



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
BUDGET WORK SESSION
MONDAY, APRIL 25, 2022 – 6:30 PM
OXFORD CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Lynn Bohanan – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Jeff Wearing – Councilmember

STAFF PRESENT:

Marcia Brooks – City Clerk/Treasurer
Bill Andrew – City Manager
Jody Reid – Maintenance Supervisor
Stacey Mullen – Deputy City Clerk

OTHERS PRESENT:

Agenda (Attachment A)

1. Mayor's Announcements

None.

2. Consideration of Finance Software Upgrade (Attachment B)

Staff with the City of Oxford have done extensive research on several vendors to purchase a new financial software package for the City. The least expensive system over a five-year period is BS&A. The City Council members asked for the opinions of staff. They want to ensure that the best program is chosen for the staff because they will be the ones using it. The lowest price should not be the only consideration.

The City Council and staff agreed that the Harris product should be removed from consideration due to the struggles during implementation of the last program and the continuing issues with the company.

Marcia Brooks was asked to check on the storage cost for Edmunds and BS&A, and cloud services provider for Edmunds. She was also asked to check on project management modules in both systems and to get more details on the civic engagement capabilities of BS&A. She was also asked to get some feedback from other cities using both packages.

Ms. Brooks and Bill Andrew are recommending that the initial purchase of the software come from FY 2022 Capital funds. A budget amendment will be needed. The City

Council will vote on the purchase of staff's recommendation at the May City Council meeting.

3. **Review of FY 2023 Budget** (Attachment C)

City Council members discussed several items in the Operating and Capital budgets. Mayor Eady advised that the Capital budget is mostly the same as last year's.

Jim Windham stated that the Capital budget should be wiped clean because it is essentially a wish list of items that have been carried forward for several years. He asked Mayor Eady TO plug the items from the list of projects shared at the April 18, 2022 Work Session into the Capital budget based on priority and allow the City Council to review the Capital budget after this is completed. They can then advocate for any removed projects they think should be added back.

Mayor Eady agreed to update the Capital budget as requested and distribute the results to the City Council.

4. **Other Business**

None.

5. **Work Session Meeting Review**

6. **Executive Session**

Mike Ready made a motion to enter Executive Session at 7:41 p.m. Lynn Bohanan seconded the motion. The motion was approved unanimously (7/0).

The City Council entered executive session to discuss a real estate matter.

Mike Ready made a motion to exit Executive Session at 7:49 p.m. Jim Windham seconded the motion. The motion was approved unanimously.

7. **Adjourn**

The meeting was adjourned by Mayor Eady at 7:49 p.m.

Respectfully Submitted,



Marcia Brooks
City Clerk/Treasurer

**Oxford Mayor and Council
Special Called
Work Session
Monday, April 25, 2022 – 6:30 P.M.
Oxford City Hall
110 W. Clark Street
Agenda**

1. **Mayor's Announcements**
2. ***Consideration of Finance Software Upgrade**
3. ***Review of FY 2023 Budget**
4. **Other Business**
5. **Work Session Meeting Review** – Mayor Eady will review all the items discussed during the meeting.
6. **Executive Session**

*Attachments



Memo

To: Bill Andrew, City Manager
From: Marcia Brooks, City Clerk/Treasurer
Date: April 21, 2022
Re: Recommendation of Products for Software Upgrade

The software utilized by the City of Oxford for maintaining customer accounts, generating utility bills, completing accounts payable and payroll processes, tracking budgets, collecting payments, and creating and tracking work orders has been in use for at least fifteen years. The platform this software is built on ended support for its products in 2009. There are many limitations in this software that prohibit the city from automating processes and make tasks difficult and cumbersome.

During the past six months Stacey Mullen and I have been talking to vendors, participating in demos, and reviewing proposals for upgrading our current software or switching to another company. The three companies that we have had extensive discussions with are BS&A, Harris Local Government, and Edmunds. All three of these companies have city and county customers in Georgia that give them good recommendations.

Harris Local Government's offering is Smart Fusion, which is literally an upgrade of our current software. Smart Fusion was developed in close consultation with a former employee of a city who used the software we currently use. Her experience with the current program resulted in many of the issues with the current program being resolved. Smart Fusion is built on a more sustainable framework than our current software. It is compatible with all Windows software and provides many technological advances. It also retains a level of familiarity compared to the current program which I believe should reduce our learning curve.

The offerings from BS&A and Edmunds were impressive as well. They are built on sustainable frameworks as well and are also compatible with Windows software. They seem to have more robust components in some areas, with more costly investments required over five-year periods. For example, Edmunds offers a very comprehensive citizen engagement module (information available at <https://www.edmundsgovtech.com/citizen-engagement/>). It utilizes Google maps and/or GIS data to allow citizens to report problems such as potholes, and also utilizes this capability for work order management. Edmunds also offers some great tools through its mobile app. BS&A provides similar tools in its software.

All three companies provide the major things we were looking for – document management, electronic work order management, budget billing, easier and better reporting capabilities, better integration with Windows applications, employee self-service for payroll, integration of services for direct deposit, ACH, pay-by-phone, and pay online, and ability to print checks for different accounts on the same blank check stock (special printer required). Smart Fusion plans to roll out a mobile app for work orders later this year as well as some options for citizen engagement.

Stacey and I feel that any of the three would work for us and would meet our immediate needs. Edmunds and BS&A do seem to have a slight edge on citizen engagement tools and management dashboard analytics. They also have more flexibility with printing reports and creating queries than SmartFusion does. BS&A is used by the City of Covington and one of our current employees used it there and liked it.

Information about each of the products and examples of their capabilities are available on their websites:

- Edmunds Gov Tech – <https://www.edmundsgovtech.com/>
- BS&A Software – <https://www.bsasoftware.com/>
- Harris SmartFusion – <https://www.harrislocalgov.com/products/smartfusion/>

A cost analysis for the three products is provided below. The quotes they provided include the modules we have now and do not include the additional products such as the citizen engagement module. However, the information below gives an idea of the investment required over the next five years for each of the products to replace what we currently have. If there is interest in other modules or added services, I can obtain revised quotes. The quotes are included as attachments. As a point of reference, the most recent annual maintenance invoice from Harris was for \$22,102 on July 1, 2021.

	Edmunds	BS&A	Harris
Project Mgt./Planning		\$ 10,000.00	\$ 3,500.00
Implementation/Training	\$ 19,000.00	\$ 24,000.00	\$ 19,475.00
Data Conversion	\$ 17,500.00	\$ 11,880.00	\$ 20,375.00
Software Subscriptions(initial cost)	\$ 22,700.00	\$ 19,150.00	\$ 19,375.00
Contingency		\$ 10,000.00	
Travel Expenses		\$ 16,855.00	
Custom Programming			\$ 6,500.00
Total One-Time Cost	\$ 59,200.00	\$ 91,885.00	\$ 69,225.00

Annual Maintenance 1 year	\$ 22,700.00	\$ 4,835.00	\$ 11,050.88
Hosting Services 1 year	\$ 3,500.00		\$ 4,680.00
Total Recurring Cost	\$ 26,200.00	\$ 4,835.00	\$ 15,730.88

5-Year Investment	\$ 164,000.00	\$ 111,225.00	\$ 132,148.52
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Proposal for Software and Services, Presented to...

City of Oxford, Newton County GA

November 16, 2021

Quoted by: Kevin Schafer



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Applications and Annual Service Fee prices based on an approximate population of 2,308. Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count.

Applications

Financial Management

General Ledger .NET	\$2,495
Accounts Payable .NET	\$2,095
Cash Receipting .NET	\$2,095
Miscellaneous Receivables .NET	\$2,095
Purchase Order .NET	\$2,095
Utility Billing .NET (approximately 1,010 electric and sewer utility customers)	\$3,030

Personnel Management

Payroll .NET	\$2,745
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BS&A Online

Public Records Search + Online Bill Pay With use of integrated Credit Card Processor	\$2,500
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Subtotal \$19,150

Data Conversions/Database Setup

Convert existing Harris Accounting+ data to BS&A format:

General Ledger (COA, Balances, Budget, Up to 10 Years Journal Transaction history)	\$1,250
Accounts Payable (Vendors, Up to 10 years invoices and check history)	\$1,050
Payroll (Database Setup, Employee detail and YTD, Up to 10 years check history)	\$2,580
Utility Billing	\$4,000

Database Setup:

Cash Receipting (Setup of Receipt Items/Tender Types)	\$1,500
Miscellaneous Receivables (Setup of Billing Items, Penalties)	\$1,500

Subtotal \$11,880

No conversion or database setup to be performed for:

Purchase Order



Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$10,000

Implementation and Training

- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	2	\$2,000
Financial Management Applications	Days:	19	\$19,000
Personnel Management Applications	Days:	3	\$3,000
	Total:	24	Subtotal \$24,000

Contingency

Billing for electric usage can present unique challenges, as the methods to calculate and apply these charges to customers can vary greatly between different providers. It may be necessary for custom development work to be done, in order to accommodate the necessary calculations. In this situation, BS&A recommends a Contingency budget to allow for the possibility of these types of customizations, to allow them to be addressed, without the need for additional approval.

Recommended Contingency

\$10,000

Cost Totals

Not including Annual Service Fees

Applications	\$19,150
Data Conversions/Database Setup	\$11,880
Project Management and Implementation Planning	\$10,000
Implementation and Training	\$24,000
Contingency	\$10,000

Total Proposed **\$75,030**

Travel Expenses *\$16,855*

Payment Schedule

- 1st Payment: **\$21,880** to be invoiced upon execution of this agreement.
2nd Payment: **\$19,150** to be invoiced at start of training.
3rd Payment: **\$50,855** to be invoiced upon completion of training.

Annual Service Fees

Unlimited support during your first year with the program is included in your purchase price. Thereafter, Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index for All Urban Consumers U.S. city average (CPI-U).

Financial Management	
General Ledger .NET	\$500
Accounts Payable .NET	\$420
Cash Receipting .NET	\$420
Miscellaneous Receivables .NET	\$420
Purchase Order .NET	\$420
Utility Billing .NET	\$605
Personnel Management	
Payroll .NET	\$550
BS&A Online	
Public Records Search	\$1,500
Total Annual Service Fees	\$4,835



Additional Information

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- ˘ custom payment import/lock box import
- ˘ custom OCR scan-line
- ˘ custom journal export to an outside accounting system
- ˘ custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Cash Receipting Hardware

		Quantity		Cost
Epson THM-6000V Series Receipt Printer*	\$925	x	_____	= \$_____
APG Series 100Cash Drawer**	\$250	x	_____	= \$_____
Honeywell Hyperion 1300g Linear-Imaging Scanner	\$250	x	_____	= \$_____
Credit Card Reader	\$75	x	_____	= \$_____

This will add \$_____ to the Total Proposed.

**IMPORTANT. The receipt printer must be plugged into the USB port on one workstation (not your server). This printer is not to be shared with other workstations. If more than one workstation will be used for receipting, please consider purchasing more than one receipt printer.*

***If using a previously-purchased receipt printer with the APG Cash Drawer, which brand will be used with the drawer?
___Epson ___Ithaca ___Other (please specify)_____*

Please provide the number of cash drawers that will be hooked up to the printer_____

Note: The availability, model numbers, and pricing for all third party hardware listed above is subject to availability from the manufacturers. In the event that the listed hardware is no longer available at the time of purchase, a comparable replacement will be available, at the then current cost.

BS&A Online

Connection Requirements

BS&A Online requires a high-speed internet connection (cable modem or DSL).

Payment Processing Requirements

Acceptance of online payments requires a contract with one of BS&A's approved Online Credit Card Processing companies. Please visit <https://www.bsasoftware.com/solutions/bsaonline/public-records-search/> for information.



Acceptance

Signature constitutes...

1. An order for products and services as quoted
Quoted prices do not include Program Customization, training beyond the estimated number of days, or recommended Bank Reconciliation Consultation
2. Agreement with the proposed Annual Service Fees
3. Acceptance of BS&A's hardware recommendations required to efficiently run the .NET applications

Signature

Date

BS&A PLEDGE. We offer a one-year, risk-reversal pledge on our software. If, up to a year after installation, you are not happy with our software and service, you can return our software for a full refund.

Returning Accepted Proposal to BS&A

Please return the entire proposal, with signature/date (this page) and contact information (next page) filled out, by any of these methods:

Mail: BS&A Software
14965 Abbey Lane
Bath, MI 48808

Fax: (517) 641-8960

Email: kschafer@bsasoftware.com

Once your proposal is received, a BS&A representative will contact you to begin the scheduling process.



Contact Information

If any mailing addresses are PO Boxes, please also provide a Street Address for UPS/Overnight mail.

If additional contacts need to be submitted, please make a copy of this page.

Key Contact for Implementation and Project Management

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____

IT Contact

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____

Customer:	Oxford City	Sales Order	
Customer Address:	110 West Clark Street Oxford, GA 30054	Order #:	00003677
Customer County:	Newton	Effective Date:	Date of customer signature below
Customer Admin Contact:	Marcia Brooks	New/Add-On:	New Logo Core
Customer Admin Phone:	770-786-7004	Sales Rep:	Darrin Love
Customer Admin Email:	mbrooks@oxfordgeorgia.org		

Investment Summary

Software Services - Subscription	\$22,700.00
Hosting Services	\$3,500.00
Professional Services - Implementation	\$19,000.00
Conversion Services	\$17,500.00

****Special Competitive Pricing valid until May 31, 2022****

Year 1 Investment: \$62,700.00

Summary Notes

One-time Implementation Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

One-time Data Conversion Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Hosting Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

Annual Subscription Fees: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to the anniversary of the term date.

All invoices shall be paid within 30 days of the invoice date. Fees for Services may increase annually during the initial Term or any renewal Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%) receipt of the invoice.

Software Services - Subscription	Amount
AR & Business Licensing - 5 Year	\$2,500.00



Software Services - Subscription		Amount
Employee Self-Service - 5 Year	Subscription includes software license, annual maintenance and support, updates, enhancements and new versions.	\$1,000.00
Finance Super Suite - 5 Year		\$4,000.00
Human Resources - 5 Year		\$2,000.00
Payroll - 5 Year		\$3,000.00
Permitting & Code Enforcement - 5 Year		\$3,000.00
Utility Billing & Collections - 5 Year		\$4,000.00
WIPP - AR - 5 Year	Web Payment and Payment Portal	\$750.00
WIPP - Utility - 5 Year		\$950.00
Work Orders - 5 Year		\$1,500.00
Annual Fees:		\$22,700.00

Hosting Services		Amount
Hosting (Level I)	Includes remote access, security, redundancy and backups for up to 10 concurrent users.	\$3,500.00
Annual Fees:		\$3,500.00

Professional Services - Implementation		Amount
Standard Finance Implementation I	Includes training, consulting and project management services.	\$5,000.00
Standard Permitting Implementation		\$4,000.00
Standard Personnel Implementation I		\$5,000.00
Standard Utility Implementation I		\$5,000.00
One-Time Fees:		\$19,000.00

Conversion Services		Amount
Accounts Receivable – Base Conversion		\$2,500.00
<ul style="list-style-type: none"> - Customer demographic information - Active business license records for current year 		

Conversion Services	Amount
- Does not include any invoice history (open or closed)	
Finance - Base Conversion	\$4,000.00
<i>Chart of Accounts</i>	
<i>Summary Account Financial Information for 3 years + current fiscal year budgets</i>	
- <i>Opening/Ending Balances</i>	
- <i>Summarized Year to Date Activity</i>	
- <i>Vendor Master Information</i>	
- <i>Current Calendar Year 1099 Payment Totals</i>	
- <i>Fixed Asset Master Information</i>	
Payroll - Base Conversion	\$3,000.00
- <i>Employee Master Information</i>	
- <i>Current Year Check History</i>	
- <i>Gross Pay</i>	
- <i>Detailed Deductions</i>	
- <i>Detailed Taxes</i>	
- <i>Net Pay</i>	
- <i>Leave Time Balances</i>	
Permitting - Base Conversion	\$4,000.00
- <i>Parcel Master Information</i>	
- <i>Permit History for 1 year + current based on permit issue date</i>	
- <i>Inspection History Information for Converted Permits</i>	
- <i>Contractor Master Information</i>	
- <i>Permit Fee History</i>	
Utility Billing - Base Conversion	\$4,000.00
- <i>Current Customer Master Account and Bill to Information</i>	
- <i>Meter Master Information</i>	
- <i>Current Billing Configuration (Services, cycles, rates, etc.)</i>	
- <i>Current Open Balance Information for Active and Inactive Accounts (Open balances by service, Penalty, Interest, Deposits, etc.)</i>	
- <i>Minimum required consumption information needed to calculate next cycle billing by service</i>	
One-Time Fees:	\$17,500.00

Software Services - Subscription Notes

Initial term of the Software Services are a 60 month subscription, commencing 90 days after the Effective Date. Thereafter, the Software Services subscription shall renew automatically for 12-month renewal terms unless written notice is provided by Customer at least 90 days prior to the expiration of the initial or then-current renewal Term. Fees may increase annually during the initial, or renewal terms subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%)

Hosting Services Notes

The initial Hosting Services Term shall be 60 months commencing on the Effective Date. The Hosting Services Terms shall renew automatically for 12-month renewal terms at then-current applicable Fees unless written notice is provided by Customer at least 90 days prior to the expiration of the initial or then-current renewal Term. Fees for Hosting Services may increase annually during the initial Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%).

Professional Services - Notes

Includes all standard implementations listed under "Professional Services - Implementation".

Sales Order Notes



Please return executed Sales Orders via
DocuSign or Email to:
Edmunds GovTech, Inc.

Email: SalesOrders@EdmundsGovTech.com
P: 888.336.6999 | F: 609.645.3111
www.EdmundsGovTech.com

_____ THE UNDERSIGNED IS AUTHORIZED TO EXECUTE THIS SALES ORDER ON BEHALF OF CUSTOMER AND ACKNOWLEDGES AND AGREES ON BEHALF OF CUSTOMER THAT (A) ALL SERVICES SET FORTH IN THIS SALES ORDER ARE SUBJECT TO AND GOVERNED BY THE EDMUNDS GOVTECH, INC. SERVICE TERMS AND CONDITIONS AVAILABLE AT THE FOLLOWING URL: <https://go.edmundsgovtech.com/terms> (THE "SERVICE TERMS"), WHICH ARE INCORPORATED INTO THIS SALES ORDER, AND (B) THIS SALES ORDER, INCLUDING THE SERVICE TERMS, IS THE COMPLETE AND EXCLUSIVE AGREEMENT BETWEEN EDMUNDS GOVTECH (OR OUR AFFILIATE PROVIDING THE SERVICES DESCRIBED HEREIN) AND CUSTOMER CONCERNING THE SUBJECT MATTER HEREOF AND SUPERSEDES ANY PRIOR OR CONTEMPORANEOUS TERMS AND CONDITIONS, INCLUDING ANY PURCHASE ORDER CUSTOMER MAY PROVIDE OR ANY PRIOR COURSE OF DEALING OR USAGE OF TRADE, AND SUCH ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS SHALL HAVE NO FORCE OR EFFECT.

EDMUNDS GOVTECH, INC.

Oxford City

By: _____	Date: _____	By: _____	Date: _____
Darrin Love Regional Sales Director		Marcia Brooks City Clerk/Treasurer	



Jeff Ivey
Regional Sales Executive

Harris Local Government
2017 East Main Street, Suite T
Easley SC 29640

Phone: 251-533-5386
Email: jivey@harrislocalgov.com



February 21, 2022

Ms. Marcia Brooks
City Clerk
City of Oxford, GA
110 West Clark Street
Oxford, GA 30054

Subject: Proposal for SmartFusion Integrated Financial Software Suite

Dear Ms. Jenkins,

Harris Local Government is pleased to provide the City of Oxford Georgia with the following proposal for SmartFusion Integrated Financial Suite. Harris Local Government's SmartFusion software gives you proven, easy to use tools to make your organization more efficient and productive.

Harris Local Government means choice, expertise and relationship. We are a trusted and innovative provider of specialized, mission-critical software solutions addressing the financial, human resources, and operational excellence needs of government leaders. We proudly serve 5,500 small and mid-sized municipalities, counties, utility districts, and park districts throughout the United States to reduce risk and drive efficiency.

Thank you for your interest in Harris Local Government. Should you have any questions, please feel free to call or email me at any time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Ivey", with a long horizontal flourish extending to the right.

Jeff Ivey
Regional Sales Executive
Harris Local Government



Proposal for SmartFusion Integrated Financial Solution



SmartFusion Summary

SmartFusion is a flexible, intuitive, and powerful software suite designed to efficiently manage your organization's diverse needs. Built on the concept that scalability and usability are crucial features, SmartFusion features over 28 modules and add-ons to choose from. Which means we can tailor the software to meet the critical demands of your organization while also leaving room for potential future growth and change.

SmartFusion's core features can be categorized into five different groups of modules and tools. Each group focusing on specific roles and demands of your organization.



Financial Management

SmartFusion's Financial Management tools provide advanced solutions for managing every aspect of your organization's financial demands. These powerful financial tools give you the ability to have granular control of your organization finances— from managing the general ledger to preparing advanced reporting for audits.



Payroll & HR

SmartFusion's Payroll and Human Resources suite provides the resources to manage all phases of the employee life cycle. Including tools to manage payroll, employee information, and benefits. Our integrated solution provides a comprehensive view of your workforce and resources to manage all the personnel and financial requirements for your employees.



Billing & Revenues

SmartFusion's Billing & Revenue suite contains all the tools you need to effectively manage your organization's citizen services. Collect payments for utilities and taxes, set up online payment portals, and manage your business licensing/permitting and accounts receivable all in one place.



Community Development

The Community Development suite automates common processes and allows your employees, customers, and citizens to easily apply for and manage services online or through the mobile app. The solution is built specifically to improve core business processes, boost productivity, and build civic engagement between your organizations and the community you serve.



Document Management

Document Management allows you to streamline how your organization captures, organizes, and manages important electronic documents and media. It uses cloud-based technology to easily scan, track, and store the essential information that keeps your organization running smoothly.

Choosing SmartFusion is a commitment to increasing your organization's productivity, finding modern solutions to persistent problems, and building a partnership with a trusted and stable vendor.



Date: 3-10-2022
 Quotation No: JW1-CO2022
 Effective To: 4-30-2022
 Prepared By: Jeff Ivey

Proposal Pricing

Harris Local Government is pleased to provide you with the following pricing for the SmartFusion Financial Software Modules:

This understanding between **City of Oxford, GA** at 110 West Clark Street, Oxford, Georgia 30054 ("Purchaser") and **N. Harris Computer Corporation** at 2017 East Main Street, Easley, SC 29640 ("Harris") confirms the purchase of the following licensed software products and/or services:

Item	Description	Quantity	Unit Price	Extended Price
SmartFusion Software				
<i>Software Licenses:</i>				
1.	System Manager	1	\$1,650.00	\$1,650.00
2.	Accounts Payable	1	\$3,900.00	\$3,900.00
3.	Fixed Assets	1	\$2,500.00	\$2,500.00
4.	Fund Ledger	1	\$5,300.00	\$5,300.00
5.	Bank Reconciliation	1	\$1,100.00	\$1,100.00
6.	Budget Preparation	1	\$3,300.00	\$3,300.00
7.	Payroll	1	\$5,300.00	\$5,300.00
8.	Utility Billing	1	\$9,750.00	\$9,750.00
9.	UB Work Orders	1	\$1,500.00	\$1,500.00
10.	Meter Interface	1	\$2,500.00	\$2,500.00
11.	Cash Collections	1	\$1,950.00	\$1,950.00
<i>subtotal for Software Licenses:</i>				\$38,750.00
<i>Professional Services:</i>				
12.	Project Management	1	\$3,500.00	\$3,500.00
13.	Implementation, Consulting, Data Review	13	\$1,225.00	\$15,925.00
14.	Professional Travel Days	3	\$600.00	\$1,800.00
15.	Installation	1	\$1,750.00	\$1,750.00
16.	MGH Implementation	1	\$900.00	\$900.00
17.	Data Conversion - Ledger Master File	1	\$1,995.00	\$1,995.00
18.	Data Conversion - Ledger History File	1	\$1,995.00	\$1,995.00
19.	Data Conversion - Vendor Master File	1	\$975.00	\$975.00
20.	Data Conversion - Accounts Payable Check History	1	\$975.00	\$975.00

21.	Data Conversion - Payroll Master File	1	\$2,250.00	\$2,250.00
22.	Data Conversion - Payroll History File	1	\$2,550.00	\$2,550.00
23.	Data Conversion - Bank Reconciliation Master File	1	\$275.00	\$275.00
24.	Data Conversion - Utility Billing Master	1	\$2,925.00	\$2,925.00
25.	Data Conversion - Utility Billing History	1	\$4,875.00	\$4,875.00
26.	Data Conversion - Fixed Assets Master File	1	\$650.00	\$650.00
27.	Data Conversion - Budget Prep	1	\$800.00	\$800.00
28.	Electric Demand Calculations	1	\$3,500.00	\$3,500.00
29.	Budget Billing	1	\$3,000.00	\$3,000.00

subtotal for Professional Services: \$50,640.00

Harris Customer Discount = -\$19,375.00

TOTAL NET PRICE: \$70,015.00

Annual Maintenance: \$11,050.88

Optional Hosting Services:

30.	Annual Hosting (Cloud) per user	6	\$780.00	\$4,680.00
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*Please note that the Data Conversion pricing quoted in this proposal is an estimate only and Harris reserves the right to charge for overages at a rate of \$140.00 per hour.

Agreement Terms and Conditions

1. Definition

“Software Applications” are the computer programs explicitly listed above in the section titled “Software Products” and those indicated using initials by the Purchaser in the section title “Software Options”.

2. Payment Terms

Order will be processed with the return of signed contract and an initial payment of 50% of the total software, professional services, hardware, and customizations as outlined above. Orders will not be processed until both of these two requirements are satisfied.

The remaining fees for the Software Applications shall be invoiced after delivery (CD-ROM or Electronic Transfer) to Purchaser and due thirty (30) days from the date of invoice.

License Transfer Fees, if applicable, shall be invoiced at the start of the project and due in thirty (30) days.

Professional Services and any applicable travel and lodging expenses, shall be billed monthly as the work is performed.

State Taxes are applicable on prices listed. If the Purchaser is Tax Exempt, a Tax Exemption Certificate must be provided with this signed Contract.

3. Delivery Media Type

CD-ROM or Electronic Transfer

4. Delivery Schedule

The parties will agree upon an appropriate training, project, and delivery schedule based on, among other things, the modules in respect of which training is required and the skills and availability of both the Purchaser and Harris staff members.

5. Data Conversion

The success of a data conversion is based on the format and quality of the input data. Unless otherwise indicated, conversion is strictly limited to non-dollar amounts. A typical utility billing conversion includes information such as names, addresses, phone numbers, and services. Only information explicitly listed in this document will be converted. Initial cost estimates for conversion are included in system pricing proposals but these are only estimates until inspections or sample data can be examined to verify data formats and data integrity. Only then can accurate conversion costs be established. Any costs associated with obtaining the data from the existing vendor are the responsibility of the Purchaser. Sample data shall be provided in standard fixed length format with ASCII display characters only. Data must be on a media formats readable by Harris. File layouts must include: record size, field length, field starting and ending points, field name, field type, data field description. Our acceptable file formats are listed below:

- a. Microsoft SQL Server database
- b. Microsoft Access database
- c. Visual FoxPro/DBase (DBC/DBF)
- d. Excel Spreadsheets - with flat data (one record per row/CSV)
- e. Delimited ASCII files (pipe "|" delimited preferred)

Where ever possible, the data extraction shall be done twice. The first extraction is to test and create the conversion tools. The second extraction is done when the implementation is ready to go live.

In the event a data re-conversion is required, for whatever reason, Purchaser will be billed at the original rate quoted above in the Conversion section of the Agreement.

60 Day Integrity Window - it is our goal to get your data right, thus you as a Client have 60 days from the first day of their Go Live to review data for any discrepancies. Items not contained within their source data are excluded. All items found after this 60-day window will be changed at a minimum charge of \$350.00.

6. Maintenance and Support Fees

Maintenance and Support fees ("MSF") include all program updates, enhancements and general releases that Harris makes available to the Purchaser as part of its regular software maintenance program. MSF does not include fees for any third-party licenses or Harris services that may be necessary to perform a third-party license upgrade. MSF also includes access to the Harris support hot line.

The initial maintenance amount will be billed on Discovery, which represents the start of services and the ability to obtain support. Payment is due upon receipt of invoice. Harris reserves the right to change maintenance and support fees.

Subsequent years' MSF shall be rendered at the beginning of each year in which services are to be furnished. Lapses in annual MSF and/or balances not paid over sixty (60) days will be monitored and will lead to denial of support, and upgrade privileges. In the event of a lapse, Purchaser will be subject to reactivation fees not to exceed 40% of the current annual MSF applied to each year of the lapse including partial year lapses plus the amount representing "the lapsed" MSF. The specific services provided by the technical support staff are outlined in the Harris Software Support Agreement Standard Guidelines.

7. Additional Customization(s)

The Purchaser and Harris have jointly reviewed the Software Applications and have determined that all items are adequate except as noted in the CUSTOMIZATIONS section. Additional customization(s) or report modifications not identified in this Agreement will be quoted as requested and billed at the hourly rate of \$175.00. Customizations and/or report modifications requested one year or more from the date of this agreement will be billed at the then current Harris hourly rate. No additional customizations will be undertaken without prior agreement by both parties on cost, scope of functionality, and the impact on the project schedule.

Twenty-two percent of any fees associated with any customization services will automatically be added to the Purchaser's MSF.

8. Forms

Purchaser agrees to use standard forms unless otherwise indicated. If purchaser does not order forms from Harris, forms must be approved by Harris Project Manager (named below in Section 15) before ordering. A Change Order may be issued to purchaser by Harris for any report modifications, which will be billed at a rate of one hundred-seventy-five dollars (\$175.00) per hour.

9. Professional Services

Additional professional services are available on-site or virtually. Virtual work is billed at \$175.00 per hour. On-site work is billed at \$1,225.00 per day plus travel, travel time, lodging and per diem expenses. Work performed one year or more from the date of this agreement will be billed at the

then current Harris rates. Help line support does not include training. New employees must be trained by Purchaser or by making arrangements with Harris.

In the event, Purchaser wishes to schedule any professional services on a Saturday; there is a \$250.00 surcharge. Application consulting and setup services may include but are not limited to: software installation, configuration, data validation, system setup, system balancing, interface setup, interface testing, process training, application training and business requirements gathering.

Scheduling: Harris will use its best efforts to select a mutually agreeable date for services. Cancellation or rescheduling of services must be done five business days or one calendar week prior to scheduled service date. A five hundred-dollar (\$500.00) cancellation fee will be assessed for cancellations/rescheduling done outside of the time frame specified.

10. Travel and Lodging Expenses

Travel and lodging expenses will be billed in conjunction with any services work performed at the Purchaser's offices by Harris personnel. Lodging expenses will include hotel expenses and will only be charged if an employee is required to spend the evening. Travel expenses may include airfare if the employee is required to travel by air to reach the Purchaser's offices. Travel may include the cost of a rental car. If an employee uses his/her personal vehicle, mileage will be charged at the currently published IRS reimbursement rate. Travel time will be charged for all onsite work at a rate of three hundred dollars (\$300.00) for up to three days and six hundred dollars (\$600.00) for four days or more onsite. When an employee is at or traveling to the Purchaser's offices, fifty-five dollars (\$65.00) per day will be charged to cover meals and incidentals. If an employee must travel on Saturday, Sunday, or a holiday, or is at the purchaser's office on a holiday, one hundred-ten dollars (\$130.00) per day will be charged to cover meals and incidentals.

Harris will use its best efforts to minimize all travel and lodging expenses. Only actual travel and lodging expenses will be billed to the Purchaser.

11. Grant of License

Harris hereby grants Purchaser a nontransferable, nonexclusive, nonrefundable license under the terms of this Agreement to use the Software Applications on its equipment subject to the following:

- a. The Purchaser may not sublicense, rent, lease or assign the Software Applications.
- b. No license is given to Purchaser for the source code to the Software Applications. The Purchaser is expressly prohibited from reverse engineering, decompiling, or disassembling the Software Applications or from creating a derivative or modified copy of the Software Applications.
- c. Initial delivery of the Software Application shall be COTS (Commercial Off The Shelf) Purchaser is not relying upon any future product availability or functionality upon entering into the payment obligations under this Agreement

12. Performance by Customer

- a. Co-operation by Purchaser: The Purchaser acknowledges that the success and timeliness of the implementation process shall require the active participation and collaboration of the Purchaser and its staff and agrees to act reasonably and cooperate fully with the Consultant to achieve the Completion of Services.
- a. Required Programs: The Purchaser acknowledges that if the use of the Software requires that the Purchaser obtain and install additional software programs, then the Purchaser agrees that the acquisition of the additional software programs shall be at its sole cost and that the cost thereof is not included in the fees herein. The Purchaser further acknowledges that the operation of the Software requires the Purchaser's hardware to be of sufficient quality, condition and repair, and the Purchaser agrees to maintain its

hardware in the appropriate quality, condition and repair at its sole cost and expense, in order to facilitate the achievement of Completion of Services.

- b. Project Manager: The Purchaser shall appoint a project manager who shall work closely with Harris Staff to facilitate the successful completion of the implementation process and who shall be responsible for supervising the staff of the Purchaser and their co-operation with and participation in such process.

13. Warranty Disclaimer

Harris does not make, and hereby disclaims, any and all express and/or implied warranties regarding the services or any material provided by Harris to Purchaser pursuant to this agreement, including, but not limited to, warranties of merchantability, fitness for a particular purpose, and non-infringement, and warranties arising from a course of dealing, usage or trade practice. Further, Harris does not warrant that the Software Licenses will meet any exact user requirements, and that the software will operate error free or uninterrupted. In the event an error is discovered in one of the Software Applications currently covered by MSF, and the error is confirmed, Harris will make reasonable efforts to provide Purchaser with a correction.

It is acknowledged by the parties hereto that the Hardware provided by Harris to Customer pursuant to this Agreement was manufactured and delivered to Customer by a third-party manufacturer and Harris is reselling it to Customer. As such, Harris makes no warranties, express or implied, with respect to the Hardware, including, without limitation, their merchantability or fitness for a particular purpose. Any warranty Customer has with respect to the Hardware shall be solely provided by the manufacturer(s)."

14. Limitations on Liability

Purchaser agrees that Harris' liability hereunder for damages, regardless of the form of action, shall be limited to actual direct damages and shall not exceed the charges hereunder paid by Purchaser to Harris. Purchaser further agrees that Harris will not be liable for any other damages including consequential, incidental, special, exemplary damages, lost profits, failure to realize anticipated savings, data loss, loss of goodwill, business opportunities or reputation, economic loss or for any claim or demand by any third party, except a claim for patent or copyright infringement with respect to Licensed Software.

15. Change Order Process

With respect to any proposed changes to the Services defined by this Agreement, the parties will cooperate in good faith to execute Change Orders in respect thereof, and will not unreasonably withhold approval of such proposed changes. If either party causes or requests a change in the allocation of the resources of Harris applied to a task, changes in completion schedules for individual tasks or for overall implementation, and changes in staffing that require Harris to provide additional work hours, Harris may propose a change to cover the additional work effort required of it. Approval of any such proposed changes will not be unreasonably withheld (it being acknowledged that any such material changes may require modifications to the consideration paid, and timelines governing, the Services), and any disputes regarding changes shall be handled initially by discussions between the parties which will be convened in good faith by the parties to resolve any such matters in dispute.

The following individuals are authorized to sign off on change orders on the Purchaser's behalf:

Name: _____ Title: _____

Name: _____ Title: _____

The following individuals are authorized to sign off on change orders on Harris's behalf:

1. Kim Ratliff - Professional Services Manager
2. Sharon Kimble – Vice President, Client Service

16. Cancellation Policy

In the event of cancellation of the Agreement by either party for any reason, Purchaser agrees to pay for all Software Applications delivered, any Professional Services rendered and T&L expenses incurred prior to the cancellation. Initial down payment of deposit is non-refundable. Purchaser must provide written notification to Harris if it wishes to cancel the Agreement. Cancellation of any on-site Services by Purchaser is allowed for any reason if done in writing more than fourteen (14) days in advance of such Services. Cancellation by Purchaser with fourteen (14) days or less of scheduled on-site Services will be billed at fifty percent (50%) of the on-site fee, plus any non-recoverable costs incurred by Harris due to advance scheduling of travel. Additionally, Purchaser hereby acknowledges that cancellation of on-site Services means that such on-site Services will be rescheduled as Harris' then current schedule permits. Harris is not responsible for any delay in Purchaser's project resulting from Purchaser's cancellation of consulting. If additional services are required because the Purchaser was not adequately prepared for the on-site services, Harris will provide a Change Order to the Purchaser for the additional services.

17. Governing Law; Venue

This Agreement shall be governed by the substantive and procedural laws of the State of Georgia. Purchaser hereby agrees to submit to the exclusive jurisdiction of, and venue in, the courts in the State of Georgia in any dispute arising out of or related to this agreement.

18. Entire Agreement

This Agreement shall constitute the entire agreement between the parties hereto with respect to the matters covered herein. Any modification or waiver of this Agreement is effective only if it is in writing signed by an authorized representative of the party to be charged. Provisions of a Customer purchase order or similar document are not applicable if they conflict with or add to the terms of this Agreement.

Purchaser: City of Oxford, GA

By: _____

Title: _____

Date: _____

Purchaser's Project Leader:

Contact Name: _____

Contact Title: _____

E-mail address: _____

Phone #: _____

Purchaser's Accounts Payable Dept. Information:

Billing Address: _____

Accounts Payable Contact: _____

Email Address: _____

Phone & Fax #: _____

Alternate Contact: _____

Financial Services

At Harris, we are committed to helping you ensure your business is equipped to meet today's financial requirements — and flexible enough to embrace the opportunities that lie ahead. With Harris Financial Services (HFS), you'll now have the same high level of flexibility when it comes to financing not only your Harris Local Government products, but also most any capital projects that are being planned.

What is Harris Financial Services?

HFS offers competitive leasing and extended financing capabilities in conjunction with our municipal financial partners. Customers are paired with the financial partner that is best suited to meet their unique requirements.

Our highly respected financial partners:

- Are focused on the needs of the public sector
- Enable access to capital with highly unmatched terms
- Offer a variety of financing options to fit your budget
 - Monthly, Quarterly, Semiannual, and Annual.
 - Delayed payments to fit budget timing requirements.
- Handle the invoicing and collection of monthly payments

Benefits:

- Bundle monthly or quarterly payment for product, service, software, third-party equipment as well as other capital projects such as vehicle purchases or even park renovations.
- Have an operating budget solution vs. a capital budget constraint
- Avoid the requirement of a down payment
- Preserve existing lines of credit
- Manage budgets more easily with low payments

Interested in our Financing or Leasing Program?

Contact our sales team if you would like information about financing or leasing your Harris Local Government solutions or capital projects.

36 Months = \$2160

60 Months = \$1385



Annual Budget - FY2022

July 1, 2021 - June 30, 2022

Adopted - June 7, 2021

Mayor David S. Eady

Councilmembers

Jeff Wearing - Lynn Bohanan
Laura McCanless - George Holt
Avis Williams - Jim Windham

Matthew Pepper, City Manager
Marcia Brooks, City Clerk
Dave Harvey, Police Chief
Jody Reid, Supervisor of Public Works and Utilities

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
GENERAL FUND - REVENUE							
1	100-0000-311100-000	Real Property Tax-Current Yr.	110,000	135,958	130,000	130,000	135,000
2	100-0000-311200-000	Property Tax - Prior Year	5,000	2,582	3,000	2,916	3,000
3	100-0000-311310-000	Motor Vehicle Ad Valorem	21,000	3,217	2,500	2,897	2,500
4	100-0000-311315-000	Motor Vehicle TAVT	45,000	169,705	65,000	182,452	150,000
5	100-0000-311316-000	AAVT Alternative		272			
6	100-0000-311340-000	Intangible Tax	3,000	8,614	4,000	6,887	7,000
7	100-0000-311600-000	Real Estate Transfer	1,000	3,121	1,500	4,203	2,000
8	100-0000-311710-000	Electric Franchise Tax	2,200	2,137	2,000	2,000	2,000
9	100-0000-311730-000	Gas Franchise Tax	12,000	14,164	14,000	16,040	14,000
10	100-0000-311750-000	TV Cable Franchise Tax	28,000	34,569	30,000	41,540	35,000
11	100-0000-311760-000	Telephone Franchise Tax	4,500	6,881	5,000	6,647	6,000
12	100-0000-313100-000	LOST Sales & Use Tax	360,000	547,242	425,000	577,156	540,000
13	100-0000-316100-000	General Occupational Tax	11,500	11,123	11,500	11,500	11,000
14	100-0000-316200-000	Insurance Premium Tax	161,000	170,823	175,000	176,167	170,000
15	100-0000-319000-000	Penalty/Interest on Del Taxes	1,300	1,207	1,000	627	1,000
16	100-0000-321200-000	General Building Permits	1,500	23,507	10,000	4,451	5,000
17	100-0000-322901-000	Misc. Income	15,000	58	1,000	48	500
18	100-0000-331210-000	Direct Federal Grants	0				
19	100-0000-334200-000	State Grants	0	2,779			
20	100-0000-335800-000	Intergovernmental Revenues	26,000	25,191	25,000	25,191	25,000
21	100-0000-341400-000	Printing/Duplicating Service	200	136	200	85	100
22	100-0000-341910-000	Election Qualifying Fees	1,200		850	0	0
23	100-0000-349100-000	Cemetery Fees	2,000	10,030	2,000	7,600	5,000
24	100-0000-349300-000	Bad Check Fees	1,000	180	500	253	500
25	100-0000-351000-000	Fines & Forfeitures	80,000	77,162	85,000	68,685	75,000
26	100-0000-361000-000	Interest Revenues	30,000	4,214	5,000	2,992	5,000
27	100-0000-371000-000	Contributions from Private Sources	0		0		500
28	100-0000-381000-000	Rents and Royalties	1,500	4,600	3,000	5,067	5,000
29	100-0000-381001-000	Lease Agreement Income	31,710	31,710	31,710	31,710	31,710
30	100-0000-381002-000	Lease - Verizon	27,154	28,007	28,007	28,528	28,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
31	100-0000-389000-000	Misc. Revenue			4,256		500
32	100-0000-389000-001	Insurance Credits	0	2,649	702		
33	100-0000-389000-002	Refunds	0	3,061			
34	100-0000-389000-003	Book Sales	0	40			
35	100-0000-392300-000	Proceeds-Dispose of Assets	1000	0	1,000	0	
		REVENUES TOTAL	\$983,764	\$1,324,939	\$1,067,725	\$1,335,641	\$1,260,310

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
GENERAL FUND - EXPENDITURES							
CITY COUNCIL							
1	100.1100.511100.000	Regular Employees	34,800	30,000	34,800	30,000	34,800
2	100.1100.512200.000	Social Security (FICA)	2,662	2,295	2,662	2,295	2,662
3	100.1100.523100.000	Liability Insurance	10,000	9,376	10,000	11,000	10,700
4	100.1100.523600.000	Education & Training	3,750		3,750	1,108	2,500
5	100.1100.531100.000	Computers	0		0	0	750
6	100.1400.511100.000	Reg Employees - Election	0		0	0	0
		SUBTOTAL	\$51,212	\$41,671	\$51,212	\$44,403	\$51,412

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
GENERAL GOVERNMENT							
1	100.1500.511100.000	Regular Employees	230,444	214,547	241,647	266,684	253,354
2	100.1500.511300.000	Overtime	6,000	2,115	5,000	3,943	5,000
3	100.1500.512100.000	Group Insurance	58,673	51,012	61,250	44,403	60,000
4	100.1500.512200.000	Social Security (FICA)	18,088	16,629	18,945	20,711	19,382
5	100.1500.512400.000	Retirement Plan Expense	20,500	19,089	20,000	17,277	20,000
6	100.1500.512450.000	Retirement Cont. (DC) 401	10,253	8,744	10,771	8,060	15,201
7	100.1500.512700.000	Workers' Comp Insurance	1,000	713	1,000	1,119	1,500
8	100.1500.512900.000	Unemployment Payments	2,000		2,000	0	2,000
9	100.1500.521200.000	Professional	80,000	81,361	100,000	92,420	100,000
10	100.1500.521200.001	Code Enforcement Services	5,000		5,000	0	6,000
11	100.1500.521200.002	Building Permit (BV)	11,250	6,271	7,500	4,689	7,500
12	100.1500.521202.000	Fire Services - Newton County	29,000	28,870	31,000	34,641	40,000
13	100.1500.521300.000	Technical Purchased Service	45,000	45,275	50,000	56,399	55,000
14	100.1500.522200.000	Repairs & Maintenance	20,000	20,846	20,000	35,116	30,000
15	100.1500.522200.001	Whatcoat Building Maintenance	5,000	13,421	10,000	0	10,000
16	100.1500.522200.002	YH Welcome Center	5,000	650	5,000	0	5,000
17	100.1500.522320.000	Equipment Leases and Rentals	0	206	1,300	411	1,300
18	100.1500.523100.000	Liability Insurance	11,000	5,692	9,000	11,000	9,600
19	100.1500.523200.000	Telephone - Postage	25,500	22,377	25,500	22,992	26,000
21	100.1500.523300.000	Advertising & Promotions	7,000	9,189	8,000	5,635	10,000
22	100.1500.523320.000	July 4th Parade Expenses	6,000	0	6,000	137	6,000
23	100.1500.523600.000	Dues & Fees	9,000	8,483	9,000	8,777	12,000
24	100.1500.523700.000	Education & Training	7,500	2,822	7,500	3,420	6,500
25	100.1500.531100.000	Supplies & Materials	24,000	15,231	20,000	11,389	17,000
26	100.1500.531200.000	Energy - Utilities	16,000	15,134	16,000	14,481	17,000
27	100.1500.531600.000	Small Equipment Under \$5,000	5,000	150	5,000	4,101	4,000
28	100.1500.531600.001	Computer Upgrades	0		0	0	4,000
29	100.1500.5542300.000	Furniture and Fixtures	0	0	0	0	2,500
30	100.1500.531700.000	Other/Meetings & Events	5,000	488	5,000	1,749	3,000
31	100.1500.579000.000	Contingency - General	25,348	1,101	17,397	0	10,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
32	100.1500.579010.000	Contingencies - cash over & short	200	140	200	293	500
		SUBTOTAL	\$688,755	\$590,556	\$719,010	\$669,848	\$759,337

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
COURT							
1	100.2500.521200.000	Contract - Judge	5,000	5,000	5,000	5,000	6,250
2	100.2500.521210.000	Contract - Public Defender	500	0	500	0	625
3	100.2500.521211.000	Contract - Solicitor	4,800	3,400	4,800	4,800	6,000
4	100.2500.523700.000	Education - Clerk	1,000	0	1,000	1,188	1,500
5	100.2500.523701.000	Education - Judge	1,200	387	1,200	1,200	750
6	100.2500.523850.000	Contract - Translator	200	0	200	0	500
		SUBTOTAL	\$12,700	\$8,787	\$12,700	\$12,188	\$15,625
POLICE DEPARTMENT							
1	100.3200.511000.000	Regular Employees	178,768	119,285	185,344	136,965	221,344
2	100.3200.511300.000	Overtime	10,000	10,899	10,000	11,857	10,000
3	100.3200.512100.000	Group Insurance	30,801	21,359	38,203	20,219	32,000
4	100.3200.512200.000	Social Security (FICA)	14,441	13,130	14,944	11,385	16,933
5	100.3200.512450.000	Retirement Cont. (DC) 401	9,711	8,152	10,081	4,129	13,281
6	100.3200.512700.000	Workers' Comp Insurance	6,500	6,887	8,000	7,216	8,000
7	100.3200.521300.000	Tech Purch Serv/Courtware	11,000	11,874	11,000	6,335	11,000
8	100.3200.522200.000	Veh & Equip Repairs & Maint	10,000	12,969	10,000	4,044	12,000
9	100.3200.523100.000	Liability Insurance	12,000	16,602	15,500	12,000	16,100
10	100.3200.523200.000	Telephone-Postage	5,500	4,890	5,500	4,928	5,000
11	100.3200.523600.000	Dues & Fees	250	100	200	167	200
12	100.3200.523700.000	Education & Training	2,000	2,103	2,000	1,787	3,000
13	100.3200.523850.000	Subpoena fee	200		200	0	400
14	100.3200.523900.000	Prisoner Housing & costs	13,000	420	13,000	2,940	13,000
15	100.3200.531100.000	Supplies & Materials	5,500	2,274	5,500	4,744	6,000
16	100.3200.531270.000	Gasoline	10,000	8,751	10,000	4,359	10,000
17	100.3200.531600.000	Small Equipment Under \$5,000	5,000	6,041	5,000	6,287	5,000
18	100.3200.531600.001	Computer Upgrades	6,500	6,283	0	0	5,000
19	100.3200.531700.000	Uniforms	5,000	1,730	5,000	1,427	5,000
20	100.3200.571000.000	Training funds - Payable	25,000	25,071	25,000	18,873	25,000
21	100.3800.342500.000	E-911 Center	25,000	16,113	25,000	21,604	25,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
		SUBTOTAL	\$386,170	\$294,933	\$399,472	\$281,265	\$443,257

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
STREET DEPARTMENT							
1	100.4200.511100.000	Regular Employees-Street	46,641	41,069	48,171	33,448	54,604
2	100.4200.511300.000	Overtime	2,000	649	2,000	847	1,500
3	100.4200.512100.000	Employee Insurance	18,465	14,184	22,890	6,809	18,000
4	100.4200.512200.000	Social Security (FICA)	3,721	3,191	3,839	2,624	4,177
5	100.4200.512450.000	Retirement Cont. (DC) 401	2,798	1,984	2,891	1,132	3,276
6	100.4200.512700.000	Workers' Comp Insurance	4,000	3,727	5,000	3,188	4,000
7	100.4200.521200.000	Professional (Arborist)	0			1,088	1,500
8	100.4200.521201.000	Professional - Engineering	3,000	3,875	5,000	160	6,000
9	100.4200.522200.000	Veh & Equip Repairs & Maint	12,000	13,674	12,000	14,144	15,000
10	100.4200.523600.000	Dues and Fees	0	50	100	50	100
11	100.4200.523700.000	Education & Training	500		500	0	500
12	100.4200.523850.000	Contract Labor	13,104	9,455	12,000	16,188	14,000
13	100.4200.531100.000	Supplies & Materials	15,000	10,078	15,000	9,273	15,000
14	100.4200.531270.000	Gasoline/Diesel	5,500	2,635	3,500	2,567	4,000
15	100.4200.531600.000	Small Equipment Under \$5,000	1,500	664	1,500	347	1,500
16	100.4200.531700.000	Uniforms	2,500	1,956	2,000	1,284	2,000
17	100.4200.531800.000	Stormwater Management	5,500	3,500	5,500	0	5,500
18	100.4200.531901.000	City Tree Removal	25,000	24,950	25,000	24,000	25,000
19	100.4200.531910.000	City Trail Maintenance	0			3,133	0
20	100.4200.532100.000	Sidewalks	3,000		3,000	0	3,000
21	100.4200.532100.001	Property Claims <\$1,000	0	742	1,000	160	1,000
22	100.4200.541200.001	Street Repairs	0	0	0	0	10,000
		SUBTOTAL	\$164,228	\$136,383	\$170,891	\$120,442	\$189,657
CEMETERY							
1	100.4900.522200.000	Cemetery Found. Maint. Suppl.	5,000	5,000	5,000	5,000	5,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
2	100.4900.531900.000	Tree Removal/Planting	5,000	4,800	5,000	4,800	5,000
		SUBTOTAL	\$10,000	\$9,800	\$10,000	\$9,800	\$10,000
PARKS AND RECREATION DEPARTMENT							
1	100.6200.511100.000	Regular Employees - Parks & Rec.	21,608	15,945	22,149	4,241	24,959
2	100.6200.511300.000	Overtime	500	39	500	0	500
3	100.6200.512100.000	Group Insurance	8,580	5,332	11,520	1,351	6,000
4	100.6200.512200.000	Social Security (FICA)	1,691	1,223	1,733	324	1,909
5	100.6200.512450.000	Retirement Cont. (DC) 401	1,296	838	1,329	112	1,498
6	100.6200.512700.000	Workers' Comp Insurance	600	645	800	895	1,000
7	100.6200.521200.000	Professional (arborist)	700	694	700	300	700
8	100.6200.522200.000	Veh & Equip Repairs & Maint	1,000		1,000	0	1,000
9	100.6200.523850.000	Contract Labor - Temporary Help	5,300	4,067	5,000	8,188	10,000
10	100.6200.531100.000	Supplies & Materials	10,000	1,589	5,000	1,347	10,000
11	100.6200.531200.000	Energy - Utilities	10,000	4,453	7,000	4,973	7,000
12	100.6200.531270.000	Gasoline/Diesel	500	408	300	767	800
13	100.6200.531600.000	Small Equipment Under \$5,000	1,000		1,000	0	1,000
14	100.6200.531700.000	Uniforms	1,000	775	800	331	800
15	100.6200.531900.000	Tree Board	10,000	6,806	15,000	10,951	15,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
16	100.6200.531910.000	City Park and Trail Maintenance	25,000	20,276	25,000	8,600	30,000
		SUBTOTAL	\$98,776	\$63,090	\$98,831	\$42,379	\$112,166
WATER & SEWER FUND - REVENUES							
1	505.0000.344210.000	Water Charges/Sales	446,606	517,724	510,000	567,356	565,000
2	505.0000.344215.000	Water Tap Fees	10,000	8,853	10,000	10,000	4,000
3	505.0000.344255.000	Sewer Charges/Sales	195,000	260,522	260,000	259,599	250,000
4	505.0000.344256.000	Sewer Tap Fees	10,000	14,400	10,000	10,000	4,000
5	505.0000.344280.000	Hydrant Meter	500	3	500	441	500
6	505.0000.361000.000	Interest Revenues	0	212	500	151	300
7	505.0000.389000.000	Miscellaneous Income			0		0
8	505.0000.389000.001	Refunds	0	760	1,000	0	0
		TOTAL REVENUES	\$662,106	\$802,474	\$792,000	\$847,547	\$823,800
WATER & SEWER FUND - EXPENDITURES							
1	505.4300.511100.000	Regular Employees	40,734	36,394	41,191	26,988	60,860
2	505.4300.511300.000	Overtime	3,000	2,067	3,000	748	3,000
3	505.4300.512100.000	Employee Insurance	14,084	12,914	14,090	4,628	16,000
4	505.4300.512200.000	Social Security (FICA)	3,346	2,910	3,381	2,120	4,656
5	505.4300.512450.000	Retirement Cont. (DC) 401	2,444	1,702	2,472	229	3,652
6	505.4300.512700.000	Workers' Comp Insurance	4,000	3,639	4,000	4,475	4,200
7	505.4300.521200.000	Legal & Professional	3,900	8,300	3,900	1,411	6,000
8	505.4300.521300.000	Sewer Treatment Fees	88,563	123,448	117,000	147,717	155,000
9	505.4300.522200.000	Veh & Equip Repairs & Maint	0	13,222	0	8,111	
10	505.4300.522200.001	Service Contracts	17,000	14,893	13,200	17,407	17,000
11		Building Repairs	2,000		2,000	0	2,000
12		Equipment Repair and Rental	1,500		1,500	0	2,000
13		Vehicle Repairs	300		300	0	1,000
14	505.4300.523100.000	Liability Insurance	1,100	974	1,400	393	3,200
15	505.4300.523200.000	Telephone-Postage	1,500	841	1,500	620	1,500
16	505.4300.523600.000	Dues & Fees	2,300	1,175	2,300	1,432	2,000
17	505.4300.523700.000	Education & Training	3,400	2,205	4,400	2,159	3,400
18	505.4300.523850.000	Contract Labor	15,000	8,655	15,000	35,269	30,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
19	505.4300.531100.000	Materials & Supplies	22,000	23,452	21,000	14,101	22,000
20	505.4300.531200.000	Energy - Utilities	2,500	1,970	2,500	1,581	2,500
21	505.4300.531270.000	Gasoline/Diesel	4,000	4,325	3,800	2,797	4,000
22	505.4300.531510.000	Water for Resale	164,000	195,991	195,000	187,673	200,000
23	505.4300.531600.000	Small Equipment Under \$5,000	3,000	429	3,000	0	3,000
24	505.4300.531700.000	Uniforms	2,800	2,500	2,600	880	2,500
25	505.4300.552200.000	Property Claims <\$1,000	0	333	1,000	0	1,000
26	505.4300.561000.000	Depreciation Expense	208,326	212,419	215,450	72,288	216,480
27	505.4300.574000.000	Bad Debt Expense	7,440	0	7,440	0	8,000
28	505.4300.579000.000	Contingency	3,750	0	6,266	0	10,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
29	505.4300.582000.000	GEFA Loan Interest Payback	4,120	3,722	3,310	3,360	4,300
		TOTAL EXPENDITURES	\$626,106	\$678,479	\$692,000	\$536,388	\$789,248
ELECTRIC FUND - REVENUES							
1	510.0000.344310.000	Electric Sales	2,049,041	2,270,668	2,453,788	2,449,164	2,400,000
2	510.0000.344311.000	Penalties After the 15th	90,000	55,706	60,000	76,433	60,000
3	510.0000.344312.000	Service Charges	5,000	4,250	4,000	8,067	5,000
4	510.0000.349900.000	Online Bill Pay Convenience Fee	0	13,870	0	16,071	17,000
5	510.0000.361000.000	Interest Revenue	100	97	150	104	100
6	510.0000.361001.000	MCT Dividends	4,000	72	500	-1,551	
7	510.0000.381000.000	Other - Rebates	60,000	76,332	60,000	88,092	80,000
8	510-0000-383000-000	Reimbursement - Property Damage		5,250			
9	510-0000389000-001	Refunds		293			
		TOTAL REVENUES	\$2,208,141	\$2,426,537	\$2,578,438	\$2,636,380	\$2,562,100
ELECTRIC FUND - EXPENDITURES							
1	510.4600.511110.000	Regular Employees	117,900	120,425	123,869	126,467	153,436
2	510.4600.511300.000	Overtime	5,000	1,412	4,000	3,992	6,000
3	510.4600.512100.000	Employee Insurance	32,867	28,851	32,910	21,661	36,000
4	510.4600.512200.000	Social Security (FICA)	9,402	9,192	9,860	9,980	11,738
5	510.4600.512400.000	Retirement Plan Expense	48,176	130,899	49,417	44,427	49,400
6	510.4600.512450.000	Retirement Cont. (DC) 401	558	341	1,000	351	9,206
7	510.4600.512700.000	Workers' Comp Insurance	2,000	1,160	1,500	1,343	2,000
8	510.4600.521200.000	ECG Professional Services	63,000	59,235	64,000	61,044	64,000
9	510.4600.522200.000	Veh & Equip Repairs & Maint	7,200	9,761	7,200	5,488	7,200
10	510.4600.522201.000	Power line Tree Trimming	35,000	26,893	35,000	9,105	45,000
11	510.4600.523100.000	Liability Insurance	8,500	7,618	8,500	9,000	9,200
12	510.4600.523200.000	Telephone-Postage	9,000	7,433	9,000	3,733	9,000
13	510.4600.523600.000	Dues & Fees	1,000	200	300	500	750
14	510.4600.523600.001	Online Bill Pay Merchant Fee	0	15,960	13,000	19,408	18,000
15	510.4600.523700.000	Linemen Training	6,000	518	6,000	617	6,000
16	510.4600.523701.000	Education & Training	0		5,000	0	3,000
17	510.4600.523850.000	Contract Labor	10,000	8,609	10,000	22,911	20,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
18	510.4600.531100.000	Supplies & Materials	16,000	10,552	16,000	16,243	18,000
19	510.4600.531200.000	Energy/Utilities	7,500	5,918	6,500	5,615	7,500
20	510.4600.531270.000	Gasoline/Diesel	6,500	5,255	5,500	4,472	6,500
21	510.4600.531530.000	Electricity Purchased	1,310,948	1,266,827	1,278,232	1,318,004	1,340,000
22	510.4600.531600.000	Small Equipment Under \$5,000	2,500	1,400	2,500	0	2,500
23	510.4600.531700.000	Uniforms	5,000	4,753	5,000	4,149	5,000
24	510.4600.541004.000	Street Lights	2,300		2,300	0	2,000
25	510.4600.561003.000	Depreciation	93,185	94,024	93,760	31,292	94,671

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
26	510.4600.574000.000	Bad Debt Expense	27,540	-12,968	15,000	-1,751	15,000
27	510.4600.579000.000	Contingency	8,066		5,090	0	10,000
		TOTAL EXPENDITURES	\$1,835,141	\$1,804,268	\$1,810,438	\$1,718,051	\$1,951,101
SANITATION FUND - REVENUES							
1	540.0000.344110.000	Refuse Collection Charges	169,500	172,618	169,500	173,147	169,500
2	540.0000.344130.000	Sale of Recycled Materials	100	640	100	0	100
3	540.0000.389000.000	Miscellaneous Income	0	0	0		
		TOTAL REVENUES	\$169,600	\$173,258	\$169,600	\$173,147	\$169,600
SANITATION FUND - EXPENDITURES							
1	540.4300.511100.000	Regular Employee - Sanitation	20,821	18,251	21,875	22,576	28,403
2	540.4300.511300.000	Overtime	500		500	0	500
3	540.4300.512100.000	Group Insurance	8,444	7,922	8,445	7,171	8,500
4	540.4300.512200.000	Social Security (FICA)	1,631	1,375	1,593	1,727	2,173
5	540.4300.512450.000	Retirement Cont. (DC) 401	1,249	683	1,219	760	1,704
6	540.4300.512700.000	Workers' Comp Insurance	600	658	600	558	700
7	540.4300.522110.000	Disposal Services-Landfill Fees	8,000	11,219	10,000	11,272	13,500
8	540.4300.522111.000	College Walk Dumpster Fees	6,700	6,692	6,700	5,333	7,000
9	540.4300.522200.000	Vehicle & Equip Repairs & Maint	5,000		5,000	0	5,000
10	540.4300.523100.000	Liability Insurance	3,000		500	0	1,000
11	540.4300.523580.000	Contract Labor	20,966	13,414	15,000	14,903	17,000
12	540.4300.523581.000	Contracted Garbage Pickup	89,000	88,334	89,000	79,243	89,000
13	540.4300.523600.000	Dues & Fees	500	150	500	0	500
14	540.4300.531100.000	Supplies & Materials	6,500	6,044	6,500	139	6,500
15	540.4300.531270.000	Gasoline/Diesel	3,000	1,888	3,000	3,732	4,500
16	540.4300.531600.000	Small Equipment Under \$5,000	1,000		1,000	0	1,000
17	540.4300.531700.000	Uniforms	1,000	439	1,000	912	1,000
18	540.4300.574000.000	Bad Debt Expense	4,700	23	4,700	0	1,000

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
19	540.4300.579000.000	Contingency	1,989		2,468	0	3,000
		TOTAL EXPENDITURES	184,600	\$157,092	\$179,600	\$148,325	\$191,980

General Fund

	Revenues	983,764	1,324,939	1,067,725	1,335,641	1,260,310
	Prior Year Unassigned F. Balance	100,000		100,000		0
100.0000.391505.000	Transfers from W&S	36,000		36,000		60,000
100.0000.391510.000	Transfers from Electric	358,000		358,000		340,000
100.0000.391540.000	Transfers from Sanitation	0		0		0
	General Fund Revenues	1,477,764	1,324,939	1,561,725	1,335,641	1,660,310
	Expenditures					
	City Council	51,212	41,671	51,212	44,403	51,412
	General Government	688,755	590,556	719,010	669,848	759,337
	Court	12,700	8,787	12,700	12,188	15,625
	Police Department	386,170	294,933	399,472	281,265	443,257
	Street Department	164,228	143,075	170,891	125,775	189,657
	Parks and Recreation Department	98,776	63,090	98,831	42,379	112,166
	Cemetery	10,000	9,800	10,000	9,800	10,000
100.9000.611011.000	Transfers to Capital Fund	0				0
	General Fund Expenditures	1,411,842	1,151,911	1,462,117	1,185,658	1,581,455
	General Fund BALANCE	65,922	173,028	99,608	149,984	78,855
	Water & Sewer Fund					
	Revenues	662,106	802,474	792,000	847,547	823,800
	Expenditures	626,106	678,479	692,000	536,388	789,248
505.9000.611003.000	Transfers to G/F	36,000		36,000		60,000
505.9000.611350.000	Transfers to Capital Fund	0		0		40,000
	W & S Fund Expenditures	662,106	678,479	728,000	536,388	889,248
	W & S Fund BALANCE	0	123,995	64,000	311,159	-65,448
	Electric Fund					

	Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
		Revenues	2,208,141	2,426,537	2,578,438	2,636,380	2,562,100
		Expenditures	1,835,141	1,804,268	1,810,438	1,718,051	1,951,101
	510.9000.611002.000	Transfers to G/F	358,000		358,000		340,000
	510.9000.611350.000	Transfers to Capital Fund	0		0		430,000
	510.9000.611008.000	Transfers to Sanitation	15,000		15,000		10,000
	510.9000.611351.000	Comp Trust transfer to Capital	0		0		0

Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend
	Electric Fund Expenditures	2,208,141	1,804,268	2,183,438	1,718,051	2,731,101
	Electric Fund BALANCE	0	622,270	395,000	918,329	-169,001

Sanitation Fund

540.9000.611001.000
540.9000.611006.000

Revenues	184,600	173,258	184,600	173,147	169,600
Expenditures	184,600	150,400	179,600	142,991	191,980
Transfers to G/F	0		0		0
Transfers from Electric	15,000		15,000		10,000
Sanitation Fund Expenditures	184,600	150,400	179,600	142,991	191,980
Sanitation Fund BALANCE	0	22,858	5,000	30,155	-12,380

ALL FUNDS TOTAL

Revenues	4,532,611	4,553,950	5,116,763	4,819,568	5,225,810
Expenditures	4,466,689	3,634,659	4,553,155	3,440,096	5,393,783
Balance	65,922	919,292	563,608	1,379,472	-167,973

Comments

Comments

six @ \$4,800/yr + mayor @ \$6,000/yr = \$34,800
Annual bill in April.
Laptop for George Holt

City Clerk's Office - 100-1500

Mullen	15L	\$49,876.46
Vacant	13A	\$34,437.97

Comments

Comments

Comments

Allocating 1/3 of meter reader; 3/5 of groundskeepers (2); 1/5 refuse collection worker

Health and Life Insurance

6%

Temporary help

KCNB Contract - \$2,000

Trees continue to decline

See Parks and Rec Budget

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Comments

Allocating 2/5 of groundskeepers (2)
Health and Life Insurance
6%
Utilities for Asbury Street Park
Includes expenses for Arbor Day

Comments
Includes landscape maintenance contract for Asbury

0

Allocating 1/3 of meter reader
Health and Life Insurance
6%
2.2% increase from the NCWSA
Split into four accounts below:
Contract for Water Tank Maintenance
New employee to maintain W/S license

Comments
2.2% increase from the NCWSA

Comments
Emory Street Sewer Project

% revenue
Fees to pay bills online.
Year-End Settlement from MEAG & off-systems sales

Allocating 1/3 of meter reader
Health and Life Insurance
6%
ECG fees are shown separate from power costs.
Cost to the provider for online bill pay.
CDL Class A Certification Class

Comments
% revenue

Comments

Allocating 4/5 of refuse collection worker
6%
Temporary help

Comments

Comments

Comments

Police Department - 100-3200

Westmoreland		19G	\$53,711.49
Vacant		19A	\$46,316.25

Public Works Department

Fund/Dept.

Reid	23G	\$75,890.27	510-4600
Croy	15M	\$51,123.37	510-4600

Vacant	19A	\$46,316.25
		\$146,343.99

Brown	13A	\$34,437.97	505-4300
Ballard	12A	\$32,778.56	see below
Walker	11A	\$31,199.11	100-4200
Gibbs	11A	\$31,199.11	100-4200
Vacant	11A	\$31,199.11	see below

Name	505-4300	510-4600	540-4300	100-4200	100-6200
Ballard	\$ 10,925.09	\$ 10,925.09		\$ 10,925.09	
Gibbs			\$ 24,959.29	\$ 6,239.82	
Vacant					
Utility Billing Cle	\$ 15,497.09	\$ 15,497.09	\$ 3,443.80		

\$17,164.92

TOTAL GENERAL FUND (General Government)

\$253,353.99

TOTALS

\$32,775.28

\$31,199.11

\$ 34,437.97



Capital Budget

FY2023 - FY2027

July 1, 2022 - June 30, 2027

Adopted - June , 2022

Mayor David S. Eady

Councilmembers

Jeff Wearing - Lynn Bohanan
Laura McCanless - George Holt
Mike Ready - Jim Windham

Bill Andrew, City Manager
Marcia Brooks, City Clerk
Mark Anglin, Police Chief
Jody Reid, Supervisor of Public Works and Utilities

OXFORD CAPITAL IMPROVEMENT PLAN 2023 - 2027 SCHEDULE

Part A

	PROJECT DESCRIPTION	Total Cost	FY2023	FY2024	FY2025	FY2026	FY2027	STWP '13	STWP '18
General									
1	Yarbrough House Renovation	100,000	100,000	0	0	0	0		17
2	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	0	0	0		21
3	Strategic Land Acquisition	250,000	50,000	50,000	50,000	50,000	50,000		
4	Dried Indian Creek Greenway / Protective Corridor	1,200,000	1,000,000	50,000	50,000	50,000	50,000		
5	Electric Vehicle Charging Stations	24,000	12,000	12,000	0	0	0		
6	City Manager Vehicle	30,000	30,000	0	0	0	0		
7	Finance Software Upgrade	33,333	33,333	0	0	0	0		
Parks, Landscapes, and Recreation									
8	Multi-Use Trails	800,000	300,000	200,000	100,000	100,000	100,000	38,42	15
9	Asbury Street Park Wi-Fi	7,700	7,700	0	0	0	0		
Streets, Sidewalks, and Street Lamps									
10	Storm Drainage Plans & Improvements	100,000	20,000	20,000	20,000	20,000	20,000	35	
11	E. Clark Street Improvements	450,000	450,000	0	0	0	0	23,25	23,26
12	Whatcoat Street Improvements	300,000	300,000	0	0	0	0	24	9
13	City Sidewalk Improvements (Soule Street to North City Limits)	1,100,000	1,100,000	0	0	0	0		
14	Sidewalk Repairs and Planning	550,000	150,000	100,000	100,000	100,000	100,000	38,42	
15	Emory Street/Highway 81 Street Lamps	600,000	300,000	300,000	0	0	0		
16	Other Street Lamps	300,000	0	0	100,000	100,000	100,000		
17	Radar Speed Signs	10,000	10,000	0	0	0	0		
18	Speed Humps	5,000	5,000	0	0	0	0		
19	Street Repairs and Resurfacing	1,200,000	400,000	200,000	200,000	200,000	200,000		
20	Streets Equipment - Lawnmower(s)	46,000	22,000	12,000	0	12,000	0		

OXFORD CAPITAL IMPROVEMENT PLAN 2023 - 2027 SCHEDULE

Part A

	PROJECT DESCRIPTION	Total Cost	FY2023	FY2024	FY2025	FY2026	FY2027	STWP '13	STWP '18
Downtown Development Authority									
21	Downtown Development Authority	150,000	30,000	30,000	30,000	30,000	30,000	23,25	10,17,23
22	DDA - Professional Services	200,000	200,000	0	0	0	0	23,25	10,17,23
Electric Department									
23	Electric System Improvements	719,563	269,563	150,000	100,000	100,000	100,000		
24	Public Works Vehicles & Equipment	231,871	203,871	28,000	0	0	0		
25	Smart Meters - Electric	300,000	0	300,000	0	0	0	15	
26	Upgrade Financial Software	33,333	33,333						
Water and Sewer Department									
27	Water Line Replacement								
	Queen Ann, W. Bonnell, Stone Streets	200,000	200,000	0	0	0	0		
	Oxford Rd, Keel Street, Perry Circle	1,330,000	1,330,000	0	0	0	0		
28	Smart Meters - Water	300,000	0	300,000	0	0	0	15	
29	Upgrade Financial Software	33,333	33,333	0	0	0	0		
Police Department									
30	Police Vehicles	250,000	50,000	50,000	50,000	50,000	50,000		
31	Police Radios	44,100	44,100	0	0	0	0		
	TOTALS	10,624,900	6,710,900	1,502,000	800,000	812,000	800,000		

CAPITAL BUDGET FISCAL YEAR 2023

Part B

	Account Number	PROJECT DESCRIPTION	TOTAL COST FY2023	CITY FUNDS FY2023	2017 SPLOST	LOAN	OTHER	STWP
General								
1	350.6000.541300.000	Yarbrough House Renovation	100,000	100,000	0	0	0	17
2	350.6200.541200.000	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	0	0	21
3	350.1500.117100.000	Strategic Land Acquisition	50,000	50,000	0	0	0	
4	350.1500.117100.001	Dried Indian Creek Greenway / Protective Corridor	1,000,000	250,000	0	0	750,000	a
5	350.4600.541400.510	Electric Vehicle Charging Stations	12,000	12,000	0	0	0	
6	350.1500.542200.000	City Manager Vehicle	30,000	30,000	0	0	0	
7		Finance Software Upgrade	33,333	33,333				
Parks, Landscapes, and Recreation								
8	350.6200.541200.001	Multi-Use Trails	300,000	300,000	0	0	0	
9	350.6200.542401.000	Asbury Street Park Wi-Fi	7,700	7,700	0	0	0	
Streets, Sidewalks, and Street Lamps								
10	350.4250.541200.000	Storm Drainage Plans & Improvements	20,000	20,000	0	0	0	
11	350.4200.541400.002	E. Clark Street Improvements	450,000	450,000	0	0	0	23,26
12	350.4226.541201.000	Whatcoat Street Improvements	300,000	300,000	0	0	0	9
13	350.4224.541203.002	City Sidewalk Project (Soule Street to North City Limits)	1,100,000	900,000	200,000	0	0	
14	350.4200.541201.000	Sidewalk Repairs and Planning	150,000	150,000	0	0	0	
15	350.4260.541400.000	Emory Street/Highway 81 Street Lamps	300,000	300,000	0	0	0	
16	350.4270.541400.000	Radar Speed Signs	10,000	10,000	0	0	0	
17	350.4270.541400.001	Speed Humps	5,000	5,000	0	0	0	
18	350.4200.541400.001	Street Repairs and Resurfacing	400,000	325,000	0	0	75,000	b
19	350.4200.542100.001	Streets Department - Lawnmower(s)	22,000	22,000	0	0	0	

CAPITAL BUDGET FISCAL YEAR 2023

Part B

	Account Number	PROJECT DESCRIPTION	TOTAL COST FY2023	CITY FUNDS FY2023	2017 SPLOST	LOAN	OTHER	STWP
Downtown Development Authority (DDA)								
20	350.7550.612000.000	Downtown Development Authority	30,000	30,000	0	0	0	10,17,23
21	350.7550.521200.000	DDA - Professional Services	200,000	200,000	0	0	0	
Electric Department								
22	350.4600.541402.510	Electric System Improvements	269,563	269,563	0	0	0	
23	350.4600.542200.002	Line Truck	203,871	203,871	0	0	0	
24	350.4600.542200.002	Line Truck	203,871	203,871	0	0	0	
25		Upgrade Financial Software	33,333	33,333	0	0	0	
Water and Sewer Department								
		Water Line Replacement						
26	350.4400.541000.505	Queen Ann, W. Bonnell, Stone Streets	200,000	200,000	0	0	0	
27	350.4400.541001.505	Oxford Rd, Keel Street, Perry Circle	1,330,000	580,000	0	0	750,000	c
28	350.4300.542100.505	Upgrade Financial Software	33,333	33,333	0	0	0	
Police Department								
29	322.3200.542201.000	Equipment - Police Vehicles	50,000	0	50,000	0	0	
30	322.3200.542501.000	Equipment - Police Radios	44,100	0	44,100	0	0	
TOTALS			6,914,771	5,045,671	294,100	0	1,575,000	

Footnotes:

- a Funds from the Georgia Outdoor Stewardship Program (GOSP).
- b Funds from the Local Maintenance Improvement Grant (LMIG).
- c Funds from the Community Development Block Grant (CBDG).

FY2023 Capital Budget Detail		Recommend	City Funds	Other Funds
General				
1	Yarbrough House and Property Renovation - Renovate the existing building located at 107 W. Clark Street. The work will include updating the building's HVAC, water/sewer, and electric systems, exterior, etc.	100,000	100,000	0
2	City Limit Sign (Granite Stone and Landscape) - Construct a free-standing, monument style welcome sign on the lot located at 6153 Emory Street. In addition, the project will include a landscaping plan for the lot.	60,000	60,000	0
3	Strategic Land Acquisitions - Acquire land to support comprehensive plan goals and objectives, to include land associated with town center development and, possibly, land needed to buffer the city against encroachment.	50,000	50,000	0
4	Dried Indian Creek Greenway / Protective Corridor - Acquire conversation easements on properties located along Dried Indian Creek to serve as a protective corridor. As an alternative to the conservation easements, the item also includes funds to purchase property along Dried Indian Creek. In addition, the project includes funds to install a 10-12' multi-use trail along the creek. We will pursue funding through the Georgia Outdoor Stewardship Program, which requires a 25% local match.	1,000,000	250,000	750,000
5	Electric Vehicle Charging Stations - Install one (1) dual capacity stations on city property.	12,000	12,000	0
6	City Manager Vehicle - Replace the existing vehicle.	30,000	30,000	0
7	Upgrade Financial Software - Replace the existing out of date software	33,333	33,333	0
Parks, Landscapes, and Recreation				
8	Multi-Use Trails - We will need to select locations throughout the city to install additional multi-use trails.	300,000	300,000	0
9	Asbury Street Park Wi-Fi - Install wi-fi capability for the Asbury Street Park Pavilion to ensure the existing security cameras can record to the city's cloud security program. It will also provide limited wi-fi to the park greenspace.	7,700	7,700	0

FY2023 Capital Budget Detail

Recommend City Funds Other Funds

Streets, Sidewalks, and Street Lamps				
10	Storm Drainage plans and improvements - For minor improvements to our storm drainage system and to help us meet the requirements of our state-mandated storm drainage plan.	20,000	20,000	0
11	East Clark Street Improvements - Complete redevelopment of East Clark Street including water, sewer, electric, street, sidewalk, and drainage. The sewer service was funded with the GEFA loan as part of the Emory Sewer Project. Electric service will be underground and will have pedestrian sized street lamps.	450,000	450,000	0
12	Whatcoat Street Improvements - Make streetscape improvements to Whatcoat Street including constructing a sidewalk on the southside of the street, installing pedestrian lighting similar to what is currently found on Pierce Street, creating additional parking on the northwest side of the street and removing the existing concrete circle (the skating rink).	300,000	300,000	0
13	City Sidewalk Improvements (Soule Street to E. Richardson Street) - Extend the sidewalk from Soule Street north to the city limits. The project will consist of adding sidewalks, pedestrian scale lighting, and related improvements to the east side of Emory Street from Soule Street to E. Richardson Street and to the west side of Emory Street from Soule Street to Watson Street. In addition, the scope includes installing an midblock pedestrian crossing in the vicinity of Emory Way.	1,100,000	900,000	200,000
14	Sidewalk Repairs and Planning - Make repairs to the existing sidewalk that runs along the westside of Emory Street (SR 81) from the city-owned greenspace north to Soule Street. The project includes installing the conduit for future pedestrian scale lighting.	150,000	150,000	0
15	Emory Street / Highway 81 Street Lamps - Install pedestrian street lights on the westside of Emory Street (SR 81).	300,000	300,000	0
16	Radar Speed Signs - Install radar speed signs along Emory Street/SR 81.	10,000	10,000	0
17	Speed Humps - Install speed humps on streets identified by the city.	5,000	5,000	0

FY2023 Capital Budget Detail

		Recommend	City Funds	Other Funds
18	Street Repairs and Resurfacing - This project is done annually with some funding from the Georgia Department of Transportation's Local Maintenance Improvement Grant (LMIG) program. It requires a local funds match. Given the timing of awarding the contract, we will complete the FY21 project (Longstreet Circle) during FY22. We will use our FY20 and FY21 to pay for the Longstreet Circle resurfacing project. We will select the street for our FY22 LMIG project later in the fiscal year.	400,000	325,000	75,000
19	Streets Department - Lawnmower(s) - Purchase a 60" rear discharge mower and a 54" side discharge mower to maintain the city's rights-of-way and parks. The city will use the mower approximately eight (8) hours a day for approximately eight (8) months out of the year. Our current mowers have roughly 2,234 and 2,025 hours of documented use, respectively.	22,000	22,000	0
Downtown Development Authority (DDA)				
21	Downtown Development Authority - Intergovernmental agreement funding for ongoing support to the city's Downtown Development Authority.	30,000	30,000	0
22	DDA - Professional Services - Agreement funding the initial design costs for the town center development.	200,000	200,000	0
Electric Department				
23	Electric System Improvements - Each year we select a project to improve and maintain a reliable electric system. Given the timing of awarding the contract and purchasing the materials, we will complete the FY21 project of replacing utility poles, wires, switches, and equipment on E. Soule Street, Green Street, E. Bonnell Street, Hillcrest Drive, E. Wade Street, the line behind Mainstay Academy, and the line behind 702 Emory Street in FY22. For our FY22 project, we will replace poles, wires, switches, and equipment on Emory Street. In addition, we will also pay for pole inspections from this account.	269,563	269,563	0
24	Public Works Vehicles and Equipment - Replace aging line truck. It is a 1993 model with 67,735 miles. We bought it used fourteen (14) years ago. The turn table and lower and upper booms are leaking fluid.	203,871	203,871	0
25	Upgrade Financial Software - Replace the existing out of date software	33,333	33,333	

FY2023 Capital Budget Detail

Recommend City Funds Other Funds

Water and Sewer Department				
26	Water Line Replacement - Replace existing 6" water line on W Bonnell, Queen Ann, and Stone Streets with 8" water line. This will replace the remaining "transite" water pipe in our system.	200,000	200,000	0
27	Replace water main on Oxford Road, Keel Street, Cat Paw Court, Beakhead Court, and Perry Circle - This section of the water system is about 40+ years old. It was installed with a very thin, low grade PVC pipe. In the past four years, we have repaired the water main seven times in different places. The city will apply for a Community Development Block Grant to fund the project.	1,330,000	580,000	750,000
28	Upgrade Financial Software - Replace the existing out of date software	33,333	33,333	0
Police Department				
29	Police Vehicle - Purchase a police car with equipment (radio, sirens, decals, etc.).	50,000	0	50,000
30	Police Radios - Newton County has decided to sign a contract with Motorola to enhance the coverage of the communication of public safety within the county. This will make it necessary to replace our outdated equipment with new equipment. Our portable radios are approximately 10-years old and our car radios are 5-years old. For the FY2022 Capital Budget, we plan to replace five (5) portable radios, four (4) car radios, and one (1) base radio for the police department.	44,100	0	44,100
TOTALS		6,744,233	4,875,133	1,869,100

FY2023 Capital Budget Detail

	Recommend	City Funds	Other Funds
SPLOST Funding Summary	Total	YTD	Balance
2017 SPLOST			
Water & Sewer - Emory Street Sewer Project	500,000	500,000	0
Transportation	500,000	292,855	207,145
Recreation - Asbury Street Park	400,000	400,000	0
Public Safety - Radio Upgrades and Future Vehicles	100,965	0	100,965
2017 SPLOST Subtotal	\$1,500,965	\$1,192,855	\$308,110

OXFORD CAPITAL IMPROVEMENT PLAN FY2022 Results

	Account Number	PROJECT DESCRIPTION	Total Funds	City Funds	Other	Spent Thru April	Estimate for FY 2022	Balance
1	350.6000.541300.000	Yarbrough House Renovation	100,000	100,000	0	-	-	100,000
2	350.6200.541200.000	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	-	-	60,000
3	350.1500.117100.000	Strategic Land Acquisition	50,000	50,000	0	-	50,000	-
4	350.1500.117100.001	Dried Indian Creek Greenway / Protective Corridor	50,000	0	50,000	-	-	50,000
5	350.4600.541400.510	Electric Vehicle Charging Stations	12,000	12,000	0	-	-	12,000
6	350.1500.542200.000	City Manager Vehicle	20,000	20,000	0	-	-	20,000
7		Upgrade Financial Software	33,333	33,333				
8	350.6200.541200.001	Multi-Use Trails	300,000	300,000	0	-	-	300,000
9	350.4250.541200.000	Storm Drainage Plans & Improvements	20,000	20,000	0	23,500	23,500	(3,500)
10	350.4200.541400.002	E. Clark Street Improvements	450,000	450,000	0	-	-	450,000
11	350.4220.541204.000	Survey City - ROW	-	-	-	1,350	-	-
12	350.4226.541201.000	Whatcoat Street Improvements	300,000	300,000	0	-	-	300,000
13	350.4224.541203.000	Emory Street Sidewalk (Geiger to Moore Street)	562,000	113,000	449,000	-	-	562,000
14	350.4224.541203.002	City Sidewalk Project (Soule Street to North City Limits)	800,000	190,000	610,000	4,500	96,000	704,000
15	350.4200.541201.000	Sidewalk Repairs and Planning	100,000	100,000	0	1,185	10,000	90,000
16	350.4224.541203.001	Pedestrian Crossing at Asbury Street Park	75,000	75,000	0	-	-	75,000
17	350.4260.541400.000	Emory Street/Highway 81 Street Lamps	300,000	300,000	0	-	-	300,000
18	350.4270.541400.000	Radar Speed Signs	10,000	10,000	0	-	-	10,000
19	350.4270.541400.001	Speed Humps	5,000	5,000	0	5,255	5,255	(255)
20	350.4200.541400.001	Street Repairs and Resurfacing	125,000	75,000	50,000	24,280	209,280	(84,280)
21	350.4200.542100.001	Streets Department - Lawn Mower	12,000	12,000	0	-	-	12,000
22	350.7550.612000.000	Downtown Development Authority	30,000	30,000	0	-	30,000	-
23	350.7550.521200.000	DDA - Professional Services	200,000	200,000	0	-	-	200,000
24	350.4600.541402.510	Electric System Improvements	100,000	100,000	0	-	100,000	-
25		Upgrade Financial Software	33,333	33,333				
25	350.4400.541000.505	Queen Anne, W. Bonnell, Stone Streets	192,000	192,000	0	-	-	192,000
26	350.4400.541001.505	Oxford Rd, Keel Street, Perry Circle	1,360,000	610,000	750,000	-	-	1,360,000
27	350.4300.542100.505	Sewer Camera and Locator	15,059	15,059	0	-	-	15,059
28		Upgrade Financial Software	33,333	33,333	0	-	-	33,333
TOTALS			\$5,348,058	\$3,439,058	\$1,909,000	\$60,070	\$524,035	\$4,757,357

	A	B	C	D	E	F	G	H	I	J	K	L
1												
2												
3												
4												
5												
6												
7												
8												
9	<h1>Capital Budget</h1> <h2>FY2023 - FY2027</h2>											
10												
11	<p>July 1, 2022 - June 30, 2027</p>											
12												
13	<p>Adopted - June , 2022</p>											
14												
15	<p>Mayor David S. Eady</p>											
16												
17	<p><u>Councilmembers</u></p>											
18	<p>Jeff Wearing - Lynn Bohanan</p>						<p>Bill Andrew, City Manager</p>					
19	<p>Laura McCanless - George Holt</p>						<p>Marcia Brooks, City Clerk</p>					
20	<p>Mike Ready - Jim Windham</p>						<p>Mark Anglin, Police Chief</p> <p>Jody Reid, Supervisor of Public Works and Utilities</p>					

	A	B	C	D	E	F	G	H	I	J	
1	OXFORD CAPITAL IMPROVEMENT PLAN 2023 - 2027 SCHEDULE							Part A			
2		PROJECT DESCRIPTION	Total Cost	FY2023	FY2024	FY2025	FY2026	FY2027	STWP '13	STWP '18	
3	General										
4	1	Yarbrough House Renovation	100,000	100,000	0	0	0	0		17	
5	2	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	0	0	0		21	
6	3	Strategic Land Acquisition	250,000	50,000	50,000	50,000	50,000	50,000			
7	4	Dried Indian Creek Greenway / Protective Corridor	1,200,000	1,000,000	50,000	50,000	50,000	50,000			
8	5	Electric Vehicle Charging Stations	24,000	12,000	12,000	0	0	0			
9	6	City Manager Vehicle	30,000	30,000	0	0	0	0			
10	7	Finance Software Upgrade	33,333	33,333	0	0	0	0			
11	Parks, Landscapes, and Recreation										
12	8	Multi-Use Trails	800,000	300,000	200,000	100,000	100,000	100,000	38,42	15	
13	9	Asbury Street Park Wi-Fi	7,700	7,700	0	0	0	0			
14	Streets, Sidewalks, and Street Lamps										
15	10	Storm Drainage Plans & Improvements	100,000	20,000	20,000	20,000	20,000	20,000	35		
16	11	E. Clark Street Improvements	450,000	450,000	0	0	0	0	23,25	23,26	
17	12	Whatcoat Street Improvements	300,000	300,000	0	0	0	0	24	9	
18	13	City Sidewalk Improvements (Soule Street to North City Limits)	1,100,000	1,100,000	0	0	0	0			
19	14	Sidewalk Repairs and Planning	550,000	150,000	100,000	100,000	100,000	100,000	38,42		
20	15	Emory Street/Highway 81 Street Lamps	600,000	300,000	300,000	0	0	0			
21	16	Other Street Lamps	300,000	0	0	100,000	100,000	100,000			
22	17	Radar Speed Signs	10,000	10,000	0	0	0	0			
23	18	Speed Humps	5,000	5,000	0	0	0	0			
24	19	Street Repairs and Resurfacing	1,200,000	400,000	200,000	200,000	200,000	200,000			
25	20	Streets Equipment - Lawnmower(s)	46,000	22,000	12,000	0	12,000	0			

	A	B	C	D	E	F	G	H	I	J	
1	OXFORD CAPITAL IMPROVEMENT PLAN 2023 - 2027 SCHEDULE							Part A			
2		PROJECT DESCRIPTION	Total Cost	FY2023	FY2024	FY2025	FY2026	FY2027	STWP '13	STWP '18	
25	Downtown Development Authority										
26	21	Downtown Development Authority	150,000	30,000	30,000	30,000	30,000	30,000	23,25	10,17,23	
27	22	DDA - Professional Services	200,000	200,000	0	0	0	0	23,25	10,17,23	
28	Electric Department										
29	23	Electric System Improvements	719,563	269,563	150,000	100,000	100,000	100,000			
35	24	Public Works Vehicles & Equipment	231,871	203,871	28,000	0	0	0			
36	25	Smart Meters - Electric	300,000	0	300,000	0	0	0	15		
37	26	Upgrade Financial Software	33,333	33,333							
38	Water and Sewer Department										
39	27	Water Line Replacement									
40		Queen Ann, W. Bonnell, Stone Streets	200,000	200,000	0	0	0	0			
41		Oxford Rd, Keel Street, Perry Circle	1,330,000	1,330,000	0	0	0	0			
46	28	Smart Meters - Water	300,000	0	300,000	0	0	0	15		
47	29	Upgrade Financial Software	33,333	33,333	0	0	0	0			
48	Police Department										
49	30	Police Vehicles	250,000	50,000	50,000	50,000	50,000	50,000			
50	31	Police Radios	44,100	44,100	0	0	0	0			
51		TOTALS	10,624,900	6,710,900	1,502,000	800,000	812,000	800,000			

	A	B	C	D	E	F	G	H	I	J
1	CAPITAL BUDGET FISCAL YEAR 2023									
	Part B									
2		Account Number	PROJECT DESCRIPTION	TOTAL COST FY2023	CITY FUNDS FY2023	2017 SPLOST	LOAN	OTHER		STWP
3	General									
4	1	350.6000.541300.000	Yarbrough House Renovation	100,000	100,000	0	0	0		17
5	2	350.6200.541200.000	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	0	0		21
6	3	350.1500.117100.000	Strategic Land Acquisition	50,000	50,000	0	0	0		
7	4	350.1500.117100.001	Dried Indian Creek Greenway / Protective Corridor	1,000,000	250,000	0	0	750,000	a	
8	5	350.4600.541400.510	Electric Vehicle Charging Stations	12,000	12,000	0	0	0		
9	6	350.1500.542200.000	City Manager Vehicle	30,000	30,000	0	0	0		
10	7		Finance Software Upgrade	33,333	33,333					
11	Parks, Landscapes, and Recreation									
12	8	350.6200.541200.001	Multi-Use Trails	300,000	300,000	0	0	0		
13	9	350.6200.542401.000	Asbury Street Park Wi-Fi	7,700	7,700	0	0	0		
14	Streets, Sidewalks, and Street Lamps									
15	10	350.4250.541200.000	Storm Drainage Plans & Improvements	20,000	20,000	0	0	0		
16	11	350.4200.541400.002	E. Clark Street Improvements	450,000	450,000	0	0	0		23,26
17	12	350.4226.541201.000	Whatcoat Street Improvements	300,000	300,000	0	0	0		9
18	13	350.4224.541203.002	City Sidewalk Project (Soule Street to North City Limits)	1,100,000	900,000	200,000	0	0		
19	14	350.4200.541201.000	Sidewalk Repairs and Planning	150,000	150,000	0	0	0		
20	15	350.4260.541400.000	Emory Street/Highway 81 Street Lamps	300,000	300,000	0	0	0		
21	16	350.4270.541400.000	Radar Speed Signs	10,000	10,000	0	0	0		
22	17	350.4270.541400.001	Speed Humps	5,000	5,000	0	0	0		
23	18	350.4200.541400.001	Street Repairs and Resurfacing	400,000	325,000	0	0	75,000	b	
24	19	350.4200.542100.001	Streets Department - Lawnmower(s)	22,000	22,000	0	0	0		

	A	B	C	D	E	F	G	H	I	J
1	CAPITAL BUDGET FISCAL YEAR 2023									
	Part B									
2		Account Number	PROJECT DESCRIPTION	TOTAL COST FY2023	CITY FUNDS FY2023	2017 SPLOST	LOAN	OTHER		STWP
24	Downtown Development Authority (DDA)									
25	20	350.7550.612000.000	Downtown Development Authority	30,000	30,000	0	0	0		10,17,23
26	21	350.7550.521200.000	DDA - Professional Services	200,000	200,000	0	0	0		
27	Electric Department									
28	22	350.4600.541402.510	Electric System Improvements	269,563	269,563	0	0	0		
29	23	350.4600.542200.002	Line Truck	203,871	203,871	0	0	0		
30	24	350.4600.542200.002	Line Truck	203,871	203,871	0	0	0		
31	25		Upgrade Financial Software	33,333	33,333	0	0	0		
32	Water and Sewer Department									
33			Water Line Replacement							
34	26	350.4400.541000.505	Queen Ann, W. Bonnell, Stone Streets	200,000	200,000	0	0	0		
35	27	350.4400.541001.505	Oxford Rd, Keel Street, Perry Circle	1,330,000	580,000	0	0	750,000	c	
36	28	350.4300.542100.505	Upgrade Financial Software	33,333	33,333	0	0	0		
37	Police Department									
38	29	322.3200.542201.000	Equipment - Police Vehicles	50,000	0	50,000	0	0		
39	30	322.3200.542501.000	Equipment - Police Radios	44,100	0	44,100	0	0		
40			TOTALS	6,914,771	5,045,671	294,100	0	1,575,000		
41										
42	Footnotes:									
43	a	Funds from the Georgia Outdoor Stewardship Program (GOSP).								
44	b	Funds from the Local Maintenance Improvement Grant (LMIG).								
45	c	Funds from the Community Development Block Grant (CBDG).								

	A	B	D	E	F
1		FY2023 Capital Budget Detail	Recommend	City Funds	Other Funds
2		General			
3	1	Yarbrough House and Property Renovation - Renovate the existing building located at 107 W. Clark Street. The work will include updating the building's HVAC, water/sewer, and electric systems, exterior, etc.	100,000	100,000	0
4	2	City Limit Sign (Granite Stone and Landscape) - Construct a free-standing, monument style welcome sign on the lot located at 6153 Emory Street. In addition, the project will include a landscaping plan for the lot.	60,000	60,000	0
5	3	Strategic Land Acquisitions - Acquire land to support comprehensive plan goals and objectives, to include land associated with town center development and, possibly, land needed to buffer the city against encroachment.	50,000	50,000	0
6	4	Dried Indian Creek Greenway / Protective Corridor - Acquire conversation easements on properties located along Dried Indian Creek to serve as a protective corridor. As an alternative to the conservation easements, the item also includes funds to purchase property along Dried Indian Creek. In addition, the project includes funds to install a 10-12' multi-use trail along the creek. We will pursue funding through the Georgia Outdoor Stewardship Program, which requires a 25% local match.	1,000,000	250,000	750,000
7	5	Electric Vehicle Charging Stations - Install one (1) dual capacity stations on city property.	12,000	12,000	0
8	6	City Manager Vehicle - Replace the existing vehicle.	30,000	30,000	0
9	7	Upgrade Financial Software - Replace the existing out of date software	33,333	33,333	0
10		Parks, Landscapes, and Recreation			
11	8	Multi-Use Trails - We will need to select locations throughout the city to install additional multi-use trails.	300,000	300,000	0
12	9	Asbury Street Park Wi-Fi - Install wi-fi capability for the Asbury Street Park Pavilion to ensure the existing security cameras can record to the city's cloud security program. It will also provide limited wi-fi to the park greenspace.	7,700	7,700	0

	A	B	D	E	F
1		FY2023 Capital Budget Detail	Recommend	City Funds	Other Funds
13		Streets, Sidewalks, and Street Lamps			
14	10	Storm Drainage plans and improvements - For minor improvements to our storm drainage system and to help us meet the requirements of our state-mandated storm drainage plan.	20,000	20,000	0
15	11	East Clark Street Improvements - Complete redevelopment of East Clark Street including water, sewer, electric, street, sidewalk, and drainage. The sewer service was funded with the GEFA loan as part of the Emory Sewer Project. Electric service will be underground and will have pedestrian sized street lamps.	450,000	450,000	0
16	12	Whatcoat Street Improvements - Make streetscape improvements to Whatcoat Street including constructing a sidewalk on the southside of the street, installing pedestrian lighting similar to what is currently found on Pierce Street, creating additional parking on the northwest side of the street and removing the existing concrete circle (the skating rink).	300,000	300,000	0
17	13	City Sidewalk Improvements (Soule Street to E. Richardson Street) - Extend the sidewalk from Soule Street north to the city limits. The project will consist of adding sidewalks, pedestrian scale lighting, and related improvements to the east side of Emory Street from Soule Street to E. Richardson Street and to the west side of Emory Street from Soule Street to Watson Street. In addition, the scope includes installing an midblock pedestrian crossing in the vicinity of Emory Way.	1,100,000	900,000	200,000
18	14	Sidewalk Repairs and Planning - Make repairs to the existing sidewalk that runs along the westside of Emory Street (SR 81) from the city-owned greenspace north to Soule Street. The project includes installing the conduit for future pedestrian scale lighting.	150,000	150,000	0
19	15	Emory Street / Highway 81 Street Lamps - Install pedestrian street lights on the westside of Emory Street (SR 81).	300,000	300,000	0
20	16	Radar Speed Signs - Install radar speed signs along Emory Street/SR 81.	10,000	10,000	0
21	17	Speed Humps - Install speed humps on streets identified by the city.	5,000	5,000	0

	A	B	D	E	F
1		FY2023 Capital Budget Detail	Recommend	City Funds	Other Funds
22	18	Street Repairs and Resurfacing - This project is done annually with some funding from the Georgia Department of Transportation's Local Maintenance Improvement Grant (LMIG) program. It requires a local funds match. Given the timing of awarding the contract, we will complete the FY21 project (Longstreet Circle) during FY22. We will use our FY20 and FY21 to pay for the Longstreet Circle resurfacing project. We will select the street for our FY22 LMIG project later in the fiscal year.	400,000	325,000	75,000
23	19	Streets Department - Lawnmower(s) - Purchase a 60" rear discharge mower and a 54" side discharge mower to maintain the city's rights-of-way and parks. The city will use the mower approximately eight (8) hours a day for approximately eight (8) months out of the year. Our current mowers have roughly 2,234 and 2,025 hours of documented use, respectively.	22,000	22,000	0
24		Downtown Development Authority (DDA)			
25	21	Downtown Development Authority - Intergovernmental agreement funding for ongoing support to the city's Downtown Development Authority.	30,000	30,000	0
26	22	DDA - Professional Services - Agreement funding the initial design costs for the town center development.	200,000	200,000	0
27		Electric Department			
28	23	Electric System Improvements - Each year we select a project to improve and maintain a reliable electric system. Given the timing of awarding the contract and purchasing the materials, we will complete the FY21 project of replacing utility poles, wires, switches, and equipment on E. Soule Street, Green Street, E. Bonnell Street, Hillcrest Drive, E. Wade Street, the line behind Mainstay Academy, and the line behind 702 Emory Street in FY22. For our FY22 project, we will replace poles, wires, switches, and equipment on Emory Street. In addition, we will also pay for pole inspections from this account.	269,563	269,563	0
29	24	Public Works Vehicles and Equipment - Replace aging line truck. It is a 1993 model with 67,735 miles. We bought it used fourteen (14) years ago. The turn table and lower and upper booms are leaking fluid.	203,871	203,871	0
30	25	Upgrade Financial Software - Replace the existing out of date software	33,333	33,333	

	A	B	D	E	F
1		FY2023 Capital Budget Detail	Recommend	City Funds	Other Funds
31		Water and Sewer Department			
32	26	Water Line Replacement - Replace existing 6" water line on W Bonnell, Queen Ann, and Stone Streets with 8" water line. This will replace the remaining "transite" water pipe in our system.	200,000	200,000	0
33	27	Replace water main on Oxford Road, Keel Street, Cat Paw Court, Beakhead Court, and Perry Circle - This section of the water system is about 40+ years old. It was installed with a very thin, low grade PVC pipe. In the past four years, we have repaired the water main seven times in different places. The city will apply for a Community Development Block Grant to fund the project.	1,330,000	580,000	750,000
34	28	Upgrade Financial Software - Replace the existing out of date software	33,333	33,333	0
35		Police Department			
36	29	Police Vehicle - Purchase a police car with equipment (radio, sirens, decals, etc.).	50,000	0	50,000
37	30	Police Radios - Newton County has decided to sign a contract with Motorola to enhance the coverage of the communication of public safety within the county. This will make it necessary to replace our outdated equipment with new equipment. Our portable radios are approximately 10-years old and our car radios are 5-years old. For the FY2022 Capital Budget, we plan to replace five (5) portable radios, four (4) car radios, and one (1) base radio for the police department.	44,100	0	44,100
38		TOTALS	6,744,233	4,875,133	1,869,100
39					
40					
41					
42					
43					
44					
45					
46		SPLOST Funding Summary	Total	YTD	Balance

	A	B	D	E	F
1	FY2023 Capital Budget Detail		Recommend	City Funds	Other Funds
47					
48		2017 SPLOST			
49		Water & Sewer - Emory Street Sewer Project	500,000	500,000	0
50		Transportation	500,000	292,855	207,145
51		Recreation - Asbury Street Park	400,000	400,000	0
52		Public Safety - Radio Upgrades and Future Vehicles	100,965	0	100,965
53		2017 SPLOST Subtotal	\$1,500,965	\$1,192,855	\$308,110

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
2	GENERAL FUND - REVENUE								
3	1	100-0000-311100-000	Real Property Tax-Current Yr.	110,000	135,958	130,000	130,000	135,000	
4	2	100-0000-311200-000	Property Tax - Prior Year	5,000	2,582	3,000	2,916	3,000	
5	3	100-0000-311310-000	Motor Vehicle Ad Valorem	21,000	3,217	2,500	2,897	2,500	
6	4	100-0000-311315-000	Motor Vehicle TAVT	45,000	169,705	65,000	182,452	150,000	
7	5	100-0000-311316-000	AAVT Alternative		272				
8	6	100-0000-311340-000	Intangible Tax	3,000	8,614	4,000	6,887	7,000	
9	7	100-0000-311600-000	Real Estate Transfer	1,000	3,121	1,500	4,203	2,000	
10	8	100-0000-311710-000	Electric Franchise Tax	2,200	2,137	2,000	2,000	2,000	
11	9	100-0000-311730-000	Gas Franchise Tax	12,000	14,164	14,000	16,040	14,000	
12	10	100-0000-311750-000	TV Cable Franchise Tax	28,000	34,569	30,000	41,540	35,000	
13	11	100-0000-311760-000	Telephone Franchise Tax	4,500	6,881	5,000	6,647	6,000	
14	12	100-0000-313100-000	LOST Sales & Use Tax	360,000	547,242	425,000	577,156	540,000	Reflects sales tax growth in Newton County.
15	13	100-0000-316100-000	General Occupational Tax	11,500	11,123	11,500	11,500	11,000	Business License payments.
16	14	100-0000-316200-000	Insurance Premium Tax	161,000	170,823	175,000	176,167	170,000	One check per year, based on population.
17	15	100-0000-319000-000	Penalty/Interest on Del Taxes	1,300	1,207	1,000	627	1,000	
18	16	100-0000-321200-000	General Building Permits	1,500	23,507	10,000	4,451	5,000	FY 21 = Emory Bldg Permits
19	17	100-0000-322901-000	Misc. Income	15,000	58	1,000	48	500	
20	18	100-0000-331210-000	Direct Federal Grants	0					
21	19	100-0000-334200-000	State Grants	0	2,779				
22	20	100-0000-335800-000	Intergovernmental Revenues	26,000	25,191	25,000	25,191	25,000	Local Maintenance Improvement Grant (LMIG).
23	21	100-0000-341400-000	Printing/Duplicating Service	200	136	200	85	100	
24	22	100-0000-341910-000	Election Qualifying Fees	1,200		850	0	0	
25	23	100-0000-349100-000	Cemetery Fees	2,000	10,030	2,000	7,600	5,000	
26	24	100-0000-349300-000	Bad Check Fees	1,000	180	500	253	500	
27	25	100-0000-351000-000	Fines & Forfeitures	80,000	77,162	85,000	68,685	75,000	
28	26	100-0000-361000-000	Interest Revenues	30,000	4,214	5,000	2,992	5,000	Reflects a decrease in interest rates.
29	27	100-0000-371000-000	Contributions from Private Sources	0		0		500	most commonly comes from film donations
30	28	100-0000-381000-000	Rents and Royalties	1,500	4,600	3,000	5,067	5,000	
31	29	100-0000-381001-000	Lease Agreement Income	31,710	31,710	31,710	31,710	31,710	810 Whatcoat Building Lease - Oxford College

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
32	30	100-0000-381002-000	Lease - Verizon	27,154	28,007	28,007	28,528	28,000	Water Tower Antenna - Verizon Wireless
33	31	100-0000-389000-000	Misc. Revenue			4,256		500	
34	32	100-0000-389000-001	Insurance Credits	0	2,649	702			
35	33	100-0000-389000-002	Refunds	0	3,061				
36	34	100-0000-389000-003	Book Sales	0	40				
37	35	100-0000-392300-000	Proceeds-Dispose of Assets	1000	0	1,000	0		
38			REVENUES TOTAL	\$983,764	\$1,324,939	\$1,067,725	\$1,335,641	\$1,260,310	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
39	GENERAL FUND - EXPENDITURES								
40	CITY COUNCIL								
41	1	100.1100.511100.000	Regular Employees	34,800	30,000	34,800	30,000	34,800	six @ \$4,800/yr + mayor @ \$6,000/yr = \$34,800
42	2	100.1100.512200.000	Social Security (FICA)	2,662	2,295	2,662	2,295	2,662	
43	3	100.1100.523100.000	Liability Insurance	10,000	9,376	10,000	11,000	10,700	Annual bill in April.
44	4	100.1100.523600.000	Education & Training	3,750		3,750	1,108	2,500	
45	5	100.1100.531100.000	Computers	0		0	0	750	Laptop for George Holt
46	6	100.1400.511100.000	Reg Employees - Election	0		0	0	0	
47			SUBTOTAL	\$51,212	\$41,671	\$51,212	\$44,403	\$51,412	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
48	GENERAL GOVERNMENT								
49	1	100.1500.511100.000	Regular Employees	230,444	214,547	241,647	266,684	253,354	
50	2	100.1500.511300.000	Overtime	6,000	2,115	5,000	3,943	5,000	
51	3	100.1500.512100.000	Group Insurance	58,673	51,012	61,250	44,403	60,000	Health and Life Insurance
52	4	100.1500.512200.000	Social Security (FICA)	18,088	16,629	18,945	20,711	19,382	
53	5	100.1500.512400.000	Retirement Plan Expense	20,500	19,089	20,000	17,277	20,000	
54	6	100.1500.512450.000	Retirement Cont. (DC) 401	10,253	8,744	10,771	8,060	15,201	6%
55	7	100.1500.512700.000	Workers' Comp Insurance	1,000	713	1,000	1,119	1,500	
56	8	100.1500.512900.000	Unemployment Payments	2,000		2,000	0	2,000	
57	9	100.1500.521200.000	Professional	80,000	81,361	100,000	92,420	100,000	City Attorney, CPA Firm, Audit Services, Tax Assessor's Office
58	10	100.1500.521200.001	Code Enforcement Services	5,000		5,000	0	6,000	Contract with Bureau Veritas
59	11	100.1500.521200.002	Building Permit (BV)	11,250	6,271	7,500	4,689	7,500	Contract with Bureau Veritas
60	12	100.1500.521202.000	Fire Services - Newton County	29,000	28,870	31,000	34,641	40,000	.892 mills + 50%
61	13	100.1500.521300.000	Technical Purchased Service	45,000	45,275	50,000	56,399	55,000	
62	14	100.1500.522200.000	Repairs & Maintenance	20,000	20,846	20,000	35,116	30,000	
63	15	100.1500.522200.001	Whatcoat Building Maintenance	5,000	13,421	10,000	0	10,000	
64	16	100.1500.522200.002	YH Welcome Center	5,000	650	5,000	0	5,000	
65	17	100.1500.522320.000	Equipment Leases and Rentals	0	206	1,300	411	1,300	Lease for new copier at City Hall
66	18	100.1500.523100.000	Liability Insurance	11,000	5,692	9,000	11,000	9,600	
67	19	100.1500.523200.000	Telephone - Postage	25,500	22,377	25,500	22,992	26,000	
68	21	100.1500.523300.000	Advertising & Promotions	7,000	9,189	8,000	5,635	10,000	
69	22	100.1500.523320.000	July 4th Parade Expenses	6,000	0	6,000	137	6,000	
70	23	100.1500.523600.000	Dues & Fees	9,000	8,483	9,000	8,777	12,000	
71	24	100.1500.523700.000	Education & Training	7,500	2,822	7,500	3,420	6,500	
72	25	100.1500.531100.000	Supplies & Materials	24,000	15,231	20,000	11,389	17,000	
73	26	100.1500.531200.000	Energy - Utilities	16,000	15,134	16,000	14,481	17,000	
74	27	100.1500.531600.000	Small Equipment Under \$5,000	5,000	150	5,000	4,101	4,000	
75	28	100.1500.531600.001	Computer Upgrades	0		0	0	4,000	
76	29	100.1500.5542300.000	Furniture and Fixtures	0	0	0	0	2,500	
77	30	100.1500.531700.000	Other/Meetings & Events	5,000	488	5,000	1,749	3,000	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
78	31	100.1500.579000.000	Contingency - General	25,348	1,101	17,397	0	10,000	
79	32	100.1500.579010.000	Contingencies - cash over & short	200	140	200	293	500	
80			SUBTOTAL	\$688,755	\$590,556	\$719,010	\$669,848	\$759,337	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
81	COURT								
82	1	100.2500.521200.000	Contract - Judge	5,000	5,000	5,000	5,000	6,250	25% increase
83	2	100.2500.521210.000	Contract - Public Defender	500	0	500	0	625	
84	3	100.2500.521211.000	Contract - Solicitor	4,800	3,400	4,800	4,800	6,000	
85	4	100.2500.523700.000	Education - Clerk	1,000	0	1,000	1,188	1,500	
86	5	100.2500.523701.000	Education - Judge	1,200	387	1,200	1,200	750	
87	6	100.2500.523850.000	Contract - Translator	200	0	200	0	500	
88			SUBTOTAL	\$12,700	\$8,787	\$12,700	\$12,188	\$15,625	
89	POLICE DEPARTMENT								
90	1	100.3200.511000.000	Regular Employees	178,768	119,285	185,344	136,965	221,344	Includes four (4) full-time officers, including the Chief
91	2	100.3200.511300.000	Overtime	10,000	10,899	10,000	11,857	10,000	
92	3	100.3200.512100.000	Group Insurance	30,801	21,359	38,203	20,219	32,000	Health and Life Insurance
93	4	100.3200.512200.000	Social Security (FICA)	14,441	13,130	14,944	11,385	16,933	
94	5	100.3200.512450.000	Retirement Cont. (DC) 401	9,711	8,152	10,081	4,129	13,281	6%
95	6	100.3200.512700.000	Workers' Comp Insurance	6,500	6,887	8,000	7,216	8,000	
96	7	100.3200.521300.000	Tech Purch Serv/Courtware	11,000	11,874	11,000	6,335	11,000	
97	8	100.3200.522200.000	Veh & Equip Repairs & Maint	10,000	12,969	10,000	4,044	12,000	
98	9	100.3200.523100.000	Liability Insurance	12,000	16,602	15,500	12,000	16,100	
99	10	100.3200.523200.000	Telephone-Postage	5,500	4,890	5,500	4,928	5,000	
100	11	100.3200.523600.000	Dues & Fees	250	100	200	167	200	
101	12	100.3200.523700.000	Education & Training	2,000	2,103	2,000	1,787	3,000	
102	13	100.3200.523850.000	Subpoena fee	200		200	0	400	
103	14	100.3200.523900.000	Prisoner Housing & costs	13,000	420	13,000	2,940	13,000	Increased volume of inmates brought in by city police officers.
104	15	100.3200.531100.000	Supplies & Materials	5,500	2,274	5,500	4,744	6,000	
105	16	100.3200.531270.000	Gasoline	10,000	8,751	10,000	4,359	10,000	
106	17	100.3200.531600.000	Small Equipment Under \$5,000	5,000	6,041	5,000	6,287	5,000	
107	18	100.3200.531600.001	Computer Upgrades	6,500	6,283	0	0	5,000	
108	19	100.3200.531700.000	Uniforms	5,000	1,730	5,000	1,427	5,000	
109	20	100.3200.571000.000	Training funds - Payable	25,000	25,071	25,000	18,873	25,000	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
110	21	100.3800.342500.000	E-911 Center	25,000	16,113	25,000	21,604	25,000	
111			SUBTOTAL	\$386,170	\$294,933	\$399,472	\$281,265	\$443,257	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
112	STREET DEPARTMENT								
113	1	100.4200.511100.000	Regular Employees-Street	46,641	41,069	48,171	33,448	54,604	Allocating 1/3 of meter reader; 3/5 of groundskeepers (2); 1/5 refuse collection worker
114	2	100.4200.511300.000	Overtime	2,000	649	2,000	847	1,500	
115	3	100.4200.512100.000	Employee Insurance	18,465	14,184	22,890	6,809	18,000	Health and Life Insurance
116	4	100.4200.512200.000	Social Security (FICA)	3,721	3,191	3,839	2,624	4,177	
117	5	100.4200.512450.000	Retirement Cont. (DC) 401	2,798	1,984	2,891	1,132	3,276	6%
118	6	100.4200.512700.000	Workers' Comp Insurance	4,000	3,727	5,000	3,188	4,000	
119	7	100.4200.521200.000	Professional (Arborist)	0			1,088	1,500	
120	8	100.4200.521201.000	Professional - Engineering	3,000	3,875	5,000	160	6,000	
121	9	100.4200.522200.000	Veh & Equip Repairs & Maint	12,000	13,674	12,000	14,144	15,000	
122	10	100.4200.523600.000	Dues and Fees	0	50	100	50	100	
123	11	100.4200.523700.000	Education & Training	500		500	0	500	
124	12	100.4200.523850.000	Contract Labor	13,104	9,455	12,000	16,188	14,000	Temporary help
125	13	100.4200.531100.000	Supplies & Materials	15,000	10,078	15,000	9,273	15,000	
126	14	100.4200.531270.000	Gasoline/Diesel	5,500	2,635	3,500	2,567	4,000	
127	15	100.4200.531600.000	Small Equipment Under \$5,000	1,500	664	1,500	347	1,500	
128	16	100.4200.531700.000	Uniforms	2,500	1,956	2,000	1,284	2,000	
129	17	100.4200.531800.000	Stormwater Management	5,500	3,500	5,500	0	5,500	KCNB Contract - \$2,000
130	18	100.4200.531901.000	City Tree Removal	25,000	24,950	25,000	24,000	25,000	Trees continue to decline
131	19	100.4200.531910.000	City Trail Maintenance	0			3,133	0	See Parks and Rec Budget
132	20	100.4200.532100.000	Sidewalks	3,000		3,000	0	3,000	
133	21	100.4200.532100.001	Property Claims <\$1,000	0	742	1,000	160	1,000	
134	22	100.4200.541200.001	Street Repairs	0	0	0	0	10,000	
135			SUBTOTAL	\$164,228	\$136,383	\$170,891	\$120,442	\$189,657	
136	CEMETERY								
137	1	100.4900.522200.000	Cemetery Found. Maint. Suppl.	5,000	5,000	5,000	5,000	5,000	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
138	2	100.4900.531900.000	Tree Removal/Planting	5,000	4,800	5,000	4,800	5,000	
139			SUBTOTAL	\$10,000	\$9,800	\$10,000	\$9,800	\$10,000	
140	PARKS AND RECREATION DEPARTMENT								
141	1	100.6200.511100.000	Regular Employees - Parks & Rec.	21,608	15,945	22,149	4,241	24,959	Allocating 2/5 of groundskeepers (2)
142	2	100.6200.511300.000	Overtime	500	39	500	0	500	
143	3	100.6200.512100.000	Group Insurance	8,580	5,332	11,520	1,351	6,000	Health and Life Insurance
144	4	100.6200.512200.000	Social Security (FICA)	1,691	1,223	1,733	324	1,909	
145	5	100.6200.512450.000	Retirement Cont. (DC) 401	1,296	838	1,329	112	1,498	6%
146	6	100.6200.512700.000	Workers' Comp Insurance	600	645	800	895	1,000	
147	7	100.6200.521200.000	Professional (arborist)	700	694	700	300	700	
148	8	100.6200.522200.000	Veh & Equip Repairs & Maint	1,000		1,000	0	1,000	
149	9	100.6200.523850.000	Contract Labor - Temporary Help	5,300	4,067	5,000	8,188	10,000	
150	10	100.6200.531100.000	Supplies & Materials	10,000	1,589	5,000	1,347	10,000	
151	11	100.6200.531200.000	Energy - Utilities	10,000	4,453	7,000	4,973	7,000	Utilities for Asbury Street Park
152	12	100.6200.531270.000	Gasoline/Diesel	500	408	300	767	800	
153	13	100.6200.531600.000	Small Equipment Under \$5,000	1,000		1,000	0	1,000	
154	14	100.6200.531700.000	Uniforms	1,000	775	800	331	800	
155	15	100.6200.531900.000	Tree Board	10,000	6,806	15,000	10,951	15,000	Includes expenses for Arbor Day

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
156	16	100.6200.531910.000	City Park and Trail Maintenance	25,000	20,276	25,000	8,600	30,000	Includes landscape maintenance contract for Asbury
157			SUBTOTAL	\$98,776	\$63,090	\$98,831	\$42,379	\$112,166	
158	WATER & SEWER FUND - REVENUES								
159	1	505.0000.344210.000	Water Charges/Sales	446,606	517,724	510,000	567,356	565,000	
160	2	505.0000.344215.000	Water Tap Fees	10,000	8,853	10,000	10,000	4,000	
161	3	505.0000.344255.000	Sewer Charges/Sales	195,000	260,522	260,000	259,599	250,000	0
162	4	505.0000.344256.000	Sewer Tap Fees	10,000	14,400	10,000	10,000	4,000	
163	5	505.0000.344280.000	Hydrant Meter	500	3	500	441	500	
164	6	505.0000.361000.000	Interest Revenues	0	212	500	151	300	
165	7	505.0000.389000.000	Miscellaneous Income			0		0	
166	8	505.0000.389000.001	Refunds	0	760	1,000	0	0	
167			TOTAL REVENUES	\$662,106	\$802,474	\$792,000	\$847,547	\$823,800	
168	WATER & SEWER FUND - EXPENDITURES								
169	1	505.4300.511100.000	Regular Employees	40,734	36,394	41,191	26,988	60,860	Allocating 1/3 of meter reader
170	2	505.4300.511300.000	Overtime	3,000	2,067	3,000	748	3,000	
171	3	505.4300.512100.000	Employee Insurance	14,084	12,914	14,090	4,628	16,000	Health and Life Insurance
172	4	505.4300.512200.000	Social Security (FICA)	3,346	2,910	3,381	2,120	4,656	
173	5	505.4300.512450.000	Retirement Cont. (DC) 401	2,444	1,702	2,472	229	3,652	
174	6	505.4300.512700.000	Workers' Comp Insurance	4,000	3,639	4,000	4,475	4,200	6%
175	7	505.4300.521200.000	Legal & Professional	3,900	8,300	3,900	1,411	6,000	
176	8	505.4300.521300.000	Sewer Treatment Fees	88,563	123,448	117,000	147,717	155,000	2.2% increase from the NCWSA
177	9	505.4300.522200.000	Veh & Equip Repairs & Maint	0	13,222	0	8,111		Split into four accounts below:
178	10	505.4300.522200.001	Service Contracts	17,000	14,893	13,200	17,407	17,000	Contract for Water Tank Maintenance
179	11		Building Repairs	2,000		2,000	0	2,000	
180	12		Equipment Repair and Rental	1,500		1,500	0	2,000	
181	13		Vehicle Repairs	300		300	0	1,000	
182	14	505.4300.523100.000	Liability Insurance	1,100	974	1,400	393	3,200	
183	15	505.4300.523200.000	Telephone-Postage	1,500	841	1,500	620	1,500	
184	16	505.4300.523600.000	Dues & Fees	2,300	1,175	2,300	1,432	2,000	
185	17	505.4300.523700.000	Education & Training	3,400	2,205	4,400	2,159	3,400	New employee to maintain W/S license

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
186	18	505.4300.523850.000	Contract Labor	15,000	8,655	15,000	35,269	30,000	
187	19	505.4300.531100.000	Materials & Supplies	22,000	23,452	21,000	14,101	22,000	
188	20	505.4300.531200.000	Energy - Utilities	2,500	1,970	2,500	1,581	2,500	
189	21	505.4300.531270.000	Gasoline/Diesel	4,000	4,325	3,800	2,797	4,000	
190	22	505.4300.531510.000	Water for Resale	164,000	195,991	195,000	187,673	200,000	2.2% increase from the NCWSA
191	23	505.4300.531600.000	Small Equipment Under \$5,000	3,000	429	3,000	0	3,000	
192	24	505.4300.531700.000	Uniforms	2,800	2,500	2,600	880	2,500	
193	25	505.4300.552200.000	Property Claims <\$1,000	0	333	1,000	0	1,000	
194	26	505.4300.561000.000	Depreciation Expense	208,326	212,419	215,450	72,288	216,480	
195	27	505.4300.574000.000	Bad Debt Expense	7,440	0	7,440	0	8,000	
196	28	505.4300.579000.000	Contingency	3,750	0	6,266	0	10,000	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
197	29	505.4300.582000.000	GEFA Loan Interest Payback	4,120	3,722	3,310	3,360	4,300	Emory Street Sewer Project
198			TOTAL EXPENDITURES	\$626,106	\$678,479	\$692,000	\$536,388	\$789,248	
199			ELECTRIC FUND - REVENUES						
200	1	510.0000.344310.000	Electric Sales	2,049,041	2,270,668	2,453,788	2,449,164	2,400,000	% revenue
201	2	510.0000.344311.000	Penalties After the 15th	90,000	55,706	60,000	76,433	60,000	
202	3	510.0000.344312.000	Service Charges	5,000	4,250	4,000	8,067	5,000	
203	4	510.0000.349900.000	Online Bill Pay Convenience Fee	0	13,870	0	16,071	17,000	Fees to pay bills online.
204	5	510.0000.361000.000	Interest Revenue	100	97	150	104	100	
205	6	510.0000.361001.000	MCT Dividends	4,000	72	500	-1,551		
206	7	510.0000.381000.000	Other - Rebates	60,000	76,332	60,000	88,092	80,000	Year-End Settlement from MEAG & off-systems sales
207	8	510-0000-383000-000	Reimbursement - Property Damage		5,250				
208	9	510-0000389000-001	Refunds		293				
209			TOTAL REVENUES	\$2,208,141	\$2,426,537	\$2,578,438	\$2,636,380	\$2,562,100	
210			ELECTRIC FUND - EXPENDITURES						
211	1	510.4600.511110.000	Regular Employees	117,900	120,425	123,869	126,467	153,436	Allocating 1/3 of meter reader
212	2	510.4600.511300.000	Overtime	5,000	1,412	4,000	3,992	6,000	
213	3	510.4600.512100.000	Employee Insurance	32,867	28,851	32,910	21,661	36,000	Health and Life Insurance
214	4	510.4600.512200.000	Social Security (FICA)	9,402	9,192	9,860	9,980	11,738	
215	5	510.4600.512400.000	Retirement Plan Expense	48,176	130,899	49,417	44,427	49,400	
216	6	510.4600.512450.000	Retirement Cont. (DC) 401	558	341	1,000	351	9,206	6%
217	7	510.4600.512700.000	Workers' Comp Insurance	2,000	1,160	1,500	1,343	2,000	
218	8	510.4600.521200.000	ECG Professional Services	63,000	59,235	64,000	61,044	64,000	ECG fees are shown separate from power costs.
219	9	510.4600.522200.000	Veh & Equip Repairs & Maint	7,200	9,761	7,200	5,488	7,200	
220	10	510.4600.522201.000	Power line Tree Trimming	35,000	26,893	35,000	9,105	45,000	
221	11	510.4600.523100.000	Liability Insurance	8,500	7,618	8,500	9,000	9,200	
222	12	510.4600.523200.000	Telephone-Postage	9,000	7,433	9,000	3,733	9,000	
223	13	510.4600.523600.000	Dues & Fees	1,000	200	300	500	750	
224	14	510.4600.523600.001	Online Bill Pay Merchant Fee	0	15,960	13,000	19,408	18,000	Cost to the provider for online bill pay.
225	15	510.4600.523700.000	Linemen Training	6,000	518	6,000	617	6,000	
226	16	510.4600.523701.000	Education & Training	0		5,000	0	3,000	CDL Class A Certification Class

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
227	17	510.4600.523850.000	Contract Labor	10,000	8,609	10,000	22,911	20,000	
228	18	510.4600.531100.000	Supplies & Materials	16,000	10,552	16,000	16,243	18,000	
229	19	510.4600.531200.000	Energy/Utilities	7,500	5,918	6,500	5,615	7,500	
230	20	510.4600.531270.000	Gasoline/Diesel	6,500	5,255	5,500	4,472	6,500	
231	21	510.4600.531530.000	Electricity Purchased	1,310,948	1,266,827	1,278,232	1,318,004	1,340,000	% revenue
232	22	510.4600.531600.000	Small Equipment Under \$5,000	2,500	1,400	2,500	0	2,500	
233	23	510.4600.531700.000	Uniforms	5,000	4,753	5,000	4,149	5,000	
234	24	510.4600.541004.000	Street Lights	2,300		2,300	0	2,000	
235	25	510.4600.561003.000	Depreciation	93,185	94,024	93,760	31,292	94,671	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
236	26	510.4600.574000.000	Bad Debt Expense	27,540	-12,968	15,000	-1,751	15,000	
237	27	510.4600.579000.000	Contingency	8,066		5,090	0	10,000	
238			TOTAL EXPENDITURES	\$1,835,141	\$1,804,268	\$1,810,438	\$1,718,051	\$1,951,101	
239			SANITATION FUND - REVENUES						
240	1	540.0000.344110.000	Refuse Collection Charges	169,500	172,618	169,500	173,147	169,500	
241	2	540.0000.344130.000	Sale of Recycled Materials	100	640	100	0	100	
242	3	540.0000.389000.000	Miscellaneous Income	0	0	0			
243			TOTAL REVENUES	\$169,600	\$173,258	\$169,600	\$173,147	\$169,600	
244			SANITATION FUND - EXPENDITURES						
245	1	540.4300.511100.000	Regular Employee - Sanitation	20,821	18,251	21,875	22,576	28,403	Allocating 4/5 of refuse collection worker
246	2	540.4300.511300.000	Overtime	500		500	0	500	
247	3	540.4300.512100.000	Group Insurance	8,444	7,922	8,445	7,171	8,500	
248	4	540.4300.512200.000	Social Security (FICA)	1,631	1,375	1,593	1,727	2,173	
249	5	540.4300.512450.000	Retirement Cont. (DC) 401	1,249	683	1,219	760	1,704	6%
250	6	540.4300.512700.000	Workers' Comp Insurance	600	658	600	558	700	
251	7	540.4300.522110.000	Disposal Services-Landfill Fees	8,000	11,219	10,000	11,272	13,500	
252	8	540.4300.522111.000	College Walk Dumpster Fees	6,700	6,692	6,700	5,333	7,000	
253	9	540.4300.522200.000	Vehicle & Equip Repairs & Maint	5,000		5,000	0	5,000	
254	10	540.4300.523100.000	Liability Insurance	3,000		500	0	1,000	
255	11	540.4300.523580.000	Contract Labor	20,966	13,414	15,000	14,903	17,000	Temporary help
256	12	540.4300.523581.000	Contracted Garbage Pickup	89,000	88,334	89,000	79,243	89,000	
257	13	540.4300.523600.000	Dues & Fees	500	150	500	0	500	
258	14	540.4300.531100.000	Supplies & Materials	6,500	6,044	6,500	139	6,500	
259	15	540.4300.531270.000	Gasoline/Diesel	3,000	1,888	3,000	3,732	4,500	
260	16	540.4300.531600.000	Small Equipment Under \$5,000	1,000		1,000	0	1,000	
261	17	540.4300.531700.000	Uniforms	1,000	439	1,000	912	1,000	
262	18	540.4300.574000.000	Bad Debt Expense	4,700	23	4,700	0	1,000	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
263	19	540.4300.579000.000	Contingency	1,989		2,468	0	3,000	
264			TOTAL EXPENDITURES	184,600	\$157,092	\$179,600	\$148,325	\$191,980	
265			General Fund						
266			Revenues						
267			Prior Year Unassigned F. Balance	983,764	1,324,939	1,067,725	1,335,641	1,260,310	
268			Transfers from W&S	100,000		100,000		0	
269	100.0000.391505.000		Transfers from Electric	36,000		36,000		60,000	
270	100.0000.391510.000		Transfers from Sanitation	358,000		358,000		340,000	
271	100.0000.391540.000			0		0		0	
272			General Fund Revenues	1,477,764	1,324,939	1,561,725	1,335,641	1,660,310	
273			Expenditures						
274			City Council		51,212	41,671	51,212	44,403	51,412
275			General Government	688,755	590,556	719,010	669,848	759,337	
276			Court	12,700	8,787	12,700	12,188	15,625	
277			Police Department	386,170	294,933	399,472	281,265	443,257	
278			Street Department	164,228	143,075	170,891	125,775	189,657	
279			Parks and Recreation Department	98,776	63,090	98,831	42,379	112,166	
280			Cemetery	10,000	9,800	10,000	9,800	10,000	
281	100.9000.611011.000		Transfers to Capital Fund	0				0	
282			General Fund Expenditures	1,411,842	1,151,911	1,462,117	1,185,658	1,581,455	
283			General Fund BALANCE	65,922	173,028	99,608	149,984	78,855	
284			Water & Sewer Fund						
285			Revenues						
286			Expenditures	662,106	802,474	792,000	847,547	823,800	
287			Transfers to G/F	626,106	678,479	692,000	536,388	789,248	
288	505.9000.611003.000		Transfers to Capital Fund	36,000		36,000		60,000	
289	505.9000.611350.000			0		0		40,000	
290			W & S Fund Expenditures	662,106	678,479	728,000	536,388	889,248	
291			W & S Fund BALANCE	0	123,995	64,000	311,159	-65,448	
292									

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
293			Electric Fund						
294			Revenues	2,208,141	2,426,537	2,578,438	2,636,380	2,562,100	
295			Expenditures	1,835,141	1,804,268	1,810,438	1,718,051	1,951,101	
296		510.9000.611002.000	Transfers to G/F	358,000		358,000		340,000	
297		510.9000.611350.000	Transfers to Capital Fund	0		0		430,000	
298		510.9000.611008.000	Transfers to Sanitation	15,000		15,000		10,000	
299		510.9000.611351.000	Comp Trust transfer to Capital	0		0		0	

	A	B	C	D	E	F	H	I	J
1		Acct Number	Description	FY2021 Budget	FY2021 Actual	FY2022 Budget	FY2022 Estimate	FY2023 Recommend	Comments
300			Electric Fund Expenditures	2,208,141	1,804,268	2,183,438	1,718,051	2,731,101	
301			Electric Fund BALANCE	0	622,270	395,000	918,329	-169,001	
302									
303			Sanitation Fund						
304			Revenues	184,600	173,258	184,600	173,147	169,600	
305			Expenditures	184,600	150,400	179,600	142,991	191,980	
306		540.9000.611001.000	Transfers to G/F	0		0		0	
307		540.9000.611006.000	Transfers from Electric	15,000		15,000		10,000	
308			Sanitation Fund Expenditures	184,600	150,400	179,600	142,991	191,980	
309			Sanitation Fund BALANCE	0	22,858	5,000	30,155	-12,380	
310									
311			ALL FUNDS TOTAL						
312			Revenues	4,532,611	4,553,950	5,116,763	4,819,568	5,225,810	
313			Expenditures	4,466,689	3,634,659	4,553,155	3,440,096	5,393,783	
314			Balance	65,922	919,292	563,608	1,379,472	-167,973	