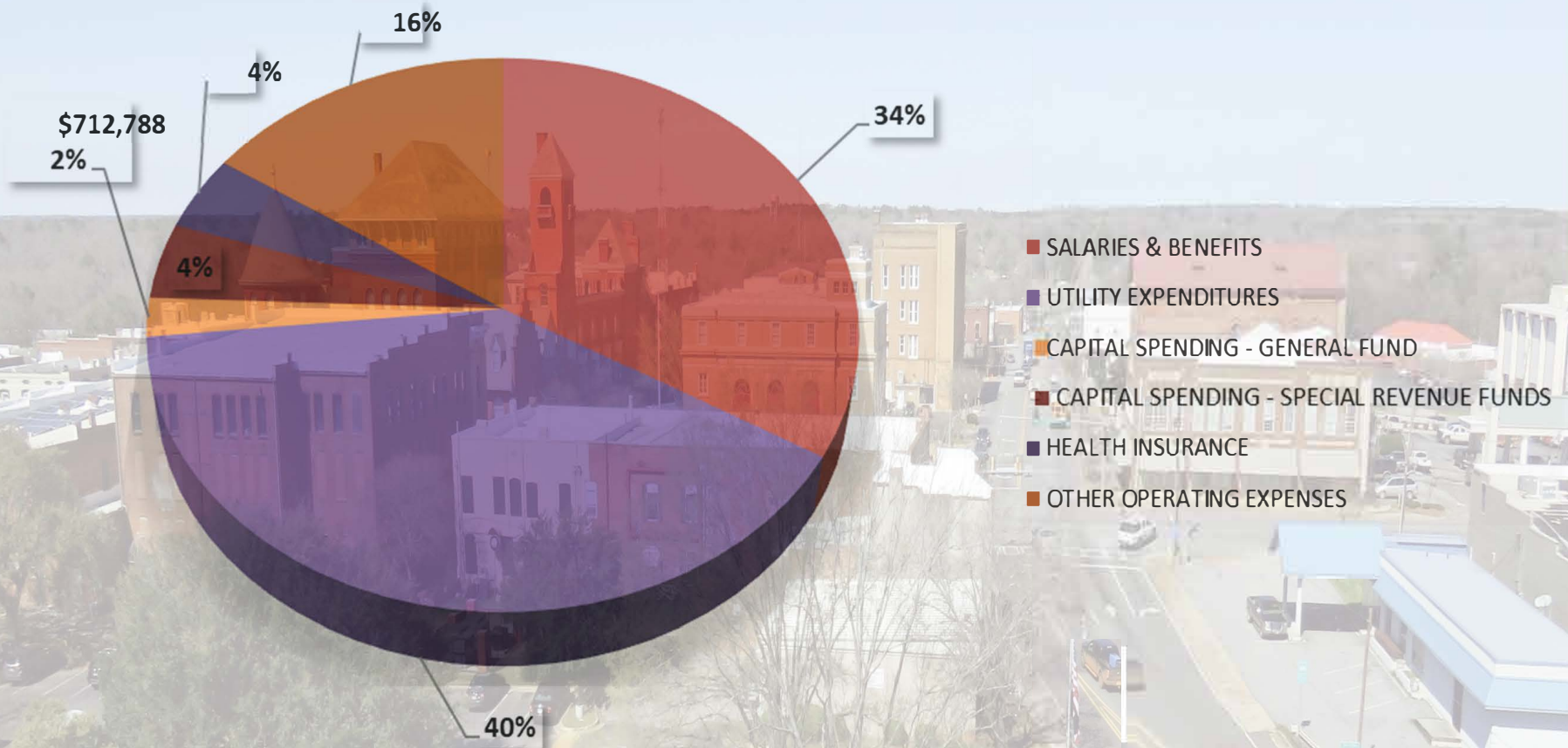
CITY OF AMERICUS 2021 RECOMMENDED BUDGET Revenue Sources



CITY OF AMERICUS
2021 OPERATING BUDGET

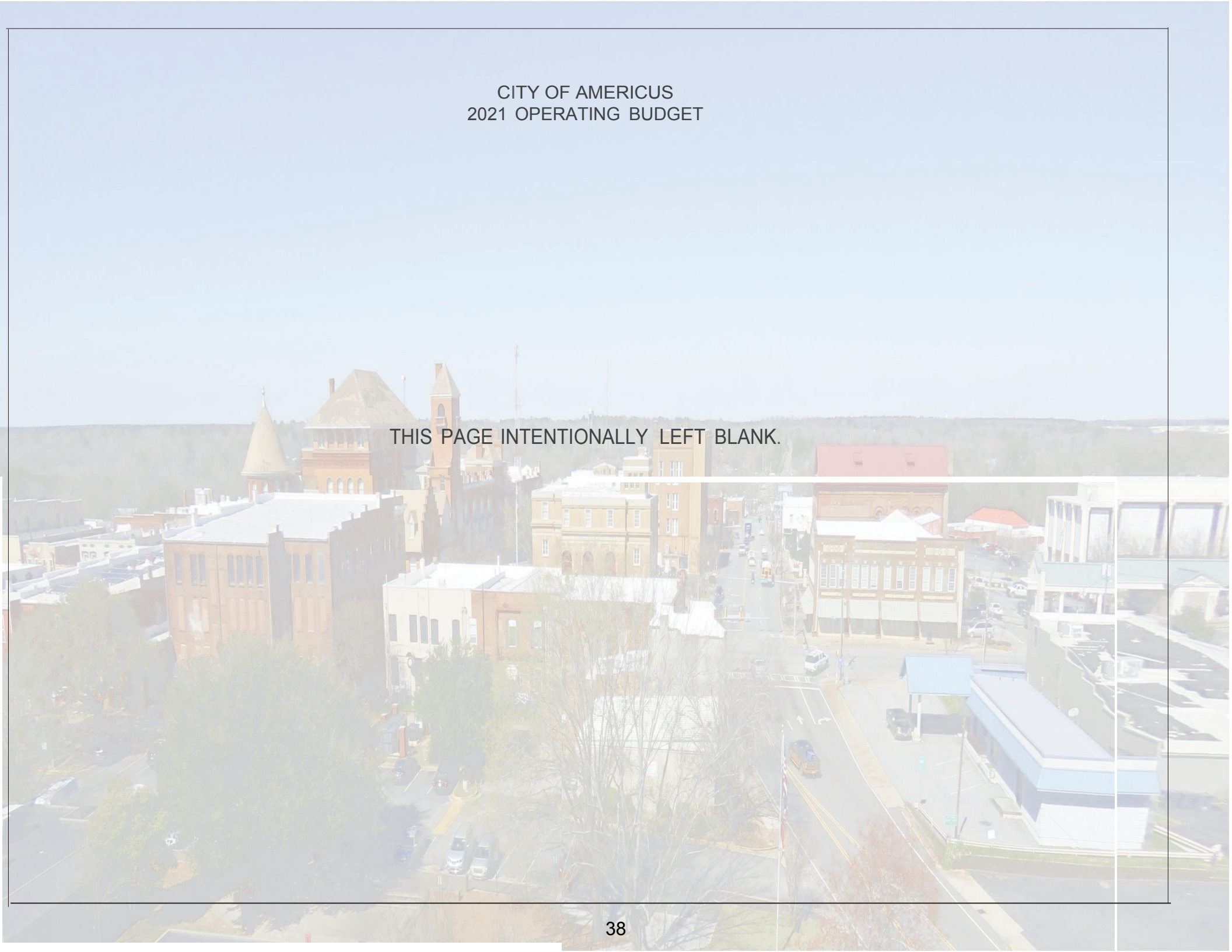
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CITY OF AMERICUS 2021 RECOMMENDED BUDGET Expense Categories



CITY OF AMERICUS
2021 OPERATING BUDGET

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CITY OF AMERICUS 2021 OPERATING BUDGET

November 18, 2020

Dear Mayor and Council Members:

The 2021 Recommended Budget is the culmination of significant staff input and hours of consideration from our TEAM including the employees, Department Heads and Finance Department. The Finance Director worked to verify the accuracy of expenditure data and many projections to make sure that precise financial information was the basis for the recommended budget.

Key Policy Issues:

The following is a summary of the major policy issues addressed by the budget. All of these were developed in order to sustain operations and programs while containing costs.

Property Tax millage rate - The value of a mill for 2021 is projected to decline slightly. In addition, the proposed millage rate for 2021 is 13.12. Therefore, the development of the 2021 budget reflects the proposed millage rate. Property tax revenues are based on a combination of projections, historical data, and averages of several years of data.

--+ **Balanced General Fund** - The General Fund is balanced and maintains a minimal Fund Balance. The General Fund is stabilized by closing the gap between revenues and expenditures. It is imperative that we build up the fund balance each year to provide an emergency reserve of a minimum of three months of operating expenses. The current unassigned fund balance is \$3,363,554. This is approximately 3 months of operating expenses.

Water and Sewer Rates - The water and sewer utilities have no rate increases built into the budget.

Staffing - Staffing requirements will change from 2020 to 2021. There are no layoffs recommended. As mentioned, there are three additional position.

Cost Recovery - The city's goal of recovering the cost of providing services to the Public has been reviewed. Each Major Proprietary Fund is 100% self-sufficient. In other words, the revenues generated by the users will meet and exceed the operational costs and debt service required to provide the service.

CITY OF AMERICUS
2021 OPERATING BUDGET

Issues Affecting City Stability:

The economic environment in which the City of Americus operates has a substantial effect on the organization’s financial condition. Summarized below are some of the more significant internal and external factors affecting this Budget.

- **Economic Uncertainty** - The continued national economic climate is still in question as the financial markets fluctuate. International unrest, recovering unemployment rates, and inconsistent housing and retail sales continue to affect the local economy.
- **Employee Benefits** - As we move forward, we will continue to look at ways to improve employee benefits and decrease cost whenever possible. The following chart shows the progression of employee benefits from previous years compared to the recommended benefits in this year’s budget. It is important to note that we were expecting a decline in health insurance cost due to several factors including moving to an independent broker and removing unnecessary fee structures in previous health insurance policies. In addition, our continued efforts to focus on wellness and preventative health will result in lower claims and a healthier workforce. However, as costs have risen, we have seen a slight increase in Health Insurance, and Dental Insurance Contributions to the GMA administered Retirement System have gradually decreased since 2015. As markets have rebounded from 2009 unprecedented declines, the City’s contributions are returning to normal levels. The contributions will increase from 9.69% to 12.45%.

	2017	2018	2019	2020 Projected	2021 Recommended
Health Insurance	\$982,698	\$982,698	\$982,698	\$1,200,431	1,383,927
Workers Compensation	\$198,093	\$187,396	\$204,539	\$188,096	212,290
Retirement	\$678,709	\$664,193	\$707,013	\$734,731	\$916,120
Dental Insurance	\$35,221	\$35,322	\$36,337	\$39,884	\$53,100
Total	\$1,894,721	\$1,869,609	\$1,930,587	\$2,163,142	2,565,527
% Change	3.5%	-1.3%	3.26%	10.49%	15.7%

CITY OF AMERICUS
2021 OPERATING BUDGET

→ **Tax Digest** – The following chart shows the history of the tax digest and the corresponding millage rate.

Category	2017	2018	2019	2020 Projected	2021 Recommended
Value of mill	\$314,016	\$317,331	\$317,033	\$320,600	\$314,787
Millage Rate	10.32	10.92	13.12	11.12	13.12
Tax Levy	\$3,240,645	\$3,465,255	\$4,163,041	\$3,565,072	\$4,130,054
% change in Net M & O Digest	0%	1.04%	.09%	1.11%	-1.84%
% change in Tax Levy	2.12%	6.93%	16.76%	-16.77%	

The tax digest in the City of Americus has fluctuated from \$680,292,886 in 2016 to a projected \$673,584,860 in 2020. This translates into a reduction in the value of property within the corporate limits of Americus. Please note that the 2020 Property Tax numbers reflect no increase in millage rate and the value of the mill is projected to be \$ 317,033 for 2020.

Finally, public hearings are scheduled for Thursday, December 10, 2020, at 6:00 p.m. as well as Thursday, December 17, 2020 at 6:00 p.m. tentatively at the Russell Thomas Public Safety building. Please let me know if you have any questions concerning the following information.

Sincerely,

Diadra Powell
Interim City Manager

CITY OF AMERICUS
2021 OPERATING BUDGET

GENERAL OVERVIEW

This book contains the recommended budget for each of the funds that report the individual programs of work and financial story for the City of Americus for 2021. On the following pages you will find details of the revenues and expenditures for each fund. In accordance with Georgia law the proposed budgets for each fund are "balanced" budgets. That means that revenue sources are identified for all expenditures.

2021 Budget Assumptions

In an effort to balance the budget for 2021, the following are included in the numbers that are recommended:

1. A robust wellness program will improve the overall health of our employees
2. The addition of one supervisor in Ground & Maintenance and two employees in Water & Sewer under Utility Billing.
3. The recommended budget does not include rate increases in the water and sewer rates, storm water fees, or gas rates. However, it does account for the 3% increase in sanitation rates for all customers to offset the increase in contracted Sanitation Services.
4. Upgrades to both the Sensus Software and CSI software will improve the overall efficiency and effectiveness of the City.

Note: Part of these upgrades are funded through Revenue Bond proceeds

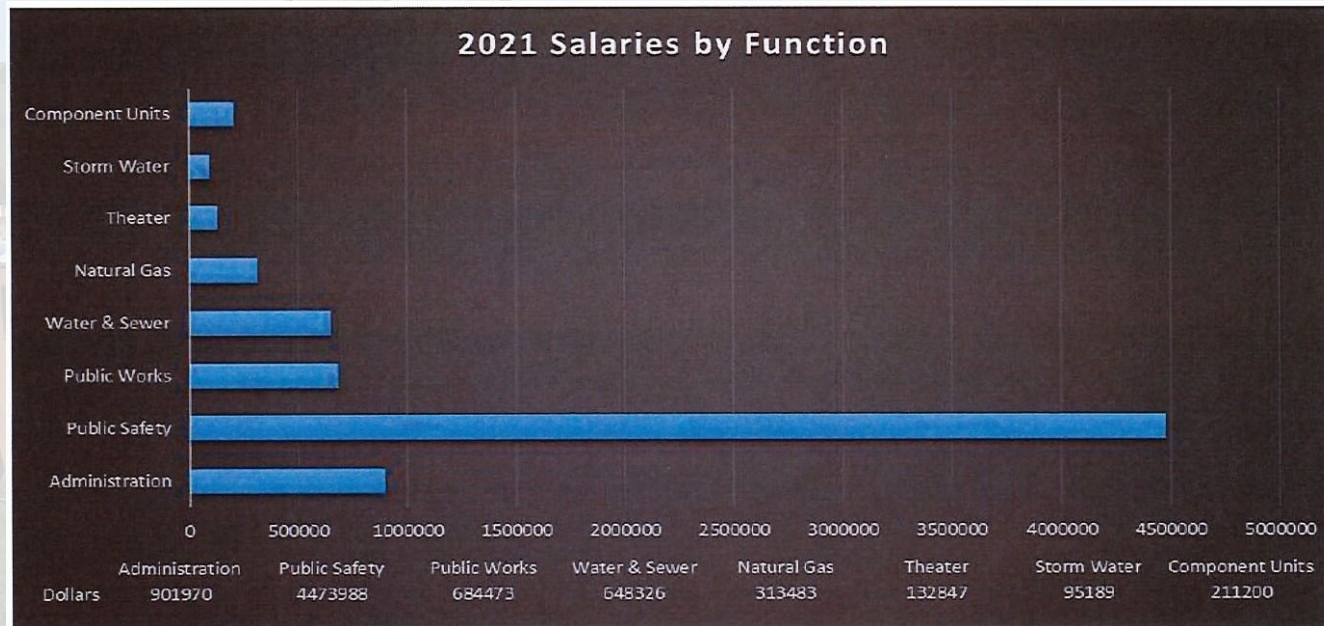
5. We will continue to utilize TSPLOST funds for much needed street repairs and maintenance.
6. SPLOST projects will continue as projected in the CIP and approved by the 2014 referendum to include the use of the 2019 General Obligation Bond Funds.
7. Planning and Zoning and Building Risk /Code Enforcement have been combined into one department.

CITY OF AMERICUS
2021 OPERATING BUDGET

Salaries and Wages

The total amount included in the recommended budget for 2021 for all funds for salaries and wages, not including overtime is \$6,888,386 compared to the recommended amount for 2020 of \$7,083,200 is approximately \$194,814 less. There is no increase in salaries nor is there any merit increases built into the recommended budget for 2021. In addition, there are vacancy factors for the following departments: City Manager, Police Department, Fire Department, Public Works, and Grounds & Maintenance. Also note that Planning & Zoning and Building Risk/Code Enforcement are combined into one department.

Below is a diagram of our salaries by function. Note that Public Safety includes not only Fire and Police but also Building Risk/Code Enforcement, and Municipal Court. Administration includes, our Mayor & Council, Finance, Human Resources, & the City Manager.



The total recommended personnel requirements for 2021 is 186 positions. The recommended number reflects six part-time positions, seven elected positions, and 173 full time positions.

CITY OF AMERICUS
2021 OPERATING BUDGET

The following table outlines the personnel requests and recommendations for 2021:

Department	Present Staffing Levels	Requesting Staffing Levels	Recommended Staffing Levels
Mayor & Council	7	7	7
GIS	2	2	2
Finance Department	10	10	10
Human Resources	3	3	3
City Manager	2	3	2
Fire Department	49	49	49
Police Department	50	50	50
Municipal Court	1 full time 1 part-time	1 full time 1 part-time	1 full time 1 part-time
Building Risk/Code	3.5	4	4
Planning & Zoning	1.5	0	0
Street Department	4	4	4
Cemetery	1 part-time	1 part-time	1 part-time
Shop	3	3	3
Public Works	2	2	2
Grounds & Maintenance	8	9	9
W&S Maintenance	9	11	9
Utility Billing	6	6	8
Natural Gas	7	7	7
Storm Water	3	3	3
DDA/Main Street	2 full time 1 part-time	2 full time 2 part-time	2 full time 1 part-time
Tourism	2 full time 1 part-time	2 full time 2 part-time	2 full time 1 part-time
Theater	3 full time 2 part-time	3 full time 2 part-time	3 full time 2 part-time
Total	178 full time 6 part-time	181 full time 8 part-time	180 full time 6 part-time

CITY OF AMERICUS
2021 OPERATING BUDGET

Overtime

Overtime pay which is required to be paid under the Fair Labor Standards Act (FLSA) continues to be a major expense item, especially in Public Safety Departments. The sworn personnel in the Fire Department work 24-hour shifts and Police Department work 12-hour shifts. While the Fair Labor Standards Act provides for the longer shifts, there is a certain amount of overtime that is automatically built into these departments' budgets. In addition, mandated training, court appearances, and community service projects result in additional overtime cost. This is in addition to the overtime pay that is normally required for sick and vacation leave time to ensure the public safety functions are adequately covered. The overtime for all funds is projected to be \$438,090 in 2021. This is a decrease from \$592,090 projected and budgeted in 2020.

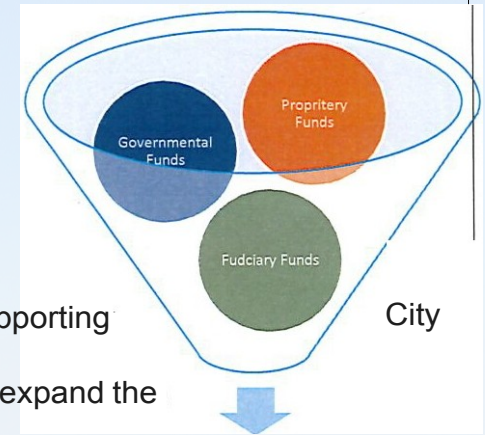
CITY OF AMERICUS 2021 OPERATING BUDGET

FINANCIAL POLICIES

This section presents the policies that the City of Americus follows in managing its financial and budgetary affairs. These policies represent longstanding principles and practices that have been successful for maintaining financial stability.

FISCAL POLICIES

- * The City strives to maintain a broad revenue base to ensure equitable distribution of the burden of supporting services.
- * The City actively supports economic and industrial development, recruitment, and retention efforts to expand the revenue base.
- * The City maintains timely collection systems and implements enforcement strategies to collect revenues.
- * The City safeguards assets through a strong system of internal controls.
- * The City prioritizes basic and essential services in regard to funding allocations.



Fund Accounting

FUND ACCOUNTING

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Americus, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Americus can be divided into two categories: governmental funds and proprietary funds. Fund financial reports provide detailed information about the City's major funds. The City uses many funds to account for a multitude of financial transactions.

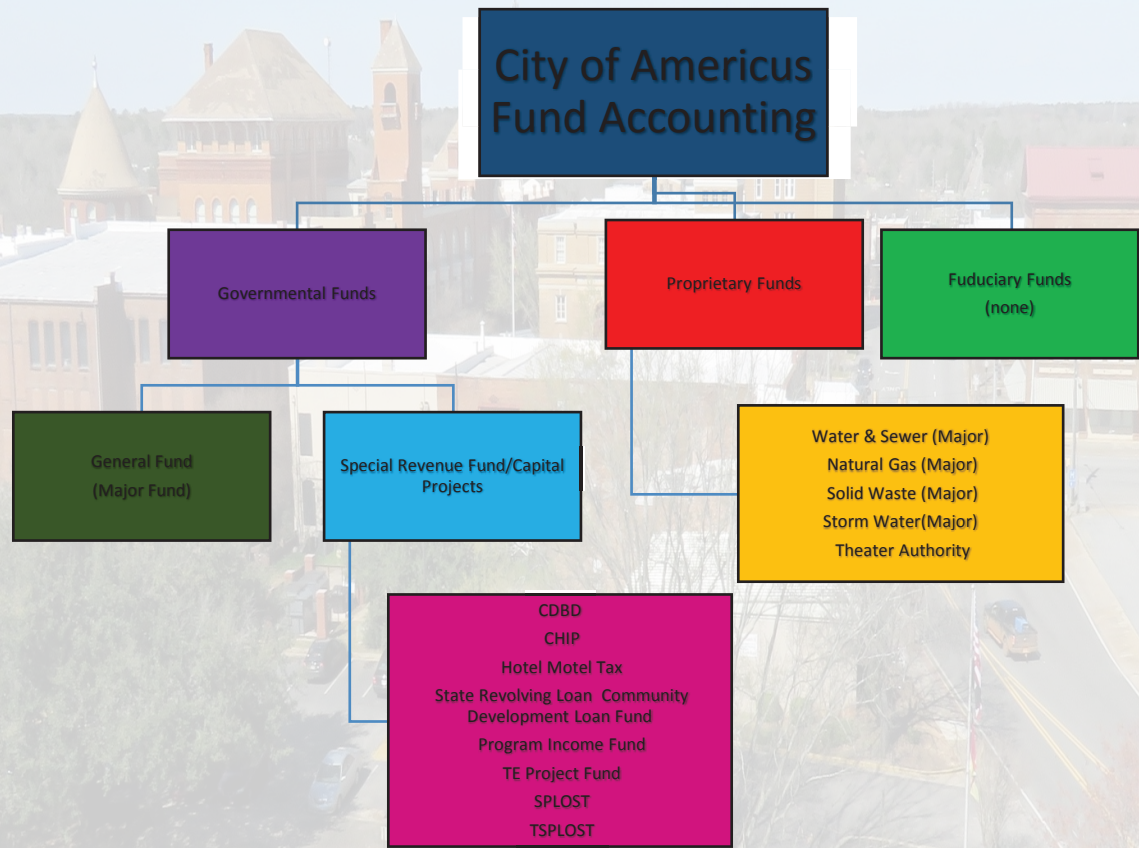
GOVERNMENTAL FUNDS

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Most of the City's activities are reported in the governmental funds which are reported using an accounting method called modified accrual accounting which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general governmental operations and basic services it provides. Governmental fund

information helps to determine if there are more financial resources that can be spent soon to finance governmental services. The governmental funds are the General Fund, Special Revenue Funds, and Component Units.

PROPRIETARY (ENTERPRISE FUNDS & INTERNAL SERVICE FUND)

Proprietary funds are used to account for the operation of “business like activities”. These activities are usually funded by user fees, such as water and sewer rates. The accounting method incorporates the full accrual basis much like private businesses. This basis of accounting recognizes transactions and events when they occur, regardless of the time of the related cash flow. The focus of these financials is long term as opposed to governmental funds. The enterprise funds are Water and Sewer, Natural Gas, Solid Waste Management, Storm Water Management, and Theater. The health insurance fund is an internal service fund.



CITY OF AMERICUS
2021 OPERATING BUDGET

PURCHASING POLICY

Procurement activities are for the most part decentralized. Each department head is responsible for following the established purchasing policies as communicated in the published "Purchasing Manual". The manual addresses dollar limits, advertising and bidding requirements, local preference, etc. All aspects of source selection and approval requirements are explained in detail. All purchasing is in accordance with approved budgets. Any proposed purchase not included in the approved budget must be presented to the full Mayor and Council for its vote. Emergency purchases or repairs may be authorized by the City Manager; however, any purchase made under these conditions shall be presented to the Mayor and Council for approval at the next scheduled meeting. Most proposed purchases that require the bidding process are centralized through our City Clerk. The intent of the purchasing policy is to provide fair and equitable treatment of all persons involved in purchasing activity, maximize use of public funds, and provide safeguards for maintaining the integrity of such transactions.

INVESTMENT POLICY

The City adheres to treasury practices permitted by the State of Georgia. The City seeks to first promote the safety of the principal and secondly to maximize the return on the investment of idle cash and maintain liquidity for operational needs. The policy provides for bidding amongst local banks and the Georgia Fund 1. As all of these investment types have virtually the same "safety" factor, the investment is made with the highest bidder. The results of the bidding process are shared with all parties.

REPORTING POLICY/AUDIT

Each fiscal year an independent firm is contracted to perform an audit of the City's financial statements. The City's fiscal year is January 1 through December 31. Audits are performed in accordance with the Generally Accepted Audit Standards and Circular A-133 of the US Office of Management and Budget. Each year the audited "Comprehensive Annual Financial Report" (CAFR) is submitted to the GFOA for consideration for the "Certificate of Achievement for Excellence in Financial Reporting". The City of Americus has received this award for the last 29 years. Our CAFR is available for viewing on our website.

The City also produces monthly financial statements that are distributed to the Mayor and Council, City Manager and Department Heads. The statements compare actual amounts to approved budgets so that spending can be monitored and altered if necessary.

The City prepares an annual budget document providing basic understanding of the City's planned revenues and expenses for the fiscal year as well as historical information for various accounts. The combination of the forecasted amounts and the actual historical amounts

CITY OF AMERICUS 2021 OPERATING BUDGET

provides for a conceptual view of various financial trends. The budget document is distributed internally to the various departments and also submitted to various external service providers and can also be viewed on our website. See additional budget information in the "Budget Policy" section.

DEBT POLICY

The City's debt policy is defined by fund. The General Fund policy includes only short-term debt, obligations of less than 1 year and which are limited by the legal debt limit of 10% of assessed property value. The calculation for the current year is based on assessed value of \$320,000,000. The 2021 budget does not anticipate any General Fund debt. Capital projects are either "pay as you go" or financed using the GMA's lease pool offerings. In the Enterprise funds, if the obligation is too large to "pay as you go", then long term debt is allowed. The debt must be with state agency, such as GEFA or MGAG, or put out for bid as a "Revenue Bond" with a defined revenue stream for repayment. In either case, the full Mayor and Council must approve all long-term debt. Currently, the Water and Sewer Fund & Stormwater are the only Enterprise Funds with debt. The details of the debt can be found in the notes section of the line item and the interest expense in the Utility Billing Department for Water & Sewer and Stormwater.

CAPITAL IMPROVEMENT POLICY

The City prepares a 5-year Capital Improvement Plan (CIP) each year to identify necessary replacements, expansions, and other capital needs. The plan is approved and updated by the Mayor and Council as part of the annual budget. The CIP includes expenditures of \$5,000 or more with a useful life of more than 1 year. The plan identifies long term needs and recommended funding sources. The CIP is published annually and provided to both internal and external parties.

EXPENDITURE CONTROL

Each department is responsible for ensuring that funds are available within a specific line item in its budget before the issuance of purchase orders. Should an overage be overlooked, we have subsequent controls that will identify any overspending. Our accounting software delivers an error message when an accounts payable voucher is entered for a line item that is insufficient for the purchase. These error messages are communicated to the Finance Director for review. Additional information is gathered to determine if the expenditure is appropriately recorded and if a budget amendment is needed. The amendment between line items within a department can be done at a Department Head's request. In other words, budgetary control is established at the department level, not by the individual line items within the department. All expenditures are approved by the Finance Director. Additionally, our monthly publication of the

CITY OF AMERICUS
2021 OPERATING BUDGET

departmental financial statements strengthens control by adding a transparency factor to departmental spending.

BUDGET POLICY

LEGAL COMPLIANCE OF BUDGET

The City of Americus follows these procedures in establishing the budgetary data reflected in this statement.

- * Prior to November 15, the City Manager submits to the Mayor and Council a proposed operating budget for the fiscal year commencing the following January. The operating budget includes proposed expenses and the means of financing them.
- * A Public Hearing is conducted at the November and/or December City Council meeting to obtain citizen comments.
- * Prior to January 1, the budget is legally enacted through passage of an ordinance.
- * The City of Americus Department Heads are authorized to request the Finance Director to prepare a transfer of budgeted amounts between line items within a department; however, any revisions that alter the total expenses of any department or fund must be approved by the Mayor and Council. Requests for additional personnel within a department must also be approved by the Mayor and Council. All appropriations, except for capital outlay items encumbered at year end, lapse. Encumbrances for capital outlay items not lapsing at year end are re-appropriated in the ensuing year's budget as carry over. Legally adopted budgets are prepared, as described above, on a departmental basis for the General and Special Revenue Funds. Individual amendments are usually not material in relation to the appropriation as originally approved.
- * Formal budgetary integration is a management control device during the year for the General Fund and the Special Revenue Funds. To insure sound financial administration, the Mayor and Council also adopt an annual operating budget for the government's Water and Sewer Fund, Solid Waste Management Fund, Natural Gas Fund, Storm Water Management Fund, Theater Fund, Downtown Development Fund (a component unit of the City) and Tourism Fund (a component unit of the City), & Main Street Fund.
- * Budgets for the General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP) and are presented in accordance with finance-related legal and contractual provisions.
- * Budgeted amounts are as originally adopted at the December council meeting, or as amended by the Mayor and Council. Individual amendments are historically not material in relation to the original appropriations.

CITY OF AMERICUS
2021 OPERATING BUDGET

FUND BALANCE POLICY

With the adoption of GASB 54, Mayor and Council have adopted a policy stating the procedures for reporting unrestricted fund balance in the General Fund and Special Revenue Funds. The specifics of the policy are as follows.

- * The City Manager will authorize Non-spendable, Assigned, and Restricted.
- * The Governing Body will formally vote on Committed Fund balance.
- * The Unassigned fund balance will be maintained at a level of at least \$2,000,000 in order to sufficiently cover unplanned funding requirements.

2020 BUDGET CALENDAR

Budget Activity	Dates
Departmental 2021 Operating & Capital Budget Request Entered into CSI	August 4- August 26, 2020
City Manager Review Sessions with Department Heads-2021 Operating & Capital Budget	November 2-6, 2020
Council Review of 2020 Operating & Capital Budget	November 18,2020-December17,2020
Advertisement in the Legal Gazette	December 2, 2020
Public Hearing on 2021 Operating & Capital Budget	December 10 & 17, 2020
Publication of the 2021 Operating & Capital Budget	March 31, 2021

CITY OF AMERICUS 2021 OPERATING BUDGET

BUDGET AMENDMENT PROCEDURE

This procedure was adopted for the purpose of amending the original budget to allow for unplanned expenses or unanticipated receipts of revenues. The procedure provides an avenue to alter departmental budgets for emergency expenses and unanticipated factors impacted the finances of the City.

- The Department Head shall notify the Finance Director in writing prior to the actual expenditure (if possible).
- The Department Head shall fully explain the reason for the unbudgeted purchase/expense.
- The Department Head shall include the amount of money required and the account for the budget amendment to be made.
- The Finance Director shall review and respond to the request. If the request is complete, the Finance Director shall present the request to the governing body for review.
- Budget Amendments are considered by the City Council the first month following the end of a quarter for the previous quarter.
- The Mayor and City Council shall hold a first and second reading on the Budget Amendment Ordinance.
- After the second reading approval, the Finance Director shall prepare the Budget Amendment Ordinance.
- The Finance Director shall notify the Department Head of the final approval of the amendment.

BALANCED BUDGETS

The City prepares a balanced budget for the General Fund and its component units. A balanced budget is one that anticipates that all expenses will be funded. In the planning process, funding sources for various expenditures are identified to ensure a "balanced budget".

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
100 GENERAL FUND						
100-00-0000-311000 GENERAL GOVERNMENT LE	4,138,439	4,163,041	3,563,159	4,129,999	4,129,999	4,129,999
100-00-0000-311101 CBID LEVY	16,974	16,970	17,411	16,970	16,970	16,970
100-00-0000-311310 AUTOMOBILE TAXES	56,417	90,000	62,920	55,000	55,000	55,000
100-00-0000-311315 TAVT TAX	327,463	315,500	343,804	319,300	319,300	319,300
100-00-0000-311320 MOBILE HOME TAXES	1,212	1,650	2,078	1,650	1,650	1,650
100-00-0000-311600 TRANSFER TAXES	45,573	32,700	37,915	28,800	28,800	28,800
100-00-0000-311710 FRANCHISE FEES-GA POWER	766,946	751,600	743,130	745,000	745,000	745,000
100-00-0000-311711 FRANCHISE FEES-SUMTER E	41,251	40,100	40,896	40,200	40,200	40,200
100-00-0000-311750 FRANCHISE FEES-MEDIACOM	180,244	191,500	185,740	186,363	186,363	186,363
100-00-0000-311760 FRANCHISE FEES-AT&T	27,120	32,400	18,667	29,800	29,800	29,800
100-00-0000-311770 MISC FRANCHISE FEES	1,162	10,000	16,597	15,000	15,000	15,000
100-00-0000-311780 UNITI FIBER FRANCHISE FEE	0	55,000	62,725	0	0	0
100-00-0000-313100 1% LOCAL OPTION SALES TA	1,726,371	1,888,000	2,068,066	1,861,500	1,861,500	1,861,500
100-00-0000-314200 WHISKEY TAXES	49,341	50,700	61,172	52,300	55,000	55,000
100-00-0000-314201 BEER TAXES	275,148	284,100	280,829	275,100	290,000	290,000
100-00-0000-314202 WINE TAXES	21,912	20,600	27,309	22,600	30,000	30,000
100-00-0000-314300 MIXED DRINK EXCISE TAX	20,509	17,400	12,392	16,200	17,300	17,300
100-00-0000-316200 INSURANCE PREMIUMS TAX	1,301,600	1,374,000	1,374,611	1,370,000	1,425,000	1,425,000
100-00-0000-318000 CBID SURTAX	9,456	10,500	0	9,700	9,700	9,700
100-00-0000-319100 PENALTY-DEL TAXES	21,548	20,000	35,110	30,000	30,000	30,000
100-00-0000-319101 INTEREST ON DEL TAXES	35,209	62,000	61,908	33,700	45,000	45,000
100-00-0000-319102 DELINQUENT TAX SERVICE	0	0	0	0	0	0
100-00-0000-319500 FIFAS-DELINQUENTTAXES	9,112	11,400	14,519	11,400	11,400	11,400
100-00-0000-321100 ALCOHOLIC BEV LICENSE	93,420	91,000	89,445	102,600	102,600	102,600
100-00-0000-322100 BUILDING PERMITS	145,157	125,000	168,532	113,000	153,000	153,000

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

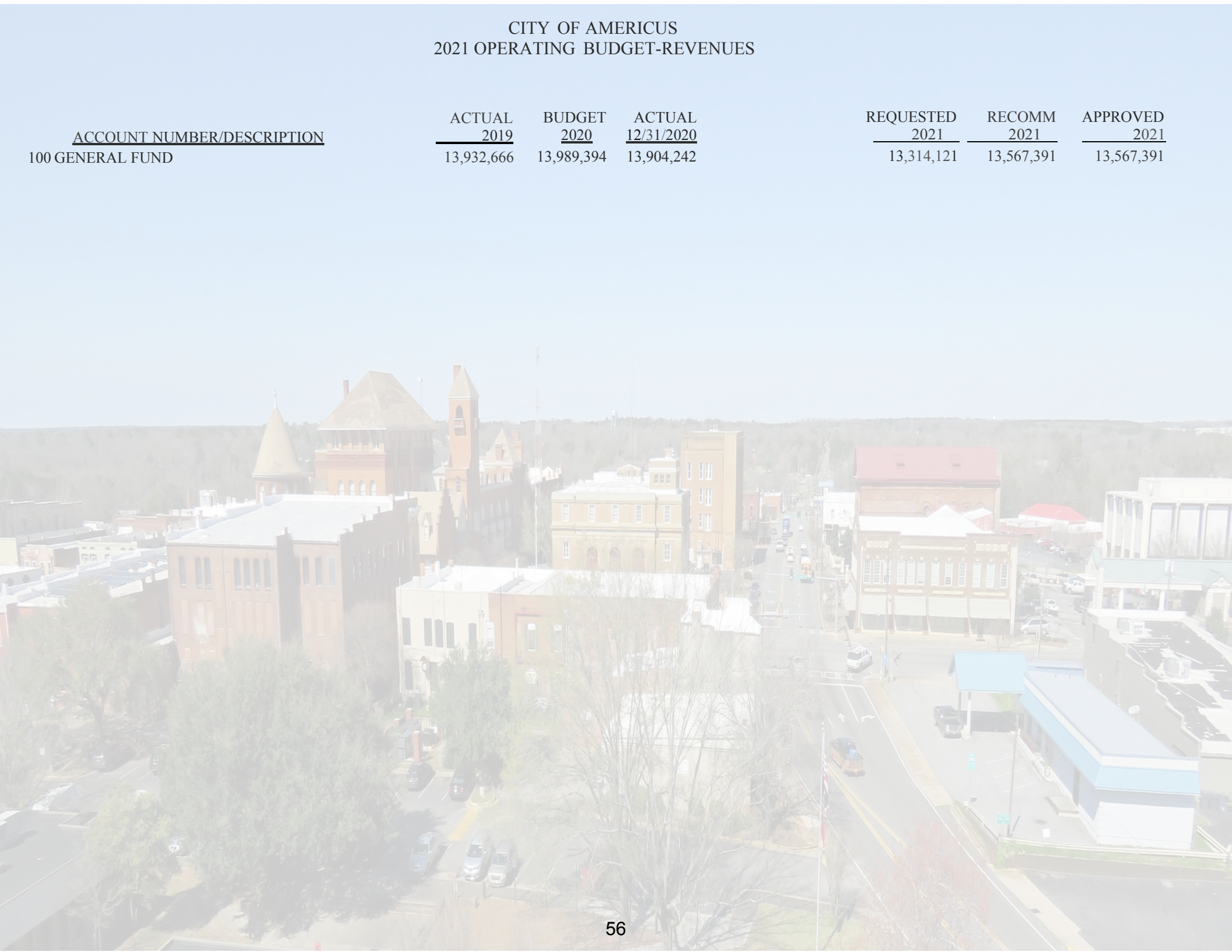
ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
100-00-0000-322130 PLUMBERS PERMITS	5,851	11,900	11,108	7,130	8,400	8,400
100-00-0000-322140 ELECTRICIANS PERMITS	9,292	11,100	14,625	11,100	12,500	12,500
100-00-0000-322160 MECHANICAL PERMITS	20,059	16,000	13,605	15,500	15,500	15,500
100-00-0000-322190 SOIL CONSERVATION PERMIT	0	0	0	0	0	0
100-00-0000-322210 REZONING FEES	1,650	1,000	750	1,000	1,000	1,000
100-00-0000-322230 SIGN PERMITS	3,435	3,500	2,790	3,400	3,400	3,400
100-00-0000-322900 SPECIAL ACTIVITY PERMITS	400	300	750	500	500	500
100-00-0000-322990 CPR TRAINING REVENUES	1,300	0	-247	0	0	0
100-00-0000-326100 BUSINESS LICENSES	323,401	320,000	321,953	323,000	323,000	323,000
100-00-0000-333000 HOUSING AUTHORITY - PILOT	44,122	41,200	44,130	41,200	41,200	41,200
100-00-0000-334100 LOCAL,STATE & FED GOVT	125,146	0	793,517	0	0	0
100-00-0000-334110 OTHER GRANTS	17,484	4,328	1,458	0	0	0
100-00-0000-334120 LMIG GRANT	186,246	192,180	192,178	163,520	163,520	163,520
100-00-0000-338000 W&S PILOT	214,313	206,400	206,400	206,400	206,400	206,400
100-00-0000-340000 TROLLEY FEES-MAINSTREET	0	0	0	0	0	0
100-00-0000-341900 OTHER SERVICES	0	0	3,961	0	0	0
100-00-0000-341930 MAPS SOLD	8,054	0	563	900	900	900
100-00-0000-341940 ADMIN SERVICES-CBID	793	750	0	750	750	750
100-00-0000-341942 ADMIN COSTS COMMUNITY	0	0	0	0	0	0
100-00-0000-342120 ACCIDENT REPORTS	184	300	365	300	300	300
100-00-0000-342310 FINGERPRINT FEE	0	0	0	0	0	0
100-00-0000-345510 TRANSPORTATION SERVICE:	161,200	103,000	102,928	0	0	0
100-00-0000-345511 TRANSPORTATION RESERVE	0	0	0	0	0	0
100-00-0000-349100 CEMETERY LOT SALES	10,250	15,000	32,600	24,200	24,200	24,200
100-00-0000-349300 RETURNED CHECK FEES	4,401	5,600	2,080	5,600	5,600	5,600
100-00-0000-349900 GIS SERVICES	190	5,000	980	5,000	5,000	5,000

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2019	BUDGET 2020	ACTUAL 12/31/2020	REQUESTED 2021	RECO:MM 2021	APPROVED 2021
100-00-0000-351130 POLICE COURT	359,207	280,000	219,255	280,000	280,000	280,000
100-00-0000-351203 TECHNOLOGY ADD ON FEE	27,521	26,600	15,875	26,600	26,600	26,600
100-00-0000-352200 FORFEITED PROPERTY MONEY	10,224	0	0	0	0	0
100-00-0000-361000 OTHER INTEREST EARNED	55,025	50,000	61,844	50,000	50,000	50,000
100-00-0000-371000 DONATIONS	5,000	0	0	0	0	0
100-00-0000-381001 TROLLEY FEES	0	0	0	0	0	0
100-00-0000-381003 REES PARK EDC RENTALS	22,727	22,500	13,385	22,500	22,500	22,500
100-00-0000-389000 OTHER MISC INCOME	31,065	41,000	13,492	41,000	41,000	41,000
100-00-0000-389001 INSURANCE PROCEEDS	33,388	0	0	0	0	0
100-00-0000-389002 CASH SHORT & OVER	0	0	40	0	0	0
100-00-0000-389003 CARRYOVER OF FUND BALA	0	183,000	0	201,989	100,189	100,189
100-00-0000-391000 TRANSF FROM HOTEL/MOTE	323,831	330,000	324,101	330,000	330,000	330,000
100-00-0000-391010 TRANSFER FROM DDA	0	0	0	0	0	0
100-00-0000-391100 SHARED REVENUE-NAT GAS	0	0	0	0	0	0
100 -00-0000-391101 TRANSFER FROM W&S FUNI	1,071,000	1,071,000	1,071,000	1,071,000	1,071,000	1,071,000
100 -00-0000-391102 TRANSFER FROM GAS FUND	375,000	375,000	375,000	375,000	375,000	375,000
100-00-0000-391103 TRANSFER FROM SOLID WA	250,000	250,000	250,000	250,000	250,000	250,000
100-00-0000-391105 TRANSFER FROM CD FUNDS	0	0	0	0	0	0
100-00-0000-391108 TRANSFER FROM STORM W	285,000	285,000	285,000	285,000	285,000	285,000
100-00-0000-391110 SHARED REV-W&S	0	220,000	220,000	0	220,000	220,000
100-00-0000-391111 TRANSFER FROM 2014 CDBG	8,791	0	0	0	0	0
100-00-0000-391200 TRANSFER FROM TSPLOST	18,625	19,220	19,218	16,350	16,350	16,350
100-00-0000-392100 SALE OF CITY PROPERTY	8,813	0	0	0	0	0
100-00-0000-392200 RECYCLING PROCEEDS	215	0	603	0	0	0
100-00-0000-393500 CAPITAL LEASE PROCEEDS	597,879	243,355	0	89,000	89,000	89,000
100-00-0000-393601 LOAN PROCEEDS	0	0	0	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
100 GENERAL FUND	13,932,666	13,989,394	13,904,242	13,314,121	13,567,391	13,567,391



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-00000-311000 GENERAL GOVERNMENT	4,129,999
Gen Govt Levy	
\$309,036 Value of a mil in 2020	
11.12 2020 current millage rate	
13.12 2021 projected millage rate	

The following is a history of the value of a mill for the City of Americus:

2012	\$335,842	(0.6%)
2013	\$331,479	(1.3%)
2014	\$329,800	(0.5%)
2015	\$324,400	(0.2%)
2016	\$307,495	(5.5%)
2017	\$306,902	(.002%)
2018	\$317,331	(3.4%)
2019	\$317,033	(.009%)
2020	\$317,033	projected
2021	\$314,787	requested

100-00-0000-31 1101 CBID LEVY 16,970

Requested Amount: \$16,970

This is the levy on the real and personal property within the Central Business Improvement District, tax District 06. In 2008 the levy changed from 1.0 mil to 1.5 mils. A signed petition for this increase was obtained in 2012. As required by law, at least 51% of the assessed tax basis signed the petition. The 2020 value of a mil in the CBID district is 11,607.

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-00-0000 -311310 AUTOMOBILE TAXES	55,000
Requested Amount: \$55,000	
The ad valorem taxes imposed on motor vehicles is based on the FMV determined by the State and adjusted by the millage rate levied for the previous year. Per HB386, starting in March of 2013, the advalorem tax will be replaced with a title tax fee. The bill contains a clause for a "trailing ad valorem", which keeps the calculation the same until title changes. As a result, the requested amount is calculated by using the estimated value of automobiles from the 2017 tax digest. The calculation of advalorem tax includes deducting a 1.75% collection fee charged by the County.	
This account will continue to decline as new vehicles are purchased.	

100-00-0000 -311315 TAVT TAX	319,300
Requested Amount: \$319,300	
100-00-0000 -311320 MOBILE HOME TAXES	1,650
Requested Amount: \$1,650	

The ad valorem tax imposed on the mobile homes is based on the FMV determined by the State and adjusted by the millage rate for 2014. A 1.75% collection fee is deducted by the County for collecting and remitting to the City. It should be noted that HB389 becomes effective March, 2013 and will eliminate this line item over time.

((256,000 x 50% x .01312) - \$30) \$1,650 rounded \$1,650

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311600 TRANSFER TAXES

28,800

Requested Amount: \$28,800

The real estate transfer tax is imposed on each deed or instrument by which any real estate sold is conveyed to a purchaser. This is difficult to accurately predict from year to year. The following is a history of the transfer taxes received:

2012	\$33,603	18.9%
2013	\$34,489	2.6%
2014	\$28,820	(16.5%)
2015	\$33,913	17.7%
2016	\$26,400	(22.1%)
2017	\$26,400	0.0%
2018	\$24,400	0.0%
2019	\$26,700	9.4% projected
2020	\$26,700	requested

100-00-0000-311710 FRANCHISE FEES-GA POW

745,000

Requested Amount: \$745,000

This amount represents 4% of the gross sales of electricity by Georgia Power inside the corporate city limits of Americus. The franchise fee from Georgia Power Company is paid to the City once a year in March. In 2013, Georgia Power implemented a step rate increase over 3 years. The following is a history of the franchise fee collection received:

2013	\$753,423	(10.3%)
2014	\$723,500	(3.97%)
2015	\$775,720	7.21%
2016	\$763,305	(1.6%)
2017	\$744,227	(2.56%)
2018	\$707,690	(5.16%)
2019	\$766,946	7.73%
2020	\$743,130	(2.04%)
2021	\$745,000	requested

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311711 FRANCHISE FEES-SUMTER

40,200

Requested Amount: \$40,200

This amount represents a percentage of revenues generated within the city limits of Americus by Sumter Electric Membership Corp. The tax is received by the City in March of each year. The budgeted amount is calculated with no growth factors applied. The following is a history of the revenue received and the annual rate of change:

2013	\$39,978	(7.2%)
2014	\$39,095	(2.2%)
2015	\$40,672	4.0%
2016	\$45,600	12.1%
2017	\$39,667	(14.4%)
2018	\$38,366	(3.39%)
2019	\$39,700	(0.6%)
2020	\$40,896	.009
2021	\$40,200	requested

100-00-0000-311750 FRANCHISE FEES-MEDIAC

186,363

Requested Amount: \$186,363

This amount is 5% of the local service revenues generated in Americus. The City receives the payment of this tax quarterly. The budgeted amount is calculated using the actual ytd receipts with no growth factor applied. The following is a history of the actual collections and rate of change from year to year:

2012	\$201,822	(1.3%)
2013	\$191,918	(4.9%)
2014	\$191,311	(0.3%)
2015	\$194,766	1.8%
2016	\$196,600	0.9%
2017	\$196,210	(0.2%)
2018	\$195,800	(0.2%)
2019	\$194,100	(0.9%)
2020	\$176,800	projected
2021	\$186,363	requested

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311760 FRANCHISE FEES-AT&T

29,800

Requested Amount : \$29,800

This amount represents 3% of the local service revenues which AT&T receives from subscribers within the city limits of Americus. The franchise fee is received quarterly by the City. The following is a history of the actual revenues received and the rate of change from year to year:

2012	\$ 66,029	(10.6%)	
2013	\$ 54,949	(16.8%)	
2014	\$ 45,012	(18.1%)	
2015	\$ 38,041	(15.5%)	
2016	\$ 42,750	12.4%	
2017	\$ 42,000	(1.78%)	
2018	\$ 41,600	(1.0%)	
2019	\$ 35,960	(13.6%)	
2020	\$ 25,600		projected
2021	\$ 29,800		requested

100-00-0000-311770 MISC FRANCHISE FEES

15,000

Requested Amount : \$15,000

Requested amount is increased from prior years based on new providers in the area.

100-00-0000-311780 UNITI FIBER FRANCHISE FEES

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-00-0000-313100 1% LOCAL OPTION SALES

1,861,500

Requested Amount: \$1,861,500

The local option sales tax is a tax of 1% on sales in Americus and Sumter County. The tax is remitted monthly by the 20th to the State Revenue Commissioner. The money is then disbursed back to the local governments based upon the distribution formula agreed upon by the City, County, and other towns within the county. The distribution factor is not expected to change as a result of the renegotiation process until after the 2020 census. The actual receipts for 2020 reflect an increase due to prevailing economic conditions and internet sales. No growth factor is included. The following is a history of the sales tax collected:

2012	\$1,942,043	0.9%
2013	\$1,739,073	(10.4%)
2014	\$1,694,752	(2.5%)
2015	\$1,594,865	(5.9%)
2016	\$1,642,899	3.0%
2017	\$1,997,100	21.56%
2018	\$1,730,000	(13.4%)
2019	\$1,730,000	0%
2020	\$1,662,000	
2021	\$1,861,500	requested

This is based on the current distribution of LOST. It should be noted that HB386 passed in 2013 has reduced this line item. However with the implementation of new house and senate bills to incorporate internet sales into the local option sales tax, we have shown an increase in sales for 2020 which is reflected in the 2021 estimate.

100-00-0000-314200 WHISKEY TAXES

55,000

Requested Amount: \$52,300

The whiskey tax is collected from all retail dealers by the wholesale dealer and is paid to the City by the wholesale dealer on or before the 20th of each month. The tax is \$.22 per liter sold for resale in Americus for distilled spirits.

Recommended Amount: \$55,000

Average of 2019 and 2020 year-end projections

CITY OF AMERICUS
2021 OPERATING BUDGET-REVE NUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-00-0000-314201 BEER TAXES	290,000
Requested Amount: \$275,100 The malt beverage/beer tax is collected by the wholesaler from the retailer. It is based on \$.05 per 12-ounce container and \$6.00 on each container of tap or draft beer. The report is filed and the tax paid monthly by the wholesaler by the 20th of each month.	
Recommend Amount: \$290,000	
Average of 2019 and 2020 year-end projections	
100-00-0000-314202 WINE TAXES	30,000
Requested Amount: \$22,600 The wine tax is collected from all retailers by the wholesale dealer. The wholesaler remits the report and the tax each month by the 20th. This tax is based on the number and size of the containers.	
Recommended Amount: \$30,000	
Increased due to New Winery Business in Americus	
100-00-0000-314300 MIXED DRINK EXCISE TA	17,300
Requested Amount: \$16,200 The excise tax on the sale of distilled spirits by the drink is charged at a rate of 3% of the purchase price of the drink. This tax is remitted to the city each month on or before the 20th.	
Recommend Amount: \$17,300	
Average of 2019 and 2020 year-end projections	

CITY OF AMERICUS
2021 OPERATING BUDGET -REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-316200 INSURANCE PREMIUMS T. 1,425,000

Requested Amount: \$1,370,000

This tax is a percentage of the gross direct premiums sold. The taxes on insurance premiums are collected by the State Insurance Commissioner and distributed on the basis of population formulas. A history of the collection information is as follows:

2012	\$ 848,984	6.2%
2013	\$ 879,042	3.4%
2014	\$ 921,476	4.8%
2015	\$ 984,445	6.8%
2016	\$1,066,345	8.3%
2017	\$ 937,840	(12.1%)
2018	\$ 957,800	2.1%
2019	\$1,013,000	5.8%
2019	\$1,250,000	23.4%
2020	\$1,133,000	
2020	\$1,374,611	
2021	\$1,370,000	requested

Recommended Amount; \$1,425,000

Revenue increased 6% from 2019 to 2020 recommended 4% increase from 2020 revenue

100-00-0000-318000 CBID SURTAX 9,700

Requested Amount: \$9,700

This is the amount of surtax billed at 50% of the business and occupation license fee. This amount plus the amount of the CBID levy plus the operating expenses of the Main Street office equal the allocation to the DOA. This is budgeted in the Mayor and Council's department.

100-00-0000-319100 PENALTY-DEL TAXES 30,000

Requested Amount: \$30,000

O.C.G.A. 45-2-44 provides that municipalities may charge a penalty of 10% on taxes after they are 120 days delinquent. The budgeted amount reflects a increae basd on the 2020 year end estimate.

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-00-0000-319101 INTEREST ON DEL TAXES	45,000
Requested Amount: \$33,700 The budgeted amount is the estimated interest received on delinquent property taxes. The interest is charged at a rate of 1% per month.	
Recommended Amount: 45,000	
Average of 2019 & 2020 projected year-end total	
100-00-0000-319102 DELINQUENT TAX SERVIC	
100-00-0000-319500 FIFAS-DELINQUENT TAXI	11,400
Requested Amount: \$11,400 The budgeted amount is the receipt from the property owner for recording and satisfying the fifa on delinquent property taxes filed at the courthouse. The fifa amount is \$12.00 as set by OCGA-Rule 15-6-77 effective July 1, 2008. The budgeted amount represents approximately 950 fifas.	
100-00-0000-321100 ALCOHOLIC BEV LICENSE	102,600
Requested Amount: \$102,600 The budgeted amount is average of last 4 years plus the current year annualized.	
100-00-0000-322100 BUILDING PERMITS	153,000
Requested Amount: \$113,000 The requested budgeted amount is a five-year average of the actual amount collected.	
Recommended Amount: 153,000	
Average of 2019 and 2020 year-end projections	

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-00-0000-322130 PLUMBERS PERMITS	8,400
Requested Amount: \$7,130	
Recommended Amount: \$8,400	
Average of 2019 and 2020 year-end projections	
100-00-0000-322140 ELECTRICIANS PERMITS	12,500
Requested Amount: \$11,100	
The budgeted amount is a five-year average of the actual amount collected.	
Recommended Amount: 12,500	
Average of 2019 and 2020 year-end projections	
100-00-0000-322160 MECHANICAL PERMITS	15,500
Requested Amount: \$15,500	
This is required or authorized by the Georgia State Heating and Air Conditioning Code. (Standard Mechanical Code). The budgeted amount is a five-year average of the actual amount collected.	
100-00-0000-322190 SOIL CONSERVATION PER	
100-00-0000-322210 REZONING FEES	1,000
Requested Amount: \$ 1,000	
These fees accompany re-zoning requests and requests for variances.	
100-00-0000-322230 SIGN PERMITS	3,400
Requested Amount: \$3,400	
100-00-0000-322900 SPECIAL ACTIVITY PERM	500
Requested Amount: \$500	
This is the revenue received for Special Activity Permits. The estimated revenue is 20 permits at \$50 each.	

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-322990 CPR TRAINING REVENUE1

100-000000-326100 BUSINESS LICENSES

323,000

Requested Amount: \$323,000

Business License and Occupational tax is payable on an annual basis and is based upon the gross receipts of the business for the prior year. This amount includes an increase in the Administrative Fee associated with Business License and Occupational tax from \$25 to \$50 effective January 1, 2015. The requested amount is a three year average of revenues

100-00-0000-333000 HOUSING-AUTHORITY - P

41,200

Requested Amount: \$41,200

This amount represents revenue paid to the City based on the net rental income. This is paid in lieu of taxes. The amount received is shared with Sumter County on a pro rata basis. The following is a history of the city's portion of the PILOT received:

2008	\$18,896	192.2%*	
2009	\$17,823	(5.7%)	
2010	\$19,493	9.4%	
2011	\$18,272	(6.2%)	
2012	\$19,122	4.6%	
2013	\$25,018	30.8%	
2014	\$36,944	47.6%	
2015	\$38,226	3.4%	
2016	\$20,500	(46.4%)	
2017	\$38,200	86.3%	
2018	\$41,200	7.9%	
2019	\$41,200	0.0%	projected
2020	\$41,200		requested

*Beginning in 2008, the revenue includes a PILOT on non-Rud rentals. This agreement was approved by the Housing Authority and the City in October 2007. A second agreement was approved in 2014 with a 2015 effective date.

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>I00-00-0000-334 100 LOCAL,STATE& FED GOV Requested Amount: \$4,500</p> <p style="margin-left: 20px;">\$ 0 State and Federal Reirnb for replacement van (35) \$ 4,500 Sumter County proceed for GIS system support (13)</p> <p style="margin-left: 20px; border-top: 1px solid black;">\$ 4,500</p>	<p>0</p>
<p>I00-00-0000-334110 OTHER GRANTS Recommended Amount: \$4,328</p> <p style="margin-left: 20px;">Reimburseme nt for 6 of 12 Vests/Body Armor (21) BPV grant</p>	
<p>I00-00-0000-334120 LMIG GRANT Requested Amount: \$163,520</p> <p style="margin-left: 20px;">LMIG monies are used to improve transportation systems. This is the seventh year that GDOT is sending the funds to the local governments.</p>	<p>163,520</p>
<p>I00-00-0000-338000 W&S PILOT Requested Amount: \$206,400 This is the Payment in lieu of taxes from the W&S Fund to the General Fund. This amount is calculated by taking the total value of the Water and Sewer properties inside the city limits and multiplying times the current millage rate for 2020. (31,500,000 x 50% x .01312 = \$206,640) Rounded up to \$206,400</p>	<p>206,400</p>
<p>I00-00-0000-340000 TROLLEY FEES-MAINSTRJ</p>	
<p>I00-00-0000-341900 OTHER SERVICES Requested Amount: \$0</p>	
<p>I00-00-0000-341930 MAPS SOLD Requested Amount: \$900 The budgeted amount is the current year annualized.</p>	<p>900</p>

CITY OF AMERICUS
2021 OPERATING BUDGET -REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>									
<p>100-00-0000-341940 ADMIN SERVICES-CBID</p> <p style="padding-left: 20px;">Requested Amount: \$750</p> <p style="padding-left: 20px;">This is a 3% collection/administration charge retained from the collections to cover the expenses of billing surtax on the property tax bill and on the business license bill. The budgeted amount is 3% of the CBID Levy.</p>	750									
<p>100-00-0000-341942 ADMIN COSTS COMMUNITY</p> <p style="padding-left: 20px;">Requested Amount: \$0</p>										
<p>100-00-0000-342120 ACCIDENT REPORTS</p> <p style="padding-left: 20px;">Requested Amount: \$300</p> <p style="padding-left: 20px;">The Police and Fire Departments charge an average of \$2.00 per copy. The budgeted amount is a five-year average of the actual amount collected.</p>	300									
<p>100-00-0000-342310 FINGERPRINT FEE</p>										
<p>100-00-0000-345510 TRANSPORTATION SERVI</p>										
<p>100-00-0000-345511 TRANSPORTATION RESER</p>										
<p>100-00-0000 -349100 CEMETERY LOT SALES</p> <p style="padding-left: 20px;">Requested Amount: \$24,200</p> <p style="padding-left: 20px;">The City currently charges the following per cemetery lot:</p> <table style="width: 100%; border-collapse: collapse; margin-left: 20px;"> <tr> <td style="padding-right: 20px;">Resident</td> <td style="padding-right: 20px;">Non-resident</td> <td></td> </tr> <tr> <td>\$ 525</td> <td>\$ 3,300</td> <td>Oak Grove</td> </tr> <tr> <td>\$ 475</td> <td>\$ 3,300</td> <td>Eastview</td> </tr> </table> <p style="padding-left: 20px;">Recommended Amount: \$15,000</p>	Resident	Non-resident		\$ 525	\$ 3,300	Oak Grove	\$ 475	\$ 3,300	Eastview	24,200
Resident	Non-resident									
\$ 525	\$ 3,300	Oak Grove								
\$ 475	\$ 3,300	Eastview								
<p>100-00-0000-349300 RETURNED CHECK FEES</p> <p style="padding-left: 20px;">Requested Amount: \$5,600</p> <p style="padding-left: 20px;">This is the fee for returned checks due to insufficient funds or other reasons. The requested amount is based on \$40 per returned check and an estimated 140 returns. The budgeted amount is the current year annualized.</p>	5,600									

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-00-0000-349900 GIS SERVICES	5,000
Request ed Amount : \$5,000	
This is the amount billed to Sumter County and other agencies for GIS services. The amount is a five-year average.	

100-00-0000-351130 POLICE COURT	280,000
Requested Amount : \$280,000	
This number includes cash received for fines and forfeitures as well as the amount of installment fines recorded through the Municipal Court.	

The following is a history of the receipts:

2008	\$293,167	(16.9%)	
2009	\$378,171	29.0%	
2010	\$372,438	(1.5%)	
2011	\$346,835	(6.9%)	
2012	\$475,014	37.0%	
2013	\$458,166	(26.3%)	
2014	\$312,128	(31.9%)	
2015	\$249,285	(20.2%)	
2016	\$325,000	30.3%	
2017	\$323,000	(0.5%)	
2018	\$265,000	(18.0%)	
2019	\$268,000	1.1%	projected
2020	\$280,000		recommended

100-000000-351203 TECHNOLOGY ADD ON FEE	26,600
Requested Amount: \$26,600	
This amount will add \$20.00 to certain traffic citations and is to be used for technology expense related to the police department and the court.	

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUEDETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-352200 FORFEITED PROPERTY M

Requested Amount: \$0

This line item is difficult to predict. The following is a history of the asset forfeiture moneys received:

2008	\$14,399
2009	\$ 6,718
2010	\$ 1,511
2011	\$ 5,678
2012	\$21,488
2013	\$ 0
2014	\$ 0
2015	\$ 7,608
2016	\$12,500
2017	\$ 0
2018	\$ 0 projected
2019	\$ 0 requested

100-00-0000-361000 OTHER INTEREST EARNED

50,000

Requested Amount: \$50,000

This is interest earned by the City's capital lease pool and on all general fund bank accounts. The amount of lease pool interest for the year is not available until after year end making it difficult to budget. The interest for the last 3 years has ranged from \$46,000 to \$50,000 depending on return on investments and borrowing/repayment activity.

100-00-0000-371000 DONATIONS

Requested Amount: \$0

We do not anticipate any donations for the budget year.

100-00-0000-381001 TROLLEY FEES

Requested Amount: \$0

This item was moved to ODA along with the expenses associated with trolley serves.

100-00-0000-381003 REES PARK EDC RENTAL

22,500

Requested Amount: \$22,500

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-00-0000-389000 OTHER MISC INCOME Requested Amount: \$41,000	41,000

This is an estimated amount for revenue received that does not fall in any other revenue category. The requested amount is the average over 4-5 years.

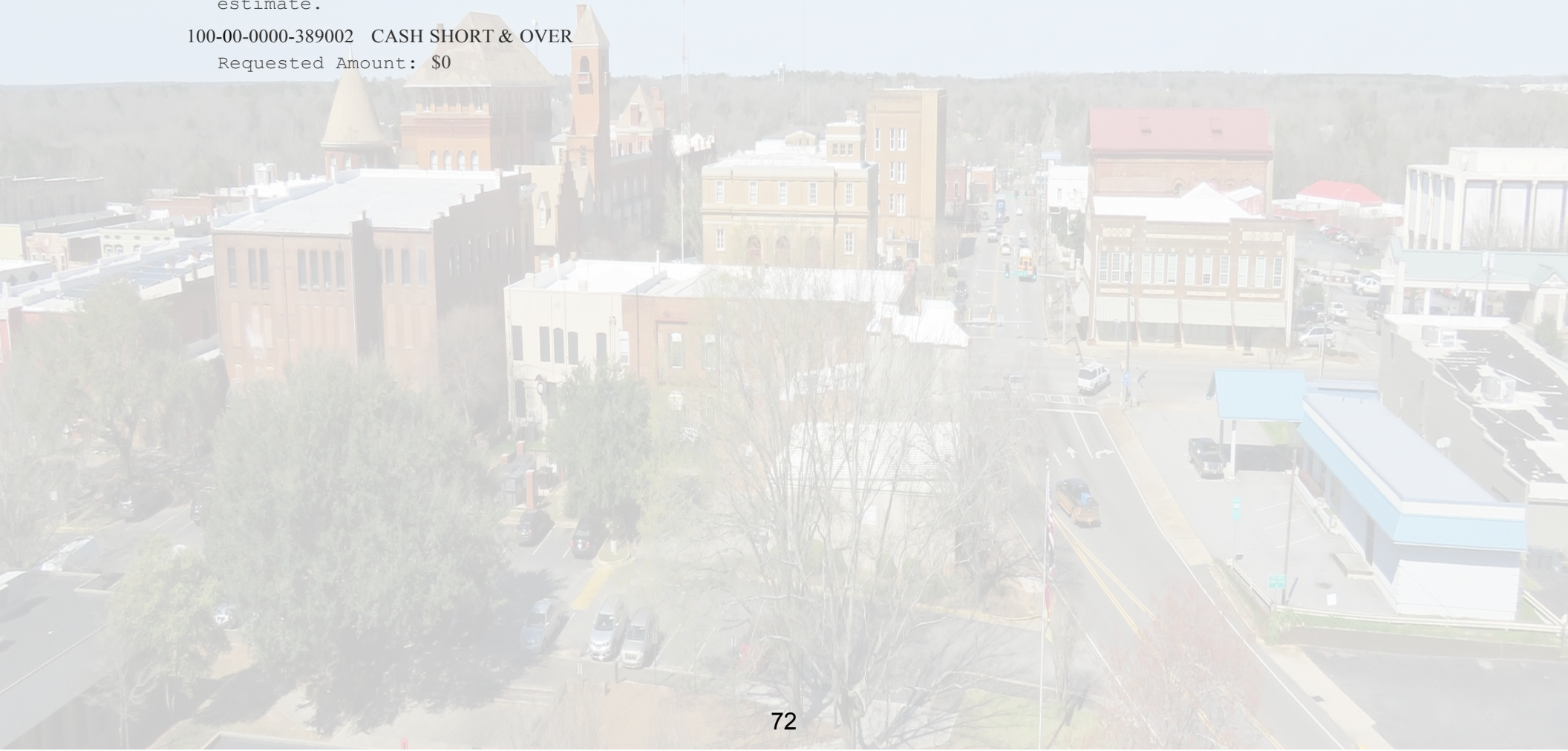
100-00-0000-389001 INSURANCE PROCEEDS

Requested Amount: \$0

This account is generally for insurance proceeds as a result of accidents or damage to city vehicles and other property. This is difficult to estimate.

100-00-0000-389002 CASH SHORT & OVER

Requested Amount: \$0



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-00-0000-389003 CARRYOVER OF FUND BA

100,189



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

**APPROVED
BUDGET**

ACCOUNTNUMBER/DESCRIPTION

Requested Amount: \$201,989

\$ 100,000	Software Upgrade (12) 2016 carryover
\$ 3,000	Data Center Cleanup (12) 2018 carryover
\$ 1,800	Sonicwall Upgrades/Replacements at Remote Sites (12) 2020
	Carryover
\$ 8,000	Windows 10 Upgrade Licensing with Services (12) 2020 Carryover
\$ 1,500	Windows 10 Upgrade with Services for devices with licensing
	(12) 2020 Carryover
\$ 7,500	FreePBX Server with Call Center Licensing (12) 2020 Carryover
\$ 6,500	Repair and Maintenance of printers, software etc (12) 2020
	Carryover
\$ 11,700	Windows 7 Extended Security Updates approximatly 100 computers
	(12) 2020 Carryover
\$ 25,000	Service Truck Replacement (30) 2019 Carryover
\$ 5,350	Auto Diagnostic Tool (32) 2019 Carryover
\$ 21,639	Large Truck Tire Changer (32) 2019 Carryover
\$ 10,000	Inmate Van Replacement (36) 2019 Carryover

\$ 201,989

Expenditures are listed in the departments above.

Recommended Amount: \$100,189

\$ 3,000	Data Center Cleanup (12) 2018 carryover
\$ 8,000	Windows 10 Upgrade Licensing with Services (12) 2020 Carryover
\$ 1,500	Windows 10 Upgrade with Services for devices with licensing
	(12) 2020 Carryover
\$ 7,500	FreePBX Server with Call Center Licensing (12) 2020 Carryover
\$ 6,500	Repair and Maintenance of printers, software etc (12) 2020
	Carryover
\$ 11,700	Windows 7 Extended Security Updates approximatly 100 computers
	(12) 2020 Carryover
\$ 25,000	Service Truck Replacement (30) 2019 Carryover
\$ 5,350	Auto Diagnostic Tool (32) 2019 Carryover
\$ 21,639	Large Truck Tire Changer (32) 2019 Carryover
\$ 10,000	Inmate Van Replacement (36) 2019 Carryover

\$ 100,189

Expenditures are listed in the departments above.

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

ACCOUNT NUMBER	DESCRIPTION	APPROVED BUDGET
100-00-0000-391000	TRANSF FROM HOTEL/MO	330,000
	Requested Amount: \$330,000	
	The Hotel/Motel tax is charged on occupied rooms of hotels, motels, and Bed & Breakfast establishments within the city limits of Americus. The rate is 7% of the room charge. Two percent must be expended for tourism purposes and two percent must be expended for the operating expenses of the Rylander Theater. The budgeted amount is a five-year average of the actual amount collected.	
	 The tourism dollars are projected to be spent in the following manner:	
	Requested amount:	
	\$192,538 Tourism Fund	
	\$100,000 Rylander Theater Operating expenses (same as prior years)	
	\$ 0 DOA Marketing	
	\$ 0 Transportation for Train	
	\$ 37,462 General Fund	
	\$330,000	
100-00-0000-391010	TRANSFER FROM DDA	
100-00-0000-391100	SHARED REVENUE-NAT G	
100-00-0000-391101	TRANSFER FROM W&S FU	1,071,000
	Requested Amount: \$1,071,000	
100-00-0000-391102	TRANSFER FROM GAS FU	375,000
	Requested Amount: \$375,000	
100-00-0000-391103	TRANSFER FROM SOLID W	250,000
	Requested Amount: \$250,000	
100-00-0000-391105	TRANSFER FROM CD FUN	

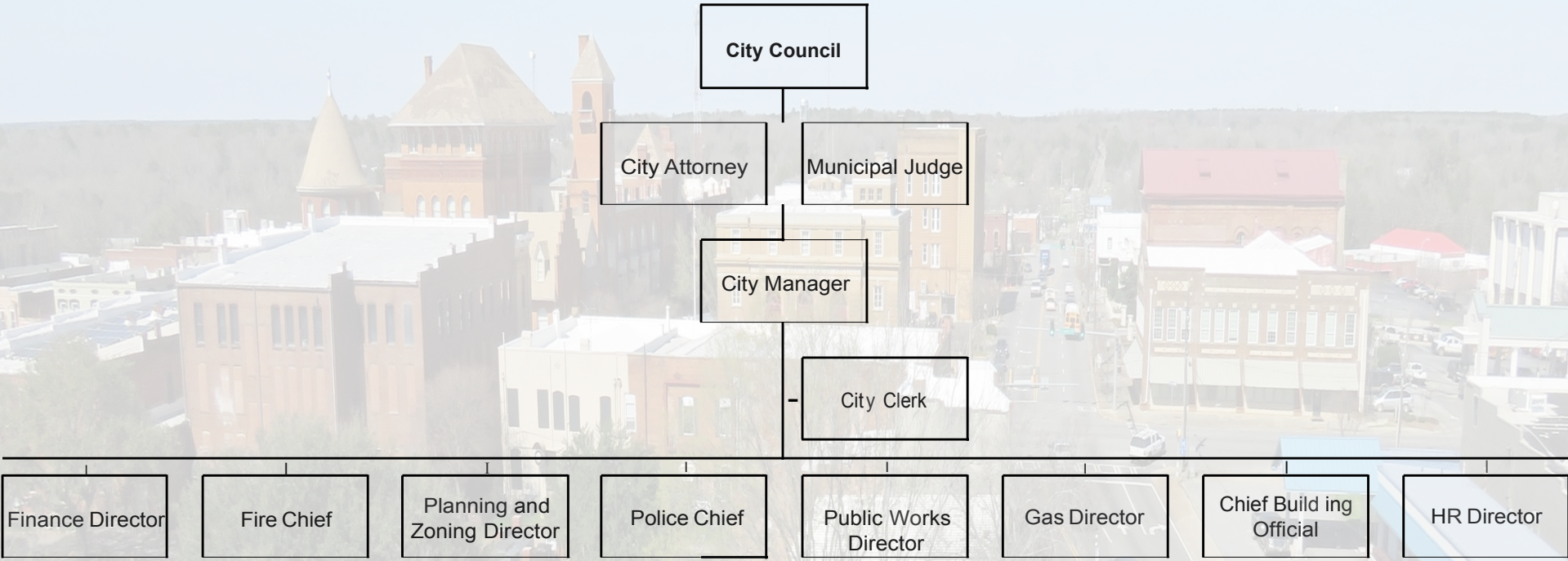
CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-00-0000-391108 TRANSFER FROM STORM Requested Amount: \$285,000 Recommended Amount: \$285,000	285,000
100-00-0000-391110 SHARED REV-W&S	220,000
100-00-0000-391111 TRANSFER FROM 2014 CD	
100-00-0000-391200 TRANSFER FROM TSPLOST Requested Amount: \$16,350 LMIG projects require a 10% match. This amount represents the 10% match for LMIG projects.	16,350
100-00-0000-392100 SALE OF CITY PROPERTY	
100-00-0000-392200 RECYCLING PROCEEDS	
100-00-0000-393500 CAPITAL LEASE PROCEED Requested: \$ 89,000 \$ 44,000 Command Vehicle (20) \$ 45,000 Fire Marshall Truck (20) <hr/> \$ 89,000 These revenues offset the expenditures within the departments identified above.	89,000
100-00-0000-393601 LOAN PROCEEDS Recommended Amount: \$0	
100 GENERAL FUND	13,567,391

CITY OF AMERICUS
2021 OPERATING BUDGET

City of Americus

Budgeted 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

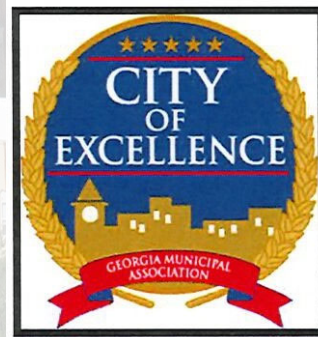
MAYOR AND COUNCIL

MISSION STATEMENT/GENERAL OBJECTIVES

Americus is an innovative, clean, and safe City where our citizens enjoy a good quality of life. We are committed to creating an outstanding level of opportunities for our diverse population. We provide quality governmental services, cultivate economic development, and promote quality jobs and successful businesses.

GOALS & OBJECTIVES - 2021

The goals for the Mayor and Council are published separately in the Five-Year Strategic Plan.



CITY OF AMERICUS
2021 OPERATING BUDGET T-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECO\IM 2021</u>	<u>APPROVED 2021</u>
10 MAYOR AND COUNCIL						
100-10-1110-511000 REGULAR PAY	58,425	58,201	58,671	58,201	58,201	58,201
100-10-1110-512100 GROUP MEDICAL INSURANC	21,177	23,187	23,361	21,690	26,443	26,443
100-10-1110-512110 GROUP DENTAL INSURANCE	1,547	1,652	1,872	2,002	2,065	2,065
100-10-1110-512200 SOCIAL SECURITY PAYMEN	824	786	751	786	786	786
100-10-1110-512400 RETIREMENT SYSTEM	5,363	5,640	4,774	7,246	7,246	7,246
100-10-1110-512401 PENSION EXPENSE	0	0	0	0	0	0
100-10-1110-512600 UNEMPLOYMENT EXPENSES	4,137	0	0	0	0	0
100-10-1110-512700 WORKERS' COMPENSATION	136	124	366	144	142	142
100-10-1110-521100 PURCHASED/CONTRACTED	6,000	0	0	0	0	0
100-10-1110-522000 OTHER OUTSIDE SERVICES	4,195	5,000	4,693	12,500	1,000	1,000
100-10-1110-523100 INSURANCE EXPENSE	135,753	57,119	59,165	58,833	58,833	58,833
100-10-1110-523301 ADVERTISING EXPENSE	750	1,000	1,667	1,654	1,654	1,654
100-10-1110-523600 DUES & SUBSCRIPTIONS	30,621	21,945	11,421	21,945	21,945	21,945
100-10-1110-523700 TRAINING & MEETINGS	17,949	24,300	7,465	26,300	10,500	10,500
100-10-1110-531100 OFFICE/COMPUTERSUPPLIES	520	0	191	800	800	800
100-10-1110-531230 ELECTRICITY	0	0	0	0	0	0
100-10-1110-531299 ENERGY SAVINGS	0	0	0	0	0	0
100-10-1110-542750 EQUIPMENT - ENERGY CONI	0	0	0	0	0	0
100-10-1110-542900 OTHER CAPITAL EXPENDITU	4,269	0	4,933	0	0	0
100-10-1110-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-10-1110-551102 CONTINGENCIES	2,053	20,000	128,226	30,000	20,000	20,000
100-10-1110-573001 RYLANDER THEATER	185,000	200,000	200,000	200,000	200,000	200,000
100-10-1110-573004 TRANSFER IN THEATER	0	0	0	0	0	0
100-10-1110-574000 BAD DEBT EXPENSE	51,586	0	-32,179	0	0	0
100-10-1110-581300 PRINCIPAL PAYMENTS	117,791	121,550	121,581	125,492	125,492	125,492

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECORDED <u>2021</u>	APPROVED <u>2021</u>
100-10-1110-581301 PDA-DEBT SERVICE-LOWE'S	0	0	0	0	0	0
100-10-1110-582200 INTEREST EXPENSE	43,901	48,700	56,005	44,718	44,718	44,718
100-10-1110-611003 TRANSFER TO INSURANCE F	0	0	0	0	0	0
100-10-1110-611004 TRANSFER TO DOWNTOWN I	0	0	0	0	0	0
100-10-1400-571000 ELECTION EXPENSE	160	0	0	5,000	5,000	5,000
100-10-1530-521200 CITY ATTORNEY RETAINER	7,200	7,200	7,200	7,200	7,200	7,200
100-10-1530-521201 OTHER LEGAL EXPENSES	42,137	62,000	91,858	57,584	30,000	30,000
100-10-3910-571000 SUMTER HUMANE SOCIETY	85,000	85,000	85,000	94,000	85,000	85,000
100-10-5400-571000 BOYS AND GIRLS CLUBS	0	0	0	0	0	0
100-10-5440-571000 ONE SUMTER	50,000	0	0	50,000	25,000	25,000
100-10-6153-571000 AMERICUS ARTS COUNCIL	2,000	2,000	2,000	2,500	2,000	2,000
100-10-6500-571000 LAKE BLACKSHEAR REG LIB	82,000	82,000	82,000	82,000	82,000	82,000
100-10-7323-572000 HABITAT FOR HUMANITY	0	0	0	0	0	0
100-10-7520-571000 AIRPORT AUTHORITY	17,000	17,000	17,000	17,000	17,000	17,000
100-10-7520-572018 AMER/SUMTER CO PAYROLL	40,000	40,000	40,000	40,000	40,000	40,000
100-10-7520-572020 LAND BANK AUTHORITY	0	0	0	0	0	0
100-10-7540-571000 TOURISM COUNCIL	201,758	200,096	200,096	192,538	192,538	192,538
100-10-7550-571000 MAIN STREET	249,155	282,120	282,120	292,172	261,794	261,794
100-10-7640-572000 LEAP/CIS	0	0	0	0	0	0
10 MAYOR AND COUNCIL	<u>1,468,405</u>	<u>1,366,620</u>	<u>1,460,236</u>	<u>1,452,305</u>	<u>1,327,357</u>	<u>1,327,357</u>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
10 MAYOR AND COUNCIL	
100-10-1110-511000 REGULAR PAY	58,201
Personne l Requirements :	
Current	
Mayor	1
Mayor Pro Tern	1
Councilmembers	5
	7
<p>The salaries will remain the same for elected officials for 2021. The Mayor's salary is \$14,400, Mayor Pro Tern is \$7,800 and the Councilmembers' salaries are \$7,200 each.</p>	
100-10-1110-512100 GROUP MEDICAL INSURA	26,443
<p>The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period. Currently, only three members of Mayor and Council participate in the health insurance program.</p> <p>The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.</p>	
100-10-1110-512110 GROUP DENTAL INSURAN	2,065
<p>This amount represents \$295 per employee. All members of Council participate in this.</p>	
100-10-1110-512200 SOCIAL SECURITY PAYM	786
<p>This amount is for the Medicaid portion only and is based on the total salary of the department.</p>	
100-10-1110-512400 RETIREMENT SYSTEM	7,246
<p>This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.</p>	
100-10-1110-512401 PENSION EXPENSE	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>I00-10-1110512600 UNEMPLOYMENT EXPEN Requested Amount:</p> <p>Americus is a direct reimbursable employer for unemployment tax classifications. The City is not required to file quarterly reports and pay unemployment tax. We pay only when payments are made directly to former employees. We currently do not have charges anticipated for 2019.</p>	0
<p>100-10-1110-512700 WORKERS' COMPENSATION This amount represents a percentage of the total salaries for the department based on labor classes and 2019 Rates.</p>	142
<p>100-10-1110-521100 PURCHASED/CONTRACTS Requested: \$0</p>	0
<p>I00-10-1110-522000 OTHER OUTSIDE SERVICE Requested Amount: \$12,500</p> <p>\$1,500 Miyoshi Delegation Visit (1) \$3,000 Walk of Fame plaques and ceremony (2) \$1,000 Other gifts, retirement recognition, etc. \$7000 Purchase and implement a Boards and Commission software package, \$4000 annual fee.</p> <hr style="width: 10%; margin-left: 0;"/> <p>\$12,500</p> <p>(1) The request is for the costs associated for meals, activities, gifts, and transportation.</p> <p>(2) It was recommended to have the ceremony every other year. There should be a Walk of Fame ceremony in 2020.</p> <p>Recommended Amount:\$1,000</p> <p>Recommended removes the Boards and Commission Software package, the Miyoshi Delegation Visit, and the Walk of Fame plaques and ceremony.</p>	1,000

CITY OF AMERICUS
2021 OPERATING BUDGET- EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-10-1110-523100 INSURANCE EXPENSE	58,833
Requested Amount: \$58,833	
This is the General Fund allocation for property and liability insurance. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.	
100-10-1110-523301 ADVERTISING EXPENSE	1,654
Requested Amount: \$1,654	
The requested amount is the 2020 amount annualized.	
100-10-1110-523600 DUES & SUBSCRIPTIONS	21,945
The budget request includes the following:	
\$ 5,400 Georgia Municipal Association	
\$16,545 River Valley Regional Commission*	
<hr style="width: 10%; margin-left: 0;"/>	
\$21,945	

*The River Valley Regional Commission amount is required by state law and is based on 2008 population figures at \$1.00 per capita.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-10-1110-523700 TRAINING & :MEETINGS	10,500
Requested Amount \$26,300	
\$10,500 Other Training (up to \$1,500 per Council member*	
\$13,800 GMA Annual Conference	
\$ 2,000 Newly Elected Officials Training**	
\$26,300	

Education is vital to keep up with the changing pace of governments, what laws have been passed, mandates from agencies, etc. It is also good for Mayor and Council to network with other governments to gain insight on new ideas. All training was cancelled in 2020.

*This includes training other than GMA.

** There will be an election held in 2021. The budgeted amount is estimated as if all four elected positions needed training.

Recommended Amount: \$10,500

\$10,500 Other Training (up to \$1,500 per Council member*
\$ 0 GMA Annual Conference (3 Council members)
\$10,500

This amount removes the newly elected officials training assuming the training will be held in 2022. Also removes the GMA Annual Conference.

100-10-1110-531100 OFFICE/COMPUTER SUPPL	800
Requested Amount \$800	

The amount requested to purchase business cards for Mayor and Council. We also purchase city letterhead from this line item.

100-10-1110-531230 ELECTRICITY	0
Requested Amount: \$0	

100-10-1110-531299 ENERGY SAVINOS	0
Requested Amount: \$0	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-10-1110-542750 EQUIPMENT - ENERGY CC	0
100-10-1110-542900 OTHER CAPITAL EXPENDI	0
100-10-1110-551000 ALLOCATION OF EXPENSE	0
100-10-1110-551102 CONTINGENCIES	20,000

Requested Amount: \$30,000
This category is to capture the costs for unplanned expenditures or the deductible portion of claims against the City. This amount represents the 2020 amount at mid year.

Recommended Amount: \$20,000

100-10-1110-573001 RYLANDER THEATER	200,000
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The following is a recap of recent General Fund sources for the Theater.

2012	\$ 95,146	0.0%
2013	\$ 95,146	0.0%
2014	\$ 95,000	(.15%)
2015	\$ 85,000	(15.8%)
2016	\$ 90,000	0%
2017	\$ 95,000	5.5%
2018	\$ 85,000	(10.5%)
2019	\$100,000	17.6%
2020	\$100,000	
2021	\$100,000	requested

Requested amount includes the following:
 \$100,000 Hotel/Motel tax money
 \$100,000 Gen Fund monies (reg. allocation)

\$200,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-10-1110-573004 TRANSFER IN THEATER	0
100-10-1110-574000 BAD DEBT EXPENSE	0
<p>Requested Amount: \$0 This includes write downs of miscellaneous accounts receivable accounts, taxes over 7 years old, uncollectible returned checks, and installment fines written off by the judge or converted to community service.</p>	
100-10-1110-581300 PRINCIPAL PAYMENTS	125,492
<p>Requested Amount: \$125,492</p> <p>This is the principal payment for the capital lease of equipment associated with the energy performance contract. This amount plus interest is to be offset by savings in energy bills.</p> <p>Recommended: \$121,492</p> <p>Amorization Schedule payment for 2021 is \$125,492</p>	
100-10-1110-581301 PDA-DEBT SERVICE-LOW	0
<p>Requested Amount: \$0</p>	
100-10-1110-582200 INTEREST EXPENSE	44,718
<p>Requested Amount: \$44,718</p> <p>This is the interest expense related to our capital lease pool with GMA, and energy contract capital lease. The lease pool portion of the request amount is based on the 2020 actual amount.</p> <p>Amortization Schedule payment is \$ 4,218 GMA Interest for 2021 Estimate \$40,500</p> <hr style="width: 20%; margin-left: auto; margin-right: 0;"/> <p style="text-align: right;">\$44,718</p>	
100-10-1110-611003 TRANSFER TO INSURANC	0
100-10-1110-611004 TRANSFER TO DOWNTOWN	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-10-1400-571000 ELECTION EXPENSE	5,000
Requested amount: \$5,000	
There will be an election held in 2021.	
100-10-1530-521200 CITY ATTORNEY RETAINI	7,200
Requested Amount: \$7,200	
The monthly retainer paid to Gatewood, Skipper, & Rambo is \$600.	
100-10-1530-521201 OTHER LEGAL EXPENSES	30,000
Requested Amount: \$57,584	
This is difficult to estimate because we cannot anticipate all legal matters that may occur in a year. This amount represents the 2020 amount annualized.	
Recommended Amount: \$30,000	
This is the same amount budgeted last year.	
100-10-3910-571000 SUMTER HUMANE SOCIET	85,000
The following is a history of the approved allocations:	
2012 \$38,250 0.0%	
2013 \$43,250 13.1%	
2014 \$38,250 (13.1%)	
2015 \$38,250 0%	
2016 \$70,000 83 %	
2017 \$70,000 0%	
2018 \$85,000 21.4%	
2019 \$85,000 0%	
2020 \$85,000 0% projected	
2021 \$94,000 % requested	
2021 \$85,000 % recommended	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-10-5400-571000 BOYS AND GIRLS CLUBS	0
The following is a history of the approved allocation amounts:	
2008 \$34,125 (2.5%)	
2009 \$25,000 (26.7%)	
2010 \$23,125 (7.5%)	
2011 \$22,430 (3.0%)	
2012 \$22,430 0.0%	
2013 \$ 0 (100.0%)	
2014 \$ 5,000 100.0%	
2015 \$ 3,500 (30.0%)	
2016 \$10,000 286%	
2017 \$15,000 1.5%	
2018 \$25,000 66.7%	
2019 \$15,000 (40.0%) requested	
2019 \$ 0 (100.0%) recommended	

100-10-5440-57100 ONE SUMTER	25,000
Requested Amount: \$50,000	
This is the amount Mayor & Council committed to one Sumter over a five-year period.	
Recommended Amount: \$25,000	

100-10-6153-571000 AMERICUS ARTS COUNCI	2,000
The following amounts are the approved allocations:	
2012 \$ 8,325 0.0%	
2013 \$ 0 (100.0%)	
2014 \$ 0 0.0%	
2015 \$ 2,500 100.0%	
2016 \$ 2,500 100.0%	
2017 \$ 2,000 (25.0%)	
2018 \$ 2,000 0.0%	
2019 \$ 2,000 0.0%	
2020 \$ 2,000 projected	
2021 \$ 2,500 requested	
2021 \$ 2,000 recommended	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-10-6500-571000 LAKE BLACKSHEAR REG

82,000

The following amounts are the approved allocations:

2011	\$ 90,000	(10.0%)	
2012	\$ 90,769	0.9%	amended
2013	\$ 82,386	(9.25%)	
2014	\$ 50,000	(64.77%)	
2015	\$ 80,000	60.0%	
2016	\$ 80,000	0.0%	
2017	\$ 80,000	0.0%	
2018	\$ 81,360	1.7%	projected
2019	\$ 82,000	.79%	requested

100-10-7323-572000 HABITAT FOR HUMANITY

0

100 - 10 - 7 520-571000 AIRPORT AUTHORITY

17,000

The following amounts are the approved allocations:

2012	\$22,500	0.0%	
2013	\$20,250	(10.0%)	
2014	\$15,000	(26.0%)	
2015	\$15,000	0.0%	
2016	\$15,000	0.0%	
2017	\$17,000	113%	
2018	\$17,000	0.0%	
2019	\$17,000	0.0%	
2020	\$17,000	0.0%	projectd
2021	\$17,000	0.0%	requested

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCO UN T NUMBER/DESCRIPTION

APPROVED
BUD GET

100-10-7520-572018 AMER/SUMTER CO PAYRC 40,000

The requested amount represents .123 mil of property tax inside the city limits of Americus. O.C.G.A. 48-5-350 allows a municipality to levy up to 3 mils of property tax for a development authority. The following amounts are the approved allocations:

2012	\$30,000	0.0%
2013	\$ 0	(100.0%)
2014	\$ 0	0.0%
2015	\$ 0	0.0%
2016	\$40,000	400.0%
2017	\$40,000	0.0%
2017	\$40,000	0.0%
2018	\$40,000	0.0%
2019	\$40,000	0.0%
2020	\$40,000	0.00% projected
2021	\$40,000	0.00% requested

100-10-7520-572020 LAND BANK AUTHORITY

0

Recommended Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET T-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-10-7540-571000 TOURISM COUNCIL 192,58

The following amounts are approved allocations. This is typically funded with hotel/motel tax dollars.

2012	\$151,200	5.0%	
2013	\$151,200	0%	
2014	\$148,309	(2%)	
2015	\$139,894	(6.1%)	
2016	\$139,894	0%	
2017	\$177,619	26.9%	
2018	\$192,206	%	
2019	\$245,032	27.5%	
2019	\$201,758	(16.34%)	
2020	\$200,096		projected
2021	\$192,538		requested

Requested amount:

\$192,538	Tourism Fund
\$100,000	Rylander Theater Operating expenses (same as prior years)
\$ 0	DOA Marketing
\$ 0	Transportation for Train
\$ 37,462	General Fund
<u>\$330,000</u>	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-10-7550-571000	MAIN STREET	261,794
	Requested Amount \$318,820	Recommended Amount:
\$ 16,460	CBID levy (estimate)	\$ 16,640
\$ 8,950	CBID surtax	\$ 8,950
\$292,172	General Fund	\$261,794
\$318,820		\$287,384

The following is a history of General Fund allocation excluding the CBID levy and surtax.

2012	\$ 94,600	11.9%
2013	\$ 94,600	0.0%
2014	\$ 88,067	(7.46%)
2015	\$ 88,067	0.0%
2016	\$ 88,067	0.0%
2017	\$202,459	229.9%
2018	\$202,459	0.0%
2018	\$220,810	9.1%
2019	\$247,384	11.1%
2020	\$257,720	
2021	\$292,172	requested
2021	\$261,794	recommended

*The name on this account changed from DDA to Main Street for the 2017 budget year.

100-10-7640-572000 LEAP/CIS

The following is a history of the allocations to LEAP:

2012	\$ 6,678	0.0%
2013	\$ 0	(100.0%)
2014	\$ 0	0.0%
2015	\$ 0	0.0%
2016	\$ 0	0.0%
2017	\$ 0	0.0%
2018	\$ 0	0.0%
2019	\$ 0	0.0%
2020	\$ 0	0.0%

10 MAYOR AND COUNCIL

0
1,327,357

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECO11M 2021</u>	<u>APPROVED 2021</u>
12 DATA CENTER						
100-12-1535-522000 OTHER OUTSIDE SERVICES	-28,588	100,885	-42,436	213,617	199,617	199,617
100-12-1535-522206 COMPUTER-REP AND MAINT	507	0	1,951	3,000	3,000	3,000
100-12-1535-542400 COMPUTER EQUIPMENT	50,345	173,000	20,222	243,900	135,100	135,100
100-12-1535-551101 DATA CENTER EXPENSE	4,861	7,873	10,876	6,947	6,947	6,947
100-12-1535-551102 ALLOCATION OF EXPENSES	<u>28,730</u>	<u>0</u>	<u>47,179</u>	<u>0</u>	<u>0</u>	<u>0</u>
12 DATA CENTER	55,856	281,758	37,792	467,464	344,664	344,664



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

12 DATA CENTER

100-12-1535-522000 OTHER OUTSIDE SERVICE 199,617

The request includes the following:
 \$80,590 Reflects a \$376 per month and also includes the annual Sonicwall Security protections as well as Network Security and Cybersecurity Training
 \$ 7,680 Office365 Exchange Online (Email)
 \$ 125 Annual fees for domain name www.americusga.gov
 \$ 7,200 Office365 Pro Plus (increase due to Windows10 Upgrade)
 \$ 37,200 Convert to Microsoft365 E3 Licenses
 \$ 2,400 Phone System cloud subscription
 \$57,600 This is an estimate to increase internet speed for all offices
 \$ 1,000 Extend secutiry options on two servers.
 \$ 4,000 Upgrade phone system
 \$ 1,000 upgrade 2008 servers to 2012 servers
 \$ 600 Sonicwall upgrades
 \$ 7,872 TimeClock Plus Hosted Licences
 \$ 6,350 TimeClock Plus Hardware Maintenance

\$213,617

The Recoimmeded includes the following:
 \$80,590 Reflects a \$376 per month and also includes the annual Sonicwall Security protections as well as Network Security and Cybersecurity Training
 \$ 7,680 Office365 Exchange Online (Email)
 \$ 125 Annual fees for domain name www.americusga.gov
 \$ 7,200 Office365 Pro Plus (increase due to Windows10 Upgrade)
 \$ 37,200 Convert to Microsoft365 E3 Licenses
 \$ 2,400 Phone System cloud subscription
 \$47,600 This is an estimate to increase internet speed for all offices
 \$ 1,000 Extend secutiry options on two servers.
 \$ 1,000 upgrade 2008 servers to 2012 servers
 \$ 600 Sonicwall upgrades
 \$ 7,872 TimeClock Plus Hosted Licences
 \$ 6,350 TimeClock Plus Hardware Maintenance

\$199,617

100-12-1535-522206 COMPUTER-REP AND MAI 3,000
 Requested Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-12-1535-542400 COMPUTER EQUIPMENT	135,100
Requested Amount: \$243,900	
\$ 1,800 SonicWall Upgrades/Replacements at Remote Sites	
\$ 8,000 Windows 10 Upgrade Licensing with Services (carryover from 2020)	
\$ 1,500 Windows 10 Upgrade with Services for devices with licensing (carryover from 2020)	
\$ 7,500 FreePBX Server with Call Center Licensing (carryover from 2020)	
\$10,000 Data Center Clean-up (carryover from 2018)	
\$ 6,500 Repair and Maintenance of printers, software, etc.(carryover from 2020)	
\$100,000 CSI Software Upgrade (2016 carry Over)	
\$11,700 Windows 7 Extended Security Updates for approximately 100 computers (carryover from 2020)	
\$ 20,000 Replace Network Equipment at various sites	
\$ 75,900 Replacement of PCs and Laptops that are over 5 years old and no longer supported	
\$ 1,000 Upgrade 2008 Servers to 2012 Server Operating System for Security Compliance	
\$243,900	
Recommended Amount: \$135,100	
The recommended amount removes \$100,000 carryover for CSI software Upgrade. This software upgrade will be unded through Revenue Bond funds.Removed \$1,800 for Sonicwall upgrades it is included in Other Outside Services, and reducing Data Clean by \$7,000.	
100-12-1535-551101 DATA CENTER EXPENSE	6,947
This represents the costs of computer services for projects within the department. The remaining costs are allocated to other departments. The total of these costs is included in the allocation line.	
100-12-1535-551102 ALLOCATION OF EXPENSE	0
12 DATA CENTER	344,664

CITY OF AMERICUS
2021 OPERATING BUDGET

GIS DEPARTMENT

Budgeted 2021

GIS Manager

GIS/GPS Analyst

CITY OF AMERICUS
2021 OPERATING BUDGET

GIS

MISSION STATEMENT/GENERAL OBJECTIVES

1. Serve all of its customers with the respect and courtesy that they deserve.
2. Continue to develop and maintain GIS information and data for all city departments, agencies and the public.
3. Add more GIS capabilities to the GIS system and make it more available to help and support the everyday decisions that affect the residents of the city.

2021 Goals & Objectives

1. The 2021 Census Data work started in March of 2018. This will continue to work with the Census providing data/information needed.
2. E-911 is changing to a new system and software later in the year and we will be working on getting GIS data to their new format.
3. Continue to build new GIS data to help with day to day operation of both City and County governments.
4. Continue working on building footprints, information, and location on tax parcels.
5. Continue on with the next level in GIS. Which means keep all GIS maps, data, apps, services for our City and County departments up to current standards.
6. Continue to update GIS Facebook page to post new maps or changes to GIS maps.
7. Continue to work with Storm Water Project with CAO, Finance Dept and Public Works.
8. Continue to update and maintain all GIS layers and the GIS website.

CITY OF AMERICUS
2021 OPERATING BUDGET

9. Continue to develop the layer that contains all the utility easements inside the city limits.

10. Continue to develop Right-of-Way data

11. Continue to develop GIS data of the history of Closed and Abandon Roads/Streets

12. Continue to work with the E-911 Center to keep their data up to date on all 8 counties.

13. Continue to work with Sumter County as needed to keep county GIS information up to date.

14. Continue to input analog data of water, gas, sewer and storm water systems.

15. GPS data collection is ongoing for E911 addressing, Stormwater property evaluation, land and infrastructure development.

16. Work with private entities to GPS their campus and infrastructures - creating additional income.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
13 GIS						
100-13-1535-511000 REGULAR PAY	108,766	107,381	113,689	107,381	107,381	107,381
100-13-1535-511300 OVERTIME PAY	0	0	324	0	0	0
100-13-1535-512100 GROUP MEDICAL INSURANC	13,972	15,458	15,484	14,460	17,629	17,629
100-13-1535-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
100-13-1535-512110 GROUP DENTAL INSURANCE	451	472	535	572	590	590
100-13-1535-512200 SOCIAL SECURITY PAYMENT	8,154	8,215	8,367	8,215	8,215	8,215
100-13-1535-512400 RETIREMENT SYSTEM	8,169	10,405	8,801	13,369	13,369	13,369
100-13-1535-512700 WORKER'S COMPENSATION	1,004	4,078	3,993	4,658	4,658	4,658
100-13-1535-522000 OTHER OUTSIDE SERVICES	1,518	10,000	4,356	12,000	7,000	7,000
100-13-1535-522201 OFFICE EQUIP-REP & MAINT	1,480	2,500	2,770	2,500	2,500	2,500
100-13-1535-522202 AUTO & TRUCK-REP & MAIN	353	1,000	3,038	1,200	1,200	1,200
100-13-1535-522206 COMPUTER-REP AND MAINT	16,769	16,700	17,850	17,085	17,085	17,085
100-13-1535-523200 TELEPHONE	2,089	1,122	2,004	1,700	1,700	1,700
100-13-1535-523600 DUES & SUBSCRIPTIONS	0	200	0	200	0	0
100-13-1535-523700 TRAINING & MEETINGS	1,853	7,800	121	7,800	4,000	4,000
100-13-1535-523900 UNIFORMS	71	300	0	300	0	0
100-13-1535-531100 OFFICE/COMPUTERSUPPLIES	2,249	3,500	1,789	3,500	2,800	2,800
100-13-1535-531210 WATER SEWER AND GARBAG	0	900	0	990	0	0
100-13-1535-531225 STORM WATER	0	250	0	250	0	0
100-13-1535-531230 ELECTRICITY	4,562	3,600	3,980	3,600	3,600	3,600
100-13-1535-531270 GASOLINE ALLOCATED	723	800	379	800	800	800
100-13-1535-542101 OFFICE EQUIPMENT	0	0	2,211	0	0	0
100-13-1535-542400 COMPUTER EQUIPMENT	0	3,000	2,211	2,200	0	0
100-13-1535-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-13-1535-551101 DATA CENTER EXPENSE	1,882	3,149	1,872	2,779	2,779	2,779

CITY OF AMERICUS
2021 OPERATING BUDGET -EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
100-13-1535-581200CAPITAL LEASE PAYMENT	0	0	0	0	0	0
13 GIS	174,064	200,830	193,972	205,559	195,306	195,306



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRPTION</u>	<u>APPROVED BUDGET</u>
100-13-1535-511000 REGULAR PAY	107,381
Personnel Requirements:	
Current	
GIS Manager	1
GIS/GPS Analyst (full-time)	1
	2
100-13-1535-511300 OVERTIME PAY	0
100-13-1535-512100 GROUP MEDICAL INSURA	17,629
The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.	
The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.	
100-13-1535-512101 OPT OUT INSURANCE PLA	0
This amount represents \$3,000 per employee for expected Opt Out participation.	
100-13-1535-512110 GROUP DENTAL INSURAN	590
This amount represents \$295 per employee.	
100-13-1535-512200 SOCIAL SECURJTY PAYM	8,215
This amount is 7.65% of the total salary of the department.	
100-13-1535-512400 RETIREMENT SYSTEM	13,369
This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	
100-13-1535-512700 WORKER'S COMPENSATIO	4,658
This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-13-1535-522000 OTHER OUTSIDE SERVICE	7,000
Requested Amount: \$12,000 for contract GPS work.	
Part of this amount goes to contract GIS work. Support is a critical aspect to ensuring the success of any project from start to finish and beyond. This will leverage support and maintenance for the City of Americus & Sumter County Departments. The following items requiring support includes: Geodatabase Support, Geodatabase Management, ESRI software upgrades, ArcGIS Online Administration & Support, General GIS Support & Services. This is for services needed from outside sources such as GPS Work, GIS Analyst, Developers or Professionals to help with coding, website, software or GIS issues that we cannot handle in house due to lack of training, equipment, servers or lack of personnel. We will also use this to continue to build our Utilities Network for Water, Sewer and Storm Water, Building footprints, Easement and Right-of-Way databases with the help of outside sources.	
Recommended Amount: \$7,000	
100-13-1535-522201 OFFICE EQUIP-REP & MAINT	2,500
Requested Amount: \$2500	
This amount is for miscellaneous repairs to computers, equipment, printers, plotters, GPS equipment, radios, etc. This also includes the yearly maintenance cost for our Cannon plotter that was \$1385.00 in 2019 and plus repairs at cost of \$600 if needed for unexpected repairs.	
100-13-1535-522202 AUTO & TRUCK-REP & MAINT	1,200
Requested Amount: \$1200	
The amount requested is for vehicle maintenance based on mid-year expenses and cost due to vehicle getting older.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-13-1535-522206 COMPUTER-REP AND MAI

17,085

Requested Amount: \$17,085

This is the anticipated amount for incidental repairs and upgrades and annual software maintenance contracts. Annual cost for Americus/Sumter County GIS Server/Webpage application hosting and management services with KCS. Additional GIS consulting/programming that may occur. Sumter County will share in some of the cost.

\$ 9,120 Annual Website maintenance KCS*, #

\$ 5,250 ESRI contract for Software Maintenance Contract in 2019#

\$ 1,765 Trimble Positions Software Maintenance Contract 2020#

\$ 1,000 Miscellaneous upgrades

\$ 17,085

*Sumter County reimburses half of the KCS annual maintenance. This is budgeted in account number 100-00-0000-334100 Local, State, & Federal Reimbursement.

These are required Maintenance agreements to keep our software current that entitles us to exclusive benefits, support, discounts on training and software updates. If we discontinue our coverage, we will become ineligible for these services and will have to purchase our software at full price.

100-13-1535-523200 TELEPHONE

1,700

Requested Amount: \$1700

This is the estimated amount to cover telephone services for the GIS Department.
Amount based on mid-year cost from 2020.

100-13-1535-523600 DUES & SUBSCRIPTIONS

0

Requested Amount: \$200

This amount is for the subscription fee to Georgia URISA and SERUG, books, magazines, etc.

Recommended Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

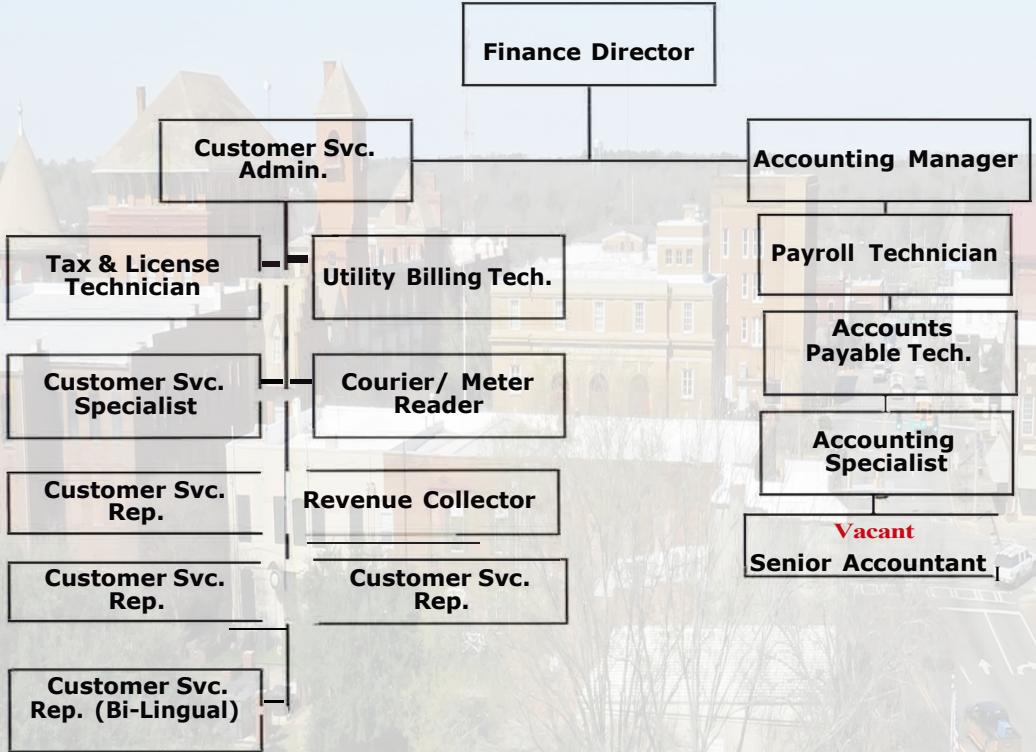
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-13-1535-523700 TRAINING & MEETINGS	4,000
Requested Amount: \$7,800	
<p>This amount will cover the training and travel expenses of the GIS Coordinator and/or the GIS/GPS Analyst that are needed to maintain the high level of efficiency and accuracy that is required for field operations and database work. These conferences and training meetings are very beneficial to the department in the form of education and networking within the state and the GIS industry. This is also to cover any GIS sponsored meetings and/or luncheons. Also, we hired a new GIS/GPS Analyst in 2018, he needs additional training that he hasn't been able to take due to budget cuts in 2019 and 2020. We will be adding new and additional software in 2020 to our GIS Department that training is needed.</p>	
Recommended Amount: \$4,000	
100-13-1535-523900 UNIFORMS	0
Requested Amount: \$300	
<p>The amount is for City of Americus shirts and rain gear for department employees. We would like to have GIS City shirts to wear when we are working on projects outside the City, so people will know who we represent.</p>	
Recommended Amount: \$0	
100-13-1535-531100 OFFICE/COMPUTER SUPPI	2,800
Requested Amount: \$3,500	
<p>This amount is needed for printer supplies (ink cartridges, printer toners, printer paper, etc.) as well as any other supplies that are needed. Will also cover various equipment if needed throughout the year.</p>	
Recommended Amount: \$2,800	
100-13-1535-531210 WATER SEWER AND GARB	0
Requested Amount: \$990	
Utility services	
Recommended Amount: 0	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-13-1535-531225 STORM WATER Requested Amount \$250 Utility services Recommended Amount: \$0	0
100-13-1535-531230 ELECTRICITY Electricity Services \$3600.00 This is to cover electric services for the department. Amount based on mid-year cost for 2020.	3,600
100-13-1535-531270 GASOLINE ALLOCATED Requested Amount: \$800 This amount includes gasoline for one vehicle used for mapping and GPS purposes within the City limits as well as travel for County work and E-911 work to 8 other counties. This amount also includes out of town travel for training.	800
100-13-1535-542101 OFFICE EQUIPMENT Requested Amount \$0	0
100-13-1535-542400 COMPUTER EQUIPMENT Requested Amount: \$2200 We would like to purchase a work tablet to use for our field work with GPS equipment. Recommended Amount: \$0	0
100-13-1535-551000 ALLOCATION OF EXPENSI	0
100-13-1535-551101 DATA CENTER EXPENSE This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.	2,779
100-13-1535-581200 CAPITAL LEASE PAYMEN' Requested Amount: \$0	0
13 GIS	195,306

CITY OF AMERICUS
2021 OPERATING BUDGET

Finance Department 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

FINANCE/UTILITY BILLING

MISSION STATEMENT/GENERAL OBJECTIVES

We envision the Finance Department to be a well-informed, well trained team providing quality customer service, citizen education, excellent treasury management, and quality record keeping for the purpose of maintaining the fiscal integrity and reputation of the City of Americus.

GOALS-2021

Quality Customer Service:

Time Frame

- Continue to improve internal reporting and processes to increase employee productivity On-going
- Cross train employees regarding customer service and utility billing duties On-going
- Continue to utilize agencies to assist in collection of delinquent utility customers On-going
- Continue to improve the telephone system for improved customer service to include automated interactive voice response(IVR) system for payment arrangements, balances, and payments. 2018-2021
- Update ordinances to include purchasing policies and e-signatures On-going
- Upgrade financial software, and billing software 2021
- Continue to improve the financial software and utility billing software for more user friendly options for our citizens and utility bill printing options to include payment kiosk On-going

Educate/Involve Citizens:

Time Frame

- Educate Citizens through newspaper, radio, & television As Needed
- Participation in Customer Service Week and other customer focused events As Needed

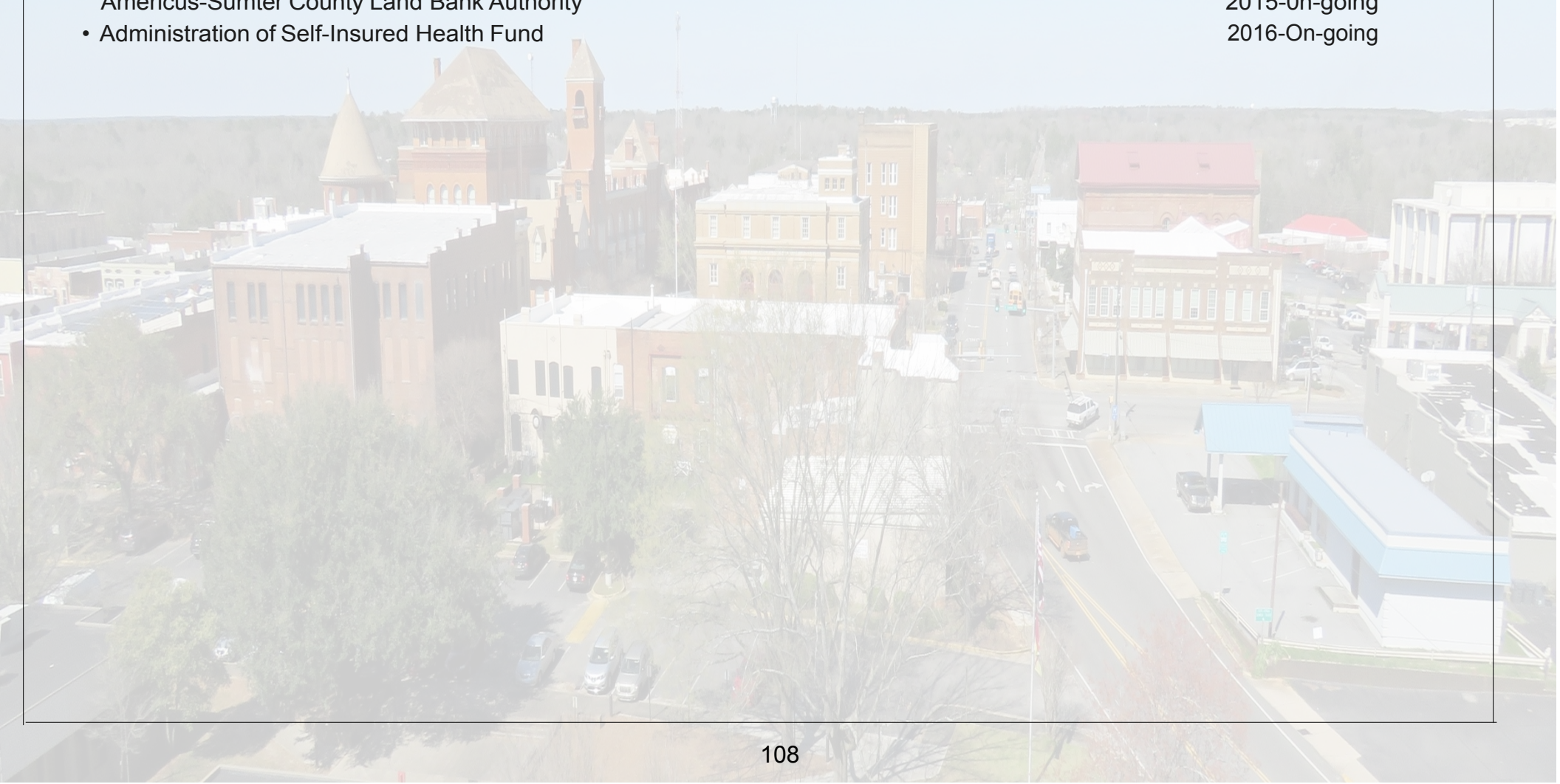
Treasury Management/ Record Keeping:

Time Frame

- Complete annual audit & submission of CAFR for Certificate of Achievement in Financial Reporting May/June
- Improve collection of Storm Water only accounts through garnishment/court On-going

CITY OF AMERICUS
2021 OPERATING BUDGET

- Continue to improve annual operating budget and submission of Budget Documents for Distinguished Budget On-going
- Continue to look at ways to improve payment methods/ options for our citizens to include payment kiosk Ongoing
- Complete administration of the Revenue Bond spending and related capital projects On-going
- Continue to work with GMA on the Hotel/Motel Tax Management contract On-going
- Continue work on E-Verify/Save Compliance & Reporting On-going
- Continue to utilize risk assessments to properly adjust customer deposits On-going
- Continue to improve our collection procedures On-going
- Continue to serve as the fiscal agent for both the Sumter County Family Connections & Americus-Sumter County Land Bank Authority 2015-On-going
- Administration of Self-Insured Health Fund 2016-On-going



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
14 FINANCE DEPARTMENT						
100-14-1510-511000 REGULAR PAY	327,252	388,498	346,332	428,398	394,371	394,371
100-14-1510-511300 OVERTIME PAY	10,900	12,800	13,138	12,800	12,800	12,800
100-14-1510-512100 GROUP MEDICAL INSURANC	45,365	56,348	56,298	57,839	70,514	70,514
100-14-1510-512101 OPT OUT INSURANCE PLAN	9,000	9,000	5,885	6,000	6,000	6,000
100-14-1510-512110 GROUP DENTAL INSURANCE	1,178	2,360	1,185	2,860	2,950	2,950
100-14-1510-512200 SOCIAL SECURITY PAYMEN	25,950	30,699	26,469	33,752	31,149	31,149
100-14-1510-512400 RETIREMENT SYSTEM	28,893	38,886	32,890	54,929	50,693	50,693
100-14-1510-512700 WORKERS COMPENSATION	954	850	2,099	1,069	986	986
100-14-1510-521100 PURCHASED/CONTRACTED	0	0	0	0	0	0
100-14-1510-521203 AUDIT FEES	44,000	44,000	44,000	85,000	85,000	85,000
100-14-1510-521205 CLERK OF COURT	14,650	11,400	5,759	11,400	11,400	11,400
100-14-1510-522000 OTHER OUTSIDE SERVICES	48,558	55,100	38,676	59,500	59,500	59,500
100-14-1510-522201 OFFICE EQUIP-REP & MAINT	5,441	2,900	4,335	4,700	4,700	4,700
100-14-1510-522206 COMPUTER-REP & MAINT	18,787	23,400	19,096	25,500	25,500	25,500
100-14-1510-523100 INSURANCE EXPENSE	2,848	3,300	2,850	4,500	4,500	4,500
100-14-1510-523200 TELEPHONE	10,132	9,864	10,442	13,400	13,400	13,400
100-14-1510-523201 POSTAGE	6,244	11,000	5,731	6,200	6,200	6,200
100-14-1510-523301 ADVERTISING EXPENSE	1,842	4,500	1,508	4,500	4,500	4,500
100-14-1510-523550 TAG / TITLE EXPENSE	1,281	1,500	126	1,500	1,500	1,500
100-14-1510-523600 DUES & SUBSCRIPTIONS	544	770	566	770	770	770
100-14-1510-523700 TRAINING AND MEETINGS	11,796	14,500	2,070	15,000	10,000	10,000
100-14-1510-523909 SALE FEES	0	1,000	0	1,000	1,000	1,000
100-14-1510-531100 OFFICE/COMPUTER SUPPLIES	6,757	11,000	15,120	11,000	11,000	11,000
100-14-1510-531210 WATER, SEWAGE & GARBAG	1,356	1,700	1,700	1,700	1,700	1,700
100-14-1510-531225 STORM WATER	517	580	582	580	580	580

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECO:MM <u>2021</u>	APPROVED <u>2021</u>
100-14-1510-531230 ELECTRICITY	9,123	9,800	9,800	9,800	9,800	9,800
100-14-1510-531270 GASOLINE ALLOCATED	23	0	1,489	0	0	0
100-14-1510-531700 OTHER SUPPLIES	1,108	2,200	2,761	2,200	2,200	2,200
100-14-1510-541300 BUILDINGS	0	0	0	0	0	0
100-14-1510-542101 OFFICE EQUIPMENT	5,056	0	0	0	0	0
100-14-1510-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-14-1510-551001 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-14-1510-551101 DATA CENTER EXPENSE	8,106	6,300	8,065	5,558	5,558	5,558
100-14-1510-573000 BANK CHARGES	21,566	23,000	17,417	23,000	16,000	16,000
100-14-1510-581300 PRINCIPAL PAYMENTS	19,910	18,800	17,270	122,960	25,000	25,000
100-14-1510-582300 INTEREST EXPENSE	4,010	3,300	2,970	2,850	2,850	2,850
100-14-1530-521201 LEGAL EXPENSES	2,500	2,500	3,201	2,500	2,500	2,500
100-14-1565-531108 BUILDING REPAIR & MAINT	4,470	3,000	2,063	4,000	3,000	3,000
14 FINANCE DEPARTMENT	<u>700,118</u>	<u>804,855</u>	<u>701,895</u>	<u>1,016,765</u>	<u>877,621</u>	<u>877,621</u>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

14 FINANCE DEPARTMENT

100-14-1510-511000 REGULAR PAY 394,371

Personnel Requirements:

	Current
Finance Director	1
Accounting Manager	1
Customer Service Rep	2
Customer Service Specialist	1
Accounts Payable Technician	1
Accounting Specialist	1
Payroll Technician	1
Tax & Licensed Technician	1
Senior Accountant*	1

TO

* Position is budgeted for hiring after mid-year.

100-14-1510-511300 OVERTIME PAY 12,800

Requested Amount: \$12,800

The requested budget includes normal overtime incurred during peak times such as tax, business license, and utility billing due dates.

100-14-1510-512100 GROUP MEDICAL INSURANCE 70,514

The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.

The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.

100-14-1510-512101 OPT OUT INSURANCE PLAN 6,000

This amount represents \$3,000 per employee for expected Opt Out participation.

100-14-1510-512110 GROUP DENTAL INSURANCE 2,950

This amount represents \$295 per employee.

100-14-1510-512200 SOCIAL SECURITY PAYMENT 31,149

This amount is 7.65% of the total salary of the department.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-14-1510-512400 RETIREMENT SYSTEM	50,693
This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	
100-14-1510-512700 WORKERS COMPENSATIO	986
This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	
100-14-1510-521100 PURCHASED/CONTRACTE	0
Requested Amount: \$0	
100-14-1510-521203 AUDIT FEES	85,000
This is the allocation of the total audit fees to the Finance Department. The total amount for 2019 includes the following:	
\$44,000 Audit	
\$44,000 Independent Audit of Federal Funds*	
\$ 1,000 Revenue Bond Disclosure or Misc research	
\$85,000	
*Independent Audit is required if we meet the threshold dollar for received federal grants and or monies.	
100-14-1510-521205 CLERK OF COURT	11,400
Requested Amount: \$11,400	
This amount is based on the charge of \$12.00 per Fifa for each delinquent account. The estimated amount for 2020 is 950 Fifas. There is a corresponding revenue account because the fifa is paid by the taxpayer.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>APPROVED BUDGET</u>
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100-14-1510-522000	OTHER OUTSIDE SERVICE	59,500
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Requested Amount: \$59,500

- \$ 600 CAFR Application
- \$ 600 Budget Application
- \$ 2,000 Printing of CAFR
- \$ 5,000 Printing of Budget
- \$ 9,000 GMA hotel tax management services
- \$ 6,050 Interim Tax Billing (Harris)
- \$ 6,050 Final Tax Billing (Harris)
- \$ 4,100 Web-pay maintenance - Taxes (Harris)
- \$ 800 Matching Interim and Final Bills (Harris)
- \$10,800 User Fees for Tax Service (Harris-11 Users)
- \$ 1,500 Annual Browser Maintenance (New Look-11 Users)
- \$ 1,500 Floor Cleaning Services(annual)
- \$ 4,800 Facility cleaning services
- \$ 2,500 Payments to State for uncashed checks
- \$ 3,200 Landscape (Customer Service Center)
- \$ 1,000 Softdocs - New Bank accounts (estimated 2)

\$59,500

100-14-1510-522201	OFFICE EQUIP-REP & MAI	4,700
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Requested: \$4,700

- \$2,000 Postage meter and scales
- \$1,700 Copier Maintenance
- \$1,000 Miscellaneous repairs

\$4,700

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-14-1510-522206 COMPUTER-REP & MAINT</p> <p>This is the amount of maintenance on the hardware and software in the Finance Department.</p> <p>\$21,600 CSI maintenance contract (increase annually)</p> <p>\$ 700 Softdocs maintenance contract</p> <p>\$ 600 Incidental printer repairs</p> <p>\$1,000 CSI Gemini maintenance (data backup & recovery)</p> <p>\$ 1,600 Maintenance for folder/sealer (checks)</p> <hr style="width: 20%; margin-left: 0;"/> <p>\$25,500</p>	<p>25,500</p>
<p>100-14-1510-523100 INSURANCE EXPENSE</p> <p>Requested Amount: \$4,500</p> <p>This is the Finance Department allocation for property and liability insurance. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.</p>	<p>4,500</p>
<p>100-14-1510-523200 TELEPHONE</p> <p>The requested amount includes the following:</p> <p>\$ 3,830 Enterprise Billing (Mediacom)</p> <p>\$ 1,960 Bandwidth (telephone lines)</p> <p>\$ 6,250 AT&T Club Service</p> <p>\$ 480 Birch Communications (long distance)</p> <p>\$ 800 Finance Director cell phone (include hotspot/wi-fi)</p> <p>\$ 80 Fusion Cloud</p> <hr style="width: 20%; margin-left: 0;"/> <p>\$13,400</p>	<p>13,400</p>
<p>100-14-1510-523201 POSTAGE</p> <p>Requested Amount: \$6,200</p> <p>This postage is for the mail for all departments within the city. This includes all correspondence, accounts payable checks to vendors, business license mailings, delinquent tax notices, collection letters, newsletters, etc.</p>	<p>6,200</p>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-14-1510-523301 ADVERTISING EXPENSE	4,500
Requested Amount: \$4,500	
This amount includes newspaper and radio advertising for the following:	
Business License reminder	
Tax Levy & Tax Foreclosure	
Millage Rate - Public Hearing	
Budget Notice	
Sale of City Property	
100-14-1510-523550 TAG / TITLE EXPENSE	1,500
Requested Amount: \$1,500	
This line item is to capture the expense of tags and titles for all vehicles purchased by the City in 2020. This amount also includes an amount for impact fees charged by the State for heavy vehicles. This fee went into effect in 2016.	
100-14-1510-523600 DUES & SUBSCRIPTIONS	770
The requested amount includes the following:	
\$570	GFOA (3 memberships)
\$150	GGFOA (3 memberships)
\$ 50	Times Recorder
\$770	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-14-1510-523700 TRAINING AND MEETING: Requested Amount: \$15,000</p> <p style="margin-left: 20px;">\$ 5,000 Georgia Finance Officers Associaton (3 employees) \$1,000 Spring Finance Officers or GMA Annual Meeting (Finance Director \$ 1,000 Webinars (GFOA & CSI) \$ 8,000 Carl Vinson Inst. of Gov't (Staff training including Finance Officer Certification, updates to Payroll Polices, etc.) (10 employees)</p> <p style="margin-left: 20px;"><u>\$15,000</u></p> <p>Recommended amount: \$10,000</p>	<p>10,000</p>
<p>100-14-1510-523909 SALE FEES Requested Amount: \$1,000 This is the handling charges for the sale of surplus assets through GovDeals.com.</p>	<p>1,000</p>
<p>100-14-1510-53110 OFFICE/COMPUTER SUPPL Requested Amount: \$11,000 This includes miscellaneous office supplies, computer paper, ribbons, toner, various check stock, W2's, 1099's, etc. Increased due to the rise in cost of supplies.</p>	<p>11,000</p>
<p>100-14-1510-531210 WATER , SEWAGE & GARE Requested Amount: \$1,700 The requested amount is the 2019 current ytd amount annualized.</p>	<p>1,700</p>
<p>100-14-1510-531225 STORM WATER Requested Amount: \$580 This is the storm water fees for the building and parking lot at the Customer Service Center. The requested amount is the 2019 ytd annualized.</p>	<p>580</p>
<p>100-14-1510-531230 ELECTRICITY Requested Amount: \$9,800 This is for electricity at the Customer Service Center. The requested amount is the 2019 current ytd amount annualized.</p>	<p>9,800</p>
<p>100-14-1510-531270 GASOLINE ALLOCATED</p>	<p>0</p>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-14-1510-531700 OTHER SUPPLIES Requested Amount: \$2,200</p> <p>This is for janitorial supplies and other supplies needed to support the Customer Service Center.</p>	2,200
100-14-1510-541300 BUILDINGS	0
100-14-1510-542101 OFFICE EQUIPMENT	0
100-14-1510-551000 ALLOCATION OF EXPENSJ	0
100-14-1510-551001 ALLOCATION OF EXPENSJ	0
<p>100-14-1510-551101 DATA CENTER EXPENSE This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.</p>	5,558
<p>100-14-1510-573000 BANK CHARGES Requested Amount: \$23,000</p> <p>The request is for funds to cover stop payment charges on lost or incorrect accounts payable checks and for maintenance fees over and above interest earned on bank accounts.</p> <p>Recommended Amount: \$16,000</p>	16,000
<p>100-14-1510-581300 PRINCIPAL PAYMENTS Requested Amount: \$122,960</p> <p>This is the capital lease payment to the Payroll Development Authority for the Customer Service Center based off the amortization schedule..</p> <p>Recommended Amount: \$25,000</p> <p>This amount is an estimate assuming that the debt will be refinanced in 2021.</p>	25,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-14-1510-582300 INTEREST EXPENSE 2,850

Requested Amount: \$2,850

This is the capital lease payment to the Payroll Development Authority for the Customer Service Center based of the ammorization schedule. .

100-14-1530-521201 LEGAL EXPENSES 2,500

Requested Amount: \$2,500

This is for professional handling of collection issues arising from bankruptcies, defaulted loans, etc. This also includes legal assistance on ordinance changes, contracted services, such as audits, and tax foreclosures.

100-14-1565-531108 BUILDING REPAIR & MAD 3,000

Requested Amount: \$4,000

The requested amount is for HVAC, plumbing, electrical repairs, and general maintenance of the Customer Service Center. This amount also includes pest control and monthly alarm monitoring services.

Recommended Amount: \$3,000

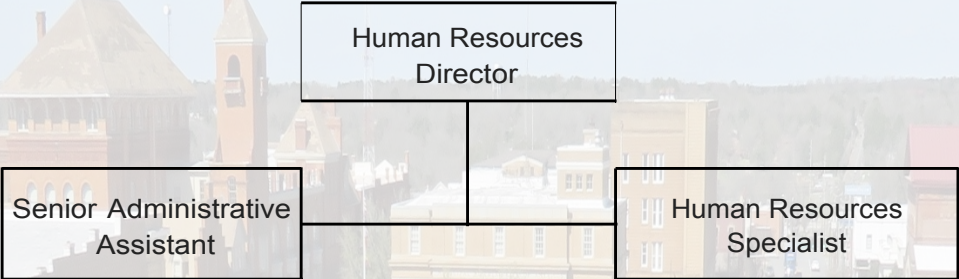
14 FINANCE DEPARTMENT

877,621

CITY OF AMERICUS
2021 OPERATING BUDGET

HUMAN RESOURCES DEPARTMENT

Budgeted 20 21



CITY OF AMERICUS
2021 OPERATING BUDGET

HUMAN RESOURCES

MISSION STATEMENT/GENERAL OBJECTIVES

The Human Resources Department assists the City in attaining long-term strategic goals by providing a viable workforce to deliver the quality services to our citizens. The viable workforce is attained through careful applicant screening, proper employee training, and the sound benefit/employment advice to employees in all departments.

GOALS-2021

1. Improve recruiting initiatives by implementing an enhanced applicant tracking software that will assist in improving reporting capabilities, record keeping and tracking of applicants. Develop incentives and benefits in order to attract and retain competitive highly qualified individuals to join our workforce; broaden the use of job posting boards and advertising tools to increase visibility of vacancies. Ensure top level management positions are filled by innovative, experienced and capable individuals to ensure that the mission and visions are able to be carried out as set by the City Manager and the Governing Body.
2. Revamp the performance appraisal process that will include a user friendly and electronic appraisal software that would provide ease and comprehension while completing the appraisal also improve the effectiveness of going communication among throughout the year; the new are setting goals and objectives anniversary.
3. Improve safety awareness and knowledgeable of safety hazards lower accidents and workers employees; Evaluate the program opportunities.
4. Implement a comprehensive training program and curriculum designed to improve employee's overall performance, legal

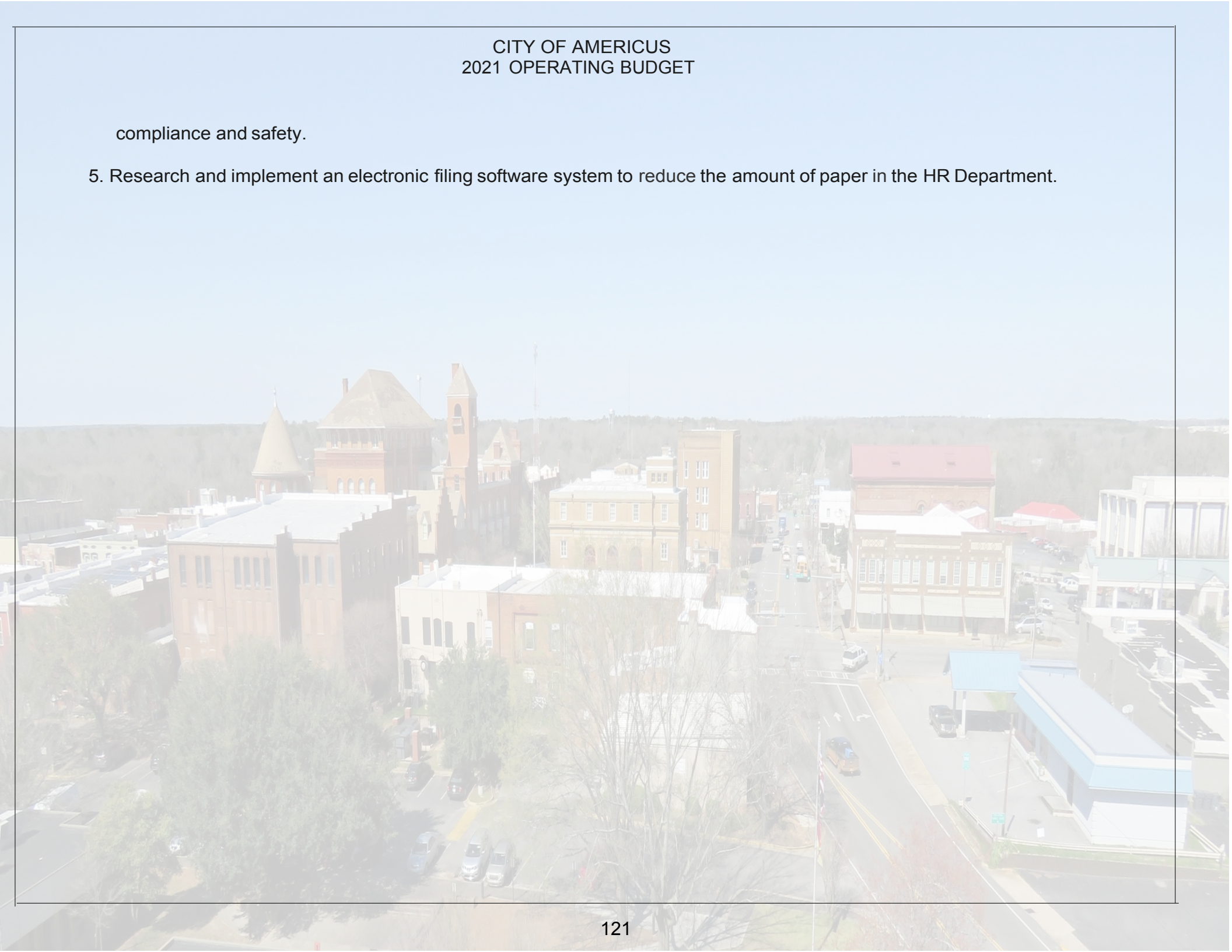


work with the Safety Committee to be and implement proactive initiatives to compensation claims with our on a quarterly basis to identify training

CITY OF AMERICUS
2021 OPERATING BUDGET

compliance and safety.

5. Research and implement an electronic filing software system to reduce the amount of paper in the HR Department.

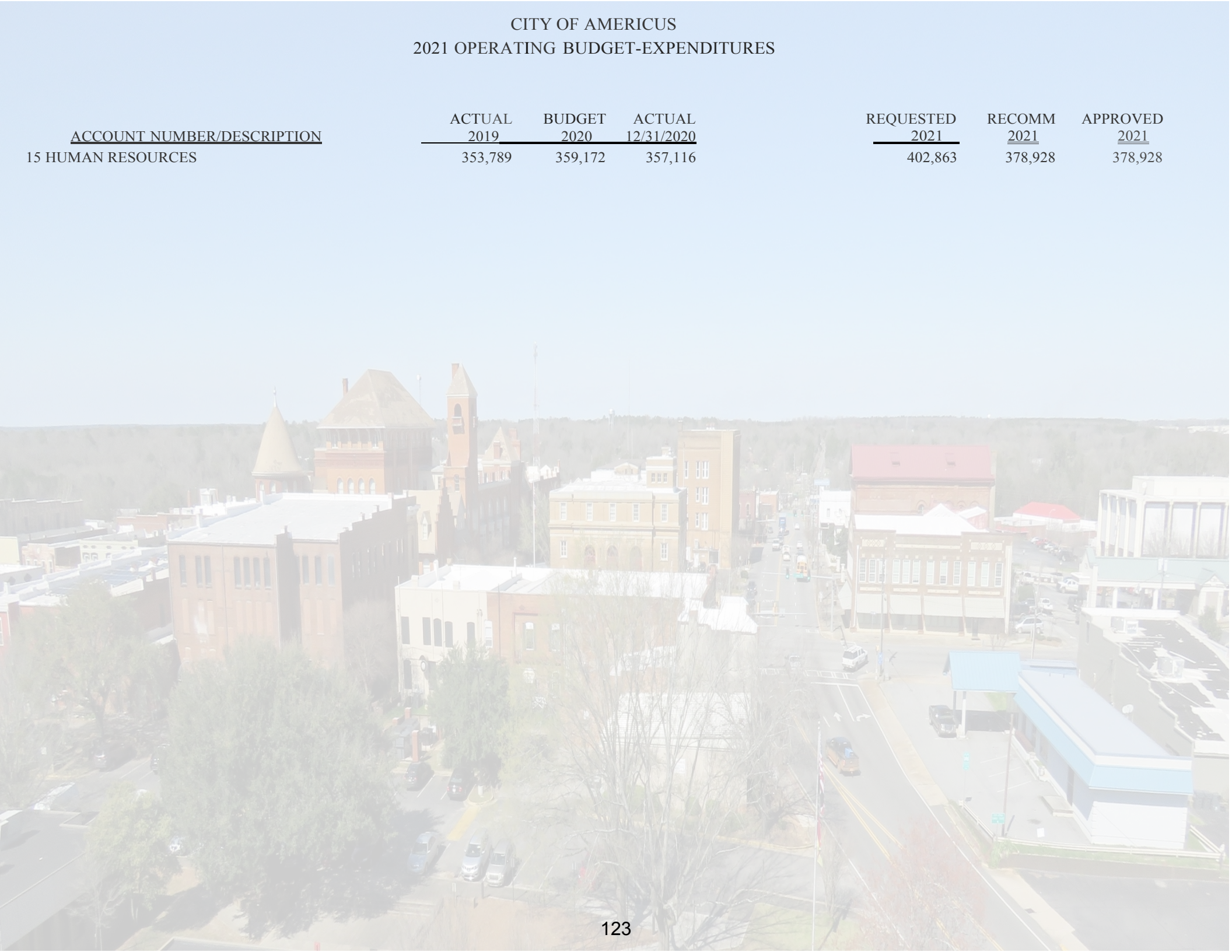


CITY OF AMERICUS
2021 OPERATING BUDGET -EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
15 HUMAN RESOURCES						
100-15-1530-521201 LEGAL EXPENSES	13,213	10,000	23,979	30,000	20,000	20,000
100-15-1540-511000 REGULAR PAY	163,268	160,880	173,029	160,880	160,880	160,880
100-15-1540-511300 OVERTIME PAY	5,682	4,500	5,144	5,000	5,000	5,000
100-15-1540-512100 GROUP MEDICAL INSURANCE	20,977	23,187	23,212	21,690	26,443	26,443
100-15-1540-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
100-15-1540-512110 GROUP DENTAL INSURANCE	614	708	878	858	885	885
100-15-1540-512200 SOCIAL SECURITY PAYMENT	12,298	12,652	12,645	12,690	12,690	12,690
100-15-1540-512400 RETIREMENT SYSTEM	13,908	16,025	13,551	20,652	20,652	20,652
100-15-1540-512700 WORKERS' COMPENSATION	387	351	1,019	402	402	402
100-15-1540-512900 WELLNESS PROGRAM	11,589	12,500	18,291	12,500	12,500	12,500
100-15-1540-512901 EMPLOYEE RELATION EXP	11,100	8,400	9,755	8,400	8,400	8,400
100-15-1540-522000 OTHER OUTSIDE SERVICES	60,797	72,030	52,785	84,130	72,030	72,030
100-15-1540-522201 OFFICE EQUIP-REP & MAINT	2,219	7,500	813	7,500	5,500	5,500
100-15-1540-522206 COMPUTER-REPAIR & MAINT	1,688	2,000	1,773	2,000	2,000	2,000
100-15-1540-523200 TELEPHONE	3,621	2,615	3,786	2,615	3,200	3,200
100-15-1540-523301 ADVERTISING EXPENSE	1,189	3,254	750	3,254	3,254	3,254
100-15-1540-523600 DUES & SUBSCRIPTIONS	2,738	1,998	4,684	1,998	1,998	1,998
100-15-1540-523700 TRAINING AND MEETINGS	17,482	8,710	407	17,210	12,010	12,010
100-15-1540-531100 OFFICE/COMPUTER SUPPLIES	3,414	4,500	5,239	4,500	4,500	4,500
100-15-1540-531210 WATER, SEWAGE & GARBAGE	0	0	0	0	0	0
100-15-1540 -531225 STORM WATER	0	0	0	0	0	0
100-15-1540-531230 ELECTRICITY	2,534	2,000	2,211	2,000	2,000	2,000
100-15-1540-531402 SAFETY PROGRAM EXPENSE	3,217	3,000	1,295	2,500	2,500	2,500
100-15-1540-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-15-1540-551101 DATA CENTER EXPENSE	1,855	2,362	1,870	2,084	2,084	2,084

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
15 HUMAN RESOURCES	353,789	359,172	357,116	402,863	378,928	378,928



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

15 HUMAN RESOURCES

100-15-1530-521201 LEGAL EXPENSES

20,000

Requested Amount: \$30,000 This request is for the acquisition of legal advisement regarding employee related issues and review of personnel ordinances as needed.

*\$15,000 is for the acquisition of legal counsel to review the City's personnel manual. The last review of the personnel manual was in 2016 and adopted January 2017. Review of the City's personnel manual and policies in 2021 will ensure policies are up to date and maintain compliance with Federal and State laws.

Recommended Amount: \$20,000

100-15-1540-511000 REGULAR PAY

160,880

Personnel Requirements : Current

Human Resources Director	1
Human Resources Specialist	1
Administrative Assistant III	1
	3

100-15-1540-511300 OVERTIME PAY

5,000

Requested Amount: \$5,000

The requested amount includes overtime for open enrollment, organizing annual Health Fair, wellness events and other special projects in order to meet deadlines. The requested amount has increased to compensate for the addition of the Sr. Administrative Assistant position which is no longer split between two Departments. The position is requested fully in the HR Budget's Department.

Recommended Amount: \$5,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-15-1540-512100 GROUP MEDICAL INSURA</p> <p style="margin-left: 20px;">The requested amount represents \$ 6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.</p> <p style="margin-left: 20px;">The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.</p>	26,443
<p>100-15-1540-512101 OPT OUT INSURANCE PLA</p> <p style="margin-left: 20px;">Requested Amount: \$0</p>	0
<p>100-15-1540-512110 GROUP DENTAL INSURA1'</p> <p style="margin-left: 20px;">This amount represents \$295 per employee.</p>	885
<p>100-15-1540-512200 SOCIAL SECURITY PAYM</p> <p style="margin-left: 20px;">This amount is 7.65% of the total salary of the department.</p>	12,690
<p>100-15-1540-512400 RETIREMENT SYSTEM</p> <p style="margin-left: 20px;">This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.</p>	20,652
<p>100-15-1540-512700 WORKERS' COMPENSATION</p> <p style="margin-left: 20px;">This amount represents a percentage of the total salaries for the department based on labor classes.</p>	402
<p>100-15-1540-512900 WELLNESS PROGRAM</p> <p style="margin-left: 20px;">Requested \$12,500</p> <p style="margin-left: 20px;">\$5,500 Incentives for program participation</p> <p style="margin-left: 20px;">\$1,000 Annual Health Fair</p> <p style="margin-left: 20px;">\$6,000 Employee Gym Membership Shared Cost</p> <p style="margin-left: 20px;"><u>\$12,500</u></p> <p style="margin-left: 20px;">The amount requested is to continue to promote health & wellness, encourage employees to live healthier lifestyles which leads to increased morale, productivity and a decrease to health insurance premiums.</p>	12,500

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-15-1540-512901 EMPLOYEE RELATION EX

8,400

Requested \$8,400

\$3,000 Employee Recognition program
\$ 400 New Employee Orientation
\$5,000 Employee Appreciation and Holiday Event

\$8,400

The requested amount includes the employee recognition program. Employee recognition program is to recognize and reward work and behaviors that support the mission, goals, values and initiatives of the city of Americus. This amount includes \$5,000 to cover the cost of annual employee appreciation and holiday event.

100-15-1540-522000 OTHER OUTSIDE SERVICE

72,030

Requested \$84,130

The requested amount includes the following:

\$41,600 Employment Screenings and Physicals (estimate 39,456)
\$ 4,000 EAP Program (includes yearly drug & alcohol training)
\$ 4,000 Promotional Assessment
\$ 100 Shipping & postage
\$ 1,500 Other (psychological, fingerprints, polygraphs)
\$ 1,800 Cobra Administration Fee
\$14,100 Firefighters' Cancer Insurance Benefits
\$ 5,165 GA Firefighters' Pension Fund
\$ 1,865 Peace Officer's Annuity and Benefit Fund
\$10,000 *Performance Appraisal Software

*Performance Management Software will allow the ability to automate, track, and enhance overall employee performance and support the purpose of employee check-ins, coaching, and evaluation process with user-friendly tools that help eliminate tasks and provide efficiency to the City's employee performance appraisal process while reducing the risk of errors.

Recommended Amount: \$72,030

The recommended amount removes \$10,000 Performance Appraisal Software. & reduces the Employment screenses to estimate by department.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-15-1540-522201 OFFICE EQUIP-REP & MAI Recommended Amount: \$5,500</p>	5,500
<p>100-15-1540-522206 COMPUTER-REPAIR & MA Requested Amount: \$2,000 This includes CSI software maintenance and upgrades for the Personnel Module.</p>	2,000
<p>100-15-1540-523200 TELEPHONE Requested: \$2,615</p> <p>The requested amount includes telephone and internet as follows: \$1,200 Enterprise Billing (Mediacom) \$ 315 Bandwidth (telephone - 2 lines) \$ 500 AT&T Club service \$ 600 City cell phone (HR Director)</p> <hr style="width: 10%; margin-left: 0;"/> <p>\$2,615</p> <p>Recommended Amount:\$3,200</p>	3,200
<p>100-15-1540-523301 ADVERTISING EXPENSE Requested Amount: \$3,254.00 The amount requested includes advertising position vacancies in order to obtain a qualified pool of applicants. This considers both expected price and volume.</p>	3,254

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-15-1540-523600 DUES & SUBSCRIPTIONS	1,998
Requested Amount: \$1,998	
The amount requested includes the following:	
\$ 100 GA Local Government Personnel Assoc (2)	
\$ 550 Fair Labor Standards Act Upgrades	
\$ 900 National Safety Council	
\$ 148 Americus Times Recorder	
\$ 300 Unemployment Control Program Fee	
<hr style="width: 100px; margin-left: 0;"/>	
\$1,998	

100-15-1540-523700 TRAINING AND MEETING:	12,010
Requested Amount: \$17,210	
Requested	
\$1,810 GLGPA Spring & Fall Conference for HR Staff Members	
\$8,500 Biennial Anti-Harassment Training for all Employees	
\$ 500 Defensive Driving Workbooks	
\$ 500 Workers Comp Training	
\$ 500 Legal update training	
\$5,200 ** SHRM Conference for HR Staff Members	
\$ 200 *** CPR Classes	
<hr style="width: 100px; margin-left: 0;"/>	
\$17,210	

* Next anti-harassment training will be held in 2021

** Amount included an increase to cover the cost of HR Staff Members to attend a national human resources conference.

*** Amount includes the cover the cost of CPR Classes offered to all employees.

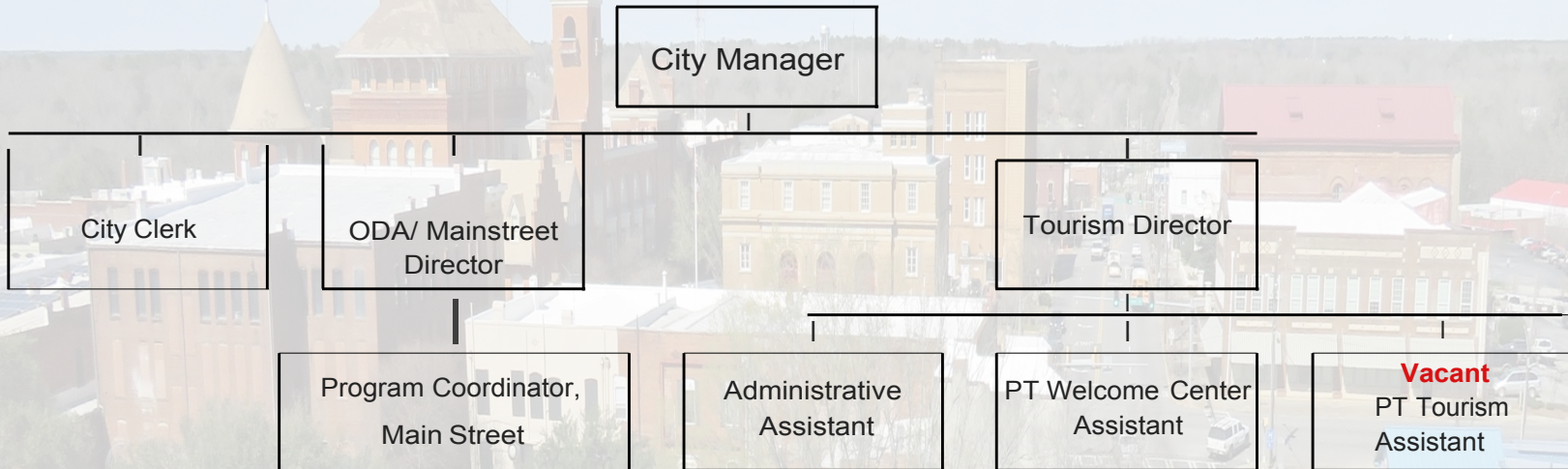
Recommended Amount: \$12,010

The recommended amount removes the SHRM Conference for HR Staff members.

CITY OF AMERICUS
2021 OPERATING BUDGET

CITY MANAGER

Budgeted 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

City Manager

MISSION STATEMENT/GENERAL OBJECTIVES

The Mission of the City Manager's Department is to direct the administration of all the departments and the operations of the City in accordance with policies, goals, objectives, and mission set by the Mayor and City Council of the City of Americus.

GOALS - 2021

Goal Category	Action
Encourage citizen involvement	Advertise for volunteers and maintain list of citizens who want to serve; develop internship program; promote Neighborhood Watch meetings; support Renaissance vision; communicate with citizens through PSAs, social media and other avenues as needed.
Employee Development	Providing training to all employees as needed Revise Policy & Procedure Manual; Update Purchasing Manual; Revise City Ordinances as needed; re-evaluate organization and functions of all City departments.
Human Resources function	Revise employee orientation to include all necessary and applicable information; Revise Personnel Manual; Revise Employee Evaluation process.
Audits	Conduct continuous evaluation of processes and procedures.
Customer Service	Utilize technology to improve customer service.
Planning	Meet on a weekly basis with all Department Heads and direct reports
	Plan and conduct retreat in July to review strategic plan, assess the needs, and evaluate the effectiveness of services/programs provided.
Boards, Commissions, and Authorities	Work toward improving relationships with all groups by attending meetings and working with staff.

CITY OF AMERICUS
2021 OPERATING BUDGET

	Serve on the City of Americus Planning and Zoning Commission
	Work with the Archway Executive Committee and attend the monthly meetings
	Continue the re-organization of Main Street/ODA/Tourism Program
Urban Redevelopment Plan	Continue and evaluate the Urban Redevelopment plan, urban redevelopment agency, and land bank authority
Financial	Ensure that the Fund Balance policy is followed in the budget process.
	Work with Finance Director on the mid-year analysis and the millage rate calculation.
	Complete recommended 5-year capital improvement program.
	Closely monitor city revenues and expenditures on a regular basis to have the knowledge needed to make instant decisions and recommendations to the staff and council.
	Prepare recommended operating budget
Computer/Technology Issues	Continue to work with NEOS for the provision of managed services as efficiently as possible.
	Work within the NEOS contract to prepare a 5-year capital plan and a regular maintenance plan for all city departments.
Sumter County	Coordinate efforts and services of the Land Bank Authority and the PDA; work with County to develop a plan for county owned streets inside the city limits
Council/Staff Relations	Work on ways to improve understanding of roles, responsibilities, and relationships.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NmvIBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
18 CITY MANAGER						
100-18-1320-511000 REGULAR PAY	176,544	198,837	95,762	234,860	163,337	163,337
100-18-1320-511300 OVERTIME PAY	0	0	0	0	0	0
100-18-1320-512100 GROUP MEDICAL INSURANC	14,031	8,478	8,472	21,690	17,630	17,630
100-18-1320-512101 OPT OUT INSURANCE PLAN	1,962	3,000	577	0	0	0
100-18-1320-512110GROUP DENTAL INSURANCE	166	472	240	858	590	590
100-18-1320-512200 SOCIAL SECURITY PAYMEN	12,949	15,211	7,012	17,967	12,495	12,495
100-18-1320-512400 RETIREMENT SYSTEM	18,953	19,267	16,300	29,240	20,335	20,335
100-18-1320-512700 WORKERS' COMPENSATION	609	572	1,334	969	674	674
100-18-1320-522000 OTHER OUTSIDE SERVICES	2,898	3,700	7,367	17,900	12,900	12,900
100-18-1320-522201 OFFICE EQUIP-REP & MAINT	1,912	1,800	1,417	1,800	1,800	1,800
100-18-1320-522202 AUTO & TRUCK-REP & MAIN	0	0	0	0	0	0
100-18-1320-522206 COMPUTER-REP & MAINT	11,391	12,467	11,454	22,467	18,467	18,467
100-18-1320-523101 CLAIM SETTLEMENTS	9,115	0	5,224	0	0	0
100-18-1320-523200 TELEPHONE	4,876	5,980	3,881	6,080	6,080	6,080
100-18-1320-523301 ADVERTISING EXPENSE	90	750	40	750	750	750
100-18-1320-523600 DUES & SUBSCRIPTIONS	970	2,560	580	1,990	1,990	1,990
100-18-1320-523700 TRAINING & MEETINGS	16,141	18,400	3,494	21,200	14,900	14,900
100-18-1320-523900 UNIFORMS	2,536	600	130	1,200	0	0
100-18-1320-531100 OFFICE/COMPUTER SUPPLIE	6,788	2,000	2,530	2,000	2,000	2,000
100-18-1320-531210 WATER, SEWAGE & GARBAG	0	0	0	0	0	0
100-18-1320-531225 STORM WATER	0	0	0	0	0	0
100-18-1320-531230 ELECTRICITY	4,815	0	4,201	0	0	0
100-18-1320-531270 GASOLINE ALLOCATED	219	0	34	0	0	0
100-18-1320-531700 OTHER SUPPLIES	0	0	1,457	0	0	0
100-18-1320-542101 OFFICE EQUIPMENT	0	0	0	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
100-18-1320-542400 COMPUTER EQUIPMENT	0	0	0	0	0	0
100-18-1320-542900 OTHER CAPITAL EXPENDITURE	0	0	0	0	0	0
100-18-1320-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-18-1320-551101 DATA CENTER EXPENSE	2,770	1,575	2,803	2,084	2,084	2,084
100-18-1400-571000 ELECTION EXPENSE	0	0	0	0	0	0
100-18-1530-521201 LEGAL EXPENSES	4,522	4,500	4,204	5,000	4,000	4,000
18 CITY MANAGER	294,257	300,169	178,514	388,055	280,032	280,032



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

18 CITY MANAGER

100-18-1320-511000 REGULAR PAY 163,337

Personnel Requirements:

	Current	Requested	Recommended
City Manager	0	1	1
City Clerk	1	1	1
Administrative Coordinator		1	0
	1	3	2

The requested amount includes the addition of the Administrative Coordinator and associated salary.

The recommended amount has a vacancy factor for the City Manager position for 3 months and eliminate the Administrative Coordinator position

100-18-1320-511300 OVERTIME PAY 0

100-18-1320-512100 GROUP MEDICAL INSURANCE 17,630

The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.

The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period. Includes vacancy Administrative Coordinator.

100-18-1320-512101 OPT OUT INSURANCE PLAN 0

This amount represents \$3,000 per employee for expected Opt Out participation.

100-18-1320-512110 GROUP DENTAL INSURANCE 590

This amount represents \$295 per employee.

100-18-1320-512200 SOCIAL SECURITY PAYMENT 12,495

This amount is 7.65% of the total salary of the department.

100-18-1320-512400 RETIREMENT SYSTEM 20,335

This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-18-1320-512700 WORKERS' COMPENSATION	674
This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates	
100-18-1320-522000 OTHER OUTSIDE SERVICE	12,900
Requested Amount \$17,900	
The requested amount includes the following:	
\$1,500 Document Purging*	
\$1,000 Codification of Ordinances, includes annual fee of \$350 *	
\$ 400 Code of Ordinances-Internet *	
\$15,000 Legal Review of City Ordinances**	
\$17,900	
* The requested amounts are based on actual spent in 2020.	
** We have not done a complete recodification of our City Ordinances since 2007. Recodification is expensive and time consuming. A Legal Review is recommended	
The recommended amount includes the following:	
\$1,500 Document Purging*	
\$1,000 Codification of Ordinances, includes annual fee of \$350 *	
\$ 400 Code of Ordinances-Internet *	
\$10,000 Legal Review of City Ordinances**	
\$12,900	
100-18-1320-522201 OFFICE EQUIP-REP & MAI	1,800
Requested Amount: \$1800	
The requested amount is for copier and radio maintenance. The copier maintenance is shared equally with the Human Resources department. We are also charged a per copy amount for color copies. This is the 2020 number annualized.	
100-18-1320-522202 AUTO & TRUCK-REP & MAI	0
Requested Amount: \$0	
There is not a vehicle allocated to this department.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>I00-18-1320-522206 COMPUTER-REP & MAINT</p> <p>The requested amount includes the following:</p> <p>\$ 4,500 Laserfiche software maintenance</p> <p>\$ 1,343 CSI software/hardware maintenance</p> <p>\$ 6,624 Accela monthly fee (formally IQM2)</p> <p>\$10,000 Purchase Open Records Software</p> <hr style="width: 10%; margin-left: 0;"/> <p>\$22,467</p> <p>The requested amounts are based on actual recommended in 2020.</p> <p>The recommended amount includes the following:</p> <p>\$ 4,500 Laserfiche software maintenance</p> <p>\$1,343 CSI software/hardware maintenance</p> <p>\$ 6,624 Accela monthly fee (formally IQM2)</p> <p>\$ 6,000 Purchase Open Records Software</p> <hr style="width: 10%; margin-left: 0;"/> <p>\$18,467</p>	<p>18,467</p>
<p>I00-18-1320-52310I CLAIM SETTLEMENTS</p>	<p>0</p>
<p>I00-18-1320-52 3200 TELEPHONE</p> <p>The requested amount includes the following:</p> <p>\$1,083 Enterprise Billing (Mediacom internet)</p> <p>\$ 882 Bandwidth (telephone)</p> <p>\$1,977 Fax/elevator through AT&T</p> <p>\$2,038 Cell phones (2)</p> <p>\$ 100 Fusion Cloud Services</p> <hr style="width: 10%; margin-left: 0;"/> <p>\$6,080</p> <p>This is based on actual spent for 2020 to date.</p>	<p>6,080</p>
<p>100-18-1320-52330 ADVERTISING EXPENSE</p> <p>Requested Amount: \$750</p> <p>This includes advertising for City Holiday closings and other miscellaneous advertising required. We share the closing ads with Sumter County.</p>	<p>750</p>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

**APPROVED
BUDGET**

ACCOUNT NUMBER/DESCRIPTION

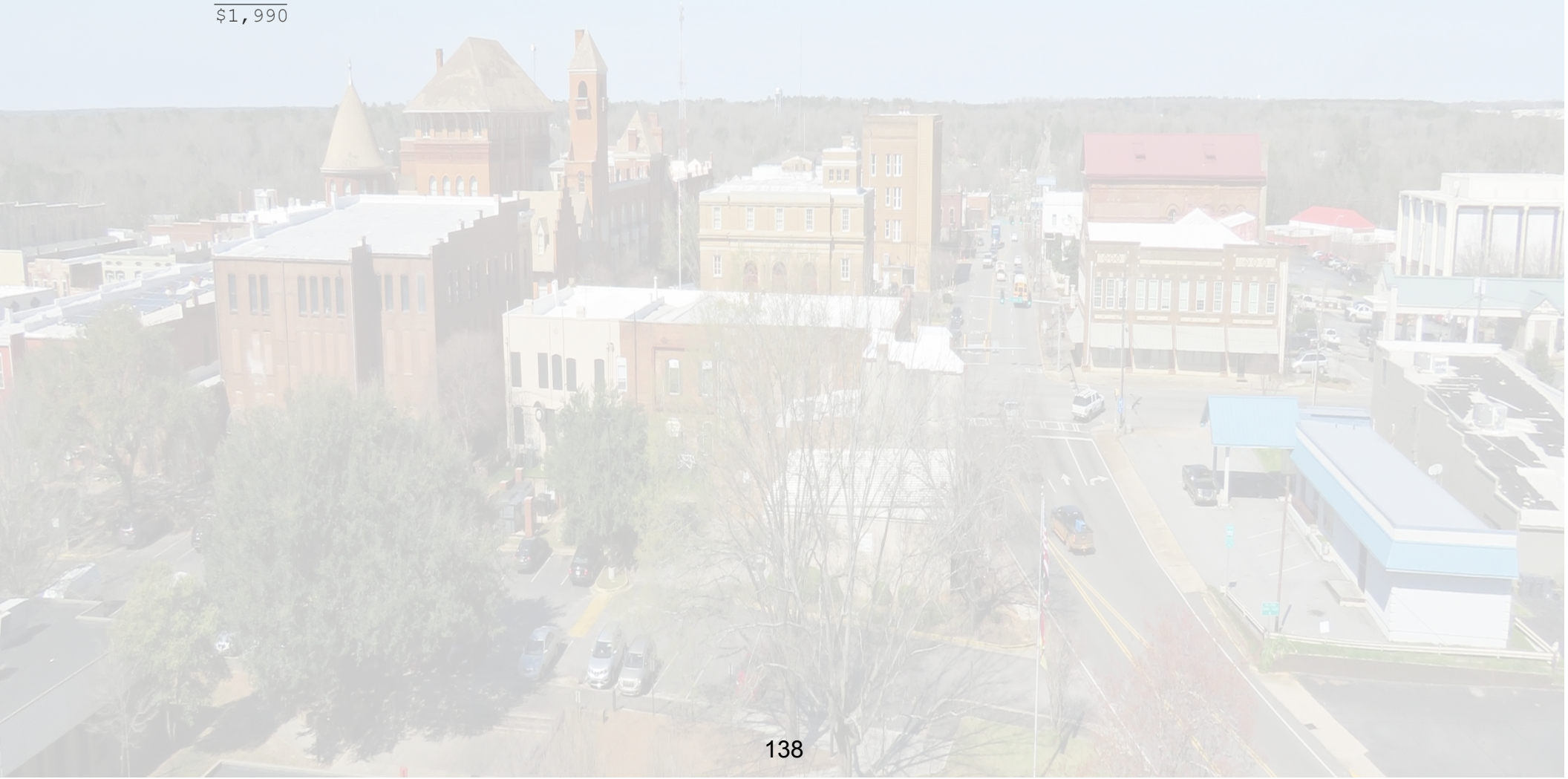
100-18-1320-523600 DUES & SUBSCRIPTIONS

1,990

The request includes the following:

\$ 125 GCCMA (CM)
\$ 110 GMCA
\$ 20 GA Records Assoc.
\$ 170 IIMC dues
\$1,100 ICMA dues (CM)
\$ 35 NIGP GA Chapter dues (purchasing)
\$ 30 GPAG (purchasing)
\$ 100 Notary Renewal for City Clerk * This will need renewing in 2021.
\$ 150 Government Finance Officers Association (CM)
\$ 150 Government Finance Officers Association (City Clerk)

\$1,990



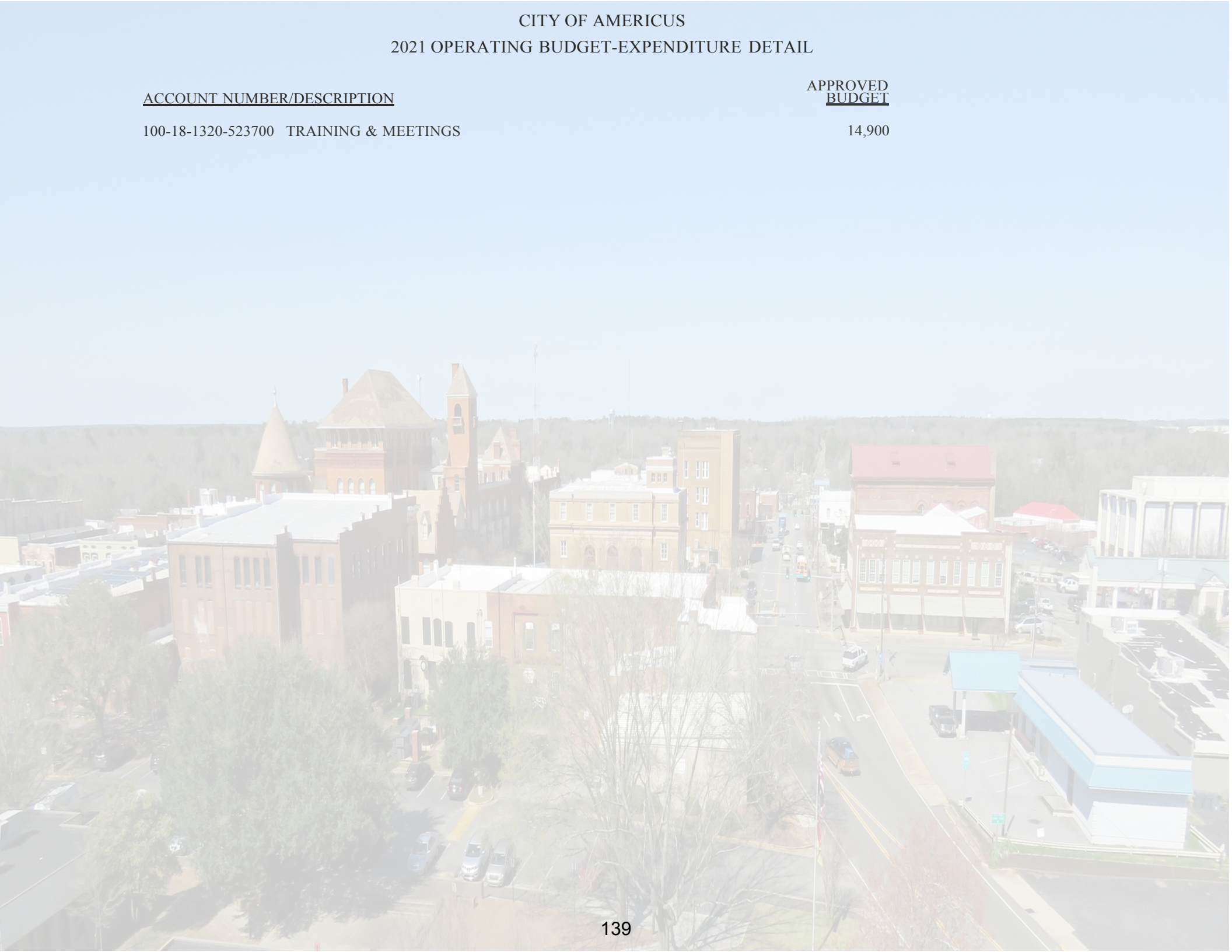
CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-18-1320-523700 TRAINING & MEETINGS

14,900



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACC OUNT NUMBER/DESCRIPTION

CM
Requested
\$ 1,200 GCCMA Spring & Fall Conference
\$ 2,400 GMA Annual Conference
\$ 3,000 ICMA Conference
\$ 1,200 Mayor's Day
\$ 1,000 Other Travel
\$ 500 other expenses, meals for business meetings.

CITY CLERK
Requested
\$ 1,600 Municipal Clerks Conference-Feb & Sept*
\$ 2,400 GMA Annual Conference
\$ 800 Georgia Records Conference**
\$ 800 Finance Officer Certification*
\$ 500 Other travel ***
\$ 2,500 IIMC International Conference - Grand Rapids, MI ****
\$ 1,500 Region III, IIMC Conference - Wilmington, NC*****
\$ 1,000 GPAG Conference
\$ 800 Other expenses, meals for business meetings

\$21,200

*Required to maintain certification.
** This training is needed to stay abreast of the Records Retention laws.
*** Other travel is related to the City Clerk serving on various boards for the Clerks and Finance Officers Association as well as the GMA Member Services Committee and the GMA Legislative Police Committee.
**** IIMC Conferences are a great networking conference with Clerks from all over the world. All training was cancelled in 2020 so it will be important to attend in 2021.

CM
Recommended
\$ 600 GCCMA Fall Conference
\$ 1,500 GMA Annual Conference
\$ 2,000 ICMA Conference
\$ 500 Other Travel

CITY CLERK
Recommended

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

\$ 1,600	Municipal Clerks Conference-Feb & Sept*
\$ 2,400	GMA Annual Conference
\$ 800	Finance Officer Certification*
\$ 500	Other travel***
\$ 2,500	IIMC International Conference - Grand Rapids, MI ****
\$ 1,500	Region III, IIMC Conference - Wilmington, NC*****
\$ 1,000	GPAG Conference

\$14,900

100-18-1320-523900 UNIFORMS

0

Requested Amount: \$1,200

This line item is requested to purchase (2) polo type shirts for the employees in the Municipal Building and the Customer Service Center to wear on Fridays. This shows a spirit of uniformity and representation to our citizens. No shirts were purchased in 2020.

Recommended Amount \$0

100-18-1320-531100 OFFICE /COMPUTER SUPPLI

2,000

Requested Amount: \$2,000

The amount based and the actual year to date spent.

100-18-1320-531210 WATER, SEWAGE & GARB

0

100-18-1320-531225 STORM WATER

0

100-18-1320-531230 ELECTRICITY

0

100-18-1320-531270 GASOLINE ALLOCATED

0

Requested Amount: \$0

100-18-1320-531700 OTHER SUPPLIES

0

Requested Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-18- 1320-54210 1 OFFICE EQUIPMENT Requested Amount: \$0	0
100-18-1320-542400 COmPUTER EQUIPMENT Requested Amount: \$0	0
100-18-1320-542900 OTHER CAPITAL EXPENDI Requested Amount \$0	0
100-18-1320-551000 ALLOCATION OF EXPENSE	0
 100-18-1320-551101 DATA CENTER EXPENSE This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.	 2,084
100-18-1400-571000 ELECTION EXPENSE Requested Amount: 0 We will have an election in 2021.	0
100-18-1530-521201 LEGAL EXPENSES Requested Amount: \$5,000 This is difficult to estimate because we cannot anticipate all legal matters that may occur in a year. Recommended Amount: \$4,000	4,000
18 CITY MANAGER	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 280,032

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
19 REES PARK EDC						
100-19-1530-521201 LEGAL EXPENSES	0	0	0	0	0	0
100-19-1565-531108 BUILDING REPAIR & MAINT	10,240	12,382	14,443	9,382	4,382	4,382
100-19-7520-522000 OTHER OUTSIDE SERVICES	1,892	0	1,368	3,000	3,000	3,000
100-19-7520-523100 INSURANCE EXPENSE	4,661	5,114	4,575	5,267	5,267	5,267
100-19-7520-523200 TELEPHONE	6,573	5,800	8,463	7,148	7,148	7,148
100-19-7520-531210 WATER, SEWAGE, & GARBAG	3,497	3,700	3,776	3,700	3,700	3,700
100-19-7520-531225 STORM WATER	288	500	102	500	500	500
100-19-7520-531230 ELECTRICITY	16,925	15,000	14,269	15,000	15,000	15,000
100-19-7520-531700 OTHER SUPPLIES	262	1,000	0	1,000	1,000	1,000
100-19-7520-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
19 REES PARK EDC	44,338	43,496	46,996	44,997	39,997	39,997

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

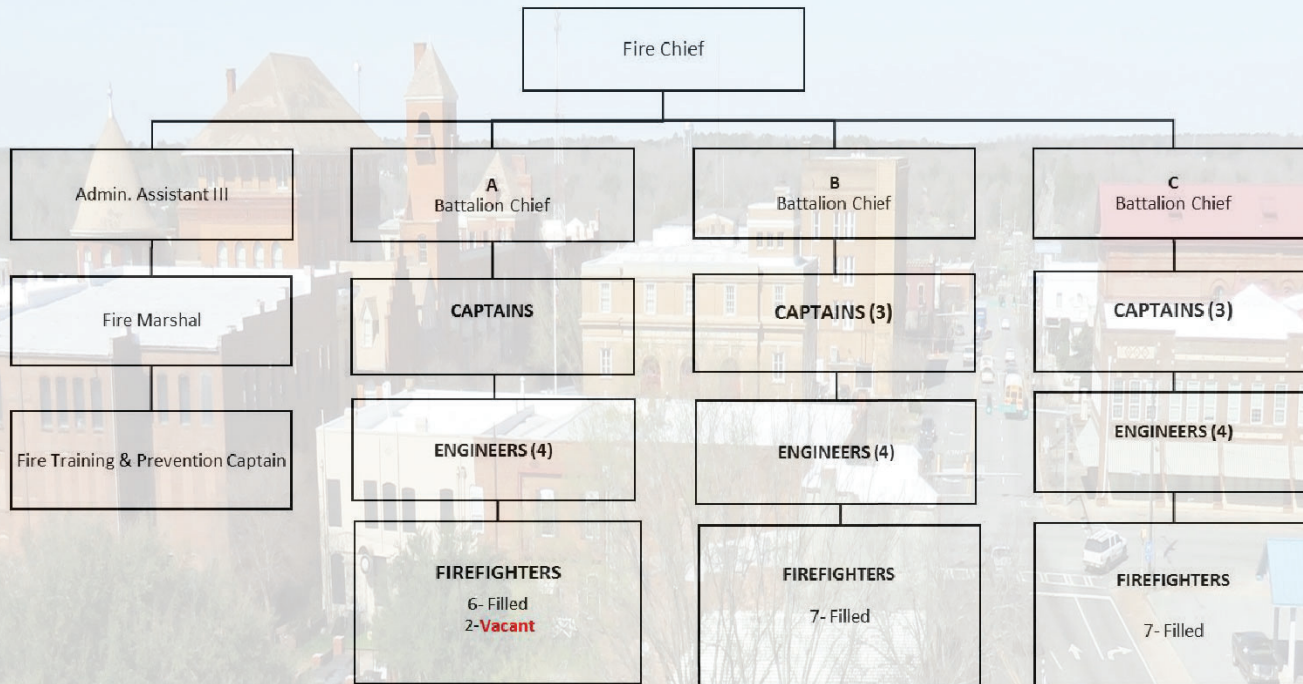
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
19 REES PARK EDC	
100-19-1530-521201 LEGAL EXPENSES	0
Requested Amount: \$0	
100-19-1565-531108 BUILDING REPAIR & MAIN	4,382
Requested Amount \$9,382	
\$ 1,832 HVAC maintenance contract	
\$1,320 Elevator maintenance contract \$110 per month	
\$ 360 Fire Alarm	
\$ 220 Security System	
\$ 270 Pest Control	
\$ 380 Annual termite inspection	
\$ 5,000 Other maintenance and construction	
<hr style="width: 100px; margin-left: 0;"/> \$ 9,382	
Recommended Amount: \$4,382	
The recommended amount removes the other maintenance and construction. SPLOST funds can be used where necessary.	
100-19-7520-522000 OTHER OUTSIDE SERVICE	3,000
Requested Amount : \$5000	
The requested amount is to purchase new chairs and tables.	
100-19-7520-523100 INSURANCE EXPENSE	5,267
Requested Amount: \$5,267	
This is the Rees Park EDC allocation for property and liability insurance. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.	
100-19-7520-523200 TELEPHONE	7,148
Requested Amount: \$7,148	
The requested amount is based on the actual 2020 mid-year cost annualized. This is for cost of internet services and AT&T services related to phones for alarms.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-19-7520-531210	WATER, SEWAGE, & GARB The request is the City's portion after allocations to the PDA, Chamber of Commerce and Visions.	3,700
100-19-7520-531225	STORM WATER Requested Amount: \$500 This is a full year of storm water fees at \$37.20 per month. A portion of this is to be billed to all renters.	500
100-19-7520-531230	ELECTRICITY The request is the City's portion after allocations to the PDA, Chamber of Commerce, Visions and Arts Council.	15,000
100-19-7520-531700	OTHER SUPPLIES Requested Amount: \$1000 The requested amount is for the purchase of cleaning supplies. W	1,000
100-19-7520-551000	ALLOCATION OF EXPENSE	0
19 REES PARK EDC		39,997

CITY OF AMERICUS
2021 OPERATING BUDGET

FIRE DEPARTMENT
Budgeted 2021



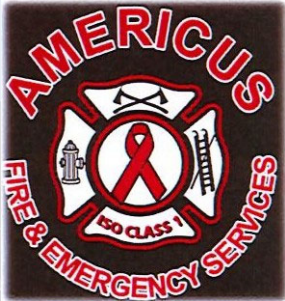
CITY OF AMERICUS
2021 OPERATING BUDGET

FIRE & EMERGENCY SERVICES

MISSION STATEMENT/ GENERAL OBJECTIVES

To serve, protect, and uphold our community and its citizens through community risk reduction, emergency preparedness and self-sacrifice, through effective emergency response.

GOALS-2021



- The primary goal is to provide exceptional fire suppression and first responder services to the citizens of Americus. This will be done by ensuring that personnel are properly trained and equipped.
- Improve community partnerships with local industry leaders and outside agencies.
- Improve Firefighter safety by implementing new Standard Operating Guidelines and focusing on training subjects such as Firefighter survival and Rapid Intervention techniques.
- Improve training facilities and upgrade training materials.
- Continue to improve Pre-Incident Planning of industrial and commercial structures.
- Effectively respond to agencies with Automatic Aid and Mutual Aid agreements.
- Continue and expand our Smoke Detector program.
- Continue to utilize our Fire Safety House, which is capable of teaching Fire Safety, Hazardous Weather Safety, Exit Drills, etc. to all ages.
- Continue and expand our offering of CPR and First Aid classes to the public and local businesses, and to other governmental agencies.
- Improve and expand our Fire Prevention Program. Be more community-minded and strive to be positive role models for the citizens of Americus.
- To continue support of local civic and non-profit organizations, where appropriate.



CITY OF AMERICUS
2021 OPERATING BUDGET

- To build upon and expand the health, wellness and physical conditioning of our employees.



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
20 FIRE						
100-20-1530-521201 LEGAL EXPENSE	0	0	0	0	0	0
100-20-3200-542102 HOMELAND SECURJTY GRAN	42,896	0	0	0	0	0
100-20-3500-511000 REGULAR PAY	2,228,064	2,245,331	2,252,934	2,134,074	2,023,150	2,023,150
100-20-3500-511300 OVERTIME PAY	96,716	154,000	178,276	125,000	125,000	125,000
100-20-3500-511301 BUILT IN OVERTIME	130,021	135,000	142,969	135,000	135,000	135,000
100-20-3500-512100 GROUP MEDICAL INSURANC	286,047	328,180	327,801	310,885	370,199	370,199
100-20-3500-512101 OPT OUT INSURANCE PLAN	27,578	27,000	22,847	21,000	21,000	21,000
100-20-3500-512110 GROUP DENTAL INSURANCE	,8 646	10,620	10,754	14,300	14,455	14,455
100-20-3500-512200 SOCIAL SECURJTY PAYMENT	178,876	174,682	182,346	183,147	174,661	174,661
100-20-3500-512400 RETIREMENT SYSTEM	168,756	221,264	187,321	298,062	284,252	284,252
100-20-3500-512700 WORKERS' COMPENSATION	33,908	47,128	50,921	55,964	53,111	53,111
100-20-3500-522000 OTHER OUTSIDE SERVICES	23,476	26,926	24,412	30,013	30,013	30,013
100-20-3500-522201 OFFICE EQUIP-REP & MAINT	1,180	1,500	507	1,500	1,500	1,500
100-20-3500-522202 AUTO & TRUCK-REP & MAIN	72,918	70,000	66,311	82,000	70,000	70,000
100-20-3500-522203 MACH & EQUIP-REP & MAIN	9,430	8,000	4,339	12,000	8,000	8,000
100-20-3500-522206 COMPUTER-REPAIR & MAIN	0	0	0	0	0	0
100-20-3500-523200 TELEPHONE	19,168	17,000	21,960	23,000	23,000	23,000
100-20-3500-523600 DUES & SUBSCRIPTIONS	10,795	12,769	10,250	12,769	12,769	12,769
100-20-3500-523700 TRAINING & MEETINGS	29,853	25,000	20,679	32,500	25,000	25,000
100-20-3500-523900 UNIFORMS	24,038	23,000	22,554	30,000	25,000	25,000
100-20-3500-531100 OFFICE/COMPUTER SUPPLIES	6,000	6,000	5,763	7,000	7,000	7,000
100-20-3500-531101 JANITORIAL SUPPLIES	8,137	8,000	7,996	20,000	14,000	14,000
100-20-3500-531210 WATER, SEWAGE & GARBAG	6,141	6,000	9,840	10,000	10,000	10,000
100-20-3500-531220 NATURAL GAS	14,139	14,000	14,000	16,000	16,000	16,000
100-20-3500-531225 STORM WATER	2,327	2,270	2,430	2,270	2,270	2,270

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
100-20-3500-531230 ELECTRICITY	92,996	48,000	49,316	51,000	51,000	51,000
100-20-3500-531270 GASOLINE ALLOCATED	36,393	28,000	28,035	32,000	32,000	32,000
100-20-3500-531700 OTHER SUPPLIES	8,837	12,000	9,284	15,000	12,000	12,000
100-20-3500-531740 FLAG EXPENSE	4,000	3,000	2,691	4,000	4,000	4,000
100-20-3500-541300 BUILDINGS	0	2,000	0	4,000	4,000	4,000
100-20-3500-542100 MACHINERY & EQUIPMENT	103,336	94,162	76,399	188,192	155,812	155,812
100-20-3500-542101 OFFICE EQUIPMENT	2,148	2,000	1,981	2,000	2,000	2,000
100-20-3500-542200 TRUCKS & AUTOMOBILES	598,003	0	0	89,000	89,000	89,000
100-20-3500-551101 DATA CENTER EXPENSE	9,415	9,448	9,684	8,337	8,337	8,337
100-20-3500-581200 CAPITAL LEASE PAYMENT	272,265	149,071	102,140	149,071	149,071	149,071
100-20-3500-582200 INTEREST EXPENSE	14,097	0	25,638	0	0	0
100-20-3530-531107 FIRE PREVENTION SUPPLIES	5,119	6,000	2,961	7,000	5,000	5,000
100-20-3570-522210 STAT #3- REPAIR & MAINT	10,309	10,000	9,558	15,000	10,000	10,000
100-20-3570-522211 STAT #2 - REPAIR & MAINT	7,190	8,000	6,708	15,000	10,000	10,000
100-20-3570-531108 PUBLIC SAFETY BLDG REP &	18,276	20,000	20,734	30,000	20,000	20,000
100-20-3570-581301 PDA LOAN PAYMENTS	0	0	0	0	0	0
20 FIRE	4,611,495	3,955,351	3,912,340	4,166,084	3,997,600	3,997,600

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>																								
20 FIRE																									
100-20-1530-521201 LEGAL EXPENSE Requested Amount : \$0	0																								
100-20-3200-542102 HOMELAND SECURITY GR	0																								
100-20-3500-511000 REGULAR PAY Personnel Requirements :	2,023,150																								
<table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;">Current</td> </tr> <tr> <td>Fire Chief</td> <td style="text-align: right;">1</td> </tr> <tr> <td>Battalion Chief</td> <td style="text-align: right;">3</td> </tr> <tr> <td>Admin Assistant</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Admin Assistant III</td> <td style="text-align: right;">1</td> </tr> <tr> <td>Training & Prevention Capt.</td> <td style="text-align: right;">1</td> </tr> <tr> <td>Captain</td> <td style="text-align: right;">9</td> </tr> <tr> <td>Engineer</td> <td style="text-align: right;">12</td> </tr> <tr> <td>Firefighter</td> <td style="text-align: right;">21</td> </tr> <tr> <td>Prevention/Training Ofc</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Fire Marshal</td> <td style="text-align: right;">1</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">49</td> </tr> </table>		Current	Fire Chief	1	Battalion Chief	3	Admin Assistant	0	Admin Assistant III	1	Training & Prevention Capt.	1	Captain	9	Engineer	12	Firefighter	21	Prevention/Training Ofc	0	Fire Marshal	1		49	
	Current																								
Fire Chief	1																								
Battalion Chief	3																								
Admin Assistant	0																								
Admin Assistant III	1																								
Training & Prevention Capt.	1																								
Captain	9																								
Engineer	12																								
Firefighter	21																								
Prevention/Training Ofc	0																								
Fire Marshal	1																								
	49																								
<p>The requested amount also includes \$8,000 for education incentives, and \$2,227 for vacation buy backs.</p> <p>The recommended includes a vacancy factor of 2 employees.</p>																									
100-20-3500-511300 OVERTIME PAY Requested Amount : \$125,000	125,000																								
<p>This line item is difficult to predict. We have worked diligently to keep the overtime to a minimum, but emergency situations are unpredictable in both number and intensity, and the occurrence of sick leave and injury time off is difficult to predict as well.</p> <p>Recommended Amount :</p>																									
100-20-3500-511301 BUILT IN OVERTIME Requested Amount : \$135,000	135,000																								

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-20-3500-512100 GROUP MEDICAL INSURA</p> <p>The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.</p> <p>The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period. The recommended amount reduces this amount by a vacancy factor of 2.</p>	370,199
<p>100-20-3500-512101 OPT OUT INSURANCE PLA</p> <p>This amount represents \$3,000 per employee for expected Opt Out participation.</p>	21,000
<p>100-20-3500-512110 GROUP DENTAL INSURAN</p> <p>This amount represents \$295 per employee.</p>	14,455
<p>100-20-3500-512200 SOCIAL SECURITY PAYM</p> <p>This amount is 7.65% of the total salary of the department.</p>	174,661
<p>100-20-3500-512400 RETIREMENT SYSTEM</p> <p>This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.</p>	284,252
<p>100-20-3500-512700 WORKERS' COMPENSATION</p> <p>This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.</p>	53,111

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-20-3500-522000 OTHER OUTSIDE SERVICE	30,013
Requested amount: \$30,013	
<p>These items are needed to ensure that we maintain the highest level of safety for our personnel and to meet the standards as set forth by NFPA and ISO. The line item includes the following:</p>	
\$ 2,800 Annual ladder testing (required annually)	
\$1,200 Air sample testing & servicing	
\$ 9,025 SCBA Flow Testing & Fit Testing*	
\$ 2,540 Other items (air cylinders, gas, etc.)	
\$ 1,300 Overhead door inspection	
\$ 960 Pest Control (This bill is paid by the City Clerk)	
\$ 2,000 Annual testing/calibration/maintenance/repair (including shipping) of our 4 gas detectors	
\$ 8,988 Fire Policy and Daily Training Notices	
\$ 1,200 Public Safety building HVAC monitoring	
\$30,013	

*All bottles have to be Hydro tested every 5 years. This was done in 2016 and is due again in 2021. This accounts for the increase for 2021. Hydro testing will not need to be done again until 2026. The other two testing's must be done yearly.

100-20-3500-522201 OFFICE EQUIP-REP & MAI	1,500
Requested Amount: \$1,500	
This is for annual maintenance and any needed repairs on the copiers.	
100-20-3500-522202 AUTO & TRUCK-REP & MAI	70,000
Requested Amount: \$82,000	

The amount requested is based on the previous two years' average. The City Shop doesn't have a diesel mechanic on staff, and we must use an outside service shop for many repairs. This also includes pump service tests and pre-inspections of engines.

Recommended Amount: 70,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
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100-20-3500 -522203 MACH & EQUIP-REP & MA	8,000
Requested Amount: \$12,000	

The account is for maintenance of all small engines, SCBA and SCBA compressors, repairing of hose bed covers, radio equipment maintenance, etc. This line item total is necessary for the daily operations of the department.

This account also pays for radio/repeater maintenance of \$96.00 per year, to Mobile Communications of America. This bill is paid by the City Clerk.

Recommended Amount: 8,000

100-20-3500-522206 COMPUTER-REPAIR & MA	0
Requested Amount: \$0	

100-20-3500-523200 TELEPHONE	23,000
Requested Amount: \$23,000	

This amount represents the telephone lines at all 3 stations, and officers' cell phones. It also includes Fire Station #2's internet and cable tv and Fire Station #3's internet.

AT&T	\$4,300	Officers' Cell Phones
Mediacom	\$3,360	Station #3 Internet
Mediacom	\$2,800	Station #2 Internet and phone

Four Various providers \$9,650 Phones at all Stations: incoming phone lines, individual extensions, fax lines, etc. These bills are paid by the City Clerk.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER\DESCRIPTION

APPROVED
BUDGET

100-20-3500-523600 DUES & SUBSCRIPTIONS

12,769

Requested Amount: \$12,769

\$ 165	NFPA (1@ \$165)
\$ 425	GAFC (1@ \$100/5@ \$65)
\$1,225	GAFF (49@ \$25)
\$ 450	IAFC (\$225 each)
\$ 500	GMAG
\$ 470	GA EMT Assoc (47@ \$10)
\$ 550	Active 911*
\$3,584	EMT Licensure (47 EMT's)
\$ 50	GA Fire Invst Assoc
\$ 20	GA Fire Insp Assoc
\$ 10	SW GA Fire Invst Assoc
\$ 375	Intl Assoc of Arson Invst (3@ \$125)
\$ 25	GA Assoc of Code Enfcmt
\$ 50	Intl Code Congress
\$4,750	NFPA Complete Access Fire Code Subs. for all departmental personnel Svc.**
\$ 120	Central GA Fire Chiefs Association

\$12,769

The yearly subscriptions to update our National Fire Protection Association memberships, code developments, and Hazardous Materials updates are essential in the protection of our citizens and property. The \$3,584 is for the yearly licensure of our Emergency Medical Technicians which is a job requirement. This amount equals \$76.25 per employee.

*Active 911 is a phone app to alert personnel of calls, and includes additional information, maps, etc.

**The Fire Department requires an updated copy of the NFPA Fire Codes yearly.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-20-3500-523700 TRAINING & MEETINGS	25,000

Requested Amount: \$32,500

The requested amount includes the cost of updating training materials, video library items, and lesson plans. The items will enable the department to provide in-house training as opposed to traveling to obtain state mandated training. Specific training includes attending state training at the academy and live fire training for state certification. New firefighters are required to have 450 hours to be certified. ISO requires 240 training hours per person yearly. EMT's are required to have 72 hours of training per year. All new Firefighters must complete Advance EMT class This also includes the addition of training for the Fire Marshal. Five new hires this year will have to attend EMT class, which is approx. \$2,500. per student. This also covers payments to guest instructors, drinks and snacks for class/meeting attendees, and any other items necessary for classes or meetings.

Recommended Amount: \$25,000

100-20-3500-523900 UNIFORMS	25,000
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Requested Amount: \$30,000

The requested amount is to buy our NFPA-compliant Nomex uniforms for all line personnel. The Nomex uniform is the highest standard outlined by NFPA. This will improve the safety of all employees and reduce the potential for burn injuries significantly. The cost of the uniforms has risen by 20% over the past 4 years. NFPA and DOT require all line personnel to wear high visibility garments when working near roadways. A better quality of boot is also factored into this to help with the overall health and safety of our employees. The boots focus on ankle protection and stability to help with some common foot and ankle injuries. This request also covers jackets that meet required amounts of reflectivity of the above standards. The jackets are 2-in-1. They serve as winter wear to keep our employees warm when working out in the elements and will keep them dry. The request will also cover uniforms for all fire department staff to include Fire Chief, Administrative Assistant, Fire Marshal, and 3 Battalion Chiefs, and Training Officer.

Recommended Amount \$25,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
I00-20-3500-531100 OFFICE/COMPUTER SUPPI Requested Amount \$7,000.00	7,000
<p>The amount requested is necessary because of the increase in cost of office supplies, especially printer ink, as the office equipment becomes more advanced.</p>	
100-20-3500-531101 JANITORIAL SUPPLIES Requested Amount: \$20,000	14,000
<p>The requested amount is for janitorial supplies for Fire Station #1 at the Public Safety Building, Fire Station #2, Fire Station #3, and the Training/Classroom Building. The cost of supplies has increased significantly due to Covid-19.</p> <p>Recommended Amount: \$14,000</p>	
100-20-3500-531210 WATER, SEWAGE & GARB Requested Amount: \$10,000	10,000
<p>This amount is for water/sewage and garbage for the Public Safety Building, Fire Station #2, Fire Station #3, and the Training/Classroom Building. The increase is due to Covid-19.</p>	
100-20-3500-531220 NATURAL GAS Requested Amount: \$16,000	16,000
<p>This is for heating and other natural gas usage for the Public Safety Building, Fire Station #2, Fire Station #3, the Training/Tlassroom Building, the Hose Room / Evidence Lock-up Room behind the Public Safety Building, and the water towers at 130 E. Lamar St. and 309 W. Peppermint Way.</p>	
100-20-3500-531225 STORM WATER Requested Amount: \$2,270	2,270
<p>This is for storm water charges for the Public Safety Building, Fire Station #2, Fire Station #3, and the Training/Classroom Building.</p>	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-20-3500-531230 ELECTRICITY Requested Amount: \$51,000 The is for the Public Safety building, Fire Station #2, Fire Station #3, the Training/Classroom Building, the Hose Room/ Evidence Lock-up Room behind the Public Safety Building, the Public Safety Building parking lot security lights, and the water towers at 130 E. Lamar St. and 309 W. Peppermint Way.	51,000
100-20-3500-531270 GASOLINE ALLOCATED Requested Amount: \$32,000 This is the cost of fuel for all fire department vehicles, and is paid by the City Clerk. Recommended Amount: \$	32,000
100-20-3500-531700 OTHER SUPPLIES Requested Amount: \$15,000 This is comprised of batteries, towels, medical supplies, gloves, test strips, alcohol pads, oxygen bottles, arson investigation supplies, etc. This account is also used for the purchase of tools and small equipment. The cost of medical supplies and batteries (brand-specific batteries are required for SCBA equipment) has increased significantly since last year, due to Covid-19. Recommended Amount\$	12,000
100-20-3500-531740 FLAG EXPENSE Requested Amount: \$4,000 These funds are used to replace any damaged or worn flags on the 12 city-maintained flag poles, a total of 38 flags. The order for flags and supplies will be placed closer to the end of the year. We also do maintain the rigging on the pole at the viaduct and replace or lower that flag, when necessary, but the actual purchase of replacement flags for that one pole is handled by Main Street. Recommended Amount: \$	4,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-20-3500-541300 BUILDINGS

4,000

Requested Amount: \$4,000

This money is used to maintain/repair the storage buildings and trailer building/sehds at Station #2 and Station #3.

Recommended Amount: \$



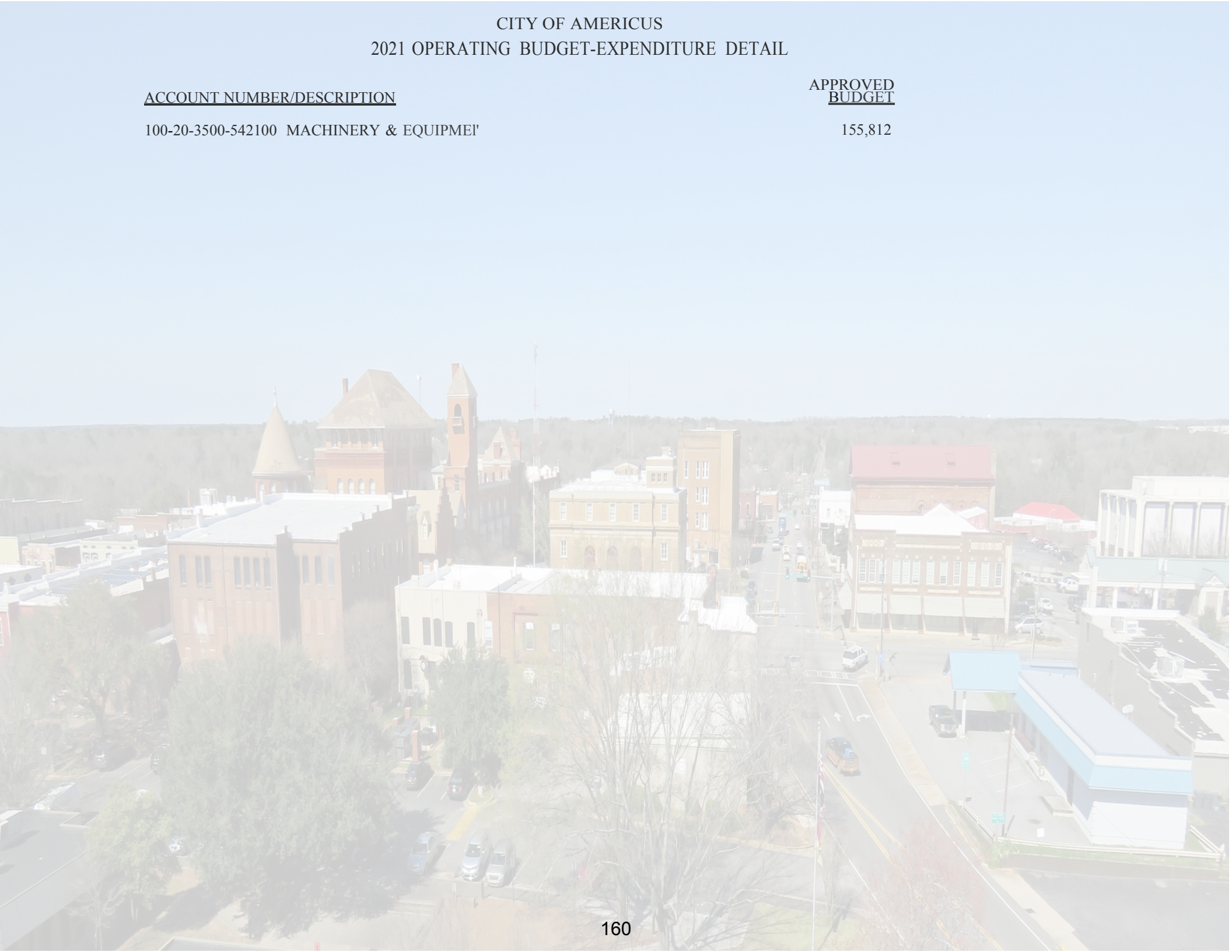
CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-20-3500-542100 MACHINERY & EQUIPMEI'

155,812



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

Requested Amount: \$188,192

\$ 40,000	Protective Clothing ****
\$ 7,000	Nozzles, Gauges & Appliances *
\$ 20,000	Update Hazmat equipment**
\$ 6,500	Class A Uniforms
\$ 21,007	Extrication Equipment (Jaws of Life)
\$ 54,708	Replacements of Scott Airpack SCBA and Facepieces***
\$ 15,477	Fire Hoses***
\$ 14,200	Station Furniture*****
\$ 9,300	Replacement Window for Station #3

\$188,192

* This is the amount needed for the CIP budget for 2019 to replace 20% of the Nozzles, Gauges & Appliances (It will take 5 years for all to be replaced, at 20% each year. By then, the oldest will need to be replaced.)

** This amount is required to be able to update expiring Hazmat equipment. This is an ongoing plan, which will require \$20,000.00 per year,

*** This is to replace equipment that is damaged or no longer NFPA compliant and has to be taken out of service. The fire hose amount is higher because we need to transition to hose with the newer, more commonly used coupling. This will allow us to work with surrounding Fire Departments easier and more effectively.

**** NFPA requires that all PPE has to be less than 10 years old. The amount is higher this year, because to be NFPA compliant, we had to remove from service and replace all out-of-date equipment.

***** The furniture project will replace all recliners at all three stations. Many of the recliners are actually falling apart. These replacements are heavy-duty recliners, designed especially for Fire Stations.

All items except the Extrication Equipment are on a 5-year rotating replacement plan.

Recommended Amount: \$155,812

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>APPROVED BUDGET</u>
\$ 40,000	Protective Clothing ****	
\$ 4,000	Nozzles, Gauges & Appliances *	
\$ 15,000	Update Hazmat equipment**	
\$ 3,500	Class A Uniforms	
\$ 21,007	Extrication Equipment (Jaws of Life)	
\$ 54,708	Replacements of Scott Airpack SCBA and Facepieces***	
\$ 10,477	Fire Hoses***	
\$ 7,120	Station Furniture*****	
<hr/>		
\$155,812		

Reduced nozzles, gauges, and applicances and station furniture.
Replacement Window for Station#3 from SPLOST,

100-20-3500-542101 OFFICE EQUIPMENT	2,000
Requested Amount: \$2,000	
Recommended Amount: \$	

100-20-3500-542200 TRUCKS & AUTOMOBILE	89,000
Requested Amount: \$89,000	
\$ 45,000 Fire Marshall Truck Lease/Purchase	
\$ 44,000 Command Vehicle Lease/Purchase	
<hr/>	
\$ 89,000	

100-20-3500-551101 DATA CENTER EXPENSE	8,337
Requested Amount \$15,000	

This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCO UNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-20-3500-581200 CAPITAL LEASE PAYMENT	149,071
Requested amount \$149,071 This includes the principal and interest payments for the following capital leases:	
\$ 7,120 2017 Ford 350	last payment due 2021
\$ 55,415 2013 Pierce Pumper	last payment due 2022
\$ 8,975 2018 Ford F150	last payment due 2023
\$ 77,561 2019 Pierce Pumper	last payment due 2028
\$ 149,071	

100-20-3500-582200 INTEREST EXPENSE	0
Requested Amount: \$0	

100-20-3530-531107 FIRE PREVENTION SUPPLIES	5,000
Requested Amount: \$7,000	

The request is for the purchase of safety materials and the upkeep of equipment for the Prevention Program, including all community outreach and involvement activities. The amount includes new supplies and materials for education of the elderly. The Fire Department is taking a much more aggressive approach in Fire Prevention and becoming more community minded. We are participating in more community and school events, and plan on extending our program even further.

Recommended Amount: \$5,000

100-20-3570-52210 STAT #3- REPAIR & MAINT	10,000
Requested Amount: \$15,000	

The requested amount includes general maintenance and repair or replacement of items essential for station life, for Station #3.

Recommended Amount: \$10,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-20-3570-522211 STAT #2 - REPAIR & MAIN

10,000

Requested Amount: \$15,000

The requested amount includes general maintenance and repair or replacement of items essential for station life, for Station #2.

Recommended Amount: \$10,000

100-20-3570-531108 PUBLIC SAFETY BLDG RE.

20,000

Requested Amount: \$30,000

This amount is for repair and maintenance for the entire Public Safety Building and repair or replacement of items essential for station life for Fire Station #1.

Recommended Amount: \$20,000

100-20-3570-581301 PDA LOAN PAYMENTS

0

Requested Amount: \$0

20 FIRE

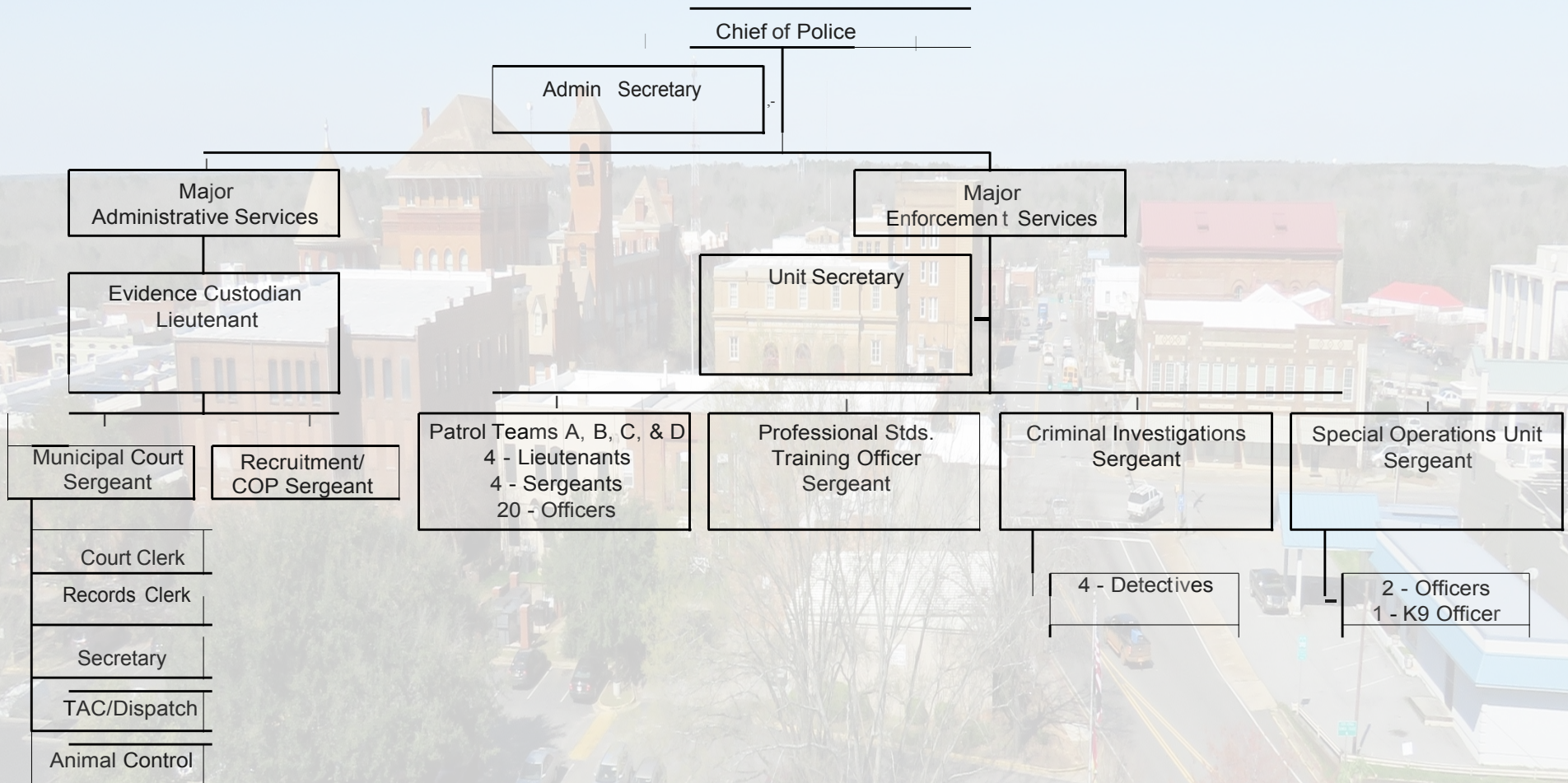
3,997,600

**CITY OF AMERICUS
2021 OPERATING BUDGET**

Americus Police Department Organizational Chart

Budgeted Positions for 2021

Authorized Sworn Positions 44
Authorized Civilian Positions 7



CITY OF AMERICUS
2021 OPERATING BUDGET



**POLICE DEPARTMENT
MISSION STATEMENT/GENERAL OBJECTIVES**

The Americus Police Department will always strive to maintain an atmosphere of trust and cooperation within the community it serves. As a law enforcement agency, our primary concern is public safety. Since we depend on the community to help us prevent crime, as well as solve crimes, we must work in partnership through structured programs to maintain an optimum atmosphere of trust. Integrity will be woven into the fabric of everything we do.

GOALS-2021

1. Goal - Improve intelligence gathering and dissemination of information within the department and between partner agencies
2. Goal - Strengthen partnerships with community groups and develop new relationships with community stakeholders.
3. Goal - Implement 700 MHz Radio System through SPLOST Funding and Grants
4. Goal - Maintain State Certification and GALEA Accreditation
5. Goal - Implement Proactive Strategies to Reduce Crime and Enhance Response to Crime Scenes
6. Goal - Provide Timely and Meaningful Training to all Employees
7. Goal - Improve Physical Fitness of all employees.



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
21 POLICE						
100-21-1530-521201 LEGAL EXPENSE	820	2,000	280	2,000	1,000	1,000
100-21-3200-511000 REGULAR PAY	1,909,092	1,886,069	1,913,258	2,001,920	1,763,705	1,763,705
100-21-3200-511300 OVERTIME PAY	168,053	230,000	172,156	230,000	182,500	182,500
100-21-3200-512100 GROUP MEDICAL INSURANC	244,231	359,862	359,580	325,345	361,853	361,853
100-21-3200-512101 OPT OUT INSURANCE PLAN	21,809	18,000	18,347	15,000	15,000	15,000
100-21-3200-512110 GROUP DENTAL INSURANCE	7,962	10,856	8,371	14,300	14,750	14,750
100-21-3200-512200 SOCIAL SECURITY PAYMENT	154,135	161,797	151,568	170,742	148,885	148,885
100-21-3200-512400 RETIREMENT SYSTEM	161,062	204,943	173,444	277,874	244,481	244,481
100-21-3200-512700 WORKERS' COMPENSATION	71,806	67,454	66,184	82,764	72,762	72,762
100-21-3200-522000 OTHER OUTSIDE SERVICES	20,186	16,230	13,842	20,240	17,240	17,240
100-21-3200-522201 OFFICE EQUIP-REP & MAINT	1,690	5,615	6,027	4,915	4,915	4,915
100-21-3200-522202 AUTO & TRUCK-REP & MAIN	82,375	75,000	81,518	87,400	75,000	75,000
100-21-3200-522203 MACH & EQUIP-REP & MAIN	6,639	5,400	5,146	5,400	5,400	5,400
100-21-3200-522206 COMPUTER-REP & MAINT	8,910	4,500	2,238	3,000	2,000	2,000
100-21-3200-523100 INSURANCE EXPENSE	54,620	55,210	60,199	56,866	56,866	56,866
100-21-3200-523200 TELEPHONE	47,187	42,000	42,786	41,000	41,000	41,000
100-21-3200-523600 DUES & SUBSCRIPTIONS	2,270	2,500	2,750	2,500	2,500	2,500
100-21-3200-523602 BUY MONEY EXPENSE	280	500	550	2,000	500	500
100-21-3200-523700 TRAINING & MEETINGS	26,825	25,000	14,934	25,000	20,000	20,000
100-21-3200-523900 UNIFORMS	15,314	15,000	12,186	20,000	13,000	13,000
100-21-3200-531100 OFFICE/COMPUTER SUPPLIES	18,527	12,000	13,539	15,000	15,000	15,000
100-21-3200-531101 JANITORIAL SUPPLIES	5,787	4,000	5,274	6,000	6,000	6,000
100-21-3200-531104 AMMUNITION	3,880	4,000	2,976	5,000	5,000	5,000
100-21-3200-531210 WATER, SEWAGE & GARBAG	0	0	0	0	0	0
100-21-3200-531220 NATURAL GAS	0	0	0	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
100-21-3200-531225 STORM WATER	0	0	0	0	0	0
100-21-3200-531230 ELECTRICITY	0	0	0	0	0	0
100-21-3200-531270 GASOLINE ALLOCATED	97,927	87,000	66,297	70,000	70,000	70,000
100-21-3200-531700 OTHER SUPPLIES	7,844	10,000	6,529	9,000	7,000	7,000
100-21-3200-531705 CANINE COSTS	1,081	1,950	722	1,950	1,950	1,950
100-21-3200-542100 MACHINERY & EQUIPMENT	22,563	39,808	35,063	40,517	40,517	40,517
100-21-3200-542102 JAG GRANT EXPENSES	12,113	0	30,777	10,800	0	0
100-21-3200-542103 GA OFFICE OF HWY SAFETY	0	0	5,668	0	0	0
100-21-3200-542200 TRUCKS & AUTOMOBILES	210,570	243,355	243,355	0	0	0
100-21-3200-542900 OTHER CAPITAL EXPENDITURE	0	0	0	0	0	0
100-21-3200-551101 DATA CENTER EXPENSE	30,346	35,000	29,070	34,737	34,737	34,737
100-21-3200-572014 PAYMENT TO POAB	0	0	0	0	0	0
100-21-3200-573001 COMMUNITY RELATIONS EXPENSE	2,969	3,000	2,045	3,000	2,000	2,000
100-21-3200-581200 CAPITAL LEASE PAYMENTS	-28,012	85,420	5,711	166,538	166,538	166,538
100-21-3210-523203 TECHNOLOGY FEE	20,109	20,000	10,360	20,000	20,000	20,000
100-21-3226-523601 JAIL COST EXPENSE	22,815	15,000	13,230	20,000	15,000	15,000
100-21-3226-523602 INMATE MEDICAL COSTS	1,581	1,000	650	1,000	1,000	1,000
21 POLICE	<u>3,435,363</u>	<u>3,749,469</u>	<u>3,576,629</u>	<u>3,791,808</u>	<u>3,428,099</u>	<u>3,428,099</u>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

21 POLICE

ACCOUNT NUMBER/DESCRIPTION

100-21-1530-521201 LEGAL EXPENSE 1,000

Requested Amount: \$2,000

This is the cost of legal fees paid to the City Attorney to review legal contracts, give legal opinions, and provide other legal services for the department. The amount needed varies greatly from year to year based on need.

Recommended Amount: \$1,000

100-21-3200-511000 REGULAR PAY 1,763,705

2021 Personnel Requirements:

	Current	Requested
Police Chief	1	1
Administrative Secretary	1	1
Secretary	2	2
Animal Control	1	1
Evidence Custodian-Lieutenant	1	1
Patrol Lieutenants	4	4
Major	2	2
Investigators	4	4
Sergeant	9	9
Officer	23	23
Dispatcher	1	1
Records Clerk	1	1
Total	50	50

The recommended includes a vacancy factor of 7 employees.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-21-3200-511300 OVERTIME PAY</p> <p style="padding-left: 20px;">Requested Amount: \$230,000</p> <p style="padding-left: 20px;">Overtime for 2020 <i>is</i> estimated to top out at around \$210,000.00, based on overtime used during the first six months of the year. Our activity in 2020 for special events was greatly reduced due to CoVID 19 restrictions. Assuming that we resume somewhat more normal operations <i>in</i> 2021 overtime will likely increase.</p> <p style="padding-left: 20px;">Recommended Amount: \$182,500</p>	<p>182,500</p>
<p>100-21-3200-512100 GROUP MEDICAL INSURA</p> <p style="padding-left: 20px;">The requested amount represents \$6,980 per employee. This <i>is</i> the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.</p> <p style="padding-left: 20px;">The recommended amount represents \$8,815 per employee for the year that <i>is</i> paid by the City and the employee will pay \$11.85 per pay period. The recommended amount reduces the amount by a vacancy factor of 7.</p>	<p>361,853</p>
<p>100-21-3200-512101 OPT OUT INSURANCE PLA</p> <p style="padding-left: 20px;">Th is amount represents \$3,000 per employee for expected Opt Out participation.</p>	<p>15,000</p>
<p>100-21-3200-512110 GROUP DENTAL INSURAN</p> <p style="padding-left: 20px;">This amount represents \$295 per employee.</p>	<p>14,750</p>
<p>100-21-3200-512200 SOCIAL SECURITY PAYM</p> <p style="padding-left: 20px;">This amount is 7.65% of the total salary of the department.</p>	<p>148,885</p>
<p>100-21-3200-512400 RETIREMENT SYSTEM</p> <p style="padding-left: 20px;">This amount <i>is</i> 12.45% of the total salary of the department. Per GMA, contribution rates.</p>	<p>244,481</p>
<p>100-21-3200-512700 WORKERS' COMPENSATION</p> <p style="padding-left: 20px;">This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.</p>	<p>72,762</p>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCO UNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-21-3200522000 OTHER OUTSIDE SERVICE	17,240
Requested Amount: \$20,240	
\$ 4355 CALEA Year 2 (final) Payment	
\$ 700 Interpreter Services	
\$ 1000 Wrecker Service	
\$ 400 Dept of Agriculture - Animal Control License and Drug Scale Calibration	
\$ 540 Barfield Pest Control	
\$ 200 The Lily Pad (psych. testing for crime victims)	
\$ 900 Lexis Nexis (\$75/mo data search engine)	
\$ 500 Georgia Technical Authority (Monthly Payments for GCIC access)	
\$ 700 GBI (background checks for new employees and alcohol licenses)	
\$ 3000 Synergistic Software, Livescan	
\$ 385 Pro Tech Security Systems Annual Monitoring Fee for Evidence Room Alarm	
\$ 2950 Power DMS Records Mgt. and Accreditation Software	
\$ 4610 Miscellaneous services such as Fed Ex, UPS, Americus Glass, Wayne's Electric, Parker Heating	
<u>\$20,240</u>	
Recommended \$17,240	
The recommended amount reduces the miscellaneous services.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCO UNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-21-3200-522201 OFFICE EQUIP-REP & MAI	4,915
Requested Amount \$4,915	
\$ 4,615 Purchase and Maintenance Contract for new Ricoh Copier (records)	
\$ 200 Maintenance Contract for Ricoh Copiers (Patrol & Records)	
\$ 100 Repairs not covered by maintenance contract	
<hr/>	
\$ 4,915	

We replaced the copier in the Patrol Work Room last year and reduced operation and maintenance costs from \$750 a year to less than \$100 a year. The copier currently located in the Records Office was purchased in May of 2019. Because of it's age, the base maintenance contract for it is \$750 a year plus the cost of parts which are increasingly hard to get. We would like to replace it with a new copier of the same model as purchased for Patrol last year.

100-21-3200-522202 AUTO & TRUCK-REP & MAI	75,000
Requested Amount: \$87,400	

This is to cover all repairs to the fleet. This request is based on projected expenditures for 2020 fleet maintenance costs and includes estimated repairs for older vehicles that are still being utilized as well as installation or removal of vehicle graphics, radios, and computer equipment.

\$ 54,000 City Shop (\$4500.00 Average Monthly billing from City Shop)
\$ 13,300 Parts (Based on \$1100.00 average monthly parts cost)
\$ 5,100 Vehicle Graphics (New Vehicles and expected repairs)
\$ 14,000 Collision Repair
\$ 1,000 Repair to emergency equipment (lights, siren, etc.)
<hr/>
\$ 87,400

Recommended Amount:\$75,000

This is the same amount budgeted in 2020.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-21-3200-522203 MACH & EQUIP-REP & MA	5,400
Requested Amount: \$5,400	
\$4,200 Radio repair/maintenance, RADAR Calibration and repair (Mobile Communications of America)	
\$1,200 Maintenance and repair of office equipment (Other than Computers)	
<hr/> \$5,400	

This category includes repair to our portable and mobile radios as well as annual mandatory recalibration of all our RADAR units.

100-21-3200-522206 COMPUTER -RE P & MAINT	2,000
Requested Amount: \$3,000	

This is for miscellaneous upgrades and repairs for the, in-car laptop computers, in-car printers, and other computer equipment not serviced by NEOS. This line item is being reduced due to the maintenance contract with Coopercraft which now covers all repairs to our camera and door access systems.

Recommended Amount: \$2,000

The year to date is zero for 2020.

100-21-3200-523100 INSURANCE EXPENSE	56,866
Requested Amount: \$56,866	
This represents the premium amount for the Law Enforcement Liability insurance and the Police Department's share of the premium amount for the vehicle liability. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-21-3200-523200 TELEPHONE	41,000
Requested Amount: \$41,000	
\$25440.00 \$2120.00/ month AT&T First Net (All APO Cell Phones and In Car Modems)	
\$ 2940.00 \$245.00/ month Fusion Cloud Services (Fiber Optic Service)	
\$ 805.20 \$67.10/month Ring Central (FAX Lines)	
\$ 2880.00 \$240.00/month VOIP Telephone Service (Bandwidth.com)	
\$ 8844.00 \$737.00/monthMediacom (Internet Service)	

The requested amount is based on average monthly charges and projected expenditures for 2020.

100-21-3200-523600 DUES & SUBSCRIPTIONS	2,500
Requested \$2500.00	
This reflects the base level of dues and subscriptions for department personnd. Some dues are mandated by GACP and for the Georgia Intelligence Network.	
Requested	
\$ 50 GA Police Accreditation Coalition	
\$ 300 GA Assoc of Chiefs of Police	
\$ 360 International Assoc of Chiefs	
\$ 150 Georgia Assoc of Animal Care and Control	
\$ 450 National Safety Council	
\$ 100 Thompson Publishing	
\$1,090 GSIN, Civic Club Dues and GACP Dues for Command Personnel	
\$2,500	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION APPROVED BUDGET

100-21-3200-523602 BUY MONEY EXPENSE 500

Requested Amount \$2,000

Requested to pay informants. This line item has seen infrequent use in past years, but as we bring the department to full strength and staff a full-time special investigations unit, we will begin conducting in depth investigations and drug interdiction activities.

Recommended Amount: \$500

This is the same amount budgeted in the prior year.

100-21-3200-523700 TRAINING & MEETINGS 20,000

Requested Amount: \$25,000

This line item covers all training costs associated with putting new hires through the police academy and providing in-service training and continuing education for all existing employees. This line item was over budget for 2018 and on budget for 2019. Training was greatly curtailed in 2020 due to travel and meeting restrictions related to the COVID 19 pandemic resulting in cost savings as much of our training was conducted online or cancelled. We hope to be able to resume a robust training program as the pandemic subsides in 2021.

Recommended Amount: \$20,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION	APPROVED BUDGET
100-21-3200-523900 UNIFORMS	13,000
Re qu es ted Amount: \$20,000	
\$ 3,000 New of ficers	
\$ 9,000 Replacement uniforms	
\$ 300 Animal control	
\$ 2,700 Uniform accessories (holsters, handcuffs, etc.)	
\$20,000	

The requested amount is for uniforms for department employees and duty accessories. This line item was reduced to \$15,000 due to budget cuts, but is projected to go \$4,900 over budget. The requested amount is based on projected expenditures of \$19,896.00

Recommended Amount: \$13,000

The year to date annualized is approximately \$12,400

100-21-3200-531100 OFFICE & COMPUTER SUPPI	15,000
Requested Amount: \$15,000	
T his line item includes all office supplies, copy paper, pens, and printer ink cartridges for office etc. Requested amount is based on current expenditures and the cost of ink cartridges and paper for in-car printers. This line item tends to remain fairly constant over time. 2020 expenditures are projected at \$11,750.00 as we have attempted to be thrifty with our office supplies this year.	
100-21-3200531101 JANITORIAL SUPPLIES	6,000
Requested Amount: \$6000	

This amount covers the expenses for janitorial supplies, including paper products for the restrooms and break room, and the Police Department's portion of the Public Safety Building. The CoVID 19 pandemic caused expenses to increase in 2020 as we purchased additional cleaning and disinfecting supplies. We are projected to go over budget in 2020 and are requesting an increase for 2021.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-21-3200-531104 AMMUNITION Requested Amount: \$5,000</p> <p>The requested amount includes ammunition, targets and range supplies for firearms training requirements, as well as duty rounds carried by sworn personnel. Includes pistol, shotgun and rifle rounds. This line item was cut in 2020, but in assessing our ability to respond to violent unrest scenarios, we found that much of our stored emergency equipment is 10 plus years out of date and needs to be replaced.</p>	5,000
<p>100-21-3200-531210 WATER, SEWAGE & GARB Requested Amount : \$0</p> <p>This line item should be removed from the budget.</p>	0
<p>100-21-3200-531220 NATURAL GAS Requested Amount: \$0</p> <p>This line item should be removed from the budget.</p>	0
<p>100-21-3200-531225 STORM WATER Requested Amount: \$0</p> <p>This line item should be removed from the budget.</p>	0
<p>100-21-3200-531230 ELECTRICITY Requested Amount: \$0</p> <p>All electricity for the municipal building will be charged to the Fire Dept.</p>	0
<p>100-21-3200-531270 GASOLINE ALLOCATED Requested Amount: \$70,000</p> <p>Gas prices fell dramatically in 2020 resulting in a cost savings in this budget area. Our gas usage is projected at just over \$60,000.00 for the end of 2020. Not knowing what the oil market will do in 2021 we are budgeting for a possible increase.</p>	70,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-21-3200-531700 OTHER SUPPLIES</p> <p style="padding-left: 20px;">Requested Amount: \$9,000</p> <p style="padding-left: 20px;">This includes crime scene supplies, intoximeters supplies, and safety supplies. Increase is based on 2020 projected expenditures</p> <p style="padding-left: 20px;">Sirchie Fingerprint Laboratories (Crime Scene Supplies) Dash Medical Supplies (Exam Gloves and Protective Clothing) Dana Safety Supply (Traffic Vests and Misc. Equipment) Tri Tech Forensics (Crime Scene Supplies) WalMart (Miscellaneous Supplies)</p> <p style="padding-left: 20px;">Recommended Amount: \$7,000</p>	7,000
<p>100-21-3200-531705 CANINE COSTS</p> <p style="padding-left: 20px;">Requested \$1950</p> <p style="padding-left: 20px;">\$ 300 Misc. Items (Leads, Collars, Training Aids etc.) \$ 400 Annual Vet cost \$ 700 Est. Feed Cost \$ 550 Recertification Training Expense</p> <p style="padding-left: 20px;">\$1,950 Total</p>	1,950
<p>100-21-3200-542100 MACHINERY & EQUIPMEI'</p> <p style="padding-left: 20px;">Requested Amount: \$40,517</p> <p style="padding-left: 20px;">\$ 28,145.00 Axon International (Annual Payment on Axon Body and Car Cameras, User Licenses and Data Storage \$ 1,872.00 Axon Camera Hardware Payment (Year 5 Final Payment) \$ 8,655.00 12 Sets of Body Armor (\$721 Each GF Reimbursed for half by Grant) \$ 1,845.00 Replacement Equipment (Batons, OC Spray, Handcuffs)</p> <hr style="width: 20%; margin-left: 0;"/> <p style="padding-left: 20px;">\$ 40,517.00</p> <p style="padding-left: 20px;">This area had to be increased in last years budget to accommodate increased data storage costs for our body cameras.</p>	40,517

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>										
<p>100-21-3200-542102 JAG GRANT EXPENSES</p> <p style="padding-left: 20px;">Request Amount \$10,800</p> <p style="padding-left: 20px;">2021 JAG Grant is available to the city this year and will be used to make Year 4 payment on Tasers. This money will be reimbursed to the city as it is spent.</p> <p style="padding-left: 20px;">Recommended Amount: \$0</p>	0										
<p>100-21-3200-542103 GA OFFICE OF HWY SAFET</p>	0										
<p>100-21-3200-542200 TRUCKS & AUTOMOBILE</p> <p style="padding-left: 20px;">Truck and Automobile purchases will be paid from the 2020 SPLOST Allocation.</p>	0										
<p>100-21-3200-542900 OTHER CAPITAL EXPENDI</p> <p style="padding-left: 20px;">Requested Amount \$0</p> <p style="padding-left: 20px;">There are no other anticipated capital needs for 2021.</p>	0										
<p>100-21-3200-551101 DATA CENTER EXPENSE</p> <p style="padding-left: 20px;">Requested \$38,512.</p> <p style="padding-left: 20px;">This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment. Based on 2020 expenditures.</p> <table border="0" style="width: 100%; padding-left: 20px;"> <tr> <td style="width: 15%;">\$ 28,536.00</td> <td>Neos Annual Service Contract</td> </tr> <tr> <td>\$ 2,856.00</td> <td>Coopercraft (Building Security Cameras and Interview Room Cameras)</td> </tr> <tr> <td>\$ 3,436.00</td> <td>Coopercraft (Door Security Server Maintenance)</td> </tr> <tr> <td>\$ 3,684.00</td> <td>\$307 per month SJE 35 (Computer Allocation)</td> </tr> <tr> <td style="border-top: 1px solid black;">\$ 38,512.00</td> <td></td> </tr> </table>	\$ 28,536.00	Neos Annual Service Contract	\$ 2,856.00	Coopercraft (Building Security Cameras and Interview Room Cameras)	\$ 3,436.00	Coopercraft (Door Security Server Maintenance)	\$ 3,684.00	\$307 per month SJE 35 (Computer Allocation)	\$ 38,512.00		34,737
\$ 28,536.00	Neos Annual Service Contract										
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\$ 3,436.00	Coopercraft (Door Security Server Maintenance)										
\$ 3,684.00	\$307 per month SJE 35 (Computer Allocation)										
\$ 38,512.00											
<p>100-21-3200-572014 PAYMENT TO POAB</p> <p style="padding-left: 20px;">Requested Amount: \$0</p>	0										

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>												
<p>100-21-3200-573001 COMMUNITY RELATIONS</p> <p style="padding-left: 20px;">Requested Amount: \$3,000</p> <p style="padding-left: 20px;">Neighborhood Watch Programs, the Great program, back to school programs, crime prevention and other similar programs based on community and police involvement. This line item was used very little in 2020 after most of our community programs were cancelled due to CoVID 19. We anticipate returning to full operations in 2021.</p> <p style="padding-left: 20px;">Recommended Amount: \$2,000</p>	<p>2,000</p>												
<p>100-21-3200-581200 CAPITAL LEASE PAYMENT</p> <p style="padding-left: 20px;">This includes the principal and interest payments for the following capital leases:</p> <table border="0" style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 10%;">\$ 38,366</td> <td style="width: 40%;">2018 Police Cars 6 Ford Interceptors</td> <td style="width: 50%;">last payment due 2022</td> </tr> <tr> <td>\$ 4,940</td> <td>2018 Ford F250</td> <td>last payment due 2022</td> </tr> <tr> <td>\$ 42,114</td> <td>2019 Police Cars 6 Ford Interceptors</td> <td>last payment due 2023</td> </tr> <tr> <td>\$ Bl,118</td> <td>2020 Police Cars 6 Ford Interceptors</td> <td>last payment due 2023</td> </tr> </table> <p style="margin-left: 20px;"><u>\$166,538</u></p>	\$ 38,366	2018 Police Cars 6 Ford Interceptors	last payment due 2022	\$ 4,940	2018 Ford F250	last payment due 2022	\$ 42,114	2019 Police Cars 6 Ford Interceptors	last payment due 2023	\$ Bl,118	2020 Police Cars 6 Ford Interceptors	last payment due 2023	<p>166,58</p>
\$ 38,366	2018 Police Cars 6 Ford Interceptors	last payment due 2022											
\$ 4,940	2018 Ford F250	last payment due 2022											
\$ 42,114	2019 Police Cars 6 Ford Interceptors	last payment due 2023											
\$ Bl,118	2020 Police Cars 6 Ford Interceptors	last payment due 2023											
<p>100-21-3210-523203 TECHNOLOGY FEE</p> <p style="padding-left: 20px;">Requested Amount: \$20,000</p> <p style="padding-left: 20px;">The Technology Fee is added on to the fine in all Municipal Court cases. It was increased from \$10 to 25\$ by City Council in 2018 to pay for the transition to Interop Records Management Software. The amount collected and distributed in 2020 was greatly reduced due to suspension of most traffic enforcement efforts dut to CoVID 19. 2021 Request is based on an expected return to notmal operations.</p>	<p>20,00</p>												
<p>100-21-3226-523601 JAIL COST EXPENSE</p> <p style="padding-left: 20px;">Requested Amount: \$20,000</p> <p style="padding-left: 20px;">This is projected at \$10,260.00 for 2020 even with reduced numbers of custodial arrests due to CoVID 19. Assuming a return to normal operations this expense should return to normal levels and needs to be increased accordingly.</p> <p style="padding-left: 20px;">Recommended Amount: \$15,000</p>	<p>15,00</p>												

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-21-3226-523602 INMATE MEDICAL COSTS

1,000

Requested Amount: \$1,000

This is billed by Sumter County, Phoebe Sumter and Goldstar for costs related to inmates that are incarcerated on City charges. This is very difficult to predict but needs to be in place if a city prisoner is taken to the hospital.

21 POLICE

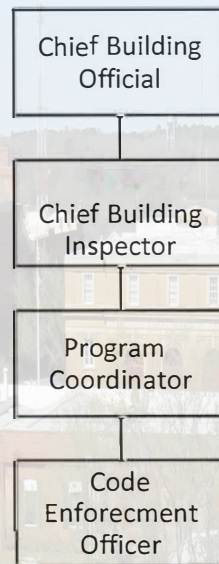
3,428,099



CITY OF AMERICUS
2021 OPERATING BUDGET

BUILDING RISK/CODE ENFORCEMENT

Budgeted 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

Building Risk/Code Enforcement & Planning & Zoning

MISSION STATEMENT/GENERAL OBJECTIVES

The Building Risk Department and Planning & Zoning Departments of the City of Americus was formed in 2018 with the splitting of the Planning & Inspections Department which includes Code Enforcement. While different, each has similarities that allow our goals and objectives to unite for the betterment of our Citizens, Business, Industries and Visitors to our community. It is our responsibility to help protect all people in our City through both the Life Safety and International Building Code compliance. We also work to implement portions of the Urban Redevelopment Plan, including the Americus Sumter Land Bank.

GOALS – 2021

- We will continue to make Americus a safer community through fire safety and building inspections to insure that work is done properly and to code.
- We will work toward abating abandoned and dilapidated properties from the City.
- We will work to stabilize the local tax base from further erosion.
- We will help beautify the City through use of outside the box Code Enforcement.
- We will further our knowledge of the ever-changing applicable codes and standards adopted by the City of Americus by attending classes on code changes and updates.
- We will work with licensed contractors, architects, and engineers to ensure code compliance for Building and Life Safety.
- We will continue to work with other departments and agencies to make sure everyone is treated fairly and with respect.
- Most of all, we will continue to treat every person that we come in contact with daily, with respect and assist them any way we can to help them make their contact with our department a pleasant experience.

CITY OF AMERICUS
2021 OPERATING BUDGET

Building Risk/Code Enforcement & Planning & Zoning

MISSION STATEMENT/GENERAL OBJECTIVES

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GOALS-2021

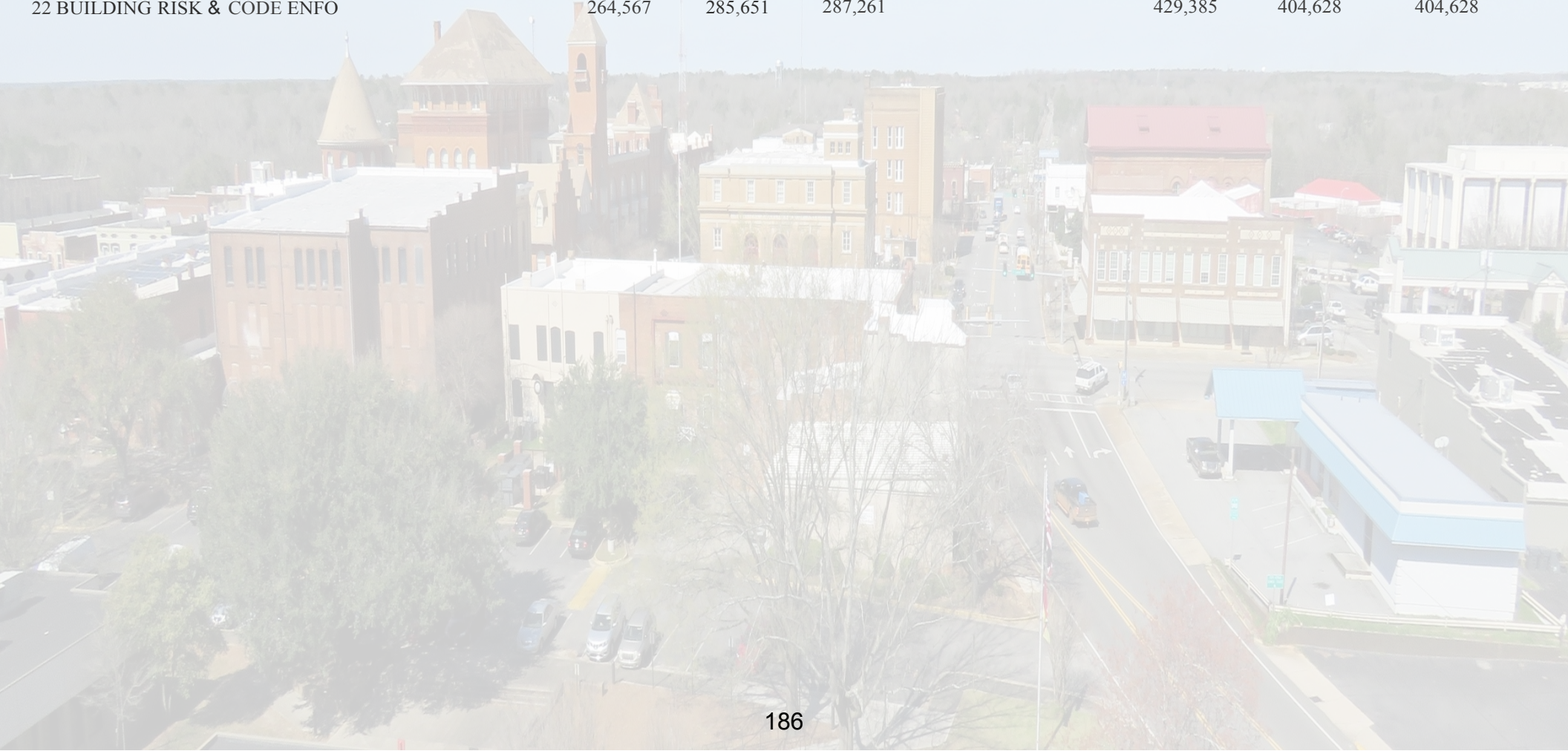
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CITY OF AMERICUS
2021 OPERATING BUDGET -EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
22 BUILDING RISK & CODE ENFO						
100-22-1530-521201 LEGAL EXPENSE	380	1,500	1,125	8,000	4,000	4,000
100-22-1565-531108 MUNICIPAL BLDG REP & MA	22,342	21,260	21,234	43,640	24,140	24,140
100-22-3500-531109 ARSON INVESTIGATION	194	0	0	0	0	0
100-22-7200-511000 REGULAR PAY	136,216	141,516	155,812	187,174	187,174	187,174
100-22-7200-511300 OVERTIME PAY	2,401	1,000	664	2,500	2,500	2,500
100-22-7200-512100 GROUP MEDICAL INSURANC	24,418	18,948	19,007	28,920	35,259	35,259
100-22-7200-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
100-22-7200-512110 GROUP DENTAL INSURANCE	557	590	767	1,144	1,180	1,180
100-22-7200-512200 SOCIAL SECURITY PAYMEN	10,247	9,082	11,089	14,510	14,510	14,510
100-22-7200-512400 RETIREMENT SYSTEM	15,556	11,504	9,730	23,614	23,614	23,614
100-22-7200-512700 WORKERS COMPENSATION	1,978	1,257	1,679	1,921	2,289	2,289
100-22-7200-522000 OTHER OUTSIDE SERVICES	4,108	3,940	1,736	4,525	4,525	4,525
100-22-7200-522130 LOT CLEANING EXPENSE	12,540	22,500	17,072	50,000	45,000	45,000
100-22-7200-522202 AUTO & TRUCK REP & MAIN	2,544	5,000	1,750	5,000	4,000	4,000
100-22-7200-522206 COMPUTER-REP & MAINT	0	15,000	13,198	15,000	12,000	12,000
100-22-7200-523200 TELEPHONE	6,170	7,000	6,399	7,000	7,000	7,000
100-22-7200-523301 ADVERTISING EXPENSE	144	1,000	0	3,500	4,500	4,500
100-22-7200-523600 DUES & SUBSCRIPTIONS	1,433	450	225	905	905	905
100-22-7200-523700 TRAINING & MEETINGS	4,566	7,300	2,812	8,300	8,300	8,300
100-22-7200-523900 UNIFORMS	593	600	725	800	800	800
100-22-7200-531100 OFFICE /COMPUTER SUPPLIE	1,717	3,000	5,861	3,500	3,500	3,500
100-22-7200-531101 JANITORIAL SUPPLIES	1,505	1,500	1,635	2,500	2,500	2,500
100-22-7200-531210 WATER, SEWER, & GARBAG	1,500	1,000	1,042	3,000	3,000	3,000
100-22-7200-531225 STORM WATER	1,330	1,500	1,294	1,500	1,500	1,500
100-22-7200-531230 ELECTRICITY	4,175	3,500	3,596	4,000	4,000	4,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER\DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
100-22-7200-531270 GASOLINE ALLOCATED	2,067	1,500	2,723	4,000	4,000	4,000
100-22-7200-531700 OTHER SUPPLIES	132	2,000	282	2,000	2,000	2,000
100-22-7200-541300 MUNICIPAL BUILDING	0	0	0	0	0	0
100-22-7200-542100 MACHINERY & EQUIPMENT	0	0	0	0	0	0
100-22-7200-542200 TRUCKS & AUTOMOBILES	0	0	0	0	0	0
100-22-7200-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-22-7200-551101 DATA CENTER EXPENSE	5,754	2,204	5,804	2,432	2,432	2,432
100-22-7200-581200 CAPITAL LEASE PAYMENTS	0	0	0	0	0	0
22 BUILDING RISK & CODE ENFO	264,567	285,651	287,261	429,385	404,628	404,628



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

22 BUILDING RISK & CODE ENFO

100-22-1530-521201 LEGAL EXPENSE 4,000

Requested Amount: \$8,000

The requested amount is for title searches for condemned properties and other nuisance abatements and associated legal fees.

The Building Risk Management Department wants to concentrate on demolishing and cleaning up abandoned and blighted properties.

Recommended Amount: \$4,000

100-22-1565-531108 MUNICIPAL BLDG REP & MA 24,140

Requested Amount: \$43,640

- \$ 1,440 Albany Elevator
- \$ 7,700 Safe Aire HVAC PM contract
- \$ 15,000 General repair & maintenance
- \$ 9,500 Welcome Center flooring replacement
- \$ 10,000 Painting of interior common areas, includes water damage repairs

\$ 43,640

The amount of the Municipal Building Repair and Maintenance is increased due to floor covering replacement in the Welcome Center, repairing walls and ceilings from water damage and painting of com. on areas .

Recommended : \$43,640

- \$ 1,440 Albany Elevator
- \$ 7,700 Safe Aire HVAC PM contract
- \$ 15,000 General repair & maintenance

\$24,140

Expenditures associated with the Welcome Center Flooring replacement and painting of the interior common areas due to water damage will be funded through SPLOST funds

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-22-3500-531109 ARSON INVESTIGATION	0
Requested Amount : \$0	

Requested this be moved to the Fire Department's Budget.

100-22-7200-511000 REGULAR PAY	187,174
Personnel Requirements:	

	Current	Requested	Recommended
Administrative Coordinator	0	0	0
Chief Building Official	1	1	1
Chief Building Inspector	1	1	1
Code Enforcement Officer	1	1	1
Program Coordinator	.5	1	1
	3.5	4	4

The Program Coordinator position will be placed under Building Risk Management and will continue to do P&Z duties as required. If approved.

100-22-7200-511300 OVERTIME PAY	2,500
Requested Amount: \$2500	

The requested amount is for each hourly employee. This will provide better customer service by reducing the amount of comp time hours earned.

Recommended Amount:

100-22-7200-512100 GROUP MEDICAL INSURA	35,259
---	--------

The requested amount represents \$6,980 per employee. This cost is after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.

The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-22-7200-512101 OPT OUT INSURANCE PLA This amount represents \$3,000 per employee for expected Opt Out participation.	0
100-22-7200-512110 GROUP DENTAL INSURAN This amount represents \$295 per employee.	1,180
100-22-7200-512200 SOCIAL SECURITY PAYM This amount is 7.65% of the total salary of the department.	14,510
100-22-7200-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	23,614
100-22-7200-512700 WORKERS COMPENSATION This amount represents a percentage of the total salaries for the department based on labor classes and the 2019 rates.	2,289
100-22-7200-522000 OTHER OUTSIDE SERVICE Requested Amount : \$4,525	4,525
\$ 600 Service fire extinguishers	
\$ 540 Pest Control	
\$ 360 Silent Alarm	
\$ 600 Code Enforcement ROBO Call/Litter Training & Prevention	
\$ 750 State license permit information uploads	
\$ 1,250 Copier Maintenance Agreement	
\$ 425 ARROW Exterminators Termite Control	
\$4,525	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>										
<p>100-22-7200-522130 LOT CLEANING EXPENSE</p> <p style="margin-left: 20px;">Requested Amount : \$50,000</p> <p style="margin-left: 20px;">The requested amount includes cleaning up vacant lots, cutting grass, securing dilapidated/abandoned structures and demolition of dilapidated structures. This is an increase from the previous year due to the number of dilapidated and abandoned properties in the city.</p> <p style="margin-left: 20px;">The Building Risk Management Department wants to help clean up the City by demolishing dilapidated structures. There is one parcel that the estimated cost to demolish structures and clean the lot is \$20,000.00.</p> <p style="margin-left: 20px;">Recommended Amount: \$45,000</p>	45,000										
<p>100-22-7200-522202 AUTO & TRUCK REP & MA</p> <p style="margin-left: 20px;">Requested Amount: \$5,000</p> <p style="margin-left: 20px;">We anticipate only routine PM's on the department's vehicles in 2021. However, the vehicles are aging and will potentially need more costly repairs.</p> <p style="margin-left: 20px;">Recommended Amount: \$4,000</p>	4,000										
<p>100-22-7200-522206 COMPUTER-REP & MAINT</p> <p style="margin-left: 20px;">Requested Amount: \$15,000</p> <p style="margin-left: 20px;">The three-year contract was renewed in August of 2020. This is our yearly fee.</p> <p style="margin-left: 20px;">Recommended Amount: \$12,000</p>	12,000										
<p>100-22-7200-523200 TELEPHONE</p> <p style="margin-left: 20px;">Requested Amount: \$7,000</p> <p style="margin-left: 20px;">The requested amount includes telephone and internet as follows:</p> <table border="0" style="margin-left: 20px;"> <tr> <td style="padding-right: 10px;">\$2,800</td> <td>Enterprise Billing (Mediacom)</td> </tr> <tr> <td>\$ 700</td> <td>Bandwidth (telephone - 4 lines)</td> </tr> <tr> <td>\$3,140</td> <td>Mobile Devices</td> </tr> <tr> <td>\$ 360</td> <td>Yellow Pages</td> </tr> <tr> <td style="border-top: 1px solid black;">\$7,000</td> <td>Average for the year.</td> </tr> </table>	\$2,800	Enterprise Billing (Mediacom)	\$ 700	Bandwidth (telephone - 4 lines)	\$3,140	Mobile Devices	\$ 360	Yellow Pages	\$7,000	Average for the year.	7,000
\$2,800	Enterprise Billing (Mediacom)										
\$ 700	Bandwidth (telephone - 4 lines)										
\$3,140	Mobile Devices										
\$ 360	Yellow Pages										
\$7,000	Average for the year.										

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-5223301 ADVERTISING EXPENSE 4,500

Requested Amount: \$3,500

This amount is for all advertising necessary for public hearings in reference to public notices and informing the public of changes to codes or policies.

Recommended Amount: \$4,000

-Recommended amount includes rezoning advertisements.

100-22-7200-523600 DUES & SUBSCRIPTIONS 905

Requested Amount: \$905

This is for memberships in trade organizations related to the field of inspections such as the ICC and the NFPA whose building and fire codes were adopted by the City of Americus. The amount also includes membership dues for various state and national organizations. These organizations publish literature regarding code issues and updates. The request covers the cost of any construction/code related subscriptions.

\$ 50	Georgia Association of Code Enforcement (1)
\$ 200	International Code Congress (4)
\$ 140	BOAG (4)
\$ 140	GSIA (4)
\$ 140	SWGIA (4)
\$ 50	subscriptions
\$ 230	Keep America Beautiful
<hr style="width: 100%; border: 0.5px solid black;"/>	
\$ 905	

This is a increase over last year due to filling the open Building Inspector position.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-523700 TRAINING & MEETINGS

8,300

Requested Amount: \$8,300

All Building Officials are required to attend classes to keep the City in compliance with all State and Federal laws dealing with building safety, erosion & sediment (EPD), zoning, and code enforcement. We must keep these Certifications current by attending continuing education in all fields. All Code Enforcement Officers and Building Inspectors must also meet mandatory training requirements to keep all needed certifications up to date.

Requested

\$ 1,800 BOAG
\$ 1,800 ICC Code Hearings
\$1,000 GACE
\$ 1,200 GSIA
\$ 1,000 GACE Fall
\$ 1,000 GACE Spring
\$ 500 SWGIA

\$8,300

Recommended

\$1,800 BOAG
\$ 1,800 ICC Code Hearings
\$ 1,200 GSIA
\$1,000 GACE Fall
\$ 1,000 GACE Spring
\$ 500 SWGIA

\$7,300

100-22-7200-523900 UNIFORMS

Requested Amount: \$ 800

800

The requested amount includes four employees at \$200 each.

This is an increase from last year due to filling of the Building Inspector position.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-22-7200-531100 OFFICE /COMPUTER SUPPL Requested Amount: \$3,500</p> <p>The budget request is printer cartridges, paper and other supplies.</p> <p>This is an increase due to filling of the Building Inspceters position.</p>	3,500
<p>100-22-7200-531101 JANITORIAL SUPPLIES Requested Amount: \$2,500</p> <p>The requested amount includes the purchase of cleaning supplies, bathroom supplies, and cleaning equipment for all three floors of the Municipal Building.</p> <p>\$2,000 was requested last year and \$1,500 was approved. As of 08/10/2020 we have spent \$1,482</p> <p>Recommended Amount: \$</p>	2,500
<p>100-22-7200-531210 WATER, SEWER, & GARB Requested Amount: \$3,000</p> <p>The requested amount is for the monthly bill for the Municipal Building.</p> <p>Recommended Amount: \$1,000</p>	3,000
<p>100-22-7200-531225 STORM WATER Requested Amount: \$1,500</p> <p>The requested amount includes the monthly storm water bill for the Municipal Building and 721 W Church St.</p>	1,500
<p>100-22-7200-531230 ELECTRICITY Requested Amount: \$4,000</p> <p>The request is for the Pro-rata share of the Municipal Building.</p> <p>Recommended Amount; \$3,500</p>	4,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-531270 GASOLINE ALLOCATED 4,000

Requested Amount: \$4,000

This is the amount required to operate the departments 3 vehicles

Recommended Amount

100-22-7200-531700 OTHER SUPPLIES 2,000

Requested Amount: \$2,000

\$1,000 Recycling

\$1,000 Radio, video, and other types of supplies

\$

\$2,000

100-22-7200-541300 MUNICIPAL BUILDING 0

Requested Amount: \$0

100-22-7200-542100 MACHINERY & EQUIPMENTS 0

Requested Amount: \$0

100-22-7200-542200 TRUCKS & AUTOMOBILE 0

Requested amount: \$

Recommended Amount: \$0

100-22-7200-551000 ALLOCATION OF EXPENSES 0

100-22-7200-551101 DATA CENTER EXPENSE 2,432

This is the amount allocated to this department for internet, other computer connections, repair & upgrade of computer equipment

100-22-7200-581200 CAPITAL LEASE PAYMENTS 0

Requested Amount: \$0

22 BUILDING RISK & CODE ENFORCEMENT 40,628

CITY OF AMERICUS
2021 OPERATING BUDGET

**MUNICIPAL COURT DEPARTMENT
MISSION STATEMENT/GENERAL OBJECTIVES (see POLICE DEPT.)**



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
23 MUNICIPAL COURT						
100-23-1530-521201 LEGAL EXPENSE	0	1,000	0	0	0	0
100-23-2650-511000 REGULAR PAY	55,532	58,959	58,672	54,959	54,959	54,959
100-23-2650-511300 OVERTIME PAY	675	0	445	0	0	0
100-23-2650-512100 GROUP MEDICAL INSURANC	6,972	7,765	7,754	7,230	8,815	8,815
100-23-2650-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
100-23-2650-512110 GROUP DENTAL INSURANCE	458	236	480	286	295	295
100-23-2650-512200 SOCIAL SECURITY PAYMEN	3,813	4,204	3,900	4,204	4,204	4,204
100-23-2650-512400 RETIREMENT SYSTEM	5,124	3,544	4,536	4,270	4,270	4,270
100-23-2650-512700 WORKERS' COMPENSATION	136	118	347	134	134	134
100-23-2650-522000 OTHER OUTSIDE SERVICES	459	200	25	0	0	0
100-23-2650-523200 TELEPHONE	0	0	0	0	0	0
100-23-2650-523600 DUES & SUBSCRIPTIONS	100	200	210	0	0	0
100-23-2650-523700 TRAINING & MEETINGS	417	1,000	0	0	0	0
100-23-2650-531102 MUNICIPAL COURT OPERAT	17,556	15,000	16,988	0	0	0
100-23-2650-572014 PAYMENT TO POAB	13,640	11,000	8,885	0	0	0
23 MUNICIPAL COURT	104,882	103,226	102,240	71,083	72,677	72,677

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
23 MUNICIPAL COURT	
100-23-1530-521201 LEGAL EXPENSE	0
Requested Amount: \$3,000	
The requested amount includes legal fees related to the operation of the municipal court cases.	
Recommended Amount: \$1,000	
100-23-2650-511000 REGULAR PAY	54,959
Personnel Requirements	
Current	
Municipal Judge (part-time)	1
Municipal Court Clerk	1
	2
100-23-2650-511300 OVERTIME PAY	0
Requested Amount: \$200	
100-23-2650-512100 GROUP MEDICAL INSURA	8,815
The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.	
The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.	
100-23-2650-512101 OPT OUT INSURANCE PLA	0
100-23-2650-512110 GROUP DENTAL INSURAN	295
This amount represents \$295 per employee.	
100-23-2650-512200 SOCIAL SECURITY PAYM	4,204
This is 7.65% of the total salaries of the department.	
100-23-2650-512400 RETIREMENT SYSTEM	4,270
This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-23-2650-512700 WORKERS' COMPENSATION	134
This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	
100-23-2650-522000 OTHER OUTSIDE SERVICE	0
Requested Amount: \$200 This is for court interpreter services.	
100-23-2650-523200 TELEPHONE	0
100-23-2650-523600 DUES & SUBSCRIPTIONS	0
Dues for Professional Associations: \$200	
100-23-2650-523700 TRAINING & MEETINGS	0
Requested Amount: \$1,000 \$ 500 Clerk's training \$ 500 Judge's training	
<u>\$1,000</u>	
This is for Municipal Court personnel training.	
100-23-2650-531102 MUNICIPAL COURT OPER	0
Recommended Amount: \$15,000	
This is for other court costs not included elsewhere. Examples are printed forms and supplies, witness fees, Public Defender, City Solicitor, Indigent Defense and other costs of operating the Municipal Court.	
Recommended Amount:	
\$ 1,500 Supplies/forms	
\$ 200 Witness fees	
\$13,000 City Solicitor and Public Defender Fees	
\$ 300 Miscellaneous	
<u>\$15,000</u>	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCO UNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-23-2650-572014 PAYMENT TO POAB

0

Requested Amount: \$21,000

Based on State law, we are required to send a pprtion of each fine and/or bond forfeiture to the Peace Officer's Annuity and Benefit Fund. The amount is based on the number of cases in each level of fines. For example:

For fines from\$ 4.01 - \$ 25.00 the amount due on each case is \$3.00

For fines from \$25.01 - \$ 50.00 the amount due on each case is \$4.00

For fines from \$50.01 \$100.00 the amount due on each case is \$5.00

For fines \$100.01 and over the amount due is 5% of each case.

*This line item was moved from the Police Department's budget for 2017.

Requested Amount: \$21,000 based on the percentage of fines received thus far in 2018.

Recommended Amount: \$11,000

23 MUNICIPAL COURT

72,677



CITY OF AMERICUS
2021 OPERATING BUDGET

PLANNING AND ZONING DEPARTMENT

Budgeted 2021

Vacant
Planning and Zoning
Director

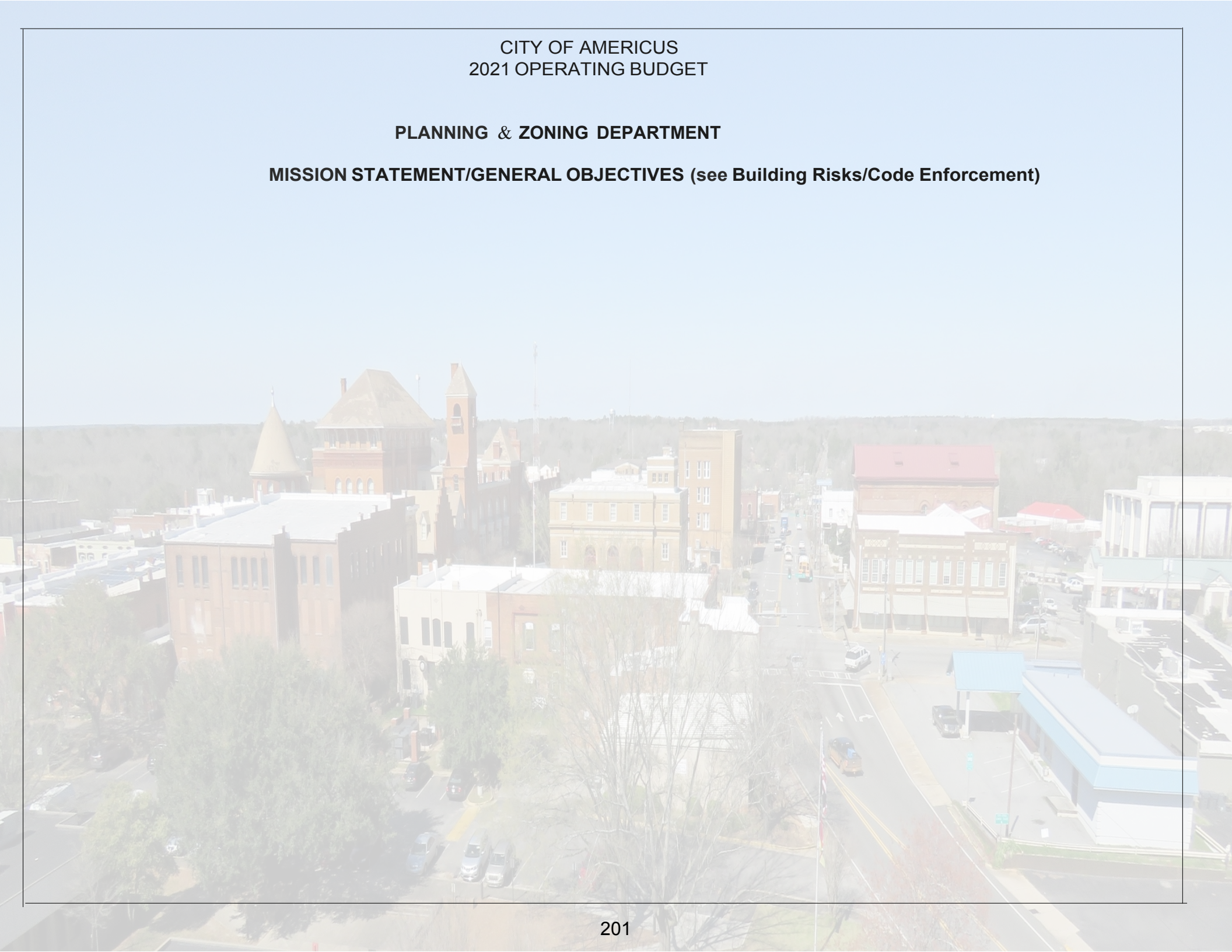
Vacant
Program
Coordinator

Added into Building Risk Management for 2021

CITY OF AMERICUS
2021 OPERATING BUDGET

PLANNING & ZONING DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Building Risks/Code Enforcement)



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
25 PLANNING & ZONING						
100-25-1530-521201 LEGAL EXPENSES	800	2,000	1,600	0	0	0
100-25-1565-531108 MUNICIPAL BLDG-REP & MA	0	1,000	119	0	0	0
100-25-3500-531109 ARSON INVESTIGATION	0	0	0	0	0	0
100-25-7400-511000 REGULAR PAY	41,697	92,174	23,973	71,323	0	0
100-25-7400-511300 OVERTIME PAY	0	1,000	0	0	0	0
100-25-7400-512100 GROUP MEDICAL INSURANCE	3,450	11,968	11,908	7,230	0	0
100-25-7400-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
100-25-7400-512110 GROUP DENTAL INSURANCE	93	354	192	0	0	0
100-25-7400-512200 SOCIAL SECURITY PAYMENTS	3,052	7,128	1,892	0	0	0
100-25-7400-512400 RETIREMENT SYSTEM	0	9,029	7,632	0	0	0
100-25-7400-512700 WORKERS COMPENSATION	363	199	489	0	0	0
100-25-7400-522000 OTHER OUTSIDE SERVICES	0	1,000	0	0	0	0
100-25-7400-522130 LOT CLEANING EXPENSE	0	0	0	0	0	0
100-25-7400-522202 AUTO & TRUCK REP & MAINT	0	1,500	0	0	0	0
100-25-7400-522206 COMPUTER REPAIR & MAINT	0	1,000	0	0	0	0
100-25-7400-523200 TELEPHONE	241	3,000	0	0	0	0
100-25-7400-523301 ADVERTISING EXPENSE	0	1,500	0	0	0	0
100-25-7400-523600 DUES & SUBSCRIPTIONS	285	1,255	10	0	0	0
100-25-7400-523700 TRAINING & MEETINGS	4,197	6,250	2,176	0	0	0
100-25-7400-523900 UNIFORMS	0	200	40	0	0	0
100-25-7400-531100 OFFICE /COMPUTER SUPPLIES	1,363	3,000	3,414	0	0	0
100-25-7400-531101 JANITORIAL SUPPLIES	0	0	0	0	0	0
100-25-7400-531210 WATER,SEWER,&GARBAGE	0	0	0	0	0	0
100-25-7400-531225 STORM WATER	0	0	0	0	0	0
100-25-7400-531230 ELECTRICITY	0	0	0	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
100-25-7400-531270 GASOLINE ALLOCATED	0	0	0	0	0	0
100-25-7400-531700 OTHER SUPPLIES	1,232	2,000	423	0	0	0
100-25-7400-541300 BUILDINGS	0	0	0	0	0	0
100-25-7400-542200 TRUCKS & AUTOMOBILES	0	0	0	0	0	0
100-25-7400-551101 DATA CENTER EXPENSE	0	945	0	1,042	0	0
100-25-7400-581200 CAPITAL LEASE PAYMENT	0	0	0	0	0	0
25 PLANNING & ZONING	56,773	146,502	53,867	79,595	0	0



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

25 PLANNING & ZONING

100-25-1530-521201 LEGAL EXPENSES 0

This amount is for review and update of ordinances, street closings, property deeds prepared, and other misc. legal matters.

Dept 25 has been combined with Dept 22 for 2021.

100-25-1565-531108 MUNICIPAL BLDG-REP & MA 0

Requested amount: \$0

This is for repairs and maintenance for Joyce Myers Park, 2 Train Depots, Brookdale Park, Rees Park and Furlow School. Expense was previously under Community Development.

Dept 25 has been combined with Dept 22 for 2021.

100-25-3500-531109 ARSON INVESTIGATION 0

Arson Investigation not under Dept 25 under Dept 22

100-25-7400-511000 REGULAR PAY 0

Personnel Requirements:

	Current	Requested	Recommended
Planning & Zoning Director	0	1	0
Program Coordinator*	0	0	0
	-0-	1	0

*The requested amount includes the addition of a position as well as a reclassification of the same position of the Administrative Coordinator (See Department 22) to Program Coordinator along with the associated salary for the position. The Program Coordinator position will be divided equally between BRM (22) and P&Z (25).

The recommended amount does not fund the Planning & Zoning Director position. In addition, The program Coordinator is funded in Building Riks Management for the year.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-25-7400-511300 OVERTIME PAY</p> <p style="padding-left: 20px;">Requested amount: 0</p> <p style="padding-left: 20px;">Overtime for Program Coordinator</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-512100 GROUP MEDICAL INSURA</p> <p style="padding-left: 20px;">The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.</p> <p style="padding-left: 20px;">The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-512101 OPT OUT INSURANCE PLA</p>	0
<p>100-25-7400-512110 GROUP DENTAL INSURAN</p> <p style="padding-left: 20px;">This amount represents \$0 per employee.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-512200 SOCIAL SECURITY PAYM</p> <p style="padding-left: 20px;">This is 7.65% of the total salaries of the department.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-512400 RETIREMENT SYSTEM</p> <p style="padding-left: 20px;">This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-512700 WORKERS COMPENSATION</p> <p style="padding-left: 20px;">This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-25-7400-522000 OTHER OUTSIDE SERVICE</p> <p style="padding-left: 20px;">Requested amount: \$0</p> <p style="padding-left: 20px;">This is for service needs for Joyce Myers Park, 2 Train Depots, Brookdale Park, Rees Park and Furlow School. Expense was previously under Community Development.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-522130 LOTCLEANING EXPENSE</p> <p style="padding-left: 20px;">This expense is under Dept 22</p>	0
<p>100-25-7400-522202 AUTO & TRUCK REP & MA</p> <p style="padding-left: 20px;">Requested amount: \$0</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-522206 COIvIPUTER REPAIR & MA</p> <p style="padding-left: 20px;">Requested amount: \$0</p> <p style="padding-left: 20px;">This is for software+ computer repair.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-523200 TELEPHONE</p> <p style="padding-left: 20px;">Requested amount: \$0</p> <p style="padding-left: 20px;">2 office phone lines & 1 cell phone</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0
<p>100-25-7400-523301 ADVERTISING EXPENSE</p> <p style="padding-left: 20px;">Requested amount: \$0</p> <p style="padding-left: 20px;">Public notice advertisements required for rezoning's, ordinance changes, Historic District demo & new const.</p> <p style="padding-left: 20px;">Dept 25 has been combined with Dept 22 for 2021.</p>	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-25-7400-523600 DUES & SUBSCRIPTIONS	0
Requested Amount: \$1255	
\$ 125 GA State License - Landscape Architecture	
\$ 30 Georgia Alliance of Preservation Comm Membership	
\$ 165 ISA (International Society of Arboriculture) Membership	
\$ 150 ISA (International Society of Arboriculture) Arborist Certification (renews every 3 years)	
\$ 325 ISA (International Society of Arboriculture) Municipal Specialist - Arboriculture -- Cert Exam (one-time exam fees; recert. will be \$100 every 3 yrs.)	
\$ 35 GAZA Membership	
\$ 225 Keep Americus Beautiful	
\$ 200 Georgia Recycling Coalition	
<hr style="width: 10%; margin-left: 0;"/>	
\$ 1255	
Dept 25 has been combined with Dept 22 for 2021.	
100-25-7400-523700 TRAINING & MEETINGS	0
Requested amount: \$6250	
This line item covers training costs to earn Continuing Ed credits for State Landscape Architect License; ISA Arborist & Municipal Specialist certifications; Georgia Soil & Water Erosion Control Certifications; conferences related to planning/zoning issues and Keep Americus Beautiful programming.	
Dept 25 has been combined with Dept 22 for 2021.	
100-25-7400-523900 UNIFORMS	0
Requested amount: \$0	
Staff requesting golf shirts with City logo	
Dept 25 has been combined with Dept 22 for 2021.	
100-25-7400-531100 OFFICE /COMPUTER SUPP	0
Requested amount: \$0	
This represents office supplies for both Departments 22 and 25.	
Dept 25 has been combined with Dept 22 for 2021.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-25-7400-531101	JANITORIAL SUPPLIES Provided by Dept 22	0
100-25-7400-531210	WATER,SEWER,&GARBAG Provide d by Dept 22	0
100-25-7400-53125	STORM WATER Provided by Dept 22	0
100-25-7400-531230	ELECTRICITY Provided by Dept 22	0
100-25-7400-531270	GASOLINE ALLOCATED Requested amount: \$0 Fuel Dept 25 has been combined with Dept 22 for 2021.	0
100-25-7400-531700	OTHER SUPPLIES Requested amount: \$0 This amount is for Keep Americus Beautiful program supplies such as trash bags, tools (reusable), safety vests (reusable), educational materials, etc. The \$1200 in prior year budget was to re-establish the affiliate certification and advertise for the new ordinance. Dept 25 has been combined with Dept 22 for 2021.	0
100-25-7400-541300	BUILDINGS Dept 25 has been combined with Dept 22 for 2021.	0
100-25-7400-542200	TRUCKS& AUTOMOBILE Dept 25 has been combined with Dept 22 for 2021.	0
100-25-7400-551101	DATA CENTER EXPENSE Recommended Amount: 0 Dept 25 has been combined with Dept 22 for 2021.	0
100-25-7400-581200	CAPITAL LEASE PAYMEN Dept 25 has been combined with Dept 22 for 2021.	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

25 PLANNING & ZONING

0



CITY OF AMERICUS
2021 OPERATING BUDGET

STREET DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS-2021

- | | |
|--|----------|
| * Continue to develop preventive maintenance program | On-going |
| * Enhance street paving and repair program | On-going |



CITY OF AMERICUS
2021 OPERATING BUDGET -EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
30 STREET						
100-30-1530-521201LEGAL EXPENSES	60	0	0	0	0	0
100-30-4200-511000 REGULAR PAY	154,897	157,123	164,446	157,123	157,123	157,123
100-30-4200-511300 OVERTIME PAY	5,726	5,000	2,706	10,000	5,000	5,000
100-30-4200-512100 GROUP MEDICAL INSURANC	20,882	27,920	27,866	21,690	26,444	26,444
100-30-4200-512101 OPT OUT INSURANCE PLAN	1,615	0	0	3,000	3,000	3,000
100-30-4200-512110 GROUP DENTAL INSURANCE	564	944	750	1,144	1,180	1,180
100-30-4200-512200SOCIAL SECURITY PAYMENT	11,614	12,402	11,800	12,785	12,400	12,400
100-30-4200-512400 RETIREMENT SYSTEM	13,757	15,710	13,286	20,807	20,184	20,184
100-30-4200-512700 WORKERS' COMPENSATION	15,122	13,756	12,538	16,042	15,713	15,713
100-30-4200-522000 OTHER OUTSIDE SERVICES	14,051	19,100	3,283	23,000	10,000	10,000
100-30-4200-522202 AUTO & TRUCK-REP & MAIN	30,292	35,000	12,600	25,000	10,000	10,000
100-30-4200-522203 MACH & EQUIP-REP & MAIN	7,112	17,500	3,699	12,000	12,000	12,000
100-30-4200-522211 SIDEWALK REP & MAINT	9,949	20,000	273	20,000	10,000	10,000
100-30-4200-523200 TELEPHONE	35,753	20,000	33,726	33,000	28,000	28,000
100-30-4200-523700 TRAINING AND MEETINGS	886	2,000	0	2,000	2,000	2,000
100-30-4200-523900 UNIFORMS	2,382	2,700	3,092	3,000	3,000	3,000
100-30-4200-531105 HAND TOOLS	981	2,000	1,028	2,000	2,000	2,000
100-30-4200-531230 ELECTRICITY	338,701	300,000	345,787	315,000	300,000	300,000
100-30-4200-531270 GASOLINE ALLOCATED	20,795	19,000	17,245	22,000	22,000	22,000
100-30-4200-531603 STREET SIGNS	3,745	5,000	1,409	8,000	5,000	5,000
100-30-4200-531700 OTHER SUPPLIES	16,091	15,000	31,349	20,000	18,000	18,000
100-30-4200-542100 MACHINERY & EQUIPMENT	952	5,000	2,200	2,500	2,500	2,500
100-30-4200-542200 TRUCKS & AUTOMOBILES	0	25,000	0	25,000	25,000	25,000
100-30-4200-542900 OTHER CAPITAL EXPENDITU	0	0	0	0	0	0
100-30-4200-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL</u> <u>2019</u>	<u>BUDGET</u> <u>2020</u>	<u>ACTUAL</u> <u>12/31/2020</u>	<u>REQUESTED</u> <u>2021</u>	<u>RECOMM</u> <u>2021</u>	<u>APPROVED</u> <u>2021</u>
100-30-4200-551101 DATA CENTER EXPENSE	192	787	203	695	695	695
100-30-4200-581200 CAPITAL LEASE PAYMENTS	589	4,400	160	4,400	4,400	4,400
100-30-4221-531110 STREET-REP & MAINT	2,283	0	0	0	0	0
100-30-4221-541200 STREET RESURFACING	<u>285,644</u>	<u>211,400</u>	<u>1,772,821</u>	<u>179,870</u>	<u>179,870</u>	<u>179,870</u>
30 STREET	994,635	936,742	2,462,265	940,056	875,509	875,509



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

30 STREET

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-30-1530-521201 LEGAL EXPENSES	0
100-30-4200-511000 REGULAR PAY	157,123
Personnel Requirements:	
Current	
Street Superintendent	1
Equipment Operator	1
Crew Leader	1
Heavy Equipment Operator	1
<hr style="width: 100%;"/>	<hr style="width: 100%;"/>
4	
This amount includes on-call pay of \$60 per week for 52 weeks for 1 employee on call.	
100-30-4200-511300 OVERTIME PAY	5,000
Requested Amount: \$10,000	
This is the estimated amount for 2020. The on-call person, the employees responsible for cutting grass with the tractor and the correction officers must be supervised when they work overtime.	
Recommended Amount: \$5,000.	
100-30-4200-512100 GROUP MEDICAL INSURANCE	26,444
The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.	
The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.	
100-30-4200-512101 OPT OUT INSURANCE PLAN	3,000
This amount represents \$3,000 per employee for expected Opt Out participation.	
100-30-4200-512110 GROUP DENTAL INSURANCE	1,180
This amount represents \$295 per employee.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
1000-30-4200-512200 SOCIAL SECURITY PAYM This amount is 7.65% of the total salary of the department.	12,400
100-30-4200-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	20,184
100-30-4200-512700 WORKERS' COMPENSATION This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	15,713
100-30-4200-522000 OTHER OUTSIDE SERVICE Requested Amount: \$23,000	10,000
\$5,000 Fence Repair/Electrician repair City maintained traffic lights	
\$5,000 Tree removal	
\$5,000 Equipment Rental	
\$5,000 Debris Removal (landfull disposal)	
\$1,000 Downtown Clock Service (annual maintenance fee)	
<u>\$2,000</u> Engineering/Planning work completed for City streets/sidewalks	
\$23,000	
Recommended Amount: \$10,000	
\$1,000 Fence Repair/Electrician repair City maintained traffic lights	
\$3,000 Tree removal	
\$2,500 Equipment Rental	
\$2,500 Debris Removal (landfull disposal)	
\$1,000 Downtown Clock Service (annual maintenance fee)	
<u>\$10,000</u>	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-30-4200-522202 AUTO & TRUCK-REP & MA Requested Amount: \$25,000 The amount requested is for vehicle maintenance & is based on the prior year to date annualized. Recommended amount \$10,000 Based on current year annualized.	10,000
100-30-4200-522203 MACH & EQUIP-REP & MA Requested Amount: \$12,000 The amount requested includes repairs & maintenance to saws, power tools, mowers, trimmers, & other equipment.	12,000
100-30-4200-522211 SIDEWALK REP & MAINT Requested Amount: \$20,000 This amount is for repairs to various sidewalks throughout the city. The requested amount includes all materials such as boards, concrete, etc with an increase for expected rise in costs. The requested amount also includes \$10,000 for the outsourcing of some Repair & Maintenance jobs. Recommended Amount: \$10,000 TSPLOST will also be utilized for sidewalk repair and maintenance.	10,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-30-4200-523200 TELEPHONE Requested Amount: \$33,000 The requested amount includes AT&T land lines for traffic lights downtown PLUS cell phone services for the Superintendent & On-Call phones. Projected based on YTD expenditures Recommended Amount: \$28,000	28,000
100-30-4200-523700 TRAINING AND MEETINGS Requested Amount: \$2,000 This is the expected amount for training & travel in the department	2,000
100-30-4200-523900 UNIFORMS Requested Amount: \$3,000 The requested amount is for uniforms for the Street Department employees.	3,000
100-30-4200-531105 HAND TOOLS Requested Amount: \$2,000 The amount is for brooms, rakes, shovels, wrenches, socket sets, hammers, & other types of hand tools.	2,000
100-30-4200-531230 ELECTRICITY Requested Amount: \$315,000 This amount includes electricity to operate the street lights and traffic lights throughout the city. Recommended Amount \$300,000	300,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-30-4200-531270 GASOLINE ALLOCATED</p> <p style="padding-left: 20px;">Requested Amount: \$22,000</p> <p style="padding-left: 20px;">The requested amount is based on gas usage.</p>	22,000
<p>100-30-4200-531603 STREET SIGNS</p> <p style="padding-left: 20px;">Requested Amount: \$8,000</p> <p style="padding-left: 20px;">\$ 5,000 Replacement signs with DOT mandated changes</p> <p style="padding-left: 20px;">\$ 3,000 Purchase of letters, blanks, etc.</p> <p style="padding-left: 20px;"><u> </u></p> <p style="padding-left: 20px;">\$ 8,000</p> <p style="padding-left: 20px;">Recommended Amount: \$5,000</p>	5,000
<p>100-30-4200-531700 OTHER SUPPLIES</p> <p style="padding-left: 20px;">Requested Amount: \$20,000</p> <p style="padding-left: 20px;">The amount requested is for the purchase of rock, safety vests, gloves, saw blades, cold mix, safety glasses, dirt, pipe, sand, No Natz, work keys, lubricants, shop towels, water/gatorade, hand soap, weed/ant killer, spray paint, etc.</p> <p style="padding-left: 20px;">Recommended Amount: \$18,000</p>	18,000
<p>100-30-4200-542100 MACHINERY & EQUIPMEI'</p> <p style="padding-left: 20px;">Requested Amount: \$2,500</p> <p style="padding-left: 20px;">The requested amount is for miscellaneous saws, blowers, drills, mowers, trimmers, other equipment</p>	2,500
<p>100-30-4200-542200 TRUCKS & AUTOMOBILE</p> <p style="padding-left: 20px;">Requested Amount: \$25,000</p> <p style="padding-left: 20px;">\$25,000 Service Truck Replacement 2019 Carryover (GMA Lease Purchase)</p> <p style="padding-left: 20px;">The request to purchase a new pick-up truck is based on the condition of unit 304 as well as the cost associated with repair & maintenance of the existing truck.</p>	25,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-30-4200 -542900 OTHER CAPITAL EXPENDTU Requested Amount: \$0	0
100-30-4200-551000 ALLOCATION OF EXPENSES	0
100-30-4200-551101 DATA CENTER EXPENSE This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipmat.	695
100-30-4200-581200 CAPITAL LEASE PAYMENT Recommended Amount \$4,400 This includes the principal & interest payments for the following capital leases: \$ 4,400 2017 Ford F150 last payment due (2021)	4,400
100-30-4221 -531110 STREET-REP & MAINT TSPLOST funds will be utilized when necessary	0
100-30-4221-541200 STREET RESURFACING Requested Amount: \$179,870 LMIG monies are used to improve transportation systems. This is the seventh year that GDOT is sending the funds to the local governments \$ 163,520 LMIG Resurfacing \$ 16,350 Transfer from TSPLOST <hr style="width: 100px; margin-left: 0;"/> \$ 179,870	179,870
30 STREET	875,509

CITY OF AMERICUS
2021 OPERATING BUDGET

CEMETERIES

MISSION STATEMENT/GENERAL OBJECTIVES

1. Continue providing quality services to families during their time of need and grieving. Try to keep scheduling funeral times so as not to interfere with other engagements.
2. Continue to keep Eastview and Oak Grove cemeteries clean and beautiful throughout the year.
3. Maintain accurate records of personal lot purchases and burials for all cemeteries.

GOALS-2021

- Work with Public Works Department to complete various projects in Oak Grove
- Complete Phase II & III of Eastview Cemetery Beautification project.
- Continue repairing grave spaces in old section of Eastview Cemetery
- Create comprehensive maps of all City owned cemeteries in GIS database
- Implement new City of Americus Cemetery Policies and Procedures
- Continue monthly funeral home visits

CITY OF AMERICUS
 2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
31 CEMETERY						
100-31-4850-511000 REGULAR PAY	14,274	13,938	13,780	12,906	12,906	12,906
100-31-4850-512200 SOCIAL SECURITY PAYMENT	1,088	1,066	1,070	987	987	987
100-31-4850-512700 WORKERS' COMPENSATION	545	245	211	565	524	524
100-31-4850-522000 OTHER OUTSIDE SERVICES	1,203	820	1,135	820	820	820
100-31-4850-522200 BUILDING REP & MAINT	349	500	180	1,500	1,500	1,500
100-31-4850-522206 COMPUTER-REP & MAINT	120	250	132	250	250	250
100-31-4850-523200 TELEPHONE	2,036	2,400	2,168	2,400	2,400	2,400
100-31-4850-523600 DUES & SUBSCRIPTIONS	0	100	0	100	100	100
100-31-4850-523700 TRAINING AND MEETINGS	867	900	788	900	900	900
100-31-4850-531101 JANITORIAL SUPPLIES	0	50	0	50	50	50
100-31-4850-531210 WATER, SEWAGE & GARBAG	25,484	25,000	19,956	25,000	25,000	25,000
100-31-4850-531220 NATURAL GAS	0	0	0	0	0	0
100-31-4850-531225 STORM WATER	2,750	2,800	3,286	2,800	2,800	2,800
100-31-4850-531230 ELECTRICITY	1,026	1,500	1,217	1,500	1,500	1,500
100-31-4850-531700 OTHER SUPPLIES	0	100	0	100	100	100
100-31-4850-541200 LAND & IMPROVEMENTS	0	2,000	0	<u>2,000</u>	<u>0</u>	<u>0</u>
31 CEMETERY	49,741	51,669	43,923	51,878	49,837	49,837

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
31 CEMETERY	
100-31-4850-511000 REGULAR PAY	12,906
Personnel Requirements:	
Cemetery Clerk (part time) 1	
This position works 1,040 hours per year and earns \$50 per pay period for on-call pay.	
100-31-4850-512200 SOCIAL SECURITY PAYM	987
This amount is 7.65% of the total salary of the department.	
100-31-4850-512700 WORKERS' COMPENSATION	524
This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	
100-31-4850-522000 OTHER OUTSIDE SERVICE	820
Requested Amount: \$820.00	
The requested amount includes the following:	
\$ 420 Alarm services (\$105/quarter monitoring fee for Railroad St/Mower Shop)	
\$ 200 Pest Control	
\$ 200 Miscellaneous	
\$ 820	
100-31-4850-522200 BUILDING REP & MAINT	1,500
Requested Amount: \$1500.00	
The requested amount is for the maintenance at the Sexton's office & shed at Oak Grove, which includes repairs to windows & doors and other areas.	
100-31-4850-522206 COMPUTER-REP & MAINT	250
Requested Amount: \$250.00	
The requested amount is for the repair, update, & software for the cemetery laptop.	
100-31-4850-523200 TELEPHONE	2,400
Requested Amount: \$2,400	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-31-4850-523600 DUES & SUBSCRIPTIONS	100
Requested Amount: \$100	
This is for GMCA dues.	
100-31-4850-523700 TRAINING AND MEETING:	900
Requested Amount: \$900	
This is the amount for mileage paid to the Cemetery Clerk for use of personal vehicle to manage 3 cemeteries. This amount also includes travel expenses for Cemetery Clerk to attend 1 Cemetery Association meeting.	
100-31-4850-531101 JANITORIAL SUPPLIES	50
Requested Amount: \$50	
100-31-4850-531210 WATER, SEWAGE & GARB	25,000
Requested Amount: \$25,000.00	
100-31-4850-531220 NATURAL GAS	0
Requested Amount: \$0	
100-31-4850-531225 STORMWATER	2,800
Requested Amount: \$2,800	
This is all of the Storm Water charges for all 3 cemeteries for a full year.	
100-31-4850-531230 ELECTRICITY	1,500
Requested Amount: \$1,500	
This is the same as the 2017-18 budgeted amounts.	
100-31-4850-531700 OTHER SUPPLIES	100
Requested Amount: \$100	
The amount requested is for survey flags, framing to mark graves, & section signage at all 3 cemeteries.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

100-31-4850-541200 LAND & IMPROVEMENTS
Requested Amount: \$2,000

0

Recommended: \$0

31 CEMETERY

49,837



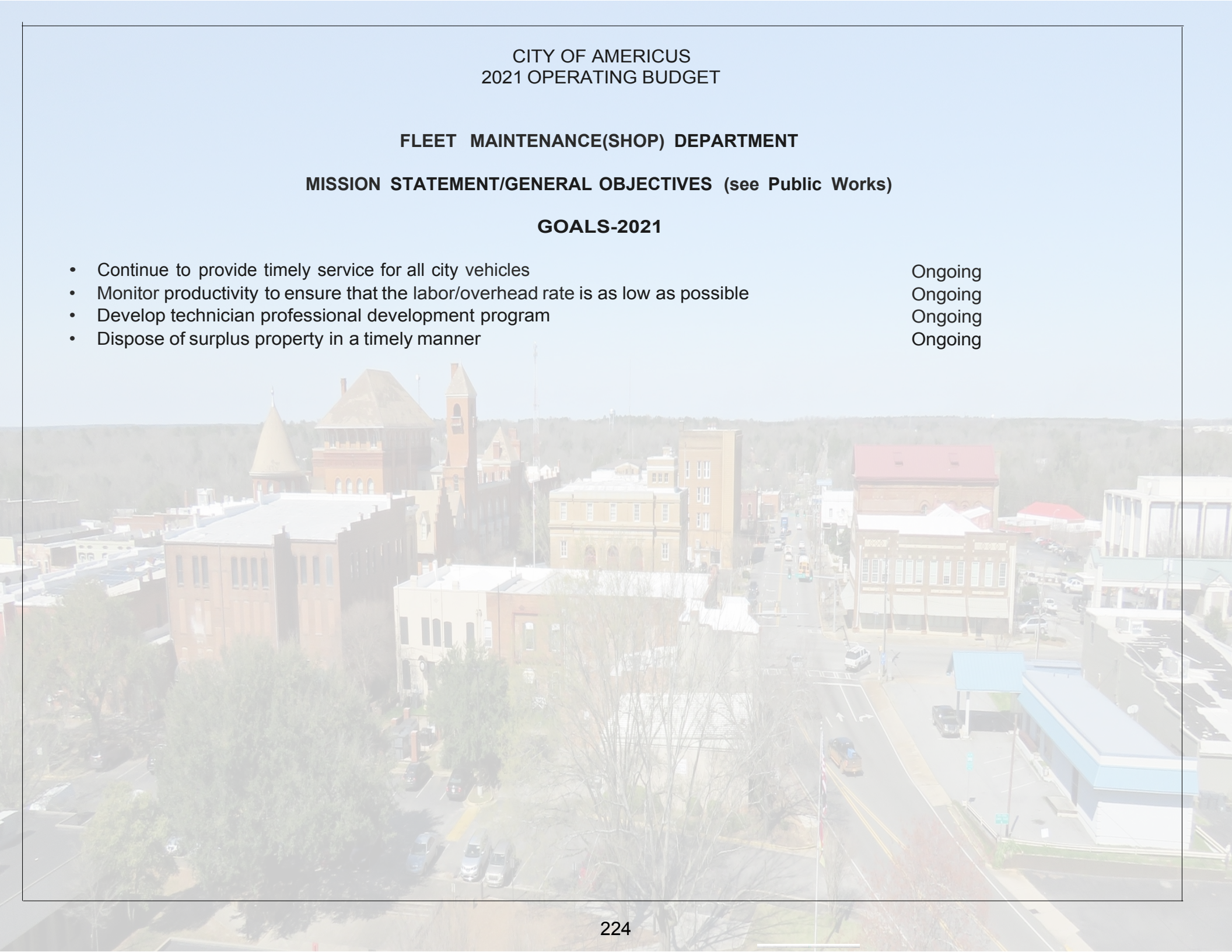
CITY OF AMERICUS
2021 OPERATING BUDGET

FLEET MAINTENANCE(SHOP) DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS-2021

- Continue to provide timely service for all city vehicles Ongoing
- Monitor productivity to ensure that the labor/overhead rate is as low as possible Ongoing
- Develop technician professional development program Ongoing
- Dispose of surplus property in a timely manner Ongoing



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
32 SHOP						
100-32-4800-511000 REGULAR PAY	134,180	128,054	141,479	128,054	128,054	128,054
100-32-4800-511300 OVERTIME PAY	7,785	8,000	7,891	1,000	8,000	8,000
100-32-4800-512100 GROUP MEDICAL INSURANC	20,984	23,187	23,154	28,920	26,444	26,444
100-32-4800-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
100-32-4800-512110 GROUP DENTAL INSURANCE	599	708	803	858	885	885
100-32-4800-512200 SOCIAL SECURITY PAYMENT	10,356	10,408	10,684	10,408	10,408	10,408
100-32-4800-512400 RETIREMENT SYSTEM	11,276	13,184	11,152	16,939	16,939	16,939
100-32-4800-512700 WORKERS CO\IPENSATION	2,112	1,922	2,227	2,730	2,195	2,195
100-32-4800-522000 OTHER OUTSIDE SERVICES	600	1,000	35	1,500	1,500	1,500
100-32-4800-522200 BUILDING REP & MAINT	1,302	1,300	946	26,500	1,300	1,300
100-32-4800-522201 OFFICE EQUIP REP& MAINT	30	360	365	400	400	400
100-32-4800-522202 AUTO & TRUCK-REP & MAIN	2,521	1,300	334	1,800	1,500	1,500
100-32-4800-522203 MACH & EQUIP-REP & MAIN	1,307	1,500	103	2,000	1,500	1,500
100-32-4800-522206 CO\IPUTER -REP & MAINT	961	2,000	961	2,500	2,000	2,000
100-32-4800-523200 TELEPHONE	1,564	4,500	1,870	4,500	4,500	4,500
100-32-4800-523700 TRAINING & MEETINGS	382	2,000	0	2,800	2,000	2,000
100-32-4800-523900 UNIFORMS	787	1,000	586	1,250	1,250	1,250
100-32-4800-531100 OFFICE/COMPUTER SUPPLIES	1,259	1,000	381	1,500	1,000	1,000
100-32-4800-531210 WATER, SEWAGE & GARBAG	7,185	7,000	6,210	7,000	7,000	7,000
100-32-4800-531220 NATURAL GAS	7,378	6,000	4,530	7,500	4,500	4,500
100-32-4800-531225 STORM WATER	2,361	2,300	1,816	2,300	1,500	1,500
100-32-4800-531230 ELECTRICITY	9,964	10,000	9,310	12,600	10,000	10,000
100-32-4800-531270 GASOLINE ALLOCATED	1,127	1,100	937	1,200	1,100	1,100
100-32-4800-531700 OTHER SUPPLIES	9,504	10,000	8,503	12,000	10,000	10,000
100-32-4800-542100 MACHINERY & EQUIPMENT	5,705	26,989	4,396	26,989	26,989	26,989

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
100-32-4800-542200 TRUCKS & AUTOMOBILES	0	0	0	0	0	0
100-32-4800-542400 COMPUTER EQUIPMENT	0	4,000	0	4,000	2,000	2,000
100-32-4800-551101 DATA CENTER EXPENSE	4,161	2,362	4,169	2,084	2,084	2,084
100-32-4800-551102 ALLOCATION TO SUMTERO	0	0	0	0	0	0
100-32-4800-551103 ALLOCATION TO CITY DEPT	-101,119	0	-75,347	0	0	0
100-32-4800-581200 CAPITAL LEASE PAYMENT	589	4,400	160	4,400	4,400	4,400
32 SHOP	144,860	275,574	167,656	322,732	279,448	279,448



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
32 SHOP	
100-32-4800-511000 REGULAR PAY	128,054
Personnel Requirements:	
Current	
Fleet Maintenance Service Writer	1
Fleet Maintenance Superintendent	1
Heavy Equipment Mechanic *	1
	-3--
100-32-4800-511300 OVERTIME PAY	8,000
Requested Amount: \$10,000	
This is the anticipated amount of overtime in 2021. Due to the aging Fleet	
Recommended Amount: \$10,000	
100-32-4800-512100 GROUP MEDICAL INSURA	26,444
The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.	
The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.	
100-32-4800-512101 OPT OUT INSURANCE PLA	0
This amount represents \$3,000 per employee for expected Opt Out participation.	
100-32-4800-512110 GROUP DENTAL INSURAN	885
This amount represents \$295 per employee.	
100-32-4800-512200 SOCIAL SECURITY PAYM	10,408
This amount is 7.65% of the total salary of the department.	
100-32-4800-512400 RETIREMENT SYSTEM	16,939
This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-32-4800-512700 WORKERS COMPENSATION This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	2,195
100-32-4800-522000 OTHER OUTSIDE SERVICE Requested Amount: \$1,500 Equipment rental.	1,500
100-32-4800-522200 BUILDING REP & MAINT Requested Amount: \$26500.00 Repairs to the building & office as follows \$ 300 Pest control \$ 420 Security system monitoring (12 months@ \$35) \$ 780 Other building repairs - anything outside the scope of SPLOST \$ 1,500 Outside Lower Wall Building repair Recommended Amount; \$1,300	1,300
100-32-4800-522210 OFFICE EQUIP REP& MAI1' Requested Amount: \$400.00 The requested amount is for copier maintenance@ \$32 per month.	400
100-32-4800-522202 AUTO & TRUCK-REP & MA Requested Amount: \$1,800.00 This is for regular maintenance for the duty vehicles at the shop. 2017 F150 1999 Service Truck 1999 Crown Vic	1,500

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	APPROVED BUDGET
<p>100-32-4800-542100 MACH & EQUIP-REP & MA Requested Amount: \$2000</p> <p>The requested amount is for routine maintenance on diagnostic equipment & other shop equipment.</p> <p>Requested Amount: \$1,500</p>	1,500
<p>100-32-4800-522206 COMPUTER-REP & MAINT Requested Amount: \$2,500</p> <p>The requested amount includes the following \$1,000 Software user maintenance \$1,500 Other computer or printer repairs</p> <p style="border-top: 1px solid black;">\$2,500</p> <p>Recommended Amount: \$2000</p>	2,000
<p>100-32-4800-523200 TELEPHONE Requested Amount: \$4,500</p> <p>This request covers the land lines & cell phones for the Shop.</p>	4,500
<p>100-32-4800-523700 TRAINING & MEETINGS Requested Amount: \$2,800</p> <p>The requested amount is for training for Shop department employees</p> <p>Recommended Amount: \$2,000</p>	2,000
<p>100-32-4800-523900 UNIFORMS Requested Amount: \$1,250</p> <p>The requested amount is for TWO employees within the Shop Department</p> <p>If another employee hiring is approved Requested Amount would be \$1,875</p>	1,250

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-32-4800-531100 OFFICE/COMPUTER SUPPL Requested Amount: \$1,500 Recommended Amount:\$1,000	1,000
100-32-4800-531210 WATER, SEWAGE & GARB Requested Amount: \$7,000 The recommende amount is the 2020 ytd annualized.	7,000
100-32-4800-531220 NATURAL GAS Requested Amount: \$7,500 This is the projected amount of natural gas for heating the whole shop. Recommended Amount:\$4,500 The recommende amount is the 2020 ytd annualized.	4,500
100-32-4800-531225 STORM WATER Requested Amount: \$2,300 This is the storm water fee for the shop.	1,500
100-32-4800-531230 ELECTRICITY Requested Amount: \$12,600 The amount is for electricity at the shop, maintenance buildings, & for the security lights. Recommended Amount: 10,000 The recommended amount is the 2020 ytd annualized.	10,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-32-4800-531270 GASOLINE ALLOCATED	1,100
Requested Amount: \$1,200	
This amount is for the service truck & the parts truck.	
Recommended Amount: \$1,100	
100-32-4800-531700 OTHER SUPPLIES	10,000
Requested Amount: \$12,000	
This is the purchase of supplies that are NOT charged to City Work Orders.	
The costs included are tire disposal, cleaning solutions, safety supplies, shop rags, etc.	
Price increase due to inflation on all safety supplies.	
Recommended Amount: \$10,000	
100-32-4800-542100 MACHINERY & EQUIPMENT	26,989
Requested Amount: \$26,989	
The requested amount is for equipment with the capability to service light duty vehicles, firetrucks, pumper, platforms, automobiles, etc.	
Large Truck Tire Changer	\$21,639
Auto Diagnostic Tool	\$ 5,350
2019 Carryover	
Total	\$26,989
Recommended Amount: \$5,350	
The recommended amount is for equipment with the capability to service light duty vehicles, firetrucks, pumper, platforms, automobiles, etc.	
Auto Diagnostic Tool	\$ 5,350
Total	\$ 5,350
100-32-4800-542200 TRUCKS & AUTOMOBILE	0
Requested Amount: \$0	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-32-4800-542400 COMPUTER EQUIPMENT	2,000
Requested Amount: \$4,000	
Update Laptop & Replace Toner	
100-32-4800-551101 DATA CENTER EXPENSE	2,084
TOTAL \$8 500.00	

<p>\$2,362.00</p> <p>\$1,000.00</p> <p>\$1,700.00</p> <p>\$2,000.00</p> <p>\$750.00</p> <hr style="width: 100%;"/> <p>\$7812.00</p>	<p>This is the amount allocated to this department for internet, other computer connections, & repairs.</p> <p>Collective Data*</p> <p>AllData*</p> <p>NAPA*</p> <p>MATCO *</p> <p style="text-align: center;">Total</p>
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* These amounts are the annual costs updating the software needed to repair City Fleet Vehicles (ex: machines to connect to the autos to determine the problem).

100-32-4800-551102 ALLOCATION TO SUMTER	0
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CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
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100-32-4800-551103 ALLOCATION TO CITY DE	0
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This is the allocation to other city departments based on the pro rata share of the use of the City Shop.

Hourly
Rate

Current Type of Equipment/work

\$70.00	Heavy Equipment/Vehicles
\$70.00	Specialized Equip (vac-con truck, sweeper, etc.)
\$65.00	Light Duty Vehicles
\$85.00	Firetrucks, Pumpers, Platforms, etc.

Preventative Maintenance (oil change, etc.) rates are half of the above rates.

100-32-4800-581200 CAPITAL LEASE PAYMEN	4,400
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Requested Amount \$4,400 This includes the principal & interest payments for the following capital lease:

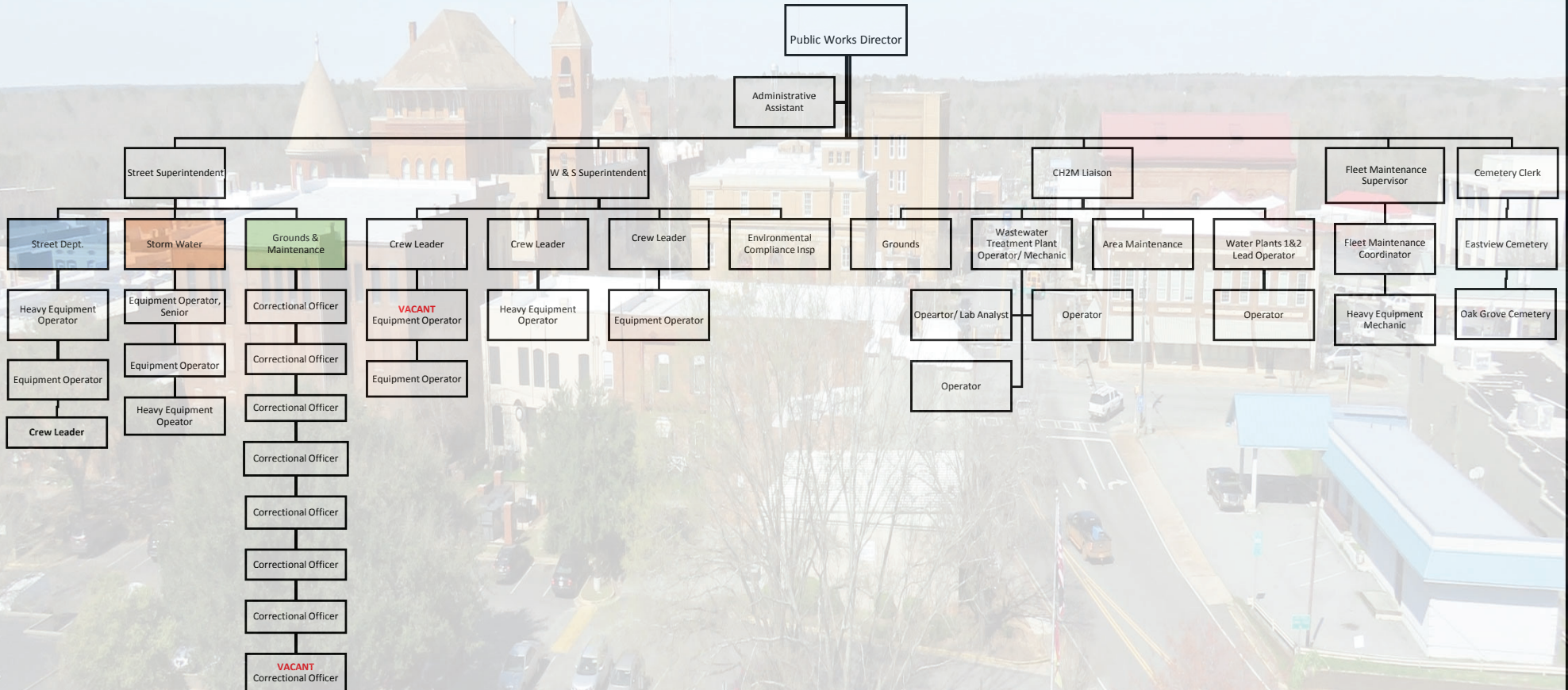
\$ 4,400	2017 Ford 150	last payment due 2021
\$ 4,400		

32 SHOP

279,448

CITY OF AMERICUS
2021 OPERATING BUDGET

PUBLIC WORKS DEPARTMENT
Budgeted 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

PUBLIC WORKS

MISSION STATEMENT/GENERAL OBJECTIVES

The Public Works Department provides for the management and maintenance of the City's infrastructure, including streets, safe drinking water, sidewalks, parks, cemeteries, rights of way, sewers and storm drains, vehicles and equipment, environmental compliance, and traffic signals for the City of Americus.

GOALS - 2021

	<u>Time Frame</u>
• Improve internal reporting and processes to increase productivity	On-going
• Backflow prevention program	On-going
• Maintain Fats, Oils, and Grease (F.O.G.) program	On-going
• Reduce Inflow/Infiltration	On-going
• Manage and maintain the City's infrastructure to beautify our community and reduce the City's exposure to liability.	On-going
• Develop City wide sidewalk repair and replacement program	On-going
• Improve livability through clean, well maintained, and accessible street, parks, and facilities	On-going
• Implement recommendations of Water Model	On-going
• Develop municipal well replacement program	On-going
• Educate Citizens through newspaper, radio, & television	As needed

Note: Public Works includes the following General Fund Departments: Fleet Maintenance/Shop, Cemetery, Streets, Public works, and Grounds & Maintenance.

CITY OF AMERICUS
2021 OPERATING BUDGET

GROUNDS & MAINTENANCE DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS-2021

- Continue cemetery maintenance
- Continue to maintain City's rights of way
- Continue to maintain City's buildings

TIME-FRAME

On-going
On-going
On-going

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
34 PUBLIC WORKS						
100-34-1530-521201 LEGAL EXPENSE	153	1,000	0	1,000	1,000	1,000
100-34-1565-571000 BUILDING REPAIR & MAINT	0	0	0	175,000	0	0
100-34-4100-511000 REGULAR PAY	65,483	100,256	30,331	105,021	79,658	79,658
100-34-4100-511300 OVERTIME PAY	1,628	0	793	500	500	500
100-34-4100-512100 GROUP MEDICAL INSURANC	13,930	15,458	15,407	14,460	17,630	17,630
100-34-4100-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
100-34-4100-512110 GROUP DENTAL INSURANCE	198	472	274	572	590	590
100-34-4100-512200 SOCIAL SECURITY PAYMEN	5,015	7,670	2,228	8,034	6,132	6,132
100-34-4100-512400 RETIREMENT SYSTEM	10,376	9,715	8,222	13,075	9,980	9,980
100-34-4100-512700 WORKERS' COMPENSATION	268	852	863	1,019	776	776
100-34-4100-522000 OTHER OUTSIDE SERVICES	26,006	32,000	16,363	33,700	30,000	30,000
100-34-4100-522130 LOT CLEANING EXPENSE	0	0	0	0	0	0
100-34-4100-522201 OFFICE EQUIP-REP AND MAI	210	500	0	500	500	500
100-34-4100-522202 AUTO & TRUCK-REP & MAIN	443	1,000	1,091	1,000	1,000	1,000
100-34-4100-522203 MACH & EQUIP-REP & MAIN	96	1,000	96	1,000	1,000	1,000
100-34-4100-522206 COMPUTER-REPAIR & MAIN	0	0	0	5,700	5,700	5,700
100-34-4100-523200 TELEPHONE	19,330	21,100	19,215	21,100	21,100	21,100
100-34-4100-523600 DUES & SUBSCRIPTIONS	527	1,111	360	1,111	1,111	1,111
100-34-4100-523700 TRAINING & MEETINGS	3,100	5,000	152	5,000	5,000	5,000
100-34-4100-523900 UNIFORMS	0	0	0	0	0	0
100-34-4100-531100 OFFICE/COMPUTER SUPPLIES	3,313	3,800	2,047	3,800	3,800	3,800
100-34-4100-531230 ELECTRICITY	6,934	6,500	6,678	7,000	7,000	7,000
100-34-4100-531270 GASOLINE ALLOCATED	780	1,000	944	1,800	1,800	1,800
100-34-4100-531700 OTHER SUPPLIES	7,245	7,000	1,339	10,000	10,000	10,000
100-34-4100-541300 BUILDINGS	0	0	0	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
100-34-4100-542101 OFFICE EQUIPMENT	0	0	0	0	0	0
100-34-4100-542200 TRUCKS & AUTOMOBILES	0	0	0	0	0	0
100-34-4100-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-34-4100-551101 DATA CENTER EXPENSE	1,887	1,575	1,935	1,389	1,389	1,389
100-34-4100-581200 CAPITAL LEASE PAYMENTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
34 PUBLIC WORKS	166,922	217,009	108,338	411,781	205,666	205,666



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

34 PUBLIC WORKS

100-34-1530-521201 LEGAL EXPENSE 1,000

Requested Amount: \$1,000
This amount should cover any minor legal expenses for the department and additional easement work.

100-34-1565-571000 BUILDING REPAIR & MAN 0

Requested Amount: 175,000.00

- This request is for the repairing of the exterior walls on the SHOP building, upgrade the electrical, & replace the air lines (*The electrical & air lines are safety issues*). Use SPLOST facilities upgrade funds to pay for it

- Replace existing asphalt parking lot & apron. Replace approximately 2,100 sq yards of asphalt pavement with concrete paving. Estimated Cost \$75,000. Use SPLOST facilities upgrade funds to pay for it.

Recommended Amount: \$0

Necessary repairs via SPLOST funds once accessment completed.

100-34-4100-511000 REGULAR PAY 79,658

Personnel Requirements:

	Current	Requested	Recommended
Administrative Assistant	1	1	1
Public Works Director	0	1	1
	1	2	2

The recommend includes a 4 month vacany factor for the Public Works Director position.

100-34-4100-511300 OVERTIME PAY 500

Requested Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-34-4100-512100 GROUP MEDICAL INSURA</p> <p>The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.</p> <p>The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.</p>	17,630
<p>100-34-4100-512101 OPT OUT INSURANCE PLA</p> <p>Requested Amount : \$0</p>	0
<p>100-34-4100-512110 GROUP DENTAL INSURAN</p> <p>This amount represents \$295 per employee.</p>	590
<p>100-34-4100-512200 SOCIAL SECURITY PAYM</p> <p>This amount is 7.65% of the total salary of the department.</p>	6,132
<p>100-34-4100-512400 RETIREMENT SYSTEM</p> <p>This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.</p>	9,980
<p>100-34-4100-512700 WORKERS' COMPENSATION</p> <p>This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.</p>	776
<p>100-34-4100-522000 OTHER OUTSIDE SERVICE</p> <p>Requested Amount: \$33,700</p> <p>The requested amount includes UPS/FedEx expenses, Advanced Disposal pickups at the yard, & other miscellaneous services.</p> <p>This request also includes \$8,200 per year for a 3-year contract with GA Power for a new Security System.</p> <p>Recommended Amount: \$30,000</p>	30,000
<p>100-34-4100-522130 LOT CLEANING EXPENSE</p> <p>Requested Amount: \$0</p> <p>This line item has been moved to the Planning and Inspections department.</p>	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-34-4100-522201 OFFICE EQUIP-REP AND MA Requested Amount : \$500	500
100-34-4100-522202 AUTO & TRUCK-REP & MA Requested Amount: \$1,000 Repair & Maintenance for Public Works Vehicle.	1,000
100-34-4100-522203 MACH & EQUIP-REP & MA Requested Amount: \$1,000 This is for the radio maintenance contract & other miscellaneous repairs. The reason for the increase starting in 2018 is because repair cost for the radio has risen.	1,000
100-34-4100-522206 COMPUTER-REPAIR & MA Requested Amount: \$5,700 HyperWeb (work order program) Recommended Amount: \$0	5,700
100-34-4100-523200 TELEPHONE Requested Amount: \$21,100 The requested amount is for AT&T /First Net Wireless and AT&T land lines,	21,100
100-34-4100-523600 DUES & SUBSCRIPTIONS Requested Amount: \$1,111 \$ 42 - GWPCA membership fee \$360 - GA Rural Water Assoc. membership fee \$284 - SE Storm Water Assoc. \$100 - APWA \$100 - GWP \$100 - GSWCC \$125 - GCCMA <hr style="width: 50px; margin-left: 0;"/> \$1,111	1,111

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

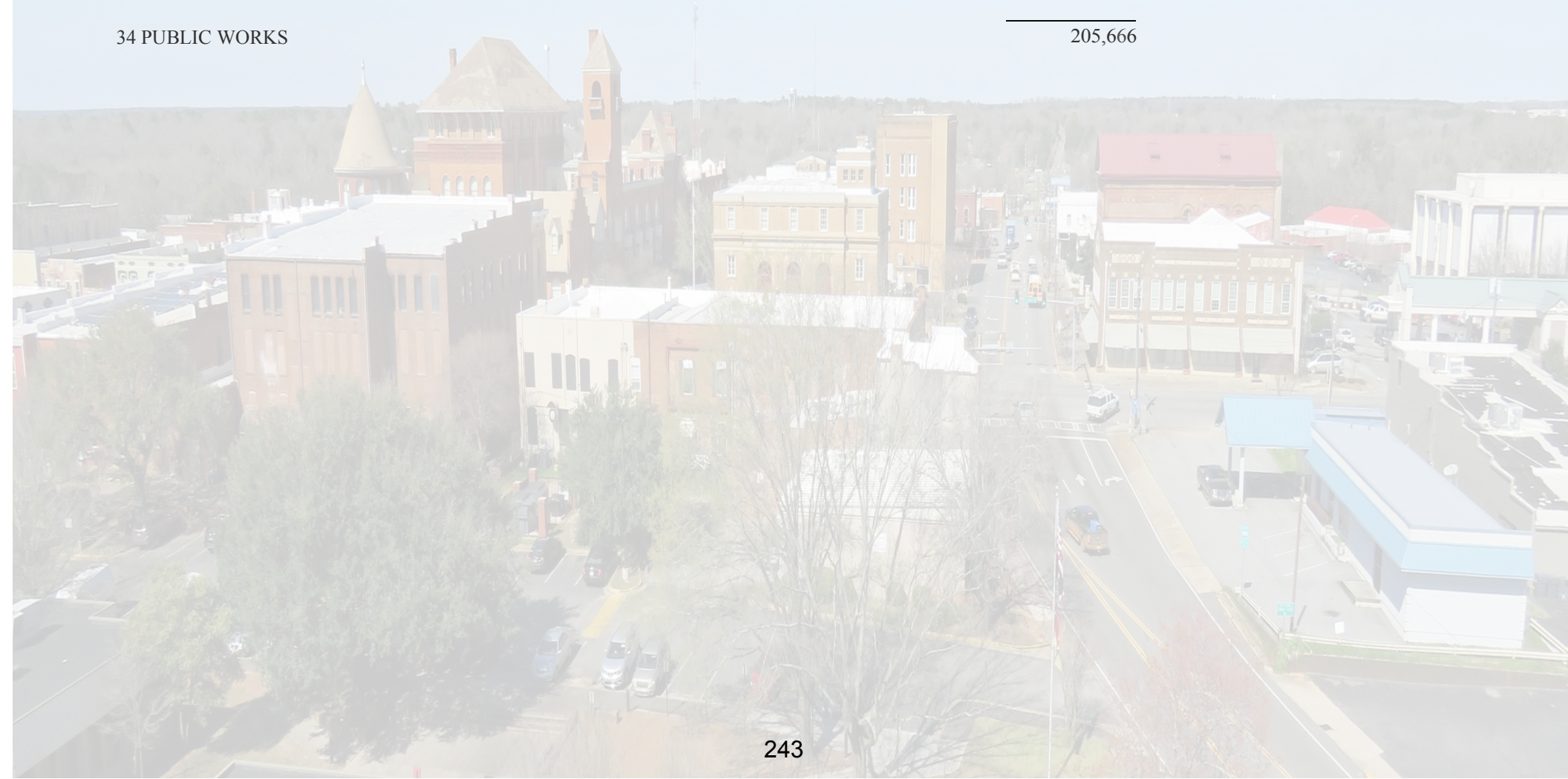
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-34-4100-523700 TRAINING & MEETINGS RequestedAmount: \$5,000 To attend various professional trainings such as GCCMA, APWA, etc.	5,000
100-34-4100-523900 UNIFORMS Requested Amount: \$0	0
100-34-4100-531100 OFFICE/COMPUTER SUPPL Requested Amount:\$3,800 This includes the purchase of copier paper, stationary pens, paper, printer ink, folders, etc.	3,800
100-34-4100-531230 ELECTRICITY Requested Amount: \$7,000	7,000
100-34-4100-531270 GASOLINE ALLOCATED RequestedAmount: \$1,800 This amount is for gasoline for the Public Work Director's vehicle.	1,800
100-34-4100-531700 OTHER SUPPLIES Requested Amount: \$10,000 This request covers general supplies for the Public Works office & Train Depot. General Supplies included are paper towels, restroom supplies, cleaning products, etc. This amount also includes \$100 for cleaning supplies for Rees Park School as well as unexpected miscellaneous supplies that may arise (ex: Covid-19 expenses). Recommended Amount: \$7,000	10,000
100-34-4100-541300 BUILDINGS Requested Amount: \$0	0
100-34-4100-542101 OFFICE EQUIPMENT Requested Amount \$0	0

CITY OF AMERICUS
 2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-34-4100-542200 TRUCKS & AUTOMOBILE Requested Amount: \$0	0
100-34-4100-551000 ALLOCATION OF EXPENSI	0
100-34-4100-551101 DATA CENTER EXPENSE This is the amount allocated to this department for internet, other computer connections, repairs, & the upgrade of computer equipment.	1,389
100-34-4100-581200 CAPITAL LEASE PAYMENT Requested Amount : 0	0

34 PUBLIC WORKS

205,666



CITY OF AMERICUS
2021 OPERATING BUDGET

GROUNDS & MAINTENANCE DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS-2021

TIME-FRAME

- Continue cemetery maintenance
- Continue to maintain City's rights of way
- Continue to maintain City's buildings

On-going

On-going

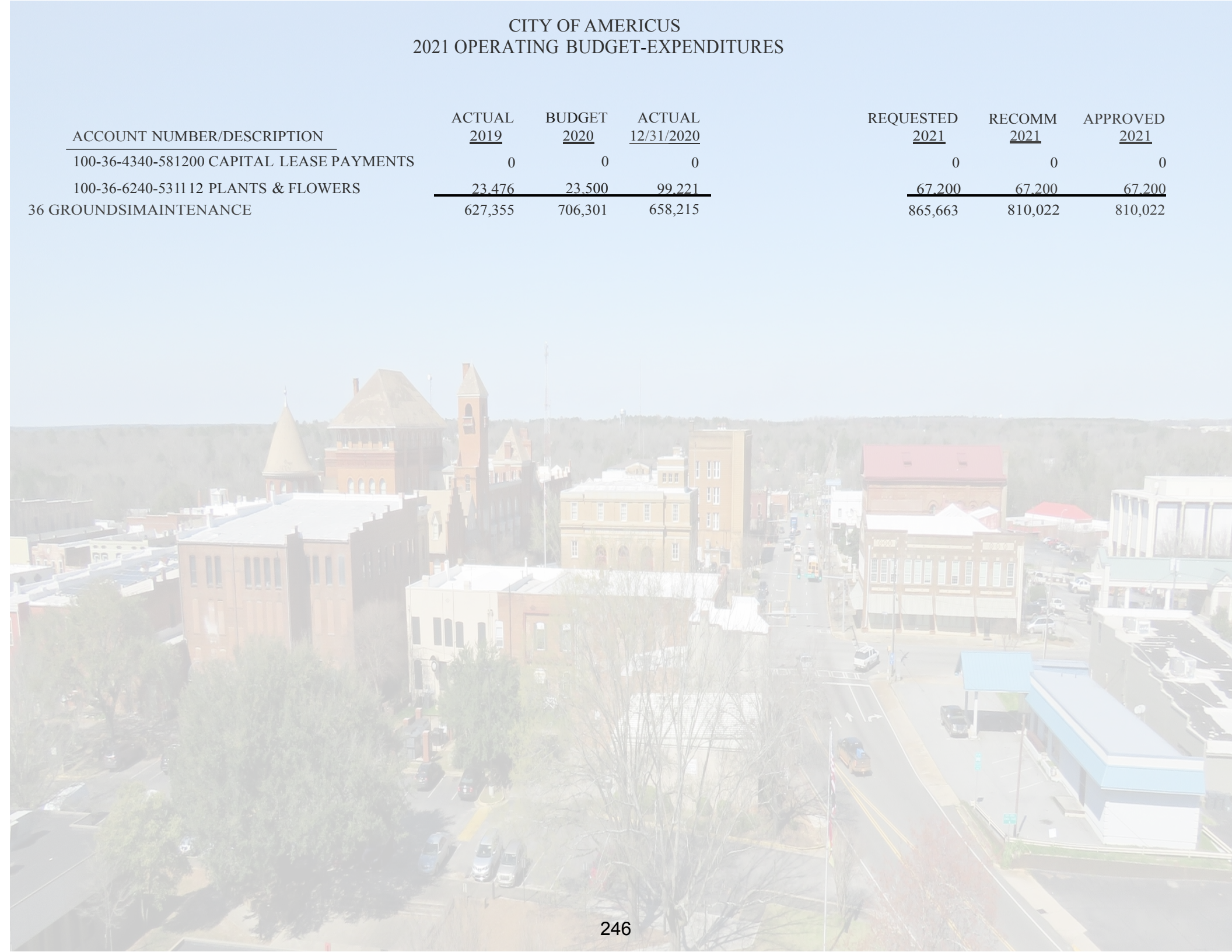
On-going

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
36 GROUNDS/MAINTENANCE						
100-36-4340-511000REGULAR PAY	224,664	259,211	221,567	292,380	283,232	283,232
100-36-4340-511300 OVERTIME PAY	6,447	20,000	2,311	25,000	10,000	10,000
100-36-4340-512100 GROUP MEDICAL INSURANC	41,826	54,851	54,755	57,839	70,519	70,519
100-36-4340-512101 OPT OUT INSURANCE PLAN	3,000	3,000	3,000	3,000	3,000	3,000
100-36-4340-512110 GROUP DENTAL INSURANCE	1,325	1,888	946	2,574	2,655	2,655
100-36-4340-512200 SOCIAL SECURJTY PAYMENT	16,677	21,360	16,035	24,280	22,432	22,432
100-36-4340-512400RETIREMENT SYSTEM	19,951	27,056	22,883	39,514	36,507	36,507
100-36-4340-512700 WORKER'S COMPENSATION	11,755	12,168	11,501	15,761	14,782	14,782
100-36-4340-522000 OTHER OUTSIDE SERVICES	25,952	3,060	9,098	33,000	18,000	18,000
100-36-4340-522202 AUTO & TRUCK- REP & MAIN	18,394	20,000	10,608	20,000	15,000	15,000
100-36-4340-522203 MACH & EQUIP-REP & MAIN	13,236	23,000	9,338	23,000	15,000	15,000
100-36-4340-523200 TELEPHONE	0	420	0	420	0	0
100-36-4340-523700 TRAINING AND MEETINGS	0	1,000	0	1,000	1,000	1,000
100-36-4340-523900 UNIFORMS	5,063	9,500	4,988	9,500	7,500	7,500
100-36-4340-531105 HAND TOOLS	2,000	5,000	378	5,000	5,000	5,000
100-36-4340-531210 WATER, SEWAGE & GARBAG	1,156	4,000	1,237	2,000	2,000	2,000
100-36-4340-531220 NATURAL GAS	0	0	71	0	0	0
100-36-4340-531225 STORM WATER	154,454	150,000	154,633	150,000	150,000	150,000
100-36-4340-531230 ELECTRICITY	450	500	500	500	500	500
100-36-4340-531270 GASOLINE ALLOCATED	26,666	25,000	18,712	25,000	25,000	25,000
100-36-4340-531700 OTHER SUPPLIES	12,873	13,000	11,200	13,000	10,000	10,000
100-36-4340-542100 MACHINERY & EQUIPMENT	17,919	18,000	5,162	35,000	30,000	30,000
100-36-4340-542200 TRUCKS AND AUTOMOBILE	0	10,000	0	20,000	20,000	20,000
100-36-4340-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
100-36-4340-551101 DATA CENTER EXPENSE	72	787	71	695	695	695

CITY OF AMERICUS
 2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
100-36-4340-581200 CAPITAL LEASE PAYMENTS	0	0	0	0	0	0
100-36-6240-5311 12 PLANTS & FLOWERS	<u>23,476</u>	<u>23,500</u>	<u>99,221</u>	<u>67,200</u>	<u>67,200</u>	<u>67,200</u>
36 GROUNDSIMAINTENANCE	627,355	706,301	658,215	865,663	810,022	810,022



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>				<u>APPROVED BUDGET</u>
36 GROUNDS/MAINTENANCE				
100-36-4340-511000 REGULAR PAY				283,232
Personnel Requirements:				
	Current	Requested	Recommended	
Correctional Officer	8	8	8	
G&M Coordinator*	0	1	1	
	8	9	9	
<p>The requested amount includes an additional position of Grounds & Maintenance Coordinator and the associated salary. This department does not have a level of supervision between the superintendent and employees. All other areas within Public Works does.</p> <p>The recommended includes a vacancy factor of 4 months for the G&M Coordinator.</p>				
100-36-4340-511300 OVERTIME PAY				10,000
Requested Amount: \$25,000				
To catch up on lost time which was caused by unavoidable conditions: weather and other official transactions.				
Recommended amount: \$10,000				
100-36-4340-512100 GROUP MEDICAL INSURA				70,519
The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.				
The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.				
100-36-4340-512101 OPT OUT INSURANCE PLA				3,000
This amount represents \$3,000 per employee for expected Opt Out participation.				
100-36-4340-512110 GROUP DENTAL INSURANCE				2,655
This amount represents \$295 per employee.				

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-36-4340-512200 SOCIAL SECURITY PAYM This amount is 7.65% of the total salary of the department.</p>	22,432
<p>100-36-4340-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.</p>	36,507
<p>100-36-4340-512700 WORKER'S COMPENSATION This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.</p>	14,782
<p>100-36-4340-522000 OTHER OUTSIDE SERVICE Requested Amount: \$33,060</p> <p>This request is for the following:</p> <p style="margin-left: 20px;">\$ 3,000 Porta Potty Rentals \$30,000 Herbicide Treatment</p> <hr style="width: 10%; margin-left: 0;"/> <p style="margin-left: 0;">\$33,000</p> <p style="margin-left: 20px;">\$ 3,000 Porta Potty Rentals \$15,000 Herbicide Treatment</p> <hr style="width: 10%; margin-left: 0;"/> <p style="margin-left: 0;">\$18,000</p>	18,000
<p>100-36-4340-522202 AUTO & TRUCK- REP & MA Requested Amount: \$20,000</p> <p>The requested amount is for repairs on vans in the G/M Department. We are having to keep our vans longer which means higher maintenance cost.</p> <p>Recommended Amount: \$15,000</p>	15,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>100-36-4340-522203 MACH & EQUIP-REP & MA Requested Amount: \$23,000</p> <p>The request covers maintenance of mowers, weed eaters, edgers, backpack blowers, & radios, as well as an inventory of parts for repairing this equipment. We are having to keep equipment longer which means higher maintenance cost.</p> <p>Recommended Amount: \$15,000</p>	15,000
<p>100-36-4340-523200 TELEPHONE Requested Amount: \$420</p> <p>This is amount needed to cover the alarm monitoring fee (12 months@ \$35).</p>	0
<p>100-36-4340-523700 TRAINING AND MEETING: Requested Amount: \$1,000</p> <p>Annual G/M Certifications.</p>	1,000
<p>100-36-4340-523900 UNIFORMS Requested Amount: \$9,500</p> <p>The requested amount covers uniforms for 6 - 8 Employees within the G/M Department.</p>	7,500
<p>100-36-4340-531105 HAND TOOLS Requested Amount: \$5,000</p> <p>The request is for hand tools such as rakes, brooms, & shovels for the inmate crews.</p>	5,000
<p>100-36-4340-531210 WATER, SEWAGE & GARB Requested Amount: \$2,000</p> <p>This is for the various sprinkler systems for watering the city-owned landscaped areas. The amount requested is an estimate.</p>	2,000
<p>100-36-4340-531220 NATURAL GAS</p>	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-36-4340-531225 STORM WATER Requested Amount: \$150,000 The budget request includes all storm water fees for streets, sidewalks, & parks.	150,000
100-36-4340-531230 ELECTRICITY Requested Amount: \$500 This is for the electricity for the G/M Building.	500
100-36-4340-531270 GASOLINE ALLOCATED Requested Amount: \$25,000 This request covers the correctional vans, all grass cutting equipment, & the amount of gas needed to operate on.	25,000
100-36-4340-531700 OTHER SUPPLIES Requested Amount: \$13,000 This amount is for safety vests for Correctional Officers. It is also for wasp spray, gloves, trash bags, & safety glasses for inmate crews. Recommended Amount: \$10,000 The recommended amount is the year to date annualized.	10,000
100-36-4340-542100 MACHINERY & EQUIPMEI' Requested Amount: \$35,000 The requested amount is for the purchase of commercial grade mowers and lawn equipment. Recommended Amount: \$30,000	30,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
100-36-4340-542200 TRUCKS AND AUTOMOBIL Requested Amount: \$20,000 The requested amount is for the replacement of two incmate vans at \$10,000 each. One is a carry over from 2020.	20,000
100-36-4340-551000 ALLOCATION OF EXPENSE	0
100-36-4340-551101 DATA CENTER EXPENSE This is the amount allocated to the G/M Department for internet, other computer connections, repair, & upgrade of computer equipment.	695
100-36-4340-581200 CAPITAL LEASE PAYMENT Recommended Amount \$0	0
100-36-6240-531112 PLANTS & FLOWERS Requested Amount: \$67,200 This includes landscaping & beautification of all entrance ways into the City. It also includes landscaping for City owned buildings & property and contracted grass cutting.	67,200
36 GROUNDS/MAINTENANCE	810,022

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

COMPONENT UNITS

CITY OF AMERICUS
2021 OPERATING BUDGET -REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
202 DOWNTOWN DEVELOPMENT FUND						
202-00-0000-311102 PROPERTY TAX SURTAX REV	0	0	0	0	0	0
202-00-0000-316101 BUSINESS LICENSE SURTAX	0	0	0	0	0	0
202-00-0000-334110 OTHER GRANTS	0	0	0	0	0	0
202-00-0000-347300 TASTE OF SUMTER REVENUE	0	0	0	0	0	0
202-00-0000-371000 DONATIONS	0	0	0	0	0	0
202-00-0000-381001 TROLLEY FEES	0	0	0	0	0	0
202-00-0000-382000 RENTAL INCOME	600	0	0	0	0	0
202-00-0000-389000 OTHER MISC INCOME	0	31,650	0	0	0	0
202-00-0000-389003 CARRYOVER OF FUND BALA	0	0	0	0	0	0
202-00-0000-389005 CITY ALLOCATION REVENU	0	0	0	0	0	0
202-00-0000-391000 TRANSFER FROM MAIN STRI	0	0	0	0	0	0
202-00-0000-391200 TRANSFER FROM GENERAL	0	0	0	0	0	0
202-00-0000-392100 SALE OF DDA PROPERTY	0	0	0	0	0	0
202 DOWNTOWN DEVELOPMENT FUND	600	31,650	0	0	0	0

CITY OF AMERICUS
2020 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

202 DOWNTOWN DEVELOPMENT FUND

202-00-0000-311102 PROPERTY TAX SURTAX

Requested Amount: \$0

Recommended Amount: \$0

202-00-0000-316101 BUSINESS LICENSE SURTA

Requested Amount: \$0

Recommended Amount: \$0

202-00-0000-334110 OTHER GRANTS

Requested Amount: \$0

202-00-0000-347300 TASTE OF SUMTER REVEV

Requested Amount: \$0

202-00-0000-371000 DONATIONS

Requested Amount: \$0

202-00-0000-381001 TROLLEY FEES

Requested Amount: \$0

Recommended Amount: \$0

202-00-0000-382000 RENTAL INCOME

Requested Amount: \$0

202-00-0000-389000 OTHER MISC INCOME

Requested Amount: \$31,650

Recommended Amount: \$0

202-00-0000-389003 CARRYOVER OF FUND BA

202-00-0000-389005 CITY ALLOCATION REVE1

Recommended Amount: \$0

202-00-0000-391000 TRANSFER FROM MAIN S'

CITY OF AMERICUS
2020 OPERATING BUDGET -REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

202-00-0000-391200 TRANSFER FROM GENERA

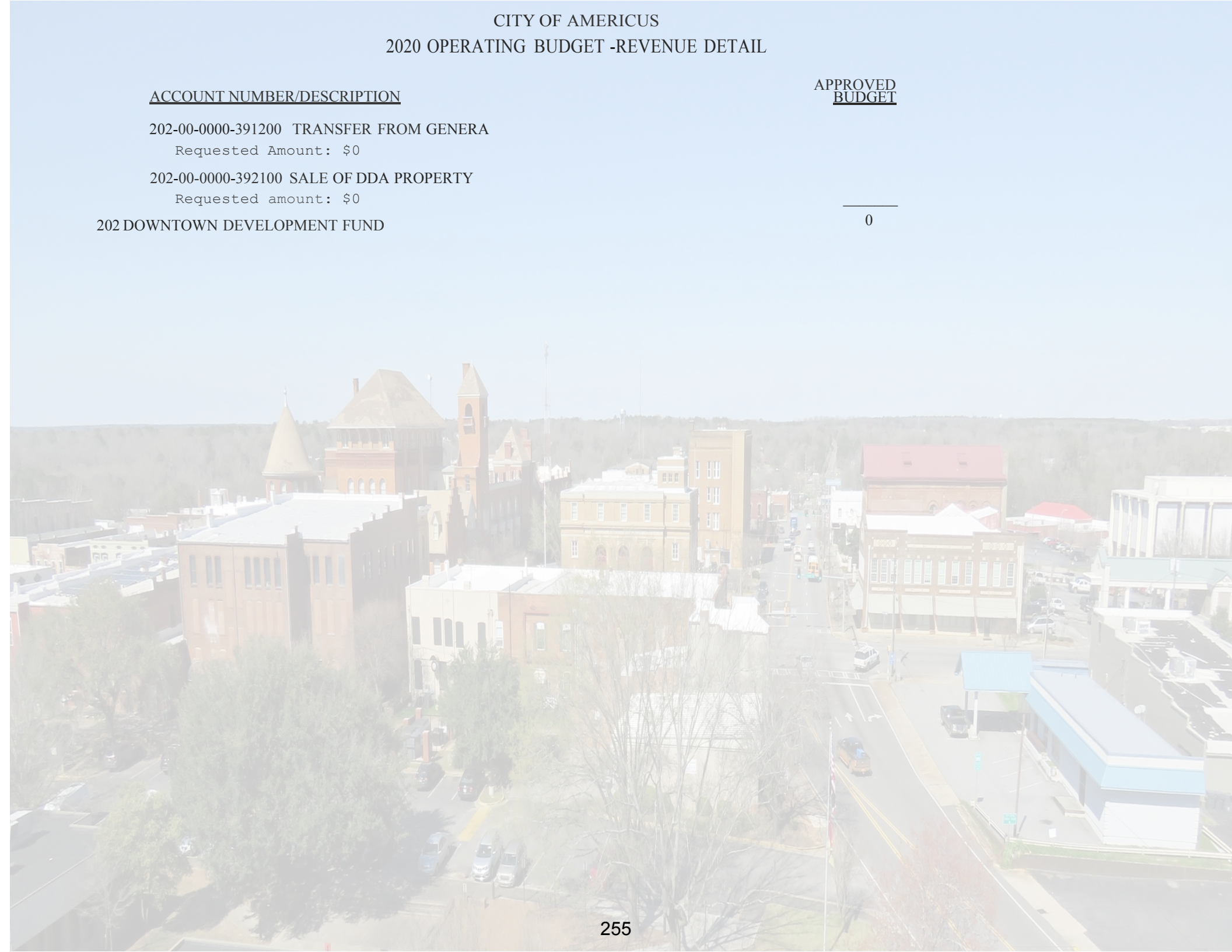
Requested Amount: \$0

202-00-0000-392100 SALE OF DDA PROPERTY

Requested amount: \$0

202 DOWNTOWN DEVELOPMENT FUND

0



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
65 DOWNTOWN DEVELOPMENT						
202-65-1530-521201 LEGAL EXPENSES	961	2,500	0	2,500	-	0
202-65-7550-511000 REGULAR PAY	0	0	0	-	0	-
202-65-7550-511300 OVERTIME PAY	0	0	0	-	0	-
202-65-7550-512100 GROUP MEDICAL INSURANC	0	0	0	-	0	-
202-65-7550-512101 OPT OUT INSURANCE PLAN	0	0	0	-	0	-
202-65-7550-512110 GROUP DENTAL INSURANCE	255	0	522	-	0	-
202-65-7550-512200 SOCIAL SECURITY PAYMENT	0	0	108	-	0	-
202-65-7550-512400 RETIREMENT SYSTEM	0	0	0	-	0	-
202-65-7550-512700 WORKERS COMPENSATION	0	0	0	-	0	-
202-65-7550-521203 AUDIT FEES	0	0	0	-	0	-
202-65-7550-522000 OTHER OUTSIDE SERVICES	16,250	30,000	0	30,000	-	0
202-65-7550-522201 OFFICE EQUIP REP & MAINT	0	0	0	-	0	-
202-65-7550-522202 AUTO & TRUCK REP & MAIN	0	0	0	-	0	-
202-65-7550-522206 COMPUTER REPAIR & MAIN	0	0	0	-	0	-
202-65-7550-523100 INSURANCE EXPENSE	2,153	2,764	4,169	2,847	-	0
202-65-7550-523200 TELEPHONE	1,895	0	1,678	-	0	-
202-65-7550-523201 POSTAGE	0	150	0	300	-	0
202-65-7550-523301 ADVERTISING EXPENSE	-2,000	3,000	0	3,000	-	0
202-65-7550-523600 DUES & SUBSCRIPTIONS	160	1,000	320	1,000	-	0
202-65-7550-523700 TRAINING & MEETINGS	0	5,000	0	5,000	-	0
202-65-7550-523900 UNIFORMS	0	0	0	-	0	-
202-65-7550-523906 TROLLEY EXPENSE	0	0	0	-	0	-
202-65-7550-523908 TASTE OF SUMTER EXPENSE	0	0	0	-	0	-
202-65-7550-531100 OFFICE /COMPUTER SUPPLIE	0	0	0	-	0	-
202-65-7550-531112 FLOWERS & PLANTS	0	0	0	-	0	-

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
202-65-7550-531210 WATER,SEWER,& GARBAGE	0	0	0	- 0	- 0	- 0
202-65-7550-531220 NATURAL GAS	0	0	0	- 0	- 0	- 0
202-65-7550-531225 STORM WATER	0	0	0	- 0	- 0	- 0
202-65-7550-531230 ELECTRICITY	267	300	254	500	- 0	- 0
202-65-7550-531270 GASOLINE ALLOCATED	1,091	0	1,423	- 0	- 0	- 0
202-65-7550-531700 OTHER SUPPLIES	0	0	0	- 0	- 0	- 0
202-65-7550-541461 ACQUISITION	0	0	0	- 0	- 0	- 0
202-65-7550-542900 OTHER CAPITAL EXPENDITU	0	0	12,394	- 0	- 0	- 0
202-65-7550-551101 DATA CENTER EXPENSE	0	0	0	- 0	- 0	- 0
202-65-7550-573006 PAYMENT TO OTHERS	0	0	0	- 0	- 0	- 0
202-65-7550-581300 PRINCIPAL PAYMENTS	0	0	0	- 0	- 0	- 0
202-65-7550-581302 DEBT SERVICE PAYMENTS	0	0	0	- 0	- 0	- 0
202-65-7550-582300 INTEREST EXPENSE	0	0	0	- 0	- 0	- 0
202-65-7550-611000 TRANSFER TO MAIN ST.	0	0	0	- 0	- 0	- 0
65 DOWNTOWN DEVELOPMENT	21,032	44,714	20,868	45,147	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
65 DOWNTOWN DEVELOPMENT	
202-65-1530-521201 LEGAL EXPENSES Requested Amount: \$2,500	0
202-65-7550-511000 REGULAR PAY	0
202-65-7550-511300 OVERTIME PAY	0
202-65-7550-512100 GROUP MEDICAL INSURA The requested \$0	0
202-65-7550-512101 OPT OUT INSURANCE PLA Requested Amount: \$0	0
202-65-7550-512110 GROUP DENTAL INSURAN Requested Amount: \$0	0
202-65-7550-512200 SOCIAL SECURITY PAYMI Requested Amount: \$0	0
202-65-7550-512400 RETIREMENT SYSTEM Requested Amount: \$0	0
202-65-7550-512700 WORKERS COMPENSATIO Requested Amount: \$0	0
202-65-7550-521203 AUDIT FEES	0
202-65-7550-522000 OTHER OUTSIDE SERVICE Requested Amount: \$30,000	0
\$10,000 Plumbing on 131 Cotton Avenue	
\$ 5,000 Electrical on 131 Cotton Avenue	
\$10,000 HVAC on 131 Cotton Avenue	
\$ 5,000 Carpentry on 131 Cotton Avenue	
<u>\$30,000</u> Total	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
202-65-7550-522201 OFFICE EQUIP REP & MAI Requested Amount: \$0	0
202-65-7550-522202 AUTO & TRUCK REP & MA Requested Amount: \$0	0
202-65-7550-522206 COMPUTER REPAIR & MA Requested Amount: \$0	0
202-65-7550-523100 INSURANCE EXPENSE Requested Amount: \$2,847	0
202-65-7550-523200 TELEPHONE Requested Amount: \$0	0
202-65-7550-523201 POSTAGE Requested Amount: \$300 Postage for mailouts, bid requests, and RFP's	0
202-65-7550-523301 ADVERTISING EXPENSE Requested Amount: \$3,000 Advertising Available Property and contract bid work on DDA Properties	0
202-65-7550-523600 DUES & SUBSCRIPTIONS Requested Amount: \$1,000 Dues to National and State Organizations for Economic Development	0
202-65-7550-523700 TRAINING & MEETINGS Requested Amount: \$5,000 \$3,000 Training and Conferences \$2,000 Meetings for Board and Prospects	0
<u> </u> Total	
202-65-7550-523900 UNIFORMS Requested Amount: \$0	0
202-65-7550-523906 TROLLEY EXPENSE Requested Amount: \$0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
202-65-7550-523908 TASTE OF SUMTER EXPEN Requested Amount: \$0	0
202-65-7550-531100 OFFICE /COMPUTER SUPPL Requested Amount: \$0	0
202-65-7550-531112 FLOWERS & PLANTS Requested Amount: \$0	0
202-65-7550-531210 WATER,SEWER,& GARBA Requested Amount: \$0	0
202-65-7550-531220 NATURAL GAS Requested Amount: \$0	0
202-65-7550-531225 STORM WATER Requested Amount: \$0	0
202-65-7550-531230 ELECTRICITY Requested Amount: \$500	0
202-65-7550-531270 GASOLINE ALLOCATED Requested Amount: \$0	0
202-65-7550-531700 OTHER SUPPLIES Requested Amount: \$0	0
202-65-7550-541461 ACQUISITION	0
202-65-7550-542900 OTHER CAPITAL EXPENDI Requested: \$0	0
202-65-7550-551101 DATA CENTER EXPENSE Requested Amount: \$0	0
202-65-7550-573006 PAYMENT TO OTHERS	0
202-65-7550-581300 PRINCIPAL PAYMENTS Requested Amount: \$0 This is budgeted in Debt Service Payments.	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
202-65-7550-581302 DEBT SERVICE PAYMENT	0
Requested Amount: \$0	
The City of Americus loans and the Citizens Bank loan for the Stein Building were paid in full in 2014.	
202-65-7550-582300 INTEREST EXPENSE	0
Requested Amount: \$0	
This is budgeted in Debt Service Payments.	
202-65-7550-611000 TRANSFER TO MAIN ST.	0
 65 DOWNTOWN DEVELOPMENT	<hr/> 0



CITY OF AMERICUS
2021 OPERATING BUDGET

MAIN STREET DEPARTMENT

Budgeted 2021

Main Street
Director

Program
Coordinator,
Main Street

Trolley Driver
(Part-Time)

CITY OF AMERICUS
2021 OPERATING BUDGET

MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY

MISSION STATEMENT/GENERAL OBJECTIVES

The mission of the Americus Downtown Development Authority & Main Street is to promote the economic development and encourage the historic preservation of the Americus Central Business District.

GOALS - 2021



1. Develop a Downtown 5 Year Plan for implementation of results from the Georgia Renaissance Strategic Plan.
2. Explore design changes to slow traffic and create a more pedestrian-friendly environment in the Central Business Improvement District.
3. Create an Annual Reunion/Homecoming Weekend to entice people that no longer live in Americus to come back that weekend to visit.
4. Empty Building Events: Host empty building events downtown to show off the investment potential of vacant properties.
5. Strengthen partnerships with City of Americus Code Enforcement and Police Department by identifying needs and implementing plan of action regarding bicycle patrols, building appearances, and overall safety of our citizens.
6. Promote and educate downtown amenities, such as downtown living, shopping, events, to GSW and SGTC students and faculty, through orientation, storm days, etc. Encourage downtown businesses to participate in these promotions, creating revenue.
7. Enhance the overall appearance of Downtown Americus by planting flowers on city properties such as Rylander Park and all flowering beds throughout the downtown district. Partner with local garden clubs for the plantings.

CITY OF AMERICUS
2021 OPERATING BUDGET

8. Continue to build partnerships and strengthen stakeholders for events and real estate development.
9. Continue working closely with Payroll Development Authority, Chamber of Commerce, and CED Director with the City of Americus to develop a more aggressive plan to recruit new business to downtown Americus.
10. Review zoning ordinances and codes and partner with the Community Development Department of the City of Americus to create an entertainment zone adjacent to the Downtown Central Business Improvement District.



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
270 MAIN STREET						
270-00-0000-311102 PROPERTY TAX SURTAX REV	16,465	16,460	16,888	16,460	16,460	16,460
270-00-0000-316101 BUSINESS LICENSE SURTAX	9,172	7,760	10,024	8,950	8,950	8,950
270-00-0000-334110 OTHER GRANTS	0	0	0	0	0	0
270-00-0000-347300 TASTE OF SUMTER REVENUE	0	0	0	0	0	0
270-00-0000-361000 OTHER INTEREST EARNED	101	0	15	0	0	0
270-00-0000-371000 DONATIONS	0	0	0	0	0	0
270-00-0000-381001 TROLLEY FEES	12,235	8,000	3,110	5,000	5,000	5,000
270-00-0000-382000 RENTAL INCOME	0	0	0	0	0	0
270-00-0000-389000 OTHER MISC INCOME	57,946	2,000	972	1,500	1,500	1,500
270-00-0000-389003 CARRYOVER OF FUND BALA	0	0	0	0	0	0
270 -00-0 000-389005 CITY ALLOCATION REVENUE	167,044	257,720	282,120	292,172	261,794	261,794
270-00-0000-391000 TRANSFER FROM DDA	0	0	0	0	0	0
270-00-0000-391200 TRANSFER FROM GENERAL	0	0	0	0	0	0
270-00-0000-392100 SALE OF DDA PROPERTY	0	0	0	0	0	0
270 MAIN STREET	262,963	291,940	313,130	324,082	293,704	293,704

CITY OF AMERICUS
2020 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
270 MAIN STREET	
270-00-0000-311102 PROPERTY TAX SURTAX Requested Amount: \$16,460	16,460
270-00-0000-316101 BUSINESS LICENSE SURTA Requested Amount: \$8,950	8,950
270-00-0000-334110 OTHER GRANTS Requested Amount: \$0	
270-00-0000-347300 TASTE OF SUMTER REVEV All revenue and expenses will be run out of the Friends of Downtown Americus Account.	
270-00-0000-361000 OTHER INTEREST EARNED	
270-00-0000-371000 DONATIONS Requested Amount: \$0	
270-00-0000-381001 TROLLEY FEES Requested Amount: \$5,000	5,000
270-00-0000-382000 RENTAL INCOME Requested Amount: \$0	
270-00-0000-389000 OTHER MISC INCOME Requested Amount: \$1,500 Fees from the Farmers Market, rental of Lenny's Market, and Parade Entry Fees.	1,500
270-00-0000-389003 CARRYOVER OF FUND BALANCE Requested Amount: \$0	

CITY OF AMERICUS
2020 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

270-00-0000-38900 5 CITY ALLOCATION REVEN

261,794

The following is a recap of recent allocations.

2009	\$101,940		
2010	\$ 94,000	(7.8%)	
2011	\$ 84,600	(10.0%)	
2012	\$ 84,600	0.0%	
2013	\$ 94,600	11.8%	
2014	\$ 88,067	(7.42%)	
2015	\$144,028	38.9%	
2015	\$ 88,067	(38.9%)	
2016	\$ 88,067	0%	
2017	\$202,459	229.9%	
2018	\$202,810	0.2%	
2019	\$222,725	(12.7%)	
2020	\$257,720		
2021	\$292,172		requested
2021	\$261,794		recommended

270-00-0000-391000 TRANSFER FROM DDA

270-00-0000-391200 TRANSFER FROM GENER J

270-00-0000-392100 SALE OF DDA PROPERTY

Requested amount: \$0

270 MAIN STREET

293,704

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
83 MAIN STREET						
270-00-0000-000000 MAINSTREET EXPENDITURE	0	0	0	0	0	0
270-83-1530-521201 LEGAL EXPENSES	360	2,500	1,580	2,500	1,500	1,500
270-83-7551-511000 REGULAR PAY	95,398	114,028	104,993	114,028	114,028	114,028
270-83-7551-511300 OVERTIME PAY	2,745	5,000	2,044	5,000	3,000	3,000
270-83-7551-512100 GROUP MEDICAL INSURANC	13,967	15,457	15,483	14,460	17,630	17,630
270-83-7551-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
270-83-7551-512110 GROUP DENTAL INSURANCE	0	472	0	572	590	590
270-83-7551-512200 SOCIAL SECURITY PAYMENT	7,327	9,109	7,790	9,106	8,953	8,953
270-83-7551-512400 RETIREMENT SYSTEM	11,583	9,518	9,754	12,229	11,980	11,980
270-83-7551-512700 WORKERS COMPENSATION	363	1,068	1,476	1,220	1,206	1,206
270-83-7551-521203 AUDIT FEES	0	0	0	0	0	0
270-83-7551-522000 OTHER OUTSIDE SERVICES	16,969	20,340	14,079	30,340	17,340	17,340
270-83-7551-522201 OFFICE EQUIP-REP & MAINT	0	500	759	1,000	1,000	1,000
270-83-7551-522202 AUTO & TRUCK REP & MAIN	2,367	1,500	509	1,500	1,500	1,500
270-83-7551-522206 COMPUTER REPAIR & MAIN	0	500	0	500	500	500
270-83-7551-523100 INSURANCE EXPENSE	370	715	1,631	730	730	730
270-83-7551-523200 TELEPHONE	500	600	602	2,100	2,100	2,100
270-83-7551-523201 POSTAGE	-80	350	-140	350	350	350
270-83-7551-523301 ADVERTISING EXPENSE	26,442	17,000	18,026	18,000	16,000	16,000
270-83-7551-523600 DUES & SUBSCRIPTIONS	2,528	2,668	4,569	3,818	3,168	3,168
270-83-7551-523700 TRAINING & MEETINGS	8,774	12,250	3,526	16,950	10,450	10,450
270-83-7551-523900 UNIFORMS	0	0	0	0	0	0
270-83-7551-523906 TROLLEY EXPENSES	288	1,500	0	2,000	2,000	2,000
270-83-7551-523908 TASTE OF SUMTER-EXPENSE	0	0	0	0	0	0
270-83-7551-531100 OFFICE /COMPUTER SUPPLIE	3,257	8,150	8,057	4,450	4,450	4,450

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
270-83-7551-531112 FLOWERS & PLANTS	1,710	1,500	812	8,500	7,500	7,500
270-83-7551-531210 WATER,SEWER,&GARBAGE	143	200	226	200	200	200
270-83-7551-531220 NATURAL GAS	0	0	0	0	0	0
270-83-7551-531225 STORM WATER	1,056	1,200	1,061	1,200	1,200	1,200
270-83-7551-531230 ELECTRICITY	2,859	2,440	2,451	2,440	2,440	2,440
270-83-7551-531270 GASOLINE ALLOCATED	0	500	176	500	500	500
270-83-7551-531700 OTHER SUPPLIES	10,542	21,300	13,393	24,000	17,000	17,000
270-83-7551-542900 OTHER CAPITAL EXPENDITURE	30,812	40,000	29,392	45,000	45,000	45,000
270-83-7551-551101 DATA CENTER EXPENSE	1,855	1,575	1,870	1,389	1,389	1,389
270-83-7551-573001 BANK CHARGES	0	0	0	0	0	0
270-83-7551-581300 PRINCIPAL PAYMENTS	0	0	0	0	0	0
270-83-7551-581302 DEBT SERVICE PAYMENTS	0	0	0	0	0	0
270-83-7551-582300 INTEREST EXPENSE	0	0	0	0	0	0
270-83-7551-611000 TRANSFER TO DDA	0	0	0	0	0	0
83 MAIN STREET	242,134	291,940	244,117	324,082	293,704	293,704

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
83 MAIN STREET	
270-83-1530-521201 LEGAL EXPENSES	1,500
Requested Amount: \$2,500	
Costs for attachment agreements, legal inquiries, and contracts.	
270-83-7551-511000 REGULAR PAY	114,028
Personnel Requirements:	
	Current
Main Street Director	1
Program Coordinator	1
Trolley Driver (part-time)	1
	3
270-83-7551-511300 OVERTIME PAY	3,000
Requested Amount: \$5,000	
Overtime for Program Coordinator at events and additional work related needs after work hours and on weekends.	
270-83-7551-512100 GROUP MEDICAL INSURA	17,630
The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.	
The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.	
270-83-7551-512101 OPT OUT INSURANCE PLA	0
This amount represents \$3,000 per employee for expected Opt Out participation.	
270-83-7551-512110 GROUP DENTAL INSURAN	590
This amount represents \$295 per employee.	
270-83-7551-512200 SOCIAL SECURITY PAYMI	8,953
This amount is 7.65% of the total salary of the department.	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>														
270-83-7551-512400 RETIREMENT SYSTEM	11,980														
This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.															
270-83-7551-512700 WORKERS COMPENSATIO	1,206														
This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.															
270-83-7551-521203 AUDIT FEES	0														
270-83-7551-522000 OTHER OUTSIDE SERVICE	17,340														
Requested Amount: \$30,340															
<table border="0" style="width: 100%;"> <tr> <td style="width: 10px;">\$ 2,500</td> <td>Street Light Repair/Maintenance</td> </tr> <tr> <td>\$ 20,000</td> <td>Downtown Beautification (tree trimming/maintenance, downtown cleaning/repairs, murals, public art, etc.)</td> </tr> <tr> <td>\$ 1,000</td> <td>Design Assistance</td> </tr> <tr> <td>\$ 840</td> <td>Potty at Lenny's Market</td> </tr> <tr> <td>\$ 6,000</td> <td>Pole Banner Design/Printing</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>\$ 30,340</td> <td></td> </tr> </table>		\$ 2,500	Street Light Repair/Maintenance	\$ 20,000	Downtown Beautification (tree trimming/maintenance, downtown cleaning/repairs, murals, public art, etc.)	\$ 1,000	Design Assistance	\$ 840	Potty at Lenny's Market	\$ 6,000	Pole Banner Design/Printing	<hr/>		\$ 30,340	
\$ 2,500	Street Light Repair/Maintenance														
\$ 20,000	Downtown Beautification (tree trimming/maintenance, downtown cleaning/repairs, murals, public art, etc.)														
\$ 1,000	Design Assistance														
\$ 840	Potty at Lenny's Market														
\$ 6,000	Pole Banner Design/Printing														
<hr/>															
\$ 30,340															
Recommended Amount: \$17,340															
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\$ 2,500	Street Light Repair/Maintenance														
\$ 10,000	Downtown Beautification (tree trimming/maintenance, downtown, cleaning/repairs, murals, public art, etc.)														
\$ 840	Potty at Lenny's Market														
\$ 4,000	Pole Banner Design/Printing														
<hr/>															
\$ 17,340															
270-83-7551-522201 OFFICE EQUIP-REP & MAI	1,000														
Requested Amount: \$1,000															
Maintenance on copy machine and printer															
270-83-7551-522202 AUTO & TRUCK REP & MA	1,500														
Requested Amount: \$1,500															
Maintenance of Express Van (Bus)															

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
270-83-7551-522206 COMPUTER REPAIR & MA Requested Amount: \$500	500
270-83-7551-523100 INSURANCE EXPENSE Requested Amount: \$730 Musical License Insurance for BMI and ASCAP when bands and other musicians play downtown and in the community.	730
270-83-7551-523200 TELEPHONE Requested Amount: \$2,100.00	2,100
\$ 600.00 City Cellphone use for Main Street Director	
\$ 587.00 Municipal Bldg Telephone Expenses	
\$ 913.00 Mediacom Expense (Internet)	
<u>\$2,100.00</u>	
270-83-7551-523201 POSTAGE Requested Amount: \$350 This amount includes costs associated with newsletters, event notices, monthly mail outs, surveys, and general mailings.	350
270-83-7551-523301 ADVERTISING EXPENSE Requested Amount: \$18,000	16,000
\$3,000 Magazine	
\$4,000 Newspaper/Radio	
\$5,000 Television/Co-Op Commercials	
\$2,000 Online- Social Media	
\$4,000 Electrical Billboard	
<u>\$18,000</u>	
Recommended Amount: \$16,000	
\$3,000 Magazine	
\$4,000 Newspaper/Radio	
\$3,000 Television/Co-Op Commercials	
\$2,000 Online- Social Media	
\$4,000 Electrical Billboard	
<u>\$16,000</u>	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

270-83-7551-523600 DUES & SUBSCRIPTIONS

3,168

Requested Amount: \$3,818

\$ 25	National Trust for Historic Preservation
\$ 100	Georgia Grown
\$ 350	National Main Street
\$ 200	Georgia Downtown Association
\$ 48	Americus Times Recorder
\$1,020	Americus Rotary Club
\$ 325	Pandora Subscription (Downtown Speaker System)
\$ 600	EZ Texting (communication w/ downtown merchants)
\$ 500	Friends of the Rylander Membership
\$ 150	Sumter Players Membership
\$ 500	Americus-Sumter County Movement - Remembered

\$3,818 Total

Requested Amount: \$3,818

\$ 25	National Trust for Historic Preservation
\$ 100	Georgia Grown
\$ 350	National Main Street
\$ 200	Georgia Downtown Association
\$ 48	Americus Times Recorder
\$1,020	Americus Rotary Club
\$ 325	Pandora Subscription (Downtown Speaker System)
\$ 600	EZ Texting (communication w/ downtown merchants)
\$ 500	Friends of the Rylander Membership

\$3,168

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

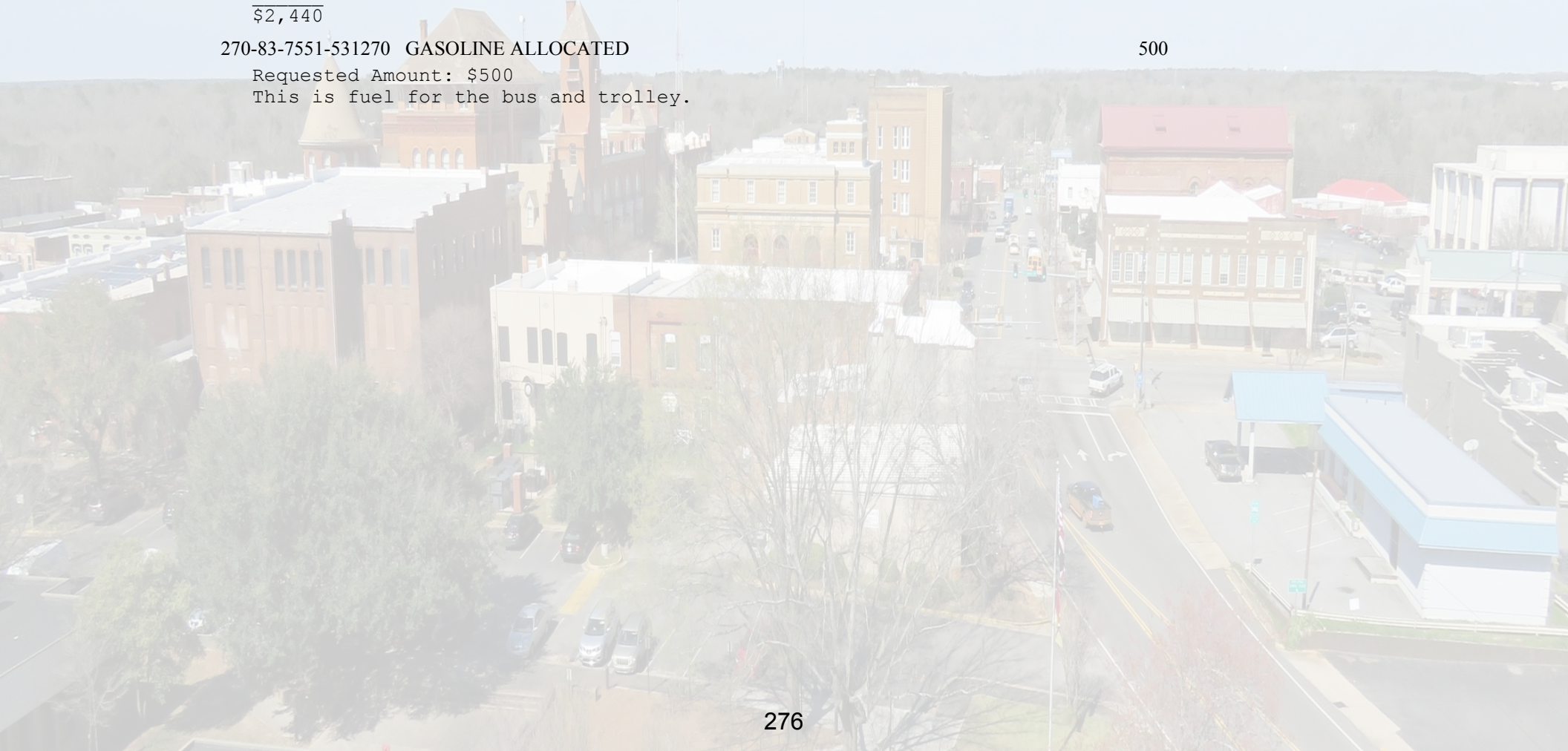
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
270-83-7551-523700 TRAINING & MEETINGS	10,450
Requested Amount: \$16,950	
\$ 900 National Main Streets Conference (NMSC) (2 Staff Registrations Fees)	
\$ 2,000 NMSC Travel (2 Staff)	
\$ 2,000 NMSC Hotel (2 Staff)	
\$ 750 Georgia Downtown Assoc. State Conference (2 Staff Registrations Fees)	
\$ 1,800 GDA Conference Hotel (2 Staff)	
\$ 600 GDA Travel (2 Staff)	
\$ 600 Main Street 201 Training Travel (2 Staff)	
\$ 500 Annual Main Street Board Retreat	
\$ 1,000 Board Member Training (required)	
\$ 550 Staff Training	
\$ 2,000 Business Education	
\$ 2,000 Business Recruitment & Main Street City Visits	
\$ 2,250 Mobilize Main Street (registration, hotel, and travel)	
\$16,950	
Recommended Amount: \$16,950	
\$ 900 National Main Streets Conference (NMSC) (2 Staff Registrations Fees)	
\$ 750 Georgia Downtown Assoc. State Conference (2 Staff Registrations Fees)	
\$ 1,800 GDA Conference Hotel (2 Staff)	
\$ 600 GDA Travel (2 Staff)	
\$ 600 Main Street 201 Training Travel (2 Staff)	
\$ 500 Annual Main Street Board Retreat	
\$ 500 Board Member Training (required)	
\$ 550 Staff Training	
\$ 2,000 Business Education	
\$ 2,250 Mobilize Main Street (registration, hotel, and travel)	
\$10,450	
270-83-7551-523900 UNIFORMS	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>270-83-7551-523906 TROLLEY EXPENSES</p> <p style="padding-left: 20px;">Requested Amount: \$2,000</p> <p style="padding-left: 20px;">\$2,000 Repair & Maintenance</p>	2,000
<p>270-83-7551-523908 TASTE OF SUMTER-EXPEN</p> <p style="padding-left: 20px;">Requested Amount: \$0</p> <p style="padding-left: 20px;">All Sponsorship Events will be run through Friends of Downtown Americus 501c3 (both income and expenses)</p>	0
<p>270-83-7551-531100 OFFICE /COMPUTER SUPP:</p> <p style="padding-left: 20px;">Requested Amount: \$4,450</p> <p style="padding-left: 20px;">The requested amount is for normal supplies needed to run the office. (paper, pens, business cards, letterhead, envelopes, copy paper, ink cartridges, etc.)</p> <p style="padding-left: 20px;">\$ 850 Ink for Printer</p> <p style="padding-left: 20px;">\$ 800 Ink for Copier</p> <p style="padding-left: 20px;">\$ 300 Copy Paper</p> <p style="padding-left: 20px;">\$ 2,500 Other Office Supplies (envelopes, business cards, letterhead, etc.)</p> <hr style="width: 10%; margin-left: 0;"/> <p style="padding-left: 20px;">\$ 4,450</p>	4,450
<p>270-83-7551-531112 FLOWERS & PLANTS</p> <p style="padding-left: 20px;">Requested Amount: \$7,500</p> <p style="padding-left: 20px;">\$1,500 New Plants for Planters</p> <p style="padding-left: 20px;">\$6,000 Planter Maintenance</p> <hr style="width: 10%; margin-left: 0;"/> <p style="padding-left: 20px;">\$7,500</p>	7,500
<p>270-83-7551-531210 WATER,SEWER,&GARBAB</p> <p style="padding-left: 20px;">Requested Amount: \$200</p> <p style="padding-left: 20px;">This amount is for the Farmer's Market and Rylander Park</p>	200
<p>270-83-7551-531220 NATURAL GAS</p>	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
270-83-7551-531225 STORM WATER	1,200
Requested Amount: \$1,200	
\$ 500 Lenny's Market	
\$ 700 Rylander Park	
<u> \$ 1,200</u>	
270-83-7551-531230 ELECTRICITY	2,440
Requested Amount: \$2,440	
\$ 800 Lenny's Market	
\$ 800 Rylander Park	
\$ 840 Pole Attachments (\$70/month)	
<u> \$2,440</u>	
270-83-7551-531270 GASOLINE ALLOCATED	500
Requested Amount: \$500	
This is fuel for the bus and trolley.	

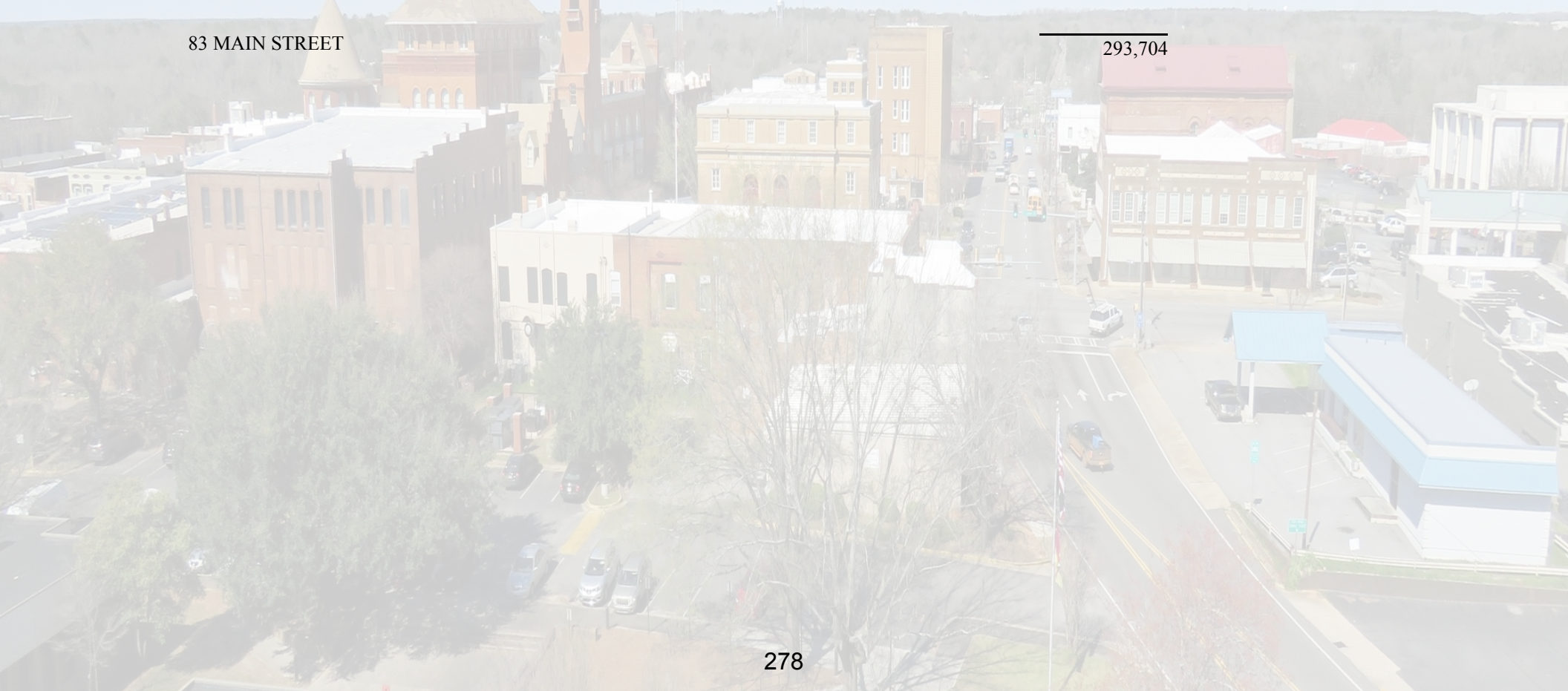


CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
270-83-7551-531700 OTHER SUPPLIES	17,000
Requested Amount: \$24,000	
\$ 3,000 First Friday	
\$ 3,000 Christmas Open House Event	
\$ 500 Downtown Trick-or-Treat	
\$ 1,000 Business Recruitment Brochure	
\$ 1,000 Downtown Newsletter	
\$ 2,000 Annual Volunteer Appreciation Dinner	
\$ 5,000 Downtown Map Design and Printing & Rack Card Printing	
\$ 3,000 Lenny's Farmers Market (promotional, repair work, upgrades)	
\$ 4,000 Main Street Promotional Items (totes, pens, fans, t-shirts, cups, etc.)	
\$ 500 Welcome Baskets	
\$ 1,000 Other	
\$24,000	
Recommended Amount: \$24,000	
\$ 3,000 First Friday	
\$ 3,000 Christmas Open House Event	
\$ 500 Downtown Trick-or-Treat	
\$ 3,000 Downtown Map Design and Printing & Rack Card Printing	
\$ 3,000 Lenny's Farmers Market (promotional, repair work, upgrades)	
\$ 4,000 Main Street Promotional Items (totes, pens, fans, t-shirts, cups, etc.)	
\$ 500 Welcome Baskets	
\$17,000	
270-83-7551-542900 OTHER CAPITAL EXPENDI	45,000
Requested Amount: \$45,000	
\$25,000 Facade Grant Program	
\$10,000 Street Furniture (bike racks, benches, trash cans, etc.)	
\$10,000 Christmas Decorations	
\$45,000 Total	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

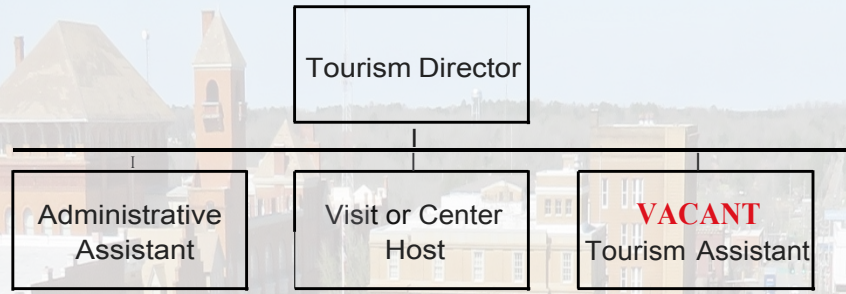
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
270-83-7551-551101 DATA CENTER EXPENSE This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.	1,389
270-83-7551-573001 BANK CHARGES	0
270-83-7551-581300 PRINCIPAL PAYMENTS	0
270-83-7551-581302 DEBT SERVICE PAYMENT	0
270-83-7551-582300 INTEREST EXPENSE	0
270-83-7551-611000 TRANSFER TO DDA	0
83 MAIN STREET	293,704



CITY OF AMERICUS
2021 OPERATING BUDGET

TOURISM DEPARTMENT

Budgeted 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

TOURISM COUNCIL

MISSION STATEMENT/GENERAL OBJECTIVES

The Americus Sumter County Tourism Council focuses on effective marketing/advertising efforts through strategically placing promotions in highly visible markets in order to attract tourists to the area.

GOALS - 2021

1. Revamp Welcome Center
 - a. Reason: The Welcome Center should stand as a resource for visitors and citizens in Americus-Sumter County.
 - i. Reorganize & Decorate
 - ii. Create Multi-media waiting room
 - iii. Purchase rebranded materials
2. Promote Homegrown World Renown Brand Americus-Sumter County Tourism
 - a. present new tourism video & photography
 - b. Increase social media
 - c. Statewide ad campaigns
 - d. Buzz marketing events
3. Create Tourism Product
 - a. Create Cemetery, Architecture, & Culinary Tour
 - b. Create African American/Civil Rights Story Tour
 - c. Create Destination Wedding Program



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
205 TOURISM FUND						
205-00-0000-341903 WELCOME CENTER SALES	9,420	10,000	3,505	10,000	10,000	10,000
205-00-0000-389000 MISCELLANEOUS INCOME	0	0	0	2,500	2,500	2,607
205-00-0000-389002 CASH SHORT & OVER	12	0	0	0	0	0
205-00-0000-391000 HOTEL/MOTEL TAX	<u>201,758</u>	<u>200,096</u>	<u>200,096</u>	<u>192,538</u>	<u>183,087</u>	<u>183,087</u>
205 TOURISM FUND	211,190	210,096	203,601	205,038	195,587	195,694



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

205 TOURISM FUND

205-00-0000-341903 WELCOME CENTER SALE'S

10,000

Requested Amount: \$10,000

This is for the sale of items at the Americus Visitor Center.

The plan is to continue to sell branded items, snacks, and other souvenirs as needed.

We offer a complimentary coffee bar and will need supplies. We also provide kids games, a relaxation station, and a photo booth. Popcorn will be provided on various occasions. Supplies will be needed to perform these duties. These items will help drive sales.

Sales Goal: \$10,000

205-00-0000-389000 MISCELLANEOUS INCOME

2,607

Requested Amount: 2,500.00

Potential grant amount from the Regional Visitor Information Center Grant Program. Funds traditionally are being held available for RVICs to apply for. Pending State budget approval, this is a possibility for the Americus Visitor Center.

205-00-0000-389002 CASH SHORT & OVER

Requested Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

205-00-0000-391000 HOTEL/MOTEL TAX

183,087

The following is a recap of recent allocations.

2010	\$160,000	(15.7%)	
2011	\$144,000	(10.0%)	
2012	\$151,200	5.0%	
2013	\$151,200	0.0%	
2014	\$148,309	(1.9%)	
2015	\$139,894	(17.4%)	
2016	\$139,894	0%	
2017	\$177,619	26.9%	
2018	\$192,206	26.9%	
2019	\$201,758	(17.7%)	
2020	\$200,096		projected
2021	\$192,538		requested
2021	\$183,087		recommended

\$192,538	Tourism Fund
\$100,000	Rylander Theater Operating expenses (same as prior years)
\$ 0	DDA Marketing
\$ 0	Transportation for Train
\$ 37,462	General Fund (reduced to zero)
<hr/>	
\$330,000	

Recommended amount:

\$183,087	Tourism Fund
\$100,000	Rylander Theater Operating expenses (same as prior years)
\$ 0	DDA Marketing
\$ 0	Transportation for Train
\$ 46,913	General Fund

\$330,000

205 TOURISM FUND

195,694

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
17 TOURISM FUND						
205-17-7540-511000 REGULAR PAY	98,737	106,135	94,631	106,135	93,672	93,672
205-17-7540-511300 OVERTIME PAY	2,585	0	1,769	500	500	500
205-17-7540-512100 GROUP MEDICAL INSURANC	13,996	15,457	15,483	14,460	17,630	17,630
205-17-7540-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
205-17-7540-512110 GROUP DENTAL INSURANCE	394	472	353	572	590	590
205-17-7540-512200 SOCIAL SECURITY PAYMEN'	7,296	8,119	6,610	7,204	7,204	7,204
205-17-7540-512400 RETIREMENT SYSTEM	7,795	9,077	8,705	6,444	6,444	6,444
205-17-7540-512700 WORKERS COMPENSATION	938	266	647	339	270	270
205-17-7540-521203 AUDIT FEES	0	0	0	0	0	0
205-17-7540-522000 OTHER OUTSIDE SERVICES	0	0	0	0	0	0
205-17-7540-522201 OFFICE EQUIP-REP AND MAI	368	400	0	250	250	250
205-17-7540-522206 COMPUTER-REP AND MAINT	0	200	0	200	200	200
205-17-7540-522310 RENT EXPENSE	0	0	0	0	0	0
205-17-7540-523100 INSURANCE EXPENSE	1,200	1,260	1,200	1,260	1,260	1,260
205-17-7540-523200 TELEPHONE	683	900	690	900	900	900
205-17-7540-523201 POSTAGE	244	200	452	350	350	350
205-17-7540-523301 MARKETING & PROMOTION	22,183	40,000	23,116	37,500	37,500	37,500
205-17-7540-523600 DUES AND SUBSCRIPTIONS	2,925	2,285	2,850	3,785	3,785	3,785
205-17-7540-523700 TRAINING AND MEETINGS	10,307	10,000	4,894	10,000	10,000	10,000
205-17-7540-523905 MERCHANT FEES	539	450	315	450	450	450
205-17-7540-531100 OFFICE/COMPUTER SUPPLIES	945	2,000	1,740	2,000	2,000	2,000
205-17-7540-531210 WATER,SEWER,AND GARB	0	0	0	0	0	0
205-17-7540-531220 NATURAL GAS	0	0	0	0	0	0
205-17-7540-531225 STORM WATER	0	0	0	0	0	0
205-17-7540-531230 ELECTRICITY	2,370	0	2,067	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
205-17-7540-531270 GASOLINE ALLOCATED	0	0	107	0	0	0
205-17-7540-531500 VISITOR CENTER PURCHASE	9,448	10,500	11,535	10,500	10,500	10,500
205-17-7540-531700 OTHER SUPPLIES	0	0	0	0	0	0
205-17-7540-542101 OFFICE EQUIPMENT	414	300	300	300	300	300
205-17-7540-542400 COMPUTER EQUIPMENT	0	500	500	500	500	500
205-17-7540-551101 DATA CENTER EXPENSE	160	1,575	1,248	1,389	1,389	1,389
205-17-7540-571000 LINDBERGH BOOGIE FESTIV	0	0	0	0	0	0
205-17-7540-571001 SAM SHORTLINE	0	0	0	0	0	0
205-17-7540-573000 BANK CHARGES	0	0	0	0	0	0
17 TOURISM FUND	183,526	210,096	179,213	205,038	195,694	195,694

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

17 TOURISM

205-17-7540-511000 REGULAR PAY 93,672

Personnel Requirements:

	Current	Requested	Recommended
Tourism Director	1	1	1
Administrative Assistant II (full-time)	1	1	1
Welcome Center Host (part-time)	1	1	1
Tourism Office Assistant (part-time)	0	0	0
Administrative Assistant I (full-time)*	0	1	0
	3	4	3

The requested amount includes a reclassification of the Tourism Office Assistant to Administrative Assistant I and the associated salary.

The request also changes the position from a part-time position to a full-time position with the associated benefits.

*The recommended amount removes the request for a full-time Administrative Assist I.

205-17-7540-511300 OVERTIME PAY 500

Overtime for special events & Saturdays.

205-17-7540-512100 GROUP MEDICAL INSURANCE 17,630

The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.

The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.

205-17-7540-512101 OPT OUT INSURANCE PLAN 0

Requested Amount:0

205-17-7540-512110 GROUP DENTAL INSURANCE 590

This amount represents \$295 per employee.

205-17-7540-512200 SOCIAL SECURITY PAYMENT 7,204

This amount is 7.65% of the total salary of the department.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
205-17-7540-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	6,444
205-17-7540-512700 WORKERS COMPENSATIO This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	270
205-17-7540-521203 AUDIT FEES	0
205-17-7540-522000 OTHER OUTSIDE SERVICE Recommended Amount: 0 Any additional services needed not provided within a typical fiscal year.	0
205-17-7540-522201 OFFICE EQUIP-REP AND M Requested Amount: \$250 The requested amount is for maintenance on the copy machine. This is for half of the expense; the other half is located within DDA.	250
205-17-7540-522206 COMPUTER-REP AND MAI Requested Amount: \$200 For potential maint.	200
205-17-7540-522310 RENT EXPENSE Requested Amount: \$0	0
205-17-7540-523100 INSURANCE EXPENSE Requested Amount: \$1260	1,260
205-17-7540-523200 TELEPHONE Requested Amount: \$900 The requested amount is for monthly service to Bandwidth for 3 telephone lines.	900
205-17-7540-523201 POSTAGE Requested Amount: \$350.00 For mail outs as needed. (Brochures, rack cards, etc.)	350

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
205-17-7540-523301 MARKETING & PROMOTIC Requested \$37,500	37,500

The following tactics correspond with our Strategic Marketing Plan adopted by our Board of Directors:

\$1,000 - Social Media Marketing (Boosting posts, sponsored ads, etc. across Facebook & other social media sites as deemed worthy & audience appropriate (Digital Marketing Strategy)

\$12,500 - Media Relations/Public Relations with LRC, Inc. (Press Room Service) (This service brings international & national writers to our area.)

\$5,000 - Travel Writer Expenditures: Hotel stay, dining, etc. 4 visits, 6 writers, 2 nights per visit + food. (Required with contract service with LRC)

\$5,000 - FAM Tours of State Welcome Center Staff & CVBs (Lodging + Food: 4 visits, 6 individuals, up to 2 nights per visit + food (Marketing staff from state to learn about our area and put Americus as a priority.)

\$10,000 - Commercials, Marketing, and Promotions, Photography, etc for PR Campaigns
**This was cut late 2019. This project needs to be completed in 2021.

\$4,000 - Georgia On My Mind Days (travel throughout state to market Americus & Sumter County) Includes hotel + Mileage + Food + Incidentals to Set Up
(There are 11 different days, 6 of those days require one-night stay in a hotel.) Dates between March 6th and July 10th. Adds to state certification for the RVIC requirements.

Recommended Amount: \$37,500

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

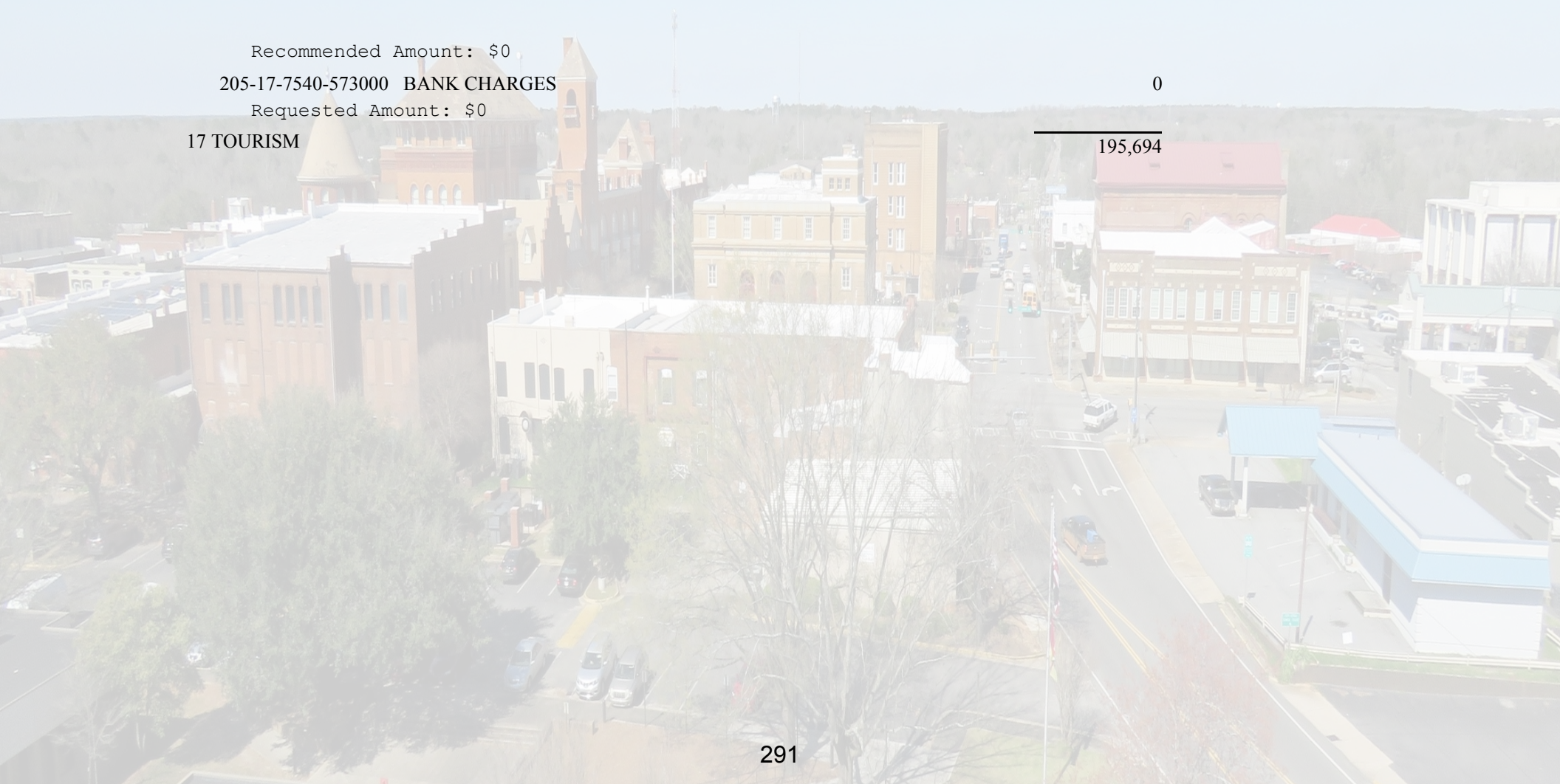
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
205-17-7540-523600 DUES AND SUBSCRIPTION	3,785
3785\$ The requested budget includes the following:	
\$ 150 Presidential Pathways	
\$ 350 GACVB	
\$ 135 Chamber of Commerce	
\$ 55 Secretary of State annual registrations	
\$1,300 Rotary Club of Americus	
\$ 295 Southeastern Tourism Society Dues	
\$ 500 Rylander Theatre	
_ \$1,000 Americus Sumter Remembrance Movement _____	
\$3785	
205-17-7540-523700 TRAINING AND MEETING:	10,000
\$10,000.00 The requested amount includes the following:	
\$1,000 Georgia Governor's Conference on Tourism (1 Staff Member * required)	
\$3,000 Regional Visitor Information Center Conference (3 staff members * Required includes hotel, mileage and conference)	
\$2,000 January Tourism Retreat (food + speaker fees & hotel) Food runs upwards of \$1000 for 75 people. Speaker fees range and if needed, hotel night.	
\$2,000 July Tourism Retreat (food + speaker fees & hotel) (same as above.)	
\$1,000 PPTA Meeting - Food & miles (Monthly meeting, includes lunch and workshop, plus driving as far north as Gay, GA and as far South/East as Cordele.	
205-17-7540-523905 MERCHANT FEES	450
Requested Amount: \$450	
This is for the merchant fees related to credit card purchases at the Welcome Center.	
205-17-7540-531100 OFFICE/COMPUTER SUPPLI	2,000
Requested \$2000	
\$2,000 Ink cartridges, paper, etc.	
\$2,000	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
205-17-7540-531210 WATER,SEWER,AND GARI	0
205-17-7540-531220 NATURAL GAS Requested Amount: \$0	0
205-17-7540-531225 STORM WATER	0
205-17-7540-531230 ELECTRICITY	0
205-17-7540-531270 GASOLINE ALLOCATED Requested Amount: \$0	0
We do not operate the trolley anymore.	
205-17-7540-531500 VISITOR CENTER PURCHA Requested Amount: \$10,500	10,500
\$9,000 - Rebranded T-shirts, mugs, keychains, magnets, postcard, umbrellas, food items, etc. that say "Visit Americus" , as well as coffee, kids games, and items for Relaxation Station & Trade Shows	
\$1,000 - First Friday supplies for the event	
\$500 - Holiday Decor for First Floor of City Hall	
=====	
\$10,500	
205-17-7540-531700 OTHER SUPPLIES Requested Amount: \$0	0
205-17-7540-542101 OFFICE EQUIPMENT Requested Amount: \$300 Potential items needed to update	300
205-17-7540-542400 COMPUTER EQUIPMENT Requested Amount: \$500	500
Software for publishing or photos and ZOOM meetings and Canva	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
205-17-7540-551101 DATA CENTER EXPENSE This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.	1,389
205-17-7540-571000 LINDBERGH BOOGIE FEST Requested Amount: \$0	0
205-17-7540-571001 SAM SHORTLINE Requested Amount: 0 This amount will be designated to the S.A.M. Shortline Excursion Train to help market and promote Americus and Sumter County through the train. Recommended Amount: \$0	0
205-17-7540-573000 BANK CHARGES Requested Amount: \$0	0
17 TOURISM	195,694



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
220 COMMUNITY DEVELOPMENT						
220-00-0000-361001 INTEREST ON REV LOANS	0	600	0	500	500	500
220-00-0000-361004 INT ON 2004 HOUSING LOAN	0	0	0	0	0	0
220-00-0000-389000 OTHER MISC INCO:ME	759	0	0	0	0	0
220 COMMUNITY DEVELOPMENT	759	600	0	500	500	500



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

220 COMMUNITY DEVELOPMENT

220-00-0000-361001 INTEREST ON REV LOANS

500

Requested Amount : \$500

The revenue can be used to loan additional monies for business development.
This is the anticipated amount for 2021.

Estimated	Principal
Interest	Balance
2021	@6/30/20

\$500	\$ 14,897.09	Cafe Campesino
-------	--------------	----------------

220-00-0000-361004 INT ON 2004 HOUSING LOA

Requested Amount : \$0

220-00-0000-389000 OTHER MISC INCOME

Requested Amount : \$0

220 COMMUNITY DEVELOPMENT

500

CITY OF AMERICUS
 2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
62 CD FUND						
220-62-7300-611001 TRANSFER TO GENERAL FUN	0	0	0	- 0	- 0	- 0
220-62-7300-611007 TRANSFER TO 2007 CDBG	0	0	0	- 0	- 0	- 0
220-62-7300-611100 TRANSFER TO TE PROJECT	0	0	0	- 0	- 0	- 0
62 CD FUND	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
220 COMMUNITY DEVELOPMENT 62 CD FUND	
220-62-7300-611001 TRANSFER TO GENERAL F	0
220-62-7300-611007 TRANSFER TO 2007 CDBG Requested Amount: \$0	0
220-62-7300-611100 TRANSFER TO TE PROJEC' Approved Amount: \$0	0
62 CD FUND	<hr/> 0



CITY OF AMERICUS
 2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
221 STATE REVOLVING LOAN						
221-00-0000-361000 OTHER INTEREST EARNED	836	150	82	150	150	150
221-00-0000-361001 REVOLVING LOAN INTEREST	0	450	0	4,550	4,550	4,550
221 STATE REVOLVING LOAN	836	600	82	4,700	4,700	4,700



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

221 STATE REVOLVING LOAN

221-00-0000-361000 OTHER INTEREST EARNEI 150

Requested Amount: \$150

This is the interest earned on the bank balance.

221-00-0000-361001 REVOLVING LOAN INTER 4,550

Requested Amount: \$4,550

The revenue can be used to loan additional monies for business development.

Estimated Interest 2021	Principal Balance @6/30/20	
\$ 0	\$ 4,914	Windsor Spa LLC
\$ 450	\$ 9,235	Cafe Campesino
\$ 750	\$20,000	First Sight Ultrasound
\$2,417	\$40,000	Seafood Center
\$ 925	\$15,000	Madea's Diner & Bakery
\$4,542	\$89,149	

221 STATE REVOLVING LOAN

4,700

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4241 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
221 STATE REVOLVING LOAN						
63 STATE REVOLVING LOAN						
221-63-7300-615500 COMM DEV LOANS	0	0	-6,256	- 0	- 0	- 0
63 STATE REVOLVING LOAN	<u>0</u>	<u>0</u>	<u>-6,256</u>	<u>0</u>	<u>0</u>	<u>0</u>



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
63 STATE REVOLVING LOAN	
221-63-7300-615500 COMM DEV LOANS	0
Requested Amount: (\$968)	
This is the amount of principal retirement for the year for the following loans:	
(\$968) Trinity Records (John Lundy)	
These loans were recorded to deferred revenue when they were set up	
63 STATE REVOLVING LOAN	<hr/> 0



CITY OF AMERICUS
 2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
226 2001 PROGRAM INCOME						
226-00-0000-331121 PROGRAM INCOME	1,067	0	896	0	0	0
226-00-0000-361002 INTEREST-CDBG PROG INCO	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
226 2001 PROGRAM INCOME	1,067	0	896	0	0	0



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
226 2001 PROGRAM INCOME	
226-00-0000-331121 PROGRAM INCOME	0
Requested Amount: \$0	
226-00-0000-361002 INTEREST-CDBG PROG IN	0
Requested Amount: \$0	
The following loan in this fund has no interest charges.	
Estimated Interest 2021	
Principal Balance @9/30/2020	
\$ 0	
\$11,794 Bennie Rouland (No Interest Loan)	
Makes monthly payments of \$74.68	
226 2001 PROGRAM INCOME	0

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
229 TE PROJECT						
229-00-0000-331150 TE REVENUE	0	0	0	- 0	- 0	- 0
229-00-0000-391102 TRANSFER FROM GENERAL	0	0	0	- 0	- 0	- 0
229-00-0000-391105 TRANSFER FROM WACHOVL	0	0	0	- 0	- 0	- 0
229-00-0000-391109 TRANSFER FROM TSPLOST	0	0	0	- 0	- 0	- 0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
229 TE PROJECT						



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
229 TE PROJECT	
229-00-0000-331150 TE REVENUE	0
Requested Amount: \$0	
These TE funds will be used for the Highway 19 project. Funds to be used in 2016 will be local match monies. We do not anticipate receiving any grant funds for the Highway 19 project in 2019.	
229-00-0000-391102 TRANSFER FROM GENERA	0
Requested Amount: \$0	
There is no match portion requested for 2019.	
229-00-0000-391105 TRANSFER FROM WACHO	0
Requested Amount: \$0	
229-00-0000-391109 TRANSFER FROM TSPLOS'	0
	0
229 TE PROJECT	

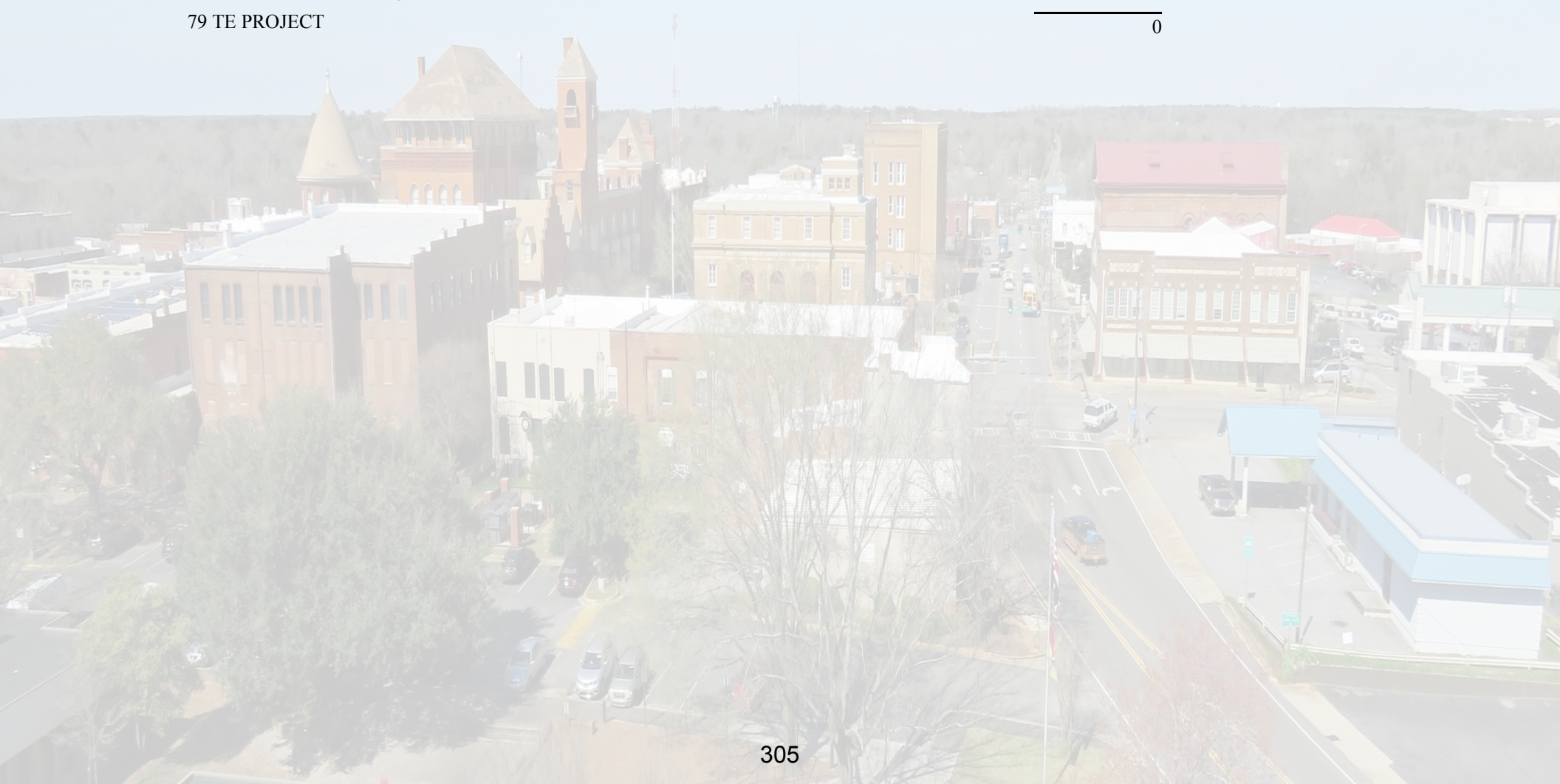
CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL</u> <u>2019</u>	<u>BUDGET</u> <u>2020</u>	<u>ACTUAL</u> <u>12/31/2020</u>	<u>REQUESTED</u> <u>2021</u>	<u>RECOMM</u> <u>2021</u>	<u>APPROVED</u> <u>2021</u>
79 TE PROJECT						
229-79-1530-521201 LEGAL EXPENSES	570	0	0	0	0	0
229-79-7500-541466 CONSTRUCTION	2,950	0	0	0	0	0
229-79-7500-541467 ENGINEERING	<u>25,185</u>	<u>0</u>	<u>8,895</u>	<u>0</u>	<u>0</u>	<u>0</u>
79 TE PROJECT	28,705	0	8,895	0	0	0



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
79 TE PROJECT	
229-79-1530-521201 LEGAL EXPENSES	0
229-79-7500-541466 CONSTRUCTION Requested Amount: \$0	0
229-79-7500-541467 ENGINEERING Requested Amount: \$25,000	0
Recommended \$0	
79 TE PROJECT	<hr/> 0



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2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
275 HOTEL/MOTEL TAX FUND						
275-00-0000-314100 HOTEL/MOTEL TAX FUND	323,831	330,000	324,101	330,000	330,000	330,000
275 HOTEL/MOTEL TAX FUND	<u>323,831</u>	<u>330,000</u>	<u>324,101</u>	<u>330,000</u>	<u>330,000</u>	<u>330,000</u>



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

275 HOTEL/MOTEL TAX FUND

275-00-0000-314100 HOTEL/MOTEL TAX FUND;

330,000

Requested Amount: \$330,000

The Hotel/Motel tax is charged on occupied rooms of hotels, motels, and Bed & Breakfast establishments within the city limits of Americus. The rate is 7% of the room charge. Two percent must be expended for tourism purposes and two percent must be expended for the operating expenses of the Rylander Theater.

The tourism dollars are projected to be spent in the following manner:

Requested amount:

\$192,538	Tourism Fund
\$100,000	Rylander Theater Operating expenses (same as prior years)
\$ 0	ODA Marketing
\$ 0	Transportation for Train
\$ 37,462	General Fund

\$330,000

275 HOTEL/MOTEL TAX FUND

330,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
37 HOTEL/MOTEL TAX						
275-37-7540-611000 TRANSFER TO GEN FUND	323,831	330,000	324,101	330,000	330,000	330,000
37 HOTEL/MOTEL TAX	<u>323,831</u>	<u>330,000</u>	<u>324,101</u>	<u>330,000</u>	<u>330,000</u>	<u>330,000</u>



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
37 HOTEL/MOTEL TAX	
275-37-7540-611000 TRANSFER TO GEN FUND	330,000
This is the amount of hotel/motel taxes to be collected and transferred to the General Fund for promotions, marketing allocations, and other tourism functions.	
37 HOTEL/MOTEL TAX	<hr/> 330,000



CITY OF AMERICUS
2021 OPERATING BUDGET -REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
280 SPLOST						
280-00-0000-313200 SPLOST REVENUE	0	0	0	0	0	0
280-00-0000-313201 2014 SPLOST REVENUE	795,879	0	1,431,132	0	0	0
280-00-0000-313900 GO BOND REVENUE	0	0	0	0	0	0
280-00-0000-313901 2019 GO BOND REVENUE	0	0	3,908,925	0	3,919,130	3,919,130
280-00-0000-361001 INTEREST EARNED ON BONI	0	0	0	0	0	0
280-00-0000-361002INTEREST EARNED ON 2014	0	0	0	0	0	0
280 SPLOST	795,880	0	5,340,058	0	3,919,130	3,919,130



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
280 SPLOST	
280-00-0000-313200 SPLOST REVENUE	0
Recommended Amount: \$0	
The final payment for the 2007 SPLOST was received in 2013.	
280-00-0000-313201 2014 SPLOST REVENUE	0

Projects approved with SPLOST funds from the 2014 referendum:

\$2,150,000	City Building/Facilities Repair/Renovation (2015)
\$ 81,217	Paving/Repair County Roads (2015)
\$4,000,000	Paving/Repair Roads and Bridges (2015)
\$ 300,000	Repair/Renovation Rylander Theater (2015)
\$1,000,000	South Jackson St Corridor (2015)
\$1,119,480	Public Parks and Green Spaces
\$1,000,000	Beltway Multipurpose Recreational Trail
<u>\$9,650,697</u>	

These projects will be paid with Bond Revenues as well as SPLOST funds received after debt payments are made through Sumter County.

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
280-00-0000-313900 GO BOND REVENUE	0
Requested Amount: \$0	
<p>These 2014 SPLOST referendum projects were specifically identified to be paid with GO Bond Revenues received in 2014 according to the official statement. The GO Bond debt payments will be paid through SPLOST proceeds as they are received through Sumter County.</p>	
\$ 618,783 City Building/Facilities Repair/Renovation	
\$ 81,217 Paving/Repair County Roads	
\$2,000,000 Paving/Repair Roads and Bridges	
\$ 300,000 Repair/Renovation Rylander Theater	
\$1,000,000 South Jackson St Corridor (half in 2015 & half in 2016)	
<u>\$4,000,000</u>	
280-00-0000-313901 2019 GO BOND REVENUE	3,919,130
<p>These 2019 SPLOST referendum projects were specifically identified to be paid with GO Bond Revenues received in 2020 according to the official statement. The GO Bond debt payments will be paid through SPLOST proceeds as they are received through Sumter County.</p>	
<p>The projects are outlined as the following expenses and the amount for each project will be determined by Mayor and Council.</p>	
Public Safety Facilities, Equipment and Vehicles	
Roads, Streets, and Bridges	
---North Jackson Street Approved by Mayor & Council \$1,554,395	
Buildings and Properties - Facilities Building Renovations and Improvements	
280-00-0000-361001 INTEREST EARNED ON BC	0
280-00-0000-361002 INTEREST EARNED ON 20	0
280 SPLOST	<u>3,919,130</u>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
39 SPLOST - PUBLIC SAFETY						
280-39-1110-542900 MUNICIPAL BLDG RENOVAT	0	0	0	- 0	- 0	- 0
280-39-1110-542901 CITY BLDG REPAIR/RENOVA	465,301	433,000	591,756	297,500	297,500	- 0
280-39-1110-542902 FACILITES BLDG RENOV & II	0	0	0	- 0	- 0	- 0
280-39-1110-573000 BANK CHARGES	30	0	0	- 0	- 0	- 0
280-39-1110-611000 TRANSFER TO GENERAL FUN	0	0	0	- 0	- 0	- 0
280-39-1565-541300 BUILDINGS AND BUILDING I	0	0	0	- 0	- 0	- 0
280-39-3200-542900 PUBLIC SAFETY BUILDING	0	0	0	- 0	- 0	- 0
280-39-3200-542901 PUBLIC SAFETY FACIL, EQUI	0	0	0	- 0	- 0	- 0
280-39-4200-542900 STREET IMPROVEMENTS	360,521	0	132,704	- 0	- 0	- 0
280-39-4200-542901 SOUTH JACKSON ST CORRID	0	0	0	- 0	- 0	- 0
280-39-4200-542902 NORTH JACKSON STREET	0	0	1,454,395	- 0	- 0	- 0
280-39-4200-542903 ROADS, STREETS, AND BRID	0	0	0	- 0	- 0	- 0
280-39-6160-542900 RYLANDER THEATER	19,016	140,728	0	- 0	121,712	121,712
280-39-6200-542900 PUBLIC PARKS & GREEN SPA	0	684,400	62,925	- 0	140,267	140,267
280-39-6220-542900 BELTWAY RECREATIONAL T	5,610	920,000	19,541	- 0	895,580	895,580
280-39-7540-542900 TOURISM SIGNAGE	0	0	0	- 0	- 0	- 0
39 SPLOST - PUBLIC SAFETY	850,478	2,178,128	2,261,321	297,500	1,455,059	1,157,559

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
39 SPLOST - PUBLIC SAFETY	
280-39-1110-542900 MUNICIPAL BLDG RENOV	0
280-39-1110-542901 CITY BLDG REPAIR/RENO	0
Recommended Amount: \$297,500	
This amount includes the following:	
\$ 85,000 Remaining Burn Building/Training Tower	
\$ 175,000 Remaining Public Works Facilities	
\$ 18,000 Replacement Window for Station#3 and other station repairs	
\$ 19,500 Municipal Building repairs including HVAC & Elevator	
<hr style="width: 100px; margin-left: 0;"/> \$ 297,500	
280-39-1110-542902 FACILITES BLDG RENOV	0
This amount will be determined by Mayor & Council in accordance with the 2019 SPLOST referendum projects that were specifically identified to be paid with GO Bond Revenues received in 2020 according to the official statement.	
280-39-1110-573000 BANK CHARGES	0
280-39-1110-611000 TRANSFER TO GENERAL F	0
280-39-1565-541300 BUILDINGS AND BUILDIN	0
280-39-3200-542900 PUBLIC SAFETY BUILDING	0
280-39-3200-542901 PUBLIC SAFETY FACIL, EC	0
280-39-4200-542900 STREET IMPROVEMENTS	0
Recommended Amount: \$1,000,000	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
280-39-4200-542901 SOUTH JACKSON ST CORF	0
280-39-4200-542902 NORTH JACKSON STREET Expense Line created to track specific project already identified. Total Project cost is \$1,554,395 half was paid in 2019.	0
280-39-4200-542903 ROADS, STREETS, AND BR This amount will be determined by Mayor & Council in accordance with the 2019 SPLOST referendum projects that were specifically identified to be paid with GO Bond Revenues received in 2020 according to the official statement.	0
280-39-6160-542900 RYLANDER THEATER Recommended Amount: \$121,712 *This is the estimated remaining SPLOST allocation dedicated to Building Repair and Maintenance SPECIAL PROJECTS for the Rylander Theatre*	121,712
280-39-6200-542900 PUBLIC PARKS & GREEN S This is the estimated remaining SPLOST allocation for Public Parks & Green Spaces.	140,267
280-39-6220-542900 BELTWAY RECREATIONA Requested Amount: \$895,580 *This is the estimated remaining SPLOST allocation for Beltway Recreational Trails.	895,580
280-39-7540-542900 TOURISM SIGNAGE	0
39 SPLOST - PUBLIC SAFETY	1,157,559

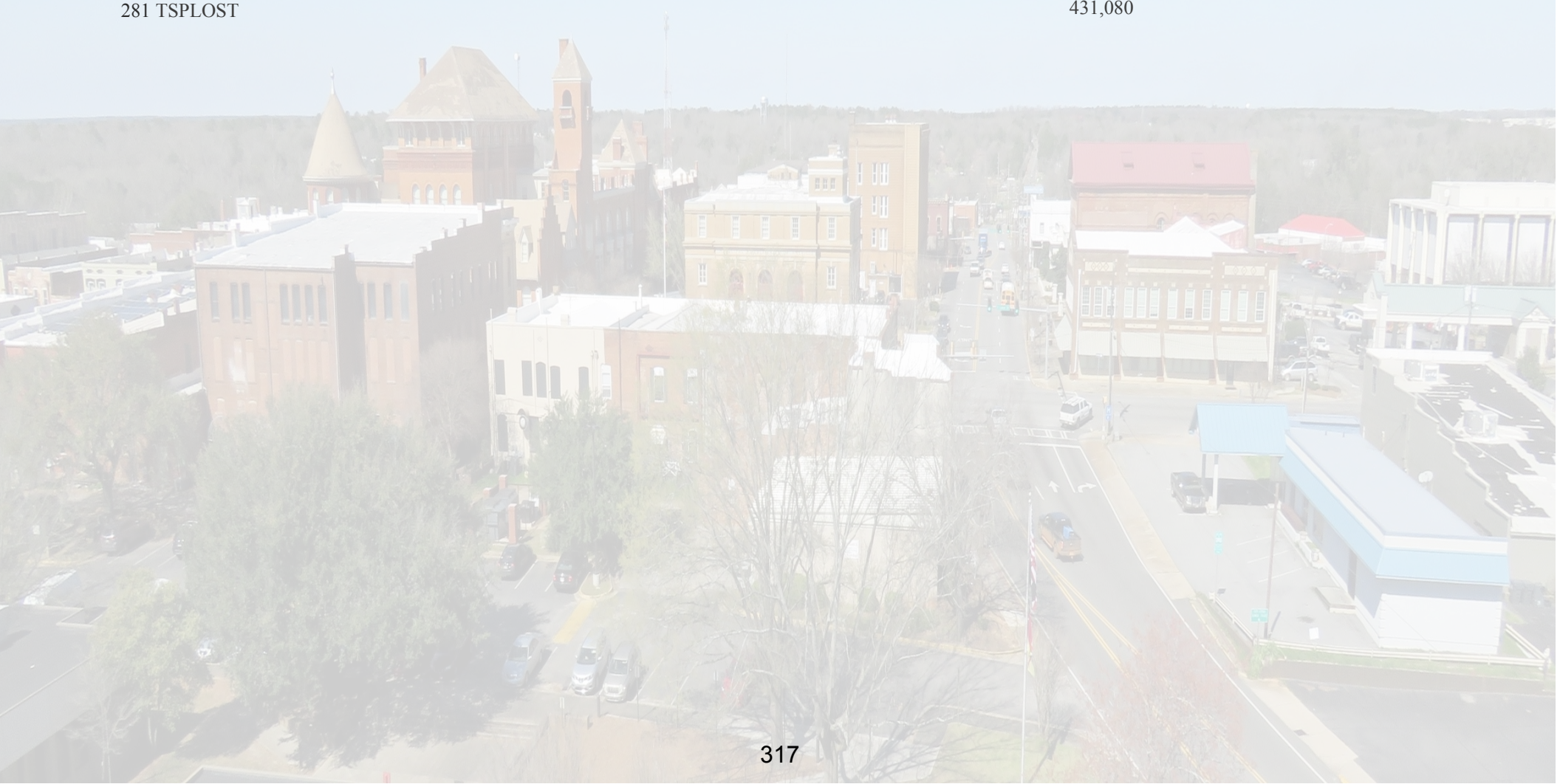
CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL</u> <u>2019</u>	<u>BUDGET</u> <u>2020</u>	<u>ACTUAL</u> <u>12/31/2020</u>	<u>REQUESTED</u> <u>2021</u>	<u>RECOMM</u> <u>2021</u>	<u>APPROVED</u> <u>2021</u>
281 TSPLOST						
281-00-0000-313201 TSPLOST REVENUE	244,976	217,600	299,334	231,000	231,000	231,000
281-00-0000-361000 OTHER INTEREST EARNED	65	80	102	80	80	80
281-00-0000-389003 CARRY OVER OF FUND <i>BAL 1</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>200,000</u>
281 TSPLOST	245,042	217,680	299,437	231,080	431,080	431,080



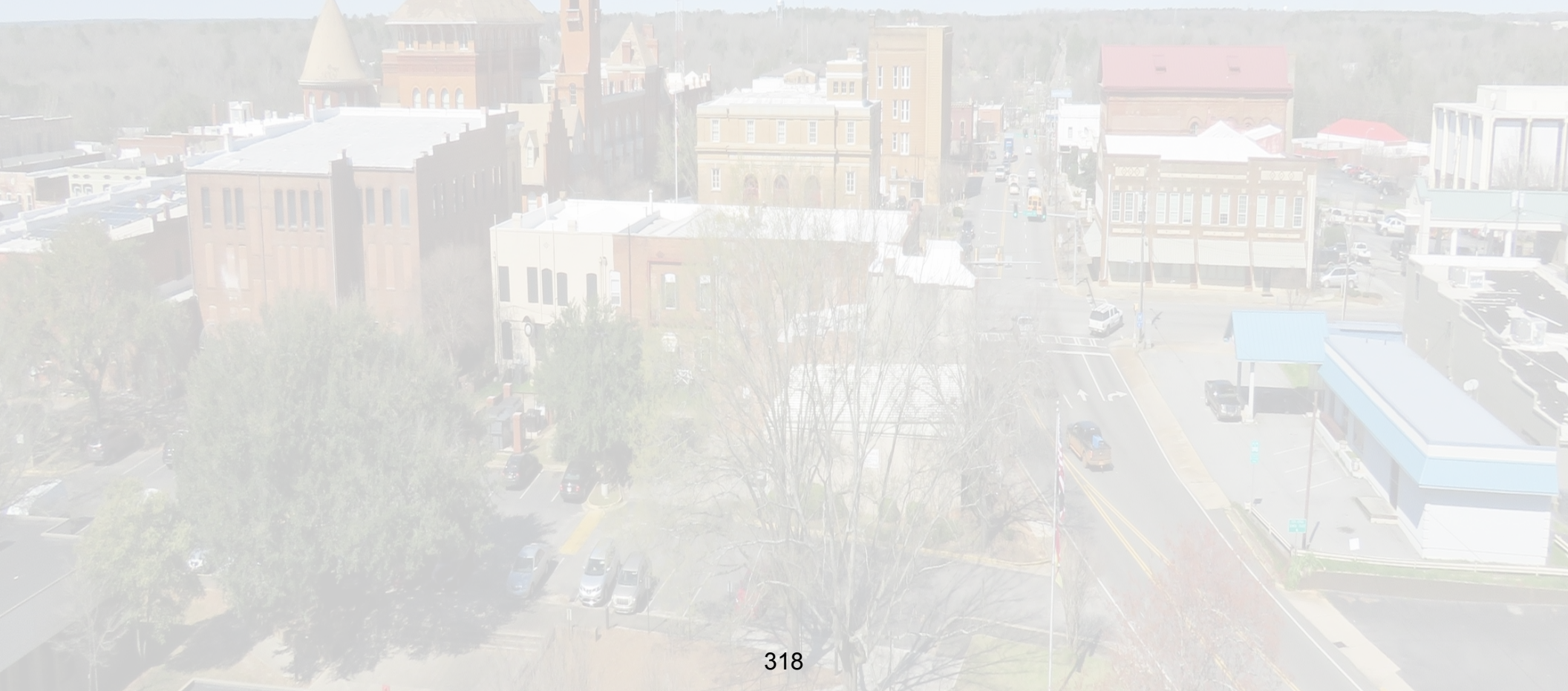
CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
281 TSPLOST	
281-00-0000-313201 TSPLOST REVENUE	231,000
Requested Amount: \$231,000	
The requested amount is an average of the actual revenue received for the previous six years and 2019-year end estimate.	
281-00-0000-361000 OTHER INTEREST EARNEI	80
Requested Amount: \$80	
The requested amount is an estimate.	
281-00-0000-389003 CARRY OVER OF FUND <i>B/</i>	200,000
	<hr/>
281 TSPLOST	431,080



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
48 TSPLOST						
281-48-1110-542900 TRAIN DEPOT	0	0	0	- 0	- 0	- 0
281-48-1110-542901 CARTER REGIONAL AIRPORT	0	0	0	25,000	25,000	25,000
281-48-4200-531110 STREET-REP & MAINT	0	0	0	- 0	- 0	- 0
281-48-4200-541466 STREET IMPROVEMENTS	0	198,460	89,389	189,730	189,730	189,730
281-48-4200-611000 TRANSFER TO GENERAL FUND	18,625	19,220	19,218	16,350	16,350	16,350
281-48-4200-611001 TRANSFER TO CDBG GRANT	0	0	0	- 0	- 0	- 0
281-48-4200-611002 TRANSFER TO TE PROJECT	0	0	0	- 0	200,000	200,000
48 TSPLOST	<u>18,625</u>	<u>217,680</u>	<u>108,607</u>	<u>231,080</u>	<u>431,080</u>	<u>431,080</u>



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
48 TSPLOST	
281-48-1110-542900 TRAIN DEPOT	0
281-48-1110-542901 CARTER REGIONAL AIRPC	25,000
281-48-4200-531110 STREET-REP & MAINT	0
281-48-4200-541466 STREET IMPROVEMENTS	189,730
Recommended Amount: \$189,730	
This is the amount remaining after the transfer to the general fund for LMIG and commitment to Airport improvements.	
281-48-4200-611000 TRANSFER TO GENERAL I	16,350
Requested Amount: \$16,350	
LMIG projects require a 10% match. This amount represents the 10% match for LMIG projects.	
281-48-4200-611001 TRANSFER TO CDBG GRA	0
Requested Amount: \$0	
281-48-4200-611002 TRANSFER TO TE PROJEC	200,000
Recommended Amount:\$ 200,000	
The recommended amount is expected to cover intital cost of starting the TE Project via GDOT with GDOT reimbursing the City at the agreed upon rate within the contract to project completion.	
48 TSPLOST	431,080

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
345 2019 CHIP FUND						
345-00-0000-331000 2019 CHIP ACCOUNT MATCH	0	0	0	0	0	0
345-00-0000-334100 2019 CHIP FUNDS	0	0	260,855	25,000	25,000	25,000
345 2019 CHIP FUND	0	0	260,855	25,000	25,000	25,000



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
345 2019 CHIP FUND	
345-00-0000-331000 2019 CHIP ACCOUNT MAT	
345-00-0000-334100 2019 CHIP FUNDS	25,000
Estimated Revenue of \$25,000	
345 2019 CHIP FUND	<hr/> 25,000



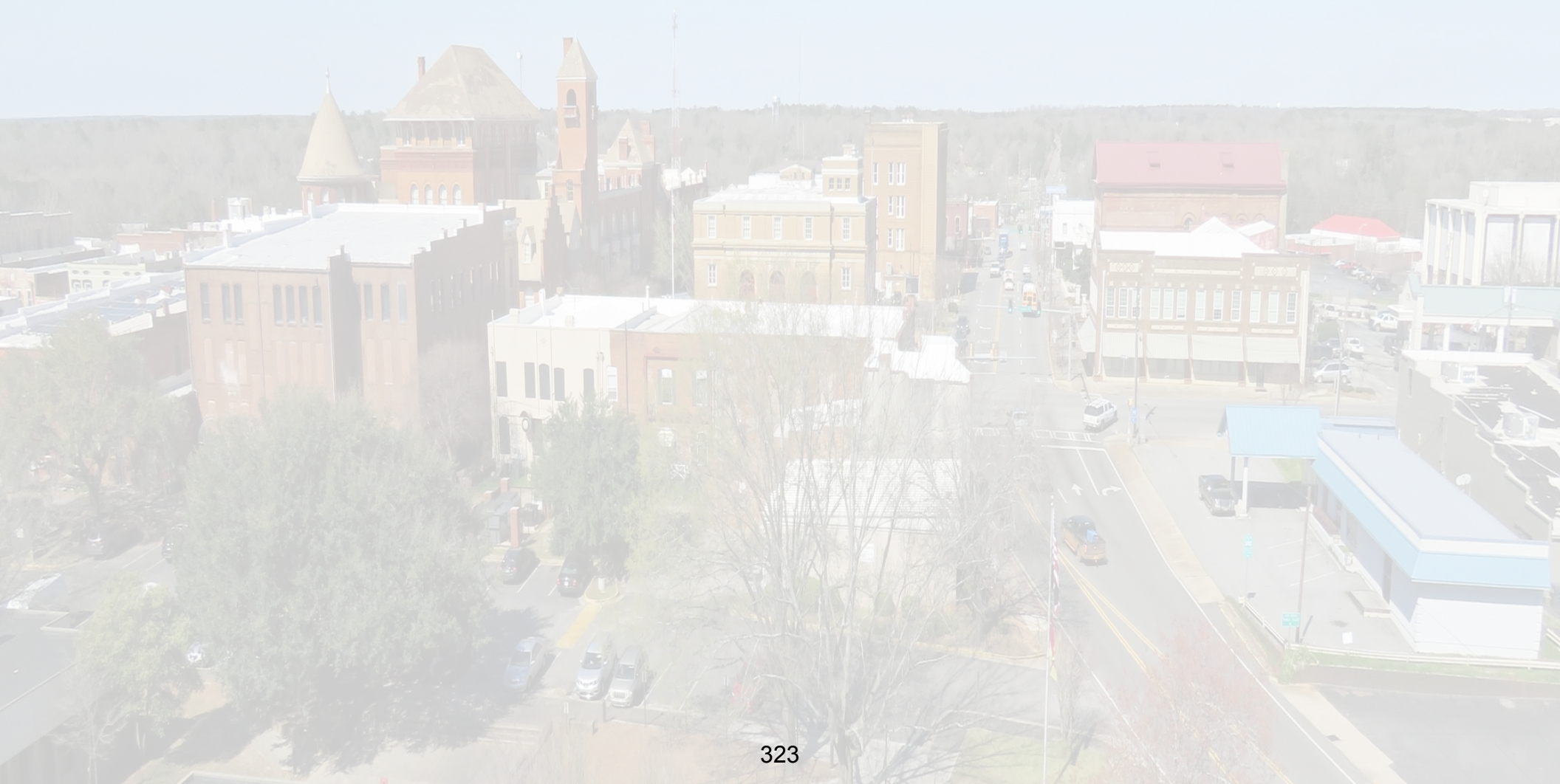
CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
92 2019 CHIP FUND						
345-92-7300-541463 GENERAL ADMINISTRATION	0	0	0	- 0	- 0	- 0
345-92-7300-573000 BANK FEES	0	0	0	- 0	- 0	- 0
345-92-7323-541465 REHAB OF PROPERTY	0	0	239,745	25,000	25,000	25,000
92 2019 CHIP FUND	<u>0</u>	<u>0</u>	<u>239,745</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
92 2019 CHIP FUND	
345-92-7300-541463 GENERAL ADMINSTRATIC	0
345-92-7300-573000 BANK FEES	0
345-92-7323-541465 REHAB OF PROPERTY Requested Amount: \$25,000	25,000
92 2019 CHIP FUND	<hr/> 25,000



CITY OF AMERICUS
2021 OPERATING BUDGET

ENTERPRISE FUNDS

CITY OF AMERICUS
2021 OPERATING BUDGET

WATER & SEWER MAINTENANCE DEPARTMENT

GOALS-2021

- Continue to develop preventive maintenance program
- Review options for improved backflow prevention program
- Manage Fats, Oils, and Grease program
- Reduce Inflow/Infiltration
- Continue to provide safe drinking water
- Continue to provide safe sanitary sewer services
- Continue to meet or exceed all EPD standards for all operations

TIME-FRAME

- On-going
- On-going
- On-going
- On-going
- On-going
- On-going
- On-going



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL</u> <u>2019</u>	<u>BUDGET</u> <u>2020</u>	<u>ACTUAL</u> <u>12/31/2020</u>	<u>REQUESTED</u> <u>2021</u>	<u>RECOMM</u> <u>2021</u>	<u>APPROVED</u> <u>2021</u>
505 WATER & SEWER FUND						
505-00-0000-315901 FOG REVENUE & SURCHARC	17,200	4,600	15,400	12,000	12,000	12,000
505-00-0000-34421 O WATER BILLINGS	2,664,885	2,737,250	2,559,613	2,620,580	2,720,164	2,720,164
505-00-0000-344230 SEWER BILLINGS	3,016,898	3,083,800	3,115,895	2,993,770	3,067,411	3,067,411
505-00-0000-349400 METER SALES	20,238	20,300	28,169	22,900	22,900	22,900
505-00-0000-349401 SEWER CONNECTIONS	3,880	2,800	2,200	3,200	3,200	3,200
505-00-0000-349402 WATER RECONNECT FEES	27,775	50,000	32,828	50,000	50,000	50,000
505-00-0000-349404 PENALTY	379,701	299,600	273,760	302,000	302,000	302,000
505-00-0000-349900 WEB PAY CONVENIENCE FEE	47,796	62,500	49,858	59,000	59,000	59,000
505-00-0000-361000 OTHER INTEREST EARNED	1,294	800	140	800	800	800
505-00-0000-361001 INTEREST ON REV BOND REV	382	0	-3,819	400	400	400
505-00-0000-361002 INTEREST 2019 REV BOND REV	40,302	0	71,165	40,000	40,000	40,000
505-00-0000-381002 WATER TOWER RENTAL-VEIR	9,745	10,000	10,945	10,700	10,700	10,700
505-00-0000-389000 OTHER MISC INCO:ME	39,695	5,000	-6,836	5,000	5,000	5,000
505-00-0000-389002 CASH SHORT AND OVER	-111	0	-75	0	0	0
505-00-0000-389003 INS PROCEEDS-2010 REVENUNE	0	0	0	0	0	0
505-00-0000-389004 RECOVERY OF BAD DEBT	3,806	10,000	5,168	10,000	10,000	10,000
505-00-0000-389006 CARRYOVER OF RET EARNINGS	0	231,000	0	231,000	127,000	127,000
505-00-0000-389007 MISC INCO:ME AR	7,030	0	0	0	0	0
505-00-0000-390000 CONTRIBUTIONS	0	0	0	0	0	0
505-00-0000-391105 TRANSFER FROM STORM WAT.	1,698,030	0	0	0	0	0
505-00-0000-392110 GAIN/LOSS - SALE OF CAPIT1	5,428	0	0	0	0	0
505-00-0000-392200 RECYCLING PROCEEDS	0	0	0	0	0	0
505-00-0000-393400 PREMIUM ON BONDS SOLD	83,686	0	0	0	0	0
505 WATER& SEWER FUND	8,067,660	6,517,650	6,154,409	6,361,350	6,430,575	6,430,575

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

505 WATER & SEWER FUND

505-00-0000-315901 FOG REVENUE & SURCHA

12,000

Requested Amount: \$12,000

This is for FOG (fats, oils, greases) fees paid by businesses that create a level of hazard in the wastewater system. High level is \$250 and low level is \$75.

\$2,250 FOG - Low Hazard surcharge (30)

\$7,500 FOG - High Hazard surcharge (30)

\$9,750

505-00-0000-344210 WATER BILLINGS

2,720,164

Requested Amount: \$2,620,580

This amount is necessary to meet current operating expenses and debt service payback.

Current Requested Recommended

\$7.10 \$7.10 \$7.10 Residential/Small Comm/Industrial Base

\$2.32 \$2.32 \$2.32 Operating (per 100 cu ft)

\$6.39 \$6.39 \$6.39 Senior Citizens Base

\$2.09 \$2.09 \$2.09 Senior Citizens Operating (per 100 cu ft)

The rates for water customers outside the city limits are twice the inside rate to recover the additional costs involved in providing the service.

Recommended Amount: \$2,720,164

Calculated with a five year average from 2015-2019

**CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL**

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-00-0000-344230 SEWER BILLINGS	3,067,411
<p>Requested Amount: \$2,993,770 This amount is needed to meet the operating expenses and the debt service payments of the sewer system.</p>	
<p>Current Requested Recommended \$12.50 \$12.50 \$12.50 Residential/Small Comm/Industrial Base \$ 2.95 \$ 2.95 \$ 2.95 Operating (per 100 cu ft)</p>	
<p>Users of the city sewer system located outside the city limits are billed at a rate twice the inside rate to recover the additional costs involved in providing the service.</p> <p>Sewer bills are based on actual water consumption on a monthly basis and computed using the rates within the fee schedule.</p> <p>Recommended Amount: \$3,067,411</p> <p>Calculated with a five year average from 2015-2019</p>	
505-00-0000-349400 METER SALES	22,900
<p>Requested Amount: \$22,900 This is for new meter installations not replacements.</p>	
505-00-0000-349401 SEWER CONNECTIONS	3,200
<p>Requested Amount: \$3,200 The requested amount is for new sewer connections.</p>	
505-00-0000-349402 WATER RECONNECT FEES	50,000
<p>Requested Amount: 50,000 This amount is for 1,000 reconnects at \$50 each.</p>	
505-00-0000-349404 PENALTY	302,000
<p>Requested Amount: \$302,000 This amount represents the amount of penalty received as a result of the customer not paying the utility bill by the due date.</p>	
505-00-0000-349900 WEB PAY CONVENIENCE	59,000
<p>Requested Amount: \$59,000</p> <p>The request covers the reimbursement of web pay fees by the customer. The offsetting expense is in department 43 in the line item "Merchant Fees"</p>	

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-00-0000-361000 OTHER INTEREST EARNEI Requested Amount: \$800 This amount is interest earned on the investment of idle cash. The revenue bond covenants require a 90-day reserve of cash which equals approximately \$1,000,0000.	800
505-00-0000-361001 INTEREST ON REV BOND I Requested Amount: \$400 This is the interest on the 2013 Revenue Bond idle cash.	400
505-00-0000-361002 INTEREST 2019 REV BOND Requested Amount: \$40,000 This is the interest earned on the 2019 Revenue Bond.	40,000
505-00-0000-381002 WATER TOWER RENTAL-1 Requested Amount: \$10,700 This is rental income from Verizon for use of our water tower.	10,700
505-00-0000-389000 OTHER MISC INCOME Requested Amount: \$5,000 This is revenue that is not specific to a separate line item.	5,000
505-00-0000-389002 CASH SHORT AND OVER Requested Amount: \$0	
505-00-0000-389003 INS PROCEEDS-2010 REVE	
505-00-0000-389004 RECOVERY OF BAD DEBT Requested Amount: \$10,000 This is the estimated collections on previously written off utility bills. Some of this revenue is offset by related collection cost expense in the Utility Billing Expense budget (Department 43). This is the estimate for the Water & Sewer portion.	10,000

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

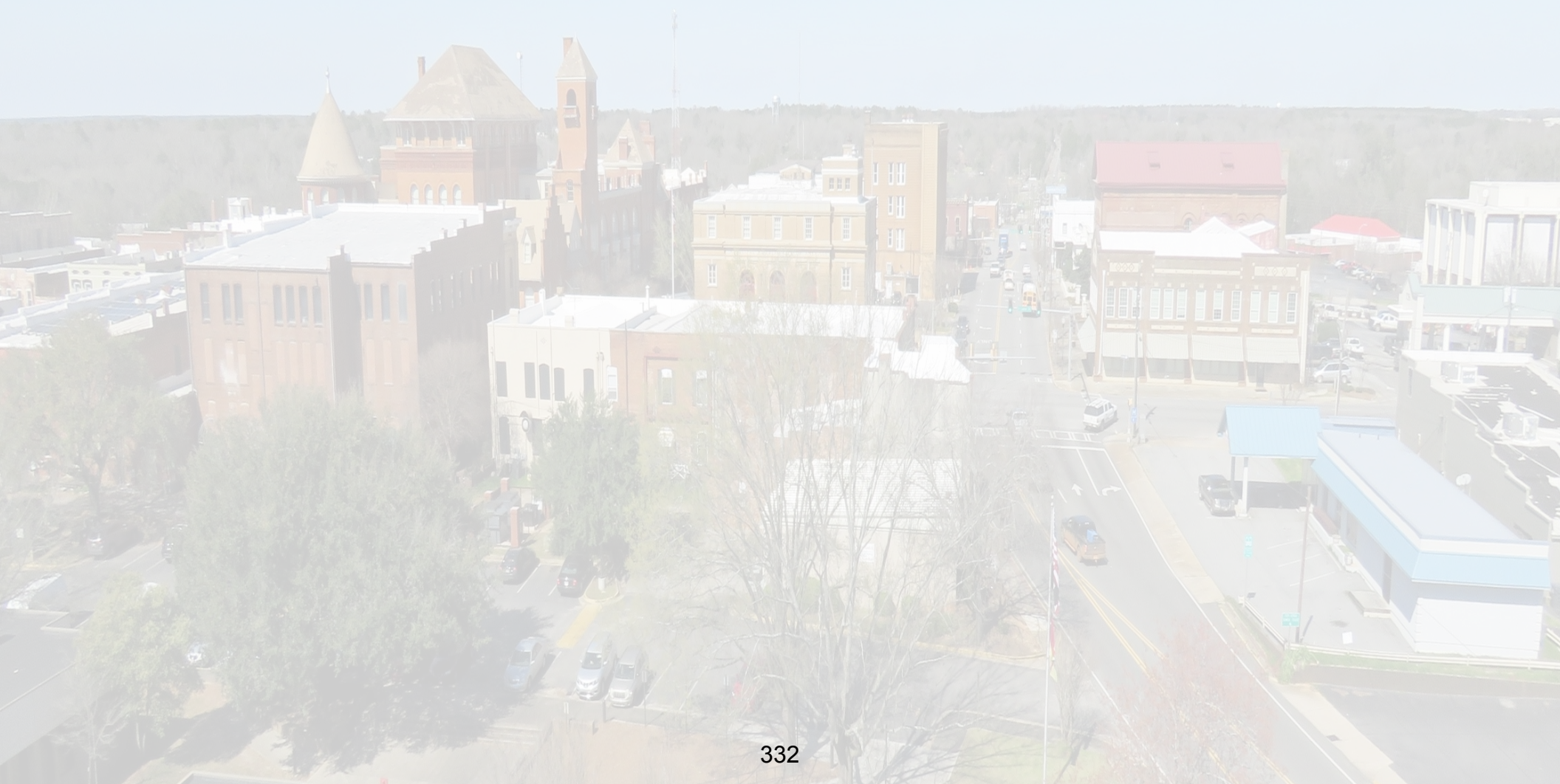
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-00-0000-389006 CARRYOVER OF RET EARN	127,000
The carryover of retained earnings from the previous year is comprised of the following: Requested Amount: \$231,000	
\$ 37,000 Clarifier Rehabilitation (41) (2015 carryover)	
\$ 15,000 WTP Security Upgrade (41) (2019 carryover)	
\$ 25,000 Senus FlexNet Upgrade (43) (2016 carryover)	
\$ 50,000 Interactive Vocie Response System (43) (2018 carryover)	
<u>\$127,000</u>	
 505-00-0000-389007 MISC INCOME AR	
 505-00-0000-390000 CONTRIBUTIONS	
Requested Amount: \$0	
505-00-0000-391105 TRANSFER FROM STORM	
Requested Amount: \$0	
In 2010, this line item included the initial recording of the revenue bond.	
505-00-0000-392110 GAIN/LOSS - SALE OF CAP	
Requested Amount: \$0	
505-00-0000-392200 RECYCLING PROCEEDS	
Requested Amount: \$0	
505-00-0000-393400 PREMIUM ON BONDS SOL	
This is the bond premium amortized over the life of the revenue bonds.	
505 WATER & SEWER FUND	<u>6,430,575</u>

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
40 W&S MAINTENANCE DEPT						
505-40-1565-531108 BUILDING REPAIR & MAINT	0	0	0	- 0	- 0	- 0
505-40-4400-511000 REGULAR PAY	284,363	315,936	293,123	372,520	318,758	318,758
505-40-4400-511300 OVERTIME PAY	35,139	50,000	25,393	50,000	50,000	50,000
505-40-4400-512100 GROUP MEDICAL INSURANC	57,594	62,580	62,531	72,299	70,519	70,519
505-40-4400-512101 OPT OUT INSURANCE PLAN	3,116	3,000	3,000	3,000	3,000	3,000
505-40-4400-512110 GROUP DENTAL INSURANCE	2,190	2,124	1,329	3,146	2,655	2,655
505-40-4400-512200 SOCIAL SECURITY PAYMENT	23,963	27,994	22,966	32,323	28,210	28,210
505-40-4400-512400 RETIREMENT SYSTEM	26,035	35,459	29,996	52,604	45,910	45,910
505-40-4400-512700 WORKERS' COMPENSATION	24,560	15,668	14,760	19,576	19,576	19,576
505-40-4400-522000 OTHER OUTSIDE SERVICES	15,608	39,600	12,473	40,780	40,780	40,780
505-40-4400-522009 CONTRACTED MAINTENANC	0	5,000	0	15,000	15,000	15,000
505-40-4400-522202 AUTO & TRUCK-REP & MAIN	27,101	30,000	18,808	35,000	35,000	35,000
505-40-4400-522203 MACH & EQUIP-REP & MAIN	2,476	5,000	3,590	5,000	5,000	5,000
505-40-4400-522207 W & S SYSTEM-REP & MAIN	15,548	125,000	201,349	150,000	150,000	150,000
505-40-4400-523200 TELEPHONE EXPENSE	2,488	2,400	3,657	2,400	2,400	2,400
505-40-4400-523600 DUES & SUBSCRIPTIONS	0	1,000	0	1,000	1,000	1,000
505-40-4400-523700 TRAINING & MEETINGS	1,381	8,000	1,782	8,000	8,000	8,000
505-40-4400-523900 UNIFORMS	5,755	14,000	6,138	14,000	14,000	14,000
505-40-4400-531105 HAND TOOLS	2,483	5,700	3,269	5,700	5,700	5,700
505-40-4400-531270 GASOLINE ALLOCATED	22,199	18,000	17,048	18,000	18,000	18,000
505-40-4400-531600 WATER METERS	38,554	50,000	38,142	75,000	75,000	75,000
505-40-4400-531700 OTHER SUPPLIES	11,326	15,000	13,675	25,000	25,000	25,000
505-40-4400-542100 MACHINERY & EQUIPMENT	3,607	5,850	3,589	5,000	5,000	5,000
505-40-4400-542200 AUTOS AND TRUCKS	0	115,000	27,615	40,000	40,000	40,000
505-40-4400-542900 OTHER CAPITAL EXPENDITU	0	0	0	- 0	- 0	- 0

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
505-40-4400-551000 ALLOCATION OF EXPENSES	0	0	0	- 0	- 0	- 0
505-40-4400-551101 DATA CENTER EXPENSE	72	787	71	695	695	695
40 W&S MAINTENANCE DEPT	<u>605,557</u>	<u>953,098</u>	<u>804,304</u>	<u>1,046,043</u>	<u>979,203</u>	<u>979,203</u>



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

40 W&S MAINTENANCE DEPT

505-40-1565-531108 BUILDING REPAIR & MAINT

Requested Amount: \$0

505-40-4400-511000 REGULAR PAY

318,758

Personnel Requirements:

	Current	Requested	Recommended
Water & Sewer Supt.	1	1	1
Crew Leader	3	3	3
Heavy Equipment Operator	0	0	0
Equipment Operator	4	4	4
Environmental Compliance Insp	1	1	1
Meter Maintenance Technicians		2	0
	9	11	9

The requested amount includes adding an additional Equipment Operator and reducing the number of Heavy Equipment Operators.

This amount also includes on-call pay of \$60 per week for 52 weeks for 2 employees.

The recommended reclasses the 2 Meter Maintenance Technicians to Dept. 43

505-40-4400-511300 OVERTIME PAY

50,000

Requested Amount: \$50,000

This amount is for emergency callouts.

505-40-4400-512100 GROUP MEDICAL INSURA

70,519

The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.

The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.

505-40-4400-512101 OPT OUT INSURANCE PLA

3,000

This amount represents \$3,000 per employee for expected Opt Out participation.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-40-4400-512110 GROUP DENTAL INSURAN This amount represents \$295 per employee.	2,655
505-40-4400-512200 SOCIAL SECURITY PAYMI This amount is 7.65% of the total salary of the department.	28,210
505-40-4400-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	45,910
505-40-4400-512700 WORKERS' COMPENSATIC This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	19,576
505-40-4400-522000 OTHER OUTSIDE SERVICE Requested Amount: \$40,780	40,780
\$ 1,000 Engineering, not related to a Specific Project	
\$ 5,000 Consumer Water Quality Reports (Price Increase)	
\$20,000 FOG, Backflow, Water Audit, & Water Model Support	
\$ 1,000 Surveying	
\$ 600 Miscellaneous Ads	
\$ 2,000 Postage/Shipping	
\$10,830 Railroad Permits via Railroad Management (reflects 3% annual increase)	
\$ 200 News Media - Water Quality Report	
\$ 150 Norfolk Southern Railway - Lease of 33 sq ft land @ Pump Station	
\$40,780	
505-40-4400-522009 CONTRACTED MAINTENA Requested Amount: \$15,000	15,000
\$10,000 Easement cleaning (Georgia Power) some easements need major repair	
\$ 5,000 3rd Party Boring	
\$15,000	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>								
<p>505-40-4400-522202 AUTO & TRUCK-REP & MA Requested Amount: \$35,000</p> <p>Recommended Amount: \$30,000</p>	35,000								
<p>505-40-4400-522203 MACH & EQUIP-REP & MA Requested Amount: \$5,000</p> <p>The requested amount is for the maintenance & repair of the packers, pumps, saws, etc.</p>	5,000								
<p>505-40-4400-522207 W & S SYSTEM-REP & MA Requested Amount: \$150,000</p> <p>The requested amount is for repairs to all of the lift stations & general W&S System Maintenance. This includes valve inserts for the Hydra Stop machine.</p> <p>Requested</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 15px;">\$ 25,000</td> <td>Lift Station Repairs</td> </tr> <tr> <td>\$ 25,000</td> <td>Hydra Stop Inserts</td> </tr> <tr> <td>\$100,000</td> <td>Others: Manholes, Water/Sewer Main, Hydrant, Valve Replacement</td> </tr> <tr> <td style="border-top: 1px solid black;">\$150,000</td> <td></td> </tr> </table> <p>Recommended Amount: \$125,000</p>	\$ 25,000	Lift Station Repairs	\$ 25,000	Hydra Stop Inserts	\$100,000	Others: Manholes, Water/Sewer Main, Hydrant, Valve Replacement	\$150,000		150,000
\$ 25,000	Lift Station Repairs								
\$ 25,000	Hydra Stop Inserts								
\$100,000	Others: Manholes, Water/Sewer Main, Hydrant, Valve Replacement								
\$150,000									
<p>505-40-4400-523200 TELEPHONE EXPENSE Requested Amount: \$2,400</p> <p>The requested amount is for the Supervisor's cell phone, on-call cell phones, & all lift station land lines.</p>	2,400								
<p>505-40-4400-523600 DUES & SUBSCRIPTIONS Requested Amount: \$1000</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 15px;">\$ 900</td> <td>Utilities Protection Center dues (required line locates)</td> </tr> <tr> <td>\$ 100</td> <td>Georgia FOG Alliance</td> </tr> <tr> <td style="border-top: 1px solid black;">\$1000</td> <td></td> </tr> </table>	\$ 900	Utilities Protection Center dues (required line locates)	\$ 100	Georgia FOG Alliance	\$1000		1,000		
\$ 900	Utilities Protection Center dues (required line locates)								
\$ 100	Georgia FOG Alliance								
\$1000									

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

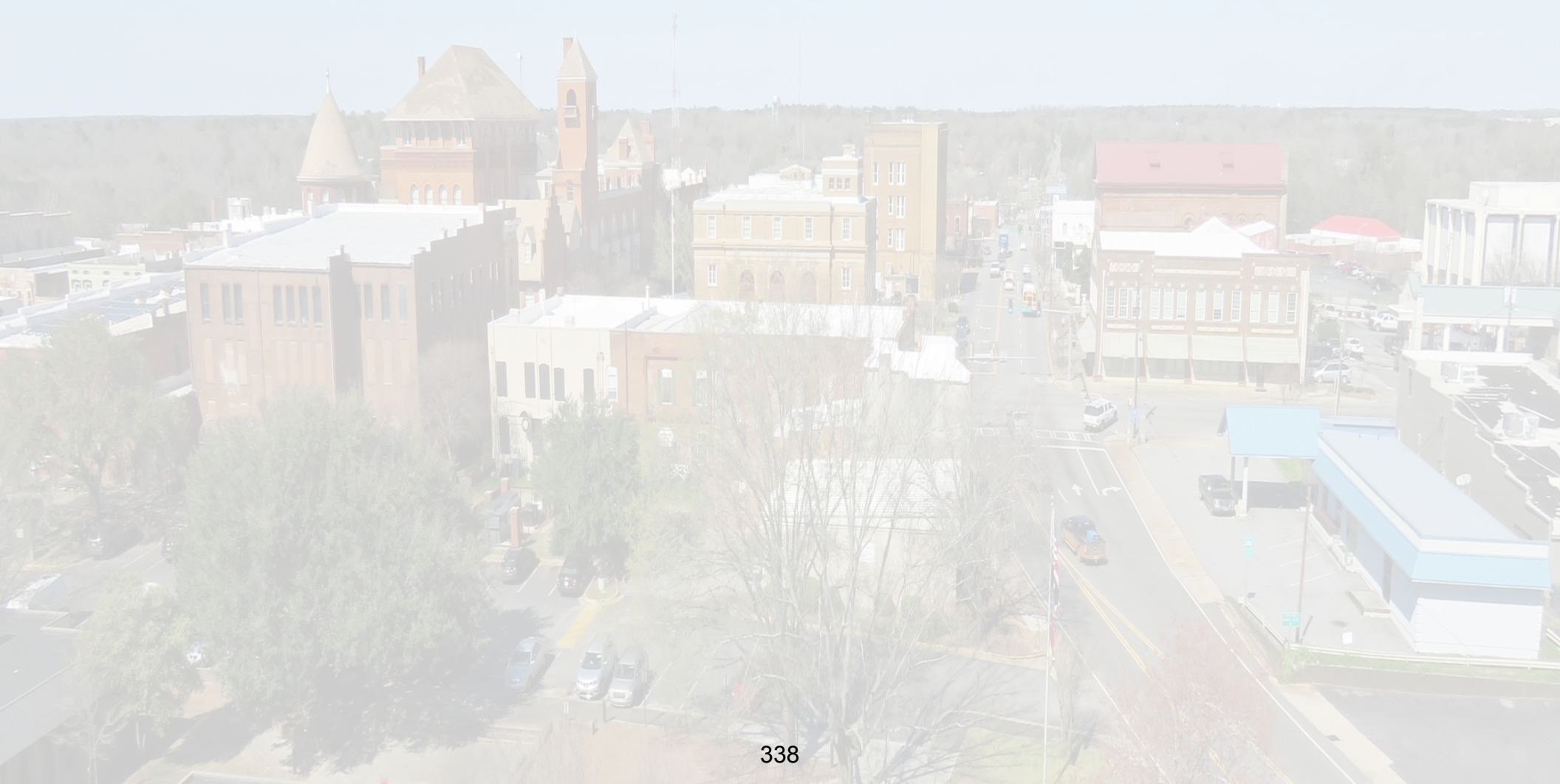
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-40-4400-523700 TRAINING & MEETINGS Requested Amount: \$8,000 This amount includes locate training, as well as water and sewer treatment training. This amount also includes attending FOG training & Backflow certification.	8,000
505-40-4400-523900 UNIFORMS Requested Amount: \$14,000	14,000
505-40-4400-531105 HAND TOOLS Requested Amount: \$5,700 The amount requested includes pipe wrenches, socket wrenches, shovels, brooms, drills, sawz all, & other miscellaneous tools as required. Need impact gun and accessories, small compressor, and plasma cutter for truck	5,700
505-40-4400-531270 GASOLINE ALLOCATED Requested Amount: \$18,000 The amount requested includes fuel for the vehicles & equipment in the W/S Department.	18,000
505-40-4400-531600 WATER METERS Requested Amount: \$75,000 The amount requested includes the purchase of new meters plus MXU (these have to be replaced along with every meter that is replaced) as well as any repair work not covered by warranty.	75,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-40-4400-531700 OTHER SUPPLIES Requested Amount: \$25,000 The amount requested includes safety equipment, No Natz, gloves, work keys, lubricants, ant/weed killer, shop towels, etc. A recent inventory of the items needed to repair City Water Lines has indicated a need to increase purchases of materials to have appropriate materials available when needed. this amount includes crush run, fill dirt, and rock used in daily maintenance as well.	25,000
505-40-4400-542100 MACHINERY & EQUIPMEN Requested Amount: \$5,000 Pumps & other equipment needed. Need to replace Demo saw and need new packer.	5,000
505-40-4400-542200 AUTOS AND TRUCKS Requested Amount: \$40,000 \$40,000 New four door Service Truck to replace vehicle #206	40,000
505-40-4400-542900 OTHER CAPITAL EXPENDI Requested Amount: \$150,000 this is to install emergency standby generators to all 12 city owned and operated sewer lift stations. Recommended Amount: \$0	
505-40-4400-551000 ALLOCATION OF EXPENS	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-40-4400-551101 DATA CENTER EXPENSE This is the amount allocated to the W/S Department for internet, other computer connections, repair, & upgrade of computer equipment. This amount also includes upgrading the computer & work order programs.	695
40 W&S MAINTENANCE DEPT	<u>979,203</u>



CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
41 WATER PLANT						
505-41-4400-522000 OTHER OUTSIDE SERVICES	572,246	600,238	651,258	612,243	612,243	612,243
505-41-4400-522201 OFFICE EQUIP-REP & MAINT	0	0	0	- 0	- 0	- 0
505-41-4400-522203 MACH & EQUIP-REP & MAINT	10,266	14,000	0	14,000	14,000	14,000
505-41-4400-522210 WATER TANK- REP & MAINT	117,121	0	120,301	128,700	128,700	128,700
505-41-4400-531108 BUILDING REP & MAINT	0	0	0	- 0	- 0	- 0
505-41-4400-531210 WATER, SEWAGE & GARBAC	23,741	35,000	36,583	35,000	35,000	35,000
505-41-4400-531220 NATURAL GAS	347	420	358	420	420	420
505-41-4400-531225 STORM WATER	1,978	2,300	974	2,300	2,300	2,300
505-41-4400-541300 BUILDINGS	0	0	0	15,000	15,000	15,000
505-41-4400-542100 MACHINERY & EQUIPMENT	4,470	156,000	47,592	637,000	52,000	52,000
505-41-4400-561000 DEPRECIATION EXPENSE	874,162	842,545	795,189	834,150	834,150	834,150
41 WATER PLANT	1,604,332	1,650,503	1,652,256	2,278,813	1,693,813	1,693,813

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

41 WATER PLANT

505-41-4400-522000 OTHER OUTSIDE SERVICE 612,243

Requested Amount: \$612,243

This is the contract with CH2M HILL to provide the operation of the water treatment plant.

Year	Total	Water Plant	WWTP	% change
2011	\$1,354,576	\$609,559	\$745,017	0.0%
2012	\$1,388,440	\$624,798	\$763,642	2.5%
2013	\$1,416,209	\$637,294	\$778,915	2.0%
2014	\$1,444,535	\$650,041	\$794,494	2.0%
2015	\$1,462,590	\$658,165	\$804,425	2.0%
2016	\$1,506,468	\$677,910	\$828,558	3.0%
2017	\$1,681,150	\$756,518	\$924,632	11.6%
2018	\$1,711,852	\$564,161	\$1,147,691	0.2%
2019	\$1,634,634	\$588,578	\$1,046,056	(4.5%)
2020	\$1,667,327	\$600,238	\$1,067,089	2.0%*
2021	\$1,700,674	\$612,243	\$1,088,431	2.0%*

*The proposed 2021 base fee is per contract.

505-41-4400-522201 OFFICE EQUIP-REP & MAI

Requested Amount: \$0

505-41-4400-522203 MACH & EQUIP-REP & MA

14,000

Requested Amount: \$14,000

This amount is for repairs over \$2,000 each per the contract with CH2M Hill.

505-41-4400-522210 WATER TANK- REP & MAI

128,700

Requested Amount: \$128,700

This is the contract with Utility Services for inspection, cleaning, & painting of ALL of our water tanks periodically.

505-41-4400-531108 BUILDING REP & MAINT

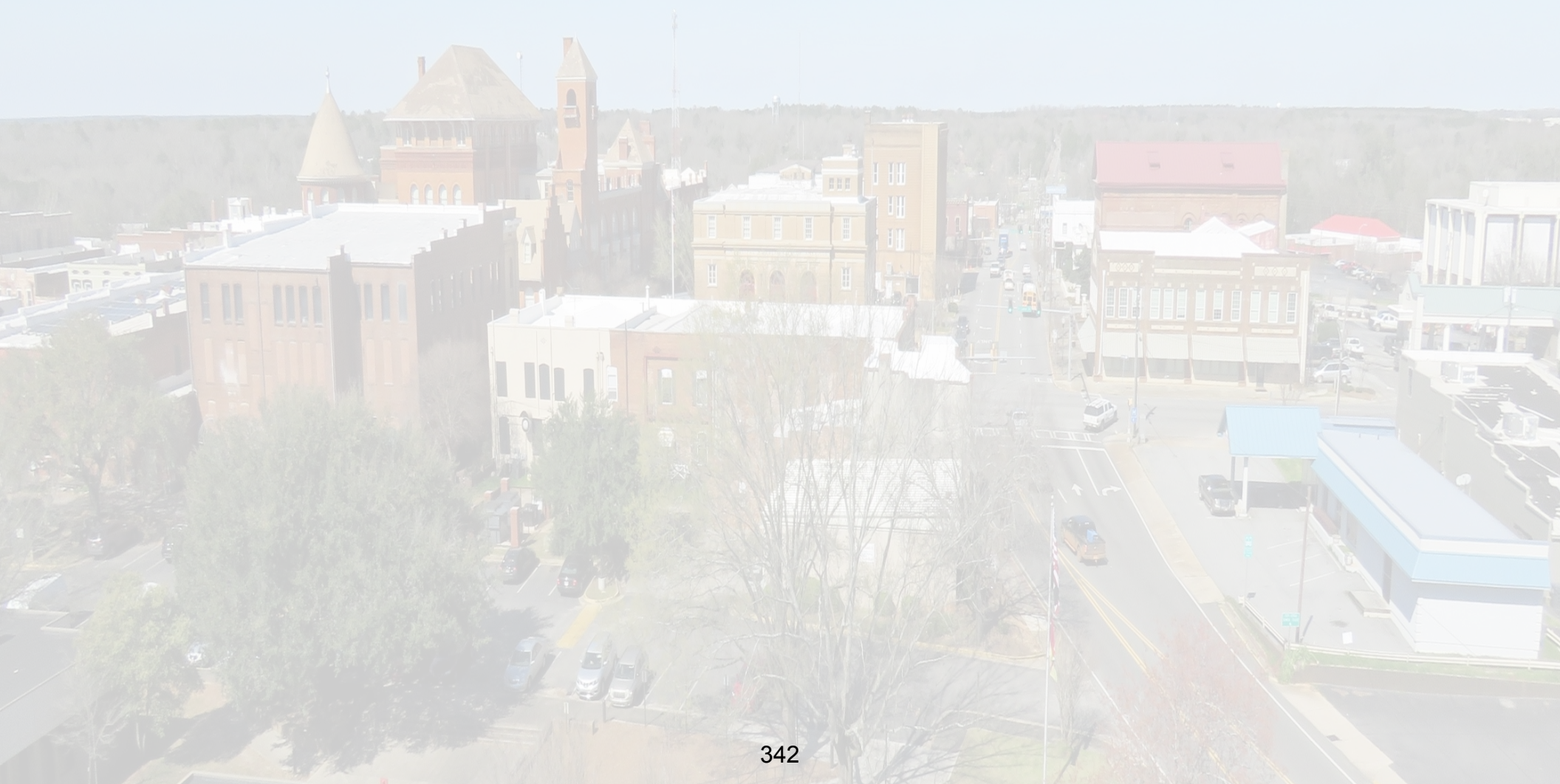
Requested Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-41-4400-531210 WATER, SEWAGE & GARB Requested Amount: \$35,000 This is the estimated expense related to the services at the water plant.	35,000
505-41-4400-531220 NATURAL GAS Requested Amount: \$420 This provides the natural gas to run the gas heater in the lab.	420
505-41-4400-531225 STORM WATER Requested Amount: \$2,300 This is for storm water fees for the water plant.	2,300
505-41-4400-541300 BUILDINGS Requested Amount: 15,000 Requested amount is for a security fence.	15,000
505-41-4400-542100 MACHINERY & EQUIPMEN Requested Amount: \$637,000	52,000
\$ 37,000 Clarifier #1 Rehabilitation (2018 carryover)	
\$104,000 High Service Pump, Motor, Elec. Replacement (2018 carryover)	
\$ 15,000 WTP Security Upgrade (2019 carryover)	
\$ 50,000 Paint WTP#1 Clearwell	
\$391,000 Clarifiers Covers WTP#1	
\$ 25,000 Well#8 motor replacement/MCC rehab	
\$ 15,000 Fencing/Security	
<hr style="width: 100%; border: 0.5px solid black;"/>	
\$637,000	
Recommended Amount: \$156,000	
\$ 37,000 Clarifier #1 Rehabilitation (2018 carryover)	
\$ 15,000 WTP Security Upgrade (2019 carryover)	
<hr style="width: 100%; border: 0.5px solid black;"/>	
\$ 52,000	

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-41-4400-561000 DEPRECIATION EXPENSE This is the amount of depreciation on water related fixed assets. The depreciation is calculated by the straight-line method using the GFOA suggested life.	834,150
41 WATER PLANT	<hr/> 1,693,813



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
42 WASTEWATER PLANT						
505-42-4300-522000 OTHER OUTSIDE SERVICES	958,885	1,067,089	1,157,792	1,088,431	1,088,431	1,088,431
505-42-4300-522110 SLUDGE DISPOSAL	143,710	142,250	142,805	160,000	160,000	160,000
505-42-4300-522200 BUILDING REPAIR& MAINT	0	0	44,249	0	0	0
505-42-4300-522201 OFFICE EQUIP-REP & MAINT	0	0	0	0	0	0
505-42-4300-522203 MACH & EQUIP-REP & MAINT	22,557	13,134	0	14,000	14,000	14,000
505-42-4300-523200 TELEPHONE EXPENSE	0	0	0	0	0	0
505-42-4300-531210 WATER, SEWAGE & GARBAG	13,984	18,920	11,199	18,920	18,920	18,920
505-42-4300-531225 STORM WATER	696	2,150	1,167	2,150	2,150	2,150
505-42-4300-531230 ELECTRICITY	23,080	24,300	27,617	24,300	24,300	24,300
505-42-4300-531700 OTHER SUPPLIES	0	0	0	0	0	0
505-42-4300-541200 LAND & IMPROVEMENTS	0	0	0	0	0	0
505-42-4300-541300 BUILDING	0	138,718	0	15,000	15,000	15,000
505-42-4300-542100 MACHINERY & EQUIPMENT	1,779	15,000	0	0	0	0
505-42-4300-542200 TRUCKS & AUTOMOBILES	0	0	0	0	0	0
505-42-4300-561000 DEPRECIATION EXPENSE	<u>639,447</u>	<u>631,540</u>	<u>602,280</u>	<u>636,850</u>	<u>636,850</u>	<u>636,850</u>
42 WASTEWATER PLANT	1,804,138	2,053,101	1,987,110	1,959,651	1,959,651	1,959,651

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

42 WASTEWATER PLANT

505-42-4300-522000 OTHER OUTSIDE SERVICE

1,088,431

Requested Amount: \$1,088,431

This is the contract with CH2M HILL/ JACOBS to provide the operation of the Waste Water Treatment Plant.

Year	Total	Water Plant	WWTP	% change
2011	\$1,354,576	\$609,559	\$745,017	0.0%
2012	\$1,388,440	\$624,798	\$763,642	2.5%
2013	\$1,416,209	\$637,294	\$778,915	2.0%
2014	\$1,444,535	\$650,041	\$794,494	2.0%
2015	\$1,462,590	\$658,165	\$804,425	2.0%
2016	\$1,506,468	\$677,910	\$828,558	3.0%
2017	\$1,681,150	\$756,518	\$924,632	11.6%
2018	\$1,711,852	\$564,161	\$1,147,691	0.2%
2019	\$1,634,634	\$588,578	\$1,046,056	(4.5)%
2020	\$1,667,327	\$600,238	\$1,067,089	2.0%*
2021	\$1,700,674	\$612,243	\$1,088,431	2.0%*

*The proposed 2020 base fee is per contract.

505-42-4300-522110 SLUDGE DISPOSAL

160,000

Requested Amount: \$160,000

This line item is for recording the hauling & disposal of sludge from the wastewater plant. The sludge is recycled into fertilizer.

505-42-4300-522200 BUILDING REPAIR & MAINT

Requested Amount: \$0

505-42-4300-522201 OFFICE EQUIP-REP & MAT

Requested Amount: \$0

505-42-4300-522203 MACH & EQUIP-REP & MA

14,000

Requested Amount: \$14,000

This amount is for repairs over \$2,000 each per the contract with CH2M Hill.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

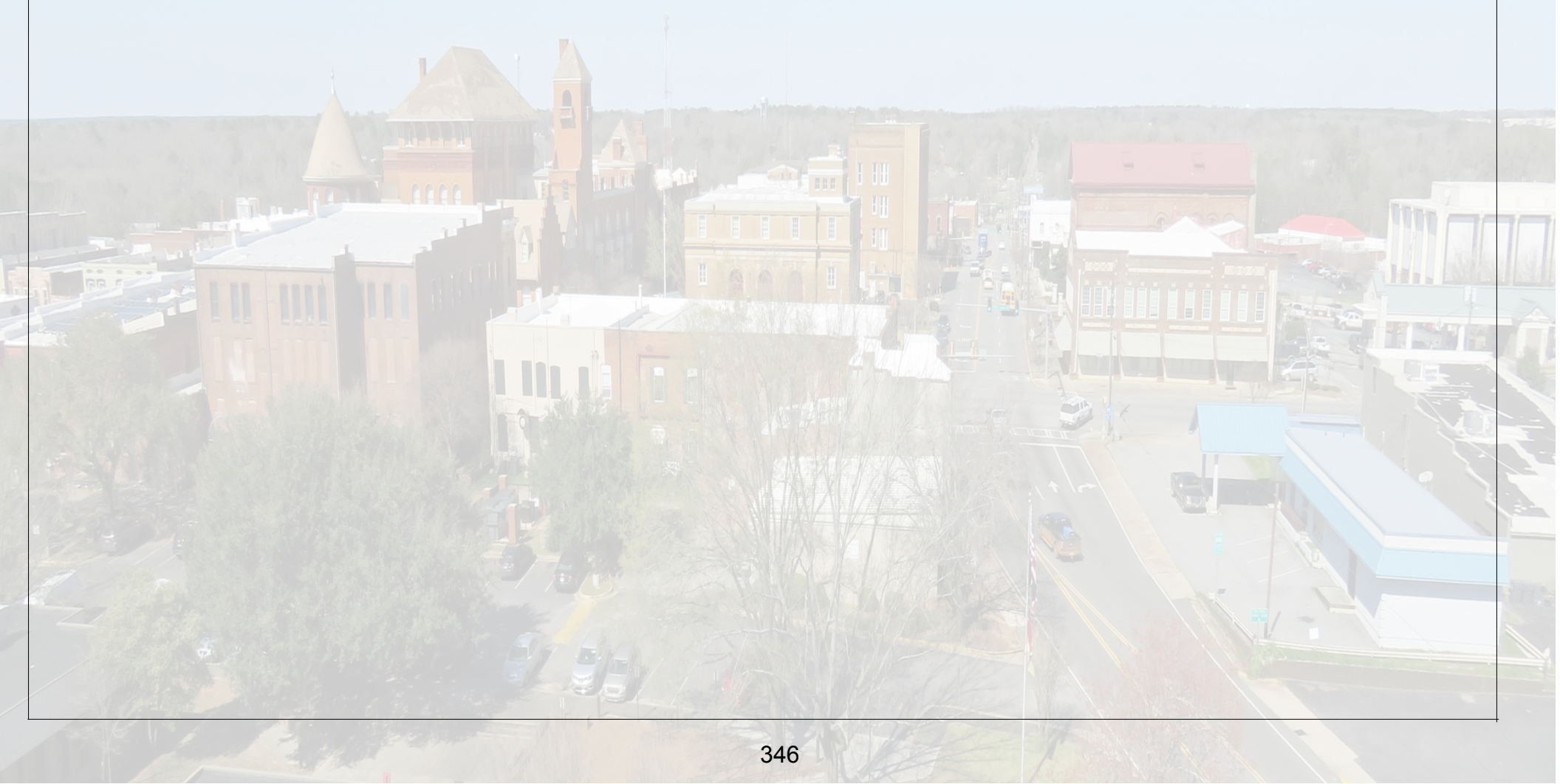
<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-42-4300-523200 TELEPHONE EXPENSE Requested Amount: \$0	
505-42-4300-531210 WATER, SEWAGE & GARE Requested Amount: \$18,920 This is for the utility expenses at the Wastewater Treatment Plant.	18,920
505-42-4300-531225 STORM WATER Requested Amount: \$2,150 This is the storm water fees for the wastewater plant & lift stations.	2,150
505-42-4300-531230 ELECTRICITY Requested Amount: \$24,300 The requested amount is for electricity for sewer lift stations.	24,300
505-42-4300-531700 OTHER SUPPLIES Requested Amount: \$0	
505-42-4300-541200 LAND & IMPROVEMENTS Requested Amount: \$0	
505-42-4300-541300 BUILDING Requested Amount: \$15,000 The requested amount is for security fencing.	15,000
505-42-4300-542100 MACHINERY & EQUIPMENT	
505-42-4300-542200 TRUCKS & AUTOMOBILE Requested Amount \$0	
505-42-4300-561000 DEPRECIATION EXPENSE This is the amount of depreciation expense for the sewer related fixed assets. The depreciation is calculated using the straight-line method with the GFOA suggested life.	636,850
42 WASTEWATER PLANT	1,959,651

CITY OF AMERICUS
2021 OPERATING BUDGET

UTILITY BILLING DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES

2021 GOALS - (see Finance)



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
43 UTILITY BILLING						
505-43-1530-521201 LEGAL EXPENSE	0	500	0	500	500	500
505-43-1565-531108 BUILDING REPAIR & MAINT	425	1,200	1,132	1,200	1,200	1,200
505-43-4400-511000 REGULAR PAY	238,279	222,131	257,150	222,456	262,778	262,778
505-43-4400-511300 OVERTIME PAY	14,864	16,790	13,924	16,790	16,790	16,790
505-43-4400-512100 GROUP MEDICAL INSURANC	47,051	39,393	39,398	36,149	61,704	61,704
505-43-4400-512101 OPT OUT INSURANCE PLAN	1,039	3,000	3,000	3,000	3,000	3,000
505-43-4400-512110 GROUP DENTAL INSURANCE	1,233	1,416	1,325	1,716	2,360	2,360
505-43-4400-512200 SOCIAL SECURITY PAYMENT	18,881	18,277	20,113	18,302	21,387	21,387
505-43-4400-512400 RETIREMENT SYSTEM	17,657	23,151	19,580	29,786	34,806	34,806
505-43-4400-512401 PENSION EXPENSE	0	0	0	0	0	0
505-43-4400-512700 WORKERS' COMPENSATION	2,693	1,856	2,582	2,120	2,488	2,488
505-43-4400-521100 PURCHASED/CONTRACTED	0	0	0	0	0	0
505-43-4400-521203 AUDIT FEES	0	0	0	0	0	0
505-43-4400-521302 COLLECTION COSTS	0	5,300	0	5,300	5,300	5,300
505-43-4400-522000 OTHER OUTSIDE SERVICES	34,085	45,000	47,182	54,000	54,000	54,000
505-43-4400-522202 AUTO & TRUCK-REP & MAIN	209	2,500	-27,390	2,500	2,500	2,500
505-43-4400-522203 MACH & EQUIP-REP & MAIN	96	1,171	518	1,171	1,171	1,171
505-43-4400-522206 COMPUTER -REP & MAINT	17,944	29,840	13,983	29,840	29,840	29,840
505-43-4400-523100 INSURANCE EXPENSE	35,204	38,255	34,828	39,402	39,402	39,402
505-43-4400-523200 TELEPHONE	9,683	9,260	13,392	19,100	19,100	19,100
505-43-4400-523201 POSTAGE	40,371	0	37,383	39,500	39,500	39,500
505-43-4400-523301 ADVERTISING EXPENSES	0	1,200	0	1,200	1,200	1,200
505-43-4400-523700 TRAINING & MEETING	262	7,000	500	7,000	7,000	7,000
505-43-4400-523900 UNIFORMS	438	450	551	650	650	650
505-43-4400-523905 MERCHANT FEES	59,198	62,500	76,642	59,000	59,000	59,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2019	BUDGET 2020	ACTUAL 12/31/2020	REQUESTED 2021	RECOMM 2021	APPROVED 2021
505-43-4400-523909 SALE FEES	0	1,000	0	1,000	1,000	1,000
505-43-4400-531100 OFFICE/COMPUTER SUPPLIE	12,161	10,340	17,081	16,000	16,000	16,000
505-43-4400-531270 GASOLINE ALLOCATED	2,311	2,040	1,043	2,040	2,040	2,040
505-43-4400-531700 OTHER SUPPLIES	762	1,220	3,189	1,500	1,500	1,500
505-43-4400-542200 TRUCKS & AUTOMOBILES	0	0	0	0	0	0
505-43-4400-542900 OTHER CAPITAL EXPENDITI	0	75,000	0	75,000	75,000	75,000
505-43-4400-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
505-43-4400-551101 DATA CENTER EXPENSE	7,755	6,420	7,792	4,169	4,169	4,169
505-43-4400-561001 AMORTIZATION EXPENSE	0	0	0	0	0	0
505-43-4400-571000 CONTINGENCIES	0	7,500	0	7,500	7,500	7,500
505-43-4400-573000 PILOT	206,400	206,400	206,400	206,400	206,400	206,400
505-43-4400-573001 BANK CHARGES	0	0	108	0	0	0
505-43-4400-574000 BAD DEBT EXPENSE	132,009	46,500	132,149	46,500	46,500	46,500
505-43-4400-582001 INTEREST EXPENSE	245,219	407,725	489,404	475,113	475,113	475,113
505-43-4400-583000 PAYING AGENT FEES	2,208	0	3,400	0	0	0
505-43-4400-584000 BOND ISSUANCE COST	336,602	0	0	0	0	0
505-43-4400-611001 TRANSFER TO GEN FUND	1,071,000	1,071,000	1,071,000	1,071,000	1,071,000	1,071,000
505-43-4400-611002 SHARED REV TO GEN FUND	0	220,000	220,000	0	220,000	220,000
505-43-4400-611005 TRANSFER TO STORM WATE	0	0	0	0	0	0
43 UTILITY BILLING	2,556,038	2,585,335	2,707,360	2,496,904	2,791,898	2,791,898

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION
43 UTILITY BILLING

505-43-1530-521201 LEGAL EXPENSE 500

Requested Amount: \$500
 This is to cover legal fees for ordinance changes, utility collection service contracts, and other requirements. Same amount budgeted for 2018

505-43-1565-531108 BUILDING REPAIR & MAINT 1,200

Requested Amount: \$1,200
 The requested amount is for general repairs and maintenance. Same amount budgeted for 2018

505-43-4400-511000 REGULAR PAY 262,778

Personnel requirements:

	Current	Requested	Recommended
Customer Service Administrator	1	1	1
Customer Service Representative	2	2	2
Utility Billing Technician	1	1	1
Courier/Meter Reader	1	1	1
Revenue Collector	1	1	1
Meter Maintenance Technicians			2
	6	6	8

The recommended includes the reclassifying of the 2 Meter Maintenance from Dept, 40 along with a 3 month vacancy for both positions.

505-43-4400-511300 OVERTIME PAY 16,790

Requested Amount: \$16,790.00
 The requested budget includes normal overtime incurred during peak times such as utility billing due dates and cutoff activities as well as rereads where necessary..

505-43-4400-512100 GROUP MEDICAL INSURA 61,704

The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.

The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-43-4400-512101 OPT OUT INSURANCE PLA This amount represents \$3,000 per employee for expected Opt Out participation.	3,000
505-43-4400-512110 GROUP DENTAL INSURAN This amount represents \$295 per employee.	2,360
505-43-4400-512200 SOCIAL SECURITY PAYMI This amount is 7.65% of the total salary of the department.	21,387
505-43-4400-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	34,806
505-43-4400-512401 PENSION EXPENSE	
505-43-4400-512700 WORKERS' COMPENSATIC This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	2,488
505-43-4400-521100 PURCHASED/CONTRACTE	
505-43-4400-521203 AUDIT FEES	
505-43-4400-521302 COLLECTION COSTS Requested Amount: \$5,300.00 The amount represents our expected outside agency costs. These costs are charged on a contingency basis and run from 16.5% to 19%, depending upon the age of the account. The requested amount is the same amount requested for 2020.	5,300
505-43-4400-522000 OTHER OUTSIDE SERVICE Requested Amount \$54,000.00 This amount is the ytd annualized and charges for the Online Utility Exchange for running a credit risk report on customers to determine the cost of deposit(s) and the cost for bill printing from an outside agency (estimated cost of \$54,000)	54,000

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>505-43-4400-522202 AUTO & TRUCK-REP & MA</p> <p style="margin-left: 20px;">Requested Amount: \$2,500.00 The requested amount is the same amount requested for last year for the normal repair and maintenance of the Courier/Meter Reader's vehicle.</p>	2,500
<p>505-43-4400-522203 MACH & EQUIP-REP & MA</p> <p style="margin-left: 20px;">Requested Amount: \$1,171.00 This amount is for incidental repairs. The requested amount is the same amount requested for 2020.</p>	1,171
<p>505-43-4400-522206 COMPUTER -REP & MAINT</p> <p style="margin-left: 20px;">The requested amount includes the following:</p> <ul style="list-style-type: none"> \$15,000 CSI Software & Hardware \$ 1,200 Maintenance for Doc e Serve \$12,400 Flexnet (radio read) maintenance contract \$ 500 Miscellaneous printer repairs \$ 800 Utility Billing Software program changes (1 per year) <p style="margin-left: 20px;"><u>\$29,840</u> This is the same amount requested for 2020</p>	29,840
<p>505-43-4400-523100 INSURANCE EXPENSE</p> <p style="margin-left: 20px;">Requested Amount: \$39,402 This is the general liability, property, and Public Official E&O insurance allocated to the Water & Sewer Fund. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.</p>	39,402
<p>505-43-4400-523200 TELEPHONE</p> <p style="margin-left: 20px;">The requested amount includes the following:</p> <ul style="list-style-type: none"> \$3,000 Enterprise Billing (Mediacom) \$2,100 Bandwidth (telephone - 5 lines) \$3,800 Peppermint Way & Grand Ave tower (radio read) \$ 960 Courier & Customer Service Administrator cellular <p style="margin-left: 20px;"><u>\$19,100</u></p>	19,100
<p>505-43-4400-523201 POSTAGE</p> <p style="margin-left: 20px;">Requested Amount: \$39,500.00 The requested amount is for mailing any utility bills and any miscellaneous mailing for utility billing. This is an annualized amount for 2020,</p>	39,500

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-43-4400-523301 ADVERTISING EXPENSES	1,200
Requested Amount: \$1200.00	
The amount requested is for advertising expenses for Senior Citizens Discount, Budget Billing, and Periodic Ads for payment options. The requested amount is the amount annualized for 2020.	
505-43-4400-523700 TRAINING & MEETING	7,000
Requested Amount: \$7,000	
The requested amount includes CSI webinars at \$75 each and outside training for the Customer Service Representatives and Supervisor. This is also for training for the Sensus software update and for our Revenue Collection and a online CSR training and other related training when needed. This is the same amount budgeted for 2020.	
505-43-4400-523900 UNIFORMS	650
Requested Amount: \$650	
This amount is for uniforms for the courier/meter reader. The requested amount is the year to date annualized.	
505-43-4400-523905 MERCHANT FEES	59,000
Requested Amount: \$59,000	
These fees for the utility billing payment website. These costs are recovered from the customers. The revenue is recorded in the "Web Pay - Convenience Fees" line item. This amount is the annualized amount for 2020.	
505-43-4400-523909 SALE FEES	1,000
Requested Amount: \$1,000	
This is the handling cost for the sale of surplus assets for the Water and Sewer fund. The requested amount is the same as the 2020 budgeted amount.	
505-43-4400-531100 OFFICE/COMPUTER SUPPLI	16,000
Requested Amount: \$16,000	
The amount covers office and computer supplies.	

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>505-43-4400-531270 GASOLINE ALLOCATED</p> <p style="padding-left: 20px;">Requested Amount: \$2,040</p> <p style="padding-left: 20px;">The amount requested is ytd annualized.</p>	2,040
<p>505-43-4400-531700 OTHER SUPPLIES</p> <p style="padding-left: 20px;">Requested Amount: \$1,500</p> <p style="padding-left: 20px;">The requested amount is the year to date annualized.</p>	1,500
<p>505-43-4400-542200 TRUCKS & AUTOMOBILES</p>	
<p>505-43-4400-542900 OTHER CAPITAL EXPENDI</p> <p style="padding-left: 20px;">Requested Amount: \$75,000</p> <p style="padding-left: 20px;">Sensus FlexNet Upgrade \$25,000</p> <p style="padding-left: 20px;">Interactive Voice Response System \$50,000</p> <hr style="width: 20%; margin-left: 20px;"/> <p style="padding-left: 20px;">\$75,000</p> <p style="padding-left: 20px;">This is the same amount budgeted for 2019</p>	75,000
<p>505-43-4400-551000 ALLOCATION OF EXPENSES</p>	
<p>505-43-4400-551101 DATA CENTER EXPENSE</p> <p style="padding-left: 20px;">Request Amount \$6,420.00</p> <p style="padding-left: 20px;">This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment. This amount ytd annualized</p>	4,169
<p>505-43-4400-561001 AMORTIZATION EXPENSE</p> <p style="padding-left: 20px;">Requested Amount: \$0</p>	

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
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505-43-4400-571000 CONTINGENCIES	7,500
Requested Amount: \$7,500	

This amount is sufficient to cover any unexpected expenditures in the Water and Sewer fund. Generally, this is for sewer backups not covered by insurance. This is the same amount requested for 2019.

505-43-4400-573000 PILOT	206,400
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Requested Amount: \$206,400
 This is the payment in lieu of taxes from the W&S Fund to the General Fund. This amount is calculated by taking the total value of the Water and Sewer properties inside the city limits and multiplying times the current millage rate for 2015.
 (31,500,000 x 50% x .01312 = \$206,640) Rounded up to \$206,400
 This is the same amount for 2019.

505-43-4400-573001 BANK CHARGES	
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Requested Amount: \$0

505-43-4400-574000 BAD DEBT EXPENSE	46,500
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Requested Amount: \$46,500
 This is the same as the 2019 recommended budgeted amount and annualized.

505-43-4400-582001 INTEREST EXPENSE	475,113
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Requested Amount: \$475,113

Interest	Principal	Total
\$475,113	\$707,199	\$1,182,311 Revenue Bond - 2019

The Principal balance due at 12/31/21 will be:

\$16,683,824.57 Revenue Bond - 2019 (Payout-Sep 1, 2039) (Rate 2.76%)

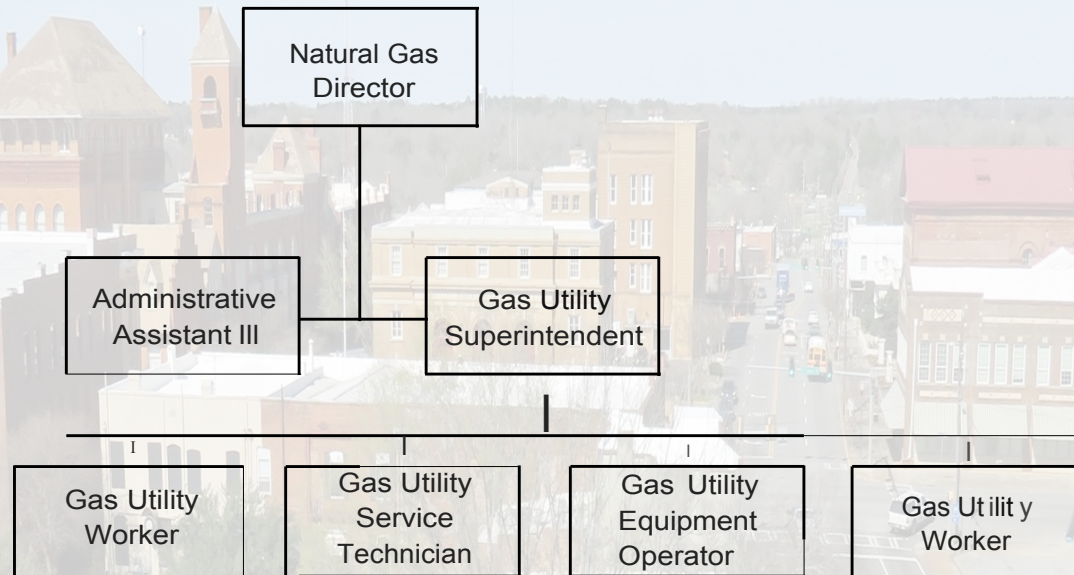
CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
505-43-4400-583000 PAYING AGENT FEES Requested Amount: \$2,200 This is for the 2010 and 2013 Revenue Bonds. Need Amount for 2019 Revenue Bond	
505-43-4400-584000 BOND ISSUANCE COST	
505-43-4400-611001 TRANSFER TO GEN FUND Requested: \$1,071,000	1,071,000
505-43-4400-611002 SHARED REV TO GEN FUN	220,000
505-43-4400-611005 TRANSFER TO STORM WA Requested Amount: \$0	
43 UTILITY BILLING	<hr/> 2,791,898

CITY OF AMERICUS
2021 OPERATING BUDGET

NATURAL GAS SERVICES DEPARTMENT

Budgeted 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

NATURAL GAS SERVICES

MISSION STATEMENT/GENERAL OBJECTIVES

The mission of the Americus Natural Gas Department is to maximize customer satisfaction by providing affordably priced natural gas and natural gas services as safely, reliably and efficiently as possible.

Our actions are guided by the following principals:

- That each customer is a valued and respected individual
- That the safety of our customers, employees and the general public must always come first
- That we provide improving value to our customers through innovation and creativity in our jobs, our product and the services we provide
- That we take responsibility and ownership in the performance of our duties

GOALS -2021

- Focus on enhancing operational efficiency
- Provide a safe and affordable product, backed up with quality service
- Recognize and embrace our responsibility to serve our customers promptly and courteously, and to provide them with a broad range of services from appliance sales to service line installations.
- Continue to grow our gas load with customer incentives

CITY OF AMERICUS
2021 OPERATING BUDGET -REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
515 NATURAL GAS FUND						
515-00-0000-3341 IO OTHER GRANTS	0	0	0	0	0	0
515-00-0000-341941 SALES TAX COMPENSATION	1,317	1,500	-4,098	1,500	1,500	1,500
515-00-0000-344410 RESIDENTIAL GAS SALES	625,236	753,477	551,718	731,026	731,026	731,026
515-00-0000-344411 SMALL AND LARGE COMM	1,211,868	1,243,690	940,034	1,191,977	1,191,977	1,191,977
515-00-0000-344412 INDUSTRIAL GAS SALES	35,790	22,241	159,117	22,327	22,327	22,327
515-00-0000-344413 INTERRUPTIBLE GAS SALES	371,515	310,002	319,077	316,251	316,251	316,251
515-00-0000-349402 GAS RECONNECT SALES	4,875	8,000	7,315	8,000	8,000	8,000
515-00-0000-349405 SERVICE DEPT SALES	13,840	100,000	24,681	100,000	100,000	100,000
515-00-0000-349406 SERVICE LINE SALES	15,556	500	6,155	500	500	500
515-00-0000-361000 OTHER INTEREST EARNED	1,569	300	159	300	300	300
515-00-0000-389000 OTHER MISC RECEIPTS	132,667	120,000	273,068	120,000	120,000	120,000
515-00-0000-389004 RECOVERY OF BAD DEBT	0	0	0	0	0	0
515-00-0000-389006 CARRYOVER OF RET EARN	0	68,000	0	30,000	30,000	30,000
515-00-0000-392101 SALE OF CITY PROPERTY	0	0	0	0	0	0
515-00-0000-392200 RECYCLING PROCEEDS	0	0	0	0	0	0
515-00-0000-393601 LOAN PROCEEDS	0	0	0	0	0	0
515 NATURAL GAS FUND	2,414,234	2,627,710	2,277,225	2,521,881	2,521,881	2,521,881

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

515 NATURAL GAS FUND

515-00-0000-334110 OTHER GRANTS

Requested Amount: \$0.00

515-00-0000-341941 SALES TAX COMPENSATION

1,500

Requested Amount: \$1,500

This amount represents the amount of sales tax collected and retained by the City as compensation for collecting, reporting, and remitting to the Department of Revenue on a timely basis. The requested amount is the current year to date amount annualized and rounded up. This is reduced for the impact of the tax exemption on gas for manufacturing purposes.

515-00-0000-344410 RESIDENTIAL GAS SALES

731,026

Requested Amount: \$731,026.00

The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-344411 SMALL AND LARGE COMMERCIAL

1,191,977

Requested Amount: \$1,191,977.00

The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-344412 INDUSTRIAL GAS SALES

22,327

Requested Amount: \$22,327.00

The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-344413 INTERRUPTIBLE GAS SALES

316,251

Requested Amount: \$316,251.00

The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-349402 GAS RECONNECT SALES

8,000

Requested Amount: \$8,000.00

The requested amount includes 160 reconnects at \$50 each.

CITY OF AMERICUS
2021 OPERATING BUDGET - REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-00-0000-349405 SERVICE DEPT SALES Requested Amount: \$100,000.00 The requested amount is the current YTD amount annualized and is for the sale of natural gas appliances. In an effort to increase customer service and gas load, we promote the sale and installation of natural gas appliances.	100,000
515-00-0000-349406 SERVICE LINE SALES Requested Amount: \$500.00 The requested amount is for tap fee's associated with service line installations to residents that only install seasonal appliances such as gas grills and gas logs.	500
515-00-0000-361000 OTHER INTEREST EARNEI Requested Amount: \$300.00 The amount requested is the current year to date amount annualized and adjusted for expected levels of idle cash. This reflects no improvement in the interest rates.	300
515-00-0000-389000 OTHER MISC RECEIPTS Requested Amount : \$120,000.00 The requested amount is a projection of our portfolio refund for the year by the Municipal Gas Authority.	120,000
515-00-0000-389004 RECOVERY OF BAD DEBT Requested Amount: \$1,000 This is the estimated collections on previously written off utility bills. Some of this revenue is offset by related collection cost expense in the Water and Sewer Fund (Department 43). This is the estimate for the Natural Gas portion.	

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

515-00-0000-389006 CARRYOVER OF RET EAR

30,000

Requested Amount: \$30,000.00

\$30,000 - this amount is to purchase a new service truck that will replace an existing service truck.

515-00-0000-392101 SALE OF CITY PROPERTY

Requested Amount : \$0

515-00-0000-392200 RECYCLING PROCEEDS

Requested Amount : \$0

515-00-0000-393601 LOAN PROCEEDS

Recommended Amount: \$0

515 NATURAL GAS FUND

2,521,881



CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
80 COST OF GAS						
515-80-4700-531500 FIRM GAS	893,496	951,178	837,590	910,999	910,999	910,999
515-80-4700-531501 INTERRUPTIBLE GAS	206,447	232,409	195,598	236,930	236,930	236,930
515-80-4700-615000 PROPANE COSTS						
80 COST OF GAS	1,099,943	1,183,587	1,033,189	1,147,929	1,147,929	1,147,929



CITY OF AMERICUS
2021 OPERATING BUDGET- EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

80 COST OF GAS

515-80-4700-531500 FIRM GAS

910,999

Requested Amount: \$910,999.00

The requested amount is the projected amount prepared by MGAG.

515-80-4700-531501 INTERRUPTIBLE GAS

236,930

Requested Amount: \$236,930.00

The requested amount is the projected amount prepared by MGAG.

515-80-4700-615000 PROPANE COSTS

Requested Amount: \$0

We no longer own or operate a Peak Shaving Facility

80 COST OF GAS

1,147,929

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
81 SERVICE DEPT						
515-81-1530-521201 LEGAL FEES	320	500	160	500	500	500
515-81-4700-511000 REGULAR PAY	310,211	308,483	335,253	311,483	308,483	308,483
515-81-4700-511300 OVERTIME PAY	4,434	5,000	3,162	5,000	5,000	5,000
515-81-4700-512100 GROUP MEDICAL INSURANC	41,885	47,122	47,102	43,379	52,889	52,889
515-81-4700-512101 OPT OUT INSURANCE PLAN	3,000	3,000	3,000	3,000	3,000	3,000
515-81-4700-512110 GROUP DENTAL INSURANCE	1,513	1,652	-951	2,002	2,065	2,065
515-81-4700-512200 SOCIAL SECURITY PAYMENT	23,792	23,981	24,313	24,211	23,981	23,981
515-81-4700-512400 RETIREMENT SYSTEM	23,889	30,377	25,692	39,029	39,029	39,029
515-81-4700-512401 PENSION EXPENSE	0	0	0	0	0	0
515-81-4700-512700 WORKERS COMPENSATION	5,638	5,068	5,720	5,789	5,789	5,789
515-81-4700-521202 ENGINEERING FEES	14,300	13,200	12,100	13,200	13,200	13,200
515-81-4700-521203 AUDIT FEES	0	0	0	0	0	0
515-81-4700-522000 OTHER OUTSIDE SERVICES	326	2,800	300	2,800	2,800	2,800
515-81-4700-522009 CONTRACTED MAINTENANC	9,689	20,000	7,711	20,000	20,000	20,000
515-81-4700-522200 BUILDING REP & MAINT	6,645	1,500	195	1,500	1,500	1,500
515-81-4700-522201 OFFICE EQUIP REP & MAINT	422	800	421	800	800	800
515-81-4700-522202 AUTO & TRUCK-REP & MAIN	12,805	14,000	4,360	14,000	14,000	14,000
515-81-4700-522203 MACH & EQUIP-REP & MAIN	2,479	12,000	10,820	6,000	6,000	6,000
515-81-4700-522206 COMPUTER-REP & MAINT	0	100	0	100	100	100
515-81-4700-522207 GAS SYSTEM-REP & MAINT	58,794	60,000	67,885	60,000	60,000	60,000
515-81-4700-523100 INSURANCE EXPENSE	17,524	18,754	17,703	19,317	19,317	19,317
515-81-4700-523200 TELEPHONE	20,494	13,800	16,315	14,000	14,000	14,000
515-81-4700-523202 FREIGHT EXPRESS	160	300	26	300	300	300
515-81-4700-523301 ADVERTISING EXPENSE	6,812	9,300	-101,274	9,300	9,300	9,300
515-81-4700-523600 DUES & SUBSCRIPTIONS	4,501	5,725	4,986	5,725	5,725	5,725

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
515-81-4700-523700 TRAINING & MEETINGS	19,865	17,716	10,977	18,200	18,200	18,200
515-81-4700-523900 UNIFORM EXPENSE	5,977	6,500	6,571	6,500	6,500	6,500
515-81-4700-523909 SALE FEES	0	200	0	200	200	200
515-81-4700-531100 OFFICE/COMPUTER SUPPLIE	796	1,500	1,191	1,500	1,500	1,500
515-81-4700-531101 JANITORIAL SUPPLIES	1,602	2,500	2,384	3,500	3,500	3,500
515-81-4700-531105 HAND TOOLS	5,422	3,000	994	3,000	3,000	3,000
515-81-4700-531210 WATER,SEWER,& GARBAGE	800	1,000	608	1,000	1,000	1,000
515-81-4700-531220 NATURAL GAS	607	2,000	711	2,000	2,000	2,000
515-81-4700-531225 STORM WATER	55	400	93	150	150	150
515-81-4700-531230 ELECTRICITY	9,413	10,000	9,967	9,000	9,000	9,000
515-81-4700-531270 GASOLINE ALLOCATED	14,135	13,000	11,675	13,000	13,000	13,000
515-81-4700-531601 SERVICE DEPARTMENT PAR	88,359	100,000	227,689	100,000	100,000	100,000
515-81-4700-531700 OTHER SUPPLIES	2,306	4,000	2,770	4,000	4,000	4,000
515-81-4700-541400 GAS MAINS & VALVES	19,708	65,000	37,971	30,000	30,000	30,000
515-81-4700-542200 TRUCKS & AUTOMOBILES	0	60,000	0	70,000	70,000	70,000
515-81-4700-551000 ALLOCATION OF EXPENSES	0	0	0	- 0	- 0	- 0
515-81-4700-551101 DATA CENTER EXPENSE	1,919	2,362	1,936	2,085	2,085	2,085
515-81-4700-552200 CONTINGENCY	4,866	5,000	0	5,000	5,000	5,000
515-81-4700-561000 DEPRECIATION EXPENSE	120,894	109,600	109,440	95,040	95,040	95,040
515-81-4700-573000 BANK CHARGES	0	0	0	- 0	- 0	- 0
515-81-4700-574000 BAD DEBT EXPENSE	5,940	12,500	9,208	- 0	- 0	- 0
515-81-4700-582001 INTEREST EXPENSE	0	0	0	- 0	- 0	- 0
515-81-4700-611001 TRANSFER TO GENERAL FUN	375,000	375,000	375,000	375,000	375,000	375,000
515-81-4700-611007 TRANSFER TO W&S FUND	0	0	0	- 0	- 0	- 0
81 SERVICE DEPT	<u>1,247,299</u>	<u>1,388,740</u>	<u>1,294,185</u>	<u>1,340,610</u>	<u>1,346,953</u>	<u>1,346,953</u>

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION
81 SERVICE DEPT

515-81-1530-521201 LEGAL FEES 500
Requested Amount: \$500.00

This is for fees incurred in the collection of amounts due and for other legal work such as easements.

515-81-4700-511000 REGULAR PAY 308,483
Requested Amount: \$311,483

Personnel Requirements:

	Current	Requested
Natural Gas Director	1	1
Gas Utility Superintendent	1	1
Administrative Assistant III	1	1
Gas Utility Technician	1	1
Gas Utility Equip. Oper.	1	1
Gas Utility Worker	2	2
	7	7

This amount includes \$3,120 for on-call pay.

Recommended Amount: \$308,483 same as the amount for 2020.

515-81-4700-511300 OVERTIME PAY 5,000
Requested Amount: \$5,000.00

The requested amount is for after hour, holiday, and weekend emergency service calls.

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-512100 GROUP MEDICAL INSURA The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period. The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.	52,889
515-81-4700-512101 OPT OUT INSURANCE PLA This amount represents \$3,000 per employee for expected Opt Out participation.	3,000
515-81-4700-512110 GROUP DENTAL INSURAN This amount represents \$295 per employee.	2,065
515-81-4700-512200 SOCIAL SECURITY PAYMI This amount is 7.65% of the total salary of the department.	23,981
515-81-4700-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	39,029
515-81-4700-512401 PENSION EXPENSE	
515-81-4700-512700 WORKERS COMPENSATIO This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	5,789

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-521202 ENGINEERING FEES Requested Amount: \$13,200.00 The amount requested is the annual retainer fee for the gas consultant who provides us with an updated Public Awareness Plan, Emergency Manual, O & M Manual, and a Integrity Management Plan. This amount also includes our Annual Leak Survey, Atmospheric Corrosion Survey, Regulator & Relief Valve Inspection, and Cathodic Protection Survey. The cost is \$1,100 per month.	13,200
515-81-4700-521203 AUDIT FEES	
515-81-4700-522000 OTHER OUTSIDE SERVICE Requested Amount: \$2,800.00 The requested amount includes Pest Control, GIS charges, & other external assistance.	2,800
515-81-4700-522009 CONTRACTED MAINTENA Requested Amount: \$20,000.00 This amount covers costs associated with our DIMP Plan (Distribution Integrity Management Plan) such as rectifiers, railroad casing shorts, main samples (Coupons), bridge supports & coating, etc.	20,000
515-81-4700-522200 BUILDING REP & MAINT Requested Amount: \$1,500.00 The amount requested covers the cost of general repairs, maintenance, and appliances for our office as well as warehouse.	1,500

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-522201 OFFICE EQUIP REP & MAI Requested Amount: \$800.00 The requested amount is for the incidental repairs or replacement of office equipment, and for the maintenance agreement on the copy machine.	800
515-81-4700-522202 AUTO & TRUCK-REP & MA Requested Amount: \$14,000.00 The amount requested is for repairs and maintenance on the service vehicles in the gas department.	14,000
515-81-4700-522203 MACH & EQUIP-REP & MA Requested Amount: \$6,000.00 The amount requested is for repair & maintenance on the backhoe, ditch witch, air compressor, and also for annual calibration on our C.G.I's, Flamepack's, and Electrofusion Machine. It also includes the replacement of less expensive equipment that's under the capital amount of \$10,000. This amount also includes the Albany Communications (handheld radio's) \$6,000 - Repair & Maintenance, Hand Held Radio's	6,000
515-81-4700-522206 COMPUTER-REP & MAINT Requested Amount: \$100.00 The requested amount is to cover any repairs other than provided by NEOS.	100
515-81-4700-522207 GAS SYSTEM-REP & MAIN Requested Amount: \$60,000.00 The amount requested is the anticipated amount needed for repair and maintenance for the entire gas system.	60,000
515-81-4700-523100 INSURANCE EXPENSE Requested Amount: \$19,317 This is the general liability, property, and public officials E&O insurance allocated to the Natural Gas Fund. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.	19,317

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-523200 TELEPHONE Requested Amount: \$14,000.00 The amount requested includes (3) Landlines that serve our Lee Street Gate Station, Brady Road Gate Station as well as our office fax. This amount also covers the cost of (4) cell phones, long distance, and Mediacom (Internet).	14,000
515-81-4700-523202 FREIGHT EXPRESS Requested Amount: \$300.00 The amount requested is for shipping costs related to equipment calibration and also freight charges on water heaters and other gas appliances.	300
515-81-4700-523301 ADVERTISING EXPENSE Requested Amount \$9,300.00 \$ 2,000 APGA - Telephone Survey (Goal Program) \$ 2,300 South GA advertising (Television) Call Before You Dig \$ 3,000 Radio/Newspaper Ads (Regulatory Requirements) \$ 2,000 Appliance Marketing & local sponsorships \$ 9,300 The Goal Program, South Ga. Advertising, and the Radio/Newspaper Ads are all part of our Public Awareness Program and are required by the Georgia Public Service Commission.	9,300

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

ACCOUNT NUMBER/DESCRIPTION

APPROVED
BUDGET

515-81-4700-523600 DUES & SUBSCRIPTIONS

5,725

Requested Amount: \$5,725.00

The requested amount is for our membership dues for the American Public Gas Association and Georgia Municipal Association Gas Section which are organizations that help promote and support natural gas research and regulatory compliance. They also lobby in Congress for support on gas pricing and other legislation that effect the gas industry. It also includes our UPC (Utility Protection Center) and GPERI (Georgia Pipeline Emergency Response Initiative) memberships, as well as our annual SHRIMP (Simple, Handy, Risk, Integrity Management, Plan) renewal which is required by the Georgia Public Service Commission.

\$2,000	American Public Gas Association Dues
\$ 500	GMA Gas Section Dues
\$1,500	Utilities Protection Center Dues
\$ 500	Shrimp Renewal (Simple, Handy, Risked Based Integrity Management Plan)
\$ 25	Ga. 811 Contractor Surveyor
\$1,200	GPERI (Georgia Pipeline Emergency Response Initiative) membership
<u>\$5,725</u>	

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
<p>515-81-4700-523700 TRAINING & MEETINGS Requested Amount: \$18,200.00</p> <p>The amount requested is for our mandatory training and the annual meetings associated with the Georgia Municipal Association Gas Section and the Municipal Gas Authority of Georgia, as well as our Liaison meeting and the Georgia Underground Utilities Conference.</p> <p>\$13,000 OQT (Operator Qualification Training) (6 employees) \$ 2,200 GMA Gas (2 employees) and Annual Pipeline Safety Seminar (3 employees) \$ 1,000 Emergency Liaison Meeting/OQT Regional Training \$ 1,500 MGAG Annual Meeting (2 employees) \$ 500 Georgia Underground Utilities Conference (updates) (1 employee)</p> <hr style="width: 10%; margin-left: 0;"/> <p>\$18,200</p>	<p>18,200</p>
<p>515-81-4700-523900 UNIFORM EXPENSE Requested Amount: \$6,500.00</p> <p>The requested amount is for uniform rental and replacement of damaged garments and any related items.</p>	<p>6,500</p>
<p>515-81-4700-523909 SALE FEES Requested Amount: \$200.00</p> <p>This is the handling charges for the sale of surplus assets.</p>	<p>200</p>
<p>515-81-4700-531100 OFFICE/COMPUTER SUPPLI Requested Amount: \$1,500.00</p> <p>The amount requested is for misc. materials needed around the office such as copier paper, ink cartridges, pens, paper, etc.</p>	<p>1,500</p>
<p>515-81-4700-531101 JANITORIAL SUPPLIES Requested Amount: \$3,500.00</p> <p>The amount requested is for floor mats, shop rags, toiletries, cleaning supplies, mask, gloves, hand sanitizer, etc.</p>	<p>3,500</p>

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-531105 HAND TOOLS Requested Amount: \$3,000.00 The requested amount is for both new and replacement tools.	3,000
515-81-4700-531210 WATER,SEWER,& GARBA Requested Amount: \$1,000.00	1,000
515-81-4700-531220 NATURAL GAS Requested Amount: \$2,000.00 This amount covers the gas costs for the office building, the warehouse, and the gas lights on the Lee Street bridge.	2,000
515-81-4700-531225 STORM WATER Requested Amount: \$150.00 This is storm water charges for the Natural Gas properties and building.	150
515-81-4700-531230 ELECTRICITY Requested Amount: \$9,000.00 This covers the electricity costs for the natural gas office and warehouse, as well as the rectifiers located throughout the city.	9,000
515-81-4700-531270 GASOLINE ALLOCATED Requested Amount: \$13,000.00 This amount is for fuel for all of the vehicles as well as machinery and equipment at the Gas Department.	13,000
515-81-4700-531601 SERVICE DEPARTMENT P Requested Amount: \$100,000.00 The amount requested is for purchasing water heaters, gas logs, etc. There is a corresponding revenue account for the sale of these items.	100,000

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-531700 OTHER SUPPLIES Requested Amount: \$4,000.00 This amount includes weed killer, sand, crush run, safety supplies, automobile cleaning supplies, water, etc.	4,000
515-81-4700-541400 GAS MAINS & VALVES Recommend Amount \$30,000 This amount is for the installation of new gas mains and valves when feasible as well as repairs and replacement of existing valves and mains. This amount is also for the materials and labor associated with the replacement of our outdated large commercial, and large industrial meter sets.	30,000
515-81-4700-542200 TRUCKS & AUTOMOBILES Requested: \$70,000.00 \$40,000 - this amount is for the replacement of a 2010 Ford F250 w/ Service Body (truck #9025) \$30,000 - this amount is for the replacement of a 2014 Ford F150 Extended Cab (truck #9030) that was damaged. \$30,000 of this amount is a carryover from the 2020 budget.	70,000
515-81-4700-551000 ALLOCATION OF EXPENSES Requested amount: \$0	
515-81-4700-551101 DATA CENTER EXPENSE Requested: \$2,500.00 This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.	2,085

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-552200 CONTINGENCY Requested Amount: \$5,000.00 The requested amount is for emergency situations.	5,000
515-81-4700-561000 DEPRECIATION EXPENSE Requested amount: \$ 95,040 This is the amount of depreciation on gas system related capital assets. The depreciation is calculated by the straight-line method using the GFOA suggested life.	95,040
515-81-4700-573000 BANK CHARGES Requested amount: \$0	
515-81-4700-574000 BAD DEBT EXPENSE Requested Amount: \$12,500 The is the anticipated exposure for 2020.	
515-81-4700-582001 INTEREST EXPENSE Requested Amount: \$0	

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
515-81-4700-611001 TRANSFER TO GENERAL F	375,000
Requested Amount: \$375,000.00	

Following the closing of Collins and Aikman and the tornado, the allocation from the Natural Gas Fund was terminated in 2007. The Gas fund cash flows have recovered somewhat, and the allocation was resumed in 2009. The following is a history of the shared revenue.

2003	\$750,000
2004	\$750,000
2005	\$375,000*
2006	\$ 92,500
2007	\$230,000
2008	\$ 0
2009	\$300,000
2010	\$300,000
2011	\$300,000
2012	\$300,000
2013	\$300,000
2014	\$300,000
2015	\$300,000
2016	\$280,000
2016	\$289,000
2017	\$374,400
2018	\$375,000
2019	\$375,000
2020	\$375,000

*Collins & Aikman declared bankruptcy.

515-81-4700-611007 TRANSFER TO W&S FUND

Approved Amount: \$0

81 SERVICE DEPT

1,346,953

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
540 SOLID WASTE FUND						
540-00-0000-344110 SANITATION SERVICES	3,331,926	3,090,090	2,818,009	3,182,800	3,182,800	3,182,800
540-00-0000-361000 OTHER INTEREST EARNED	1,090	100	169	100	100	100
540-00-0000-389002 CASH SHORT & OVER	0	0	0	0	0	0
540-00-0000-389003 CARRYOVER OF RET EARNiL	0	0	0	0	0	0
540-00-0000-389004RECOVERY OF BAD DEBT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
540 SOLID WASTE FUND	3,333,016	3,090,190	2,818,178	3,182,900	3,182,900	3,182,900



CITY OF AMERICUS
2020 OPERATING BUDGET -REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

540 SOLID WASTE FUND

540-00-0000-344110 SA NITATION SERVICES 3,182,800

Request Amount: \$3,182,800

The requested amount includes a 3% increase as provided for in the current contract with our provider. The contract reflects a 3% increase per year for five years which will run from 2017 to 2021.

Current	Requested	Approved	
\$27.02	\$27.83	\$	Residential Hobo
\$31.64	\$32.59	\$	Commercial Hobo
\$ 6.87	\$ 7.08	\$	Dumpster rate
\$12.26	\$12.63	\$	Additional hobo

540-00-0000-361000 OTHER INTEREST EARNEI 100

Requested Amount: \$100

This is the amount of interest earned on the monthly balance in the bank account.

540-00-0000-389002 CASH SHORT & OVER

540-00-0000-389003 CARRYOVER OF RET EAR

540-00-0000-389004 RECOVERY OF BAD DEBT

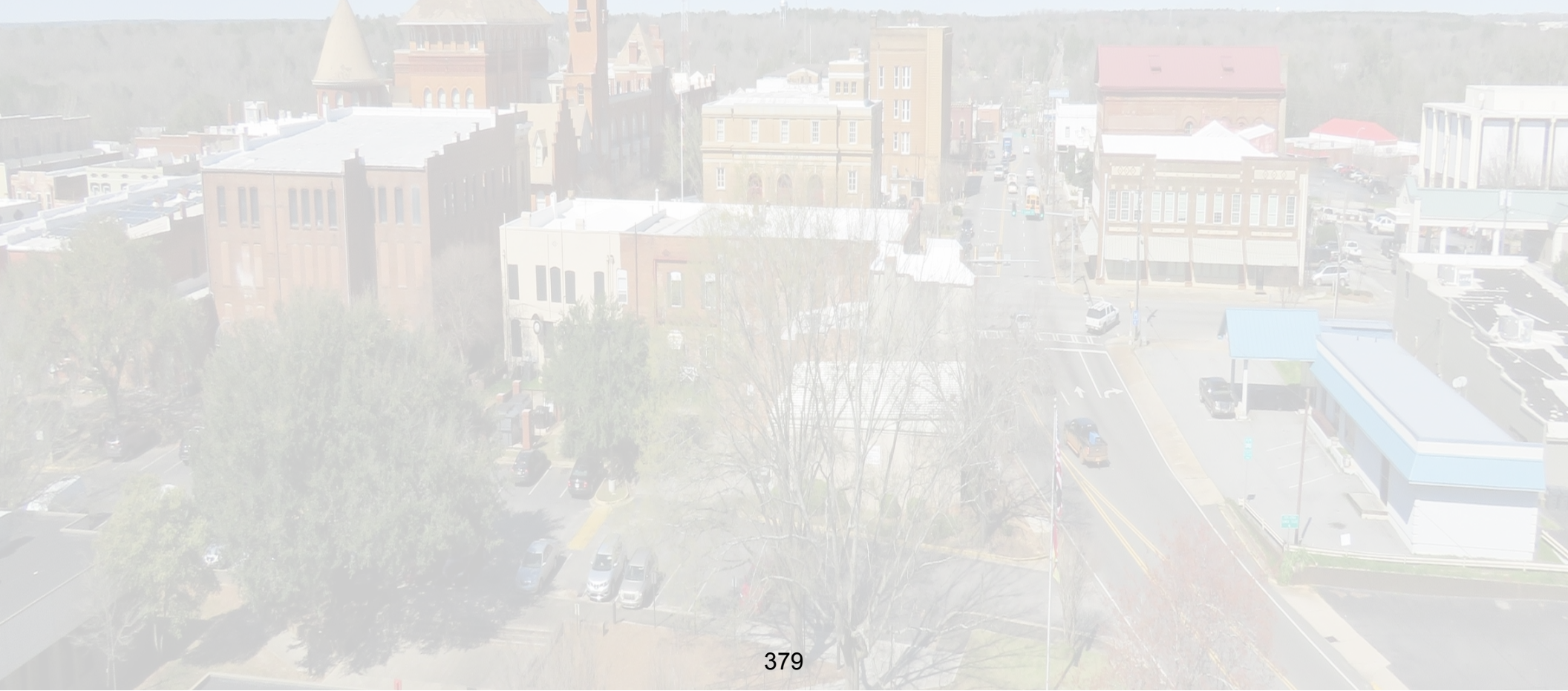
Requested Amount: \$0

540 SOLID WASTE FUND

3,182,900

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
33 SANITATION						
540-33-1530-521201 LEGAL EXPENSE	0	300	0	300	300	300
540-33-4500-521203 AUDIT FEES	0	0	0	0	0	0
540-33-4500-522000 OTHER OUTSIDE SERVICES	3,003,162	2,616,810	2,658,177	2,695,310	2,695,310	2,695,310
540-33-4500-523100 INSURANCE EXPENSE	10,560	11,668	9,776	12,018	12,018	12,018
540-33-4500-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
540-33-4500-571000 LANDFILL PAYMENTS	108,027	80,000	151,441	150,000	150,000	150,000
540-33-4500-574000 BAD DEBT EXPENSE	34,367	31,000	15,240	31,000	31,000	31,000
540-33-4500-611000 TRANSFER TO GENERAL FILL	250,000	250,000	250,000	250,000	250,000	250,000
33 SANITATION	3,406,117	2,989,778	3,084,634	3,138,628	3,138,628	3,138,628



CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
540 SOLID WASTE FUND 33 SANITATION	
540-33-1530-521201 LEGAL EXPENSE	300
Requested Amount: \$300 This is for legal work on our contract with Advanced Disposal and Crisp County Solid Waste Management.	
540-33-4500-521203 AUDIT FEES	
540-33-4500-522000 OTHER OUTSIDE SERVICE	2,695,310
Requested Amount: \$2,695,310 This is the amount charged by our contractor for the pickup and disposal of garbage and trash. The requested amount includes a 3% increase as provided for in the current contract. The contract reflects a 3% increase per year for five years which will run from 2017 to 2021.	
540-33-4500-523100 INSURANCE EXPENSE	12,018
Requested Amount: \$12,018 This is a portion of the general liability and public officials E&O insurance allocated to the Solid Waste Fund. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.	
540-33-4500-551000 ALLOCATION OF EXPENSE	

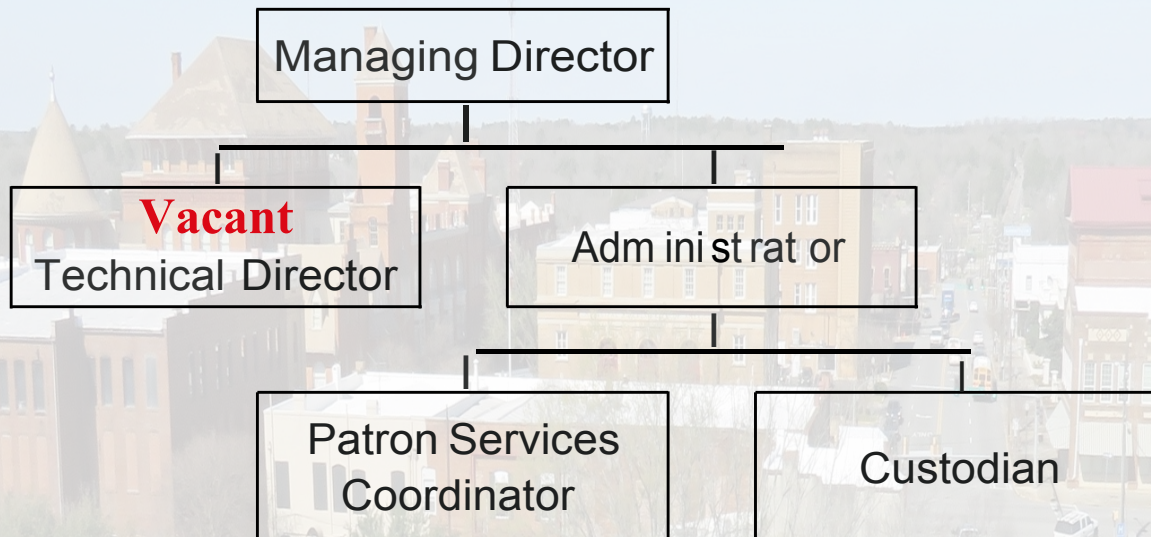
CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
540-33-4500-571000 LANDFILL PAYMENTS Requested Amount: \$150,000 This amount includes a 3% projected increase in costs. The following is a history of the amounts paid to Sumter County or estimated for landfill post closure costs and methane monitoring:	150,000
\$200,000 2010-2015 billed in 2015 \$100,000 2016 (TTL estimated at \$57,750 plus misc billings from County) \$ 80,000 2017 (TTL estimated at \$57,750 plus misc billings from County) \$ 80,000 2018 (TTL estimated at \$57,750 plus misc billings from County) \$348,000 2019 (includes TTL and misc billings and required upgrades) \$150,000 2020 projected (includes TTL and misc billings from Sumter County) \$150,000 2021 requested (includes TTL and misc billings from Sumter County)	
540-33-4500-574000 BAD DEBT EXPENSE Requested Amount: \$31,000 This amount represents the total projected write down of sanitation billings for the year. The requested amount is the same as the 2018 budgeted amount.	31,000
540-33-4500-611000 TRANSFER TO GENERAL F Requested Amount: \$250,000 The requested amount is the same as the 2017 budgeted amount.	250,000
33 SANITATION	3,138,628

CITY OF AMERICUS
2021 OPERATING BUDGET

Theater Authority

Budgeted 2021



CITY OF AMERICUS
2021 OPERATING BUDGET

**RYLANDER THEATER
AMERICUS THEATER AND CULTURAL CENTER AUTHORITY**

MISSION STATEMENT/GENERAL OBJECTIVES

The mission the Rylander Theater is to provide the community and area visitors a cultural center, including a Theater and meeting hall for dramatic and musical stage performances, motion pictures, and lectures. Its unique architecture, artistic legacy and social history is interpreted through tours and other educational presentations. The Rylander will encourage artistic development in our community and in the individual lives of our citizens, especially our young people. It will add greatly to the quality of life that we have worked so hard to achieve and nurture.

PURPOSES

1. The Rylander Theater will be a destination attraction and economic development tool for downtown revitalization.
2. It will be a meeting space featuring the latest tools in presentation echnologies to support area conferences and businesses.
3. It will be multi-disciplinary educational resource for students from pre-K through university level from surrounding public and private schools.
4. It will enrich the quality of life for both area residents and tourists through diverse entertainment and cultural programs.
5. It will be a gathering place for the entire community to focus on social issues, entertainment and meetings.
6. It will stand as a successful example of historic preservation adaptive use to encourage continued conservation of the historic fabric of the City of Americus.

CITY OF AMERICUS
2021 OPERATING BUDGET

2020 Accomplishments

Fox Theatre Institute and Georgia Presenters Network: The Rylander Theatre is successfully and consistently reaching its goals as outlined by the Fox Theatre Institute membership guidelines. Heather Stanley has not only fulfilled her obligations by participating at the highest level in the Georgia Presenters organization and professional development seminars (Fundraising, Historic Restoration and Preservation, etc.) hosted by the Fox Theatre Institute, but has served as President of the organization since 2015.

Building and Equipment Repair and Maintenance: Utilizing outside grants and the much-needed SPLOST allocation for the theatre, replacements and upgrades for various structural needs throughout the theatre were accomplished.

Sumter Players, Inc.: The Rylander Theatre continues a long-standing tradition of working closely with the Sumter Players organization and providing box office and technical support for their season which runs September-May.

Programming: Since January 2019, over 7,200 patrons attended the theatre and contributed nearly \$300,000 back into the local economy. The theatre hosted 103 events in 2019 including performances as part of the 2018-2019 Presenters Series which ran September through April and provides professional, touring performances from across the country and Canada at affordable ticket prices.

Rental Revenue: Rental of the Rylander Theatre continues to hold steady each year. The theatre is rented for statewide high school One-Act Play Competitions, awards ceremonies, new and original plays/musicals, professional and local concerts, as well as local dance recitals and civic meetings.

2021 Goals

Programming: Heather Stanley is intent on bringing in larger acts/shows to the Rylander Theatre in an effort to increase tourism to Americus, to increase the theatre's visibility on a state level, and to celebrate the 100th birthday of the theatre. By block booking with other Georgia Presenters as well as Presenters in the Southeast, better rates are obtained, and more programming can be scheduled for the community. In addition, Stanley is also developing programming aimed at families with children.

Building Repair and Maintenance: By working with the Fox Theatre Institute and their Director of Restoration it is the intent of the Rylander Theatre to repair significant interior and exterior building deterioration in an effort to preserve the historic theatre and prevent future and more costly repairs on the interior.

CITY OF AMERICUS 2021 OPERATING BUDGET

Grants: The Rylander Theatre is dedicated to subsidizing programming costs through the application for various grants at the regional and national level (South Arts Presenters Grant, Community Partnership Grant, Fox Theatre Institute Theatre Advancement Grant, etc.). Grant opportunities are also available for operational expenses such as building repair and maintenance. Heather Stanley will apply for appropriate grants as they become available to diversify theatre funding.

Marketing: Making the Rylander Theatre a destination by increased marketing visibility; bringing our programming schedule to the forefront in a regional and statewide capacity.



OTHER GOALS:

- Continue to operate using best practices and highest standards for boards and staff entrusted with the care and operation of the historic theatre.
- Continue to bring in high quality entertainment at affordable prices.
- Make a significant and positive economic impact as a result of programming and operation.
- Continue to preserve and protect the theatre using the standards of historic preservation.
- To form new community partnerships and nurture existing partnerships.
- Apply for and be awarded new state and national grants.
- Continue marketing the theatre as a destination to draw positive attention.

to Americus and Sumter County.

- Formation of new higher education community partnerships with South Georgia Technical College and the area high schools providing students internship opportunities in various aspects of the theatre business.



CITY OF AMERICUS
2021 OPERATING BUDGET -REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
555 THEATER FUND						
555-00-0000-334110 GRANTS RECEIVED	40,000	50,000	49,250	45,000	45,000	45,000
555-00-0000-341902 SOUVENIR SALES	0	0	0	0	0	0
555-00-0000-341920 ADVERTISING/SPONSORSHII	0	0	0	0	0	0
555-00-0000-341921 CONCESSION SALES	1,077	3,500	0	3,500	3,500	3,500
555-00-0000-341941 SALES TAX COMPENSATION	10	0	13	0	0	0
555-00-0000-347300 THEATER RECEIPTS	83,822	65,000	6,435	65,000	65,000	65,000
555-00-0000-347901 RESTORATION FEES	5,594	5,000	260	5,000	5,000	5,000
555-00-0000-361000 INTEREST EARNED	3	0	4	0	0	0
555-00-0000-371000 DONATIONS	46	2,000	0	2,000	2,000	2,000
555-00-0000-371002 PROGRAM SPONSORSHIPS	0	0	0	0	0	0
555-00-0000-371004 YIPPIE SPONSORSHIPS/REYE	0	0	0	0	0	0
555-00-0000-382000 RENTAL INCOME	16,675	23,500	-525	23,500	23,500	23,500
555-00-0000-389000 MISCELLANEOUS REVENUE	0	0	30	0	0	0
555-00-0000-389001 INSURANCE PROCEEDS	39,436	0	8,133	0	0	0
555-00-0000-389002 CASH SHORT/OVER	0	0	0	0	0	0
555-00-0000-389004 CREDIT CARD FEES	5,241	0	543	0	0	0
555-00-0000-390000 CONTRIBUTIONS	0	0	0	0	0	0
555-00-0000-391102 TRANSF FROM CITY GEN FU	85,000	100,000	100,000	100,000	100,000	100,000
555-00-0000-391103 TRANSFER OUT THEATER	0	0	0	0	0	0
555-00-0000-391107 HOTEL/MOTEL TAX TRANSF	100,000	100,000	100,000	100,000	100,000	100,000
555-00-0000-392110 GAIN/LOSS ON SALE OF FIX:E	0	0	0	0	0	0
555-00 -0000 -393601 LOAN PROCEEDS	0	0	0	0	0	0
555 THEATER FUND	376,904	349,000	264,144	344,000	344,000	344,000

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

555 THEATER FUND

555-00-0000-334110 GRANTS RECEIVED

45,000

Requested Amount: \$45,000

The grant agreements specify spending as follows:

Charles L MIX Grant

\$35,000 Performance Expenditures

\$35,000

Due to the state of the economy both of these have been at a reduced level the last couple years and budgeted accordingly.

Mattie Marshal Grant

\$10,000 This grant is earmarked for general building repair and maintenance projects.

These grants are not guaranteed revenue each year.

555-00-0000-341902 SOUVENIR SALES

Requested Amount: \$0.00

There are no new Rylander souvenirs being purchased or sold.

555-00-0000-341920 ADVERTISING/SPONSORS

Requested Amount: \$0

This revenue is for the sale of ads in annual playbill.

555-00-0000-341921 CONCESSION SALES

3,500

Requested Amount: \$3,500

Concessions are offered at various performances. Rylander volunteers serve these out of George's Soda Fountain located within the Rylander Theatre.

555-00-0000-341941 SALES TAX COMPENSATION

Requested Amount : \$50

Recommended Amount: \$0

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
555-00-0000-347300 THEATER RECEIPTS	65,000
Requested Amount: 65,000 This is the revenue generated through ticket sales for the theatre events NOT sponsored by the Friends of the Rylander. All monies taken in through this line item for the ticket sales of rental programs is then given back to the renter through the Live Performances expenditure line item.	
555-00-0000-347901 RESTORATION FEES	5,000
Requested Amount: \$5,000 The restoration fee is a \$1 ticket add-on for the upkeep of the Rylander Building and performance area. This does not apply to Friends of the Rylander performances.	
555-00-0000-361000 INTEREST EARNED	
Requested Amount: \$0 Currently there are no additional funds to invest, nor is there a sufficient balance in the bank account to warrant any interest earnings.	
555-00-0000-371000 DONATIONS	2,000
Requested Amount: \$2,000 The donations are from the weekly tours of the Rylander and other amounts contributed that are not specific to particular performances.	
555-00-0000-371002 PROGRAM SPONSORSHIP	
Requested Amount: 0 This revenue includes contributions in support of specific programming operations. The 2014 sponsorships are primarily from "The Friends of the Rylander". The "Friends" is a separate non-profit fundraising entity. Several grants have been obtained by the "Friends" which will be used to either sponsor specific performances or support the overall operations of the theater.	
555-00-0000-371004 YIPPIE SPONSORSHIPS/RE	
Requested Amount: \$0 The "Youth In Plays and Performances Infused in Education" (YIPPIE) program was initiated in 2008 to provide theater exposure to school age children. The theater relies on outside sponsorship for these productions. There has been an overall decrease in sponsorships over the years.	
555-00-0000-382000 RENTAL INCO:ME	23,500
Requested Amount: \$23,500 These are fees paid by others to use the theatre, including Sumter Players, Inc and local dance studios.	

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

555-00-0000-389000 MISCELLANEOUS REVENI

Requested Amount: \$0

555-00-0000-389001 INSURANCE PROCEEDS

Requested Amount: \$0

555-00-0000-389002 CASH SHORT/OVER

Requested Amount: \$0

555-00-0000-389004 CREDIT CARD FEES

Requested Amount: \$6,000

These are the fees associated with running credit cards for ticket purchases as assigned by Vendini (ticketing company) and associated merchant accounts.

555-00-0000-390000 CONTRIBUTIONS

Requested Amount: \$0

555-00-0000-391102 TRANSF FROM CITY GEN

100,000

The request includes the following:
\$100,000 Allocation for 2021

The increase is to help offset the potential loss of grant funding from Charles L. Mix Memorial Fund.

555-00-0000-391103 TRANSFER OUT THEATER

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

555-00-0000-391107 HOTEL/MOTEL TAX TRAN

100,000

Requested Amount: \$100,000 or
Two percent of the seven percent Hotel/Motel tax is transferred to the Cultural Authority from the General Fund. This amount of money is to be used for general operations of the Theater.

Requested amount:

\$192,538 Tourism Fund
\$100,000 Rylander Theater Operating expenses (same as prior years)
\$ 0 ODA Marketing
\$ 0 Transportation for Train
\$ 37,462 General Fund (reduced to zero)

\$330,000

555-00-0000-392110 GAIN/LOSS ON SALE OF FI

555-00-0000-393601 LOAN PROCEEDS

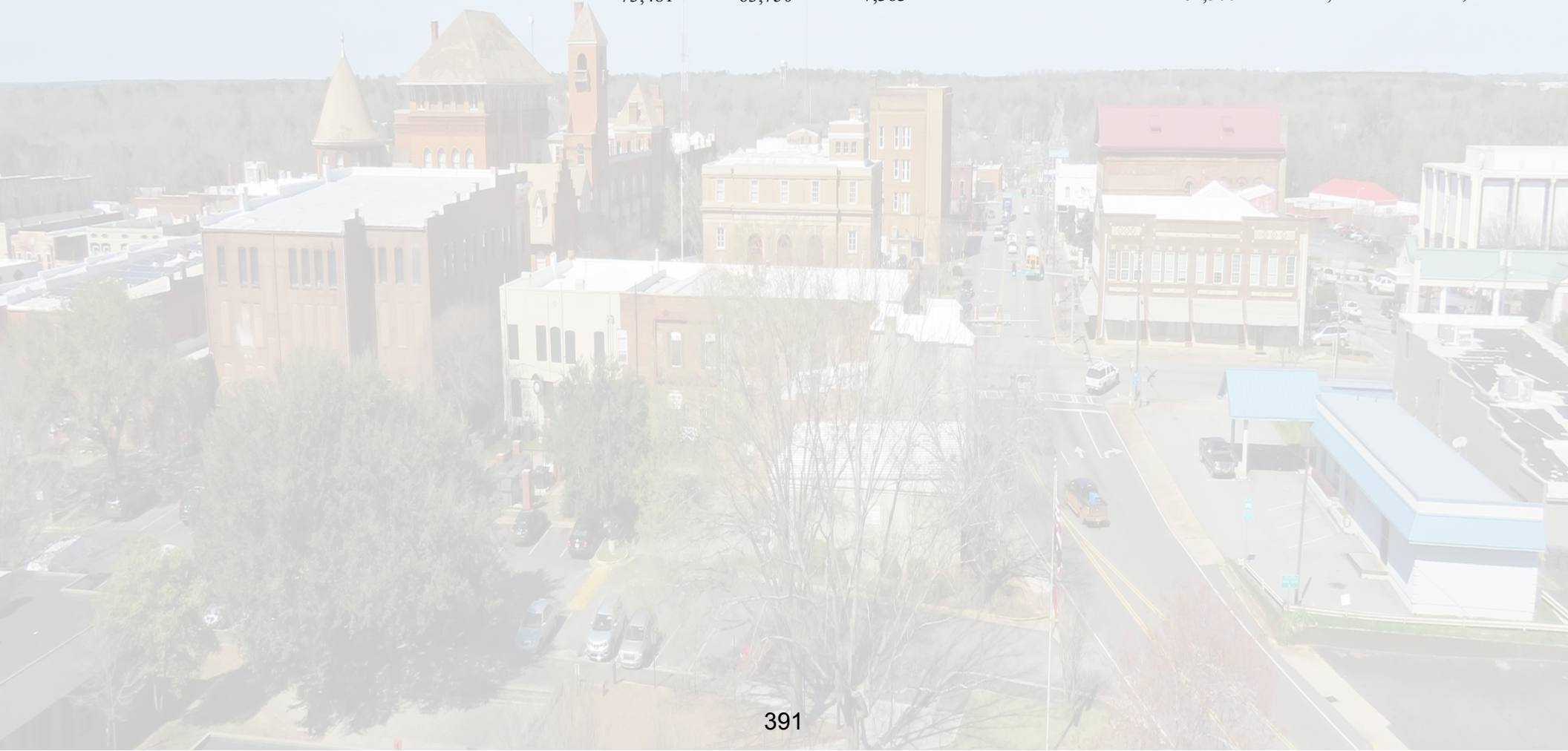
Requested Amount : \$0

555 THEATER FUND

344,000

CITY OF AMERJCUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
50 LIVE PERFORMANCES						
555-50-6160-521204 LIVE PERFORMANCES	70,998	58,000	2,574	58,000	58,000	58,000
555-50-6160-521210 RYL / GSW SHARED PROD	0	0	0	0	0	0
555-50-6160-521218 YIPPIE PRODUCTIONS	0	0	0	0	0	0
555-50-6160-523301 MARKETING EXPENSES	1,637	4,000	4,537	3,000	3,000	3,000
555-50-6160-531113 CONCESSION EXPENSE	846	1,000	271	1,000	1,000	1,000
555-50-6160-531500 SOUVENIR EXPENSE	0	750	0	500	500	500
50 LIVE PERFORMANCES	73,481	63,750	7,383	62,500	62,500	62,500



CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
555 THEATER FUND	
50 LIVE PERFORMANCES	
555-50-6160-521204 LIVE PERFORMANCES	58,000
Requested Amount: \$58,000	
This is the cost of performances that are not part of the Friends of the Rylander series. This includes fees associated for film screenings, payment of the House Organist for concerts, etc.	
This is the line item in which the ticket sales due back to renters is paid out. The revenue component is the Theatre Receipts line item.	
555-50-6160-521210 RYL / GSW SHARED PROD	
Requested Amount: \$0	
This line item is unnecessary without the GSW/Mix Partnership Grant.	
This is the amount allocated to GSW for 2 co-produced performances a year (a Fall performance, Shakespeare in the Spring) per the grant agreement. This is a non-negotiable amount as determined in the Letter of Agreement between the granting agency, GSW, and the Rylander.	
555-50-6160-521218 YIPPIE PRODUCTIONS	
Requested Amount: \$0	
555-50-6160-523301 MARKETING EXPENSES	3,000
Requested Amount: \$3,000	
This is for advertising locally, playbills, and other promotional items. This also includes monies for Southwest Georgia Living and Americus Times Recorder, as well as multimedia ads (TV, radio, web, and print).	
555-50-6160-531113 CONCESSION EXPENSE	1,000
Requested Amount: \$1,000	
The concession items are purchased by the Rylander and served at performances by volunteers.	
555-50-6160-531500 SOUVENIR EXPENSE	500
Requested Amount: \$500	
This is for the purchase of novelty items sold at performances, the Welcome Center, and tours.	
50 LIVE PERFORMANCES	62,500

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
51 THEATER OPERATION						
555-51-1530-521201 LEGAL EXPENSE	0	0	0	- 0	- 0	- 0
555-51-6160-511000 REGULAR PAY	126,472	131,347	127,008	131,347	131,347	131,347
555-51-6160-511300 OVERTIME PAY	1,082	3,000	153	3,000	1,500	1,500
555-51-6160-512100 GROUP MEDICAL INSURANC	13,966	22,438	22,424	21,690	26,444	26,444
555-51-6160-512101 OPT OUT INSURANCE PLAN	1,039	0	0	- 0	- 0	- 0
555-51-6160-512110 GROUP DENTAL INSURANCE	345	708	108	858	885	885
555-51-6160-512200 SOCIAL SECURITY PAYMENT	8,959	10,278	8,495	10,278	10,163	10,163
555-51-6160-512400 RETIREMENT SYSTEM	13,084	10,656	11,008	13,764	13,578	13,578
555-51-6160-512401 PENSION EXPENSE	0	0	0	- 0	- 0	- 0
555-51-6160-512700 WORKERS COMPENSATION	4,389	4,248	4,245	4,852	4,816	4,816
555-51-6160-521203 AUDIT FEES	0	0	0	- 0	- 0	- 0
555-51-6160-522000 OTHER OUTSIDE SERVICES	6,191	6,600	5,789	6,600	6,600	6,600
555-51-6160-522201 EQUIPMENT REP & MAINT	2,709	4,000	272	4,000	4,000	4,000
555-51-6160-522206 COMPUTER - REP & MAINT	366	1,000	57	1,000	1,000	1,000
555-51-6160-523100 INSURANCE EXPENSE	11,790	12,942	11,324	13,331	13,331	13,331
555-51-6160-523200 TELEPHONE	10,618	5,600	12,378	5,600	5,600	5,600
555-51-6160-523201 POSTAGE	0	100	0	100	100	100
555-51-6160-523600 DUES AND SUBSCRIPTIONS	125	1,035	125	935	935	935
555-51-6160-523700 TRAINING & MEETINGS	2,194	3,265	0	3,000	1,500	1,500
555-51-6160-523900 UNIFORMS	0	0	0	- 0	- 0	- 0
555-51-6160-523905 TICKET/MERCHANT FEES	15,567	9,000	6,965	9,000	9,000	9,000
555-51-6160-531100 OFFICE/COMPUTER SUPPLIE	1,129	2,000	432	2,000	2,000	2,000
555-51-6160-531101 JANITORIAL SUPPLIES	1,257	1,000	622	1,000	1,000	1,000
555-51-6160-531108 BUILDING REP& MAINT	24,252	10,000	3,831	10,000	5,000	5,000
555-51-6160-531115 PRODUCTION SUPPLIES	468	1,000	613	1,000	1,000	1,000

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
555-51-6160-531210 WATER,SEWER,GARBAGE	2,767	3,500	2,220	3,500	3,500	3,500
555-51-6160-531220 NATURAL GAS	1,912	2,500	95	2,500	2,500	2,500
555-51-6160-531225 STORM WATER	221	225	202	225	225	225
555-51-6160-531230 ELECTRICITY	28,931	37,000	19,582	37,000	30,000	30,000
555-51-6160-531700 OTHER SUPPLIES	315	500	731	500	500	500
555-51-6160-542101 OFFICE FURNITURE & EQUIP	1,266	2,500	120	2,500	2,500	2,500
555-51-6160-542400 COMPUTER EQUIPMENT	0	0	0	- 0	- 0	- 0
555-51-6160-542900 OTHER CAPITAL EXPENDITU	0	0	0	- 0	- 0	- 0
555-51-6160-561000 DEPRECIATION EXPENSE	124,819	124,819	124,819	124,819	124,819	124,819
555-51-6160-573002 PRODUCTION SUPPORT	6,840	3,500	390	3,500	3,500	3,500
555-51-6160-573100 INTERN PROGRAM	0	0	0	- 0	- 0	- 0
555-51-6160-574000 BAD DEBT EXPENSE	-77,247	0	0	- 0	- 0	- 0
555-51-6160-582300 INTEREST EXPENSE	0	0	0	- 0	- 0	- 0
51 THEATER OPERATION	<u>335,825</u>	<u>414,761</u>	<u>364,008</u>	<u>417,899</u>	<u>407,343</u>	<u>407,343</u>

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

APPROVED
BUDGET

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED</u> <u>BUDGET</u>
555 THEATER FUND	
51 THEATER OPERATION	
555-51-1530-521201 LEGAL EXPENSE	
Requested Amount: \$0	
We are not expecting legal expense in 2020.	
555-51-6160-511000 REGULAR PAY	131,347
Personnel Requirements:	
	Current
Managing Director	1
Administrative Assistant	1
Technical Director	1
Patron Services Coordinator (part-time)	1
Custodian (part-time)	1
	5
555-51-6160-511300 OVERTIME PAY	1,500
Requested Amount: \$3,000	
This is overtime worked by the Theater Technician, Administrative Assistant, and Box Office Assistant during peak performance periods. Increase requested due to higher number of events and loss of Interns (GSW/Mix Partnership Grant).	
555-51-6160-512100 GROUP MEDICAL INSURANCE	26,444
The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.	
The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.	
555-51-6160-512101 OPT OUT INSURANCE PLAN	
Requested Amount: \$0	
555-51-6160-512110 GROUP DENTAL INSURANCE	885
This amount represents \$295 per employee.	

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>												
<p>555-51-6160-512200 SOCIAL SECURITY PAYMI The requested amount is 7.65% of the total salary in the department.</p>	10,163												
<p>555-51-6160-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.</p>	13,578												
<p>555-51-6160-512401 PENSION EXPENSE</p>													
<p>555-51-6160-512700 WORKERS COMPENSATIO This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.</p>	4,816												
<p>555-51-6160-521203 AUDIT FEES</p>													
<p>555-51-6160-522000 OTHER OUTSIDE SERVICE Requested Amount: \$6,600 This includes support for theater operations, internet service, consulting services for theater operations, and physical plant concerns. Specific amounts are as follows:</p> <table border="0" style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 100px;">\$2,400</td> <td>Elevator Inspection (Thyssenrupp & GA DOL)</td> </tr> <tr> <td>\$1,000</td> <td>NFPA Testing</td> </tr> <tr> <td>\$ 900</td> <td>Pest Control</td> </tr> <tr> <td>\$ 300</td> <td>Fire Sprinkler System Inspection</td> </tr> <tr> <td>\$2,000</td> <td>Web-site Maintenance</td> </tr> <tr> <td style="border-top: 1px solid black;">\$6,600</td> <td></td> </tr> </table>	\$2,400	Elevator Inspection (Thyssenrupp & GA DOL)	\$1,000	NFPA Testing	\$ 900	Pest Control	\$ 300	Fire Sprinkler System Inspection	\$2,000	Web-site Maintenance	\$6,600		6,600
\$2,400	Elevator Inspection (Thyssenrupp & GA DOL)												
\$1,000	NFPA Testing												
\$ 900	Pest Control												
\$ 300	Fire Sprinkler System Inspection												
\$2,000	Web-site Maintenance												
\$6,600													
<p>555-51-6160-522201 EQUIPMENT REP & MAINI Requested Amount: \$4,000 This includes expenses for the physical plant machinery such as rigging, stage floor, stage electrics, etc. Outdated lighting and sound systems need increased servicing and/or replacement. Many of our current systems are no longer supported and upgrades are required.</p>	4,000												
<p>555-51-6160-522206 COMPUTER - REP & MAIN' Requested Amount: \$1,000 This includes tech support, incidental repairs and upgrades for the 5 computers, server, telephones, and copier/printer/scanner at the Theater.</p>	1,000												

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>								
<p>555-51-6160-523100 INSURANCE EXPENSE</p> <p style="margin-left: 20px;">Requested Amount: \$13,331</p> <p style="margin-left: 20px;">This is the portion of the general liability, property insurance, and public officials E&O allocated to the Theater. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.</p>	13,331								
<p>555-51-6160-523200 TELEPHONE</p> <p style="margin-left: 20px;">Requested Amount: \$5,600</p> <p style="margin-left: 20px;">This includes the monthly service fee for the land lines and U-Verse internet and Managing Director's business cell phone.</p>	5,600								
<p>555-51-6160-523201 POSTAGE</p> <p style="margin-left: 20px;">Requested Amount: \$100</p> <p style="margin-left: 20px;">This is for mailing contracts and other correspondence.</p>	100								
<p>555-51-6160-523600 DUES AND SUBSCRIPTION</p> <p style="margin-left: 20px;">Requested Amount: \$935</p> <p style="margin-left: 20px;">Dues for the Managing Director are as follows:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <tr> <td style="padding-right: 10px;">\$ 400</td> <td>League of Historic American Theaters</td> </tr> <tr> <td>\$ 150</td> <td>Presidential Pathways</td> </tr> <tr> <td>\$ 135</td> <td>Americus/Sumter County Chamber of Commerce</td> </tr> <tr> <td>\$ 250</td> <td>Fox Theater Institute/Georgia Presenters</td> </tr> </table> <p style="margin-left: 20px;"><u> </u> \$935</p>	\$ 400	League of Historic American Theaters	\$ 150	Presidential Pathways	\$ 135	Americus/Sumter County Chamber of Commerce	\$ 250	Fox Theater Institute/Georgia Presenters	935
\$ 400	League of Historic American Theaters								
\$ 150	Presidential Pathways								
\$ 135	Americus/Sumter County Chamber of Commerce								
\$ 250	Fox Theater Institute/Georgia Presenters								
<p>555-51-6160-523700 TRAINING & MEETINGS</p> <p style="margin-left: 20px;">Requested Amount: \$3,000</p> <p style="margin-left: 20px;">This expense is primarily for the Managing Director and relates to serving on several boards, increased grant training, and overall networking required to properly promote the Rylander.</p> <p style="margin-left: 20px;">Managing Director is currently serving as the President of the Georgia Presenters Network, a statewide block booking consortium; Vice President of the Georgia Arts Network Board of Directors, the state Arts Advocacy organization; as well as on the Professional Development Board for South Arts-Performing Arts Exchange. These positions are all volunteer, but their individual responsibilities require more travel than in previous years.</p> <p style="margin-left: 20px;">Recommended Amount: \$1,500</p>	1,500								

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
555-51-6160-523900 UNIFORMS Requested Amount: \$0	
555-51-6160-523905 TICKET/MERCHANT FEES Requested Amount: \$9,000 This is the amount for Vendini charges for the sale of tickets.	9,000
555-51-6160-531100 OFFICE/COMPUTER SUPPLI Requested Amount: \$2,000 This is for paper, ink cartridges, office supplies and stationary items. Majority of the purchases for this line item are made through Quill (City agreement).	2,000
555-51-6160-531101 JANITORIAL SUPPLIES Requested Amount: \$1,000 This includes the purchase of such items as toilet paper, paper towels, cleaning solutions, deodorizers, etc.	1,000
555-51-6160-531108 BUILDING REP& MAINT Requested Amount: 10,000 This includes expenses for the routine/quarterly maintenance of the physical plant, HVAC, and unexpected repairs to the historic building. Recommended Amount:\$5,000	5,000
555-51-6160-531115 PRODUCTION SUPPLIES Requested Amount: \$1,000 This includes minor purchases for batteries, seating rope, paint, tape or tie-line for drops, tablecloths for receptions, prop adjustments, and set modifications.	1,000
555-51-6160-531210 WATER,SEWER,GARBAGE Requested Amount: \$3,500	3,500
555-51-6160-531220 NATURAL GAS Requested Amount: \$2,500 This is the amount of gas necessary to operate the heating system in the Theater.	2,500
555-51-6160-531225 STORM WATER Requested Amount: \$225 The request is for the fees for the Rylander.	225

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
555-51-6160-531230 ELECTRICITY Requested Amount: \$37,000 This is the projected total of the electric bill for the operation of the Theater. Recommended Amount:\$30,000	30,000
555-51-6160-531700 OTHER SUPPLIES Requested Amount: \$500 This includes all supplies that are not included in other line items, such as expenses to participate in Downtown Trick or Treat and Holiday Open House.	500
555-51-6160-542101 OFFICE FURNITURE & EQ Requested Amount: \$2,500 "Office Equipment" Request is for the purchase of new equipment to include sound, lighting, etc. and to replace existing equipment that is beyond repair.	2,500
555-51-6160-542400 COMPUTER EQUIPMENT Requested Amount: \$0	
555-51-6160-542900 OTHER CAPITAL EXPENDI Requested amount: \$0	
555-51-6160-561000 DEPRECIATION EXPENSE Requested Amount: \$124,819 This includes depreciation expense on all capital items including the building, props, lighting, sound equipment, etc. The Depreciation Expense is unfunded.	124,819

CITY OF AMERICUS
2021 OPERATING BUDGET - EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
555-51-6160-573002 PRODUCTION SUPPORT	3,500
Requested Amount: \$3,500 This is for casual labor for support of production activity. Portions of this line item are offset by volunteers and crew expense billed to users through rental agreements.	
Increase is requested due to a higher number of events planned for 2021 (The Centennial Birthday Celebration) and the loss of the Interns (GSW/Mix Partnership Grant).	
555-51-6160-573100 INTERN PROGRAM	
Requested Amount: \$16,000 This the contractual amount for GSWU drama students as provided by the grant agreement plus additional use of the interns as needed throughout the year. This amount is non-negotiable as it is explicitly written out in the Letter of Agreement between the granting agency, GSW, and the Rylander.	
Recommended Amount: \$0 GSWU is not providing support for an intern.	
555-51-6160-574000 BAD DEBT EXPENSE	
555-51-6160-582300 INTEREST EXPENSE	
Requested Amount: \$0	
51 THEATER OPERATION	407,343

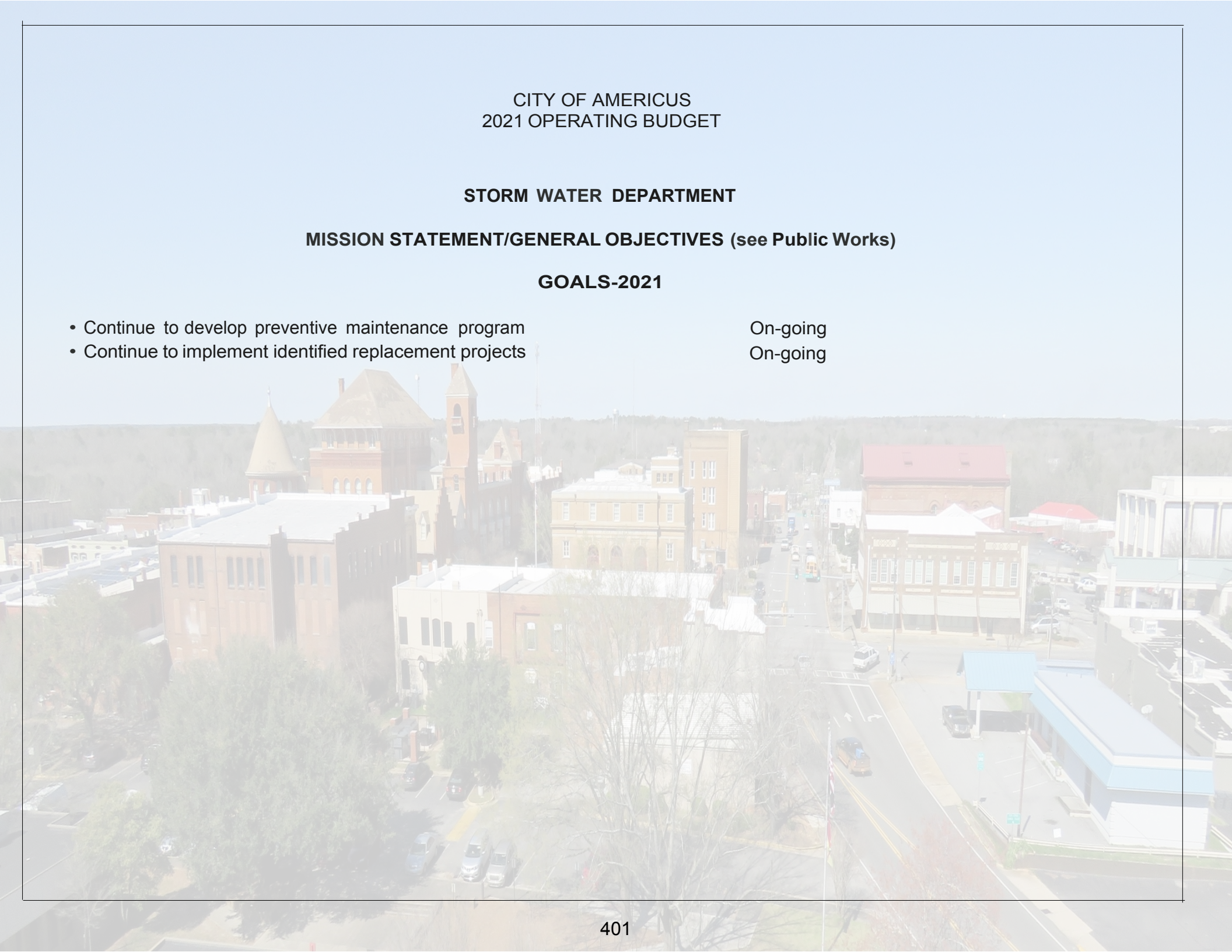
CITY OF AMERICUS
2021 OPERATING BUDGET

STORM WATER DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

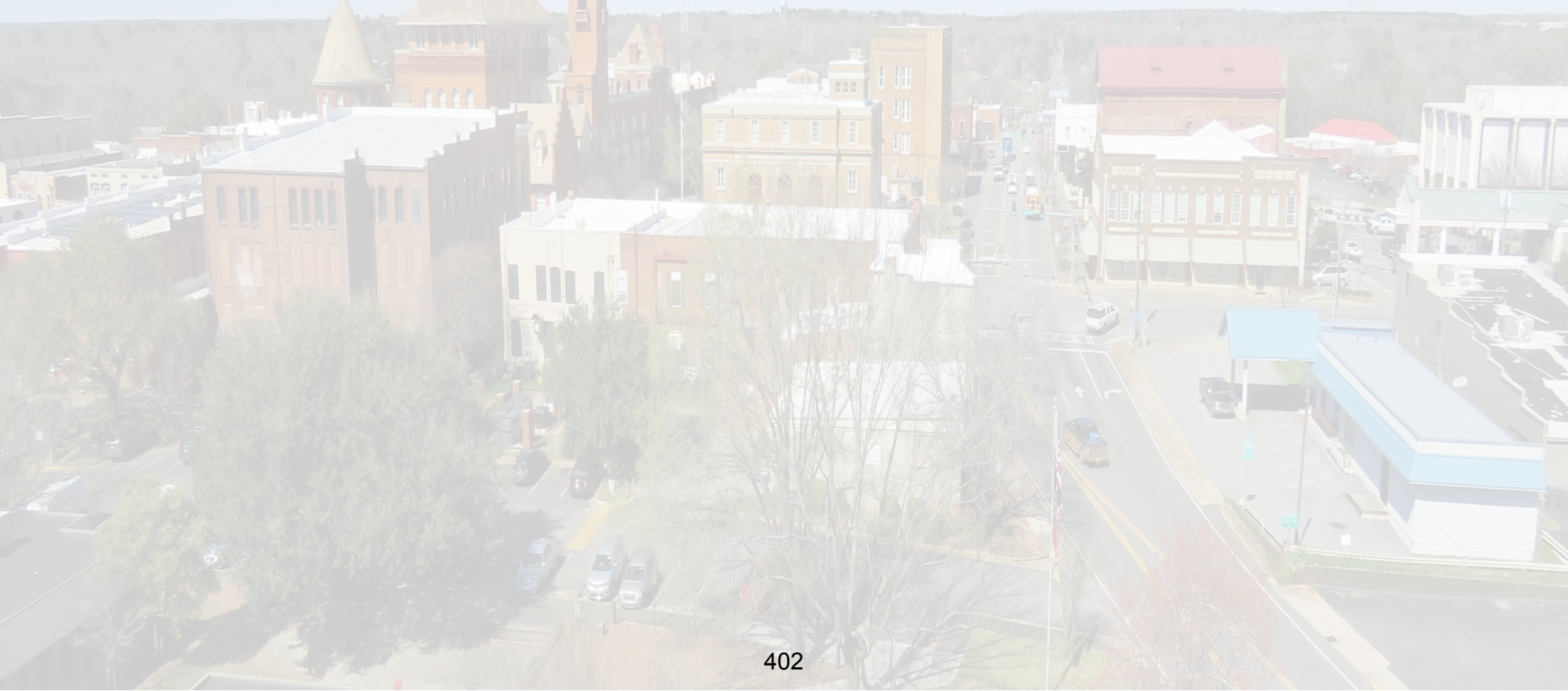
GOALS-2021

- Continue to develop preventive maintenance program On-going
- Continue to implement identified replacement projects On-going



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
580 STORM WATER MANAGEMENT						
580-00-0000-344260 STORM WATER BILLINGS	899,622	868,200	886,699	937,600	937,600	937,600
580-00-0000-344265 STORM WATER CREDITS	-118,046	-119,200	-118,514	- 118,600	- 118,600	- 118,600
580-00-0000-389000 OTHER MISC INCOME	0	0	36	0	0	0
580-00-0000-389004 RECOVERY OF BAD DEBT	0	0	0	0	0	0
580-00-0000-389006 CARRYOVER OF RETAINED 1	0	0	0	0	0	0
580-00-0000-390000 CONTRIBUTIONS	0	0	0	0	0	0
580-00-0000-391104 TRANS FROM 2010 REVENUE	0	0	0	0	0	0
580-00-0000-393400 PREMIUMS ON BONDS SOLD	30,406	0	0	0	0	0
580 STORM WATER MANAGEMENT	811,982	749,000	768,221	819,000	819,000	819,000



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
580-00-0000-344260 STORM WATER BILLINGS Requested Amount: \$937,600 The rate is \$4.00 per month or \$48.00 per year per residential unit. The commercial units are based on actual square footage of impervious surface.	937,600
580-00-0000-344265 STORM WATER CREDITS Recommended Amount: (\$118,600) This is for the credit system that is part of the rate structure. The credits are incentives for mitigating storm water runoff.	-118,600
580-00-0000-389000 OTHER MISC INCOME	
580-00-0000-389004 RECOVERY OF BAD DEBT Requested Amount: \$0 This is the estimated collections on previously written off utility bills. Some of this revenue is offset by related collection cost expense in the Water and Sewer Fund (Department 43). This is the estimate for the Storm Water portion.	
580-00-0000-389006 CARRYOVER OF RETAINE	
580-00-0000-390000 CONTRIBUTIONS Requested Amount: \$0	
580-00-0000-391104 TRANS FROM 2010 REVEN Requested Amount: \$0	
580-00-0000-393400 PREMIUMS ON BONDS SO This is the bond premium amortized over the life of the revenue bonds.	<u><u>819,000</u></u>

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
58 STORM WATER MANAGEMENT						
580-58-1530-521201 LEGAL EXPENSES	60	0	0	0	0	0
580-58-4320-511000 REGULAR PAY	97,694	96,512	76,300	85,189	85,189	85,189
580-58-4320-511300 OVERTIME PAY	4,316	10,000	923	10,000	10,000	10,000
580-58-4320-512100 GROUP MEDICAL INSURANC	20,883	23,187	23,101	21,690	26,444	26,444
580-58-4320-512101 OPT OUT INSURANCE PLAN	0	0	0	0	0	0
580-58-4320-512110 GROUP DENTAL INSURANCE	321	708	203	858	885	885
580-58-4320-512200 SOCIAL SECURITY PAYMENT	7,659	8,148	5,592	7,282	7,282	7,282
580-58-4320-512400 RETIREMENT SYSTEM	7,182	10,321	8,729	11,851	11,851	11,851
580-58-4320-512401 PENSION EXPENSE	0	0	0	0	0	0
580-58-4320-512700 WORKERS COMPENSATION	9,407	8,848	8,053	11,764	8,997	8,997
580-58-4320-521203 AUDIT FEES	0	0	0	0	0	0
580-58-4320-521302 COLLECTION COSTS	0	0	0	0	0	0
580-58-4320-522000 OTHER OUTSIDE SERVICES	30,340	34,125	41,828	37,975	37,975	37,975
580-58-4320-522202 AUTO & TRUCK-REP & MAIN	9,065	25,000	26,425	30,000	30,000	30,000
580-58-4320-523100 INSURANCE EXPENSE	12,174	13,273	11,690	13,671	13,671	13,671
580-58-4320-523700 TRAINING AND MEETINGS	0	500	0	1,000	1,000	1,000
580-58-4320-523900 UNIFORMS	1,302	1,500	1,381	1,500	1,500	1,500
580-58-4320-531116 MATERIALS	-1,043	10,000	4,224	12,000	12,000	12,000
580-58-4320-531270 GASOLINE ALLOCATED	5,230	5,000	3,147	5,000	5,000	5,000
580-58-4320-531700 OTHER SUPPLIES	314	8,000	1,854	8,000	8,000	8,000
580-58-4320-542100 MACHINERY & EQUIPMENT	0	0	0	0	0	0
580-58-4320-542900 OTHER CAPITAL EXPENDITU	0	0	0	0	0	0
580-58-4320-551000 ALLOCATION OF EXPENSES	0	0	0	0	0	0
580-58-4320-5_61000 DEPRECIATION EXPENSE	50,389	60,950	77,632	60,950	60,950	60,950
580-58-4320-561001 AMORTIZATION EXPENSE	0	0	0	0	0	0

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	ACTUAL <u>2019</u>	BUDGET <u>2020</u>	ACTUAL <u>12/31/2020</u>	REQUESTED <u>2021</u>	RECOMM <u>2021</u>	APPROVED <u>2021</u>
580-58-4320-574000 BAD DEBT EXPENSE	13,614	10,000	20,279	10,000	10,000	10,000
580-58-4320-58200 I INTEREST EXPENSE	45,352	53,972	64,786	62,893	62,893	62,893
580-58-4320-584000 BOND ISSUANCE COST	44,558	0	0	0	0	0
580-58-4320-611001 TRANSFER TO GEN FUND	285,000	285,000	285,000	285,000	285,000	285,000
580-58-4320-611105 TRANSFER TO WATER & SEV	<u>1,698,030</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
58 STORM WATER MANAGEMENT	2,341,848	665,044	661,148	676,623	678,637	678,637



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

APPROVED
BUDGET

58 STORM WATER MGT

580-58-1530-521201 LEGAL EXPENSES

Requested Amount: \$0

580-58-4320-511000 REGULAR PAY

85,189

Personnel Requirements

Current

Heavy Equipment Operator

1

Equipment Operator Senior

1

Equipment Operator

1

3

This amount includes an increase to the number of Heavy Equipment Operators with the associated salary.

580-58-4320-511300 OVERTIME PAY

10,000

Requested Amount: \$10,000

580-58-4320-512100 GROUP MEDICAL INSURA

26,444

The requested amount represents \$6,980 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at \$15 every pay period.

The recommended amount represents \$8,815 per employee for the year that is paid by the City and the employee will pay \$11.85 per pay period.

580-58-4320-512101 OPT OUT INSURANCE PLA

580-58-4320-512110 GROUP DENTAL INSURAN

885

This amount represents \$295 per employee.

580-58-4320-512200 SOCIAL SECURITY PAYMI

7,282

This amount is 7.65% of the total salary of the department.

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
580-58-4320-512400 RETIREMENT SYSTEM This amount is 12.45% of the total salary of the department. Per GMA, contribution rates.	11,851
580-58-4320-512401 PENSION EXPENSE	
580-58-4320-512700 WORKERS COMPENSATIO This amount represents a percentage of the total salaries for the department based on labor classes and 2019 rates.	8,997
580-58-4320-521203 AUDIT FEES	
580-58-4320-521302 COLLECTION COSTS	
580-58-4320-522000 OTHER OUTSIDE SERVICE Requested Amount: \$37,975 GWES 2020-2021 contract for the Watershed Protection Plan \$32,975 Costs for engineering fees/other services that aren't Capital Projects \$5,000	37,975
580-58-4320-522202 AUTO & TRUCK-REP & MA Requested Amount: \$30,000 This is maintenance for the two street sweepers and a portion of the preventive maintenance for the Sewer Vacuum truck.	30,000
580-58-4320-523100 INSURANCE EXPENSE Requested Amount: \$13,671 This is the portion of the general liability, property insurance, and public officials E&O allocated to the Storm Water Fund. The request includes a projected increase of approximately 5%. The projected rates will be effective May 1, 2021 resulting in an effective rate for 2021 of 3.33%.	13,671

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
580-58-4320-523700 TRAINING AND MEETING: Requested Amount: \$1,000	1,000
580-58-4320-523900 UNIFORMS Requested Amount: \$1,500 The requested amount is for uniforms for 3 department employees.	1,500
580-58-4320-531116 MATERIALS Requested Amount: \$12,000 This is for various materials and supplies needed for small non-capitalized projects that are done in-house.	12,000
580-58-4320-531270 GASOLINE ALLOCATED Requested Amount: \$5,000 This is the fuel for the dump truck, vac-con truck and excavator.	5,000
580-58-4320-531700 OTHER SUPPLIES Requested Amount: \$8,000 This is for small equipment that does not qualify for capitalization.	8,000
580-58-4320-542100 MACHINERY & EQUIPME Requested Amount: \$0	
580-58-4320-542900 OTHER CAPITAL EXPENDI	
580-58-4320-551000 ALLOCATION OF EXPENS	
580-58-4320-561000 DEPRECIATION EXPENSE This is the amount of depreciation on storm water related capital assets. The depreciation is calculated by the straight-line method using the GFOA suggested life.	60,950
580-58-4320-561001 AMORTIZATION EXPENSE Requested Amount: \$0	

CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
580-58-4320-574000 BAD DEBT EXPENSE	10,000
Requested Amount: \$10,000	
This is the estimated amount for utility billing write down for the storm water utility.	
580-58-4320-582001 INTEREST EXPENSE	62,893
Requested Amount: \$62,893	
Interest Principal Total	
\$62,893 \$93,615 \$156,508	Revenue Bond - 2019
The principal balance at 12/31/21 will be:	
\$2,208,514 Revenue Bond - 2019 (Payout-Sep 1, 2039) (Rate 2.76%)	
580-58-4320-584000 BOND ISSUANCE COST	
580-58-4320-611001 TRANSFER TO GEN FUND	285,000
Requested Amount: \$285,000	
580-58-4320-611105 TRANSFER TO WATER & S	
Requested Amount: \$0	
58 STORM WATER MGT	678,637

CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
600 INSURANCE						
600-00-0000-341901 AGGREGATE STOP LOSS REI	233,336	0	95,556	0	0	0
600-00-0000-341902 SPECIFIC CLAIM REIMBURS	18,858	0	35,056	0	0	0
600-00-0000-349200 CLAIMS FUNDING REVENUE	1,253,512	1,048,800	1,482,707	1,048,800	1,383,927	1,383,927
600-00-0000-361000 OTHER INTEREST EARNED	743	0	32	0	0	0
600-00-0000-391102 TRANSFER FROM GENERAL •	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
600 INSURANCE	1,506,449	1,048,800	1,613,351	1,048,800	1,383,927	1,383,927



CITY OF AMERICUS
2021 OPERATING BUDGET-REVENUE DETAIL

APPROVED
BUDGET

ACCOUNT NUMBER/DESCRIPTION

600 INSURANCE

600-00-0000-341901 AGGREGATE STOP LOSS F

600-00-0000-341902 SPECIFIC CLAIM REIMBUI

600-00-0000-349200 CLAIMS FUNDING REVEN

1,383,927

Requested Amount: \$1,048,800

This represents the monies transferred into the Health and Life Insurance Fund to cover the cost of claims and administration. This amount does not reflect the actual expense of the insurance. This is an estimated transfer to cover the expenses of the program. These monies are transferred in from the General Fund, Water and Sewer Fund, Natural Gas Fund, Theater Fund, Storm Water Fund, Tourism Council& DDA.

Reommended Amount: \$1,383,927 This is based off the Medical Rates that were provided by provider.

600-00-0000-361000 OTHER INTEREST EARNEI

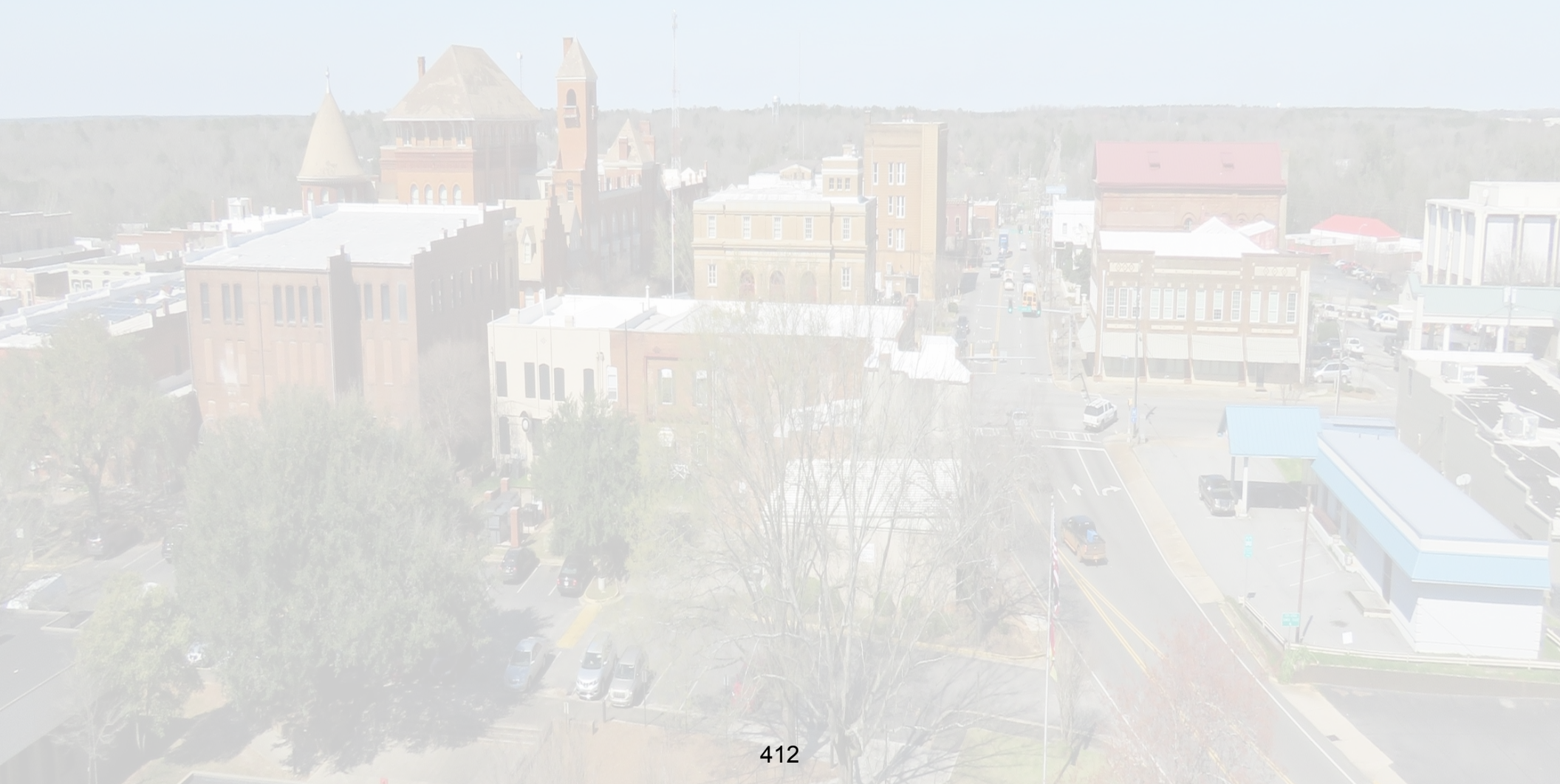
600-00-0000-391102 TRANSFER FROM GENERA

600 INSURANCE

1,383,927

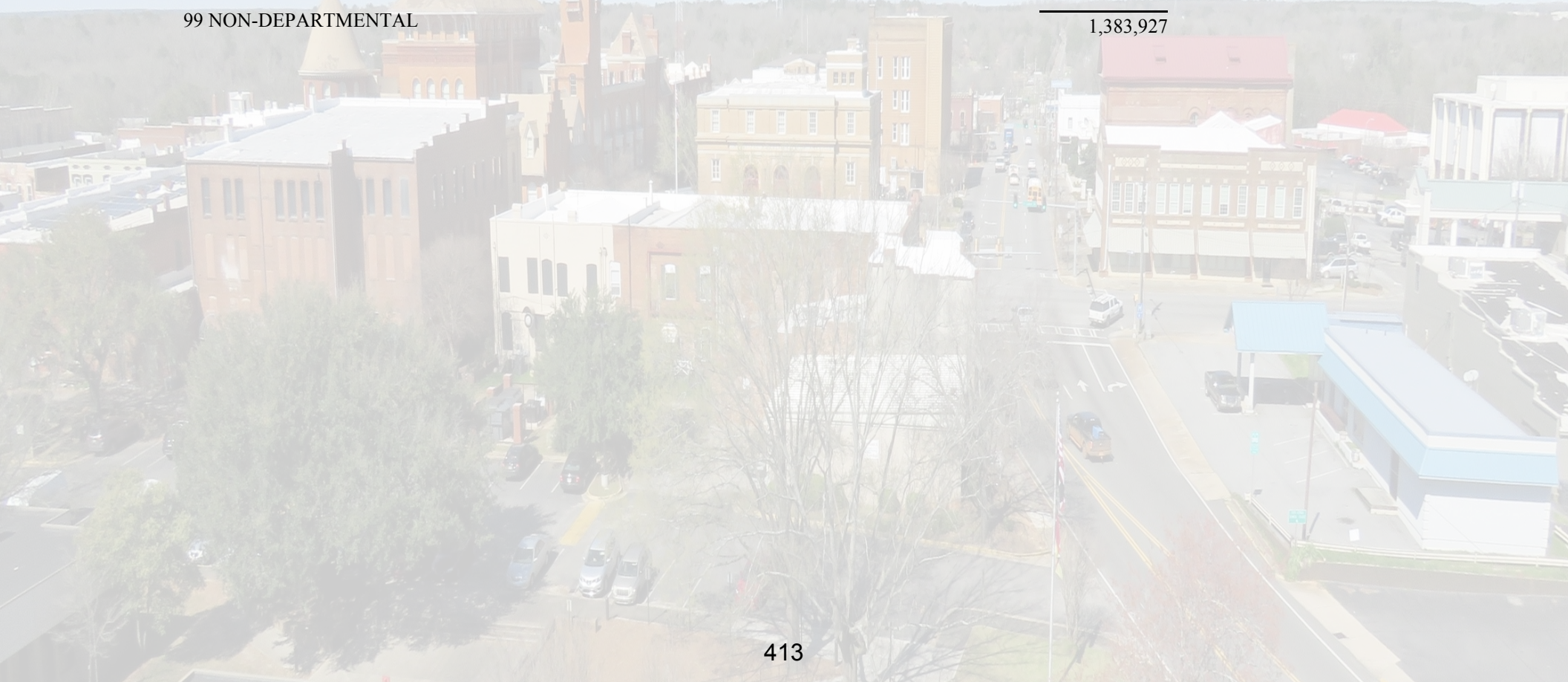
CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURES

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>ACTUAL 2019</u>	<u>BUDGET 2020</u>	<u>ACTUAL 12/31/2020</u>	<u>REQUESTED 2021</u>	<u>RECOMM 2021</u>	<u>APPROVED 2021</u>
99 NON-DEPARTMENTAL						
600-99-1555-552100 ADMIN/PREMIUM FEES	353,475	224,440	433,152	245,000	435,000	435,000
600-99-1555-552200 CLAIMS EXPENDITURES	<u>1,322,050</u>	<u>824,360</u>	<u>1,350,467</u>	<u>- 0</u>	<u>948,927</u>	<u>948,927</u>
99 NON-DEPARTMENTAL	1,675,525	1,048,800	1,783,619	245,000	1,383,927	1,383,927



CITY OF AMERICUS
2021 OPERATING BUDGET-EXPENDITURE DETAIL

<u>ACCOUNT NUMBER/DESCRIPTION</u>	<u>APPROVED BUDGET</u>
99 NON-DEPARTMENTAL	
600-99-1555-552100 ADMIN/PREMIUM FEES	435,000
Requested Amount: \$245,000	
This amount represents an estimate for 2021 based on the 2019 ytd annualized for administration fees.	
Recommended Amount: \$435,000	
This amount is the annualized amount projected for 2020.	
600-99-1555-552200 CLAIMS EXPENDITURES	948,927
Recommended Amount:\$948,927	
I recommend we budget the claims plus administration to equal the funding revenues for 2021.	
99 NON-DEPARTMENTAL	<hr/> 1,383,927



CITY OF AMERICUS
2021 OPERATING BUDGET

GLOSSARY OF FINANCIAL TERMS

Accrual- a basis of accounting where revenue and expenses are recognized and recorded when they occur

Ad Valorem Tax -Taxes levied by the City for real and personal property inside the corporate limits of the City.

Appropriation - An authorization made by the City Council permitting the City to incur obligations and make expenses of resources.

Assessed Value - Property values as prescribed by the Sumter County Tax Assessors office. (Taxable Value)

Audit- An examination , usually by an official or private accounting firm retained by council, that reports on the accuracy of the annual financial report.

Balanced Budget- A budget in which current revenues equal current expenditures.:

Bond- A promise to repay borrowed money on a specific date in the future. Local governments use bonds to obtain long term finance for capital projects.

Bonded Debt - Payments required on bonds sold by the City for various purposes.

Budget - A financial plan for a specific period of time (fiscal year) which matches all anticipated revenues and planned expenses with various City services.

Budget Calendar - The schedule of key dates which the City follows in the preparation, adoption, and administration of the annual budget.

Budget Message - The instrument t'.lised by the City Manager in presenting a comprehensive financial program to the Mayor and City Council members and to the citizens. This is also known as the budget transmittal letter or City Manager letter.

Budget Ordinance - The official enactment by the Mayor and City Council of the City of Americus legally authorizing the City to obligate

CITY OF AMERICUS
2021 OPERATING BUDGET

and expend resources.

Budget Transfer - A transfer of budget between line items within a department.

Budget Amendment - An amendment to the original budget for unexpected, emergency expenses or for unexpected receipts.

Budgetary Control - The management of a governmental unit in accordance with an approved budget for the purpose of keeping expenses within the limitations of available appropriations and available revenue.

Capital Improvement Program - This is a multi-year instrument used by the City of Americus to identify needed capital improvements and to coordinate the financial timing of such improvements in a way that maximizes the return to the public.

Debt Service - Interest and principal payments associated with General Obligation Bonds, Revenue Bonds, and various loans for system improvements and capital purchases.

Debt Service Requirements - The amount of money necessary for scheduled payment of outstanding debt, both principal and interest becoming due during the fiscal year, and contributions which may be required to accumulate monies for the future retirement of such debt.

Depreciation - Line item expenditure within the Enterprise Funds to budget for replacement of capital items. The City of Americus applies the straight-line method of depreciation to fixed assets in these funds only.

Encumbrance - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund/Proprietary Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedule for these services is established to insure that revenues are adequate to meet all necessary expenses.

Expenses - The outflow of funds to be pay for an asset, goods, or services obtained regardless of when the expense is actually paid.

CITY OF AMERICUS
2021 OPERATING BUDGET

Fiscal Year-A twelve (12) month period between settlements of financial accounts. This fiscal year of the City of Americus is the calendar year - January 1 through December 31.

Franchise Fee - Tax levied against the utility companies for use of City right of way and for doing business within the City.

Full-time Equivalent- Method to determine full time employee hours. Hours worked by several part time employees are converted into the hours worked by full-time employees. On an annual basis, an FTE is considered to be 2,080 hours, which is calculated as: 8 hours per day.

Fund - A fiscal and accounting entity which is comprised of a self-balancing set of accounts which reflects all assets, liabilities, equity, revenue, and expenses necessary to disclose the position and the results of operations. Funds are established as individual records for purposes of legal compliance, differing natures of the activities performed, measurement of different objectives, and to assist in the facilitation of management control.

Fund Accounting - A method of governmental accounting where resources are allocated to and accounted for in separate funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund Balance - The net of unrestricted monies remaining in a fund after the year's expenses and revenues have been added and subtracted.

GEFA - Georgia Environmental Facilities Authority. This state agency provides low interest loans for Water and Sewer improvements with a 20 year pay back.

General Fund - The General Fund is used to account for all revenues and Expenses of the City of Americus which are not accounted for in any other fund. It is an operating fund from which most of the City operations are financed.

General Obligation Bonds (GO BOND) - Municipal long-term securities backed the City's pledge of its full faith, credit and taxing power.

Governmental Fund- Used to account current for essentially

Hotel/Motel Tax - Tax levied on rooms for rent in the City of Americus. (Hotels, Motels, Bed & Breakfasts).

CITY OF AMERICUS
2021 OPERATING BUDGET

Infrastructure - The basic installations and facilities on which the continuance and growth of a community depend. Examples include water and sewer improvements, roads and street paving, and public buildings.

Insurance Premium Tax - Tax paid by insurance companies on the premiums collected inside the City of Americus

Interfund Transfer - A planned movement of money between funds to offset expenses incurred in the receiving fund due to operation of the sending fund.

- An imposing and collecting of tax.

Line item budget - A budget that lists each expenditure category separately along with the dollar amount budgeted for each specified category.

Local Option Sales Tax (LOST) - Sales tax collections from local businesses for the purpose of reducing property taxes and maintaining governmental operations.

Local Maintenance & Improvement Grant (LMIG) - State DOT grant program for resurfacing roads. This replaces the LARP program.

Maintenance & Repair - Expenses resulting from the purchase of labor and materials for the repair or maintenance of City property by an outside vendor.

Major Fund- A fund whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds.

Millage Rate - The Ad Valorem tax rate expressed in terms of levy per thousand dollars of taxable assessed value.

Motor Vehicle Tax - Tax collected from ad valorem taxes for the value of the automobile. These taxes are billed and collected by the Tax Commissioner of Sumter County and remitted to the City on a monthly basis.

Mobile Home Tax - Taxes collected from ad valorem taxes on the value of the mobile homes within the City of Americus. These taxes

CITY OF AMERICUS
2021 OPERATING BUDGET

are billed and collected by the Sumter County Tax Commissioner and remitted to the City on a monthly basis.

Operating Budget - The portion of the budget pertaining to daily operation and/or maintenance of City services, programs, facilities or fixed assets incurred in a fiscal year.

Paying Agents - The agency, usually a commercial bank, where the maturing interest coupons and principal of a bond issues will be paid. .

Paying Agents Fee - The expenses incurred in the issuance and management of bond issues.

Reserve - An account used to indicate that a portion of fund's balance is legally restricted for a specific purpose and is therefore not available for general appropriations. This term will no longer be used after 2010. The "New Fund Balance" stipulates five new components of the fund balance.

Retained Earnings - A fund equity account which reflects accumulated net earnings or losses of proprietary funds. Retained earnings may include certain reservations of fund equity.

Revenue - Funds that the City receives as income.

Revenue Bonds - Bonds that require principal and interest payments from pledged revenue sources and are not legally backed by the full faith and credit of the City.

State Revolving Loan (SRF) - The State of Georgia loan pool for monies provided for sewer improvements by local governments.

Special Purpose Local Option Sales Tax (SPLOST) - This is an additional 1% sales tax levied by a county government and participating qualified municipal governments through a local referendum that is passed by the voters as a financing method for funding capital projects.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. Taxes levied by the Mayor and City Council that are within the limits established by the State of Georgia.

Training - Expenses incurred as a result of City approved instructional courses either in-house or for various certifications.

CITY OF AMERICUS
2021 OPERATING BUDGET

Travel - Expenses incurred in the conduct of City business or to attend various training schools. This includes food, hotel costs, and mileage.

TSPLOST - This is the additional 1% sales to which was adopted by the votes in the River Valley Region to assist with funding work on roads, bridges, and other transportation projects.

