



APRIL 10, 2023

MAYOR AND
COUNCIL BUDGET
MEETING

PROPOSED BUDGET
FY2023-2024



RECREATION ADMINISTRATION

Recreation Administration and Cultural Arts Department Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 6100 - Recreational Admin								
<i>Personnel Services</i>								
51 5010	Salary/Operating	186,634.05	208,267.00	171,312.28	82	250,345.00	250,345.00	20
51 5030	Salary/Partime	60,900.00	.00	.00		.00	.00	
51 5040	Employee Utility Credit	2,323.67	2,400.00	1,719.29	72	2,400.00	2,400.00	
51 5190	Medicare	3,057.31	3,020.00	2,215.01	73	3,630.00	3,630.00	20
51 5200	Fica	2,638.33	.00	.00		.00	.00	
<i>Personnel Services Totals</i>		\$255,553.36	\$213,687.00	\$175,246.58	82%	\$256,375.00	\$256,375.00	20%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	35,422.38	35,649.00	32,872.69	92	43,398.00	43,398.00	22
51 5161	Life Insurance	67.86	138.00	49.59	36	138.00	138.00	
51 5163	ST Disability Insurance	346.32	349.00	276.83	79	349.00	349.00	
51 5164	LT Disability Insurance	392.60	344.00	286.90	83	344.00	344.00	
51 5165	Health Insurance	35,663.74	36,721.00	27,405.98	75	40,079.00	40,079.00	9
51 5166	Dental Insurance	1,545.44	1,545.00	1,243.36	80	1,545.00	1,545.00	
51 5180	Uniforms	4,369.00	.00	.00		.00	.00	
<i>Employee Benefits Totals</i>		\$77,807.34	\$74,746.00	\$62,135.35	83%	\$85,853.00	\$85,853.00	15%
<i>Communications & Util.</i>								
52 5240	Telephone	49,761.45	50,884.00	25,656.07	50	50,196.00	12,720.00	(75)
52 5260	Heat & Power	4,292.45	2,922.00	2,441.25	84	3,132.00	4,416.00	51
52 5270	Water	74.93	91.00	102.58	113	108.00	84.00	(8)
52 5280	Other Communication/Util	315.96	369.00	236.96	64	480.00	325.00	(12)
<i>Communications & Util. Totals</i>		\$54,444.79	\$54,266.00	\$28,436.86	52%	\$53,916.00	\$17,545.00	(68%)
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	7,132.88	2,000.00	5,808.26	290	3,000.00	10,296.00	415
52 5710	R&M Furn. & Equip.	.00	.00	.00		1,000.00	1,000.00	
52 5730	R&M - D/P Equipment	6,283.18	8,196.00	.00		3,411.00	3,611.00	(56)
53 5680	Tires	.00	500.00	.00		1,000.00	1,000.00	100
<i>Repair & Maintenance Totals</i>		\$13,416.06	\$10,696.00	\$5,808.26	54%	\$8,411.00	\$15,907.00	49%
<i>Training & Education</i>								
52 6200	Training	95.00	.00	337.56		1,000.00	1,000.00	
52 6210	Dues	1,827.50	3,400.00	1,000.00	29	4,350.00	4,350.00	28
52 6230	Conventions/Meetings	476.00	1,000.00	.00		8,000.00	6,000.00	500
<i>Training & Education Totals</i>		\$2,398.50	\$4,400.00	\$1,337.56	30%	\$13,350.00	\$11,350.00	158%



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 6100 - Recreational Admin								
<i>Other Services & Charges</i>								
52 3505	Mileage Reimbursement	.00	600.00	15.00	3	500.00	500.00	(17)
52 6100	Auto Insurance	5,327.40	5,518.00	1,871.14	34	6,430.00	6,430.00	17
52 6110	Other Insurance	2,882.41	2,934.00	3,723.82	127	4,077.00	4,077.00	39
52 6160	Instructor & Official Fee	(630.00)	.00	6,485.00		.00	.00	
52 6170	Contractual Services	4,325.00	7,000.00	20,620.00	295	21,000.00	21,000.00	200
52 6193	City Wide Events	28,866.77	48,700.00	94,978.15	195	70,000.00	70,000.00	44
52 6560	Workers Comp/Administrati	414.93	.00	691.25		500.00	500.00	
<i>Other Services & Charges Totals</i>		\$41,186.51	\$64,752.00	\$128,384.36	198%	\$102,507.00	\$102,507.00	58%
<i>Materials & Supplies</i>								
52 6070	Swimming Pool Supplies & Service	12,680.43	.00	3,288.00		.00	.00	
52 7300	Postage	3.34	100.00	53.54	54	100.00	100.00	
52 7320	Stationery & Printing	725.92	2,500.00	2,575.36	103	2,500.00	1,500.00	(40)
52 7330	Copy Expense	1,103.62	2,400.00	.00		2,400.00	2,400.00	
53 7000	Gas & Oil	.00	200.00	.00		200.00	200.00	
53 7010	Tools/Shop Supplies	.00	500.00	.00		500.00	500.00	
53 7050	Medical Services/Supplies	250.00	100.00	.00		100.00	100.00	
53 7080	Recreational Supplies	2,385.89	500.00	765.68	153	1,000.00	1,000.00	100
53 7121	Computer Hardware	3,468.06	1,000.00	.00		1,800.00	1,800.00	80
53 7122	Computer Supplies	505.00	.00	.00		1,000.00	1,000.00	
53 7150	Other Operating Supplies	1,838.19	.00	95.00		1,000.00	1,000.00	
53 7310	Office Supplies	481.06	1,000.00	.00		1,000.00	1,000.00	
53 7360	Other Admin. Supplies	2,295.39	400.00	5,031.25	1,258	600.00	600.00	50
53 7450	Emergency/Water Restoration	.00	.00	11,475.00		.00	.00	
<i>Materials & Supplies Totals</i>		\$25,736.90	\$8,700.00	\$23,283.83	268%	\$12,200.00	\$11,200.00	29%
<i>Cost Of Sales</i>								
53 7030	Food & Dietary Supplies	2,085.49	2,850.00	1,401.61	49	5,400.00	5,400.00	89
<i>Cost Of Sales Totals</i>		\$2,085.49	\$2,850.00	\$1,401.61	49%	\$5,400.00	\$5,400.00	89%
<i>Capital Outlay</i>								
54 7590	Vehicles - Replace	.00	.00	.00		90,000.00	90,000.00	
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	+++	\$90,000.00	\$90,000.00	+++
Department 6100 - Recreational Admin Totals		\$472,628.95	\$434,097.00	\$426,034.41	98%	\$628,012.00	\$596,137.00	37%
EXPENSE TOTALS		\$472,628.95	\$434,097.00	\$426,034.41	98%	\$628,012.00	\$596,137.00	37%



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	100 - GENERAL FUND Totals							
	EXPENSE TOTALS	\$472,628.95	\$434,097.00	\$426,034.41	98%	\$628,012.00	\$596,137.00	37%
Fund	100 - GENERAL FUND Totals	(\$472,628.95)	(\$434,097.00)	(\$426,034.41)	98%	(\$628,012.00)	(\$596,137.00)	37%
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
	EXPENSE GRAND TOTALS	\$472,628.95	\$434,097.00	\$426,034.41	98%	\$628,012.00	\$596,137.00	37%
	Net Grand Totals	(\$472,628.95)	(\$434,097.00)	(\$426,034.41)	98%	(\$628,012.00)	(\$596,137.00)	37%



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 6100 - Recreational Admin				
Account 52 5240 - Telephone				
100 6100 52 5240	AT&T Telephone (Fax Lines, Elevator, ATM, Security System)	12.0000	10.00	120.00
100 6100 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00
100 6100 52 5240	Verizon Wireless	12.0000	318.00	3,816.00
100 6100 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	665.00	7,980.00
Account 52 5240 - Telephone Totals		Transactions	4	<u>\$12,720.00</u>
Account 52 5260 - Heat & Power				
100 6100 52 5260	Based on Monthly Average	12.0000	368.00	4,416.00
Account 52 5260 - Heat & Power Totals		Transactions	1	<u>\$4,416.00</u>
Account 52 5270 - Water				
100 6100 52 5270	Based on Monthly Average	12.0000	7.00	84.00
Account 52 5270 - Water Totals		Transactions	1	<u>\$84.00</u>
Account 52 5280 - Other Communication/Util				
100 6100 52 5280	Sanitation & Stormwater	1.0000	325.00	325.00
Account 52 5280 - Other Communication/Util Totals		Transactions	1	<u>\$325.00</u>
Account 52 5700 - R&M - Vehicles				
100 6100 52 5700	Moody's Allocation	12.0000	858.00	10,296.00
Account 52 5700 - R&M - Vehicles Totals		Transactions	1	<u>\$10,296.00</u>
Account 52 5710 - R&M Furn. & Equip.				
100 6100 52 5710	Office File Cabinets for Grants	1.0000	1,000.00	1,000.00
Account 52 5710 - R&M Furn. & Equip. Totals		Transactions	1	<u>\$1,000.00</u>
Account 52 5730 - R&M - D/P Equipment				
100 6100 52 5730	DocuSign	1.0000	2,601.00	2,601.00
100 6100 52 5730	Email License	1.0000	739.00	739.00
100 6100 52 5730	Mimecast	1.0000	271.00	271.00
Account 52 5730 - R&M - D/P Equipment Totals		Transactions	3	<u>\$3,611.00</u>
Account 52 6100 - Auto Insurance				
100 6100 52 6100	APEX Auto Insurance	1.0000	6,430.00	6,430.00
Account 52 6100 - Auto Insurance Totals		Transactions	1	<u>\$6,430.00</u>
Account 52 6110 - Other Insurance				
100 6100 52 6110	APEX EPLI Policy	1.0000	1,526.00	1,526.00
100 6100 52 6110	APEX General Liability 1	1.0000	2,551.00	2,551.00
Account 52 6110 - Other Insurance Totals		Transactions	2	<u>\$4,077.00</u>
Account 52 6170 - Contractual Services				
100 6100 52 6170	Fill in for Admin	1.0000	1,000.00	1,000.00
100 6100 52 6170	Grant Funding Administration	4.0000	5,000.00	20,000.00
Account 52 6170 - Contractual Services Totals		Transactions	2	<u>\$21,000.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	100 - GENERAL FUND			
Department	6100 - Recreational Admin			
Account	52 6193 - City Wide Events			
100 6100 52 6193	Black History	1.0000	5,000.00	5,000.00
100 6100 52 6193	Christmas Parade	1.0000	5,000.00	5,000.00
100 6100 52 6193	Contractual Sound Engineer	4.0000	1,200.00	4,800.00
100 6100 52 6193	Contractual Videographer for City Wide Events	4.0000	1,000.00	4,000.00
100 6100 52 6193	Cultural Arts Council	1.0000	1,000.00	1,000.00
100 6100 52 6193	Easter Egg Hunt	1.0000	5,000.00	5,000.00
100 6100 52 6193	Event Rentals	4.0000	1,000.00	4,000.00
100 6100 52 6193	Light Up College Park	1.0000	5,000.00	5,000.00
100 6100 52 6193	Movie Nights	4.0000	2,000.00	8,000.00
100 6100 52 6193	Older American Month	1.0000	1,500.00	1,500.00
100 6100 52 6193	Parks & Recreation Month	1.0000	2,000.00	2,000.00
100 6100 52 6193	Pop Up Concerts "Music Series"	3.0000	2,400.00	7,200.00
100 6100 52 6193	Recreation Ribbon Cutting	2.0000	1,000.00	2,000.00
100 6100 52 6193	Santa Coming to Town	1.0000	3,000.00	3,000.00
100 6100 52 6193	Senior Performances	1.0000	1,000.00	1,000.00
100 6100 52 6193	Senior Thanksgiving Luncheon	1.0000	5,000.00	5,000.00
100 6100 52 6193	Theatre Performances	1.0000	2,000.00	2,000.00
100 6100 52 6193	Trunk or Treat Collaboration	1.0000	2,500.00	2,500.00
100 6100 52 6193	Youth Speaking Event	1.0000	1,000.00	1,000.00
100 6100 52 6193	Youth Summit	1.0000	1,000.00	1,000.00
	Account 52 6193 - City Wide Events Totals	Transactions	20	\$70,000.00
Account	52 6200 - Training			
100 6100 52 6200	GRPA Training	1.0000	1,000.00	1,000.00
	Account 52 6200 - Training Totals	Transactions	1	\$1,000.00
Account	52 6210 - Dues			
100 6100 52 6210	Americans for the Arts	2.0000	500.00	1,000.00
100 6100 52 6210	GRPA Agency Dues	1.0000	1,200.00	1,200.00
100 6100 52 6210	GRPA District Dues	1.0000	800.00	800.00
100 6100 52 6210	NRPA Dues	2.0000	675.00	1,350.00
	Account 52 6210 - Dues Totals	Transactions	4	\$4,350.00
Account	52 6230 - Conventions/Meetings			
100 6100 52 6230	GMA Conference- June Savannah	2.0000	1,500.00	3,000.00
100 6100 52 6230	GRPA Conference-Athens GA	2.0000	1,500.00	3,000.00
	Account 52 6230 - Conventions/Meetings Totals	Transactions	2	\$6,000.00
Account	52 6560 - Workers Comp/Administrati			
100 6100 52 6560	NFP	1.0000	500.00	500.00
	Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1	\$500.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 6100 - Recreational Admin				
Account 52 7300 - Postage				
100 6100 52 7300	Grant FedEx	4.0000	25.00	100.00
	Account 52 7300 - Postage Totals	Transactions	1	<u>\$100.00</u>
Account 52 7320 - Stationery & Printing				
100 6100 52 7320	Holiday Cards	1.0000	500.00	500.00
100 6100 52 7320	Special Event Printing: Invitations/ Programs	2.0000	500.00	1,000.00
	Account 52 7320 - Stationery & Printing Totals	Transactions	2	<u>\$1,500.00</u>
Account 52 7330 - Copy Expense				
100 6100 52 7330	Xerox Machine Administrative Office	1.0000	2,400.00	2,400.00
	Account 52 7330 - Copy Expense Totals	Transactions	1	<u>\$2,400.00</u>
Account 53 7030 - Food & Dietary Supplies				
100 6100 53 7030	Employee Birth, Birthday or Funeral	12.0000	100.00	1,200.00
100 6100 53 7030	Holiday Luncheon	30.0000	50.00	1,500.00
100 6100 53 7030	Staff Reconition	30.0000	50.00	1,500.00
100 6100 53 7030	Staff Training Luncheon	30.0000	40.00	1,200.00
	Account 53 7030 - Food & Dietary Supplies Totals	Transactions	4	<u>\$5,400.00</u>
Account 53 7121 - Computer Hardware				
100 6100 53 7121	Computer	1.0000	1,800.00	1,800.00
	Account 53 7121 - Computer Hardware Totals	Transactions	1	<u>\$1,800.00</u>
Account 53 7360 - Other Admin. Supplies				
100 6100 53 7360	Adobe Acrobat Pro DC	1.0000	200.00	200.00
100 6100 53 7360	Business Zoom Account with 2 Users	2.0000	200.00	400.00
	Account 53 7360 - Other Admin. Supplies Totals	Transactions	2	<u>\$600.00</u>
Account 54 7590 - Vehicles - Replace				
100 6100 54 7590	Replacement truck Unit# 972-Ford F-150 - Hotel/Motel Fund	1.0000	44,000.00	44,000.00
100 6100 54 7590	Replacement Van Unit#996 - Hotel/Motel Funding	1.0000	46,000.00	46,000.00
	Account 54 7590 - Vehicles - Replace Totals	Transactions	2	<u>\$90,000.00</u>
	Department 6100 - Recreational Admin Totals	Transactions	58	<u>\$247,609.00</u>
	Fund 100 - GENERAL FUND Totals	Transactions	58	<u>\$247,609.00</u>
	EXPENSES Totals	Transactions	58	<u>\$247,609.00</u>
	Grand Totals	Transactions	58	<u>\$247,609.00</u>

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Recreation Administration-6100

Fund: 100

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time		N/A		
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
Wages				
Regular			\$	-
Overtime				-
Medicare (1.45%)				-
FICA (6.2%) part- time only				-
Total (5210 Proposed New Personnel – Personnel Services)			\$	-
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$	-
Dental \$130 per year				-
Health Insurance \$8,115 per position per year				-
Pensions (23.99%) *				-
Uniforms				-
Total (5211 Proposed New Personnel – Benefits)			\$	-
Training and Education				
Training			\$	-
Dues/ Memberships				-
Other				-
Total (5212 Proposed New Personnel – Training/ Education)			\$	-
Material and Supplies				
Office Supplies			\$	-
Safety Clothing and Equipment				-
Other				-
Total (5213 Proposed New Personnel – Supplies)			\$	-
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$	-
Office Machines and Equipment				-
Other				-
Total (5214 Proposed New Personnel – Capital Outlay)			\$	-
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$	-
Vehicle Service Costs				-
Total (5215 New Personnel – Vehicles)			\$	-
Total			\$	-

EXHIBIT D-1
JOB DESCRIPTION

Job Title: N/A

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F

City of College Park, Georgia
 Vehicle Request
 Budget Year 2023-2024

Fund: 100		Department and Number: Recreation Admin 6100	
X	New Replacement for Vehicle/Equipment No.	Priority:	High
Vehicle Type	_____ Sedan 2 Door _____ Sedan 4 Door _____ Cruiser _____ Station Wagon _____ Van-15 passenger X _____ 1/2-ton Truck _____ 3/4-ton Truck _____ Sanitation Front Loader _____ Sanitation Rear Loader _____ Other	_____ Information on Vehicle/Equipment Being Replaced _____ Age of Vehicle/Equipment Being Replaced 1997 105,000 _____ Units of Use to Date (hours, miles, etc.) _____ Total Operating/Maintenance Costs to Date _____ Actual FYE 2022-23 Maintenance Cost _____ Actual FYE 2022-23 Operating Cost _____ Estimated FYE 2023-24 Maintenance Cost _____ Estimated FYE 2023-24 Operating Cost	
List of Special Features, Not Standard: Power windows up front. Back windows open manually		Specific Description & Condition of Item Being Replaced including VIN#: 1FTDF17723VNB83952. This truck is 26 years old and over 100,000 miles and is not safe to drive. Is used mainly for trash pickup around ball fields at Conley.	
Justification/Description: This vehicle has been used primarily for trash pick-up at the ball fields. It is not safe on the street to drive. It is over 25 years old and has over 100,000 miles. This vehicle does not pass emissions. This vehicle if replaced is to be scrapped.		Recommended Disposition of Replaced Item: _____ Sell by Sealed Bid X _____ Sell at Auction _____ Retain as Backup _____ Dismantle and Use for Parts _____ Junk _____ Other	
Purchase Option New Vehicle/Equipment \$ 45,000 _____ Purchase Price 20 years _____ Estimated Useful Life daily _____ Estimated Use During 2023-24 _____ Estimated Operating Cost During 2023-24		Rental Option New Vehicle/Equipment _____ Rental/Lease Cost per Year _____ Estimated Length of Rental/Lease _____ Estimated Use During 2023-24 _____ Estimated Operating Cost During 2023-24	

EXHIBIT F

City of College Park, Georgia
 Vehicle Request
 Budget Year 2023-2024

Fund: 100	Department and Number: Recreation Admin 6100	
X New Replacement for Vehicle/Equipment No.	Priority: High	
Vehicle Type <hr/> Sedan 2 Door <hr/> Sedan 4 Door <hr/> Cruiser <hr/> Station Wagon <hr/> X Van-15 passenger <hr/> 1/2-ton Truck <hr/> 3/4-ton Truck <hr/> Sanitation Front Loader <hr/> Sanitation Rear Loader <hr/> Other	Information on Vehicle/Equipment Being Replaced Age of Vehicle/Equipment Being Replaced <hr/> 2008 Units of Use to Date (hours, miles, etc.) <hr/> 60,000 Total Operating/Maintenance Costs to Date <hr/> Actual FYE 2022-23 Maintenance Cost <hr/> Actual FYE 2022-23 Operating Cost <hr/> Estimated FYE 2023-24 Maintenance Cost <hr/> Estimated FYE 2023-24 Operating Cost	
List of Special Features, Not Standard: Power windows up front. Back windows open manually	Specific Description & Condition of Item Being Replaced including VIN#: 1FBSS31L68DB088449. Worn out more suitable for a cargo van. This vehicle is not suitable for a passenger van.	
Justification/Description: This vehicle has been used primarily as a cargo van to replace the previous cargo van that went to scrap 4 years ago which was # 770 vehicle. The seats are taken out to carry cargo for City wide events. Would like to replace with a new 15 passenger (# 996) with a 15 passenger Transit van. This vehicle was approved in the previous year's budget but due to availability there was no confirmed or given date in the future when available so the replacement for the Director's vehicle was purchased due to availability.	Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction X Retain as Backup Dismantle and Use for Parts Junk Other	
Purchase Option New Vehicle/Equipment <hr/> \$ 45,000 Purchase Price <hr/> 20 years Estimated Useful Life <hr/> daily Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24	Rental Option New Vehicle/Equipment <hr/> Rental/Lease Cost per Year <hr/> Estimated Length of Rental/Lease <hr/> Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24	

EXHIBIT G
City of College Park, Georgia
5 Year Capital Improvement Program
Budget Year 2023-2024

Department: Recreation Admin Department Number: 6100

Account Number	Description/Justification	Suggested Funding Source	2023-24	2024-25	2025-26	2026-27	2027-28
54 7590	Transit Van-Replace vehicle # 996 and have current vehicelce # 996 to go to cargo vehicle. The current # 996 was purchased in 2008. This would replace the old cargo van # 770.	Hotel/Motel	\$46,000				
54 7590	F-150-Replace vehicle # 972. This year is 1997 and needs to go to scrap	Hotel/Motel	\$44,000				
Totals			\$90,000	\$0	\$0	\$0	\$0

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Recreation Admin

Fund: 100

Division:

Department Number: 6100

Item/Project Name: Replacement Van

Item/Project Manager:

Priority Rating: 2

Units Requested: 1

Number of Similar Units on Hand: 1

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Replacement F-150 truck which is over 25 years old and 105,000 miles. The truck has not passed emissions and is not safe to drive on the street. It is used only for picking up trash at the fields at Conley.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 20 years/100,000

Estimated Cost \$ 45,000

Less: Trade-In _____

Net Cost _____

Comparable Quotes:

Vendor Name

Vendor Quote

1. Wade Ford

2. Hardy Automotive

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Recreation Admin.

Project Name or Title:

Replacement F-150 Truck 972

Project Description:

The current F-150 truck is not drivable on the street due to not passing emissions. It is only used for trash pickup at the ball field and parks. The vehicle is the # 972 and when replaced will need to be scrapped.

Project Justification and Impact:

The current F-150 vehicle 972 is over 25 years old and has over 100,000 miles and needs to be replaced.

Project Costs: \$ 44,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ 44,000

Useful Life: 20 years and 100,000 miles

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Hotel/Motel Funding

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Recreation Admin

Fund: 100

Division:

Department Number: 6100

Item/Project Name: Replacement Van

Item/Project Manager:

Priority Rating: 1

Units Requested: 1

Number of Similar Units on Hand: 1

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Replacement van which was approved in last fiscal year. The current van # 996 will be used for cargo and renumber to # 770 and the new van will be vehicle # 996.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 20 years/100,000

Estimated Cost \$ 45,000

Less: Trade-In _____

Net Cost _____

Comparable Quotes:

Vendor Name

Vendor Quote

1. Wade Ford

2. Hardy Automotive

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Recreation Admin.

Project Name or Title:

Replacement Van # 996

Project Description:

The current van # 996 is to be moved to a cargo van # 770 and a new transit van will replace the # 996.

Project Justification and Impact:

This will expand services for each center to have van 15 passenger van. This will allow Brady, Conley and Wyatt Center to each have a 15-passenger van. The old 996 vehicle will be a cargo van to help with City Wide events to carry items and transport what ever is needed.

Project Costs: \$ 46,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 46,000	\$ -	\$ -	\$ -	\$ -	\$ 46,000

Useful Life: 20 years and 100,000 miles

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Hotel/Motel Funding

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2023 BUDGET

RECREATION ADMINISTRATION

Program Description:

The Department of Recreation and Cultural Arts is committed to building strong vibrant community and improving the quality of life of its citizens through a variety of recreational and cultural arts initiatives. Located in the center of City of College Park's, the Department promotes and advances the rich history and heritage of its parks and recreational facilities. Lush green space, innovative programming, and inclusiveness and recreation equality are all hallmarks of the Department of Recreation and Cultural Arts. We also offer pavilions at our parks for activities as well as our Historic College Park Auditorium.

Trends:

The College Park Recreation & Cultural Arts Department has many facilities that offer College Park residents and surrounding community recreational, cultural arts, and community activities for children, adult, and seniors.

Program Broad Goals:

The mission of the department is to enhance the lives of the City of College Park residents through various activities provided within the recreation facilities through sports and cultural arts programming.

Program 23/24 Objectives:

Improve by increasing participation in youth and adult recreational & cultural arts programing. Continue to improve and increase the cultural arts activities offered through additional programing to provide a broader outreach to the community. Be more innovative in the approach for communicating with the patrons and citizens by using additional resources. Resources to include digital media through online, website, social media, billboard marketing, and including new department newsletter and other video outlets. To set up standard operating procedures for the department to help set with consistency for staff and centers. Create standard programming contracts and volunteer contracts to have consistency. To continue to offer unique and different sports and cultural programming along with educational outreach.

Performance Measures

Survey the participants in the recreational and cultural arts program after each program to receive feedback to help modify and improve the services provided. To have all registration for programming for recreation and cultural arts programming online to streamline and help track enrollment, communicate to participants, and create financial reports. Have all staff set goals

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2023 BUDGET

and evaluate their goals and achievement yearly. To educate and provide training for staff in their field to learn about new trends and programming.

Program Goals and Objectives:

Continue to offer high quality recreation and cultural arts programs to include current program such as karate, dance, Zumba, yoga, line dancing, gymnastics, rock climbing, senior line dancing, volleyball, basketball, kickball and pickleball, baton twirling, theatre, football and cheerleading that will create a diverse group of who benefits from the Recreation & Cultural Arts Department.

Will continue to develop, create, and improve the Cultural Arts programing to promote outreach to the community and to collaborate these outreach programs with other departments which includes police and fire. Cultural Art programming to include adults and youth. Programming to include featured performers on the Auditorium lawn such as jazz and other musicians. To introduce new programming for the arts such as drama and theatre to help bring the community together for feature film festivals. Also, to celebrate the black history through our Black History Program yearly.

Create more of a community involvement with all the promotions to bridge the community with the Recreation & Cultural Arts Department.

Educate the community, employees, and City Officials of all the benefits recreation & cultural arts has to offer and how it ties to the City's strategic goal of "Quality of Life".

Continue the growth of the youth sporting programs to alternative sports (volleyball, flag football, kickball, pickleball and soccer) as an outlet.

Create more opportunity for the senior program to offer more for their recreational & cultural arts services and special events. This year there are over 100 seniors participating in senior programming offered. Programs to include Biz Wiz, Senior Line Dancing, Senior Salsa, Senior meeting groups along with special programing for the senior by adding Older American Month celebration to events for the upcoming year. This year we also added a free Qigong and sound healing meditation class at the Conley facility.

Outreach to local schools, businesses, and social groups within the community to gain more volunteers for our special events.

Continue to develop our community youth programming with a youth jazz assemble and bring forth their gift and talents to the community by featuring their talents at City and special events.

Continue and grow the Cultural Arts Council by gaining a massive influence of cultural arts projects to enhance the awareness and participation within the city's livelihood of culture.

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2023 BUDGET

Grow the Cultural Art within the city and look to unique programming to include circus arts, poetry events, feature artist and youth cultural art programming.

Prior Year Highlights:

- Programs such as Dance, Zumba, Line Dancing and Yoga continued to grow and enhance the programs offered by the recreation department.
- Through Community Development Block Grants, we were able to do significant upgrading to the Brady Recreation Center. The upgrades included interior improvement at the Brady with the back gymnasium restrooms.
- Youth basketball continued its dominance with district and state victories.
- Created “pop-up” events in various areas of the community to create more outreach and activity at Brady Center. Events to include a senior Thanksgiving Luncheon. Music on the Lawn which included a R & B Concert, Gospel Fest along with coordination of the Wine Stroll by the Main Street Association.
- Volleyball continues to grow and dominated during their season. The Dream Chaser volleyball program won every game along with Georgia Recreation & Park’s Association State Tournament. This was the second time the City of College Park Recreation & Cultural Arts Department entered in a GRPA State tournament and won state championship.
- Hosted a live in person “Light Up College Park” event on November 28, 2022. This was another record attendance for the crowd and turn out. Featured performer were fantastic and this year collaborated with Main Street Association for a Tinsel Trail with Light Up to bring more lights to the Cit Auditorium. This year we featured a new 17’ Christmas tree along with a nativity tree. On December 17, 2023, “Santa Drive By” featuring Mr. & Mrs. Claus on the College Park Fire truck along with Mayor Bianca Motley Broom was a great hit. This year Amazon joined in with donating \$ 35,000 toys and electronic for the event. The Mayor and Mr. & Mrs. Clause also handed out free toys. The route for the fire truck is through each ward with a designated route.
- In February the Black History Month program was a pre-recorded event due to COVID. The program highlights the Judge Penny Brown and Lee Haney as speakers. Special recognition to Peter Stoner, Councilman Rodrick Gay’s wife’s father, as a Freedom Rider. Mr. Stoner received the Legacy Award. The 1 ½ hour pre-recorded program ran on the College Park TV channel daily for citizens to see for the month of February.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2023 BUDGET

- Senior Line Dancing class continues to grow and perform at local events. The Wyatt group has over 75 participants.
- Programming this year coming out of COVID-19 resumed to normal pre-covid numbers and participation. The pools and summer day camp resumed at the Conley and Wyatt Center. At Conley Recreation Center a variety of programs included use of the fitness center, College Park Gymnastics, youth baseball, instructional football and flag, Cheerleading, Ferguson Karate Program, Performance Fitness, and Cambridge Tutoring Services. At Tracey Wyatt Recreation center the computer lab and weight room stayed open with reserving time spots. Girls' and boys' recreational basketball season highlighted at both the Wyatt and Brady Recreation Center.
- College Park Tumbleweeds Gymnastics hosted three gymnastics meets in the City of College Park; Tumbles VS Weeds, Donna Stuart Tumbleweeds Invitational and 65 Roses Invitational for Cystic Fibrosis to promote and educate the participants about the genetic disease Cystic Fibrosis.
- To continue to apply for Community Block Development Grant through Fulton County to continue to improve the facilities and parks in the City of College Park. Applied and received funding from CDBG for the following:
 - \$ 102,700 to restore the Barrett Park playground-project completed in Fall 2022
 - \$ 584,000 Splash Pad at Phillips Park-project completed in Fall 2022
 - \$ 162,487 for Brady interior improvements for the back restrooms-project completed in 2022
 - \$ 223,229 for Conley sewer line and interior improvement-project completed in 2022
 - \$ 90,000 for concrete pad for mini pitch soccer-project completed in Fall 2022
- US Soccer Foundation Grant with Dicks Sporting Goods for \$ 100,000 for mini pitch soccer field at Richards D. Zupp Park.
- \$ 12,500 from Fulton County Arts Grant for programming support for Cultural Arts Funding.
- Will continue to look for grant funding to assist with needs for the department projects. Goals for the Recreation & Cultural Arts Department in projects are the following:
 - Update Zupp & Phillips Park Playground
 - Restrooms for Barrett Park
 - Evans Field restrooms and grading and landscaping
 - Lighting at the Phillips Park Soccer Fields
 - Pools at Wyatt and Conley replastered
 - Basketball court at Phillips Park
 - Continue adding WiFi in the parks
 - Tennis Courts resurfaced
 - Oil Switch for lights at Evans Field changed over
 - Finish replacing old air conditioners units at Conley facility

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **100**

Department and Number: **Recreation Admin / 6100**

Department Submitting Request:

Division Submitting Request:

Requested for Department:

Prepared By:

Description of Item:

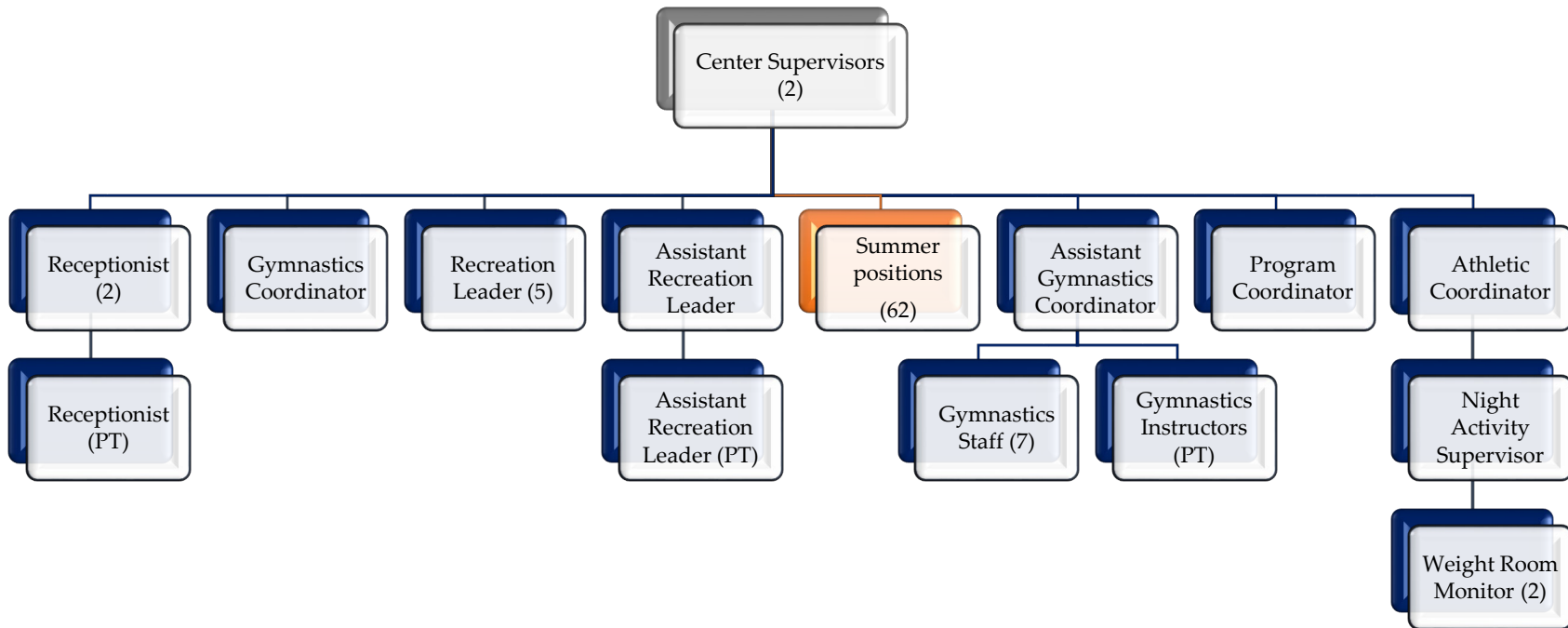
Reason for Requesting:

Cost Estimate/Revenue Enhancement:



RECREATION PROGRAMS

Recreation Programs Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 6110 - Recreation Programs								
<i>Personnel Services</i>								
51 5010	Salary/Operating	371,651.39	535,762.00	408,099.01	76	562,154.00	562,154.00	5
51 5020	Salary/Overtime	.00	.00	100.80		.00	.00	
51 5030	Salary/Partime	260,442.31	300,960.00	207,593.15	69	312,315.00	312,315.00	4
51 5040	Employee Utility Credit	4,678.52	4,800.00	4,725.22	98	2,400.00	2,400.00	(50)
51 5041	Shared Personnel Costs	41,130.00	35,000.00	38,595.50	110	35,000.00	35,000.00	
51 5190	Medicare	9,293.07	12,118.00	9,248.12	76	12,651.00	12,651.00	4
51 5200	Fica	14,435.54	20,631.00	10,633.80	52	19,364.00	19,364.00	(6)
<i>Personnel Services Totals</i>		\$701,630.83	\$909,271.00	\$678,995.60	75%	\$943,884.00	\$943,884.00	4%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	73,240.45	101,257.00	94,718.74	94	106,246.00	106,246.00	5
51 5161	Life Insurance	207.09	348.00	134.97	39	.00	300.00	(14)
51 5163	ST Disability Insurance	757.90	700.00	577.25	82	700.00	800.00	14
51 5164	LT Disability Insurance	825.63	600.00	433.87	72	600.00	800.00	33
51 5165	Health Insurance	61,681.20	76,325.00	67,408.37	88	80,140.00	80,140.00	5
51 5166	Dental Insurance	2,093.96	3,474.00	2,195.05	63	3,474.00	3,474.00	
51 5180	Uniforms	1,272.88	2,200.00	4,101.25	186	3,000.00	3,000.00	36
<i>Employee Benefits Totals</i>		\$140,079.11	\$184,904.00	\$169,569.50	92%	\$194,160.00	\$194,760.00	5%
<i>Rentals</i>								
52 5330	Office Equipment Rental	6,619.16	6,000.00	3,772.41	63	5,200.00	5,200.00	(13)
52 5340	Vehicle Rental	390.37	2,500.00	2,365.12	95	13,800.00	13,800.00	452
52 5360	Other Equipment Rental	6,558.34	8,000.00	.00		8,000.00	6,000.00	(25)
<i>Rentals Totals</i>		\$13,567.87	\$16,500.00	\$6,137.53	37%	\$27,000.00	\$25,000.00	52%
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	4,957.71	8,000.00	5,454.74	68	5,000.00	.00	(100)
52 5730	R&M - D/P Equipment	4,086.72	15,705.00	7,092.08	45	32,082.00	32,118.00	105
52 5750	Parks	16,818.47	2,000.00	.00		2,040.00	9,200.00	360
52 5780	Grounds	43,753.74	.00	1,765.00		.00	.00	
<i>Repair & Maintenance Totals</i>		\$69,616.64	\$25,705.00	\$14,311.82	56%	\$39,122.00	\$41,318.00	61%
<i>Building Maintenance</i>								
52 5740	R&M-Buildings	8,108.50	.00	1,000.00		.00	.00	
<i>Building Maintenance Totals</i>		\$8,108.50	\$0.00	\$1,000.00	+++	\$0.00	\$0.00	+++



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 6110 - Recreation Programs								
<i>Training & Education</i>								
52 6200	Training	3,472.83	14,325.00	6,838.10	48	15,060.00	15,060.00	5
52 6210	Dues	2,482.50	7,085.00	252.50	4	6,200.00	6,200.00	(12)
52 6220	Subscription/Publications	129.00	2,040.00	1,548.00	76	2,610.00	2,610.00	28
52 6230	Conventions/Meetings	796.22	2,000.00	2,130.70	107	6,250.00	6,250.00	213
<i>Training & Education Totals</i>		\$6,880.55	\$25,450.00	\$10,769.30	42%	\$30,120.00	\$30,120.00	18%
<i>Other Services & Charges</i>								
52 3505	Mileage Reimbursement	.00	300.00	.00		300.00	300.00	
52 6110	Other Insurance	34,515.49	36,038.00	35,026.91	97	39,559.00	39,559.00	10
52 6130	Miscellaneous Services	515.02	.00	.00		.00	.00	
52 6160	Instructor & Official Fee	164,616.29	117,995.00	93,237.36	79	122,100.00	122,100.00	3
52 6170	Contractual Services	319,191.10	346,450.00	246,621.22	71	411,610.00	371,610.00	7
52 6530	Tournament Fees	24,196.26	26,130.00	5,521.71	21	25,500.00	25,500.00	(2)
52 6560	Workers Comp/Administrati	4,979.10	.00	5,760.40		5,990.00	5,990.00	
52 6600	Claims Workers Comp.	.00	.00	894.99		.00	.00	
<i>Other Services & Charges Totals</i>		\$548,013.26	\$526,913.00	\$387,062.59	73%	\$605,059.00	\$565,059.00	7%
<i>Materials & Supplies</i>								
52 6070	Swimming Pool Supplies & Service	4,221.87	13,700.00	2,815.72	21	191,208.00	124,818.00	811
52 7320	Stationery & Printing	255.83	4,240.00	2,515.67	59	4,400.00	4,400.00	4
52 7330	Copy Expense	214.71	.00	.00		.00	.00	
53 7000	Gas & Oil	1,889.47	.00	832.12		.00	.00	
53 7050	Medical Services/Supplies	2,409.50	1,950.00	142.00	7	13,050.00	13,050.00	569
53 7080	Recreational Supplies	136,256.03	154,815.00	124,459.40	80	255,650.00	204,650.00	32
53 7121	Computer Hardware	4,748.90	.00	.00		7,000.00	7,000.00	
53 7122	Computer Supplies	900.00	8,500.00	3,011.17	35	11,900.00	11,900.00	40
53 7150	Other Operating Supplies	35,553.25	.00	1,247.22		55,000.00	20,000.00	
53 7310	Office Supplies	14,121.05	18,000.00	5,118.65	28	18,000.00	18,000.00	
53 7400	Emergency/Pandemic Expense	4,814.00	.00	.00		.00	.00	
<i>Materials & Supplies Totals</i>		\$205,384.61	\$201,205.00	\$140,141.95	70%	\$556,208.00	\$403,818.00	101%
<i>Cost Of Sales</i>								
53 6420	Concessions Purchased	.00	2,500.00	.00		3,000.00	3,000.00	20
53 7030	Food & Dietary Supplies	11,873.83	8,850.00	5,579.43	63	13,800.00	4,800.00	(46)



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	100 - GENERAL FUND							
	EXPENSE							
	Department 6110 - Recreation Programs							
	Cost Of Sales							
	<i>Cost Of Sales Totals</i>	\$11,873.83	\$11,350.00	\$5,579.43	49%	\$16,800.00	\$7,800.00	(31%)
	<i>Capital Outlay</i>							
54 7590	Vehicles - Replace	.00	45,000.00	36,585.00	81	.00	.00	(100)
54 7640	Other Equipment - Replace	.00	.00	.00		15,000.00	.00	
54 7851	Parks	.00	.00	.00		46,200.00	.00	
	<i>Capital Outlay Totals</i>	\$0.00	\$45,000.00	\$36,585.00	81%	\$61,200.00	\$0.00	(100%)
Department	6110 - Recreation Programs Totals	\$1,705,155.20	\$1,946,298.00	\$1,450,152.72	75%	\$2,473,553.00	\$2,211,759.00	14%
	EXPENSE TOTALS	\$1,705,155.20	\$1,946,298.00	\$1,450,152.72	75%	\$2,473,553.00	\$2,211,759.00	14%
Fund	100 - GENERAL FUND Totals							
	EXPENSE TOTALS	\$1,705,155.20	\$1,946,298.00	\$1,450,152.72	75%	\$2,473,553.00	\$2,211,759.00	14%
Fund	100 - GENERAL FUND Totals	(\$1,705,155.20)	(\$1,946,298.00)	(\$1,450,152.72)	75%	(\$2,473,553.00)	(\$2,211,759.00)	14%
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
	EXPENSE GRAND TOTALS	\$1,705,155.20	\$1,946,298.00	\$1,450,152.72	75%	\$2,473,553.00	\$2,211,759.00	14%
	Net Grand Totals	(\$1,705,155.20)	(\$1,946,298.00)	(\$1,450,152.72)	75%	(\$2,473,553.00)	(\$2,211,759.00)	14%



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 6110 - Recreation Programs				
Account 52 3505 - Mileage Reimbursement				
100 6110 52 3505	Staff Travel	1.0000	300.00	300.00
	Account 52 3505 - Mileage Reimbursement Totals	Transactions	1	<u>\$300.00</u>
Account 52 5330 - Office Equipment Rental				
100 6110 52 5330	Brady Xerox Copier Lease	1.0000	1,400.00	1,400.00
100 6110 52 5330	Conlet Xerox Copier Lease	1.0000	1,400.00	1,400.00
100 6110 52 5330	Wyatt Toshiba Copier Lease	1.0000	2,400.00	2,400.00
	Account 52 5330 - Office Equipment Rental Totals	Transactions	3	<u>\$5,200.00</u>
Account 52 5340 - Vehicle Rental				
100 6110 52 5340	Basketball GRPA	1.0000	2,000.00	2,000.00
100 6110 52 5340	Summer Day Camp Transportation - buses for biweekly outings	3.0000	3,600.00	10,800.00
100 6110 52 5340	Track GRPA	1.0000	500.00	500.00
100 6110 52 5340	Volleyball GRPA	1.0000	500.00	500.00
	Account 52 5340 - Vehicle Rental Totals	Transactions	4	<u>\$13,800.00</u>
Account 52 5360 - Other Equipment Rental				
100 6110 52 5360	Decoration for programming events	2.0000	1,000.00	2,000.00
100 6110 52 5360	DJ for programming events	10.0000	400.00	4,000.00
	Account 52 5360 - Other Equipment Rental Totals	Transactions	2	<u>\$6,000.00</u>
Account 52 5730 - R&M - D/P Equipment				
100 6110 52 5730	Email License	1.0000	6,153.00	6,153.00
100 6110 52 5730	Mimecast	1.0000	2,258.00	2,258.00
100 6110 52 5730	Quantum	12.0000	53.00	636.00
100 6110 52 5730	Tyler NW	1.0000	23,071.00	23,071.00
	Account 52 5730 - R&M - D/P Equipment Totals	Transactions	4	<u>\$32,118.00</u>
Account 52 5750 - Parks				
100 6110 52 5750	Call Box Phoenix Trail	2.0000	4,600.00	9,200.00
	Account 52 5750 - Parks Totals	Transactions	1	<u>\$9,200.00</u>
Account 52 6070 - Swimming Pool Supplies & Service				
100 6110 52 6070	Pool Contract for Lifeguards - Aquatic Management	3.0000	41,606.00	124,818.00
	Account 52 6070 - Swimming Pool Supplies & Service Totals	Transactions	1	<u>\$124,818.00</u>
Account 52 6110 - Other Insurance				
100 6110 52 6110	APEX EPLI Policy	1.0000	18,303.00	18,303.00
100 6110 52 6110	APEX General Liability	1.0000	21,256.00	21,256.00
	Account 52 6110 - Other Insurance Totals	Transactions	2	<u>\$39,559.00</u>
Account 52 6160 - Instructor & Official Fee				
100 6110 52 6160	Adult Basketball Summer Officials & Score Keeper - Men & Women	2.0000	4,000.00	8,000.00
100 6110 52 6160	Adult Basketball Summer Police	1.0000	2,500.00	2,500.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount	
EXPENSES					
Fund 100 - GENERAL FUND					
Department 6110 - Recreation Programs					
Account 52 6160 - Instructor & Official Fee					
100 6110 52 6160	Adult Basketball Winter Officials & Score Keeper - A	1.0000	4,800.00	4,800.00	
100 6110 52 6160	Adult Basketball Winter Officials & Score Keeper -B	1.0000	4,800.00	4,800.00	
100 6110 52 6160	Adult Basketball Winter Police - A	1.0000	2,500.00	2,500.00	
100 6110 52 6160	Adult Basketball Winter Police -B	1.0000	2,500.00	2,500.00	
100 6110 52 6160	Flag Football Officials	1.0000	2,500.00	2,500.00	
100 6110 52 6160	Football Officials - adding 2 teams	1.0000	18,000.00	18,000.00	
100 6110 52 6160	Football photo badges certifications	1.0000	2,500.00	2,500.00	
100 6110 52 6160	Football police	1.0000	14,000.00	14,000.00	
100 6110 52 6160	Pool Police	1.0000	15,000.00	15,000.00	
100 6110 52 6160	Women Kickball	1.0000	2,500.00	2,500.00	
100 6110 52 6160	Youth Basketball Officials & Score Keeper	1.0000	10,000.00	10,000.00	
100 6110 52 6160	Youth Summer Basketball Officials	1.0000	2,500.00	2,500.00	
100 6110 52 6160	Youth Summer Basketball Police	1.0000	3,000.00	3,000.00	
100 6110 52 6160	Youth Winter Basketball Police	1.0000	10,000.00	10,000.00	
100 6110 52 6160	Youth Winter Basketball Score Keeper & Clock	10.0000	300.00	3,000.00	
100 6110 52 6160	Youth Winter Basketball Season Officials	1.0000	14,000.00	14,000.00	
		Account 52 6160 - Instructor & Official Fee Totals	Transactions	18	<u>\$122,100.00</u>
Account 52 6170 - Contractual Services					
100 6110 52 6170	Areospace Awareness	1.0000	3,510.00	3,510.00	
100 6110 52 6170	Artisia Unique Performance Baton Twitling	1.0000	6,000.00	6,000.00	
100 6110 52 6170	Cambridge Tutoring	1.0000	4,700.00	4,700.00	
100 6110 52 6170	Charlie Criss "Sharp Shooters" Basketball	1.0000	2,600.00	2,600.00	
100 6110 52 6170	Cheer Camp	1.0000	1,000.00	1,000.00	
100 6110 52 6170	College Park Elite Cheer	1.0000	1,000.00	1,000.00	
100 6110 52 6170	Contractor Fitness Training	1.0000	1,000.00	1,000.00	
100 6110 52 6170	Dem Pearl Senior Dance	1.0000	1,000.00	1,000.00	
100 6110 52 6170	Dream Chasers Volleyball	1.0000	25,000.00	25,000.00	
100 6110 52 6170	Favor Track Club	1.0000	10,000.00	10,000.00	
100 6110 52 6170	Football Announcer	1.0000	2,300.00	2,300.00	
100 6110 52 6170	Gymnastics Ashley Harris Dance Class	1.0000	1,000.00	1,000.00	
100 6110 52 6170	Gymnastics Ashley Harris Tumbling Class	1.0000	4,000.00	4,000.00	
100 6110 52 6170	Gymnastics Birthday Party	1.0000	4,500.00	4,500.00	
100 6110 52 6170	Gymnastics Developmental Classes	3.0000	15,000.00	45,000.00	
100 6110 52 6170	Gymnastics Fun Friday	1.0000	3,000.00	3,000.00	
100 6110 52 6170	Gymnastics Home School	1.0000	1,000.00	1,000.00	
100 6110 52 6170	Gymnastics Jasmine Fuller Tumbling Class	1.0000	2,500.00	2,500.00	
100 6110 52 6170	Gymnastics KidsGym USA Preschool	1.0000	150,000.00	150,000.00	



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	100 - GENERAL FUND			
Department	6110 - Recreation Programs			
Account	52 6170 - Contractual Services			
100 6110 52 6170	Gymnastics Parents Night Out	1.0000	8,000.00	8,000.00
100 6110 52 6170	Gymnastics Playgroup	1.0000	1,000.00	1,000.00
100 6110 52 6170	Gymnastics Private Lessons	10.0000	10,000.00	10,000.00
100 6110 52 6170	Hawks Court Attendant	1.0000	12,000.00	12,000.00
100 6110 52 6170	Jewel Dance Academy	1.0000	12,000.00	12,000.00
100 6110 52 6170	Karate Master Ferguson	1.0000	20,000.00	20,000.00
100 6110 52 6170	Line Dance	1.0000	1,000.00	1,000.00
100 6110 52 6170	Rockwall Contractor	2.0000	15,000.00	30,000.00
100 6110 52 6170	Soccer	1.0000	2,500.00	2,500.00
100 6110 52 6170	Sport Photographer	1.0000	1,000.00	1,000.00
100 6110 52 6170	Together with Seniors	1.0000	1,000.00	1,000.00
100 6110 52 6170	Yogo	1.0000	1,000.00	1,000.00
100 6110 52 6170	Youth Jazz	1.0000	2,000.00	2,000.00
100 6110 52 6170	Zumba	1.0000	1,000.00	1,000.00
	Account 52 6170 - Contractual Services Totals	Transactions	33	<u>\$371,610.00</u>
Account	52 6200 - Training			
100 6110 52 6200	Basketball Volunteer NAYS & Sterling	50.0000	35.00	1,750.00
100 6110 52 6200	Flag & Tackle Football Volunteer Coaches & NAYS & Sterling	70.0000	100.00	7,000.00
100 6110 52 6200	Gymnastic NAYS Training 12 summer & 12 regular staff	24.0000	35.00	840.00
100 6110 52 6200	Gymnastics Membership - AAU & USA	12.0000	110.00	1,320.00
100 6110 52 6200	Gymnastics Yearly Clinic	1.0000	2,400.00	2,400.00
100 6110 52 6200	Kickball NAYS & Sterling	10.0000	35.00	350.00
100 6110 52 6200	Pickleball Volunteers NAYS & Sterling	10.0000	35.00	350.00
100 6110 52 6200	Volunteer Cheer Coaches NAYS & Sterling	30.0000	35.00	1,050.00
	Account 52 6200 - Training Totals	Transactions	8	<u>\$15,060.00</u>
Account	52 6210 - Dues			
100 6110 52 6210	GRPA Agency/Staff	1.0000	1,000.00	1,000.00
100 6110 52 6210	GRPA District Dues	1.0000	200.00	200.00
100 6110 52 6210	GYMFL Cheer Membership Due	1.0000	500.00	500.00
100 6110 52 6210	GYMFL Football Membership Dues	1.0000	500.00	500.00
100 6110 52 6210	NRPA	10.0000	200.00	2,000.00
100 6110 52 6210	Track Dues GRPA and State	1.0000	1,000.00	1,000.00
100 6110 52 6210	Volleyball Dues - Fall League & GRPA	1.0000	1,000.00	1,000.00
	Account 52 6210 - Dues Totals	Transactions	7	<u>\$6,200.00</u>
Account	52 6220 - Subscription/Publications			
100 6110 52 6220	Canva Pro - more than one department uses	1.0000	200.00	200.00
100 6110 52 6220	iClass Pro registration cloud software for Recreation	12.0000	180.00	2,160.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 6110 - Recreation Programs				
Account 52 6220 - Subscription/Publications				
100 6110 52 6220	Recreation Department Website hosting Square Space	1.0000	250.00	250.00
		Account 52 6220 - Subscription/Publications Totals	Transactions	3
				<u>2,610.00</u>
Account 52 6230 - Conventions/Meetings				
100 6110 52 6230	GRPA Convention Athens Georgia	5.0000	1,250.00	6,250.00
		Account 52 6230 - Conventions/Meetings Totals	Transactions	1
				<u>\$6,250.00</u>
Account 52 6530 - Tournament Fees				
100 6110 52 6530	Basketball GRPA District Fees	1.0000	1,500.00	1,500.00
100 6110 52 6530	Basketball GRPA State Fees	1.0000	1,500.00	1,500.00
100 6110 52 6530	Basketball Travel, Hotel & Food	4.0000	1,000.00	4,000.00
100 6110 52 6530	Cheerleading League & Competition Fees	1.0000	1,000.00	1,000.00
100 6110 52 6530	Flag Football Fees	1.0000	1,000.00	1,000.00
100 6110 52 6530	Flag Football Tournament Fee	2.0000	1,000.00	2,000.00
100 6110 52 6530	Football League Fees	1.0000	1,000.00	1,000.00
100 6110 52 6530	Kickball League Fees	1.0000	1,000.00	1,000.00
100 6110 52 6530	Pickleball League Fees	1.0000	1,000.00	1,000.00
100 6110 52 6530	Track Spring GRPA State hotel, travel, & food	1.0000	10,000.00	10,000.00
100 6110 52 6530	Volleyball GRPA Tournament Fees, Hotel, Travel & Food	1.0000	1,500.00	1,500.00
		Account 52 6530 - Tournament Fees Totals	Transactions	11
				<u>\$25,500.00</u>
Account 52 6560 - Workers Comp/Administrati				
100 6110 52 6560	NFP	1.0000	5,990.00	5,990.00
		Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1
				<u>\$5,990.00</u>
Account 52 7320 - Stationery & Printing				
100 6110 52 7320	Department Website	1.0000	1,200.00	1,200.00
100 6110 52 7320	Digital Media Newsletter & Printing	1.0000	1,200.00	1,200.00
100 6110 52 7320	Monthly website maintenance	1.0000	2,000.00	2,000.00
		Account 52 7320 - Stationery & Printing Totals	Transactions	3
				<u>\$4,400.00</u>
Account 53 6420 - Concessions Purchased				
100 6110 53 6420	Concession Stand Purchase - Brady, Conley & Wyatt	3.0000	1,000.00	3,000.00
		Account 53 6420 - Concessions Purchased Totals	Transactions	1
				<u>\$3,000.00</u>
Account 53 7030 - Food & Dietary Supplies				
100 6110 53 7030	Cultural Arts Luncheon	1.0000	500.00	500.00
100 6110 53 7030	Fulton County Concession Stand Permits	1.0000	600.00	600.00
100 6110 53 7030	Parks & Recreation Month	1.0000	1,000.00	1,000.00
100 6110 53 7030	Summer Camp Pizza Fraidays	6.0000	450.00	2,700.00
		Account 53 7030 - Food & Dietary Supplies Totals	Transactions	4
				<u>\$4,800.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	100 - GENERAL FUND			
Department	6110 - Recreation Programs			
Account	53 7050 - Medical Services/Supplies			
100 6110 53 7050	Pool Medical Supplies Required	1.0000	300.00	300.00
100 6110 53 7050	Programming CPR & Defibrillator Training	50.0000	25.00	1,250.00
100 6110 53 7050	Replace defibrillators - All Centers	5.0000	2,300.00	11,500.00
	Account 53 7050 - Medical Services/Supplies Totals	Transactions	3	<u>\$13,050.00</u>
Account	53 7080 - Recreational Supplies			
100 6110 53 7080	Adult Basketball Summer League Champion T-shirt	2.0000	1,000.00	2,000.00
100 6110 53 7080	Adult Basketball Winter League Champion T-Shirt & Trophies	2.0000	1,000.00	2,000.00
100 6110 53 7080	Christmas lease for tree, naivety, wreaths	1.0000	25,000.00	25,000.00
100 6110 53 7080	Day Camp & Staff t-shirts - Conley, Brady, Wyatt	3.0000	1,000.00	3,000.00
100 6110 53 7080	Emergency repairs for athletic equipment	1.0000	5,000.00	5,000.00
100 6110 53 7080	Gymnastics Camp t-shirts	100.0000	15.00	1,500.00
100 6110 53 7080	Gymnastics Equipment - replace carpet, miscellaneous equipment	1.0000	15,000.00	15,000.00
100 6110 53 7080	Pickleball Equipment	1.0000	500.00	500.00
100 6110 53 7080	Recreation other Staff Uniforms	1.0000	1,500.00	1,500.00
100 6110 53 7080	Rock Wall Set	1.0000	1,000.00	1,000.00
100 6110 53 7080	Senior Programming	1.0000	5,000.00	5,000.00
100 6110 53 7080	Sport Concussion Protocol	1.0000	2,000.00	2,000.00
100 6110 53 7080	Summer Day Camp Equipment	3.0000	1,000.00	3,000.00
100 6110 53 7080	Summer Day Camp Field Trips - Conley, Brady, Wyatt	450.0000	35.00	15,750.00
100 6110 53 7080	Summer Day Camp food for field trips	450.0000	12.00	5,400.00
100 6110 53 7080	Summer Day Camp programming	3.0000	2,500.00	7,500.00
100 6110 53 7080	Volleyball Equipment	1.0000	500.00	500.00
100 6110 53 7080	Volleyball Uniforms	1.0000	1,000.00	1,000.00
100 6110 53 7080	Weight room tshirts	2.0000	1,000.00	2,000.00
100 6110 53 7080	Women Kickball Uniforms	1.0000	2,000.00	2,000.00
100 6110 53 7080	Youth Basketball Awards	2.0000	1,000.00	2,000.00
100 6110 53 7080	Youth Basketball boys & girls uniforms	2.0000	12,500.00	25,000.00
100 6110 53 7080	Youth Basketball Champion t-shirts	10.0000	100.00	1,000.00
100 6110 53 7080	Youth Basketball Coaches t-shirts	1.0000	3,500.00	3,500.00
100 6110 53 7080	Youth Basketball draft day supplies	1.0000	1,000.00	1,000.00
100 6110 53 7080	Youth Basketball equipment	1.0000	2,000.00	2,000.00
100 6110 53 7080	Youth Basketball t-shirts	500.0000	12.00	6,000.00
100 6110 53 7080	Youth Basketball trophies	2.0000	2,000.00	4,000.00
100 6110 53 7080	Youth cheerleading basketball uniforms	1.0000	10,000.00	10,000.00
100 6110 53 7080	Youth cheerleading coaches t-shirts	1.0000	1,000.00	1,000.00
100 6110 53 7080	Youth cheerleading equipment	1.0000	2,000.00	2,000.00
100 6110 53 7080	Youth cheerleading football awards	1.0000	2,000.00	2,000.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 6110 - Recreation Programs				
Account 53 7080 - Recreational Supplies				
100 6110 53 7080	Youth cheerleading football uniforms	1.0000	10,000.00	10,000.00
100 6110 53 7080	Youth cheerleading summer camp awards	1.0000	500.00	500.00
100 6110 53 7080	Youth flag football awards	2.0000	1,000.00	2,000.00
100 6110 53 7080	Youth flag football coaches t-shirts	1.0000	1,000.00	1,000.00
100 6110 53 7080	Youth flag football uniforms	1.0000	5,000.00	5,000.00
100 6110 53 7080	Youth football awards	1.0000	2,500.00	2,500.00
100 6110 53 7080	Youth football certification	1.0000	500.00	500.00
100 6110 53 7080	Youth football equipment replace	1.0000	1,000.00	1,000.00
100 6110 53 7080	Youth football homecoming	1.0000	4,000.00	4,000.00
100 6110 53 7080	Youth football photographer	1.0000	1,000.00	1,000.00
100 6110 53 7080	Youth football pylons, chains, and other equipment	1.0000	2,000.00	2,000.00
100 6110 53 7080	Youth football uniforms	1.0000	10,000.00	10,000.00
100 6110 53 7080	Youth track supplies	1.0000	5,000.00	5,000.00
	Account 53 7080 - Recreational Supplies Totals	Transactions	45	\$204,650.00
Account 53 7121 - Computer Hardware				
100 6110 53 7121	Computer for programming	2.0000	1,500.00	3,000.00
100 6110 53 7121	iClass Pro payment pin pad	3.0000	1,000.00	3,000.00
100 6110 53 7121	iPad for programming	2.0000	500.00	1,000.00
	Account 53 7121 - Computer Hardware Totals	Transactions	3	\$7,000.00
Account 53 7122 - Computer Supplies				
100 6110 53 7122	Computer staff	2.0000	2,000.00	4,000.00
100 6110 53 7122	Digital board for flyer for Brady, Conley, & Wyatt	3.0000	800.00	2,400.00
100 6110 53 7122	Mobile Mifi	3.0000	1,000.00	3,000.00
100 6110 53 7122	TV for camera monitoring Brady, Conley & Wyatt	5.0000	500.00	2,500.00
	Account 53 7122 - Computer Supplies Totals	Transactions	4	\$11,900.00
Account 53 7150 - Other Operating Supplies				
100 6110 53 7150	10 Folding Cafeteria Tables	10.0000	1,000.00	10,000.00
100 6110 53 7150	100 Stackable Chairs	100.0000	50.00	5,000.00
100 6110 53 7150	Office furniture	2.0000	2,500.00	5,000.00
	Account 53 7150 - Other Operating Supplies Totals	Transactions	3	\$20,000.00
Account 53 7310 - Office Supplies				
100 6110 53 7310	Staples office supplies - Brady, Conley, & Wyatt	3.0000	6,000.00	18,000.00
	Account 53 7310 - Office Supplies Totals	Transactions	1	\$18,000.00
	Department 6110 - Recreation Programs Totals	Transactions	167	\$1,073,115.00
	Fund 100 - GENERAL FUND Totals	Transactions	167	\$1,073,115.00
	EXPENSES Totals	Transactions	167	\$1,073,115.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

Grand Totals	Transactions	167	<hr/>	\$1,073,115.00
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**EXHIBIT C
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Fund: 100	Department and Number: Recreation Programs 6110				
	2020-21	2021-22	2022-23	2023-24	2023-24
Full Time Positions:	Actual	Actual	Current	Department Requested	City Manager Recommend
Assistant Gymnastics Coordinator	1	1	1	1	1
Assistant Recreation Leader	1	1	1	1	1
Athletic Coordinator	1	1	1	1	1
Gymnastics Coordinator	1	1	1	1	1
Program Coordinator	1	1	1	1	1
Receptionist	2	2	2	2	2
Recreation Leader	5	5	5	5	5
Part Time Positions:					
Assistant Recreation Leader	1	1	1	1	1
Gymnastic Instructor	1	1	1	1	1
Gymnastic Staff	7	7	7	7	7
Receptionist	1	1	1	1	1
Night Activity Supervisor	1	1	1	1	1
Weight Room Monitor	2	2	2	2	2
Seasonal Positions: <i>Summer Position</i>	51				
Life Guards on Contractual Agreemer	24				
Total Personnel:	100	25	25	25	25

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Recreation Programs-6122

Fund: 100

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
<hr/>				
Wages				
Regular			\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)			\$ -	
N/A				
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			\$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			\$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			\$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			\$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			\$ -	
Total			\$ -	

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F
City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 100		Department and Number: Recreation Programs 6110	
New Replacement for Vehicle/Equipment No. <hr/> Vehicle Type <hr/> Sedan 2 Door <hr/> Sedan 4 Door <hr/> Cruiser <hr/> Station Wagon <hr/> Van <hr/> 1/2-ton Truck <hr/> 3/4-ton Truck <hr/> Sanitation Front Loader <hr/> Sanitation Rear Loader <hr/> Other <hr/>		Priority: <hr/> Information on Vehicle/Equipment Being Replaced Age of Vehicle/Equipment Being Replaced <hr/> Units of Use to Date (hours, miles, etc.) <hr/> Total Operating/Maintenance Costs to Date <hr/> Actual FYE 2022-23 Maintenance Cost <hr/> Actual FYE 2022-23 Operating Cost <hr/> Estimated FYE 2023-24 Maintenance Cost <hr/> Estimated FYE 2023-24 Operating Cost <hr/>	
List of Special Features, Not Standard:		Specific Description & Condition of Item Being Replaced including VIN#:	
Justification/Description:		Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction Retain as Backup Dismantle and Use for Parts Junk Other	
Purchase Option New Vehicle/Equipment <hr/> Purchase Price <hr/> Estimated Useful Life <hr/> Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24 <hr/>		Rental Option New Vehicle/Equipment <hr/> Rental/Lease Cost per Year <hr/> Estimated Length of Rental/Lease <hr/> Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24 <hr/>	

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

DEPARTMENT
Recreation & Cultural Arts (Programs)

Unit #	Year	Make	Model	Vin Number	Purchase Cost	Date of Purchase	Prior Year Mileage	Prior Year Hours	Current Mileage	Current Hours
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N/A

EXHIBIT G
 City of College Park, Georgia
 5 Year Capital Improvement Program
 Budget Year 2023-2024

Department: Recreation Programs

Department Number: 6110

Account Number	Description/Justification	Suggested Funding Source	2023-24	2024-25	2025-26	2026-27	2027-28
	N/A						
Totals			\$0	\$0	\$0	\$0	\$0

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Recreation Programs

Fund: 100

Division:

Department Number: 6110

Item/Project Name:

Item/Project Manager:

Priority Rating:

Units Requested:

Number of Similar Units on Hand:

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life _____

Estimated Cost _____

Less: Trade-In _____

Net Cost _____

Comparable Quotes:

Vendor Name

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Recreation Programs

Project Name or Title:

Project Description:

Project Justification and Impact:

Project Costs: \$

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Useful Life:

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2023 BUDGET

RECREATION ADMINISTRATION

Program Description:

The Department of Recreation and Cultural Arts is committed to building strong vibrant community and improving the quality of life of its citizens through a variety of recreational and cultural arts initiatives. Located in the center of City of College Park's, the Department promotes and advances the rich history and heritage of its parks and recreational facilities. Lush green space, innovative programming, and inclusiveness and recreation equality are all hallmarks of the Department of Recreation and Cultural Arts. We also offer pavilions at our parks for activities as well as our Historic College Park Auditorium.

Trends:

The College Park Recreation & Cultural Arts Department has many facilities that offer College Park residents and surrounding community recreational, cultural arts, and community activities for children, adult, and seniors.

Program Broad Goals:

The mission of the department is to enhance the lives of the City of College Park residents through various activities provided within the recreation facilities through sports and cultural arts programming.

Program 23/24 Objectives:

Improve by increasing participation in youth and adult recreational & cultural arts programing. Continue to improve and increase the cultural arts activities offered through additional programing to provide a broader outreach to the community. Be more innovative in the approach for communicating with the patrons and citizens by using additional resources. Resources to include digital media through online, website, social media, billboard marketing, and including new department newsletter and other video outlets. To set up standard operating procedures for the department to help set with consistency for staff and centers. Create standard programming contracts and volunteer contracts to have consistency. To continue to offer unique and different sports and cultural programming along with educational outreach.

Performance Measures

Survey the participants in the recreational and cultural arts program after each program to receive feedback to help modify and improve the services provided. To have all registration for programming for recreation and cultural arts programming online to streamline and help track enrollment, communicate to participants, and create financial reports. Have all staff set goals

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2023 BUDGET

and evaluate their goals and achievement yearly. To educate and provide training for staff in their field to learn about new trends and programming.

Program Goals and Objectives:

Continue to offer high quality recreation and cultural arts programs to include current program such as karate, dance, Zumba, yoga, line dancing, gymnastics, rock climbing, senior line dancing, volleyball, basketball, kickball and pickleball, baton twirling, theatre, football and cheerleading that will create a diverse group of who benefits from the Recreation & Cultural Arts Department.

Will continue to develop, create, and improve the Cultural Arts programing to promote outreach to the community and to collaborate these outreach programs with other departments which includes police and fire. Cultural Art programming to include adults and youth. Programming to include featured performers on the Auditorium lawn such as jazz and other musicians. To introduce new programming for the arts such as drama and theatre to help bring the community together for feature film festivals. Also, to celebrate the black history through our Black History Program yearly.

Create more of a community involvement with all the promotions to bridge the community with the Recreation & Cultural Arts Department.

Educate the community, employees, and City Officials of all the benefits recreation & cultural arts has to offer and how it ties to the City's strategic goal of "Quality of Life".

Continue the growth of the youth sporting programs to alternative sports (volleyball, flag football, kickball, pickleball and soccer) as an outlet.

Create more opportunity for the senior program to offer more for their recreational & cultural arts services and special events. This year there are over 100 seniors participating in senior programming offered. Programs to include Biz Wiz, Senior Line Dancing, Senior Salsa, Senior meeting groups along with special programing for the senior by adding Older American Month celebration to events for the upcoming year. This year we also added a free Qigong and sound healing meditation class at the Conley facility.

Outreach to local schools, businesses, and social groups within the community to gain more volunteers for our special events.

Continue to develop our community youth programming with a youth jazz assemble and bring forth their gift and talents to the community by featuring their talents at City and special events.

Continue and grow the Cultural Arts Council by gaining a massive influence of cultural arts projects to enhance the awareness and participation within the city's livelihood of culture.

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2023 BUDGET

Grow the Cultural Art within the city and look to unique programming to include circus arts, poetry events, feature artist and youth cultural art programming.

Prior Year Highlights:

- Programs such as Dance, Zumba, Line Dancing and Yoga continued to grow and enhance the programs offered by the recreation department.
- Through Community Development Block Grants, we were able to do significant upgrading to the Brady Recreation Center. The upgrades included interior improvement at the Brady with the back gymnasium restrooms.
- Youth basketball continued its dominance with district and state victories.
- Created “pop-up” events in various areas of the community to create more outreach and activity at Brady Center. Events to include a senior Thanksgiving Luncheon. Music on the Lawn which included a R & B Concert, Gospel Fest along with coordination of the Wine Stroll by the Main Street Association.
- Volleyball continues to grow and dominated during their season. The Dream Chaser volleyball program won every game along with Georgia Recreation & Park’s Association State Tournament. This was the second time the City of College Park Recreation & Cultural Arts Department entered in a GRPA State tournament and won state championship.
- Hosted a live in person “Light Up College Park” event on November 28, 2022. This was another record attendance for the crowd and turn out. Featured performer were fantastic and this year collaborated with Main Street Association for a Tinsel Trail with Light Up to bring more lights to the Cit Auditorium. This year we featured a new 17’ Christmas tree along with a nativity tree. On December 17, 2023, “Santa Drive By” featuring Mr. & Mrs. Claus on the College Park Fire truck along with Mayor Bianca Motley Broom was a great hit. This year Amazon joined in with donating \$ 35,000 toys and electronic for the event. The Mayor and Mr. & Mrs. Clause also handed out free toys. The route for the fire truck is through each ward with a designated route.
- In February the Black History Month program was a pre-recorded event due to COVID. The program highlights the Judge Penny Brown and Lee Haney as speakers. Special recognition to Peter Stoner, Councilman Rodrick Gay’s wife’s father, as a Freedom Rider. Mr. Stoner received the Legacy Award. The 1 ½ hour pre-recorded program ran on the College Park TV channel daily for citizens to see for the month of February.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2023 BUDGET

- Senior Line Dancing class continues to grow and perform at local events. The Wyatt group has over 75 participants.
- Programming this year coming out of COVID-19 resumed to normal pre-covid numbers and participation. The pools and summer day camp resumed at the Conley and Wyatt Center. At Conley Recreation Center a variety of programs included use of the fitness center, College Park Gymnastics, youth baseball, instructional football and flag, Cheerleading, Ferguson Karate Program, Performance Fitness, and Cambridge Tutoring Services. At Tracey Wyatt Recreation center the computer lab and weight room stayed open with reserving time spots. Girls' and boys' recreational basketball season highlighted at both the Wyatt and Brady Recreation Center.
- College Park Tumbleweeds Gymnastics hosted three gymnastics meets in the City of College Park; Tumbles VS Weeds, Donna Stuart Tumbleweeds Invitational and 65 Roses Invitational for Cystic Fibrosis to promote and educate the participants about the genetic disease Cystic Fibrosis.
- To continue to apply for Community Block Development Grant through Fulton County to continue to improve the facilities and parks in the City of College Park. Applied and received funding from CDBG for the following:
 - \$ 102,700 to restore the Barrett Park playground-project completed in Fall 2022
 - \$ 584,000 Splash Pad at Phillips Park-project completed in Fall 2022
 - \$ 162,487 for Brady interior improvements for the back restrooms-project completed in 2022
 - \$ 223,229 for Conley sewer line and interior improvement-project completed in 2022
 - \$ 90,000 for concrete pad for mini pitch soccer-project completed in Fall 2022
- US Soccer Foundation Grant with Dicks Sporting Goods for \$ 100,000 for mini pitch soccer field at Richards D. Zupp Park.
- \$ 12,500 from Fulton County Arts Grant for programming support for Cultural Arts Funding.
- Will continue to look for grant funding to assist with needs for the department projects. Goals for the Recreation & Cultural Arts Department in projects are the following:
 - Update Zupp & Phillips Park Playground
 - Restrooms for Barrett Park
 - Evans Field restrooms and grading and landscaping
 - Lighting at the Phillips Park Soccer Fields
 - Pools at Wyatt and Conley replastered
 - Basketball court at Phillips Park
 - Continue adding WiFi in the parks
 - Tennis Courts resurfaced
 - Oil Switch for lights at Evans Field changed over
 - Finish replacing old air conditioners units at Conley facility

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **100**

Department and Number: **Recreation Programs / 6110**

Department Submitting Request:

Division Submitting Request:

Requested for Department:

Prepared By:

Description of Item:

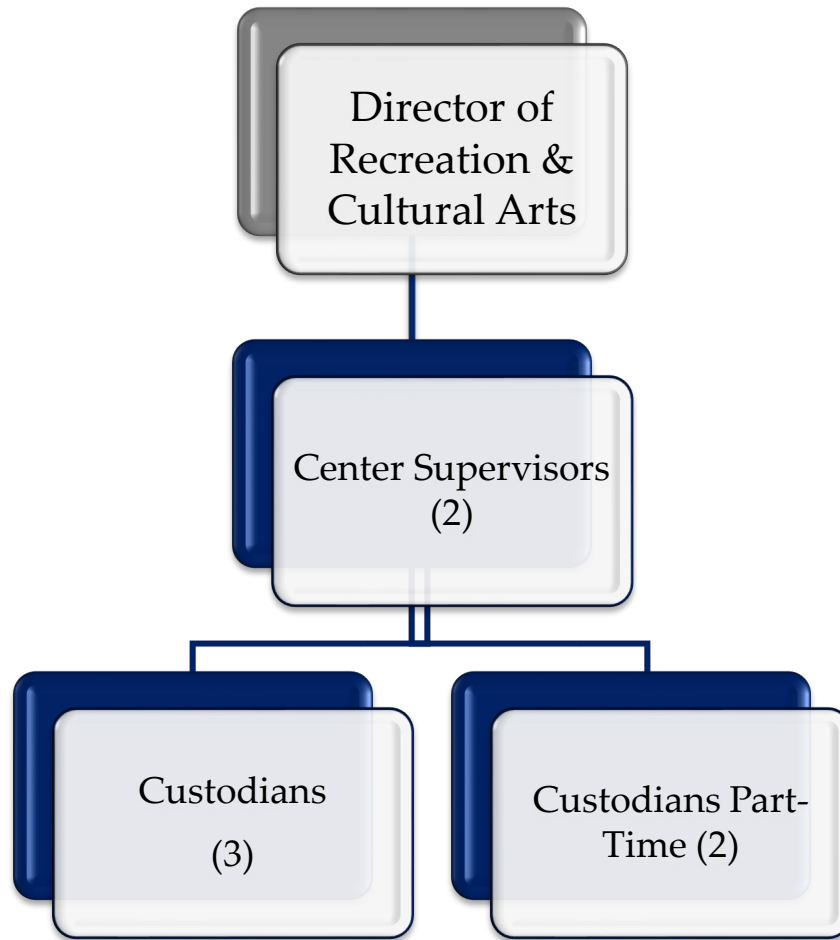
Reason for Requesting:

Cost Estimate/Revenue Enhancement:



RECREATION FACILITIES

Recreation Facilities Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 6122 - Recreation Facilities								
<i>Personnel Services</i>								
51 5010	Salary/Operating	122,981.49	184,661.00	158,963.58	86	198,389.00	198,389.00	7
51 5020	Salary/Overtime	.00	.00	999.00		.00	.00	
51 5030	Salary/Partime	6,795.00	45,045.00	19,710.00	44	50,983.00	50,983.00	13
51 5040	Employee Utility Credit	837.62	2,400.00	1,264.17	53	4,800.00	2,400.00	
51 5190	Medicare	1,727.89	3,331.00	2,422.65	73	3,616.00	3,616.00	9
51 5200	Fica	213.23	2,793.00	1,574.59	56	3,161.00	3,161.00	13
<i>Personnel Services Totals</i>		\$132,555.23	\$238,230.00	\$184,933.99	78%	\$260,949.00	\$258,549.00	9%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	25,362.19	45,316.00	32,527.71	72	48,685.00	48,685.00	7
51 5161	Life Insurance	67.86	248.00	49.59	20	248.00	248.00	
51 5163	ST Disability Insurance	230.10	505.00	219.37	43	505.00	505.00	
51 5164	LT Disability Insurance	251.16	344.00	188.82	55	344.00	344.00	
51 5165	Health Insurance	23,393.53	38,643.00	17,521.80	45	40,575.00	40,575.00	5
51 5166	Dental Insurance	635.96	1,162.00	308.94	27	1,162.00	1,162.00	
<i>Employee Benefits Totals</i>		\$49,940.80	\$86,218.00	\$50,816.23	59%	\$91,519.00	\$91,519.00	6%
<i>New Personnel Costs</i>								
51 5210	Position Consideration	.00	.00	.00		63,348.00	.00	
<i>New Personnel Costs Totals</i>		\$0.00	\$0.00	\$0.00	+++	\$63,348.00	\$0.00	+++
<i>Communications & Util.</i>								
52 5240	Telephone	58,076.60	61,627.00	44,640.54	72	61,128.00	111,792.00	81
52 5260	Heat & Power	207,664.45	213,102.00	151,040.88	71	228,024.00	216,060.00	1
52 5270	Water	24,397.47	27,111.00	21,170.81	78	29,016.00	25,140.00	(7)
52 5280	Other Communication/Util	46,041.59	54,516.00	35,059.40	64	70,871.00	47,423.00	(13)
<i>Communications & Util. Totals</i>		\$336,180.11	\$356,356.00	\$251,911.63	71%	\$389,039.00	\$400,415.00	12%
<i>Rentals</i>								
52 5360	Other Equipment Rental	3,122.87	3,200.00	6,665.59	208	5,200.00	5,200.00	63
<i>Rentals Totals</i>		\$3,122.87	\$3,200.00	\$6,665.59	208%	\$5,200.00	\$5,200.00	63%
<i>Repair & Maintenance</i>								
52 5710	R&M Furn. & Equip.	.00	.00	.00		22,000.00	22,000.00	
52 5730	R&M - D/P Equipment	2,848.02	21,701.00	4,287.83	20	42,043.00	42,043.00	94
52 5780	Grounds	123,482.94	72,000.00	101,477.00	141	82,400.00	78,400.00	9
<i>Repair & Maintenance Totals</i>		\$126,330.96	\$93,701.00	\$105,764.83	113%	\$146,443.00	\$142,443.00	52%



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 6122 - Recreation Facilities								
<i>Building Maintenance</i>								
52 5740	R&M-Buildings	36,071.12	2,000.00	19,883.19	994	4,000.00	61,200.00	2,960
52 5741	R&M Bldg-Parks	103,031.81	11,000.00	30,501.38	277	209,000.00	64,000.00	482
52 5746	R&M Bldg-Recreation	173,149.48	101,000.00	137,596.59	136	226,000.00	231,500.00	129
<i>Building Maintenance Totals</i>		\$312,252.41	\$114,000.00	\$187,981.16	165%	\$439,000.00	\$356,700.00	213%
<i>Other Services & Charges</i>								
52 3505	Mileage Reimbursement	.00	500.00	.00		.00	.00	(100)
52 6110	Other Insurance	9,214.50	9,638.00	9,190.17	95	10,527.00	10,527.00	9
52 6130	Miscellaneous Services	10,090.00	.00	.00		10,000.00	.00	
52 6170	Contractual Services	11,580.00	.00	.00		.00	.00	
52 6510	Claims Not Workmans Comp.	32,683.21	.00	.00		.00	.00	
52 6560	Workers Comp/Administrati	1,244.78	.00	1,612.91		1,498.00	1,498.00	
52 6600	Claims Workers Comp.	736.77	.00	3,124.98		.00	.00	
<i>Other Services & Charges Totals</i>		\$65,549.26	\$10,138.00	\$13,928.06	137%	\$22,025.00	\$12,025.00	19%
<i>Materials & Supplies</i>								
52 6070	Swimming Pool Supplies & Service	182,123.96	67,750.00	50,220.02	74	198,000.00	209,890.00	210
52 7320	Stationery & Printing	460.81	.00	.00		.00	.00	
53 7010	Tools/Shop Supplies	282.08	5,000.00	4,501.40	90	8,000.00	8,000.00	60
53 7020	Janitorial Supplies	44,739.26	60,000.00	39,823.90	66	75,000.00	67,500.00	13
53 7050	Medical Services/Supplies	167.00	.00	285.50		.00	.00	
53 7080	Recreational Supplies	1,984.00	.00	5,321.08		.00	.00	
53 7150	Other Operating Supplies	.00	6,000.00	4,610.41	77	5,000.00	5,000.00	(17)
53 7310	Office Supplies	1,920.70	10,000.00	4,248.21	42	10,000.00	10,000.00	
53 7450	Emergency/Water Restoration	.00	.00	4,375.00		10,000.00	.00	
<i>Materials & Supplies Totals</i>		\$231,677.81	\$148,750.00	\$113,385.52	76%	\$306,000.00	\$300,390.00	102%
<i>Capital Outlay</i>								
54 1400	Infrastructure	.00	.00	.00		300,000.00	.00	
54 7530	Building/Improvement	.00	.00	.00		11,000.00	.00	
54 7640	Other Equipment - Replace	.00	24,000.00	.00		.00	10,000.00	(58)
54 7851	Parks	.00	.00	1,729.00		40,000.00	.00	
54 7852	Zupp Park Improvements	.00	.00	95,948.50		.00	.00	
54 7920	Recreation Capitol Projec	44,941.95	300,000.00	312,910.00	104	450,000.00	160,000.00	(47)



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	100 - GENERAL FUND							
	EXPENSE							
	Department 6122 - Recreation Facilities							
	Capital Outlay							
	Capital Outlay Totals	\$44,941.95	\$324,000.00	\$410,587.50	127%	\$801,000.00	\$170,000.00	(48%)
	Department 6122 - Recreation Facilities Totals	\$1,302,551.40	\$1,374,593.00	\$1,325,974.51	96%	\$2,524,523.00	\$1,737,241.00	26%
	EXPENSE TOTALS	\$1,302,551.40	\$1,374,593.00	\$1,325,974.51	96%	\$2,524,523.00	\$1,737,241.00	26%
Fund	100 - GENERAL FUND Totals							
	EXPENSE TOTALS	\$1,302,551.40	\$1,374,593.00	\$1,325,974.51	96%	\$2,524,523.00	\$1,737,241.00	26%
Fund	100 - GENERAL FUND Totals	(\$1,302,551.40)	(\$1,374,593.00)	(\$1,325,974.51)	96%	(\$2,524,523.00)	(\$1,737,241.00)	26%
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
	EXPENSE GRAND TOTALS	\$1,302,551.40	\$1,374,593.00	\$1,325,974.51	96%	\$2,524,523.00	\$1,737,241.00	26%
	Net Grand Totals	(\$1,302,551.40)	(\$1,374,593.00)	(\$1,325,974.51)	96%	(\$2,524,523.00)	(\$1,737,241.00)	26%



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 6122 - Recreation Facilities				
Account 52 5240 - Telephone				
100 6122 52 5240	AT&T Telephone (Fax Lines, Elevator, ATM, Security System)	12.0000	1,711.00	20,532.00
100 6122 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00
100 6122 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	7,538.00	90,456.00
Account 52 5240 - Telephone Totals		Transactions	3	<u>\$111,792.00</u>
Account 52 5260 - Heat & Power				
100 6122 52 5260	Fireside Natural Gas	12.0000	2,500.00	30,000.00
100 6122 52 5260	Georgia Power	12.0000	160.00	1,920.00
100 6122 52 5260	Power Allocation: Based on Monthly Average	12.0000	15,345.00	184,140.00
Account 52 5260 - Heat & Power Totals		Transactions	3	<u>\$216,060.00</u>
Account 52 5270 - Water				
100 6122 52 5270	Based on Monthly Average	12.0000	2,095.00	25,140.00
Account 52 5270 - Water Totals		Transactions	1	<u>\$25,140.00</u>
Account 52 5280 - Other Communication/Util				
100 6122 52 5280	Sanitation & Stormwater	1.0000	47,423.00	47,423.00
Account 52 5280 - Other Communication/Util Totals		Transactions	1	<u>\$47,423.00</u>
Account 52 5360 - Other Equipment Rental				
100 6122 52 5360	Project Rentals (Lift, Skid Steer)	1.0000	4,000.00	4,000.00
100 6122 52 5360	Storage Container for Phillips Park	12.0000	100.00	1,200.00
Account 52 5360 - Other Equipment Rental Totals		Transactions	2	<u>\$5,200.00</u>
Account 52 5710 - R&M Furn. & Equip.				
100 6122 52 5710	Conley Replacement Commercial Stove - Hotel/Motel Funding	1.0000	7,000.00	7,000.00
100 6122 52 5710	Conley Replacement Water Fountains	3.0000	5,000.00	15,000.00
Account 52 5710 - R&M Furn. & Equip. Totals		Transactions	2	<u>\$22,000.00</u>
Account 52 5730 - R&M - D/P Equipment				
100 6122 52 5730	Email License	1.0000	1,410.00	1,410.00
100 6122 52 5730	Mimecast	1.0000	633.00	633.00
100 6122 52 5730	Wifi for the Parks (Barrett, Phillips, Zupp & Badgett)	4.0000	10,000.00	40,000.00
Account 52 5730 - R&M - D/P Equipment Totals		Transactions	3	<u>\$42,043.00</u>
Account 52 5740 - R&M-Buildings				
100 6122 52 5740	Wyatt Center Stepping Stone	1.0000	4,000.00	4,000.00
100 6122 52 5740	Brady Roof Repair - Hotel/Motel Funding	1.0000	46,200.00	46,200.00
100 6122 52 5740	Conley & Wyatt Repair Maintenance for fitness equipment	2.0000	2,000.00	4,000.00
100 6122 52 5740	Conley Center Awning (Back Door & Weight Room Door)	2.0000	3,500.00	7,000.00
Account 52 5740 - R&M-Buildings Totals		Transactions	4	<u>\$61,200.00</u>
Account 52 5741 - R&M Bldg-Parks				
100 6122 52 5741	Park Pavillion Roof Repairs	4.0000	5,000.00	20,000.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount	
EXPENSES					
Fund 100 - GENERAL FUND					
Department 6122 - Recreation Facilities					
Account 52 5741 - R&M Bldg-Parks					
100 6122 52 5741	Park Signage (Brannon Park)	1.0000	4,000.00	4,000.00	
100 6122 52 5741	Tennis Courts resurfaced; Barrett - Hotel/Motel Funding	2.0000	8,000.00	16,000.00	
100 6122 52 5741	Tennis Courts resurfaced; Phillips - Hotel/Motel Funding	1.0000	8,000.00	8,000.00	
100 6122 52 5741	Tennis Courts resurfaced; Zupp Park - Hotel/Motel Funding	2.0000	8,000.00	16,000.00	
		Account 52 5741 - R&M Bldg-Parks Totals	Transactions	5	<u>\$64,000.00</u>
Account 52 5746 - R&M Bldg-Recreation					
100 6122 52 5746	Air Conditioners Units Replace Facilities	5.0000	10,000.00	50,000.00	
100 6122 52 5746	Annual gym refinishing (Brady, Auditorium, Wyatt)	4.0000	4,000.00	16,000.00	
100 6122 52 5746	Clearing of Evans wood area	1.0000	30,000.00	30,000.00	
100 6122 52 5746	Door, Window Repair (damage)	1.0000	2,500.00	2,500.00	
100 6122 52 5746	Electrical Maintenance	1.0000	2,500.00	2,500.00	
100 6122 52 5746	Electrical Repairs-Light Ballast	1.0000	7,500.00	7,500.00	
100 6122 52 5746	Elevator Maintenance and Repair	1.0000	2,500.00	2,500.00	
100 6122 52 5746	Exterminator Pest Control for Centers	5.0000	1,000.00	5,000.00	
100 6122 52 5746	Fence Repair	1.0000	10,000.00	10,000.00	
100 6122 52 5746	Field Sod Maintenance	5.0000	2,000.00	10,000.00	
100 6122 52 5746	Fire, Burglar, Sprinkler Deficiencies	1.0000	3,000.00	3,000.00	
100 6122 52 5746	Gravel for Evans Parking Lot	1.0000	1,000.00	1,000.00	
100 6122 52 5746	Ice Machine Repair (6 machines)	1.0000	2,000.00	2,000.00	
100 6122 52 5746	Irrigation Install Brady Park- New	1.0000	8,000.00	8,000.00	
100 6122 52 5746	Irrigation Repair	1.0000	5,000.00	5,000.00	
100 6122 52 5746	Locksmith Repair	1.0000	1,500.00	1,500.00	
100 6122 52 5746	Maintenance Air-Legacy Contract	1.0000	20,000.00	20,000.00	
100 6122 52 5746	Painting Facilities	1.0000	5,000.00	5,000.00	
100 6122 52 5746	Plumbing Repairs	1.0000	10,000.00	10,000.00	
100 6122 52 5746	Roof Repairs	1.0000	10,000.00	10,000.00	
100 6122 52 5746	Score Board Repairs	1.0000	10,000.00	10,000.00	
100 6122 52 5746	Security & Fire Monitoring	1.0000	10,000.00	10,000.00	
100 6122 52 5746	Tree Trimming and Removal	1.0000	10,000.00	10,000.00	
		Account 52 5746 - R&M Bldg-Recreation Totals	Transactions	23	<u>\$231,500.00</u>
Account 52 5780 - Grounds					
100 6122 52 5780	Aerating Ball Fields	1.0000	10,000.00	10,000.00	
100 6122 52 5780	Contract Field Application for Chemicals	1.0000	25,000.00	25,000.00	
100 6122 52 5780	Field Maintenance	1.0000	10,000.00	10,000.00	
100 6122 52 5780	Mulch for Playgrounds	7.0000	3,000.00	21,000.00	
100 6122 52 5780	Port a Potty	12.0000	200.00	2,400.00	



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 6122 - Recreation Facilities				
Account 52 5780 - Grounds				
100 6122 52 5780	Top Soil Application (soccer,baseball & football fields)	1.0000	10,000.00	10,000.00
		Account 52 5780 - Grounds Totals	Transactions	6
				<u>10,000.00</u>
				\$78,400.00
Account 52 6070 - Swimming Pool Supplies & Service				
100 6122 52 6070	Fulton County Board of Inspectors	5.0000	600.00	3,000.00
100 6122 52 6070	Pool Chemical Supplies (Conley, Wyatt & New Splash Pad	5.0000	8,000.00	40,000.00
100 6122 52 6070	Pool Chlorine OH Testers	1.0000	200.00	200.00
100 6122 52 6070	Pool Cleaning Contract-Aquatic Management	3.0000	5,230.00	15,690.00
100 6122 52 6070	Pool Emergency phone require for pool inspection	3.0000	500.00	1,500.00
100 6122 52 6070	Pool Maintenance & Repairs	1.0000	25,000.00	25,000.00
100 6122 52 6070	Pool Restroom Winterizing	3.0000	1,500.00	4,500.00
100 6122 52 6070	Replaster Maintenance of Wyatt & Conley Pools Hotel/Motel Fundin	2.0000	60,000.00	120,000.00
		Account 52 6070 - Swimming Pool Supplies & Service Totals	Transactions	8
				<u>209,890.00</u>
Account 52 6110 - Other Insurance				
100 6122 52 6110	Apex EPLI Policy	1.0000	4,576.00	4,576.00
100 6122 52 6110	Apex General Liability	1.0000	5,952.00	5,952.00
		Account 52 6110 - Other Insurance Totals	Transactions	2
				<u>10,528.00</u>
Account 52 6560 - Workers Comp/Administrati				
100 6122 52 6560	NFP	1.0000	1,498.00	1,498.00
		Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1
				<u>1,498.00</u>
Account 53 7010 - Tools/Shop Supplies				
100 6122 53 7010	Tools for all Facilities	1.0000	8,000.00	8,000.00
		Account 53 7010 - Tools/Shop Supplies Totals	Transactions	1
				<u>8,000.00</u>
Account 53 7020 - Janitorial Supplies				
100 6122 53 7020	Brady Center	1.0000	13,500.00	13,500.00
100 6122 53 7020	Conley Center	1.0000	13,500.00	13,500.00
100 6122 53 7020	Park & restroom Supplies	1.0000	13,500.00	13,500.00
100 6122 53 7020	Phillips Park Restroom Renovation	1.0000	13,500.00	13,500.00
100 6122 53 7020	Wyatt Center	1.0000	13,500.00	13,500.00
		Account 53 7020 - Janitorial Supplies Totals	Transactions	5
				<u>67,500.00</u>
Account 53 7150 - Other Operating Supplies				
100 6122 53 7150	Wyatt Center Meeting Room	1.0000	5,000.00	5,000.00
		Account 53 7150 - Other Operating Supplies Totals	Transactions	1
				<u>5,000.00</u>
Account 53 7310 - Office Supplies				
100 6122 53 7310	Brady Center	1.0000	2,000.00	2,000.00
100 6122 53 7310	Conley Center	1.0000	4,000.00	4,000.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	100 - GENERAL FUND			
Department	6122 - Recreation Facilities			
Account	53 7310 - Office Supplies			
100 6122 53 7310	Wyatt Center	1.0000	4,000.00	4,000.00
	Account 53 7310 - Office Supplies Totals	Transactions	3	<u>10,000.00</u>
Account	54 7640 - Other Equipment - Replace			
100 6122 54 7640	Ice Machine Replacement- Conley Hotel/Motel Funding	1.0000	10,000.00	10,000.00
	Account 54 7640 - Other Equipment - Replace Totals	Transactions	1	<u>10,000.00</u>
Account	54 7920 - Recreation Capitol Projec			
100 6122 54 7920	Lights at Evans Field - Hotel/Motel Funding	1.0000	160,000.00	160,000.00
	Account 54 7920 - Recreation Capitol Projec Totals	Transactions	1	<u>160,000.00</u>
	Department 6122 - Recreation Facilities Totals	Transactions	76	<u>\$1,387,174.00</u>
	Fund 100 - GENERAL FUND Totals	Transactions	76	<u>\$1,387,174.00</u>
	EXPENSES Totals	Transactions	76	<u>\$1,387,174.00</u>
	Grand Totals	Transactions	76	<u>\$1,387,174.00</u>

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Recreation Facilities-6110

Fund: 100

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
<hr/>				
Wages				
Regular			\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)			<hr/> \$ -	
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			<hr/> \$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			<hr/> \$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			<hr/> \$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			<hr/> \$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			<hr/> \$ -	
Total			<hr/> <hr/> \$ -	

N/A

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F
City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 100	Department and Number: Recreation Facilities 6122	
New Replacement for Vehicle/Equipment No. <hr/> Vehicle Type <hr/> Sedan 2 Door <hr/> Sedan 4 Door <hr/> Cruiser <hr/> Station Wagon <hr/> Van <hr/> 1/2-ton Truck <hr/> 3/4-ton Truck <hr/> Sanitation Front Loader <hr/> Sanitation Rear Loader <hr/> Other <hr/>	Priority: <hr/> Information on Vehicle/Equipment Being Replaced Age of Vehicle/Equipment Being Replaced <hr/> Units of Use to Date (hours, miles, etc.) <hr/> Total Operating/Maintenance Costs to Date <hr/> Actual FYE 2022-23 Maintenance Cost <hr/> Actual FYE 2022-23 Operating Cost <hr/> Estimated FYE 2023-24 Maintenance Cost <hr/> Estimated FYE 2023-24 Operating Cost <hr/>	
List of Special Features, Not Standard: <hr/>	Specific Description & Condition of Item Being Replaced including VIN#: <hr/>	
Justification/Description: <hr/>	Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction Retain as Backup Dismantle and Use for Parts Junk Other <hr/>	
Purchase Option New Vehicle/Equipment <hr/> Purchase Price <hr/> Estimated Useful Life <hr/> Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24 <hr/>	Rental Option New Vehicle/Equipment <hr/> Rental/Lease Cost per Year <hr/> Estimated Length of Rental/Lease <hr/> Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24 <hr/>	

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

DEPARTMENT
Recreation & Cultural Arts (Facilities)

Unit #	Year	Make	Model	Vin Number	Purchase Cost	Date of Purchase	Prior Year Mileage	Prior Year Hours	Current Mileage	Current Hours
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N/A

EXHIBIT G
 City of College Park, Georgia
 5 Year Capital Improvement Program
 Budget Year 2023-2024

Department: Recreation Facilities			Department Number: 6122				
Account Number	Description/Justification	Suggested Funding	2023-24	2024-25	2025-26	2026-27	2027-28
		Source					
54 7640	Ice Machine Replacement Conley	Hotel/Motel	\$10,000				
54 7920	Lights at Evens Field	Hotel/Motel	\$160,000				
Totals			\$170,000	\$0	\$0	\$0	\$0

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Recreation Facilities

Fund: 100

Division:

Department Number: 6122

Item/Project Name: Evans Field Sports Lighting

Item/Project Manager:

Priority Rating:

Units Requested: 1

Number of Similar Units on Hand:

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

The current stove is over 15 years old, and needs replaced. Issues with the pilot light staying lite.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use current lights

would be moved to the practice field.

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 20+ years

Estimated Cost \$ 160,000

Less: Trade-In

Net Cost

Comparable Quotes:

Vendor Name

Vendor Quote

1. Hugh Richardson gave quote. We recently RFP for sports lighting for Brannon field and the cost was \$ 180,000

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Recreation Facilities

Project Name or Title: Evans Field Sports Lighting

Project Description:
Change out the lighting at Evans away from an oil switch to turn on the lights.

Project Justification and Impact:
The current lights at Evans are on a oil switch that we have problems with. Need to move away from the oil switch and install new sports lighting and electric switch. The current lights are not tall enough and the need to go to a higher pole along with change out the switch. These lights at Evans can go to the practice field behind the football field.

Project Costs: \$160,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000

Useful Life: 20+years

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Car Rental Fund

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Recreation Facilities

Fund: 100

Division:

Department Number: 6122

Item/Project Name: Replace Ice Machine Replace

Item/Project Manager:

Priority Rating:

Units Requested: 1

Number of Similar Units on Hand: 6

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 5-8 years

Estimated Cost \$10,000

Less: Trade-In

Net Cost

Comparable Quotes:

Vendor Name

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Recreation Facilities

Project Name or Title: Replace Ice Machine

Project Description:

The ice machine at the Conley Recreation Center needs to be replaced. The ice machine was donated by Cam Newton around 2013. The machine has had issues and is constantly being repaired.

Project Justification and Impact:

The ice machine is used for the Conley Recreation Center for events and for programming. The ice machine is in constant repair and the cost for repair and frequency warrants a replacement to keep for occurring ongoing costs.

Project Costs: \$10,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000

Useful Life:

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Hotel/Motel Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

RECREATION ADMINISTRATION

Program Description:

The Department of Recreation and Cultural Arts is committed to building strong vibrant community and improving the quality of life of its citizens through a variety of recreational and cultural arts initiatives. Located in the center of City of College Park's, the Department promotes and advances the rich history and heritage of its parks and recreational facilities. Lush green space, innovative programming, and inclusiveness and recreation equality are all hallmarks of the Department of Recreation and Cultural Arts. We also offer pavilions at our parks for activities as well as our Historic College Park Auditorium.

Trends:

The College Park Recreation & Cultural Arts Department has many facilities that offer College Park residents and surrounding community recreational, cultural arts, and community activities for children, adult, and seniors.

Program Broad Goals:

The mission of the department is to enhance the lives of the City of College Park residents through various activities provided within the recreation facilities through sports and cultural arts programming.

Program 23/24 Objectives:

Improve by increasing participation in youth and adult recreational & cultural arts programing. Continue to improve and increase the cultural arts activities offered through additional programing to provide a broader outreach to the community. Be more innovative in the approach for communicating with the patrons and citizens by using additional resources. Resources to include digital media through online, website, social media, billboard marketing, and including new department newsletter and other video outlets. To set up standard operating procedures for the department to help set with consistency for staff and centers. Create standard programming contracts and volunteer contracts to have consistency. To continue to offer unique and different sports and cultural programming along with educational outreach.

Performance Measures

Survey the participants in the recreational and cultural arts program after each program to receive feedback to help modify and improve the services provided. To have all registration for programming for recreation and cultural arts programming online to streamline and help track enrollment, communicate to participants, and create financial reports. Have all staff set goals

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

and evaluate their goals and achievement yearly. To educate and provide training for staff in their field to learn about new trends and programming.

Program Goals and Objectives:

Continue to offer high quality recreation and cultural arts programs to include current program such as karate, dance, Zumba, yoga, line dancing, gymnastics, rock climbing, senior line dancing, volleyball, basketball, kickball and pickleball, baton twirling, theatre, football and cheerleading that will create a diverse group of who benefits from the Recreation & Cultural Arts Department.

Will continue to develop, create, and improve the Cultural Arts programing to promote outreach to the community and to collaborate these outreach programs with other departments which includes police and fire. Cultural Art programming to include adults and youth. Programming to include featured performers on the Auditorium lawn such as jazz and other musicians. To introduce new programming for the arts such as drama and theatre to help bring the community together for feature film festivals. Also, to celebrate the black history through our Black History Program yearly.

Create more of a community involvement with all the promotions to bridge the community with the Recreation & Cultural Arts Department.

Educate the community, employees, and City Officials of all the benefits recreation & cultural arts has to offer and how it ties to the City's strategic goal of "Quality of Life".

Continue the growth of the youth sporting programs to alternative sports (volleyball, flag football, kickball, pickleball and soccer) as an outlet.

Create more opportunity for the senior program to offer more for their recreational & cultural arts services and special events. This year there are over 100 seniors participating in senior programming offered. Programs to include Biz Wiz, Senior Line Dancing, Senior Salsa, Senior meeting groups along with special programing for the senior by adding Older American Month celebration to events for the upcoming year. This year we also added a free Qigong and sound healing meditation class at the Conley facility.

Outreach to local schools, businesses, and social groups within the community to gain more volunteers for our special events.

Continue to develop our community youth programming with a youth jazz assemble and bring forth their gift and talents to the community by featuring their talents at City and special events.

Continue and grow the Cultural Arts Council by gaining a massive influence of cultural arts projects to enhance the awareness and participation within the city's livelihood of culture.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Grow the Cultural Art within the city and look to unique programming to include circus arts, poetry events, feature artist and youth cultural art programming.

Prior Year Highlights:

- Programs such as Dance, Zumba, Line Dancing and Yoga continued to grow and enhance the programs offered by the recreation department.
- Through Community Development Block Grants, we were able to do significant upgrading to the Brady Recreation Center. The upgrades included interior improvement at the Brady with the back gymnasium restrooms.
- Youth basketball continued its dominance with district and state victories.
- Created “pop-up” events in various areas of the community to create more outreach and activity at Brady Center. Events to include a senior Thanksgiving Luncheon. Music on the Lawn which included a R & B Concert, Gospel Fest along with coordination of the Wine Stroll by the Main Street Association.
- Volleyball continues to grow and dominated during their season. The Dream Chaser volleyball program won every game along with Georgia Recreation & Park’s Association State Tournament. This was the second time the City of College Park Recreation & Cultural Arts Department entered in a GRPA State tournament and won state championship.
- Hosted a live in person “Light Up College Park” event on November 28, 2022. This was another record attendance for the crowd and turn out. Featured performer were fantastic and this year collaborated with Main Street Association for a Tinsel Trail with Light Up to bring more lights to the Cit Auditorium. This year we featured a new 17’ Christmas tree along with a nativity tree. On December 17, 2023, “Santa Drive By” featuring Mr. & Mrs. Claus on the College Park Fire truck along with Mayor Bianca Motley Broom was a great hit. This year Amazon joined in with donating \$ 35,000 toys and electronic for the event. The Mayor and Mr. & Mrs. Clause also handed out free toys. The route for the fire truck is through each ward with a designated route.
- In February the Black History Month program was a pre-recorded event due to COVID. The program highlights the Judge Penny Brown and Lee Haney as speakers. Special recognition to Peter Stoner, Councilman Rodrick Gay’s wife’s father, as a Freedom Rider. Mr. Stoner received the Legacy Award. The 1 ½ hour pre-recorded program ran on the College Park TV channel daily for citizens to see for the month of February.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

- Senior Line Dancing class continues to grow and perform at local events. The Wyatt group has over 75 participants.
- Programming this year coming out of COVID-19 resumed to normal pre-covid numbers and participation. The pools and summer day camp resumed at the Conley and Wyatt Center. At Conley Recreation Center a variety of programs included use of the fitness center, College Park Gymnastics, youth baseball, instructional football and flag, Cheerleading, Ferguson Karate Program, Performance Fitness, and Cambridge Tutoring Services. At Tracey Wyatt Recreation center the computer lab and weight room stayed open with reserving time spots. Girls' and boys' recreational basketball season highlighted at both the Wyatt and Brady Recreation Center.
- College Park Tumbleweeds Gymnastics hosted three gymnastics meets in the City of College Park; Tumbles VS Weeds, Donna Stuart Tumbleweeds Invitational and 65 Roses Invitational for Cystic Fibrosis to promote and educate the participants about the genetic disease Cystic Fibrosis.
- To continue to apply for Community Block Development Grant through Fulton County to continue to improve the facilities and parks in the City of College Park. Applied and received funding from CDBG for the following:
 - \$ 102,700 to restore the Barrett Park playground-project completed in Fall 2022
 - \$ 584,000 Splash Pad at Phillips Park-project completed in Fall 2022
 - \$ 162,487 for Brady interior improvements for the back restrooms-project completed in 2022
 - \$ 223,229 for Conley sewer line and interior improvement-project completed in 2022
 - \$ 90,000 for concrete pad for mini pitch soccer-project completed in Fall 2022
- US Soccer Foundation Grant with Dicks Sporting Goods for \$ 100,000 for mini pitch soccer field at Richards D. Zupp Park.
- \$ 12,500 from Fulton County Arts Grant for programming support for Cultural Arts Funding.
- Will continue to look for grant funding to assist with needs for the department projects. Goals for the Recreation & Cultural Arts Department in projects are the following:
 - Update Zupp & Phillips Park Playground
 - Restrooms for Barrett Park
 - Evans Field restrooms and grading and landscaping
 - Lighting at the Phillips Park Soccer Fields
 - Pools at Wyatt and Conley replastered
 - Basketball court at Phillips Park
 - Continue adding WiFi in the parks
 - Tennis Courts resurfaced
 - Oil Switch for lights at Evans Field changed over
 - Finish replacing old air conditioners units at Conley facility

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **100**

Department and Number: **Fire EMS / 3560**

Department Submitting Request: Fire

Division Submitting Request: EMS

Requested for Department: All City Facilities

Prepared By: Division Chief Ron Taylor

Description of Item: Wall Mount Automatic External Defibrillators (AED)

Recommend that each of the city's departments that have defibrillators budget for the replacement cost of the units.

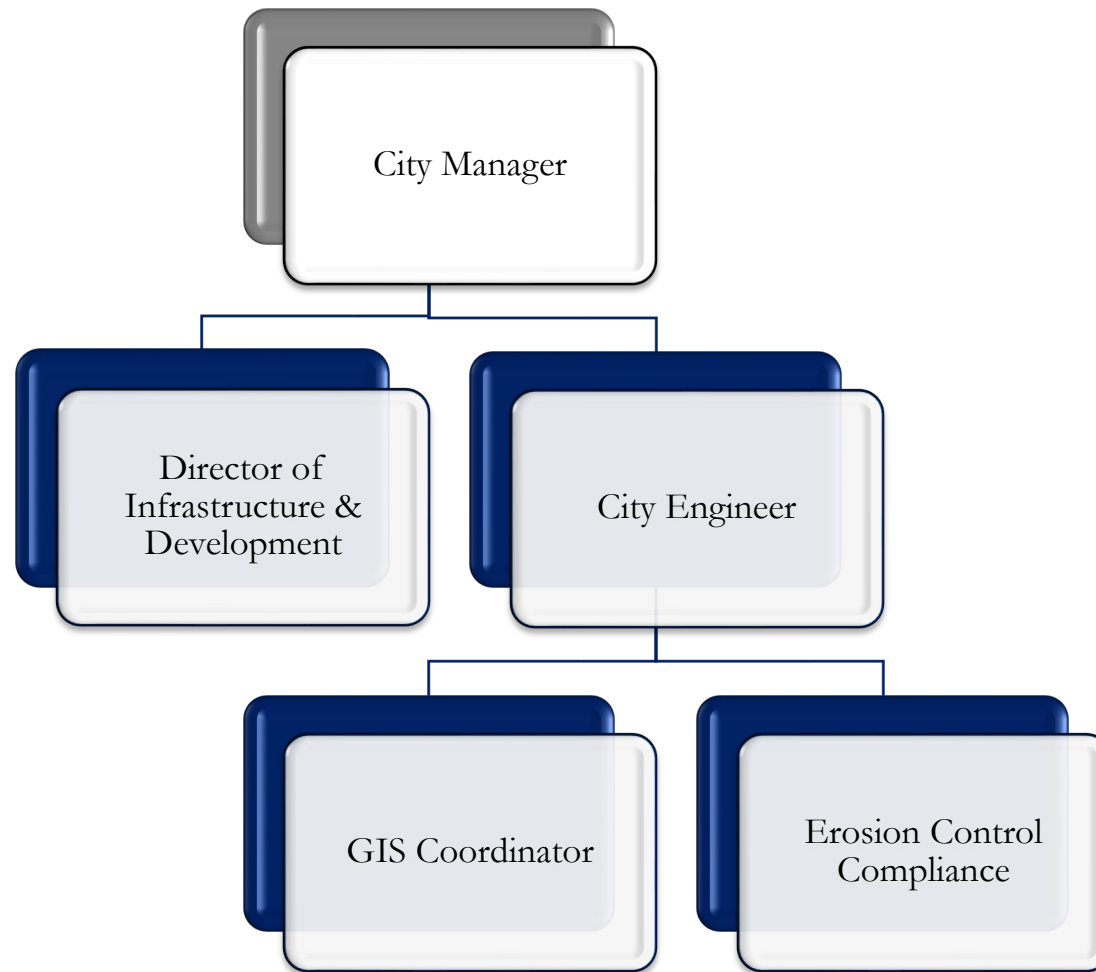
Reason for Requesting: The current defibrillators located in each of the city owned buildings are out of date and requires replacing.

Cost Estimate/Revenue Enhancement: Each defibrillator with mounting cabinet are quoted at \$2600. Recreation Department needs 3 replaced and an additional 1 for the City Auditorium. Total amount needed for budget is \$ 10,400.



ENGINEERING

Engineering Division Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1575 - Engineering								
<i>Personnel Services</i>								
51 5010	Salary/Operating	114,541.84	275,221.00	48,210.42	18	322,919.00	322,919.00	17
51 5040	Employee Utility Credit	.00	.00	.00		2,400.00	.00	
51 5190	Medicare	1,630.26	3,991.00	699.04	18	4,682.00	4,682.00	17
51 5200	Fica	475.54	.00	.00		.00	.00	
<i>Personnel Services Totals</i>		\$116,647.64	\$279,212.00	\$48,909.46	18%	\$330,001.00	\$327,601.00	17%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	16,448.03	54,792.00	11,271.27	21	65,860.00	65,860.00	20
51 5161	Life Insurance	37.23	248.00	.00		248.00	248.00	
51 5163	ST Disability Insurance	123.38	150.00	.00		150.00	150.00	
51 5164	LT Disability Insurance	145.04	150.00	.00		150.00	150.00	
51 5165	Health Insurance	7,194.75	30,914.00	.00		32,460.00	32,460.00	5
51 5166	Dental Insurance	328.24	456.00	.00		456.00	456.00	
<i>Employee Benefits Totals</i>		\$24,276.67	\$86,710.00	\$11,271.27	13%	\$99,324.00	\$99,324.00	15%
<i>Communications & Util.</i>								
52 5240	Telephone	7,128.83	5,834.00	4,412.48	76	6,888.00	6,336.00	9
52 5260	Heat & Power	6,919.65	6,914.00	5,527.96	80	7,404.00	7,128.00	3
52 5270	Water	174.79	213.00	239.32	112	228.00	180.00	(15)
52 5280	Other Communication/Util	737.04	860.00	552.78	64	1,118.00	760.00	(12)
<i>Communications & Util. Totals</i>		\$14,960.31	\$13,821.00	\$10,732.54	78%	\$15,638.00	\$14,404.00	4%
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	3,014.19	1,500.00	2,630.55	175	1,500.00	2,064.00	38
52 5730	R&M - D/P Equipment	3,284.09	7,920.00	2,857.51	36	51,704.00	51,940.00	556
53 5680	Tires	2,390.72	.00	.00		.00	.00	
<i>Repair & Maintenance Totals</i>		\$8,689.00	\$9,420.00	\$5,488.06	58%	\$53,204.00	\$54,004.00	473%
<i>Training & Education</i>								
52 6200	Training	954.60	.00	.00		.00	500.00	
52 6230	Conventions/Meetings	475.00	500.00	.00		500.00	1,500.00	200
<i>Training & Education Totals</i>		\$1,429.60	\$500.00	\$0.00	0%	\$500.00	\$2,000.00	300%
<i>Other Services & Charges</i>								
52 3505	Mileage Reimbursement	.00	400.00	.00		400.00	400.00	
52 5510	Consulting Fees	83,437.49	45,000.00	.00		45,000.00	45,000.00	
52 5530	Municipal Planning	.00	35,000.00	.00		35,000.00	35,000.00	



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1575 - Engineering								
<i>Other Services & Charges</i>								
52 6100	Auto Insurance	1,775.80	1,840.00	23,389.01	1,271	2,144.00	2,144.00	17
52 6110	Other Insurance	3,801.39	3,979.00	3,669.91	92	4,164.00	4,164.00	5
52 6150	Engineering Services	112,685.88	40,000.00	166,595.38	416	40,000.00	40,000.00	
52 6170	Contractual Services	2,500.00	.00	12,500.00		.00	.00	
52 6560	Workers Comp/Administrati	207.46	.00	921.66		250.00	250.00	
<i>Other Services & Charges Totals</i>		\$204,408.02	\$126,219.00	\$207,075.96	164%	\$126,958.00	\$126,958.00	1%
<i>Materials & Supplies</i>								
52 7300	Postage	11.03	100.00	2.20	2	.00	.00	(100)
52 7320	Stationery & Printing	1,336.51	1,000.00	235.55	24	1,000.00	1,000.00	
52 7330	Copy Expense	.00	3,000.00	68.81	2	3,000.00	3,000.00	
53 7000	Gas & Oil	428.38	.00	363.81		.00	.00	
53 7010	Tools/Shop Supplies	25.34	100.00	.00		100.00	100.00	
53 7050	Medical Services/Supplies	167.00	150.00	.00		150.00	150.00	
53 7121	Computer Hardware	.00	4,500.00	.00		13,500.00	10,500.00	133
53 7150	Other Operating Supplies	.00	2,000.00	.00		2,000.00	2,000.00	
53 7310	Office Supplies	380.81	800.00	347.16	43	800.00	800.00	
53 7340	Microfilm Supplies	.00	1,000.00	.00		1,000.00	1,000.00	
<i>Materials & Supplies Totals</i>		\$2,349.07	\$12,650.00	\$1,017.53	8%	\$21,550.00	\$18,550.00	47%
<i>Capital Outlay</i>								
54 7590	Vehicles - Replace	28,321.00	.00	.00		.00	.00	
<i>Capital Outlay Totals</i>		\$28,321.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
Department 1575 - Engineering Totals		\$401,081.31	\$528,532.00	\$284,494.82	54%	\$647,175.00	\$642,841.00	22%
EXPENSE TOTALS		\$401,081.31	\$528,532.00	\$284,494.82	54%	\$647,175.00	\$642,841.00	22%
Fund 100 - GENERAL FUND Totals		\$401,081.31	\$528,532.00	\$284,494.82	54%	\$647,175.00	\$642,841.00	22%
EXPENSE TOTALS		\$401,081.31	\$528,532.00	\$284,494.82	54%	\$647,175.00	\$642,841.00	22%
Fund 100 - GENERAL FUND Totals		(\$401,081.31)	(\$528,532.00)	(\$284,494.82)	54%	(\$647,175.00)	(\$642,841.00)	22%
Net Grand Totals								
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
EXPENSE GRAND TOTALS		\$401,081.31	\$528,532.00	\$284,494.82	54%	\$647,175.00	\$642,841.00	22%
Net Grand Totals		(\$401,081.31)	(\$528,532.00)	(\$284,494.82)	54%	(\$647,175.00)	(\$642,841.00)	22%



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount	
EXPENSES					
Fund 100 - GENERAL FUND					
Department 1575 - Engineering					
Account 52 3505 - Mileage Reimbursement					
100 1575 52 3505	New and Old Personnel for training	4.0000	100.00	400.00	
		Account 52 3505 - Mileage Reimbursement Totals	Transactions	1	<u>400.00</u>
Account 52 5240 - Telephone					
100 1575 52 5240	AT&T Telephone (Fax Lines, Elevator, ATM, Security System)	12.0000	68.00	816.00	
100 1575 52 5240	Comcast (Internet Service Failover)	12.0000	205.00	2,460.00	
100 1575 52 5240	Verizon Data	12.0000	108.00	1,296.00	
100 1575 52 5240	Verizon Wireless	12.0000	104.00	1,248.00	
100 1575 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	43.00	516.00	
		Account 52 5240 - Telephone Totals	Transactions	5	<u>\$6,336.00</u>
Account 52 5260 - Heat & Power					
100 1575 52 5260	Based on Monthly Average	12.0000	594.00	7,128.00	
		Account 52 5260 - Heat & Power Totals	Transactions	1	<u>\$7,128.00</u>
Account 52 5270 - Water					
100 1575 52 5270	Based on Monthly Average	12.0000	15.00	180.00	
		Account 52 5270 - Water Totals	Transactions	1	<u>\$180.00</u>
Account 52 5280 - Other Communication/Util					
100 1575 52 5280	Sanitation & Stormwater	1.0000	760.00	760.00	
		Account 52 5280 - Other Communication/Util Totals	Transactions	1	<u>\$760.00</u>
Account 52 5510 - Consulting Fees					
100 1575 52 5510	Supporting Requirement on Subdivision, Plans, & GIS	3.0000	15,000.00	45,000.00	
		Account 52 5510 - Consulting Fees Totals	Transactions	1	<u>\$45,000.00</u>
Account 52 5530 - Municipal Planning					
100 1575 52 5530	Methodology for the City total Resident Population Est	1.0000	35,000.00	35,000.00	
		Account 52 5530 - Municipal Planning Totals	Transactions	1	<u>\$35,000.00</u>
Account 52 5700 - R&M - Vehicles					
100 1575 52 5700	Moody's Allocation	12.0000	172.00	2,064.00	
		Account 52 5700 - R&M - Vehicles Totals	Transactions	1	<u>\$2,064.00</u>
Account 52 5730 - R&M - D/P Equipment					
100 1575 52 5730	DocuSign	1.0000	2,601.00	2,601.00	
100 1575 52 5730	Email License	1.0000	984.00	984.00	
100 1575 52 5730	Esri	1.0000	15,000.00	15,000.00	
100 1575 52 5730	Internet for WiFi	2.0000	400.00	800.00	
100 1575 52 5730	Mimecast	1.0000	362.00	362.00	
100 1575 52 5730	Quantum	12.0000	53.00	636.00	
100 1575 52 5730	Sage Gov	1.0000	26,101.00	26,101.00	
100 1575 52 5730	Tyler NW	1.0000	1,956.00	1,956.00	



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 1575 - Engineering				
Account	52 5730 - R&M - D/P Equipment			
100 1575 52 5730	Upgrade hardware	1.0000	3,500.00	3,500.00
	Account 52 5730 - R&M - D/P Equipment Totals	Transactions	9	<u>\$51,940.00</u>
Account	52 6100 - Auto Insurance			
100 1575 52 6100	APEX Auto Insurance	1.0000	2,144.00	2,144.00
	Account 52 6100 - Auto Insurance Totals	Transactions	1	<u>\$2,144.00</u>
Account	52 6110 - Other Insurance			
100 1575 52 6110	APEX EPLI Policy	1.0000	763.00	763.00
100 1575 52 6110	APEX General Liability	1.0000	3,401.00	3,401.00
	Account 52 6110 - Other Insurance Totals	Transactions	2	<u>\$4,164.00</u>
Account	52 6150 - Engineering Services			
100 1575 52 6150	Engineering Consulting Firms due to Staff Shortage	2.0000	20,000.00	40,000.00
	Account 52 6150 - Engineering Services Totals	Transactions	1	<u>\$40,000.00</u>
Account	52 6200 - Training			
100 1575 52 6200	Staff training	1.0000	500.00	500.00
	Account 52 6200 - Training Totals	Transactions	1	<u>\$500.00</u>
Account	52 6230 - Conventions/Meetings			
100 1575 52 6230	Attending the GMA Conference with Mayor	1.0000	1,500.00	1,500.00
	Account 52 6230 - Conventions/Meetings Totals	Transactions	1	<u>\$1,500.00</u>
Account	52 6560 - Workers Comp/Administrati			
100 1575 52 6560	NFP	1.0000	250.00	250.00
	Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1	<u>\$250.00</u>
Account	52 7330 - Copy Expense			
100 1575 52 7330	Additional personnel will change back copy expense	1.0000	3,000.00	3,000.00
	Account 52 7330 - Copy Expense Totals	Transactions	1	<u>\$3,000.00</u>
Account	53 7010 - Tools/Shop Supplies			
100 1575 53 7010	Various tools for field work/paint/tape/shovals	1.0000	100.00	100.00
	Account 53 7010 - Tools/Shop Supplies Totals	Transactions	1	<u>\$100.00</u>
Account	53 7050 - Medical Services/Supplies			
100 1575 53 7050	First Aid Kits for two vehicles	2.0000	75.00	150.00
	Account 53 7050 - Medical Services/Supplies Totals	Transactions	1	<u>\$150.00</u>
Account	53 7121 - Computer Hardware			
100 1575 53 7121	New Employees update computer hardware laptops	3.0000	3,500.00	10,500.00
	Account 53 7121 - Computer Hardware Totals	Transactions	1	<u>\$10,500.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 1575 - Engineering				
Account 53 7150 - Other Operating Supplies				
100 1575 53 7150	Center printer for Engineer Staff	1.0000	2,000.00	2,000.00
	Account 53 7150 - Other Operating Supplies Totals	Transactions	1	<u>2,000.00</u>
Account 53 7310 - Office Supplies				
100 1575 53 7310	Printing paper, ink, pens, note paper & office supplies	4.0000	200.00	800.00
	Account 53 7310 - Office Supplies Totals	Transactions	1	<u>\$800.00</u>
Account 53 7340 - Microfilm Supplies				
100 1575 53 7340	Moving files from paper to computer files	1.0000	1,000.00	1,000.00
	Account 53 7340 - Microfilm Supplies Totals	Transactions	1	<u>\$1,000.00</u>
	Department 1575 - Engineering Totals	Transactions	35	<u>\$214,916.00</u>
	Fund 100 - GENERAL FUND Totals	Transactions	35	<u>\$214,916.00</u>
	EXPENSES Totals	Transactions	35	<u>\$214,916.00</u>
	Grand Totals	Transactions	35	<u>\$214,916.00</u>

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Engineering -1575

Fund: 100

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
1		0	0	
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				

Wages

Regular	N/A	\$	-
Overtime			-
Medicare (1.45%)			-
FICA (6.2%) part- time only			-
Total (5210 Proposed New Personnel – Personnel Services)		\$	-

Fringe Benefits - *All Based on Single Coverage*

Group Life and AD & D \$350 per year		\$	-
Dental \$130 per year			-
Health Insurance \$8,115 per position per year			-
Pensions (23.99%) *			-
Uniforms			-
Total (5211 Proposed New Personnel – Benefits)		\$	-

Training and Education

Training		\$	-
Dues/ Memberships			-
Other			-
Total (5212 Proposed New Personnel – Training/ Education)		\$	-

Material and Supplies

Office Supplies		\$	-
Safety Clothing and Equipment			-
Other			-
Total (5213 Proposed New Personnel – Supplies)		\$	-

Capital Outlay (Needed if position is approved)

Furniture and Fixtures		\$	-
Office Machines and Equipment			-
Other			-
Total (5214 Proposed New Personnel – Capital Outlay)		\$	-

Vehicle (Additional Needed if Position Approved)

Vehicle Type and Cost		\$	-
Vehicle Service Costs			-
Total (5215 New Personnel – Vehicles)		\$	-

Total

\$ -

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F

City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 100		Department and Number: Engineering 1575	
New Replacement for Vehicle/Equipment No.		Priority:	
Vehicle Type		Information on Vehicle/Equipment Being Replaced	
_____ Sedan 2 Door		_____	Age of Vehicle/Equipment Being Replaced
_____ Sedan 4 Door		_____	Units of Use to Date (hours, miles, etc.)
_____ Cruiser		_____	Total Operating/Maintenance Costs to Date
_____ Station Wagon		_____	Actual FYE 2022-23 Maintenance Cost
_____ Van		_____	Actual FYE 2022-23 Operating Cost
_____ 1/2-ton Truck		_____	Estimated FYE 2023-24 Maintenance Cost
_____ 3/4-ton Truck		_____	Estimated FYE 2023-24 Operating Cost
_____ Sanitation Front Loader			
_____ Sanitation Rear Loader			
_____ Other			
List of Special Features, Not Standard:		Specific Description & Condition of Item Being Replaced including VIN#:	
Justification/Description:		Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction Retain as Backup Dismantle and Use for Parts Junk Other	
Purchase Option New Vehicle/Equipment		Rental Option New Vehicle/Equipment	
_____ Purchase Price		_____ Rental/Lease Cost per Year	
_____ Estimated Useful Life		_____ Estimated Length of Rental/Lease	
_____ Estimated Use During 2023-24		_____ Estimated Use During 2023-24	
_____ Estimated Operating Cost During 2023-24		_____ Estimated Operating Cost During 2023-24	

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

Dept: Engineering

Fuel Type:

<i>Unit #</i>	<i>Year</i>	<i>Make</i>	<i>Model</i>	<i>Vin Number</i>	<i>Cost</i>	<i>D.O.P.</i>	<i>Prior Year Mileage</i>	<i>Curr Year Mileage</i>	<i>Hours</i>	<i>Tag #.</i>
<i>All Departments are required to submit a vehicle inventory list.</i>										
770-G	1998	Ford	E150	1FTRE140WHA41281	16,000.00	10/13/1997	Out of Service	NA	NA	133146
777-G	2008	Ford	F250	1FSOX21588EA28598	26,222.00	3/5/2007	25,527	28965	NA	GV19224

G=Gas

D=Diesel

AF=Alternative Fuel

N/A=Not Available or Required

*** Mileage gage has been broken**

EXHIBIT G
 City of College Park, Georgia
 5 Year Capital Improvement Program
 Budget Year 2023-2024

Department: Engineering

Department Number: 1575

Account Number	Description/Justification	Suggested Funding Source	2023-24	2024-25	2025-26	2026-27	2027-28
237 4965 54 7750	Quick Response Improvement	MOST	\$750,000				
Totals			\$750,000	\$0	\$0	\$0	\$0

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Engineering

Fund: 100

Division:

Department Number: 1575

Item/Project Name:

Item/Project Manager:

Priority Rating:

Units Requested:

Number of Similar Units on Hand:

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life _____

Estimated Cost _____

Less: Trade-In _____

Net Cost _____

Comparable Quotes:

Vendor Name

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Engineering

Project Name or Title:

Project Description:

Project Justification and Impact:

Project Costs: \$

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Useful Life:

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Engineering Department

Program Description:

The Engineering Department provides Technical Services to the Citizens, Mayor, Council, City Manager, Department Heads, Staff and other Government Agencies on the Federal, State, County, and Municipal levels. These technical services include but are not limited to Plan Review, Storm Water Review, Geographic Information Systems (GIS), Records, and Construction Administration to insure compliance with Federal, State, and County, and City rules and regulations.

Trends:

Building our Global Gateway to sustain the demands of The World’s Busiest Airport in the world at Hartsfield Jackson Atlanta International Airport with 38 hotels having 6,000 rooms while preserving the small-town atmosphere of Historic College Park (Fourth largest Urban Historic District in Georgia after Savannah, Macon, and Atlanta). Providing the best possible customer services by anticipating their desires before they can communicate their request with a quick turnaround in reviewing Site Plans for engineering and storm water issues.

Program Broad Goals:

Provide timely review of all Site Plans concerning all Engineering issues. Provide quality and timely inspections. Ensure that the City complies with all mandates of Storm Water Management including National Flood Insurance Program (NFIP), Community Rating System (CRS), and National Discharge Elimination System (NPDES).

Program 23/24 Objectives:

Complete all Plan Review within 2 weeks. Maintain the CRS rating at 6.

Performance Measures

Program/Service Outcomes: (based on program objectives)	Actual 22/23
Reviews within 2 weeks	90%
Program/Service Outputs: (goods, services, units produced)	Estimated 23/24
	+30
Program/Service Outcomes: (based on program objectives)	Estimated 23/24
Reviews within 2 weeks	90%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Prior Year Highlights:

- The Global Gateway Pedestrian Bridge over Campcreek Parkway began construction
- Rhodes Street Bridge & extension (now Lottie Miller Blvd) began construction
- Hawthorne Station has completed phase I and started moving into phase II
- New construction and demolition of various properties to make way for new housing market to increase our city population
- The Academy Building behind College Park First United Methodist Church began renovation and street improvement
- Diamond College Park Apartments and Parking Lot began Construction
- Somersby Phase I began construction
- H2S Tru Hotel continues construction
- Buffington Center (large warehouse) began construction
- TCF Office Building kick off
- Substantial efforts to re-sell Six West Residential area
- Airport West 500 Completed construction
- Charles Philips Park completed construction on the splash pad
- U-Haul Southampton completed its expansion
- Began plans water system to become more self-reliant as a result of the water crisis

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **100**

Department and Number:

Engineering / 1575

Department Submitting Request:

Division Submitting Request:

Requested for Department:

Prepared By:

Description of Item:

Reason for Requesting:

Cost Estimate/Revenue Enhancement:



T-SPLOST



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	235 - TSPLOST							
	REVENUE							
	Department 4962 - T-SPLOST							
	Taxes							
31 3400	TSPLOST	2,905,550.13	2,775,391.00	1,822,417.16	66	2,760,000.00	2,760,000.00	(1)
	<i>Taxes Totals</i>	<u>\$2,905,550.13</u>	<u>\$2,775,391.00</u>	<u>\$1,822,417.16</u>	<u>66%</u>	<u>\$2,760,000.00</u>	<u>\$2,760,000.00</u>	<u>(1%)</u>
	<i>Other Income</i>							
34 1900	Miscellaneous Income	(9.34)	.00	.00		.00	.00	
	<i>Other Income Totals</i>	<u>(\$9.34)</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>
	<i>Operating Transfers In</i>							
39 1200	Operating Transfers In	10,634,500.00	.00	.00		.00	.00	
	<i>Operating Transfers In Totals</i>	<u>\$10,634,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>
	<i>Budget Carryforward</i>							
39 9900	Budget Carryforward	.00	10,634,500.00	.00		.00	.00	(100)
	<i>Budget Carryforward Totals</i>	<u>\$0.00</u>	<u>\$10,634,500.00</u>	<u>\$0.00</u>	<u>0%</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(100%)</u>
	Department 4962 - T-SPLOST Totals	<u>\$13,540,040.79</u>	<u>\$13,409,891.00</u>	<u>\$1,822,417.16</u>	<u>14%</u>	<u>\$2,760,000.00</u>	<u>\$2,760,000.00</u>	<u>(79%)</u>
	REVENUE TOTALS	<u>\$13,540,040.79</u>	<u>\$13,409,891.00</u>	<u>\$1,822,417.16</u>	<u>14%</u>	<u>\$2,760,000.00</u>	<u>\$2,760,000.00</u>	<u>(79%)</u>
	EXPENSE							
	Department 4962 - T-SPLOST							
	Repair & Maintenance							
52 5751	Streets	7,943.05	.00	1,046.64		.00	.00	
	<i>Repair & Maintenance Totals</i>	<u>\$7,943.05</u>	<u>\$0.00</u>	<u>\$1,046.64</u>	<u>+++</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>
	<i>Other Services & Charges</i>							
52 5510	Consulting Fees	125,847.00	.00	.00		.00	.00	
52 6130	Miscellaneous Services	.00	.00	6,682.39		.00	.00	
	<i>Other Services & Charges Totals</i>	<u>\$125,847.00</u>	<u>\$0.00</u>	<u>\$6,682.39</u>	<u>+++</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>
	<i>Capital Outlay</i>							
54 1400	Infrastructure	41,900.00	.00	40,600.00		.00	.00	
54 1401	Bridges	25,236.82	.00	7,234,786.93		.00	.00	
54 1402	Road Improvements	814,020.54	.00	4,136,401.49		.00	.00	
54 7700	Capital Improvement Fund	1,165,675.47	13,409,891.00	(12,500.00)		425,312.00	425,312.00	(97)
	<i>Capital Outlay Totals</i>	<u>\$2,046,832.83</u>	<u>\$13,409,891.00</u>	<u>\$11,399,288.42</u>	<u>85%</u>	<u>\$425,312.00</u>	<u>\$425,312.00</u>	<u>(97%)</u>
	<i>Debt Service</i>							
58 1100	Bond Principal	.00	.00	.00		2,080,000.00	2,080,000.00	
58 2000	Bond Interest	.00	.00	140,707.50		254,688.00	254,688.00	
	<i>Debt Service Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$140,707.50</u>	<u>+++</u>	<u>\$2,334,688.00</u>	<u>\$2,334,688.00</u>	<u>+++</u>
	Department 4962 - T-SPLOST Totals	<u>\$2,180,622.88</u>	<u>\$13,409,891.00</u>	<u>\$11,547,724.95</u>	<u>86%</u>	<u>\$2,760,000.00</u>	<u>\$2,760,000.00</u>	<u>(79%)</u>
	EXPENSE TOTALS	<u>\$2,180,622.88</u>	<u>\$13,409,891.00</u>	<u>\$11,547,724.95</u>	<u>86%</u>	<u>\$2,760,000.00</u>	<u>\$2,760,000.00</u>	<u>(79%)</u>



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	235 - TSPLOST Totals							
	REVENUE TOTALS	\$13,540,040.79	\$13,409,891.00	\$1,822,417.16	14%	\$2,760,000.00	\$2,760,000.00	(79%)
	EXPENSE TOTALS	\$2,180,622.88	\$13,409,891.00	\$11,547,724.95	86%	\$2,760,000.00	\$2,760,000.00	(79%)
Fund	235 - TSPLOST Totals	\$11,359,417.91	\$0.00	(\$9,725,307.79)	+++	\$0.00	\$0.00	+++
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$13,540,040.79	\$13,409,891.00	\$1,822,417.16	14%	\$2,760,000.00	\$2,760,000.00	(79%)
	EXPENSE GRAND TOTALS	\$2,180,622.88	\$13,409,891.00	\$11,547,724.95	86%	\$2,760,000.00	\$2,760,000.00	(79%)
	Net Grand Totals	\$11,359,417.91	\$0.00	(\$9,725,307.79)	+++	\$0.00	\$0.00	+++



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
REVENUES				
Fund 235 - TSPLOST				
Department 4962 - T-SPLOST				
Account 31 3400 - TSPLOST				
235 4962 31 3400	Monthly T-Splost Revenue	12.0000	230,000.00	2,760,000.00
	Account 31 3400 - TSPLOST Totals	Transactions	1	<u>\$2,760,000.00</u>
	Department 4962 - T-SPLOST Totals	Transactions	1	<u>\$2,760,000.00</u>
	Fund 235 - TSPLOST Totals	Transactions	1	<u>\$2,760,000.00</u>
	REVENUES Totals	Transactions	1	<u>\$2,760,000.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 235 - TSPLOST				
Department 4962 - T-SPLOST				
Account 58 1100 - Bond Principal				
235 4962 58 1100	Debt Service Obligation (Principal)	1.0000	2,080,000.00	2,080,000.00
	Account 58 1100 - Bond Principal Totals	Transactions	1	<u>2,080,000.00</u>
Account 58 2000 - Bond Interest				
235 4962 58 2000	Debt Service Obligation (Interest) - 02/01/2024	1.0000	113,980.00	113,980.00
235 4962 58 2000	Debt Service Obligation (Interest) - 08/01/2023	1.0000	140,708.00	140,708.00
	Account 58 2000 - Bond Interest Totals	Transactions	2	<u>\$254,688.00</u>
	Department 4962 - T-SPLOST Totals	Transactions	3	<u>\$2,334,688.00</u>
	Fund 235 - TSPLOST Totals	Transactions	3	<u>\$2,334,688.00</u>
	EXPENSES Totals	Transactions	3	<u>\$2,334,688.00</u>
	Grand Totals	Transactions	4	<u>\$5,094,688.00</u>



SPLOST



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 320 - SPLOST FUND								
REVENUE								
Department 4960 - S.P.L.O.S.T.								
<i>Taxes</i>								
31 3101	Local Option/Clayton Co.	302,421.12	286,257.00	224,591.90	78	282,000.00	282,000.00	(1)
<i>Taxes Totals</i>		\$302,421.12	\$286,257.00	\$224,591.90	78%	\$282,000.00	\$282,000.00	(1%)
<i>Interest</i>								
36 1000	Interest - Nonrestricted	84.66	.00	784.49		.00	.00	
<i>Interest Totals</i>		\$84.66	\$0.00	\$784.49	+++	\$0.00	\$0.00	+++
<i>Budget Carryforward</i>								
39 9900	Budget Carryforward	.00	512,743.00	.00		.00	50,000.00	(90)
<i>Budget Carryforward Totals</i>		\$0.00	\$512,743.00	\$0.00	0%	\$0.00	\$50,000.00	(90%)
Department 4960 - S.P.L.O.S.T. Totals		\$302,505.78	\$799,000.00	\$225,376.39	28%	\$282,000.00	\$332,000.00	(58%)
REVENUE TOTALS		\$302,505.78	\$799,000.00	\$225,376.39	28%	\$282,000.00	\$332,000.00	(58%)
EXPENSE								
Department 4960 - S.P.L.O.S.T.								
<i>Other Services & Charges</i>								
52 6590	Contingencies	.00	100,000.00	.00		82,000.00	82,000.00	(18)
<i>Other Services & Charges Totals</i>		\$0.00	\$100,000.00	\$0.00	0%	\$82,000.00	\$82,000.00	(18%)
<i>Capital Outlay</i>								
54 7630	Other Equipment - New	.00	699,000.00	.00		250,000.00	250,000.00	(64)
<i>Capital Outlay Totals</i>		\$0.00	\$699,000.00	\$0.00	0%	\$250,000.00	\$250,000.00	(64%)
Department 4960 - S.P.L.O.S.T. Totals		\$0.00	\$799,000.00	\$0.00	0%	\$332,000.00	\$332,000.00	(58%)
EXPENSE TOTALS		\$0.00	\$799,000.00	\$0.00	0%	\$332,000.00	\$332,000.00	(58%)
Fund 320 - SPLOST FUND Totals								
REVENUE TOTALS		\$302,505.78	\$799,000.00	\$225,376.39	28%	\$282,000.00	\$332,000.00	(58%)
EXPENSE TOTALS		\$0.00	\$799,000.00	\$0.00	0%	\$332,000.00	\$332,000.00	(58%)
Fund 320 - SPLOST FUND Totals		\$302,505.78	\$0.00	\$225,376.39	+++	(\$50,000.00)	\$0.00	+++
Net Grand Totals								
REVENUE GRAND TOTALS		\$302,505.78	\$799,000.00	\$225,376.39	28%	\$282,000.00	\$332,000.00	(58%)
EXPENSE GRAND TOTALS		\$0.00	\$799,000.00	\$0.00	0%	\$332,000.00	\$332,000.00	(58%)
Net Grand Totals		\$302,505.78	\$0.00	\$225,376.39	+++	(\$50,000.00)	\$0.00	+++



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
REVENUES				
Fund	320 - SPLOST FUND			
Department	4960 - S.P.L.O.S.T.			
Account	31 3101 - Local Option/Clayton Co.			
320 4960 31 3101	Splost Annual Revenue	12.0000	23,500.00	282,000.00
Account	31 3101 - Local Option/Clayton Co. Totals	Transactions	1	<u>\$282,000.00</u>
Department	4960 - S.P.L.O.S.T. Totals	Transactions	1	<u>\$282,000.00</u>
Fund	320 - SPLOST FUND Totals	Transactions	1	<u>\$282,000.00</u>
	REVENUES Totals	Transactions	1	<u>\$282,000.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	320 - SPLOST FUND			
Department	4960 - S.P.L.O.S.T.			
Account	54 7630 - Other Equipment - New			
320 4960 54 7630	GICC - Hall Restroom Repairs/Upgrades	1.0000	250,000.00	250,000.00
Account	54 7630 - Other Equipment - New Totals	Transactions	1	<u>\$250,000.00</u>
Department	4960 - S.P.L.O.S.T. Totals	Transactions	1	<u>\$250,000.00</u>
Fund	320 - SPLOST FUND Totals	Transactions	1	<u>\$250,000.00</u>
	EXPENSES Totals	Transactions	1	<u>\$250,000.00</u>
	Grand Totals	Transactions	2	<u><u>\$532,000.00</u></u>

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Convention Center

Fund: 555

Division: 555

Department Number: 4970

Item/Project Name: Hall Restroom Renovations

Item/Project Manager:

Priority Rating: 2

Units Requested:

Number of Similar Units on Hand:

Description of Item/Project: This capital improvement item is to provide updated bathroom facilities for our guests. The Ballroom & Suites restrooms were renovated in 2017. This year marks year 20 for the building and the Hall Restrooms are the original. We would recommend doing 2 Halls at a time, if cost is a concern.

Explain need for this expenditure:

<input checked="" type="checkbox"/> Scheduled Replacement	<input type="checkbox"/> Expanded Service
<input type="checkbox"/> Replace Worn-Out Equipment	<input type="checkbox"/> New Operation
<input type="checkbox"/> Obsolete Equipment	<input type="checkbox"/> Increased Safety Replacement
<input type="checkbox"/> Reduce Personnel Time	<input type="checkbox"/> Additional

If the item is a replacement, please describe the item that needs replaced. The existing analog cameras are obsolete and do not provide the resolution needed for public safety and security.

Disposition of item replaced:

Sale Trade-In Scrap Other Department Use

Justify need for this item, including use: The existing cameras are old, obsolete, and several are not working and do not provide the needed resolution.

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life	_____
Estimated Cost	___\$250,000___
Less: Trade-In	_____
Net Cost	_____

Comparable Quotes:

Vendor Name

Vendor Quote

-
- 1.
 - 2.
 - 3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Convention Center

Project Description:

Hall Restroom Renovations

Project Justification and Impact:

This year we celebrate 20 years in the building and the Hall restrooms are original. We renovated the Ballroom and Suites restrooms in 2017. These improvements will help to visually coordinate with the most recent restroom updates, as well as offering our guest a new, current restroom experience. This will be a large project, both financially and in scale, for that reason we could recommend that we do this project in 2 phases. Halls A & B first followed by Halls C&D. This project also includes the family and smaller restrooms in the prefunction area of the Halls.

Project Costs: \$500,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 250,000	\$250,000	\$ -	\$ -	\$ -	\$500,000

Useful Life:

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: SPLOST



**MOST-
MUNICIPAL
OPTION SALES
TAX**



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	237 - MOST							
	REVENUE							
	Department 0000 - Revenues							
	<i>Taxes</i>							
31 3600	MOST - Municipal Option Sales Tax	.00	.00	3,061,715.32		.00	750,000.00	
	<i>Taxes Totals</i>	\$0.00	\$0.00	\$3,061,715.32	+++	\$0.00	\$750,000.00	+++
	Department 0000 - Revenues Totals	\$0.00	\$0.00	\$3,061,715.32	+++	\$0.00	\$750,000.00	+++
	REVENUE TOTALS	\$0.00	\$0.00	\$3,061,715.32	+++	\$0.00	\$750,000.00	+++
	EXPENSE							
	Department 4965 - MOST - Municipal Option Sale Tax							
	<i>Capital Outlay</i>							
54 7700	Capital Improvement Fund	.00	.00	.00		700,000.00	750,000.00	
54 7750	Sewer Improvements	.00	.00	.00		7,500,000.00	.00	
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	+++	\$8,200,000.00	\$750,000.00	+++
	Department 4965 - MOST - Municipal Option Sale Tax Totals	\$0.00	\$0.00	\$0.00	+++	\$8,200,000.00	\$750,000.00	+++
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	+++	\$8,200,000.00	\$750,000.00	+++
Fund	237 - MOST Totals							
	REVENUE TOTALS	\$0.00	\$0.00	\$3,061,715.32	+++	\$0.00	\$750,000.00	+++
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	+++	\$8,200,000.00	\$750,000.00	+++
Fund	237 - MOST Totals	\$0.00	\$0.00	\$3,061,715.32	+++	(\$8,200,000.00)	\$0.00	+++
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$3,061,715.32	+++	\$0.00	\$750,000.00	+++
	EXPENSE GRAND TOTALS	\$0.00	\$0.00	\$0.00	+++	\$8,200,000.00	\$750,000.00	+++
	Net Grand Totals	\$0.00	\$0.00	\$3,061,715.32	+++	(\$8,200,000.00)	\$0.00	+++



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

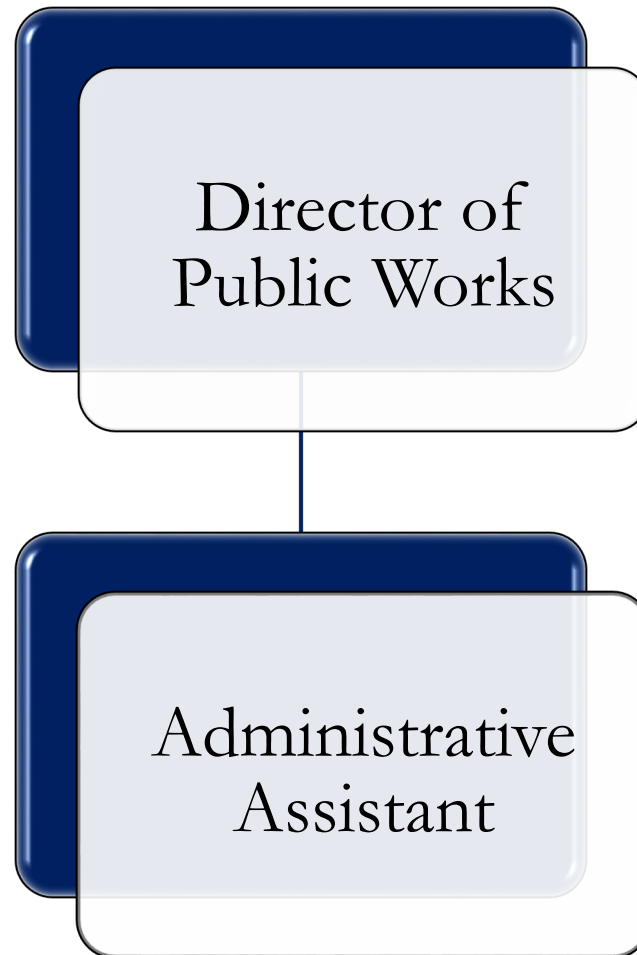
Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	237 - MOST			
Department	4965 - MOST - Municipal Option Sale Tax			
Account	54 7700 - Capital Improvement Fund			
237 4965 54 7700	Quick Response Improvements	1.0000	750,000.00	750,000.00
	Account 54 7700 - Capital Improvement Fund Totals	Transactions	1	<u>\$750,000.00</u>
	Department 4965 - MOST - Municipal Option Sale Tax Totals	Transactions	1	<u>\$750,000.00</u>
	Fund 237 - MOST Totals	Transactions	1	<u>\$750,000.00</u>
	EXPENSES Totals	Transactions	1	<u>\$750,000.00</u>
	Grand Totals	Transactions	1	<u><u>\$750,000.00</u></u>



PUBLIC WORKS ADMINISTRATION

Public Works Administration Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 4000 - PUBLIC WORKS ADMIN								
<i>Personnel Services</i>								
51 5010	Salary/Operating	35,429.27	41,747.00	16,988.72	41	46,856.00	46,856.00	12
51 5020	Salary/Overtime	29.95	.00	31.64		.00	.00	
51 5040	Employee Utility Credit	.00	.00	.00		600.00	600.00	
51 5190	Medicare	642.98	605.00	234.90	39	679.00	679.00	12
<i>Personnel Services Totals</i>		\$36,102.20	\$42,352.00	\$17,255.26	41%	\$48,135.00	\$48,135.00	14%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	6,591.29	6,821.00	2,570.60	38	7,516.00	7,516.00	10
51 5161	Life Insurance	17.47	37.00	2.22	6	37.00	37.00	
51 5163	ST Disability Insurance	26.58	78.00	5.06	6	78.00	78.00	
51 5164	LT Disability Insurance	29.96	79.00	5.55	7	79.00	79.00	
51 5165	Health Insurance	2,608.81	3,865.00	1,337.04	35	4,057.00	4,057.00	5
51 5166	Dental Insurance	157.42	188.00	57.21	30	188.00	188.00	
<i>Employee Benefits Totals</i>		\$9,431.53	\$11,068.00	\$3,977.68	36%	\$11,955.00	\$11,955.00	8%
<i>Communications & Util.</i>								
52 5240	Telephone	7,979.50	4,699.00	5,368.37	114	7,548.00	10,212.00	117
<i>Communications & Util. Totals</i>		\$7,979.50	\$4,699.00	\$5,368.37	114%	\$7,548.00	\$10,212.00	117%
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	44.45	.00	.00		.00	.00	
52 5710	R&M Furn. & Equip.	.00	1,250.00	.00		1,949.00	1,400.00	12
52 5720	R&M Communication Equip	188.89	.00	.00		.00	.00	
52 5730	R&M - D/P Equipment	5,499.97	6,045.00	4,998.81	83	12,650.00	12,886.00	113
<i>Repair & Maintenance Totals</i>		\$5,733.31	\$7,295.00	\$4,998.81	69%	\$14,599.00	\$14,286.00	96%
<i>Training & Education</i>								
52 6200	Training	500.00	600.00	.00		3,500.00	600.00	
52 6210	Dues	223.00	350.00	.00		350.00	.00	(100)
52 6220	Subscription/Publications	.00	.00	.00		500.00	500.00	
52 6230	Conventions/Meetings	.00	1,000.00	.00		2,000.00	1,000.00	
<i>Training & Education Totals</i>		\$723.00	\$1,950.00	\$0.00	0%	\$6,350.00	\$2,100.00	8%
<i>Other Services & Charges</i>								
52 3505	Mileage Reimbursement	.00	.00	.00		800.00	200.00	
52 6000	Advertising Expense	1,441.44	4,000.00	1,561.86	39	5,000.00	400.00	(90)
52 6110	Other Insurance	2,805.33	2,934.00	2,815.98	96	3,227.00	3,227.00	10



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 4000 - PUBLIC WORKS ADMIN								
<i>Other Services & Charges</i>								
52 6130	Miscellaneous Services	.00	.00	.00		2,500.00	500.00	
52 6170	Contractual Services	.00	7,200.00	6,523.46	91	7,200.00	7,200.00	
52 6193	City Wide Events	.00	.00	.00		2,500.00	.00	
52 6560	Workers Comp/Administrati	414.93	.00	460.83		500.00	500.00	
52 6600	Claims Workers Comp.	736.77	.00	491.18		.00	.00	
<i>Other Services & Charges Totals</i>		\$5,398.47	\$14,134.00	\$11,853.31	84%	\$21,727.00	\$12,027.00	(15%)
<i>Materials & Supplies</i>								
52 7300	Postage	63.01	100.00	5.77	6	100.00	50.00	(50)
52 7320	Stationery & Printing	77.14	250.00	75.28	30	350.00	250.00	
53 7050	Medical Services/Supplies	183.50	100.00	.00		.00	.00	(100)
53 7121	Computer Hardware	1,461.78	.00	.00		3,400.00	3,400.00	
53 7122	Computer Supplies	383.45	350.00	269.62	77	350.00	350.00	
53 7150	Other Operating Supplies	.00	.00	.00		600.00	.00	
53 7310	Office Supplies	1,576.81	400.00	53.40	13	2,500.00	1,500.00	275
53 7360	Other Admin. Supplies	198.05	750.00	414.95	55	750.00	750.00	
53 7450	Emergency/Water Restoration	.00	.00	3,825.00		.00	.00	
<i>Materials & Supplies Totals</i>		\$3,943.74	\$1,950.00	\$4,644.02	238%	\$8,050.00	\$6,300.00	223%
Department 4000 - PUBLIC WORKS ADMIN Totals		\$69,311.75	\$83,448.00	\$48,097.45	58%	\$118,364.00	\$105,015.00	26%
EXPENSE TOTALS		\$69,311.75	\$83,448.00	\$48,097.45	58%	\$118,364.00	\$105,015.00	26%
Fund 100 - GENERAL FUND Totals		\$69,311.75	\$83,448.00	\$48,097.45	58%	\$118,364.00	\$105,015.00	26%
EXPENSE TOTALS		\$69,311.75	\$83,448.00	\$48,097.45	58%	\$118,364.00	\$105,015.00	26%
Fund 100 - GENERAL FUND Totals		(\$69,311.75)	(\$83,448.00)	(\$48,097.45)	58%	(\$118,364.00)	(\$105,015.00)	26%
Net Grand Totals								
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
EXPENSE GRAND TOTALS		\$69,311.75	\$83,448.00	\$48,097.45	58%	\$118,364.00	\$105,015.00	26%
Net Grand Totals		(\$69,311.75)	(\$83,448.00)	(\$48,097.45)	58%	(\$118,364.00)	(\$105,015.00)	26%



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount	
EXPENSES					
Fund 100 - GENERAL FUND					
Department 4000 - PUBLIC WORKS ADMIN					
Account 52 3505 - Mileage Reimbursement					
100 4000 52 3505	Travel for work related items	1.0000	200.00	200.00	
		Account 52 3505 - Mileage Reimbursement Totals	Transactions	1	<u>200.00</u>
Account 52 5240 - Telephone					
100 4000 52 5240	AT&T Telephone (Fax Lines, Elevator, ATM, Security System)	12.0000	147.00	1,764.00	
100 4000 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00	
100 4000 52 5240	Verizon Data	12.0000	114.00	1,368.00	
100 4000 52 5240	Verizon Wireless	12.0000	498.00	5,976.00	
100 4000 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	25.00	300.00	
		Account 52 5240 - Telephone Totals	Transactions	5	<u>\$10,212.00</u>
Account 52 5710 - R&M Furn. & Equip.					
100 4000 52 5710	Desk w/drawer locks	1.0000	1,400.00	1,400.00	
		Account 52 5710 - R&M Furn. & Equip. Totals	Transactions	1	<u>\$1,400.00</u>
Account 52 5730 - R&M - D/P Equipment					
100 4000 52 5730	Docusign	1.0000	2,601.00	2,601.00	
100 4000 52 5730	Email License	1.0000	493.00	493.00	
100 4000 52 5730	Mimecast	1.0000	181.00	181.00	
100 4000 52 5730	Quantum	12.0000	53.00	636.00	
100 4000 52 5730	Tyler NW	1.0000	8,975.00	8,975.00	
		Account 52 5730 - R&M - D/P Equipment Totals	Transactions	5	<u>\$12,886.00</u>
Account 52 6110 - Other Insurance					
100 4000 52 6110	APEX EPLI Policy	1.0000	1,526.00	1,526.00	
100 4000 52 6110	APEX General Liability	1.0000	1,701.00	1,701.00	
		Account 52 6110 - Other Insurance Totals	Transactions	2	<u>\$3,227.00</u>
Account 52 6130 - Miscellaneous Services					
100 4000 52 6130	Rewards & recognition, flower cottage, site event, public works	1.0000	500.00	500.00	
		Account 52 6130 - Miscellaneous Services Totals	Transactions	1	<u>\$500.00</u>
Account 52 6200 - Training					
100 4000 52 6200	Assorted administration leadership training, payroll, LMS	1.0000	600.00	600.00	
		Account 52 6200 - Training Totals	Transactions	1	<u>\$600.00</u>
Account 52 6230 - Conventions/Meetings					
100 4000 52 6230	NEO Gov training, payroll, administrative	1.0000	1,000.00	1,000.00	
		Account 52 6230 - Conventions/Meetings Totals	Transactions	1	<u>\$1,000.00</u>
Account 52 6560 - Workers Comp/Administrati					
100 4000 52 6560	NFP	1.0000	500.00	500.00	
		Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1	<u>\$500.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	100 - GENERAL FUND			
Department	4000 - PUBLIC WORKS ADMIN			
Account	53 7121 - Computer Hardware			
100 4000 53 7121	Docking Station	1.0000	1,500.00	1,500.00
100 4000 53 7121	Laptop, Dell Latitude b. Core i5/Core i7 Processors c32	1.0000	1,900.00	1,900.00
	Account 53 7121 - Computer Hardware Totals	Transactions	2	<u>\$3,400.00</u>
	Account 53 7310 - Office Supplies			
100 4000 53 7310	Routine Office Supplies	1.0000	1,500.00	1,500.00
	Account 53 7310 - Office Supplies Totals	Transactions	1	<u>\$1,500.00</u>
	Department 4000 - PUBLIC WORKS ADMIN Totals	Transactions	21	<u>\$35,425.00</u>
	Fund 100 - GENERAL FUND Totals	Transactions	21	<u>\$35,425.00</u>
	EXPENSES Totals	Transactions	21	<u><u>\$35,425.00</u></u>
	Grand Totals	Transactions	21	<u><u>\$35,425.00</u></u>

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Public Works Admin -4000

Fund: 100

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
<hr/>				
Wages				
Regular	N/A		\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)				\$ -
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			\$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			\$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			\$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			\$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			\$ -	
Total			\$ -	

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F

City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 100		Department and Number: Public Works/Admin 4000	
New Replacement for Vehicle/Equipment No.		Priority:	
Vehicle Type		Information on Vehicle/Equipment Being Replaced	
_____ Sedan 2 Door		_____	Age of Vehicle/Equipment Being Replaced
_____ Sedan 4 Door		_____	Units of Use to Date (hours, miles, etc.)
_____ Cruiser		_____	Total Operating/Maintenance Costs to Date
_____ Station Wagon		_____	Actual FYE 2022-23 Maintenance Cost
_____ Van		_____	Actual FYE 2022-23 Operating Cost
_____ 1/2-ton Truck		_____	Estimated FYE 2023-24 Maintenance Cost
_____ 3/4-ton Truck		_____	Estimated FYE 2023-24 Operating Cost
_____ Sanitation Front Loader			
_____ Sanitation Rear Loader			
_____ Other			
List of Special Features, Not Standard:		Specific Description & Condition of Item Being Replaced including VIN#:	
Justification/Description:		Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction Retain as Backup Dismantle and Use for Parts Junk Other	
Purchase Option New Vehicle/Equipment		Rental Option New Vehicle/Equipment	
_____ Purchase Price		_____ Rental/Lease Cost per Year	
_____ Estimated Useful Life		_____ Estimated Length of Rental/Lease	
_____ Estimated Use During 2023-24		_____ Estimated Use During 2023-24	
_____ Estimated Operating Cost During 2023-24		_____ Estimated Operating Cost During 2023-24	

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

DEPARTMENT
Public Works (Administration)

Unit #	Year	Make	Model	Vin Number	Purchase Cost	Date of Purchase	Prior Year Mileage	Prior Year Hours	Current Mileage	Current Hours	Tag No
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N/A

G=Gas

D=Diesel

AF=Alternative Fuel

N/A=Not Available or Required

EXHIBIT G

City of College Park, Georgia
5 Year Capital Improvement Program
Budget Year 2023-2024

Department: PW Administration		Fund: 100	Department Number: 4000				
Account Number	Description/Justification	Suggested Funding Source	2023-24	2024-25	2025-26	2026-27	2027-28
	N/A						
Totals			\$0	\$0	\$0	\$0	\$0

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: PW Administration

Fund: 100

Division:

Department Number: 4000

Item/Project Name:

Item/Project Manager:

Priority Rating:

Units Requested:

Number of Similar Units on Hand:

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life _____

Estimated Cost _____

Less: Trade-In _____

Net Cost _____

Comparable Quotes:

Vendor Name

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
PW Administration

Project Name or Title:

Project Description:

Project Justification and Impact:

Project Costs: \$

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Useful Life:

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Public Works / Administration

Program Description:

The Public Works Administration program manages Public Works operational, budget, and financial activities. It also provides leadership, direction, and customer service support for all Divisions in Public Works. The Administration program coordinates all staffing requests, department contracts, Intergovernmental Agreements (IGA), policies, Standard Operating Procedures (SOP), and long- and short-term Capital Improvement Projects (CIP).

Trends:

The Department of Public Works administrative office provides leadership and administrative support for seven (7) very diverse Divisions. Continued challenges for the Department are limited funding and decrease in personnel. To meet these challenges, the Department is adapting new policies and procedures in improving services with limited resources.

Program Broad Goals:

Provide leadership and management to ensure the most effective delivery of services by each Division within the Department in support of the City Council's goals. Closely manage the Divisional operating budget to ensure fiscal responsibility. This consists of Monitor Solid Waste, Water & Sewer, Storm Water Utility Enterprise funds and general funded Highways & Streets, Buildings & Grounds and Parks to ensure sufficient long-term funding of the Department's services to meet the needs of the community. Coordinate strategic planning and implementation of Departmental Capital Improvement Projects.

Program 23/24 Objectives:

Provide necessary resources to the Departments for efficient delivery of service. Coordinate preparation and implementation of the Department's budgets. Closely monitor Division's monthly expenditures/revenues. Coordinate Department's Capital Improvement Projects and contract execution. Coordinate the function of all deliverable services provided by each Division.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 23/24

Provide leadership and support to the community and address all concerns within a 24-hour period or less.

100%

Program/Service Outcomes: (based on program objectives)

Estimated 23/24

Coordinate strategic planning and implement Departmental

Capital Improvement Projects (CIP)

100%

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Provide leadership and support to the community and address all concerns within a 24-hour period or less.	Actual 21/22 100%
---	---------------------------------

Program/Service Outcomes: (based on program objectives)

	Actual 21/22
Coordinate strategic planning and implement Departmental Capital Improvement Projects (CIP)	100%

Prior Year Highlights:

- Applied for and received \$184,551.52 in grant funding through the Georgia Department of Transportation Local Maintenance Improvement Grant to resurface various streets in the city.
- Participated in the Atlanta Aerotropolis Community Improvement District Regional Litter Control Enforcement Workshop.
- Completed Sewer main infrastructure on Virginia Ave, and Atlanta St.
- Completed Annual Underground Storage Registration Certificate.
- Completed Metropolitan North and Georgia Water Planning District Water Resource Management Plan Audit.
- Completed Regulation Storm Water Management Program.
- Completed grant funding opportunities for Water & Sewer infrastructure.
- Completed establishment of “Keep College Park Beautiful” commission and ordinance.
- Completed Industrial Stormwater (GAR050000) NOI/NEE.
- Completed Looped water system at dead end of John Calvin Ave. and Simmons Ave.
- Completed Georgia Environmental Protection Division Compliance Inspection Audit
- Participated in the City of College Park Mitigation Plan update.
- Participated in Strategic Planning Committee in order to improve City services and community participation in the vision and mission of the city.
- Conducted monthly department wide meetings and awarded employees of the month in each division.
- Provided employees with the appropriate COVID-19 Personal Protective Equipment needed to continue City services during pandemic.
- Completed the annual contract for solid waste disposal.
- Completed Sewer Main infrastructure on Virginia Ave. that services Happy Buddha, Barbecue Kitchen and Beverage City Store.

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **100**

Department and Number: **PW Administration / 4000**

Department Submitting Request:

Division Submitting Request:

Requested for Department:

Prepared By:

Description of Item:

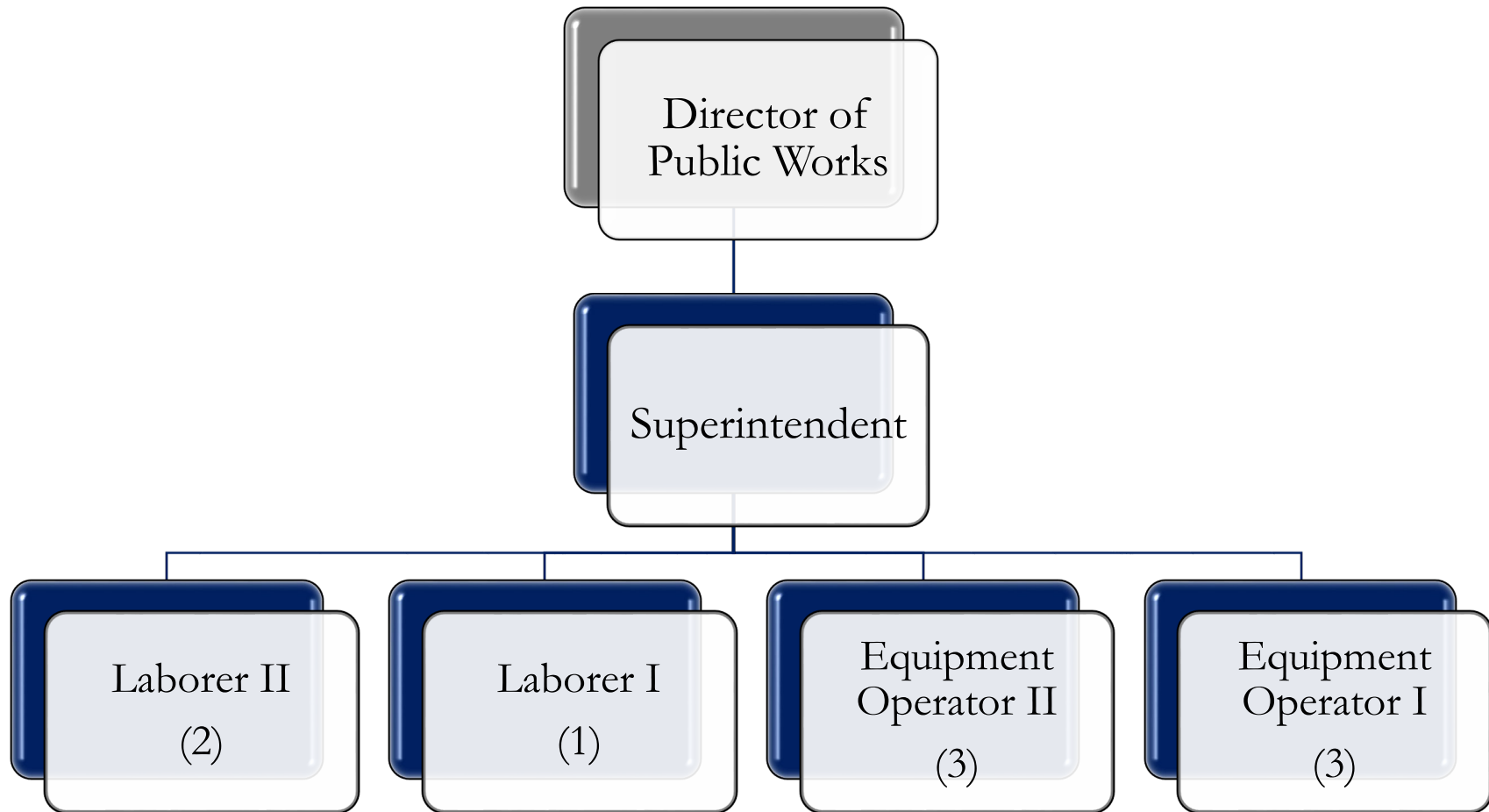
Reason for Requesting:

Cost Estimate/Revenue Enhancement:



HIGHWAYS & STREETS

Highways and Streets Department Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 4200 - Highways and Streets								
<i>Personnel Services</i>								
51 5010	Salary/Operating	295,063.69	404,815.00	247,156.24	61	419,683.00	419,683.00	4
51 5016	Salary On-Call	3,675.00	5,600.00	4,900.00	88	5,600.00	5,600.00	
51 5020	Salary/Overtime	5,805.88	5,000.00	4,105.84	82	5,000.00	5,000.00	
51 5040	Employee Utility Credit	4,347.31	4,800.00	2,610.42	54	4,800.00	4,800.00	
51 5190	Medicare	4,037.77	5,870.00	3,133.44	53	6,239.00	6,239.00	6
<i>Personnel Services Totals</i>		\$312,929.65	\$426,085.00	\$261,905.94	61%	\$441,322.00	\$441,322.00	4%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	68,850.93	99,342.00	57,669.55	58	102,990.00	102,990.00	4
51 5161	Life Insurance	149.59	498.00	120.17	24	498.00	498.00	
51 5163	ST Disability Insurance	498.35	800.00	576.22	72	800.00	800.00	
51 5164	LT Disability Insurance	543.27	700.00	441.01	63	700.00	700.00	
51 5165	Health Insurance	54,564.06	78,298.00	48,499.53	62	82,254.00	82,254.00	5
51 5166	Dental Insurance	1,221.61	1,447.00	1,859.09	128	1,447.00	1,447.00	
51 5180	Uniforms	8,870.40	4,500.00	4,715.06	105	6,500.00	6,500.00	44
<i>Employee Benefits Totals</i>		\$134,698.21	\$185,585.00	\$113,880.63	61%	\$195,189.00	\$195,189.00	5%
<i>Communications & Util.</i>								
52 5240	Telephone	22,982.83	15,228.00	10,589.48	70	15,600.00	8,436.00	(45)
<i>Communications & Util. Totals</i>		\$22,982.83	\$15,228.00	\$10,589.48	70%	\$15,600.00	\$8,436.00	(45%)
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	41,225.96	45,000.00	34,754.42	77	39,000.00	31,012.00	(31)
52 5730	R&M - D/P Equipment	559.30	1,558.00	.00		4,581.00	4,581.00	194
52 5751	Streets	244,281.29	137,807.00	118,068.50	86	212,000.00	177,000.00	28
52 5760	Curbs&Sidewalks	12,503.11	10,000.00	4,339.77	43	15,000.00	10,000.00	
53 5680	Tires	1,894.43	2,000.00	1,554.68	78	2,000.00	2,000.00	
<i>Repair & Maintenance Totals</i>		\$300,464.09	\$196,365.00	\$158,717.37	81%	\$272,581.00	\$224,593.00	14%
<i>Training & Education</i>								
52 6200	Training	.00	1,000.00	660.00	66	1,000.00	1,000.00	
<i>Training & Education Totals</i>		\$0.00	\$1,000.00	\$660.00	66%	\$1,000.00	\$1,000.00	0%
<i>Other Services & Charges</i>								
52 6000	Advertising Expense	1,000.00	1,000.00	.00		1,000.00	250.00	(75)
52 6100	Auto Insurance	20,421.67	21,152.00	14,968.97	71	24,648.00	24,648.00	17
52 6110	Other Insurance	14,667.61	15,297.00	15,150.44	99	16,892.00	16,892.00	10



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 4200 - Highways and Streets								
<i>Other Services & Charges</i>								
52 6170	Contractual Services	7,423.28	.00	575.00		.00	.00	
52 6560	Workers Comp/Administrati	2,282.09	.00	2,304.16		2,746.00	2,746.00	
52 6600	Claims Workers Comp.	736.77	.00	491.18		.00	.00	
<i>Other Services & Charges Totals</i>		\$46,531.42	\$37,449.00	\$33,489.75	89%	\$45,286.00	\$44,536.00	19%
<i>Materials & Supplies</i>								
52 7300	Postage	.53	.00	7.82		.00	.00	
53 7000	Gas & Oil	14,999.49	11,500.00	3,129.71	27	11,500.00	11,500.00	
53 7010	Tools/Shop Supplies	484.59	500.00	697.74	140	500.00	500.00	
53 7050	Medical Services/Supplies	25.00	.00	.00		.00	.00	
53 7091	Road Signs & Delineators	18,644.50	15,000.00	4,296.90	29	15,000.00	10,000.00	(33)
53 7110	Safety Supplies	.00	500.00	189.52	38	500.00	500.00	
53 7150	Other Operating Supplies	619.47	600.00	458.77	76	600.00	600.00	
<i>Materials & Supplies Totals</i>		\$34,773.58	\$28,100.00	\$8,780.46	31%	\$28,100.00	\$23,100.00	(18%)
<i>Capital Outlay</i>								
54 7590	Vehicles - Replace	.00	115,460.00	.00		80,000.00	40,000.00	(65)
54 7640	Other Equipment - Replace	14,000.00	103,815.00	110,535.00	106	.00	.00	(100)
<i>Capital Outlay Totals</i>		\$14,000.00	\$219,275.00	\$110,535.00	50%	\$80,000.00	\$40,000.00	(82%)
Department 4200 - Highways and Streets Totals		\$866,379.78	\$1,109,087.00	\$698,558.63	63%	\$1,079,078.00	\$978,176.00	(12%)
EXPENSE TOTALS		\$866,379.78	\$1,109,087.00	\$698,558.63	63%	\$1,079,078.00	\$978,176.00	(12%)
Fund 100 - GENERAL FUND Totals		\$866,379.78	\$1,109,087.00	\$698,558.63	63%	\$1,079,078.00	\$978,176.00	(12%)
EXPENSE TOTALS		\$866,379.78	\$1,109,087.00	\$698,558.63	63%	\$1,079,078.00	\$978,176.00	(12%)
Fund 100 - GENERAL FUND Totals		(\$866,379.78)	(\$1,109,087.00)	(\$698,558.63)	63%	(\$1,079,078.00)	(\$978,176.00)	(12%)
Net Grand Totals								
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
EXPENSE GRAND TOTALS		\$866,379.78	\$1,109,087.00	\$698,558.63	63%	\$1,079,078.00	\$978,176.00	(12%)
Net Grand Totals		(\$866,379.78)	(\$1,109,087.00)	(\$698,558.63)	63%	(\$1,079,078.00)	(\$978,176.00)	(12%)



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 4200 - Highways and Streets				
Account 52 5240 - Telephone				
100 4200 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00
100 4200 52 5240	Verizon Wireless	12.0000	441.00	5,292.00
100 4200 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	195.00	2,340.00
Account 52 5240 - Telephone Totals		Transactions	3	<u>\$8,436.00</u>
Account 52 5700 - R&M - Vehicles				
100 4200 52 5700	Moody's Allocation	12.0000	1,545.00	18,540.00
100 4200 52 5700	Vehicle/Equipment Outside Vendor Repairs	1.0000	10,000.00	10,000.00
100 4200 52 5700	Verizon Connect	12.0000	206.00	2,472.00
Account 52 5700 - R&M - Vehicles Totals		Transactions	3	<u>\$31,012.00</u>
Account 52 5730 - R&M - D/P Equipment				
100 4200 52 5730	Comcast (Cable & Internet)	1.0000	2,000.00	2,000.00
100 4200 52 5730	Email License	1.0000	1,678.00	1,678.00
100 4200 52 5730	Mimecast	1.0000	903.00	903.00
Account 52 5730 - R&M - D/P Equipment Totals		Transactions	3	<u>\$4,581.00</u>
Account 52 5751 - Streets				
100 4200 52 5751	RM Streets Roadway Repair and Maintenance	1.0000	20,000.00	20,000.00
100 4200 52 5751	Street Resurfacing 30% of LMIG Funds	1.0000	150,000.00	150,000.00
100 4200 52 5751	Winter Bulk Salt (50 tons) One time Purchase	1.0000	7,000.00	7,000.00
Account 52 5751 - Streets Totals		Transactions	3	<u>\$177,000.00</u>
Account 52 5760 - Curbs&Sidewalks				
100 4200 52 5760	R&M of Existing Sidewalk and Curb line Repairs	1.0000	10,000.00	10,000.00
Account 52 5760 - Curbs&Sidewalks Totals		Transactions	1	<u>\$10,000.00</u>
Account 52 6100 - Auto Insurance				
100 4200 52 6100	Apex Auto Insurance	1.0000	24,648.00	24,648.00
Account 52 6100 - Auto Insurance Totals		Transactions	1	<u>\$24,648.00</u>
Account 52 6110 - Other Insurance				
100 4200 52 6110	Apex EPLI Policy	1.0000	8,389.00	8,389.00
100 4200 52 6110	Apex General Liability	1.0000	8,503.00	8,503.00
Account 52 6110 - Other Insurance Totals		Transactions	2	<u>\$16,892.00</u>
Account 52 6200 - Training				
100 4200 52 6200	Field Safety Training	4.0000	250.00	1,000.00
Account 52 6200 - Training Totals		Transactions	1	<u>\$1,000.00</u>
Account 52 6560 - Workers Comp/Administrati				
100 4200 52 6560	NFP	1.0000	2,746.00	2,746.00
Account 52 6560 - Workers Comp/Administrati Totals		Transactions	1	<u>\$2,746.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 4200 - Highways and Streets				
Account 53 5680 - Tires				
100 4200 53 5680	Tire Repacement Vehicle and Equipment	1.0000	2,000.00	2,000.00
	Account 53 5680 - Tires Totals	Transactions	1	<u>\$2,000.00</u>
Account 53 7000 - Gas & Oil				
100 4200 53 7000	Diesel and Unleaded Fuel Expense	1.0000	11,500.00	11,500.00
	Account 53 7000 - Gas & Oil Totals	Transactions	1	<u>\$11,500.00</u>
Account 53 7010 - Tools/Shop Supplies				
100 4200 53 7010	Replacement of Expendable Tools	1.0000	500.00	500.00
	Account 53 7010 - Tools/Shop Supplies Totals	Transactions	1	<u>\$500.00</u>
Account 53 7091 - Road Signs & Delineators				
100 4200 53 7091	City Wide Sign Shop Operation	1.0000	10,000.00	10,000.00
	Account 53 7091 - Road Signs & Delineators Totals	Transactions	1	<u>\$10,000.00</u>
Account 53 7110 - Safety Supplies				
100 4200 53 7110	Employee's Personal Protective Equipment	1.0000	250.00	250.00
100 4200 53 7110	Work Zone Barricade and Safety Cones	1.0000	250.00	250.00
	Account 53 7110 - Safety Supplies Totals	Transactions	2	<u>\$500.00</u>
Account 53 7150 - Other Operating Supplies				
100 4200 53 7150	Landscape/ Saw Blades Replacement and Supplies	1.0000	600.00	600.00
	Account 53 7150 - Other Operating Supplies Totals	Transactions	1	<u>\$600.00</u>
Account 54 7590 - Vehicles - Replace				
100 4200 54 7590	2024 Chevy Pickup Truck 1500 (Replace 290) Hotel/Motel Funding	1.0000	40,000.00	40,000.00
	Account 54 7590 - Vehicles - Replace Totals	Transactions	1	<u>\$40,000.00</u>
	Department 4200 - Highways and Streets Totals	Transactions	26	<u>\$341,415.00</u>
	Fund 100 - GENERAL FUND Totals	Transactions	26	<u>\$341,415.00</u>
	EXPENSES Totals	Transactions	26	<u>\$341,415.00</u>
	Grand Totals	Transactions	26	<u><u>\$341,415.00</u></u>

**EXHIBIT C
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Fund: 100

| Number: Public Works Highways & Streets-4200

	2020-21	2021-22	2022-23	2023-24	2023-24
Full Time Positions:	Actual	Actual	Current	Department Requested	City Manager Recommend
Superintendent	1	1	1	1	1
Equipment Operator II	3	3	3	3	3
Equipment Operator I	3	3	3	3	3
Laborer II	2	2	2	2	2
Laborer I	1	1	1	1	1
Total Personnel:	10	10	10	10	10

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Highways & Streets-4200

Fund: 100

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
		0		
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
Wages				
Regular	N/A		\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)				\$ -
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			\$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			\$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			\$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			\$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			\$ -	
Total			\$ -	

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Job Title:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F
City of College Park, Georgia
Vehicle Request
Budget Year 2023-24

Fund: 100	Department and Number:	Public Works/Highways and Streets-4200
New Replacement for Vehicle/Equipment No. 290		Priority: 2
Vehicle Type	Sedan 2 Door Sedan 4 Door Cruiser Station Wagon Pickup Truck 2002 1/2 ton Pickup Truck 3/4 ton Truck Sanitation Front Loader Ford F-750 Dump Truck Other	Information on Vehicle/Equipment Being Replaced Age of Vehicle/Equipment Being Replaced 21 years 82,,599 Miles Units of Use to Date (hours, miles, etc.) Total Operating/Maintenance Costs to Date Actual FYE 2021-22 Maintenance Cost Actual FYE 2021-22 Operating Cost Estimated FYE 2022-23 Maintenance Cost Estimated FYE 2022-23 Operating Cost
Justification/Description: The New 2024 1500 Chevy pickup Truck will save money in repairs and maintenance by minimizing cost associated with repairing an old 21-year natural gas Pickup truck that has been in the city fleet since 2002.		Recommended Disposition of Replaced Item: Sell at Auction Retain as Backup Dismantle and Use for Parts X Junk Other (Trade In)
Purchase Option New Vehicle/Equipment 40,000 Estimated Useful Life Estimated Use During 2022-23 Estimated Operating Cost During 2022-23	Rental Option New Vehicle/Equipment Rental/Lease Cost per Year Estimated Length of Rental/Lease Estimated Use During 2022-23 Estimated Operating Cost During 2022-23	

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

Dept: Highways and Streets · **Fuel Type:** Gas / Diesel

<i>Unit #</i>	<i>Year</i>	<i>Make</i>	<i>Model</i>	<i>Vin Number</i>	<i>Cost</i>	<i>D.O.P.</i>	<i>Prior Year Mileage/Hours</i>	<i>Curr Year Mileage/Hours</i>	<i>Tag #.</i>
201	2020	Freightliner	M2-106	1FVACXFC6LHLB2884	248,943.00	1/7/2019	7,167	DOWN	N/A
206	2022	J/Deere	310LX	1T0310LXCNF431231	111,000.00	11/1/2022	0	310	N/A
207	2018	J/Deere	60G	1FF060GXXJJ289567	59,035.00	9/28/2018	373	509	N/A
210	1994	CAT	924-F	5NN00203	24,739.92	11/30/1994	6,865	6,982	N/A
235	1998	Bobcat	863	514419364	33,000.00	05 18,1998	1,183	1,211	N/A
236	1999	Cronkhite	Trailer	473271928X1101191	N/A	4/11/1999	N/A	N/A	GV9711M
240	1992	Atlas	XAS90JD	H0L600020	9,500.00	11/1/1992	731	733	N/A
245	2022	Hooper	Trailer	4T0FB2027N1001052	14,000.00	1/20/2022	N/A	N/A	
245	1983	Hudson	Trailer	10HHTD1D2D1000008	N/A	11/7/1995	N/A	N/A	GV6366M
246	2008	County Boy	Trailer	4YNBN29298C054653	N/A	5/31/2008	N/A	N/A	GV9708M
255	2005	J/Deere	550J-Track	T0550JX114582	78,000.00	8/1/2005	1,690	1,690	N/A
269	2018	Ford	F-350	1FT8W3A67KEC90104	26,795.00	9/18/2018	25,591	39,424	GV8639L
270	2012	WACKER	RD 12A	2012580	14,497.00	11/20/2012	221	267	N/A
275	2001	FORD	F-450	1FDXF46F21ECO8784	12,569.00	2/15/2001	121,231	124,631	GV6367M
284	2008	F-LINER	Patch Truck	1FVACXDT38DAC1098	90,400.00	4/1/2008	14,835	15,582	GV6374M
285	2000	FORD	F-750	3FDXF755XYMA37717	39,928.00	4/17/2000	62,759	63,244	GV6368M
286	2004	FORD	F-750	3FRXF75A25V122092	42,425.50	4/6/2004	31,093	32,198	GV6369M
287	2006	Ford	F-350	1FDWF36P56EB19359	18,427.65	10/12/2005	83,641	85,745	I33128
289	1997	FORD	F-150	1FTZF18W3WNA73816	17,868.00	11/7/1997	132,000	136,226	I33129
290	2002	FORD/AF	F-150	2FDPF17M52CA43168	19,485.00	3/13/2002	81,558	82,998	GV6371M

G=Gas

D=Diesel

AF=Alternative Fuel

N/A=Not Available or Required

EXHIBIT G

City of College Park, Georgia
5 Year Capital Improvement Program
Budget Year 2023-24

Department: Highways & Streets	Department Number: 4200
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Account Number	Description/Justification	Suggested Funding Source	2023-24	2024-25	2025-26	2026-27	2027-28
54-7590	Pickup Truck Replacement Unit # 290	Hotel/Motel	40,000				

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Highways & Streets

Fund: 100

Division:

Department Number: 4200

Item/Project Name: 1500 Chevy Pickup Truck

Item/Project Manager:

Priority Rating:2

Units Requested: 1

Number of Similar Units on Hand: 1

Description of Item/Project: New 2024 chevy Pickup Truck

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced. This 2002 natural gas Ford F-150 Pickup Truck is 26 years old and now I'm developing problem with getting parts for the repairs for this piece of equipment which will be getting very expensive due to age, which now exceeds its operational value.

Disposition of item replaced: NA

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use: The New 2024 Chevy Pickup Truck will save money in repairs and maintenance by minimizing cost associated with repairing a 21-year-old natural gas pickup Truck that has been in the city fleet since 1997.

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 7-10 years.

Estimated Cost \$ 40,000

Less: Trade-In \$

Net Cost \$40,000

Comparable Quotes:

Vendor Name Hardy Chevrolet

Vendor Quote

1.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Highways & Streets

Project Name or Title:2024
1500 Chevy Pickup Truck

Project Description: This 2022 Ford F-150 Natural Gas Pickup truck is 21 years old; Parts are getting Obsolete for the repairs of this Pickup Truck which is now getting very expensive due to age which are now exceeding its operational value. The ford dealer ship was unable to repair this truck due to not been able to locate part for the pairs.

Project Justification and Impact: The New 2024 Chevy 1500 pickup truck will save money in repairs and maintenance by minimizing cost associated with repairing a 21-year-old natural gas vehicle that has been in the city fleet since 2002.

Project Costs: \$ 40,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 40,000	\$	\$	\$	\$	40,000

Useful Life:
7-10 years

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Hotel/Motel Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Program Name:

Highways & Streets Asphalt Operations

Program Description:

The Highways & Streets Asphalt (Street Maintenance and Repair) Program is responsible for responding to the public, the Public Works Director, City Council, the Mayor, and all internal and external customers regarding complaints or concerns about problems or deficiencies relative to the prospective program. The Street Asphalt Program protects and maintains the expected service life of an asphalt street by providing asphalt and concrete street maintenance and repair, street resurfacing, street patching of potholes, asphalt street overlaying for deficiencies on all city streets and roadways and repairing utility cuts as reported by the Water/ Sewer Resource. A significant portion of this work is accomplished in support of Water/ Sewer Resource activities that impact street pavement and concrete. The program daily targets street deficiencies such as potholes, cave-ins, and depressions that are caused by street failure. The program also performs pre and post inspections for the LMIG (Local Maintenance and Improvement Grant Program) and execute the 2023-2024 LMIG schedules in accordance with State Contract.

Trends:

The General workload is increasing due to the number of asphalt road deficiencies within the city. Citizen's service requests are also increasing due to the number of road deficiencies. As a result of an increase in service, more money will be spent on material for repairs.

Program Broad Goals:

Implement and maintain a preventive maintenance program that adequately protects the pavement asset through an aggressive pro-active approach for repair and maintenance on all existing and new road surfaces.

Program 23/24 Objectives:

Protect and maintain the expected service life of the City's asphalt streets and pavement through an aggressive preventive maintenance program.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

**Estimated 23/24
98%**

- Respond to 98% of requests and/ or complaints for pothole repairs, cave-ins and road depressions after they are reported within 24 hours.
- Respond to 98% of utility cut repairs after they are reported from internal and/ or external sources within one (1) week of the report.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Program/Service Outcomes: (based on program objectives)

**Estimated 23/24
98%**

- Address 98% of requests and/ or complaints for pothole repairs, cave-ins and road depressions after they are reported within 24 hours.
- Address 98% of utility cut repairs after they are reported from internal and/ or external sources within one (1) week of the report.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

**Actual 23/24
98%**

- Respond to 98% of requests and /or complaints for pothole repairs, cave -ins and road depressions after they are reported within 24 hours.
- Responded to 98% of utility cut repairs after they are reported from internal and external sources within one (1) week of report.

Program/Service Outcomes: (based on program objectives)

**Actual 23/24
98%**

- Restore 98% of requests and /or complaints for pothole repairs, cave –ins and road depressions that were reported within 24 hours.
- Restore 98% of utility cut repairs that were reported from internal and external sources within one (1) week of report.

Prior Year Highlights:

- Resurfaced east Main Street from Harvard Ave to Lee Street
- Resurfaced Colonial Drive from Herschel Road to Dead-end
- Resurfaced Walker Ave from College Street to Main Street
- Resurfaced Frontage Road from Potomac Drive to Camp Creek pkwy
- Resurfaced Hawthorne Ave from Eastmain Street to Madison Street
- Install fourteen Speed Humps citywide per Councilmen’s approval
- Patched an average of ten (5) potholes a month Citywide.
- Restored an average of three (3) utility cuts and street deficiencies a month
- Responded to all citizens complaints / internal and external
- Removed a total of 4 dead trees citywide Storm Event

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Program Name:

Highways & Streets Concrete Operations

Program Description:

The Highways & Streets Concrete (Sidewalks, Curbing and Driveway Apron Maintenance, Installation and Repair) Program is responsible for responding to the public, the Public Works Director, City Council, the Mayor, and all internal and external customers regarding complaints or concerns about problems or deficiencies in relative to the prospective program. The Street Concrete program protects and maintains the expected service life of all concrete structures by providing concrete sidewalk installation. repair and replacement, curbing installation. repair and replacement, driveway apron repair and replacement, ADA ramps installation. repair and replacement, and the construction, maintenance or repair of all brick or concrete structures as assigned. A significant portion of this work is accomplished in support of Water/ Sewer Resource activities that impact the concrete sidewalks, curbing and driveway aprons. The concrete program targets sidewalks and curbing deficiencies such as trip hazards, broken sidewalks, and broken curbing on a daily basis

Trends:

The General workload is increasing due to the age of existing sidewalks, tree root intrusion of sidewalks and the Preventive Maintenance Program for sidewalks, curbing and driveway aprons. Citizen's service requests are increasing due to the City's online website for reporting an issue, as a result an increase in service, and more money will be spent on material.

Program Broad Goals:

Implement and maintain a Preventive Maintenance Program that adequately protects the concrete assets through an aggressive pro-active approach for repair, maintenance and installation on all existing and new concrete sidewalks, curbing, driveway aprons and all brick or concrete structures as assigned.

Program 23/24 Objectives:

Protect and maintain the expected service life of the City's concrete assets such as pavement, sidewalks and curbing through an aggressive Preventive Maintenance Program.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

**Estimated 23/24
98%**

- Respond to 98% of requests or complaints for sidewalks, curbing and driveway apron deficiencies after they are reported within 24 hours.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

- Respond to 98% of all complaints regarding brick or concrete structures as they relate to Highways & Streets within the City of College Park after they are reported from an internal or external source within one (2) weeks of the report.

Program/Service Outcomes: (based on program objectives)

**Estimated 23/24
100%**

- Address 98% of requests or complaints for sidewalks, curbing and driveway apron deficiencies after they are reported within 24 hours.
- Address 98% of all complaints regarding brick or concrete structures as they relate to Highways & Streets within the City of College Park after they are reported from an internal or external source within one (1) week of the report.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

**Actual 23/24
98%**

- Respond to 98% of requests and /or complaints for sidewalks, curbing and driveway apron deficiencies after they are reported within 24 hours.
- Respond to 98% of all complaints regarding brick or concrete structures as they relate to Highways & Streets within the City of College Park after they are reported from an internal or external source within one (1) week of the report.

Program/Service Outcomes: (based on program objectives)

**Actual 23/24
98%**

- Restore 98% of requests and /or complaints for sidewalks, curbing and driveway apron deficiencies after they are reported within 24 hours.
- Restore 98% of all complaints regarding brick or concrete structures as they relate to Highways & Streets within the City of College Park after they are reported from an internal or external source within one (1) week of the report.

Prior Year Highlights:

- Replaced citizen's broken damage retaining wall on Rugby Ave; Approximately 125 feet of block wall.
- Installed 25 feet of sidewalk on Atlanta Street
- Repaired 75 feet of broken sidewalk on East Main Street in front of City Hall.
- Repaired 50 feet of broken sidewalk on Walker Ave.
- Repaired broken damage curbs and sidewalks citywide from utility cuts

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Program Name:

Highways & Streets Sign Shop Operations

Program Description:

The Highways & Streets Sign Shop Program is responsible for responding to the Public, the Public Works Director, City Council, the Mayor, and all internal and external customers regarding complaints or concerns about problems or deficiencies relative to the prospective program. The Streets Sign Shop Program repairs, installs and routinely inspects the City's traffic signs and roadway markings for maintenance. The sign shop is also responsible for maintaining the minimum standards of retro reflectivity which is required to maintain compliance with federal regulations. The sign shop also fabricates street signs, specialty signs and decals.

Trends:

The signs and markings inventory has been increasingly proportionating to the level of growth experienced by the city. As development occurs, lanes of roadway markings and additional signage are added to the inventory. New signs are being fabricated using higher grade sheeting material, which is more durable, lasting longer in the sunlight, and requires less maintenance. The life span of signs is increasing as this material is used exclusively. Crosswalk markings are lasting longer due to the use of new striping material. As a result, crosswalks may not have to be repainted on an annual basis.

Program Broad Goals:

Maintain, repair and install traffic control and street name signs on public roadways. Inspect all traffic signs annually to ensure compliance with federal regulations. Fabricate signs for new installations. Maintain the city's roadway striping, pavement messages, crosswalks, and parking stalls.

Program 23/24 Objectives:

Maintain the expected service life of the city's street signs and road markings.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

**Estimated 23/24
98%**

- Complete a comprehensive inventory of signs in the City, noting locations, type, and condition of each sign at least once per year
- Address identified deficiencies for roadway striping's, crosswalks, stop bars and other signage within twenty-four (24) hours after it has been identified.
- Maintain traffic signs to a minimum level of retro reflectivity which is required to maintain compliance with federal regulations annually.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Program/Service Outcomes: (based on program objectives)

Estimated 23/24

98%

- Complete a comprehensive inventory of signs in the City, noting locations, type, and condition of each sign at least once per year at 98%
- Restore identified deficiencies for roadway striping, crosswalks, stop bars and other signage within five (5) days after it has been identified.
- Maintain traffic signs to a minimum level of retro reflectivity which is required to maintain compliance with federal regulations annually at 98%

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Actual 23/24

98%

- Restore identified deficiencies for roadway striping, crosswalks, stop bars and other signage within five (5) days after it has been identified at 98%
- Complete a comprehensive inventory of signs in the City, noting locations, type, and condition of each sign at least once per year at 98%
- Maintain traffic signs to a minimum level of retro reflectivity which is required to maintain compliance with federal regulations annually at 98%

Program/Service Outcomes: (based on program objectives)

Actual 23/24

98%

- Restored identified deficiencies for roadway striping, crosswalks, stop bars and other signage within five (5) days after it had been identified.45%
- Completed a comprehensive inventory of signs in the City, noting locations, type, and condition of each sign at least once per year at 20%
- Maintained traffic signs to a minimum level of retro reflectivity which is required to maintain compliance with federal regulations annually at 30%

Prior Year Highlights:

- Fabricate and Install 20% of new special signs for internal customers, Fire Department, Police Department, and Councilmen
- Re-establish identified deficiencies of (3) Stop signs and (12) local signs Citywide concerning citizens/ internal complaints 15%
- Restored or reset street signage at an average of Six (6) signs per month
- Fabricated and installed an average of (15) signs per year 25%
- Installed words symbol, speed humps ahead signs citywide for (14) locations

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-24

Fund: **100**

Department and Number: **Highways & Streets /4200**

Department Submitting Request:

Division Submitting Request:

Department Requested For:

Prepared By:

Description of Item:

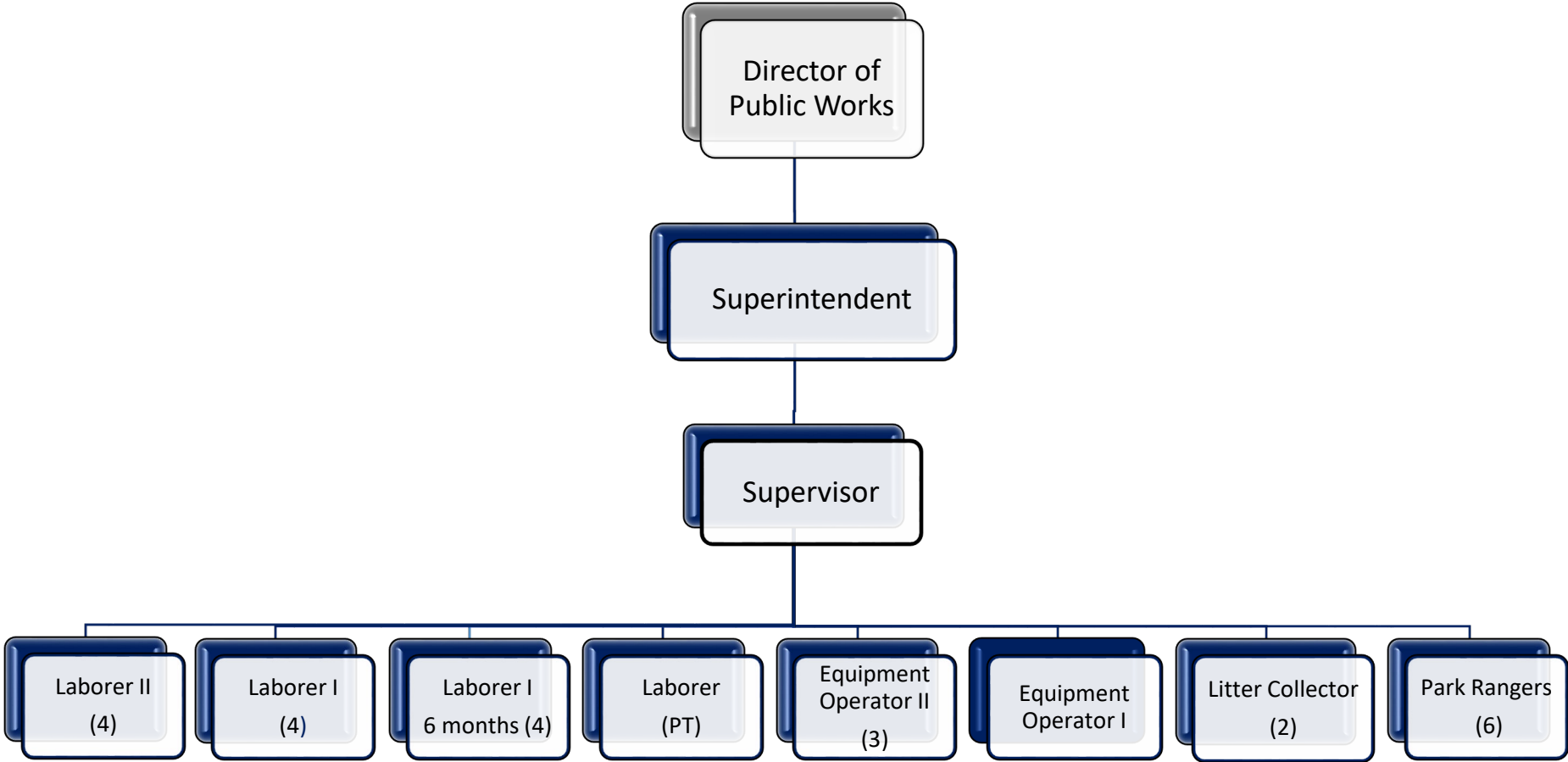
Reason for Requesting:

Cost Estimate/Revenue Enhancement:



BUILDINGS & GROUNDS

Buildings and Grounds Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 5195 - Buildings & Grounds								
<i>Personnel Services</i>								
51 5010	Salary/Operating	543,368.88	680,479.00	393,681.57	58	735,172.00	735,172.00	8
51 5020	Salary/Overtime	40,705.18	23,000.00	26,477.27	115	23,000.00	23,000.00	
51 5030	Salary/Partime	22,912.50	106,912.00	19,335.75	18	119,968.00	119,968.00	12
51 5040	Employee Utility Credit	.00	.00	.00		1,200.00	1,200.00	
51 5190	Medicare	8,292.26	11,533.00	5,667.73	49	12,400.00	12,400.00	8
51 5200	Fica	3,100.52	8,648.00	519.61	6	7,438.00	7,438.00	(14)
<i>Personnel Services Totals</i>		\$618,379.34	\$830,572.00	\$445,681.93	54%	\$899,178.00	\$899,178.00	8%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	117,311.31	144,468.00	88,413.98	61	156,140.00	156,140.00	8
51 5161	Life Insurance	188.41	745.00	109.68	15	745.00	745.00	
51 5163	ST Disability Insurance	607.94	1,000.00	443.33	44	1,000.00	1,000.00	
51 5164	LT Disability Insurance	663.41	900.00	378.04	42	900.00	900.00	
51 5165	Health Insurance	80,647.13	148,091.00	59,317.85	40	155,496.00	155,496.00	5
51 5166	Dental Insurance	1,985.95	3,948.00	1,548.34	39	3,948.00	3,948.00	
51 5180	Uniforms	19,181.59	17,500.00	9,186.34	52	17,500.00	17,500.00	
<i>Employee Benefits Totals</i>		\$220,585.74	\$316,652.00	\$159,397.56	50%	\$335,729.00	\$335,729.00	6%
<i>Communications & Util.</i>								
52 5240	Telephone	3,103.37	3,455.00	3,985.21	115	1,452.00	8,976.00	160
<i>Communications & Util. Totals</i>		\$3,103.37	\$3,455.00	\$3,985.21	115%	\$1,452.00	\$8,976.00	160%
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	60,372.96	119,085.00	30,333.31	25	87,785.00	58,989.00	(50)
52 5710	R&M Furn. & Equip.	.00	2,500.00	1,185.71	47	3,000.00	2,500.00	
52 5730	R&M - D/P Equipment	39,758.42	3,328.00	5,343.50	161	7,169.00	7,169.00	115
52 5780	Grounds	28,986.69	41,500.00	17,501.30	42	46,000.00	41,500.00	
53 5680	Tires	3,717.44	10,400.00	3,876.31	37	10,400.00	10,400.00	
<i>Repair & Maintenance Totals</i>		\$132,835.51	\$176,813.00	\$58,240.13	33%	\$154,354.00	\$120,558.00	(32%)
<i>Building Maintenance</i>								
52 5741	R&M Bldg-Parks	3,383.34	5,000.00	869.00	17	10,000.00	5,000.00	
<i>Building Maintenance Totals</i>		\$3,383.34	\$5,000.00	\$869.00	17%	\$10,000.00	\$5,000.00	0%
<i>Training & Education</i>								
52 6200	Training	945.00	3,000.00	2,851.00	95	3,000.00	1,500.00	(50)
52 6210	Dues	.00	500.00	.00		2,000.00	.00	(100)



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 100 - GENERAL FUND								
EXPENSE								
Department 5195 - Buildings & Grounds								
Training & Education								
<i>Training & Education Totals</i>		\$945.00	\$3,500.00	\$2,851.00	81%	\$5,000.00	\$1,500.00	(57%)
<i>Other Services & Charges</i>								
52 6100	Auto Insurance	14,206.41	14,715.00	935.56	6	17,146.00	17,146.00	17
52 6110	Other Insurance	30,490.58	31,430.00	34,968.55	111	38,208.00	38,208.00	22
52 6170	Contractual Services	52,684.06	15,925.00	12,916.49	81	164,925.00	62,925.00	295
52 6560	Workers Comp/Administrati	13,665.18	.00	6,221.23		4,991.00	4,991.00	
52 6600	Claims Workers Comp.	14,963.88	.00	21,445.45		.00	.00	
<i>Other Services & Charges Totals</i>		\$126,010.11	\$62,070.00	\$76,487.28	123%	\$225,270.00	\$123,270.00	99%
<i>Materials & Supplies</i>								
52 7300	Postage	11.08	.00	8.96		.00	.00	
53 7000	Gas & Oil	37,353.64	.00	14,660.89		15,000.00	15,000.00	
53 7010	Tools/Shop Supplies	11,066.03	10,000.00	7,137.93	71	10,000.00	10,000.00	
53 7020	Janitorial Supplies	2,042.24	3,500.00	1,318.75	38	3,500.00	3,500.00	
53 7050	Medical Services/Supplies	1,445.70	900.00	656.50	73	900.00	900.00	
53 7100	Lubricants & Chemicals	8,951.99	6,500.00	3,356.01	52	20,000.00	10,000.00	54
53 7110	Safety Supplies	3,070.29	4,000.00	1,887.92	47	4,000.00	4,000.00	
53 7121	Computer Hardware	.00	1,500.00	.00		1,500.00	1,500.00	
53 7150	Other Operating Supplies	4,002.14	5,500.00	2,549.80	46	5,500.00	5,500.00	
53 7170	Trash Bags	3,737.85	2,500.00	1,773.80	71	2,500.00	2,500.00	
53 7310	Office Supplies	3,587.07	1,000.00	855.73	86	1,000.00	1,000.00	
<i>Materials & Supplies Totals</i>		\$75,268.03	\$35,400.00	\$34,206.29	97%	\$63,900.00	\$53,900.00	52%
<i>Capital Outlay</i>								
54 7590	Vehicles - Replace	.00	.00	.00		90,000.00	90,000.00	
54 7640	Other Equipment - Replace	.00	148,835.00	144,122.36	97	.00	.00	(100)
<i>Capital Outlay Totals</i>		\$0.00	\$148,835.00	\$144,122.36	97%	\$90,000.00	\$90,000.00	(40%)
Department 5195 - Buildings & Grounds Totals		\$1,180,510.44	\$1,582,297.00	\$925,840.76	59%	\$1,784,883.00	\$1,638,111.00	4%
EXPENSE TOTALS		\$1,180,510.44	\$1,582,297.00	\$925,840.76	59%	\$1,784,883.00	\$1,638,111.00	4%
Fund 100 - GENERAL FUND Totals		\$1,180,510.44	\$1,582,297.00	\$925,840.76	59%	\$1,784,883.00	\$1,638,111.00	4%
EXPENSE TOTALS		\$1,180,510.44	\$1,582,297.00	\$925,840.76	59%	\$1,784,883.00	\$1,638,111.00	4%
Fund 100 - GENERAL FUND Totals		(\$1,180,510.44)	(\$1,582,297.00)	(\$925,840.76)	59%	(\$1,784,883.00)	(\$1,638,111.00)	4%
Net Grand Totals								



Budget Worksheet Report

Budget Year 2024

REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
EXPENSE GRAND TOTALS	\$1,180,510.44	\$1,582,297.00	\$925,840.76	59%	\$1,784,883.00	\$1,638,111.00	4%
Net Grand Totals	(\$1,180,510.44)	(\$1,582,297.00)	(\$925,840.76)	59%	(\$1,784,883.00)	(\$1,638,111.00)	4%



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 5195 - Buildings & Grounds				
Account 52 5240 - Telephone				
100 5195 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00
100 5195 52 5240	Verizon Wireless	12.0000	292.00	3,504.00
100 5195 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	389.00	4,668.00
Account 52 5240 - Telephone Totals		Transactions	3	<u>\$8,976.00</u>
Account 52 5700 - R&M - Vehicles				
100 5195 52 5700	Moody's Allocation	12.0000	2,061.00	24,732.00
100 5195 52 5700	R&M on landscape equipment	1.0000	9,000.00	9,000.00
100 5195 52 5700	R&M to vehicle/Tractor	1.0000	10,000.00	10,000.00
100 5195 52 5700	Replace Engine #174	1.0000	12,000.00	12,000.00
100 5195 52 5700	Square	1.0000	89.00	89.00
100 5195 52 5700	Sugar Rigger monthly cost	12.0000	58.00	696.00
100 5195 52 5700	Verizon Connect	12.0000	206.00	2,472.00
Account 52 5700 - R&M - Vehicles Totals		Transactions	7	<u>\$58,989.00</u>
Account 52 5710 - R&M Furn. & Equip.				
100 5195 52 5710	R&M Furn & Equip	1.0000	2,500.00	2,500.00
Account 52 5710 - R&M Furn. & Equip. Totals		Transactions	1	<u>\$2,500.00</u>
Account 52 5730 - R&M - D/P Equipment				
100 5195 52 5730	Comcast & Internet	1.0000	2,000.00	2,000.00
100 5195 52 5730	Email License - Park	1.0000	2,730.00	2,730.00
100 5195 52 5730	Mimecast	1.0000	2,439.00	2,439.00
Account 52 5730 - R&M - D/P Equipment Totals		Transactions	3	<u>\$7,169.00</u>
Account 52 5741 - R&M Bldg-Parks				
100 5195 52 5741	Parks equipment repair, supplies-benches, receptacles	1.0000	5,000.00	5,000.00
Account 52 5741 - R&M Bldg-Parks Totals		Transactions	1	<u>\$5,000.00</u>
Account 52 5780 - Grounds				
100 5195 52 5780	Annual flowers & plants	1.0000	6,000.00	6,000.00
100 5195 52 5780	City annual flowers - Parks	1.0000	5,000.00	5,000.00
100 5195 52 5780	Keeping College Park Beautiful	1.0000	3,000.00	3,000.00
100 5195 52 5780	Mulch & Pine straw - Parks	1.0000	6,000.00	6,000.00
100 5195 52 5780	Mulch & Pine straw - Parks	1.0000	6,000.00	6,000.00
100 5195 52 5780	Mulch Replacement	1.0000	1,500.00	1,500.00
100 5195 52 5780	Pine Straw & Mulch for West Main St Downtown	1.0000	3,000.00	3,000.00
100 5195 52 5780	Pine straw Replacement	1.0000	1,000.00	1,000.00
100 5195 52 5780	Plants & Trees - Parks	1.0000	5,000.00	5,000.00
100 5195 52 5780	Tree Replacement	1.0000	5,000.00	5,000.00
Account 52 5780 - Grounds Totals		Transactions	10	<u>\$41,500.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 100 - GENERAL FUND				
Department 5195 - Buildings & Grounds				
Account 52 6100 - Auto Insurance				
100 5195 52 6100	APEX Auto Insurance	1.0000	17,146.00	17,146.00
	Account 52 6100 - Auto Insurance Totals	Transactions	1	<u>17,146.00</u>
Account 52 6110 - Other Insurance				
100 5195 52 6110	APEX EPLI Policy	1.0000	15,252.00	15,252.00
100 5195 52 6110	APEX General Liability	1.0000	22,956.00	22,956.00
	Account 52 6110 - Other Insurance Totals	Transactions	2	<u>\$38,208.00</u>
Account 52 6170 - Contractual Services				
100 5195 52 6170	Regulatory compliance for detention pond	5.0000	8,585.00	42,925.00
100 5195 52 6170	Tree removal	1.0000	20,000.00	20,000.00
	Account 52 6170 - Contractual Services Totals	Transactions	2	<u>\$62,925.00</u>
Account 52 6200 - Training				
100 5195 52 6200	Training	10.0000	150.00	1,500.00
	Account 52 6200 - Training Totals	Transactions	1	<u>\$1,500.00</u>
Account 52 6560 - Workers Comp/Administrati				
100 5195 52 6560	NFP	1.0000	4,991.00	4,991.00
	Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1	<u>\$4,991.00</u>
Account 53 5680 - Tires				
100 5195 53 5680	Tires - Parks	2.0000	650.00	1,300.00
100 5195 53 5680	Tractor tires-rear Tires	8.0000	650.00	5,200.00
100 5195 53 5680	Truck Tires	6.0000	650.00	3,900.00
	Account 53 5680 - Tires Totals	Transactions	3	<u>\$10,400.00</u>
Account 53 7000 - Gas & Oil				
100 5195 53 7000	Gas & Oil	1.0000	15,000.00	15,000.00
	Account 53 7000 - Gas & Oil Totals	Transactions	1	<u>\$15,000.00</u>
Account 53 7010 - Tools/Shop Supplies				
100 5195 53 7010	Shovels, rakes, wheel barrows, lumber	1.0000	4,000.00	4,000.00
100 5195 53 7010	Weed eater, blower, edger	1.0000	6,000.00	6,000.00
	Account 53 7010 - Tools/Shop Supplies Totals	Transactions	2	<u>\$10,000.00</u>
Account 53 7020 - Janitorial Supplies				
100 5195 53 7020	Paper towels & cleaners	1.0000	1,000.00	1,000.00
100 5195 53 7020	Paper towels, cleaners, and cups	1.0000	2,500.00	2,500.00
	Account 53 7020 - Janitorial Supplies Totals	Transactions	2	<u>\$3,500.00</u>
Account 53 7050 - Medical Services/Supplies				
100 5195 53 7050	Medical Supplies & First Aid Kit	1.0000	900.00	900.00
	Account 53 7050 - Medical Services/Supplies Totals	Transactions	1	<u>\$900.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	100 - GENERAL FUND			
Department	5195 - Buildings & Grounds			
Account	53 7100 - Lubricants & Chemicals			
100 5195 53 7100	Pre-Emergent & Fuel Treatment - Parks Pesticides	1.0000	1,875.00	1,875.00
100 5195 53 7100	Pre-Emergent & Fuel Treatments	1.0000	8,125.00	8,125.00
	Account 53 7100 - Lubricants & Chemicals Totals	Transactions	2	<u>\$10,000.00</u>
Account	53 7110 - Safety Supplies			
100 5195 53 7110	Fire Extinguishers for Vehicles	1.0000	2,000.00	2,000.00
100 5195 53 7110	PPE, vest, gloves	1.0000	2,000.00	2,000.00
	Account 53 7110 - Safety Supplies Totals	Transactions	2	<u>\$4,000.00</u>
Account	53 7121 - Computer Hardware			
100 5195 53 7121	New laptop	1.0000	1,500.00	1,500.00
	Account 53 7121 - Computer Hardware Totals	Transactions	1	<u>\$1,500.00</u>
Account	53 7150 - Other Operating Supplies			
100 5195 53 7150	Mower blades, batteries, filters	1.0000	3,400.00	3,400.00
100 5195 53 7150	Supplies for park maintenance - paint, bolts, nuts	1.0000	2,100.00	2,100.00
	Account 53 7150 - Other Operating Supplies Totals	Transactions	2	<u>\$5,500.00</u>
Account	53 7170 - Trash Bags			
100 5195 53 7170	Trash Bags	1.0000	2,500.00	2,500.00
	Account 53 7170 - Trash Bags Totals	Transactions	1	<u>\$2,500.00</u>
Account	53 7310 - Office Supplies			
100 5195 53 7310	Office operation material	1.0000	1,000.00	1,000.00
	Account 53 7310 - Office Supplies Totals	Transactions	1	<u>\$1,000.00</u>
Account	54 7590 - Vehicles - Replace			
100 5195 54 7590	2023 F150 Ford Pickup Truck Unit 165- Hotel/Motel Funding	1.0000	45,000.00	45,000.00
100 5195 54 7590	2023 F150 Ford Pickup Truck Unit 167 - Hotel/Motel Funding	1.0000	45,000.00	45,000.00
	Account 54 7590 - Vehicles - Replace Totals	Transactions	2	<u>\$90,000.00</u>
Department	5195 - Buildings & Grounds Totals	Transactions	52	<u>\$403,204.00</u>
Fund	100 - GENERAL FUND Totals	Transactions	52	<u>\$403,204.00</u>
	EXPENSES Totals	Transactions	52	<u>\$403,204.00</u>
	Grand Totals	Transactions	52	<u>\$403,204.00</u>

**EXHIBIT C
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Fund: 100 Department and Number: Buildings and Grounds 5195

	2020-21	2021-22	2022-23	2023-24	2023-24
Full Time Positions:	Actual	Actual	Current	Department Requested	City Manager Recommend
Superintendent	1	1	1	1	1
Supervisor	1	1	1	1	1
Laborer II	3	4	4	4	4
Equipment Operator II	3	3	3	3	3
Equipment Operator I	1	1	1	1	1
Laborer I	3	4	4	4	4
Laborer I (6 Months)	4	4	4	4	4
Part Time Positions:					
Litter Collector	2	2	2	2	2
Laborer I (Part Time)	1	1	1	1	1
Park Rangers (Part Time)	0	0	6	6	6
Total Personnel:	19	21	27	27	27

Park Rangers -Reclassified from Park Rangers

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Building & Grounds - 5195

Fund: 100

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
<hr/>				
Wages				
Regular		N/A	\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)			\$ -	
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			\$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			\$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			\$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			\$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			\$ -	
Total			\$ -	

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F
City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 100		Department and Number: Buildings & Grounds 5195	
New Replacement for Vehicle/Equipment No. Truck 165	Priority: 1		
Vehicle Type <hr/> Sedan 2 Door <hr/> Sedan 4 Door <hr/> Cruiser <hr/> Station Wagon <hr/> Van <hr/> Ford F150 1/2-ton Truck <hr/> 3/4-ton Truck <hr/> Sanitation Front Loader <hr/> Sanitation Rear Loader <hr/> Other	Information on Vehicle/Equipment Being Replaced <hr/> Age of Vehicle/Equipment Being Replaced 2018 <hr/> Total lost Units of Use to Date (hours, miles, etc.) <hr/> Total Operating/Maintenance Costs to Date <hr/> Actual FYE 2022-23 Maintenance Cost <hr/> Actual FYE 2022-23 Operating Cost <hr/> Estimated FYE 2023-24 Maintenance Cost <hr/> Estimated FYE 2023-24 Operating Cost		
List of Special Features, Not Standard: Crew Cab	Specific Description & Condition of Item VIN# 1FEW1CB8JFE78253 2018 Total lost in an accident		
Justification/Description: Replace truck due to truck being in an accident and insurance company placed truck #165 as a total lost	Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction X Retain as Backup Dismantle and Use for Parts Junk Other		
Purchase Option New Vehicle/Equipment 45,000 Purchase Price <hr/> 16 Years Estimated Useful Life <hr/> Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24 PM	Rental Option New Vehicle/Equipment Rental/Lease Cost per Year <hr/> Estimated Length of Rental/Lease <hr/> Estimated Use During 2023-24 <hr/> Estimated Operating Cost During 2023-24		

EXHIBIT F
City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 100		Department and Number: Buildings & Grounds 5195	
New Replacement for Vehicle/Equipment No. Truck 167		Priority: 1	
<u>Vehicle Type</u>	Sedan 2 Door Sedan 4 Door Cruiser Station Wagon Van Ford F150 1/2-ton Truck 3/4-ton Truck Sanitation Front Loader Sanitation Rear Loader Other	Information on Vehicle/Equipment Being Replaced Age of Vehicle/Equipment Being Replaced <u>2007</u> Units of Use to Date (hours, miles, etc.) <u>130,024</u> Total Operating/Maintenance Costs to Date Actual FYE 2022-23 Maintenance Cost Actual FYE 2022-23 Operating Cost Estimated FYE 2023-24 Maintenance Cost Estimated FYE 2023-24 Operating Cost	
List of Special Features, Not Standard: Crew Cab		Specific Description & Condition of Item Being Replaced including VIN#: 1FTRF12257NA26455 2007 Ford F150 Transmission is not working	
Justification/Description: Replace truck that has serious transmission issues That has caused truck to be out commission.		Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction X Retain as Backup Dismantle and Use for Parts Junk Other	
<u>Purchase Option New Vehicle/Equipment</u> 45,000 16 Years PM	Purchase Price Estimated Useful Life Estimated Use During 2023-24 Estimated Operating Cost During 2023-24	Rental Option New Vehicle/Equipment Rental/Lease Cost per Year Estimated Length of Rental/Lease Estimated Use During 2023-24 Estimated Operating Cost During 2023-24	

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

DEPARTMENT
Public Works - Buildings, Grounds & Parks

Unit #	Year	Make	Model	Vin Number	Purchase Cost	Date of Purchase	Prior Year Mileage	Prior Year Hours	Current Mileage	Current Hours	Tag No
100-D	2008	John Deere	Tractor	L02755A695190		December 15, 2008				5,576	
101-D	1997	John Deere	Tractor	LV5200E621123		August 5, 1997		7,933		8,275	
102-D	2007	John Deere	Tractor	LV5325S430019		November 5, 2000		2,879		3,164	
128-D	2004	Ford	F350	1FDWW36P84EB04125	\$25,298.00	September 11, 2003	1,100,968		116,505		GV6359M
129-T	2000	Tow-Pro	5x8 Trailer	4HDLS0813YD002833		March 17, 2000					GV6360M
130-T	2001	Tow-Pro	5x8 Trailer	4HDLS08141D005035		March 30, 2001					GV6361M
131-G	2018	John Deere	825MB Gator	1M0825MBPJM011256	\$15,709.00	October 30, 2018		2,657		1,426	EXEMPT
135-D	2006	John Deere	Tractor	LV5325S230600		October 5, 2006		4,214		4,606	
144-G	2011	Ford	SRW Super Duty	1FTRF3B66CEA82199	\$23,141.00	November 30, 2011	64,021		73,029		GV6362M
150-D	2009	Allianz Madvac	LN50	S/N #4127		January 16, 2009		361			EXEMPT
165-G	2018	Ford	F150	1FTEW1CB8JFE78253	\$25,718.00	November 9, 2018	19,461		25,960		GV3809M
166-G	2006	Ford	Lgt Conventional	1FTRF12226NB40380	\$12,718.00	April 19, 2006	138,234		145,916		GV19230
167-G	2007	Ford	F150	1FTRF12257NA26455	\$12,786.00	January 3, 2007	122,247		128,994		GV0561N
174-D	2006	Ford	F350	1FDWW36P46EC74193	\$30,590.00	April 5, 2006	81,226		86,900		GV19229
181-G	2019	Ford	F150	1FTEW1CB6KFD15179	\$26,925.00	September 13, 2019	24,182		33,782		GV9713M
184-D	2010	Ford	F350	1FDWF3GR8AEB09109	\$39,787.00	January 22, 2010	91,945		96,975		GV6363M
195-G	2001	Ford	Van	1FBSS31L81HB04739	\$24,201.00	March 1, 2001	127,818		131,164		GV9498M

G=Gas

D=Diesel

AF=Alternative Fuel

N/A=Not Available or Required

EXHIBIT G
 City of College Park, Georgia
 5 Year Capital Improvement Program
 Budget Year 2023-2024

Department: Buildings & Grounds

Department Number: 5195

Account	Description/Justification	Suggested Funding Source	2023-24	2024-25	2025-26	2026-27	2027-28
54-7590	Replacement Unit 165 Truck	Hotel/Motel	\$45,000				
54-7590	Replacement Unit 167Truck	Hotel/Motel	\$45,000				
Totals			\$90,000	\$0	\$0	\$0	\$0

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Buildings and Grounds

Fund: 100

Division: Public Works

Department Number: 5195

Item/Project Name: Replacement #165

Item/Project Manager: Carlton Newton

Priority Rating: 1

Units Requested: 1

Number of Similar Units on Hand: 2

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If replacement, describe item to be replaced:

Disposition of item replaced:

Sale

Trade In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 10 Year

Estimated Cost \$45,000

Less: Trade In 0

Net Cost \$45,000

Comparable Quotes:

Vendor Name: Chevy

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Public Works/ Buildings
and Grounds

Project Name or Title:

Buildings & Grounds

Division

Project Description: Replacement Truck

Project Justification and Impact:

Truck #165 Ford F150 is out of commission due to the fact the transmission has stop operating. The isn't worth fixing. Estimated price to replace is more than the truck is worth, the current mileage is 130,024

Project Costs: \$ 45,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

Useful Life:

10 Years

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Hotel/Motel Funding

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Buildings and Grounds

Fund: 100

Division: Public Works

Department Number: 5195

Item/Project Name: Replacement #167

Item/Project Manager: Carlton Newton

Priority Rating: 1

Units Requested: 1

Number of Similar Units on Hand: 2

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If replacement, describe item to be replaced:

Disposition of item replaced:

Sale

Trade In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 10 Year

Estimated Cost \$45,000

Less: Trade In 0

Net Cost \$.45,000

Comparable Quotes:

Vendor Name: Chevy

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Public Works/ Buildings
and Grounds

Project Name or Title:

Buildings & Grounds

Division

Project Description: Replacement Truck

Project Justification and Impact:

Truck #167 Ford F150 is out of commission due to the fact the transmission has stop operating. The isn't worth fixing. Estimated price to replace is more than the truck is worth, the current mileage is 130,024

Project Costs: \$ 45,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

Useful Life:

10 Years

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Hotel/Motel Funding

Relationship to Other Primary Projects: None

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Department of Public Works / BUILDINGS and GROUNDS

Program Description:

The Buildings and Grounds program manages all landscaping and grounds contracts for the City of College Park, including detention ponds, sports facilities maintenance, Public Safety Complex and the maintenance of walking trails, code enforcement homes, and fertilization and herbicide management. Also, the program generates requisitions for the purchase of materials, hardware, and the purchase of vehicles related to these contracts. In addition, this program provides training for staff in the related fields. The website has FAQ's and citizen complaints are responded to through emails, City hall, administrative staff of Public Works, and Mini Track.

Trends:

New programs continued training in the services of grass cutting, sidewalk maintenance, tree trimming, and detailed landscaping in designated areas.

Program Broad Goals:

Manage all mowing, manicuring, and pesticide city wide. Provide grounds and maintenance in all City Parks, Historical Society, Recreation Centers, and Public Safety Complex. Making necessary plans to maintain Buildings and Grounds Division at the highest standards to ensure the citizens are satisfied.

Program 23/24 Objectives:

Estimated 22/23

Customer Service	100%
Workforce Development	95%
Landscape Maintenance	95%
Effective Schedule Management	100%

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 23/24

Wood chips in swing and playground areas in City parks	5
Install seasonal plants in City planters	14
Plant summer flowers in landscape beds city wide	12
Ensure Retention Ponds are cut and maintained	12
Pine Straw and mulch landscape beds in all City parks	6

Program/Service Outcomes: (based on program objectives)

Estimated 23/24

- To continue to evaluate maintenance efforts and contracts to ensure we are meeting compliance efforts.
- Monitor grass cutting and grounds maintenance to ensure that we continue to be efficient and professional in meeting the standards of our community
- Continue to work with he City of College Park Courts and the community service workers
- Continue comprehensive cutting schedule.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

- Monitor and control cost associated with Building and Grounds daily operations.
- Improve landscaping at Historical Society, Public Safety Complex, City Parks and other designated rights-of-way within the city.
- Increase annual color landscapes throughout the city.

Program/Services Outputs: (goods, services, units produced)

	Estimated 22/23
• Pine Straw and mulch landscape beds in all City parks	6
• Install seasonal plants in City planters	22
• Plant summer flowers in landscape beds city wide	45
• Ensure Detention ponds are cut and maintained.	9

Prior Year Highlights:

- Set up and breakdown of all city events.
- Pressure washed entire grounds of City Hall
- Pressure washed entire grounds of Public Service Building
- Removed all overgrown vegetation on curbs, down HWY 29
- Enhanced City of College Park Mural as requested with River Rock
- Prepared football fields for youth games
- Prepared quote for equipment to take over.
- New Ownership of West Main and downtown College Park landscaping
- Participated in the reconstruction of the playground area of Barrett.
- Organized the landscaping of the new Splash Pad
- Cleaned out Kudzu from all streets in Six West area (Noxious weed by U.S. government and is illegal to grown in many states)
- Implemented progressive work order system to B&G Department

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **100**

Department and Number: **Buildings & Grounds / 5195**

Department Submitting Request:

Division Submitting Request:

Requested for Department:

Prepared By:

Description of Item:

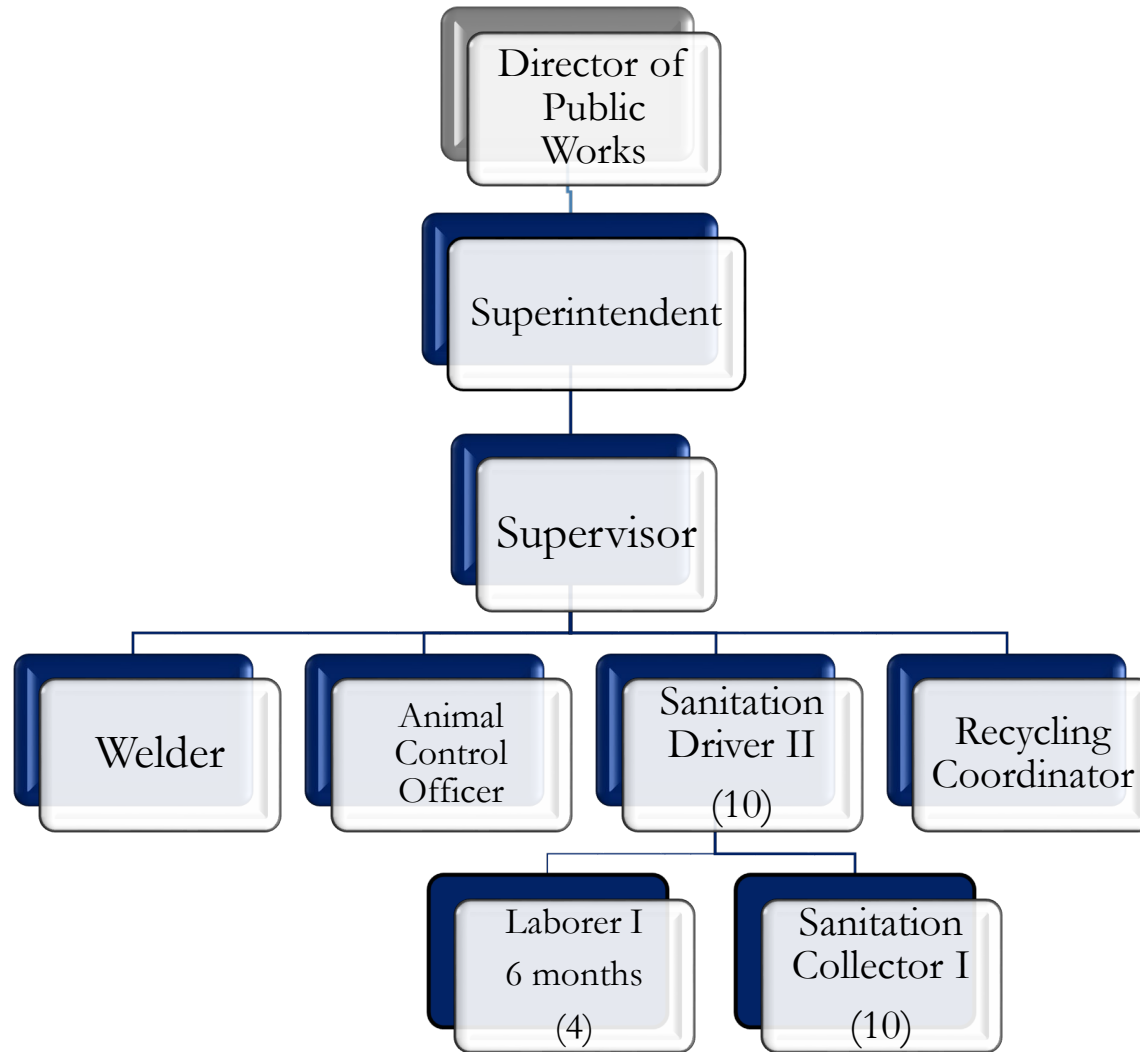
Reason for Requesting:

Cost Estimate/Revenue Enhancement:



SANITATION

Sanitation Department Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 540 - SANITATION FUND								
REVENUE								
Department 4300 - Sanitation								
<i>Charges For Services</i>								
34 4110	Sales To Residential Cust	1,442,273.34	1,458,000.00	1,091,795.74	75	1,458,000.00	1,536,000.00	5
34 4112	Sales To Commercial Cust.	1,667,843.89	1,686,000.00	1,246,434.04	74	1,686,000.00	1,753,745.00	4
34 4330	Sales Convention Center	45,641.22	40,000.00	38,945.71	97	40,000.00	47,010.00	18
34 4340	Other City Sales	110,323.73	90,000.00	70,496.67	78	90,000.00	113,633.00	26
<i>Charges For Services Totals</i>		\$3,266,082.18	\$3,274,000.00	\$2,447,672.16	75%	\$3,274,000.00	\$3,450,388.00	5%
<i>Intergovernmental</i>								
33 1100	Federal Grants	7,169.65	.00	.00		.00	.00	
<i>Intergovernmental Totals</i>		\$7,169.65	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
<i>Other Income</i>								
34 1900	Miscellaneous Income	160.50	.00	103.00		.00	.00	
34 4130	Sales - Recycled Material	22,904.62	15,000.00	1,713.75	11	15,000.00	15,000.00	
39 3105	Loan Proceeds	.00	460,340.00	.00		.00	.00	(100)
<i>Other Income Totals</i>		\$23,065.12	\$475,340.00	\$1,816.75	0%	\$15,000.00	\$15,000.00	(97%)
Department 4300 - Sanitation Totals		\$3,296,316.95	\$3,749,340.00	\$2,449,488.91	65%	\$3,289,000.00	\$3,465,388.00	(8%)
REVENUE TOTALS		\$3,296,316.95	\$3,749,340.00	\$2,449,488.91	65%	\$3,289,000.00	\$3,465,388.00	(8%)
EXPENSE								
Department 4300 - Sanitation								
<i>Personnel Services</i>								
51 5010	Salary/Operating	890,236.70	1,142,410.00	678,593.35	59	1,197,429.00	1,197,429.00	5
51 5016	Salary On-Call	4,200.00	3,900.00	2,850.00	73	3,900.00	3,900.00	
51 5020	Salary/Overtime	76,980.14	85,000.00	67,825.76	80	85,000.00	65,000.00	(24)
51 5030	Salary/Partime	2,800.00	.00	10,441.38		.00	.00	
51 5040	Employee Utility Credit	2,006.74	7,200.00	3,646.65	51	7,200.00	7,200.00	
51 5190	Medicare	12,560.11	16,565.00	9,761.87	59	17,363.00	17,363.00	5
51 5200	Fica	367.15	.00	1,687.72		.00	.00	
<i>Personnel Services Totals</i>		\$989,150.84	\$1,255,075.00	\$774,806.73	62%	\$1,310,892.00	\$1,290,892.00	3%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	191,877.15	256,539.00	158,345.61	62	268,850.00	268,850.00	5
51 5161	Life Insurance	521.05	1,279.00	279.65	22	1,279.00	1,279.00	
51 5163	ST Disability Insurance	1,439.08	1,100.00	990.26	90	1,100.00	1,100.00	
51 5164	LT Disability Insurance	1,570.41	1,000.00	893.37	89	1,000.00	1,000.00	
51 5165	Health Insurance	175,761.64	207,055.00	104,402.37	50	217,408.00	217,408.00	5



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 540	SANITATION FUND							
	EXPENSE							
	Department 4300 - Sanitation							
	<i>Employee Benefits</i>							
51 5166	Dental Insurance	4,358.58	5,208.00	2,662.91	51	5,208.00	5,208.00	
51 5180	Uniforms	25,996.06	14,000.00	12,146.32	87	19,000.00	19,000.00	36
	<i>Employee Benefits Totals</i>	\$401,523.97	\$486,181.00	\$279,720.49	58%	\$513,845.00	\$513,845.00	6%
	<i>Communications & Util.</i>							
52 5240	Telephone	4,807.05	3,706.00	3,977.28	107	4,832.00	12,392.00	234
52 5260	Heat & Power	9,318.27	9,800.00	7,284.57	74	10,488.00	11,268.00	15
52 5270	Water	4,204.18	4,123.00	2,118.96	51	4,416.00	4,332.00	5
52 5280	Other Communication/Util	6,185.52	7,216.00	4,639.14	64	9,381.00	6,372.00	(12)
	<i>Communications & Util. Totals</i>	\$24,515.02	\$24,845.00	\$18,019.95	73%	\$29,117.00	\$34,364.00	38%
	<i>Rentals</i>							
52 5330	Office Equipment Rental	177.94	4,800.00	2,966.48	62	4,800.00	4,800.00	
52 5360	Other Equipment Rental	.00	1,403.00	151.17	11	1,404.00	1,404.00	
	<i>Rentals Totals</i>	\$177.94	\$6,203.00	\$3,117.65	50%	\$6,204.00	\$6,204.00	0%
	<i>Repair & Maintenance</i>							
52 5700	R&M - Vehicles	187,678.99	136,520.00	176,182.29	129	137,085.00	124,465.00	(9)
52 5730	R&M - D/P Equipment	6,964.23	6,020.00	3,175.41	53	9,873.00	9,873.00	64
52 5780	Grounds	3,947.97	5,652.00	2,144.98	38	7,652.00	7,652.00	35
52 5810	R&M-Sanitation Containers	10,650.56	4,500.00	11,036.86	245	5,000.00	5,000.00	11
53 5680	Tires	44,718.53	32,000.00	38,196.77	119	40,000.00	40,000.00	25
	<i>Repair & Maintenance Totals</i>	\$253,960.28	\$184,692.00	\$230,736.31	125%	\$199,610.00	\$186,990.00	1%
	<i>Building Maintenance</i>							
52 5740	R&M-Buildings	2,011.11	3,000.00	1,611.15	54	3,000.00	3,000.00	
	<i>Building Maintenance Totals</i>	\$2,011.11	\$3,000.00	\$1,611.15	54%	\$3,000.00	\$3,000.00	0%
	<i>Training & Education</i>							
52 6200	Training	1,168.00	2,000.00	.00		2,000.00	2,000.00	
52 6210	Dues	273.00	1,128.00	345.00	31	1,128.00	1,128.00	
52 6220	Subscription/Publications	987.00	300.00	.00		300.00	.00	(100)
52 6230	Conventions/Meetings	.00	1,000.00	172.96	17	1,000.00	.00	(100)
	<i>Training & Education Totals</i>	\$2,428.00	\$4,428.00	\$517.96	12%	\$4,428.00	\$3,128.00	(29%)
	<i>Other Services & Charges</i>							
52 6000	Advertising Expense	.00	1,000.00	314.00	31	1,000.00	1,000.00	
52 6100	Auto Insurance	19,533.77	20,232.00	20,582.33	102	23,577.00	23,577.00	17
52 6110	Other Insurance	41,346.21	43,164.00	39,927.79	93	47,534.00	47,534.00	10



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 540 - SANITATION FUND								
EXPENSE								
Department 4300 - Sanitation								
<i>Other Services & Charges</i>								
52 6130	Miscellaneous Services	4,696.33	2,000.00	1,703.22	85	2,000.00	2,000.00	
52 6140	Dog Pound Fees	35,931.54	20,000.00	22,600.88	113	20,000.00	20,000.00	
52 6170	Contractual Services	2,175.74	54,000.00	13,353.53	25	54,000.00	54,000.00	
52 6560	Workers Comp/Administrati	6,223.88	.00	6,682.06		7,517.00	7,517.00	
52 6590	Contingencies	.00	38,951.00	.00		.00	.00	(100)
52 6600	Claims Workers Comp.	2,188.65	.00	2,185.33		.00	.00	
52 7190	Recycling Expense	.00	500.00	.00		500.00	500.00	
<i>Other Services & Charges Totals</i>		\$112,096.12	\$179,847.00	\$107,349.14	60%	\$156,128.00	\$156,128.00	(13%)
<i>Materials & Supplies</i>								
52 7300	Postage	170.50	300.00	.57		300.00	300.00	
52 7320	Stationery & Printing	690.41	1,000.00	514.83	51	1,000.00	500.00	(50)
52 7330	Copy Expense	3,736.03	1,500.00	.00		1,500.00	1,500.00	
53 7000	Gas & Oil	136,209.23	70,000.00	52,650.04	75	70,000.00	70,000.00	
53 7010	Tools/Shop Supplies	4,700.73	4,000.00	1,633.89	41	4,000.00	4,000.00	
53 7020	Janitorial Supplies	6,426.08	2,000.00	3,020.73	151	2,000.00	4,000.00	100
53 7050	Medical Services/Supplies	646.50	500.00	609.00	122	500.00	500.00	
53 7100	Lubricants & Chemicals	5,142.92	3,000.00	3,152.91	105	3,000.00	3,000.00	
53 7110	Safety Supplies	3,871.68	4,000.00	938.97	23	4,000.00	4,000.00	
53 7150	Other Operating Supplies	1,406.50	1,500.00	1,672.44	111	1,500.00	1,500.00	
53 7170	Trash Bags	.00	1,000.00	356.16	36	1,000.00	1,000.00	
53 7310	Office Supplies	1,470.70	1,000.00	918.08	92	1,000.00	1,000.00	
53 7400	Emergency/Pandemic Expense	1,069.98	.00	.00		.00	.00	
<i>Materials & Supplies Totals</i>		\$165,541.26	\$89,800.00	\$65,467.62	73%	\$89,800.00	\$91,300.00	2%
<i>Cost Of Sales</i>								
52 6120	Landfill Charges	761,036.49	795,000.00	588,479.06	74	795,000.00	831,000.00	5
<i>Cost Of Sales Totals</i>		\$761,036.49	\$795,000.00	\$588,479.06	74%	\$795,000.00	\$831,000.00	5%
<i>Accounting Charges</i>								
57 4001	Utility Assistance	7,169.65	.00	.00		.00	.00	
<i>Accounting Charges Totals</i>		\$7,169.65	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
<i>Capital Outlay</i>								
54 7580	Vehicles - New	.00	130,057.00	.00		36,516.00	.00	(100)
54 7590	Vehicles - Replace	219,683.00	355,973.00	37,565.00	11	80,000.00	40,000.00	(89)



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 540 - SANITATION FUND								
EXPENSE								
Department 4300 - Sanitation								
Capital Outlay								
54 7680	Sanitation Cont. Replace	44,364.00	45,000.00	34,960.00	78	45,000.00	45,000.00	
<i>Capital Outlay Totals</i>		\$264,047.00	\$531,030.00	\$72,525.00	14%	\$161,516.00	\$85,000.00	(84%)
Debt Service								
58 1200	CAPITAL LEASE PRINCIPAL	131,702.12	175,437.00	99,739.18	57	238,662.00	238,662.00	36
58 2200	CAPITAL LEASE INTEREST	12,243.84	13,802.00	7,377.45	53	24,875.00	24,875.00	80
<i>Debt Service Totals</i>		\$143,945.96	\$189,239.00	\$107,116.63	57%	\$263,537.00	\$263,537.00	39%
Department 4300 - Sanitation Totals		\$3,127,603.64	\$3,749,340.00	\$2,249,467.69	60%	\$3,533,077.00	\$3,465,388.00	(8%)
Department 9990 - AUDIT ADJUSTMENTS								
Accounting Charges								
56 2000	Depreciation Expense	231,817.00	.00	.00		.00	.00	
<i>Accounting Charges Totals</i>		\$231,817.00	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
Capital Outlay								
54 7590	Vehicles - Replace	(219,683.00)	.00	.00		.00	.00	
54 7680	Sanitation Cont. Replace	(44,364.00)	.00	.00		.00	.00	
<i>Capital Outlay Totals</i>		(\$264,047.00)	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
Department 9990 - AUDIT ADJUSTMENTS Totals		(\$32,230.00)	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
EXPENSE TOTALS		\$3,095,373.64	\$3,749,340.00	\$2,249,467.69	60%	\$3,533,077.00	\$3,465,388.00	(8%)
Fund 540 - SANITATION FUND Totals								
REVENUE TOTALS		\$3,296,316.95	\$3,749,340.00	\$2,449,488.91	65%	\$3,289,000.00	\$3,465,388.00	(8%)
EXPENSE TOTALS		\$3,095,373.64	\$3,749,340.00	\$2,249,467.69	60%	\$3,533,077.00	\$3,465,388.00	(8%)
Fund 540 - SANITATION FUND Totals		\$200,943.31	\$0.00	\$200,021.22	+++	(\$244,077.00)	\$0.00	+++
Net Grand Totals								
REVENUE GRAND TOTALS		\$3,296,316.95	\$3,749,340.00	\$2,449,488.91	65%	\$3,289,000.00	\$3,465,388.00	(8%)
EXPENSE GRAND TOTALS		\$3,095,373.64	\$3,749,340.00	\$2,249,467.69	60%	\$3,533,077.00	\$3,465,388.00	(8%)
Net Grand Totals		\$200,943.31	\$0.00	\$200,021.22	+++	(\$244,077.00)	\$0.00	+++



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	540 - SANITATION FUND			
Department	4300 - Sanitation			
Account	52 5240 - Telephone			
540 4300 52 5240	Additional City Cell	1.0000	900.00	900.00
540 4300 52 5240	Cisco phone - Landline	1.0000	356.00	356.00
540 4300 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00
540 4300 52 5240	Verizon Wireless	12.0000	327.00	3,924.00
540 4300 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	534.00	6,408.00
	Account 52 5240 - Telephone Totals	Transactions	5	<u>\$12,392.00</u>
Account	52 5260 - Heat & Power			
540 4300 52 5260	Fireside Natural Gas	12.0000	345.00	4,140.00
540 4300 52 5260	Power Allocation: Based on monthly average	12.0000	594.00	7,128.00
	Account 52 5260 - Heat & Power Totals	Transactions	2	<u>\$11,268.00</u>
Account	52 5270 - Water			
540 4300 52 5270	Based on monthly average	12.0000	361.00	4,332.00
	Account 52 5270 - Water Totals	Transactions	1	<u>\$4,332.00</u>
Account	52 5280 - Other Communication/Util			
540 4300 52 5280	Sanitation & Sewer	1.0000	6,372.00	6,372.00
	Account 52 5280 - Other Communication/Util Totals	Transactions	1	<u>\$6,372.00</u>
Account	52 5330 - Office Equipment Rental			
540 4300 52 5330	Copy machine rental - public works facility	12.0000	400.00	4,800.00
	Account 52 5330 - Office Equipment Rental Totals	Transactions	1	<u>\$4,800.00</u>
Account	52 5360 - Other Equipment Rental			
540 4300 52 5360	Airgas Oxygen & Acetylene Tanks - Welding Shop	12.0000	117.00	1,404.00
	Account 52 5360 - Other Equipment Rental Totals	Transactions	1	<u>\$1,404.00</u>
Account	52 5700 - R&M - Vehicles			
540 4300 52 5700	Moodys allocation	12.0000	3,434.00	41,208.00
540 4300 52 5700	Square Rigger Annual Maintenance - Allocation	1.0000	89.00	89.00
540 4300 52 5700	Square Rigger Monthly Coast - Allocation	12.0000	58.00	696.00
540 4300 52 5700	Vehicle Repair & Maintenance - Outsource	1.0000	80,000.00	80,000.00
540 4300 52 5700	Verizon Connect	12.0000	206.00	2,472.00
	Account 52 5700 - R&M - Vehicles Totals	Transactions	5	<u>\$124,465.00</u>
Account	52 5730 - R&M - D/P Equipment			
540 4300 52 5730	Comcast - Cable & Internet	1.0000	2,000.00	2,000.00
540 4300 52 5730	Email License	1.0000	2,909.00	2,909.00
540 4300 52 5730	Mimecast	1.0000	2,619.00	2,619.00
540 4300 52 5730	Tyler NW	1.0000	2,345.00	2,345.00
	Account 52 5730 - R&M - D/P Equipment Totals	Transactions	4	<u>\$9,873.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	540 - SANITATION FUND			
Department	4300 - Sanitation			
Account	52 5740 - R&M-Buildings			
540 4300 52 5740	Public work facility repair and maintenance	1.0000	3,000.00	3,000.00
	Account 52 5740 - R&M-Buildings Totals	Transactions	1	<u>\$3,000.00</u>
Account	52 5780 - Grounds			
540 4300 52 5780	Fuel Pump Maintenance	1.0000	2,500.00	2,500.00
540 4300 52 5780	Public Works facility and ground pest control	12.0000	221.00	2,652.00
540 4300 52 5780	Public works fence and door maintenance	1.0000	2,500.00	2,500.00
	Account 52 5780 - Grounds Totals	Transactions	3	<u>\$7,652.00</u>
Account	52 5810 - R&M-Sanitation Containers			
540 4300 52 5810	Container Maintenance and supplies	1.0000	5,000.00	5,000.00
	Account 52 5810 - R&M-Sanitation Containers Totals	Transactions	1	<u>\$5,000.00</u>
Account	52 6100 - Auto Insurance			
540 4300 52 6100	APEX Auto Insurance	1.0000	23,577.00	23,577.00
	Account 52 6100 - Auto Insurance Totals	Transactions	1	<u>\$23,577.00</u>
Account	52 6110 - Other Insurance			
540 4300 52 6110	APEX EPLI Policy	1.0000	22,878.00	22,878.00
540 4300 52 6110	APEX General Liability	1.0000	24,656.00	24,656.00
	Account 52 6110 - Other Insurance Totals	Transactions	2	<u>\$47,534.00</u>
Account	52 6120 - Landfill Charges			
540 4300 52 6120	Household Hazardous Waste Event	1.0000	15,000.00	15,000.00
540 4300 52 6120	Landfill Charges	12.0000	68,000.00	816,000.00
	Account 52 6120 - Landfill Charges Totals	Transactions	2	<u>\$831,000.00</u>
Account	52 6130 - Miscellaneous Services			
540 4300 52 6130	City Appreciation & Benevolent Fund	1.0000	2,000.00	2,000.00
	Account 52 6130 - Miscellaneous Services Totals	Transactions	1	<u>\$2,000.00</u>
Account	52 6140 - Dog Pound Fees			
540 4300 52 6140	Fees Paid to Fulton County Animal Services	1.0000	20,000.00	20,000.00
	Account 52 6140 - Dog Pound Fees Totals	Transactions	1	<u>\$20,000.00</u>
Account	52 6170 - Contractual Services			
540 4300 52 6170	Keep College Park Beautiful Service Contract Fees	1.0000	54,000.00	54,000.00
	Account 52 6170 - Contractual Services Totals	Transactions	1	<u>\$54,000.00</u>
Account	52 6200 - Training			
540 4300 52 6200	Training for animal control	1.0000	500.00	500.00
540 4300 52 6200	Training for sanitation services	1.0000	1,500.00	1,500.00
	Account 52 6200 - Training Totals	Transactions	2	<u>\$2,000.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	540 - SANITATION FUND			
Department	4300 - Sanitation			
Account	52 6210 - Dues			
540 4300 52 6210	Animal Control Membership	1.0000	300.00	300.00
540 4300 52 6210	APWP Membership	1.0000	292.00	292.00
540 4300 52 6210	Solid Waste Association of North America	2.0000	268.00	536.00
	Account 52 6210 - Dues Totals	Transactions	3	<u>\$1,128.00</u>
Account	52 6560 - Workers Comp/Administrati NFP			
540 4300 52 6560		1.0000	7,517.00	7,517.00
	Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1	<u>\$7,517.00</u>
Account	52 7300 - Postage			
540 4300 52 7300	Public Works Development Postage & Mailing Fees	1.0000	300.00	300.00
	Account 52 7300 - Postage Totals	Transactions	1	<u>\$300.00</u>
Account	52 7320 - Stationery & Printing			
540 4300 52 7320	Stationery & Printing for Sanitation Services	1.0000	500.00	500.00
	Account 52 7320 - Stationery & Printing Totals	Transactions	1	<u>\$500.00</u>
Account	53 5680 - Tires			
540 4300 53 5680	Sanitation Vehicles Tires for purchase	1.0000	40,000.00	40,000.00
	Account 53 5680 - Tires Totals	Transactions	1	<u>\$40,000.00</u>
Account	53 7010 - Tools/Shop Supplies			
540 4300 53 7010	Purchase of tools	1.0000	4,000.00	4,000.00
	Account 53 7010 - Tools/Shop Supplies Totals	Transactions	1	<u>\$4,000.00</u>
Account	53 7020 - Janitorial Supplies			
540 4300 53 7020	Purchase of cleaning supplies for public works	1.0000	4,000.00	4,000.00
	Account 53 7020 - Janitorial Supplies Totals	Transactions	1	<u>\$4,000.00</u>
Account	53 7050 - Medical Services/Supplies			
540 4300 53 7050	Purchase of medical supplies - first aid kit	1.0000	500.00	500.00
	Account 53 7050 - Medical Services/Supplies Totals	Transactions	1	<u>\$500.00</u>
Account	53 7100 - Lubricants & Chemicals			
540 4300 53 7100	Sanitation Vehicles Lubricants & Chemicals	1.0000	3,000.00	3,000.00
	Account 53 7100 - Lubricants & Chemicals Totals	Transactions	1	<u>\$3,000.00</u>
Account	53 7110 - Safety Supplies			
540 4300 53 7110	Sanitation Safety Supplies	1.0000	4,000.00	4,000.00
	Account 53 7110 - Safety Supplies Totals	Transactions	1	<u>\$4,000.00</u>
Account	53 7150 - Other Operating Supplies			
540 4300 53 7150	Supplies for emergency Service - Spill Kits	1.0000	1,500.00	1,500.00
	Account 53 7150 - Other Operating Supplies Totals	Transactions	1	<u>\$1,500.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 540 - SANITATION FUND				
Department 4300 - Sanitation				
Account 53 7170 - Trash Bags				
540 4300 53 7170	Sanitation Services Supplies for KCPB	1.0000	1,000.00	1,000.00
	Account 53 7170 - Trash Bags Totals	Transactions	1	<u>\$1,000.00</u>
Account 53 7310 - Office Supplies				
540 4300 53 7310	Sanitation Office supplies	1.0000	1,000.00	1,000.00
	Account 53 7310 - Office Supplies Totals	Transactions	1	<u>\$1,000.00</u>
Account 54 7590 - Vehicles - Replace				
540 4300 54 7590	Replace Truck 498 w/ 2024 F150 Regular Cab	1.0000	40,000.00	40,000.00
	Account 54 7590 - Vehicles - Replace Totals	Transactions	1	<u>\$40,000.00</u>
Account 54 7680 - Sanitation Cont. Replace				
540 4300 54 7680	Container Replacement Program	1.0000	45,000.00	45,000.00
	Account 54 7680 - Sanitation Cont. Replace Totals	Transactions	1	<u>\$45,000.00</u>
Account 58 1200 - CAPITAL LEASE PRINCIPAL				
540 4300 58 1200	Leases - Sanitation	1.0000	33,602.00	33,602.00
540 4300 58 1200	Leases - Sanitation	1.0000	60,528.00	60,528.00
540 4300 58 1200	Leases - Sanitation	1.0000	101,535.00	101,535.00
540 4300 58 1200	Leases - Sanitation	1.0000	42,997.00	42,997.00
	Account 58 1200 - CAPITAL LEASE PRINCIPAL Totals	Transactions	4	<u>\$238,662.00</u>
Account 58 2200 - CAPITAL LEASE INTEREST				
540 4300 58 2200	2 Front Loaders	1.0000	5,583.00	5,583.00
540 4300 58 2200	Grapple Truck	1.0000	1,723.00	1,723.00
540 4300 58 2200	Leaf Vacuum Truck	1.0000	3,801.00	3,801.00
540 4300 58 2200	New Vehicle purchased thru lease	1.0000	13,768.00	13,768.00
	Account 58 2200 - CAPITAL LEASE INTEREST Totals	Transactions	4	<u>\$24,875.00</u>
	Department 4300 - Sanitation Totals	Transactions	60	<u>\$1,587,651.00</u>
	Fund 540 - SANITATION FUND Totals	Transactions	60	<u>\$1,587,651.00</u>
	EXPENSES Totals	Transactions	60	<u>\$1,587,651.00</u>
	Grand Totals	Transactions	60	<u>\$1,587,651.00</u>

**EXHIBIT C
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Fund: 540	Department and Number: Sanitation 4300				
	2020-21	2021-22	2022-23	2023-24	2023-24
Full Time Positions:	Actual	Actual	Current	Department Requested	City Manager Recommend
Superintendent	1	1	1	1	1
Supervisor	0	1	1	1	1
Welder	1	1	1	1	1
Recycling Coordinator	1	1	1	1	1
Sanitation Collector II	1	0	0	0	0
Sanitation Driver II	10	10	10	10	10
Animal Control Officer	1	1	1	1	1
Sanitation Collector I	10	10	10	10	10
6 Month Laborer I	4	4	4	4	4
Total Personnel:	29	29	29	29	29
Sanitation Division Pay 25% of the following Salaries					
Public Works Director	25%	25%	25%	25%	25%
PW Admin. Assistant	25%	25%	25%	25%	25%
Budget Analyst	25%	25%	25%	25%	25%

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Sanitation-4300

Fund: 540

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
<hr/>				
Wages				
Regular	N/A		\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)				\$ -
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			\$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			\$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			\$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			\$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			\$ -	
Total			\$ -	

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F
City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 540		Department and Number: Sanitation/4300	
	New Replacement for Vehicle/Equipment No.498	Priority:	
Vehicle Type	<input type="checkbox"/> Sedan 2 Door <input type="checkbox"/> Sedan 4 Door <input type="checkbox"/> Cruiser <input type="checkbox"/> Station Wagon <input checked="" type="checkbox"/> Van <input checked="" type="checkbox"/> 1/2-ton Truck <input type="checkbox"/> 3/4-ton Truck <input type="checkbox"/> Sanitation Front Loader <input type="checkbox"/> Sanitation Rear Loader <input type="checkbox"/> Other	Information on Vehicle/Equipment Being Replaced Age of Vehicle/Equipment Being Replaced <u>16 years</u> Units of Use to Date (hours, miles, etc.) Total Operating/Maintenance Costs to Date Actual FYE 2022-23 Maintenance Cost Actual FYE 2022-23 Operating Cost Estimated FYE 2023-24 Maintenance Estimated FYE 2023-24 Operating Cost	
List of Special Features, Not Standard:	Specific Description & Condition of Item Being Replaced including VIN#: 1FTWW33P96D47454 Body damage, Interior damage		
Standard, Bluetooth, Bedliner			
Justification/Description: Truck needs body work, new interior, Availability/delivery time for replacement parts causes extended downtime.	Recommended Disposition of Replaced Item: <input type="checkbox"/> Sell at Auction <input checked="" type="checkbox"/> Retain as Backup <input type="checkbox"/> Dismantle and Use for Parts <input type="checkbox"/> Junk <input type="checkbox"/> Other		
Purchase Option New Vehicle/Equipment <u>40000</u> Purchase Price <u>10</u> Estimated Useful Life <u>Daily</u> Estimated Use During 2023-24 Estimated Operating Cost During 2023-24	Rental Option New Vehicle/Equipment <u> </u> Rental/Lease Cost per Year <u> </u> Estimated Length of Rental/Lease <u> </u> Estimated Use During 2023-24 <u> </u> Estimated Operating Cost During 2023-24		

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

DEPARTMENT
Public Works - Sanitation

Unit #	Year	Make	Model	Vin Number	Purchase Cost	Date of Purchase	Prior Year Mileage	Prior Year Hours	Current Mileage	Current Hours	Tag No
401-D	2008	Ford	Lgt Conventional	3FRXF75UX8V050251	\$146,274.00	May 20, 2008	33,258		33,368		GV19217
402-D	2022	Freightliner	M2106	1FVACYFE2NHMZ0211	\$219,683.00	January 14, 2021	6,233		6,697		GV6069P
403-D	2011	Hino	HIN 338	5PVNV8JV9B4S51885	\$102,540.00	May 31, 2012	50,155		51,568		GV1297E
404-D	2006	Ford	F750	3FRXF75S86V350706	\$127,200.00	February 15, 2006	44,258		45,620		GV1298E
405-D	2011	Hino	338-11	5PVNV8JT4B4S51968	\$41,250.00	January 12, 2011	58,099		60,255		GV6375M
431-D	2006	Freightliner	MD-106	1FVACWCS96HV54390	\$51,150.00	February 25, 2006	59,271		64,002		GV6376M
445-D	2016	Mack	MRU613	1M2AV04CXGM014609	\$252,200.00	November 16, 2015	65,000		66,876		GV8022F
446-D	2016	Mack	MRU613	1M2AV04C8GM014608	\$252,200.00	October 13, 2015	138,860		143,012		GV8023F
447-D	2020	Freightliner	M2 106 Medium	1FVHCYFEXLHLT3019	\$179,851.00	March 25, 2019	18,561		27,238		GV0562N
448-D	2020	Heil	Half Pack	1M2TE2GC6LM003844	\$253,917.00	February 2, 2021	19,853		38,957		GV1042P
450-D	2020	Heil	Half Pack	1M2TE2GC4LM003857	\$253,917.00	February 2, 2021	19,567		33,556		GV1043P
459-D	2020	Freightliner	M2106	1FVACXFC3LHLL5995	\$163,962.00	May 13, 2020	13,003		21,040		GV6842N
465-D	2009	Freightliner	M2112	1FVHC5CV59HAM2667	\$54,250.00	January 16, 2009	86,574		90,123		GV6379M
466-G	2010	Ford	F150	1FTMF1CW0AKB68250	\$15,805.00	December 18, 2009	131,804		141,356		GV6377M
468-G	2018	Ford	F250	1FDBF2A61JEB31802	\$37,057.00	February 28, 2018	55,514		68,279		GV4180L
472-G	2020	Ford	F150	1FTEW1CB2LFA28486	\$26,997.00	November 26, 2019	19,062		32,401		GV9475M
476-D	2020	Freightliner	M2106	1FVHCYFE4LHMD9624	\$185,366.00	December 2, 2019	16,478		25,225		GV6843N
478-D	2006	Freightliner	M2 106 Medium	1FVAWCS06H054391	\$51,500.00	February 22, 2006	91,078		93,363		GV9609M
488-F	2007	Chevy	Impala LS	2G1WB48K379191168	\$18,913.00	September 28, 2007	51,200		53,567		GV19228
498-D	2006	Ford	F350	1FTWW33P96D47454	\$28,891.00	April 7, 2006	125,375		131,961		GV4181L

G=Gas

D=Diesel

AF=Alternative Fuel

N/A=Not Available or Required

EXHIBIT G
 City of College Park, Georgia
 5 Year Capital Improvement Program
 Budget Year 2023-2024

Department: Sanitation

Department Number: 4300

Account Number	Description/Justification	Suggested Funding Source	2023-24	2024-25	2025-26	2026-27	2027-28
54-7580	F-150 Pickup truck	Sanitation Fund	\$40,000				
54-7680	Container Replacement	Sanitation Fund	\$45,000				
Totals			\$85,000	\$0	\$0	\$0	\$0

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Public Works

Fund: 540

Division: Sanitation

Department Number: 4300

Item/Project Name: Replacement Vehicle

Item/Project Manager: Cedric Hand

Priority Rating: 5

Units Requested: 1

Number of Similar Units on Hand: 1

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 10 years _____

Estimated Cost \$40000 _____

Less: Trade-In 0 _____

Net Cost \$40000 _____

Comparable Quotes:

Vendor Name

Vendor Quote

1.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Sanitation

Project Name or Title:
Truck 498

Project Description: Replacement Vehicle

Project Justification and Impact: Truck 498 is worn, parts are difficult to source or have been discontinued. The interior is soiled from years of use during garbage collection.

Project Costs: \$40,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 40000	\$ -	\$ -	\$ -	\$ -	\$40000

Useful Life:

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: General Fund

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Public Works

Fund: 540

Division: Sanitation

Department Number: 4300

Item/Project Name: Metal Commercial Containers

Item/Project Manager: Cedric Hand

Priority Rating:

Units Requested: 1

Number of Similar Units on Hand: 900

Description of Item/Project: Vehicle Replacement

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced. Metal Commercial Container Replacement.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use: To replace the worn out dumpsters in the system that cannot be repaired. This will ensure the City is managing the equipment properly.

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 10 years

Estimated Cost \$45,000

Less: Trade-In Unknown

Net Cost \$45,000

Comparable Quotes:

Vendor Name

Vendor Quote

1.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Sanitation

Project Name or Title:
Replacement Metal
Commercial Containers

Project Description: Replacement of 3, 4, 6, and 8-yard containers

Project Justification and Impact: To replace worn and damaged containers.

Project Costs: \$ 45,000

<u>Prior Year</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>Total</u>
\$	\$45,000	\$45,000	\$45,000	\$45,000	\$ 45,000	\$225,000

Useful Life:

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Sanitation Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department of Public Works/Animal Control

Program Description:

The Sanitation Division provides animal control services to the entire City of College Park. The Animal Control Officer maintains and enforces all city and state animal control codes and regulations.

Trends:

Due to the pandemic animal control has seen an increase in the number of pet abandon within the City.

Program Goals:

1. Provide immediate response to calls from CPPD, citizens, and other departments
2. Remove all dead animals from City ROW
3. Maintain law and order dealing with vicious animals
4. Educate citizens on city codes dealing with owning animals

Program 23/24 Objectives:

Performance Measures

Maintained Residential and Commercial Route

Citations Issued	29
Live animal pickups	145
Dead Animal removal	800

Prior Year Highlights:

- Responded to over 2000 calls for service during and after hours as well as weekends regarding animal control issues.
- Active participant with animal control
- Held vendor table at National Night Out event to educate on the importance of responsible pet ownership.
- Trunk or Treat event participant.
- Found and returned over 75 pets to owners.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department of Public Works /Commercial Collection

Program Description:

The Sanitation Division serves as the only collection service for all commercial and apartment trash in College Park.

Trends:

There are many growing businesses throughout the City. With the addition of the new hotels, car rental facilities, and new office buildings in the City, Sanitation has seen growth in our daily routes.

Program Goals:

1. To provide prompt and efficient collection service
2. Reduce the number of missed garbage call by 99% yearly
3. Maintain weekly schedule on all commercial routes
4. Collect all large apartments two times a week
5. Maintain, repair, and replace all commercial dumpsters

Program 23/24 Objectives:

Performance Measures

Commercial Routes	(Maintained)
Commercial Businesses	100%
Commercial Hand Pickups	100%
City Public Parks	100%
Apartments	100%

Prior Year Highlights:

- 1 Removed over 15,000 tons of trash
- 2 Repaired and replaced rusted or damaged containers

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department of Public Works/Recycling Collection

Program Description:

The Sanitation Division provides recycling services to all business that chooses to participate in our recycling program. Sanitation provides 2 recycling drop-off centers throughout the City for the citizens of College Park. We accept cardboard, glass, paper, magazines, newspaper, and plastic at these site. For our commercial customers, we offer free cardboard and paper collection weekly and or bi-weekly.

Trends:

There are many growing businesses throughout the City. With the addition of the new hotels, arena, and new office buildings in the City, Sanitation has seen an amazing growth in our commercial businesses wanting to recycle.

Program Goals:

1. To provide prompt and efficient collection service
2. Offer recycling service to all businesses
3. Maintain weekly schedule on all recycling routes
4. Educate all commercial and residential customers on the advantages of recycling
5. Maintain, repair, and replace all cardboard dumpsters

Performance Measures

Commercial Routes	(Maintained)
Commercial Businesses	100%
Recycling Hand Pickups	100%
City Recycling Sites	100%

Prior Year Highlights:

- 1 Removed over 150 tons of recycling material.
- 2 Held Recycling Day event at public works facility.
- 3 Held annual Household Harzardous Waste Day to recycle electronics.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department of Public Works /Residential Collection

Program Description:

The Sanitation Division provides backdoor refuse and curbs side yard waste collections to all residential customers in College Park.

Trends:

With the housing market turning around the City has experienced much growth bring in a higher demand for services. Due to the pandemic, people are working from home garbage collection has doubled in some areas.

Program Goals:

1. To provide prompt and efficient collection service
2. Reduce the number of missed garbage call by 99% yearly
3. Maintain weekly schedule on all residential routes
4. Collect all apartment furniture sit-outs

Program 23/24 Objectives:

Provide quality services in all aspects of waste collection.

Performance Measures:

Residential Routes	(Maintained)
Homes	100%
Commercial Hand Pickups	100%
Illegal Dump Sites	100%

Prior Year Highlights:

- 1 Removed over 15400 tons of trash
- 2 April Cleanup Month
- 3 Cleared over 100 illegal dump sites in conjunction with Code Enforcement
- 4 Cleared over 190000 cubic yards of leaves during leaf season
- 5 Collected over 800 tons of trees, sticks and brush throughout the city
- 6 Collect furniture evictions from apartments and around the city.

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **540**

Department and Number: **Sanitation / 4300**

Department Submitting Request: Sanitation

Requested for Department: Public Works

Prepared By: Cedric Hand

Description of Item: Wall Mount Automatic External Defibrillators

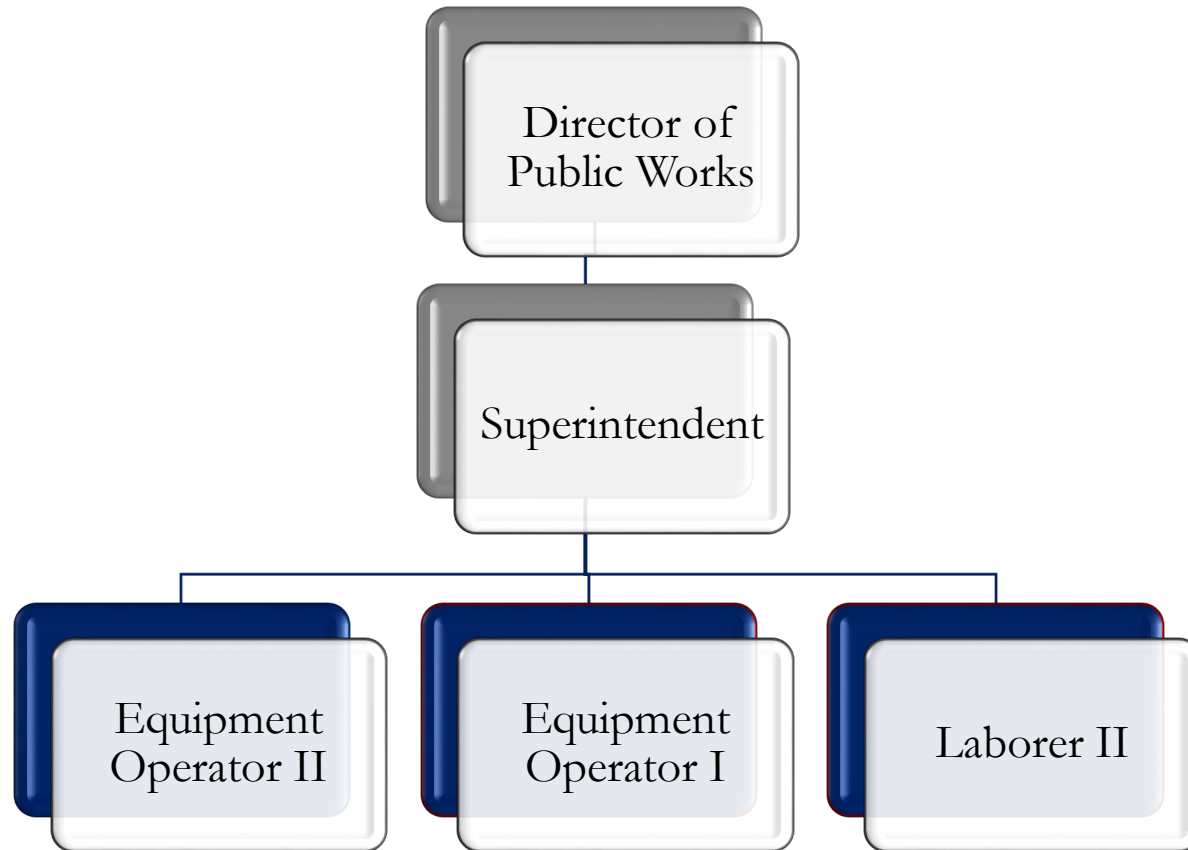
Reason for Requesting: The current defibrillators located in city building are out of date.

Cost Estimate/Revenue Enhancement: Defibrillator with mounting cabinet are quoted at \$2600



STORM WATER UTILITIES

Stormwater Department Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 560 - STORM WATER UTILITY FUND								
REVENUE								
Department 4250 - Storm Water Utility								
<i>Charges For Services</i>								
34 4110	Sales To Residential Cust	148,941.81	145,200.00	106,015.17	73	145,200.00	146,400.00	1
34 4112	Sales To Commercial Cust.	1,282,166.56	1,260,000.00	943,060.53	75	1,260,000.00	1,272,000.00	1
34 4330	Sales Convention Center	8,158.34	7,644.00	5,736.33	75	7,644.00	8,404.00	10
34 4340	Other City Sales	13,207.39	11,268.00	8,766.97	78	11,268.00	13,604.00	21
<i>Charges For Services Totals</i>		\$1,452,474.10	\$1,424,112.00	\$1,063,579.00	75%	\$1,424,112.00	\$1,440,408.00	1%
<i>Intergovernmental</i>								
33 1100	Federal Grants	9,667.37	.00	(1,331.50)	(133,150)	.00	.00	
<i>Intergovernmental Totals</i>		\$9,667.37	\$0.00	(\$1,331.50)	+++	\$0.00	\$0.00	+++
Department 4250 - Storm Water Utility Totals		\$1,462,141.47	\$1,424,112.00	\$1,062,247.50	75%	\$1,424,112.00	\$1,440,408.00	1%
REVENUE TOTALS		\$1,462,141.47	\$1,424,112.00	\$1,062,247.50	75%	\$1,424,112.00	\$1,440,408.00	1%
EXPENSE								
Department 4250 - Storm Water Utility								
<i>Personnel Services</i>								
51 5010	Salary/Operating	135,097.65	146,511.00	86,392.34	59	153,836.00	153,836.00	5
51 5016	Salary On-Call	4,275.00	2,000.00	2,500.00	125	2,000.00	2,000.00	
51 5020	Salary/Overtime	2,798.82	3,000.00	1,700.62	57	3,000.00	3,000.00	
51 5190	Medicare	1,844.71	2,124.00	1,093.66	51	2,231.00	2,231.00	5
<i>Personnel Services Totals</i>		\$144,016.18	\$153,635.00	\$91,686.62	60%	\$161,067.00	\$161,067.00	5%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	27,575.91	35,148.00	19,864.24	57	37,751.00	37,751.00	7
51 5160	Group Insurance	53.60	.00	.00		.00	.00	
51 5161	Life Insurance	37.36	174.00	25.80	15	174.00	174.00	
51 5163	ST Disability Insurance	145.46	290.00	159.07	55	290.00	290.00	
51 5164	LT Disability Insurance	158.45	251.00	103.13	41	251.00	251.00	
51 5165	Health Insurance	19,176.74	25,864.00	21,290.19	82	30,459.00	30,459.00	18
51 5166	Dental Insurance	520.30	822.00	884.19	108	822.00	822.00	
51 5180	Uniforms	4,414.64	2,000.00	1,783.07	89	2,500.00	2,500.00	25
<i>Employee Benefits Totals</i>		\$52,082.46	\$64,549.00	\$44,109.69	68%	\$72,247.00	\$72,247.00	12%
<i>Communications & Util.</i>								
52 5240	Telephone	709.62	494.00	934.71	189	492.00	5,028.00	918
<i>Communications & Util. Totals</i>		\$709.62	\$494.00	\$934.71	189%	\$492.00	\$5,028.00	918%
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	10,319.94	18,000.00	9,010.41	50	18,000.00	18,980.00	5



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 560 - STORM WATER UTILITY FUND								
EXPENSE								
Department 4250 - Storm Water Utility								
<i>Repair & Maintenance</i>								
52 5730	R&M - D/P Equipment	54.24	283.00	.00		2,696.00	2,696.00	853
52 5820	R&M-Storm Sewers	158,654.46	20,000.00	210.47	1	20,000.00	20,000.00	
53 5680	Tires	973.82	1,000.00	640.00	64	1,000.00	1,000.00	
<i>Repair & Maintenance Totals</i>		\$170,002.46	\$39,283.00	\$9,860.88	25%	\$41,696.00	\$42,676.00	9%
<i>Training & Education</i>								
52 6200	Training	.00	900.00	324.00	36	900.00	900.00	
52 6220	Subscription/Publications	.00	10,000.00	4,018.00	40	11,500.00	.00	(100)
<i>Training & Education Totals</i>		\$0.00	\$10,900.00	\$4,342.00	40%	\$12,400.00	\$900.00	(92%)
<i>Other Services & Charges</i>								
52 6000	Advertising Expense	145.18	300.00	.00		.00	.00	(100)
52 6110	Other Insurance	3,606.90	3,771.00	2,024.29	54	4,077.00	4,077.00	8
52 6170	Contractual Services	18,356.30	41,000.00	5,870.45	14	26,000.00	26,000.00	(37)
52 6560	Workers Comp/Administrati	414.93	.00	691.23		502.00	502.00	
52 6590	Contingencies	.00	200,022.00	.00		200,000.00	733,273.00	267
52 6600	Claims Workers Comp.	736.77	.00	491.18		.00	.00	
57 5100	Loss on impairment of capital asset	(112,603.23)	.00	.00		.00	.00	
<i>Other Services & Charges Totals</i>		(\$89,343.15)	\$245,093.00	\$9,077.15	4%	\$230,579.00	\$763,852.00	212%
<i>Materials & Supplies</i>								
53 7000	Gas & Oil	2,846.03	3,500.00	412.83	12	3,500.00	3,500.00	
53 7010	Tools/Shop Supplies	339.94	500.00	.00		500.00	500.00	
53 7050	Medical Services/Supplies	25.00	.00	.00		.00	.00	
53 7110	Safety Supplies	.00	500.00	.00		500.00	500.00	
53 7150	Other Operating Supplies	648.37	500.00	283.34	57	500.00	500.00	
<i>Materials & Supplies Totals</i>		\$3,859.34	\$5,000.00	\$696.17	14%	\$5,000.00	\$5,000.00	0%
<i>Operating Transfers Out</i>								
61 1100	Oper. Transfer Out Gen	157,832.04	250,000.00	166,666.64	67	.00	.00	(100)
<i>Operating Transfers Out Totals</i>		\$157,832.04	\$250,000.00	\$166,666.64	67%	\$0.00	\$0.00	(100%)
<i>Accounting Charges</i>								
57 4001	Utility Assistance	9,667.37	.00	.00		.00	.00	
<i>Accounting Charges Totals</i>		\$9,667.37	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
<i>Capital Outlay</i>								
54 7590	Vehicles - Replace	.00	267,886.00	.00		.00	.00	(100)
54 7630	Other Equipment - New	.00	.00	.00		85,500.00	85,500.00	



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	560 - STORM WATER UTILITY FUND							
	EXPENSE							
	Department 4250 - Storm Water Utility							
	Capital Outlay							
54 7770	Improvements-Storm Sewers	.00	200,000.00	.00		200,000.00	100,000.00	(50)
	<i>Capital Outlay Totals</i>	\$0.00	\$467,886.00	\$0.00	0%	\$285,500.00	\$185,500.00	(60%)
	<i>Debt Service</i>							
58 1200	CAPITAL LEASE PRINCIPAL	102,524.41	49,749.00	.00		58,921.00	58,921.00	18
58 2200	CAPITAL LEASE INTEREST	4,534.45	4,419.00	3,103.72	70	12,113.00	12,113.00	174
58 2305	Debt Svc. Interest - AARA	33,342.77	36,529.00	20,718.45	57	105,658.00	105,658.00	189
58 2306	Note Payable - Principal	99,511.85	96,575.00	68,017.15	70	27,446.00	27,446.00	(72)
	<i>Debt Service Totals</i>	\$239,913.48	\$187,272.00	\$91,839.32	49%	\$204,138.00	\$204,138.00	9%
	Department 4250 - Storm Water Utility Totals	\$688,739.80	\$1,424,112.00	\$419,213.18	29%	\$1,013,119.00	\$1,440,408.00	1%
	Department 9990 - AUDIT ADJUSTMENTS							
	Accounting Charges							
56 2000	Depreciation Expense	303,525.76	.00	.00		.00	.00	
	<i>Accounting Charges Totals</i>	\$303,525.76	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
	<i>Debt Service</i>							
58 2306	Note Payable - Principal	(99,512.35)	.00	.00		.00	.00	
	<i>Debt Service Totals</i>	(\$99,512.35)	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
	Department 9990 - AUDIT ADJUSTMENTS Totals	\$204,013.41	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
	EXPENSE TOTALS	\$892,753.21	\$1,424,112.00	\$419,213.18	29%	\$1,013,119.00	\$1,440,408.00	1%
Fund	560 - STORM WATER UTILITY FUND Totals							
	REVENUE TOTALS	\$1,462,141.47	\$1,424,112.00	\$1,062,247.50	75%	\$1,424,112.00	\$1,440,408.00	1%
	EXPENSE TOTALS	\$892,753.21	\$1,424,112.00	\$419,213.18	29%	\$1,013,119.00	\$1,440,408.00	1%
Fund	560 - STORM WATER UTILITY FUND Totals	\$569,388.26	\$0.00	\$643,034.32	+++	\$410,993.00	\$0.00	+++
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$1,462,141.47	\$1,424,112.00	\$1,062,247.50	75%	\$1,424,112.00	\$1,440,408.00	1%
	EXPENSE GRAND TOTALS	\$892,753.21	\$1,424,112.00	\$419,213.18	29%	\$1,013,119.00	\$1,440,408.00	1%
	Net Grand Totals	\$569,388.26	\$0.00	\$643,034.32	+++	\$410,993.00	\$0.00	+++



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
REVENUES				
Fund	560 - STORM WATER UTILITY FUND			
Department	4250 - Storm Water Utility			
Account	34 4110 - Sales To Residential Cust			
560 4250 34 4110	Average Monthly Collections	12.0000	12,200.00	146,400.00
	Account 34 4110 - Sales To Residential Cust Totals	Transactions	1	<u>\$146,400.00</u>
Account	34 4112 - Sales To Commercial Cust.			
560 4250 34 4112	Average Monthly Collections	1.0000	1,272,000.00	1,272,000.00
	Account 34 4112 - Sales To Commercial Cust. Totals	Transactions	1	<u>\$1,272,000.00</u>
	Department 4250 - Storm Water Utility Totals	Transactions	2	<u>\$1,418,400.00</u>
	Fund 560 - STORM WATER UTILITY FUND Totals	Transactions	2	<u>\$1,418,400.00</u>
	REVENUES Totals	Transactions	2	<u>\$1,418,400.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	560 - STORM WATER UTILITY FUND			
Department	4250 - Storm Water Utility			
Account	52 5240 - Telephone			
560 4250 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00
560 4250 52 5240	Verizon Wireless	12.0000	59.00	708.00
560 4250 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	293.00	3,516.00
	Account 52 5240 - Telephone Totals	Transactions	3	<u>\$5,028.00</u>
Account	52 5700 - R&M - Vehicles			
560 4250 52 5700	Monthly Vehicle Repair (Moody's)	12.0000	687.00	8,244.00
560 4250 52 5700	Square Rigger Annual Maintenance Fee	1.0000	88.00	88.00
560 4250 52 5700	Square Rigger Monthly Cost (Allocation)	12.0000	54.00	648.00
560 4250 52 5700	Vehicle Specialized Repairs outside vendors	4.0000	2,500.00	10,000.00
	Account 52 5700 - R&M - Vehicles Totals	Transactions	4	<u>\$18,980.00</u>
Account	52 5730 - R&M - D/P Equipment			
560 4250 52 5730	Comcast (Cable & Internet)	1.0000	2,000.00	2,000.00
560 4250 52 5730	Email License	1.0000	425.00	425.00
560 4250 52 5730	Mimecast	1.0000	271.00	271.00
	Account 52 5730 - R&M - D/P Equipment Totals	Transactions	3	<u>\$2,696.00</u>
Account	52 5820 - R&M-Storm Sewers			
560 4250 52 5820	Storm Sewer (Unforeseen Repairs)_	1.0000	10,000.00	10,000.00
560 4250 52 5820	Storm Water Operations and Maintenance	1.0000	10,000.00	10,000.00
	Account 52 5820 - R&M-Storm Sewers Totals	Transactions	2	<u>\$20,000.00</u>
Account	52 6110 - Other Insurance			
560 4250 52 6110	Apex EPLI Policy	1.0000	1,526.00	1,526.00
560 4250 52 6110	Apex General Liability	1.0000	2,551.00	2,551.00
	Account 52 6110 - Other Insurance Totals	Transactions	2	<u>\$4,077.00</u>
Account	52 6170 - Contractual Services			
560 4250 52 6170	Regulatory Compliance	1.0000	11,000.00	11,000.00
560 4250 52 6170	Storm Water Inspection	1.0000	8,000.00	8,000.00
560 4250 52 6170	Storm Water Stream Monitoring	1.0000	7,000.00	7,000.00
	Account 52 6170 - Contractual Services Totals	Transactions	3	<u>\$26,000.00</u>
Account	52 6200 - Training			
560 4250 52 6200	Field Safety Training	3.0000	300.00	900.00
	Account 52 6200 - Training Totals	Transactions	1	<u>\$900.00</u>
Account	52 6560 - Workers Comp/Administrati			
560 4250 52 6560	NFP	1.0000	502.00	502.00
	Account 52 6560 - Workers Comp/Administrati Totals	Transactions	1	<u>\$502.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 560 - STORM WATER UTILITY FUND				
Department 4250 - Storm Water Utility				
Account 53 5680 - Tires				
560 4250 53 5680	Tire Replacement Vehicle and Replacement	4.0000	250.00	1,000.00
	Account 53 5680 - Tires Totals	Transactions	1	<u>\$1,000.00</u>
Account 53 7010 - Tools/Shop Supplies				
560 4250 53 7010	Replacement of Expendable Tools	2.0000	250.00	500.00
	Account 53 7010 - Tools/Shop Supplies Totals	Transactions	1	<u>\$500.00</u>
Account 53 7110 - Safety Supplies				
560 4250 53 7110	Employee's Safety Supplies	1.0000	500.00	500.00
	Account 53 7110 - Safety Supplies Totals	Transactions	1	<u>\$500.00</u>
Account 53 7150 - Other Operating Supplies				
560 4250 53 7150	Landscape Material and Supplies	1.0000	500.00	500.00
	Account 53 7150 - Other Operating Supplies Totals	Transactions	1	<u>\$500.00</u>
Account 54 7630 - Other Equipment - New				
560 4250 54 7630	Hopper Salt Spreader for Pickup Truck	1.0000	7,500.00	7,500.00
560 4250 54 7630	New Bobcat Unit 235	1.0000	65,000.00	65,000.00
560 4250 54 7630	Truck Mounted Salt Spreader	1.0000	13,000.00	13,000.00
	Account 54 7630 - Other Equipment - New Totals	Transactions	3	<u>\$85,500.00</u>
Account 54 7770 - Improvements-Storm Sewers				
560 4250 54 7770	On Going Mitigation Activity Cambridge Ave	1.0000	100,000.00	100,000.00
	Account 54 7770 - Improvements-Storm Sewers Totals	Transactions	1	<u>\$100,000.00</u>
Account 58 1200 - CAPITAL LEASE PRINCIPAL				
560 4250 58 1200	Leases	1.0000	58,921.00	58,921.00
	Account 58 1200 - CAPITAL LEASE PRINCIPAL Totals	Transactions	1	<u>\$58,921.00</u>
Account 58 2200 - CAPITAL LEASE INTEREST				
560 4250 58 2200	Street Sweeper	1.0000	12,113.00	12,113.00
	Account 58 2200 - CAPITAL LEASE INTEREST Totals	Transactions	1	<u>\$12,113.00</u>
Account 58 2305 - Debt Svc. Interest - AARA				
560 4250 58 2305	Stormwater Utility Fund-GEFA (principal)	1.0000	105,659.00	105,659.00
	Account 58 2305 - Debt Svc. Interest - AARA Totals	Transactions	1	<u>\$105,659.00</u>
Account 58 2306 - Note Payable - Principal				
560 4250 58 2306	Stormwater Utility Fund-GEFA (Interest)	1.0000	27,446.00	27,446.00
	Account 58 2306 - Note Payable - Principal Totals	Transactions	1	<u>\$27,446.00</u>
	Department 4250 - Storm Water Utility Totals	Transactions	31	<u>\$470,322.00</u>
	Fund 560 - STORM WATER UTILITY FUND Totals	Transactions	31	<u>\$470,322.00</u>
	EXPENSES Totals	Transactions	31	<u>\$470,322.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

Grand Totals	Transactions	33	<hr/>	\$1,888,722.00
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**EXHIBIT C
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Fund: 560	Department and Number: Storm Water Utilities 4250				
	2020-21	2021-22	2022-23	2023-24	2023-24
Full Time Positions:	Actual	Actual	Current	Department Requested	City Manager Recommend
Equipment Operator II	1	1	1	1	1
Equipment Operator I	1	1	1	1	1
Laborer II	1	1	1	1	1
Total Personnel:	3	3	3	3	3

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Stormwater-4250

Fund: 560

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
<hr/>				
Wages				
Regular	N/A		\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)				\$ -
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			\$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			\$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			\$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			\$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			\$ -	
Total			\$ -	

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F

City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 560		Department and Number: Public Works/Storm Water Utility-4250	
New Replacement for Vehicle/Equipment x No. Unit # 235		Priority: 1	
Vehicle Type	Sedan 2 Door	Information on Vehicle/Equipment Being Replaced	
	Sedan 4 Door	Age of Vehicle/Equipment Being Replaced	
	Cruiser	Units of Use to Date (hours, miles, etc.)	
	Station Wagon	Total Operating/Maintenance Costs to Date	
	Pickup Truck	Actual FYE 2022-23 Maintenance Cost	
	1-ton Truck	Actual FYE 202-23 Operating Cost	
	3/4-ton Truck	Estimated FYE 2023-24 Maintenance Cost	
	Sanitation Front Loader	Estimated FYE 2023-24 Operating Cost	
	Sanitation Rear Loader		
1998	Bob Cat		
List of Special Features, Standard: Standard piece of equipment with close in cab, heat, air. Plus, additional attachments if needed.		Specific Description & Condition of Item: This 1998 Bob Cat is 25 years old and has been having major repair issues that Moody's Garage is unable to repair. This piece of equipment is getting very expensive due to the age of equipment, which now exceeds its operational value.	
Justification/Description: The New 2023 Bob Cat will save money in repairs and maintenance by minimizing cost associated with repairing a 25-year-old Bob Cat that has been in the city fleet since 1998		Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction Retain as Backup Dismantle and Use for Parts Junk X Other (Trade In)	
Purchase Option New Vehicle/Equipment 65,000	Purchase Price	Rental Option New Vehicle/Equipment	Rental/Lease Cost per Year
	Estimated Useful Life		Estimated Length of Rental/Lease
	Estimated Use During 2023-24		Estimated Use During 2023-24
	Estimated Operating Cost During 2023-24		Estimated Operating Cost During 2023-24

EXHIBIT F

City of College Park, Georgia
 Vehicle Request
 Budget Year 2023-24

Fund: 560		Department and Number:	Public Works/Storm Water Utility -4250
x	New Replacement for Vehicle/Equipment No.	Priority: 1	
Vehicle Type	Sedan 2 Door Sedan 4 Door Cruiser Station Wagon Pickup Truck 1/2 ton Truck 3/4 ton Truck Sanitation Front Loader Bob Cat Salt Spreader Other	Information on Vehicle/Equipment Being Replaced Age of Vehicle/Equipment Being Replaced 10 years Units of Use to Date (hours, miles, etc.) Total Operating/Maintenance Costs to Date Actual FYE 2021-22 Maintenance Cost Actual FYE 2021-22 Operating Cost Estimated FYE 2022-23 Maintenance Cost Estimated FYE 2022-23 Operating Cost	
List of Special Features: Standard piece of equipment		Specific Description & Condition of Item: unable to repair salt spreader due old and rusting out which now exceeds its operational value.	
Justification/Description: Salt spreader is old and rusted out which now exceeds its operational value.		Recommended Disposition of Replaced Item: Sell by Sealed Bid X Sell at Auction Retain as Backup Dismantle and Use for Parts Junk Other (Trade In)	
Purchase Option New Vehicle/Equipment	13,000.00 Purchase Price Estimated Useful Life Estimated Use During 2022-23 Estimated Operating Cost During 2022-23	Rental Option New Vehicle/Equipment	Rental/Lease Cost per Year Estimated Length of Rental/Lease Estimated Use During 2022-23 Estimated Operating Cost During 2022-23

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

Dept: Storm Water - 4250 **Fuel Type:** Gas / Diesel

<i>Unit #</i>	<i>Year</i>	<i>Make</i>	<i>Model</i>	<i>Vin Number</i>	<i>Cost</i>	<i>D.O.P.</i>	<i>Prior Year Mileage</i>	<i>Curr Year Mileage</i>	<i>Hours</i>	<i>Tag #.</i>
204	2008	Sterling	L8500 / D	2FZZAWBS08AY09665	42,582.00	5/9/2008	6,613	6,876	N/A	GV6373M
291	2008	Ford	F-150 / G	1FTRF1228KD69668	14,630.00	3/7/2008	77,799	81,357	N/A	GV19232
292	2019	Ford	F-350 / G	1FTEW1CB6KFD15179	31,700.00	9/13/2019	21,625	36,002	N/A	GV19218
293	2008	Ford - Dump	F-750 / D	3FRXF75H9V098028	61,300.00	4/1/2008	18,127	18,708	N/A	GV6364M

G=Gas

D=Diesel

AF=Alternative Fuel

N/A=Not Available or Required

EXHIBIT G
City of College Park, Georgia
5 Year Capital Improvement Program
Budget Year 2023-24

Department: PW Division: Storm Water Utility 560 Department Number: 4250

Account Number	Description/Justification	Suggested Funding Source	Suggested Funding				
			2023-24	2024-25	2025-25	2026-27	2027-28
54-7590	Vehicle-Replacement # 204	Storm Water		350,000			
54-7630	New Bobcat Unit 235 # 235	Storm Water	65,000				
54-7590	Vehicle-Replacement # 291	Storm Water		35,000			
54-7590	Vehicle-Replacement # 293	Storm Water			125,000		
54-7590	Hooper Salt Spreader	Storm Water	7,500				
54-7630	Dump Truck Mounted Spreader	Storm Water	13,000				
54-7770	Improvement Storm Water OnGoing Mitigation Projects (EPD)	Storm Water	100,000	250,000	300,000	350,000	400,000
Totals			185,500	635,000	425,000	350,000	400,000

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Public Works

Fund: 560

Division: Storm Water Utility
4250

Department Number:

Item/Project Name: Dump Truck Mounted Spreader

Item/Project Manager:

Priority Rating: 1

Units Requested: 1

Number of Similar Units on Hand: 1

Description of Item/Project: New slide-in salt Spreader

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced. 10 years old spreader is rusted out due to age and getting very expensive and causes down time for my Division.

Disposition of item replaced: NA.

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use: The New 2023 Bob Cat will save money in repairs, down time, and maintenance by minimizing cost associated with repairing a 25-year, old Bob Cat that has been in the city fleet for many years since 1998.

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 7-10 years.

Estimated Cost \$13,000.00

Less: Trade-In \$0

Net Cost \$13,000.00

Comparable Quotes: Vendor Name Cherokee Truck and Equipment
Quote

Vendor

1.

2.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Storm Water

Project Name or Title:

Dump Truck Mounted
Spreader

Project Description: This salt Spreader is 10 years old and is getting very expensive due to age and rusting out which is causing down time for the Street division.

Project Justification and Impact: To prevent down time during Snow and Ice events

Project Costs: \$ 13,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 13,000	\$	\$	\$	\$	13,000

Useful Life:

7-10 years

Estimated Cost Beyond Five-Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Storm Water Utilities Fund

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Public Works
560

Fund:

Division: Storm water Utility
4250

Department Number:

Item/Project Name: 2023 Bob Cat

Item/Project Manager:

Priority Rating: 1

Units Requested: 1

Number of Similar Units on Hand: 1

Description of Item/Project: New 2023 Bob Cat

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced. 1998 Bob Cat is 25 years old and has been having major repair issues that Moody's Garage is unable to repair. This piece of equipment is getting very expensive due to age. When we sent it out to outside vendors, it is getting very expensive and causes down time for my division.

Disposition of item replaced: NA.

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use: The New 2023 Bob Cat will save money in repairs, down time, and maintenance by minimizing cost associated with repairing a 25-year, old Bob Cat that has been in the city fleet for many years since 1998.

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 7-10 years.

Estimated Cost \$65,000

Less: Trade-In \$

Net Cost \$65,000

Comparable Quotes: Vendor Name Atlanta Bob Cat Equipment

Vendor Quote

1.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Storm Water

Project Name or Title:
2023 New Bob Cat

Project Description: This 1998 Bob Cat is 25 years old and has been having major repair issues that Moody's Garage is unable to repair. This piece equipment is getting very expensive due to age, which is causing down time for my division.

Project Justification and Impact: The New 2023 Bob Cat will save money in repairs and maintenance by minimizing cost associated with repairing a 25-year, old piece of equipment that has been in the city fleet for many years and will prevent down time for the Street Division.

Project Costs: \$ 65,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 65,000	\$	\$	\$	\$	65,0000

Useful Life:
7-10 years

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Storm Water Utilities Fund

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Public Works

Fund: 560

Division: Storm Water Utility

Department Number: 4250

Item/Project Name: Hooper Stainless Steel Salt Spreader

Item/Project Manager:

Priority Rating: 2

Units Requested: 1

Number of Similar Units on Hand: 0

Description of Item/Project: New slide-in salt Spreader

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced. Adding a smaller spreader that will be place on the back of a pickup truck to cover City Hall parking lot, FAA building, Public Safety buildings during snow and ice operation.

Disposition of item replaced: NA.

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use: This smaller Salt Spreader will prevent damages to parking lots during snow and ice operations.

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 7-10 years.

Estimated Cost \$7,500.00

Less: Trade-In \$0

Net Cost \$7,500.00

Comparable Quotes: Vendor Name Cherokee Truck and Equipment

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Storm Water

Project Name or Title:

Stainless Steel Salt Spreader
for a pickup truck

Project Description: Adding a smaller spreader to the Street division that will be place on the back of a pickup truck to cover City Hall parking lot, FAA building, Public Safety buildings during snow and ice operation.

Project Justification and Impact: To prevent Damage to parking lots by using a smaller salt spreader during snow and ice operation.

Project Costs: \$ 7,500

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 7,500	\$	\$	\$	\$	7,500

Useful Life:

7-10 years

Estimated Cost Beyond Five-Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Storm Water Utilities Fund

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Storm Water Utilities

Fund: 560

Division:

Department Number: 4250

Item/Project Name: (EPD) Ongoing Mitigation projects

Item/Project Manager:

Priority Rating: 1

Units Requested:

Number of Similar Units on Hand:

Description of Item/Project: To complete ongoing mitigation projects within the city that will need engineering designs to be included for recommendation to install additional drop inlets and /or pipes if needed on Best Road to prevent flooding in city streets due to heavy rain event.

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

x additional

If the item is a replacement, please describe the item that needs replaced. Installing additional drop inlets to prevent flooding and repaving of any damage of pavement 50' to 100' section.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use:

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life 25 plus years

Estimated Cost \$100,000

Less: Trade-In _____

Net Cost \$ 100,000

Comparable Quotes:

Vendor Name

Vendor Quote

1.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:
Storm Water Utilities

Project Name or Title:
Cambridge Ave

Project Description: To Complete the ongoing mitigation projects within the city that will need engineering designs to be included for recommendation to install additional drop inlets and pipes if needed on Cambridge Ave to prevent flooding in city streets due to heavy rain event.

Project Justification and Impact: Installing additional pipes and Structures if needed to prevent flooding on Cambridge Ave.

Project Costs: \$ 100,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$100,000

Useful Life:
7-10 years

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Storm Water Utilities Fund

Relationship to Other Primary Projects: None

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Program Name: Department of Public Works / Storm Water Utility Division

Program Description: The Storm Water Utility Division provides a comprehensive maintenance program of scheduled and unscheduled, inspections, cleaning, repairing and replacing of storm water structures such as catch basins, headwalls and drop inlets, corroded pipe segments, and herbicide spraying in the gutter line and right of ways to manage weed control. The program allows the city to stay in compliance with federal and state water quality regulations and city codes. Another essential activity performed in the division is creek, channel, and detention pond inspections and maintenance.

Trends: An increase in inspections and maintenance of the storm sewer system has proven an effected best management practice. As a result of this more aggressive program, we have exceeded this year’s state mandated reporting requirements.

Program Broad Goals:

- Comply with the National Pollutant Discharge Elimination System (NPDES) by maintaining the Phase 1 Municipal Storm Water (MS4) permit through drainage structure inspection and maintenance.
- Locate drainage way (floodplain areas) to convey required floodwater through periodic inspection and maintenance.
- Continue a Storm Sewer Box Rehabilitation Program up-dating old lids with new manhole lid covers. (City of College Park on each lid)

**Program 23/24 Objectives:
Performance Measures**

Program/Service Outputs: (goods, services, units produced)

	Estimated 23/24
Debris Removal	4 Tons

Program/Service Outcomes: (based on program objectives)

	(Inspected)	(Maintained)
Catch Basins / Grates	75%	95%
Ditches	35%	95%
Detention Ponds	9	9
Storm Drain Lines	125 LF	125 LF

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Debris Removal	Actual 23/24 20.0 Tons
----------------	----------------------------------

Program/Service Outcomes: (based on program objectives)

	Inspected)	Actual 23/24 (Maintained)
Catch Basins / Grates	85%	95%
Ditches	45%	95%
Detention Ponds	9	9
Storm Drain Lines	100 LF	100 LF

Prior Year Highlights:

1. Maintained the Phase I MS4 permit issued by Georgia EPD.
2. Cleaned 20% assigned storm structure within five (5) day following rain event.
3. Cleaned and inspected 20 % of catch basins and inlet grates citywide.
4. Installed (75 feet) of 15-inch plastic pipe at the FAA building.
5. Repaired / replaced (6) damage catch basins citywide.
6. Inspected and cleaned (9) detention ponds citywide.
7. Inspected 10% of storm drains headwall citywide.

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-24

Fund: **560**

Department and Number: **Storm Water / 4250**

Department Submitting Request:

Division Submitting Request:

Department Requested For:

Prepared By:

Description of Item:

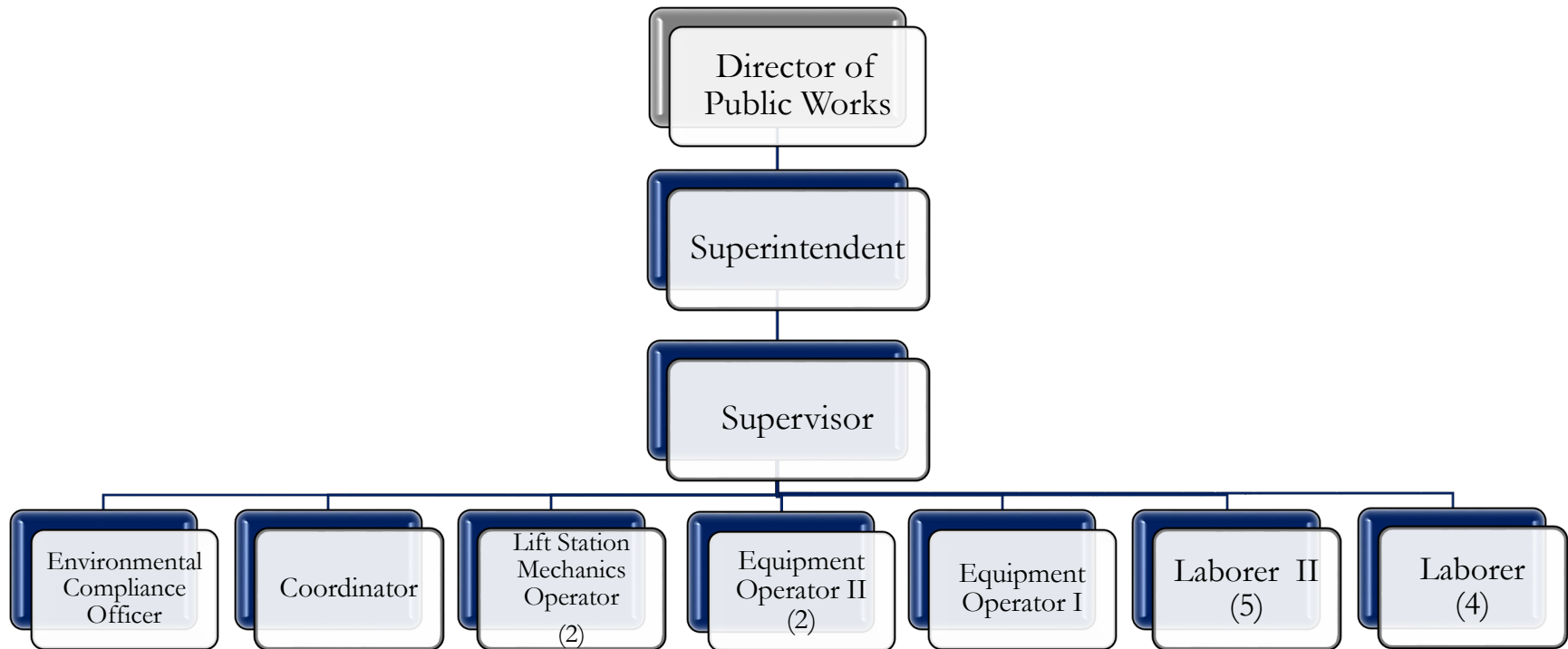
Reason for Requesting:

Cost Estimate/Revenue Enhancement:



WATER & SEWER

Water and Sewer Department Organizational Chart





Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 505 - WATER/SEWER FUND								
REVENUE								
Department 4400 - WATER/SEWER DEPT								
<i>Assessments</i>								
34 4260	Sewer Assessments	.00	5,000.00	.00		.00	.00	(100)
<i>Assessments Totals</i>		\$0.00	\$5,000.00	\$0.00	0%	\$0.00	\$0.00	(100%)
<i>Charges For Services</i>								
34 4110	Sales To Residential Cust	1,823,051.86	1,800,000.00	1,370,310.60	76	1,860,000.00	1,969,416.00	9
34 4112	Sales To Commercial Cust.	3,432,675.64	3,427,488.00	2,602,407.69	76	3,480,000.00	3,780,000.00	10
34 4201	Sales/Resid. Sewer	1,691,501.49	1,656,000.00	1,261,286.90	76	1,704,000.00	1,764,000.00	7
34 4222	Sales/Comm. Sewer	2,591,015.89	2,541,900.00	1,907,479.84	75	2,580,000.00	2,592,000.00	2
34 4230	Water Taps	57,787.88	30,000.00	15,200.00	51	.00	30,000.00	
34 4258	Sewer Surcharge	313,295.40	276,000.00	178,014.32	64	215,652.00	285,000.00	3
34 4270	Sewer Taps	8,100.00	5,000.00	10,700.00	214	10,700.00	10,700.00	114
34 4330	Sales Convention Center	63,205.35	60,000.00	56,111.01	94	80,897.00	65,102.00	9
34 4340	Other City Sales	32,206.12	21,468.00	23,571.34	110	34,292.00	33,170.00	55
<i>Charges For Services Totals</i>		\$10,012,839.63	\$9,817,856.00	\$7,425,081.70	76%	\$9,965,541.00	\$10,529,388.00	7%
<i>Intergovernmental</i>								
33 1100	Federal Grants	31,193.68	.00	.00		.00	.00	
<i>Intergovernmental Totals</i>		\$31,193.68	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
Department 4400 - WATER/SEWER DEPT Totals		\$10,044,033.31	\$9,822,856.00	\$7,425,081.70	76%	\$9,965,541.00	\$10,529,388.00	7%
REVENUE TOTALS		\$10,044,033.31	\$9,822,856.00	\$7,425,081.70	76%	\$9,965,541.00	\$10,529,388.00	7%
EXPENSE								
Department 4400 - WATER/SEWER DEPT								
<i>Personnel Services</i>								
51 5010	Salary/Operating	695,283.74	903,888.00	623,101.08	69	937,882.00	937,882.00	4
51 5016	Salary On-Call	16,300.00	15,600.00	14,750.00	95	15,600.00	15,600.00	
51 5020	Salary/Overtime	29,131.12	32,000.00	32,243.31	101	32,000.00	32,000.00	
51 5030	Salary/Partime	1,208.00	.00	.00		.00	.00	
51 5040	Employee Utility Credit	2,211.26	2,400.00	1,246.66	52	2,400.00	2,400.00	
51 5190	Medicare	9,555.36	13,106.00	8,590.43	66	13,599.00	13,599.00	4
<i>Personnel Services Totals</i>		\$753,689.48	\$966,994.00	\$679,931.48	70%	\$1,001,481.00	\$1,001,481.00	4%
<i>Employee Benefits</i>								
51 5150	City Pension Contribution	147,368.51	209,603.00	144,678.21	69	222,192.00	222,192.00	6
51 5161	Life Insurance	299.38	993.00	199.33	20	993.00	993.00	
51 5162	AD&D Insurance	.00	130.00	.00		131.00	131.00	1



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 505 - WATER/SEWER FUND								
EXPENSE								
Department 4400 - WATER/SEWER DEPT								
<i>Employee Benefits</i>								
51 5163	ST Disability Insurance	901.39	1,892.00	644.97	34	1,892.00	1,892.00	
51 5164	LT Disability Insurance	984.22	1,582.00	734.34	46	1,582.00	1,582.00	
51 5165	Health Insurance	102,575.03	145,782.00	96,360.67	66	165,663.00	165,663.00	14
51 5166	Dental Insurance	2,863.40	3,977.00	3,038.92	76	3,977.00	3,977.00	
51 5180	Uniforms	24,051.54	15,000.00	11,035.43	74	14,800.00	14,800.00	(1)
<i>Employee Benefits Totals</i>		\$279,043.47	\$378,959.00	\$256,691.87	68%	\$411,230.00	\$411,230.00	9%
<i>Communications & Util.</i>								
52 5240	Telephone	21,647.99	18,827.00	14,501.42	77	20,376.00	16,968.00	(10)
52 5260	Heat & Power	100,439.24	97,331.00	74,356.02	76	104,148.00	104,256.00	7
52 5270	Water	3,661.36	1,124.00	885.00	79	1,524.00	3,768.00	235
52 5280	Other Communication/Util	19,369.22	20,000.00	14,306.63	72	26,000.00	19,951.00	
<i>Communications & Util. Totals</i>		\$145,117.81	\$137,282.00	\$104,049.07	76%	\$152,048.00	\$144,943.00	6%
<i>Rentals</i>								
52 5330	Office Equipment Rental	3,900.37	3,000.00	526.44	18	2,000.00	2,000.00	(33)
52 5360	Other Equipment Rental	6,844.50	6,000.00	1,600.00	27	3,500.00	3,500.00	(42)
<i>Rentals Totals</i>		\$10,744.87	\$9,000.00	\$2,126.44	24%	\$5,500.00	\$5,500.00	(39%)
<i>Repair & Maintenance</i>								
52 5700	R&M - Vehicles	52,638.35	50,785.00	52,895.62	104	50,785.00	52,989.00	4
52 5720	R&M Communication Equip	2,500.00	2,500.00	.00		2,500.00	2,500.00	
52 5730	R&M - D/P Equipment	18,294.11	7,627.00	8,400.92	110	12,756.00	12,756.00	67
52 5790	R&M-Distribution System	99,863.07	240,507.00	198,769.00	83	245,007.00	240,000.00	
52 5800	R&M-Sewers	385,358.21	620,179.00	406,689.87	66	628,200.00	628,200.00	1
53 5680	Tires	387.50	5,000.00	3,645.96	73	5,000.00	5,000.00	
<i>Repair & Maintenance Totals</i>		\$559,041.24	\$926,598.00	\$670,401.37	72%	\$944,248.00	\$941,445.00	2%
<i>Building Maintenance</i>								
52 5740	R&M-Buildings	6,113.66	6,963.00	7,546.03	108	7,200.00	7,200.00	3
<i>Building Maintenance Totals</i>		\$6,113.66	\$6,963.00	\$7,546.03	108%	\$7,200.00	\$7,200.00	3%
<i>Training & Education</i>								
52 6200	Training	6,094.00	3,500.00	5,269.00	151	3,500.00	3,500.00	
52 6210	Dues	12,825.82	5,800.00	722.00	12	5,800.00	5,800.00	
52 6220	Subscription/Publications	.00	300.00	.00		300.00	300.00	
52 6230	Conventions/Meetings	5,259.86	3,500.00	.00		3,500.00	3,500.00	



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund	505 - WATER/SEWER FUND							
EXPENSE								
Department 4400 - WATER/SEWER DEPT								
Training & Education								
<i>Training & Education Totals</i>		\$24,179.68	\$13,100.00	\$5,991.00	46%	\$13,100.00	\$13,100.00	0%
<i>Other Services & Charges</i>								
52 5450	Legal Fees	.00	5,000.00	.00		5,000.00	5,000.00	
52 5460	Audit Fees	.00	3,500.00	.00		3,500.00	3,500.00	
52 5510	Consulting Fees	.00	.00	2,920.00		.00	.00	
52 6000	Advertising Expense	4,976.84	5,000.00	314.00	6	1,000.00	1,000.00	(80)
52 6100	Auto Insurance	17,757.98	18,712.00	18,711.21	100	21,433.00	21,433.00	15
52 6110	Other Insurance	24,090.01	25,142.00	23,149.72	92	27,506.00	27,506.00	9
52 6130	Miscellaneous Services	1,973.12	2,500.00	2,596.77	104	2,600.00	2,600.00	4
52 6141	Custodial Service	2,160.00	2,200.00	1,440.00	65	2,200.00	2,200.00	
52 6150	Engineering Services	4,904.00	14,860.00	14,860.00	100	.00	10,000.00	(33)
52 6170	Contractual Services	78,637.11	78,140.00	23,957.34	31	.00	20,000.00	(74)
52 6560	Workers Comp/Administrati	3,319.40	4,266.00	4,147.49	97	4,009.00	4,009.00	(6)
52 6590	Contingencies	.00	.00	.00		.00	110,638.00	
52 6600	Claims Workers Comp.	736.77	1,500.00	491.18	33	1,500.00	1,500.00	
<i>Other Services & Charges Totals</i>		\$138,555.23	\$160,820.00	\$92,587.71	58%	\$68,748.00	\$209,386.00	30%
<i>Materials & Supplies</i>								
52 7300	Postage	39.64	1,500.00	.00		500.00	100.00	(93)
52 7320	Stationery & Printing	1,873.04	2,000.00	209.08	10	1,000.00	500.00	(75)
52 7330	Copy Expense	3,723.73	4,200.00	2,292.71	55	4,200.00	4,200.00	
53 7000	Gas & Oil	19,241.94	17,500.00	8,843.60	51	14,000.00	14,000.00	(20)
53 7010	Tools/Shop Supplies	2,882.94	6,000.00	6,200.54	103	6,500.00	6,500.00	8
53 7020	Janitorial Supplies	2,504.37	1,500.00	1,662.61	111	1,500.00	1,500.00	
53 7050	Medical Services/Supplies	1,153.13	1,200.00	916.80	76	1,200.00	1,200.00	
53 7100	Lubricants & Chemicals	6,001.58	3,500.00	152.68	4	3,500.00	3,500.00	
53 7110	Safety Supplies	3,347.71	5,809.00	6,174.30	106	5,000.00	6,500.00	12
53 7121	Computer Hardware	1,082.84	1,000.00	239.96	24	1,000.00	1,000.00	
53 7150	Other Operating Supplies	5,862.40	3,660.00	3,342.86	91	3,060.00	3,060.00	(16)
53 7310	Office Supplies	3,038.27	2,400.00	1,363.50	57	6,000.00	6,000.00	150
<i>Materials & Supplies Totals</i>		\$50,751.59	\$50,269.00	\$31,398.64	62%	\$47,460.00	\$48,060.00	(4%)



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Amended Budget	2023 Actual Amount	% Used	2024 Dept Head Requested	2024 City Mgr Recommended	% Chg from 2023 Amended
Fund 505 - WATER/SEWER FUND								
EXPENSE								
Department 4400 - WATER/SEWER DEPT								
<i>Cost Of Sales</i>								
53 6010	Water Purchases	4,255,783.83	3,803,532.00	2,779,585.15	73	3,710,210.00	4,388,664.00	15
53 6020	Sewer Purchases	2,261,183.56	2,088,000.00	1,298,441.20	62	1,812,200.00	2,162,460.00	4
<i>Cost Of Sales Totals</i>		\$6,516,967.39	\$5,891,532.00	\$4,078,026.35	69%	\$5,522,410.00	\$6,551,124.00	11%
<i>Accounting Charges</i>								
57 4001	Utility Assistance	31,193.68	.00	150.00		.00	.00	
<i>Accounting Charges Totals</i>		\$31,193.68	\$0.00	\$150.00	+++	\$0.00	\$0.00	+++
<i>Capital Outlay</i>								
54 7590	Vehicles - Replace	.00	90,000.00	.00		200,000.00	150,000.00	67
54 7640	Other Equipment - Replace	.00	150,139.00	138,689.00	92	.00	.00	(100)
54 7800	Meters - New	28,271.81	60,000.00	31,369.09	52	60,000.00	60,000.00	
<i>Capital Outlay Totals</i>		\$28,271.81	\$300,139.00	\$170,058.09	57%	\$260,000.00	\$210,000.00	(30%)
<i>Debt Service</i>								
58 1100	Bond Principal	520,000.00	530,000.00	530,000.00	100	550,000.00	550,000.00	4
58 1200	CAPITAL LEASE PRINCIPAL	201,851.42	208,019.00	137,981.28	66	208,019.00	208,019.00	
58 2000	Bond Interest	155,568.30	144,896.00	76,197.75	53	129,615.00	129,615.00	(11)
58 2200	CAPITAL LEASE INTEREST	104,451.94	98,285.00	66,220.96	67	98,285.00	98,285.00	
<i>Debt Service Totals</i>		\$981,871.66	\$981,200.00	\$810,399.99	83%	\$985,919.00	\$985,919.00	0%
Department 4400 - WATER/SEWER DEPT Totals		\$9,525,541.57	\$9,822,856.00	\$6,909,358.04	70%	\$9,419,344.00	\$10,529,388.00	7%
Department 9990 - AUDIT ADJUSTMENTS								
<i>Capital Outlay</i>								
54 7800	Meters - New	(18,668.61)	.00	.00		.00	.00	
<i>Capital Outlay Totals</i>		(\$18,668.61)	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
Department 9990 - AUDIT ADJUSTMENTS Totals		(\$18,668.61)	\$0.00	\$0.00	+++	\$0.00	\$0.00	+++
EXPENSE TOTALS		\$9,506,872.96	\$9,822,856.00	\$6,909,358.04	70%	\$9,419,344.00	\$10,529,388.00	7%
Fund 505 - WATER/SEWER FUND Totals								
REVENUE TOTALS		\$10,044,033.31	\$9,822,856.00	\$7,425,081.70	76%	\$9,965,541.00	\$10,529,388.00	7%
EXPENSE TOTALS		\$9,506,872.96	\$9,822,856.00	\$6,909,358.04	70%	\$9,419,344.00	\$10,529,388.00	7%
Fund 505 - WATER/SEWER FUND Totals		\$537,160.35	\$0.00	\$515,723.66	+++	\$546,197.00	\$0.00	+++
Net Grand Totals								
REVENUE GRAND TOTALS		\$10,044,033.31	\$9,822,856.00	\$7,425,081.70	76%	\$9,965,541.00	\$10,529,388.00	7%
EXPENSE GRAND TOTALS		\$9,506,872.96	\$9,822,856.00	\$6,909,358.04	70%	\$9,419,344.00	\$10,529,388.00	7%
Net Grand Totals		\$537,160.35	\$0.00	\$515,723.66	+++	\$546,197.00	\$0.00	+++



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
REVENUES				
Fund	505 - WATER/SEWER FUND			
Department	4400 - WATER/SEWER DEPT			
Account	34 4110 - Sales To Residential Cust			
505 4400 34 4110	Monthly Average	12.0000	164,118.00	1,969,416.00
		Transactions	1	<u>\$1,969,416.00</u>
	Account	34 4110 - Sales To Residential Cust Totals		
505 4400 34 4112	Monthly Average	12.0000	315,000.00	3,780,000.00
		Transactions	1	<u>\$3,780,000.00</u>
	Account	34 4112 - Sales To Commercial Cust. Totals		
505 4400 34 4201	Monthly Average	12.0000	147,000.00	1,764,000.00
		Transactions	1	<u>\$1,764,000.00</u>
	Account	34 4201 - Sales/Resid. Sewer Totals		
505 4400 34 4222	Monthly Average	12.0000	216,000.00	2,592,000.00
		Transactions	1	<u>\$2,592,000.00</u>
	Account	34 4222 - Sales/Comm. Sewer Totals		
	Department	4400 - WATER/SEWER DEPT Totals		
	Fund	505 - WATER/SEWER FUND Totals		
		Transactions	4	<u>\$10,105,416.00</u>
		Transactions	4	<u>\$10,105,416.00</u>
		Transactions	4	<u>\$10,105,416.00</u>
		Transactions	4	<u>\$10,105,416.00</u>
		Transactions	4	<u>\$10,105,416.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	505 - WATER/SEWER FUND			
Department	4400 - WATER/SEWER DEPT			
Account	52 5240 - Telephone			
505 4400 52 5240	AT&T Telephone (Fax Lines, Elevator, ATM, Security System)	12.0000	269.00	3,228.00
505 4400 52 5240	Comcast (Internet Service Failover)	12.0000	67.00	804.00
505 4400 52 5240	Verizon Data	12.0000	181.00	2,172.00
505 4400 52 5240	Verizon Wireless	12.0000	460.00	5,520.00
505 4400 52 5240	Windstream (Internet & VOIP/Cisco Phones)	12.0000	437.00	5,244.00
	Account 52 5240 - Telephone Totals	Transactions	5	<u>\$16,968.00</u>
Account	52 5260 - Heat & Power			
505 4400 52 5260	Fireside Natural Gas	12.0000	100.00	1,200.00
505 4400 52 5260	Power Allocation: Based in Monthly Average	12.0000	8,588.00	103,056.00
	Account 52 5260 - Heat & Power Totals	Transactions	2	<u>\$104,256.00</u>
Account	52 5270 - Water			
505 4400 52 5270	Monthly Average of Water	12.0000	314.00	3,768.00
	Account 52 5270 - Water Totals	Transactions	1	<u>\$3,768.00</u>
Account	52 5280 - Other Communication/Util			
505 4400 52 5280	Sanitation & Sewer	1.0000	19,951.00	19,951.00
	Account 52 5280 - Other Communication/Util Totals	Transactions	1	<u>\$19,951.00</u>
Account	52 5330 - Office Equipment Rental			
505 4400 52 5330	Water/Sewer Copy Machine Rental	1.0000	2,000.00	2,000.00
	Account 52 5330 - Office Equipment Rental Totals	Transactions	1	<u>\$2,000.00</u>
Account	52 5360 - Other Equipment Rental			
505 4400 52 5360	Rental for Equipment, Excavators, Pumps, Steel Plates	1.0000	3,500.00	3,500.00
	Account 52 5360 - Other Equipment Rental Totals	Transactions	1	<u>\$3,500.00</u>
Account	52 5450 - Legal Fees			
505 4400 52 5450	As Determined by the City Manger on W&S Issues	1.0000	5,000.00	5,000.00
	Account 52 5450 - Legal Fees Totals	Transactions	1	<u>\$5,000.00</u>
Account	52 5460 - Audit Fees			
505 4400 52 5460	Annual Georgia EPD Water Audit Fees	1.0000	3,500.00	3,500.00
	Account 52 5460 - Audit Fees Totals	Transactions	1	<u>\$3,500.00</u>
Account	52 5700 - R&M - Vehicles			
505 4400 52 5700	Moody's Allocation	12.0000	2,061.00	24,732.00
505 4400 52 5700	Repair/Maintenance of Vehicle & Equipment	1.0000	25,000.00	25,000.00
505 4400 52 5700	Square Rigger Annual Maintenance Fee Allocation	1.0000	89.00	89.00
505 4400 52 5700	Square Rigger Monthly Cost Allocation	12.0000	58.00	696.00
505 4400 52 5700	Verizon Connect	12.0000	206.00	2,472.00
	Account 52 5700 - R&M - Vehicles Totals	Transactions	5	<u>\$52,989.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 505 - WATER/SEWER FUND				
Department 4400 - WATER/SEWER DEPT				
Account 52 5720 - R&M Communication Equip				
505 4400 52 5720	Repair/ Maintenance of W&S Facilities and Scada System	1.0000	2,500.00	2,500.00
	Account 52 5720 - R&M Communication Equip Totals	Transactions	1	<u>\$2,500.00</u>
Account 52 5730 - R&M - D/P Equipment				
505 4400 52 5730	Email License	1.0000	3,021.00	3,021.00
505 4400 52 5730	Mimecast	1.0000	1,626.00	1,626.00
505 4400 52 5730	Tyler NW	1.0000	8,109.00	8,109.00
	Account 52 5730 - R&M - D/P Equipment Totals	Transactions	3	<u>\$12,756.00</u>
Account 52 5740 - R&M-Buildings				
505 4400 52 5740	Repair/ maintenance - shared cost with power dept	1.0000	7,200.00	7,200.00
	Account 52 5740 - R&M-Buildings Totals	Transactions	1	<u>\$7,200.00</u>
Account 52 5790 - R&M-Distribution System				
505 4400 52 5790	On- Demand Water Construction Services	1.0000	100,000.00	100,000.00
505 4400 52 5790	Preventive Maintenance - Pump Station	1.0000	10,000.00	10,000.00
505 4400 52 5790	R&M of Pump Station - Jackson, Lyle, W. Fayetteville, & Mass.	1.0000	20,000.00	20,000.00
505 4400 52 5790	R&M Water Distribution System - Valves and Fire Hydrants	1.0000	35,000.00	35,000.00
505 4400 52 5790	Regulatory Compliance - EPA Every 5years	1.0000	12,000.00	12,000.00
505 4400 52 5790	Regulatory Compliance - EPD Stream Sample	1.0000	3,000.00	3,000.00
505 4400 52 5790	State of Georgia / DNR with New Rates	1.0000	9,200.00	9,200.00
505 4400 52 5790	Tank Maintenance for Charlestown & West Fayetteville	1.0000	25,800.00	25,800.00
505 4400 52 5790	Valve Exercise Program	1.0000	25,000.00	25,000.00
	Account 52 5790 - R&M-Distribution System Totals	Transactions	9	<u>\$240,000.00</u>
Account 52 5800 - R&M-Sewers				
505 4400 52 5800	Annual Cost for Flow Meter Calibration - CC & EP	1.0000	10,000.00	10,000.00
505 4400 52 5800	Chemical Feed System	1.0000	192,000.00	192,000.00
505 4400 52 5800	Material for Sewer Replacement, Repairs - Citywide	1.0000	50,000.00	50,000.00
505 4400 52 5800	On-Demand Sewer Construction Services	1.0000	100,000.00	100,000.00
505 4400 52 5800	Preventive Maintenance - Generator at S.E.L.S	1.0000	1,200.00	1,200.00
505 4400 52 5800	Preventive Maintenance for Lift station - Citywide	1.0000	10,000.00	10,000.00
505 4400 52 5800	R&M for Lift Station	1.0000	30,000.00	30,000.00
505 4400 52 5800	Regulatory Sewer Evaluation	1.0000	100,000.00	100,000.00
505 4400 52 5800	Root Control	1.0000	30,000.00	30,000.00
505 4400 52 5800	SSES	1.0000	100,000.00	100,000.00
505 4400 52 5800	Toilet Rebate	1.0000	5,000.00	5,000.00
	Account 52 5800 - R&M-Sewers Totals	Transactions	11	<u>\$628,200.00</u>
Account 52 6000 - Advertising Expense				
505 4400 52 6000	Regulatory Sewer Educational Outreach	1.0000	500.00	500.00



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	505 - WATER/SEWER FUND			
Department	4400 - WATER/SEWER DEPT			
Account	52 6000 - Advertising Expense			
505 4400 52 6000	Regulatory Water Conservation Outreach	1.0000	500.00	500.00
	Account 52 6000 - Advertising Expense Totals	Transactions	2	<u>1,000.00</u>
Account	52 6100 - Auto Insurance			
505 4400 52 6100	APEX Auto Insurance	1.0000	21,433.00	21,433.00
	Account 52 6100 - Auto Insurance Totals	Transactions	1	<u>\$21,433.00</u>
Account	52 6110 - Other Insurance			
505 4400 52 6110	APEX EPLI Policy	1.0000	12,202.00	12,202.00
505 4400 52 6110	APEX General Liability	1.0000	15,304.00	15,304.00
	Account 52 6110 - Other Insurance Totals	Transactions	2	<u>\$27,506.00</u>
Account	52 6130 - Miscellaneous Services			
505 4400 52 6130	Flowers, Functions, Incentives, Public Works Week	1.0000	2,600.00	2,600.00
	Account 52 6130 - Miscellaneous Services Totals	Transactions	1	<u>\$2,600.00</u>
Account	52 6141 - Custodial Service			
505 4400 52 6141	Custodial Services for W&S Building	1.0000	2,200.00	2,200.00
	Account 52 6141 - Custodial Service Totals	Transactions	1	<u>\$2,200.00</u>
Account	52 6200 - Training			
505 4400 52 6200	Georgia Utility Contractors - Erosion & Confined Space	4.0000	275.00	1,100.00
505 4400 52 6200	Sanitary Sewer Collection System Operator Class	6.0000	200.00	1,200.00
505 4400 52 6200	Water Distribution System Operator Class	6.0000	200.00	1,200.00
	Account 52 6200 - Training Totals	Transactions	3	<u>\$3,500.00</u>
Account	52 6210 - Dues			
505 4400 52 6210	APWA	1.0000	700.00	700.00
505 4400 52 6210	APWA - American Water Works Association	1.0000	641.00	641.00
505 4400 52 6210	EPD and Utility Protection	1.0000	350.00	350.00
505 4400 52 6210	GAWP	1.0000	600.00	600.00
505 4400 52 6210	Georgia Rural Water Association	1.0000	749.00	749.00
505 4400 52 6210	Georgia UPC Locates - Annual Membership	1.0000	2,760.00	2,760.00
	Account 52 6210 - Dues Totals	Transactions	6	<u>\$5,800.00</u>
Account	52 6220 - Subscription/Publications			
505 4400 52 6220	Subscription/Publications, Water Environment & Technology	1.0000	300.00	300.00
	Account 52 6220 - Subscription/Publications Totals	Transactions	1	<u>\$300.00</u>
Account	52 6230 - Conventions/Meetings			
505 4400 52 6230	GAWP - Superintendent & Public Works Director	1.0000	1,500.00	1,500.00
505 4400 52 6230	GRWA - Superintendent & Supervisor	2.0000	1,000.00	2,000.00
	Account 52 6230 - Conventions/Meetings Totals	Transactions	2	<u>\$3,500.00</u>



Budget Transaction Report

Report by Budget Transactions
 Budget Year of 2024
 Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	505 - WATER/SEWER FUND			
Department	4400 - WATER/SEWER DEPT			
Account	52 6560 - Workers Comp/Administrati			
505 4400 52 6560	NFP	1.0000	4,009.00	4,009.00
	Account	52 6560 - Workers Comp/Administrati Totals		Transactions 1 <u>4,009.00</u>
Account	52 6600 - Claims Workers Comp.			
505 4400 52 6600	Water & Sewer - Claims Workers Compensation	1.0000	1,500.00	1,500.00
	Account	52 6600 - Claims Workers Comp. Totals		Transactions 1 <u>1,500.00</u>
Account	52 7300 - Postage			
505 4400 52 7300	Mailing of Public Notices, CCR Report	1.0000	100.00	100.00
	Account	52 7300 - Postage Totals		Transactions 1 <u>100.00</u>
Account	52 7320 - Stationery & Printing			
505 4400 52 7320	Printing of Water Quality/CCR Report	1.0000	500.00	500.00
	Account	52 7320 - Stationery & Printing Totals		Transactions 1 <u>500.00</u>
Account	52 7330 - Copy Expense			
505 4400 52 7330	Copy Machine	1.0000	4,200.00	4,200.00
	Account	52 7330 - Copy Expense Totals		Transactions 1 <u>4,200.00</u>
Account	53 5680 - Tires			
505 4400 53 5680	New Tires for W/S Division's Equipment & Vehicles	1.0000	5,000.00	5,000.00
	Account	53 5680 - Tires Totals		Transactions 1 <u>5,000.00</u>
Account	53 6010 - Water Purchases			
505 4400 53 6010	Monthly Average Water Purchases	12.0000	365,722.00	4,388,664.00
	Account	53 6010 - Water Purchases Totals		Transactions 1 <u>4,388,664.00</u>
Account	53 6020 - Sewer Purchases			
505 4400 53 6020	Monthly Average Sewer Charges	12.0000	180,205.00	2,162,460.00
	Account	53 6020 - Sewer Purchases Totals		Transactions 1 <u>2,162,460.00</u>
Account	53 7000 - Gas & Oil			
505 4400 53 7000	Gas & Oil for W&S Division's Equipment 7 Vehicles	1.0000	14,000.00	14,000.00
	Account	53 7000 - Gas & Oil Totals		Transactions 1 <u>14,000.00</u>
Account	53 7010 - Tools/Shop Supplies			
505 4400 53 7010	Purchase of Hand Tools and Other Equipment, E.L. Johnson	1.0000	6,500.00	6,500.00
	Account	53 7010 - Tools/Shop Supplies Totals		Transactions 1 <u>6,500.00</u>
Account	53 7020 - Janitorial Supplies			
505 4400 53 7020	Cleaning/Janitorial Supplies for W&S Division	1.0000	1,500.00	1,500.00
	Account	53 7020 - Janitorial Supplies Totals		Transactions 1 <u>1,500.00</u>
Account	53 7050 - Medical Services/Supplies			
505 4400 53 7050	Restock of First Aid Supplies for Building and Trucks	1.0000	700.00	700.00



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	505 - WATER/SEWER FUND			
Department	4400 - WATER/SEWER DEPT			
Account	53 7050 - Medical Services/Supplies			
505 4400 53 7050	Vaccinations for W&S Personnel, Tetanus, Hepatitis A&B	1.0000	500.00	500.00
	Account 53 7050 - Medical Services/Supplies Totals	Transactions	2	<u>1,200.00</u>
Account	53 7100 - Lubricants & Chemicals			
505 4400 53 7100	Lubrications & Chemicals for Lift Station, Oder/Root Control	1.0000	3,500.00	3,500.00
	Account 53 7100 - Lubricants & Chemicals Totals	Transactions	1	<u>\$3,500.00</u>
Account	53 7110 - Safety Supplies			
505 4400 53 7110	Safety Supplies for W&S- Hard hats, Boots, Goggles Etc	1.0000	6,500.00	6,500.00
	Account 53 7110 - Safety Supplies Totals	Transactions	1	<u>\$6,500.00</u>
Account	53 7121 - Computer Hardware			
505 4400 53 7121	Gorrie & Reagon - Maintenance & Annual Contract	1.0000	500.00	500.00
505 4400 53 7121	Miscellaneous Computer Repair Items	1.0000	500.00	500.00
	Account 53 7121 - Computer Hardware Totals	Transactions	2	<u>\$1,000.00</u>
Account	53 7150 - Other Operating Supplies			
505 4400 53 7150	AlSCO	12.0000	100.00	1,200.00
505 4400 53 7150	Artic Ice	12.0000	35.00	420.00
505 4400 53 7150	Breakroom Supplies	12.0000	50.00	600.00
505 4400 53 7150	Bug Busters additional funds were added for rodent treatment	12.0000	30.00	360.00
505 4400 53 7150	Quench	12.0000	40.00	480.00
	Account 53 7150 - Other Operating Supplies Totals	Transactions	5	<u>\$3,060.00</u>
Account	53 7310 - Office Supplies			
505 4400 53 7310	Dell Laptop	2.0000	2,000.00	4,000.00
505 4400 53 7310	Office Supplies for W&S Division	1.0000	2,000.00	2,000.00
	Account 53 7310 - Office Supplies Totals	Transactions	2	<u>\$6,000.00</u>
Account	54 7590 - Vehicles - Replace			
505 4400 54 7590	2004 Ford F-700 Schedule for Replacement Unit 336	1.0000	150,000.00	150,000.00
	Account 54 7590 - Vehicles - Replace Totals	Transactions	1	<u>\$150,000.00</u>
Account	54 7800 - Meters - New			
505 4400 54 7800	Meter - Installing & Replacing	1.0000	60,000.00	60,000.00
	Account 54 7800 - Meters - New Totals	Transactions	1	<u>\$60,000.00</u>
Account	58 1100 - Bond Principal			
505 4400 58 1100	2015 W7S \$8720000 COA Settle - Principal	1.0000	550,000.00	550,000.00
	Account 58 1100 - Bond Principal Totals	Transactions	1	<u>\$550,000.00</u>
Account	58 1200 - CAPITAL LEASE PRINCIPAL			
505 4400 58 1200	GEFA Loans - Principal	1.0000	208,019.00	208,019.00
	Account 58 1200 - CAPITAL LEASE PRINCIPAL Totals	Transactions	1	<u>\$208,019.00</u>



Budget Transaction Report

Report by Budget Transactions

Budget Year of 2024

Budget Level at City Mgr Recommended

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	505 - WATER/SEWER FUND			
Department	4400 - WATER/SEWER DEPT			
Account	58 2000 - Bond Interest			
505 4400 58 2000	2015 W&S \$8720000 COA Settle - Interest	1.0000	68,699.00	68,699.00
505 4400 58 2000	2015 W&S \$8720000 COA Settle - Interest	1.0000	60,916.00	60,916.00
	Account 58 2000 - Bond Interest Totals	Transactions	2	<u>\$129,615.00</u>
Account	58 2200 - CAPITAL LEASE INTEREST			
505 4400 58 2200	GEFA Loans - Interest	1.0000	98,284.59	98,284.59
	Account 58 2200 - CAPITAL LEASE INTEREST Totals	Transactions	1	<u>\$98,284.59</u>
	Department 4400 - WATER/SEWER DEPT Totals	Transactions	93	<u>\$8,976,038.59</u>
	Fund 505 - WATER/SEWER FUND Totals	Transactions	93	<u>\$8,976,038.59</u>
	EXPENSES Totals	Transactions	93	<u>\$8,976,038.59</u>
	Grand Totals	Transactions	97	<u>\$19,081,454.59</u>

**EXHIBIT C
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Fund: 505	Department and Number: Water Sewer 4400				
	2020-21	2021-22	2022-23	2023-24	2023-24
Full Time Positions:	Actual	Actual	Current	Department Requested	City Manager Recommend
Water/Sewer Superintendent	1	1	1	1	1
Water/Sewer Superintendent	1	1	1	1	1
Environmental Compliance Officer	1	1	1	1	1
Equipment Operator I	1	1	1	1	1
Equipment Operator II	2	2	2	2	2
Laborer I	4	4	4	4	4
Laborer II	5	5	5	5	5
Lift Station Operator I	2	2	2	2	2
Water/Sewer Coordinator	1	1	1	1	1
Total Personnel:	18	18	18	18	18

EXHIBIT D
City of College Park, Georgia
Personnel Request Worksheet
Budget Year 2023-2024

Department and Number
Water & Sewer-4400

Fund: 505

Number of Requested	Position	Present Number of Positions	Changed Number of Positions	Salary Grade and Step
Additional Positions – Full Time				
Additional Positions – Part Time				
Reclassified Positions:				
From:				
Justification (including assignment and responsibilities of position requested)				
See attached				
<hr/>				
Wages				
Regular	N/A		\$ -	
Overtime			-	
Medicare (1.45%)			-	
FICA (6.2%) part- time only			-	
Total (5210 Proposed New Personnel – Personnel Services)				\$ -
Fringe Benefits - <i>All Based on Single Coverage</i>				
Group Life and AD & D \$350 per year			\$ -	
Dental \$130 per year			-	
Health Insurance \$8,115 per position per year			-	
Pensions (23.99%) *			-	
Uniforms			-	
Total (5211 Proposed New Personnel – Benefits)			\$ -	
Training and Education				
Training			\$ -	
Dues/ Memberships			-	
Other			-	
Total (5212 Proposed New Personnel – Training/ Education)			\$ -	
Material and Supplies				
Office Supplies			\$ -	
Safety Clothing and Equipment			-	
Other			-	
Total (5213 Proposed New Personnel – Supplies)			\$ -	
Capital Outlay (Needed if position is approved)				
Furniture and Fixtures			\$ -	
Office Machines and Equipment			-	
Other			-	
Total (5214 Proposed New Personnel – Capital Outlay)			\$ -	
Vehicle (Additional Needed if Position Approved)				
Vehicle Type and Cost			\$ -	
Vehicle Service Costs			-	
Total (5215 New Personnel – Vehicles)			\$ -	
Total			\$ -	

EXHIBIT D-1
JOB DESCRIPTION

Job Title:

Job Summary:

Major Duties:

Knowledge Required by the Position:

Supervisory Controls:

Guidelines:

Complexity:

Scope and Effect:

Personal Contacts:

Purpose of Contacts:

Physical Demands:

Work Environment:

Supervisory and Management Responsibility:

Minimum Qualifications:

EXHIBIT F
City of College Park, Georgia
Vehicle Request
Budget Year 2023-2024

Fund: 505		Department and Number: Public Works/Water Sewer 4400	
<p style="text-align: center;">New Replacement for Vehicle/Equipment No. 336</p> <p style="text-align: center;">x</p>	Priority:		
<p>Vehicle Type</p> <p>_____ Sedan 2 Door</p> <p>_____ Sedan 4 Door</p> <p>_____ Cruiser</p> <p>_____ Station Wagon</p> <p>_____ Van</p> <p>_____ 1/2-ton Truck</p> <p>_____ 3/4-ton Truck</p> <p>_____ Sanitation Front Loader</p> <p>_____ Sanitation Rear Loader</p> <p>_____ x Other</p>	<p>Information on Vehicle/Equipment Being Replaced</p> <p>Age of Vehicle/Equipment Being Replaced _____ 2004 _____</p> <p>Units of Use to Date (hours, miles, etc.) _____</p> <p>Total Operating/Maintenance Costs to Date _____ \$1,5000 _____</p> <p>Actual FYE 2022-23 Maintenance Cost _____ Unknown _____</p> <p>Actual FYE 2022-23 Operating Cost _____ Unknown _____</p> <p>Estimated FYE 2023-24 Maintenance Cost _____</p> <p>Estimated FYE 2023-24 Operating Cost _____</p>		
List of Special Features, Not Standard:		Specific Description & Condition of Item Being Replaced including VIN#:	
Justification/Description: Unit 336 is a 2004 Ford F-700 scheduled for replacement		Recommended Disposition of Replaced Item: Sell by Sealed Bid Sell at Auction Retain as Backup Dismantle and Use for Parts Junk Other - Trade-In	
Purchase Option New Vehicle/Equipment _____ \$150,000 _____ Purchase Price _____ 10 years _____ Estimated Useful Life _____ Unknown _____ Estimated Use During 2023-24 _____ Unknown _____ Estimated Operating Cost During 2023-24	Rental Option New Vehicle/Equipment _____ Rental/Lease Cost per Year _____ Estimated Length of Rental/Lease _____ Estimated Use During 2023-24 _____ Estimated Operating Cost During 2023-24		

EXHIBIT F-1
City of College Park, Georgia
Vehicle Inventory List

DEPARTMENT
Public Works - Water & Sewer

Unit #	Year	Make	Model	Vin Number	Purchase Cost	Date of Purchase	Prior Year Mileage	Prior Year Hours	Current Mileage	Current Hours	Tag No
303-D	2022	Cat	440 IT	CAT00440VMZX00396	\$138,689.00	November 22, 2022		0		124	
306-D	2005	Cat	430D	BNK06655		February 20, 2005		6,883		15,526	
316-D	1997	Air Compressor	P50WJF	271608ULH359	\$12,558.00	December 15, 2008		392		445	
317-D	2007	Air Compressor	185PSI	4FVCBBA17U384502				544		546	
318-D	2005			****7872							
319-D	2004	Mutiquip	Nigh Hawk	4GNLT09144B901565	\$6,908.00	November 11, 2004		185		185	
320-G	2010	Valve Exerciser	E-VIS0GT	4027401761	\$35,000.00	December 20, 2010		407		537	
321-D	2016	Portable Generator	Tradewinds 350-p	TGBF7157N02097A	\$110,500.00	December 7, 2015		4		4	
332-D	2020	Kohler l 26A	6" Water Pump	KD12504TCR/26A				2		9	
334-D	2020	Kohler lth0022373	4" Water Pump	KDI1903TCR/26B				35		119	
335-D	2005	Ford	Cutaway Van	1FDXE45P55HB30051	\$176,868.00	January 12, 2010	33,772		37,718		GV8021F
336-D	2004	Ford	Lgt Conventional	3FRWF75234V600197		December 12, 2003	28,084		30,134		GV6484E
337-G	2008	Ford	Lgt Conventional	1FTRF12285KF07079	\$29,210.00	October 30, 2008	80,788		95,394		GV3157E
340-G	2018	Ford	F150	1FTFX1E57JFE78267	\$28,551.00	December 11, 2018	11,356		21,813		GV1769M
341-G	2018	Ford	Med Hvy Convrt	1FDWF7DE4JDF04094	\$86,835.00	November 5, 2018	4,278		8,339		GV3808M
344-G	2008	Ford	Lgt Conventional	1FTRF12288KF07075	\$29,210.00	October 30, 2008	95,298		111,056		GV3158E
345-G	2008	Ford	Srw Super Duty	1FDSW21528ED07371	\$29,989.00	January 31, 2008	80,190		86,254		GV19221
350-D	1999	Ford	Med Hvy Convrt	3FEWF80C2XMA00355	\$34,137.00	January 5, 1999	33,740		34,257		GV3171E
351-D	2016	Ford	M2106	1FVACWDT1HHHK6957	\$75,826.00	May 12, 2016	10,360		12,208		GV6439J
370-G	2017	Ford	F150	1FTEX1E83HFA88492	\$24,707.00	January 25, 2017	31,239		54,525		GV4502K
380-D	2019	Ford	F250	1FT7W2B68KED39945	\$25,104.00	December 11, 2018	19,053		42,006		GV1770M

G=Gas
D=Diesel
AF=Alternative Fuel
N/A=Not Available or Required

EXHIBIT G
 City of College Park, Georgia
 5 Year Capital Improvement Program
 Budget Year 2023-2024

Department: Water & Sewer

Department Number: 4400

Account Number	Description/Justification	Suggested Funding Source						
			2023-24	2024-25	2025-26	2026-27	2027-28	
54-7590	Replacement of unit 336	Water/Sewer	\$150,000					
54-7800	New Meters	Water/Sewer	\$60,000					
Totals			\$210,000	\$0	\$0	\$0	\$0	

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Public Works

Fund: 505

Division: Water & Sewer

Department Number: 4400

Item/Project Name: 2004 Ford F-700

Item/Project Manager:

Priority Rating: 1

Units Requested: 1

Number of Similar Units on Hand:

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use: Unit 336 is a 2004 Ford F-700 scheduled for replacement

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life _____

Estimated Cost \$150,000

Less: Trade-In _____

Net Cost \$150,000

Comparable Quotes:

Vendor Name

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Public Works/Water Sewer

Project Name or Title:

2004 Ford F-700

Project Description:

2004 Ford F-700 Sewer Jet

Project Justification and Impact:

Unit #336 is a 2004 Ford F-700 scheduled for replacement

Project Costs: \$ 150,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 150,000	\$-	\$-	\$ -	\$ -	\$ 150,000

Useful Life:

10yrs

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Water Sewer Fund

Relationship to Other Primary Projects: None

EXHIBIT G-1
City of College Park, Georgia
Capital Outlay Request
Budget Year 2023-2024

Department: Public Works

Fund: 505

Division: Water & Sewer

Department Number: 4400

Item/Project Name: New Meters

Item/Project Manager: Water and Sewer Staff

Priority Rating:

Units Requested: 1

Number of Similar Units on Hand:

Description of Item/Project:

Explain need for this expenditure:

Scheduled Replacement

Expanded Service

Replace Worn-Out Equipment

New Operation

Obsolete Equipment

Increased Safety Replacement

Reduce Personnel Time

Additional

If the item is a replacement, please describe the item that needs replaced.

Disposition of item replaced:

Sale

Trade-In

Scrap

Other Department Use

Justify need for this item, including use: Meters are required to monitor water usage

Will requested expenditure require additional personnel? Yes No If yes, explain:

Cost Breakdown:

Estimated Useful Life _____

Estimated Cost \$60,000

Less: Trade-In _____

Net Cost \$60,000

Comparable Quotes:

Vendor Name

Vendor Quote

1.

2.

3.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Department/Division:

Public Works/Water Sewer

Project Name or Title:

Meter Replacement

Project Description:

Commercial and Residential Meter Replacement

Project Justification and Impact:

The Water & Sewer Division will be replacing out of service meters that are no longer under warranty

Project Costs: \$ 60,000

<u>Prior Year</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>Total</u>
\$ -	\$ 60,000	\$-	\$-	\$ -	\$ -	\$ 60,000

Useful Life:

10yrs

Estimated Cost Beyond Five Year Program: Routine repair and maintenance expenses will be incurred.

Funding Source: Water Sewer Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Program Name: Public Works/Water and Sewer Division – Water Administration

Program Description:

The Water/Sewer Administration program provides leadership, direction, and support for all the Operations programs including Water Distribution and Wastewater Collection System in the City of College Park. Duties include, but are not limited to; Update standby board at Police Department – Maintain Daily Reports, Submit Monthly reports to Public Works daily and weekly activities (which includes projected activities for upcoming daily/monthly for monthly reports) – Submit daily/bi-weekly attendance and payroll. Prepare Budget – Processing Invoices – Answering incoming calls – Call in locates requested by UPC – Assist in Preparing Agenda Items.

Trends:

The Water/Sewer Administration program is responsible for the distribution of an increasing number of work orders; related to operations and phone calls to help rectify customer complaints.

Program Broad Goals:

Provide leadership, direction, and management to the Operations program to ensure the delivery of safe, reliable, and efficient services.

Program 23/24 Objectives:

Performance Measures

Program/Service Outputs: (goods, services, units produced) Actual 22/23

Program/Service Outcomes: (based on program objectives) Actual 22/23

Program/Service Outputs: (goods, services, units produced) Estimated 23/24

Program/Service Outcomes: (based on program objectives) Estimated 23/24

Prior Year Highlights:

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Program Name: Public Works/Water and Sewer Division – Water and Sewer Compliance

Program Description:

The Water/Sewer Compliance Program promotes water conservation to citizens through education and incentives, and maintains compliance with the Georgia Environmental Protection Division (GaEPD) and the Metropolitan North Georgia Water Planning District. This program maintains industrial surcharge and inspections of sewers for: erosion and sewer spill violations, along with issuing Citations for City of College Park ordinance violations. Water/Sewer Compliance Program represents ARC Storm water Task Force, ARC Clearwater Campaign. Water/Sewer Compliance Program also offers Report's (CCR) to GaEPD and College Park Customers, and prepares annual Storm water reports for GaEPD.

Trends:

The City will continue to promote and encourage water conservation and grease control to our customers. The City will also continue to meet all of the conservation measures under the Georgia Environmental Protection Division. Also, the City participates in an active toilet rebate program under the guidelines of the Metropolitan North Georgia Water Planning District.

Program Broad Goals:

Maintain compliance with the State Conservation program. Promote water conservation, grease control and sewer spills to customers, especially in the context of larger sustainability issues.

Program 23/24 Objectives:

Performance Measures

Program/Service Outputs: (goods, services, units produced) Actual 22/23

Program/Service Outcomes: (based on program objectives) Actual 22/23

Program/Service Outputs: (goods, services, units produced) Estimated 23/24

Program/Service Outcomes: (based on program objectives) Estimated 23/24

Prior Year Highlights:

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET**

Program Name: Public Works/Water and Sewer Division – Wastewater Maintenance

Program Description:

Water and Sewer Wastewater Maintenance Program is responsible for the maintenance and operations of the Waste Water Collection System and Sewer Services connections; for residential and commercial customers. The Sewer Collection System services approximately ten (10) square miles with a total of 78.3 miles of sewer mains.

Trends:

The Water and Sewer Division has established an aggressive Sanitary Sewer Evaluation Study (SSES); to provide the City with a comprehensive map of its sanitary sewer system while identifying defects and inefficiencies in the system. The results of the SSES will be used to identify portions of the system requiring repairs and/or maintenance to improve the efficiency of the system while reducing the City’s waste water treatment cost.

Program Broad Goals:

Operate and maintain Sewer Lift Stations without spills or odor complaints. Meet or surpass all state and federal regulatory requirements. Also, provide safe continuous transport of all wastewater within the City of College Park. Ensure correct sewer line operation conditions to avoid odor complaints. Reduce the number of sewer spill in wastewater collection system.

Program 23/24 Objectives:

Performance Measures

Program/Service Outputs: (goods, services, units produced) Actual 22/23

Program/Service Outcomes: (based on program objectives) Actual 22/23

Program/Service Outputs: (goods, services, units produced) Estimated 23/24

Program/Service Outcomes: (based on program objectives) Estimated 23/24

Prior Year Highlights:

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2024 BUDGET

Program Name: Public Works/Water and Sewer Division – Water Distribution Maintenance

Program Description:

The Water Distribution System program provides for maintenance, repair, installation and replacement of the City Water Distribution System. This system has approximately 94.4 miles of water mains, approximately 1,000 fire hydrants, 3,000 water service lines (meters) and approximately 5,000 main line valves. Also, the program is responsible for operations, maintenance, repair and the replacement of the four (4) booster Pump Stations, two (2) Elevated Water Tank sites and 750,000 storage capacities.

Trends:

The Water and Sewer Division has established an aggressive replacement of aging water lines through Capital Improvement which will result reduction in emergency main and service line repairs. The rapid growth of development in the City has improved; which allows staff to focus on preventative/productive maintenance and increasing the efficiency of life in the primary equipment. Also, the City has an active Leak Detection Program that has proven beneficial to the City. This program has identified many leaks in the City; which is cost savings. The City is considering the possibility of establishing ground water wells for alternative water use.

Program Broad Goals:

Deliver safe and reliable potable water to City water customer’s through the Water Distribution System. Provide proper maintenance for the Distribution System and Production System components to prevent service disruptions. Also, a meter replacement program has been established to increase revenues and water loss accountability.

Program 23/24 Objectives:

Performance Measures

Program/Service Outputs: (goods, services, units produced)	Actual 22/23
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Program/Service Outcomes: (based on program objectives)	Actual 22/23
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Program/Service Outputs: (goods, services, units produced)	Estimated 23/24
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Program/Service Outcomes: (based on program objectives)	Estimated 23/24
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Prior Year Highlights:

EXHIBIT J

City of College Park, Georgia
Budget Suggestions for Other Than Originating Department
Budget Year 2023-2024

Fund: **505**

Department and Number: **Water & Sewer / 4400**

Department Submitting Request:

Division Submitting Request:

Requested for Department:

Prepared By:

Description of Item:

Reason for Requesting:

Cost Estimate/Revenue Enhancement: