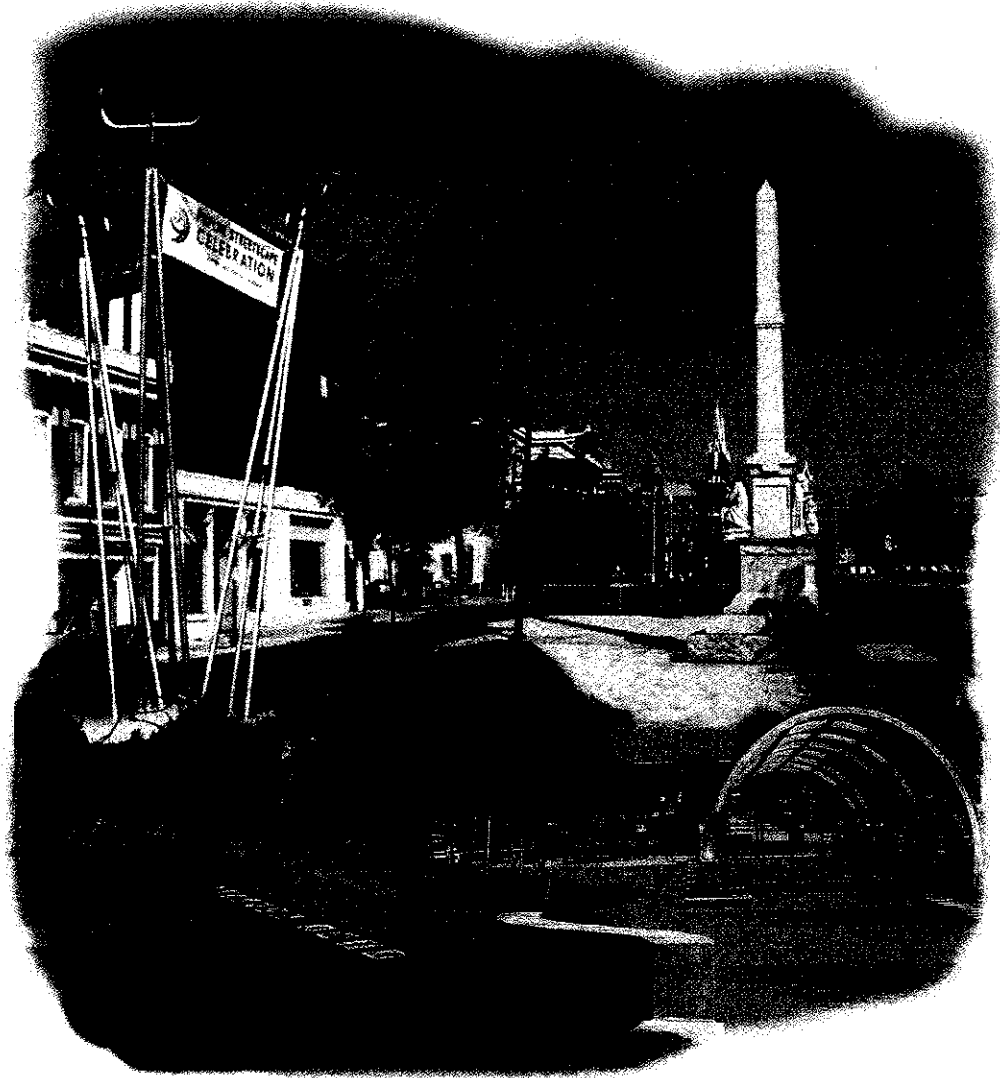


# City of Macon • 2007 Budget

*Macon: Advancing Into the 21<sup>st</sup> Century*



**C. JACK ELLIS - Mayor**

**REGINA MCDUFFIE - Chief Administrative Officer**

**ANITA PONDER – President, Macon City Council**

**HENRY C. FICKLIN - Chairperson, Appropriations Committee**

**ADAH M. ROBERTS - Interim Finance Director**

# CITY OF MACON

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*CITY OF MACON*

**I. INTRODUCTION**



C. JACK ELLIS  
MAYOR

OFFICE OF THE MAYOR

## City of Macon

700 POPLAR STREET  
P.O. BOX 247  
MACON, GEORGIA 31202-0247  
(478) 751-7170  
FAX (478) 751-7931

Dear President Ponder, Members of Council and Citizens of Macon:

The City of Macon FY 2007 Budget is based on the theme "Macon: Advancing Into the 21<sup>st</sup> Century." The members of the Administrative Budget Committee, along with Department Heads and City Funded Agency Representatives deliberated in detail with the goal of presenting a balanced budget that is lean and fully considerate of the current financial position of the City. This year's budget process focused on cutting the budget where feasible while providing approximately \$6.02 million to the Capital Improvement Fund. As with much of the nation, the City is affected by increased fuel cost, increased health care and costly, unscheduled infrastructure repairs. This FY 2007 budget is fiscally sound and meets the needs of our customer service oriented environment.

### **Budget Composition and Highlights**

The total budget for FY 2007 is \$108.94 million, an increase from the FY 2006 budget of approximately \$12.63 million. The general fund budget is \$78.81 million and reflects a net increase of approximately \$5.47 million when compared to the FY 2006 budget.

Over the years, time and financial constraints have led to the deterioration of our infrastructure including structures, vehicles and other equipment. The budget supports approximately \$6.02 million for the replacement of vehicles, computers and other major equipment items in addition to addressing issues on maintenance and upkeep of City facilities.

Funding for pay raises for all full-time employees was proposed but subsequently transferred to unallocated reserve earmark for further review. Funding for health insurance and pension is provided without any changes to the current level of employee contributions.

In FY 2007, deficits that are projected in the enterprise funds are equal to depreciation in accordance with City policy. High priority will be given in the coming fiscal year to moving all enterprise funds closer to break-even status.

The FY 2007 General Fund budget includes transfers to the Centreplex, Law Enforcement, Bowden Golf Course, Capital Improvement, Debt Service Fund, and \$636 thousand to a new Operating Cash Reserve account.

A breakdown of the FY 2007 Budget Expenses by Fund is as follows:

General Fund	\$ 78,807,064
Proprietary Funds	\$ 30,134,362
>Bowden Golf Course	\$ 544,803
>Centreplex	\$ 4,443,440
>Airport	\$ 1,880,683
>Solid Waste Fund	\$ 7,371,464
Internal Service Fund--Vehicle Maintenance	\$ 2,128,800
Debt Service Fund	\$ 4,016,270
Special Revenue Funds	\$ 970,622
E-911	\$ 2,754,826
Capital Improvements Fund	\$ 6,023,454
Total Budget	\$ 108,941,426

### **FY 2007 - General Fund Revenues**

General Fund revenue for FY 2007 is projected conservatively at \$78.81 million. The FY 2007 revenue includes Special Purpose Local Option Sales Tax (SPLOST) proceeds of \$9.44 million and a transfer of surplus from Solid Waste Management for \$1.9 million.

The city's revenue continues to be comprised of two major sources, the Local Option Sales Tax and the ad valorem or property tax. These two sources of revenue together make up 47.13 % of the general fund projected revenues. There were no changes made to the millage rate from the prior year. The Sales Tax revenue projection of \$17.8 is a 2.4% increase from the FY 2006 approved budget. Franchise fees and the insurance premium tax total \$12.62 million and represent more than 16 % of General Fund revenues.

Intergovernmental revenue is projected at \$8.35 million. The primary revenue source for this category is \$7.1 million from Bibb County for fire services in unincorporated Bibb County. This category also includes \$857 thousand as a pass through on the Secretary of State Building debt. Another source of revenue in this category is \$123 thousand reimbursement from Bibb County for one-half of the operational costs for traffic engineering services.

Fines and Forfeitures have projected revenue of \$1.9 million. Strong collection efforts have been initiated to collect outstanding fines owed to the city, including the implementation of the boot for parking scofflaws. Additional revenue from licenses and permits, right-of-way fees, and general city government are projected at \$3.94 million.

### **FY 2007 General Fund Expenditures**

Expenditures are broken down into the various functions of government. They include the following:

General Government (support departments and Administration/City Council)  
Public Safety  
Public Works  
Central Services  
Parks & Recreation  
Public Properties  
Revenue Bonds & Contractual Payments  
Payments to Government Agencies  
Other

The proposed General Fund expenditures and transfers out are projected at \$78.81 million, which is a net increase of \$5.47 million dollars. This increase is due to transfer of SPLOST proceeds to Debt and Enterprise Funds for payment of debt and normal increases in the cost of living.

The proposed budget for General Government which mainly consists of the Mayor's Office, City Clerk, City Council, Human Resources Department, Finance Department, City Attorney's Office, Information/Communication System and Inspections and Fees total approximately \$7.03 million and represents 8.92 % of the total budget.

Public Safety consists of the Police Department, Fire Department, Municipal Court, and the Emergency Management Agency. The proposed budget of \$36.99 million contains an increase of 1 % from the FY 2006 budget. Public Safety represents 46.94 % of the total General Fund budget.

Public Works consists of Administration, Street Cleaning, Street Maintenance, Storm Drainage, Traffic Engineering, and City Engineering. The total budget is \$4.02 million and represents 5.1 % of the General Fund approved budget.

Central Services consists of Administration, Signals, Traffic Maintenance Operations (Signs), Custodial Services, General Maintenance, Electrical, Heating & Air Conditioning, Public Utilities, and Services to Government. The total budget for FY 2007 is \$3.75 million and represents 4.76 % of the total General Fund budget.

Parks and Recreation consists of Administration, Grounds & Facilities, Operations, and Business Center. The budget for FY 2007 is \$5.42 million, which represents 6.88 % of the total General Fund approved budget.

Debt Service and Contractual Payments fund the non-general obligation bond debt for the City of Macon through local contractual agreements. The debt costs funded are the pass-through for the Secretary of State Building and the Urban Development Bonds issued in 2002. The SPLOST pays for the General Obligation Bonds, the Middle Georgia Coliseum Bonds, and the Local Government Leasepool through the Georgia Municipal Association. The proposed budget of \$6.6 million represents 8.37 % of the total General Fund approved budget.

Risk Management's approved budget is \$1.77 million to cover workers' compensation and liability payments for the City of Macon, which represents 2.25 % of the total General Fund approved budget.



The category "Other" includes municipal government dues, and pension funds for police and fire retirees or surviving spouses before the current participatory plans were put into effect.

The budget for Community agencies is \$3.42 million, which represents 4.34 % of the total General Fund budget.

The transfers to other funds amount to \$5.45 million. The transfers mainly include \$3.82 million to Debt Service, \$1.33 million to Capital Project and \$258 thousand to the Centreplex. The transfer represents 6.92 % of the total General Fund budget.

### **FY 2007 Proprietary Funds**

Expenditures for the Bowden Golf Course total \$545 thousand. As a result of increased maintenance and utility costs Bowden is anticipated to fall short of expenses by \$11,670 in FY 2007.

Expenditures for the Centreplex are projected to be \$4.44 million, while proposed revenues total \$3.93 million. Consequently, the Centreplex is expected to have a shortfall of \$258 thousand in the operating cost. In FY 2007, special effort will again be devoted to generating increased revenue at the Centreplex as well as reducing costs.

Expenditures for E-911 total \$2.75 million. Revenues are estimated at \$2.69 million. The E-911 will have a shortfall of \$60 thousand. This shortfall will be met from its projected fund balance.

The Vehicle Maintenance Internal Service Fund has proposed revenues of \$2.13 million. Of these revenues, \$1.85 million comes from other City funds. The remaining revenues are derived from sales and service to other agencies. Proposed expenditures are \$1.85 million.

The Airport became an Enterprise Fund in FY 2001 and is expected to cover all its operating cost costs. In FY 2007, revenues and costs are projected at \$1.78 million and \$1.88 million respectively.

### **FY 2007 Special Revenue Fund**

The Hotel-Motel Tax Fund anticipates hotel-motel tax receipts of \$704 thousand. Distributions will be made to the Convention & Visitors Bureau, the Cherry Blossom Festival, and the Centreplex for operational assistance.

### **Capital Improvements Fund**

In FY 2007 Capital Improvement is budgeted for \$6.02 million, \$4.44 million will be funded from Local Government Lease Pool, \$237 thousand from Trade-in Revenue and \$1.34 from the General Fund. All the capital items approved for Enterprise Funds and the General Fund will be purchased from this fund.

### **FY 2007 Major Initiatives**

The Administration plans and implements initiatives in several strategic focus areas for the betterment of the community. In response to severe budgetary constraints, the initiatives focus

on cost curtailment and revenue enhancement for FY 2007. However, every effort will be made to maintain essential municipal services at the level to which our citizens deserve and are accustomed.

Major initiatives planned for FY 2007 are listed below:

*Vehicle Replacement Plan.* The Administration is recommending the replacement of 89 vehicles in various departments. The total purchase amount is approximately \$ 4.12 million with a lease pool payment of \$1.02 million incorporated in the 2007 budget. We estimate that the replacements will result in savings in repair costs associated with better fuel efficiencies, lower parts and labor requirements.

*Health Insurance Premiums.* Health insurance premiums per employee are budgeted at \$5,832. No change in the level of contribution from the employees is being proposed.

*Replenishing Reserves.* \$1.39 million is appropriated to replenish depleted reserves in the general fund and landfill closure account. Funds to balance the Centreplex are included to ensure that the current deficit in this fund does not increase.

**Personnel Changes**

*Personnel Changes.* The fiscal year 2007 budget includes funding for 1,395 positions, which represents an increase of 18 positions from fiscal year 2006. The Administration is adding five (5) sworn police officers to establish an airport precinct and to staff the Violent Crimes Task Force. The Administration is also adding 8 new E-911 operator positions to the E-911 call center and five (5) other positions assigned to Parks and Recreation, Municipal Court, Central Services, and the Centreplex

*Reduction of Utility Cost Citywide.* The Administration is performing several internal audits and may engage an outside consultant to perform a full energy audit on all City owned and operated buildings in an effort to reduce the cost of electricity, gas and telephone costs.

*Self-Sufficient Funds.* The budget for 2007 projects surplus operating funds for Solid Waste Management, which includes Waste Collection and the Landfill operation. In addition, Vehicle Maintenance is projected to produce revenues in excess of planned expenditures.

*Increasing Cost Effectiveness of the City Fleet.* A comprehensive review of all City vehicle usage has been initiated. This initiative is aimed at identifying vehicles with little or no usage that can be cut from the fleet with minimum operational impact, yet yield significant cost-savings. All vehicle requirements will be reviewed and prioritized for replacement consideration via the established leasing program. The City will again pursue a fuel lock-in contract that will provide significant savings in the cost of fuel. Markups to other agencies are proposed to cover the cost of the vehicle maintenance operation.

**Conclusion**

It is imperative that the City of Macon put together a balanced budget for FY 2007 and beyond. Expenses cannot continue to exceed revenues as it has in the past. Tough decisions have to be made to facilitate financial stability while meeting the service needs of the citizens of Macon. Our efforts must be proactive, anticipatory and designed with the goal of reducing financial drains, where feasible, on the City's budget, while exploring avenues aimed at improving the

compensation and benefits plan for all of our employees.

In order to be proactive in identifying and reducing the City's exposure to the economic slowdowns, my administration continues to work on a comprehensive five-year financial plan for the City of Macon. This comprehensive plan will include a review of revenues, expenditures and future liabilities on a fund-by-fund basis. Complete with analyses, projections, and recommendations, the plan will be finalized during FY 2007. It is my desire to present this plan to Council for further study and deliberation.

I look forward to "Advancing Into the 21<sup>st</sup> Century" as we strive to find ways to insure the financial stability of the great City of Macon, Georgia.

Sincerely,



C. Jack Ellis  
Mayor

**CITY OF MACON**

**II. GENERAL  
INFORMATION**

# **CITY OF MACON**

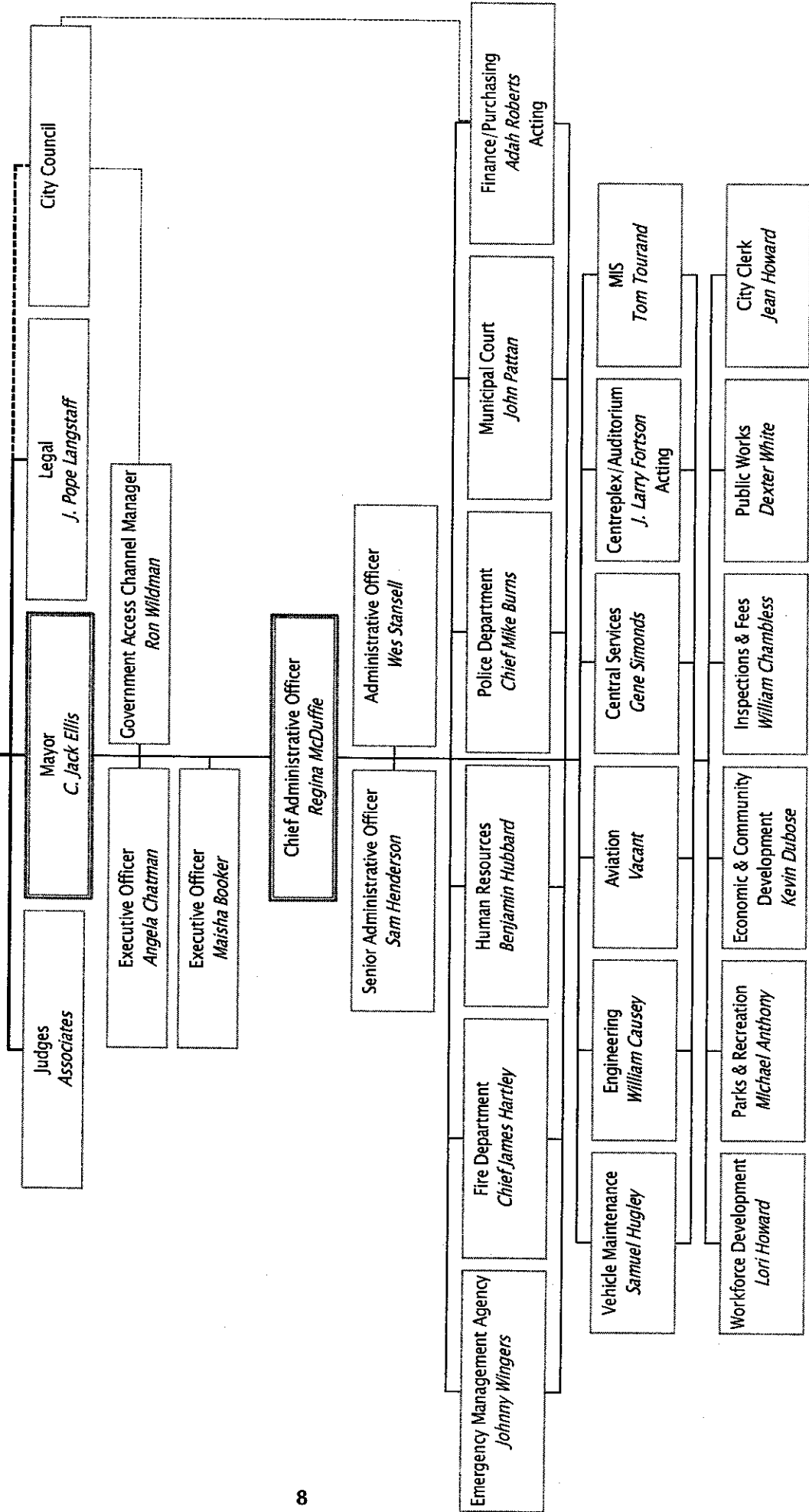
## **GENERAL INFORMATION**

This section contains information about the city, city government operations, and information to assist the reader in reviewing this document. It includes:

- ◆ An organizational chart outlining the total city structure
- ◆ A list of principal officials in the city
- ◆ Basic information about the budget process and purpose
- ◆ A brief history of the city and other vital information
- ◆ A budget guide to assist the reader in reviewing this document

# CITY OF MACON FY 2007 Organization Chart (City-Wide)

## THE PEOPLE



# CITY OF MACON

## LIST OF PRINCIPAL OFFICIALS as of JULY, 2006

<u>TITLE</u>	<u>NAME</u>
Mayor	C. Jack Ellis
President, City Council	Anita J. Ponder
President, Pro-Tem City Council	James E. Timley
Council Member	Henry Ficklin
Council Member	Rick Hutto
Council Member	Elaine Lucas
Council Member	Brenda Youmas
Council Member	Mike Cranford
Council Member	Ed DeFore
Council Member	Alveno Ross
Council Member	Cole Thomason
Council Member	Charles Jones
Council Member	Nancy White
Council Member	Filomena T. Mullis
Council Member	Willette Hill Chambliss
Council Member	(Vacant)
Chief Administrative Officer	Regina McDuffie
Director of Finance	Adah M. Roberts (Interim)
Senior Administrative Officer	Samuel Henderson
Administrative Officer	Wes Stansell
Aviation Director	Mike Anthony (Interim)
Central Services Director	Gene O. Simonds
City Attorney	James Pope Langstaff
Manager Engineering Services	William Causey
Clerk of Council	Joyce Humphries
City Clerk	Jean Howard
Centreplex Manager	Larry Fortson (Interim)
E.C.D.	Kevin DuBose
Emergency Management Director	Johnny Wingers
Fire Chief	Jimmy E. Hartley
Human Resources Director	Benjamin Hubbard
Information Technology Officer	Tom Tourand
Inspection and Fees Director	Lee Smith (Interim)
Chief Municipal Court Judge	Robert Faulkner
Municipal Court Clerk	John Pattan
Parks and Recreation Director	Michael Anthony
Police Chief	Michael Burns
Public Works Director	Dexter White
Vehicle Maintenance Director	Sam Hugley
Director of Workforce Dev.	Lori Howard

# **CITY OF MACON**

## **BUDGETARY STRUCTURE AND PROCESS**

The City of Macon was incorporated on December 10, 1823 under the provisions of an Act of the General Assembly of Georgia. The City operates under a Mayor-Council form of government and provides the following services as authorized by its charter; public safety (police and fire services), highways and streets, sanitation, health and social services, culture-recreation, public improvements, planning and zoning, and general administrative services.

## **FINANCIAL STRUCTURE**

### **FUND ACCOUNTING**

The accounts of the City are organized on the basis of funds and account groups; each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The level of control or level at which expenditures may not legally exceed the budget is the line item. Any change in the appropriation level of the line item must be approved by the City Council as well as any changes between function areas as identified in the chart of accounts. Any increase to the Salary budget also requires Council's approval. All appropriations lapse at year-end except appropriations for Capital Improvement Funds, which are carried forward until such time as the project is completed.

### **BASIS OF BUDGETING**

Annual budgets are legally adopted for the General Fund, Special Revenue Fund, Internal Service Fund, Debt Service, Capital Improvements and Enterprise Funds. All budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Encumbrances are treated as budgeted expenditures in the year the commitment to purchase is incurred; and unencumbered appropriations in the annual operating budget lapse at fiscal year end. Legal provisions, including the City Charter and the Georgia Fiscal Standards Act, also govern the budgetary process.

The General Fund is subject to control on a departmental basis, while the Special Revenue and Debt Service Funds are subject to budgetary control on an individual fund basis. Budgets are prepared for the Capital Improvements Fund on a project basis, which



# CITY OF MACON

usually covers only one fiscal year. Proprietary Fund budgets are prepared and utilized as a management tool to assess the operations of the enterprise and internal service funds.

## **BASIS OF ACCOUNTING**

The modified accrual basis of accounting is followed in all governmental fund types, expendable trust funds and agency funds. Under this method, revenues are recognized when they become measurable and available as net current assets. Expenditures are generally recognized when the obligation is incurred, with the exception of principal and interest on general long term debt which is recognized when due.

Those revenues susceptible to accrual are property taxes, local option sales taxes, other taxes, intergovernmental revenue, interest revenue and charges for services. Fines, licenses and permits and miscellaneous revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types and pension trust funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

## **BUDGET PROCESS**

### **BUDGET PREPARATION**

Many administrative policies are incorporated into the budgetary process in order to assure that the budget is a management plan of action for the fiscal year.

Under the direction of the Mayor, the Chief Administrative Officer, assisted by the Administrative Budget Committee, is responsible for budget preparation. Department and agency heads formally begin budget preparation in January. Capital and administrative budget hearings are held with each department and agency head. After review by the Mayor, a final budget proposal package is prepared.

The City Charter requires that the budget proposal be submitted by the Mayor to the City Council in the form of a draft ordinance of appropriations at least six weeks prior to the start of the fiscal year.

The Appropriations Committee of City Council reviews the proposed budget and conducts another series of budget hearings with department and agency heads. A public hearing on the entire budget is conducted by City Council, at least one week prior to approval of an appropriations ordinance, which provides funding by department or function.

# CITY OF MACON

The Mayor may veto individual appropriation line items and a two-thirds vote of City Council is required to override the veto.

A "performance budgeting" system is used by the City of Macon in order to line the work program of the City to the budgetary dollar amounts. The essence of the performance budget is the establishment of departmental objectives and statistical performance indicators.

## **BUDGETARY AMENDMENTS:**

The budget is not a static document. It is a dynamic process which requires continuous monitoring and occasional revisions that reflect changing operational developments. In order to accommodate the changing needs of the government, the Legislative body makes amendments to the budget.

There are generally two types of budget amendments. The first type of amendment is one which may cause a net change in the overall budget or a department budget. This type of amendment may result from increased or decreased revenue and/or expenditures or requested changes in funding for a capital project. This amendment is known as a Supplemental Budget Appropriation. Budget amendments of this nature are legislative and require City Council approval.

Supplemental Budget Appropriations are initiated by a written request from the department head to the Chief Administrative Officer (CAO) and Finance Director. After proper research and verification, the request is approved (or disapproved) administratively. The Finance Director is instructed to prepare an "Anticipated Budget Change" form as support for a supplemental appropriation ordinance for submission to the Appropriations Committee of Council for review. With a recommendation from the Appropriations Committee, the supplemental ordinance is referred to "full" Council for approval.

The second type of budget amendment is an Administrative Budget adjustment. Administrative budget adjustments generally occur on the department level. This type of amendment does not cause any net change in the overall function budget. The effect of an administrative adjustment is that it redistributes appropriated funding within a function to different line items within the same function without causing an increase or decrease in the budget. The exception is that there are no funding increase allowed to the personnel compensation. These require approval of City Council. Administrative budget adjustments do not require Council approval.

To process an administrative budget adjustment, a request is submitted to the CAO and the Budget Officer. The CAO reviews and approves the request. If there are no objections and/or questions, the Budget Officer notifies the department head that the request has been approved or disapproved.

# CITY OF MACON

## BUDGET PREPARATION CALENDAR

### **JANUARY 2006**     *PRELIMINARY PREP*

- Budget Instruction Manual updated
- Departmental budget packages prepared
- Initial briefing of the Administrative Budget Committee (ABC)
- Conduct workshops with Department and Agency budget personnel
- Budget information and schedule distributed

### **FEBRUARY 2006**     *PHASE I - CAPITAL BUDGET SCHEDULE*

- Capital budget requests due from Departments
- Revenue estimates due from Departments
- Objectives and Performance Measures due
- Capital budget hearings conducted by the ABC
- ABC Inspection of specific projects
- ABC committee review of capital projects requests

### **MARCH 2006**- ABC committee reviews continued

- Review of key budget issues and recommendations for the capital budget with the Mayor
- Preliminary decision on final capital budget

### *PHASE II - OPERATING BUDGET SCHEDULE*

- Operating budget requests due from Departments and Agencies
- Requested personnel changes reviewed
- Review of final Capital budget and requested operating budget with the Mayor
- Operating budget hearings with Departments and Agencies conducted by the ABC
- ABC review of operating requests

### **APRIL 2006** - Recommended budget revisions summarized by the Administrative Budget Committee

- Recommended revisions reviewed with the ABC
- Recommended revision reviewed with the Mayor
- Budget adjustment worksheets distributed to the Departments and Agencies
- Worksheets returned and summarized by Budget Officer
- Recommendation for proposed budget reviewed by the Mayor for final approval

# CITY OF MACON

## *PHASE III - FINAL BUDGET PREPARATION*

- Proposed budget document reviewed, prepared and submitted to printer
- MAY 2006**
  - Proposed budget document returned from printer and distributed
  - Proposed budget presented to Council by the Mayor along with Budget Message
  - Budget ordinance and related ordinances and resolutions submitted to Council for approval
  - Public Notice on proposed budget published in local newspaper
  - Budget Officer reviews proposed budget with Council Appropriations Committee
  - Appropriations Committee conducts Council budget hearings with Department and Agency Heads
- JUNE 2006**
  - Appropriations Committee budget hearings continue
  - Appropriations Committee conducts final budget review and public hearing on budget proposal
  - Amended budget presented to full Council for approval at regular Council meeting
- JULY 2006**
  - New fiscal year begins
  - Approved budget prepared for final printing

# CITY OF MACON

## **BUDGET GUIDE**

### **A. REVIEWER'S GUIDE**

The reviewer's guide is provided to summarize the information contained in each section and instruct the reader where to look for particular information in which he or she may be interested.

The 2007 Annual Budget contains the complete operating and capital budgets for the City of Macon. It is divided into ten sections whose contents are explained below.

#### **SECTION I - INTRODUCTION**

The Mayor's Budget Message is contained in this section. Important information about the state of the city and the strategies used in formulating the budget are found here.

#### **SECTION II - GENERAL INFORMATION**

Vital information about the City itself can be found in this section. The City's location and a brief history provide interesting information to the reader. The City's management structure and basic information about the City's financial operation is provided. In addition, information to assist the reader in reviewing this document is also included.

#### **SECTION III - BUDGET POLICIES & STRATEGIES**

Highlighted information about Macon's Annual Budget is presented in the Budget Overview and Key Budgetary Initiatives. Detailed information on how the budget was formulated including a complete calendar of the budget process can also be found here.

#### **SECTION IV - SUMMARIES AND GRAPHS**

Schedules summarizing the entire City's budgeted revenues and expenditures are included in this section. Individuals who want only the "bottom line" figures of the City's budget should look here. Also the statement of Financial Condition is included in this section. The accompanying schedule has been expanded to include all budgeted funds. Graphs of revenues and expenditures offer important information regarding "Where our money comes from" and "Where our money goes".

#### **SECTION V - PERSONNEL DATA, CAPITAL OUTLAY, MACH. & EQUIP.**

This section provides information pertinent to the City's personnel and its impact on the budget. It also contains schedules of the approved personnel and the adjustments made to Personnel for the fiscal year. Approved machinery & equipment purchases

# CITY OF MACON

are listed in this section, as well as the major capital purchases for vehicles, equipment and building improvements.

## **SECTION VI - APPROPRIATIONS ORDINANCE**

The adopted Budget Ordinance is contained in this section. The ordinance is divided by funds in which the revenues and expenditures are appropriated (by line items). This is the only section in which all revenues and expenditures for each budgeted fund are given. Funds are presented as follows:

- ◆ General Fund
- ◆ Capital Improvements Fund
- ◆ Enterprise Funds
- ◆ Internal Service Fund
- ◆ Debt Service (including Capital Leases)
- ◆ Special Revenue Fund

## **SECTION VII - DEPARTMENTAL OPERATING BUDGETS**

A brief description of each department, a summary of its proposed and approved budget and its overall goal is initially presented.

Each department planned objectives and performance measures are also outlined. This information is resourceful in defining what a department or division plans to accomplish during the upcoming fiscal period. Questions about a particular department's operation and/or function should be directed here.

## **SECTION VIII - CITY FUNDED AGENCIES**

The City of Macon appropriates funds to sixteen (16) different outside agencies and six (6) other programs. A brief summary of the approved FY 2007 budgets (including the City's appropriation) for each entity is included in this section. See Budget Policies and notes to the General Fund in the Appropriations Ordinance for additional information.

## **SECTION IX - OTHER FUNDS**

Detailed information of the City Debt Service (including Contractual Debt accounted in the General Fund) and Special Revenue Funds may be obtained from this section. Debt schedules outlining the City's long-term obligations are also provided. Reference the Financial Condition section for additional information.

## **SECTION X - INDEX**

# CITY OF MACON

## GENERAL INFORMATION

year round, with mean temperatures of 49.1 and 93.5 degrees F, for

## HISTORY

Macon is located in the middle of the state of Georgia's Fall Line, where Paleozoic Sea waters lapped the shoreline here millions of years ago. As early as 8,000 b.c. the Indians settled here and began building their homes on the banks of the fertile Ocmulgee River.

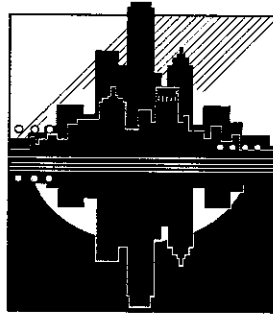
In the early 1800s, as trade bustled on the river and later on the railroads, Macon became known as the "Queen Inland City of the South." Macon was incorporated in 1823, just one year after the creation of Bibb County by the Georgia legislature.

Macon is the county seat of Bibb County and ranks 6<sup>th</sup> in population of Georgia cities with 95,267 in 2004. Macon is located 84 miles south of Atlanta, 127 miles west of Augusta, 174 miles northwest of Savannah, and 95 miles east of Columbus. The city is served by Interstates 75, 16 and 475, four U.S. highways and eight state highways.

The city of Macon covers 50 square miles of metropolitan Bibb County, which has 277 square miles. Macon's climate is generally mild

January and July, respectively.

## ECONOMIC CONDITION



Macon represents the major metropolitan statistical area\* (MSA) in the Middle Georgia region which ranks fifth in the state. Macon's economy has been relatively steady.

The per capita personal income in the MSA falls a little below the state average of \$29,000, even though it saw a growth of 1%. It hovers between \$26,082 and \$27,554. (Georgia Business and Economic Conditions, Vol.66, No. 1)

The median age of Macon's population is 33.4, and the average household includes 2.46 persons.

The City of Macon is negotiating the construction of a new hotel adjacent to the renovated and expanded Macon Coliseum, now

## CITY OF MACON

known as the Macon Centreplex, comprised of the Coliseum, Convention Center/Exhibit Hall, and Auditorium. The renovations and expansions have brought in many new attractions and new conventions. The Macon Knights, the Arena football team to the City of Macon utilized this facility.

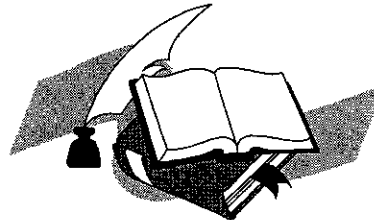
The Georgia Music Hall of Fame, which opened in September 1996, and the Georgia Sports Hall of Fame, which opened in April 1999, along with the adjacent Downtown Plaza, and renovated Douglass Theatre, has spurred development of new businesses and restaurants in the downtown area. New Town Macon has been formed to focus on a major development of the downtown area and its surrounding neighborhoods. This has resulted in major initiatives in securing Federal and State grant funding to leverage private development. A Business Improvement District (BID) is being established.

The City of Macon repurchased the Terminal Station in August 2002. The Terminal Station is located less than one block from both the music and sports halls of fame. Presently it is being rented as office space to several entities. Plans are underway to remodel areas to serve

as the bus transportation hub for the City. Long-range plans are to accommodate rail transportation from Atlanta to Savannah.

\* The Macon Metropolitan Statistical Area (MSA) includes Bibb, Jones, Twiggs, Peach and Houston counties and the encompassed cities.

### EDUCATION



Public school enrollment for Bibb County was approximately 24,800 as of the beginning of the 2005 school year. The public school system is comprised of 27 elementary schools (grades K-6), 11 middle schools (7-8), 6 high schools (9-12) and 4 other public school facilities. Over 6,000 students attend the 20 private and parochial schools. Macon has one vocational/technical school, the Central Georgia Tech, which has an annual enrollment of approximately 2400 full-time students. In addition, the Macon has two (2) colleges and one (1) university. These are Macon State College, Wesleyan College and Mercer University. Macon State College opened in 1968 as part of the



# CITY OF MACON

University System of Georgia, and now offers four (4) year degree programs. Its current enrollment is approximately 2,557 students. Wesleyan College, which was founded in 1836, opened as the world's first college chartered for women. Annual enrollment is approximately around 500. Mercer University promotes a beautiful campus offering a College of Liberal Arts, the prestigious Walter F. George Law School, and the Schools of Business and Economics, Medicine and Engineering (annual enrollment is approximately 5,859 full-time students).

## **PUBLIC SAFETY**

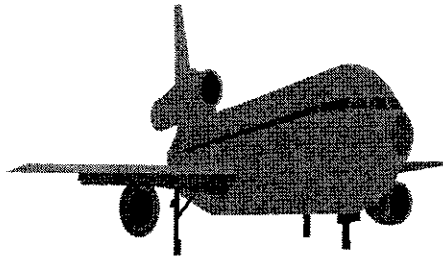
**Police Department:** Macon's nationally accredited Police Department is well equipped and highly qualified in modern law enforcement. There are 305 sworn officers in the department.

**Fire Department:** Macon's Fire Department serves the city and county with 19 modern fire stations using several different rescue and fire-fighting vehicles. The department employs 386 sworn firemen, boasting a Class 1 fire insurance rating within the city and a Class 3 in the county.

The City of Macon is one of few cities in the nation with a Class 1 Fire Department and an accredited Police Department.

## **TRANSPORTATION**

### **AIR SERVICE**



The city has two public airport facilities. The Middle Ga. Regional Airport, (Lewis B. Wilson Airport) provides commercial service to and from Macon through Atlanta Hartfield Airport. The Downtown Airport (Herbert Smart) provides air facilities for private users.

### **BUS SERVICE**

The city and county jointly funds the Macon-Bibb Co. Transit system which provides public bus transportation service and transportation system for handicapped citizens.

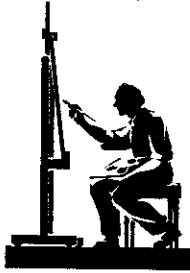
## **ARTS & RECREATION**

### **ARTS**

Macon offers cultural enrichment to its citizens through its support of

# CITY OF MACON

two museums and the Macon Arts Alliance,



which promotes the arts through a regranting of city funds. The Museum of Arts and Sciences offers permanent and traveling exhibits, and a planetarium. The Harriet Tubman Museum is the largest African-American museum in the state and offers numerous exhibits of black heritage and culture. The Harriet Tubman Museum is located on Cherry Street across from the GA Sports Hall of Fame.

The city has two state-operated museums. The Music Hall of Fame opened in the fall of 1996, and the Sports Hall of Fame opened in April 1999 is on a site directly across from the Music facility. The city also invested public and private funds to restore the Douglass Theatre, an African-American landmark that is providing state-of-the-art theatrics and a variety of programs.

The Macon Coliseum/Centreplex is billed as the largest convention center outside the Metro Atlanta area. The facility provides

entertainment seating over 9,200 patrons in its main arena and over 102,000 square feet of convention and meeting space. The city also operates the Auditorium and Convention Center, which provides a source of entertainment for smaller concerts and events.

## RECREATION



The city's parks and recreation program operates 8 recreation facilities, 2 tennis centers, a senior citizens center and a public golf course. These facilities and other sites provide a variety of recreational activities including 36 public tennis courts, numerous pools, baseball and football fields, basketball courts and bike trails.

The City continues to strive to locate and bring other events to the area.

III. BUDGET POLICIES  
& STRATEGIES

# *CITY OF MACON*

## **BUDGET POLICIES & STRATEGIES**

THIS SECTION CONTAINS:

⇒ BUDGET POLICIES

⇒ ACKNOWLEDGMENTS

# CITY OF MACON

## BUDGETARY POLICIES

The budgetary process incorporates many policies in order to assure that the budget is a management plan of action for the fiscal year. The following is a summary of the City's more significant policies applied in the preparation of the annual budget.

### **A. Working Capital.**

The City of Macon had established a designation of unreserved fund balance of thirty days of the annual budget as working capital. These designated funds were not to be used, except in the most dire and extreme emergencies. Two years ago the financial situation necessitated its use. Steps have been taken to restore the working capital to its designated level.

### **B. Debt Service**

The City of Macon utilizes two (2) funding sources for repayment of debt for bond issues. **Revenue bonds** - which are issued by Authorities such as the Industrial Authority (created by the government). By virtue of going through an authority the bonds are considered to be an indirect debt of the City and constitute a contractual debt with the authority. The bonds are backed by the full faith and credit of the City and are paid by General Fund revenue sources.

The City's **General Obligation (GO) Bonds** are accounted for in a separate Debt Service fund. These bonds are serviced by restricted components of the general property tax collected, as is provided by state law. In FY 2006 a Special Purpose Local Option Sales Tax was passed to allow for the payment of the GO Bonds from its proceeds.

### **C. Capital Improvement vs. Capital Outlay**

The City of Macon capital budget includes equipment, land and construction projects costing \$15,000 or more. In addition all vehicle purchases are categorized as capital expenditures. The budget for a capital item remains in effect until the end of the fiscal year.

Capital Outlay defines other machinery and equipment items costing less than \$15,000 which are provided for within the department operating budgets. Items costing over \$5,000 and/or with a life expectancy of 3 or more years are included in the fixed asset inventory.

# CITY OF MACON

## **D. Five Year Capital Improvements program**

Each department is normally required to develop and annually update a comprehensive Capital Improvements Plan.

The plan provides a five-year expenditure analysis of a department's need for improvements to land and buildings and for the purchase of major machinery and equipment. This allows the City to plan ahead for expenditures that will have a major budgetary impact. While resource limitations will prevent total funding, program preparation serves to focus on emerging needs and helps establish priorities.

## **E. Tax Millage**

As a part of the normal budget process, the governing authority adopts a millage rate to provide property tax revenue for general operations of the government, and to pay debt service on general obligation bonds. State law requires the tax digest to be certified by the Tax Commissioner after the millage is adopted. The city and county digest normally is not finalized until the end of June.

Revenue generated by the millage is accounted for in the General fund. No millage was set for bond revenues, since a Special Purpose Local Option Sales Tax will be used to pay the principal and interest on the City's outstanding General Obligation bonds and is accounted for in the Debt Service Fund.

## **F. Funded Agencies**

The City of Macon provides financial assistance to a number of outside agencies. It is the City's responsibility to ensure that all City funds provided to these agencies are expended prudently and accounted for fully. All agencies are required to obtain an annual audit performed by an independent auditor. In addition, agencies which are categorized as "nongovernmental" organizations are required to enter into a contractual agreement with the City in order to receive public funds. The agreement outlines how funds will be disbursed and expended.

## **G. Joint Funding of Agencies by City and County**

Another provision governing the funding of outside agencies is the joint participation of the city and county. Most commonly, the city and county provide matching funds because the services provided by the agency are beneficial county-wide. The formula takes into account the economic and financial impact of the service and the portion of the population which would benefit from it. For instance, the Transit Authority is jointly funded on an 80:20 basis by the city and county respectively. The reason for this is that when this agreement originated the population of the city was approximately

# CITY OF MACON

80% of the county and the majority of the Transit Authority's routes service the city area. Please reference the Funded Agency section of this document for more detailed information.

In addition, the city stipulates that all appropriations to agencies which are jointly funded be contingent upon the county providing its share of funding for the budget year. This is incorporated in the official budget ordinance as notes to the applicable fund.

## **H. Countywide (City) Departments**

In addition to the joint funding of various agencies, the City has several departments which operate on a county-wide basis under the administration of the City. These departments provide services county-wide but operate as City of Macon departments. Some are funded jointly by the city and county through reimbursement of cost by the county and some are funded solely from City revenues. This arrangement was established as a result of a double taxation study which was performed in 1980. The City and County are currently reviewing that agreement to determine if the current terms are still appropriate. The following are departments and/or functions which provide services county-wide:

<u>Department/Function</u>	<u>Funding</u>
Inspections & Fees	City funded
Parks & Recreation	City funded
Traffic Engineering	Reimbursed on 50:50 basis
Emergency Management	Partial County & State funding
E911 Communications	County-wide fees
Fire	Reimbursed based on actual costs
Signals & Signs	Reimbursed based on actual costs

## **I. Budgeting for Proprietary Funds**

- a. Enterprise Funds - are expected to approximately break even with the following exceptions:
  1. Depreciation included - All funds.
- b. Internal Service Fund is expected to break even, including depreciation.

# CITY OF MACON

## **J. Hotel/Motel Tax Distribution**

The City has one Special Revenue Fund to account for revenue generated by the levy of a 6.0% Hotel/Motel Tax. The tax is collected from lodging facilities located within the city limits by the City Finance Office. Beginning with July 2006 the distribution will be as follows:

53%	Macon Centreplex	\$373,344
40%	Convention/Visitors Bureau	\$281,768
7%	Cherry Blossom Festival	\$ 49,310

1.

## **K. Solid Waste Management**

Solid Waste Management continues to be one of the city's most pressing issues. A \$15.00 waste management fee is charged per month per household and is used to support the collection and disposal of residential waste.

The tipping fee is set by Ordinance. The fee is charged to private haulers for the use of the City's landfill. Most of the fee provides funds to support the cost of operating the landfill. Revenues generated should cover about 42% of the total operating costs. There is an additional surcharge of sixty-five cents per ton which is remitted to the State Superfund.

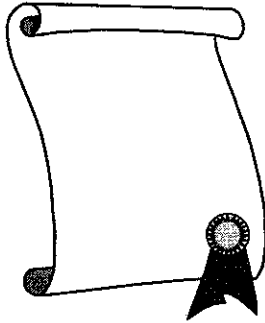
## **L. Local Government GMA/ Capital Lease Purchase Program**

The City of Macon had incorporated the use of a pooled leasing program sponsored by the Georgia Municipal Association (GMA) as an alternative financing method for major machinery & equipment purchases. The city was approved participation in the original 1990 lease program during FY 1991. The original program allowed the city to make lease payments on equipment while gaining arbitrage earnings on funds being held in reserve. The Georgia Local Government Lease/Purchase Program has the sponsorship of the Georgia Municipal Association, and the Association of County Commission of Georgia. The City appropriates the annual payment for each project.

As of July 1998, the City of Macon is also a participant in the "Georgia Local Government Lease/Purchase Program, which is an expanded alternative to the GMA 1990 program.



# CITY OF MACON



## *Acknowledgments*

The annual city budget is the collection of the City's financial plans. It lists anticipated revenues and expenditures in the coming fiscal year. A cost-effective budget establishes a compelling relationship between what departments plan on doing and what they plan on spending. Departmental budget requests are justified only to the extent that they finance value-adding operational activities and capital improvement projects for quality municipal services.

The preparation of the annual budget requires the cooperation of the City Administration, the City Council, departments of the City, and various local authorities. This budget document is the result of the combined efforts of

- Mayor C. Jack Ellis
- City Council Appropriations Committee Henry Ficklin, Chair, Alveno Ross, Vice Chair, Filomena Mullis, Elaine Lucas and Mike Cranford
- Anita Ponder – City Council President and all of City Council
- Administrative Budget Committee Regina McDuffie, Chief Administrative Officer; Sam Henderson, Executive Officer, Wes Stansell, Administrative Officer; Adah M. Roberts, Interim. Director of Finance; Narender Bhardwaj, Budget Officer; Pamela Veal, Assistant Budget Officer; Ben Hubbard, Director of Human Resources; Harold Gaines, Employment Manager.
- Department Heads and their staff members tasked with preparing the departmental budgets
- Special thanks to all City employees who contributed their expertise to this project.

*CITY OF MACON*

IV. SUMMARIES  
& GRAPHS

# CITY OF MACON

## SUMMARIES & GRAPHS

THIS SECTION CONTAINS SUMMARY INFORMATION FOR APPROPRIATIONS APPROVED IN THE FISCAL YEAR 2006 BUDGET:

### **I. REVENUE**

A. Summary of General Fund Revenues

### **II. EXPENDITURES**

A. Summary of Operating Expenditures for General, Enterprise, and Internal Service Funds

### **III. ALL FUNDS**

A. Summary of ALL Budgeted Funds\*

B. Graph of Funds by Type

### **IV. FISCAL CONDITION**

A. Summary of Financial Condition

B. Graph of Projected Fund Balance

\* Line item budgets for each fund given in Ordinance section

# CITY OF MACON

## REVENUE CATEGORIES

### GENERAL PROPERTY TAXES

This category includes **Real and Personal Property Taxes**, Public Utility Taxes, Motor Vehicle and Mobile Home Taxes, and Intangible Taxes. All taxes are calculated with at least 95.0% collection rate.

Receipts from Penalties and Interest on Delinquent Taxes are also included. Revenue projections are based on historical trends.

### SALES TAXES

The **Local Option Sales Tax** is the City's single largest revenue source and is collected as **1.0%** of the state Sales and Use Tax. The city shares Sales Tax revenue with the county on a **60:40** basis of county-wide collections. Beginning In October of 2005 the Special Purpose Local Option Sales Tax of an additional 1.0% to be used for certain debt of the City and the County. The County distributes 33% of the proceeds to the City for payment of the Coliseum and General Obligation debts and the 1990 and 1998 GMA Leasepools and Stormwater Drainage Improvements.

### OTHER TAXES

This category includes Beer, Liquor and Wine Taxes. These taxes are collected as a percentage of sales and projected based on historical trends.

### GROSS RECEIPTS

Franchise Fees, Cable TV Taxes, and Insurance Premium Tax are included under this section. All of these are calculated as a percentage of gross receipts which enables this revenue to keep up with inflation. These revenues are projected based on historical trends in conjunction with current economic indicators.

### LICENSES & PERMITS

This revenue is derived from Business Licenses, Building Inspection Permits and various trade license fees. The fees charged are set by ordinance and are periodically reviewed by the respective Code Committees.

### INTERGOVERNMENTAL REVENUE

This category consists of revenue from Federal, State and Local government/other agency reimbursements, grants, entitlements, shared revenue, payments in lieu of taxes or funding of local or state-wide programs. A major portion is collected from Bibb County for reimbursement of services provided county-wide by the city.

# CITY OF MACON

## **GENERAL GOVERNMENT**

Tower leases and operation agreements for the Airport and Senior Center, and revenue from other general activities that the city conducts are in this category.

## **HIGHWAYS AND STREETS**

This category includes revenue generated from the repairs and maintenance of streets and state right-of-ways, and the use of city right-of-ways.

## **CHARGES FOR SERVICES**

This category consists of fees for current City services such as Recreation and Animal Control, etc. These fees are set by guidelines which are reviewed by the administration and approved by Council.

## **FINES AND FORFEITURES**

This revenue source consists of fines imposed by the Municipal Court including traffic citations, parking violations, etc. and forfeits from confiscated deposits.

## **SALES & REFUND**

Receipts from the sale of city property (real estate, vehicles, equipment, etc.) and refunds for workers' compensation claims are recorded in this section.

## **MISCELLANEOUS**

This category consists of revenue generated from interest earnings, rents, royalties and transfers from other funding sources.

# CITY OF MACON

## SUMMARY OF GENERAL FUND REVENUES

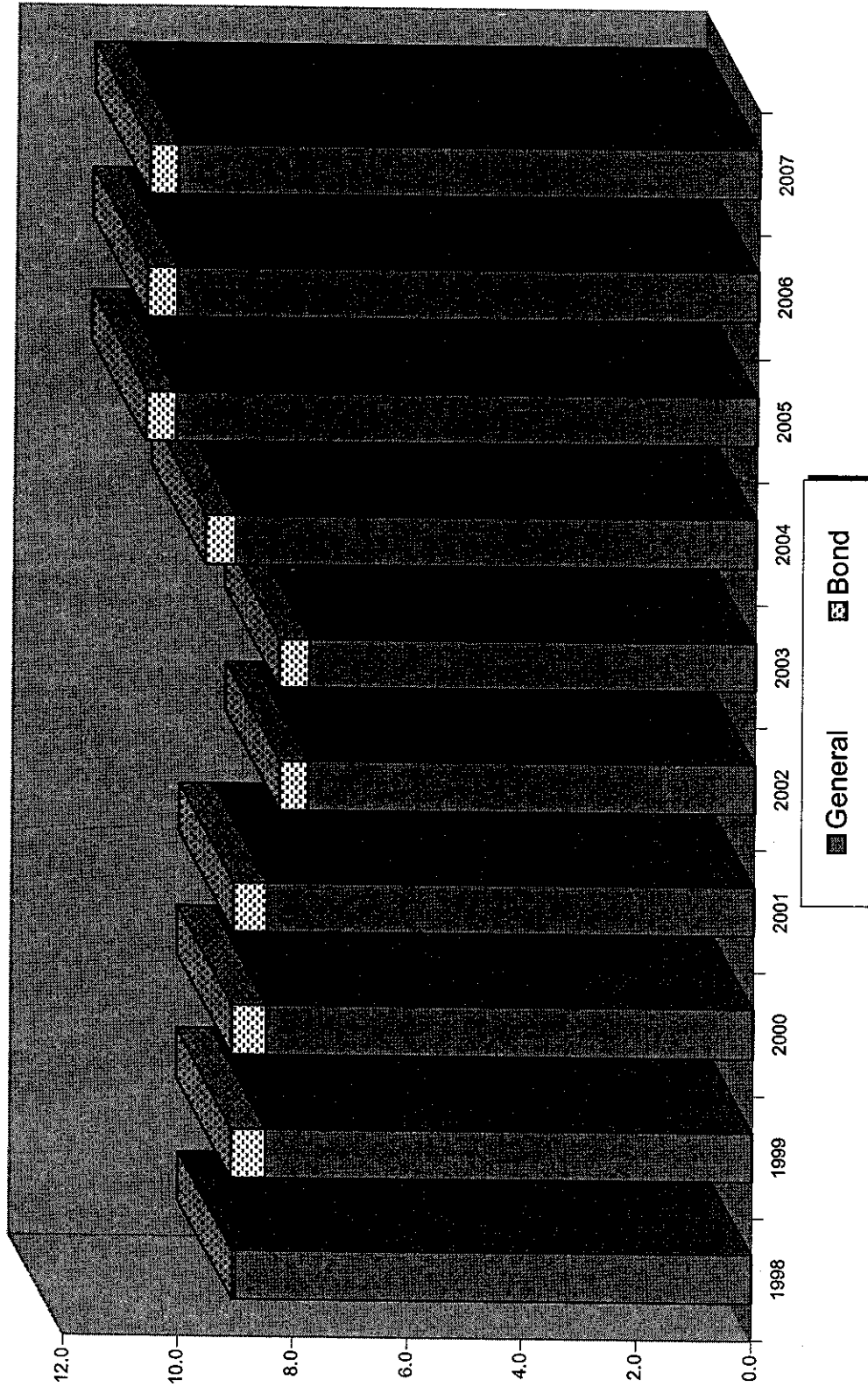
<u>FUND/Department</u>	<u>2005</u> <u>ACTUAL</u>	<u>2006</u> <u>RE. BUDGET</u>	<u>2007</u> <u>BUDGET</u>
<b><u>GENERAL FUND REVENUE</u></b>			
<b><u>PROPERTY TAX</u></b>			
Property Tax	18,630,616	18,200,100	19,343,572
Penalties, Interest, Delinquencies	228,489	238,000	230,000
<b>SUB-TOTAL PROPERTY TAX</b>	<b>18,859,105</b>	<b>18,438,100</b>	<b>19,573,572</b>
<b><u>SALES TAX</u></b>			
	17,690,503	17,379,100	17,800,000
<b>SPLOST Proceeds</b>	<b>0</b>	<b>5,600,000</b>	<b>9,436,473</b>
<b><u>OTHER TAXES</u></b>			
Liquor	194,910	199,000	192,000
Beer	1,326,704	1,250,000	1,325,000
Wine	140,007	125,200	135,000
<b>SUB-TOTAL OTHER TAXES</b>	<b>1,661,621</b>	<b>1,574,200</b>	<b>1,652,000</b>
<b><u>GROSS RECEIPTS</u></b>			
Georgia Power	3,739,913	3,777,320	4,232,900
Atlanta Gas	551,488	660,600	660,600
Southern Bell	1,603,391	1,661,080	1,661,080
Telephone Commissions	31	0	0
Cox Cable TV	787,484	826,600	826,600
Suburban Cable	1,279	1,820	1,300
Insurance Premiums	4,527,381	4,708,480	5,236,000
<b>SUB-TOTAL GROSS RECEIPTS</b>	<b>11,210,967</b>	<b>11,635,900</b>	<b>12,618,480</b>
<b><u>LICENSES AND PERMITS</u></b>			
Business & Professional Licenses	1,467,134	1,550,000	1,550,000
Business Lic - Depository	263,769	323,660	275,000
Building Permits	1,146,011	1,016,000	1,053,300
Miscellaneous	2,861	6,100	9,600
<b>SUB-TOTAL LICENSES &amp; PERMITS</b>	<b>2,879,775</b>	<b>2,895,760</b>	<b>2,887,900</b>
<b><u>INTERGOVERNMENTAL</u></b>			
State Grant Emergency Mgmt	103,865	55,110	44,000
Macon Housing Authority (Lieu Tax)	60,439	50,000	62,000
Airport Lease (Lieu Tax)	68,779	65,000	72,750
Real Estate Transfers	47,155	95,000	95,000
Bibb Co - Emergency Mgmt	24,583	25,000	25,000
Bibb Co - Traffic Engineering	122,223	118,370	123,200
Bibb Co - Fire Department	6,631,044	6,616,370	7,060,473
Cherry Blossom Festival	0	29,000	10,000
Other Intergovernmental	1,089,763	856,989	856,989
<b>SUB-TOTAL INTERGOVERNMENTAL</b>	<b>8,147,851</b>	<b>7,910,839</b>	<b>8,349,412</b>

# CITY OF MACON

FUND/Department	2005 ACTUAL	2006 RE. BUDGET	2007 BUDGET
<b><u>GENERAL GOVERNMENT</u></b>			
Police - Central Records	88,073	90,000	90,000
Police - Alarms Systems	41,929	47,000	49,200
Police - Reimburse Svs.	28,733	186,380	114,000
Police - Contributions	0	0	7,000
Claims	511,616	125,000	0
Central Services	95,054	73,500	85,000
Credit Union	73,118	102,250	100,840
Other General Government	94,353	98,940	76,876
800 Mhz Radio Tower Lease	115,598	106,400	116,400
<b>SUB-TOTAL GENERAL GOV'T</b>	<b>1,048,474</b>	<b>829,470</b>	<b>639,316</b>
<b><u>HIGHWAYS AND STREETS</u></b>			
ROW - Cable/Wire	277,488	150,000	400,000
Street Repairs	30,461	125,000	125,000
State Highway Upkeep	83,067	142,400	0
<b>SUB-TOTAL HIGHWAYS &amp; STREETS</b>	<b>391,016</b>	<b>417,400</b>	<b>525,000</b>
<b><u>CHARGES FOR SERVICES</u></b>			
Police - Animal Control	73,408	86,150	148,400
Recreation	371,368	361,100	356,400
Parking Garage Fees	207,135	210,000	210,000
<b>SUB-TOTAL CHARGES FOR SERVICES</b>	<b>651,911</b>	<b>657,250</b>	<b>714,800</b>
Municipal Court Benefits (Pass Through)	0	154,220	0
Fines and Forfeitures	1,813,581	2,771,986	1,902,700
<b><u>MUNICIPAL COURT</u></b>	<b>1,813,581</b>	<b>2,926,206</b>	<b>1,902,700</b>
<b><u>SALES &amp; REFUNDS</u></b>			
Workers Comp - Subsequent Injury	368,016	0	0
Other City Property Sales	827,271	85,500	230,500
<b>SUB-TOTAL SALES &amp; REFUNDS</b>	<b>1,195,287</b>	<b>85,500</b>	<b>230,500</b>
<b><u>MISCELLANEOUS</u></b>			
Interest	118,667	60,000	90,000
Miscellaneous	84,212	134,644	183,783
Rent - City Hall Annex	189,732	150,000	150,000
Impounded Vehicles	127,802	126,612	130,000
Railroad Annuity	7,000	7,000	7,000
<b>SUB-TOTAL MISCELLANEOUS</b>	<b>527,413</b>	<b>478,256</b>	<b>560,783</b>
<b>TOTAL</b>	<b>\$66,077,504</b>	<b>\$70,827,981</b>	<b>\$76,890,936</b>
<b><u>Other Financing Sources</u></b>			
Transfer from Hotel/Motel Fund	177,482	178,570	0
Transfer from to Unallocated Res Ear	0	2,363,969	1,916,128
<b>SUB-TOTAL Other Financing Sources</b>	<b>0</b>	<b>2,542,539</b>	<b>1,916,128</b>
<b>Total General Fund Revenues</b>	<b>66,254,986</b>	<b>73,370,520</b>	<b>78,807,064</b>

# CITY OF MACON TAX RATES

One mill of taxes generates approximately \$ 1.86 million.





# CITY OF MACON

## SUMMARY OF OPERATING EXPENDITURES

FUND/Department	2005 ACTUAL	2006 RE. BUDGET	2007 BUDGET
<b><u>GENERAL FUND EXPENDITURES</u></b>			
<b><u>General Government Administration</u></b>			
Mayor's Office	778,972	750,000	791,003
Internal Audit	0	84,851	107,980
City Clerk	187,323	199,430	150,699
Information Systems	422,784	574,102	625,585
MIS-Communications	0	295,000	299,496
City Council	591,263	578,498	568,949
Finance Office	1,096,031	1,080,190	1,084,961
City Attorney	1,335,540	1,050,211	1,112,120
<i>Sub-Total Administration</i>	4,411,913	4,612,282	4,740,793
Human Resources	702,526	683,367	678,883
Medical Dispensary	226,089	230,018	277,516
Credit Union	68,878	102,253	100,840
<i>Sub-Total Personnel</i>	997,493	1,015,638	1,057,239
Inspection and Fees	1,092,143	1,145,497	1,187,974
Middle GA Clean Cities	0	44,837	45,426
<b>Total - General Gov't Admin</b>	<b>6,501,549</b>	<b>6,818,254</b>	<b>7,031,432</b>
<b><u>Public Safety</u></b>			
Municipal Court	754,627	1,080,142	913,969
Municipal Court-Police Benefits	0	154,220	0
Police - Youth & Intervention Services	536,267	571,326	740,054
Police - Administration	1,562,700	1,991,842	2,303,345
Police - Support Services	2,056,900	2,701,602	3,712,306
Police - Patrol	10,060,993	10,356,189	9,370,126
Police - Management Services	829,176	561,924	515,999
Police - Animal Control	284,182	324,419	330,562
<i>Sub-Total Police</i>	16,218,743	16,507,302	16,972,392
Fire Administration	362,941	390,332	345,048
Fire Fighting	16,428,941	17,265,112	17,491,750
Fire Prevention	701,170	751,621	649,448
Fire Training	245,573	261,985	392,884
<i>Sub-Total Fire</i>	17,422,563	18,669,050	18,879,130
Emergency Management	210,686	232,513	229,046
<b>Total - Public Safety</b>	<b>34,034,156</b>	<b>36,643,227</b>	<b>36,994,537</b>

## CITY OF MACON

FUND/Department	2005 ACTUAL	2006 RE. BUDGET	2007 BUDGET
<b><u>Public Works Services</u></b>			
Engineering	644,246	669,876	619,084
Traffic Engineering	244,675	241,130	181,868
Public Works Admin	409,302	372,866	373,734
Street Cleaning	1,110,091	1,168,197	1,164,364
Street Maintenance	1,241,719	1,294,769	1,277,765
Storm Drainage Maintenance	391,025	388,268	407,376
<i>Sub-Total Public Works</i>	4,250,912	4,135,106	4,024,191
<b>Total - Public Wks Services</b>	<b>4,041,058</b>	<b>4,135,106</b>	<b>4,024,191</b>
<b><u>Central Services</u></b>			
Central Services Admin	258,561	255,720	304,229
Communications	291,140	*	0
Traffic Signals	341,767	450,175	499,031
Bldg. Custodial Service	467,418	464,758	497,219
HVAC	181,391	185,447	345,647
General Maintenance	506,732	517,737	559,856
Electrical	264,688	290,116	350,627
Plumbing	87,806	111,249	**
**Plumbing included in HVAC			
Traffic Maintenance Operations	340,819	327,739	346,765
<i>Sub-Total Central Serv</i>	2,740,322	2,602,941	2,903,374
Public Utilities	895,469	745,000	850,000
<b>Total - Central Services</b>	<b>3,635,791</b>	<b>3,347,941</b>	<b>3,753,374</b>
<b><u>Parks and Recreation</u></b>			
Administrative Services	121,159	134,317	133,846
Grounds and Facilities	1,777,380	1,907,527	1,976,713
Operation Service	2,791,609	2,894,722	3,030,630
Business Center	262,726	274,552	279,147
<b>Total - Parks &amp; Rec</b>	<b>4,952,874</b>	<b>5,211,118</b>	<b>5,420,336</b>
<b><u>Public Properties</u></b>			
Mulberry Street Parking Garage	93,685	89,550	18,000
<b>Total - Public Properties</b>	<b>93,685</b>	<b>89,550</b>	<b>18,000</b>
Middle GA Clean Cities	50,924	0	0

## CITY OF MACON

FUND/Department	2005 ACTUAL	2006 RE. BUDGET	2007 BUDGET
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\* Moved to General Government Admin for FY 2006

### **Debt Service - Revenue Bonds & Contractual Payments**

Sect. Of State Building	844,324	856,989	869,844
Coliseum/Aud Payments	1,195,584	1,022,313	4,867,678
Coliseum	209,193	215,865	215,408
Parking Bonds Payments	218,842	0	0
2002A Urban Development Bonds	0	179,169	643,339
EDA-Airport Business Park		33,321	0
Paying Agent Fees	539	3,300	3,500
<b>Total Debt Service</b>	<b>2,468,482</b>	<b>2,310,957</b>	<b>6,599,769</b>

### **Miscellaneous**

Interest Expenses TAN FY 05	28,540	81,000	0
Old Fire & Police Pension	80,437	75,855	70,576
Unallocated Reserve (Earmark)	180	1,626,293	3,124,025
Communications	133,552	0	0
Government Dues	22,553	36,500	36,000
Computer Maintenance	25,821	0	0
Miscellaneous	341,479	185,700	81,750
Grant Consultant	90,000	120,000	30,000
Christmas Lights	10,575	5,000	5,000
Operating Reserve Cash	0	0	635,664
Storm Water Mgt. SPLOST	0	0	340,617
Risk Management	1,596,091	1,986,000	1,765,000
<b>Total - Miscellaneous</b>	<b>2,329,228</b>	<b>4,116,348</b>	<b>6,088,632</b>

### **Payments to Other Government Agencies**

Planning and Zoning	461,340	461,340	438,840
GIS	42,237	31,967	37,133
Mapping Department	84,022	78,935	78,935
Middle Georgia RDC	59,178	59,178	59,178
Board of Elections	350,102	294,729	411,977
National Guard	0	0	0
Keep Macon-Bibb Beautiful	74,284	67,545	67,545
Middle Ga. Comm Food Bank	10,000	9,000	9,000
Macon Arts Alliance	74,218	49,478	40,000
Museum of Arts and Sciences	85,286	56,857	56,857

## CITY OF MACON

FUND/Department	2005 ACTUAL	2006 RE. BUDGET	2007 BUDGET
Urban Development Auth	39,920	35,928	35,928
Industrial Authority	93,345	86,344	86,344
Transit Authority	920,668	845,560	1,013,348
Trans Auth-ADA ParaTransit	0	117,597	117,597
Economic Dev Commission	34,955	31,460	34,750
Citizens Advocacy	4,488	4,700	4,700
ECD-Home Match	0	108,759	102,618
ECD-Land Acquisition	100,000	100,000	175,000
ECD-Minimum Housing Program	482,164	484,564	575,000
Douglass Theatre	135,000	90,000	22,500
New Town Macon	10,000	10,000	10,000
Payne City - LOST	15,000	15,000	15,000
Hope 6	400,000	900,000	0
Other Agencies	14,026	0	30,000
<b>Total - Other Agencies</b>	<b>3,490,233</b>	<b>3,938,941</b>	<b>3,422,250</b>

### Inter-Fund Transfers

Transfer to Airport	0	164,813	0
Transfer to Centreplex	0	222,392	258,376
Transfer to Law Enforcement	0	97,083	41,089
Transfer to Bowden	0	5,050	11,670
SPLOST Transfer to Solid Waste Management	0	1,038,409	0
Transfer to Vehicle Maint.	0	11,993	0
SPLOST Trans to Debt Service	0	1,910,189	3,818,411
Transf to Capital Projects	0	813,368	1,325,000
Transf to Group Insurance	0	708,826	0
Trans to E-911	0	94709	0
<b>Total - Inter-Fund Transfer</b>	<b>0</b>	<b>5,066,832</b>	<b>5,454,546</b>

### TOTAL GENERAL FUND

<b>\$61,597,980</b>	<b>\$71,678,274</b>	<b>\$78,807,067</b>
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### ENTERPRISE FUND EXPENSES

Bowden Golf Course	489,031	456,531	544,803
Auditorium/Coliseum/Convention Center	4,473,129	4,168,198	4,443,440
Waster Collection /Solid Waste Mgt. / Recycling	4,534,596	6,191,441	7,371,464

# CITY OF MACON

FUND/Department	2005 ACTUAL	2006 RE. BUDGET	2007 BUDGET
<b>TOTAL ENTERPRISE FUND</b>	9,496,756	10,816,170	12,359,707
<b><u>INTERNAL SERVICE FUND EXPENSES</u></b>			
Vehicle Maintenance	3,426,031	2,838,382	2,128,800
<b>TOTAL INTERNAL SERV FUND</b>	3,426,031	2,838,382	2,128,800
<b><u>AIRPORT FUND EXPENSES</u></b>			
Airport	906,089	1,897,466	1,880,683
<b>TOTAL AIRPORT FUND</b>	906,089	1,897,466	1,880,683
Debt Service Fund	1,257,739	3,092,551	4,016,270
Terminal Station	244,603	240,004	266,200
Capital Improvement Projects	1,486,597	1,738,614	6,023,454
<b><u>SPECIAL REVENUE FUND EXPENSES</u></b>			
E-911 System	2,208,929	2,550,152	2,754,826
Hotel-Motel Tax Fund	381,310	677,329	704,422
<b>TOTAL OTHER FUNDS</b>	5,579,178	8,298,650	13,765,172
<b>GRAND TOTAL</b>			
<b><u>ALL OPERATING FUNDS</u></b>	<b>\$81,006,034</b>	<b>\$95,528,942</b>	<b>\$108,941,426</b>

# **CITY OF MACON**

## **FINANCIAL SUMMARY**

### **FY 2007 BUDGET**

The City of Macon fiscal year 2007 budget was developed with the concept of *keeping a tight budget, while* delivering necessary and existing services, and meeting all legally and administratively required obligations. This was the fourth year after a \$5.7 million decrease in the Local Option Sales Tax.

The Administrative Budget Committee chaired by the Chief Administrative Officer, and comprised of the Senior Administrative Officer, the Administrative Officer, the Director of Finance, and the Budget Officer had oversight of the preparation of the Mayor's Proposed budget to City Council. The Mayor presented this budget at the second City Council meeting on May 15, 2006. At that time, all City Council members received the proposed budget. The City Council Appropriations Committee subsequently scheduled budget hearings for all departments and agencies and after these were held, implemented desired changes to the Mayor's proposed budget. All City Council members were invited to these meetings, and many non-committee members attended. The full City Council then held a public hearing. The budget was approved by City Council at a special meeting on Thursday evening, June 29th. The Mayor then signed the budget ordinance a few days later and it became law.

This financial summary will be by fund type and fund, and will be highlighted by the accompanying graphics.

## **GOVERNMENT FUNDS**

### **General Fund**

Total General Fund expenditures were budgeted at \$ 78.81 million, which is 7.44% higher than the FY 2006 General Fund budget. The General Fund is 72.34 % of the total FY 2007 budget. Transfers from the General Fund to the Debt Service and Group Insurance Funds were budgeted. All General Fund revenues, expenditures, and other financing sources are covered on the accompanying graphics and supporting financial fund analysis. Specific parts of the budget are addressed below.

# **CITY OF MACON**

## **Property Tax Revenue**

Property tax is a large revenue source for the General Fund, providing about 24.5% of the total revenues. Effective July 1, 2005 the millage rate for the city decreased from 10.66 to 10.16. This represents a decrease of 0.5 mills or 5%. This decrease was taken because the passage of the SPLOST allowed for the payment of debt without using property taxes.

## **Sales Tax Revenue**

The second largest revenue source is the general-purpose local option sales tax. The City of Macon receives sixty per cent of countywide collections. Sales tax revenue provides about 22.6% of all General Fund revenues.

## **Other Taxes**

This category of business taxes provides the third largest revenue source for the General Fund, providing about 18.1% of the total revenues. The taxes collected in this category are franchise fees from the Georgia Power Company, BellSouth, Georgia Natural Gas Company, Cox Cable, Suburban Cable, the insurance premium tax, and alcohol taxes, plus a small amount from telephone others on pay telephones on City of Macon property. These budgeted revenues total \$14.27 million, which is an 8% increase from FY 2006.

## **Other Revenues**

Other Revenues include Intergovernmental, Licenses and Fees, General City Government, Highways and Streets, Charges for Services, Fines and Forfeitures, Animal Control Charges, Parking Garage Revenues, Sales and Refunds, Interest Income on deposited funds, tenant payments from City owned real estate, a wrecker contract, paving assessments, workers compensation subrogation(s), and any non-recurring revenue.

Other Intergovernmental Revenues are expected to increase by \$430 thousand primarily due to amounts to be reimbursed by the Bibb County government for fire services in unincorporated Bibb County. The \$ 8.1 million budget total for FY 2007 also includes lease revenue from the Secretary of State Building, which represents 10.6% of the total anticipated Intergovernmental revenues.

Fines and Forfeitures revenues are anticipated to decrease \$864 thousand from FY 2006 to FY 2007. In FY 2007, pass through revenues are not budgeted and Jail Add- on Service line item moved to the Police Dept.

The FY 2007 budgeted revenues for Highways and Streets are anticipated to increase by \$108 thousand in comparison to the FY 2006 budget. Street repair

## **CITY OF MACON**

revenues are expected to be the same. Highways and Streets include Georgia Department of Transportation funds for street maintenance of State of Georgia roads inside the City of Macon by City personnel. It also includes street repair permits that are required and a \$4.50 per linear foot per year fee charged to users of the City is right of way.

Budgeted interest income has increased from the FY 2006-budgeted level by \$ 30,000. Market rates have risen since the 2006 budget was established. A strong emphasis is placed on maximizing every dollar deposited for earning interest income. The continued use of an implemented purchasing card system for procurement of items less than \$500 had a major impact in having funds on deposit longer, thus allowing interest income to be earned. Increased use of lease pools also makes more money available for investment. Strong monitoring efforts of funds on deposit allowed these funds to be placed where the maximum investment impact could be felt, given the limitations placed on City of Macon, thus taxpayers, funds.

In addition to Investment Interest, Miscellaneous Revenues come primarily from leased space in a City-owned 11-floor building in downtown Macon. It is budgeted at \$150 thousand. Also included is a wrecker service contract, which will bring \$ 130 thousand in revenues and TSA reimbursement for police officers at the airport in the amount of \$ 114 thousand.

### **Public Safety Expenditures**

Public Safety consists of Police, Fire, Animal Control, Municipal Court and Emergency Management, and is related to the costs of delivering services. These operational expenditures use 46.95 % of the General Fund costs. The FY 2007 budget is \$ 36.99 million. This is an increase 1.34% over the FY 2006 budgeted costs. This percentage excludes funds budgeted for capital improvements purposes. The Police Department has oversight over the county-wide Enhanced 911 service, which is accounted for in an enterprise fund.

### **Parks and Recreation Expenditures (county-wide)**

Parks and Recreation is a county-wide function through an intergovernmental agreement. These operational expenditures, which exclude funds, budgeted for capital improvements, use 6.88 % of total General Fund costs. Funding for parks and recreation operations increased by \$159 thousand since last year. A stronger emphasis continues on providing recreational services to all ages, and is a part of the Mayor's strategic focus of his Administration.

### **Public Works Expenditures**

Street Maintenance, Street Cleaning, Storm Drainage, and Administration of the department are budgeted in the General Fund, and comprise 4.1% of total



# CITY OF MACON

General Fund costs. The Solid Waste Management function, which consists of waste collection, the Landfill, and recycling, are accounted for in an enterprise fund. The Public Works function budget for FY 2007 is 3.22 million, almost even with the prior year level.

## **General Government Expenditures**

Expenditures accounted for as general government includes the Mayor's Office, City Council, Municipal Court, Inspections and Fees, Middle GA Clean Cities, Finance, City Attorney, City Clerk/Customer Service, and the Human Resources Department. These account for 8.92% of the total General Fund budget. FY 2007 budgeted funds for this grouping show a 2.17% increase over FY 2006 costs.

## **Central Services**

The Central Services budget covers a variety of functions. These include Signs, Signals, Custodial, Electrical, Heating and Air, Plumbing, General Maintenance, and citywide utility costs. The FY 2007 budget for these functions is outlined in the budget ordinance, and totals \$3.75 million. This is an increase 8.36% over to FY 2006 budgeted costs.

## **Other Financing Sources**

Transfers from and to Other Funds are accounted within this category. The net transfers are \$5.45 millions – 6.92% of the General Fund budget.

## **Future Outlook**

The General Fund continues to perform well. What has hampered General Fund performance for many years is the necessity to subsidize the operating deficits of the proprietary funds.

General Fund revenue is very dependent on a healthy economy. Property taxes comprise about 24.5%. Of total revenue, Local Option Sales Tax comprises about 22.6% and other taxes based on gross receipts comprise another 18.1% of revenue. Only 34.8% of total General Fund revenue comes from other sources. If the economy slowdown continues, or goes into a recession, revenues will likely further decrease, and that could impact having to use unreserved/undesignated fund balance. A positive solution is the implementation of some revenue enhancements that virtually every municipal and consolidated government in the State of Georgia currently have. Macon has lower fees across the board than virtually any other local government of comparable size in the State of Georgia.

The major General Fund cost is personnel, which exceeds 60% of all costs. Another concern is adequate funding to replace vehicles and aging infrastructure.

# CITY OF MACON

Innovative funding solutions, such as the Local Government Lease Pool program and 3-year operating leases for equipment with potentially high maintenance costs are in use now.

## **Debt Service Fund**

This fund handles general obligation bond debt funded by dedicated property tax millage, and capital lease payments for equipment purchased through the Local Government Lease Pool. These capital equipment items are budgeted in the Capital Improvements Fund, then are reimbursed by the Local Government Lease Pool, and are paid as capital leases through the Debt Service Fund. The General Fund provides funds not generated through interest revenue for these capital lease obligations. Several fiscal years ago, General Fund transfers to this fund were well in excess of debt funding requirements, thus the major decrease in General Fund support in recent years. The fund is in sound financial condition, as evidenced by the accompanying financial comparison.

The City of Macon has had tremendous success in using the Georgia Municipal Association Pooled Lease Program, and its successor, the Local Government Pooled Lease Program. By using these low cost-financing options, the City of Macon has been able to improve its cash flow and enhance investment earnings. The FY 2007 Capital Improvements Budget has almost \$4.44 million scheduled for financing through the Local Government Lease Pool.

## **Capital Improvements Fund**

A five-year Capital improvement plan has been prepared for the City of Macon. In FY 2007 Capital improvement is budgeted for \$6.02 million, \$4.44 million will be funded from Local Government Lease Pool and other and \$1.58 million from General Fund, Revenue for Trade in, and Cox Communications- Others. All the capital items approved for Enterprise Fund/ General Fund will be purchased from this Fund.

## **Fund Balance (General Fund)**

The City of Macon has a policy designating 30 days working capital. Thirty days working capital is equivalent to 1 month of the General Fund budget. Working Capital at the end of FY 2006 is \$5.6 million. An estimated cost for payment of settlement of claims was factored in the budget.

Funds were designated several years ago equivalent to one year of debt on the Centreplex bonds. This amount has been reduced to \$1.0 million, with

# **CITY OF MACON**

expectations to use these funds in to retire or re-finance bond debt issued at higher rates

## **PROPRIETARY FUNDS**

### **Enterprise Funds**

#### **Bowden Golf Course**

Revenues are projected to \$473 thousand in fiscal year 2007. Operations are under the direction of a new Golf Manager. Expenditures were budgeted at \$544 thousand including depreciation \$60,456 for the year. It is expected that there will be a short fall in the operating expenditure of about \$12 thousand. In the year 2006 this short fall was \$5 thousand.

Please reference the accompanying financial graphic and comparison.

#### **Macon Centreplex (Coliseum Fund)**

The Macon Coliseum was renovated and expanded over a period from 1994 through 1997 with two separate bond issues that totaled \$21 million. The expansion resulted in a conference center and exhibit hall, while the renovation brought the 31-year-old Coliseum up to date. The 20-year bond debt service is funded and paid from the General Fund through SPLOST.

Revenues are projected to \$3.93 million in fiscal year 2007. Expenditures were budgeted at \$4.44 million including depreciation \$254 thousand for the year. It is expected that there will be a short fall in the operating expenditure of about \$258 thousand.

Please reference the accompanying financial graphic and spreadsheet comparison.

#### **Solid Waste Management**

This fund accounts for waste collection; waste recycling, and waste disposal into the Landfill. The residential waste collection fee of \$15 per month per household. Only about 30% of Macon residents recycle through the City's recycling program, which extends the life of the Landfill. The recycling program has been merged with Landfill. There are several private Landfills in this, as well as Landfills in adjacent counties that provide competition with the City's Landfill.

## **CITY OF MACON**

The General Fund has subsidized the retained earnings deficit of the Solid Waste Management Fund at an average of over \$1.5 million per year over the past 8 years. Fund equity is at \$15.1 million as of the FY 2001 audit, which is significant, as the cost of a new Landfill is in the millions of dollars. However, the life of our Landfill has been extended out to a time period of almost 20 years from now.

Future financial projections are improving due to an increase in solid waste fees of 100%. That was approved by City Council after the appropriate appropriation ordinance was approved. Within a two-year period it is estimated that the fund will be self-sustaining.

Please reference the accompanying financial graphic and spreadsheet comparisons.

### **Enhanced 911(countywide)**

This service is under the supervision of the Chief of Police. The current fee of \$1.50 monthly per telephone subscriber went into effect on January 1, 1998. E-911 is a countywide function under the City.

A \$1 per month fee per cellular telephone has been approved and is now in effect. The \$1 monthly fee will allow the installation of equipment so the location of a cellular telephone call into the E-911 Center may be determined. This is being currently implemented.

Please reference the accompanying financial graphic and spreadsheet comparisons.

### **Airport Fund**

The Airport funding was a part of the General Fund until FY 2001. It is now accounted for as an enterprise fund. FY 2007 expenditures are projected to be \$1.88 million including depreciation. FY 2007 revenues are projected to be \$1.77 million.

# **CITY OF MACON**

## **Internal Service Fund**

### **Vehicle Maintenance**

The Vehicle Maintenance Fund handles the repair of all City vehicles. Hourly repair rates to City departments are \$20 per hour for light equipment, and \$40 per hour for heavy equipment.

This fund over the past several years has operated in a deficit situation in the past years. For FY 2007, a projected surplus is about \$275 thousand.

A review of the labor rates charged and the markups continue with the goal of having this fund self-sustaining.

Please reference the accompanying financial spreadsheet.

## **Special Revenue Fund**

### **Hotel-Motel Tax Fund**

The Hotel-Motel Tax is at 6%. The projection for FY 2007 at \$704 thousand anticipates some rebound in business and collections. Beginning with July 2006 the distribution will be as follows:

- 53% Macon Centreplex
- 40% Convention/ Visitors Bureau
- 7% Cherry Blossom Festival

Please reference the accompanying financial graphic and spreadsheet comparison

## **Summary**

The City of Macon has initiated an intensive financial review. Administration is in the process of preparing a comprehensive five-year plan. The plan will include five-year projections for revenues, expenses, and future liabilities on a fund-by-fund basis. Based on the projections, Administration will recommend a plan to City Council that will allow the City of Macon to meet its future obligations in a financially prudent manner.

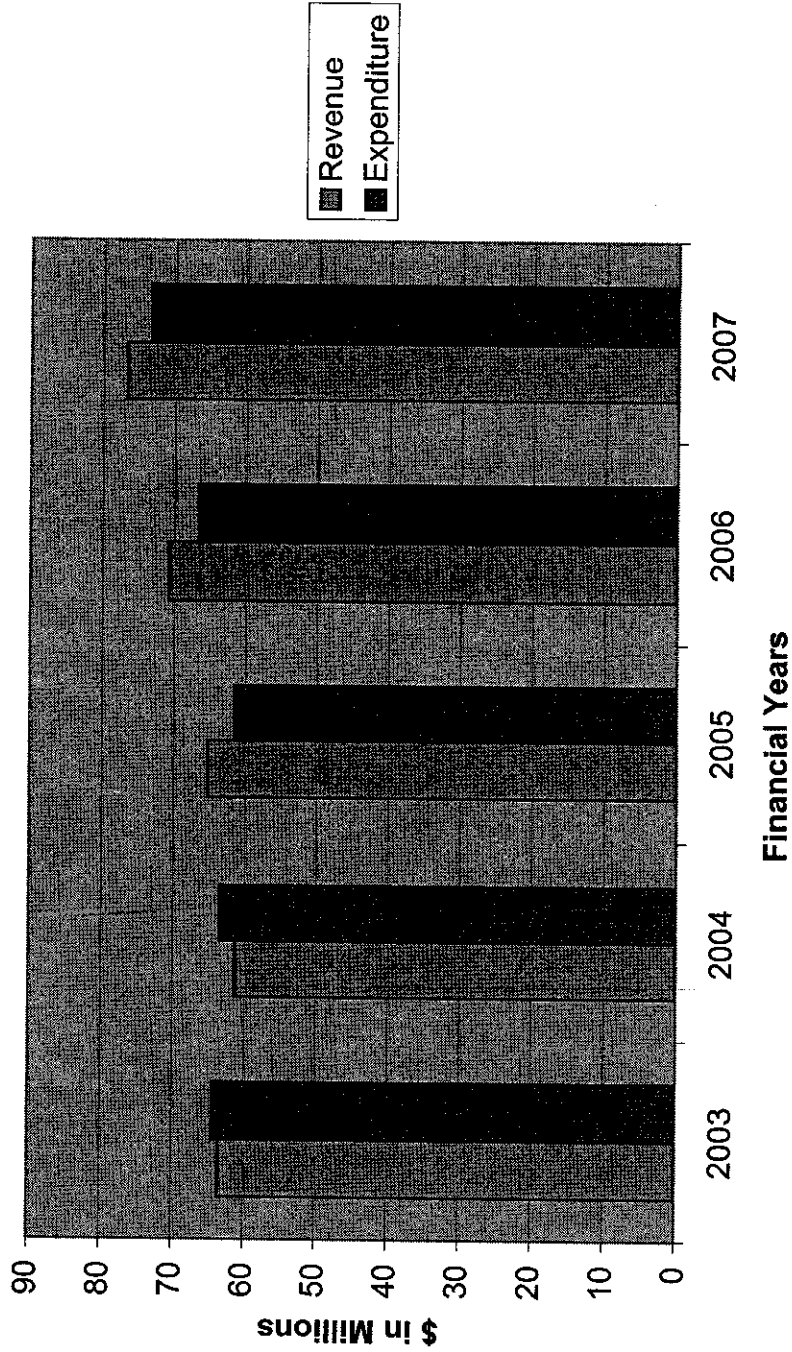
# CITY OF MACON

## GENERAL FUND FY 2003 - FY 2007

	<u>FY 2003</u> <u>Actual</u> <u>Amount</u>	<u>FY 2004</u> <u>Actual</u> <u>Amount</u>	<u>FY 2005</u> <u>Actual</u> <u>Amount</u>	<u>FY 2006</u> <u>Re Budget</u> <u>Amount</u>	<u>FY 2007</u> <u>Budget</u> <u>Amount</u>
<b><u>Revenues</u></b>					
Property Tax	14,338,693	16,465,296	18,859,105	18,438,100	19,573,572
Local Option Sales Tax	21,014,108	17,261,450	17,690,503	17,379,100	17,800,000
SPLOST Proceeds	0	0	0	5,600,000	9,436,473
Other Taxes	11,707,088	12,565,709	12,872,588	13,210,100	14,270,480
Licenses & Fees	2,722,107	3,121,797	2,879,775	2,895,760	2,887,900
Other Intergovernmental	9,045,854	8,098,408	8,147,851	7,910,839	8,349,412
General City Government	407,480	311,619	1,048,474	829,470	639,316
Highways & Streets	526,481	361,652	391,016	417,400	525,000
Charges for Services	632,642	456,770	651,911	657,250	714,800
Fines & Forfeitures	1,838,402	1,921,891	1,813,581	2,926,206	1,902,700
Sales & Refunds	5,611	7,421	368,016	85,500	5,500
Interest Income	310,678	45,322	118,667	60,000	90,000
Miscellaneous	1,009,861	747,664	408,746	418,256	470,783
<b>Total Revenues</b>	<b>63,559,005</b>	<b>61,364,999</b>	<b>65,250,233</b>	<b>70,827,981</b>	<b>76,665,936</b>
<b><u>Expenditures</u></b>					
General Government	5,477,440	5,797,361	6,552,473	6,818,254	7,031,432
Public Safety	34,491,015	34,941,946	34,034,156	36,643,227	36,994,537
Public Works	4,193,650	4,250,912	4,041,058	4,135,106	4,024,191
Central Services	3,144,685	3,037,095	3,635,791	3,347,941	3,753,374
Parks & Recreation	4,985,707	5,051,336	4,952,874	5,211,118	5,420,336
Public Properties	1,045,751	988,425	93,685	89,550	18,000
Miscellaneous General Government	4,356,812	3,319,572	2,329,228	4,116,348	6,088,632
Payments to Other Gov Agencies	3,426,905	3,219,658	3,490,233	3,938,941	3,422,250
Revenue Bonds & Contractual Pymts	3,256,646	2,891,325	2,468,482	2,310,957	6,599,769
<b>Total Expenditures</b>	<b>64,378,611</b>	<b>63,497,630</b>	<b>61,597,980</b>	<b>66,611,442</b>	<b>73,352,521</b>
<b>Excess of Revenues Over (Under)</b>	<b>(819,606)</b>	<b>(2,132,631)</b>	<b>3,652,253</b>	<b>4,216,539</b>	<b>3,313,415</b>
<b><u>Expenditures</u></b>					
<b>Other Financing Sources</b>					
Proceeds from Sale of Fixed Assets	115,710	318,881	827,271	0	225,000
Proceeds from Long Term Debt Financing	14,385,432	0	0	0	0
Expenditure of Long Term Financing	(14,081,763)	0	0	0	0
Transfers from Other Funds	158,654	169,175	177,482	2,542,539	1,916,128
Transfers to Other Funds	(1,770,234)	(554,267)	(2,507,295)	(5,066,832)	(5,454,546)
<b>Total Other Financing Sources</b>	<b>12,729,130</b>	<b>(66,211)</b>	<b>(1,502,542)</b>	<b>(2,524,293)</b>	<b>(3,313,418)</b>
<b>Excess of Revenues/Other Sources</b>	<b>(2,011,807)</b>	<b>(2,198,842)</b>	<b>2,149,711</b>	<b>1,692,246</b>	<b>0</b>
<b>Over (Under) Expenditures/Other Uses</b>					
Fund Balance - Beginning of Year	11,439,566	9,719,946	7,521,104	10,099,859	11,792,105
Prior Period Adjustment			429,045		
Fund Balance - End of Year	9,427,759	7,521,104	10,099,859	11,792,105	N/A

# CITY OF MACON

## General Fund Revenue - Expenditures FY 2003 - FY 2007



# CITY OF MACON

## PROPRIETARY FUNDS

*FY 2003 - FY 2007*

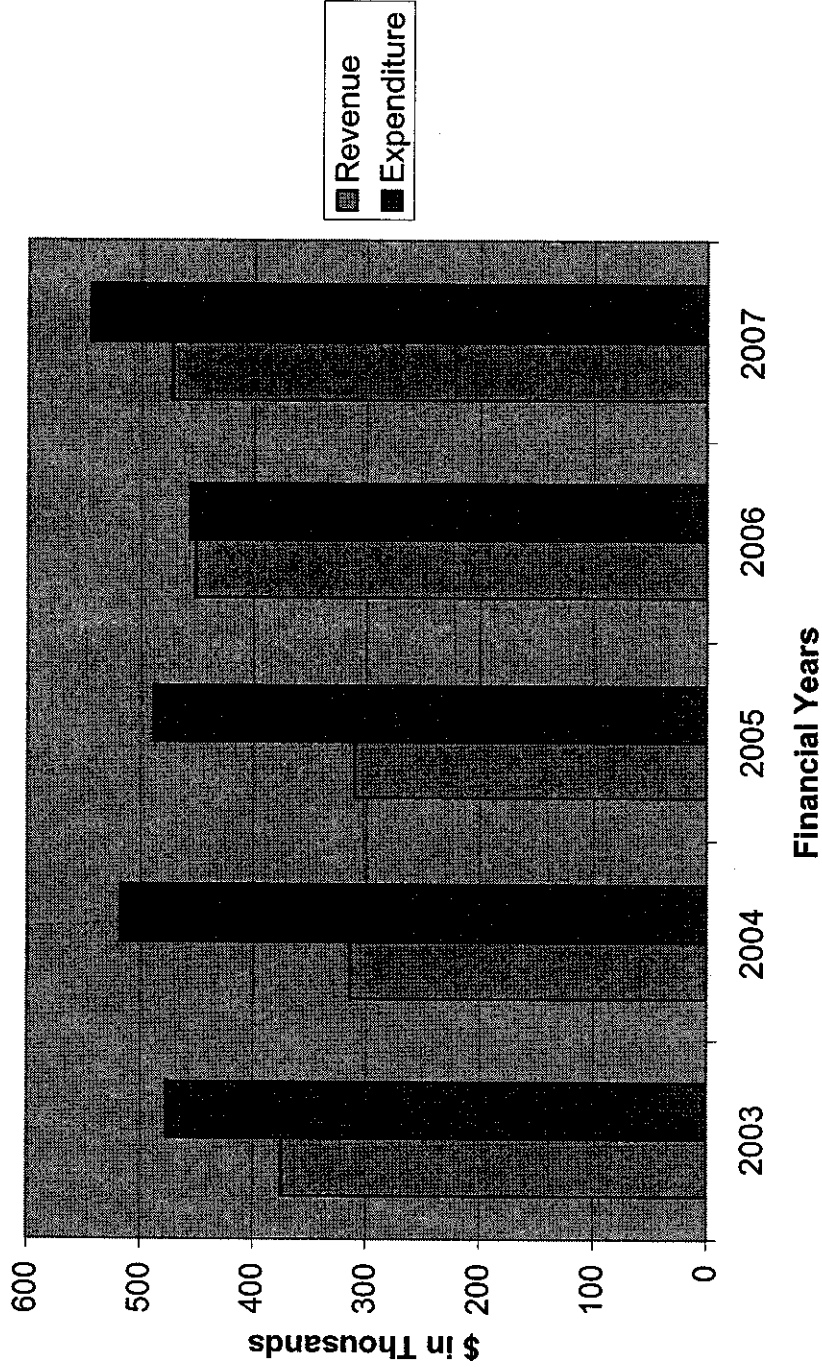
### **BOWDEN GOLF COURSE**

	FY 2003 <u>Actual</u> <u>Amount</u>	FY 2004 <u>Actual</u> <u>Amount</u>	FY 2005 <u>Actual</u> <u>Amount</u>	FY 2006 <u>Re Budget</u> <u>Amount</u>	FY 2007 <u>Budget</u> <u>Amount</u>
<b><u>Revenues</u></b>					
Fees, Sales & Commissions	150,692	137,234	143,244	225,400	243,800
Rent Revenue	217,469	177,200	165,338	223,081	223,877
Other Operating Revenues	0	0	0	0	0
Miscellaneous Revenues	6,545	154	2,325	3,000	5,000
<b>Total Revenues</b>	<b>374,706</b>	<b>314,588</b>	<b>310,907</b>	<b>451,481</b>	<b>472,677</b>
<b><u>Expenditures</u></b>					
Personnel Costs	286,285	292,234	234,385	298,013	336,922
Operating Costs	61,107	109,900	127,589	128,970	132,875
Depreciation	44,660	60,456	71,317	20,000	60,456
Miscellaneous	85,135	55,464	55,740	9,548	14,550
<b>Total Expenditures</b>	<b>477,187</b>	<b>518,054</b>	<b>489,031</b>	<b>456,531</b>	<b>544,803</b>
Income (Loss) Before Operating Transfers	(102,481)	(203,466)	(178,124)	(5,050)	(72,126)
Nonoperating revenues (expenses)	(6,589)	(4,295)	0	0	0
<b>Other Financing Sources</b>					
Capital Contribution	79,696	0	0	0	0
Transfers from Other Funds	0	0	0	5,050	11,670
<b>Total Other Financing Sources</b>	<b>73,107</b>	<b>(4,295)</b>	<b>(1,884)</b>	<b>5,050</b>	<b>11,670</b>
Net Income (Loss)	(29,374)	(207,761)	(180,008)	0	(60,456)
Retained Earnings - Beginning of Year	949,840	920,466	712,705	464,354	464,354
Prior Period Adjustment	N/A	N/A	N/A	N/A	N/A
<b>Retained Earnings - End of Year</b>	<b>920,466</b>	<b>712,705</b>	<b>464,354</b>	<b>464,354</b>	<b>403,898</b>
Fund Equity	920,466	712,705	464,354	464,354	403,898



# CITY OF MACON

## Bowden Golf Course Revenue - Expenditures FY 2003 - FY 2007



# CITY OF MACON

## PROPRIETARY FUNDS

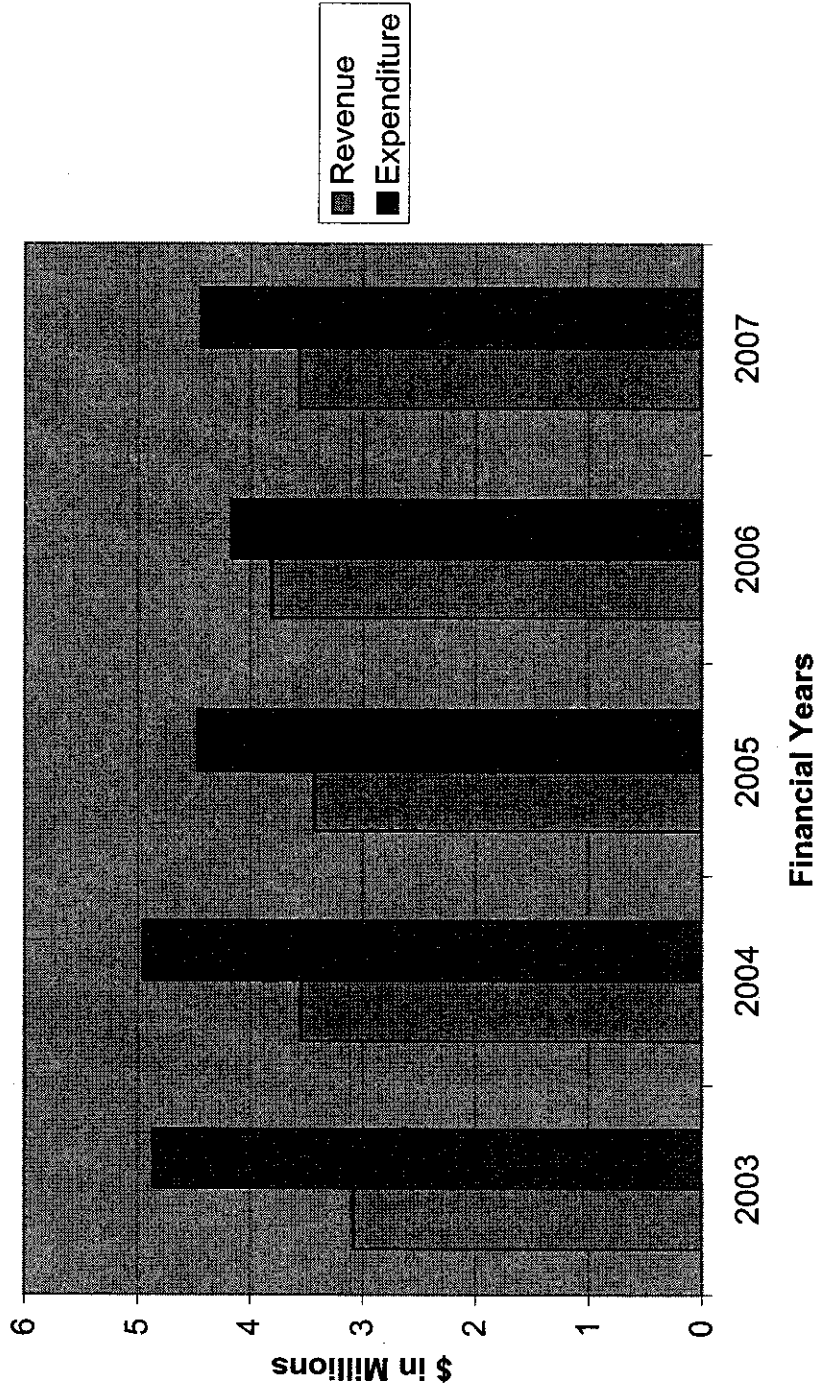
**FY 2003 - FY 2007**

### **CENTREPLEX ( COLISEUM, AUDITORIUM, & CONVENTION CENTER)**

	FY 2003 <u>Actual</u> <u>Amount</u>	FY 2004 <u>Actual</u> <u>Amount</u>	FY 2005 <u>Est. Budget</u> <u>Amount</u>	FY 2006 <u>Re Budget</u> <u>Amount</u>	FY 2007 <u>Budget</u> <u>Amount</u>
<b><u>Revenues</u></b>					
Parking Lot	226,698	328,676	334,625	345,900	342,300
Concession Sales	596,531	760,730	684,927	761,800	688,100
Rent Revenue	801,764	914,955	935,530	896,900	906,900
Catering	1,070,136	1,081,246	1,019,551	1,108,741	997,000
Other	388,892	461,209	453,628	762,600	623,900
<b>Total Revenues</b>	<b>3,084,021</b>	<b>3,546,816</b>	<b>3,428,261</b>	<b>3,810,100</b>	<b>3,558,200</b>
<b><u>Expenditures</u></b>					
Personnel Costs	2,451,284	2,381,626	2,264,261	2,061,147	2,357,669
Supplies & Materials	155,197	131,632	133,402	483,069	502,050
Repairs & Maintenance	64,989	70,492	51,357	117,300	103,290
Utilities	509,890	605,462	611,767	666,866	670,250
Depreciation	388,269	344,340	270,798	323,720	253,520
Other	1,285,680	1,414,677	1,141,544	516,096	556,661
<b>Total Expenditures</b>	<b>4,855,309</b>	<b>4,948,229</b>	<b>4,473,129</b>	<b>4,168,198</b>	<b>4,443,440</b>
Income (Loss) Before Operating Trans	(1,771,288)	(1,401,413)	(1,044,868)	(358,098)	(885,240)
Non-operating Revenues (expenses)	0	(37,170)	0	0	0
<b>Other Financing Sources</b>					
Transfers from Other Funds	270,692	128,203	134,498	358,098	631,720
<b>Total Other Financing Sources</b>	<b>270,692</b>	<b>91,033</b>	<b>134,498</b>	<b>358,098</b>	<b>631,720</b>
Net Income (Loss)	(1,500,596)	(1,310,380)	(910,370)	0	(253,520)
Retained Earnings - Begining of Year	2,166,926	666,331	(644,049)	(1,554,419)	(1,554,419)
Retained Earnings - End of Year	666,330	(644,049)	(1,554,419)	(1,554,419)	(1,807,939)
Fund Equity	666,330	(644,049)	(1,554,419)	(1,554,419)	(1,807,939)

# CITY OF MACON

**Macon Centreplex (Coliseum)  
Revenue - Expenditures FY 2003 - FY 2007**



# CITY OF MACON

## PROPRIETARY FUNDS

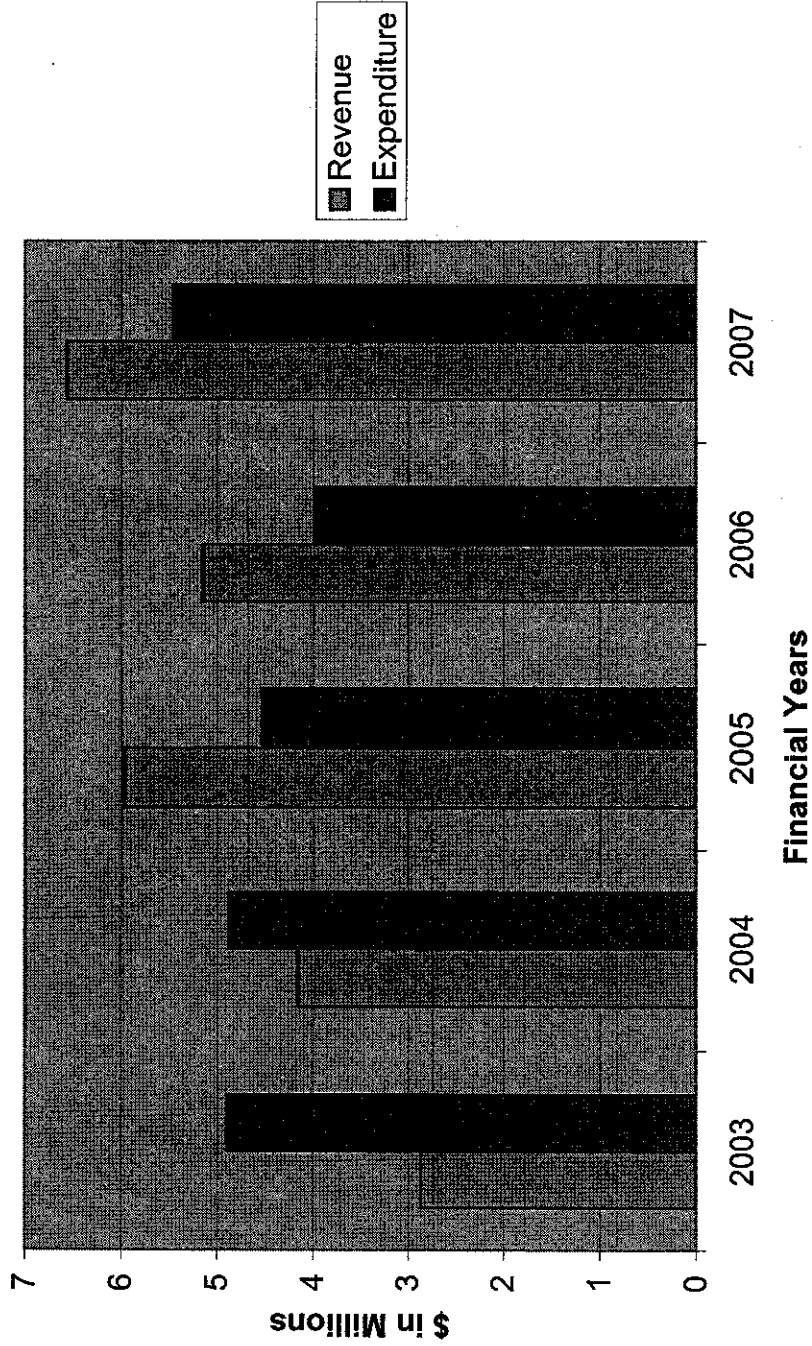
**FY 2003- FY 2007**

### **SOLID WASTE MANAGEMENT**

	FY 2003 <u>Actual</u> <u>Amount</u>	FY 2004 <u>Actual</u> <u>Amount</u>	FY 2005 <u>Actual</u> <u>Amount</u>	FY 2006 <u>Re Budget</u> <u>Amount</u>	FY 2007 <u>Budget</u> <u>Amount</u>
<b><u>Revenues</u></b>					
Waste Management Fees	1,787,636	2,879,720	4,127,884	3,900,000	5,300,000
Landfill Fees	848,083	1,235,632	1,663,375	1,089,407	1,020,000
Other	237,515	44,547	177,967	163,625	238,000
<b>Total Revenues</b>	<b>2,873,234</b>	<b>4,159,899</b>	<b>5,969,226</b>	<b>5,153,032</b>	<b>6,558,000</b>
<b><u>Expenditures</u></b>					
Personnel Costs	2,831,452	2,733,407	2,458,994	2,243,885	2,722,899
Supplies & Materials	280,528	260,296	280,077	43,095	51,993
Repairs & Maintenance	380,599	392,680	645,059	723,411	718,411
Utilities	21,795	20,871	21,581	21,836	20,894
Depreciation	827,157	792,493	813,465	0	813,464
Landfill Closure & Post Closure	0	0	0	0	750,000
Other	563,136	676,345	315,420	945,494	377,675
<b>Total Expenditures</b>	<b>4,904,667</b>	<b>4,876,092</b>	<b>4,534,596</b>	<b>3,977,721</b>	<b>5,455,336</b>
Income (Loss) Before Operating Transfers	(2,031,433)	(716,193)	1,434,630	1,175,311	1,102,664
Other Financing Sources (SPLOST)	0	0	0	1,038,409	
Transfers from Other Funds	141,927	0	0	(2,213,720)	(1,916,128)
<b>Total Other Financing Sources</b>	<b>141,927</b>	<b>0</b>	<b>0</b>	<b>(1,175,311)</b>	<b>(1,916,128)</b>
Net Income (Loss)	(1,889,506)	(716,193)	1,434,630	0	(813,464)
Retained Earnings - Beginning of Year	6,629,571	4,744,613	4,028,420	5,666,666	5,666,666
Prior Period Adjustment			203,616		
<b>Retained Earnings - End of Year</b>	<b>4,744,613</b>	<b>4,028,420</b>	<b>5,666,666</b>	<b>5,666,666</b>	<b>4,853,202</b>
Fund Equity	4,744,613	4,028,420	5,666,666	5,666,666	4,853,202

# CITY OF MACON

## Solid Waste Management Fund Revenue - Expenditures FY 2003 - 2007



# CITY OF MACON

## PROPRIETARY FUNDS

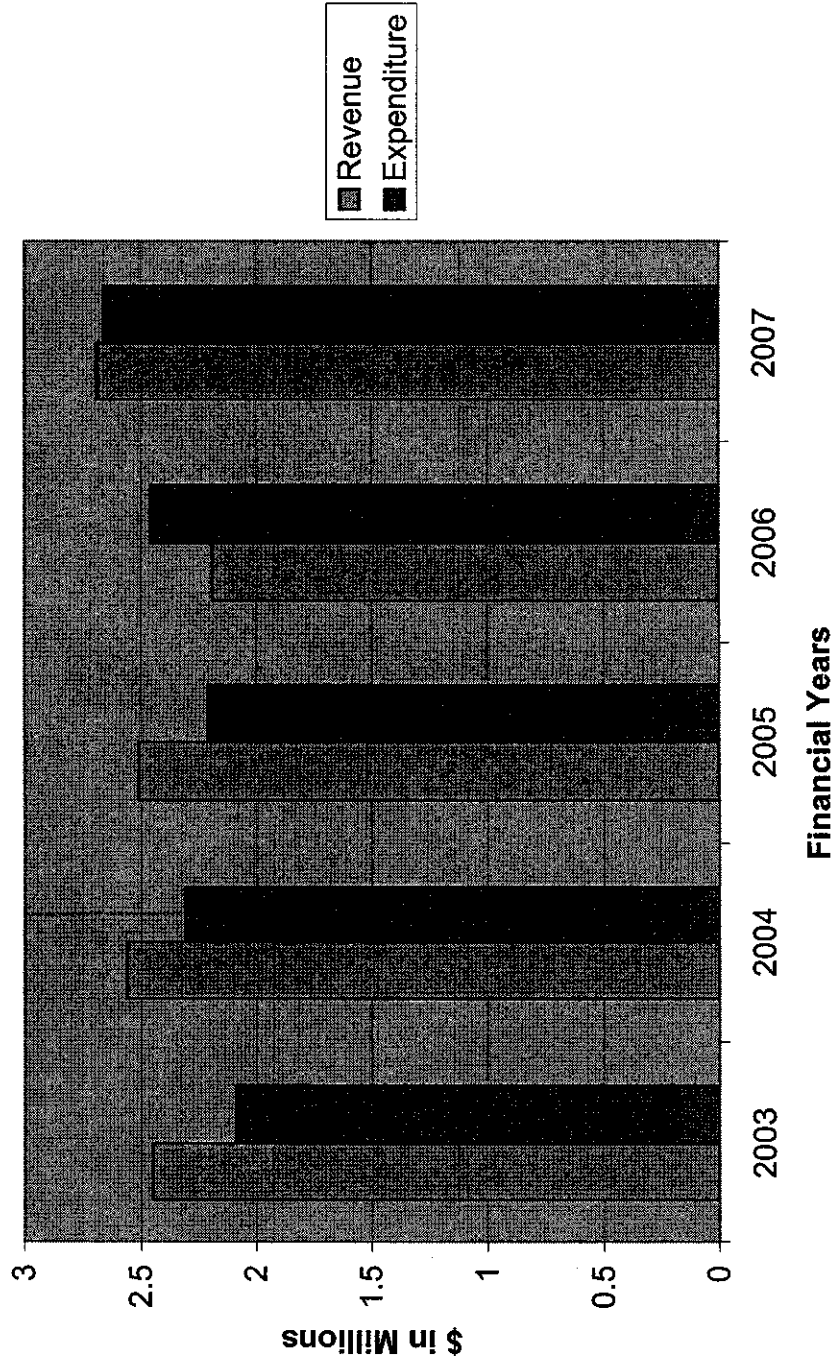
**FY 2003 - FY 2007**

### **ENHANCED 911**

	<u>FY 2003</u> <u>Actual</u> <u>Amount</u>	<u>FY 2004</u> <u>Actual</u> <u>Amount</u>	<u>FY 2005</u> <u>Actual</u> <u>Amount</u>	<u>FY 2006</u> <u>Re Budget</u> <u>Amount</u>	<u>FY 2007</u> <u>Budget</u> <u>Amount</u>
<b><u>Revenues</u></b>					
Subscriber Fees - Fixed Phone	1,322,699	1,180,003	1,693,984	1,056,000	1,720,000
Subscriber Fees - Mobile Phone	1,101,045	1,383,484	802,651	1,126,823	934,100
Other	24,846	0	14,879	4,000	40,000
<b>Total Revenues</b>	<b>2,448,590</b>	<b>2,563,487</b>	<b>2,511,514</b>	<b>2,186,823</b>	<b>2,694,100</b>
<b><u>Expenditures</u></b>					
Personnel Costs	1,697,975	1,751,689	1,585,888	1,869,015	1,932,915
Supplies & Materials	24,459	18,537	16,898	20,550	21,984
Utilities	17,659	270,734	291,738	297,400	293,200
Depreciation	0	0	0	0	0
Telephone	232,000	146,343	143,352	165,000	160,000
Other	120,877	121,754	171,053	109,029	257,569
<b>Total Expenditures</b>	<b>2,092,970</b>	<b>2,309,057</b>	<b>2,208,929</b>	<b>2,460,994</b>	<b>2,665,668</b>
Income (Loss) Before Operating Transfers	355,620	254,430	302,585	(274,171)	28,432
<b><u>Other Financing Sources</u></b>					
Transfers from Other Funds	0	0	0	24,709	60,726
Transfers To Other Funds	0	(89,158)	(89,158)	(89,158)	(89,158)
<b>Total Other Financing Sources</b>	<b>0</b>	<b>(89,158)</b>	<b>(89,158)</b>	<b>(64,449)</b>	<b>(28,432)</b>
Net Income (Loss)	355,620	76,114	213,427	(338,620)	0
Retained Earnings - Beginning of Year	605,193	960,813	1,036,927	1,250,354	911,734
<b>Retained Earnings - End of Year</b>	<b>960,813</b>	<b>1,036,927</b>	<b>1,250,354</b>	<b>911,734</b>	<b>911,734</b>
Fund Equity	960,813	1,036,927	1,250,354	911,734	911,734

# CITY OF MACON

## Enhanced 911 Fund Revenue - Expenditures FY 2003 - FY 2007



# CITY OF MACON

## PROPRIETARY FUNDS

**FY 2003 - FY 2007**

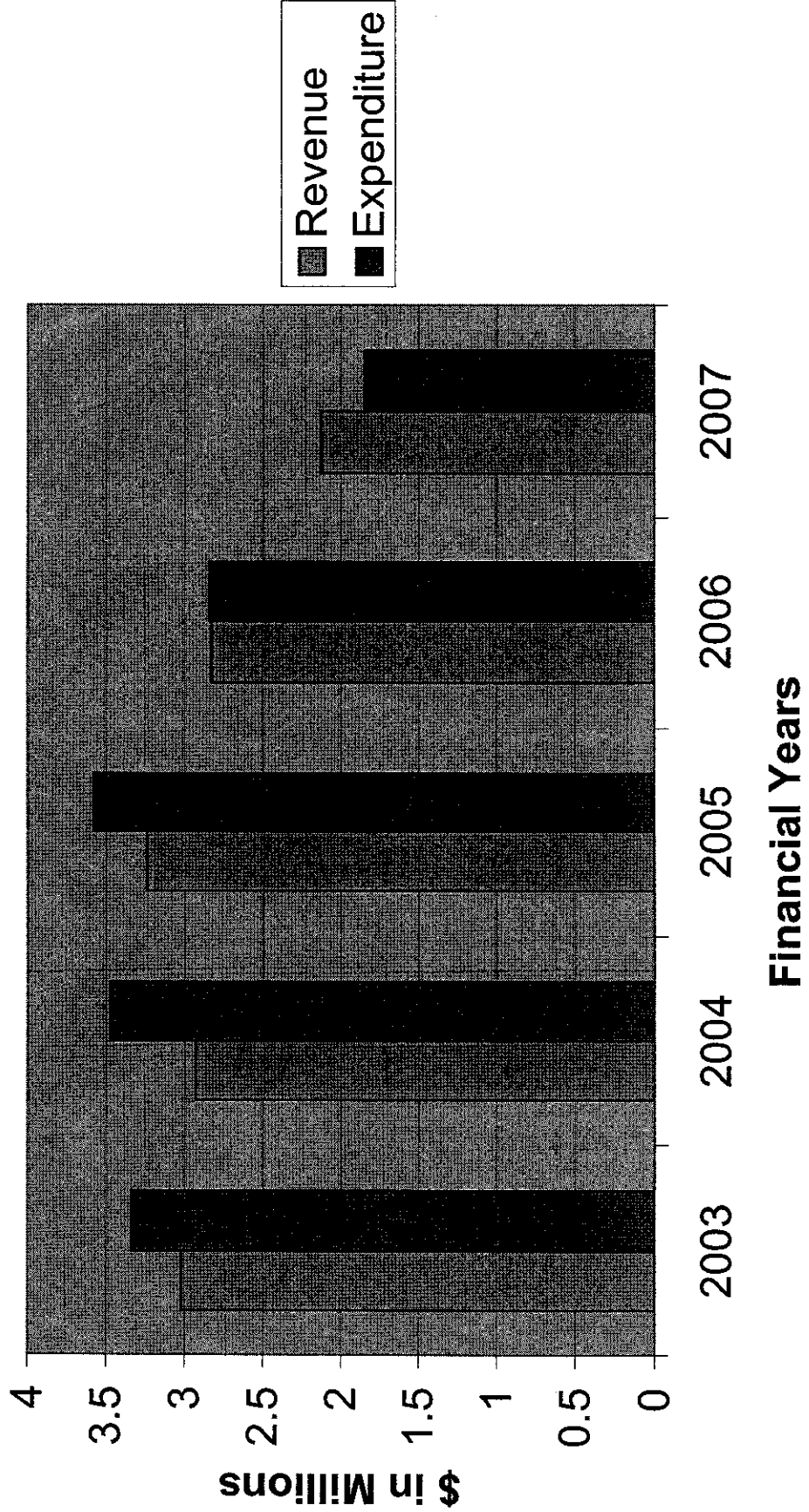
### **VEHICLE MAINTENANCE (Internal Service Fund)**

	FY 2003 <u>Actual</u> <u>Amount</u>	FY 2004 <u>Actual</u> <u>Amount</u>	FY 2005 <u>Actual</u> <u>Amount</u>	FY 2006 <u>Re Budget</u> <u>Amount</u>	FY 2007 <u>Budget</u> <u>Amount</u>
<b><u>Revenues</u></b>					
Billings to Other Funds	2,228,353	2,105,195	2,190,600	2,392,708	1,848,700
Billings to Outside Agencies	749,266	764,093	1,014,952	391,688	5,400
Other	42,022	62,333	37,498	41,993	274,700
<b>Total Revenues</b>	<b>3,019,641</b>	<b>2,931,621</b>	<b>3,243,050</b>	<b>2,826,389</b>	<b>2,128,800</b>
<b><u>Expenditures</u></b>					
Personnel Costs	1,037,975	996,981	933,222	870,205	820,638
Supplies & Materials	12,842	14,024	7,875	9,900	10,000
Repairs & Maintenance	7,135	14,966	11,963	12,600	12,600
Fuel, Oil, & Lubricants	1,401,610	1,542,171	1,461,808	964,652	18,904
Repair Parts & Supplies	756,460	777,207	769,429	855,000	855,000
Utilities	23,375	22,771	54,633	11,700	20,000
Depreciation	57,576	34,999	55,395	57,000	55,000
Other	46,435	62,951	284,839	57,325	62,122
<b>Total Expenditures</b>	<b>3,343,408</b>	<b>3,466,070</b>	<b>3,579,164</b>	<b>2,838,382</b>	<b>1,854,264</b>
Income (Loss) Before Operating Transfers	(323,767)	(534,449)	(336,114)	(11,993)	274,536
<b>Other Financing Sources</b>					
Non-operating Revenues (expenses)	0	15,357	(6,971)	0	0
Transfers from Other Funds	0	0		11,993	
<b>Total Other Financing Sources</b>	<b>0</b>	<b>15,357</b>	<b>(6,971)</b>	<b>11,993</b>	<b>0</b>
Net Income (Loss)	(274,750)	(519,092)	(343,085)	0	274,536
Retained Earnings - Beginning of Year	156,838	(117,912)	(637,004)	(980,089)	(980,089)
Retained Earnings - End of Year	(117,912)	(637,004)	(980,089)	(980,089)	(705,553)
Fund Equity	(117,912)	(637,004)	(980,089)	(980,089)	(705,553)



**CITY OF MACON**

**Vehicle Maintenance  
Revenue - Expenditures FY 2003 - FY 2007**



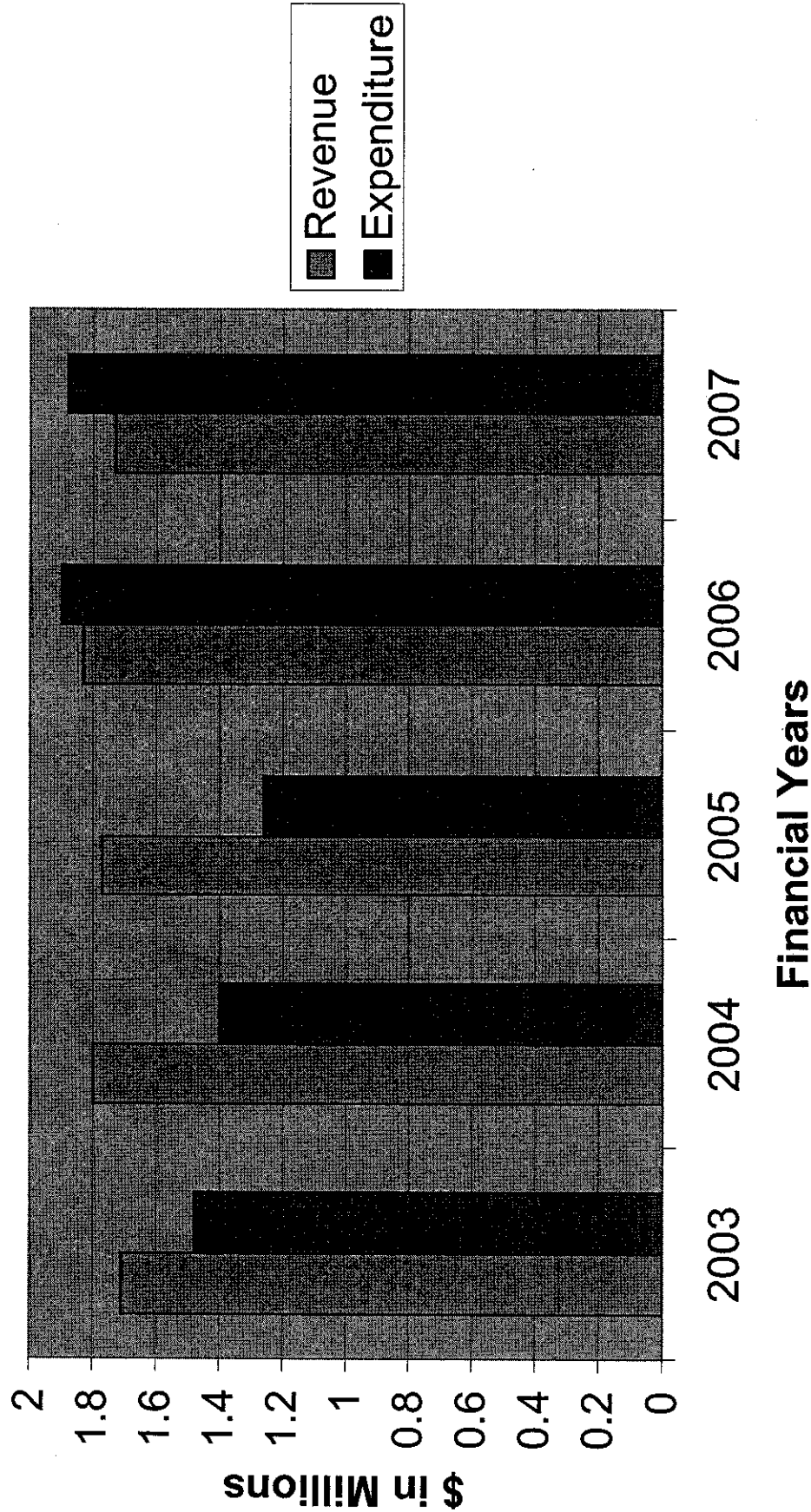
# CITY OF MACON

**PROPRIETARY FUNDS**  
**FY 2003 - FY 2007**  
**AIRPORT**

	<u>FY 2003</u> <u>Actual</u> <u>Amount</u>	<u>FY 2004</u> <u>Actual</u> <u>Amount</u>	<u>FY 2005</u> <u>Actual</u> <u>Amount</u>	<u>FY 2006</u> <u>Re Budget</u> <u>Amount</u>	<u>FY 2007</u> <u>Budget</u> <u>Amount</u>
<b><u>Revenues</u></b>					
Mobile Home Leases	25,845	26,880	23,775	29,000	29,000
Airline Leases	839,976	917,350	855,707	180,000	209,000
Federal Leases	98,197	105,262	160,439	220,000	160,000
Other Leases	502,289	479,723	518,717	467,171	460,000
Parking Fees	113,999	143,355	104,188	123,000	85,000
Passenger Fares	119,117	126,948	97,417	120,000	95,000
Other	13,749	3,244	7,446	691,550	692,863
<b>Total Revenues</b>	<b>1,713,172</b>	<b>1,802,762</b>	<b>1,767,689</b>	<b>1,830,721</b>	<b>1,730,863</b>
<b><u>Expenditures</u></b>					
Personnel Costs	504,067	471,563	425,959	485,580	623,104
Supplies & Materials	37,186	38,056	25,709	67,467	77,000
Repairs & Maintenance	61,399	64,405	136,462	16,522	27,000
Utilities	125,919	119,576	153,023	206,210	180,000
Depreciation	109,839	119,115	111,979	0	103,616
Debt Service	445,445	369,982	354,568	686,550	689,863
Other	193,003	226,717	52,957	435,137	180,100
<b>Total Expenditures</b>	<b>1,476,858</b>	<b>1,409,414</b>	<b>1,260,657</b>	<b>1,897,466</b>	<b>1,880,683</b>
<b>Operating Income (Loss)</b>	<b>236,314</b>	<b>393,348</b>	<b>507,032</b>	<b>(66,745)</b>	<b>(149,820)</b>
<b>Income (Loss) Before Operating Transfers</b>	<b>236,314</b>	<b>393,348</b>	<b>507,032</b>	<b>(66,745)</b>	<b>(149,820)</b>
<b><u>Other Financing Sources</u></b>					
Transfers from Other Funds	0	0	0	129,688	0
<b>Total Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>129,688</b>	<b>0</b>
Capital Contribution		3,382,179	1,506,649	0	0
<b>Net Income (Loss)</b>	<b>236,314</b>	<b>3,775,527</b>	<b>2,013,681</b>	<b>62,943</b>	<b>(149,820)</b>
Retained Earnings - Beginning of Year	1,115,277	1,351,591	5,127,117	7,140,798	7,203,741
Retained Earnings - End of Year	1,351,591	5,127,118	7,140,798	7,203,741	7,053,921
<b>Fund Equity</b>	<b>1,351,591</b>	<b>5,127,118</b>	<b>7,140,798</b>	<b>7,203,741</b>	<b>7,053,921</b>

**CITY OF MACON**

**Airport  
Revenue - Expenditures FY 2003 - FY 2007**



# CITY OF MACON

## GOVERNMENT FUNDS

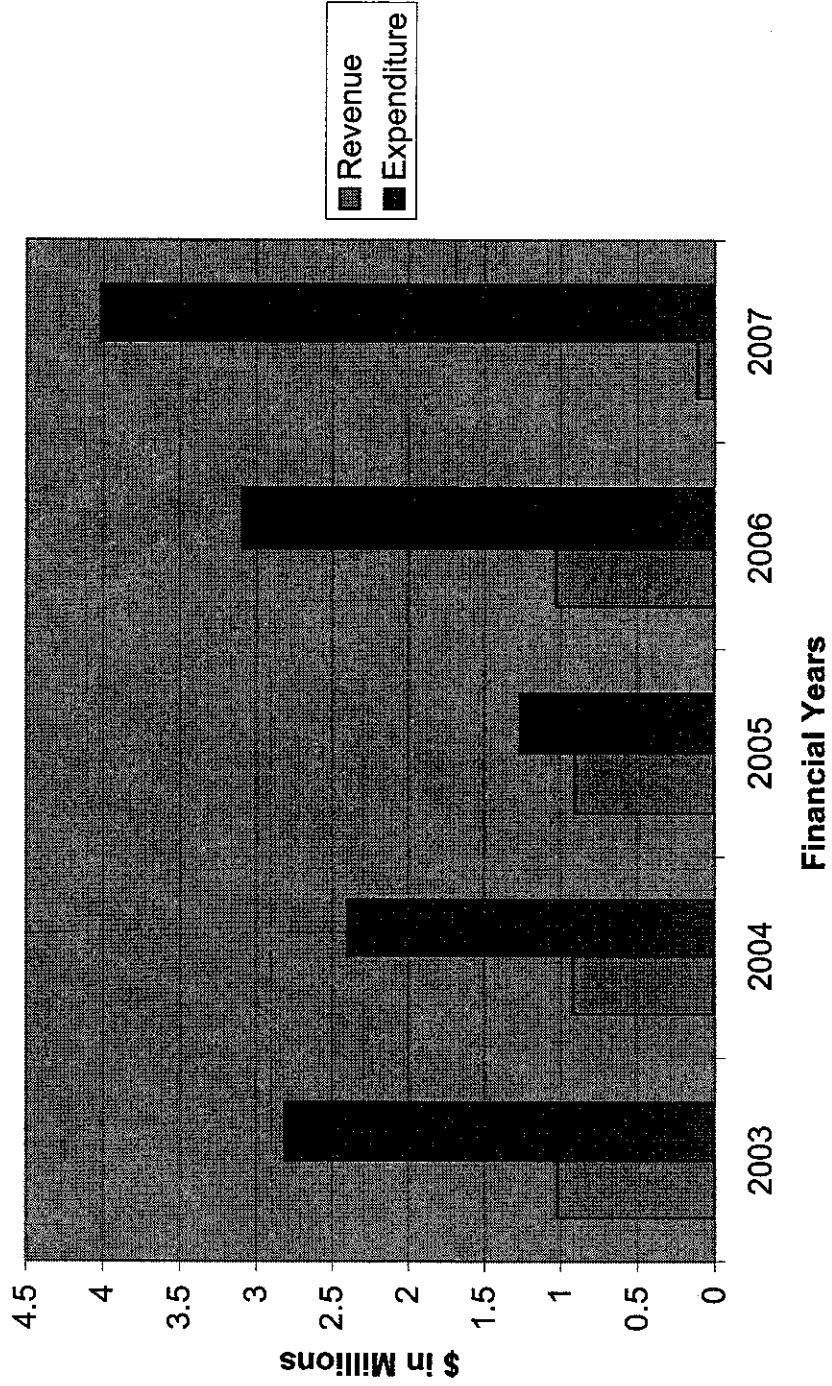
*FY 2003 - FY 2007*

### DEBT SERVICE FUND

	<u>FY 2003 Actual Amount</u>	<u>FY 2004 Actual Amount</u>	<u>FY 2005 Actual Amount</u>	<u>FY 2006 Re Budget Amount</u>	<u>FY 2007 Budget Amount</u>
<b><u>Revenues</u></b>					
Bond Tax	964,399	920,702	913,631	929,200	105,700
Interest Revenue	48,499	0		101,910	3,000
Other	6,589	4,295	3,064	0	0
<b>Total Revenues</b>	<b>1,019,487</b>	<b>924,997</b>	<b>916,695</b>	<b>1,031,110</b>	<b>108,700</b>
<b><u>Expenditures</u></b>					
Debt Service Principal	2,476,332	2,138,828	1,029,667	2,887,626	3,873,870
Debt Service Interest	235,393	185,617	225,637	201,425	138,900
Other	100,527	79,193	2,435	3,500	3,500
<b>Total Expenditures</b>	<b>2,812,252</b>	<b>2,403,638</b>	<b>1,257,739</b>	<b>3,092,551</b>	<b>4,016,270</b>
Income (Loss) Before Operating Transfers	(1,792,765)	(1,478,641)	(341,044)	(2,061,441)	(3,907,570)
<b><u>Other Financing Sources</u></b>					
Transfers from Other Funds	0	0	1,029,376	2,976,444	3,907,570
<b>Total Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>1,029,376</b>	<b>2,976,444</b>	<b>3,907,570</b>
<b>Net Income (Loss)</b>	<b>(1,792,765)</b>	<b>(1,478,641)</b>	<b>688,332</b>	<b>915,003</b>	<b>0</b>
<b>Fund Balance - Beginning of Year</b>	<b>5,066,938</b>	<b>3,274,173</b>	<b>1,795,532</b>	<b>8,457,446</b>	<b>9,372,449</b>
<b>Prior Period Adjustment</b>	<b>0</b>	<b>0</b>	<b>5,973,582</b>	<b>0</b>	<b>0</b>
<b>Fund Balance - End of Year</b>	<b>3,274,173</b>	<b>1,795,532</b>	<b>8,457,446</b>	<b>9,372,449</b>	<b>9,372,449</b>

# CITY OF MACON

**Debt Service Fund  
Revenue - Expenditures FY 2003 - FY 2007**



# CITY OF MACON

## SPECIAL REVENUE FUND

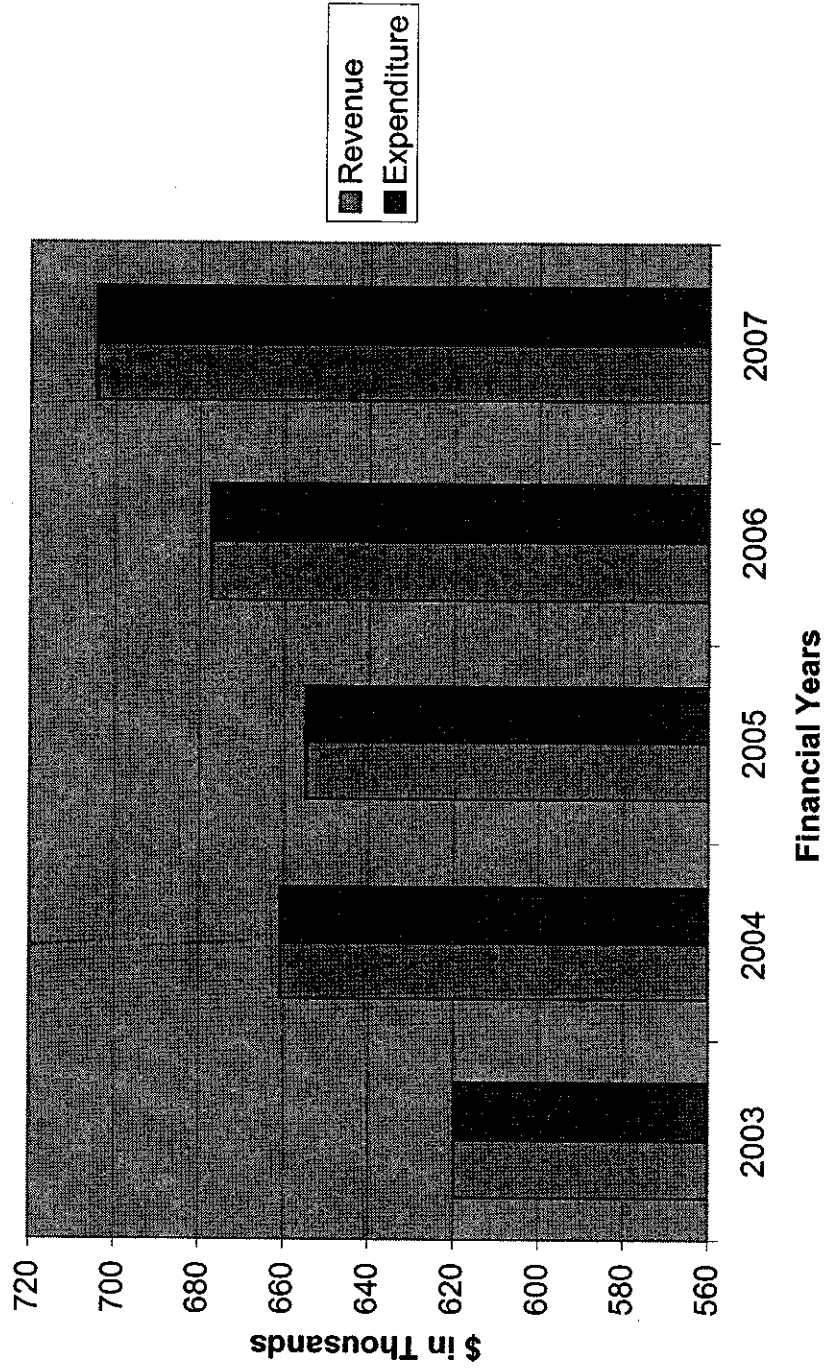
**FY 2003 - FY 2007**

### **HOTEL - MOTEL TAX**

	<u>FY 2003 Actual Amount</u>	<u>FY 2004 Actual Amount</u>	<u>FY 2005 Actual Amount</u>	<u>FY 2006 Re Budget Amount</u>	<u>FY 2007 Budget Amount</u>
<b><u>Revenues</u></b>					
Hotel-Motel Tax	619,742	660,838	693,291	677,329	704,422
<b>Total Revenues</b>	<b>619,742</b>	<b>660,838</b>	<b>693,291</b>	<b>677,329</b>	<b>704,422</b>
<b><u>Expenditures</u></b>					
Macon-Bibb County Conv. & Visitors Bureau	300,575	320,507	336,246	320,346	281,768
Cherry Blossom Festival	40,283	42,954	45,064	42,713	49,310
<b>Total Expenditures</b>	<b>340,858</b>	<b>363,461</b>	<b>381,310</b>	<b>363,059</b>	<b>331,078</b>
Income (Loss) Before Operating Transfers	278,884	297,377	311,981	314,270	373,344
<b>Other Financing Sources (Uses)</b>					
Transfer to General Fund	(158,654)	(169,174)	(177,760)	(178,570)	
Transfer to Macon Centreplex Fund	(120,230)	(128,203)	(134,221)	(135,700)	(373,344)
<b>Total Other Financing Sources</b>	<b>(278,884)</b>	<b>(297,377)</b>	<b>(311,981)</b>	<b>(314,270)</b>	<b>(373,344)</b>
Excess of Revenues & Other Financing Sources Over (Under) Expenditures & Other Uses	0	0	0	0	0
Fund Balance - Beginning of Year	0	0	0	0	0
Fund Balance - End of Year	0	0	0	0	0

# CITY OF MACON

## Hotel Motel Tax Revenue - Expenditures FY 2003 - FY 2007



*CITY OF MACON*

V. PERSONNEL DATA  
CAPITAL OUTLAY  
MACH. & EQUIP.



# CITY OF MACON

## PERSONNEL DATA

### THIS SECTION CONTAINS:

- ◆ An outline of the City's personnel policies on Salaries and Benefits offered to its employees
- ◆ A schedule and spreadsheet of the total number of authorized positions by department

# CITY OF MACON

## **FY 2007 PERSONNEL ADMINISTRATION**

The goal of all City of Macon employees is provide an array of municipal services for local citizens in an efficient and prompt manner. The fiscal year 2007 workforce consists of 1,395 budgeted full-time positions and 200 part-time positions. These employees serve as our law enforcement officers, firefighters, sanitation collectors, emergency operation dispatchers, traffic signal technicians, and recreational program leaders, as well as in many other areas critical to the operation of our government.

Without a well-trained and productive workforce, the City cannot achieve its service goals to the citizenry of Macon. At the foundation of a well-trained and productive workforce, is the ability to provide a salary structure and benefit package which ensures we can recruit and retain employees of the highest caliber.

Funds budgeted for employee salaries and benefits accounts is calculated approximately 48% of the FY 2007 total budget (all funds). The City of Macon provides a comprehensive benefit package for its employees that includes:

- Major Medical Health Insurance (HMO or Optional POS)
- Prescription Drug Program
- Life Insurance
- Social Security
- Retirement Pension Plan
- Optional legal, Dental, Cancer, and disability insurance
- Two Deferred Compensation Plans
- Paid Leave: Vacation, Funeral, Military, and Administrative leave programs

The Mayor, City Council, and the Department of Human Resources are committed to hiring qualified workers and providing a comprehensive salary structure and benefit package.

### SALARIES

Employee salary and benefits encompass approximately 58% of the total budget for fiscal year 2007. In addition to the regular salary accounts, the city budgets for overtime pay and incentive pay (for sworn personnel). Paid time off for holidays, vacation, accrued sick leave and administrative leave are included as part of the regular salary account.

In an effort to enhance the salary opportunities for City employees, the Department of Human Resources plans to implement a performance and evaluation system, which will promote communication between supervisors and the employees who report to them, as well as provide a systematic way of facilitating feedback on performance-and ultimately, will result in improved moral among the City employees.

# **CITY OF MACON**

## **EMPLOYEE BENEFITS**

### **MAJOR MEDICAL HEALTH INSURANCE**

The City budgeted \$5,832 annually to pay health insurance premiums for each full-time and selected part-time employee. City employees have a choice of participating in either a Point of Service (POS) plan or in a Health Maintenance Organization (HMO) Plan.

Employees also receive a drug prescription card that enables them to obtain prescription medication with a minimal co-payment. The City's health plans also provide limited coverage for vision, hearing, alcohol, drug, and mental treatment.

### **LIFE INSURANCE**

The City provides all insured employees with life insurance and accidental death/dismemberment (AD&D) insurance. An employee has 1 and ½ times their annual salary in life insurance benefits. In addition, the City provides each of its retirees with a \$5,000 life insurance policy.

### **SOCIAL SECURITY (FICA)**

All general employees are covered under Social Security. The City budgets 7.65% of each general employee earnings for mandated social security benefits. The Medicare portion of social security must also be budgeted for any sworn Police and Fire hired after April of 1986. The Medicare portion is mandated by Federal law at 1.45% of earnings.

### **RETIREMENT AND PENSION PLAN**

All full-time employees are eligible to participate in a retirement and pension plan. Contributions to the plan are paid entirely by the City and are based on a percentage of salary. The retirement plan offers early, normal and disability retirement options. Survivor benefits are also provided.

### **EMPLOYEE ASSISTANCE PROGRAM**

The City has an Employee Assistance Program for its employees and their families. The program provides free counseling services for employees who are experiencing legal, emotional financial or other problems which may affect their job performance. The City budgets approximately \$27,000 a year for the cost of this program.

### **DEFERRED COMPENSATION PLANS**

The City provides employees with the opportunity to participate in one of two deferred compensation plans administered by (1) Nationwide Investment Services Corporation or (2) Aetna Financial Services. The plans allow an employee to make optional tax deferred

## **CITY OF MACON**

contributions into a retirement savings account. Currently, over 65% of City employees take advantage of these plans.

### **CAFETERIA PLAN**

The City's Section 125 cafeteria plan has been available since January of 1993. This plan allows a pre-tax deferral of premiums for dependent health insurance. Employees may also elect coverage under the optional legal, dental, disability and cancer plans. Approximately 20% of employees defer insurance premiums under the cafeteria plan.

### **AUTHORIZED STRENGTH**

While the FY 2007 budget reflects an increase of 18 positions over the last fiscal year, the total number of employees is lower than each of the preceding three years. The City continues to use personnel in efficient manner and the ratio of employees per population remains comparable to similar sized cities.

# CITY OF MACON

## EXHIBIT B

## AUTHORIZED PERSONNEL

DEPARTMENT	STATUS	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY 05-06	FY 06-07
<b>Airport</b>		17	17	17	17	13	15
<b>Seasonal</b>							4
<b>Bowden Golf Course</b>							
Full-time		4	7	7	7	8	8
Part-time		1	2	2	2	2	2
Seasonal		0	4	4	4	4	4
<b>Central Services</b>							
Administration		6	6	6	6	5	6
Communications Maint.		5	5	5	0	0	0
Traffic Signals		10	10	10	10	8	9
Bldg Custodial Services		14	14	14	14	13	13
HVAC		4	4	4	4	4	0
HVAC/Plumbing							7
General Maintenance		18	18	15	15	14	14
Electrical		9	9	8	7	6	7
Plumbing		3	3	3	3	3	0
Traffic Signs		9	9	8	8	8	8
Sub-Total -- Cent Serv. (FT)		78	78	73	67	61	64
Sub-Total -- Cent Serv. (PT)		0	0	0	0	0	0
<b>Centreplex</b>							
Centreplex-Auditorium		55	55	52	52	48	49
Part-Time		184	184	184	182	182	182
<b>City Attorney</b>		6	8	7	9	10	10
Part-Time		0	0	1	1	0	0
<b>Clerk of Council</b>		3	3	3	3	3	3
<b>City Engineer</b>							
City Engineer		14	14	13	13	13	13
Traffic Engineering		5	5	5	4	4	3
Sub-Total -- City Engineer		19	19	18	17	17	16
<b>Econ. &amp; Community Dev.</b>	G	32	33	32	31	30	28
Part-Time		0	0	1	0	1	0
<b>Emergency Mgmt Agency</b>		4	3	3	3	3	3
Part-Time		2	3	2	2	2	2
<b>Finance Office</b>		20	20	20	22	20	20
Part-Time		1	1	1	1	1	1
<b>Fire Department</b>							
Administration	S	2	2	2	2	2	2
	C	4	4	4	4	4	4
Fire Fighting	S	356	356	369	369	369	369

# CITY OF MACON

## EXHIBIT B

## AUTHORIZED PERSONNEL

DEPARTMENT	STATUS	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY 05-06	FY 06-07
Fire Prevention	S	11	12	12	12	12	10
	C	1	1	1	1	1	1
Fire Training	S	3	3	3	3	3	5
	C	2	2	2	2	2	2
Part-Time	C	1	1	1	1	1	1
Sub-Total -- Fire Depart (FT)	S	372	373	386	386	386	386
Sub-Total -- Fire Depart (FT)	C	7	7	7	7	7	7
Sub-Total -- Fire Depart (PT)	C	1	1	1	1	1	1
<b>Human Resources</b>							
Administration		16	14	13	13	13	12
Medical Dispensary		2	2	2	2	2	2
Credit Union		2	2	2	2	2	2
Part-Time		1	1	1	1	1	0
Sub-Total -- Human Res. (FT)		20	18	17	17	17	16
Sub-Total -- Human Res. (PT)		1	1	1	1	1	0
<b>Inspections &amp; Fees</b>		24	24	24	24	24	24
<b>Mayor &amp; Staff</b>		16	16	15	10	10	11
Part-Time		0	0	0	0	0	0
City Clerk/ Public Affairs		0	0	0	4	4	2
Part-Time		0	0	0	0	0	0
Information Systems		6	7	7	14	13	13
Part-Time		2	0	0	0	0	0
Internal Auditor						2	2
Workforce Development Grant		14	14	19	17	19	16
<b>Municipal Court</b>		12	12	12	12	11	12
Part-Time		4	2	2	2	2	2
<b>Parks &amp; Recreation</b>							
Administrative Services		4	1	1	1	1	1
Grounds & Facilities		44	40	37	37	32	34
Part-Time		2	1	1	1	1	0
Seasonal		18	4	4	4	4	4
Operations Services		43	48	48	48	47	54
Part-Time		12	17	17	17	17	10
Seasonal		158	89	89	89	89	89
Business Services		9	6	6	6	6	6
Part-Time		5	0	0	0	0	0
Seasonal		5	0	0	0	0	0
Sub-Tot -- Parks & Rec. (FT)		100	95	92	92	86	95
Sub-Tot -- Parks & Rec. (PT)		19	18	18	18	18	10
Sub-Tot -- Parks & Rec. (Sea)		181	93	93	93	93	93

# CITY OF MACON

## EXHIBIT B

## AUTHORIZED PERSONNEL

DEPARTMENT	STATUS	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY 05-06	FY 06-07
<b>Police Department</b>							
Youth & Intervention Services	S	7	8	8	5	5	9
	C	6	6	6	6	6	5
	CG	0	0	0	0	0	0
Administration	S	10	10	10	11	14	19
	C	9	10	10	11	12	12
Support Services	S	54	53	53	42	50	74
	C	9	9	9	8	8	9
Patrol Division	S	223	220	220	233	226	199
	SG	0	0	0	0	0	0
	C	4	4	4	4	4	3
Management Services	S	9	8	8	8	4	3
	C	11	12	11	11	10	10
	CG	0	0	0	0	0	0
Animal Control	C	8	8	8	8	8	8
	S					0	0
E911 System	C	45	53	53	53	53	61
	S	1	1	1	1	1	1
Part-Time	C	4	0	0	0	0	0
Sub-Total - Police (FT)	S	304	300	300	300	300	305
Sub-Total - Police (FT)	C	92	102	101	101	101	108
Sub-Total - Police (PT)	C	4	0	0	0	0	0
<b>Public Works</b>							
Administration		10	9	9	9	8	8
Street Cleaning		32	32	31	31	30	30
	Seasonal	4	4	4	4	4	4
Street Maintenance		30	30	30	30	29	29
Storm Drainage		13	13	13	13	12	12
Waste Collection		71	71	70	71	70	70
Landfill		15	15	15	15	15	15
Recycling Program		13	13	13	0	0	0
Sub-Total - Public Works (FT)		184	183	181	169	164	164
Sub-Total - Public Works (Sea)		4	4	4	4	4	4
<b>Vehicle Maintenance</b>							
		27	26	22	21	19	17
Part-Time		2	2	2	1	0	0
Clean Cities Coordinator		0	0	0	1	1	1
<b>TOTAL PERSONNEL (FT)</b>		<b>1,416</b>	<b>1,420</b>	<b>1,415</b>	<b>1,403</b>	<b>1,377</b>	<b>1,395</b>
Part-Time		220	214	215	211	210	200
Seasonal		185	101	101	101	101	105
Per 1,000 population		14.56	14.60	14.55	14.77	14.50	14.69
(based on population of 97,255 up to 2004)							
(based on population of 94,990 after 2004)							
*Population updated by Census in 2004							

# **CITY OF MACON**

## **CAPITAL OUTLAY**

THIS SECTION CONTAINS:

- ◇ A listing of approved machinery and equipment
- ◇ A listing of approved capital outlay



# CITY OF MACON

## **CAPITAL IMPROVEMENTS BUDGETS**

This section contains **Capital Improvement** projects budgeted for the fiscal year 2007 which require local funding. This includes all vehicle purchases and major equipment purchases and land/building improvements and/or renovations costing more than \$15,000.

A major portion of the vehicles and equipment is expected to be approved to be purchased through the **Georgia Local Government Lease Fund**.

# CITY OF MACON

## APPROVED MACHINERY & EQUIPMENT

Type: New (N)  
Replacement (R)

<u>DEPARTMENT/Item</u>	<u>TYPE</u>	<u>ITEM COST</u>	<u>TOTAL COST</u>
<b>AVIATION</b>			
Weed Eater (2)	R	800	
Blower (1)	R	300	
Chain Saw (2)	R	1,000	
Electric Generator (1)	R	1,000	
<b>DEPT. TOTAL</b>			<b>3,100</b>
<b>BOWDEN GOLF COURSE</b>			
4X8 Sheets Slatwall (10)	R	500	
6 Ball Brackets (25)	R	58	
Cap Displays (20)	R	50	
12" Shelf Brackets (50)	R	90	
6" Hooks (100)	R	32	
2" Shelves (8)	R	103	
4" Shelves (8)	R	153	
1 Video Surveillance System	N	1,500	
<b>DEPT. TOTAL</b>			<b>2,486</b>
<b>CENTRAL SERVICES</b>			
<b>Custodial Services</b>			
Vacuum Cleaners With Accessories	N	1,155	
<b>Sub-Total Custodial</b>			<b>1155</b>
<b>Traffic Signals</b>			
332 Cabinet Loaded 8 Phase W/ Backup (1)	N	12,500	
<b>Sub-Total Traffic Signals</b>			<b>12,500</b>
<b>General Maintenance</b>			
Mig Welder (1)	N	600	
Low Trailer 8' x 16' (1)	N	8,000	
<b>Sub-Total General Maintenance</b>			<b>8,600</b>
<b>Electrical</b>			
Trace Meters	N	3,300	
<b>Sub-Total Electrical</b>			<b>3,300</b>
<b>Traffic Maintenance Operations</b>			

# CITY OF MACON

<u>DEPARTMENT/Item</u>	<u>TYPE</u>	<u>ITEM COST</u>	<u>TOTAL COST</u>
Air Compressor (1)	N	2,000	
Post Driver Unit	N	2,000	
<b>Sub-Total Traffic Maintenance Operation</b>			4,000
<b>DEPT. TOTAL</b>			<b>29,555</b>

## CITY ENGINEERING

Tribrachs W/ Optical Plummet (2)	R	500	
Retro Prisms (2)	R	300	
			800
<b>TRAFFIC ENGINEERING</b>			
Traffic Counting Machines (1)	N	800	
			800
<b>DEPT. TOTAL</b>			<b>1,600</b>

## CONV CTRE/COLISEUM/AUD.

Dry Carpet Cleaner (1)	N	3,275	
8' Aluminum Classroom Tables (5)	R	960	
8' Wooden Banquet Tables (15)	R	1,380	
Vacuum (2)	R	800	
			6,415
Upright Freezer/ Refrigerator (1)	R	3,145	
40 Pairs of Ice Skates	R	2,460	
1 Ice Skate Sharpening Machine (1)	N	6,500	
Industrial Dryer (1)	R	1,045	
Under counter Freezer (1)	R	1,128	
			14,278
38 Dozen Dinner Plates	R	4,256	
12 Dozen Coffee Cups	R	706	
Wide Area Vacuum (1)	R	2,800	
Riser Skirting (15)	R	1,545	
			9,307
<b>DEPT. TOTAL</b>			<b>30,000</b>

## EMA

800 MHZ Two - Way Radio	R	4700	
<b>DEPT. TOTAL</b>			<b>4,700</b>

## FINANCE

Desk (1)	R	950	
<b>DEPT. TOTAL</b>			<b>950</b>

# CITY OF MACON

<u>DEPARTMENT/Item</u>	<u>TYPE</u>	<u>ITEM COST</u>	<u>TOTAL COST</u>
<b>FIRE DEPARTMENT</b>			
<b>Firefighting</b>			
Fire Hydrants (3)	N	6,000	
1 3/4" Firefighting Nozzles(3)	R	2,025	
100 ft lengths of 1 3/4" (10)	R	2,150	
100 ft Length of 4" ff hose (10)	R	6,650	
Automated External Defibrillators (2)	R	5,800	
Jaws of Life Tool set (2)	R	29,100	
1 Bar Saw 24" for Trucks 31 and 32 (1)	R	375	
Generator at Station #7 (1)	R	3,600	
<b>Sub-total Firefighting</b>			55,700
<b>Fire Training</b>			
Stokes Baskets	R	97	
<b>Sub-total Fire Training</b>			97
<b>DEPT. TOTAL</b>			<b>55,797</b>
<b>HUMAN RESOURCES DEPARTMENT</b>			
<b>Administration</b>			
Digital Camera (1)	R	250	
Printer Dock for Digital Camera (1)	N	250	
<b>DEPT. TOTAL</b>			<b>500</b>
<b>INSPECTION &amp; FEES</b>			
Laptop Dell Precision M70 (1)	R	3075	
Lexmark T 630 N 355 PPM network printer (3)	R	2865	
<b>DEPT. TOTAL</b>			<b>5,940</b>
<b>MIS</b>			
Diagnostic Equipment (1)	N	2,000	
<b>DEPT. TOTAL</b>			<b>2,000</b>
<b>MUNICIPAL COURT</b>			
Court Recorder (1)	N	7,000	
<b>DEPT. TOTAL</b>			<b>7,000</b>
<b>PARKS &amp; RECREATION</b>			
<b>Parks &amp; Rec. Grounds/Facilities</b>			

# CITY OF MACON

<u>DEPARTMENT/Item</u>	<u>TYPE</u>	<u>ITEM COST</u>	<u>TOTAL COST</u>
String Trimmer SRM - One Arm (4)	R	896	
String Trimmer Double Arm (4)	R	1024	
Back Pack Blower ECHO (1)	R	304	
Chainsaw (1)	R	400	
Chainsaw -Stihl MS 192T (1)	R	270	
Chainsaw -Stihl MS 880 (1)	R	1,288	
Green House Poly Covering (1)	R	1,661	

**Sub-Total Parks & Rec. Grounds/Facilities**

5,843

**Parks & Rec. Operations**

Electric Stove (1)	R	375	
20" Floor Buffer (1)	R	1,554	
Vacuum Cleaner (1)	R	250	
60" Round Mity Lite Table (1)	N	200	

**Sub-Total Parks & Rec. Operations**

2,379

<b>DEPT. TOTAL</b>			<b>8,222</b>
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## POLICE DEPARTMENT

File Cabinets (6)	N	1,200	
Portable Jump Start Boxes/ Air pump (9)	R	630	
Flat Screen Monitor (3)	R	900	
Lexmark Printer/ Copier / Fax (1)	N	200	
USB Write Block (1)	N	300	
Animal Control Officer Kits (5)	R	1,980	
Kennels (1)	R	2,500	
Computer Laptop and Projector (1)	N	2,000	
Communication Console Telephone Headset (12)	R	960	
Training Y Cords (15)	N	225	
UPS Back-Up (1)	R	26,664	
Printers (8)	R	1,600	

**Sub-Total Police Patrol**

39,159

**Public Works**

**Street Cleaning**

Tractors Mower Attachment (2)	N	14,400	
Weed eaters (3)	N	1,500	

15,900

**Street Maintenance**

Weed eaters (6)	N	3,000	
Extendable Pole saws (3)	N	1,500	

4,500

**Storm Drainage**

# CITY OF MACON

<u>DEPARTMENT/Item</u>	<u>TYPE</u>	<u>ITEM COST</u>	<u>TOTAL COST</u>
Portable Storm Sewer Inspection Camera (1)	N	11,200	
Sewer Vac Attachment Hydraulic Water Cutter	N	1,300	
			12,500
<b>Solid Waste Disposal</b>			
Steel Rods	N	5,000	
Fiber Soil Cover (2)	N	2,500	
HDPE Pipe (70)	N	13,230	
Hand Held Radios (3)	N	1,200	
			21,930
<hr/> <b>DEPT. TOTAL</b>			<b>21,930</b>
<b>TOTAL ALL DEPARTMENTS</b>			<hr/> <b>173,780</b> <hr/>

# CITY OF MACON

## CAPITAL IMPROVEMENTS PROGRAM PROJECT SUMMARY



### AVIATION

<b>Project:</b> Airport Terminal Building Enhancement <b>Project Description:</b> Local Match for FAA Project.	<b>Estimated Costs:</b>	\$ 70,000
<b>Project:</b> Storm Drainage Construction. <b>Project Description:</b> Storm drainage construction work at Airport.	<b>Estimated Costs:</b>	\$ 25,000
<b>Project:</b> John Deere Tractor W/Canopy. <b>Project Description:</b> To purchase new tractor for the Airport.	<b>Estimated Costs:</b>	\$ 13,974
<b>Unallocated Reserve Earmark</b> Delta Taxiway Crack Seal	<b>Estimated Costs:</b>	\$ 50,000
	<b><u>TOTAL</u></b>	<b>\$158,974</b>

### BOWDEN GOLF COURSE:

<b>Project:</b> Sprayer. <b>Project Description:</b> To purchase Sprayer for the Golf Course.	<b>Estimated Costs:</b>	\$ 18,400
	<b><u>TOTAL</u></b>	<b>\$ 18,400</b>

### CENTRAL SERVICES



# CITY OF MACON

<b>Project:</b> Interstate Re-lamping. <b>Project Description:</b> Lamps life has exceeded its life expectancy resulting in light outages. Re-laming needed to meet clean light standards.	<b>Estimated Costs:</b>	\$ 45,000
<b>Project:</b> Fiber Optic Maintenance. <b>Project Description:</b> To repair, install, and maintain fiber optics.	<b>Estimated Costs:</b>	\$ 15,000
<b>Project:</b> Printer/ Cutter Plotter. <b>Project Description:</b> To replace 1996 Sign Runner 4000 Cutter Plotter.	<b>Estimated Costs:</b>	\$ 21,000
<b>Project:</b> Vehicle Replacement <b>Project Description:</b> To replace Ford / Boom, Chev. Pickup (2), GMC Pickup, and Chev. Flat Bed.	<b>Estimated Costs:</b>	\$162,144
	<b><u>TOTAL</u></b>	<b>\$243,144</b>

## CENTREPLEX

<b>Project:</b> Centreplex Marquee <b>Project Description:</b> To replace Marquee that is 18 years old and become obsolete.	<b>Estimated Costs:</b>	\$ 20,000
<b>Project:</b> Chiller (200 Ton) <b>Project Description:</b> To replace Chiller (200 Ton).	<b>Estimated Costs:</b>	\$125,000
<b>Project:</b> Chair (1700) <b>Project Description:</b> To replace chairs which are 20 years old.	<b>Estimated Costs:</b>	\$ 80,000
<b>Project:</b> Forklift <b>Project Description:</b> To replace Forklift.	<b>Estimated Costs:</b>	\$ 25,235
<b>Unallocated Reserve Earmark</b> Scoreboard	<b>Estimated Costs:</b>	\$ 95,000
	<b><u>TOTAL</u></b>	<b>\$345,235</b>

## FIRE DEPARTMENT





# CITY OF MACON

**Project:** Roof Repairs Stations 1, 8, 11 & 12  
**Project Description:** To repair roofs of Stations 1, 8, 11 & 12.

**Estimated Costs:** \$ 60,000

**Project:** Replacement Turn Out Gear  
**Project Description:** To Replace Turn Out Gear

**Estimated Costs:** \$ 50,000

**Project:** Self Contained Breathing App.  
**Project Description:** To purchase Self Contained Breathing App.

**Estimated Costs:** \$ 37,000

**Project:** Air Compressor System  
**Project Description:** To purchase Air Compressor System

**Estimated Costs:** \$ 60,000

**Project:** Portable Radios (11)  
**Project Description:** To purchase Portable Radios (11)

**Estimated Costs:** \$ 30,000

**Project:** Replacement of Vehicles  
**Project Description:** To replace Aerial/Ladder, Engine, 1999 Ford CV, 1994 Doge Van, 1994 Chev. Van, 1991 Ford CV, 1994 Ford CV, 1994 Ford Taurus (4).

**Estimated Costs:** \$1,074,003

**TOTAL** \$1,311,003

## INFORMATION SYSTEM/COMMUNICATIONS



**Project:** Upgrade of Software Licenses  
**Project Description:** Required Licenses per each system user.

**Estimated Costs:** \$ 94,000

**Project:** Anti-Spy, Anti-Spam  
**Project Description:** To purchase Anti-Spy, Anti-Spam software for the system.

**Estimated Costs:** \$ 20,000

# CITY OF MACON

**Project:** Replacement of Computer  
**Project Description:** Required to replace the old computer.

**Estimated Costs:** \$100,000

**Project:** Upgrade Telephones  
**Project Description:** To upgrade existing telephones.

**Estimated Costs:** \$100,000

**Project:** Network Equipments  
**Project Description:** To purchase network equipment for the system.

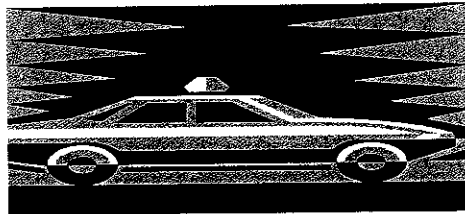
**Estimated Costs:** \$ 40,000

**Project:** System Servers  
**Project Description:** To purchase system servers.

**Estimated Costs:** \$ 50,000

**TOTAL** \$404,000

## POLICE DEPARTMENT



**Project:** Vehicles (40 patrol +10 cars, 2 Motorcycles)  
**Project Description:** To purchase 40 patrol cars +10 other cars+ two motorcycles.

**Estimated Costs:** 1,380,000

**Project:** Tornado Sirens  
**Project Description:** To purchase tornado sirens for the Emergency Management

**Estimated Costs:** \$ 17,500

**TOTAL** \$1,397,500

## ENGINEERING

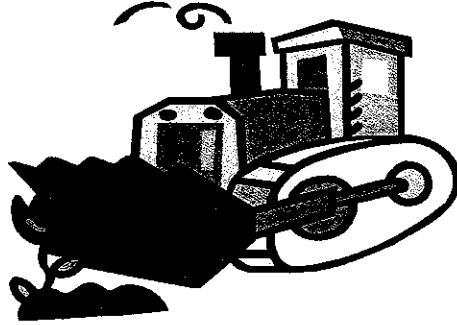
**Project:** Street Improvements  
**Project Description:** Street Improvements

**Estimated Costs:** \$ 50,000

**Project:** Sidewalk Paving  
**Project Description:** Sidewalk Paving.

**Estimated Costs:** \$100,000

# CITY OF MACON



## PUBLIC WORKS

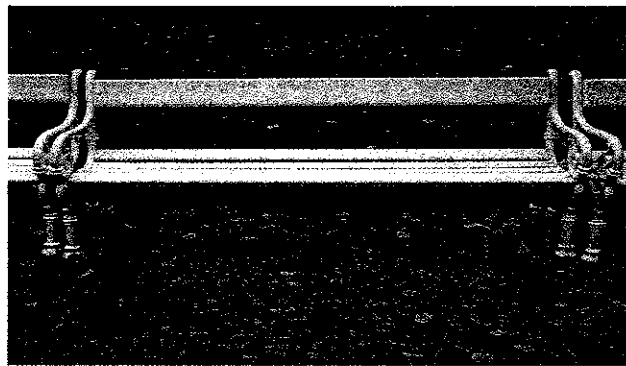
**Project:** Roll Off Container (5) **Estimated Costs:** \$ 17,500  
**Project Description:** To purchase 5 roll off containers.

**Project:** Roll Out Carts **Estimated Costs:** \$ 35,000  
**Project Description:** To purchase roll out carts

**Project:** Vehicles Replacement **Estimated Costs:** \$1,424,426  
**Project Description:** Replacement of Loader 953C,  
Compactor BC 671, Dozier D87 F, 2002 Elgin Sweeper,  
& 1991 Int. Dumper (2)

**TOTAL** **\$1,626,926**

## PARKS & RECREATION



**Project:** Swimming Pools Improvements **Estimated Costs:** \$ 30,000  
**Project Description:** Swimming Pools Improvements

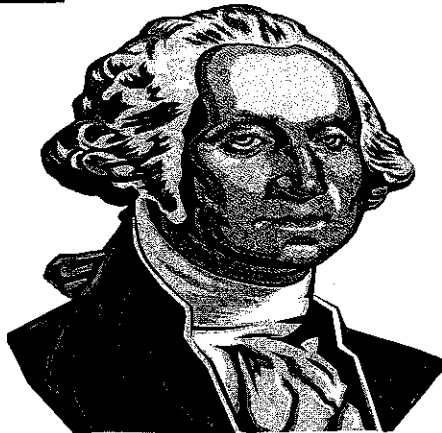
**Project:** Re-Surfacing of John Drew Tennis Ground. **Estimated Costs:** \$ 50,000  
**Project Description:** Re-Surfacing of John Drew

**Unallocated Reserve Earmark** **Estimated Costs:** \$ 175,000  
**Tennis Ground**

# CITY OF MACON

<b>Project:</b> Roof and Floors Improvement <b>Project Description:</b> Roof and Floors Improvement	<b>Estimated Costs:</b>	\$190,000
<b>Project:</b> Tatnall Tennis Project <b>Project Description:</b> Tatnall Tennis Project	<b>Estimated Costs:</b>	\$ 30,000
<b>Project:</b> Vehicle Replacement <b>Project Description:</b> To replace 1996 Ford Club Van, & John Deere Tractor.	<b>Estimated Costs:</b>	\$ 33,092
	<b><u>TOTAL</u></b>	<b>\$508,092</b>

## GENERAL GOVERNMENT



## INSPECTION & FEES

<b>Project:</b> Vehicle Replacement <b>Project Description:</b> To replace 1994 Ford Pickup	<b>Estimated Costs:</b>	\$ 10,180
	<b><u>TOTAL</u></b>	<b>\$ 10,180</b>

**TOTAL ALL DEPARTMENTS: \$6,023,454**

# CITY OF MACON

## CAPITAL IMPROVEMENT PLAN FY 2007

### EXHIBIT C

DEPARTMENT/ PROJECT	BUDGET	CODE	TOTAL
<b>AIRPORT</b>			
John Deere Tractor W/Canopy	13,974.00	2	13,974
Storm Drainage Construction	25,000	1	25,000
FAA Projects (Local Match)	70,000	1	70,000
<b>SUBTOTAL</b>	<b>108,974</b>		<b>108,974</b>
<b>BOWDEN GOLF COURSE</b>			
Sprayer	18,400	2	18,400
<b>CENTRAL SERVICES</b>			
Bucket Truck/Boom	68,000	2	68,000
3/4 Ton Pickup/Service Truck	20,273	2	20,273
3/4 Ton Pickup/Service Truck	20,273	2	20,273
3/4 Ton Pickup	15,098	2	15,098
1Ton Flat Bed Crew Cab	38,500	2	38,500
Interstate Revamping	45,000	1	45,000
Fiber Optic Maintenance	15,000	1	15,000
Printer/Cutter Plotter	21,000	1	21,000
<b>SUBTOTAL</b>	<b>243,144</b>		<b>243,144</b>
<b>CENTREPLEX</b>			
Chiller (200 Ton)	125,000	1	125,000
Marquee	20,000	1	20,000
Chair Replacement (1,700)	80,000	1	80,000
Forklift	25,235	2	25,235
Unallocated Reserve Earmark			
Centreplex Scoreboard	95,000	2	95,000
<b>SUBTOTAL</b>	<b>345,235</b>		<b>345,235</b>
<b>FIRE DEPARTMENT</b>			
Aerial /Ladder	750,000	2	750,000
Engine	200,000	2	200,000
Taurus	13,243	2	13,243
Taurus	13,243	2	13,243
Van	15,651	2	15,651
Van	15,651	2	15,651
Taurus	13,243	2	13,243
Taurus	13,243	2	13,243
Taurus	13,243	2	13,243
Taurus	13,243	2	13,243
Taurus	13,243	2	13,243
Replacement Turn Out Gear	50,000	2	50,000
Self Contained Breathing App.	37,000	2	37,000
Air Compressor System	60,000	2	60,000
Portable Radios (11)	30,000	2	30,000
Roof Repairs (Stations 1, 8, 11 & 12)	60,000	1	60,000
<b>SUBTOTAL</b>	<b>1,311,003</b>		<b>1,311,003</b>
<b>INFORMATIONS SYSTEMS/COMMUNICATIONS</b>			

# CITY OF MACON

## CAPITAL IMPROVEMENT PLAN FY 2007

**EXHIBIT C**

DEPARTMENT/ PROJECT	BUDGET	CODE	TOTAL
Cal & Upgrade Licenses	94,000	1	94,000
Anti-Spy, Anti-Spam	20,000	1	20,000
Computer Replacement	100,000	2	100,000
Telephone upgrade	100,000	2	100,000
Network Equipment	40,000	2	40,000
System Servers	50,000	2	50,000
<b>SUBTOTAL</b>	<b>404,000</b>		<b>404,000</b>
<b>POLICE DEPARTMENT</b>			
50 Patrol Cars @ \$24,000	1,200,000.00	2	1,200,000
10 other @ \$14,000	140,000.00	2	140,000
2 motorcycles @ \$20,000	40,000.00	2	40,000
Tornado Sirens ( EM)	17,500.00	2	17,500
<b>SUBTOTAL</b>	<b>1,397,500</b>		<b>1,397,500</b>
<b>PARKS &amp; RECREATION</b>			
Club Van	19,513.00	2	19,513
Tractor	13,579.00	2	13,579
Swimming Pools Improvements	30,000	1	30,000
Re-Surfacing of John Drew tennis Ground	50,000	1	50,000
Roof and Floors Improvement Project (4 & 5)	190,000	1	190,000
Tatnall Tennis Project	30,000	1	30,000
Unallocated Reserve Earmark			
Re-Surfacing of John Drew tennis Ground	175,000	2	175,000
Delta Taxiway Crack Seal	50,000	2	50,000
<b>SUBTOTAL</b>	<b>558,092</b>		<b>558,092</b>
<b>PUBLIC WORKS</b>			
<b>ENGINEERING</b>			
Street Improvements	50,000	1	50,000
Sidewalk Paving	100,000	1	100,000
Public Works			
953CAC WHA Loader	204,000.00	2	204,000
826H Compactor	466,000.00	2	466,000
D7R WHA Dozier	426,000.00	2	426,000
Sweeper	130,000.00	2	130,000
12 YD Tandem Dump Truck	99,213.00	2	99,213
12 TD Tandem Dump Truck	99,213.00	2	99,213
Roll Off Container (5)	17,500.00	2	17,500
Roll Out Carts	35,000.00	2	35,000
<b>SUBTOTAL</b>	<b>1,626,926</b>		<b>1,626,926</b>
<b>GENERAL GOV'T</b>			
Extended Cab Pickup	10,180	2	10,180
<b>SUBTOTAL</b>	<b>10,180</b>		<b>10,180</b>
<b>TOTAL ALL DEPARTMENTS</b>	<b>6,023,454</b>		<b>6,023,454</b>
<b>CODE:</b>	1	<b>LOCAL GOVERNMENT LEASE POOL (LP)</b>	
	2	<b>General Fund</b>	

*CITY OF MACON*

VI. APPROPRIATIONS  
ORDINANCE

# **CITY OF MACON**

## **APPROPRIATIONS ORDINANCE**

This section contains the actual document presented to City Council for approval.

- ◆ Revenues and Expenditures (by line item) for each fund (budgeted) are presented in the following order:

**GENERAL FUND**

**CAPITAL IMPROVEMENTS FUND**

**ENTERPRISE FUNDS**

**INTERNAL SERVICE FUND**

**DEBT SERVICE FUND**

**SPECIAL REVENUE FUND**



# CITY OF MACON

## EXHIBIT A

### FISCAL YEAR 2007 APPROVED BUDGET

<b>ORG</b>	<b>OBJ</b>	<b>TITLE / DESCRIPTION</b>	
<b>GENERAL FUND REVENUES</b>			
<b>PROPERTY TAXES</b>			
<b>10300</b>	30100	General Property Tax	17,500,000
	30105	Auto Tags & Tax	1,583,500
	30107	Railroad Equipment Tax	8,000
	30110	Recording Intangible Tax	252,072
		<b>FUNCTION TOTAL</b>	<b>19,343,572</b>
<b>SALES TAXES</b>			
<b>10305</b>	30115	Local Option Sales Tax	17,800,000
	30116	SPLOST	9,436,473
	30120	Liquor Case Tax	192,000
	30125	Malt Beverage Stamps	1,325,000
	30130	Wine Case Tax	135,000
		<b>FUNCTION TOTAL</b>	<b>28,888,473</b>
<b>GROSS RECEIPTS</b>			
<b>10310</b>	30135	Georgia Power Company	4,232,900
	30140	Georgia Natural Gas	660,600
	30145	Bell South	1,661,080
	30150	Cox Cable	826,600
	30166	Telephone Others	1,300
	30170	Insurance Premium	5,236,000
		<b>FUNCTION TOTAL</b>	<b>12,618,480</b>
<b>PENALTIES AND INT - TAXES</b>			
<b>10315</b>	30175	Tax Penalties	115,000
	30180	Tax Interest	115,000
		<b>FUNCTION TOTAL</b>	<b>230,000</b>
<b>BUSINESS LICENSES</b>			
<b>10320</b>	31100	Occup.Tax/Business Lic.	1,550,000
	31105	Licenses-Depository	275,000
	38120	Miscellaneous	9,500
	38175	Over/Short	100
		<b>FUNCTION TOTAL</b>	<b>1,834,600</b>

# CITY OF MACON

## **NON-BUSINESS LICENSES**

<b>10325</b>	31115	Building Permits	26,300
	31117	Plumbing Permits	16,900
	31120	Heating-AC Permits	30,500
	31125	Electrical Permits	28,400
	31126	General Contractors Permits	895,300
	31130	Plan-Occupancy Permits	48,500
	31135	Misc. Permits	5,300
	31140	Permit Fax Fee	2,100
		<b>FUNCTION TOTAL</b>	<b>1,053,300</b>

## **STATE/FEDERAL GRANTS**

<b>10330</b>	32100	State of GA - EMA	44,000
		<b>FUNCTION TOTAL</b>	<b>44,000</b>

## **PAYMENTS IN LIEU OF TAXES**

<b>10335</b>	32070	Macon Housing Authority	62,000
	32080	McDonnell-Douglas- Boeing	50,150
	32085	Zantop-Pmt Lieu of Taxes	22,600
	32105	Real Estate Transfers	95,000
		<b>FUNCTION TOTAL</b>	<b>229,750</b>

## **OTHER LOCAL GOVERNMENT**

<b>10340</b>	32110	Bibb County - EMA	25,000
	32111	Sect. State Bldg. Lease	856,989
	32115	Bibb Co. Fire	7,060,473
	32125	Bibb Co. Traffic Eng.	123,200
	32135	Cherry Blossom	10,000
		<b>FUNCTION TOTAL</b>	<b>8,075,662</b>

## **GENERAL CITY GOVERNMENT**

<b>10342</b>	33100	Alcoholic Bev. Affidavits	7,850
	33105	Land Dist. Permits	8,500
	33110	Flood Plan Dev.	100
	33115	Central Record Fees	90,000
	33123	Police Svs	7,000
	33125	Alarm Systems	49,200
	33150	General Employee C.U.	100,840
	33151	Mid GA Clean Cities Coalition	45,426
	33152	Macon Water Authority	15,000
	33155	Electrical	20,000
	33161	800 MHz Radio Comm Tower Lease	116,400
	33165	Signals & Signs	65,000
		<b>FUNCTION TOTAL</b>	<b>525,316</b>

# CITY OF MACON

## HIGHWAYS AND STREETS

<b>10344</b>	34100	Right-of-Way	400,000
	34105	Street Repair	125,000
		<b>FUNCTION TOTAL</b>	<b>525,000</b>

## P&R CHARGES FOR SERVICES

<b>10345</b>	32120	Bibb Co. Pauper Burials	1,300
	33130	Cemetery Lot / Sales Interment	55,000
	33131	Cemetery Maintenance	4,000
	33140	Senior Citizen	17,200
	35140	Swimming Pool Fees	16,500
	35145	Programs-Ins. Classes	1,000
	35150	Programs - Fees - Youth	30,000
	35160	Utilities Reimbursements	27,000
	35165	Sports Fees	18,000
	35169	Non Resident Participation Fee	2,000
	35170	Rentals	21,000
	35175	Sr. Cit. Membership Fees	1,200
	35305	Concession Sales	8,000
	38120	Miscellaneous	500
		<b>FUNCTION TOTAL</b>	<b>202,700</b>

## P&R CHARGES FOR TENNIS SERVICES

<b>10346</b>	35165	Sports Fees	500
	35170	Rentals	7,200
	35185	Court Use	22,000
	35190	Membership	14,000
	35191	MTA Rental, Tournament, Sponsor	1,200
	35305	Concession Sales	2,500
		<b>FUNCTION TOTAL</b>	<b>47,400</b>

## P&R CHARGES FOR CENTRAL CITY PARK

<b>10347</b>	32165	Georgia State Fair	5,000
	35160	Utilities Reimbursements	1,500
	35165	Sports Fees	29,500
	35170	Rentals	35,000
	35171	Skateboard Park	3,500
	35173	Rentals - Cherry Street Plaza	6,000
	35600	MCN Braves	12,500
	35610	Other Stadium Rentals	3,000
	35611	Equipment Rental	1,500
	35613	Rent- City Credit Union	1,200
	35612	Ocmulgee Heritage Maintenance	5,600
	38120	Misc.	2,000

# CITY OF MACON

		<b>FUNCTION TOTAL</b>	<b>106,300</b>
	<b>ANIMAL CONTROL - CHARGES</b>		
<b>10375</b>	35100 Euthan. & Other Fees		500
	35105 Adoption/Shelter Fees		12,500
	35110 Animal Licenses		5,000
	35120 Other		200
	35125 Bibb County - Dogs		8,000
	35130 Board Of Health		14,000
<b>10385</b>	36177 10% Jail Add-On Service		108,200
		<b>FUNCTION TOTAL</b>	<b>148,400</b>
	<b>MULBERRY ST. PARKING GARAGE REVENUE</b>		
<b>10381</b>	33190 Parking Fees - Monthly		200,000
	33195 Parking Fees - Daily / Hourly		10,000
		<b>FUNCTION TOTAL</b>	<b>210,000</b>
	<b>FINES AND FORFEITURES</b>		
<b>10385</b>	36105 Court Cost Fees		18,100
	36110 Dept. of Public Safety		1,000
	36150 Cash Bonds		35,900
	36188 Municipal Court Revenue		1,201,600
	36189 Maximus Payments		634,700
	38120 Miscellaneous		1,400
	38175 Over/Short		10,000
		<b>FUNCTION TOTAL</b>	<b>1,902,700</b>
	<b>SALES AND REFUNDS</b>		
<b>10387</b>	37104 Inventory/Equipment Sales		25,000
	37105 Sale of Real Property		200,000
	37110 Atty & Eng. Fees		5,000
	37115 Sales of Scrap Metals		500
		<b>FUNCTION TOTAL</b>	<b>230,500</b>
	<b>MISCELLANEOUS</b>		
<b>10390</b>	38110 Interest on Investment		90,000
	38120 Miscellaneous		52,500
	38135 Rents-City Hall Annex		150,000
	38138 Airport Police - Reimbursement		114,000
	38140 Impounded Veh. Contract		130,000
	38145 Paving Assessments		1,500
	38150 Railroad Annuity		7,000
	38148 Indirect Charge Revenue		129,783
		<b>FUNCTION TOTAL</b>	<b>674,783</b>

# CITY OF MACON

		<b>SUB-TOTAL GENERAL FUND REVENUES</b>	<b>76,890,936</b>
	<b>OTHER FINANCING SOURCES</b>		
<b>10395</b>	39114 Transfer from other Fund		1,916,128
		<b>FUNCTION TOTAL</b>	<b>1,916,128</b>
		<b>TOTAL GENERAL FUND REVENUES</b>	<b>78,807,064</b>

## **GENERAL FUND EXPENDITURES**

### **MUNICIPAL COURT**

<b>10100</b>	41100 Salaries Full-Time		329,042
	41110 Salaries Part-Time		17,644
	41120 Salaries Overtime		9,700
	41170 Employee Benefits		103,704
	42110 Operating Supplies		3,500
	42130 Clothing & Uniforms		100
	43110 Professional Service		63,000
	43125 Travel Expense		6,240
	43130 Advertising		200
	43135 Printing, Binding & Book		15,000
	43140 Telephone Cost		9,000
	43145 Repairs & Maintenance		400
	43150 Contractual Services		318,939
	43161 Cont. Serv - Indigent Counsel		24,000
	44100 Machinery & Equipment		7,000
	44115 Building Improvement Int		6,500
		<b>DEPARTMENT TOTAL</b>	<b>913,969</b>

### **MAYOR & STAFF**

<b>10105</b>	41100 Salaries Full-Time		586,747
	41170 Employee Benefits		121,256
	42110 Operating Supplies		3,500
	42112 Operating Supplies (Channel 14)		2,500
	42135 Fuel, Oil & Lubricants		2,500
	42140 Mtr. Vehicle Repair-Parts		1,500
	42145 Mtr. Vehicle Repair-Lab.		500
	43125 Travel & Training Expense		15,000
	43135 Printing, Binding & Book		5,000
	43140 Telephone Cost		8,000
	43150 Contractual Services		16,000
	43155 Mayor's Contingency		20,000
	43160 Communication- Mayor's		500
	43165 Business Meeting Expense		4,500

# CITY OF MACON

43175	Dues, Subs & Memberships	3,500
<b>DEPARTMENT TOTAL</b>		<b>791,003</b>

## **INFORMATION SYSTEMS**

<b>10110</b>	41100	Salaries Full-Time	354,752
	41120	Salaries Overtime	1,000
	41170	Employee Benefits	82,083
	42110	Operating Supplies	8,000
	43120	Transportation	1,500
	43125	Travel & Training Expense	10,000
	43140	Telephone Cost	15,000
	43150	Contractual Services	126,000
	43175	Dues, Subs & Memberships	250
	43345	Computer Network Maintenance	25,000
	44115	Bldg. Improvements	2,000
<b>DIVISION TOTAL</b>			<b>625,585</b>

## **COMMUNICATION MAINTENANCE**

<b>10186</b>	41100	Salaries Full-Time	201,870
	41120	Salaries Overtime	7,000
	41170	Employee Benefits	49,276
	42110	Operating Supplies	500
	42135	Fuel, Oil & Lubricants	1,850
	42140	Mtr. Vehicle Repair-Parts	1,000
	42145	Mtr. Vehicle Repair-Lab.	1,000
	42160	Small Tools	1,000
	43125	Travel & Training Expense	8,000
	43145	Repairs & Maintenance	26,000
	44100	Machinery & Equipment	2,000
<b>DIVISION TOTAL</b>			<b>299,496</b>
<b>DEPARTMENT TOTAL</b>			<b>925,081</b>

## **INTERNAL AUDIT**

<b>10114</b>	41100	Salaries Full-Time	82,454
	41170	Employee Benefits	19,621
	42110	Operating Supplies	1,000
	43120	Transportation	500
	43125	Travel & Training Expense	2,720
	43140	Telephone Cost	820
	43150	Contractual Services	500
	43175	Dues, Subs & Memberships	365
<b>DEPARTMENT TOTAL</b>			<b>107,980</b>

## **CITY COUNCIL**

# CITY OF MACON

<b>10115</b>	41100	Salaries Full-Time	108,534
	41110	Salaries Part-Time	151,828
	41114	Salaries - Other	35,100
	41120	Salaries Overtime	1,500
	41170	Employee Benefits	131,468
	42110	Operating Supplies	2,500
	42150	Motor Pool	100
	43110	Professional Service	78,492
	43125	Travel Expense	24,180
	43135	Printing, Binding & Book	3,000
	43140	Telephone Costs	3,900
	43150	Contractual Services	7,844
	43155	Contingency Expense	6,000
	43175	Dues, Subs & Memberships	10,000
	43180	Miscellaneous	4,500
		<b>DEPARTMENT TOTAL</b>	<b>568,946</b>

## **HUMAN RESOURCES ADMIN**

<b>10120</b>	41100	Salaries Full-Time	435,362
	41170	Employee Benefits	111,996
	42110	Operating Supplies	7,000
	43110	Professional Service	18,000
	43125	Travel & Training Expense	2,500
	43130	Advertising	5,500
	43135	Printing, Binding & Book	5,000
	43140	Telephone Cost	7,825
	43145	Repairs & Maintenance	200
	43150	Contractual Services	6,500
	43175	Dues, Subs & Memberships	1,500
	43365	Unemployment Insurance	50,000
	43380	Employee Assistance Program	27,000
	44100	Machinery & Equipment	500
		<b>DIVISION TOTAL</b>	<b>678,883</b>

## **HUMAN RESOURCES - MEDICAL DISP**

<b>10121</b>	41100	Salaries Full-Time	88,109
	41170	Employee Benefits	20,167
	42110	Operating Supplies	6,000
	43110	Professional Service	153,000
	43125	Travel & Training Expense	1,840
	43142	Electricity	2,050
	43145	Repairs & Maintenance	500
	43150	Contractual Services	5,000
	43175	Dues, Subs & Memberships	850

# CITY OF MACON

		<b>DIVISION TOTAL</b>	<b>277,516</b>
		<b>DEPARTMENT TOTAL</b>	<b>956,399</b>
		<b>HUMAN RESOURCES - CREDIT UNION</b>	
<b>10122</b>	41100	Salaries Full-Time	81,328
	41170	Employee Benefits	19,512
		<b>DEPARTMENT TOTAL</b>	<b>100,840</b>
		<b>CLEAN CITIES GRANT</b>	
<b>10127</b>	41100	Salaries Full-Time	36,109
	41170	Employee Benefits	9,317
		<b>DEPARTMENT TOTAL</b>	<b>45,426</b>
		<b>FINANCE/PURCHASING DEPT</b>	
<b>10130</b>	41100	Salaries Full-Time	746,326
	41110	Salaries Part-Time	10,179
	41120	Salaries Over-Time	1,500
	41170	Employee Benefits	189,406
	42110	Operating Supplies	20,000
	43120	Transportation	500
	43125	Travel & Training Expense	8,000
	43130	Advertising	8,000
	43135	Printing, Binding & Book	13,500
	43140	Telephone Cost	7,300
	43145	Repairs & Maintenance	200
	43150	Contractual Services	77,000
	43175	Dues, Subs & Memberships	2,000
	43205	Recording Fees	100
	44100	Machinery & Equipment	950
		<b>DEPARTMENT TOTAL</b>	<b>1,084,961</b>
		<b>CITY ATTORNEY</b>	
<b>10140</b>	41100	Salaries Full-Time	519,832
	41120	Salaries Overtime	600
	41170	Employee Benefits	108,538
	42110	Operating Supplies	4,000
	43110	Legal Fees	5,000
	43125	Travel & Training Expense	8,450
	43130	Advertising	100
	43135	Printing, Binding & Book	5,500
	43140	Telephone Cost	4,000
	43145	Repairs & Maintenance	100
	43150	Contractual Services	9,000



# CITY OF MACON

43161	Contractual Services Solicitor Counsel	24,000
43175	Dues, Subs & Memberships	4,000
43430	Liability Exp. Self Insurance	419,000

**DEPARTMENT TOTAL 1,112,120**

## **CITY CLERK**

<b>10145</b>	41100	Salaries Full-Time	73,882
	41170	Employee Benefits	18,794
	42110	Operating Supplies	2,000
	42150	Mtr. Pool Vehicles	100
	43120	Transportation	400
	43125	Travel & Training Expense	2,850
	43135	Printing, Binding & Book	700
	43140	Telephone Cost	1,600
	43145	Repairs & Maintenance	200
	43150	Contractual Services	1,896
	43175	Dues, Subs & Memberships	90
	43330	Communication	48,187

**DEPARTMENT TOTAL 150,699**

## **POLICE - YOUTH & INTERVENTION SERVICES**

<b>10148</b>	41100	Salaries Full-Time	441,730
	41120	Salaries Overtime	3,000
	41160	Incentive Pay	13,650
	41170	Employee Benefits	123,809
	42130	Clothing Uniforms	2,200
	42135	Fuel, Oil & Lubricants	33,600
	42140	Mtr. Vehicle Repair-Parts	22,070
	42145	Mtr. Vehicle Repair-Lab.	4,960
	43125	Travel, Training & Certification	2,750
	43145	Repair & Maintenance	400
	43150	Contractual Services	7,285
	43175	Dues, Subscriptions & Memberships	1,100
	43180	Miscellaneous	83,500

**DIVISION TOTAL 740,054**

## **POLICE - ADMINISTRATION**

<b>10150</b>	41100	Salaries Full-Time	1,117,509
	41120	Salaries Overtime	5,000
	41152	Salaries - Clothing & Uniforms	3,520
	41160	Incentive Pay	23,825
	41170	Employee Benefits	283,383
	42110	Operating Supplies	130,000
	42130	Clothing Uniforms	110,548

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42135	Fuel,Oil & Lubricants	23,533
42140	Mtr. Vehicle Repair-Parts	16,007
42145	Mtr. Vehicle Repair-Lab.	7,000
43110	Professional Services	1,000
43125	Travel, Training & Certification	42,050
43135	Printing, Binding & Book	23,300
43140	Telephone	58,916
43142	Electricity	49,865
43145	Repairs & Maintenance	24,900
43150	Contractual Services	127,550
43152	Disciplinary Board	1,250
43175	Dues, Subscriptions & Memberships	869
43185	Medical & Hospital	30,000
43190	Other Utilities	30,000
43215	Jail Contract	193,320
	<b>DIVISION TOTAL</b>	<b>2,303,345</b>

## **POLICE SUPPORT SERVICES**

<b>10151</b>	41100	Salaries Full-Time	2,507,112
	41120	Salaries Overtime	30,000
	41152	Salaries - Clothing & Uniforms	11,880
	41160	Incentive Pay	66,700
	41170	Employee Benefits	721,771
	42130	Clothing & Uniforms	11,480
	42135	Fuel, Oil & Lubricants	147,196
	42140	Mtr. Vehicle Repair-Parts	123,736
	42145	Mtr. Vehicle Repair-Lab.	40,308
	43125	Travel, Training & Certification	5,180
	43150	Contractual Services	26,124
	43175	Dues, Subscriptions & Memberships	819
	43180	Miscellaneous	20,000
		<b>DIVISION TOTAL</b>	<b>3,712,306</b>

## **POLICE - PATROL**

<b>10152</b>	41100	Salaries Full-Time	6,048,875
	41120	Salaries Overtime	128,000
	41151	Salaries-Airport Overtime	186,377
	41152	Salaries - Clothing & Uniforms	18,480
	41160	Incentive Pay	173,825
	41170	Employee Benefits	1,781,963
	42130	Clothing Uniforms	85,520
	42135	Fuel, Oil & Lubricants	415,868
	42140	Mtr. Vehicle Repair-Parts	336,816
	42145	Mtr. Vehicle Repair-Lab.	102,672

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43125	Travel, Training & Certification	7,600
43150	Contractual Services	78,950
43175	Dues, Subscriptions & Memberships	550
43185	Medical & Hospital	1,200
44100	Machinery & Equipment	3,430
	<b>DIVISION TOTAL</b>	<b>9,370,126</b>

## **POLICE - MANAGEMENT SERVICES**

<b>10153</b>	41100	Salaries Full-Time	329,723
	41120	Salaries Overtime	4,000
	41160	Incentive Pay	7,825
	41170	Employee Benefits	108,156
	42130	Clothing & Uniforms	2,200
	42135	Fuel, Oil & Lubricants	5,060
	42140	Mtr. Vehicle Repair-Parts	3,637
	42145	Mtr. Vehicle Repair-Lab.	2,000
	43125	Travel, Training & Certification	3,398
	43150	Contractual Services	48,450
	43175	Dues, Subscriptions & Memberships	150
	44100	Machinery & Equipment	1,400
		<b>DIVISION TOTAL</b>	<b>515,999</b>

## **POLICE - ANIMAL CONTROL**

<b>10154</b>	41100	Salaries Full-Time	170,590
	41120	Salaries Overtime	5,000
	41170	Employee Benefits	63,568
	42110	Operating Supplies	16,590
	42130	Clothing & Uniforms	1,630
	42135	Fuel, Oil & Lubricants	10,676
	42140	Mtr. Vehicle Repair-Parts	5,386
	42145	Mtr. Vehicle Repair-Lab.	4,094
	42170	Chemicals, Drugs & Medicine	5,693
	43110	Professional Services	34,000
	43125	Travel, Training & Certification	500
	43150	Contractual Services	7,780
	43175	Dues, Subscriptions & Memberships	575
	44100	Machinery & Equipment	4,480
		<b>DIVISION TOTAL</b>	<b>330,562</b>
		<b>DEPARTMENT TOTAL</b>	<b>16,972,392</b>

## **FIRE DEPT - FIRE ADMINISTRATION**

<b>10155</b>	41100	Salaries Full-Time	264,834
	41160	Incentive Pay	4,000
	41170	Employee Benefits	58,544

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42110	Operating Supplies	2,000
42120	Repair & Main. Supplies	500
42130	Clothing & Uniforms	600
42135	Fuel, Oil & Lubricants	3,500
42140	Mtr. Vehicle Repair-Parts	2,032
43125	Travel Expense	3,595
43135	Printing, Binding & Book	600
43140	Telephone Cost	1,000
43150	Contractual Services	2,575
43175	Dues, Subs & Memberships	1,268
<b>DIVISION TOTAL</b>		<b>345,048</b>

## **FIRE - FIREFIGHTING**

<b>10156</b>	41100	Salaries Full-Time	10,549,938
	41120	Salaries Overtime	2,100,070
	41160	Incentive Pay	441,844
	41168	Vacation Pay-Out	200,000
	41170	Employee Benefits	3,269,736
	42110	Operating Supplies	35,000
	42120	Repair & Main. Supplies	55,000
	42130	Clothing & Uniforms	143,200
	42135	Fuel, Oil & Lubricants	130,000
	42140	Mtr. Vehicle Repair-Parts	200,000
	42145	Mtr. Vehicle Repair-Lab.	25,000
	42160	Small Tools	8,000
	42170	Chemicals, Drugs & Medicine	6,500
	42190	Cleaning & Sanitation	37,000
	42210	Fire Ext. Supplies	1,000
	43125	Travel & Training Expense	14,012
	43135	Printing, Binding & Book	3,500
	43140	Telephone Cost	13,000
	43142	Electricity	85,000
	43145	Repairs & Maintenance	5,000
	43150	Contractual Services	9,750
	43175	Dues, Subs & Memberships	150
	43190	Other Utilities	85,000
	43220	Laundry/Cleaning Svcs.	3,350
	44100	Machinery & Equipment	55,700
	44115	Bldg. Imp- Int.	15,000
<b>DIVISION TOTAL</b>		<b>17,491,750</b>	

## **FIRE - FIRE PREVENTION**

<b>10157</b>	41100	Salaries Full-Time	478,837
	41160	Incentive Pay	19,049

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41170	Employee Benefits	105,896
42110	Operating Supplies	3,500
42120	Repair & Main. Supplies	500
42130	Clothing & Uniforms	3,000
42135	Fuel, Oil & Lubricants	12,000
42140	Mtr. Vehicle Repair-Parts	8,000
42160	Small Tools	250
43125	Travel & Training Expense	1,440
43135	Printing, Binding & Book	4,500
43140	Telephone Cost	1,800
43150	Contractual Services	3,500
43175	Dues, Subs & Memberships	895
43192	Jr. Fire Marshals	6,281
<b>DIVISION TOTAL</b>		<b>649,448</b>

## **FIRE - FIRE TRAINING**

<b>10158</b>	41100	Salaries Full-Time	255,923
	41110	Salaries Part-Time	9,312
	41120	Salaries Overtime	3,000
	41160	Incentive Pay	7,475
	41170	Employee Benefits	65,967
	42110	Operating Supplies	5,000
	42120	Repair & Main. Supplies	2,000
	42130	Clothing & Uniforms	1,800
	42135	Fuel, Oil & Lubricants	6,500
	42140	Mtr. Vehicle Repair-Parts	4,500
	42160	Small Tools	500
	43125	Travel & Training Expense	2,695
	43135	Printing, Binding & Book	3,000
	43140	Telephone Cost	1,500
	43142	Electricity	8,000
	43150	Contractual Services	6,000
	43175	Dues, Subs & Memberships	115
	43190	Other Utilities	4,000
	44100	Machinery & Equipment	97
	44115	Bldg. Imp- Interior	500
	44120	Bldg. Imp- Exterior	5,000
<b>DIVISION TOTAL</b>		<b>392,884</b>	
<b>DEPARTMENT TOTAL</b>		<b>18,879,130</b>	

## **INSPECTION & FEES**

<b>10160</b>	41100	Salaries Full-Time	845,354
	41170	Employee Benefits	221,545
	42110	Operating Supplies	5,147

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42130	Clothing	2,370
42135	Fuel, Oil & Lubricants	29,960
42140	Mtr. Vehicle Repair-Parts	12,125
42145	Mtr. Vehicle Repair-Lab.	7,200
43125	Travel & Training Expense	14,765
43135	Printing, Binding & Book	16,567
43140	Telephone Cost	6,300
43150	Contractual Services	19,306
43175	Dues, Subs & Memberships	1,395
44100	Machinery & Equipment	5,940
<b>DEPARTMENT TOTAL</b>		<b>1,187,974</b>

## **EMERGENCY MANAGEMENT**

<b>10165</b>	41100	Salaries Full-Time	130,728
	41110	Salaries Part-Time	4,000
	41120	Salaries Overtime	3,000
	41170	Employee Benefits	30,603
	42110	Operating Supplies	5,000
	42120	Repair & Main. Supplies	1,850
	42130	Clothing & Uniforms	4,115
	42135	Fuel, Oil & Lubricants	5,000
	42140	Mtr. Vehicle Repair-Parts	2,150
	42145	Mtr. Vehicle Repair-Lab.	1,600
	42160	Small Tools	450
	43125	Travel & Training Expense	2,500
	43135	Printing, Binding & Book	300
	43140	Telephone Cost	4,500
	43142	Electricity	12,250
	43145	Repairs & Maintenance	800
	43150	Contractual Services	13,000
	43175	Dues, Subs & Memberships	700
	43180	Miscellaneous	1,800
	44100	Machinery & Equipment	4,700
<b>DEPARTMENT TOTAL</b>		<b>229,046</b>	

## **CITY ENGINEER**

<b>10175</b>	41100	Salaries Full-Time	461,074
	41170	Employee Benefits	120,310
	42110	Operating Supplies	3,500
	42135	Fuel, Oil & Lubricants	8,000
	42140	Mtr. Vehicle Repair-Parts	4,500
	42145	Mtr. Vehicle Repair-Lab.	2,500
	43125	Travel & Training Expense	5,000
	43135	Printing, Binding & Book	500

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43140	Telephone Cost	4,000
43142	Electricity	200
43145	Repairs & Maintenance	500
43150	Contractual Services	8,000
43175	Dues, Subs & Memberships	200
44100	Machinery & Equipment	800
<b>DEPARTMENT TOTAL</b>		<b>619,084</b>

## **TRAFFIC ENGINEERING**

<b>10176</b>	41100	Salaries Full-Time	108,874
	41170	Employee Benefits	27,994
	42110	Operating Supplies	900
	42135	Fuel, Oil & Lubricants	700
	42140	Mtr. Vehicle Repair-Parts	400
	42145	Mtr. Vehicle Repair-Lab.	400
	43125	Travel & Training Expense	1,500
	43140	Telephone Cost	11,100
	43142	Electricity	23,200
	43145	Repairs & Maintenance	400
	43150	Contractual Services	3,500
	43175	Dues, Subs & Memberships	300
	43190	Other Utilities	1,800
	44100	Machinery & Equipment	800
<b>DEPARTMENT TOTAL</b>		<b>181,868</b>	

## **PUBLIC WORKS ADMINISTRATION**

<b>10180</b>	41100	Salaries Full-Time	242,050
	41170	Employee Benefits	70,014
	42110	Operating Supplies	3,000
	42120	Repair & Main. Supplies	1,000
	42130	Clothing & Uniforms	660
	42135	Fuel, Oil & Lubricants	600
	42140	Mtr. Vehicle Repair-Parts	500
	42145	Mtr. Vehicle Repair-Lab.	500
	42190	Cleaning & Sanitation	1,300
	43125	Travel & Training Expense	3,013
	43135	Printing, Binding & Book	618
	43140	Telephone Cost	3,000
	43142	Electricity	20,000
	43145	Repairs & Maintenance	845
	43150	Contractual Services	10,498
	43175	Dues, Subs & Memberships	415
	43190	Other Utilities	15,000
	43240	Special Awards	721

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**DIVISION TOTAL 373,734**

## **PW - STREET CLEANING**

<b>10181</b>	41100	Salaries Full-Time	621,792
	41120	Salaries Overtime	8,240
	41130	Salaries Seasonal	41,200
	41170	Employee Benefits	238,258
	42110	Operating Supplies	14,420
	42130	Clothing & Uniforms	3,746
	42135	Fuel, Oil & Lubricants	22,810
	42140	Mtr. Vehicle Repair-Parts	50,000
	42145	Mtr. Vehicle Repair-Lab.	25,000
	42160	Small Tools	2,075
	42180	Agricultural Supplies	4,476
	43125	Travel & Training Expense	927
	43150	Contractual Services	115,520
	44100	Machinery & Equipment	15,900
		<b>DIVISION TOTAL</b>	<b>1,164,364</b>

## **PW - STREET MAINTENANCE**

<b>10182</b>	41100	Salaries Full-Time	694,405
	41120	Salaries Overtime	19,510
	41170	Employee Benefits	237,894
	42110	Operating Supplies	20,600
	42120	Repair & Main. Supplies	78,278
	42130	Clothing & Uniforms	5,291
	42135	Fuel, Oil & Lubricants	60,000
	42140	Mtr. Vehicle Repair-Parts	95,000
	42145	Mtr. Vehicle Repair-Lab.	50,000
	42150	Motor Pool	1,030
	42160	Small Tools	4,120
	43125	Travel & Training Expense	927
	43150	Contractual Services	6,210
	44100	Machinery & Equipment	4,500
		<b>DIVISION TOTAL</b>	<b>1,277,765</b>

## **PW - STORM DRAINAGE**

<b>10183</b>	41100	Salaries Full-Time	259,626
	41120	Salaries Overtime	3,150
	41170	Employee Benefits	95,321
	42110	Operating Supplies	5,209
	42130	Clothing & Uniforms	2,570
	42135	Fuel, Oil & Lubricants	12,000
	42140	Mtr. Vehicle Repair-Parts	10,000



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42145	Mtr. Vehicle Repair-Lab.	7,000
44100	Machinery & Equipment	12,500

<b>DIVISION TOTAL</b>	<b>407,376</b>
<b>DEPARTMENT TOTAL</b>	<b>3,223,239</b>

## **CENTRAL SERVICES-ADMINISTRATION**

<b>10185</b>	41100	Salaries Full-Time	211,274
	41170	Employee Benefits	55,380
	42110	Operating Supplies	2,250
	42120	Repair & Main. Supplies	250
	42130	Clothing & Uniforms	225
	42135	Fuel, Oil & Lubricants	400
	42140	Mtr. Vehicle Repair-Parts	400
	42145	Mtr. Vehicle Repair-Lab.	300
	42160	Small Tools	150
	42190	Cleaning & Sanitation	2,000
	43125	Travel & Training Expense	1,000
	43135	Printing, Binding & Book	100
	43140	Telephone Cost	1,800
	43142	Electricity	12,000
	43145	Repairs & Maintenance	100
	43150	Contractual Services	8,500
	43175	Dues, Subs & Memberships	600
	43190	Other Utilities	7,000
	44110	Bldg. Improvements	500

<b>DIVISION TOTAL</b>	<b>304,229</b>
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## **TRAFFIC SIGNALS**

<b>10187</b>	41100	Salaries Full-Time	311,617
	41120	Salaries Overtime	12,000
	41170	Employee Benefits	83,604
	42110	Operating Supplies	1,700
	42130	Clothing & Uniforms	1,460
	42135	Fuel, Oil & Lubricants	11,400
	42140	Mtr. Vehicle Repair-Parts	9,250
	42145	Mtr. Vehicle Repair-Lab.	8,250
	42160	Small Tools	1,000
	42195	Elect. Signals & Supplies	42,000
	43125	Travel Training Expense	1,300
	43150	Contractual Services	2,500
	43175	Dues, Subs & Memberships	450
	44100	Machinery & Equipment	12,500

<b>DIVISION TOTAL</b>	<b>499,031</b>
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## **CS-BLDG. CUSTODIAL SERVICE**

<b>10188</b>	41100	Salaries Full-Time	265,720
	41120	Salaries Overtime	400
	41170	Employee Benefits	101,494
	42110	Operating Supplies	100
	42120	Repair & Main. Supplies	6,000
	42130	Clothing & Uniforms	1,200
	42135	Fuel, Oil, & Lubricants	1,500
	42140	Mtr. Vehicle Repair-Parts	600
	42145	Mtr. Vehicle Repair-Lab.	350
	42160	Small Tools	100
	42190	Cleaning & Sanitation	13,500
	42195	Elect. Signals & Supplies	2,000
	43140	Telephone Cost	300
	43142	Electricity	55,000
	43145	Repairs & Maintenance	200
	43150	Contractual Services	12,000
	43190	Other Utilities	35,000
	44100	Machinery & Equipment	1,155
	44115	Bldg. Improvements-Interior	600
		<b>DIVISION TOTAL</b>	<b>497,219</b>

## **CS - HVAC**

<b>10189</b>	41100	Salaries Full-Time	254,285
	41120	Salaries Overtime	1,500
	41170	Employee Benefits	65,451
	42110	Operating Supplies	150
	42120	Repair & Main. Supplies	9,298
	42130	Clothing & Uniforms	1,534
	42135	Fuel, Oil, & Lubricants	3,000
	42140	Mtr. Vehicle Repair-Parts	4,500
	42145	Mtr. Vehicle Repair-Lab.	2,800
	42160	Small Tools	1,079
	43125	Travel & Training Expense	500
	43135	Printing, Binding & Book	50
	43150	Contractual Services	1,500
		<b>DIVISION TOTAL</b>	<b>345,647</b>

## **CS - GENERAL MAINTENANCE**

<b>10190</b>	41100	Salaries Full-Time	401,019
	41120	Salaries Overtime	450
	41170	Employee Benefits	120,387
	42110	Operating Supplies	100
	42120	Repair & Main. Supplies	1,400

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42130	Clothing & Uniforms	1,500
42135	Fuel, Oil & Lubricants	7,500
42140	Mtr. Vehicle Repair-Parts	4,000
42145	Mtr. Vehicle Repair-Lab.	3,000
42160	Small Tools	500
42190	Cleaning & Sanitation	100
42195	Elect. Signals & Supplies	150
43140	Telephone Cost	250
43142	Electricity	2,750
43145	Repairs & Maintenance	1,200
43150	Contractual Services	250
43190	Other Utilities	6,000
44100	Machinery & Equipment	8,600
44110	Building Improvements	400
44115	Bldg. Improvements-Interior	300
	<b>DIVISION TOTAL</b>	<b>559,856</b>

## **CS - ELECTRICAL**

<b>10191</b>	41100	Salaries Full-Time	235,857
	41120	Salaries Overtime	3,000
	41170	Employee Benefits	63,930
	42110	Operating Supplies	90
	42120	Repair & Main. Supplies	20,000
	42130	Clothing & Uniforms	1,200
	42135	Fuel, Oil & Lubricants	8,000
	42140	Mtr. Vehicle Repair-Parts	9,000
	42145	Mtr. Vehicle Repair-Lab.	5,000
	42160	Small Tools	1,000
	43125	Travel & Training Expense	250
	44100	Machinery & Equipment	3,300
		<b>DIVISION TOTAL</b>	<b>350,627</b>

## **TRAFFIC MAINTENANCE OPERATIONS**

<b>10193</b>	41100	Salaries Full-Time	194,543
	41120	Salaries Overtime	2,000
	41170	Employee Benefits	65,362
	42110	Operating Supplies	1,100
	42120	Repair & Main. Supplies	59,150
	42130	Clothing & Uniforms	1,560
	42135	Fuel, Oil & Lubricants	7,200
	42140	Mtr. Vehicle Repair-Parts	5,000
	42145	Mtr. Vehicle Repair-Lab.	4,000
	42160	Small Tools	500
	43125	Travel & Training Expense	2,000

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43175	Dues, Subscriptions & Membership	350
44100	Machinery & Equipment	4,000

<b>DIVISION TOTAL</b>	<b>346,765</b>
<b>DEPARTMENT TOTAL</b>	<b>2,903,374</b>

## **P/R - ADMINISTRATIVE SVCS.**

<b>10194</b>	41100	Salaries Full-Time	74,722
	41170	Employee Benefits	13,043
	42120	Operating Supplies	4,431
	42135	Fuel, Oil & Lubricants	900
	42140	Mtr. Vehicle Repair-Parts	1,000
	42145	Mtr. Vehicle Repair-Lab.	1,000
	43125	Travel & Training Expense	3,125
	43140	Telephone Cost	8,500
	43142	Electricity	8,500
	43150	Contractual Services	15,025
	43175	Dues, Subs & Memberships	1,200
	43190	Other Utilities	1,600
	43240	Special Awards	800

<b>DIVISION TOTAL</b>	<b>133,846</b>
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## **P/R - GROUNDS AND FACILITIES**

<b>10196</b>	41100	Salaries Full-Time	780,427
	41120	Salaries Overtime	24,000
	41130	Salaries Seasonal	28,080
	41170	Employee Benefits	276,828
	42110	Operating Supplies	11,000
	42120	Repair & Main. Supplies	13,000
	42130	Clothing & Uniforms	13,000
	42135	Fuel, Oil & Lubricants	47,000
	42140	Mtr. Vehicle Repair-Parts	65,000
	42145	Mtr. Vehicle Repair-Lab.	40,000
	42160	Small Tools	2,000
	42180	Agricultural Supplies	42,000
	42185	Tree Maintenance	25,550
	42190	Cleaning & Sanitation	7,000
	42195	Elect. Signals & Supplies	4,500
	43125	Travel & Training Expense	3,700
	43142	Electricity	91,000
	43145	Repair & Main. Supplies	12,500
	43150	Contractual Services	384,285
	43175	Dues, Subs & Memberships	700
	43190	Other Utilities	95,000
	44100	Machinery & Equipment	5,843

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44110	Building Improvements - Other	4,300
<b>DIVISION TOTAL</b>		<b>1,976,713</b>

## **P/R - OPERATIONS SERVICES**

<b>10197</b>	41100	Salaries Full-Time	1,394,272
	41110	Salaries Part-Time	81,912
	41120	Salaries Overtime	3,000
	41130	Salaries Seasonal	115,745
	41170	Employee Benefits	465,791
	42110	Operating Supplies	113,000
	42120	Repair & Main. Supplies	21,000
	42130	Clothing & Uniforms	3,025
	42135	Fuel, Oil & Lubricants	9,000
	42140	Mtr. Vehicle Repair-Parts	4,700
	42145	Mtr. Vehicle Repair-Lab.	3,000
	42160	Small Tools	700
	42170	Chemicals, Drugs & Medicine	1,705
	42180	Agricultural Supplies	3,000
	42190	Cleaning & Sanitation	30,000
	42195	Electrical Supplies	8,000
	43110	Professional Services	52,700
	43120	Transportation	5,206
	43125	Travel Expense	13,123
	43135	Printing, Binding & Book	4,000
	43140	Telephone Cost	2,800
	43142	Electricity	244,000
	43145	Repairs & Maintenance	13,300
	43147	Machinery & Equipment Repairs	4,000
	43150	Contractual Services	264,822
	43175	Dues, Subs & Memberships	1,450
	43190	Other Utilities	165,000
	44100	Machinery & Equipment	2,379
<b>DIVISION TOTAL</b>		<b>3,030,630</b>	

## **P/R -BUSINESS SERVICES**

<b>10199</b>	41100	Salaries Full-Time	203,674
	41120	Salaries Overtime	1,000
	41170	Employee Benefits	54,737
	42110	Operating Supplies	3,000
	42120	Repair & Main. Supplies	500
	42160	Small Tools	50
	42190	Cleaning & Sanitation	400
	42195	Electrical Supplies	50
	43120	Transportation	1,500

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	43125 Travel & Training Expense	1,145
	43135 Printing, Binding & Book	2,400
	43140 Telephone Cost	500
	43142 Electricity	2,000
	43147 Machinery & Equipment Repairs	200
	43150 Contractual Services	2,926
	43175 Dues, Subs & Memberships	65
	43190 Other Utilities	5,000
	<b>DIVISION TOTAL</b>	<b>279,147</b>
	<b>DEPARTMENT TOTAL</b>	<b>5,420,336</b>
<b>MULBERRY STREET PARKING GARAGE</b>		
<b>10203</b>	43142 Electricity	18,000
	<b>DEPARTMENT TOTAL</b>	<b>18,000</b>
<b>SERVICES TO GOVERNMENT</b>		
<b>10204</b>	43140 Telephone	85,000
	43142 Electricity	750,000
	43190 Other Utilities	15,000
	<b>DEPARTMENT TOTAL</b>	<b>850,000</b>
<b>DEBT SERVICE - PAYMENTS</b>		
<b>10205</b>	43274 Sect. Of State Building	869,844
	43288 2003 Coliseum - SPLOST Payment	4,867,678
	43291 1996 Coliseum - SPLOST Payment	215,408
	43296 2002A Urban Development Bonds	643,339
	43305 Paying Agents Fees	3,500
	<b>DEPARTMENT TOTAL</b>	<b>6,599,769</b>
<b>MISCELLANEOUS</b>		
<b>10210</b>	43314 Unallocated Reserve (Earmark)	3,124,025
	43320 Pension - Fire & Police Department	70,576
	43326 Operating Reserve Cash	635,664
	43333 Credit Card Discount Fees	30,000
	43336 City Hall Annex Tenant Management Fee	2,750
	43340 Municipal Govt Dues	36,000
	43349 Plaques, Monuments & Awards	8,000
	43350 Morale, Welfare & Recreation	25,000
	43353 UPC Services (Central Services)	10,000
	43360 Sister Cities Expense	1,000
	43361 Taste of Macon	5,000
	43376 Storm Water Mgt SPLOST	340,617
	43385 DTC-Christmas Lights	5,000
	43399 Grant Consultant	30,000

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		<b>DEPARTMENT TOTAL</b>	<b>4,323,632</b>
	<b>MISC - RISK MGMT</b>		
<b>10215</b>	43180	Miscellaneous	5,000
	43400	Claims Handling Service	45,000
	43405	Workers Comp Ins	75,000
	43415	Liability Insurance	320,000
	43425	Worker's Comp Liability	1,200,000
	43437	Property Insurance	120,000
		<b>DEPARTMENT TOTAL</b>	<b>1,765,000</b>
	<b>APPROP OTHER AGENCIES</b>		
<b>10225</b>	43435	MBC Planning & Zoning(1)	438,840
	43436	GIS	37,133
	43438	Clean Air	30,000
	43440	Bibb Co. Mapping(1)	78,935
	43445	Middle Ga. RDC(1)	59,178
	43455	Board of Elections(2)	411,977
	43465	Keep Macon-Bibb Beautiful(1)	67,545
	43470	Middle Ga Food Bank(1)	9,000
	43475	Macon Arts Alliance(1)	40,000
	43480	Museum of Arts & Sciences(3)	56,857
	43485	Urban Dev. Authority(1)	35,928
	43490	MBC Industrial Auth(3)	86,344
	43500	MBC Transit Authority(4)	1,013,348
	43505	MBC ADA Para Transit(4)	117,597
	43506	ECD-Land Acquisition	175,000
	43515	MEDC (1)	34,750
	43519	ECD-HOME Match	102,618
	43521	ECD-Prop Inspection Admin.	575,000
	43523	NewTown Macon	10,000
	43530	Citizens Advocacy(1)	4,700
	43535	Payne City	15,000
	43539	Douglass Theatre	22,500
		<b>DEPARTMENT TOTAL</b>	<b>3,422,250</b>
	<b>GENERAL FUND EXPENDITURES - TOTAL</b>		<b>73,352,518</b>
	<b>TRANSFERS OTHER FUNDS</b>		
	43550	Transfer to Centreplex	258,376
	43552	Transfer to Law Enforcement Grant	41,089
	43553	Transfer to Bowden Golf	11,670
	43555	Transfer to Capital Improvement	1,325,000
	43574	Transfer to GMA Leasepool SPLOST	3,818,411

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<b>DEPARTMENT TOTAL</b>	<b>5,454,546</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>78,807,064</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>78,807,064</b>
<b>NET INCOME (LOSS)</b>	<b>0</b>

**\*In lieu of employees' contributions**

**Notes to General Fund Budget:**

(Reference previous page - Approp Other Agencies)

- (1) City funding shall not exceed one half of the total funding of the city and county.
- (2) City funding shall not exceed one half of the total funding of the city and county except for the cost of elections held solely for the city or county.
- (3) City funding shall not exceed 25.0% of the total funding of the city and county.
- (4) City funding shall not exceed 80.0% of the total funding of the city and county.
- (5) City employee benefits cost included in each dept. expense.

**CAPITAL IMPROVEMENTS FUND REVENUES**

<b>CAPITAL IMPROVEMENTS REVENUE</b>		
40390	32169 Cox Communications - Other	20,000
	32171 Local Government Lease Pool	4,441,454
	35528 Revenue for Trade in	237,000
	<b>FUNCTION TOTAL</b>	<b>4,698,454</b>
<b>TRANSFER FROM GENERAL FUND</b>		
40390	39120 Transfer fm Gen Fund	1,325,000
	<b>FUNCTION TOTAL</b>	<b>1,325,000</b>
	<b>CAPITAL IMPROVEMENTS REVENUES - TOTAL</b>	<b>6,023,454</b>
	<b>Reference Exhibit C for Project List</b>	<b>6,023,454</b>
	<b>CAPITAL IMPROVEMENTS EXPEND. - TOTAL</b>	<b>6,023,454</b>
	<b>NET INCOME</b>	<b>0</b>

**ENTERPRISE FUNDS**

**BOWDEN GOLF COURSE FUND REVENUES**

**BOWDEN OPERATING REVENUE**

<b>30815</b>	35000 Greens Fees	145,000
	35005 Range Fees	35,000
	35010 Corporate Memberships	5,000
	35015 Annual Memberships	30,000
	35025 Private Cart Sales	1,000
	35026 Merchandise Sales	20,000



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35030	Golf Car Rentals	223,377
35031	Pull Cart Rentals	500
35040	Contracted Sales - Bowden	4,800
35041	Consignment Income	3,000
	<b>FUNCTION TOTAL</b>	<b>467,677</b>

<b>30820</b>	38110	Interest on Investment	500
	38120	Miscellaneous	4,500
	39120	Trans fr General Fund	11,670
		<b>FUNCTION TOTAL</b>	<b>16,670</b>
		<b>BOWDEN GOLF COURSE FUND REV. - TOTAL</b>	<b>484,347</b>

## **BOWDEN GOLF COURSE FUND EXPENDITURES**

### **BOWDEN SALARIES/BENEFITS**

<b>30600</b>	41100	Salaries Full-Time	214,885
	41110	Salaries Part-Time	21,068
	41130	Salaries Seasonal	29,232
	41170	Employee Benefits	71,737
		<b>FUNCTION TOTAL</b>	<b>336,922</b>

### **BOWDEN SUPPLIES/MATERIALS**

<b>30605</b>	42110	Operating Supplies	2,000
	42130	Clothing & Uniforms	700
	42160	Small Tools	500
	42180	Agricultural Supplies	30,000
	42190	Cleaning & Sanitation	1,200
		<b>FUNCTION TOTAL</b>	<b>34,400</b>

### **BOWDEN REPAIRS AND MAINTENANCE**

<b>30610</b>	42135	Fuel, Oil & Lubricants	7,000
	42140	Mtr. Vehicle Repair-Parts	10,000
	42145	Mtr. Vehicle Repair-Lab.	1,500
	43145	Repairs & Maintenance	7,000
		<b>FUNCTION TOTAL</b>	<b>25,500</b>

### **BOWDEN UTILITIES**

<b>30615</b>	43140	Telephone Cost	2,500
	43142	Electricity	22,000
	43190	Other Utilities	12,000
		<b>FUNCTION TOTAL</b>	<b>36,500</b>

### **BOWDEN OTHER OPER. EXP.**

<b>30625</b>	42220	Cost of Goods Sold	16,000
	43125	Travel, Training & Cert	1,000

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	43130	Advertising	1,000
	43150	Contractual Services	9,000
	43175	Dues, Subs & Memberships	975
	43314	Unallocated Reserve (Earmark)	12,064
	43437	Insurance-Property	8,500
	44100	Machinery & Equipment	2,486
		<b>FUNCTION TOTAL</b>	<b>51,025</b>
<b>30630</b>	43308	Depreciation / Capital Reserve Expense	60,456
		<b>FUNCTION TOTAL</b>	<b>60,456</b>
		<b>BOWDEN GOLF COURSE EXP. - TOTAL</b>	<b>544,803</b>
		<b>BOWDEN REVENUES - TOTAL</b>	<b>484,347</b>
		<b>BOWDEN EXPENDITURES - TOTAL</b>	<b>544,803</b>
		<b>NET INCOME (LOSS)</b>	<b>(60,456)</b>

## CENTREPLEX FUND REVENUES

<b>PARKING LOT INCOME</b>			
	31350	33195 Parking Lot Revenue	342,300
		<b>FUNCTION TOTAL</b>	<b>342,300</b>
<b>CONCESSION SALES</b>			
	31355	35305 Concession Sales	411,900
		35310 Alcohol Sales	276,200
		<b>FUNCTION TOTAL</b>	<b>688,100</b>
<b>RENTAL INCOME</b>			
	31360	35362 Rent- Meeting Rooms	656,600
		35364 Rent- Equipment	250,300
		<b>FUNCTION TOTAL</b>	<b>906,900</b>
<b>OTHER OPERATING</b>			
	31365	35400 Catering-In House	976,200
		35405 Catering Commission	20,800
		35430 Advertising Commission	114,800
		35435 Event Labor	281,000
		38120 Miscellaneous	26,800
		35335 Ice Skating	74,900
		35340 Novelty Commissions	27,700
		35410 Advance Ticket Commission	29,700
		35415 Ticket Surcharge	61,100
		35420 Ticket Printing	7,900

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		<b>FUNCTION TOTAL</b>	<b>1,620,900</b>
	<b>TRANS FM OTHER FUNDS</b>		
<b>31395</b>	39115	Trans From Hotel/Motel	373,344
	39120	Trans From G F	258,376
		<b>FUNCTION TOTAL</b>	<b>631,720</b>
		<b>TOTAL REVENUES</b>	<b>4,189,920</b>
	<b>SALARIES &amp; BENEFITS</b>		
<b>31400</b>	41100	Salaries Full-Time	1,301,983
	41120	Salaries Overtime	43,000
	41125	Salaries Concession	92,500
	41130	Salaries Seasonal	350,000
	41145	Salaries-Catering Labor	110,000
	41170	Employee Benefits	460,186
		<b>FUNCTION TOTAL</b>	<b>2,357,669</b>
	<b>CONTRACTUAL LABOR</b>		
<b>31402</b>	43151	Labor Parking	13,900
	43152	Labor Concessions	60,785
	43153	Labor Building	29,650
		<b>FUNCTION TOTAL</b>	<b>104,335</b>
	<b>SUPPLIES &amp; MATERIALS</b>		
<b>31405</b>	42110	Operating Supplies	29,000
	42115	Oper. Supplies-Concession	2,580
	42116	Oper. Supplies-Catering	19,600
	42130	Clothing & Uniforms	2,970
	42160	Small Tools	3,500
	42170	Chemicals, Drugs & Medicine	2,000
	42190	Cleaning & Sanitation	35,850
	42220	Cost of Goods Sold	95,450
	42225	Cost of Goods Sold-Alcoh	63,400
	42230	Cost of Goods Sold-Cater.	247,700
		<b>FUNCTION TOTAL</b>	<b>502,050</b>
	<b>REPAIR &amp; MAINTENANCE.</b>		
<b>31410</b>	42120	Repair & Main. Supplies	45,000
	42135	Fuel, Oil & Lubricants	4,340
	42140	Mtr. Vehide Repair-Parts	6,500
	42145	Mtr. Vehide Repair-Lab.	4,150
	42195	Elect. Signals & Supplies	8,300
	43147	Machinery & Equipment Repairs	35,000

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		<b>FUNCTION TOTAL</b>	<b>103,290</b>
	<b>UTILITIES</b>		
<b>31415</b>	43140 Telephone Cost		19,500
	43142 Electricity		430,750
	43190 Other Utilities		220,000
		<b>FUNCTION TOTAL</b>	<b>670,250</b>
	<b>OTHER OPERATING EXP</b>		
<b>31425</b>	43110 Professional Service		6,500
	43125 Travel Expense		23,215
	43130 Advertising		44,800
	43133 Public Relations		8,150
	43135 Printing, Binding & Book		12,800
	43150 Contractual Services		155,000
	43175 Dues, Subs & Memberships		4,050
	43250 Insurance		116,500
	43314 Unallocated Reserve (Earmark)		23,811
	43526 Concessions (Football)		27,500
	44100 Machinery & Equipment		30,000
		<b>FUNCTION TOTAL</b>	<b>452,326</b>
	<b>DEPREC/AMORT EXP</b>		
<b>31430</b>	43308 Depreciation / Capital Reserve Expense		253,520
		<b>FUNCTION TOTAL</b>	<b>253,520</b>
		<b>EXPENDITURES - TOTAL</b>	<b>4,443,440</b>
		<b>TOTAL REVENUES</b>	<b>4,189,920</b>
		<b>TOTAL EXPENDITURES</b>	<b>4,443,440</b>
		<b>NET INCOME (LOSS)</b>	<b>(253,520)</b>
	<b>SOLID WASTE MANAGEMENT REVENUES</b>		
	<b>WASTE COLL WASTE MGMT FEE</b>		
<b>32813</b>	35550 Waste Management Fees		5,300,000
		<b>WASTE COLLECTION REVENUES - TOTAL</b>	<b>5,300,000</b>
	<b>SOLID WASTE MANAGEMENT EXPENDITURES</b>		
	<b>WASTE COLLECTION EXPENDITURES</b>		
	<b>WASTE COLL - SALARIES/BENES</b>		
<b>32500</b>	41100 Salaries Full-Time		1,650,667
	41120 Salaries Overtime		17,100

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	41170 Employee Benefits	569,068
	<b>FUNCTION TOTAL</b>	<b>2,236,835</b>
	<b>WASTE COLL - SUPPLIES/MAT.</b>	
<b>32505</b>	42110 Operating Supplies	6,000
	42130 Clothing & Uniforms	13,486
	<b>FUNCTION TOTAL</b>	<b>19,486</b>
	<b>WASTE COLL- REPAIRS &amp; MAINTENANCE</b>	
<b>32511</b>	42135 Fuel, Oil & Lubricants	163,111
	42140 Mtr. Vehicle Repair-Parts	195,000
	42145 Mtr. Vehicle Repair-Lab.	100,000
	<b>FUNCTION TOTAL</b>	<b>458,111</b>
	<b>WASTE COLL - OTHER OPER EXP</b>	
<b>32525</b>	43135 Printing, Binding & Book	515
	43150 Contractual Services	18,000
	44110 Building Improvements	1,030
<b>32530</b>	43308 Depreciation	425,428
	<b>FUNCTION TOTAL</b>	<b>444,973</b>
	<b>TRANSFERS TO OTHER FUNDS</b>	
	Transfer to Landfill Closure Reserve	750,000
	<b>FUNCTION TOTAL</b>	<b>750,000</b>
<b>32540</b>	43580 Transfer to Gen'l Fund	1,816,023
	<b>Function Total</b>	<b>1,816,023</b>
	<b>WASTE COLLECTION EXPENDITURES - TOTAL</b>	<b>5,725,428</b>
	<b>WASTE COLLECTION REVENUES - TOTAL</b>	<b>5,300,000</b>
	<b>WASTE COLLECTION EXPENDITURES - TOTAL</b>	<b>5,725,428</b>
	<b>NET INCOME (LOSS)</b>	<b>(425,428)</b>
	<b>LANDFILL FEES</b>	
<b>32815</b>	35500 Tipping Fees - Operations	1,020,000
	35503 Landfill Permits	5,000
	35505 EPD Surcharge	60,000
	35510 Recycling Recovery	32,000
	35515 Landfill Gas	140,000
	35525 Dumpster Rental	1,000
	<b>FUNCTION TOTAL</b>	<b>1,258,000</b>

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LANDFILL FEES REVENUES 1,258,000

## SOLID WASTE LANDFILL EXPENDITURES

### LANDFILL SALARIES/BENEFIT

32600	41100	Salaries Full-Time	355,056
	41120	Salaries Overtime	8,500
	41170	Employee Benefits	122,508
<b>FUNCTION TOTAL</b>			<b>486,064</b>

### LANDFILL SUPP & MATERIALS

32605	42110	Operating Supplies	20,080
	42130	Clothing & Uniforms	2,127
	42180	Agricultural Supplies	10,300
<b>FUNCTION TOTAL</b>			<b>32,507</b>

### LANDFILL REPAIR & MAINTENANCE

32610	42135	Fuel, Oil & Lubricants	80,300
	42140	Mtr. Vehicle Repair-Parts	150,000
	42145	Mtr. Vehicle Repair-Lab.	30,000
<b>FUNCTION TOTAL</b>			<b>260,300</b>

### LANDFILL UTILITIES

32615	43140	Telephone Cost	824
	43142	Electricity	17,510
	43145	Repairs and Maintenance	500
	43190	Other Utilities	2,060
<b>FUNCTION TOTAL</b>			<b>20,894</b>

### LANDFILL OTHER OPER EXP

32625	43105	EPD Surcharge	46,350
	43125	Travel & Training Expense	2,500
	43135	Printing, Binding & Book	2,575
	43150	Contractual Services	283,775
	43184	Medical LEC Work	1,000
	44100	Machinery	21,930
	43580	Transfer to G F	100,105
32630	43308	Depreciation	371,136
32730	43308	Depreciation	16,900
<b>FUNCTION TOTAL</b>			<b>846,271</b>

SOLID WASTE MGMT/LANDFILL EXPENDITURES 1,646,036

SOLID WASTE MGMT/LANDFILL REVENUES 1,258,000

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SOLID WASTE MGMT/LANDFILL EXPENDITURES 1,646,036

NET INCOME (LOSS) (388,036)

DEPARTMENTAL TOTAL FUND REVENUES 6,558,000

DEPARTMENTAL TOTAL FUND EXPENDITURES 7,371,464

DEPARTMENTAL NET INCOME (LOSS) (813,464)

## AIRPORT

### AIRPORT REVENUE

37380	33170	Mobile Homes	29,000
	33175	Airlines	209,000
	33178	Federal	160,000
	33185	Other Leases	460,000
	33186	Airport Lease	689,863
	33190	Parking Fees	85,000
	33195	Miscellaneous	3,000
	33196	PFC (Passenger Facility Charge)	95,000
	39116	Transfer from Fund Balance	46,204
		<b>AIRPORT REVENUES - TOTAL</b>	<b>1,777,067</b>

### AIRPORT EXPENDITURES

37202	41100	Salaries Full-Time	453,573
	41120	Salaries Overtime	6,000
	41130	Salaries Seasonal	29,120
	41170	Employee Benefits	134,411
	42110	Operating Supplies	6,500
	42120	Repair & Main. Supplies	10,000
	42130	Clothing & Uniforms	5,000
	42135	Fuel, Oil & Lubricants	12,000
	42140	Mtr. Vehicle Repair-Parts	13,000
	42145	Mtr. Vehicle Repair-Lab.	8,000
	42160	Small Tools	500
	42180	Agricultural Supplies	6,000
	42190	Cleaning & Sanitation	8,000
	42195	Elect. Signals & Supplies	8,000
	43110	Professional Service	4,000
	43125	Travel Expense	4,500
	43130	Advertising	4,000
	43135	Printing, Binding & Book	3,000
	43140	Telephone Cost	25,000
	43142	Electricity	120,000
	43145	Repairs & Maintenance	15,000
	43150	Contractual Services	12,000

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	43175	Dues, Subs & Memberships	500
	43190	Other Utilities	35,000
	43315	Unallocated Reserve Earmark	118,000
	43415	Liability Insurance	28,000
	44100	Machinery & Equipment	3,100
	44116	Bldg Imp	15,000
		<b>FUNCTION TOTAL</b>	<b>1,087,204</b>
<b>37205</b>	43267	1988 ASA Bond Debt Payment	336,100
	43268	1993 Zantop Bond Debt Payment	353,763
<b>37630</b>	43308	Depreciation	103,616
		<b>FUNCTION TOTAL</b>	<b>793,479</b>
		<b>AIRPORT REVENUES - TOTAL</b>	<b>1,777,067</b>
		<b>AIRPORT EXPENDITURES - TOTAL</b>	<b>1,880,683</b>
		<b>NET INCOME (LOSS)</b>	<b>(103,616)</b>

## **INTERNAL SERVICE FUND**

### **VEHICLE MAINTENANCE FUND REVENUES**

#### **VM REPAIR AND MAINTENANCE SUPPLIES**

<b>36814</b>	35288	Fuel - Vehicle	400
	35290	Part - Vehicle	500
	35292	Labor - Vehicle	200
		<b>FUNCTION TOTAL</b>	<b>1,100</b>

#### **BILLINGS TO OTHER FUNDS**

<b>36815</b>	35210	Gen'l Fund VM Billing	1,400,000
	35230	Bowden VM Billings	3,700
	35231	Centreplex VM Billings	7,000
	35232	Solid Waste Mgmt VM Bill	400,600
	35237	Airport VM Billings	25,000
	35244	ECD VM Billings	5,500
	35252	Law Enforcement Grant Billing	6,400
	35255	Workforce VM Billing	500
		<b>FUNCTION TOTAL</b>	<b>1,848,700</b>

#### **BILLINGS TO OUTSIDE USERS**

<b>36818</b>	35284	U. S. Marshall's Office	1,400
	35299	Taxi Cab Inspections	1,000
	38120	Miscellaneous	3,000
		<b>FUNCTION TOTAL</b>	<b>5,400</b>



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## NON-OPERATING REVENUE

<b>36820</b>	Surcharge (PSE)	273,600
	<b>FUNCTION TOTAL</b>	<b>273,600</b>

**VEHICLE MAINTENANCE FUND REVENUES - TOTAL** **2,128,800**

## VEHICLE MAINTENANCE FUND EXPENDITURES

### VM SALARIES & BENEFITS

<b>36600</b>	41100	Salaries Full-Time	666,581
	41120	Salaries Overtime	500
	41170	Employee Benefits	153,557
		<b>FUNCTION TOTAL</b>	<b>820,638</b>

### VM SUPPLIES & MATERIALS

<b>36605</b>	42110	Operating Supplies	5,200
	42130	Clothing & Uniforms	4,000
	42190	Cleaning & Sanitation	800
		<b>FUNCTION TOTAL</b>	<b>10,000</b>

### VM REPAIRS & MAINTENANCE

<b>36610</b>	42135	Fuel, Oil & Lubricants	5,000
	42140	Mtr. Vehicle Repair-Parts	1,500
	42145	Mtr. Vehicle Repair-Lab.	1,100
	43147	Machinery & Eqmt Repairs	5,000
		<b>FUNCTION TOTAL</b>	<b>12,600</b>

### VM MOTOR POOL VEHICLES

<b>36611</b>	42135	Fuel, Oil & Lubricants	1,000
	42140	Mtr. Vehicle Repair-Parts	1,000
	42145	Mtr. Vehicle Repair-Lab.	1,000
		<b>FUNCTION TOTAL</b>	<b>3,000</b>

### VM FUEL, OIL LUBRICANTS

<b>36612</b>	43008	Propane Gas	15,904
		<b>FUNCTION TOTAL</b>	<b>15,904</b>

### VM REPAIR PARTS & SUPPLIES

<b>36614</b>	42120	Repair & Maintenance Supplies	855,000
		<b>FUNCTION TOTAL</b>	<b>855,000</b>

### VM OTHER OPERATING EXP

<b>36625</b>	43125	Travel Expense	8,555
	43135	Printing, Binding & Book	3,000
	43140	Telephone Cost	4,000
	43142	Electricity	20,000

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43145	Repairs & Maintenance	3,000
43150	Contractual Services	7,300
43175	Dues, Subs & Memberships	6,500
43190	Other Utilities	20,000
43250	Insurance/Workers Comp	5,000
43314	Unallocated Reserve (Earmark)	4,767
	<b>FUNCTION TOTAL</b>	<b>82,122</b>
<b>VM DEPRECIATION</b>		
36630	43308 Depreciation / Capital Reserve Expense	55,000
	43561 Transfer To Fund Balance	274,536
	<b>FUNCTION TOTAL</b>	<b>329,536</b>
	<b>VEHICLE MAINTENANCE EXPENDITURES</b>	<b>2,128,800</b>
	<b>VEHICLE MAINTENANCE FUND REVENUES</b>	<b>2,128,800</b>
	<b>VEHICLE MAINTENANCE FUND EXPENDITURES</b>	<b>2,128,800</b>
	<b>NET INCOME (LOSS)</b>	<b>0</b>
<b>GENERAL DEBT SERVICE REVENUES</b>		
<b>TAXES - BONDS</b>		
20300	30100 Bond Tax	35,000
	30105 Motor Vehicle Tax	70,700
	<b>FUNCTION TOTAL</b>	<b>105,700</b>
<b>MISC. REVENUE</b>		
20390	38110 Interest on Investment	3,000
	<b>FUNCTION TOTAL</b>	<b>3,000</b>
20395	39110 Transfer from E-911	89,159
20395	39120 Transfer from SPLOST	3,818,411
	<b>FUNCTION TOTAL</b>	<b>3,907,570</b>
	<b>GENERAL DEBT SERVICE REVENUES - TOTAL</b>	<b>4,016,270</b>
<b>GENERAL DEBT SERVICES EXPENDITURES</b>		
<b>DEBT SERVICE PRINCIPAL</b>		
20205	43276 1976 Street & Traffic SPLOST	370,000
	43281 1976 Med School Bonds SPLOST	520,000
	<b>FUNCTION TOTAL</b>	<b>890,000</b>
<b>DEBT SERVICE INTEREST</b>		
20207	43276 1976 Street & Traffic SPLOST	9,250
	43281 1976 Med School Bonds SPLOST	13,650
	<b>FUNCTION TOTAL</b>	<b>22,900</b>

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## **90 Local Gov't Leasepool - INT. & EXP**

<b>20208</b>	43304	Lease Pool - Equipment Interest SPLOST	5,000
	43313	Lease Pool - Admin Expense SPLOST	28,400
		<b>FUNCTION TOTAL</b>	<b>33,400</b>

## **98 GMA LEASE POOL - INTEREST & EXP**

<b>20209</b>	43307	Lease Pool - Equipment Interest SPLOST	82,600
		<b>FUNCTION TOTAL</b>	<b>82,600</b>

<b>20211</b>		1998 GMA LSPL SPLOST Exp	1,375,449
<b>20212</b>		1990 GMA Lease Pool Principal SPLOST	583,730
		GMA Lease Pool (New)	1,024,691
		<b>FUNCTION TOTAL</b>	<b>2,983,870</b>

## **PAYING AGENTS' FEES**

<b>20210</b>	43305	Paying Agents' Fees	3,500
		<b>FUNCTION TOTAL</b>	<b>3,500</b>

**GENERAL DEBT SERVICES EXPENDITURES - TOTAL** 4,016,270

**GENERAL DEBT SERVICE REVENUES - TOTAL** 4,016,270

**GENERAL DEBT SERVICES EXPENDITURES - TOTAL** 4,016,270

**NET INCOME (LOSS)** 0

## **SPECIAL REVENUE FUNDS**

### **TERMINAL STATION BUILDING**

<b>38350</b>	33197	Terminal Station Rent	265,000
	33198	Rental of Terminal Station	1,200
		<b>FUNCTION TOTAL</b>	<b>266,200</b>

**TERMINAL STATION REVENUE - TOTAL** 266,200

### **TERMINAL STATION EXPENDITURES**

<b>38206</b>	411000	Salaries Full-Time	21,840
	41110	Salaries Part-Time	11,000
	41170	Employee Benefits	8,702
	42122	Operations & Maintenance	40,000
	43142	Electricity	120,000
	43150	Contractual Services	5,000
	43190	Other Utilities	15,000
		<b>FUNCTION TOTAL</b>	<b>221,542</b>

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43561	Transfer to Fund Balance		44,658
		<b>TERMINAL STATION EXPENDITURE - TOTAL</b>	<b>266,200</b>
		<b>TERMINAL STATION REVENUE - TOTAL</b>	<b>266,200</b>
		<b>TERMINAL STATION EXPENDITURE - TOTAL</b>	<b>266,200</b>
		<b>NET INCOME (LOSS)</b>	<b>0</b>
		<b>E-911 REVENUES</b>	
		<b>SUBSCRIBER FEES</b>	
<b>33325</b>	35300	Subscriber Fees-E911 Fixed Telephone	1,720,000
	35301	Subscriber Fees-E911 Mobile Telephone	934,100
		<b>FUNCTION TOTAL</b>	<b>2,654,100</b>
<b>33390</b>	38110	Interest on Investment	40,000
		Transfer from Fund Balance	60,726
		<b>FUNCTION TOTAL</b>	<b>100,726</b>
		<b>E-911 REVENUES - TOTAL</b>	<b>2,754,826</b>
		<b>E-911 EXPENDITURES</b>	
		<b>E-911 SALARIES/BENEFITS</b>	
<b>33600</b>	41100	Salaries Full-Time	1,382,748
	41120	Salaries Overtime	50,000
	41160	Incentive	2,000
	41170	Employee Benefits	498,167
		<b>FUNCTION TOTAL</b>	<b>1,932,915</b>
		<b>E-911 SUPPLIES &amp; MATERIALS</b>	
<b>33605</b>	42110	Operating Supplies	10,000
	42130	Clothing & Uniforms	11,984
		<b>FUNCTION TOTAL</b>	<b>21,984</b>
		<b>E-911 REPAIRS &amp; MAINTENANCE</b>	
<b>33610</b>	42135	Fuel, Oil & Lubricants	119
	42140	Mtr. Vehicle Repair-Parts	250
	42145	Mtr. Vehicle Repair-Lab.	200
	43145	Repair & Maintenance	1,500
		<b>FUNCTION TOTAL</b>	<b>2,069</b>
		<b>E-911 UTILITIES</b>	
<b>33615</b>	43140	Telephone Cost	280,000
	43142	Electricity	12,000
	43190	Other Utilities	1,200
		<b>FUNCTION TOTAL</b>	<b>293,200</b>

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**E-911 OTH. OPERATING EXP**

<b>33625</b>	43125	Travel, Training & Certification	11,100
	43135	Printing, Binding & Book	1,000
	43150	Contractual Services	94,424
	43163	Telephone Contractual Payments	160,000
	43164	Indirect Charges 3%	80,212
	43175	Dues, Subs & Memberships	335
	43250	Insurance	38,580
	44100	Machinery & Equipment	29,849
<b>33730</b>	43570	Transfer to Debt Service for GMA Lease Pool Payment	89,158

**FUNCTION TOTAL 504,658**

**E-911 FUND EXPENDITURES 2,754,826**

**E-911 FUND REVENUES 2,754,826**

**E-911 FUND EXPENDITURES 2,754,826**

**NET INCOME (LOSS) 0**

**HOTEL/MOTEL TAX FUND REVENUES**

**HOTEL/MOTEL TAX RECEIPTS**

<b>51300</b>	30132	Hotel/Motel Tax Receipts	704,422
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**FUNCTION TOTAL 704,422**

**HOTEL/MOTEL TAX FUND REVENUES - TOTAL 704,422**

**HOTEL/MOTEL TAX FUND EXPENDITURES**

**TRANSFERS TO OTHER FUNDS**

<b>51230</b>	43550	Transfer to Centreplex	373,344
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**FUNCTION TOTAL 373,344**

**HOTEL/MOTEL TAX DISB.**

<b>51310</b>	43510	Cherry Blossom Festival	49,310
	43511	Conv. Visitors Bureau	281,768

**FUNCTION TOTAL 331,078**

**HOTEL/MOTEL TAX FUND EXPEND. - TOTAL 704,422**

**NET INCOME (LOSS) 0**

**GROSS BUDGET \* 108,941,426**

**LESS INTERFUND TRANSFERS (8,813,212)**

**GRAND TOTAL - ALL FUNDS 100,128,214**

\* Gross Budget includes all budgeted expenditures.

*CITY OF MACON*

**VII. DEPARTMENTAL  
OPERATING BUDGETS**

# CITY OF MACON

## DEPARTMENTAL OPERATING BUDGETS

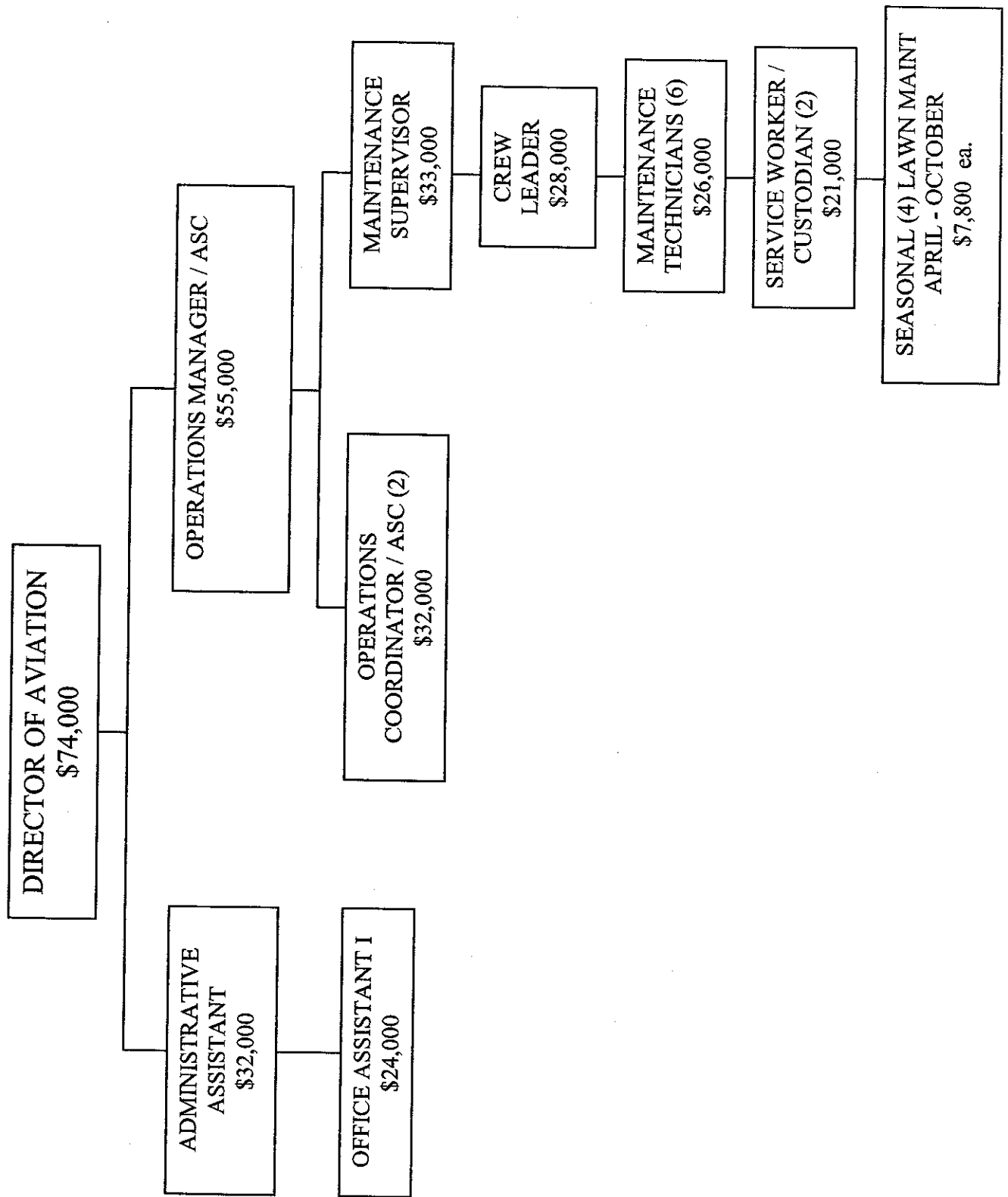
DEPARTMENTAL BUDGETS ARE PRESENTED IN THIS SECTION ALPHABETICALLY. THREE TYPES OF FUNDS ARE REPRESENTED: 1) GENERAL FUND; 2) ENTERPRISE FUND; AND 3) INTERNAL SERVICE FUND.

**GENERAL FUND** - to account for the General operations of the City; including all financial transactions not required to be accounted for in another fund. All budgets in this section are included in the General Fund with the exception of the Funds identified below.

**ENTERPRISE FUND** - financed and operated in a manner similar to a private business enterprise. This type fund is used to account for activities of the Coliseum/Centreplex & Auditorium; the E911 System under Police Department; Bowden Golf Course; Solid Waste Management; and Aviation.

**INTERNAL SERVICE FUND** - to account for the financing of goods or services provided by a City department to other departments of the city or to other local agencies on a cost reimbursement basis. The Vehicle Maintenance department operates under this type fund.

**AVIATION DEPARTMENT  
ORGANIZATIONAL CHART FY 2007**





# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Aviation

**FUNCTION:** Provide Air Transportation and Associated Services

### DESCRIPTION

Aviation Department is responsible for the safe conditions and operations of Middle Georgia Regional and Downtown Airport, building and land rentals and maintenance of all City owned buildings on the airports. Also provides profitable and efficient day-to-day operations, lease negotiations with airport concessionaires and coordinating airport activities to serve the traveling public.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	425,960	457,594	623,104
SUPPLIES	(42)	50,207	56,967	77,000
SERVICES & CHGS	(43)	771,087	1,010,072	1,162,479
CAPITAL OUTLAY	(44)	2,512	1,000	18,100
<b>TOTAL OPERATING</b>		<b>1,249,766</b>	<b>1,525,633</b>	<b>1,880,683</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### AUTHORIZED POSITIONS

FULLTIME		17	13	15
PARTTIME		0	0	0
OTHER		0	0	4
<b>TOTAL</b>		<b>17</b>	<b>13</b>	<b>19</b>

### GOAL STATEMENT

Safe accident free operation of the airports, continued emphasis to attract new aviation oriented facilities and utilize all means to increase revenues.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### AIRPORT/AVIATION

#### DEPARTMENT/FUNCTION:

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
1	8	4	10
20%	100%	50%	100%
100%	100%	10%	100%
20%	100%	40%	100%

#### Monitor TSA Federal Guideline for MCN classification III

Conduct Meetings with TSA, FAA Macon Police/EMA and Bibb County Law Enforcement  
 Implementation of Security Plan for all Tenants at MCN  
 Pass a FAA/TSA Security Inspection  
 Security Improvements recognized from implementation of Class III security procedures

#### Complete FAA Projects at Macon Downtown Airport and GA Regional Airp

Coordinate meetings with architect, construction manager, current and prospective tenants  
 Complete Terminal I Project at both Downtown and Macon Airports  
 Facility recognition with the City of Macon and Middle Georgia Area  
 Increase usage of the MCN and Downtown Terminals which will increase usage and revenues

30	32	12	36
24	23	23	25%
25%	45%	22%	48%
35%	45%	30%	45%

#### OBJECTIVE:

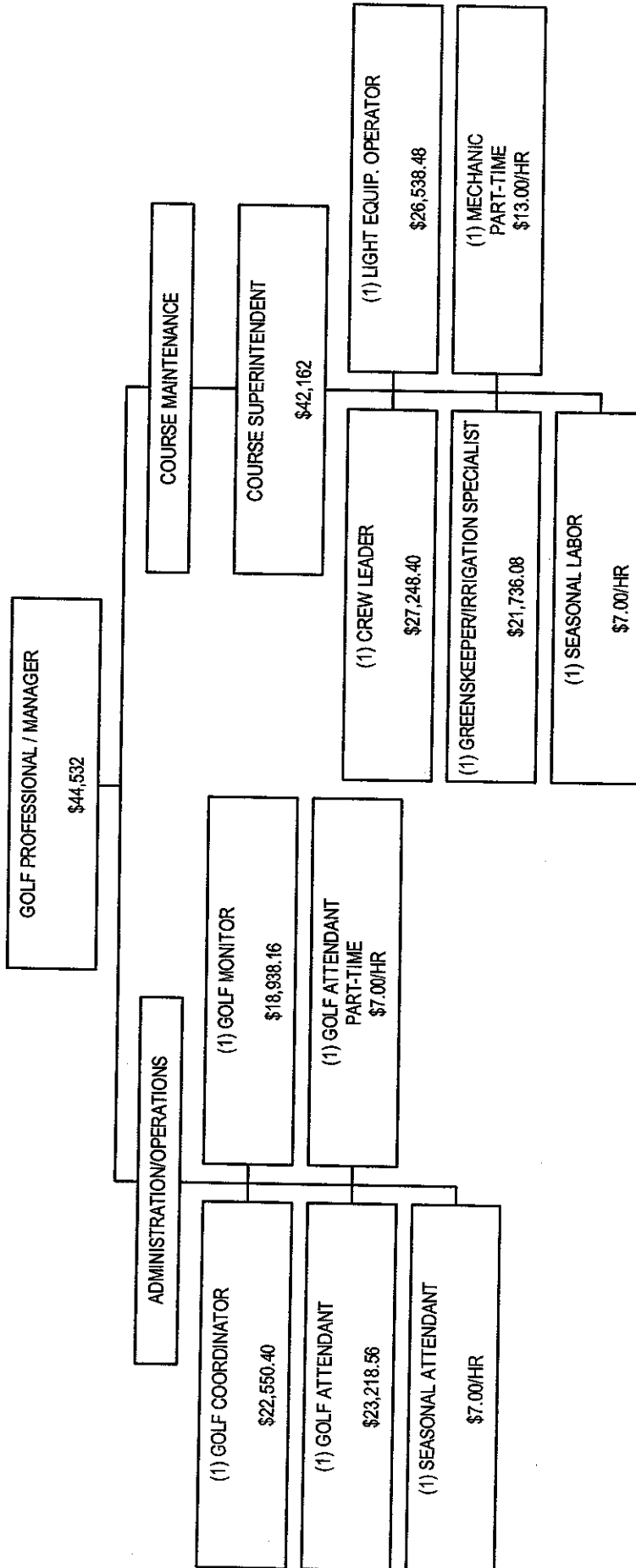
Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### OBJECTIVE:

Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

**BOWDEN GOLF COURSE  
ORGANIZATION CHART - FY 2007**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Bowden

**FUNCTION:** Golf Services

### DESCRIPTION

The Golf Function is responsible for the management and operation of Bowden Golf Course. The course provides for public play of golf patrons in Macon and Bibb County and for tournament on local and state levels.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	234,386	305,105	336,922
SUPPLIES	(42)	77,281	23,366	68,900
SERVICES & CHGS	(43)	177,270	90,879	136,495
CAPITAL OUTLAY	(44)	1,973	0	2,486
<b>TOTAL OPERATING</b>		<b>490,910</b>	<b>419,350</b>	<b>544,803</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		7	8	8
PARTTIME		2	2	2
OTHER		4	4	4
<b>TOTAL</b>		<b>13</b>	<b>14</b>	<b>14</b>

### GOAL STATEMENT

To provide an environment for the golf playing community that will allow them to enjoy their use of the golf course and the experience of competition.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

**DEPARTMENT/FUNCTION:**

Bowden Golf Course

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
2005 Actual	11,000	20,000	8000	25,000
2006 Budget				75%
2006 Mid-Yr				95%
2007 Proj.				425

**R-OPERATE GOLF COURSE AT BREAK EVEN OR BETTER FINANCIAL**

Average rounds per year  
 Percent of rounds that are non-member and pay green fees  
 Golfers that use golf cars when they play.  
 Revenue in thousands generated from golf cars (\$12.00) and green fees( \$7.50).

**P-KEEP ALL GOLF CARS OPERATING 100% OF THE TIME**

Do weekly and monthly maintenance checks on golf cars.  
 Golf cars will be operating at all times.  
 Golf cars will be available for golfers everyday.  
 Golfers that want a golf car for playing and able to take a golf car.

**L-GREENS ARE SMOOTH AND CONSISTENT ALL THE TIME**

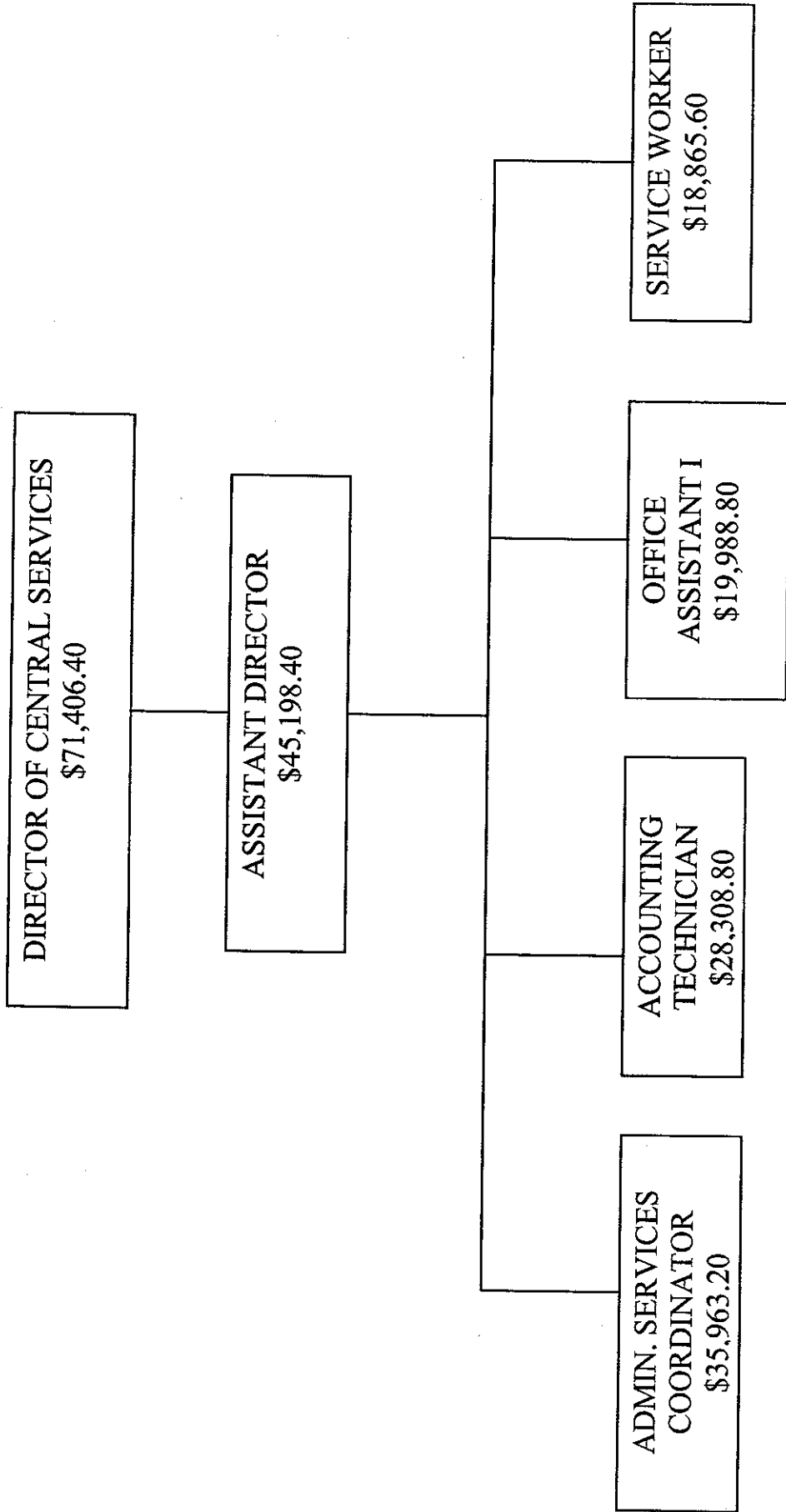
Greens will have fertilizers and pesticides applied when needed and areated and topdressed.  
 Greens will be mowed and inspected daily.  
 Greens on the course and practice greens will have the same smoothness and speed.  
 Golfers that play and enjoy putting on the greens and want to return.

**I-FAIRWAYS AND ROUGH WILL GROW GRASS AND BE WEEDLESS**

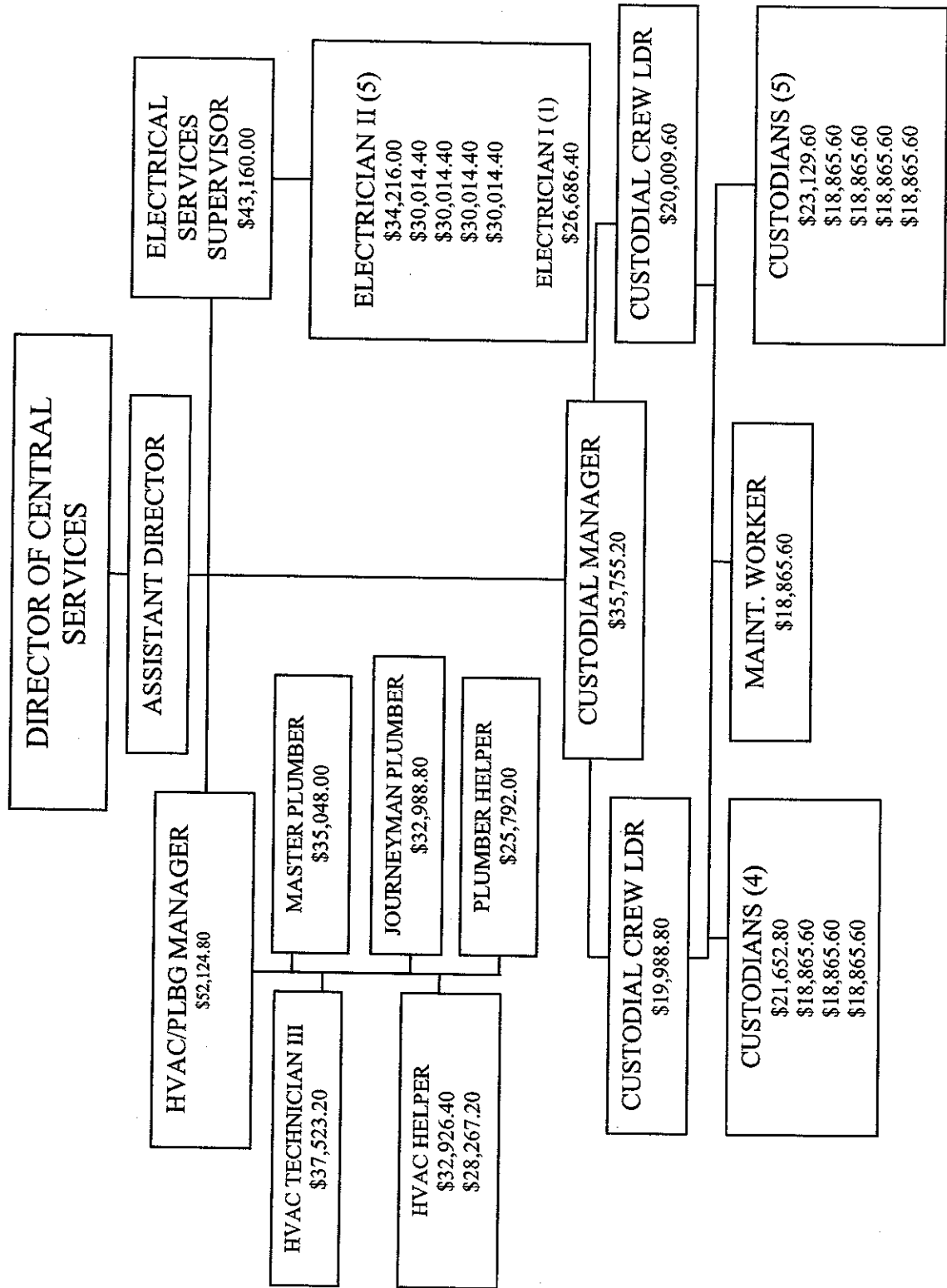
Acres of soil to improve the ph to 7.0, so grass will want to grow.  
 Acres on the course to be limed at amount that will raise the ph between 6.8 and 7.2.  
 Acres of improved soil ph that will make the grass grow using all the nutrients in the soil.  
 Golfers that will be satisfied with the condition of the fairways and rough.

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

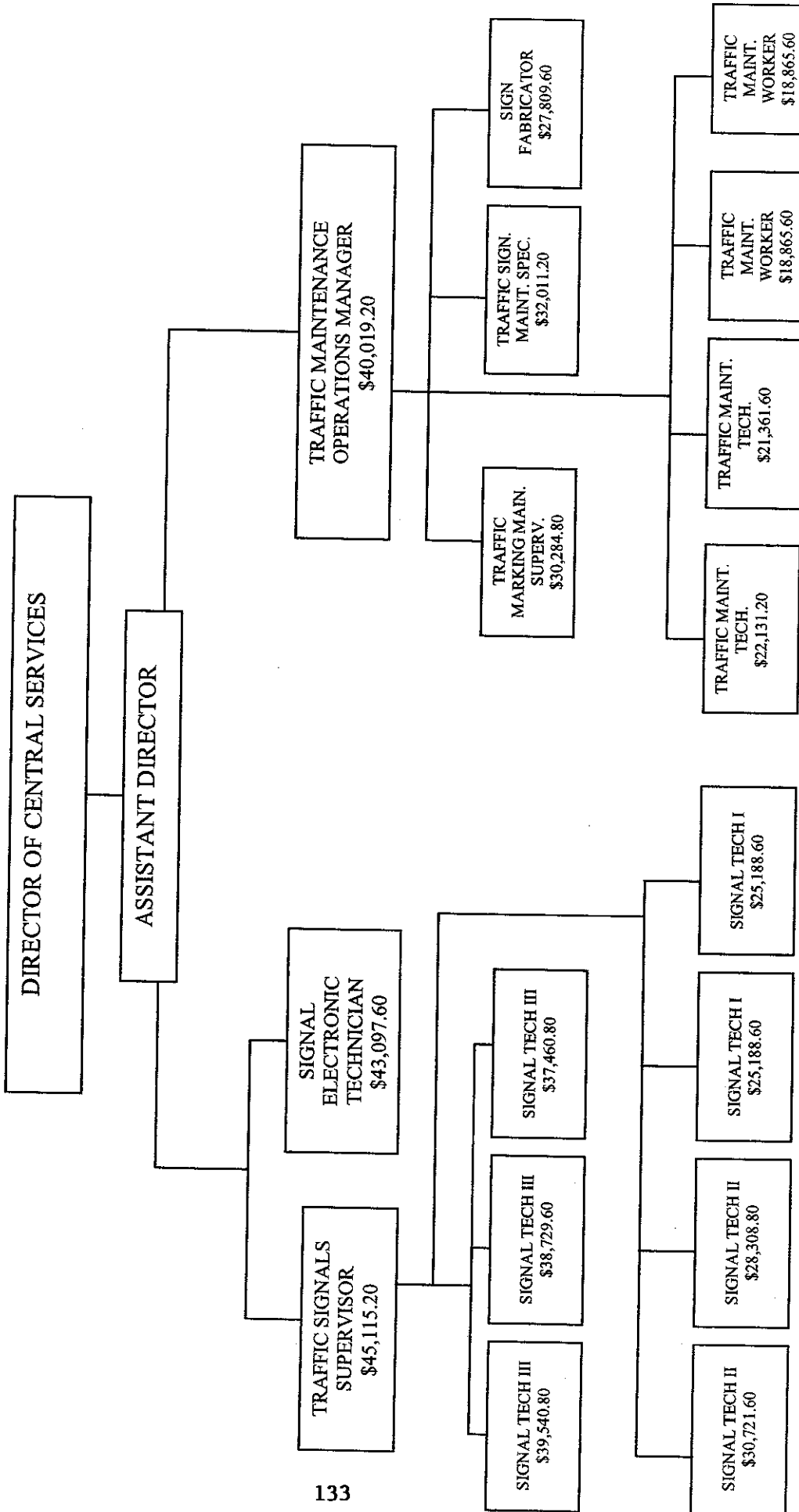
**CITY OF MACON – CENTRAL SERVICES  
ORGANIZATION CHART – FY 2007**



**CITY OF MACON – CENTRAL SERVICES  
ORGANIZATION CHART – FY 2007**

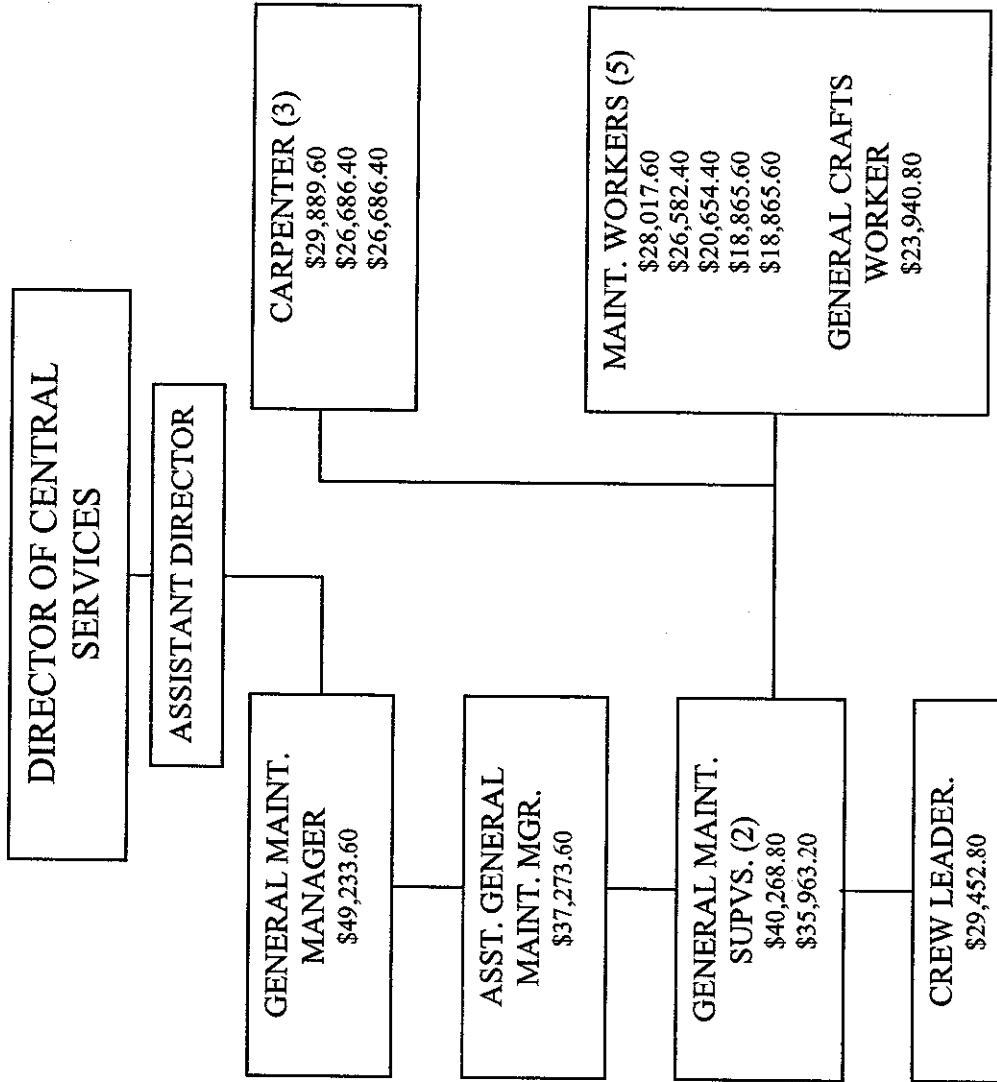


**CITY OF MACON - CENTRAL SERVICES  
ORGANIZATION CHART - FY 2007**





**CITY OF MACON – CENTRAL SERVICES  
ORGANIZATION CHART – FY 2007**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Central Services

**FUNCTION:** Administrative

### DESCRIPTION

Serves to govern the various functions (Communications, Signals & Signs, Custodial, Electrical, Plumbing, Heating/Ventilating/Air Conditioning, and General Maintenance) that constitute the Central Services Department which, as a whole, provides specialized services to all other City departments and to the general public.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	223,775	231,778	266,654
SUPPLIES	(42)	5,559	6,575	5,975
SERVICES & CHGS	(43)	29,423	29,100	31,100
CAPITAL OUTLAY	(44)	580	970	500
<b>TOTAL OPERATING</b>		<b>259,337</b>	<b>268,423</b>	<b>304,229</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		6	5	6
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>6</b>	<b>5</b>	<b>6</b>

### GOAL STATEMENT

Provide specific and essential services required to support a municipality in a safe, sound, timely and economical manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION: CENTRAL SERVICES/ADMINISTRATION

OBJECTIVE: Workload Efficiency Effectiveness Outcome/Impact	2005		2006		2007	
	Actual	Budget	Mid-Yr	Budget	Mid-Yr	Proj.
<u>Monitor/Coordinate dispatching multi-trades on major projects.</u> Estimated number of projects Number of projects completed Number of projects completed within approved budget	7 8 8	10 10 10	5 1 1			10 10 10
<u>Receive and assign service requests for (8) functions</u> Number of service requests received and assigned Number of service requests completed	12404 11882	13000 13000	8326 8118			13000 13000
<u>Survey and approve/disapprove new street light requests.</u> Estimated number of requests received Number of requests completed within 5 days Estimated number of requests approved	15 11 13	25 25 20	11 7 6			25 25 20

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Central Services

**FUNCTION:** Traffic Signals

### DESCRIPTION

Responsible for the maintenance and installation of all traffic control devices in the City (except signs on State and Federal highways). Devices consist of traffic signals, and other related equipment. In addition, new installations and maintenance is performed under contract for all Bibb County signal equipment and street markings.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	257,056	363,780	407,221
SUPPLIES	(42)	77,798	76,100	75,060
SERVICES & CHGS	(43)	2,760	5,580	4,250
CAPITAL OUTLAY	(44)	17,627	10,000	12,500
<b>TOTAL OPERATING</b>		355,241	455,460	499,031
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		10	8	9
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		10	8	9

### GOAL STATEMENT

The goal of the Signals & Signs Division is to install and maintain all traffic control devices to standards set forth in the Manual on Uniform Traffic Control Devices.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION: CENTRAL SERVICES/TRAFFIC SIGNALS

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b>				
<u>Replace lamps and clean lens at 330 signalized locations</u>				
Workload	628	1500	200	500
Efficiency	0	20	25	20
Effectiveness				
Outcome/Impact				
<b>OBJECTIVE:</b>				
<u>Complete all service calls in a timely manner</u>				
Workload	3718	3700	2592	3800
Efficiency	3588	2000	2100	2100
Effectiveness	24	30	25	30
Outcome/Impact				
<b>OBJECTIVE:</b>				
<u>Perform preventative maintenance on Control equipment at 330 locations</u>				
Workload	965	760	380	770
Efficiency	458	60	60	65
Effectiveness	3	3	3%	3.00%
Outcome/Impact				
<b>OBJECTIVE:</b>				
<u>Inspect intersections upgraded by contractors</u>				
Workload	40	46	37	20
Efficiency	180	160	160	165
Effectiveness	12	37	37	2
Outcome/Impact				

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### CENTRAL SERVICES/TRAFFIC SIGNALS

#### DEPARTMENT/FUNCTION:

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b>				
Workload	0	260	130	280
Efficiency	0	800	45	60
Effectiveness	0	5	4	4
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload	0	62	32	62
Efficiency	0	0	0	0
Effectiveness	0	1	1	1
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload	0	2104	1200	1704
Efficiency	0	1	3	2
Effectiveness	0	121	50	71
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload				
Efficiency				
Effectiveness				
Outcome/Impact				

Perform preventative maintenance on fiber optic network

Number of PM performed

Number of fibers tested

Percentage of fibers failed testing

Perform preventative maintenance on Closed Circuit TV cameras

Number of PM performed (each camera, twice annually)

Number of cameras checked for accurate pressure.

Percent of cameras requiring rework

Install L.E.D.s at 120 signal locations

Number of L.E.D.s replaced

Number of L.E.D.s failures after replacement.

Number of intersections relamped

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Central Services

**FUNCTION:** Custodial Services

### DESCRIPTION

Provides professional custodial services in a timely and efficient manner to City Hall, City Hall Annex, Detective Bureau, EMA, Personnel, Compliance Office, Medical Dispensary, Drug & Gang Task Force, Crime Lab, Fort Hill Community Center, E-911, Police Training, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Precincts and Central Service Complex.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	346,282	361,524	367,614
SUPPLIES	(42)	24,587	26,450	25,350
SERVICES & CHGS	(43)	96,573	81,700	102,500
CAPITAL OUTLAY	(44)	1,428	600	1,755
<b>TOTAL OPERATING</b>		<b>468,870</b>	<b>470,274</b>	<b>497,219</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		14	13	13
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>14</b>	<b>13</b>	<b>13</b>

### GOAL STATEMENT

To provide competent and timely custodial services (including minor repairs) to the satisfaction of both the Administration and tenants of the building serviced.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION: CENTRAL SERVICES/CUSTODIAL

### DEPARTMENT/FUNCTION:

2005	2006	2006	2007
Actual	Budget	Mid-Yr	Proj.
3240	3024	1620	3240
99%	100	99%	100%
1%	0	1%	1%

#### Provide high standards of custodial services eighteen (18) buildings

Number of times buildings are cleaned per year. (Cleaned 252 times per month)  
 Percent of buildings cleaned to satisfaction of customers.  
 Percent of callbacks/complaints monthly.

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### Provide floor and carpet maintenance for 16 buildings.

Square foot of carpet and floors scheduled.  
 Percent cleaned to customer satisfaction  
 Percent of call backs/complaints

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

92000	92000	46000	92000
100	100	99%	100%
0	0	1	0

#### Special event/function set ups/removals.

Number of setups/removals per year.  
 Percent of set ups or removals completed

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

10	12	6	12
100	100	100	100

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement



# CITY OF MACON

## OPERATING BUDGET

DEPARTMENT: Central Services

FUNCTION: HVAC

### DESCRIPTION

Heating/Ventilating/Air-Conditioning/Plumbing Function that comprise this portion of Central Services provide the human and material resources necessary for the installation and upkeep of all plumbing works, heating systems and air conditioning systems in City owned and operated buildings and facilities.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	249,389	309,329	321,236
SUPPLIES	(42)	19,677	22,859	22,361
SERVICES & CHGS	(43)	131	1,315	2,050
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		269,197	333,503	345,647
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		7	7	7
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		7	7	7

### GOAL STATEMENT

To provide and maintain specific services are required by the City in a competent, timely and economical manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION: CENTRAL SERVICES/HVAC

#### Process service requests as received.

Number of service requests received  
 Number of service requests completed  
 Percent requiring rework-call back

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
1249	700	480	900
1124	700	480	900
2%	2%	2%	2%

#### Perform PM to maintain efficiency rating/quality (approx. 1,289 units).

Number of preventative maintenance scheduled  
 Number of preventative maintenance completed  
 Unit cost per PM

500	800	400	800
200	800	261	800
	\$60.00	\$60.00	\$75.00

#### Upgrade systems to energy efficient units and controls.

Number of systems scheduled for upgrade  
 Number completed  
 Number completed within budget

	0	0	0
	0	0	0
	0	0	0

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Central Services

**FUNCTION:** General Maintenance

### DESCRIPTION

Responsible for care and maintenance of all City owned buildings and recreation facilities including golf courses, ball fields, and stadiums. Responsibilities include: Some new construction, remodeling, and repair work.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	484,186	498,299	521,856
SUPPLIES	(42)	15,632	18,050	18,250
SERVICES & CHGS	(43)	7,185	7,100	10,450
CAPITAL OUTLAY	(44)	33	900	9,300
<b>TOTAL OPERATING</b>		<b>507,036</b>	<b>524,349</b>	<b>559,856</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		15	14	14
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>15</b>	<b>14</b>	<b>14</b>

### GOAL STATEMENT

To provide quality repair and preventive maintenance at all City buildings and facilities.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### CENTRAL SERVICES/GENERAL MAINTENANCE

#### DEPARTMENT/FUNCTION:

	2005	2006	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.	
<b>OBJECTIVE:</b>					
<b>Workload</b>	1750	1700	1117	1800	
<b>Efficiency</b>	1600	1500	1050	1500	
<b>Effectiveness</b>	6	4	5	5	
<b>Outcome/Impact</b>	2	3	2	2	
<b><u>Process service requests.</u></b>					
Number of service requests received.					
Number of service requests completed within 48 hours.					
Percent requiring re-work/call back					
Percent of uncompleted service requests					
<b>OBJECTIVE:</b>					
<b>Workload</b>	40	30	7	20	
<b>Efficiency</b>	500	600	200	400	
<b>Effectiveness</b>	6	4	6	10	
<b>Outcome/Impact</b>					
<b><u>Repair playground equipment at facilities.</u></b>					
Number of facilities where playground equipment were repaired					
Average cost.					
Percent requiring re-work due to vandalism.					
<b>OBJECTIVE:</b>					
<b>Workload</b>	1600	1500	900	3000	
<b>Efficiency</b>	20	20	22	22	
<b>Effectiveness</b>	600	150	500	450	
<b>Outcome/Impact</b>					
<b><u>Install/replace fences</u></b>					
Number of feet replaced/installed					
Cost per foot					
Number of feet replaced due to vandalism.					
<b>OBJECTIVE:</b>					
<b>Workload</b>	n/a	n/a	n/a	n/a	
<b>Efficiency</b>	n/a	n/a	n/a	n/a	
<b>Effectiveness</b>	n/a	n/a	n/a	n/a	
<b>Outcome/Impact</b>	n/a	n/a	n/a	n/a	
<b><u>Build/repair office furniture.</u></b>					
Number of service requests to build/repair.					
Number of service requests completed					
Cost per square foot.					
Percent requiring re-work.					

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

CENTRAL SERVICES/GENERAL MAINTENANCE

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b>				
Workload	320	250	200	400
Efficiency	80%	90%	95%	90%
Effectiveness	2%	1%	2%	1%
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload	14	15	5	9
Efficiency	14	15	5	9
Effectiveness	14	15	5	9
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload				
Efficiency				
Effectiveness				
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload				
Efficiency				
Effectiveness				
Outcome/Impact				

Perform preventative maintenance on City buildings.

Number of service calls for minor repair.  
 Percent completed within 24 hours  
 Percent of repairs requiring re-work/call back

Renovation of offices as requested/needed.

Estimated number of renovations requested  
 Number of renovations completed  
 Number completed within budget

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

DEPARTMENT: Central Services

FUNCTION: Electrical

### DESCRIPTION

The Electrical Function provides the maintenance and installation of all electrical systems located in City owned and operated buildings and facilities. This function is also responsible for installation, upkeep and repair of all historical lights, roadway streetlights, telephone wiring, emergency generators, sirens and panic alarms. Also provides electrical installations, preparations and repair for nonprofit organizations.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	220,090	257,136	302,787
SUPPLIES	(42)	44,598	47,500	44,290
SERVICES & CHGS	(43)	0	250	250
CAPITAL OUTLAY	(44)	0	1,712	3,300
<b>TOTAL OPERATING</b>		<b>264,688</b>	<b>306,598</b>	<b>350,627</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		7	6	7
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>7</b>	<b>6</b>	<b>7</b>

### GOAL STATEMENT

To provide and maintain specific services are required by the City in a competent, timely and economical manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### CENTRAL SERVICES/ELECTRICAL

#### DEPARTMENT/FUNCTION:

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b> <u>Process service requests for other departments and public</u>				
Workload	2179	2300	1546	2500
Efficiency	1921	1900	1435	2100
Effectiveness	2%	2%	1%	1%
Outcome/Impact				
<b>OBJECTIVE:</b> <u>Provide electrical and other services for festivals/street parties/etc.</u>				
Workload	6	8	7	11
Efficiency	600	600	600	1000
Effectiveness				
Outcome/Impact				
<b>OBJECTIVE:</b> <u>Replacement of street light lamps for adequate street lighting.</u>				
Workload	269	350	190	350
Efficiency	1%	3%	1%	1%
Effectiveness				
Outcome/Impact				
<b>OBJECTIVE:</b> <u>Establish and install electrical systems in new or renovated buildings</u>				
Workload	6	11	5	10
Efficiency	6	11	5	10
Effectiveness				
Outcome/Impact				

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### CENTRAL SERVICES/ELECTRICAL

DEPARTMENT/FUNCTION:

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
	na	na	na	1032
	na	na	na	3%

#### Replacement of interstate lamps for adequate street lighting

Number of lamps replaced due to end of lamp life expectancy  
 Percent of lamp failures after replacement

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement



# CITY OF MACON

## OPERATING BUDGET

DEPARTMENT: Central Services

FUNCTION: Traffic Maintenance Operations

### DESCRIPTION

Responsible for the maintenance and installation of all traffic control devices in the City (except signs on State and Federal highways). Devices consist of markings, signs, and other related equipment. In addition, street markings' new installations and maintenance is performed under contract for Bibb County. This function also performs as a graphic design sign & markings function.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	262,266	281,919	261,905
SUPPLIES	(42)	77,104	79,646	78,510
SERVICES & CHGS	(43)	512	2,350	2,350
CAPITAL OUTLAY	(44)	1,462	0	4,000
<b>TOTAL OPERATING</b>		<b>341,344</b>	<b>363,915</b>	<b>346,765</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		8	8	8
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>8</b>	<b>8</b>	<b>8</b>

### GOAL STATEMENT

To provide and maintain specific services are required by the City in a competent, timely and economical manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### CENTRAL SERVICES/TRAFFIC MAINTENANCE OPERATIONS

#### DEPARTMENT/FUNCTION:

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b>				
Workload	29500	35000	1400	15000
Efficiency	560	1000	245	1000
Effectiveness	356	150	185	150
Outcome/Impact	198	1000	120	500
<b>OBJECTIVE:</b>				
Workload	2454	3200	1733	3200
Efficiency	1%	0%	1%	0%
Effectiveness	57	50	38	50
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload	109	400	336	400
Efficiency	247	300	470	600
Effectiveness	2	2	2%	2%
Outcome/Impact	\$2,202	\$1,500	\$3,749	\$1,500
<b>OBJECTIVE:</b>				
Workload	194	1000	650	1000
Efficiency	1331	3000	1517	3000
Effectiveness	1%	1%	1%	1%
Outcome/Impact	\$3,281	\$1,500	\$3,294	\$1,500

**Perform citywide sign preventative maintenance inspections.**

Number of signs to be inspected. (30,000 inspected twice a year)  
 Number of defective or ineffective signs replaced.  
 Number of signs replaced due to vandalism.  
 Number of signs to be cleaned

**Complete workorders generated by function**

Number of workorders completed  
 Percentage of service requests uncompleted.  
 Number of workorders received from Traffic Engineering

**Install/remove signs for other departments/agencies.**

Number of service request received  
 Number of signs installed/removed.  
 Percentage of service requests on backlog.  
 Amount of revenue generated from service requests completed.

**Fabricate traffic control and speciality signs as requested.**

Number of service requests received  
 Number of signs fabricated  
 Percentage of service request on backlog  
 Amount of revenue generated from signs fabricated for other agencies

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION: CENTRAL SERVICES/TRAFFIC MAINTENANCE OPERATIONS

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### Install/repaint traffic control and pavement markings

Number of linear feet scheduled for painting  
 Number of linear feet repainted  
 Percentage of linear feet requiring repainting after six months.  
 Number of linear feet of new pavement markings installed.

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
Number of linear feet scheduled for painting	400000	250000	23000	230000
Number of linear feet repainted	219835	150000	13311	130000
Percentage of linear feet requiring repainting after six months.	0%	0%	0%	15%
Number of linear feet of new pavement markings installed.	0	20000	20000	20000

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### Install/repair thermoplastic/sia-mark and other traffic control markings

Number of linear feet scheduled  
 Number of linear feet repaired due to routine maintenance  
 Number of linear feet installed due to Traffic Engineering work orders.

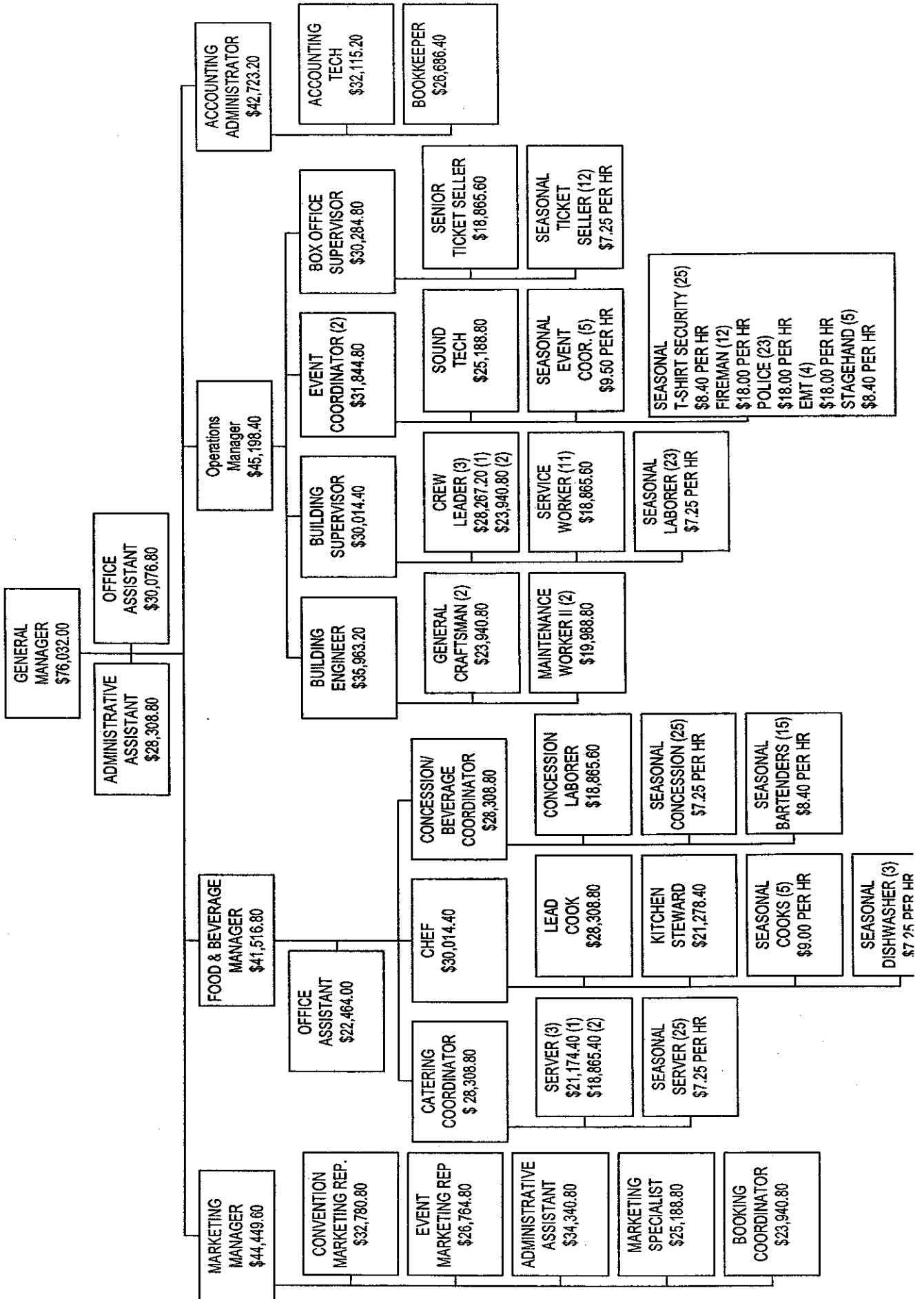
Number of linear feet scheduled	100000	75000	14000	50000
Number of linear feet repaired due to routine maintenance	69513	35000	7654	30000
Number of linear feet installed due to Traffic Engineering work orders.	0	8000	158	8000

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

FY 2007 CENTRIPLEX  
ORGANIZATIONAL CHART



# CITY OF MACON

## OPERATING BUDGET

DEPARTMENT: Centreplex

FUNCTION: Centreplex

### DESCRIPTION

The Coliseum Department is responsible for the efficient and financially effective management of the Macon Coliseum. Its mission is to provide a forum for a variety of entertainment, conventions, trade shows, civic functions, and other activities at the lowest cost to the taxpayers, while at the same time providing professional services second to none.

### BUDGET SUMMARY

	CHAR	2005	2006	2007
EXPENDITURES	CODE	ACTUAL	BUDGET	BUDGET
PERSONNEL COST	(41)	2,264,260	1,958,594	2,381,480
SUPPLIES	(42)	689,158	588,983	570,340
SERVICES & CHGS	(43)	1,443,017	1,346,174	1,461,620
CAPITAL OUTLAY	(44)	27,667	12,345	30,000
<b>TOTAL OPERATING</b>		<b>4,424,102</b>	<b>3,906,096</b>	<b>4,443,440</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		52	48	49
OTHER		182	182	182
<b>TOTAL</b>		<b>234</b>	<b>230</b>	<b>231</b>

### GOAL STATEMENT

Our goal is to provide a clean comfortable environment for conventions, meetings, and public and private assemblies, and to generate sufficient revenue to cover all operational expenses by achieving maximum use of each facility.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

CENTREPLEX

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b>				
<u>(1) Generate \$3.932 Million in Centreplex Revenue</u>				
Workload	1790	1850	1924	1700
Efficiency	85%	103%	82%	100%
Effectiveness	41%	45%	32%	42%
Outcome/Impact	58%	60%	46%	58%
<b>OBJECTIVE:</b>				
<u>(1) Minimize Account Receivables Centreplex</u>				
Workload	133.7	150	194.2	150
Efficiency	6%	8%	14%	8%
Effectiveness				
Outcome/Impact				
<b>OBJECTIVE:</b>				
<u>(1) Maximize Food &amp; Beverage Revenues</u>				
Workload	57,463	52,780	34,641	50,000
Efficiency	2.89	2.76	2.18	2.50
Effectiveness	17.91	18	16.02%	18.00%
Outcome/Impact				
<b>OBJECTIVE:</b>				
<u>(1) Maximize Efficiency of Labor Staff</u>				
Workload	5	15	5	10
Efficiency	1.11%	3.00%	1.77%	2.50%
Effectiveness	5348	5000	4111	5000
Outcome/Impact				

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

CENTREPLEX

DEPARTMENT/FUNCTION:

2005	2006	2006	2006	2007
Actual	Budget	Mid-Yr	Proj.	
62	63.8	44.2	65	
80	80	26	35	
1.7	2.5	1.58	2	

**(I) Generate an Economic Impact of \$65 Million**

Economic Impact Generated

- OBJECTIVE:
- Workload
- Efficiency
- Effectiveness
- Outcome/Impact

**(I) Maximize Number of Public Shows**

Number of Public Show events  
Gross Ticket Sales (millions)

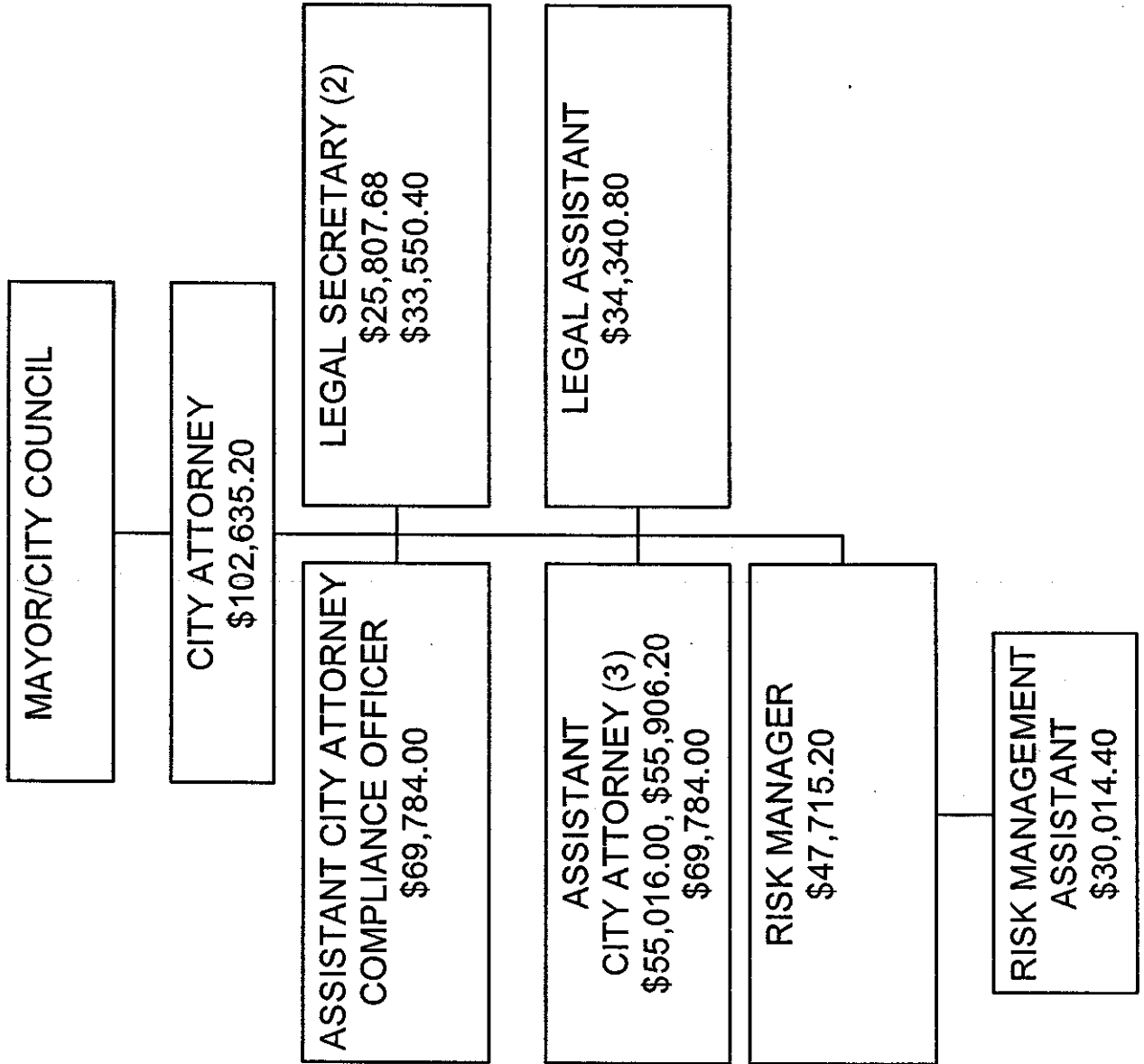
- OBJECTIVE:
- Workload
- Efficiency
- Effectiveness
- Outcome/Impact

- OBJECTIVE:
- Workload
- Efficiency
- Effectiveness
- Outcome/Impact

- OBJECTIVE:
- Workload
- Efficiency
- Effectiveness
- Outcome/Impact

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

**CITY OF MACON - OFFICE OF CITY ATTORNEY  
ORGANIZATION CHART FY2007**





# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** City Attorney

**FUNCTION:** Legal

### DESCRIPTION

The City Attorney's Office serves as Legal Advisor to the Mayor, City Council and Administration. The primary functions of the office are: handling litigation, various administration hearings, contracts, real property matters, rendering legal opinions, attendance at City Council meetings, preparation of ordinances and resolutions, collection of debts owed to the City and claims handling.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	510,529	600,404	628,970
SUPPLIES	(42)	2,572	3,000	4,000
SERVICES & CHGS	(43)	823,272	459,700	479,150
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		<b>1,336,373</b>	<b>1,063,104</b>	<b>1,112,120</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### AUTHORIZED POSITIONS

FULLTIME		9	10	10
PARTTIME		1	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>10</b>	<b>10</b>	<b>10</b>

### GOAL STATEMENT

The goal of the City Attorney's Office is to provide legal advice to the Mayor, City Council and Administration in a professional and cost effective manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION: CITY ATTORNEY

### Written Advice and Opinions

Written Opinions Provided

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
94	175	83	138

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

### Draft Ordinances

Ordinances drafted

65	75	39	80
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OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

### Draft Resolutions

Resolutions Drafted

102	150	96	158
-----	-----	----	-----

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

### Respond to Employee Concerns & Complaints (Compliance Office)

Initial contacts

76	80	32	75
----	----	----	----

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

CITY ATTORNEY

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	310	340	38	76
<b>DEPARTMENT/FUNCTION:</b> <u>Review and Draft Contracts, Leases &amp; Other Documents ( R )</u> Documents reviewed and drafted				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	137	160	77	155
<b>DEPARTMENT/FUNCTION:</b> <u>Administer and Process Claims ( R )</u> Claims Received				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	24	33	12	27
<b>DEPARTMENT/FUNCTION:</b> <u>Administer and Conduct Litigation ( R )</u> Cases Served this Fiscal Year Cases Pending				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	373		282	390
<b>DEPARTMENT/FUNCTION:</b> <u>Administer Workers' Comp Program.</u> Number of WC Cases Handled				

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** City Attorney/Legal

**FUNCTION:** Risk Management

### DESCRIPTION

Risk Management function encompasses the administration of the City's Worker's Compensation, Employee Safety, Loss Control and Property Insurance programs. The personnel and associated operational costs are included in the Personnel department budget.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	0	0	0
SUPPLIES	(42)	0	0	0
SERVICES & CHGS	(43)	1,383,843	1,986,000	1,765,000
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		1,383,843	1,986,000	1,765,000
<b>TOTAL CAPITAL</b>		0	0	0

### **\* AUTHORIZED POSITIONS**

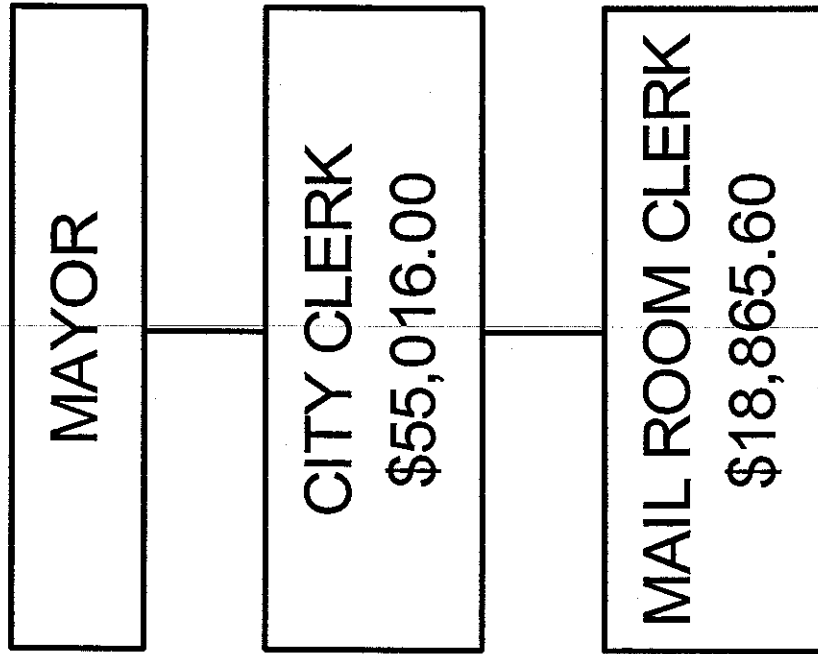
FULLTIME		0	0	0
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		0	0	0

\* Authorized Positions are included in City Attorney's Budget.

### GOAL STATEMENT

To efficient process and monitor all workers' compensation claims and provides effective employee safety and insurance programs to minimize the City's risk.

# CITY OF MACON-CITY CLERK'S OFFICE ORGANIZATION CHART FY 2007



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** City Clerk/Public Affairs Office

**FUNCTION:** Revenue, Information and Records Administration

### DESCRIPTION

The City Clerk's Office collects revenue, licenses, permits, occupation taxes, paving assessments, landfill fees, hotel/motel tax, liquor, beer & wine taxes. Operates Records Center and manages inter-city mail.

Public Affairs Office disseminates public information and press releases. Customer service responds to citizens and tracks service.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	135,827	146,324	92,676
SUPPLIES	(42)	815	2,000	2,100
SERVICES & CHGS	(43)	50,292	58,100	55,923
CAPITAL OUTLAY	(44)	389	1,000	0
<b>TOTAL OPERATING</b>		<b>187,323</b>	<b>207,424</b>	<b>150,699</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		4	4	2
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>4</b>	<b>4</b>	<b>2</b>

### GOAL STATEMENT

The goal of the City Clerk's Office is to provide timely and accurate services and information to the Public, the Administration, and the City Council.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

City Clerk: Authenticate and Maintain All Official City Records , Records Retention, Mail Room Operations, and Customer Service functions for citizen inquiries and coordinating resolution with City departments as needed.

		2005	2006	2006	2007
		Actual	Budget	Mid-Yr	Proj
<b>OBJECTIVE:</b>	<b>Implement the scanning of all contracts/agreements for access</b>				
Workload	Scan new contracts received during Fiscal Year with a goal of adding existing contracts until completion	100%	100%	100%	100%
Efficiency	Within 3 days of receipt-file contracts and scan as applicable	100%	100%	100%	100%
Effectiveness	Immediate contract access and retrieval	100%	100%	100%	100%
Productivity	All contracts are logged, scanned and/or filed in a timely manner	100%	100%	100%	100%
<b>OBJECTIVE:</b>	<b>Provide Clerk of Council copies of all contracts/agreements within 5 days of receipt</b>				
Workload	All contracts received in City Clerk's Office for filing	100%	100%	100%	100%
Efficiency	Maintain record of Contracts provided to Council	100%	100%	100%	100%
Effectiveness	Council will have immediate access to all newly negotiated contracts	100%	100%	100%	100%
Productivity	As Required	100%	100%	100%	100%
<b>OBJECTIVE:</b>	<b>Provide a monthly contract report to all departments to review for correctness</b>				
Workload	As required	100%	100%	100%	100%
Efficiency	Provide Monthly log for updates of all active contracts .	100%	100%	100%	100%
Effectiveness	Master log of contracts is current	100%	100%	100%	100%
Productivity	All Contracts forwarded to City Clerk's office for filing	100%	100%	100%	100%
<b>OBJECTIVE:</b>	<b>Campaign Contribution Disclosures provide to City elected officials</b>				
Workload	All City elected officials provided documents and due dates for filing to meet State requirements	100%	100%	100%	100%
Efficiency	Ensure all Campaign forms are correct and received to meet due dates for filing	100%	100%	100%	100%
Effectiveness	Campaign and Financial Disclosure reports are filed in a timely manner.	100%	100%	100%	100%
Productivity	Provide State Ethics Office with Campaign and Financial Disclosure reports as required for all Municipal elected and candidates	100%	100%	100%	100%

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

CITY CLERK: Authenticate and Maintain all official City records, Records Retention, Mail Room operation

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
			88	200
				100%
				100%

### OBJECTIVE:

Maintain and log all contracts, deeds, other official documents

File and maintain contracts and other official documents in accordance to City Code in an orderly, comprehensive and accurate manner  
 Accuracy of data entry and filing of all contracts and official documents  
 Contract availability for internal and external requests and tracking for accuracy  
 Log on master file within 24 hours of receipt

### OBJECTIVE:

Reestablish Records Retention Schedule adhering to State and local schedule

To Be Determined  
 Have a schedule in place by September and guidelines established  
 Retaining and purging documents according to established retention schedules  
 Implementation complete by December 2006

### OBJECTIVE:

Manage the storage of records in the central records retention center and retain

Presently in Storage  
 Purge documents as scheduled to reduce storage fees and manage data retention  
 Management and minimization of storage requirements  
 Reduction in storage requirements thereby reducing storage costs

### OBJECTIVE:

Handles the receiving and sending for all city mail internal and external

Approximate pieces of mail ascertained from 2005 data (approx. 700 pieces daily)  
 Daily distribute and send all mail as needed internally and externally  
 Accuracy of Mail Handling  
 Same day processing for all mail received by 2:00pm

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement



# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

**DEPARTMENT/FUNCTION:** City Clerk: Authenticate and Maintain all Official City Records, Records Retention, and Mail Room operations

**OBJECTIVE:** Clerk Certification

Attend all approved training classes and/or seminars required for certification and proficiency in performing the duties of Clerk  
Attend and perform all necessary tasks for credit

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Prom.
27hrs.	27hrs.	27hrs	18hrs
29hrs			

**OBJECTIVE:** Maintain log of all checks and monies received for City Clerk's Office

As required  
All monies logged and provided to Finance on date of receipt  
An accurate record of all checks and other forms of payment are tracked.  
NA

100%	100%	100%	100%
100%	100%	100%	100%
100%	100%	100%	100%

**OBJECTIVE:** Open Records requests are handled in a timely and efficient manner

As Required  
Requested documents provided and/or response provided 3 business days  
No penalties incurred by non-compliance with state Open Records laws  
NA

100%	100%	100%	100%
100%	100%	100%	100%
0	0	0	0%

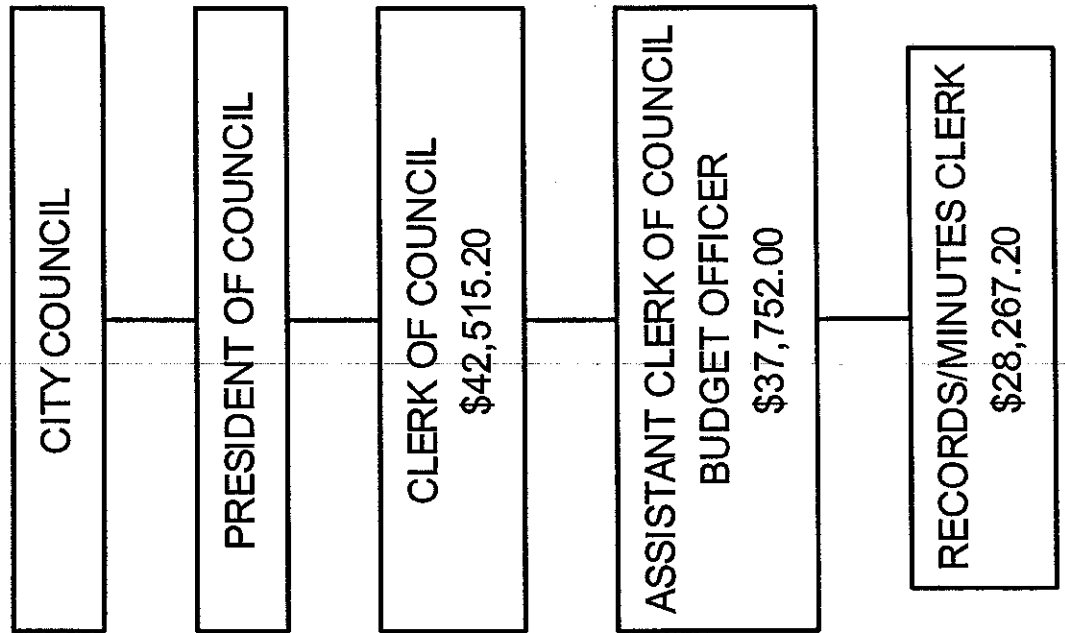
**OBJECTIVE:** Supervise and evaluate Mail/Records Room Clerk

File and scan contracts as applicable, update contract log, manage records retention records  
Establish goals and objectives to meet requirements of City Clerk's Office and improve employees skills and performance.  
Contracts, Mail handling and records management goals are met or exceeded.  
City Clerk's office performs all required tasks and duties set forth in City Code and/or as assigned.

	95%	98%	98%
	100%	100%	100%
	100%	100%	100%

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

**CITY OF MACON-CITY COUNCIL'S OFFICE  
ORGANIZATION CHART FY 2007**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** City Council

**FUNCTION:** Law, Ordinance, and Resolution Enactment

### DESCRIPTION

City Council is the legislative branch of the City Government, composed of fifteen members. This body enacts laws, ordinances, and resolutions for local government. There are six standing committees of Council: Appropriations, Community Resources and Development, Employee Development and Compensation, Public Properties, Public Safety, Public Works and Engineering, and Ordinances and Resolutions. Members are elected every four years, with three members from each of five City wards. The Clerk of Council budget was transferred from the City Clerk's Office; consisting of three full-time positions.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	369,631	412,529	428,430
SUPPLIES	(42)	2,181	2,500	2,600
SERVICES & CHGS	(43)	214,748	144,124	137,916
CAPITAL OUTLAY	(44)	5,858	2,100	0
<b>TOTAL OPERATING</b>		<b>592,418</b>	<b>561,253</b>	<b>568,946</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

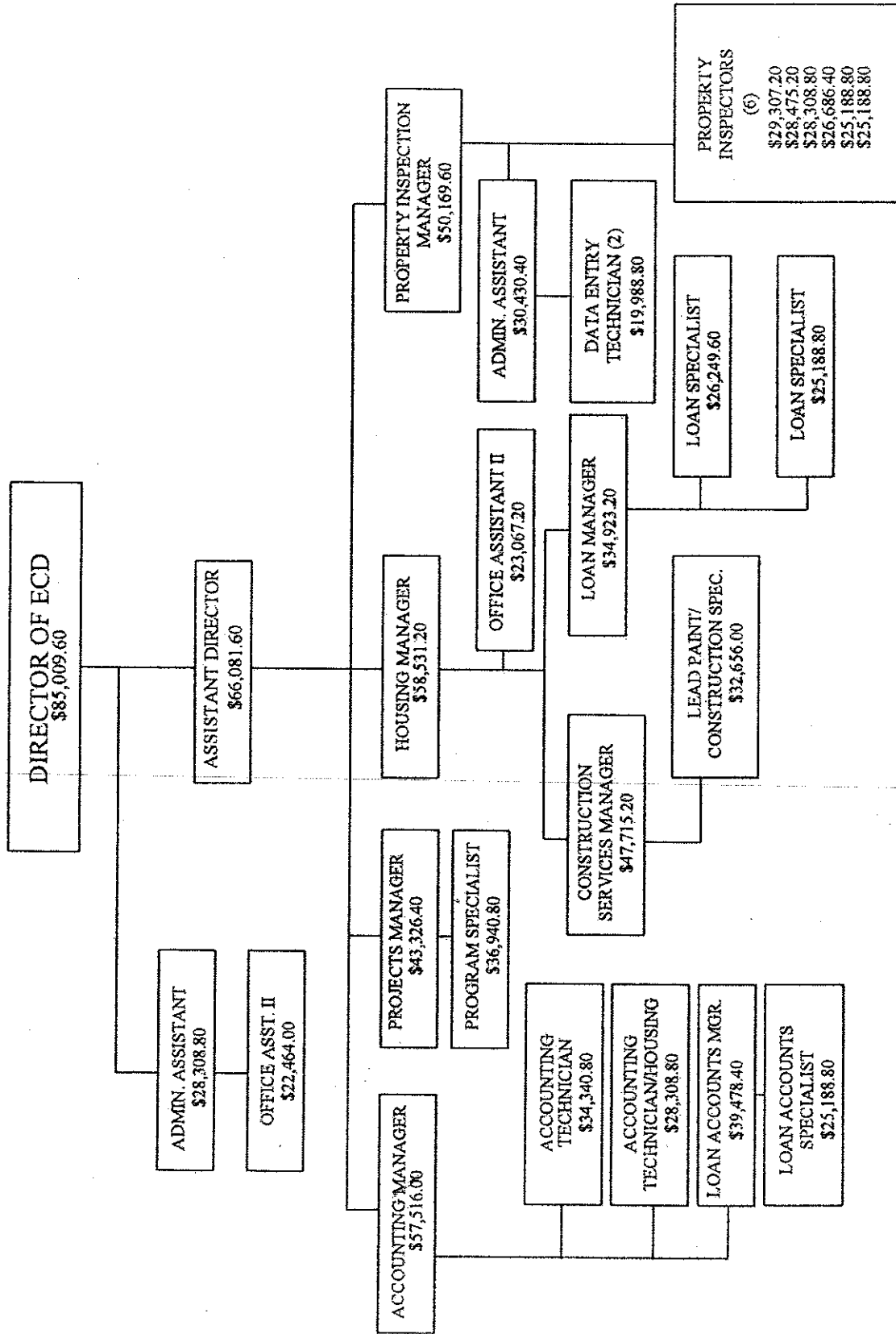
### **AUTHORIZED POSITIONS**

FULLTIME		3	3	3
PARTTIME		15	15	15
OTHER		0	0	0
<b>TOTAL</b>		<b>18</b>	<b>18</b>	<b>18</b>

### GOAL STATEMENT

To effectively and efficiently govern the citizens and activities in the City of Macon.

CITY OF MACON - ECONOMIC AND COMMUNITY DEVELOPMENT  
 ORGANIZATION CHART FY 2007



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Economic & Community Development

**FUNCTION:** Property Inspection Administration

### DESCRIPTION

To enforce the Standard Housing Code, Unsafe Building Abatement Code, and Weed Ordinance in residential neighborhoods. The majority of funds will be used to demolish, board-up, and stabilize dilapidated houses.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	186,482	188,657	208,337
SUPPLIES	(42)	9,834	16,000	20,000
SERVICES & CHGS	(43)	284,348	278,412	345,168
CAPITAL OUTLAY	(44)	1,500	1,495	1,495
<b>TOTAL OPERATING</b>		<b>482,164</b>	<b>484,564</b>	<b>575,000</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		4	5	5
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>4</b>	<b>5</b>	<b>5</b>

### GOAL STATEMENT

The primary goal of ECD is to administer the grant in the best way possible to fulfill the objective of the Community Development Block Grant Program which are (a) benefit to low and moderate income persons; (b) prevention/elimination of slum and blight; and (c) urgent need.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

**DEPARTMENT/FUNCTION:** Economic and Community Development-Property Inspection Administration

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b> <u>To bring yards/premises into Compliance (New Cases) (R)</u>				
Workload	1100	1100	550	1100
Efficiency	736	1400	535	1400
Effectiveness	70%	100%	48%	100%
Productivity	773	1100	526	1100
<b>OBJECTIVE:</b> <u>To bring yards/premises into Compliance (Pending Cases) (R)</u>				
Workload	1100	1100	550	1100
Efficiency	12132	700	821	700
Effectiveness	70%	100%	48%	100%
Productivity	773	1100	526	1100
<b>OBJECTIVE:</b> <u>To remove inoperable vehicles from lots (New Cases) (R)</u>				
Workload	700	700	350	700
Efficiency	420	800	256	800
Effectiveness	72%	100%	44%	100%
Productivity	504	700	308	700
<b>OBJECTIVE:</b> <u>To remove inoperable vehicles from lots (Pending Cases) (R)</u>				
Workload	700	700	350	700
Efficiency	5695	300	243	300
Effectiveness	72%	100%	44%	100%
Productivity	504	700	308	700

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION: Economic and Community Development-Property Inspection Administration

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b>				
<u>To bring yards/premises into Compliance (New Cases) (R)</u>				
Workload	1100	1100	550	1100
Efficiency	736	1400	535	1400
Effectiveness	70%	100%	48%	100%
Productivity	773	1100	526	1100
<b>OBJECTIVE:</b>				
<u>To bring yards/premises into Compliance (Pending Cases) (R)</u>				
Workload	1100	1100	550	1100
Efficiency	12132	700	821	700
Effectiveness	70%	100%	48%	100%
Productivity	773	1100	526	1100
<b>OBJECTIVE:</b>				
<u>To remove inoperable vehicles from lots (New Cases) (R)</u>				
Workload	700	700	350	700
Efficiency	420	800	256	800
Effectiveness	72%	100%	44%	100%
Productivity	504	700	308	700
<b>OBJECTIVE:</b>				
<u>To remove inoperable vehicles from lots (Pending Cases) (R)</u>				
Workload	700	700	350	700
Efficiency	5695	300	243	300
Effectiveness	72%	100%	44%	100%
Productivity	504	700	308	700

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION: Economic and Community Development-Property Inspection Administration

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b>				
Workload	700	700	350	700
Efficiency	340	900	290	900
Effectiveness	61%	100%	48%	100%
Productivity	428	700	338	700
<b>OBJECTIVE:</b>				
Workload	700	700	350	700
Efficiency	5222	300	387	300
Effectiveness	61%	100%	48%	100%
Productivity	428	700	338	700

**To bring vacant lots into Compliance (New Cases) (R)**

Number of vacant lots inspected (New Cases as of Current Fiscal Year)

Percentage accomplished

Number of vacant lots brought into compliance (New Cases and Pending Resolved)

**To bring vacant lots into Compliance (Pending Cases) (R)**

Number of vacant lots inspected (Pending Cases)

Percentage accomplished

Number of vacant lots brought into compliance (Pending Cases and New Resolved)

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement



# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION:

ECD-General Fund Land Acquisition

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
	60	13	7	20
	30	13	14	50
	7%	100%	108%	100%
	4	13	14	20

**Objective:** To acquire land for housing development (R)

Number of land parcels identified and pursued

Percentage likely to be acquired

Number of actual land parcels acquired

- OBJECTIVE: Workload
- Efficiency
- Effectiveness
- Productivity

- OBJECTIVE: Workload
- Efficiency
- Effectiveness
- Productivity

- OBJECTIVE: Workload
- Efficiency
- Effectiveness
- Productivity

- OBJECTIVE: Workload
- Efficiency
- Effectiveness
- Productivity

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION:

ECD-HOME Match Funding (Only)

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
	60	50	25	50
	35	77	14	77
	43%	100%	16%	100%
	26	50	8	50

**OBJECTIVE:**  
To assist homebuyers (R)

Number of homebuyer loan applications processed

Percentage likely to receive home buyer loans

Number of actual homebuyer loans approved

- Workload
- Efficiency
- Effectiveness
- Productivity

**OBJECTIVE:**

- Workload
- Efficiency
- Effectiveness
- Productivity

**OBJECTIVE:**

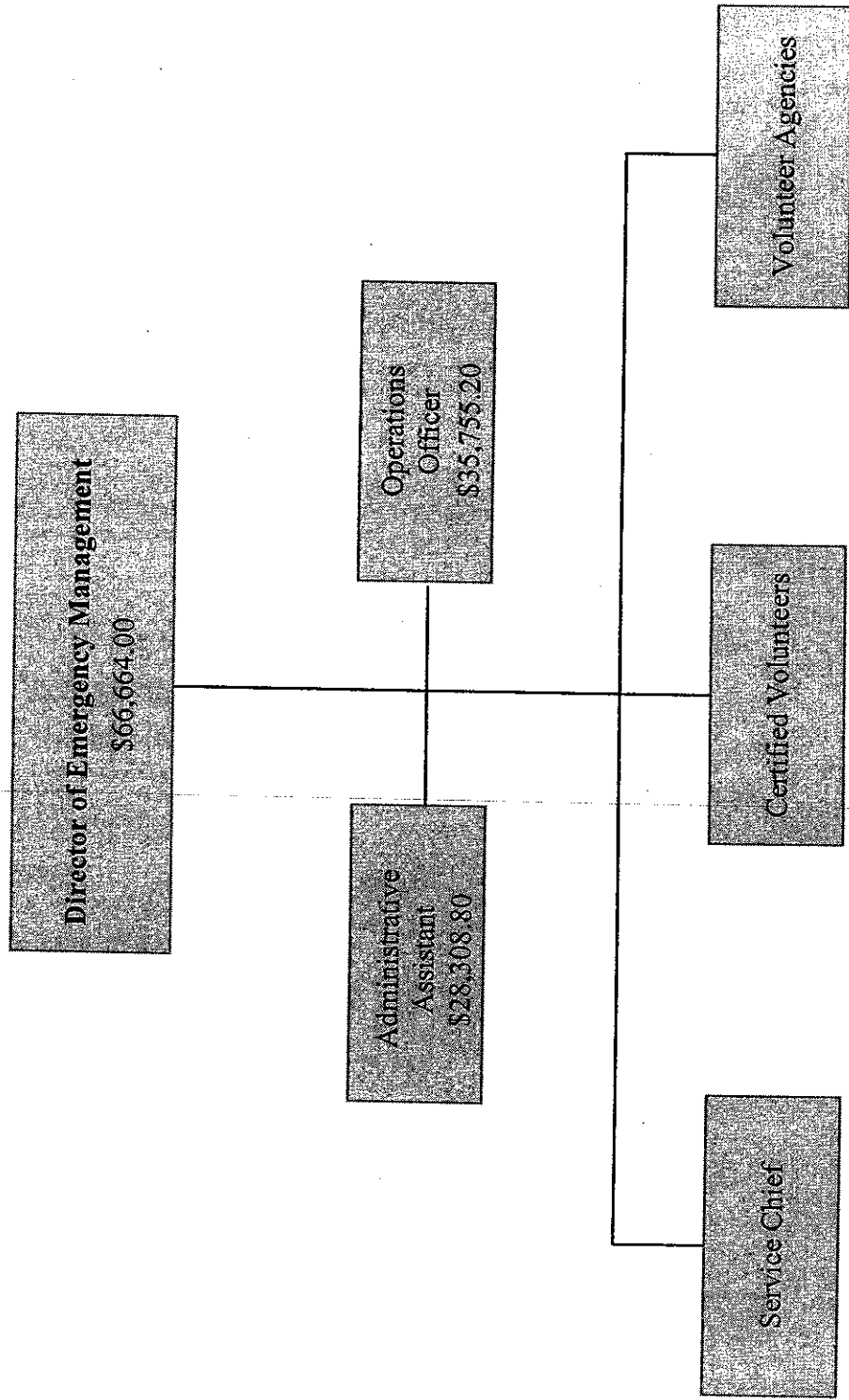
- Workload
- Efficiency
- Effectiveness
- Productivity

**OBJECTIVE:**

- Workload
- Efficiency
- Effectiveness
- Productivity

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# City of Macon – Emergency Management Agency Organization Chart FY2007



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Emergency Management Agency

**FUNCTION:** Emergency Management

### DESCRIPTION

The mission of the Emergency Management Agency is to save lives, protect property and restore essential services and facilities in time of emergency or disasters. In so doing, this agency coordinates Macon-Bibb County Emergency Operations Plans between all emergency response organizations and is responsible for educating the public in Disaster Preparedness. In addition, EMA regularly works with the Macon Police Department, Fire Department and other emergency agencies during day-to-day emergencies and supports many community projects by providing crowd and traffic control, surveillance, first aide, etc., through utilization of the EMA Volunteer Organization.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	159,294	168,396	168,331
SUPPLIES	(42)	15,518	16,300	20,165
SERVICES & CHGS	(43)	37,390	39,750	35,850
CAPITAL OUTLAY	(44)	0	0	4,700
<b>TOTAL OPERATING</b>		<b>212,202</b>	<b>224,446</b>	<b>229,046</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		3	3	3
PARTTIME		2	2	2
OTHER				
<b>TOTAL</b>		<b>5</b>	<b>5</b>	<b>5</b>

### GOAL STATEMENT

The goal of Emergency Management for FY-06 is to continue to establish a public awareness as to the functions of the Emergency Management Agency and to create an image to the citizens of Macon and Bibb County to reflect that we are professionally trained, dedicated and ready to serve our community at any time.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Emergency Management Agency/Public Safety

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### NIMS: Comprehensive and Progressive Training Program

Per department train a minimum of 1 individual per grade per division by 1 Oct 2006 at Dept Hd discretion

Compliance in accordance with Federal directive (HSPD 5 & 8 and NRP)

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Meet OHS/GEMA Exercise Requirements

1 Full Scale Ex (MGRA- Sept 06) 2 Tabletop Ex (Lake Tobosofoke (county) and Lake Jackson)

Maintain rating as Qualified Emergency Management Agency

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Institute and Maintain Public Awareness Programs

News Releases, Distribution of publications, Media Relations, Web page updates

Promote preparedness within the community thus strengthening public safety capability

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Establish and Maintain Resolutions, Agreements and Written Plans

NIMS, Mutual Aid, CERT,LEOP (Local Emergency Operations Plan)

Enhancement of Area 4 Regional Strategic Plan

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
n/a	n/a	n/a	n/a
n/a	n/a	n/a	700+
n/a	n/a	n/a	100
n/a	n/a	n/a	n/a

# CITY OF MACON

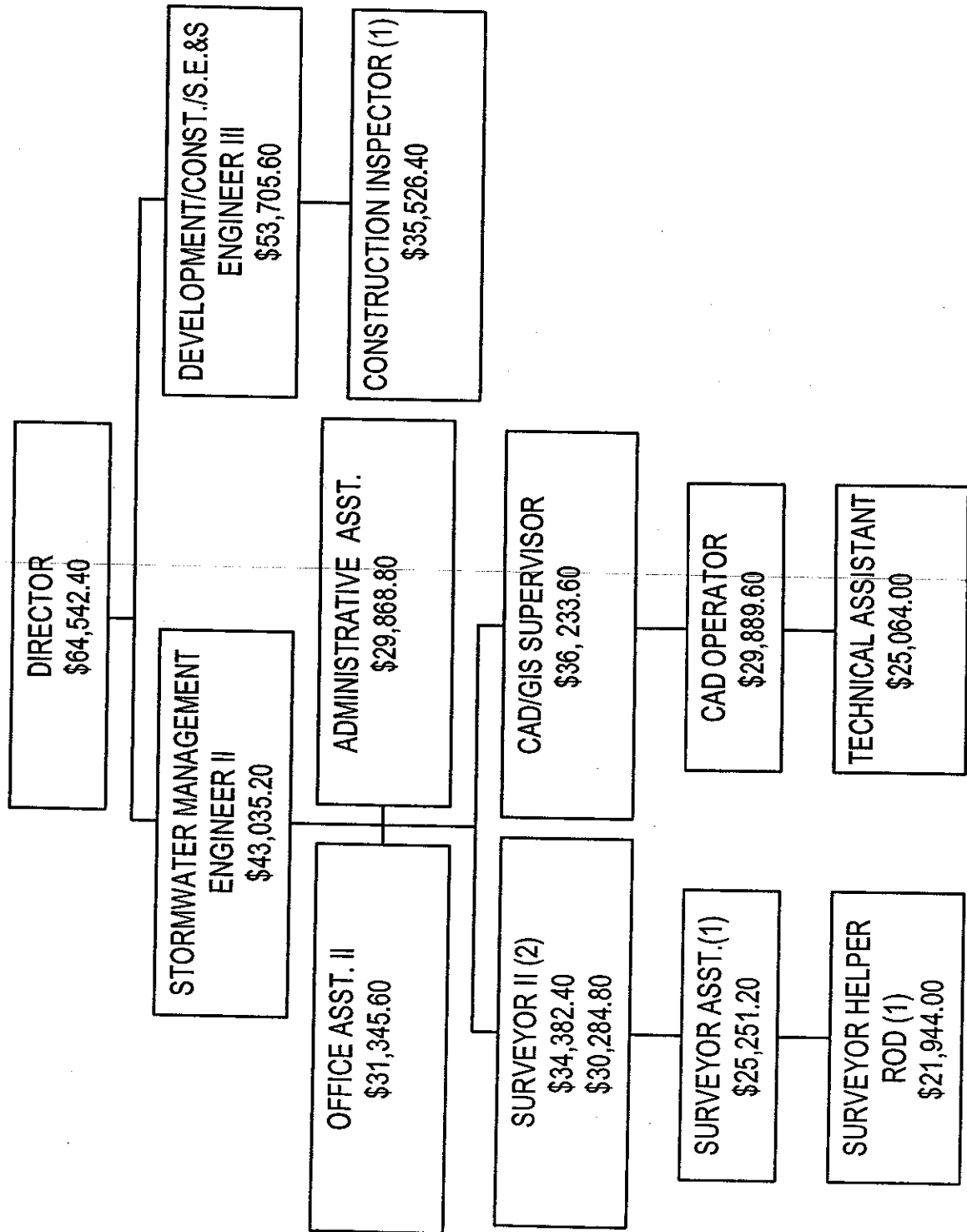
## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION: Emergency Management Agency/Public Safety

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	n/a	n/a	150	200+
<u>Maintain Appointed &amp; Elected Positions, Memberships and Affiliations</u> Area 4 All Hazards Council, Anti-terrorism Taskforce, EMAG, Chamber Military Affairs Committee				
Expanded regional collaboration and resources. Legislative influence. Awareness of contemporary developments				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	n/a	n/a	n/a	n/a
<u>Execute Preferred Partnership Agreement (PPA)</u> Line items specified in Official Code of Georgia Annotated, Section 38-3-7 per signed PPA document				
Maintain rating as Qualified Emergency Management Agency; compliance with State laws				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	1250	1250	220+	1250
<u>Director: Maintain Certification as Emergency Manager / Sworn Officer</u> Continuing education credit hours, exercise participation, coordinate emergency response and satisfy state evaluation				
Maintain rating as Qualified Emergency Management Agency; Maintain Masters of Emergency Management				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	1250	1250	220+	1250
<u>Operations Officer: Complete Certification and Maintain Sworn Officer</u> Continuing education credit, exercise participation, attend training, available to respond and satisfy state evaluation				
Maintain rating as Qualified Emergency Management Agency				

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

CITY OF MACON-ENGINEERING DEPARTMENT  
 ORGANIZATIONAL CHART -FY 2007



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Engineering

**FUNCTION:** Municipal Engineering

### DESCRIPTION

The City of Macon Government is responsible for the public wealth, health, and growth of this community. The Engineering Department insures that these objectives are achieved through good civil engineering, planning, review and approval of proposed civil projects, maintenance, and inspection and design all projects involving the City of Macon. The Engineering Department works closely with all City Departments to insure that their engineering and surveying needs are met.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	543,813	573,723	581,384
SUPPLIES	(42)	14,763	18,600	18,500
SERVICES & CHGS	(43)	73,296	18,050	18,400
CAPITAL OUTLAY	(44)	0	13,903	800
<b>TOTAL OPERATING</b>		<b>631,872</b>	<b>624,276</b>	<b>619,084</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		13	13	13
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>13</b>	<b>13</b>	<b>13</b>

### GOAL STATEMENT

The goal of the Engineering Department is to provide efficient, accurate engineering and surveying services to the City of Macon as needed. Also, the Department is to continue to act as liaison to Department of Transportation, Department of Natural Resources (E.P.D.) and all planning agencies on projects involving the City of Macon.



# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

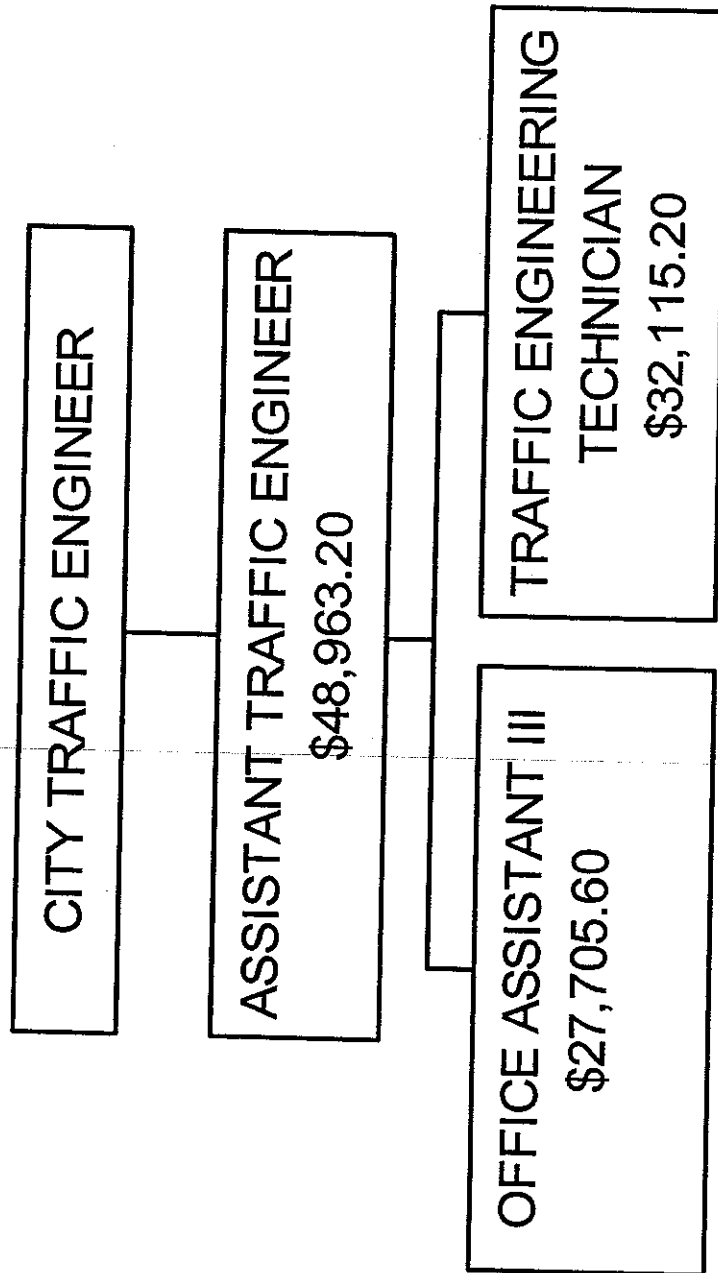
DEPARTMENT/FUNCTION: ENGINEERING/MUNICIPAL

DEPARTMENT/FUNCTION:

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	261	300	211 90%	300
<u>To review/approve development plans in 100% compliance within City Code</u>				
# of plans reviewed				
% of plans reviewed/approved within 3 days				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	1406	1600	844 95%	1600
<u>To issue excavation permits in 100% compliance with City Code</u>				
# of permits issued				
% of permits issued with 1 hour of application				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact	871	1000	544 99%	1000
<u>To respond to 100% of requests for City Services</u>				
# of requests				
% responded to within 5 working days				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Outcome/Impact			5580 99.80%	7000
<u>To respond to 100% of requests to the Utilities Protection Center</u>				
# of requests				
% of responded to within 48 hours				

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

**CITY OF MACON-TRAFFIC ENGINEERING  
ORGANIZATION CHART-FY 2007**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Engineering**

**FUNCTION: Traffic Engineering**

### DESCRIPTION

The Traffic Engineering Division is responsible for the design and placement of all traffic control devices, establishment of traffic and parking regulations, operational design of street and highway projects, review of all proposed development plans and participation in all transportation activities (M.A.T.S.).

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	203,787	201,093	136,868
SUPPLIES	(42)	2,512	2,400	2,400
SERVICES & CHGS	(43)	38,865	42,100	41,800
CAPITAL OUTLAY	(44)	0	800	800
<b>TOTAL OPERATING</b>		<b>245,164</b>	<b>246,393</b>	<b>181,868</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		4	4	3
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>4</b>	<b>4</b>	<b>3</b>

### GOAL STATEMENT

The goal of the Traffic Engineering Division is to maximize the safety and efficiency of traffic movement throughout Macon and Bibb County.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Traffic Engineering

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Service Request for Traffic Improvements

# of service requests investigated  
% service requests completed in five working days  
Improve traffic flow and safety

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
140	140	62	150
100%	100%	44%	100%
100%	100%	100%	100%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Review Development Plats & Site Plans

# of plats and site plans reviewed  
% plats and site plans reviewed in five working days  
Lessen development generated traffic impacts on city & county streets

140	155	73	150
85	85	47%	90%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Maintain Traffic Signal Timing

# of traffic signals reviewed  
% of all traffic signals reviewed  
minimize traffic signal delay

97	65	48	65
50%	50%	73%	100.00%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

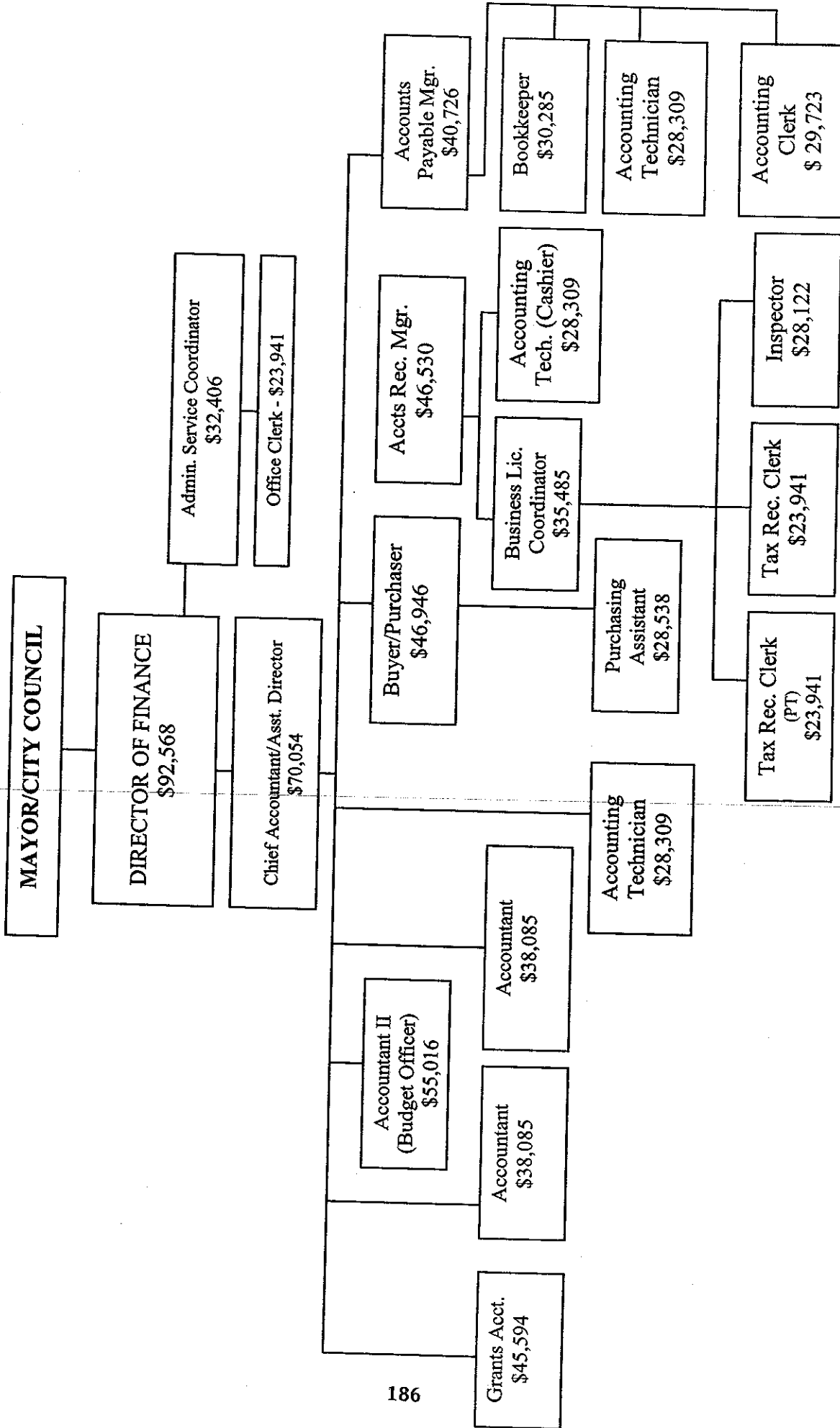
#### Work Orders - response to service requests

# of sites checked for need  
improve motorists safety via traffic control devices, signs, markings, and signals  
improve motorists and roadway safety

110	110	30	130
-----	-----	----	-----

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON - FINANCE DEPARTMENT ORGANIZATIONAL CHART FY 2007



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Finance**

**FUNCTION: Financial Administration**

### DESCRIPTION

The Finance Department is responsible for the financial and procurement operations of the City of Macon and serves as an advisor to the Administration and City Council with respect to financial matters. The functions of financial administration are accounting, budget, purchasing, cash management, revenue collections, debt administration, fixed assets, telephones administration and payroll execution.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	946,478	971,696	947,411
SUPPLIES	(42)	21,164	25,700	20,000
SERVICES & CHGS	(43)	139,799	127,000	116,600
CAPITAL OUTLAY	(44)	347	650	950
<b>TOTAL OPERATING</b>		<b>1,107,788</b>	<b>1,125,046</b>	<b>1,084,961</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### AUTHORIZED POSITIONS

FULLTIME		20	20	20
PARTTIME		1	1	1
OTHER		0	0	0
<b>TOTAL</b>		<b>21</b>	<b>21</b>	<b>21</b>

### GOAL STATEMENT

The goals of the Finance Department are to provide timely, accurate financial information to Administration, Council and other City departments and to provide for the centralization of the purchasing function in order to purchase goods and services for all City departments in an effective and efficient manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Finance

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

Complete annual financial audit within 5 months of close of year

Workdays to complete audit and statements  
Audited statements returned from printer by December 1st  
Unqualified Audit Report

**2005 Actual**  
300  
20-Jan  
Qualified

**2006 Budget**  
180  
1-Dec  
N/A

**2006 Mid-Yr**  
255  
N/A  
N/A

**2007 Proj.**  
150  
1-Dec  
Unqualified

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

Reconciliations of bank accounts, grants, payables, rec. & interfund

Number of reconciliations completed by closing.

21

23

23

23

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

Report operating account balance monthly to Admin. Council & Depts.

Monthly reports from Finance - number of months reported

10

12

6

12

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

Provide training to all financial personnel

Approximately twenty employees to train  
Complete training on 2005 version of MUNIS

0

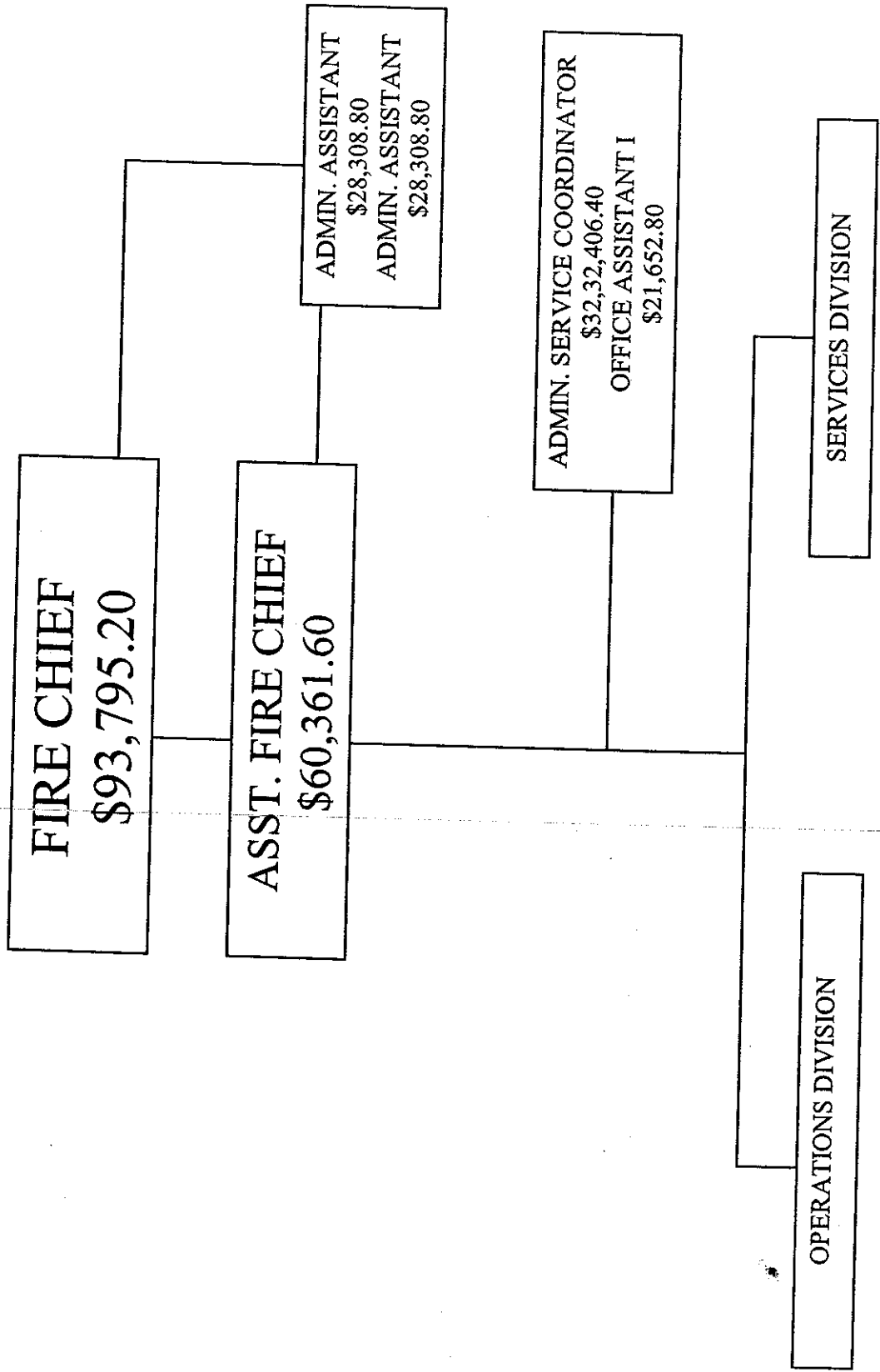
20

0

20

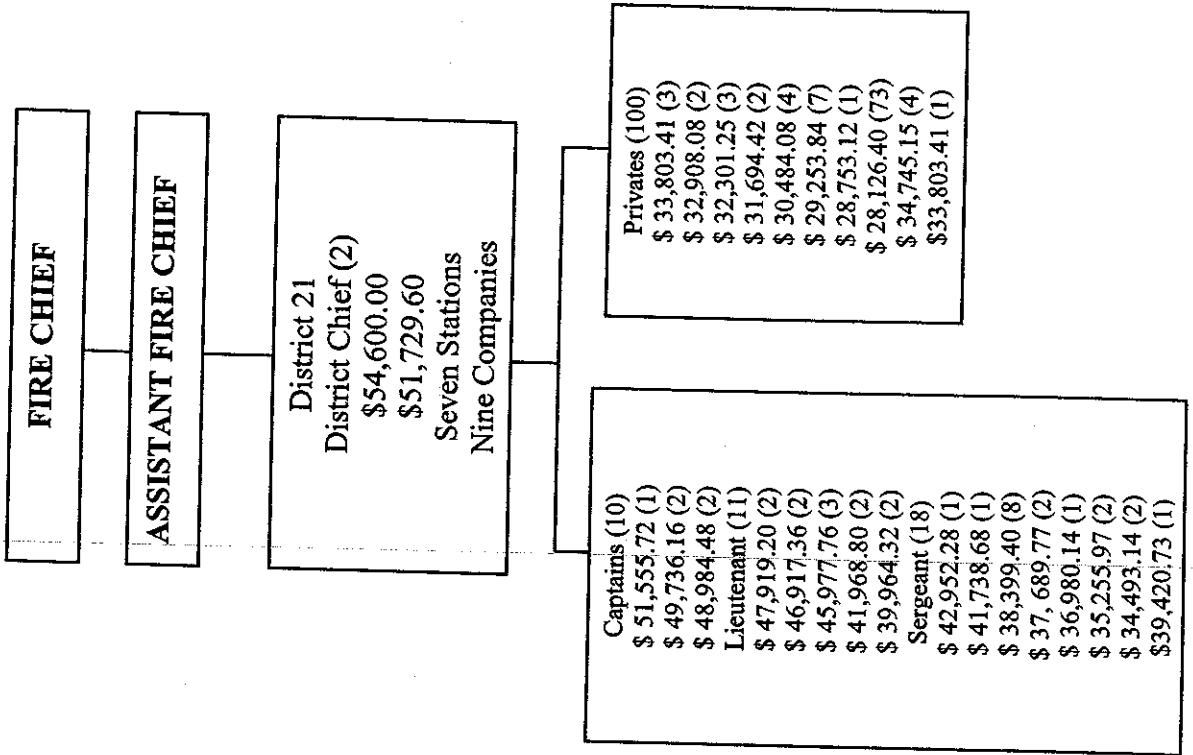
**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

**CITY OF MACON - BIBB COUNTY FIRE DEPARTMENT  
ORGANIZATIONAL CHART FY 2007**

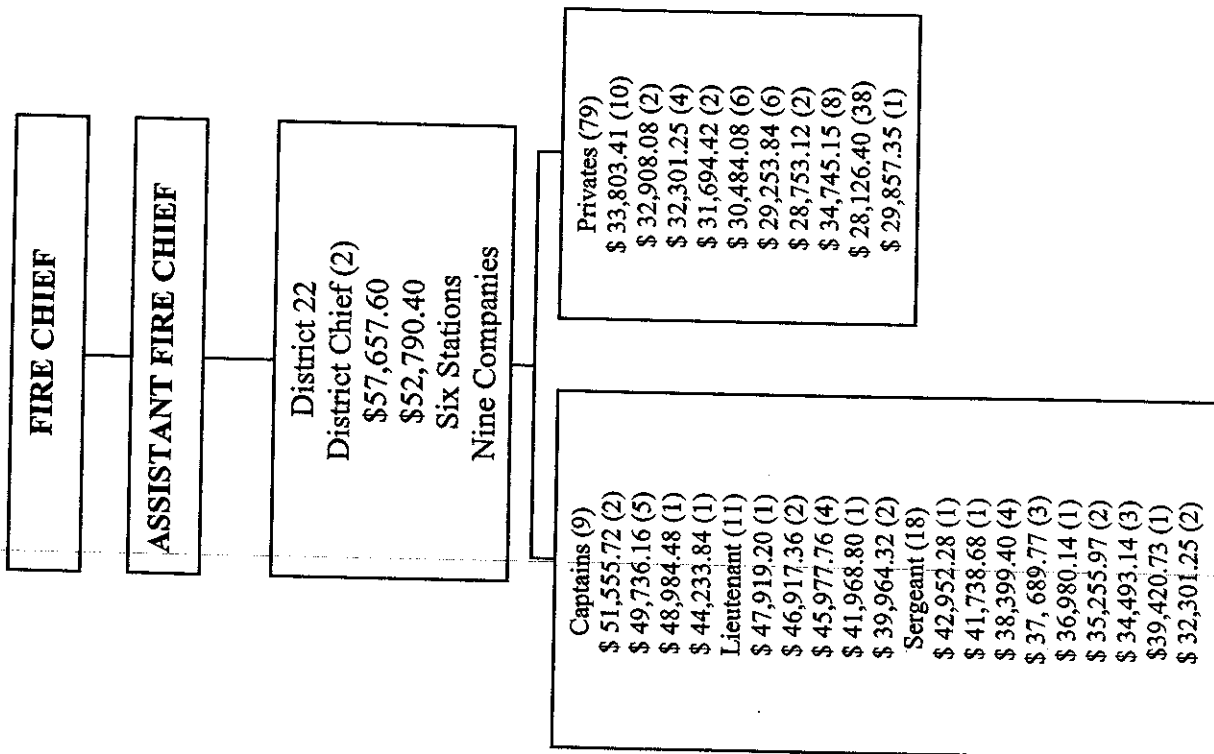




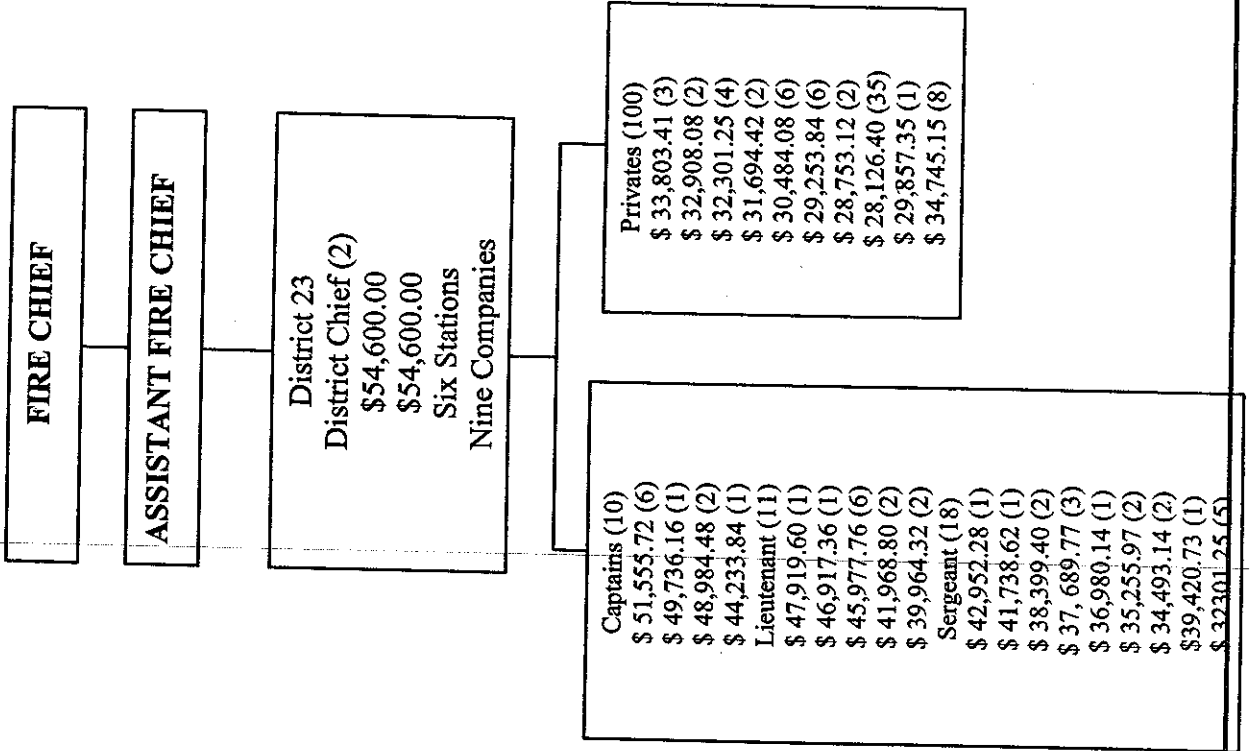
**CITY OF MACON-MACON -BIBB COUNTY FIRE DEPARTMENT  
ORGANIZATION CHART FY 2007**



**CITY OF MACON-MACON - BIBB COUNTY FIRE DEPARTMENT  
ORGANIZATION CHART FY 2007**



**CITY OF MACON-MACON - BIBB COUNTY FIRE DEPARTMENT  
ORGANIZATION CHART FY 2007**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Fire**

**FUNCTION: Administration**

### DESCRIPTION

The Macon-Bibb County Fire Department is responsible for the protection of life and property from fire and other peril.

The Administration Division oversees and assures the smooth operation of all our divisions. Our functions are fire prevention, fire training, fire suppression, fire investigation, rescue services, and mitigation of hazardous materials accidents.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	313,032	321,174	327,378
SUPPLIES	(42)	8,568	8,900	8,632
SERVICES & CHGS	(43)	6,761	8,923	9,038
CAPITAL OUTLAY	(44)	80	0	0
<b>TOTAL OPERATING</b>		<b>328,441</b>	<b>338,997</b>	<b>345,048</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME	Sworn	2	2	2
	Civilian	4	4	4
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>6</b>	<b>6</b>	<b>6</b>

### GOAL STATEMENT

The goal of Macon-Bibb County Fire Department Administration is to manage and assure the smooth operation of all Fire Department Divisions for the citizens of Macon.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Fire -- Administration

#### OBJECTIVE:

Efficiency

To increase administrative effectiveness of fire services through computer technology.

Utilize data for National Fire Incident reporting/allow for national agency reporting and proper access to Homeland Security Grant Funding.

Efficiency

No. of NFIRS forms processed thru the Georgia Fire Marshal's Office utilizing computer software

#### OBJECTIVE:

Workload

Number of Command Staff Meetings

Workload

No. of Administrative/Suppression Division Management Sessions

Workload

No. of Administrative/Suppression Field Meetings

Effectiveness

Number of inventory items lost, destroyed, stolen or missing.

#### OBJECTIVE:

Workload

To reduce firefighter accidents and injuries by 5% by the end of FY 2007.

Number of Safety Meetings

Effectiveness

Number of Lost-Time Injuries (over 30 days)

Workload

No. of chargeable injury reports processed thru Safety Committee and turned over to Risk Manager

Workload

No. of chargeable vehicle accident reports processed thru Safety Committee and turned over to Risk Mgr.

Effectiveness

To train all Fire Officers to the NIMS Curriculum

#### OBJECTIVE:

Efficiency

To cultivate an environment of Health and Safety.

No. of Corrective Safety Measures submitted to Administration

Workload

No. of Health and Nutrition Programs presented in conjunction with Bibb County Health Dept., Ga. Ce Health Systems and the North Central State Health Department

Workload

No. of eligible firefighters who successfully past the P. T. test

2005	2006	2006	2006	2007
Actual	Budget	Mid-Yr	Proj.	Proj.
0%	0%	0%	100%	100%
18000	15000	6629	15000	15000

12	12	7	36
4	4	3	4
4	4	3	12
9	0	4	0

12	12	6	12
0	12	0	0
12	11	3	0
3	2	2	0
NA	NA	NA	138

1	6	3	6
8	8	4	8
387	387	387	387

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Fire

**FUNCTION:** Firefighting

### DESCRIPTION

The Macon-Bibb County Fire Department is responsible for the protection of life and property from fire and other peril.

The Firefighting Division is the core of the department and is responsible for fire suppression, rescue services, and mitigation of hazardous material accidents.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	15,560,119	15,987,311	16,561,588
SUPPLIES	(42)	587,881	640,700	640,700
SERVICES & CHGS	(43)	238,168	217,215	218,762
CAPITAL OUTLAY	(44)	32,112	75,000	70,700
<b>TOTAL OPERATING</b>		<b>16,418,280</b>	<b>16,920,226</b>	<b>17,491,750</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### **AUTHORIZED POSITIONS**

FULLTIME	Sworn	369	369	369
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>369</b>	<b>369</b>	<b>369</b>

### GOAL STATEMENT

The goal of the Macon-Bibb County Fire Department, Firefighting Division, is to protect life and property from fire and other peril.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### FIRE -- FIREFIGHTING

#### DEPARTMENT/FUNCTION:

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
5266	4500	1271	4500	
29	29	29	29	29
150	113	0	150	150
5500	5000	5520	6100	
4	4	2	4	4
64100'	106000'	17050'	106000'	
564	465	286	500	

**OBJECTIVE:** To maintain class 1 I.S.O. Fire Insurance Rating through FY 2007.

- Number of In-Service Building Inspections conducted
- No. of fire apparatus successfully undergoing NFPA Testing each year w/out out-sourcing
- No. of self-contained breathing apparatus undergoing annual service and testing w/out-sourcing
- Number of fire hydrants serviced
- Number of planning meetings held with Macon Water Authority
- Feet of fire hose tested once each year without out-sourcing
- No. of Smoke Detectors distributed to those in need at no cost to the City from private funding and grants

**OBJECTIVE:**

- To enhance the effectiveness of extrication/emergency responder operations by 5% by the end of FY 2007.
- No. of cardiac arrest victims of sudden death found in ventricular fibrillation or ventricular tachycardia managed in accordance with standards set by the American Heart Association
- No. of trapped victims successfully extricated w/in 20 minutes of arrival.
- No. of Special Operations (all hazards) safely completed w/out further injury to victim(s)
- Average response time (in minutes)
- No. of Haz. Mat'l. incidents mitigated w/o risk to public safety or th environment.

100%	100%	100%	100%	140
100%	100%	100%	120	
100%	100%	100%	12	
3.78	3.7	3.74	3.7	
100%	100%	100%	50	

**OBJECTIVE:** To enhance senior citizens' knowledge of fire and life safety.

- Number of Older American Council and Neighborhood Watch Meetings attended.
- Number of Senior Citizen Fire Safety Training Sessions

61	54	68	75
9	6	10	12

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Fire

**FUNCTION:** Prevention

### DESCRIPTION

The Macon-Bibb County Fire Department is responsible for the protection of life and property from fire and other peril.

The Fire Prevention Bureau conducts building, home, and flammable liquid inspections; conducts fire safety programs; and Junior Fire Marshall programs in school.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	663,473	692,331	603,782
SUPPLIES	(42)	18,899	22,350	27,250
SERVICES & CHGS	(43)	18,552	19,540	18,416
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		<b>700,924</b>	<b>734,221</b>	<b>649,448</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

<b>FULLTIME</b>	Sworn	12	12	10
	Civilian	1	1	1
<b>PARTTIME</b>		0	0	0
<b>OTHER</b>		0	0	0
<b>TOTAL</b>		<b>13</b>	<b>13</b>	<b>11</b>

### GOAL STATEMENT

The goal of the Macon-Bibb County Fire Department, Fire Prevention Bureau is to minimize loss of life and property from fire through business/home inspection and through good fire safety practices and education in the area of prevention of fires.



# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

### FIRE -- PREVENTION

OBJECTIVE:	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>Workload</b>				
Total no. of occupancies required by the OCGA to be inspected once per year.	5358	5000	2346	5000
<b>Workload</b>				
No. of plans/plats given recommendation w/in 24 hours	363	360	142	300
<b>Efficiency</b>				
No. of commercial/industrial bldgs. re-inspected w/in 14 calendar days after violations found	506	1300	457	1300
<b>Effectiveness</b>				
Percentage of violations voluntarily corrected within 14 days	33%	75%	47.35%	90%
<b>Effectiveness</b>				
Percentage of uncorrected violations w/in 14 days cited for violation(s)	68%	25%	52.45%	10%
<b>Specialized</b>				
Percentage of inspected properties experiencing a fire incident within 6 months	0.02%	<1%	<1%	<1%
<b>Services</b>				
Fireworks --- Blasting --- Air Curtain Destructor ---- Burn Permits	4	4	3	4
<b>Y-T-D</b>				
Projected	1690	1600	544	1600
<b>OBJECTIVE:</b>				
<b>Efficiency</b>				
To reduce fire loss and fire fatalities by 10%.				
<b>Effectiveness</b>				
Fire Loss	\$1,941,400 (City)	\$2,000,000	\$739,850	\$2,000,000
Number of fire fatalities	\$966,100 (County)	\$1,000,000	\$235,100	\$1,000,000
	3 (City)	0	4	0
	1 (County)	0	0	0
<b>OBJECTIVE:</b>				
<b>Workload</b>				
To facilitate a curriculum that focuses on educating children and adolescents in fire and life safety.	1750	1750	0	1750
<b>Workload</b>				
No. of Bibb County sixth graders successfully completing Level 6 Program.	67	50	18	50
<b>Workload</b>				
No. of Fire Safety Education Meetings held (excluding Level 6)	19	33	56	30
<b>Workload</b>				
No. of Ancillary Fire Safety Programs, Pluggie, Health Fairs, Career Days and other special presentations	16	16	3	16
<b>OBJECTIVE:</b>				
<b>Workload</b>				
To reduce arson by 5% by the end of FY 2007.				
<b>Effectiveness</b>				
Number of arson cases reported	67 (City)	25	93	50
	6 (County)	10	14	10
<b>Workload</b>				
No. of arson cases resulting in arrest	10%	15%	8.84%	15%
No. of fires (accidental and/or arson) referred to Arson Investigators for further review.	441	300	171	300

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Fire**

**FUNCTION: Training**

### DESCRIPTION

The Macon-Bibb County Fire Department is responsible for the protection of life and property from fire and other peril.

The Training Division provides orientation and training of new personnel, continuing education, and training programs for line personnel, and operates a training complex on Tinker Drive.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	206,718	236,111	341,677
SUPPLIES	(42)	15,756	15,700	20,300
SERVICES & CHGS	(43)	20,698	23,891	25,310
CAPITAL OUTLAY	(44)	2,617	5,500	5,597
<b>TOTAL OPERATING</b>		<b>245,789</b>	<b>281,202</b>	<b>392,884</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### AUTHORIZED POSITIONS

FULLTIME	Sworn	3	3	5
	Civilian	2	2	2
PARTTIME	Civilian	1	1	1
OTHER				
<b>TOTAL</b>		<b>6</b>	<b>6</b>	<b>8</b>

### GOAL STATEMENT

The goal of the Macon-Bibb County Fire Department, Training Division is to provide initial fire service training; continuing education for our line firefighters; provide emergency medical services training; and to be a community advocate by providing community awareness programs, i.e., CPR training, fire safety education.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

### FIRE -- TRAINING

#### OBJECTIVE:

To maintain all essential ISO, GFA and FAA certifications

Number of firefighters receiving certification from Ga. Standards & Training Council

Number of Airport Firefighters receiving certification from Georgia Fire Academy

No. of firefighters undergoing successful completion of Emergency Vehicle Operations (EVO) in house

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
387	387	0	387
32	50	50	50
40	125	18	100

#### OBJECTIVE:

To maintain rescue, first responder and EMS effectiveness

Number of firefighters trained in Vehicle Extrication

Number of additional firefighters trained as EMTs in co-op with CGTC

Recertify existing EMTs using the National DOT Curriculum 2-year-period

Recertify firefighters in CPR and the use of Automated External Defibrillators

Certify 15 new Basic Cardiac Life Support Instructors

Certify firefighters in Special Operations (High Angle Rope Rescue, Trench Rescue, Hazardous Materials and Rescue Diving)

36	60	10	60
16	10	0	10
180	180	0	180
387	387	0	387
9	2	0	2

#### OBJECTIVE:

To maintain interdepartmental training levels

Number of companies meeting Company Readiness Testing

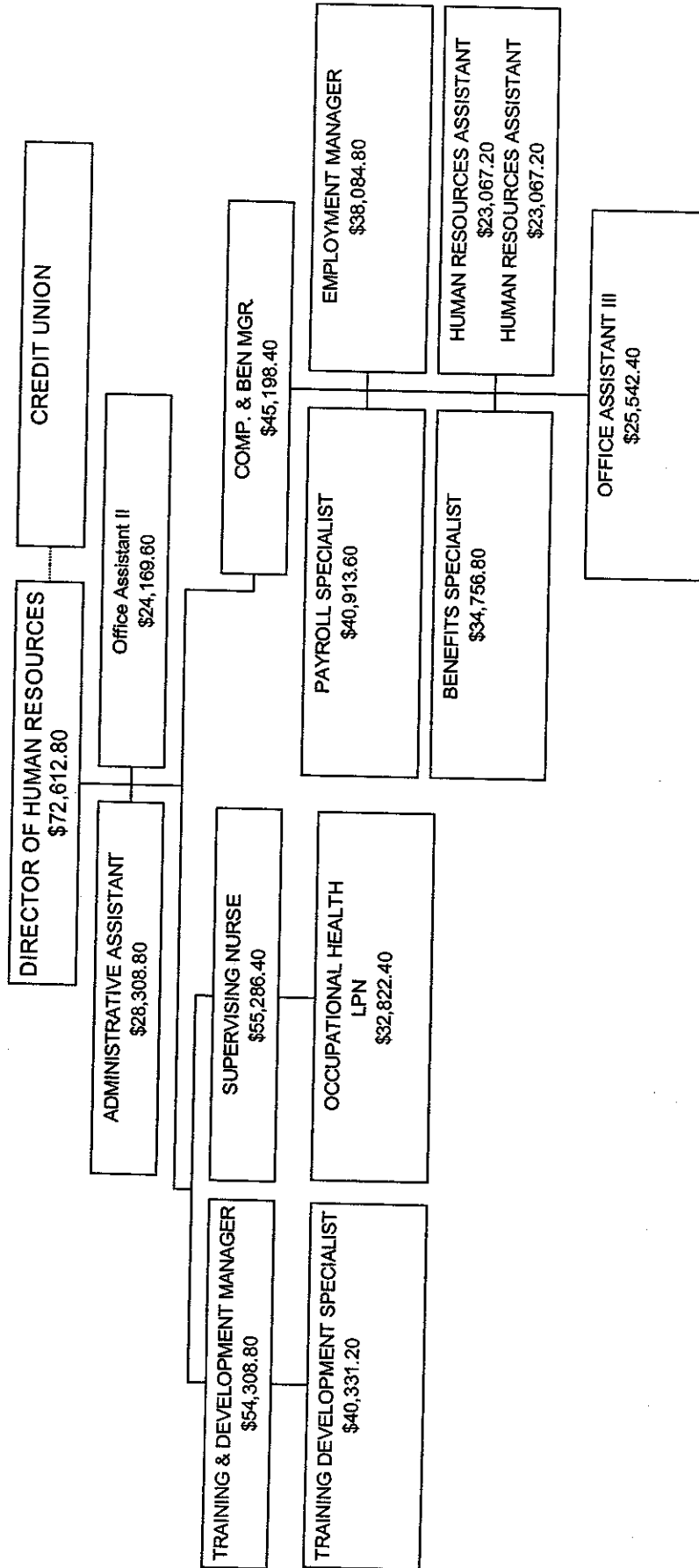
Fire Department Sergeants meeting annual ISO mandated training

Number of firefighters trained in Urban Search and Rescue

69	75	90	75
29	29	10	29
92	48	43	59
57	25	25	25

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

**CITY OF MACON-HUMAN RESOURCES  
ORGANIZATION CHART FY 2007**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Human Resources

**FUNCTION:** Administration

### DESCRIPTION

The Human Resources Department is responsible for all personnel administrative services of the City Government. The department is committed to providing a wide range of professional personnel related services to the Administration, all City Departments and employees. The services enhance the work environment by supporting recruitment, employment, retention, training, EEO compliance, compensation, compensation and benefits administration, employee unfair treatment and discipline procedures, and employee orientation, thereby, improving the work force quality and efficiency so that services to the public can be delivered in a efficient and economical manner.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	529,918	564,143	547,358
SUPPLIES	(42)	8,203	8,000	7,000
SERVICES & CHGS	(43)	141,465	127,700	124,025
CAPITAL OUTLAY	(44)	2,357	3,000	500
<b>TOTAL OPERATING</b>		<b>681,943</b>	<b>702,843</b>	<b>678,883</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### AUTHORIZED POSITIONS

FULLTIME		13	13	13
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>13</b>	<b>13</b>	<b>13</b>

### GOAL STATEMENT

To provide quality and efficient personnel leadership in the allocation and utilization of services to the City, employees and applicants.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### HUMAN RESOURCES/ADMINISTRATION

#### DEPARTMENT/FUNCTION:

#### OBJECTIVE:

To process all applications in a timely and efficient manner.

- Workload Process 3600 applications/25% by internet
- Workload Notify all applicants within 5 days of their application status
- Workload Hire 95% of all openings within the fiscal year
- Productivity Hire qualified employees in a timely manner (less than 90 days)

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
Workload	3600	3600	1800	3600
Workload	95%	95%	42%	95%
Workload	100%	100%	50%	100%
Productivity	95%	95%	42%	95%

#### OBJECTIVE:

To develop a safe and well-trained workforce.

- Workload Number of participants in training per year
- Efficiency Number of classes conducted
- Effectiveness Number of training hours provided to employees
- Productivity

Workload	1305	1305	1100	1395
Efficiency	110	110	52%	90
Effectiveness	11378	11378	3233	6466
Productivity				

#### OBJECTIVE:

To ensure validity between work time submitted and time paid.

- Workload Review for 26 pay periods 25 original time report documents to time on documents submitted to be paid
- Workload Number of payrolls completed timely
- Effectiveness Report to Comp and Benefits Manager and HR Director prior to end of the next pay period findings of the review
- Productivity

Workload	650	650	325	650
Workload	26	26	13	26
Effectiveness				
Productivity				

#### OBJECTIVE:

To provide information to all employees on benefits.

- Workload Communicate quarterly to employees on benefits
- Efficiency Increase number of employees on deferred compensation
- Effectiveness Better inform employees on City benefits (health insurance and payroll)
- Productivity

Workload	4	4	2	4
Efficiency	10%	10%	5%	10%
Effectiveness	30	30	5	6
Productivity				

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### HUMAN RESOURCES/ADMINISTRATION

#### DEPARTMENT/FUNCTION:

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b> <u>To help contain rising cost of health insurance through physical fitness</u> Implement wellness program for all employees Work with Police and Fire to establish physical fitness requirements Work with department heads to establish physical fitness for civilian employees				1400 686 714
<b>OBJECTIVE:</b> <u>To provide consultation medical services to employees.</u> Number of projected consultations in the Medical Dispensary. Number of employees seen as the Medical Dispensary.			600	1400 1400
<b>OBJECTIVE:</b> <u>To provide job-related medical services to employees.</u> Number of projected annual physicals (Police/Fire) for determination of fitness for duty. Number of new hires processed at Medical Dispensary. Percentage of actual physicals performed within time frame. Percentage of new employees approved for employment from a medical standpoint.			240	320 175 100% 99%
<b>OBJECTIVE:</b> <u>CONT.</u> Number of injuries/illnesses seen in Medical Dispensary. Percentage of employees projected to return to work without loss of time.	306		170	275 95%

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

### HUMAN RESOURCES/ADMINISTRATION

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
Workload				12
Workload				12
Workload				12
Workload				12
Workload				12
Workload				12
Workload				12
Workload				2
Workload				150
Workload				120
Efficiency				
Effectiveness				
Productivity				

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Human Resources

**FUNCTION:** Medical Dispensary

### DESCRIPTION

The Medical Dispensary is responsible for all in-house medical services of the City Government. Staff members serve as advisors to the City's management team, and employees on relevant medical matters. The Medical Dispensary staff provides physical examinations on all new employees and annual physicals on Fire and Police personnel. Staff members also provide first aid treatment to employees of a non-emergency nature, clearance for employees who have been injured and sick to return to work and provide employee counseling on health related problems.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	103,780	107,118	108,276
SUPPLIES	(42)	3,885	4,000	6,000
SERVICES & CHGS	(43)	118,144	118,400	162,390
CAPITAL OUTLAY	(44)	280	500	850
<b>TOTAL OPERATING</b>		<b>226,089</b>	<b>230,018</b>	<b>277,516</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### AUTHORIZED POSITIONS

FULLTIME		2	2	2
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>2</b>	<b>2</b>	<b>2</b>

### GOAL STATEMENT

To provide non-emergency medical service to employees, user departments and applicants in an economical and efficient manner.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Human Resources

**FUNCTION:** Credit Union

### DESCRIPTION

The Credit Union is a cooperative effort of City employees helping each other during financial crisis's and helping each other by improving their quality of life by offering financial assistance whenever available.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	68,878	102,253	100,840
SUPPLIES	(42)	0	0	0
SERVICES	(43)	0	0	0
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		<b>68,878</b>	<b>102,253</b>	<b>100,840</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

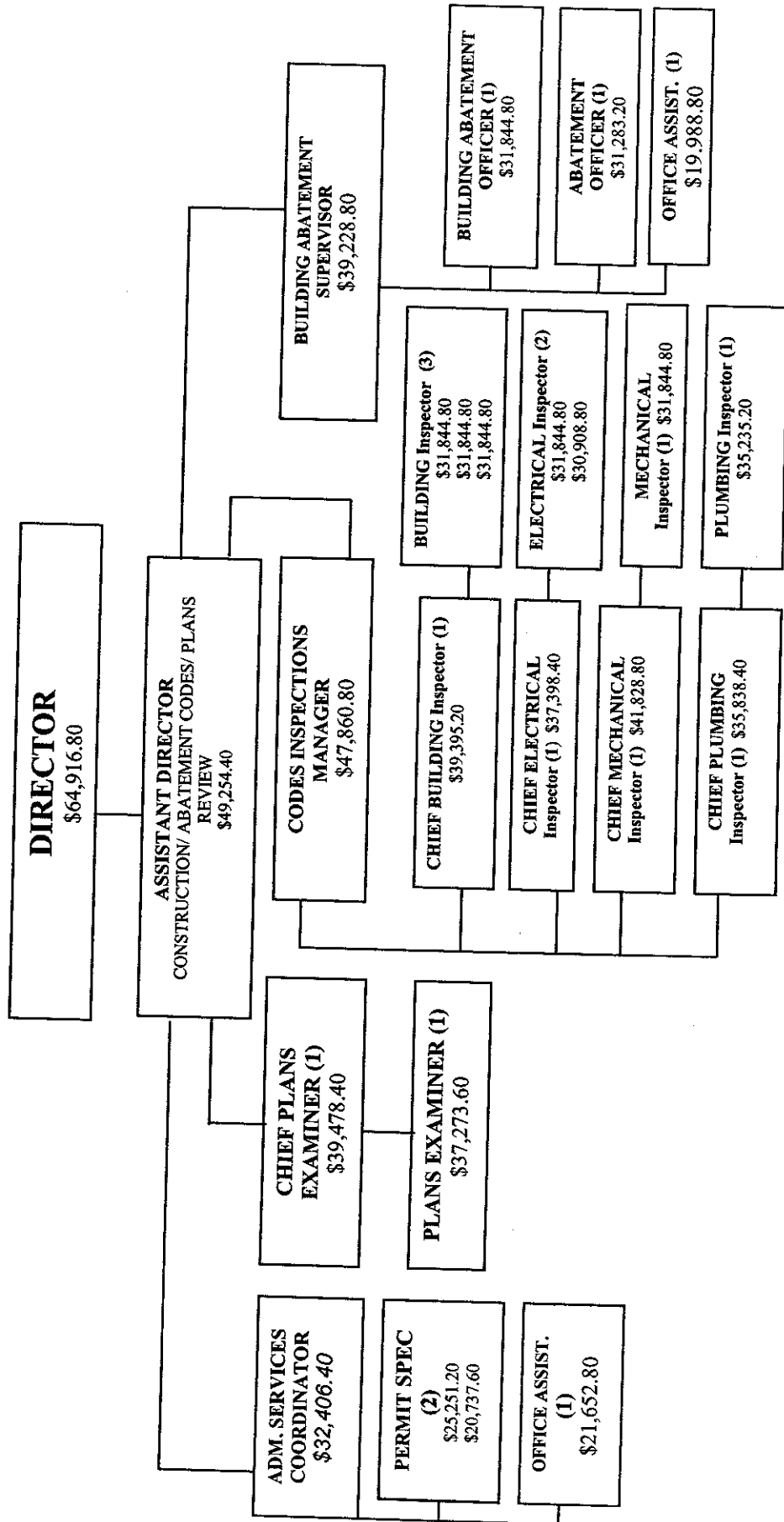
### AUTHORIZED POSITIONS

FULLTIME		2	2	2
PARTTIME		1	1	1
OTHER				
<b>TOTAL</b>		<b>3</b>	<b>3</b>	<b>3</b>

### GOAL STATEMENT

The goal is for the City Employee Credit Union to provide a benefit, which will increase the quality of life for City employees.

# CITY OF MACON-BUREAU OF INSPECTION & FEES ORGANIZATION CHART FY 2007



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Bureau of Inspection and Fees

**FUNCTION:** Administration

### DESCRIPTION

The administration of Macon/Bibb County Construction Code Program. Issues and maintains construction permits. Reviews plans, specifications and construction documents for compliance. Performs field investigations and inspections for code compliance.

The department operates with 24 full time staff members. Four having managerial responsibilities, 15 having technical/professional responsibilities and the remaining staff being clerical.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	1,007,990	1,054,964	1,066,899
SUPPLIES	(42)	39,179	44,080	56,802
SERVICES & CHGS	(43)	39,105	43,500	58,333
CAPITAL OUTLAY	(44)	0	0	5,940
<b>TOTAL OPERATING</b>		<b>1,086,274</b>	<b>1,142,544</b>	<b>1,187,974</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		24	24	24
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>24</b>	<b>24</b>	<b>24</b>

### GOAL STATEMENT

To ensure public safety, health, and general welfare of citizens within the jurisdiction of this Department where the same considerations are relative to construction, rehabilitation, maintenance, and use of the built environment.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Inspection & Fees / Issues permits, reviews plans & inspects new & existing structures

OBJECTIVE: 1	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<u>@ Volume of construction inspections completed per year</u> Avg @ 23980 per year/1998 per month	26037	22000	12954	23980
Efficiency Effectiveness Productivity				
Avg. @ 1998 inspections per month (8 % projected inspections completed per month)				
<u>@ Number construction inspections completed within 24 hrs of request</u> Avg. @ 1958 per month/ 23,500 per yr. estimate 99 % inspection requested completed in 24 hours	25701	21565	12786	23500
Efficiency Effectiveness Productivity				
<u>@ Number of commercial projects reviewed within 2 wks of submittal</u> Avg. @ 168 projects reviewed per month/ @ 1897 plans reviewed per year estimate @ 99 % of projects completed	2158	1800	1077	1897
Efficiency Effectiveness Productivity				
<u>@ Volume of Property Maintenance inspections per year</u> 4820 inspections yearly avg./ @ 401 inspections per month 8.3% of projected total property maintenance inspections completed monthly	5759	4680	2792	4820
Efficiency Effectiveness Productivity				

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

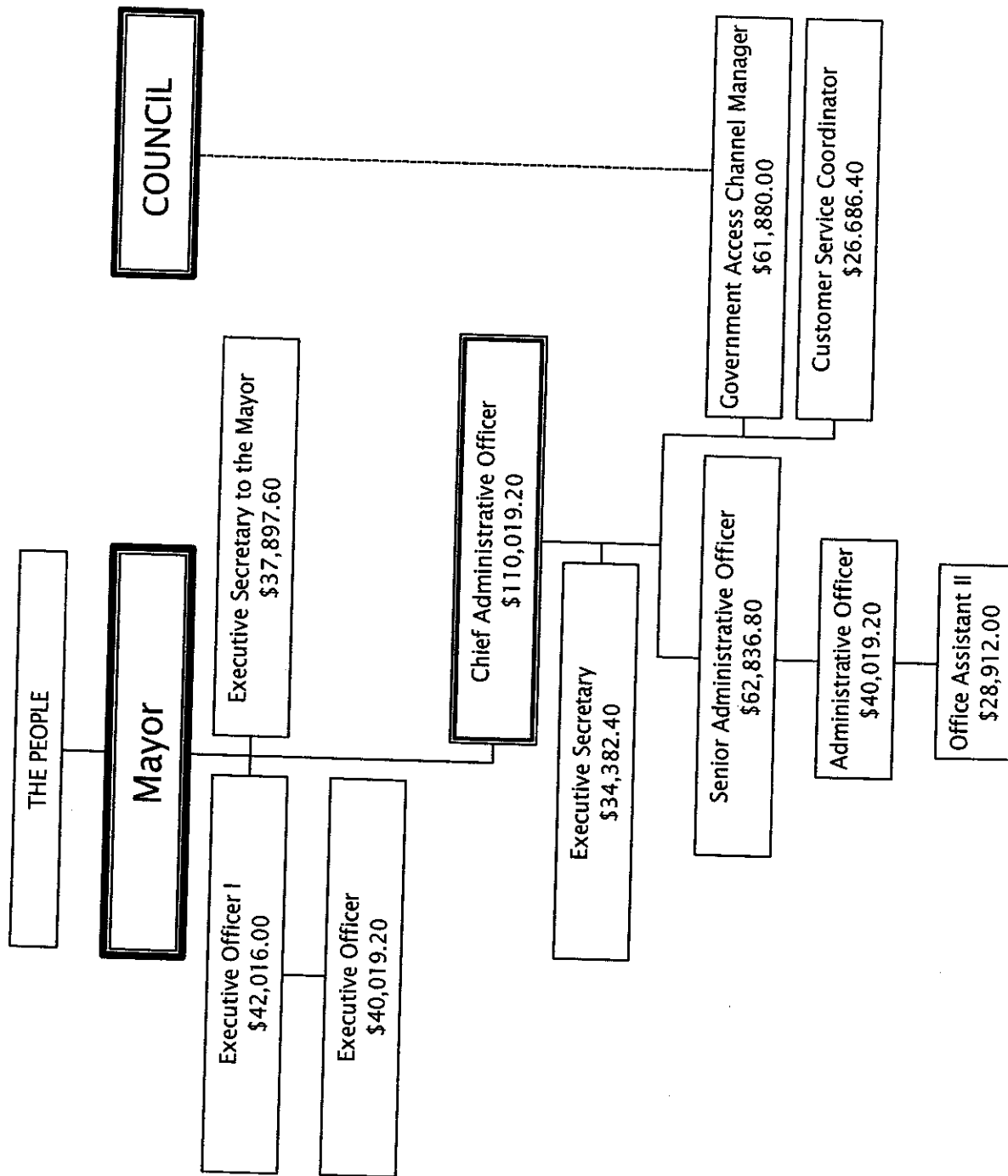
# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

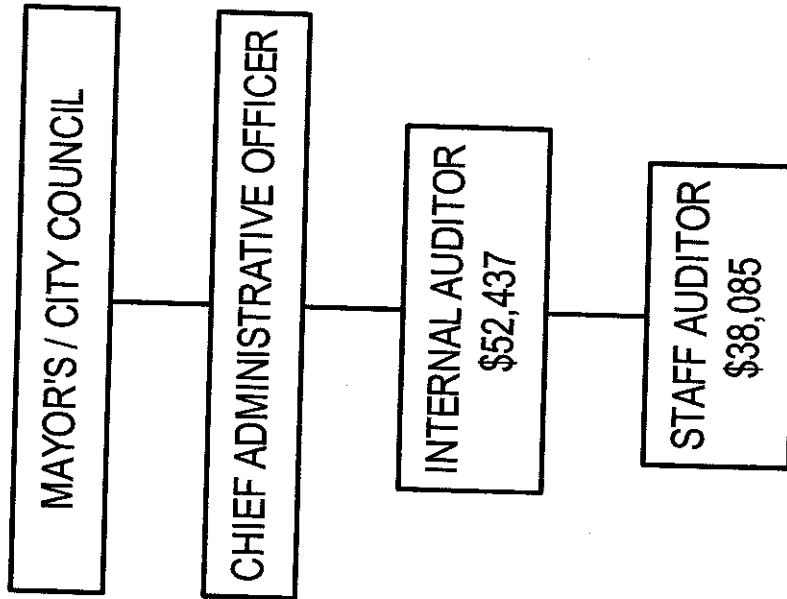
DEPARTMENT/FUNCTION:	Inspection & Fees/Issues permits, reviews plans & inspects new & existing structures	2005	2006	2006	2007
		Actual	Budget	Mid-Yr.	Proj.
<b>OBJECTIVE: 5</b>	<u>Number of projects issued certificate of occupancies</u>				
Workload	Avg. 660 certificate of occupancies per year @ 55 per month	773	600	403	660
Efficiency					
Effectiveness	100% of C.O. issued & projects brought to closure / 8.5 % issued each month				
Productivity					
<b>OBJECTIVE: 6</b>	<u>@ number of service request responded to within target time frame</u>				
Workload	Avg. @ 112 service request per year ( receive @ 9 service request per month)	122	100	62	112
Efficiency					
Effectiveness	100% responded to within target time frame / @ 8% each month				0%
Productivity					
<b>OBJECTIVE:</b>					
Workload					
Efficiency					
Effectiveness					
Productivity					
<b>OBJECTIVE:</b>					
Workload					
Efficiency					
Effectiveness					
Productivity					

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# Mayor's Office FY 2007 Organization Chart



**CITY OF MACON-MAYOR'S OFFICE  
ORGANIZATION CHART FY 2007**





# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Mayor and Staff

**FUNCTION:** Administration

### DESCRIPTION

To provide the executive and administrative function of City government

### **BUDGET SUMMARY**

<b>EXPENDITURES</b>	<b>CHAR CODE</b>	<b>2005 ACTUAL</b>	<b>2006 BUDGET</b>	<b>2007 BUDGET</b>
PERSONNEL COST	(41)	649,499	643,997	708,003
SUPPLIES	(42)	18,295	17,150	10,500
SERVICES & CHGS	(43)	117,231	88,853	72,500
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		<b>785,025</b>	<b>750,000</b>	<b>791,003</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### **AUTHORIZED POSITIONS**

FULLTIME		10	10	11
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>15</b>	<b>10</b>	<b>11</b>

### GOAL STATEMENT

The goal of the Mayor's Office is to ensure the enhancement of the quality of life for all of our citizens and guests through the efficient, effective and equitable delivery of essential services.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Mayor's Office/Administrative

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Community and Special Events

events hosted per year  
% of events completed

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
55	40	20	40
100%	100%	100%	95%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Community/Special Appearance by Mayor (or representative)

approximate number of appearances  
% of appearances made by representatives

300	300	150	300
5%	5%	25%	25%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Complete request for proclamations and/or special letters

estimated number per month  
% of requests completed within two week time frame

12	12	12	12
100%	100%	100%	100.00%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### Obtain Mayor and/or CAO signature on documents within 48 hrs

estimated number per year  
% signed and returned within 48 hours

800	800	400	800
80%	80%	80%	80%

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

## FY 2007 ANNUAL BUDGET

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

**DEPARTMENT/FUNCTION:**

Mayor's Office/Administrative

Oversee the coordination and/or completion of major problems

Major projects initiated and processed  
Percent of projects reviewed, sent to Council for approval

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
			10
			70%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

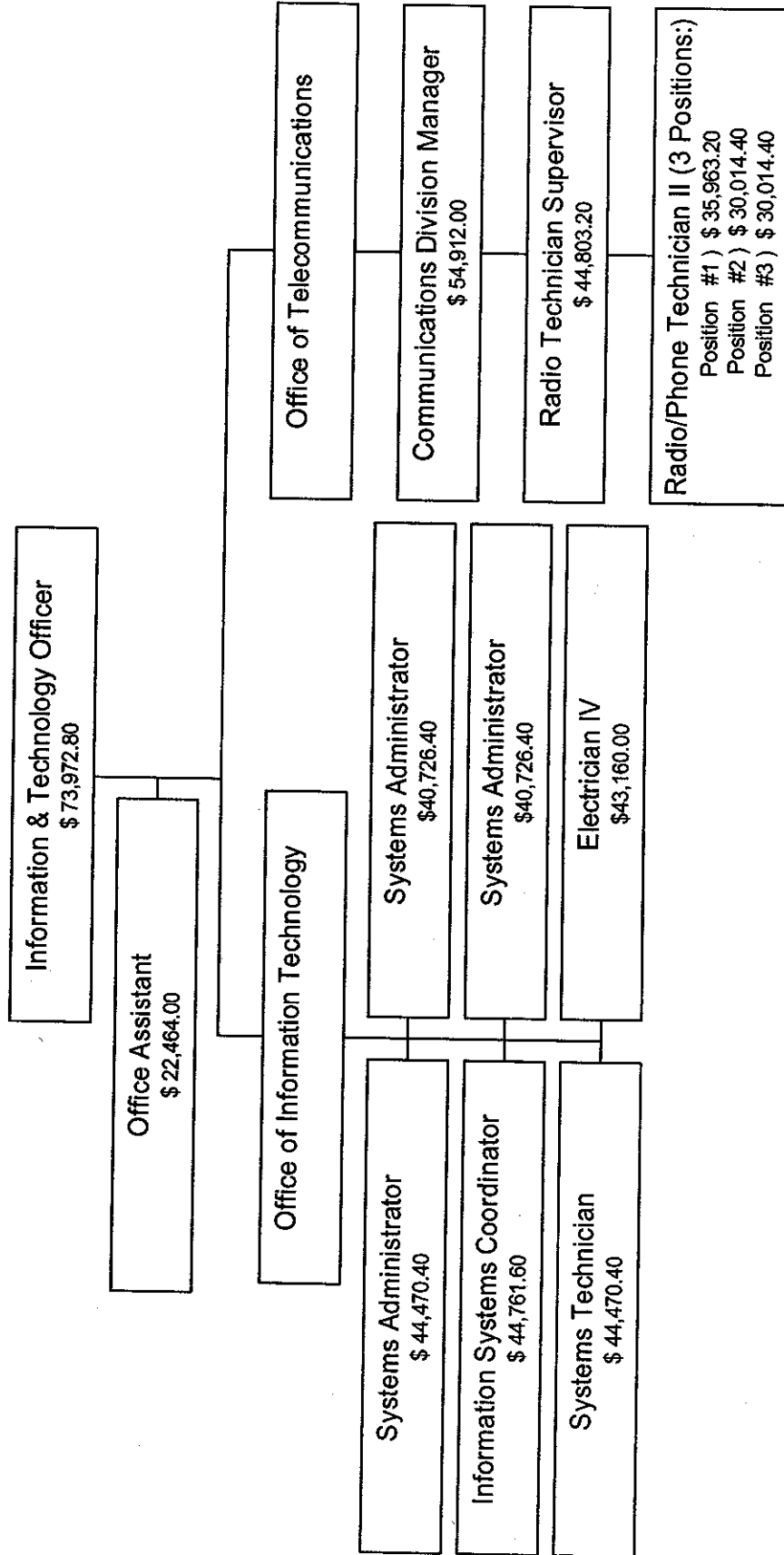
**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

**FY 2007 Organization  
Mayor's Office - MIS Division**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Mayor

**FUNCTION:** Information Systems

### DESCRIPTION

Information Systems is composed of the Hardware, Software and the Personnel which together provide the maintenance of information technology all City's users. The City financial and personnel records are on the MUNIS system, which are accounted in the respective departments budgets.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	382,151	432,661	437,835
SUPPLIES	(42)	3,011	7,500	8,000
SERVICES & CHGS	(43)	39,859	106,835	177,750
CAPITAL OUTLAY	(44)	413	3,004	2,000
<b>TOTAL OPERATING</b>		425,434	550,000	625,585
<b>TOTAL CAPITAL</b>		0	119,000	404,000

### **AUTHORIZED POSITIONS**

FULLTIME		9	8	8
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		9	8	8

### GOAL STATEMENT

To provide all City Departments with current and dependable hardware, software, and training in order to produce and maintain accurate information in a timely fashion as is required for its operation; and furthermore, to continue to seek new and better technology as it is being developed in the marketplace.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

MIS/ Office of Information Technology (IT)

### DEPARTMENT/FUNCTION:

	2006 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b>				
Workload	N/A	N/A	128	140
Efficiency	N/A	N/A	90%	90%
Effectiveness	N/A	N/A	95%	95%
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload	N/A	N/A	100	200
Efficiency	N/A	N/A	90%	95%
Effectiveness	N/A	N/A	100	200
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload	N/A	N/A	14	15
Efficiency	N/A	N/A	98%	99.90%
Effectiveness	N/A	N/A	98%	99.90%
Outcome/Impact				
<b>OBJECTIVE:</b>				
Workload	N/A	N/A	42	120
Efficiency	12	N/A	15	30
Effectiveness				
Outcome/Impact				

### R - Maintain Data Network & Components

Maintain Incoming/Outgoing lines  
Percent of Incoming/Outgoing line problems resolved within 24 hours  
Survey of stability of line problems resolved in a quarter

### R - Maintain and Administer City Website

Number of Changes/Modifications and Updates  
Percent of Updates resolved within 48 hours  
Number of Updates completed

### R- Maintain and Administer System Servers

Maintain Servers for City Network  
Percent of time when servers were up and running per quarter  
Monitor and enforce server uptime

### R- Install/Replace/ Repair PCs, Laptops, and Printers

Install and configure PCs  
Number install per Quarter

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Mayor

**FUNCTION:** Communications

### DESCRIPTION

The purpose of the Communication Function is to install and maintain all electronic communication systems (analog and digital) utilized by the City of Macon. To perform ESTIMATE various special assignments for other governmental institutions. To update current F.C.C. license for renewal, make application for new license, and answer all F.C.C. charges and Approves.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	245,523	254,157	258,146
SUPPLIES	(42)	6,738	4,570	5,350
SERVICES & CHGS	(43)	42,498	26,273	34,000
CAPITAL OUTLAY	(44)	0	0	2,000
<b>TOTAL OPERATING</b>		<b>294,759</b>	<b>285,000</b>	<b>299,496</b>
<b>TOTAL CAPITAL</b>				

### \*AUTHORIZED POSITIONS

FULLTIME		0	0	0
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

\*Authorized Positions are included in MIS 's Budget.

### GOAL STATEMENT

To provide and maintain certain essential goods and services as required for the successful operation (competent, timely, economical) of the radio communication systems for Macon/Bibb County.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

MIS/OFFICE OF TELECOMMUNICATION (Telco)

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### Maintain E911 CTI Phone Switch

Maintain Incoming/Outgoing lines  
 Percent of Incoming/Outgoing line problems resolved within 24 hours  
 Survey of voice quality and stability of line problems resolved in a quarter

2006 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
28	50	25	50
100%	100%	100%	100%
4	6	4	6

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### Maintain & administer CAD & Record Management Workstation

Number of Record Management workstations & computer aided dispatch/mapping workstations  
 Percent of work stations repaired and returned to online status within 24 hours  
 Number of Work Stations requiring additional repair in 30 Days ( 25% )

N/A	N/A	95	180
N/A	N/A	95%	98%
N/A	N/A	3	5

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### Complete Telecommunication Service Request

Number of Service Requests Received  
 Number of Service Requests Completed  
 Number of Service Request Requiring Rework/Callbacks

464	800	282	700
449	800	233	700
9	8	4	10

**OBJECTIVE:**  
 Workload  
 Efficiency  
 Effectiveness  
 Outcome/Impact

#### Maintain Subscriber Database of Smartzone 800MHz

Number of Subscriber personalities in Database  
 Number of Subscriber Personalities Checked & Verified  
 Number of Subscriber Records Reconciled Against Database & Manager Server

6950	2352	2510	2500
2025	2352	182	500
410	2352	247	500

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**



# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

MIS/OFFICE OF TELECOMMUNICATION (Telco)

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

### Maintain Infrastructure of 3 - 800 MHz sites in Macon/Bibb

Network Online Hours  
System Hours maintained @ 99.9% efficiency  
System hours not operating at full capacity

	2006 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
8758	8758	8760	4379	8760
8759	8759	8760	4380	8760
0	0	0.9	0.4	0.1

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

### Maintain Nortel phones and generate billing infor

maintain users of system  
unites maintain in 24 hour turn around  
re works in 48 hours

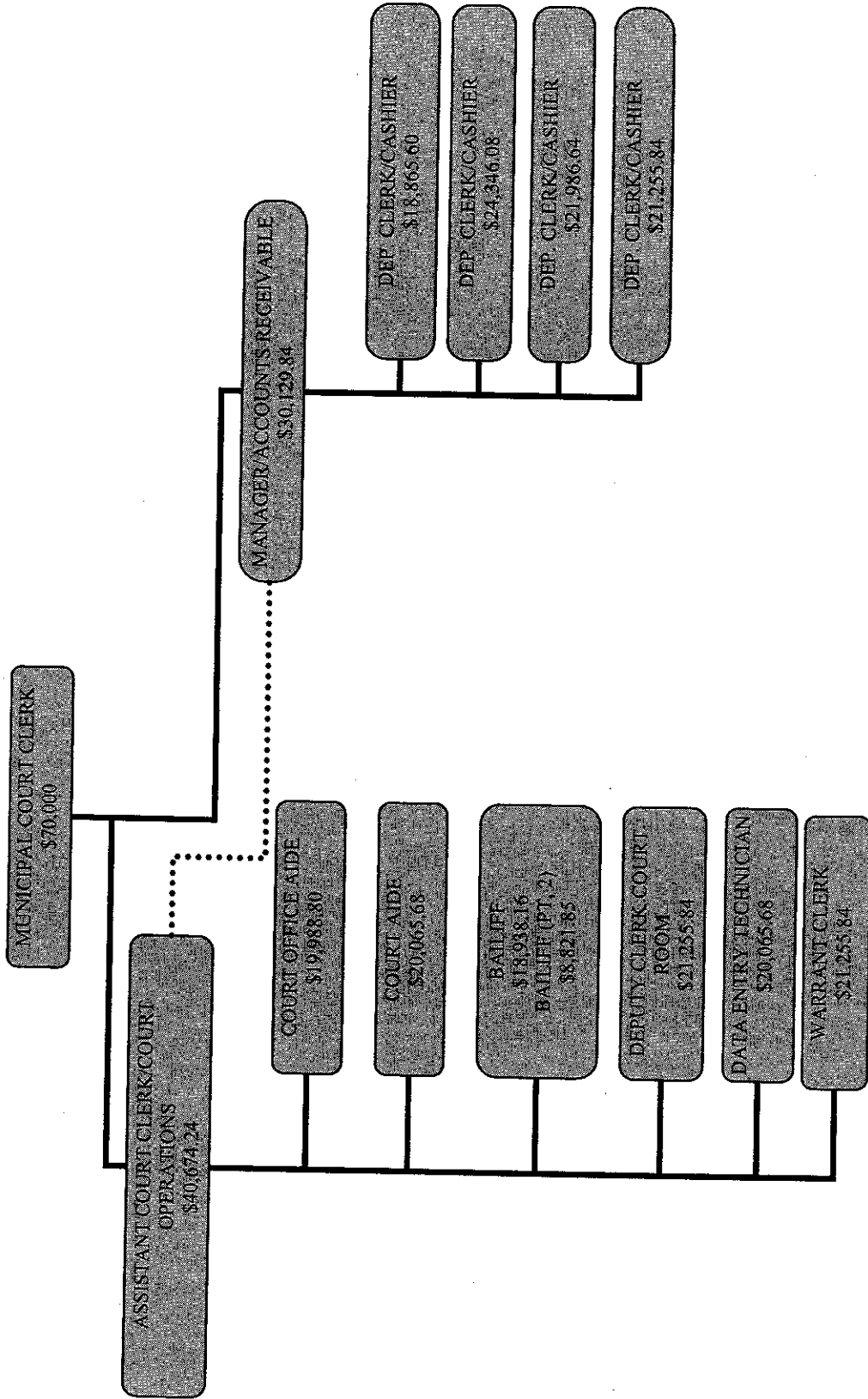
400	400	400	400	400
400	400	400	400	99%
5	n/a	5	5	99%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

CITY OF MACON - MUNICIPAL COURT  
 ORGANIZATION CHART FY 2007



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Municipal Court**

**FUNCTION: Judicial & Administrative**

### DESCRIPTION

Municipal Court is responsible for receiving, processing and adjudicating all cases of alleged violations of the City Charter, City Ordinances or any State laws where jurisdiction has been granted or allowed by the State of Georgia.

The functions of Municipal Court include, but are not limited to, the trial and disposal of all scheduled cases including moving and non-moving violations, shoplifting, housing cases and animal control violations.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	423,321	431,403	460,090
SUPPLIES	(42)	3,127	3,500	3,600
SERVICES & CHGS	(43)	303,953	645,482	436,779
CAPITAL OUTLAY	(44)	5,433	1,900	13,500
<b>TOTAL OPERATING</b>		<b>735,834</b>	<b>1,082,285</b>	<b>913,969</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### **AUTHORIZED POSITIONS**

FULLTIME		12	11	12
PARTTIME		2	2	2
OTHER		0	0	0
<b>TOTAL</b>		<b>14</b>	<b>13</b>	<b>14</b>

### GOAL STATEMENT

To increase efficiency in retrieving records, to improve response time to telephone inquiries and to increase the current level of service that is being provided to citizenry and to other public agencies.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Municipal Court

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### To send out collection notices to delinquent accounts

Number of notices mailed depends on the number of tickets issued and of delinquent accounts

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
	135K	60K	100K

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### To file notices with credit bureaus on delinquent accounts

Number of delinquent accounts filed with credit bureaus

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
N/A	4K	N/A	1K

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

#### To take skeleton\* payments with legible yellow citation copies

Unpredictable skeleton\* volume depends on number of legible tickets written and presented for payment

2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
N/A	N/A	N/A	100%

\*Skeleton payment = tickets presented for payment before they could have been keyed into database

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

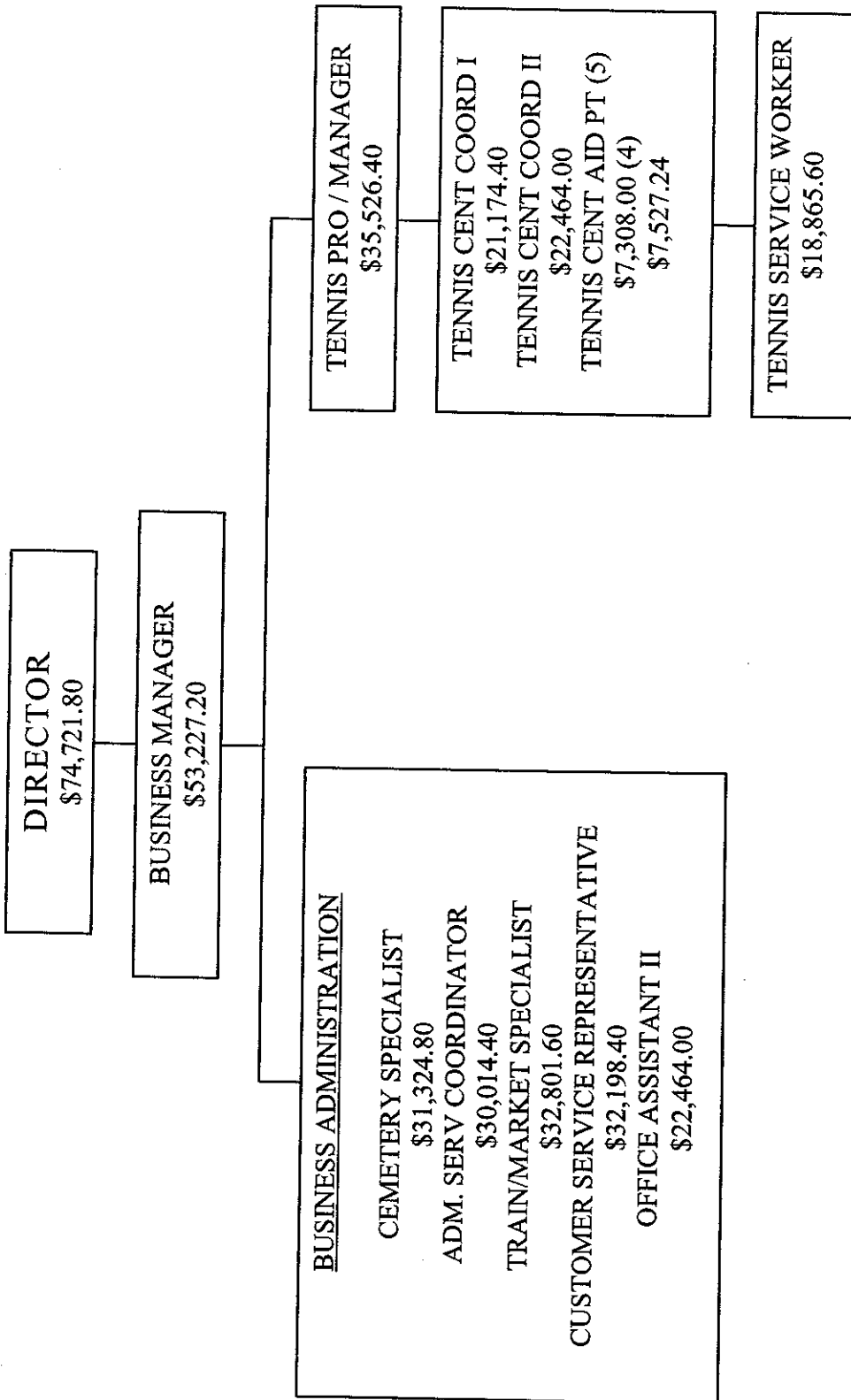
#### To timely key tickets into court's database after submission by MPD

90% of the 3-day timeliness target depends on volume of tickets issued and delivered by MPD

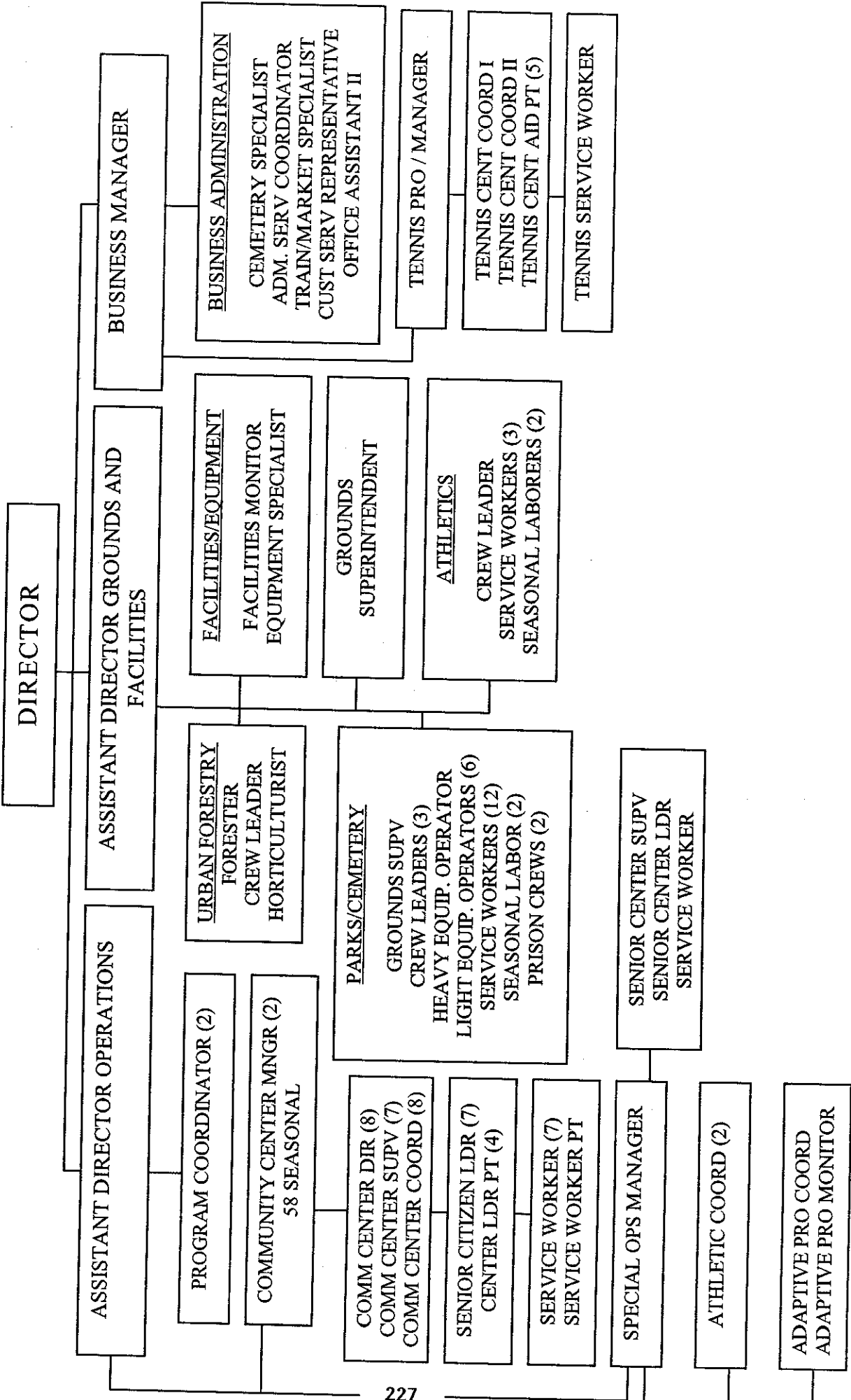
2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
N/A	N/A	8 days	3 days

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

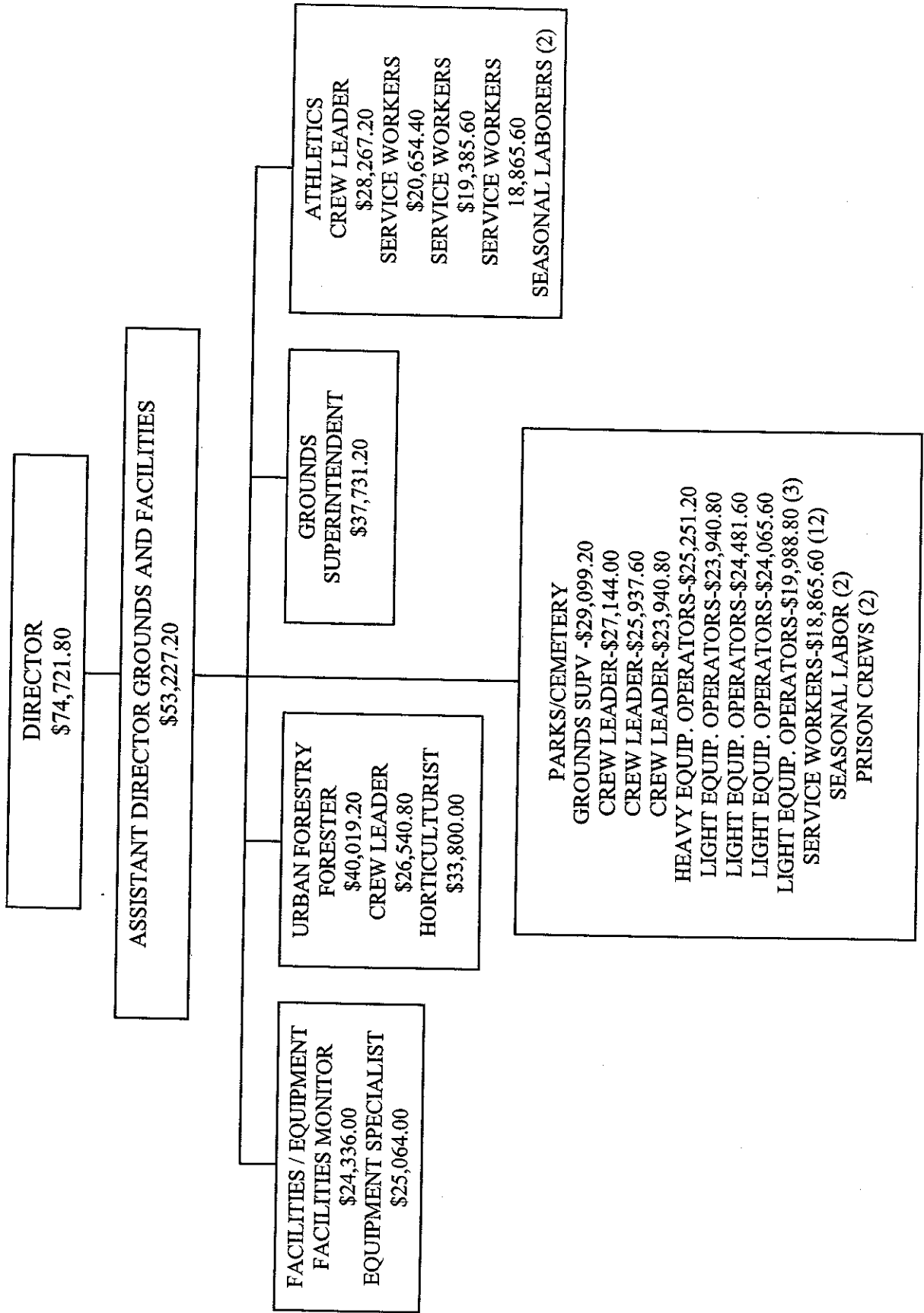
CITY OF MACON  
 MACON BIBB COUNTY PARKS AND RECREATION DEPARTMENT  
 ORGANIZATION CHART FY 2007



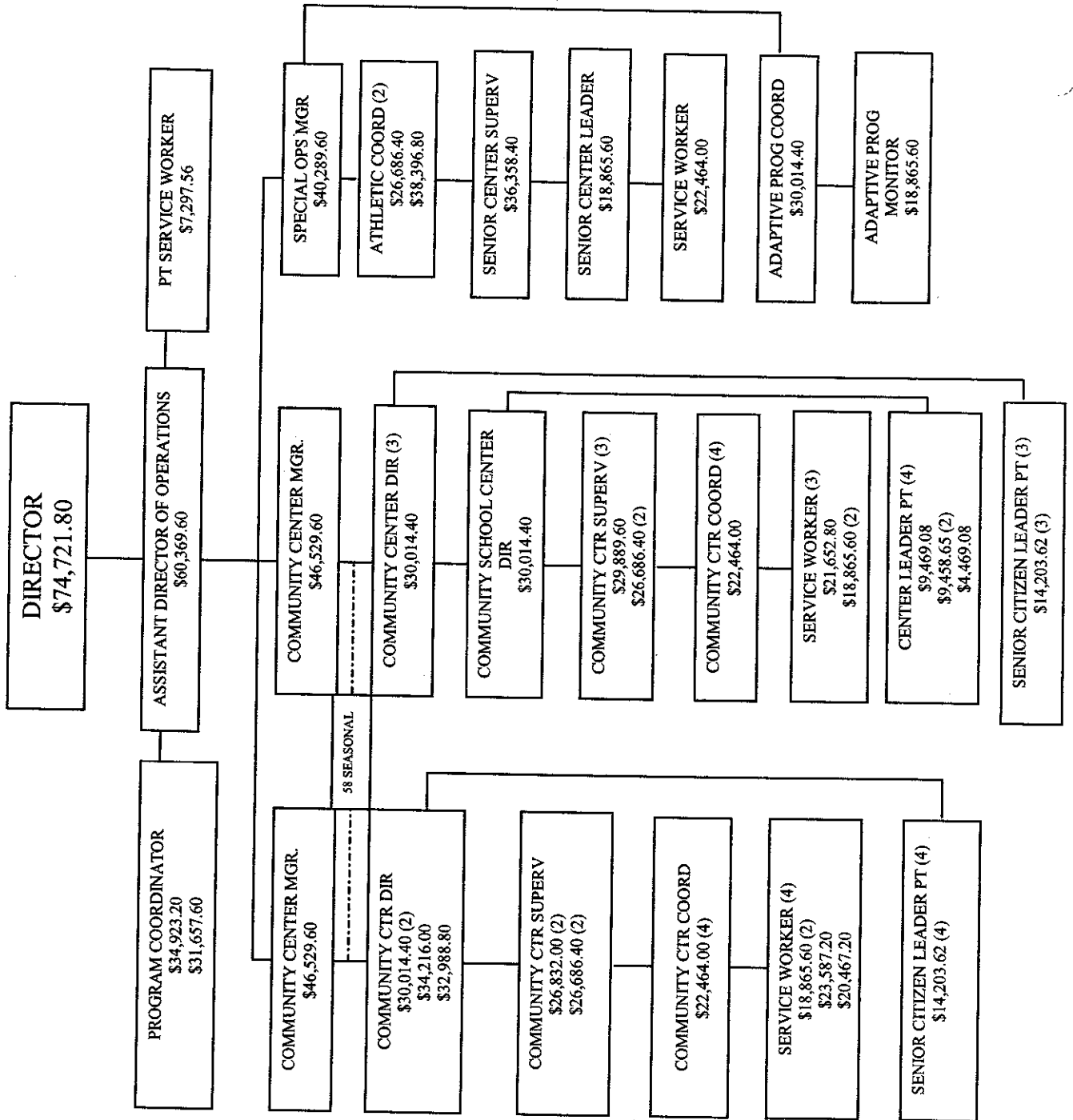
CITY OF MACON  
 MACON BIBB COUNTY PARKS AND RECREATION DEPARTMENT  
 ORGANIZATION CHART FY 2007



CITY OF MACON  
 MACON BIBB COUNTY PARKS AND RECREATION DEPARTMENT  
 ORGANIZATION CHART FY 2007



CITY OF MACON – PARKS AND RECREATION DEPARTMENT  
 ORGANIZATIONAL CHART FY 2007





# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Parks & Recreation**

**FUNCTION: Administrative Services**

### DESCRIPTION

The Administrative Services Function is responsible for oversight of leisure services to all citizens of Macon and Bibb County. The function consists of management of programs for all ages in sports, social, educational, physical, adaptive and mental activities. It is also responsible for the maintenance of all City Parks, playgrounds.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	86,315	87,202	87,765
SUPPLIES	(42)	5,156	7350	7,331
SERVICES & CHGS	(43)	29,778	39,765	38,750
CAPITAL OUTLAY	(44)	300	0	0
<b>TOTAL OPERATING</b>		<b>121,549</b>	<b>134,317</b>	<b>133,846</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### **AUTHORIZED POSITIONS**

FULLTIME		1	1	1
PARTTIME				
OTHER				
<b>TOTAL</b>		<b>1</b>	<b>1</b>	<b>1</b>

### GOAL STATEMENT

To provide comprehensive administrative services, to include internal operations, accounting, personnel services, fixed assets, inventory operations, etc. To operate the Administrative Services in an effective and efficient manner.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Parks & Recreation

**FUNCTION:** Operations

### DESCRIPTION

The Operations function is responsible for providing a variety of leisure services to the citizens of Macon-Bibb County. It will also consist of management programs for all ages in sports, social instructional, physical and mental activities using all human, physical and financial resources.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	1,859,708	2,016,118	2,060,720
SUPPLIES	(42)	170,614	174,430	197,130
SERVICES & CHGS	(43)	738,929	755,187	770,401
CAPITAL OUTLAY	(44)	4,028	3,000	2,379
<b>TOTAL OPERATING</b>		<b>2,773,279</b>	<b>2,948,735</b>	<b>3,030,630</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### AUTHORIZED POSITIONS

FULLTIME		48	46	55
PARTTIME		17	17	10
OTHER		89	58	56
<b>TOTAL</b>		<b>154</b>	<b>121</b>	<b>121</b>

### GOAL STATEMENT

To provide an environment for the all types of leisure activities that will allow them to use outstanding recreational facilities.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION: Parks and Recreation-Operations

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b>				
<b>Workload</b>				
<b>Efficiency</b>				
<b>Effectiveness</b>				
<b>Productivity</b>				
<b>OBJECTIVE:</b>				
<b>Workload</b>				
<b>Efficiency</b>				
<b>Effectiveness</b>				
<b>Productivity</b>				
<b>OBJECTIVE:</b>				
<b>Workload</b>				
<b>Efficiency</b>				
<b>Effectiveness</b>				
<b>Productivity</b>				

**Offer training in programming for senior, athletic and adaptive staff**

Offer at least one training opportunity in the area of programming for special operations staff

Better our programming in our Special Operations division

Budget amount for Special Operations staff program training

**Expand programs for seniors and adaptive program participants**

Conduct one new activity for seniors and one for adaptive participants per quarter

Offering of four new senior programs and four new programs for adaptive participants

**Introduce tennis by better media coverage and free classes**

Increase exposure to tennis for adults through media and at least six free classes

Ensure beginners are placed on a team; increase teams by

Increase court fees revenue

Increase number of new participants

**Increase the number of instructional classes**

Offer at least two instructional classes per quarter (changed from "per center")

Increase the amount of actual revenue to the city

Offer two classes per quarter (changed from "per center")

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION: Parks and Recreation-Operations

	2005 Actual	2006 Budget	2006 Mid-Yr	2007 Proj.
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity	NA	4	2	2
<u>Expand Heart "N" Parks to include senior and family fitness days</u> Conduct two new city-wide fitness programs for senior and two for the family		520	75	250
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity	NA	10	11	10
<u>Develop non-traditional athletic programs</u> Introduce at least one program to each of the eight summer program sights and two non-summer				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity	NA	3	2	3
Expose our youth to new activities and increase summer program opportunities Introduce at least three non-traditional athletic programs				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity				
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity				

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Parks & Recreation**

**FUNCTION: Grounds & Facilities**

### DESCRIPTION

The Grounds and Facilities Function is responsible for the grounds maintenance of all parks, cemeteries, golf and recreation areas under the department. This function is also responsible for operations of the City greenhouse.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	1,049,721	1,086,634	1,109,335
SUPPLIES	(42)	247,547	257,550	270,050
SERVICES & CHGS	(43)	468,333	552,425	587,185
CAPITAL OUTLAY	(44)	12,111	7,050	10,143
<b>TOTAL OPERATING</b>		<b>1,777,712</b>	<b>1,903,659</b>	<b>1,976,713</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		37	32	32
PARTTIME		1	1	1
OTHER		4	4	4
<b>TOTAL</b>		<b>42</b>	<b>37</b>	<b>37</b>

### GOAL STATEMENT

To provide beautiful parks for the downtown area and also to enhance all of the currently operating recreation centers

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Parks and Recreation/Grounds and Facilities

	2005	2006	2007
	Actual	Budget	Mid-Yr Proj.
<b>OBJECTIVE:</b>			
<u>Maintain Downtown Parks and Open Spaces at the defined maintenance level</u>			
Workload	36	36	36
Efficiency			
Effectiveness		100%	100%
Productivity			
<b>OBJECTIVE:</b>			
<u>Maintain all Recreation Centers and other Open Spaces at the defined maint</u>			
Workload	88	92	92
Efficiency			
Effectiveness		100%	100%
Productivity			
<b>OBJECTIVE:</b>			
<u>Educate the Public on Landscape Issues</u>			
Workload	20	25	25
Efficiency			
Effectiveness		96%	100%
Productivity			
<b>OBJECTIVE:</b>			
<u>Develop and Implement an Urban Forestry Management Plan</u>			
Workload	N/A	300	325
Efficiency			
Effectiveness		100%	100%
Productivity			

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Parks & Recreation

**FUNCTION:** Business Services

### DESCRIPTION

The Business Service function handles the rentals at Central City Park, downtown parks, Washington Park, Tattnall Square Park and Coleman Hill Park. This function includes tennis and cemetery administrations.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	248,215	255,867	259,411
SUPPLIES	(42)	4,073	2,100	4,000
SERVICES & CHGS	(43)	8,054	16,585	15,736
CAPITAL OUTLAY	(44)	1,192	0	0
<b>TOTAL OPERATING</b>		<b>261,534</b>	<b>274,552</b>	<b>279,147</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		6	6	6
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>6</b>	<b>6</b>	<b>6</b>

### GOAL STATEMENT

To continue to obtain all types of funding that may be used within all divisions of the Parks and Recreation Department.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

DEPARTMENT/FUNCTION: Parks and Recreation- Business

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

Continue development of the new departmental web page  
create a new interactive web page for the department  
citizens will be able to find out about programs on-line and to register on-line  
citizens will be able to go on-line and find out what is happening in the department as well as register on-line  
develop a quality interactive web page that the citizens can

2005	2006	2006	2007
Actual	Budget	Mid-Yr	Proj.
N/A	1	1	1

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

Develop, print, & distribute an annual calendar of events  
gathering information, printing and distributing  
citizens will know about programs well in advance of the program and make plans accordingly  
citizens will be able to see at a glance what is happening within the department annually  
Print and distribute 2500 copies of annual calendar of events

N/A	0	0	1
N/A	0	0	1

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

Develop and Print 4 quarterly news brochures  
gathering information, printing and distribute 4/year  
better planning to take advantage of events and programs  
inform the citizens of the most current events that are happening within the department  
Produced in-house 500-1000 copies each issue

N/A	4	2	4
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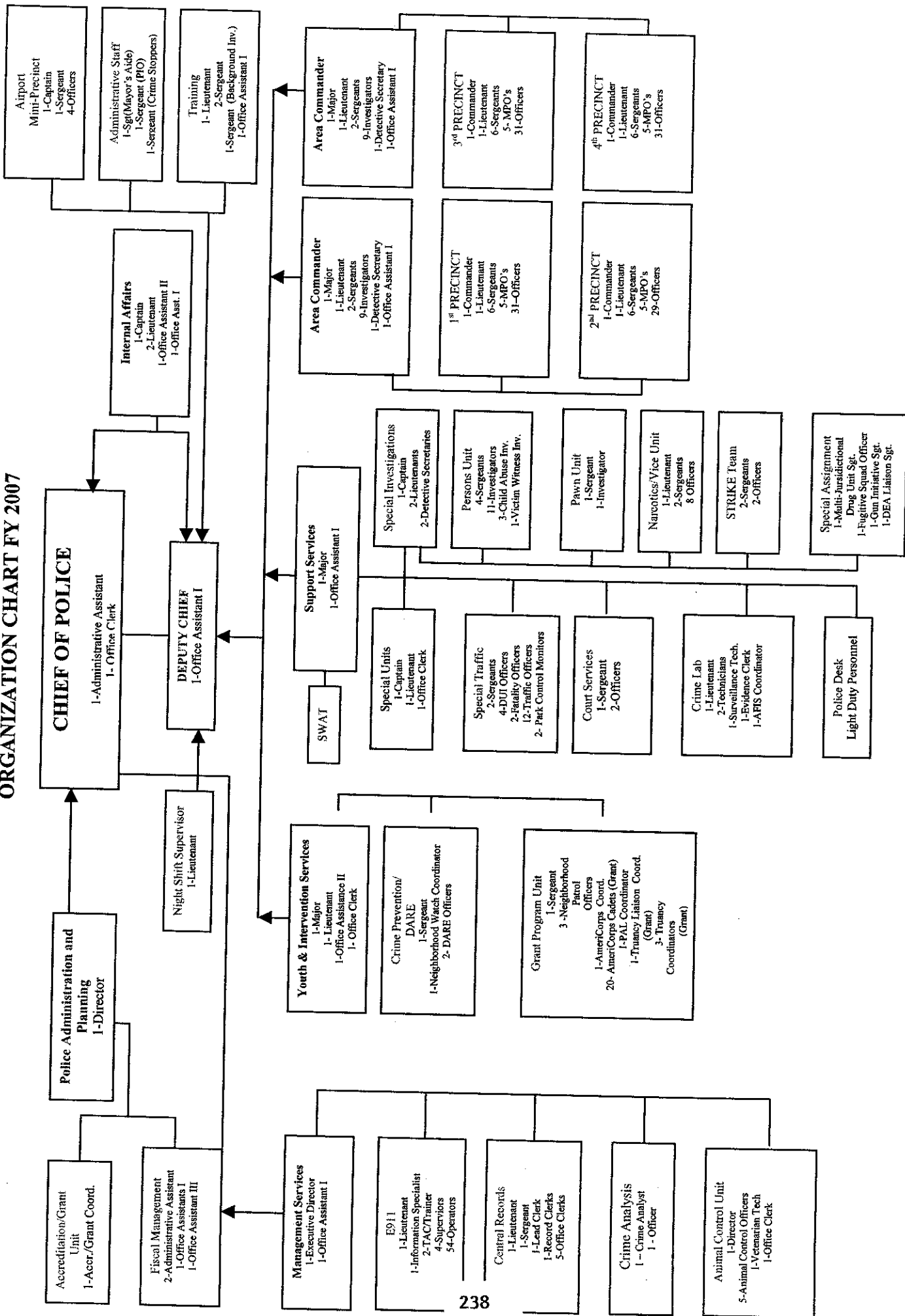
OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

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**MACON POLICE DEPARTMENT  
ORGANIZATION CHART FY 2007**



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Police

**FUNCTION:** Community Services Division – Youth Intervention

### DESCRIPTION

The Community Services Division serves as the spearhead of the Department's community policing effort. This division is made up of the Americorps Units, Crime Prevention Unit, School Resources (DARE) Unit, and Ft. Hill Community Policing Unit.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	400,574	427,149	582,189
SUPPLIES	(42)	38,017	60,465	62,830
SERVICES & CHGS	(43)	98,326	104,110	95,035
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		<b>536,917</b>	<b>591,724</b>	<b>740,054</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME	Sworn	5	5	9
	Civilian	6	6	5
GRANT		0	0	0
<b>TOTAL</b>		<b>11</b>	<b>11</b>	<b>14</b>

### GOAL STATEMENT

The goal of the Community Services Division is to serve citizens of Macon.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Police**

**FUNCTION: Administration**

### DESCRIPTION

The Administration Division is charged with the responsibility of providing the overall direction, supervision, and management support to the department. To coordinate departmental resources so that the best possible police services are delivered to the community.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	807,507	1,154,626	1,433,237
SUPPLIES	(42)	74,410	231,342	287,088
SERVICES & CHGS	(43)	628,531	612,355	583,020
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		<b>1,510,448</b>	<b>1,998,323</b>	<b>2,303,345</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME	Sworn	11	14	19
	Civilian	11	12	12
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>22</b>	<b>26</b>	<b>31</b>

### GOAL STATEMENT

The goal of the Administration Division is to provide the leadership, management, training and technical support necessary for delivery of professional law enforcement services to our citizens and visitors to Macon.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Police

**FUNCTION:** Detective – Support Services

### DESCRIPTION

The Detective Division is primarily responsible for follow-up investigation of felony crimes, apprehension of criminal offenders, recovery of stolen property, gathering intelligence information, maintaining good relations and service to the community and as always protection of life and property.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	1,875,191	2,372,933	3,337,463
SUPPLIES	(42)	150,842	312,818	322,720
SERVICES & CHGS	(43)	30,770	56,827	52,123
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		<b>2,056,803</b>	<b>2,742,578</b>	<b>3,712,306</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### **AUTHORIZED POSITIONS**

FULLTIME	Sworn	42	50	74
	Civilian	8	8	9
PARTTIME		0	0	
OTHER		0	0	
<b>TOTAL</b>		<b>50</b>	<b>58</b>	<b>83</b>

### GOAL STATEMENT

The ultimate goal of the Detective Division is to reduce crime through the successful completion of the criminal investigative process.

# CITY OF MACON

## OPERATING BUDGET

DEPARTMENT: Police

FUNCTION: Patrol

### DESCRIPTION

The Patrol Division is primarily responsible for public safety, preliminary investigations, traffic matters, preventive patrol, crime detection, and community relations.

### BUDGET SUMMARY

	CHAR	2005	2006	2007
EXPENDITURES	CODE	ACTUAL	BUDGET	BUDGET
PERSONNEL COST	(41)	8,896,937	9,482,786	8,337,520
SUPPLIES	(42)	1,024,118	899,518	940,876
SERVICES & CHGS	(43)	91,400	72,385	88,300
CAPITAL OUTLAY	(44)	0	2,870	3,430
<b>TOTAL OPERATING</b>		<b>10,012,455</b>	<b>10,457,559</b>	<b>9,370,126</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME	Sworn	233	226	199
	Civilian	4	4	3
PARTTIME				
OTHER	S Grant	0	0	
<b>TOTAL</b>		<b>237</b>	<b>230</b>	<b>203</b>

### GOAL STATEMENT

The primary goal of the Patrol Division, as the largest and most visible segment of the police department, is to provide the highest degree of service and protection to the community. In order to meet and maintain this objective, other inclusive goals will be met: the prevention and detection of criminal activity; traffic control and accident investigation; timely response to calls for service; and the protection of life and property.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Police**

**FUNCTION: Management Services**

### DESCRIPTION

The Services Division provides general support activities for the law enforcement components of the department and selected services to the citizens of our community.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	684,452	536,787	449,704
SUPPLIES	(42)	124,248	15,089	12,897
SERVICES & CHGS	(43)	33,360	26,700	51,998
CAPITAL OUTLAY	(44)	872	0	1,400
<b>TOTAL OPERATING</b>		<b>842,932</b>	<b>578,576</b>	<b>515,999</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME	Sworn	8	4	3
	Civilian	11	10	10
PARTTIME		0	0	0
OTHER	C Grant	0	0	0
<b>TOTAL</b>		<b>19</b>	<b>14</b>	<b>13</b>

### GOAL STATEMENT

The goal of the Service Division is to provide general support services to enable the law enforcement officers and our community to work toward improving the quality of life within the City of Macon.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Police

**FUNCTION:** Animal Control

### DESCRIPTION

The Animal Control Unit has been a function of the Police Department since July 1986. The unit is responsible for the enforcement of animal control ordinances, providing a shelter facility, and educating the public in the humane treatment of all animals and fowl.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	202,593	261,631	239,158
SUPPLIES	(42)	39,543	47,671	44,069
SERVICES & CHGS	(43)	38,671	40,225	42,855
CAPITAL OUTLAY	(44)	3,375	1,308	4,480
<b>TOTAL OPERATING</b>		<b>284,182</b>	<b>350,835</b>	<b>330,562</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		8	8	8
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>8</b>	<b>8</b>	<b>8</b>

### GOAL STATEMENT

The goal of Animal Control is to enforce the City ordinances in a fair and impartial manner to insure the humane treatment of animals and fowl.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Police

**FUNCTION:** E-911 Communications System

### DESCRIPTION

The mission of the 911 Communications Center is to dispatch law enforcement, fire and ambulance service in the most professional and timely means possible to save lives and protect property in Macon and Bibb County.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	1,562,448	1,762,038	1,932,915
SUPPLIES	(42)	16,901	17,050	22,553
SERVICES & CHGS	(43)	570,004	498,273	769,509
CAPITAL OUTLAY	(44)	148,734	16,905	29,849
<b>TOTAL OPERATING</b>		<b>2,298,087</b>	<b>2,294,266</b>	<b>2,754,826</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME	Sworn	1	1	1
	Civilian	53	53	61
PARTTIME	Civilian	0	0	0
<b>TOTAL</b>		<b>54</b>	<b>54</b>	<b>62</b>

### GOAL STATEMENT

The goal of the 911 Communications Center is to provide the citizens of Macon and Bibb County the most efficient Public Safety Answering Point in the State of Georgia.



# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

POLICE DEPARTMENT

2007 #

To Respond to all citizen complaints @

Number of citizen complaints  
Average turn around time per complaint

30 days

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

Continuous improvement of department's accreditation process (I)

Total number of accreditation standards applicable to the Macon Police Department (reaccredited)  
Number of inspections conducted to measure compliance with applicable accreditation standards.

100%

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

Reduction in drunken driving (I)

Reestablish Traffic Unit  
Number of DUI related offenses

1  
100

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

Provide developmental training to all sworn personnel (R).

Total number of departmental personnel.  
Percentage of department trained.

80%

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Productivity

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

**DEPARTMENT/FUNCTION:**

POLICE DEPARTMENT

**2007 #**

**Maintain a sworn strength at or above FY 06 @**

Monitor monthly strength report  
Employee retention rate

12  
10%

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Productivity

**Profile unsolved homicides(P)**

Coordinate efforts through Crime Stoppers, local media, citizens and other law enforcement agencies per unsolved homicide.

3

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Productivity

**Restructure of department's organization for more efficient operations(I)**

Transfer of Personnel and approval of Org Chart change by City Council  
Productivity reports from affected divisions or units

1  
12

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Productivity

**OBJECTIVE:**  
Workload  
Efficiency  
Effectiveness  
Productivity

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

POLICE DEPARTMENT

2007

**OBJECTIVE:** Increase the community involvement in Crime Stoppers and Drug Hotline usage (P)  
 Continuation of CrimeStopper support and advertisement of Drug Hotline on Police Website  
 Number of arrests associated with community involvement due to Crime Stoppers and Drug Hotline

Workload  
 Efficiency  
 Effectiveness  
 Productivity

12

**OBJECTIVE:** Provide Safety Tips for Seniors and other Community Residents®  
 Conduct Crime Prevention Programs for seniors and civic groups  
 Number of programs conducted

Workload  
 Efficiency  
 Effectiveness  
 Productivity

12

**OBJECTIVE:** Maintain E-911 overtime at a rate at or below FY 06(I)  
 Monitor monthly E-911 overtime  
 Number of E-911 overtime hours

Workload  
 Efficiency  
 Effectiveness  
 Productivity

**OBJECTIVE:** Creating a SOP/Operational guidelines for Central Records(I)  
 Approving guidelines  
 Completion of SOP/Operational Guidelines for Central Records

Workload  
 Efficiency  
 Effectiveness  
 Productivity

100%

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

POLICE DEPARTMENT

2007

**OBJECTIVE:** Development of 4 Police/Citizen Joint Action Plans per precinct (I)

Workload  
Number of Action Plans

Efficiency  
Percentage completed.

Effectiveness  
Productivity

16

**OBJECTIVE:** Provide leadership and management training to all newly appointed Supervisors (I)

Workload  
Number of promoted personnel

Efficiency  
Percentage of personnel trained.

Effectiveness  
Productivity

50

**OBJECTIVE:** Encourage more citizen involvement in community problem solving (I)

Workload  
Increase neighborhood watch programs and forming a business partnership within the community

Efficiency  
Number of Neighborhood watch programs and Business partnerships

Effectiveness  
Productivity

10

**OBJECTIVE:** Ensure all neighborhood watch committees are attended by Police @

Workload  
Assign select personnel to attend each precinct community meeting

Efficiency  
Number of meetings conducted and attendance roster.

Effectiveness  
Productivity

36

**OBJECTIVE CODE:** R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

POLICE DEPARTMENT

2007

#### OBJECTIVE:

Organize Business Watch programs within the community  
 Contact local businesses and establish a business watch training program  
 Number of programs conducted

4

#### OBJECTIVE:

Establishing a partnership with the District Attorney's Office (I)  
 Assisting DA's office with necessary documentation needed for case prosecution  
 Number of Meetings with the District Attorney (quarterly)

4

#### OBJECTIVE:

Concentrate efforts on high occurrences of crime in zone areas (P)  
 Reallocating manpower and utilizing Narcotics and STRIKE Team to identify suspects and make arrests  
 Review crime statistics and unit manpower authorization monthly.

12

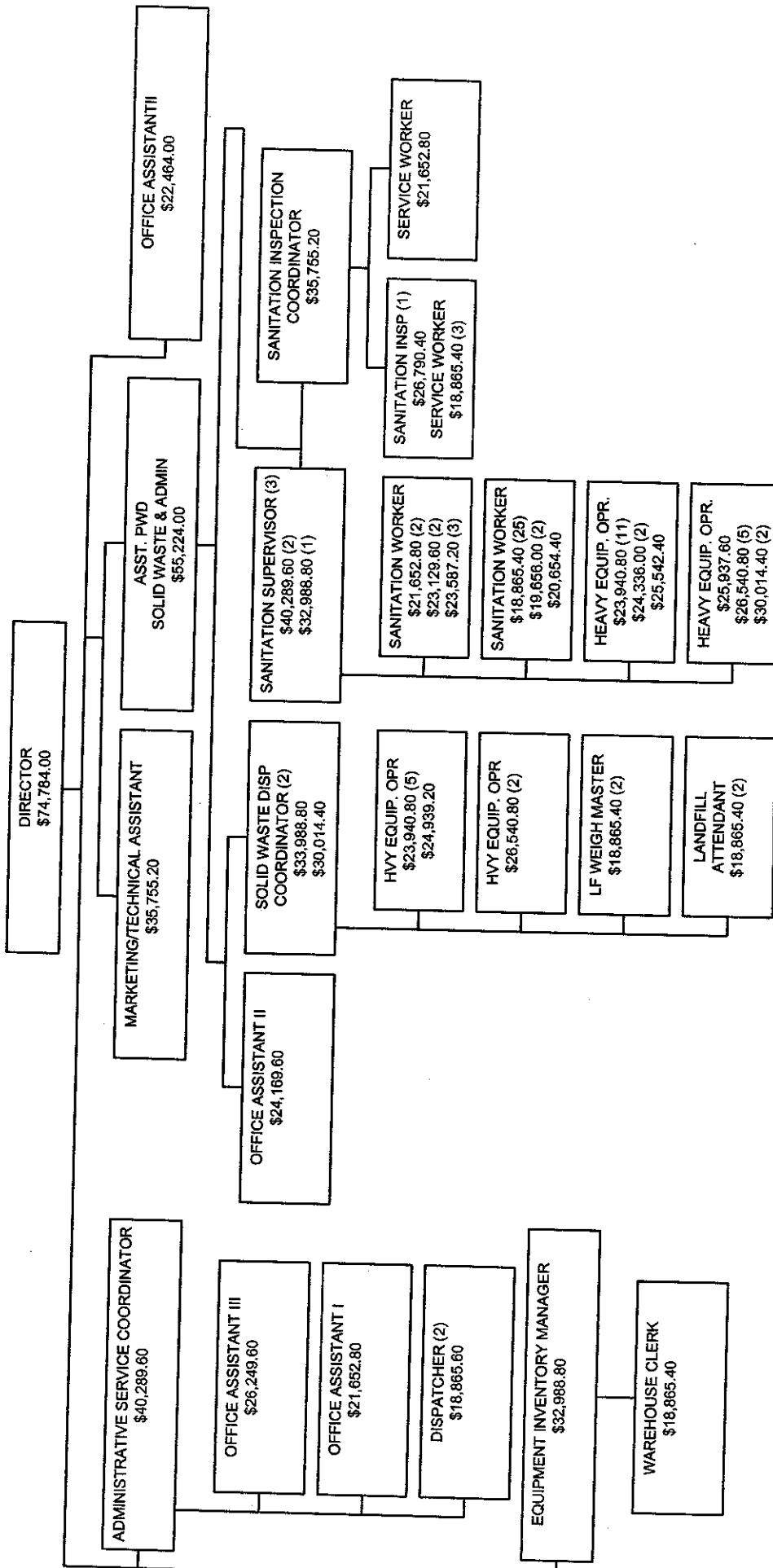
#### OBJECTIVE:

Rewrite the Operational and Administrative General Orders  
 To reflect on law and operational changes.

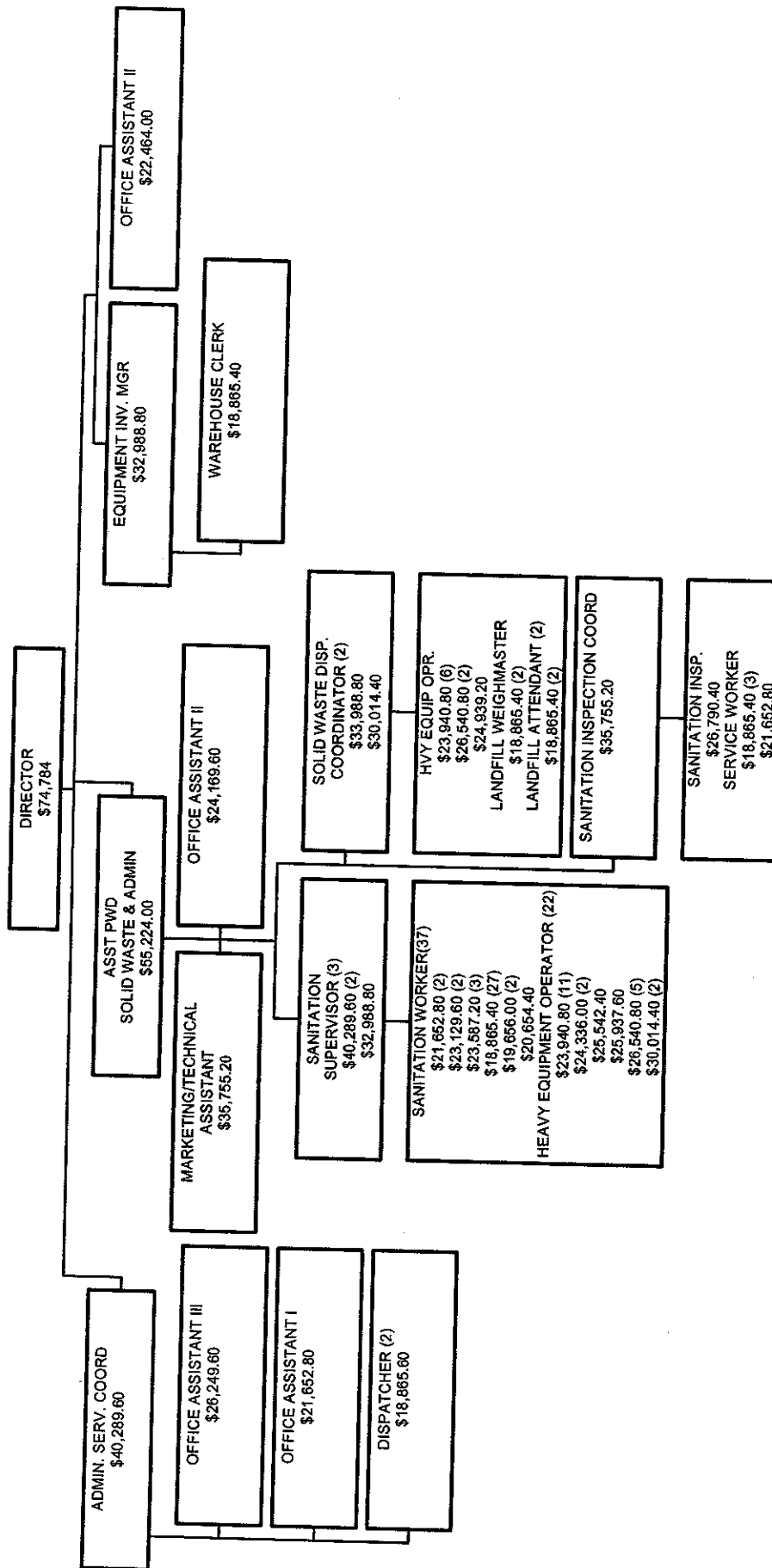
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**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

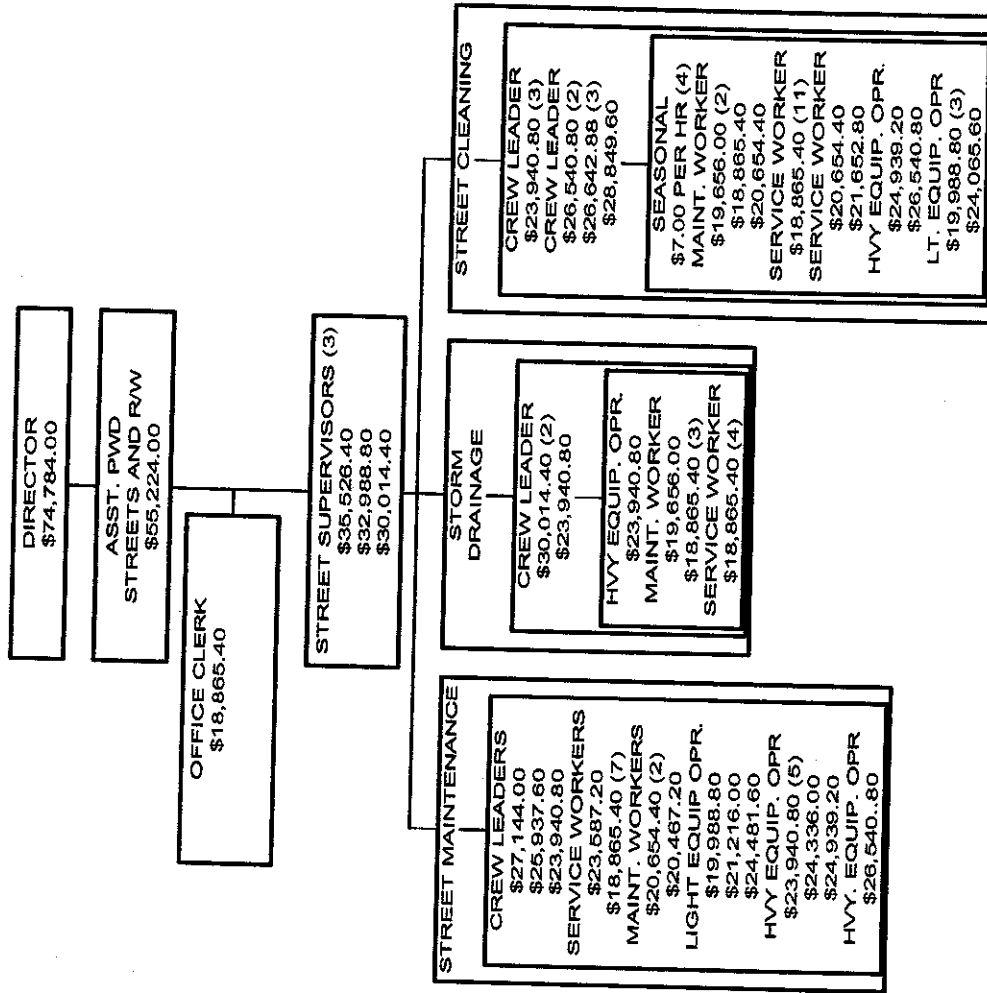
CITY OF MACON-PUBLIC WORKS DEPARTMENT  
 ORGANIZATION CHART-FY 2007



CITY OF MACON-PUBLIC WORKS DEPARTMENT  
 ORGANIZATION CHART FY 2007



**CITY OF MACON PUBLIC WORKS DEPARTMENT  
ORGANIZATION CHART-FY 2007**





# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Public Works**

**FUNCTION: Administration**

### DESCRIPTION

The Administrative function oversees the general operations of all functions within the Public Works Department. It is responsible for all budgetary operations, compliance of the Affirmative Action Program, and maintenance of all records pertinent to the efficient operation of the department.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	351,640	307,265	312,064
SUPPLIES	(42)	9,668	8,311	7,560
SERVICES & CHGS	(43)	47,952	56,110	54,110
CAPITAL OUTLAY	(44)	42	1,180	0
<b>TOTAL OPERATING</b>		<b>409,302</b>	<b>372,866</b>	<b>373,734</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		9	8	8
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>9</b>	<b>8</b>	<b>8</b>

### GOAL STATEMENT

To provide all information pertinent to the daily operations of the department and to oversee with general supervision, all budgetary functions as required.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Public Works**

**FUNCTION: Street Cleaning**

### DESCRIPTION

The Street Cleaning function is responsible for the cleanliness and sweeping of City streets, limb and tree removal, drainage easement cleaning, litter control, within the City limits, maintenance of rights-of-way and interstate highways.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	839,409	904,180	909,490
SUPPLIES	(42)	126,807	127,651	122,527
SERVICES & CHGS	(43)	138,915	139,847	116,447
CAPITAL OUTLAY	(44)	4,960	0	15,900
<b>TOTAL OPERATING</b>		<b>1,110,091</b>	<b>1,171,678</b>	<b>1,164,364</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		31	30	30
PARTTIME		0	0	0
OTHER		4	4	4
<b>TOTAL</b>		<b>35</b>	<b>34</b>	<b>34</b>

### GOAL STATEMENT

To provide for the removal of debris, trees, and limbs, from all City streets in an efficient manner through timely completion of work orders and scheduled maintenance, and to maintain rights-of-way, state and interstate highways in a timely and efficient manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Public Works Department - Street Cleaning Maintenance & Storm Drainage

2007  
 Proj Actual 1st Qtr Actual 2d Qtr Actual 3d Qtr Actual 4th Qtr Actual FYTD Actual

### Maintain cleanliness of streets via street sweeping

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Productivity

Streets swept per quarter	2400	n/a	609			
Average cost per mile swept	\$220.00	n/a	\$220.00			
Percent of streets not completed within standard response time	2%	2%	2%			
Percent of request completed in a 6 week period	98%	98%	98%			

### Maintain backlog of work orders at satisfactory level

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Productivity

Total number incomplete work orders	150	150	150			
Average cost per completed work order	\$830.00	n/a	\$830.00			
Percent of request completed in 12 days	20%	n/a	20%			
Percent of request completed in 12 days	80%	n/a	80%			

### Service and inspect all storm drainage systems

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Productivity

Total number catch basins completed per quarter	229	n/a	250			
Average cost per completed request	\$55.00	n/a	\$55.00			
Percent of complaints not completed within standard response time	20%	n/a	20%			
Percent of request completed in 12 days	80%	n/a	80%			

### Maintain all paved roads within the city

OBJECTIVE:  
 Workload  
 Efficiency  
 Effectiveness  
 Productivity

Maintain 525 miles of paved roads	2,765m	n/a	5264			
Cost per mile	5264	n/a	1316			
Percent of request completed within standard response time	80%	n/a	80%			
Percent of request completed within 12 days	80%	n/a	80%			

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Public Works**

**FUNCTION: Street Maintenance**

### DESCRIPTION

The Street Maintenance function is responsible for all paving repairs generated by permits issued to utility companies and private contractors; pot hole repairs; maintenance of unpaved alleys and streets; hauling of dirt, concrete, rock, and asphalt to job sites. As time permits, this function will provide labor to repair sidewalks with property owner providing materials.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	873,804	949,537	951,809
SUPPLIES	(42)	355,291	361,715	314,319
SERVICES & CHGS	(43)	1,277	3,137	7,137
CAPITAL OUTLAY	(44)	11,347	0	4,500
<b>TOTAL OPERATING</b>		<b>1,241,719</b>	<b>1,314,389</b>	<b>1,277,765</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		30	29	29
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>30</b>	<b>29</b>	<b>29</b>

### GOAL STATEMENT

To provide a safe and easy access to all thoroughfares within the City limits, both paved and unpaved, through timely completion of repairs and scheduled maintenance.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Public Works**

**FUNCTION: Storm Drainage**

### DESCRIPTION

The Storm Drainage function is responsible for the cleaning, minor repairs, and maintenance of all storm drainage lines; catch basins; cleaning and maintenance of all open ditches and easements; on City rights-of-way within the City limits.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	346,359	352,460	358,097
SUPPLIES	(42)	40,466	39,948	36,779
SERVICES & CHGS	(43)	0	0	0
CAPITAL OUTLAY	(44)	4,980	0	12,500
<b>TOTAL OPERATING</b>		<b>391,805</b>	<b>392,408</b>	<b>407,376</b>
<b>TOTAL CAPITAL</b>				

### **AUTHORIZED POSITIONS**

FULLTIME		13	12	12
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>13</b>	<b>12</b>	<b>12</b>

### GOAL STATEMENT

To provide an efficient storm drainage maintenance program through timely completion of scheduled maintenance and necessary repairs.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Public Works**

**FUNCTION: Waste Collection**

### DESCRIPTION

The Waste Collection function is responsible for the collection of all household waste; yard debris; white goods; from all residences and apartment complexes not contracted to private haulers within the City limits on scheduled collection days. This function is also responsible for the removal of dead animals; maintenance of litter containers in the downtown area, rollout cart replacement and repairs, and enforcement of the City Code of Ordinances as it pertains to Public Works.

### BUDGET SUMMARY

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	2,038,512	2,272,044	2,236,835
SUPPLIES	(42)	502,761	474,641	477,597
SERVICES & CHGS	(43)	515,711	1,057,954	1,193,943
CAPITAL OUTLAY	(44)	830	0	1,030
<b>TOTAL OPERATING</b>		<b>3,057,814</b>	<b>3,804,639</b>	<b>3,909,405</b>
<b>TOTAL CAPITAL</b>				

### AUTHORIZED POSITIONS

FULLTIME		71	70	70
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>71</b>	<b>70</b>	<b>70</b>

### GOAL STATEMENT

To provide a safe and sanitary method of solid waste removal throughout the City by weekly removal of accumulated waste, maintenance of rollout carts, and diligent enforcement of the City code.

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Public Works**

**FUNCTION: Solid Waste Disposal**

### DESCRIPTION

The Solid Waste Disposal function is responsible for the sanitary disposal of all-solid waste and trash for the City of Macon and Bibb County. The landfill is operated six days per week on a cost recovery basis and creates a reserve fund for future development and eventual closing. This function also operates a compost site derived from separated yard trash and white goods recycling area. A tipping fee is charged to all commercial business but free use privileges are extended to the citizens of Macon and Bibb County hauling from their residences only.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	420,482	500,278	486,064
SUPPLIES	(42)	351,557	291,865	292,807
SERVICES & CHGS	(43)	563,254	358,036	767,060
CAPITAL OUTLAY	(44)	0	0	0
<b>TOTAL OPERATING</b>		1,335,293	1,150,179*	1,545,931
<b>TOTAL CAPITAL</b>				
* Depreciation not inc.				

### **AUTHORIZED POSITIONS**

FULLTIME		15	15	15
PARTTIME		0	0	0
OTHER		0	0	0
<b>TOTAL</b>		15	15	15

### GOAL STATEMENT

To operate a permitted Solid Waste Disposal site in accordance with guidelines established by the EPA and EPD and to provide a safe sanitary means of Solid Waste Disposal for the citizens of Macon and Bibb County.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

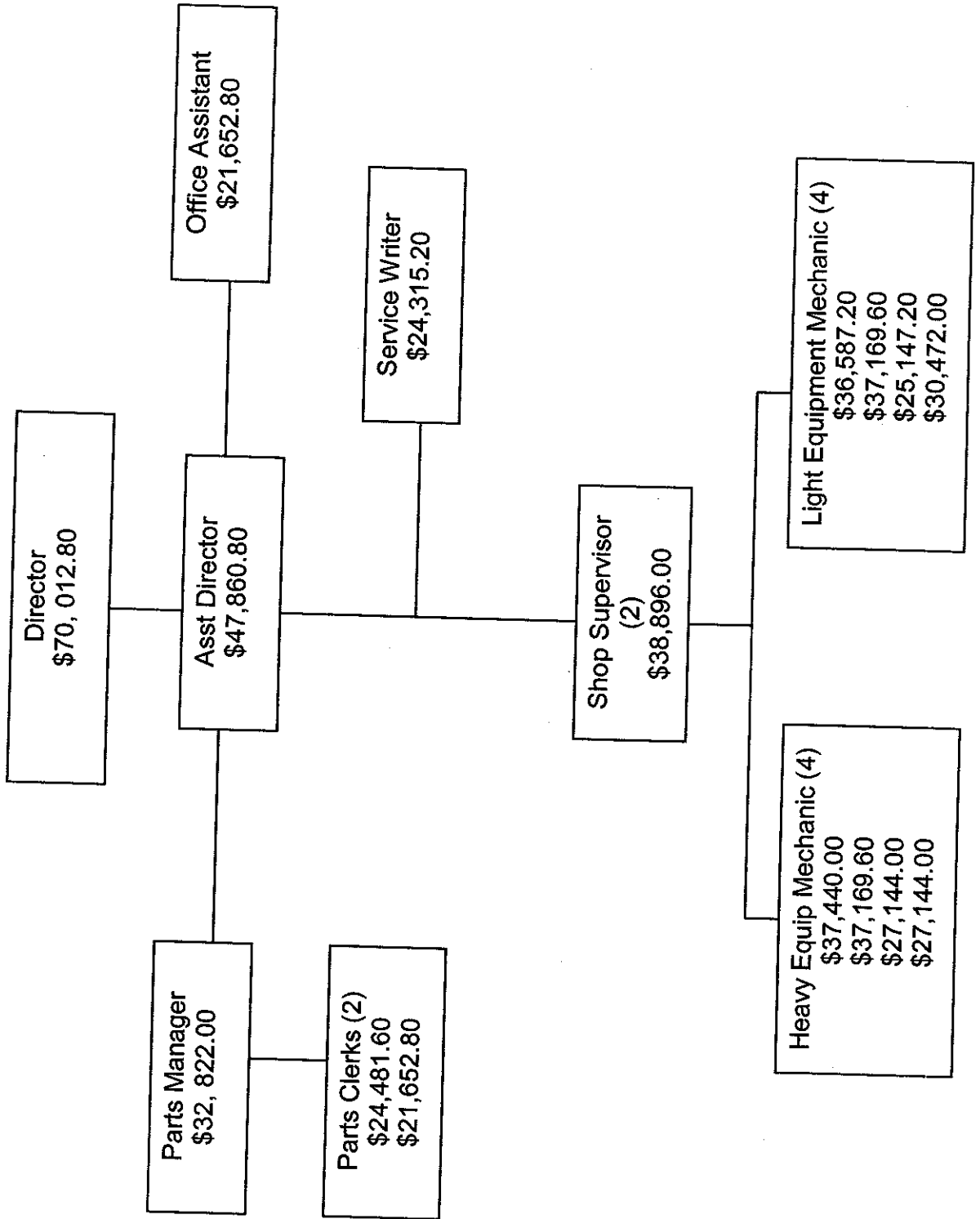
Public Works Department - Recycling, Waste Disposal and Waste Collection

OBJECTIVE:	2006	1st Qtr		2d Qtr		3d Qtr		4th Qtr		Actual FYTD
		Proj	Actual	Actual	Actual	Actual	Actual	Actual	Actual	
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity										
<u>Provide collection &amp; disposal or recyclable materials</u> Total number of houses serviced per week. Operating cost per household. Percentage of participation Amount of increase in rate of participation.	35,700 9 22% 5%	0 34,000 2.75 17% n/a	0 34,179 3.25 19% 2%	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 68179 0% 0.0175	
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity										
<u>Collect all solid waste generated by city residents</u> Total tons of residential waste collected. Percent of residential routes completed routinely without overtime. Number of citizens complaints per 1000 houses per year. Operating cost per household.	45 99% 88	0 20 99% 50% 22	0 25 99 8% 22%	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 45 370% 22.22	
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity										
<u>Disposal of waste collected from residents &amp; businesses</u> Total tons disposed. Operating cost per ton. Rate of compaction per cubic yard. E.P.D. quarterly rating.	97,032 29 1200lbs 95%	0 21,050 31 1000lbs 80	0 23,940 32 1000lbs 80%	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 44990 1347% 80.8	
<b>OBJECTIVE:</b> Workload Efficiency Effectiveness Productivity										
	n/a n/a n/a	0 n/a n/a n/a	0 n/a n/a n/a	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0% 0	

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement



# City of Macon- Vehicle Maintenance Department Organizational Chart - FY07



# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT:** Vehicle Maintenance

**FUNCTION:**

### DESCRIPTION

The Vehicle Maintenance Department strives to provide quality service to all customers in the most cost effective manner. We deliver parts, labor, and fuel to over 1,305 pieces of city-owned equipment. We deliver fuel only to fourteen (14) outside agencies. We assist departments in writing specifications for equipment, give justification for vehicle replacements, and also provide and maintain an equipment pool for use by all city departments. We have three fuel facilities, in order to be easily accessible for all city vehicles, as well as other agencies in the Macon area.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	933,222	870,205	820,638
SUPPLIES	(42)	794,533	864,900	875,600
SERVICES & CHGS	(43)	1,585,166	1,103,277	158,026
CAPITAL OUTLAY	(44)		0	
<b>TOTAL OPERATING</b>		<b>3,312,921</b>	<b>2,838,382</b>	<b>1,854,264</b>
<b>TOTAL CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>

### **AUTHORIZED POSITIONS**

FULLTIME		21	19	17
PARTTIME		1	0	0
OTHER		0	0	0
<b>TOTAL</b>		<b>22</b>	<b>19</b>	<b>17</b>

### GOAL STATEMENT

The goal of the Vehicle Maintenance Department is to provide quality maintenance for user departments in the most cost effective manner.

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION: Vehicle Maintenance Department

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
<b>OBJECTIVE:</b> Workload	6675	7000	4750	7000
Efficiency	95%	95%	95%	95%
Effectiveness	13	13	13	13
Outcome/Impact				
<b>Maintain average downtime per vehicle no more than 12hrs.</b>				
# repair orders written				
Repairs completed on time				
Average downtime/vehicles (hrs)				
<b>OBJECTIVE:</b> Workload	1600	1750	1425	1750
Efficiency	2	2	2	2
Effectiveness	1	1	1	1
Outcome/Impact	45%	45%	45%	45%
<b>Maintain schedule of Preventive Maintenance (PM's on 90% of fleet)</b>				
#PM checks performed				
Average hours downtime/PM checks				
Return trips between PM's				
% of nonschedule vs schedule repairs per vehicle				
<b>OBJECTIVE:</b> Workload	470	500	250	500
Efficiency	45	45	45	45
Effectiveness				
Outcome/Impact				
<b>To provide on-road repair services in compliance to standard below.</b>				
No. of roadcalls handled				
Average minutes to handle calls				
<b>OBJECTIVE:</b> Workload	1.4m	1.5m	482k	723k
Efficiency	789k	900k	432k	855k
Effectiveness	90k	60k	58k	87k
Outcome/Impact	0	0	0	0
<b>To provide fuel/parts to city vehicles on 100% + cost recovery basis</b>				
Gallons of fuel disbursed				
\$value/parts purchased				
Dollar amount made on markup of parts and fuel				
Just on time inventory				

**OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement**

# CITY OF MACON

## OBJECTIVES & PERFORMANCE MEASURES

### DEPARTMENT/FUNCTION:

Vehicle Maintenance Department

To provide certified trained staff to maintain standards below:

- Total vehicles maintained
- Mechanic/vehicle ration
- Average production time vs. available time/per mechanic

	2005	2006	2006	2007
	Actual	Budget	Mid-Yr	Proj.
Total vehicles maintained	1415	1415	1415	1415
Mechanic/vehicle ration	142	142	1.42	1.42
Average production time vs. available time/per mechanic	149%	149%	149%	149%

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

OBJECTIVE:  
Workload  
Efficiency  
Effectiveness  
Outcome/Impact

OBJECTIVE CODE: R-Routine, P-Problem Solving, I-Improvement

# CITY OF MACON

## OPERATING BUDGET

**DEPARTMENT: Vehicle Maintenance**

**FUNCTION: Parking Garage**

### DESCRIPTION

The Vehicle Maintenance Department is responsible for the oversight and maintenance of the Galleria Parking Garage. The parking facility is operated by Republic Parking Company under a contract with the City of Macon.

### **BUDGET SUMMARY**

	<b>CHAR</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>EXPENDITURES</b>	<b>CODE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
PERSONNEL COST	(41)	0	0	0
SUPPLIES	(42)	2,697	1,500	0
SERVICES & CHGS	(43)	90,507	88,050	18,000
CAPITAL OUTLAY	(44)	260	0	0
<b>TOTAL OPERATING</b>		<b>93,464</b>	<b>89,550</b>	<b>18,000</b>
<b>TOTAL CAPITAL</b>				

### GOAL STATEMENT

To provide a safe and clean parking facility that meets the needs of the users.

*CITY OF MACON*

VIII. CITY-FUNDED  
AGENCIES

# **CITY OF MACON**

## **CITY - FUNDED AGENCIES**

This section contains budgets for all outside agencies, which are appropriated funds from General revenues.

**FY 2007** appropriations include funding for sixteen (16) quasi-governmental agencies and four (4) other programs.

The information provided gives a brief description and summary of highlights and the approved budget and City appropriation for each agency.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb County Planning & Zoning Commission**

## DESCRIPTION

Georgia Laws, 1947, page 1240, approved by the voters of Georgia in 1948 as a special constitutional amendment, authorized the City of Macon and Bibb County to establish the Macon-Bibb County Planning and Zoning Commission. The Commission was established by City Ordinance and County Resolution on November 4, 1952. The Commission has two primary functions; namely, land development regulation and planning. The land development function administers and enforces the zoning and platting regulations. The planning function provides the technical expertise for the Macon Area Transportation Study (MATS) as well as the Macon Area Planning Strategy (MAPS).

## HIGHLIGHTS

The Planning Program will be devoting much of its time to the update of the Macon Area Transportation Study (MATS). The staff will be charged with the responsibility of updating plan elements and developing public information concerning MATS. The City and County Comprehensive Plan will be revised through the Macon Area Planning Strategy (MAPS) process; and the Communities Short Term Work Program will also be updated. The task will be done to maintain the Qualified Local Government Status for the City and County.

## BUDGET SUMMARY

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	461,340	415,206	438,840
County	461,340	415,206	438,840
Other Fees	587,757	529,885	544,527
Grants	261,000	260,955	329,603
<b>TOTAL REVENUES</b>	<b>1,771,437</b>	<b>1,621,252</b>	<b>1,751,810</b>

<b>EXPENDITURES</b>			
CITY	461,340	415,206	438,840
<b>TOTAL CITY</b>	<b>461,340</b>	<b>415,206</b>	<b>438,840</b>
<b>FUNDING</b>			

The Macon-Bibb County Planning and Zoning Commission is funded by the City and the County on a 50:50 basis.



# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb County Mapping / GIS Department**

### DESCRIPTION

The Mapping Department, created in 1959, is responsible for creating and maintaining the Bibb County Tax Maps, which show individual parcels of land in our County, along with road right-of-ways, easements, land lots and buildings. These maps and records serve as useful information to attorneys, real estate companies, various government agencies and the general public as well. In 1995, the active transition into the computerized Geographic Information System (GIS) began. At present a manual mapping system and the G.I.S. system are running simultaneously until GIS files are completed. The G.I.S. system is presently operational to some extent for customer service. The Mapping Department is provided administrative and supervisory support by the County Engineer and his staff.

### HIGHLIGHTS

The Macon-Bibb County Mapping/GIS Department has been working toward complete computerization this past fiscal year. The GIS database to be received this year will include the Tax Assessor's new parcel numbering system. Tie-ins to the Tax Assessor, City Engineer, Traffic Engineer, and Planning and Zoning are also scheduled.

### BUDGET SUMMARY

	<b>ACTUAL</b>	<b>APPROVED</b>	<b>BDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	42,237	31,967	31,967
County	**	**	**
Outside Sales	**	**	**
<b>TOTAL REVENUES</b>	<b>**</b>	<b>**</b>	<b>**</b>

<b>EXPENDITURES</b>			
CITY	42,237	31,967	31,967
<b>TOTAL CITY</b>	<b>42,237</b>	<b>31,967</b>	<b>31,967</b>
<b>FUNDING</b>			

The City and County jointly fund the operating deficit of the Mapping Dept. on a 50:50 basis.

\*\* Not available. Budget listed is for GIS.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME:** Middle Georgia RDC

### DESCRIPTION

The Middle Georgia RDC was founded in 1965 for the purpose of assisting an eleven-county area work toward the total development of the human, economic, and natural resources available. The RDC has many functions - administration, economic development, State intergovernmental review consultation process, historic preservation, public transportation, grant negotiation, graphics and printing, and public information. The RDC employs twenty-three (23) full-time and one (1) part-time employee.

### HIGHLIGHTS

Anticipate making at least 4 SBA 504 loans in Macon. Projected investment by the borrowers of \$2 million; Total jobs created are projected at 40. Administer a \$1.6 million Economic Development Administration (EDA) grant for improvements to the Middle Georgia Regional Airport. Administer a \$1.3 million EDA grant to develop the Business and Technology Park.

### BUDGET SUMMARY

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
Local Dues	338,895	338,906	338,906
Other Local	482,472	580,597	449,058
State Revenue	513,159	1,274,840	1,252,736
Federal Revenue	1,673,332	1,530,285	1,465,235
Pass-Through	5,641,789	4,673,401	4,738,601
<b>TOTAL REVENUES</b>	<b>8,649,647</b>	<b>8,398,029</b>	<b>8,244,536</b>

<b>EXPENDITURES</b>			
CITY	59,178	59,178	59,178
<b>TOTAL CITY FUNDING</b>	<b>59,178</b>	<b>59,178</b>	<b>59,178</b>

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb County Board of Elections**

### DESCRIPTION

The Macon-Bibb County Board of Elections by legislation has the duty to carry out all responsibilities associated with and related to voter registration and elections in the City of Macon and Bibb County by: serving as the agency through which all Bibb County citizens have the right to register and participate as voters in city, county, state and federal elections; providing an honest, open and cost efficient non-partisan environment wherein all citizens feel encouraged to participate. Offering all candidates fair and reliable procedures to qualify and run for public office. The Board of Elections a staff that consist of full-time, part-time and seasonal employees.

### HIGHLIGHTS

Develop and implement an "inactive" list of registered voters beginning with the next General Election. A new requirement of the federal National Voter Registration Act.

### **BUDGET SUMMARY**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	350,102	294,729	411,977
County	**	**	**
Other Fees	**	**	**
Grants	**	**	**
<b>TOTAL REVENUES</b>			

<b>EXPENDITURES</b>			
CITY	350,102	294,729	411,977
<b>TOTAL FUNDING</b>	350,102	294,729	411,977

The City and County jointly fund the Board of Elections. Costs for elections held solely for the City or County are fully funded by the respective local government.

*\*\* Revenues from other sources not provided.*

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Keep Macon-Bibb Beautiful Commission**

### DESCRIPTION

The goal of the Keep-Macon Bibb Beautiful Commission is to bring about a cleaner and more beautiful community environment, conserve our landfill and promote efficient use of energy resources. The Keep Macon-Bibb Beautiful Commission employ personnel including the executive director which also oversees the Cherry Blossom Festival.

### HIGHLIGHTS

Take Pride in America (Public Lands Month-Sept.) with Ocmulgee National Monument Annual Energy Fair for Bibb Co. School children/ Museum of Arts and Sciences expressing appreciation for KM-BBC volunteers/ Annual Awards Luncheon participating in the annual Keep America Beautiful month-April/ Special projects Continuing Education for all citizens through community workshops/ Seminars Adoption programs/ Implementation and Improvement Recycling/ On-going education and increased participation Bibb County Schools/ Educational projects/ Programs/ Student involvement Beautification and Clean-up programs/ National Regional Keep America Beautiful Conference.

### **BUDGET SUMMARY**

	<b>BUDGET</b>	<b>BUDGET</b>	<b>ACTUAL</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	74,284	67,545	67,545
County	74,284	67,545	67,545
Reprogrammed	0	0	0
Other	0	0	0
<b>TOTAL REVENUES</b>	<b>148,568</b>	<b>135,090</b>	<b>135,090</b>

<b>EXPENDITURES</b>			
CITY	74,284	67,545	67,545
<b>TOTAL CITY FUNDING</b>	<b>74,284</b>	<b>67,545</b>	<b>67,545</b>

The City and County jointly fund the Keep Macon-Bibb Beautiful Commission on a 50:50 basis.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Middle Georgia Community Food Bank, Inc.**

### DESCRIPTION

The Middle Georgia Community Food Bank, Inc. Is a private, nonprofit, 501(c) (3), service organization. The mission of the MGCFB is to solicit, transport, sort, store, and distribute food products to an agency base made up of other 501(c) (3), or church sponsored programs, that provide services for the needy, homeless, and elderly in our area of operation of 26 Middle Georgia counties. To accomplish its mission, it maintains a staff of 8 full time and 5 part time employees as well as providing a work place for 1 senior citizen working under the Older American Council's Title V Program.

### HIGHLIGHTS

The Middle Georgia Community Food Bank, Inc. will be facing challenges and opportunities that include additional food product distribution, the need for additional warehousing space, the need to replace aging and inefficient handling and transportation equipment, and meeting a growing need in the rural areas of our operational area.

### **BUDGET SUMMARY**

	<b>BUDGET</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	10,000	9,000	9,000
County	10,000	9,000	9,000
Other Govt Agy	68,500	33,571	40,000
United Way	54,185	53,648	53,685
Fees & Contrib.	436,500	470,491	524,737
<b>TOTAL REVENUES</b>	<b>579,185</b>	<b>575,710</b>	<b>636,422</b>

<b>EXPENDITURES</b>			
CITY	10,000	9,000	9,000
<b>TOTAL CITY FUNDING</b>	<b>10,000</b>	<b>9,000</b>	<b>9,000</b>

The Food Bank is jointly funded by the City and County..

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon Arts Alliance, Inc.**

## DESCRIPTION

The Macon Arts Alliance(MAA) was formed in 1985 after a Greater Macon-Bibb County Chamber of Commerce Committee study of the arts and cultural needs of Macon and Bibb County. In 1987 MAA was designated the official arts council for the city of Macon and Bibb County. With the designation the City and County agreed to fund the MAA equally. The Chamber of Commerce Task Force developed MAA to increase the excellence and vitality of the arts in Macon and Middle Georgia through planning, service, and development. In essence, the Macon Arts Alliance was developed to serve as a catalyst or facilitator for the arts within this Macon/Middle Georgia community. The organization currently functions under the direction of 3 staff members and a 25-member voluntary board of directors.

## HIGHLIGHTS

The MAA owns and operates The Boulevard Art Gallery, a non-profit gallery selling the works of local visual artists; presents First Night Macon, Taste of Music, Art in the Park, and On My Own Time; provides Bibb County public schools with Arts Infusion, curriculum-based arts in education program targeting elementary schools.

## **BUDGET SUMMARY**

	<b>ACTUAL</b>	<b>PROPOSED</b>	<b>BUDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	74,218	49,478	49,478
County	60,000	54,000	54,000
Memberships	26,465	35,000	30,000
Grants	2,000	22,000	22,000
Sponsorship	65,086	72,500	85,000
Other	175,528	162,286	166,629
<b>TOTAL REVENUES</b>	<b>403,297</b>	<b>395,264</b>	<b>407,107</b>

<b>EXPENDITURES</b>			
CITY	74,218	49,478	49,478
<b>TOTAL CITY FUNDING</b>	<b>74,218</b>	<b>49,478</b>	<b>49,478</b>

The City and County jointly fund the Arts Alliance.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME:** Museum of Arts and Sciences

### DESCRIPTION

The Museum's purpose is "to acquire, preserve, study, interpret, and exhibit objects of scientific, historical, cultural, and artistic value that have inherent significance for the citizens of Middle Georgia, so as to promote a fuller understanding of man, his heritage and environment." The Museum has as one of its core missions to provide educational opportunities to the families and children of our region. It hosts over 107,000 visitors of the museum. To accommodate all children we provide free admission to all Bibb County school groups.

### HIGHLIGHTS

The Museum hosted several major exhibits during the year, Dinosaurs: Mysteries of Egypt, Legends of Our Time, and the upcoming Empire of the Sultans: Ottoman Art.

### **BUDGET SUMMARY**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	85,286	56,857	56,857
County	392,061	350,000	350,000
Other Grants	91,493	133,625	118,525
Private Support	202,028	188,312	186,000
Earned Income	542,690	612,000	622,639
<b>TOTAL REVENUES</b>	<b>1,313,558</b>	<b>1,340,794</b>	<b>1,334,021</b>

<b>EXPENDITURES</b>			
CITY	85,286	56,857	56,857
<b>TOTAL CITY FUNDING</b>	<b>85,286</b>	<b>56,857</b>	<b>56,857</b>

The Museum of Arts and Sciences is jointly funded by the City and County.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb County Urban Development Authority**

### DESCRIPTION

The Authority was created in 1974 by a legislative act and constitutional amendment approved by the voters of Macon and Bibb County. Its primary purpose is to facilitate and coordinate a program of improvements and economic enhancement of the Downtown, the center city area of the community. Basic operating funding is appropriated by the City and County on a 50/50 basis. The authority, in cooperation with the city, county, Downtown Council, NewTown, MEDC and other agencies is the focal point to facilitate major development projects in Downtown Macon. The authority works on a continuing basis to attract and assist new businesses and investors.

### HIGHLIGHTS

**NEW BUSINESS** - 7 new businesses opened in Downtown storefront locations, including retail, restaurant and service establishments. This brings the total to 84 new businesses, including 18 new restaurants during the past eight years. This does not include new professional firms that have moved into office buildings in Downtown.

**MAJOR NEW INVESTMENT** - Major investment project under way in Downtown totaling more than \$12 million is a six-story office/commercial building around the "Triangle Site" at MLK Blvd. The Willow has given notice that they will extend their lease. The Technicon Engineering has completed a \$4 million renovation of their new headquarters.

**PUBLIC IMPROVEMENTS** - The authority has been the driving force behind efforts to find solutions to Downtown's parking. The authority sponsored and funded a comprehensive Parking Management Study. The city has approved a package of recommendations.

**BUSINESS ASSISTANCE** - The authority works daily with small businesses to solve problems and meet needs, including parking, sidewalk café permits and security and other issues.

### **BUDGET SUMMARY**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	39,920	35,928	35,928
County	39,920	35,928	35,928
Other Income	50,394	62,494	62,744
<b>TOTAL REVENUES</b>	<b>130,234</b>	<b>134,350</b>	<b>134,600</b>

<b>EXPENDITURES</b>			
CITY	39,920	35,928	35,928
<b>TOTAL CITY FUNDING</b>	<b>39,920</b>	<b>38,928</b>	<b>35,928</b>

The UDA is jointly funded by the City and County on a 50:50 basis.



# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb County Industrial Authority**

### DESCRIPTION

The Authority was created by Act of the General Assembly in 1962. The Authority is governed by a six- (6) member board and has a staff of four (4). The Act charged the Authority with the responsibility of creating jobs and increasing the tax base of Macon/Bibb County. It issues Industrial Revenue Bonds for financing of economic development projects and provides incentives to new or expanding industry. These incentives can be funded through Authority resources or through other sources with the Authority acting as the vehicle to provide the incentives. The Authority develops industrial parks. It also owns and leases manufacturing, warehousing, and office space at Allied Industrial Park.

### HIGHLIGHTS

The Industrial Authority will maintain its various industrial lands, which includes cutting grass, maintaining drainage, roads, signs, rail and various other responsibilities of landowners. Further, the Authority owns and leases warehouse, manufacturing and office space, which must be maintained and, on occasion modified to suit tenant's needs.

### BUDGET SUMMARY

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	93,345	86,344	86,344
County	280,034	280,034	280,034
Fees	4,100	10,000	9,700
Other Revenue	19,864	17,127	17,427
<b>TOTAL REVENUES</b>	<b>397,343</b>	<b>393,505</b>	<b>393,505</b>

<b>EXPENDITURES</b>			
CITY	93,345	86,344	86,344
<b>TOTAL CITY FUNDING</b>	<b>93,345</b>	<b>86,344</b>	<b>86,344</b>

The City and County jointly fund the Industrial Authority on a 25:75 basis.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb County Transit Authority**

### DESCRIPTION

The Transit Authority has the responsibility for providing public transportation to the citizens of Macon and Bibb County via fixed route service. The Authority also provides ADA, mandated, Para-Transit service which is contracted to the Older Americans Council (OAC) for operations. The Transit Authority has the responsibility for assisting in the formulation and in overseeing the operation to assure its compliance with the Justice Department. Public Transportation and Para Transit services are provided six days a week, Monday through Saturday, 5:20 a.m. to 11:00 p.m. The governing and policy making board consists of 7 appointed members, 4 by the City and 3 by the County.

### HIGHLIGHTS

The Transit System has made modifications to regular fixed routes by adding a feeder bus to the Bellevue route and providing service to the Eisenhower Crossing Shopping Center and the new Super Wal-Mart. We have also implemented a lunchtime route, which is serviced by the trolleys. We will continue to evaluate routes on a regular basis and make changes if necessary and cost effective.

### BUDGET SUMMARY

	<b>BUDGET</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
Fares	888,866	950,000	950,000
Charter Service	450	0	0
Other	1,592,750	1,435,266	1,488,210
City	803,071	845,560	1,013,348
County	535,381	563,706	702,232
<b>TOTAL REVENUES</b>	<b>3,820,518</b>	<b>3,794,532</b>	<b>4,153,790</b>
<b>EXPENDITURES</b>			
CITY	803,071	845,560	1,013,348
<b>TOTAL CITY FUNDING</b>	<b>803,071</b>	<b>845,560</b>	<b>1,013,348</b>

The City and County fund the operating deficit of the Transit Authority.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon Economic Development Commission**

### DESCRIPTION

The Macon Economic Development Commission (MEDC) is a partnership of government and private industry. MEDC has as its mission the responsibility for business and industry recruitment and expansion in Macon and Bibb County. This role is to be the catalyst in the creation of more jobs and payrolls for the citizens of Macon, Bibb, and Central Georgia. The MEDC operates in conjunction with the MBC Industrial Authority, Urban Development Authority and the Macon Chamber of Commerce. The MEDC staff consists of four (4) full-time employees.

### HIGHLIGHTS

To revitalize Economic Development in Macon & Bibb County - To create a one-voice, unified Economic Development Effort - To mount a specific effort to bring more jobs to Downtown - To assist existing employers in expanding employment base - To assist new industries in locating in Macon and Bibb County.

### BUDGET SUMMARY

	<b>BUDGET</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City of Macon	34,955	31,460	34,750
Bibb County	34,955	31,460	34,750
Mcn Water Auth.	69,952	62,920	69,500
Chamber of Com.	279,766	251,793	278,125
Project Revenue	0	0	
<b>TOTAL</b>	<b>419,628</b>	<b>377,633</b>	<b>417,125</b>
<b>REVENUES</b>			

<b>EXPENDITURES</b>			
CITY	34,955	31,460	34,750
<b>TOTAL CITY</b>	<b>34,955</b>	<b>31,460</b>	<b>34,750</b>
<b>FUNDING</b>			

The City, the County, the Macon Water Authority and the Chamber of Commerce fund the MEDC.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb Citizen Advocacy, Inc.**

## DESCRIPTION

The Macon-Bibb Citizen Advocacy Office is a private non-profit corporation governed by a voluntary Board of Directors. It matches people who have developmental disabilities and who are discriminated against and/or isolated with private citizens who fill one or several roles in order to provide protection and advocacy. Most relationships last for several years.

## HIGHLIGHTS

Our role is to “match” the person with a disability with a private citizen. This citizen protects the rights and advocates on behalf of the person who is disabled. We continue to match those with disabilities with private citizens so they may continue to be involved in citizen advocacy relationships.

## **BUDGET SUMMARY**

	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	4,488	4,700	4,700
County	4,950	4,950	4,950
State Advocacy	57,600	50,000	73,674
Other Income	4,436	4,436	11,946
<b>TOTAL REVENUES</b>	<b>71,474</b>	<b>64,086</b>	<b>95,270</b>

<b>EXPENDITURES</b>			
Personnel Costs	35,163	47,457	71,141
Operating Costs	18,296	24,229	24,129
<b>TOTAL EXPENDITURES</b>	<b>53,459</b>	<b>71,686</b>	<b>95,270</b>

The City and County jointly fund the Citizens Advocacy Office.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon, Georgia Cherry Blossom Festival, Inc.**

## DESCRIPTION

The Macon Georgia Cherry Blossom Festival works to enhance the quality of life, community fellowship, and civic pride of all Macon area residents through the encouragement, development and coordination of selected recreational, cultural and social activities. The Festival strives to promote Macon and Bibb County to all visitors to be the model City that represents love, beauty and international friendship to all.

## HIGHLIGHTS

To feature many different countries that visit the City of the Macon, Georgia during the Cherry Blossom Festival. Many dignitaries from these countries are expected and are excited to be featured in the Cherry Blossom Festival in Macon, Georgia USA.

## **BUDGET SUMMARY**

	<b>BUDGET</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City (H/M Tax)	45,064	42,713	49,310
Cnty (H/M Tax)	134,911	130,000	135,000
City In-Kind	97,312	0	98,000
Other	218,151	381,925	397,329
<b>TOTAL REVENUES</b>	<b>495,438</b>	<b>554,638</b>	<b>679,639</b>
<b>EXPENDITURES</b>			
CITY	45,064	42,713	49,310
<b>TOTAL CITY</b>	<b>45,064</b>	<b>42,713</b>	<b>49,310</b>
<b>FUNDING</b>			

The Cherry Blossom is funded by the city and County by revenues generated from the Hotel/Motel Tax (H/M Tax). The City and County contributes 6.7% and 9.9% of its tax revenue, respectively. The City also provides in-kind services which are reimbursed at one-third of the cost to support the Festival.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Macon-Bibb County Convention & Visitors Bureau**

## DESCRIPTION

The Macon-Bibb County Convention & Visitors Bureau (CVB) is a non-profit marketing organization created exclusively to market and sell Macon to meeting planners, group tour planners and visitors who spend dollars in area hotels, restaurants, shops, service stations, etc. The Bureau's mission is to solicit and service conferences, group business and visitors to the Macon-Bibb County area.

## HIGHLIGHTS

The focus of the Macon-Bibb County Convention and Visitors Bureau in FY 2006 is to continue to strengthen and increase Macon's position as a regional, domestic, and international destination for association meetings, conventions, and trade shows, while continuing to successfully promote Macon and Bibb County to the growing tourism industry. Olympic marketing, major meetings, implementation of Technological Promotion through Internet and E-Mail, Image campaign, domestic/international sales/marketing, and diversity marketing are employed.

## **BUDGET SUMMARY**

	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City (H/M Tax)	336,246	320,346	281,768
Cnty (H/M Tax)	1,002,914	1,056,368	1,098,623
Other Income	206,000	131,000	117,000
<b>TOTAL</b>	<b>1,545,160</b>	<b>1,507,714</b>	<b>1,497,391</b>
<b>REVENUES</b>			

<b>EXPENDITURES</b>			
CITY	336,246	320,346	281,768
<b>TOTAL CITY</b>	<b>336,246</b>	<b>320,346</b>	<b>281,768</b>
<b>FUNDING</b>			

The City and County fund the CVB from revenue generated by the Hotel/Motel Tax. Of the tax collected, approximately 50% of the City's tax revenue and 87.1% of the County's tax revenue is contributed to this agency.

# CITY OF MACON

## FUNDED AGENCY

**AGENCY NAME: Douglass Theatre**

### DESCRIPTION

As adopted by the Friends of Douglass Theatre, the mission of the Douglass Theatre shall be to provide the community a theatre for multi-cultural performances, films, and lectures, and to preserve the African-American artistic and social legacy of the Douglass through exhibits and educational programs. The Douglass is open daily Monday through Friday to area school students and on weekends to area residents and visiting tourists associated with the Music and Sports Halls of Fame. The Board of Directors of the Friends of the Douglass Theatre has identified the staff requirements to be three (3) full-time and two (2) weekend employees.

### HIGHLIGHTS

The Douglass Theatre opened in the Fall of 1999. With a seating capacity of nearly 350, the theatre will offer 35mm and large format 70mm films capable of showing feature-length motion pictures and powerful IMAX images. In addition, the Douglass will offer high-resolution video projection for teleconferencing and long-distance learning presentations. It will also serve as a live entertainment venue coordinating with existing dramatic arts programs.

### BUDGET SUMMARY

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>
<b>REVENUES</b>			
City	135,000	90,000	*22,500
County	0	0	0
Operating Income/ Membership	91,625	99,600	97,200
Grants	17,900	25,000	35,000
<b>TOTAL REVENUES</b>	<b>244,525</b>	<b>214,600</b>	<b>154,700</b>

<b>EXPENDITURES</b>			
CITY	135,000	90,000	22,500
<b>TOTAL CITY FUNDING</b>	<b>135,000</b>	<b>90,000</b>	<b>22,500</b>

\* \$67,500 is kept in unallocated reserve.

# CITY OF MACON

## OTHER OUTSIDE APPROPRIATIONS

**AGENCY NAME: New Town Macon**

\$ 10,000 was appropriated for annual membership dues.

**AGENCY NAME: Macon-Bibb County Para-Transit System**

The Para-Transit System is a unit of the public transportation system, which provides transportation for handicapped citizens. The Older American Council in conjunction with the MBC Transit Authority operates the system. The system has four (4) full-time employees and two fully equipped vans servicing the community.

The City and County fund the operating deficit of the Para-Transit system on an 80:20 basis. The City appropriation for FY 2007 is \$117,597.

**AGENCY NAME: ECD – Property Inspection Administration**

As of July 1, 2006 funding of \$575,000 is budgeted in the General Fund to supplement the total ECD – Property Inspection Administration.

**AGENCY NAME: Payne City (LOST)**

The FY 2007 budget contains an appropriation to provide a payment in lieu of Sales Tax to Payne City, a small-incorporated City that lies within the city limits of Macon. An agreement was reached whereby the City of Macon pays Payne City \$15,000 per year in lieu of a portion of the Sales Tax revenue collected. The agreement is for 30 years beginning January 1, 1993.



*CITY OF MACON*

**IX. OTHER FUNDS**

# **CITY OF MACON**

## **OTHER FUNDS**

Other budgeted funds are in this section. They include a Special Revenue fund and the GOB Debt Service fund.

**HOTEL / MOTEL TAX FUND** - to account for funds collected from the Hotel/Motel tax and disbursed to the Convention and Visitor's Bureau, the Cherry Blossom Festival and the Coliseum Enterprise Fund and Debt service.

**DEBT SERVICE SCHEDULE** - to account for the accumulation of resources for repayment of general obligation bond principal and interest.

# CITY OF MACON

## **OTHER FUNDS**

### **HOTEL / MOTEL TAX FUND**

The Hotel/Motel Tax Fund was established to account for receipts from the Hotel/Motel Tax. The tax is collected from lodging facilities located within the city limits by the City Finance Office. Beginning with July 2006 the distribution will be as follows:

53%	Macon Centreplex	\$373,344
40%	Convention/Visitors Bureau	\$281,768
7%	Cherry Blossom Festival	\$ 49,310

### **PURPOSE**

The City declares that the encouragement, development, growth and expansion of tourism and conventions within the city are important to the economy of the city and to the general welfare of its citizens; and that the city should be a tourism and convention center of the state and should have the financial ability to attract and promote tourism and conventions.

### **DEBT SERVICE FUND**

#### **DEBT MANAGEMENT**

Macon's primary objective in debt management is to keep the level of indebtedness within available resources and within the legal debt limitations established by Georgia Law. Presently, the City's debt levels are well within our limits (see Legal Debt Margin on the following page). Debt service expenditures are the result of bonded issuance of the City and include principal and interest payments. Outstanding debt being serviced in the current budget totals \$ 43.7 million (principal only) for all long-term obligations.

The City of Macon utilizes two (2) funding sources for repayment of debt for bond issues. **Revenue bonds** - which are issued by Authorities such as the Industrial Authority (created by the government). By virtue of going through an authority, the bonds are considered to be an indirect debt of the City and constitute a contractual debt with the authority. The Coliseum Authority Bond payment of \$12 million will be paid by a Special Purpose Local

# CITY OF MACON

Option Sales Tax (SPLOST). **\$1,375,449** is appropriated in the General fund for payment of these contractual obligations for FY 2007.

The city's **general obligation debt** is accounted for in a separate Debt Service fund. These bonds are serviced by the SPLOST also. FY 2007 General Obligation (GO) Bonds require **\$912.9 thousand** of tax revenue for payment of scheduled principal and interest due.

The following is a summary of all debt that is currently being serviced by the City and requires an appropriation in the FY 2007 budget. Given is the amount of the issue, the date issued, the average annual payment (with the current principal appropriation in parentheses), the interest rate at which the issue was made and the amount outstanding as of July 1, 2005.

A more detailed debt schedule follows.

## **GENERAL OBLIGATION BONDS**

1976 Street and Traffic Improvements Serial Bonds - \$5,000,000 Issue Due in annual installments of \$85,000 to \$370,000 (\$345,000) Maturity: August 1, 2006.

Interest at 5.0% to 6.5%

Principal Outstanding as of June 30, 2006: \$ 370,000

1976 Mercer Medical School Serial Bonds - \$6,925,000 Issue Due in annual installments of \$115,000 to \$520,000 (\$480,000) Maturity: August 1, 2006.

Interest at 5.25% to 7.25%

Principal Outstanding as of June 30, 2006: \$ 520,000

## **REVENUE BONDS & CONTRACTUAL OBLIGATIONS**

1996 Middle Georgia Coliseum Authority Serial Bonds \$4,545,000 Issue (Coliseum Renovation and Expansion Project Phase 2)

Due in annual installments of \$145,000 to \$355,000 (\$200,000) Maturity: July 1, 2006

Principal Outstanding as of June 30, 2006: \$ 210,000.

2003 Middle Georgia Coliseum Authority Revenue Refunding Bonds - \$14,225,000 Issue (Refunding of 1994A & 1994B MGCA)

Due in annual installments of \$355,000 to \$1,650,000 (\$595,000) Maturity: July 1, 2016

Principal Outstanding: \$ 13,630,000

# CITY OF MACON

## LEGAL DEBT MARGIN

The Legal Debt limit for the City for General Obligation Bond debt is determined by the constitution of the State of Georgia to be 10% of the total assessed value of all real, personal, and public utility property. The Legal Debt Margin as of July 1, 2006 is \$184,950,868 as determined by the following computation:

REAL & PERSONAL	\$ 1,650,657,359
PUBLIC UTILITIES	68,242,198
VEHICLES	180,147,480
OTHER	24,058
Less EXEMPTIONS	(40,162,327)
<b>TOTAL ASSESSED VALUE</b>	<b>\$ 1,858,884,710</b>
<hr/>	
BONDED DEBT LIMIT	\$ 185,888,471
(10% of assessed value)	
Less GENERAL OBLIGATION	
BONDS OUTSTANDING	( 890,000)
<hr/>	
<b>LEGAL DEBT MARGIN</b>	<b>\$ 184,998,471</b>
<hr/>	

## BOND RATING

Bond ratings are a measure of the City's credit worthiness. The ratings agencies analyze the City's economic condition, debt management, administrative leadership and fiscal planning and management to determine the City's credit rating. The City's bonds have favorable ratings from Standard & Poor's and Moody's Investors Service. The current ratings are A and A3, respectively. These ratings allow the City to broaden the market for its bonds and lower the interest cost for issuing bonds.

# CITY OF MACON

GENERAL OBLIGATION BONDS										CONTRACTUAL OBLIGATIONS									
1976 Street & Traffic	1976 Mercer	1976 Med School	1976 Total	2002 ASA Airport Improv.	1993 Zantop	2002 A City Projects	2002 B City Projects	1996 MGCA	2003 MGCA	Contractual Total	Secretary of State	1990 GMA Leasepool	1998 GMA Leasepool	Grand Total					
Prin Bal as of 6/30/2006	\$370,000	\$520,000	\$890,000	\$2,960,000	\$2,965,000	\$7,860,000	\$4,165,000	\$210,000	\$13,630,000	\$31,790,000	\$6,169,833	\$1,167,459	\$3,721,791	\$43,739,083					
Prin. Acct #	20205-43276	20205-43281		037-24002	037-24001	10205-43296	10205-43297	10205-43291	10205-43288		10205-43274	(various)	(various)						
Int. Acct. #	20207-43276	20207-43281		37205-43287	37205-43288						1st Monthly	Nov 30	Nov 30						
Due Date	Aug 1	Aug 1						July 1	July 1										
<b>2007</b>																			
Principal	370,000	520,000	890,000	190,000	175,000	285,000	0	210,000	1,060,000	1,730,000	560,300	583,730	1,251,370	5,015,400					
Interest	9,250	13,650	22,900	146,100	178,763	358,339	0	5,408	400,163	942,673	309,544	30,000	100,100	1,405,217					
<b>2008</b>																			
Principal	0	0	0	195,000	185,000	295,000	0	0	1,330,000	1,810,000	602,933	590,204	47,200	3,003,137					
Interest	0	0	0	138,500	168,613	351,214	249,900	0	352,363	1,122,090	279,958	47,200		1,449,248					
<b>2009</b>																			
Principal	0	0	0	205,000	200,000	300,000	150,000	0	1,375,000	2,025,000	649,566	493,516		3,168,083					
Interest	0	0	0	128,750	157,790	342,954	249,900	0	305,563	1,056,207	246,569	39,500		1,942,276					
<b>2010</b>																			
Principal	0	0	0	215,000	210,000	310,000	155,000	0	1,420,000	2,095,000	\$698,135	345,196		3,138,331					
Interest	0	0	0	118,500	145,790	333,579	240,900	0	269,388	989,657	\$211,442	27,600		1,228,699					
<b>2011</b>																			
Principal	0	0	0	225,000	220,000	320,000	165,000	0	1,450,000	2,155,000	\$749,533			2,155,000					
Interest	0	0	0	107,750	133,190	323,039	231,600	0	235,286	923,117	\$173,868			923,117					
<b>2012</b>																			
Principal	0	0	0	235,000	235,000	335,000	175,000	0	1,500,000	2,245,000	\$802,939			2,245,000					
Interest	0	0	0	96,500	119,990	311,519	221,700	0	195,600	848,809	\$134,130			848,809					
<b>2013</b>																			
Principal	0	0	0	250,000	250,000	345,000	185,000	0	1,550,000	2,330,000	\$861,343			2,330,000					
Interest	0	0	0	84,750	105,890	298,957	211,200	0	150,788	766,835	\$89,782			766,835					
<b>2014</b>																			
Principal	0	0	0	265,000	265,000	360,000	200,000	0	1,595,000	2,420,000	\$922,116			2,420,000					
Interest	0	0	0	72,250	90,890	285,588	200,100	0	102,616	679,194	\$43,276			679,194					
<b>2015</b>																			
Principal	0	0	0	275,000	280,000	375,000	210,000	0	1,650,000	2,515,000	\$322,967			2,515,000					
Interest	0	0	0	59,000	74,725	271,188	188,100	0	50,881	584,894	\$3,537			584,894					

**CITY OF MACON**

GENERAL OBLIGATION BONDS				CONTRACTUAL OBLIGATIONS										Secretary of	1990 GMA	1998 GMA	
2016																	
Principal	0	0	0	290,000	295,000	390,000	220,000	345,000	1,250,000								1,250,000
Interest	0	0	0	45,250	57,645	252,438	175,500	18,247	503,830								503,830
2017																	
Principal	0	0	0	305,000	315,000	410,000	235,000	355,000	1,315,000								1,315,000
Interest	0	0	0	30,750	39,650	232,938	162,300	6,213	441,101								441,101
2018																	
Principal	0	0	0	310,000	335,000	430,000	250,000	1,015,000									1,015,000
Interest	0	0	0	15,500	20,435	212,438	148,200	381,073									381,073
2019																	
Principal	0	0	0		455,000	265,000	720,000										720,000
Interest	0	0	0		190,938	133,200	324,138										324,138
2020																	
Principal	0	0	0		475,000	280,000	755,000										755,000
Interest	0	0	0		168,188	117,300	285,488										285,488
2021																	
Principal	0	0	0		500,000	295,000	795,000										795,000
Interest	0	0	0		144,438	100,500	244,938										244,938
2022																	
Principal	0	0	0		525,000	315,000	840,000										840,000
Interest	0	0	0		119,438	82,800	202,238										202,238
2023																	
Principal	0	0	0		555,000	335,000	890,000										890,000
Interest	0	0	0		91,876	63,900	155,776										155,776
2024																	
Principal	0	0	0		580,000	355,000	935,000										935,000
Interest	0	0	0		62,738	43,800	106,538										106,538
2025																	
Principal	0	0	0		615,000	375,000	990,000										990,000
Interest	0	0	0		32,288	22,500	54,788										54,788
TOTAL	1,102,550	1,582,469	2,685,019		4,968,911	12,960,773	7,758,100	630,008	27,685,237								30,370,256
Memo																	
Principal	1,040,000	1,455,000	2,495,000		3,290,000	7,305,000	3,830,000	600,000	16,318,758								18,813,758
Interest	62,550	127,469	190,019		1,678,911	5,655,773	3,928,100	30,008	11,366,479								11,556,498

**CITY OF MACON**

GENERAL OBLIGATION BONDS		CONTRACTUAL OBLIGATIONS				Secretary of	1990 GMA	1998 GMA
Institution	BNY	SUNTRUST	WACHOVIA	BNY	BNY	WACHOVIA	WACHOVIA	
		Sonia Henry	Paul Henderson	Paul Fritz/Davi	Paul Fritz	Paul Hend	Paul Henderson	
		800-711-1614	404-332-5274	770-698-5186	770-698-5186	404-332-5274	404-332-5274	
		MGCA - Middle Georgia Coliseum Authority						
		MBCIA - Macon-Bibb County Industrial Authority						



# CITY OF MACON

## COMBINED GENERAL OBLIGATION BONDS

<b>Maturity Date</b>	<b>Principal Payable</b>	<b>Interest Payable</b>	<b>TOTAL</b>
July 01, 2006	890,000	22,900	912,900
<b>TOTALS</b>	<b>\$ 890,000</b>	<b>\$ 22,900</b>	<b>\$ 912,900</b>

## COMBINED REVENUE BONDS & CONTRACTUAL OBLIGATIONS

<b>Maturity Date</b>	<b>Principal Payable</b>	<b>Interest Payable</b>	<b>TOTAL</b>
July 01, 2006	1,920,000	1,338,673	3,258,673
July 01, 2007	2,005,000	1,260,590	3,265,590
July 01, 2008	2,230,000	1,184,957	3,414,957
July 01, 2009	2,310,000	1,108,157	3,418,157
July 01, 2010	2,380,000	1,030,867	3,410,867
July 01, 2011	2,480,000	945,309	3,425,309
July 01, 2012	2,580,000	851,585	3,431,585
July 01, 2013	2,685,000	751,444	3,436,444
July 01, 2014	2,790,000	643,894	3,433,894
July 01, 2015	1,560,000	549,080	2,109,080
July 01, 2016	1,620,000	471,851	2,091,851
July 01, 2017	1,325,000	396,573	1,721,573
July 01, 2018	720,000	324,138	1,044,138
July 01, 2019	755,000	285,488	1,040,488
July 01, 2020	795,000	244,938	1,039,938
July 01, 2021	840,000	202,238	1,042,238
July 01, 2022	890,000	155,776	1,045,776
July 01, 2023	935,000	106,538	1,041,538
July 01, 2024	990,000	54,788	1,044,788
<b>TOTALS</b>	<b>\$ 31,810,000</b>	<b>\$ 11,906,884</b>	<b>\$ 43,716,884</b>
<b>BONDED DEBT</b>	<b>\$ 32,700,000</b>	<b>\$ 11,929,784</b>	<b>\$ 44,629,784</b>

*CITY OF MACON*

**X. INDEX**

# *CITY OF MACON*

## **INDEX**

- This section includes a glossary.
- This section is an alphabetical listing of the contents of this document and the corresponding page number.
- Also included is a list of acronyms frequently used
- throughout the document.

# CITY OF MACON

## GLOSSARY

Transactions processed to record receipts and expend funds are performed based on assigned account numbers. Functioning under generally accepted accounting principles (GAAP) on the basis of fund accounting, account numbers are established as follows:

### ACCOUNT NUMBER - FUND/DEPARTMENT/FUNCTION/OBJECT

XX - XXX . XXXXX  
FUND DEPT FUNCTION OBJECT

A **Fund** is an accounting and budgeting entity established to finance a specific purpose and maintain financial records of transactions for this purpose.

A **Department** is an organizational or budgetary break down within a fund. Each department serves a specific function as a distinct organizational unit of government.

A **Function** is a sub-division of a department.

An **object of expenditure** is a detailed expenditure classification which relates to a specific type of item purchased or service obtained.

**The following are definitions of some of the more common terms that may be encountered in reviewing this document.**

**Accrual Basis** - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Ad Valorem Taxes** - Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

**Appropriation** - A legal authorization granted by the legislative body (City Council) to make expenditures and incur obligations for specific purposes.

**Appropriations Ordinance** - The formal budgetary document enacted by the legislative body which contains all approved appropriations for the fiscal year.

**Attrition** - A method of achieving a reduction in personnel by not refilling the positions vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.

**Authorized Personnel (positions)** - The total number of personnel (positions) authorized to be employed in a particular department/function at any given time during the fiscal year.

**Available Fund Balance** - Financial resources carried forward at the end of a fiscal year which have not been reserved or designated for a specific purpose such as working capital. These resources are considered "available" to finance future budgets.

# CITY OF MACON

**Bond** - A long-term I.O.U. or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

**General Obligation (G.O.) Bond** - This type of bond is backed by the full faith, credit and taxing power of the government requires approval by referendum, in Georgia, the debt ceiling is ten percent of the assessed value of all taxable property. The cost of financing is spread over the life of the improvement so that future users help to repay the cost.

**Revenue Bond** - This type of bond is backed only by the revenues from a specific enterprise or project, such as a hospital or toll road.

**Budget** - A proposed plan for raising and spending money for specified programs, functions, and activities during a fiscal year.

**Budget Adjustment** - A legal procedure utilized by City staff to revise a budget appropriation. City staff has the prerogative to adjust expenditures within or between departmental budgets according to budget policy, but no increase in the total budget can occur without approval of the City Council.

**Budget Calendar** - The schedule of key dates which a government follows in the preparation and adoption of the budget.

**Budgetary Basis** - This refers to the basis of budgeting used to estimate

financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

**Capital Fund** - A fund used to account for financial resources used for the acquisition or construction of major capital facilities.

**Capital Improvement Program (CIP) budget** - The first year of the CIP as approved by the City Council. The Capital Budget should be based on a set of long term capital improvement programs. When the capital budget is reviewed each year, the programs are forwarded one year.

**Capital Outlay (Assets)** - Expenditure which result in the acquisition of or addition to fixed assets, including short-lived machinery and equipment.

**Capital Projects** - Projects which involves the acquisition of major machinery, equipment, land, buildings, renovations, and/or construction with a cost of more than \$20,000.

**Contingency** - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for. The Mayor and City Council have separate contingencies which may be used at their discretion.

**Cost-of-living Adjustment (COLA)** - An increase in salaries to offset the adverse effect of inflation on compensation.

**Debt Service Fund** - A fund used to account for the accumulation of

# CITY OF MACON

resources for, and payment of, general long-term debt principal and interest.

**Debt Service** - Interest and principal payments associated with Bond Issues.

**Deficit** - The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

**Depreciation** - Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**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** - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures.

**Expenditures** - The payment for goods and services; expenses incurred for specific items, or services.

**Fees** - Charges for services rendered by City Departments.

**Fiscal Year** - A 12 month period for which a budget is proposed at the end of which a government determines its financial position and the results of its operations. The City of Macon

operates on a July 1st through June 30th fiscal year.

**Full-time Equivalent Position (FTE)** - A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time typist working for 20 hours per week would be the equivalent to .5 of a full-time position.

**Fund Balance** - The amount by which assets exceed liabilities in a governmental fund.

**Funded Agencies** - Nonprofit agencies who provide community services which supplement and support City programs and for which City dollars are made available.

**GAAP - Generally Accepted Accounting Principles.** Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**Goal** - A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

**Grant** - A contribution by a government or other organization to support a particular function.

**Infrastructure** - Basic installations and facilities upon which the continuance and growth of a community depend; examples are roads and public utilities.

# CITY OF MACON

**Interfund Transfer** - A transfer of resources from one accounting fund to another accounting fund. For example, an interfund transfer might be made from the General Fund to offset a deficit in the Coliseum Fund for stadium operations.

**Levy** - To impose taxes for the support of government activities.

**Line Item Budget** - A budget that lists each expenditure category (salary, supplies, services, etc.) separately, along with the dollar amount budgeted for each specified category.

**Mill** - The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

**Millage rate** - The tax rate on real property based on \$1.00 per \$1,000 of assessed property value.

**Modified Accrual Basis** - Under the modified accrual basis of accounting, recommended for use by governmental funds, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

**Objective** - Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

**Operating Budget** - The portion of the budget pertaining to daily operations that provide basic

governmental services. The operating budget contains appropriations for such expenditures as personal services, fringe benefits, commodities, services and capital outlay.

**Operating Cost** - All costs (excluding Personnel cost) associated with the operation of a particular department or function. These costs include supplies, services, minor repairs, and improvements, minor equipment acquisitions and travel and training expenses.

**Performance Measure** - Special quantitative and qualitative measure of work performed as an objective of a department.

**Personnel Cost** - Total expenditures for hourly, daily, monthly, seasonal salaries, overtime, incentive pay, on-call pay, and employee benefits including social security, employment taxes, health insurance and pension contributions.

**Revenues** - Sources of income received during a fiscal year including resources forward from prior years, operating transfers from other funds, and other financial sources.

**Services & Charges** - Expenditures for services other than personnel including contractual agreements, legal & accounting fees, medical services, etc.

**Supplies** - Articles and commodities which are consumed when used; categories include: office, operating, agricultural, cleaning, clothing, chemicals, etc.

# **CITY OF MACON**

**Taxes** - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

**Unallocated Reserve** - An expenditure budget within a fund which is not allocated for a specific

purpose, but which is held in reserve for future spending needs.

**Working Capital** - Funds equal to one-twelfth (30 days) of the General Fund budget which is set aside as a reserve to be used in extraordinary emergency situations only.

## **OTHER ACRONYMS**

**ABC** - Anticipated Budget Change

**CAO** - Chief Administrative Officer of the City

**ECD** - Economic & Community Development

**FAA** - Federal Aviation Administration

**GDOT** - Georgia Department of Transportation

**MBC** - Macon-Bibb County

**MSA** - Metropolitan Statistical Area

**SWM** - Solid Waste Management



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